



CITY OF BUFFALO, MINNESOTA

BUFFALO CITY COUNCIL AGENDA

Meeting: Monday, January 6, 2025

Place: Buffalo City Center

Time: 7:00 PM

The meeting is available to view by [streaming live](#) or viewing Spectrum Channel 180. Questions on specific agenda items or supporting documents should be directed to city staff prior to the meeting via phone at 763-682-1181 or email at cityoffices@ci.buffalo.mn.us.

Each agenda item will be: (1) announced by the Mayor, (2) presented by staff, (3) Mayor will ask for Council questions & discussion, (4) Mayor may ask for citizen questions or input, (5) Council will act on item with motion and move on to next agenda item.

1. CALL TO ORDER

2. ANNOUNCEMENTS

3. OPEN FORUM

The purpose of the open forum section of the meeting is to allow citizens to express any needs or concerns that they have to the City Council. We allocate this time toward non-agenda items only. The City Council can then act on the concern or put the item on a future agenda.

4. AGENDA ADDITIONS OR DELETIONS

5. COUNCIL REPORTS AND RECOGNITION

The purpose of the council reports and recognition section is for Council Members to report on meetings attended, share information and to recognize individuals or groups.

6. CONSENT AGENDA

Those items on the council agenda which are considered routine or non-controversial are included as part of the Consent Agenda. Unless the Mayor or a Council Member specifically requests that an item on the Consent Agenda be removed and considered separately, items on the Consent Agenda are considered under one motion, second and vote. Any item removed from the consent agenda shall be placed on the council agenda for discussion.

[Approval of December 16 Minutes](#)

[Approval of Claims Listing](#)

[Approval of Golf Cart Renewal Permit](#)

[Approval of Massage License](#)

[Residential Parking Permit Application within Buffalo CBD](#)

[Personnel Matters - Promotion of Jay Bares to IT Supervisor](#)

[Personnel Matters - Promotion of Sam Solarz to IT Innovation Specialist Effective 01/05/2025](#)

[Personnel Matters - Promotion of Steven Daudt to Internet Service Provider \(ISP\) Specialist Effective 01/05/2025](#)

[Personnel Matters - Resignation of Dennis Biljan from Buffalo Wine and Spirits and Approval to Filling the Position](#)

[Personnel Matters - Retirement of Perry Marquette and Approval to Fill the Vacancy](#)

[Request for Approval to Attend the 2025 ICMA Conference](#)

[Request for Temporary On-Sale Liquor License for Buffalo Lions Club February 8th Pond Hockey Tournament](#)

7. REMOVED CONSENT AGENDA ITEMS

8. PUBLIC HEARINGS

9. OLD BUSINESS

[Grinder Station Task Force Appointments](#)

[Community Center Advisory Board Schedule Change](#)

[2025 Advisory Board Appointments](#)

10. NEW BUSINESS

[Annual Mayor and Council Appointments](#)

[Approval to Move Veterans' Memorial Park to Buffalo Lake Walk](#)

[2025 Street Improvement Projects](#)

11. STAFF UPDATES

12. OTHER

[Closed Session Pursuant to Minnesota Statutes Section 13D.05, Subd. 3\(b\)](#)

[Attorney Client Privilege](#)

13. ADJOURN

[Adjourn to Joint Workshop with the Planning Commission on Wednesday, January 15 at 5:30 PM](#)



**CITY COUNCIL
AGENDA REPORT**

ITEM: 6A

MEETING DATE: January 6, 2025
PREPARED BY: City Clerk Susan Johnson
PRESENTED BY: City Clerk Susan Johnson
AGENDA ITEM: Approval of December 16 Minutes

BACKGROUND SUMMARY:

Attached are the draft minutes from the December 16 meeting.

RECOMMENDED ACTION:

Approve of December 16 minutes as presented.



BUFFALO CITY COUNCIL MINUTES

December 16, 2024

CALL TO ORDER

The regular meeting of the City of Buffalo City Council was called to order on December 16, 2024 at 7:00 PM in the Council Chambers of the City Center at 212 Central Avenue.

The following members were present: Brad Dahl, Steve Downer, George Fantauzza, Teri Lachermeier, and Erin Walsh.

Absent: Student Liaison Jillian Pack.

Staff Present: Administrator Taylor Gronau, City Clerk Susan Johnson, Community Development Director David Kelly, Utilities and IT Director Jason Meusburger, Fire Chief John Harnois, Assistant Finance Director Chrissie Estrada, Police Chief Pat Budke, Parks and Rec Director Lee Ryan, Airport Manager/Services & Marketing Coordinator Chris Fredrick, IT Administrator Jay Bares, Administrative Services Support Specialist Traecy Waldschmidt, and Consulting Engineer Justin Kannas of Bolton & Menk.

ANNOUNCEMENTS

Mayor Lachermeier thanked those who attended to her open house prior to the meeting. Saturday, December 7, was Deck the Halls in Sturges Park. She and Council Member Downer were there and lit the Christmas tree. The CP Rail Holiday Train was in Buffalo on Saturday, December 14. She thanked all who participated in bringing 700 pounds of food and \$6,400 dollars for our local food shelf.

Council Member Walsh congratulated the Buffalo Community Orchestra on their recent concert where they had a record turnout. Everyone was in love with the concert.

Council Member Dahl thanked Buffalo School and the local Snow Riders for offering a snowmobile safety course for kids under the age of 18. There were 50 kids who attended the class.

Council Member Downer said he attended the Wright County Mayors' Association meeting on December 11 in Cokato with Mayor Lachermeier. He has been shadowing the Mayor meeting businesspeople and other things. He thanked her for helping make his transition to Mayor smooth.

Former Mayor Gerard Melgaard (1977-1992) presented Mayor Lachermeier with a plaque in appreciation of her vision, leadership, and dedication during her 22

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years of service to the City of Buffalo and its residents.

OPEN FORUM

There was no one was in attendance for the open forum portion of the meeting.

AGENDA ADDITIONS AND DELETIONS-None

COUNCIL REPORTS AND RECOGNITION

Council Member Downer said the last Planning Commission meeting discussed murals. He said that the Library Board recently adopted fine art guidelines for the library. He suggested that staff distribute the guidelines used by the library for others to review regarding the mural discussion.

Council Member Downer thanked Mayor Lachermeier for her enthusiasm, love of Buffalo, good judgement, and caring for people. Council Member Fantauzza noted that her spirit for Buffalo is infectious. Council Member Walsh thanked the Mayor for being a wonderful example of how to lead a city.

Council Member Walsh said she attended the HPAB meeting last week. They designated the first two Century Homes at that meeting.

CONSENT AGENDA

- Approval of December 2 Meeting Minutes
- Approval of Claims Listings

Council Meeting ~ 12/16/24					
A/P Check Runs	EFT/DRAFTS	Checks	Total	Check Numbers	
12/5/2024		\$ 50,000.00	\$ 50,000.00	134961	
12/11/2024	\$ 685,243.97	\$ -	\$ 685,243.97	-	
12/11/2024	\$ 491,238.71	\$ 1,762,937.64	\$ 2,254,176.35	134977-135095	
		Grand Total	\$ 2,989,420.32		

- Approval of Temporary On-Sale Liquor License for Hayes' Public House on December 21, 2024
- Approval of Consumption and Display (Set Up) Permit for Endee, LLC for 1006 Commercial Drive 33
- Annual License and Permit Renewals for 2025, Resolution 2024-52
- Safety Action Plan – State Match Grant Agreement, Resolution 2024-58
- Massage Therapist License Applications

Council Member Dahl moved approval of the consent agenda. Council Member Fantauzza seconded the motion.

Brad Dahl	Steve Downer	George Fantauzza	Teri Lachermeier	Erin Walsh
Aye	Aye	Aye	Aye	Aye

The motion carries 5 - 0.

REMOVED CONSENT AGENDA ITEMS-None

PUBLIC HEARINGS

Adopt 2025 Budget, Capital Improvement Plan (CIP), 2025 Fee Schedule, and Certify 2025 Property Tax Levies, Resolutions 2024-53 & 2024-54

Assistant Finance Director Estrada officially reviewed the timeline for the budget process. The next steps are to close the public hearing and to adopt the following resolutions:

- Resolution 2024-53: Adopting 2025 Budget (Including COLA), CIP & Fee Schedule, Certifying 2025 Property Tax Levy
- Resolution 2024-54: Granting Council Consent to Certify 2025 HRA Levy

After calling for questions and none being heard, Mayor Lachermeier closed the public hearing at 7:17 PM.

Council Member Fantauzza moved adoption of Resolution 2024-53 Adopting the 2025 City Budget and Fee Schedule and Certifying Final 2025 City of Buffalo Property Tax Levy to Wright County. Council Member Dahl seconded the motion.

Brad Dahl	Steve Downer	George Fantauzza	Teri Lachermeier	Erin Walsh
Aye	Aye	Aye	Aye	Aye

The motion carries 5 - 0.

Council Member Walsh moved adoption of Resolution 2024-54 Granting City Council Consent to Final 2025 HRA Levy. Council Member Fantauzza seconded the motion.

Brad Dahl	Steve Downer	George Fantauzza	Teri Lachermeier	Erin Walsh
Aye	Aye	Aye	Aye	Aye

The motion carries 5 - 0.

OLD BUSINESS

Adoption of Ordinance No. 2024-13 – Amending Section 2-129 Airport Advisory Board

Administrator Gronau reviewed that this amendment would change the residency requirements for up to two members of the Airport Board. This is the second reading and adoption for consideration. Staff recommends adoption of Ordinance 2024-13.

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Council Member Walsh asked what if two people met the new criteria, and then a current member moves, could that person keep their seat until the end of their term. Airport Manager Fredrick doesn't foresee that happening. Administrator Gronau said that the Council would make the decision if someone would need to be removed from the Board to be consistent with the proposed ordinance.

Council Member Dahl moved adoption of Ordinance 2024-13 Amending Section 2-129 Airport Advisory Board. Council Member Downer seconded the motion.

Brad Dahl	Steve Downer	George Fantauzza	Teri Lachermeier	Erin Walsh
Aye	Aye	Aye	Aye	Aye

The motion carries 5 - 0.

Issue Temporary General Obligation Taxable Tax Abatement Bonds, Series 2024C, Resolution 2024-55

Financial Advisor Nick Anhut of Ehlers and Associates said this is a follow-up from the previous meeting in regard to improving the site of the new community center. These actions follow up on the purchase of property. The first step is to execute the purchase through a bond to the seller of the property with \$50,000 down and then seller financing to be repaid in the future. This is payable in three years or when the City chooses. The City can refund the bond when it's ready to improve the site and do construction. The second step is in regard to purchasing at a discounted purchase price in comparison to the appraisal. The seller requires that an in-kind donation be received by the City. These actions will help us prepare to move forward with the purchase.

Council Member Walsh moved to adopt Resolution 2024-55 Providing for the Issuance and Sale of Temporary GO Taxable Tax Abatement Bonds, Series 2024C, Council Member Dahl seconded the motion.

Brad Dahl	Steve Downer	George Fantauzza	Teri Lachermeier	Erin Walsh
Aye	Aye	Aye	Aye	Aye

The motion carries 5 - 0.

Accept In-Kind Donation for Purchase of "PenRad" Building, Resolution 2024-56

Council Member Dahl moved to adopt Resolution 2024-56 Accepting In-Kind Donation. Council Member Fantauzza seconded the motion.

Brad Dahl	Steve Downer	George Fantauzza	Teri Lachermeier	Erin Walsh
Aye	Aye	Aye	Aye	Aye

The motion carries 5 - 0.

NEW BUSINESS

Approve Memoranda of Understanding Between City of Buffalo and LELS Local #234 (Patrol)

Administrator Gronau noted that there are two separate police unions, one for patrol officers and one for sergeants. Currently, contracts are negotiated through the end of 2025. It has been a long-standing tradition to maintaining equity with COLA between non-union and union staff. Staff recommends that that the COLA for union staff be increased to 5% to match non-union staff's COLA. The Second memorandum continues the sabbatical leave program for police officers.

Council Member Downer moved to approve of MOU's 2024-2 and 2024-3 between the City of Buffalo and LELS Local #234 (patrol). Council Member Fantauzza seconded the motion.

Brad Dahl	Steve Downer	George Fantauzza	Teri Lachermeier	Erin Walsh
Aye	Aye	Aye	Aye	Aye

The motion carries 5 - 0.

Approve Memoranda of Understanding Between City of Buffalo and LELS Local #337 (Sergeants)

Council Member Fantauzza moved to approve of MOU's 2024-2 and 2024-3 between the City of Buffalo and LELS Local #337 (sergeants). Council Member Dahl seconded the motion.

2025 Advisory Board Appointments

Administrator Gronau said that Staff recommends the following advisory board appointments for the terms noted:

Airport	Andy Larson (3-year term)
Community Center	Tammy Johnson (3-year term)
	Jason Thornton (3-year term)
	Fred Naaktgeboren (2-year term)
	Amy Wittman (1-year term)
Heritage Preservation	Shala Holm (3-year term)
	Sue Mattson (3-year term)
Housing & Redevelopment	Mike Anderson (5-year term)
Library	Jami Goodrum (4-year term)
	Julie Zappa (4-year term)
Parks	Dan Ackman (3-year term)
	Ryan Gustafson (3-year term)
	Paul Olson (3-year term)
Planning Commission	Nick Lostetter (4-year term)

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Planning Commission April Murch (4-year term)

Administrator Gronau said there is still one opening on both the Library and Airport Advisory Boards. Staff will reach out to candidates who weren't appointed to their choice to see if they want to be on another board. If not, we will readvertise.

Council Member Dahl moved to appoint the above persons to the respective advisory boards. Council Member Walsh seconded the motion.

Brad Dahl	Steve Downer	George Fantauzza	Teri Lachermeier	Erin Walsh
Aye	Aye	Aye	Aye	Aye

The motion carries 5 - 0.

STAFF UPDATES

Staff gave general updates to the Council.

OTHER-None

ADJOURN

Mayor adjourned the meeting at 8:00 PM.

Attest:

Teri Lachermeier, Mayor

Susan Johnson, City Clerk

DRAFT



**CITY COUNCIL
AGENDA REPORT**

ITEM: 6B

MEETING DATE: January 6, 2025
PREPARED BY: Senior Accountant Jackie Wilkes
PRESENTED BY: Senior Accountant Jackie Wilkes
AGENDA ITEM: Approval of Claims Listing

BACKGROUND SUMMARY:

The attached claims listings are payment registers detailing disbursements for the period.

Payment Type	Beginning Sequence #	Ending Sequence #	Total
EFT	105320	105388	301,447.40
Check	135096	135200	361,027.44
Bank Draft/Wire	2896	2931	343,826.82
			\$ 1,006,301.66

SIGNIFICANT DISBURSEMENTS THIS PERIOD:

- MN Dept of Revenue \$145,770.00 Sales & Use Tax Payment

RECOMMENDED ACTION:

Approve claims listings as presented and authorize payments to be disbursed.



Buffalo, MN

CITY OF BUFFALO, MINNESOTA

Check Report

By Check Number

Date Range: 01/01/2024 -

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: CITY-CITY BANK							
Payment Type: EFT							
01B0006 INV0003267	BUFFALO POLICE EMPLOYEE ASS'N Invoice	12/26/2024	12/26/2024 BPEA DUES	EFT	0.00 0.00	80.00 80.00	105320
01C0032 INV0003268	City Center Employees Association Invoice	12/26/2024	12/26/2024 City Center Employees Association	EFT	0.00 0.00	60.00 60.00	105321
01C0089 INV0003273	Flex - City of Buffalo Invoice	12/26/2024	12/26/2024 MEDICAL REIMBURSE	EFT	0.00 0.00	399.88 399.88	105322
01C0089 INV0003269	Flex - City of Buffalo Invoice	12/26/2024	12/26/2024 SELECT 3 DAYCARE	EFT	0.00 0.00	1,252.51 1,252.51	105323
01L0098 INV0003272	LAW ENFORCEMENT LABOR SER Invoice	12/26/2024	12/26/2024 UNION DUES	EFT	0.00 0.00	1,198.50 1,198.50	105324
01N0056 INV0003290	NCPERS MINNESOTA Invoice	12/26/2024	12/26/2024 NCPERS	EFT	0.00 0.00	128.00 128.00	105325
01A0028 9009	Alex Air Apparatus 2 LLC Invoice	12/16/2024	12/30/2024 FD-SCBA FLOW & FIT TESTS	EFT	0.00 0.00	4,556.25 4,556.25	105326
01A062 121324COB	All State Traffic Control Inc Invoice	12/13/2024	12/30/2024 P&Z SIGNS-BUFFALO ANIMAL CLINIC	EFT	0.00 0.00	1,272.00 1,272.00	105327
01A0299 IV270715	Amaril Uniform Company Invoice	12/17/2024	12/30/2024 ELECTRIC-FR CLOTHING	EFT	0.00 0.00	624.59 624.59	105328
01A0333	Amazon Capital Services 11XY-DPHG-TVVL 13PM-PDRP-1QVO 14WL-WF6Y-RLMY 19JT-3N3R-GJWL 1CDY-91XV-1JVX 1JMH-XYRY-9V19 1KVR-9DGC-RF4D 1LVK-J4GX-7P4H 1RPY-TM7D-4DR4 1T69-X633-F3FC 1YF3-CDMP-RK... 1YTC-6VCQ-KXJ1	12/18/2024	12/30/2024 PARKS-REFLECTIVE JACKET	EFT	0.00	1,866.59	105329
		12/08/2024	12/30/2024 COMM CTR-FREEZER	EFT	0.00	512.82	
		12/10/2024	12/30/2024 BCC-FLOOR CLEANER, ADAPTER CONNECT...	EFT	0.00	110.95	
		12/09/2024	12/30/2024 COMM CTR-CURTAINS	EFT	0.00	75.12	
		12/12/2024	12/30/2024 FD-SHELF BRACKETS	EFT	0.00	76.56	
		12/16/2024	12/30/2024 PD-NOTEBOOKS, BATTERIES	EFT	0.00	35.46	
		12/10/2024	12/30/2024 COMM CTR-CLIMBING SET	EFT	0.00	436.97	
		12/09/2024	12/30/2024 PARKS-RATCHET STRAPS	EFT	0.00	127.98	
		12/16/2024	12/30/2024 PD-SLING SWIVEL MOUNTS	EFT	0.00	37.54	
		12/13/2024	12/30/2024 COMM CTR-POOL CUE, SHIFTY BRIDGE	EFT	0.00	112.85	
		12/18/2024	12/30/2024 FD-BATTERY BOX, PROPANE TANK PARTS	EFT	0.00	211.93	
		12/17/2024	12/30/2024 ADMIN-CALENDAR, TRASH BIN, BOOT TRAY	EFT	0.00	63.42	
01A0208 INV136670	Atomic Data Invoice	12/01/2024	12/30/2024 PROF SVCS-MONTHLY MONITORING	EFT	0.00 0.00	98.91 98.91	105330
01001513 24143 24147 24148	Aurentz Project Restoration Invoice	12/13/2024	12/30/2024 FIBER-SERVICE DROP 710 2ND ST S	EFT	0.00	41,092.55	105331
		12/13/2024	12/30/2024 JOINT TRENCH-SETTLERS BROOK	EFT	0.00	1,827.50	
		12/13/2024	12/30/2024 FIBER-PON PWR-FIRE HALL, TRAILBLAZER	EFT	0.00	29,794.05	
					0.00	9,471.00	
01B0074	Bellboy Corporation 109232300 109234100 109292700 206046300 206049100 206054300	12/10/2024	12/30/2024 DWTN LIQUOR STORE	EFT	0.00	26,237.64	105332
		12/10/2024	12/30/2024 HWY LIQUOR STORE	EFT	0.00	295.35	
		12/20/2024	12/30/2024 HWY LIQUOR STORE	EFT	0.00	276.96	
		12/10/2024	12/30/2024 HWY LIQUOR STORE	EFT	0.00	410.12	
		12/10/2024	12/30/2024 DWTN LIQUOR STORE	EFT	0.00	10,597.67	
		12/10/2024	12/30/2024 HWY LIQUOR STORE	EFT	0.00	4,866.39	
		12/13/2024	12/30/2024 HWY LIQUOR STORE	EFT	0.00	6,652.00	

Check Report

Date Range: 01/01/2024 -

Vendor Number	Vendor Name	Post Date	Payment Date	Payment Type	Discount Amount		Payment Amount	Number
					Payable Description	Discount Amount		
206107000	Payable #	Invoice	12/13/2024	DWTN LIQUOR STORE		0.00	1,293.00	
206198700		Invoice	12/20/2024	HWY LIQUOR STORE		0.00	1,846.15	
01B0344	BENT Brewstillery		12/30/2024	EFT		0.00	66.60	105333
INV-014570		Invoice	12/13/2024	DT		0.00	66.60	
01001550	Berglund, Baumgartner, Kimball & Glaser		12/30/2024	EFT		0.00	5,993.33	105334
8182		Invoice	12/01/2024	PD-ATTORNEY FEES		0.00	5,993.33	
01B0007	Border States Industries		12/30/2024	EFT		0.00	620.16	105335
929535534		Invoice	12/09/2024	ELECTRIC-TAPE		0.00	620.16	
01B0019	Boyer Ford Trucks Inc - St Michael		12/30/2024	EFT		0.00	64.47	105336
93P26066		Invoice	12/20/2024	STREETS-RADIATOR HOSE, CLAMP		0.00	64.47	
01B0019	Boyer Ford Trucks Inc - St Michael		12/30/2024	EFT		0.00	79.62	105337
93P25805		Invoice	12/17/2024	STREETS-FUEL PARTS		0.00	79.62	
01B0019	Boyer Ford Trucks Inc - St Michael		12/30/2024	EFT		0.00	88.69	105338
93P25307		Invoice	12/09/2024	WWTP-FILTER		0.00	88.69	
VEN01878	Buffalo EZ Wash LLC		12/30/2024	EFT		0.00	86.39	105339
60644835340		Invoice	12/16/2024	PD-OIL CHANGE 2021 TAHOE		0.00	86.39	
01000051	C&L Distributing		12/30/2024	EFT		0.00	1,546.51	105340
2020626		Invoice	12/06/2024	HWY LIQUOR STORE		0.00	585.80	
2024304		Invoice	12/13/2024	DWTN LIQUOR STORE		0.00	420.53	
2027645		Invoice	12/20/2024	HWY LIQUOR STORE		0.00	562.00	
3300000035		Credit Memo	12/06/2024	HWY LIQUOR STORE		0.00	-14.62	
3300000040		Credit Memo	12/20/2024	HWY LIQUOR STORE		0.00	-7.20	
01001344	Calix Inc		12/30/2024	EFT		0.00	173.36	105341
7033144		Invoice	12/02/2024	CALIX CLOUD FOUNDATION-DEC/24		0.00	173.36	
01C075	Capitol Beverage Sales LP		12/30/2024	EFT		0.00	41,343.96	105342
3070728		Credit Memo	12/09/2024	HWY LIQUOR		0.00	-17.24	
3070729		Invoice	12/09/2024	HWY LIQUOR		0.00	13,635.70	
3070762		Credit Memo	12/09/2024	DOWNTOWN LIQUOR		0.00	-15.75	
3070763		Invoice	12/09/2024	DOWNTOWN LIQUOR		0.00	1,939.85	
3073649		Invoice	12/16/2024	HWY LIQUOR		0.00	18,676.90	
3073769		Invoice	12/16/2024	DOWNTOWN LIQUOR		0.00	7,124.50	
01C0057	Central McGowan		12/30/2024	EFT		0.00	301.93	105343
920479		Invoice	12/02/2024	STREETS-ELECTRODE 1TORCH, TIPS		0.00	301.93	
01D0007	Dahlheimer Beverage LLC		12/30/2024	EFT		0.00	40,507.04	105344
2349631		Invoice	12/09/2024	HWY LIQUOR		0.00	611.17	
2349649		Invoice	12/09/2024	HWY LIQUOR		0.00	4,901.85	
2349696		Invoice	12/09/2024	DOWNTOWN		0.00	1,511.30	
2349697		Invoice	12/09/2024	DOWNTOWN		0.00	243.00	
2352721		Invoice	12/12/2024	HWY LIQUOR		0.00	292.00	
2352722		Invoice	12/12/2024	HWY LIQUOR		0.00	589.07	
2354865		Invoice	12/16/2024	HWY LIQUOR		0.00	217.20	
2354867		Invoice	12/16/2024	HWY LIQUOR		0.00	25,709.75	
2354903		Invoice	12/16/2024	DOWNTOWN		0.00	5,605.75	
2355147		Invoice	12/16/2024	DOWNTOWN		0.00	185.35	
2360029		Invoice	12/20/2024	HWY LIQUOR		0.00	315.50	
2360030		Invoice	12/20/2024	HWY LIQUOR		0.00	325.10	
01001215	Dailey Data & Associates Inc		12/30/2024	EFT		0.00	1,707.26	105345
107754		Invoice	12/04/2024	WORTH INV DATA COLLECTORS		0.00	1,707.26	
VEN01809	Dinges Partners Group LLC		12/30/2024	EFT		0.00	3,160.00	105346
63206		Invoice	12/19/2024	FD-RESCUE BOAT		0.00	3,160.00	

Check Report

Date Range: 01/01/2024 -

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount	Payment Amount	Number
					Discount Amount	Payable Amount	
VEN02178 121124	DMA Ventures LLC	12/12/2024	12/30/2024	EFT	0.00	2,247.98	105347
	Invoice		FIBER-MARKETING		0.00	2,247.98	
VEN01256 656611	Dooley's Petroleum Inc	12/20/2024	12/30/2024	EFT	0.00	11,218.64	105348
	Invoice		AIRPORT - FUEL		0.00	11,218.64	
01E0044 99914 99915 99916 99917	Ehlers & Associates Inc	12/13/2024	12/30/2024	EFT	0.00	9,750.00	105349
	Invoice		ARBITAGE REPORT		0.00	1,000.00	
	Invoice		ARBITRAGE REPORT-SERIES 2019B		0.00	3,750.00	
	Invoice		ARBITRAGE REPORT-SERIES 2019C		0.00	1,000.00	
	Invoice		ARBITRAGE REPORT-SERIES 2014B		0.00	4,000.00	
01001599 40448002	Elk River Winlectric Co	12/16/2024	12/30/2024	EFT	0.00	18,200.00	105350
	Invoice		ELECTRIC-INVENTORY		0.00	18,200.00	
01000434 25404	Ernhart's Auto Center Inc	11/27/2024	12/30/2024	EFT	0.00	280.00	105351
	Invoice		WWTP-CLEAN SENSOR 2011 FORD		0.00	280.00	
01F0009 MNM0N152612	Fastenal Company	12/13/2024	12/30/2024	EFT	0.00	547.20	105352
	Invoice		STREETS-BATTERIES		0.00	547.20	
01000065 398075063	Garage Door Store	12/20/2024	12/30/2024	EFT	0.00	170.00	105353
	Invoice		STREETS/PARKS-TROUBLESHOOT DOOR		0.00	170.00	
01G0020 9348268989	Grainger	12/17/2024	12/30/2024	EFT	0.00	147.38	105354
	Invoice		WWTP-FANS, FILTER		0.00	147.38	
01G0029 9339834287 9339854228 9339913265 9339968290 9340005788	Graybar Electric	11/19/2024	12/30/2024	EFT	0.00	11,124.51	105355
	Invoice		FIBER-INVENTORY		0.00	1,242.68	
	Invoice		FIBER-INVENTORY		0.00	7,881.00	
	Invoice		FIBER-LITTLE GIANT HYPERLITE		0.00	1,114.44	
	Invoice		FIBER-INVENTORY		0.00	286.32	
	Invoice		FIBER-LC-UPC SINGLE MODE		0.00	600.07	
01I0067 13181 13181 CR	Ideal Service Inc	12/03/2024	12/30/2024	EFT	0.00	745.00	105356
	Invoice		WWTP-TROUBLESHOOT OVERFIRE FAN, V...		0.00	1,015.00	
	Credit Memo		CREDIT-ENTERED INCORRECTLY		0.00	-270.00	
01J0032 5748	Jake's Excavating Inc	12/18/2024	12/30/2024	EFT	0.00	950.00	105357
	Invoice		WATER-CURB STOP REPAIR 407 9TH ST NE		0.00	950.00	
01L0013 372393	Little Falls Machine Inc	12/18/2024	12/30/2024	EFT	0.00	430.43	105358
	Invoice		STREETS-ANTISALT		0.00	430.43	
01L0020 30463	Loberg Electric	12/19/2024	12/30/2024	EFT	0.00	285.64	105359
	Invoice		LIBRARY-FLOOR OUTLET, ETHERNET PLUG		0.00	285.64	
01L0076 318396-IN	Locators & Supplies Inc	12/16/2024	12/30/2024	EFT	0.00	214.28	105360
	Invoice		WWTP-HARD HATS		0.00	214.28	
01L0287 47841	Lundeen Brothers Ford	12/16/2024	12/30/2024	EFT	0.00	555.64	105361
	Invoice		PD-VEHICLE REPAIR 2020 FORD		0.00	555.64	
01M0023 P61582	MacQueen Equipment	12/11/2024	12/30/2024	EFT	0.00	191.99	105362
	Invoice		STREETS/WWTP-FILTER		0.00	191.99	
01000767 544381718	MARCO Technologies LLC	12/08/2024	12/30/2024	EFT	0.00	1,269.01	105363
	Invoice		MAINTENANCE & LEASE		0.00	1,269.01	
01001463 INV1440523 INV1440578	Maverick Beverage Co	12/05/2024	12/30/2024	EFT	0.00	1,500.00	105364
	Invoice		DWTN LIQUOR STORE		0.00	397.50	
	Invoice		DWTN LIQUOR STORE		0.00	1,102.50	
01M0004 655044 655069	McDowell Comfort Management	12/15/2024	12/30/2024	EFT	0.00	14,468.55	105365
	Invoice		WTP-4 HEATERS		0.00	13,257.00	
	Invoice		WWTP-PREMTT BLDG AIR VENT REPLACE		0.00	679.80	

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Vendor Number Payable # 655070	Vendor Name Payable Type Invoice	Post Date 12/19/2024	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
			Payable Description		Discount Amount	Payable Amount	
VEN01990 17343050	Modern Power Solutions LLC	12/19/2024	12/30/2024	EFT	0.00	365.00	105366
	Invoice		CITY CENTER-GENERATING MONITORING		0.00	365.00	
01T0129 17329380	Monroe Towmaster LLC	12/13/2024	12/30/2024	EFT	0.00	83.92	105367
	Invoice		STREETS-COVER SENSOR		0.00	83.92	
01M0045 1458633-00	MTI Distributing	12/23/2024	12/30/2024	EFT	0.00	389.77	105368
	Invoice		PARKS-CUTTING EDGE, SHOES		0.00	389.77	
01O0078 1666834 1678387	Optum Health Financial Services	11/08/2024	12/30/2024	EFT	0.00	440.00	105369
	Invoice		FSA PLAN/COBRA		0.00	220.00	
	Invoice	12/06/2024	FSA PLAN/COBRA		0.00	220.00	
01O0022 1524-229323 1524-229341 1524-229405	O'Reilly Auto Parts	12/12/2024	12/30/2024	EFT	0.00	516.40	105370
	Invoice		STREETS-FUEL/WTR SEP, FILTERS		0.00	361.22	
	Invoice	12/12/2024	STREETS-WIPER BLADES		0.00	75.98	
	Invoice	12/12/2024	PARKS-WARNING LT, RETAINER, DISPOSAB...		0.00	79.20	
01Q0005 48018	Quality Flow Systems Inc	11/25/2024	12/30/2024	EFT	0.00	2,200.00	105371
	Invoice		MONTHLY MAINTENANCE-NOV/24		0.00	2,200.00	
01R0180 107329	Rhomar Industries Inc	12/13/2024	12/30/2024	EFT	0.00	608.92	105372
	Invoice		STREETS-RHOMA-SOL		0.00	608.92	
01R0020 A50525 A50600	Russell Security Resource Inc	12/10/2024	12/30/2024	EFT	0.00	619.00	105373
	Invoice		PARKS-GREENBRIAR WARMING HOUSE LO...		0.00	110.00	
	Invoice	12/16/2024	FD-ADD DOOR CLOSER		0.00	509.00	
01S0322 2565373 2565374 2565399 2565400 2568474 2568475 2568476 2568501 2568502	Southern Glazer's of MN	12/12/2024	12/30/2024	EFT	0.00	12,648.25	105374
	Invoice		HIGHWAY		0.00	4,518.67	
	Invoice	12/12/2024	HIGHWAY		0.00	717.25	
	Invoice	12/12/2024	DOWNTOWN		0.00	670.06	
	Invoice	12/12/2024	DOWNTOWN		0.00	912.88	
	Invoice	12/19/2024	HIGHWAY		0.00	3,702.65	
	Invoice	12/19/2024	HIGHWAY		0.00	0.70	
	Invoice	12/19/2024	HIGHWAY		0.00	1,356.37	
	Invoice	12/19/2024	DOWNTOWN		0.00	424.23	
	Invoice	12/19/2024	DOWNTOWN		0.00	345.44	
01T0079 10595999	Toll Gas Welding & Supply	12/11/2024	12/30/2024	EFT	0.00	4,966.00	105375
	Invoice		STREETS-SHOP WELDER		0.00	4,966.00	
01T0102 IT11094	Trenchers Plus Inc	12/16/2024	12/30/2024	EFT	0.00	663.89	105376
	Invoice		ELECTRIC-VALVE, FITTINGS, MANIFOLD		0.00	663.89	
01U0082 4864936	US Internet Corp	12/13/2024	12/30/2024	EFT	0.00	450.00	105377
	Invoice		US INTERNET - EMAIL SUITE		0.00	450.00	
01U0017 INV00572537 INV00573189	USA BlueBook	12/18/2024	12/30/2024	EFT	0.00	406.17	105378
	Invoice		WWTP-SUPPLIES		0.00	134.17	
	Invoice	12/19/2024	WWTP-SUPPLIES		0.00	272.00	
01V0029 364070-IN 364071-IN 364950-IN	Vinocopia Inc	12/06/2024	12/30/2024	EFT	0.00	1,158.50	105379
	Invoice		HWY LIQUOR STORE		0.00	875.00	
	Invoice	12/06/2024	DWTN LIQUOR STORE		0.00	138.50	
	Invoice	12/19/2024	HWY LIQUOR STORE		0.00	145.00	
01W0096 14524 14524 ADDTL	Water Conservation Services Inc	12/16/2024	12/30/2024	EFT	0.00	613.53	105380
	Invoice		WATER-LEAK LOCATE BUFFALO RUN RD		0.00	513.53	
	Invoice	12/16/2024	WATER-LEAK LOCATE 519 BUFFALO RUN ...		0.00	100.00	
01W0002 491828	WESCO Distribution	12/19/2024	12/30/2024	EFT	0.00	301.39	105381
	Invoice		ELECTRIC-NON STOCK INVENTORY		0.00	257.69	

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Vendor Number Payable # 492800	Vendor Name Payable Type Invoice	Post Date 12/23/2024	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
			Payable Description		Discount Amount	Payable Amount	
01F0086 101579204	Wex Bank Invoice	12/15/2024	12/30/2024	EFT	0.00	373.65	105382
			MONTHLY FUEL PURCHASES		0.00	373.65	
01W0009 35031790061 35031797192 35031800388	Wright Hennepin Cooperative Electric Invoice Invoice Invoice	12/05/2024 12/10/2024 12/10/2024	12/30/2024	EFT	0.00	14,729.04	105383
			STREET LIGHTS		0.00	30.10	
			ACCOUNT #114-1085-9700		0.00	1,820.36	
			ACCOUNT #114-1085-8400		0.00	12,878.58	
01001429 I25653	Wruck Sewer & Portable Rental Invoice	12/10/2024	12/30/2024	EFT	0.00	1,762.00	105384
			PORTABLE TOILETS & CLEANING		0.00	1,762.00	
01I0030 21132902	Zayo LLC Invoice	12/15/2024	12/30/2024	EFT	0.00	8,619.15	105385
			ZAYO		0.00	8,619.15	
01Z0001 9010610508	**Void** Zep Sales & Service Invoice	12/16/2024	12/30/2024	EFT	0.00	0.00	105386
			12/30/2024	EFT	0.00	487.95	105387
01Z0004 IN001741263 IN001742900	Ziegler Inc Invoice Invoice	12/14/2024 12/16/2024	12/30/2024	EFT	0.00	141.88	105388
			PARKS-MIRROR		0.00	132.65	
			PARKS-MIRROR FREIGHT		0.00	9.23	
Total EFT:					0.00	301,447.40	

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Vendor Number	Vendor Name	Post Date	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type			Payable Description	Discount Amount	Payable Amount	
Payment Type: Regular							
01C0144 12.18.24	Central Land Title Invoice	12/18/2024	12/19/2024	Regular CLOSING COSTS	0.00 0.00	7,031.66 7,031.66	135096
01R0011 12.16.24	Ryan Auto Mall Invoice	12/16/2024	12/19/2024	Regular ELECTRIC-2025 CHEV SILV 3500	0.00 0.00	48,808.00 48,808.00	135097
01001467 1118	Ads on Boards Invoice	06/05/2024	12/26/2024	Regular BCC-BOARD CLEAN & SEAL	0.00 0.00	700.00 700.00	135101
01000825 IN1711906	AM Conservation Group Inc Invoice	11/30/2024	12/26/2024	Regular CHRISTMAS LIGHTS	0.00 0.00	10,116.08 10,116.08	135102
01001182 3659	Andy's Plumbing Invoice	12/13/2024	12/26/2024	Regular STREETS/PARKS-WATER HEATER, SNAKE D...	0.00 0.00	6,375.00 6,375.00	135103
VEN02199 76490349	Anthony Quinones Invoice	12/23/2024	12/26/2024	Regular REIMBURSE-DAMAGE DEPOSIT	0.00 0.00	500.00 500.00	135104
VEN01195 7572	ARK Sports Invoice	12/12/2024	12/26/2024	Regular PARKS-STURGES PARK SIGN	0.00 0.00	450.00 450.00	135105
01000464 3731473	Artisan Beer Co Invoice	12/06/2024	12/26/2024	Regular HWY LIQUOR	0.00	764.45	135106
3734813	Invoice	12/20/2024	DWTN LIQUOR		0.00	167.55	
3734814	Invoice	12/20/2024	DWTN LIQUOR		0.00	156.90	
3734814	Invoice	12/20/2024	DWTN LIQUOR		0.00	440.00	
01000337 337183	Aspen Mills Invoice	08/06/2024	12/26/2024	Regular FD-RESERVE UNIFORM	0.00	1,263.32	135107
344333	Invoice	12/05/2024	FD-RESERVE UNIFORM		0.00	459.15	
345225	Invoice	12/18/2024	FD-FIRE GEAR		0.00	521.15	
345225	Invoice	12/18/2024	FD-FIRE GEAR		0.00	283.02	
01000971 102351	Beckius Repair Invoice	10/18/2024	12/26/2024	Regular ELECTRIC-REPAIRS & INSPECTION 2001 FRE..	0.00	4,315.21	135108
102352	Invoice	10/18/2024	ELECTRIC-INSTALL HOLD DOWNS 2023 JET...		0.00	550.36	
102352 CR	Credit Memo	10/18/2024	CREDIT \$0.01		0.00	509.25	
102372	Invoice	12/18/2024	STREETS-REPLACE FUEL TANK 2000 STERLI...		0.00	-0.01	
102372	Invoice	12/18/2024	STREETS-REPLACE FUEL TANK 2000 STERLI...		0.00	3,255.61	
01B0033 10296969	Bernick's Invoice	12/10/2024	12/26/2024	Regular HWY LIQUOR STORE	0.00	30,983.98	135109
10298623	Invoice	12/12/2024	DWTN LIQUOR STORE		0.00	128.40	
10298624	Invoice	12/12/2024	DWTN LIQUOR STORE		0.00	500.26	
10298625	Invoice	12/12/2024	DWTN LIQUOR STORE		0.00	1,277.70	
10298626	Credit Memo	12/12/2024	DWTN LIQUOR STORE		0.00	91.48	
10298626	Credit Memo	12/12/2024	DWTN LIQUOR STORE		0.00	-120.00	
10298633	Invoice	12/12/2024	HWY LIQUOR STORE		0.00	1,204.16	
10298634	Invoice	12/12/2024	HWY LIQUOR STORE		0.00	3,095.30	
10298635	Invoice	12/12/2024	HWY LIQUOR STORE		0.00	105.52	
10298636	Credit Memo	12/12/2024	HWY LIQUOR STORE		0.00	-347.52	
10300927	Invoice	12/19/2024	DWTN LIQUOR STORE		0.00	312.76	
10300928	Invoice	12/19/2024	DWTN LIQUOR STORE		0.00	69.04	
10300929	Credit Memo	12/19/2024	DWTN LIQUOR STORE		0.00	-13.32	
10300930	Credit Memo	12/19/2024	DWTN LIQUOR STORE		0.00	-20.97	
10300931	Invoice	12/19/2024	DWTN LIQUOR STORE		0.00	6,523.20	
10300941	Credit Memo	12/19/2024	HWY LIQUOR STORE		0.00	-40.00	
10300942	Invoice	12/19/2024	HWY LIQUOR STORE		0.00	889.90	
10300943	Invoice	12/19/2024	HWY LIQUOR STORE		0.00	17,325.95	
10300946	Invoice	12/19/2024	HWY LIQUOR STORE		0.00	395.12	
10300947	Credit Memo	12/19/2024	HWY LIQUOR STORE		0.00	-393.00	
Void			12/26/2024	Regular	0.00	0.00	135110
Void			12/26/2024	Regular	0.00	0.00	135111
VEN02196 S101647	Bert's Truck Equipment of Moorhead Inc Invoice	12/09/2024	12/26/2024	Regular ELECTRIC-SNOW PLOW PARTS	0.00	2,256.20	135112

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Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount	Payment Amount	Number
					Discount Amount	Payable Amount	
01B0129	Bond Trust Services Corporation		12/26/2024	Regular	0.00	3,425.00	135113
<u>92727</u>	Invoice	12/11/2024	PAYING AGENT FEE-SERIES 2016C		0.00	475.00	
<u>92728</u>	Invoice	12/11/2024	PAYING AGENT FEE-SERIES 2016B		0.00	475.00	
<u>92729</u>	Invoice	12/11/2024	PAYING AGENT FEE-SERIES 2018A		0.00	475.00	
<u>92730</u>	Invoice	12/11/2024	PAYING AGENT FEE-SERIES 2018B		0.00	100.00	
<u>92731</u>	Invoice	12/11/2024	PAYING AGENT FEE-SERIES 2019B		0.00	475.00	
<u>92732</u>	Invoice	12/11/2024	PAYING AGENT FEE-SERIES 2020A		0.00	475.00	
<u>92733</u>	Invoice	12/11/2024	PAYING AGENT FEE-SERIES 2021A		0.00	475.00	
<u>92734</u>	Invoice	12/11/2024	PAYING AGENT FEE-2023A		0.00	475.00	
	Void		12/26/2024	Regular	0.00	0.00	135114
01B198	Breakthru Beverage Minnesota Wine & Spirits L	12/26/2024	Regular		0.00	10,476.05	135115
<u>118995795</u>	Invoice	12/05/2024	DOWNTOWN		0.00	4,357.16	
<u>119103154</u>	Invoice	12/12/2024	DOWNTOWN		0.00	50.80	
<u>119104030</u>	Invoice	12/12/2024	DOWNTOWN		0.00	463.25	
<u>119104057</u>	Invoice	12/12/2024	HWY		0.00	2,988.17	
<u>119220767</u>	Invoice	12/19/2024	HWY		0.00	1,048.00	
<u>119221078</u>	Invoice	12/19/2024	DOWNTOWN		0.00	268.95	
<u>119221106</u>	Invoice	12/19/2024	HWY		0.00	1,684.46	
<u>206198800</u>	Invoice	12/20/2024	DOWNTOWN		0.00	249.50	
<u>412823917</u>	Credit Memo	10/11/2024	DOWNTOWN		0.00	-113.30	
<u>412917876</u>	Credit Memo	11/07/2024	DOWNTOWN		0.00	-81.65	
<u>413032694</u>	Credit Memo	12/09/2024	HWY		0.00	-81.65	
<u>413032695</u>	Credit Memo	12/09/2024	HWY		0.00	-62.30	
<u>413041650</u>	Credit Memo	12/11/2024	DOWNTOWN		0.00	-187.40	
<u>413051560</u>	Credit Memo	12/13/2024	DOWNTOWN		0.00	-47.42	
<u>413051561</u>	Credit Memo	12/13/2024	DOWNTOWN		0.00	-47.42	
<u>413069045</u>	Credit Memo	12/18/2024	DOWNTOWN		0.00	-13.10	
	Void		12/26/2024	Regular	0.00	0.00	135116
	Void		12/26/2024	Regular	0.00	0.00	135117
	Void		12/26/2024	Regular	0.00	0.00	135118
01001401	Brenda Smith		12/26/2024	Regular		45.89	135119
<u>12.19.24</u>	Invoice	12/19/2024	REIMBURSE-AIR FRYER		0.00	45.89	
01B0093	Buffalo Area Chamber of Commerce		12/26/2024	Regular	0.00	95.00	135120
<u>94307</u>	Invoice	09/25/2024	GOOD AFTERNOON BUFFALO-B.OPHEIM		0.00	30.00	
<u>94722</u>	Invoice	12/06/2024	WWTP-AFTERNOON OF INSPIRATION		0.00	65.00	
01B0012	Buffalo Floral & Landscaping		12/26/2024	Regular	0.00	108.00	135121
<u>12.16.24</u>	Invoice	12/16/2024	CENTERPIECE & BALLOONS- LACHERMEIER		0.00	108.00	
01B0349	Buffalo Healthcare Investors LLC		12/26/2024	Regular	0.00	9,303.29	135122
<u>2H/24</u>	Invoice	12/20/2024	2ND HALF TAX ABATEMENT REIMBURSEM...		0.00	9,303.29	
01001491	Buffalo Plumbing & Heating		12/26/2024	Regular	0.00	234.00	135123
<u>42419</u>	Invoice	08/14/2024	TH 25 RECONSTRUCTION-WATER SERVICE...		0.00	234.00	
VEN02193	Capital Construction LLC		12/26/2024	Regular	0.00	345.75	135124
<u>D24-000062</u>	Invoice	12/10/2024	REIMBURSE-VOIDED PERMIT D24-000062		0.00	345.75	
01C0088	Charter Communications		12/26/2024	Regular	0.00	256.19	135125
<u>175330901120724</u>	Invoice	12/07/2024	ACCT# 175330901		0.00	256.19	
01C0205	Cintas Corporation		12/26/2024	Regular	0.00	578.80	135126
<u>4213034307</u>	Invoice	11/27/2024	HWY-MATS/CLEANING		0.00	48.79	
<u>4214446452</u>	Invoice	12/12/2024	HWY-MATS/CLEANING		0.00	48.79	
<u>4214710171</u>	Invoice	12/16/2024	BCC-MATS		0.00	83.94	
<u>4215036392</u>	Invoice	12/18/2024	DT-MATS/CLEANING		0.00	86.24	
<u>4215198989</u>	Invoice	12/19/2024	HWY-MATS/CLEANING		0.00	48.79	
<u>4215510555</u>	Invoice	12/23/2024	DT-MATS/CLEANING		0.00	111.25	
<u>4215510611</u>	Invoice	12/23/2024	HWY-MATS/CLEANING		0.00	123.23	

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Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date		Payment Type	Discount Amount		Payment Amount	Number
			Payable Description			Discount Amount	Payable Amount		
5243169605	Invoice	12/06/2024	DT-MATS/CLEANING			0.00	27.77		
01C0003 UC WAREHOUSE	City of Buffalo Invoice	12/18/2024	12/26/2024	Regular		0.00	9,780.00	135127	
01C0241 34846	City of Monticello Invoice	12/12/2024	12/26/2024	Regular		0.00	416.00	135128	
VEN01416 12.16.24 12.17.24	Coborn's Inc Invoice Credit Memo	12/16/2024 12/17/2024	12/26/2024	Regular		0.00	102.93	135129	
			COOKIES, CIDER, NAPKINS-LACHERMEIER			0.00	119.45		
			RETURN NAPKINS, CIDER			0.00	-16.52		
VEN01982 391395 392017 392192	Computer Integration Technologies Inc Invoice Invoice Invoice	12/11/2024 12/17/2024 12/18/2024	12/26/2024	Regular		0.00	4,552.00	135130	
			IT-OUTDOOR DOME CAMERA & 5-YR LICE...			0.00	1,717.00		
			L-BRACKET MOUNT			0.00	210.00		
			IT-PROF SVCS			0.00	2,625.00		
01C0012 173X04186203	Culligan of Buffalo Invoice	11/30/2024	12/26/2024	Regular		0.00	100.35	135131	
WATER REC-WATER COOLER & SOFTENER						0.00	100.35		
VEN01883 IN-6216	Dangerous Man Brewing Company Invoice	12/10/2024	12/26/2024	Regular		0.00	710.00	135132	
			HWY			0.00	710.00		
VEN01705 239	Eckre's Services LLC Invoice	12/17/2024	12/26/2024	Regular		0.00	766.62	135133	
			WWTP-OIL & FILTER CHANGE			0.00	766.62		
01F0048 5542 12.17.24	Flaherty's Happy Tyme Company Invoice	12/17/2024	12/26/2024	Regular		0.00	117.00	135134	
			HWY-DRINK MIX			0.00	117.00		
01H0136 50091 12.06.24	Huikko's Bowling & Entertainment Center Invoice	12/06/2024	12/26/2024	Regular		0.00	229.47	135135	
			RESERVE-PIZZA & POP			0.00	229.47		
01I0055 SUM-081031	Innovative Office Solutions Invoice	12/10/2024	12/26/2024	Regular		0.00	117.71	135136	
			OFFICE SUPPLIES			0.00	117.71		
01I0031 63608 63617 63635	IntegriPrint Invoice Invoice Invoice	12/16/2024 12/09/2024 12/10/2024	12/26/2024	Regular		0.00	512.48	135137	
			RETRACTABLE BANNER			0.00	421.12		
			FIBER-BUSINESS CARDS-OPHEIM			0.00	45.68		
			FIBER-BUSINESS CARDS-EIKLENBORG			0.00	45.68		
VEN01663 DEC/24	ISD #877 Nutrition Services Department Invoice	12/17/2024	12/26/2024	Regular		0.00	235.00	135138	
			COMM CTR-MEALS-MONTH/YY			0.00	235.00		
01J0024 15741	J&J Athletics Invoice	12/11/2024	12/26/2024	Regular		0.00	676.80	135139	
			PAVILLION-TEES			0.00	676.80		
01J0064 6025	JLR Garage Door Service Inc Invoice	12/18/2024	12/26/2024	Regular		0.00	3,638.00	135140	
			UC - MAINTENANCE			0.00	3,638.00		
01J0002 114923 2681822 2681824 2681864 2683084 2683149 2686633 2686634 2686635 2686681 2688228 2692198 2692255 6893400	Johnson Brothers Liquor Co Credit Memo Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice	11/12/2024 12/06/2024 12/06/2024 12/06/2024 12/10/2024 12/10/2024 12/13/2024 12/13/2024 12/13/2024 12/13/2024 12/13/2024 12/13/2024 12/13/2024 12/17/2024 12/20/2024 12/20/2024 12/10/2024	12/26/2024	Regular		0.00	28,598.84	135141	
			HWY LIQUOR STORE			0.00	-30.37		
			HWY LIQUOR STORE			0.00	13,474.14		
			DOWNTOWN LIQUOR STORE			0.00	845.24		
			DOWNTOWN LIQUOR STORE			0.00	2,701.51		
			HWY LIQUOR STORE			0.00	3,160.27		
			DOWNTOWN LIQUOR STORE			0.00	2,162.22		
			HWY LIQUOR STORE			0.00	2,336.92		
			HWY LIQUOR STORE			0.00	166.10		
			DOWNTOWN LIQUOR STORE			0.00	43.32		
			DOWNTOWN LIQUOR STORE			0.00	298.54		
			HWY LIQUOR STORE			0.00	911.87		
			DOWNTOWN LIQUOR STORE			0.00	99.14		
			DOWNTOWN LIQUOR STORE			0.00	981.63		
			HWY LIQUOR STORE			0.00	1,448.31		

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Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
			Payable Description		Discount Amount	Payable Amount	
VEN01506 2024	Kellie McConville	12/23/2024	12/26/2024	Regular	0.00	0.00	135142
			12/26/2024	Regular	0.00	0.00	135143
			12/26/2024	Regular	0.00	0.00	135144
			12/26/2024	Regular	0.00	611.24	135145
01K0006 75204	Klatt True Value Electric	12/05/2024	12/26/2024	Regular	0.00	295.56	135146
75205	Invoice	12/05/2024	STREETS-RENTAL GASES		0.00	100.00	
75228	Invoice	12/13/2024	STREETS-NUTS & BOLTS		0.00	0.65	
75255	Invoice	12/23/2024	STREETS-NOZZLE, WIRE ELECTRIC-FUSES		0.00	173.98	
01000386 58047	Lou's Gloves	12/13/2024	12/26/2024	Regular	0.00	792.00	135147
01L0180 3685094	Lube Tech & Partners LLC	12/17/2024	12/26/2024	Regular	0.00	1,965.74	135148
01L0180 E-3306	Invoice	12/17/2024	ELECTRIC-ANTIFREEZE		0.00	1,965.74	
VEN01657 E-3306	Luce Line Brewing Co	12/18/2024	12/26/2024	Regular	0.00	325.00	135149
01L075 12.16.24	Lunderby Photography Inc	12/16/2024	12/26/2024	Regular	0.00	250.00	135150
01T0023 18963	Mark Moshier	12/17/2024	PD-OFFICE PHOTOS		0.00	250.00	
01T0023 18963	Invoice	12/17/2024	TOP NOTCH WINDOW CLEANING		0.00	630.00	135151
01001705 4642	Mechanical Systems LLC	12/10/2024	12/26/2024	Regular	0.00	647.52	135152
01M0053 18782	Menards	11/12/2024	WWTP-MOTORS & FAN BLADES		0.00	647.52	
18938	Invoice	11/12/2024	12/26/2024	Regular	0.00	2,157.15	135153
19569	Invoice	11/15/2024	FIBER-TOMCAT REFILL STATION		0.00	4.99	
19876	Invoice	11/26/2024	FIBER-SCREWDRIVERS, ADAPTERS, TORX F...		0.00	56.21	
19904	Invoice	12/02/2024	FIBER-SCREW CLAMPS, NYLON ROPE		0.00	52.49	
19943	Invoice	12/02/2024	PARKS-LUMBER		0.00	289.86	
19945.	Invoice	12/03/2024	ELECTRIC-SPRAY PAINT, DRILL SET, WREN...		0.00	30.37	
19976	Invoice	12/03/2024	STREETS-MASONRY DRILL BIT		0.00	8.49	
19983	Invoice	12/03/2024	PARKS-TRAILER JACK, CASTERS, TIEDOWNS		0.00	161.94	
19990	Invoice	12/03/2024	CITY HALL-BRACKET		0.00	2.28	
20027	Invoice	12/03/2024	CITY HALL-HEX BOLTS		0.00	9.92	
20052	Invoice	12/04/2024	FD-INDUSTRIAL TOTES		0.00	99.88	
20060	Invoice	12/04/2024	STREETS-GLOVES, BATTERIES		0.00	114.93	
20096	Invoice	12/04/2024	STREETS-METAL CUTTING, MASONRY CUT...		0.00	37.66	
20097	Invoice	12/05/2024	STREETS-BATTERIES, GLOVES		0.00	41.42	
20104	Invoice	12/05/2024	PD-DISHWAND REFILL, WOOD SCREWS, PA..		0.00	52.97	
20104	Invoice	12/05/2024	WATER-FLASHLIGHT		0.00	13.91	
20108	Invoice	12/05/2024	CITY HALL-MOUNTING BOARD, STEEL		0.00	19.99	
20109	Invoice	12/05/2024	STREETS-REFLECT NUMBER KIT		0.00	45.72	
20114	Invoice	12/05/2024	STREETS-REFLECT NUMBER KIT		0.00	4.98	
20127	Invoice	12/05/2024	FD-HOLE SAWS, SILICONE, PRECISION END...		0.00	60.55	
20132	Invoice	12/05/2024	STREETS-PVC & PARTS		0.00	40.24	
20176	Invoice	12/05/2024	STREETS-BREAKERS, GALV PARTS		0.00	73.03	
20284	Invoice	12/06/2024	ELECTRIC-LOCKNUTS, BUSHINGS, RATCH, ...		0.00	44.79	
20330	Invoice	12/08/2024	FD-BRACKET, PLATES, TRIM		0.00	10.22	
20347	Invoice	12/09/2024	STREETS-SPEEDSET, TOOTHPICKS		0.00	5.12	
20395.	Invoice	12/09/2024	STREETS-CEDAR S4S		0.00	133.79	
20400.	Invoice	12/10/2024	CITY HALL-BOARDS		0.00	61.24	
20404	Invoice	12/10/2024	STREETS-CLEANING SUPPLIES		0.00	84.98	
20404	Invoice	12/10/2024	CITY HALL-SANDING BELTS		0.00	5.98	
20408	Invoice	12/10/2024	WATER-SPRAY PAINT, DROP CLOTHES, FE...		0.00	13.12	
20409	Invoice	12/10/2024	CITY HALL-STAPLES		0.00	7.99	
20417	Invoice	12/10/2024	CITY HALL-HARDBOARD, INSULATION		0.00	96.81	

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Vendor Number	Vendor Name	Post Date	Payment Date	Payment Type	Discount Amount		Payment Amount	Number
					Payable Description	Discount Amount		
20420	Invoice	12/10/2024		ELECTRIC-DRILL BITS, SOCKETS		0.00	8.76	
20430	Invoice	12/10/2024		STREETS-PAINT MARKER		0.00	5.97	
20457	Invoice	12/11/2024		PARKS-ANCHOR, SPRAY PAINT, CEDAR		0.00	553.54	
20459	Credit Memo	12/11/2024		PARKS-CEDAR		0.00	-464.00	
20463	Invoice	12/11/2024		STREETS-POST MOUNT		0.00	27.99	
20475	Invoice	12/11/2024		ELECTRIC-TRAP, CASCADE POWDER		0.00	48.63	
20485	Invoice	12/11/2024		WATER-GLOVES		0.00	12.46	
20489	Invoice	12/11/2024		WATER-CLEANING SUPPLIES		0.00	51.49	
20536	Invoice	12/12/2024		STREETS-BRASS CAPS		0.00	9.17	
20539	Invoice	12/12/2024		STREETS-SCRAPERS		0.00	27.86	
20547	Invoice	12/12/2024		PARKS-LED LIGHTS		0.00	62.22	
20561	Invoice	12/12/2024		PARKS-CLEAR MINI STRIPS		0.00	15.76	
20594	Invoice	12/13/2024		CITY HALL-SCREWS		0.00	15.48	
20602	Invoice	12/13/2024		WATER-TORCH KIT		0.00	49.99	
20613	Invoice	12/13/2024		WATER-RULER, DIGGING BAR		0.00	45.96	
	Void		12/26/2024	Regular		0.00	0.00	135154
	Void		12/26/2024	Regular		0.00	0.00	135155
	Void		12/26/2024	Regular		0.00	0.00	135156
	Void		12/26/2024	Regular		0.00	0.00	135157
01M0283	Metro Sales Inc		12/26/2024	Regular		0.00	281.01	135158
INV2659581	Invoice	12/10/2024		UTILITIES CAMPUS-COPIER LEASE		0.00	281.01	
VEN02194	Mid-American Research Chemical		12/26/2024	Regular		0.00	262.10	135159
835747-IN	Invoice	11/29/2024		BCC-GUM-OFF, BULLDOG TOWELS		0.00	262.10	
01M0060	Mid-Minnesota Hot Mix Inc		12/26/2024	Regular		0.00	47,089.25	135160
PAY APP #4 - FIN...	Invoice	11/26/2024		2023 STREET MAINTENANCE - PAY APP #4 ...		0.00	47,089.25	
VENCC2138	Minnesota Revenue (CCC)		12/26/2024	Regular		0.00	7,635.00	135161
37082	Invoice	11/30/2024		AIRPORT-MONTHLY CLEANING SERVICES		0.00	580.00	
37083	Invoice	11/30/2024		FIRE CENTENNIAL-MONTHLY CLEANING		0.00	185.00	
37084	Invoice	11/30/2024		CITY CENTER-MONTHLY CLEANING		0.00	1,264.00	
37085	Invoice	11/30/2024		COMM CTR-MONTHLY CLEANING		0.00	827.00	
37086	Invoice	11/30/2024		LIBRARY-MONTHLY CLEANING		0.00	1,596.00	
37087	Invoice	11/30/2024		POLICE DEPT-MONTHLY CLEANING		0.00	980.00	
37088	Invoice	11/30/2024		STREETS/PARKS-MONTHLY CLEANING		0.00	390.00	
37089	Invoice	11/30/2024		UTILITY CAMPUS-MONTHLY CLEANING		0.00	793.00	
37090	Invoice	11/30/2024		WATER REC-MONTHLY CLEANING		0.00	695.00	
37091	Invoice	11/30/2024		FIRE DWTN-MONTHLY CLEANING		0.00	325.00	
	Void		12/26/2024	Regular		0.00	0.00	135162
01M0120	MMUA		12/26/2024	Regular		0.00	5,843.05	135163
63966	Invoice	07/10/2024		MMUA SAFETY TRAINING		0.00	5,843.05	
01M0137	MN Dept of Labor & Industry		12/26/2024	Regular		0.00	5,133.53	135164
JUNE1710192024	Invoice	06/30/2024		BUILDING PERMIT SURCHARGE		0.00	5,133.53	
VEN01253	MNIAAI		12/26/2024	Regular		0.00	50.00	135165
2213	Invoice	12/16/2024		FD-MEMBERSHIP RENEWAL		0.00	50.00	
01001594	NALCO Water		12/26/2024	Regular		0.00	608.81	135166
6660319468	Invoice	12/18/2024		RINK CHEMICALS		0.00	608.81	
VEN02195	Nancy Loberg		12/26/2024	Regular		0.00	25.00	135167
80353141	Invoice	12/05/2024		REFUND-VENDOR FEE CANCELLATION		0.00	25.00	
01C0192	NAPA Auto Parts		12/26/2024	Regular		0.00	211.70	135168
890159 CR	Credit Memo	12/13/2024		PARKS-CREDIT CORE BATTERY DEPOSIT		0.00	-1.33	
909226	Invoice	11/20/2024		ELECTRIC-CLEA SEAL ASST		0.00	16.53	
909349	Invoice	11/22/2024		ELECTRIC-BLADES, BRUSH, FLAP WHEEL, ...		0.00	44.55	
910531	Invoice	12/09/2024		STREETS-AIR BRAKE TUBING, FITTING		0.00	37.80	

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Vendor Number Payable # 910646	Vendor Name Payable Type Invoice	Post Date 12/10/2024	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
			Payable Description		Discount Amount	Payable Amount	
VEN01615 15495	National PELRA		12/26/2024	Regular	0.00	400.00	135169
	Invoice	12/18/2024	2025 MPELRA CONF-MERRILL & WALDSC...		0.00	400.00	
01N0125 3015	Nelson Electric Motor Repair		12/26/2024	Regular	0.00	2,000.00	135170
	Invoice	12/10/2024	WWTP-SCUM PIT PIPING & VALVES		0.00	2,000.00	
01N0114 12782	North Star Awards & Trophies		12/26/2024	Regular	0.00	90.00	135171
	Invoice	12/09/2024	PLAQUE & TUMBLER-LACHERMEIER		0.00	90.00	
VEN01302 1025	Northern Smoke BBQ		12/26/2024	Regular	0.00	120.00	135172
	Invoice	12/16/2024	HWY		0.00	120.00	
01001679 33522	Omann Contracting Companies Inc		12/26/2024	Regular	0.00	18,600.00	135173
	Invoice	12/12/2024	WATER-PATCH RESTORATION 113 12TH ST...		0.00	2,900.00	
33593		12/18/2024	WATER MAIN PATCHES		0.00	13,750.00	
33601		12/19/2024	PARKS-TRAIL PATCHING		0.00	1,950.00	
01P0074 253142	Paustis Wine Co		12/26/2024	Regular	0.00	2,141.50	135174
253143		11/30/2024	DOWNTOWN		0.00	200.00	
254828		11/30/2024	HIGHWAY LIQUOR		0.00	590.00	
254840		12/18/2024	HIGHWAY LIQUOR		0.00	595.50	
		12/18/2024	DOWNTOWN		0.00	756.00	
01P0018 536743	Phillips Wine & Spirits		12/26/2024	Regular	0.00	26,463.49	135175
536744		11/19/2024	HIGHWAY		0.00	-37.92	
536745		11/19/2024	HIGHWAY		0.00	-10.52	
536746		11/19/2024	HIGHWAY		0.00	-3.33	
536747		11/19/2024	HIGHWAY		0.00	-13.33	
537296	Credit Memo	11/25/2024	HIGHWAY		0.00	-7.00	
6892625	Invoice	12/06/2024	HIGHWAY		0.00	-339.85	
6892626	Invoice	12/06/2024	HIGHWAY		0.00	14,969.36	
6892627	Invoice	12/06/2024	DOWNTOWN		0.00	567.00	
6892670	Invoice	12/06/2024	DOWNTOWN		0.00	538.42	
6896394	Invoice	12/13/2024	DOWNTOWN		0.00	3,397.17	
6896395	Invoice	12/13/2024	HIGHWAY		0.00	5,500.21	
6896444	Invoice	12/13/2024	HIGHWAY		0.00	109.32	
6900735	Invoice	12/20/2024	DOWNTOWN		0.00	1,044.24	
6900789	Invoice	12/20/2024	DOWNTOWN		0.00	543.64	
	Void		12/26/2024	Regular	0.00	206.08	
	Void		12/26/2024	Regular	0.00	0.00	135176
01P0015 P4559203	Powerplan OIB		12/26/2024	Regular	0.00	0.00	135177
P9844514	Invoice	12/17/2024	STREETS-SPRING, SCREW, RETURN PULLEY		0.00	44.90	
P9866414	Invoice	12/11/2024	ELECTRIC-SEAL,CABLE, GASKET, O'RING		0.00	1,057.63	
P9869014	Invoice	12/16/2024	STREETS-V-BELT		0.00	66.90	
P9871714	Invoice	12/16/2024	STREETS-FUEL FILTER KIT		0.00	28.40	
		12/17/2024	STREETS-PULLEY		0.00	251.02	
01P0010 24-2133	Precision Prints		12/26/2024	Regular	0.00	127.00	135179
	Invoice	12/12/2024	PD-LETTERHEAD		0.00	127.00	
VEN01641 42851	Premier Locating Inc		12/26/2024	Regular	0.00	3,404.50	135180
	Invoice	11/15/2024	CONTRACT LOCATING		0.00	3,404.50	
01C0226 IE50975	Productivity Plus Account		12/26/2024	Regular	0.00	257.45	135181
IE51401	Invoice	12/05/2024	STREETS-CLIPS		0.00	3.20	
IE51433	Invoice	12/18/2024	STREETS-BOLT		0.00	5.99	
IE51435	Invoice	12/19/2024	STREETS-NUT		0.00	6.00	
		12/19/2024	STREETS-OIL		0.00	242.26	
VEN01691	PVS Technologies Inc		12/26/2024	Regular	0.00	9,972.48	135182

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Vendor Number Payable # 368653	Vendor Name Payable Type Invoice	Post Date 11/26/2024	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
			Payable Description		Discount Amount	Payable Amount	
01R0011 1230499 1230518	Ryan Auto Mall	12/26/2024	Regular	0.00	255.10	135183	
	Invoice	12/13/2024	PD-MOUNT & BALANCE TIRES 425	0.00	127.55		
	Invoice	12/13/2024	PD-MOUNT & BALANCE TIRES 427	0.00	127.55		
01001620 2801	Schmidt Electric Service Inc	12/26/2024	Regular	0.00	9,780.00	135184	
	Invoice	12/18/2024	ELECTRIC-RE-LED LIGHTING UC WAREHOU...	0.00	9,780.00		
01000106 3096670 3098418 3100241 3101382	Shamrock Group Inc	12/26/2024	Regular	0.00	164.01	135185	
	Invoice	12/05/2024	DOWNTOWN	0.00	34.70		
	Invoice	12/12/2024	HIGHWAY	0.00	51.60		
	Invoice	12/19/2024	DOWNTOWN	0.00	39.31		
	Invoice	12/14/2024	DOWNTOWN	0.00	38.40		
VEN01315 B19089065	SHI International Corporation	12/26/2024	Regular	0.00	326.00	135186	
	Invoice	11/22/2024	STREETS/PARKS-PC WARRANTY	0.00	326.00		
01001414 63749	St Louis MRO Inc	12/26/2024	Regular	0.00	50.00	135187	
	Invoice	12/10/2024	RANDOM DOT CHECKS	0.00	50.00		
VEN01425 i13335	Statewide Gas Services Inc	12/26/2024	Regular	0.00	2,639.07	135188	
	Invoice	12/10/2024	BACKFLOW RPZ TESTING	0.00	2,639.07		
VEN01359 1571	**Void**	12/26/2024	Regular	0.00	0.00	135189	
	Steven Michael Wickelgren	12/26/2024	Regular	0.00	140.00	135190	
	Invoice	12/08/2024	PD-CHECK UP	0.00	140.00		
01T0009 82668	T&R Service Company	12/26/2024	Regular	0.00	40.00	135191	
	Invoice	12/19/2024	PCB ANALYSIS	0.00	40.00		
VEN02175 61298	Tirewiz LLC	12/26/2024	Regular	0.00	790.00	135192	
	Invoice	12/09/2024	PARKS-7 TIRES	0.00	790.00		
VEN02197 IN12910	Total Recreation	12/26/2024	Regular	0.00	6,386.00	135193	
	Invoice	12/20/2024	COMM CTR-PACMAN MULTICADE GAME	0.00	6,386.00		
01000180 42773	Tri State Surplus Co	12/26/2024	Regular	0.00	1,327.48	135194	
	Invoice	12/03/2024	WWTP-GREEN TEARDROP UPRIGHTS	0.00	1,327.48		
01U0032 186393737 186430446 186673557 186713214 186756207	Uline	12/26/2024	Regular	0.00	2,381.44	135195	
	Invoice	12/04/2024	WATER-Spill KIT	0.00	82.50		
	Invoice	12/04/2024	PARKS-JACKET	0.00	84.00		
	Invoice	12/10/2024	ELECTRIC-GAS CANS	0.00	359.40		
	Invoice	12/11/2024	PARKS-GLOVES	0.00	117.19		
	Invoice	12/11/2024	PARKS-TABLE FRAMES	0.00	1,738.35		
01W0019 7499502 7499514 7500563 7500567 7500787 7500801	Wine Merchants	12/26/2024	Regular	0.00	7,437.96	135196	
	Invoice	12/06/2024	HIGHWAY	0.00	863.70		
	Invoice	12/06/2024	DOWNTOWN	0.00	1,727.40		
	Invoice	12/13/2024	HIGHWAY	0.00	1,792.85		
	Invoice	12/13/2024	DOWNTOWN	0.00	1,734.89		
	Invoice	12/17/2024	HIGHWAY	0.00	659.56		
	Invoice	12/17/2024	DOWNTOWN	0.00	659.56		
01W0101 176909	**Void**	12/26/2024	Regular	0.00	0.00	135197	
	Wright Lumber & Millwork	12/26/2024	Regular	0.00	54.97	135198	
	Invoice	12/18/2024	ELECTRIC-RECIP BLADES	0.00	54.97		
01W0211 RB24-000392 RB24-000507	WS&D Permit Service Inc	12/26/2024	Regular	0.00	152.00	135199	
	Invoice	12/13/2024	REIMBURSED-VOIDED PERMIT 506 CREEKS...	0.00	76.00		
	Invoice	12/23/2024	REIMBURSE-VOIDED PERMIT	0.00	76.00		
VEN01632	Yale Mechanical LLC	12/26/2024	Regular	0.00	279.41	135200	

Check Report**Date Range: 01/01/2024 -**

Vendor Number	Vendor Name	Post Date	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type			Payable Description	Discount Amount	Payable Amount	
<u>264578</u>	Invoice	12/20/2024		FD-REPAIR EXHAUST FAN	0.00	279.41	
				Total Regular:	0.00	361,027.44	

Check Report

Date Range: 01/01/2024 -

Vendor Number	Vendor Name	Post Date	Payment Date	Payment Type	Discount Amount		Payment Amount	Number
					Payable Description	Discount Amount		
Payment Type: Bank Draft								
01PC082 DEC/24	US Bank - Procurement Card Invoice	12/23/2024	12/23/2024	Bank Draft MONTHLY PURCHASES		0.00	18,146.65	DFT0002898
01A0001 INV0003264	AFLAC ADMINISTRATIVE SERV Invoice	12/26/2024	12/26/2024	Bank Draft AFLAC - ACCIDENT		0.00	35.64	DFT0002901
01A0001 INV0003265	AFLAC ADMINISTRATIVE SERV Invoice	12/26/2024	12/26/2024	Bank Draft AFLAC CANCER		0.00	35.92	DFT0002902
01A0001 INV0003266	AFLAC ADMINISTRATIVE SERV Invoice	12/26/2024	12/26/2024	Bank Draft AFLAC STD		0.00	176.60	DFT0002903
01O0035 INV0003286	ING/MN STATE RETIREMENT SYSTEM Invoice	12/26/2024	12/26/2024	Bank Draft DEF COMP - PERCENTAGE		0.00	2,190.23	DFT0002918
01O0035 INV0003287	ING/MN STATE RETIREMENT SYSTEM Invoice	12/26/2024	12/26/2024	Bank Draft DEFERRED COMP - ROTH		0.00	800.00	DFT0002919
01O0035 INV0003288	ING/MN STATE RETIREMENT SYSTEM Invoice	12/26/2024	12/26/2024	Bank Draft DEF ROTH - PERCENTAGE		0.00	640.24	DFT0002920
01O0035 INV0003289	ING/MN STATE RETIREMENT SYSTEM Invoice	12/26/2024	12/26/2024	Bank Draft DEF COMP		0.00	1,210.00	DFT0002921
01N0022 INV0003291	NATIONWIDE RETIREMENT SOL Invoice	12/26/2024	12/26/2024	Bank Draft DEF COMP		0.00	275.00	DFT0002922
01P0028 INV0003292	PUBLIC EMPLOYEES Invoice	12/26/2024	12/26/2024	Bank Draft POLICE PERA		0.00	22,304.74	DFT0002923
01P0028 INV0003293	PUBLIC EMPLOYEES Invoice	12/26/2024	12/26/2024	Bank Draft PERA		0.00	39,354.52	DFT0002924
01M0005 INV0003295	MN Child Support Payment Invoice	12/26/2024	12/26/2024	Bank Draft CHILD SUPPORT		0.00	1,108.90	DFT0002926
01E0067 INV0003297	EFTPS Invoice	12/26/2024	12/26/2024	Bank Draft FICA WITHHOLDING		0.00	37,818.80	DFT0002928
01M0056 INV0003298	MN Dept of Revenue (EFTPS) Invoice	12/26/2024	12/26/2024	Bank Draft STATE WITHHOLDING		0.00	17,495.72	DFT0002929
01E0067 INV0003299	EFTPS Invoice	12/26/2024	12/26/2024	Bank Draft MEDICARE WITHHOLDING		0.00	10,973.22	DFT0002930
01E0067 INV0003300	EFTPS Invoice	12/26/2024	12/26/2024	Bank Draft FEDERAL WITHHOLDING		0.00	37,165.90	DFT0002931
Total Bank Draft:						0.00	189,732.08	

Bank Code CITY Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	258	84	0.00	361,027.44
Manual Checks	0	0	0.00	0.00
Voided Checks	0	18	0.00	0.00
Bank Drafts	16	16	0.00	189,732.08
EFT's	139	69	0.00	301,447.40
	413	187	0.00	852,206.92

Check Report

Date Range: 01/01/2024 -

Vendor Number	Vendor Name	Post Date	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type		Payable Description		Discount Amount	Payable Amount	
Bank Code: ONBMM-1-CITY MM BANK (BANK RECONCILIATION)							
Payment Type: Bank Draft							
VEN01582 DEC/24	MN Dept of Revenue (S&U Tax) Invoice	12/16/2024	12/16/2024	Bank Draft Sales & Use Tax Payment	0.00	145,770.00	DFT0002897
01KHSA INV0003284	UMB HSA ACCOUNT Invoice	12/26/2024	12/26/2024	Bank Draft HSA CONTRIBUTIONS	0.00	8,324.74	DFT0002916
Total Bank Draft:					0.00	154,094.74	

Bank Code ONBMM-1 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	154,094.74
EFT's	0	0	0.00	0.00
	2	2	0.00	154,094.74

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	258	84	0.00	361,027.44
Manual Checks	0	0	0.00	0.00
Voided Checks	0	18	0.00	0.00
Bank Drafts	18	18	0.00	343,826.82
EFT's	139	69	0.00	301,447.40
	415	189	0.00	1,006,301.66

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	12/2024	1,006,301.66



**CITY COUNCIL
AGENDA REPORT**

ITEM: 6C

MEETING DATE: January 6, 2025
PREPARED BY: Permitting Technician Trisha Rollag
PRESENTED BY: City Clerk Susan Johnson
AGENDA ITEM: Approval of Golf Cart Renewal Permit

BACKGROUND SUMMARY:

Peggy Skeslien of 301 6th Ave S has applied for a 2025 renewal of her current Golf Cart Permit. All paperwork and fees have been submitted.

RECOMMENDED ACTION:

It is recommended that the Council approve the Golf Cart Permit for Peggy Skeslien.



**CITY COUNCIL
AGENDA REPORT**

ITEM: 6D

MEETING DATE: January 6, 2025
PREPARED BY: Permitting Technician Trisha Rollag
PRESENTED BY: City Clerk Susan Johnson
AGENDA ITEM: Approval of Massage License

BACKGROUND SUMMARY:

Ann Brummer, sole proprietor of Natural Stride LLC, operating in her home at 513 2nd Ave NW, has applied for a Massage License. All paperwork and fees have been submitted.

RECOMMENDED ACTION:

It is recommended that the Council approve the Massage License for Ann Brummer, sole proprietor of Natural Stride LLC.



CITY COUNCIL AGENDA REPORT

ITEM: 6E

MEETING DATE: January 6, 2025

PREPARED BY: Community Development Director David Kelly

PRESENTED BY: Community Development Director David Kelly

AGENDA ITEM: Residential Parking Permit Application within Buffalo CBD

BACKGROUND SUMMARY:

Per City Code Sec. 46-59, persons residing in rental units within the city's Central Business District (CBD) who lack sufficient off-street vehicle parking at the location of their rental unit may apply for and be granted a permit to park in a designated parking lot within the CBD.

The applicant currently resides in an apartment at 14 1st Avenue South, where no dedicated on-site parking is currently available. As the applicant is disabled, they are unable to obtain off-street parking accommodations nearby and must resort to utilizing city-owned parking lots.

This permit was previously applied for and approved by Council for the 2023 calendar year.

RECOMMENDED ACTION:

Staff recommended approval of this residential parking permit application for the 2025 calendar year.

From: [Brenda Smith](#) on behalf of [CityOffices](#)
To: [David Kelly](#)
Subject: FW: Online Form Submittal: Residential Parking Permit
Date: Friday, December 27, 2024 3:19:13 PM
Attachments: [image001.png](#)
[image002.png](#)

Brenda Smith

Planning Assistant

212 Central Ave. | Buffalo, MN 55313

Main: 763.682.1181 | **Direct:** 763.684.5401

From: noreply@civicplus.com <noreply@civicplus.com>

Sent: Saturday, December 14, 2024 4:05 AM

To: CityOffices <CityOffices@ci.buffalo.mn.us>

Subject: Online Form Submittal: Residential Parking Permit

External sender <noreply@civicplus.com>

Make sure you trust this sender before taking any actions.

Residential Parking Permit

Downtown Public Parking per City Code Sec. 46-59

- Residential parking by permit. Persons residing in rental units within the City's Central Business District (CBD) who lack sufficient off-street vehicle parking at the location of their rental unit, may apply for and be granted a permit to park in a specifically designated parking lot within the CBD, subject to the following:

- Permits are to be issued by the City by application on an approved form, at a cost to be set by the City Council.

2023 Residential Parking Permit costs \$75 per vehicle annually.

- Permits are valid for **one calendar year** and must display a permit number, and a number designating which parking lot within the CBD they are authorized to park in. Vehicles displaying a valid parking permit are subject to all applicable laws and ordinances related to parking, except that a properly permitted vehicle may be left parked continuously within the parking lot designated on the permit within the CBD for a period not to exceed 14 days.

- No other special privileges or exemptions are granted to a person displaying a parking permit of this nature other than those specified within this subsection.

Tenants still need to follow existing requirements for snow plowing in a lot.

First Name	Cindy
Last Name	Batta
Address	14 1st Ave S.
City	Buffalo
State	Minnesota
Zip Code	55313
Phone Number	[REDACTED]
Email Address	[REDACTED]
Make	Jeep
Model	Liberty sport
Color	Black
Plate Number	[REDACTED]
Payment	

Regarding payment: City Staff will contact you for payment. After application is completed and payment is received, your permit will be mailed to you or you can pick it up at City Center, 212 Central Avenue which is downtown, across from the Post Office, entrance to the building is on the alley side.

Agreement	I agree
-----------	---------

Email not displaying correctly? [View it in your browser.](#)



CITY COUNCIL AGENDA REPORT

ITEM: 6F

MEETING DATE: **January 6, 2025**

PREPARED BY: **HR Manager Carmen Merrill**

PRESENTED BY: **HR Manager Carmen Merrill**

AGENDA ITEM: **Personnel Matters - Promotion of Jay Bares to IT Supervisor**

BACKGROUND SUMMARY:

Staff recommends promoting Jay Bares to IT Supervisor. We transitioned our IT Administrator role to IT Supervisor, to strengthen daily leadership, provide hierarchy that allows for development through one on ones and performance reviews, and enhance project completion. The value to the City is providing a role that directly implements City goals and strategic efforts directed by the City Administrator and IT Director. Service delivery is an important piece of IT, and this allows service delivery to be the main driver of our supervisory role. We will not backfill the IT Administrator, due to hiring the IT Helpdesk Technician, and furthering simplifying our network to administrate it more effectively.

RECOMMENDED ACTION:

It is recommended the City Council approve the promotion of Jay Bares to IT Supervisor effective 01/05/2025.



CITY COUNCIL AGENDA REPORT

ITEM: 6G

MEETING DATE: **January 6, 2025**

PREPARED BY: **HR Manager Carmen Merrill**

PRESENTED BY: **HR Manager Carmen Merrill**

AGENDA ITEM: **Personnel Matters - Promotion of Sam Solarz to IT Innovation Specialist Effective 01/05/2025**

BACKGROUND SUMMARY:

Staff recommends the promotion of Sam Solarz to IT Innovation Specialist. We added this strategic position due to the highly changing innovations our City is faced with. Innovation, integration, and change management are not entry level duties and this position will work directly with many department heads and staff to innovate their departments in many ways. The value of this position will allow for the City of Buffalo to foster innovation and forward-thinking IT culture, embracing efficiency, AI, and keeping us secure through new tools and processes. We will not backfill the IT Technician position due to hiring an IT Helpdesk Technician.

RECOMMENDED ACTION:

It is recommended City Council approve the promotion of Sam Solarz to IT Innovation Specialist.



CITY COUNCIL AGENDA REPORT

ITEM: 6H

MEETING DATE: January 6, 2025

PREPARED BY: HR Manager Carmen Merrill

PRESENTED BY: HR Manager Carmen Merrill

AGENDA ITEM: Personnel Matters - Promotion of Steven Daudt to Internet Service Provider (ISP) Specialist Effective 01/05/2025

BACKGROUND SUMMARY:

Staff recommends the promotion of Steven Daudt to ISP Specialist. This added position allows for a deeper focus in our Fiber network as it continues to grow. The inside plant needs ownership and this position will allow for the service demands to be met, while maintaining a complex network for an excellence in uptime. This position will enhance customer satisfaction knowing the details of how our network works, support service expansion, and ensure home installs are done at the highest customer service level. There is a planned Full Time Equivalent (FTE) next year, so we do plan to backfill the Fiber Technician role with that.

RECOMMENDED ACTION:

It is recommended the City Council approve the promotion of Steven Daudt to ISP Specialist.



**CITY COUNCIL
AGENDA REPORT**

ITEM: 6I

MEETING DATE: **January 6, 2025**

PREPARED BY: **HR Manager Carmen Merrill**

PRESENTED BY: **HR Manager Carmen Merrill**

AGENDA ITEM: **Personnel Matters - Resignation of Dennis Biljan
from Buffalo Wine and Spirits and Approval to Filling
the Position**

BACKGROUND SUMMARY:

Dennis Biljan has submitted his resignation from his part time position as a liquor store clerk at Buffalo Wine and Spirits effective 12/31/2024. Staff is requesting approval of the resignation as well as approval to fill the vacancy.

RECOMMENDED ACTION:

It is recommended the City Council accept the resignation of Dennis Biljan from Buffalo Wine and Spirits and approve filling the position.



CITY COUNCIL AGENDA REPORT

ITEM: 6J

MEETING DATE: **January 6, 2025**

PREPARED BY: **HR Manager Carmen Merrill**

PRESENTED BY: **HR Manager Carmen Merrill**

AGENDA ITEM: **Personnel Matters - Retirement of Perry Marquette
and Approval to Fill the Vacancy**

BACKGROUND SUMMARY:

Perry Marquette has submitted his resignation due to his retirement effective April 14, 2025. Since joining the City in November 1997, Perry has dedicated over 27 years to serving our community with exceptional skill and commitment. As a talented mechanic and craftsman, his contributions will leave a lasting impact on our city. He has been a dependable, hard working employee and we wish him all the best as he begins this well-earned new chapter in life. We are asking for Council approval for his resignation and approval to begin recruitment to fill the vacancy.

RECOMMENDED ACTION:

It is recommended the City Council accept the resignation due to retirement of Perry Marquette and approve filling the vacancy left by his departure.



CITY COUNCIL AGENDA REPORT

ITEM: 6K

MEETING DATE: January 6, 2025

PREPARED BY: IT Innovation Specialist Sam Solarz

PRESENTED BY: Utilities & IT Director Jason Meusburger

AGENDA ITEM: Request for Approval to Attend the 2025 ICMA Conference

BACKGROUND SUMMARY:

Purpose:

I am seeking approval to attend the 2025 ICMA Local Government Reimagined Conference in Denver, Colorado, from February 26 to 28, 2025, in my role as Innovation Specialist. This conference focuses on equipping cities with cutting-edge tools and strategies to foster innovation, resilience, and equity in local government operations—key priorities for my position.

Conference Details:

- Dates: February 26–28, 2025
- Location: Grand Hyatt Denver, Denver, Colorado
- Registration Fees:
 - ICMA Member: \$429 Goes up to \$599 on 1/15/25
 - Non-Member: \$529 Goes up to \$699 on 1/15/25
- Hotel Rate: A special rate of \$229 per night has been reserved for attendees at the Grand Hyatt Denver.

Benefits of Attendance:

As the Innovation Specialist, my primary responsibility is to identify, implement, and refine innovative solutions that address critical community needs and improve operational efficiency.

Attending this conference will provide:

- Insights into the latest advancements in AI and strategic tools for local government.
- Strategies for fostering organizational resilience and personal growth as a leader.
- Innovations in creating thriving, equitable communities.

The knowledge and connections gained will directly support our initiatives to modernize infrastructure, enhance service delivery, and implement data-driven decision-making processes.

Estimated Costs:

- Airfare: Round-trip flights from Minneapolis-Saint Paul International Airport (MSP) to Denver International Airport (DEN): \$450
- Hotel Accommodation: \$229 per night for 3 nights, totaling \$687
- Meals and Incidental: Estimated at \$75 per day for 3 days, totaling \$225
- Total Estimated Cost: \$1,791

For more information about the conference, please visit the official ICMA website: lgr.icma.org

RECOMMENDED ACTION:

The 2025 ICMA Local Government Reimagined Conference aligns perfectly with my role as Innovation Specialist, providing a unique opportunity to deepen my expertise and bring back actionable solutions that will benefit our community. The knowledge gained will enhance our ability to address challenges with creativity and efficiency. I respectfully request approval to attend this conference.



CITY COUNCIL AGENDA REPORT

ITEM: 6L

MEETING DATE: January 6, 2025

PREPARED BY: Administrative Services Support Specialist Traecy Waldschmidt

PRESENTED BY: Administrative Services Support Specialist Traecy Waldschmidt

AGENDA ITEM: Request for Temporary On-Sale Liquor License for Buffalo Lions Club February 8th Pond Hockey Tournament

BACKGROUND SUMMARY:

Cheryl Thompson on behalf of the Buffalo Lions Club applied for a Temporary On-Sale Liquor License for the Pond Hockey Tournament on February 8, 2025 on Buffalo Lake/Sturgis Park at 505 2nd Ave S from 8am to 5pm. All application requirements have been met.

State Statute and Buffalo City Code allow temporary on-sale liquor licenses to be issued to a club or charitable, religious, or other nonprofit organizations with Council approval. After receiving local approval, the application will be forwarded to the Minnesota AGE (Alcohol Gambling Enforcement) for issuance of the temporary license.

RECOMMENDED ACTION:

It is recommended that the Council approve of the Temporary On-Sale Liquor License for the Buffalo Lions Club to sell liquor at the Pond Hockey Tournament taking place on Buffalo Lake/Sturgis Park 505 2nd Ave S February 8th.



CITY COUNCIL AGENDA REPORT

ITEM: 8A

MEETING DATE: January 6, 2025

PREPARED BY: Utilities & IT Director Jason Meusburger

PRESENTED BY: Utilities & IT Director Jason Meusburger

AGENDA ITEM: Grinder Station Task Force Appointments

BACKGROUND SUMMARY:

The City Council is considering the privatization of existing grinder stations in Buffalo, Minnesota. As part of this process, a task force is being created to develop a roadmap, timeline, and viable options for transitioning to privatized ownership. This report recommends the appointment of three grinder station owners to serve as residential representatives on the task force.

Task Force Purpose

The grinder station privatization task force will be responsible for:

- Determining the feasibility of privatizing grinder stations in Buffalo
- Developing a plan for transitioning to privatized ownership
- Identifying potential challenges and solutions
- Making recommendations to the City Council

The task force will consist of the following members:

- Two Elected Officials
- Three Staff Members
- Three Residents (Grinder Station Owners)

We hope the effort involves three meetings to reach potential solutions that meet the needs of all residents and the homeowners. Updates will be presented during public City Council meetings.

RECOMMENDED ACTION:

Staff recommends that the City Council appoint the following individuals to serve as grinder station owner representatives on the task force:

Grinder Station Homeowners

- James Demgen
- Chris Kaufman
- Steve Skallerud

These candidates have all expressed a strong interest in participating in the task force and possess the necessary knowledge and experience to be valuable members. We believe that they will effectively represent the interests of grinder station owners and contribute to the success of the task force.

Also to note on the task force will be:

Elected Officials

- Mayor Steve Downer
- City Councilman Brad Dahl

Staff

- City Administrator – Taylor Gronau
- Utilities & IT Director – Jason Meusburger
- Water Reclamation Superintendent – Ray Wurm



CITY COUNCIL AGENDA REPORT

ITEM: 9B

MEETING DATE: January 6, 2025
PREPARED BY: City Administrator, Taylor Gronau
PRESENTED BY: City Administrator, Taylor Gronau
AGENDA ITEM: 2025 Advisory Board Appointments

BACKGROUND SUMMARY:

Following the initial appointments at the 12/16/24 meeting, there remained openings on the Airport Advisory Board (3-year term) and Library Advisory Board (1-year term), respectively. Staff reviewed the applications from prospects who were not appointed to their preferred board(s) and reached out to them to gauge interest in appointment to the open positions. Following this process, staff recommends the following appointments:

- Benjy Schirm - Airport Advisory Board - 3 year term
- Amelie Hyams - Library Advisory Board - 1 year term

With these appointments, each respective board will be full.

RECOMMENDED ACTION:

It is recommended the City Council appoint Benjy Schirm and Amelie Hyams to the Airport Advisory Board and Library Advisory Board, respectively.

From: noreply@civicplus.com
Sent: Wednesday, November 20, 2024 10:43 AM
To: CityOffices
Subject: Online Form Submittal: Advisory Board Application Form

External sender <noreply@civicplus.com>

Make sure you trust this sender before taking any actions.

Advisory Board Application Form

Name	Benjy Schirm
Email Address	[REDACTED]
Address	2019 Westridge Ct
Phone Number	[REDACTED]
Are you over 18 years old?	Yes
Previous Public Experience	Many committees and boards, working groups and focus groups. Ran for City Council this year.
Employment (Occupation/Profession)	Public Defender
Educational Background	Double BA from University of Iowa JD from Western Michigan University Cooley School of Law
Select boards/commission you wish to apply for.	Community Center Advisory Board, Housing & Redevelopment Authority (HRA), Planning Commission
What experience or education do you have for serving on these boards/commission?	I have a law degree which allows me to read statutes and ordinances in a meaningful and in depth manner, I have a specificity of thought process and ability to issue spot future issues at a high level. I'm also an inherent problem solver and peace maker and can and do daily bring parties with disparate views to agreement/compromise even when they didn't think they ever would.
Because advisory boards/commissions	Yes

Brenda Smith

From: noreply@civicplus.com
Sent: Thursday, October 31, 2024 12:13 PM
To: CityOffices
Subject: Online Form Submittal: Advisory Board Application Form

CAUTION: This email has originated from outside the organization.
Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Advisory Board Application Form

Name	Amelie Hyams
Email Address	[REDACTED]
Address	1223 Lakeview Parkway
Phone Number	[REDACTED]
Are you over 18 years old?	Yes
Previous Public Experience	As a communications strategist, most of my professional experience has been public facing, both digitally and in person. Please review my LinkedIn profile for an outline my work experience and samples of my work: linkedin.com/in/ameliehyams <ul style="list-style-type: none">~ Professional Affiliations<ul style="list-style-type: none">• Public Relations Society of America (PRSA MN) member and provide social media marketing - since 2014• PRSA MN – Diversity and Inclusion Liaison Officer – 2017 - 2019• UMN Diversity Community of Practice – co lead this group with an AV Provost – 2014 - 2019• UMN Communicators Forum - member 2006 - 2019• Art of Participatory Leadership – member and facilitator since 2014 - 2020• SHIFT - Board member and marketing team co-chair from 2013 - 2017
Employment (Occupation/Profession)	<ul style="list-style-type: none">~ Forestry Outreach Specialist – Forestry, MN DNR · Aug 2019 - Apr 2022~ Communications and Program Manager - Office for Equity and Diversity, UMN · 2014 - 2019~ Public Relations and Communications Consultant - freelance, 2012 - 2014~ Best Value Program Manager - Capital Planning and Project

Management, UMN · 2011 - 2012
~ Program Coordinator - Developmental Biology Center, UMN
· 2005 - 2011

Educational Background	University of Minnesota, Masters Degree in Strategic Communications 2012, preceded by a Bachelor of Arts degree in Liberal Arts at the UMN and an Associate Degree in Graphic design at Century College, MN
Select boards/commission you wish to apply for.	Parks Advisory Board
What experience or education do you have for serving on these boards/commission?	<p>I am an inclusive, creative team player with a long history of Public Relations roles and previous volunteer board experience with SHIFT, a organization whose mission is to help mature adults find meaningful vocation, and with the Public Relations Society of MN, helping them to initiate a Diversity and Inclusion Committee. I bring a wide and varied skill set in communications and I love to learn, so am always open to exploring new ideas. I hope you will find some of my skills useful. I also appreciate the opportunity of engaging people in healthful endeavors such as those served by Buffalo Parks and Recreation. If selected, I would be proud to serve on the Parks Advisory Board.</p> <p>~ Skills Summary:</p> <ul style="list-style-type: none">• Strategic communication planner • Graphic designer & photographer• End-to-end project management • Create educational programming & materials• Social media content and technical writer • Public presenter & moderator• Over 10 years as event planner • Experienced with grant submissions
Because advisory boards/commissions need a quorum (a majority of members) to vote and take action on matters before them, regular attendance is important. Are you willing to commit to attending the meetings of the	Yes



CITY COUNCIL AGENDA REPORT

ITEM: 9C

MEETING DATE: January 6, 2025

PREPARED BY: Community Center Manager Adam Leiferman

PRESENTED BY: Community Center Manager Adam Leiferman

AGENDA ITEM: Community Center Advisory Board Schedule Change

BACKGROUND SUMMARY:

The Buffalo Community Center Advisory Board voted on and approved the change to the bylaws and look forward to the upcoming meetings in 2025. Monthly meetings will be important with all the changes being made and decisions we will need to make where advisory board feedback is necessary. This change will also allow more of the public to participate in the meetings if they choose to since the former meetings were held during a weekday. This will also give staff and our council liaison time to participate in both the advisory board meeting and the city council meeting to streamline schedules and share information as needed.

RECOMMENDED ACTION:

The Buffalo Community Center Advisory Board wishes to change it's meeting dates and times to the first Monday of the month at 5:00 PM. Please see the attached edit to our bylaws, which are highlighted on page three.

Buffalo Community Center Purpose Statement

The purpose of the Buffalo Community Center is to enhance the quality of life of Buffalo area residents by actively promoting participation in all aspects of our community.

Community Center staff will work to provide equal access to the social and recreational needs of Buffalo area residents. The Community Center is a focal point for services, information, and activities that promote independence and increase inclusion in community for all residents. Programs that are offered promote active lifestyles, while allowing participants to use their skills and develop their potential (volunteer) to remain engaged in the community.

The Community Center also provides public meeting rooms and activity space for organized community groups and non-profit groups. These groups may utilize the Community Center when not in use for Community Center programming.

Buffalo Community Center Advisory Board
By-Laws

ARTICLE I – NAME

This Committee shall be known as the Buffalo Community Center Advisory Board.

ARTICLE II – PURPOSE

This Board shall serve in an advisory capacity to the Buffalo Community Center Manager on program planning and give support, assistance, and advice on significant program and financial decisions. Day to day decision making in program operation and use of the facility, however, rests with the Buffalo Community Center Manager.

Final authority rests with the City of Buffalo. The City Council representative to the Community Center Advisory Board shall act as a communication line between the Buffalo City Council, Buffalo Community Center Staff, and community residents and participants within the center. The Advisory Board shall promote the programs through their work and contacts in the area.

ARTICLE III – MEMBERSHIPS

The membership of the Advisory Board shall consist of no more than seven (7) voting members, one (1) of which must be a member of the Buffalo City Council. The Buffalo Community Center Manager and Assistant Manager will have ex-officio membership on the Advisory Board. Ex-officio members are not voting members.

Representation – Advisory Board members are appointed and approved by the Buffalo City Council. The Advisory Board will consist of representation from senior groups, public agencies concerned with the best interest of adults, churches, schools, civic and service organizations, City Council, and other community citizens interested in making a substantial contribution to the program. Membership will be restricted to residents of the City of Buffalo.

Removal – Any member of the Board may be removed by the City Council for misfeasance, malfeasance or non-feasance in office and his position filled as any other vacancy.

Absences - Missing more than three (3) meetings in a twelve (12) month period without explanation may result in a recommendation for removal from the Board. Final removal is contingent upon approval from the Buffalo City Council

Terms of Membership – The term of membership on the Advisory Board will be rotating with one-third (1/3) of the membership being changed each year. A full term consists of three (3) years. As terms expire, new members shall be appointed for a term of three (3) years. The City Council representative will be appointed yearly to a one (1) year term.

Any member may terminate their membership on the Board by a written statement to that effect to the Chairperson of the Advisory Board.

ARTICLE IV – OFFICERS & MANAGER

Officers shall be chosen from and by the membership annually to serve for one (1) year. The officers shall consist of a Chairperson, Vice-Chairperson, Secretary and Assistant Secretary. The Assistant Secretary shall be a member of the Buffalo Community Center staff. Duties of the Officers will be as customary and usual for the

office held. No chairperson shall be elected who has not completed at least one (1) year as a member of the Board.

Chairperson – The Chairperson shall preside over Advisory Board and the Executive Committee meetings. It is the duty of the Chairperson to call the meeting of the Advisory Board to order at the appointed time, to state and put all questions properly before the Board and to preserve order. The Chairperson has the authority to establish committees and appoint members to committees if there are no volunteers.

Vice-Chairperson – The Vice-Chairperson assumes the duties of the Chairperson in their absence.

Secretary – The Secretary assumes the duties of the Chairperson and Vice-Chairperson in their absence. The Secretary maintains a record of attendances and absences. An Advisory Board member who is absent for two (2) consecutive meetings without advance notice will be contacted by the Secretary to determine their reasons for absence.

Assistant Secretary – The Assistant Secretary shall be a member of the Buffalo Community Center Staff and assists the Secretary. The Assistant Secretary shall be responsible for distributing the minutes to the members of the Advisory Board at least one (1) week before the next scheduled Board meeting.

Elections – Nominations for officers may be made from the floor. Each candidate elected assumes office at the end of the previous officer's term. A person cannot serve as an elected officer for more than two (2) consecutive years.

Buffalo Community Center Manager – The Manager is an ex-officio member of the board. Their responsibilities to the Board are as follows:

1. To call Executive Committee meetings as needed.
2. To review minutes and prepare agendas for meetings.
3. To give staff reports at Board meetings.

In the absence of the Community Center Manager, the Assistant Manager will assume these duties.

ARTICLE V – MEETINGS

The Advisory Board shall hold regular meetings at a time established and approved by the Buffalo City Council. ~~Meetings of the Advisory Board will be held on the odd months, starting in January, on the first (1st) Thursday of the month, at 2:00 pm.~~ Meetings of the Advisory Board will be held on the first Monday of the month, at 5:00 pm. Other meetings of the Advisory Board may be called by either the Advisory Board Chairperson and/or the Buffalo Community Center Manager. Any meeting cancelled or changed must be by action of the Executive Committee.

A simple majority of the voting members of the Advisory Board must be present for the transaction of business. Notices of meetings will be sent to all Advisory Board members one (1) week prior to each meeting.

ARTICLE VI – EXECUTIVE COMMITTEE

The Executive Committee consists of the Advisory Board Chairperson, Vice Chairperson, Secretary and Buffalo Community Center staff. They shall oversee the overall functions of the Advisory Board. They shall act upon matters which are urgent and do not allow sufficient time for the Advisory Board to convene and act.

ARTICLE VII – AMENDMENTS

Authority to make or alter the bylaws of the Advisory Board shall be vested in the members, subject to approval of the Buffalo City Council. Amendment shall be upon affirmative vote of two-thirds (2/3) of the members.



CITY COUNCIL AGENDA REPORT

ITEM: 10A

MEETING DATE: January 6, 2025

PREPARED BY: City Administrator, Taylor Gronau

PRESENTED BY: Mayor Downer and City Council Members

AGENDA ITEM: Annual Mayor and Council Appointments

BACKGROUND SUMMARY:

During the first meeting each year the Mayor and Council approve the annual appointments.

RECOMMENDED ACTION:

It is recommended the City Council approve the 2025 annual appointments.

2025 MAYOR AND COUNCIL APPOINTMENTS

Position	2025 Council Rep
<i>Liquor</i>	Brad Dahl
<i>Public Safety</i>	Steve Downer
<i>Public Works</i>	Erin Walsh
<i>Utilities</i>	Steve Downer
<i>Finance</i>	Steve Downer
<i>Finance</i>	Brad Dahl
<i>Planning Commission</i>	Erin Walsh
<i>Heritage Preservation</i>	Erin Walsh
<i>Parks</i>	Sheila Crawford
<i>Airport</i>	Brad Dahl
<i>Library</i>	Sheila Crawford
<i>Community Center</i>	George Fantauzza
<i>Safe Schools</i>	George Fantauzza
<i>United for Youth</i>	George Fantauzza
<i>Personnel</i>	Steve Downer, George Fantauzza
<i>Administrative</i>	Sheila Crawford, Brad Dahl
<i>Acting Mayor</i>	Brad Dahl
Staff Positions	2025 Council Appts
<i>City Administrator/Treasurer</i>	Taylor Gronau
<i>City Clerk</i>	Susan Johnson
<i>City Attorney</i>	Susan Dege
<i>City Engineer Consultant Pool</i>	Justin Kannas – Bolton & Menk (Civil) Jake Folkeringa – Bolton & Menk (Fiber) Sheldon Sorenson – Barr Engineering (Electric)
<i>Civil Defense Director</i>	John Harnois
<i>Fire Chief</i>	John Harnois
<i>Asst. Weed Inspector</i>	Carey Kotilinek
<i>Official Newspaper</i>	Wright County Journal Press
<i>Designated Depository(s)</i>	Old National Bank MidCountry Bank



CITY COUNCIL AGENDA REPORT

ITEM: 10B

MEETING DATE: January 6, 2025

PREPARED BY: Parks and Recreation Director Lee Ryan

PRESENTED BY: Parks and Recreation Director Lee Ryan

AGENDA ITEM: Approval to Move Veterans' Memorial Park to Buffalo Lake Walk

BACKGROUND SUMMARY:

The Vet's Park has been a discussion item for some time now. A small, informal committee was established to help us consider alternatives to the current Vet Park and location. Most complaints in the past stem from a bad location, and perceived lack of maintenance (including misunderstanding of the hillside prairie grass plantings).

It came down to three potential sites that would be accessible for visitors, while being a very focal location in Buffalo: Tatanka Crossings Park (across from McDonalds), the new PenRad location, and the Buffalo Lake Walk. It was determined that the newly completed Buffalo Lake Walk is the best site to relocate the Vet Park.

There is a new patio/sitting area near the lake fountain that can be repurposed to make for a nice site to honor Veterans. There was unanimous agreement among Staff, the new committee, and the Parks Advisory Board. We are asking the Council to approve this new location for a future Vet Park. We will then move on to design the area. Attached to this report is a design proposed by staff that has helped lead our discussions. It has been generally agreed upon that the new site would be a fairly simple design - adding a flag pole, monument of some sort, and flower plantings.

With an approved new site, we can now move on to design, planning, and cost estimates. We will also discuss what we will do with existing Vet Park pavers and plaques, as well as the rest of the existing park amenities. Finally, we hope to also have an area on the lake walk close to, but separate from, the new Vet Park to honor and memorialize First Responders and people who have made significant contributions to our community.

RECOMMENDED ACTION:

Parks and Rec Staff, along with the new Veterans' Memorial Park Committee, and the Parks Advisory Board recommends approval of reestablishing a "Vet Park" on the Buffalo Lake Walk.

MEMORIAL
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IN HONOR OF
BUFFALO
VETERANS



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**CITY COUNCIL
AGENDA REPORT**

ITEM: 10C

MEETING DATE: January 6, 2025

**PREPARED BY: City Engineer, Justin Kannas; Streets and Facilities
Superintendent, Carey Kotilinek**

PRESENTED BY: City Engineer, Justin Kannas

AGENDA ITEM: 2025 Street Improvement Projects

BACKGROUND SUMMARY:

See attached memo from City Engineer, Justin Kannas regarding proposed 2025 street improvement projects.

RECOMMENDED ACTION:

It is recommended the City Council approve the project scope. Upon City Council approval of the project scope, staff will finalize preparation of bidding documents proceed with bidding. After bids are received, they will be brought forth to the City Council for consideration and approval.



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MEMORANDUM

Date: December 9, 2024

To: Honorable Mayor Lachermeier and Members of the City Council
City of Buffalo, Minnesota

From: Justin Kannas, P.E.
City Engineer

Subject: 2025 Street Improvements
City of Buffalo
BMI Project No. 24X.136420.000
City Project No. 2025-1

Attached is a map of recommended streets and associated proposed improvements to be included in the 2025 Street Improvements Project.

The selected roads and proposed improvements have been selected based upon a number of factors including comprehensive pavement ratings from 2022, a partial review of street conditions as of October 2024, input from City Street Department personnel, condition and age of underground utilities, upcoming roadway needs, and planned utility reconstruction areas. Staff discussion has centered around transitioning from annual pavement maintenance budgets of approximately \$500,000 a few years ago to calculated annual pavement needs of \$3,000,000. As the City continues to further reduce that gap in funding each year, the focus for this project is to maximize the impact of current funding by expanding the miles of improved roadways and extending the useful life of in-place pavement.

The majority of roadways included in the project will receive a 1.5-inch bituminous overlay on top of the existing in place pavement. Compared to complete pavement replacement, this is a much lower cost that will improve pavement smoothness and extend the life of the underlying pavement. The tradeoff is that existing cracks in the underlying pavement will begin to "reflect" through in 1 to 2 years, meaning the new pavement will also crack in a relatively short period. This is an expected outcome and requires continued crack-filling maintenance each year. Crack-filling budgets and staff time spent on crack-filling will need to be evaluated and should be increased in future years. Additionally, the underlying pavement continues to slowly deteriorate and will eventually need to be replaced. However, this approach provides the City needed time to plan for and increase annual pavement budgets to the required levels.

Project areas identified as reclaim and overlay include replacing the full pavement depth by grinding up the existing bituminous in place, compacting, and placing a new full depth bituminous surface. This repair method for these selected roads was based on the deteriorated condition of the existing pavement.

Finally, the project areas identified as sealcoat will receive a traditional surface sealer consisting of a combination of oil and rock, with a final layer of oil called a “fog seal” to improve the adhesion of rock to the street surface. Re-striping of the roadways as applicable will then be completed.

The preliminary project cost estimate is as follows:

- Base Bid Street Cost Estimate:
 - Sealcoat Area = \$158,000
 - Mill & Overlay Areas = \$637,000
 - Full Depth Reclamation Areas = \$768,000
 - Total = \$1,563,000
- Alternate 1 Street Cost Estimate = \$158,000
- Alternate 2 Street Cost Estimate = \$321,000
- 8th St NE Sanitary Sewer Spot Repairs = \$90,000
- 8th St NE Watermain Spot Repairs = \$50,000

As part of final design and preparation of plans, final quantities will be determined, and a detailed Engineer's Estimate will be prepared.

I recommend approval of the project scope as described and shown on the attached map. Upon City Council approval of the project scope, we will continue with preparation of bidding documents and project bidding. After bids are received, they will be brought forth to the City Council for consideration of approval for construction.

Please feel free to contact me with any questions.

JLK/jk





CITY COUNCIL
AGENDA REPORT

ITEM: 12A

MEETING DATE: January 6, 2025

PREPARED BY: City Attorney, Susan Dege

PRESENTED BY: City Attorney, Susan Dege

AGENDA ITEM: Closed Session Pursuant to Minnesota Statutes Section 13D.05, Subd. 3(b) Attorney Client Privilege

BACKGROUND SUMMARY:

Johnsonville LLC has failed to remediate the code violation on its property despite having been issued several administrative citations.

This meeting may be closed pursuant to Minnesota Statutes Section 13D.05, Subd. 3(b) attorney client privilege.

Before closing the meeting, council must state that the purpose of the meeting is to discuss the merits of commencing litigation against Johnsonville, LLC and closing the meeting is necessary to have a full and candid discussion with the City Attorney regarding litigation strategy. A motion to close the meeting may then be brought.

RECOMMENDED ACTION:

Attorney Dege will provide recommendations to the City Council.



CITY COUNCIL
AGENDA REPORT

ITEM: 13A

MEETING DATE: January 6, 2025

PREPARED BY: City Administrator, Taylor Gronau

PRESENTED BY: Mayor, Steve Downer

**AGENDA ITEM: Adjourn to Joint Workshop with the Planning Commission
on Wednesday, January 15 at 5:30 PM**

BACKGROUND SUMMARY:

A joint workshop has been scheduled with the Planning Commission to review development concepts for the former Wright County Government Center site and the South Pulaski sub-area.

The City Council will hold another workshop on Tuesday, January 21 at 5:30 PM to discuss the NE Area Reconstruction project. The next regular City Council meeting will be held on Tuesday, January 21 at 7:00 PM.

RECOMMENDED ACTION:

Mayor Downer should adjourn the meeting and announce the joint workshop.