



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 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



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

Check Report

By Check Number

Date Range: 01/01/2024 -

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: CITY-CITY BANK						
Payment Type: EFT						
01B0006	BUFFALO POLICE EMPLOYEE ASS'N	12/26/2024	EFT	0.00	80.00	105320
INV0003267	Invoice	12/26/2024	BPEA DUES	0.00	80.00	
01C0032	City Center Employees Association	12/26/2024	EFT	0.00	60.00	105321
INV0003268	Invoice	12/26/2024	City Center Employees Association	0.00	60.00	
01C0089	Flex - City of Buffalo	12/26/2024	EFT	0.00	399.88	105322
INV0003273	Invoice	12/26/2024	MEDICAL REIMBURSE	0.00	399.88	
01C0089	Flex - City of Buffalo	12/26/2024	EFT	0.00	1,252.51	105323
INV0003269	Invoice	12/26/2024	SELECT 3 DAYCARE	0.00	1,252.51	
01L0098	LAW ENFORCEMENT LABOR SER	12/26/2024	EFT	0.00	1,198.50	105324
INV0003272	Invoice	12/26/2024	UNION DUES	0.00	1,198.50	
01N0056	NCPERS MINNESOTA	12/26/2024	EFT	0.00	128.00	105325
INV0003290	Invoice	12/26/2024	NCPERS	0.00	128.00	
01A0028	Alex Air Apparatus 2 LLC	12/30/2024	EFT	0.00	4,556.25	105326
9009	Invoice	12/16/2024	FD-SCBA FLOW & FIT TESTS	0.00	4,556.25	
01A062	All State Traffic Control Inc	12/30/2024	EFT	0.00	1,272.00	105327
121324COB	Invoice	12/13/2024	P&Z SIGNS-BUFFALO ANIMAL CLINIC	0.00	1,272.00	
01A0299	Amaril Uniform Company	12/30/2024	EFT	0.00	624.59	105328
IV270715	Invoice	12/17/2024	ELECTRIC-FR CLOTHING	0.00	624.59	
01A0333	Amazon Capital Services	12/30/2024	EFT	0.00	1,866.59	105329
11XY-DPHG-TVVL	Invoice	12/18/2024	PARKS-REFLECTIVE JACKET	0.00	64.99	
13PM-PDRP-1QVQ	Invoice	12/08/2024	COMM CTR-FREEZER	0.00	512.82	
14WL-WF6Y-RLMY	Invoice	12/10/2024	BCC-FLOOR CLEANER, ADAPTER CONNECT...	0.00	110.95	
19JT-3N3R-GJWL	Invoice	12/09/2024	COMM CTR-CURTAINS	0.00	75.12	
1CDY-91XV-1JVX	Invoice	12/12/2024	FD-SHELF BRACKETS	0.00	76.56	
1JMH-XYRY-9VL9	Invoice	12/16/2024	PD-NOTEBOOKS, BATTERIES	0.00	35.46	
1KVR-9DGC-RF4D	Invoice	12/10/2024	COMM CTR-CLIMBING SET	0.00	436.97	
1LVK-J4GX-7P4H	Invoice	12/09/2024	PARKS-RATCHET STRAPS	0.00	127.98	
1RPY-TM7D-4DR4	Invoice	12/16/2024	PD-SLING SWIVEL MOUNTS	0.00	37.54	
1T69-X633-F3FC	Invoice	12/13/2024	COMM CTR-POOL CUE, SHIFTY BRIDGE	0.00	112.85	
1YF3-CDMP-RK...	Invoice	12/18/2024	FD-BATTERY BOX, PROPANE TANK PARTS	0.00	211.93	
1YTC-6VCQ-KXJ1	Invoice	12/17/2024	ADMIN-CALENDAR, TRASH BIN, BOOT TRAY	0.00	63.42	
01A0208	Atomic Data	12/30/2024	EFT	0.00	98.91	105330
INV136670	Invoice	12/01/2024	PROF SVCS-MONTHLY MONITORING	0.00	98.91	
01001513	Aurentz Project Restoration	12/30/2024	EFT	0.00	41,092.55	105331
24143	Invoice	12/13/2024	FIBER-SERVICE DROP 710 2ND ST S	0.00	1,827.50	
24147	Invoice	12/13/2024	JOINT TRENCH-SETTLERS BROOK	0.00	29,794.05	
24148	Invoice	12/13/2024	FIBER-PON PWR-FIRE HALL, TRAILBLAZER	0.00	9,471.00	
01B0074	Bellboy Corporation	12/30/2024	EFT	0.00	26,237.64	105332
109232300	Invoice	12/10/2024	DWTN LIQUOR STORE	0.00	295.35	
109234100	Invoice	12/10/2024	HWY LIQUOR STORE	0.00	276.96	
109292700	Invoice	12/20/2024	HWY LIQUOR STORE	0.00	410.12	
206046300	Invoice	12/10/2024	HWY LIQUOR STORE	0.00	10,597.67	
206049100	Invoice	12/10/2024	DWTN LIQUOR STORE	0.00	4,866.39	
206054300	Invoice	12/13/2024	HWY LIQUOR STORE	0.00	6,652.00	

Check Report

Date Range: 01/01/2024 -

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
206107000	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	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
VEN02178	DMA Ventures LLC	12/30/2024	EFT	0.00	2,247.98	105347
121124	Invoice	12/12/2024	FIBER-MARKETING	0.00	2,247.98	
VEN01256	Dooley's Petroleum Inc	12/30/2024	EFT	0.00	11,218.64	105348
656611	Invoice	12/20/2024	AIRPORT - FUEL	0.00	11,218.64	
01E0044	Ehlers & Associates Inc	12/30/2024	EFT	0.00	9,750.00	105349
99914	Invoice	12/13/2024	ARBITAGE REPORT	0.00	1,000.00	
99915	Invoice	12/09/2024	ARBITRAGE REPORT-SERIES 2019B	0.00	3,750.00	
99916	Invoice	12/09/2024	ARBITRAGE REPORT-SERIES 2019C	0.00	1,000.00	
99917	Invoice	12/09/2024	ARBITRAGE REPORT-SERIES 2014B	0.00	4,000.00	
01001599	Elk River Winlectric Co	12/30/2024	EFT	0.00	18,200.00	105350
40448002	Invoice	12/16/2024	ELECTRIC-INVENTORY	0.00	18,200.00	
01000434	Ernhart's Auto Center Inc	12/30/2024	EFT	0.00	280.00	105351
25404	Invoice	11/27/2024	WWTP-CLEAN SENSOR 2011 FORD	0.00	280.00	
01F0009	Fastenal Company	12/30/2024	EFT	0.00	547.20	105352
MNMON152612	Invoice	12/13/2024	STREETS-BATTERIES	0.00	547.20	
01000065	Garage Door Store	12/30/2024	EFT	0.00	170.00	105353
398075063	Invoice	12/20/2024	STREETS/PARKS-TROUBLESHOOT DOOR	0.00	170.00	
01G0020	Grainger	12/30/2024	EFT	0.00	147.38	105354
9348268989	Invoice	12/17/2024	WWTP-FANS, FILTER	0.00	147.38	
01G0029	Graybar Electric	12/30/2024	EFT	0.00	11,124.51	105355
9339834287	Invoice	11/19/2024	FIBER-INVENTORY	0.00	1,242.68	
9339854228	Invoice	11/20/2024	FIBER-INVENTORY	0.00	7,881.00	
9339913265	Invoice	11/25/2024	FIBER-LITTLE GIANT HYPERLITE	0.00	1,114.44	
9339968290	Invoice	12/02/2024	FIBER-INVENTORY	0.00	286.32	
9340005788	Invoice	12/04/2024	FIBER-LC-UPC SINGLE MODE	0.00	600.07	
01I0067	Ideal Service Inc	12/30/2024	EFT	0.00	745.00	105356
13181	Invoice	12/03/2024	WWTP-TROUBLESHOOT OVERFIRE FAN, V...	0.00	1,015.00	
13181 CR	Credit Memo	12/03/2024	CREDIT-ENTERED INCORRECTLY	0.00	-270.00	
01J0032	Jake's Excavating Inc	12/30/2024	EFT	0.00	950.00	105357
5748	Invoice	12/18/2024	WATER-CURB STOP REPAIR 407 9TH ST NE	0.00	950.00	
01L0013	Little Falls Machine Inc	12/30/2024	EFT	0.00	430.43	105358
372393	Invoice	12/18/2024	STREETS-ANTISALT	0.00	430.43	
01L0020	Loberg Electric	12/30/2024	EFT	0.00	285.64	105359
30463	Invoice	12/19/2024	LIBRARY-FLOOR OUTLET, ETHERNET PLUG	0.00	285.64	
01L0076	Locators & Supplies Inc	12/30/2024	EFT	0.00	214.28	105360
318396-IN	Invoice	12/16/2024	WWTP-HARD HATS	0.00	214.28	
01L0287	Lundeen Brothers Ford	12/30/2024	EFT	0.00	555.64	105361
47841	Invoice	12/16/2024	PD-VEHICLE REPAIR 2020 FORD	0.00	555.64	
01M0023	MacQueen Equipment	12/30/2024	EFT	0.00	191.99	105362
P61582	Invoice	12/11/2024	STREETS/WWTP-FILTER	0.00	191.99	
01000767	MARCO Technologies LLC	12/30/2024	EFT	0.00	1,269.01	105363
544381718	Invoice	12/08/2024	MAINTENANCE & LEASE	0.00	1,269.01	
01001463	Maverick Beverage Co	12/30/2024	EFT	0.00	1,500.00	105364
INV1440523	Invoice	12/05/2024	DWTN LIQUOR STORE	0.00	397.50	
INV1440578	Invoice	12/05/2024	DWTN LIQUOR STORE	0.00	1,102.50	
01M0004	McDowall Comfort Management	12/30/2024	EFT	0.00	14,468.55	105365
655044	Invoice	12/15/2024	WTP-4 HEATERS	0.00	13,257.00	
655069	Invoice	12/19/2024	WWTP-PRETMT BLDG AIR VENT REPLACE	0.00	679.80	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
655070	Invoice	12/19/2024	WWTP-CLEANED FLAME ROD	0.00	531.75	
VEN01990	Modern Power Solutions LLC	12/30/2024	EFT	0.00	365.00	105366
17343050	Invoice	12/19/2024	CITY CENTER-GENERATING MONITORING	0.00	365.00	
01T0129	Monroe Towmaster LLC	12/30/2024	EFT	0.00	83.92	105367
17329380	Invoice	12/13/2024	STREETS-COVER SENSOR	0.00	83.92	
01M0045	MTI Distributing	12/30/2024	EFT	0.00	389.77	105368
1458633-00	Invoice	12/23/2024	PARKS-CUTTING EDGE, SHOES	0.00	389.77	
01O0078	Optum Health Financial Services	12/30/2024	EFT	0.00	440.00	105369
1666834	Invoice	11/08/2024	FSA PLAN/COBRA	0.00	220.00	
1678387	Invoice	12/06/2024	FSA PLAN/COBRA	0.00	220.00	
01O0022	O'Reilly Auto Parts	12/30/2024	EFT	0.00	516.40	105370
1524-229323	Invoice	12/12/2024	STREETS-FUEL/WTR SEP, FILTERS	0.00	361.22	
1524-229341	Invoice	12/12/2024	STREETS-WIPER BLADES	0.00	75.98	
1524-229405	Invoice	12/12/2024	PARKS-WARNING LT, RETAINER, DISPOSAB...	0.00	79.20	
01Q0005	Quality Flow Systems Inc	12/30/2024	EFT	0.00	2,200.00	105371
48018	Invoice	11/25/2024	MONTHLY MAINTENANCE-NOV/24	0.00	2,200.00	
01R0180	Rhomar Industries Inc	12/30/2024	EFT	0.00	608.92	105372
107329	Invoice	12/13/2024	STREETS-RHOMA-SOL	0.00	608.92	
01R0020	Russell Security Resource Inc	12/30/2024	EFT	0.00	619.00	105373
A50525	Invoice	12/10/2024	PARKS-GREENBRIAR WARMING HOUSE LO...	0.00	110.00	
A50600	Invoice	12/16/2024	FD-ADD DOOR CLOSER	0.00	509.00	
01S0322	Southern Glazer's of MN	12/30/2024	EFT	0.00	12,648.25	105374
2565373	Invoice	12/12/2024	HIGHWAY	0.00	4,518.67	
2565374	Invoice	12/12/2024	HIGHWAY	0.00	717.25	
2565399	Invoice	12/12/2024	DOWNTOWN	0.00	670.06	
2565400	Invoice	12/12/2024	DOWNTOWN	0.00	912.88	
2568474	Invoice	12/19/2024	HIGHWAY	0.00	3,702.65	
2568475	Invoice	12/19/2024	HIGHWAY	0.00	0.70	
2568476	Invoice	12/19/2024	HIGHWAY	0.00	1,356.37	
2568501	Invoice	12/19/2024	DOWNTOWN	0.00	424.23	
2568502	Invoice	12/19/2024	DOWNTOWN	0.00	345.44	
01T0079	Toll Gas Welding & Supply	12/30/2024	EFT	0.00	4,966.00	105375
10595999	Invoice	12/11/2024	STREETS-SHOP WELDER	0.00	4,966.00	
01T0102	Trenchers Plus Inc	12/30/2024	EFT	0.00	663.89	105376
IT11094	Invoice	12/16/2024	ELECTRIC-VALVE, FITTINGS, MANIFOLD	0.00	663.89	
01U0082	US Internet Corp	12/30/2024	EFT	0.00	450.00	105377
4864936	Invoice	12/13/2024	US INTERNET - EMAIL SUITE	0.00	450.00	
01U0017	USA BlueBook	12/30/2024	EFT	0.00	406.17	105378
INV00572537	Invoice	12/18/2024	WWTP-SUPPLIES	0.00	134.17	
INV00573189	Invoice	12/19/2024	WWTP-SUPPLIES	0.00	272.00	
01V0029	Vinocopia Inc	12/30/2024	EFT	0.00	1,158.50	105379
364070-IN	Invoice	12/06/2024	HWY LIQUOR STORE	0.00	875.00	
364071-IN	Invoice	12/06/2024	DWTN LIQUOR STORE	0.00	138.50	
364950-IN	Invoice	12/19/2024	HWY LIQUOR STORE	0.00	145.00	
01W0096	Water Conservation Services Inc	12/30/2024	EFT	0.00	613.53	105380
14524	Invoice	12/16/2024	WATER-LEAK LOCATE BUFFALO RUN RD	0.00	513.53	
14524 ADDTL	Invoice	12/16/2024	WATER-LEAK LOCATE 519 BUFFALO RUN ...	0.00	100.00	
01W0002	WESCO Distribution	12/30/2024	EFT	0.00	301.39	105381
491828	Invoice	12/19/2024	ELECTRIC-NON STOCK INVENTORY	0.00	257.69	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
492800	Invoice	12/23/2024	ELECTRIC-NON STOCK INVENTORY	0.00	43.70	
01F0086	Wex Bank	12/30/2024	EFT	0.00	373.65	105382
101579204	Invoice	12/15/2024	MONTHLY FUEL PURCHASES	0.00	373.65	
01W0009	Wright Hennepin Cooperative Electric	12/30/2024	EFT	0.00	14,729.04	105383
35031790061	Invoice	12/05/2024	STREET LIGHTS	0.00	30.10	
35031797192	Invoice	12/10/2024	ACCOUNT #114-1085-9700	0.00	1,820.36	
35031800388	Invoice	12/10/2024	ACCOUNT #114-1085-8400	0.00	12,878.58	
01001429	Wruck Sewer & Portable Rental	12/30/2024	EFT	0.00	1,762.00	105384
125653	Invoice	12/10/2024	PORTABLE TOILETS & CLEANING	0.00	1,762.00	
01I0030	Zayo LLC	12/30/2024	EFT	0.00	8,619.15	105385
21132902	Invoice	12/15/2024	ZAYO	0.00	8,619.15	
	Void	12/30/2024	EFT	0.00	0.00	105386
01Z0001	Zep Sales & Service	12/30/2024	EFT	0.00	487.95	105387
9010610508	Invoice	12/16/2024	ELECTRIC-SHOP SUPPLIES	0.00	487.95	
01Z0004	Ziegler Inc	12/30/2024	EFT	0.00	141.88	105388
IN001741263	Invoice	12/14/2024	PARKS-MIRROR	0.00	132.65	
IN001742900	Invoice	12/16/2024	PARKS-MIRROR FREIGHT	0.00	9.23	
Total EFT:				0.00	301,447.40	

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

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
01B0129	Bond Trust Services Corporation	12/26/2024	Regular	0.00	3,425.00	135113
92727	Invoice	12/11/2024	PAYING AGENT FEE-SERIES 2016C	0.00	475.00	
92728	Invoice	12/11/2024	PAYING AGENT FEE-SERIES 2016B	0.00	475.00	
92729	Invoice	12/11/2024	PAYING AGENT FEE-SERIES 2018A	0.00	475.00	
92730	Invoice	12/11/2024	PAYING AGENT FEE-SERIES 2018B	0.00	100.00	
92731	Invoice	12/11/2024	PAYING AGENT FEE-SERIES 2019B	0.00	475.00	
92732	Invoice	12/11/2024	PAYING AGENT FEE-SERIES 2020A	0.00	475.00	
92733	Invoice	12/11/2024	PAYING AGENT FEE-SERIES 2021A	0.00	475.00	
92734	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
118995795	Invoice	12/05/2024	DOWNTOWN	0.00	4,357.16	
119103154	Invoice	12/12/2024	DOWNTOWN	0.00	50.80	
119104030	Invoice	12/12/2024	DOWNTOWN	0.00	463.25	
119104057	Invoice	12/12/2024	HWY	0.00	2,988.17	
119220767	Invoice	12/19/2024	HWY	0.00	1,048.00	
119221078	Invoice	12/19/2024	DOWNTOWN	0.00	268.95	
119221106	Invoice	12/19/2024	HWY	0.00	1,684.46	
206198800	Invoice	12/20/2024	DOWNTOWN	0.00	249.50	
412823917	Credit Memo	10/11/2024	DOWNTOWN	0.00	-113.30	
412917876	Credit Memo	11/07/2024	DOWNTOWN	0.00	-81.65	
413032694	Credit Memo	12/09/2024	HWY	0.00	-81.65	
413032695	Credit Memo	12/09/2024	HWY	0.00	-62.30	
413041650	Credit Memo	12/11/2024	DOWNTOWN	0.00	-187.40	
413051560	Credit Memo	12/13/2024	DOWNTOWN	0.00	-47.42	
413051561	Credit Memo	12/13/2024	DOWNTOWN	0.00	-47.42	
413069045	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	0.00	45.89	135119
12.19.24	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
94307	Invoice	09/25/2024	GOOD AFTERNOON BUFFALO-B.OPHEIM	0.00	30.00	
94722	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
12.16.24	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
2H/24	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
42419	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
D24-000062	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
175330901120724	Invoice	12/07/2024	ACCT# 175330901	0.00	256.19	
01C0205	Cintas Corporation	12/26/2024	Regular	0.00	578.80	135126
4213034307	Invoice	11/27/2024	HWY-MATS/CLEANING	0.00	48.79	
4214446452	Invoice	12/12/2024	HWY-MATS/CLEANING	0.00	48.79	
4214710171	Invoice	12/16/2024	BCC-MATS	0.00	83.94	
4215036392	Invoice	12/18/2024	DT-MATS/CLEANING	0.00	86.24	
4215198989	Invoice	12/19/2024	HWY-MATS/CLEANING	0.00	48.79	
4215510555	Invoice	12/23/2024	DT-MATS/CLEANING	0.00	111.25	
4215510611	Invoice	12/23/2024	HWY-MATS/CLEANING	0.00	123.23	

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

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Void	12/26/2024	Regular	0.00	0.00	135142
	Void	12/26/2024	Regular	0.00	0.00	135143
	Void	12/26/2024	Regular	0.00	0.00	135144
VEN01506	Kellie McConville	12/26/2024	Regular	0.00	611.24	135145
2024	Invoice	12/23/2024	REIMBURSE-2024 MILEAGE	0.00	611.24	
01K0006	Klatt True Value Electric	12/26/2024	Regular	0.00	295.56	135146
75204	Invoice	12/05/2024	STREETS-RENTAL GASES	0.00	100.00	
75205	Invoice	12/05/2024	STREETS-NUTS & BOLTS	0.00	0.65	
75228	Invoice	12/13/2024	STREETS-NOZZLE, WIRE	0.00	173.98	
75255	Invoice	12/23/2024	ELECTRIC-FUSES	0.00	20.93	
01000386	Lou's Gloves	12/26/2024	Regular	0.00	792.00	135147
58047	Invoice	12/13/2024	WWTP-GLOVES	0.00	792.00	
01L0180	Lube Tech & Partners LLC	12/26/2024	Regular	0.00	1,965.74	135148
3685094	Invoice	12/17/2024	ELECTRIC-ANTIFREEZE	0.00	1,965.74	
VEN01657	Luce Line Brewing Co	12/26/2024	Regular	0.00	325.00	135149
E-3306	Invoice	12/18/2024	HIGHWAY	0.00	325.00	
01L075	Lunderby Photography Inc	12/26/2024	Regular	0.00	250.00	135150
12.16.24	Invoice	12/16/2024	PD-OFFICE PHOTOS	0.00	250.00	
01T0023	Mark Moshier	12/26/2024	Regular	0.00	630.00	135151
18963	Invoice	12/17/2024	TOP NOTCH WINDOW CLEANING	0.00	630.00	
01001705	Mechanical Systems LLC	12/26/2024	Regular	0.00	647.52	135152
4642	Invoice	12/10/2024	WWTP-MOTORS & FAN BLADES	0.00	647.52	
01M0053	Menards	12/26/2024	Regular	0.00	2,157.15	135153
18782	Invoice	11/12/2024	FIBER-TOMCAT REFILL STATION	0.00	4.99	
18938	Invoice	11/15/2024	FIBER-SCREWDRIVERS, ADAPTERS, TORX F...	0.00	56.21	
19569	Invoice	11/26/2024	FIBER-SCREW CLAMPS, NYLON ROPE	0.00	52.49	
19876	Invoice	12/02/2024	PARKS-LUMBER	0.00	289.86	
19904	Invoice	12/02/2024	ELECTRIC-SPRAY PAINT, DRILL SET, WREN...	0.00	30.37	
19943	Invoice	12/03/2024	STREETS-MASONRY DRILL BIT	0.00	8.49	
19945	Invoice	12/03/2024	PARKS-TRAILER JACK, CASTERS, TIEDOWNS	0.00	161.94	
19976	Invoice	12/03/2024	CITY HALL-BRACKET	0.00	2.28	
19983	Invoice	12/03/2024	CITY HALL-HEX BOLTS	0.00	9.92	
19990	Invoice	12/03/2024	FD-INDUSTRIAL TOTES	0.00	99.88	
20027	Invoice	12/04/2024	STREETS-GLOVES, BATTERIES	0.00	114.93	
20052	Invoice	12/04/2024	STREETS-METAL CUTTING, MASONRY CUT...	0.00	37.66	
20060	Invoice	12/04/2024	PARKS-UTILITY KNIFE, SHARPIE, HEARING ...	0.00	41.42	
20096	Invoice	12/05/2024	STREETS-BATTERIES, GLOVES	0.00	52.97	
20097	Invoice	12/05/2024	PD-DISHWAND REFILL, WOOD SCREWS, PA..	0.00	13.91	
20104	Invoice	12/05/2024	WATER-FLASHLIGHT	0.00	19.99	
20108	Invoice	12/05/2024	CITY HALL-MOUTING BOARD, STEEL	0.00	45.72	
20109	Invoice	12/05/2024	STREETS-REFLECT NUMBER KIT	0.00	4.98	
20114	Invoice	12/05/2024	FD-HOLE SAWS, SILICONE, PRECISION END...	0.00	60.55	
20127	Invoice	12/05/2024	STREETS-PVC & PARTS	0.00	40.24	
20132	Invoice	12/05/2024	STREETS-BREAKERS, GALV PARTS	0.00	73.03	
20176	Invoice	12/06/2024	ELECTRIC-LOCKNUTS, BUSHINGS, RATCH, ...	0.00	44.79	
20284	Invoice	12/08/2024	FD-BRACKET, PLATES, TRIM	0.00	10.22	
20330	Invoice	12/09/2024	STREETS-SPEEDSET, TOOTHPICKS	0.00	5.12	
20347	Invoice	12/09/2024	STREETS-CEDAR S4S	0.00	133.79	
20395	Invoice	12/10/2024	CITY HALL-BOARDS	0.00	61.24	
20400	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	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable 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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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
910646	Invoice	12/10/2024	WWTP-OIL	0.00	114.15	
VEN01615	National PELRA	12/26/2024	Regular	0.00	400.00	135169
15495	Invoice	12/18/2024	2025 MPRLA CONF-MERRILL & WALDSC...	0.00	400.00	
01N0125	Nelson Electric Motor Repair	12/26/2024	Regular	0.00	2,000.00	135170
3015	Invoice	12/10/2024	WWTP-SCUM PIT PIPING & VALVES	0.00	2,000.00	
01N0114	North Star Awards & Trophies	12/26/2024	Regular	0.00	90.00	135171
12782	Invoice	12/09/2024	PLAQUE & TUMBLER-LACHERMEIER	0.00	90.00	
VEN01302	Northern Smoke BBQ	12/26/2024	Regular	0.00	120.00	135172
1025	Invoice	12/16/2024	HWY	0.00	120.00	
01001679	Omann Contracting Companies Inc	12/26/2024	Regular	0.00	18,600.00	135173
33522	Invoice	12/12/2024	WATER-PATCH RESTORATION 113 12TH ST...	0.00	2,900.00	
33593	Invoice	12/18/2024	WATER MAIN PATCHES	0.00	13,750.00	
33601	Invoice	12/19/2024	PARKS-TRAIL PATCHING	0.00	1,950.00	
01P0074	Paustis Wine Co	12/26/2024	Regular	0.00	2,141.50	135174
253142	Invoice	11/30/2024	DOWNTOWN	0.00	200.00	
253143	Invoice	11/30/2024	HIGHWAY LIQUOR	0.00	590.00	
254828	Invoice	12/18/2024	HIGHWAY LIQUOR	0.00	595.50	
254840	Invoice	12/18/2024	DOWNTOWN	0.00	756.00	
01P0018	Phillips Wine & Spirits	12/26/2024	Regular	0.00	26,463.49	135175
536743	Credit Memo	11/19/2024	HIGHWAY	0.00	-37.92	
536744	Credit Memo	11/19/2024	HIGHWAY	0.00	-10.52	
536745	Credit Memo	11/19/2024	HIGHWAY	0.00	-3.33	
536746	Credit Memo	11/19/2024	HIGHWAY	0.00	-13.33	
536747	Credit Memo	11/19/2024	HIGHWAY	0.00	-7.00	
537296	Credit Memo	11/25/2024	HIGHWAY	0.00	-339.85	
6892625	Invoice	12/06/2024	HIGHWAY	0.00	14,969.36	
6892626	Invoice	12/06/2024	HIGHWAY	0.00	567.00	
6892627	Invoice	12/06/2024	DOWNTOWN	0.00	538.42	
6892670	Invoice	12/06/2024	DOWNTOWN	0.00	3,397.17	
6896394	Invoice	12/13/2024	HIGHWAY	0.00	5,500.21	
6896395	Invoice	12/13/2024	DOWNTOWN	0.00	109.32	
6896444	Invoice	12/13/2024	DOWNTOWN	0.00	1,044.24	
6900735	Invoice	12/20/2024	DOWNTOWN	0.00	543.64	
6900789	Invoice	12/20/2024	DOWNTOWN	0.00	206.08	
	Void	12/26/2024	Regular	0.00	0.00	135176
	Void	12/26/2024	Regular	0.00	0.00	135177
01P0015	Powerplan OIB	12/26/2024	Regular	0.00	1,448.85	135178
P4559203	Invoice	12/17/2024	STREETS-SPRING, SCREW, RETURN PULLEY	0.00	44.90	
P9844514	Invoice	12/11/2024	ELECTRIC-SEAL,CABLE, GASKET, O'RING	0.00	1,057.63	
P9866414	Invoice	12/16/2024	STREETS-V-BELT	0.00	66.90	
P9869014	Invoice	12/16/2024	STREETS-FUEL FILTER KIT	0.00	28.40	
P9871714	Invoice	12/17/2024	STREETS-PULLEY	0.00	251.02	
01P0010	Precision Prints	12/26/2024	Regular	0.00	127.00	135179
24-2133	Invoice	12/12/2024	PD-LETTERHEAD	0.00	127.00	
VEN01641	Premier Locating Inc	12/26/2024	Regular	0.00	3,404.50	135180
42851	Invoice	11/15/2024	CONTRACT LOCATING	0.00	3,404.50	
01C0226	Productivity Plus Account	12/26/2024	Regular	0.00	257.45	135181
IE50975	Invoice	12/05/2024	STREETS-CLIPS	0.00	3.20	
IE51401	Invoice	12/18/2024	STREETS-BOLT	0.00	5.99	
IE51433	Invoice	12/19/2024	STREETS-NUT	0.00	6.00	
IE51435	Invoice	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	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
368653	Invoice	11/26/2024	WWTP-CHEMICALS	0.00	9,972.48	
01R0011	Ryan Auto Mall	12/26/2024	Regular	0.00	255.10	135183
1230499	Invoice	12/13/2024	PD-MOUNT & BALANCE TIRES 425	0.00	127.55	
1230518	Invoice	12/13/2024	PD-MOUNT & BALANCE TIRES 427	0.00	127.55	
01001620	Schmidt Electric Service Inc	12/26/2024	Regular	0.00	9,780.00	135184
2801	Invoice	12/18/2024	ELECTRIC-RE-LED LIGHTING UC WAREHOU...	0.00	9,780.00	
01000106	Shamrock Group Inc	12/26/2024	Regular	0.00	164.01	135185
3096670	Invoice	12/05/2024	DOWNTOWN	0.00	34.70	
3098418	Invoice	12/12/2024	HIGHWAY	0.00	51.60	
3100241	Invoice	12/19/2024	DOWNTOWN	0.00	39.31	
3101382	Invoice	12/14/2024	DOWNTOWN	0.00	38.40	
VEN01315	SHI International Corporation	12/26/2024	Regular	0.00	326.00	135186
B19089065	Invoice	11/22/2024	STREETS/PARKS-PC WARRANTY	0.00	326.00	
01001414	St Louis MRO Inc	12/26/2024	Regular	0.00	50.00	135187
63749	Invoice	12/10/2024	RANDOM DOT CHECKS	0.00	50.00	
VEN01425	Statewide Gas Services Inc	12/26/2024	Regular	0.00	2,639.07	135188
i13335	Invoice	12/10/2024	BACKFLOW RPZ TESTING	0.00	2,639.07	
	Void	12/26/2024	Regular	0.00	0.00	135189
VEN01359	Steven Michael Wickelgren	12/26/2024	Regular	0.00	140.00	135190
1571	Invoice	12/08/2024	PD-CHECK UP	0.00	140.00	
01T0009	T&R Service Company	12/26/2024	Regular	0.00	40.00	135191
82668	Invoice	12/19/2024	PCB ANALYSIS	0.00	40.00	
VEN02175	Tirewiz LLC	12/26/2024	Regular	0.00	790.00	135192
61298	Invoice	12/09/2024	PARKS-7 TIRES	0.00	790.00	
VEN02197	Total Recreation	12/26/2024	Regular	0.00	6,386.00	135193
IN12910	Invoice	12/20/2024	COMM CTR-PACMAN MULTICADE GAME	0.00	6,386.00	
01000180	Tri State Surplus Co	12/26/2024	Regular	0.00	1,327.48	135194
42773	Invoice	12/03/2024	WWTP-GREEN TEARDROP UPRIGHTS	0.00	1,327.48	
01U0032	Uline	12/26/2024	Regular	0.00	2,381.44	135195
186393737	Invoice	12/04/2024	WATER-SPILL KIT	0.00	82.50	
186430446	Invoice	12/04/2024	PARKS-JACKET	0.00	84.00	
186673557	Invoice	12/10/2024	ELECTRIC-GAS CANS	0.00	359.40	
186713214	Invoice	12/11/2024	PARKS-GLOVES	0.00	117.19	
186756207	Invoice	12/11/2024	PARKS-TABLE FRAMES	0.00	1,738.35	
01W0019	Wine Merchants	12/26/2024	Regular	0.00	7,437.96	135196
7499502	Invoice	12/06/2024	HIGHWAY	0.00	863.70	
7499514	Invoice	12/06/2024	DOWNTOWN	0.00	1,727.40	
7500563	Invoice	12/13/2024	HIGHWAY	0.00	1,792.85	
7500567	Invoice	12/13/2024	DOWNTOWN	0.00	1,734.89	
7500787	Invoice	12/17/2024	HIGHWAY	0.00	659.56	
7500801	Invoice	12/17/2024	DOWNTOWN	0.00	659.56	
	Void	12/26/2024	Regular	0.00	0.00	135197
01W0101	Wright Lumber & Millwork	12/26/2024	Regular	0.00	54.97	135198
176909	Invoice	12/18/2024	ELECTRIC-RECIP BLADES	0.00	54.97	
01W0211	WS&D Permit Service Inc	12/26/2024	Regular	0.00	152.00	135199
RB24-000392	Invoice	12/13/2024	REIMBURSED-VOIDED PERMIT 506 CREEKS...	0.00	76.00	
RB24-000507	Invoice	12/23/2024	REIMBURSE-VOIDED PERMIT	0.00	76.00	
VEN01632	Yale Mechanical LLC	12/26/2024	Regular	0.00	279.41	135200

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

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Payment Type: Bank Draft						
01PC082	US Bank - Procurement Card	12/23/2024	Bank Draft	0.00	18,146.65	DFT0002898
DEC/24	Invoice	12/23/2024	MONTHLY PURCHASES	0.00	18,146.65	
01A0001	AFLAC ADMINISTRATIVE SERV	12/26/2024	Bank Draft	0.00	35.64	DFT0002901
INV0003264	Invoice	12/26/2024	AFLAC - ACCIDENT	0.00	35.64	
01A0001	AFLAC ADMINISTRATIVE SERV	12/26/2024	Bank Draft	0.00	35.92	DFT0002902
INV0003265	Invoice	12/26/2024	AFLAC CANCER	0.00	35.92	
01A0001	AFLAC ADMINISTRATIVE SERV	12/26/2024	Bank Draft	0.00	176.60	DFT0002903
INV0003266	Invoice	12/26/2024	AFLAC STD	0.00	176.60	
01O0035	ING/MN STATE RETIREMENT SYSTEM	12/26/2024	Bank Draft	0.00	2,190.23	DFT0002918
INV0003286	Invoice	12/26/2024	DEF COMP - PERCENTAGE	0.00	2,190.23	
01O0035	ING/MN STATE RETIREMENT SYSTEM	12/26/2024	Bank Draft	0.00	800.00	DFT0002919
INV0003287	Invoice	12/26/2024	DEFERRED COMP - ROTH	0.00	800.00	
01O0035	ING/MN STATE RETIREMENT SYSTEM	12/26/2024	Bank Draft	0.00	640.24	DFT0002920
INV0003288	Invoice	12/26/2024	DEF ROTH - PERCENTAGE	0.00	640.24	
01O0035	ING/MN STATE RETIREMENT SYSTEM	12/26/2024	Bank Draft	0.00	1,210.00	DFT0002921
INV0003289	Invoice	12/26/2024	DEF COMP	0.00	1,210.00	
01N0022	NATIONWIDE RETIREMENT SOL	12/26/2024	Bank Draft	0.00	275.00	DFT0002922
INV0003291	Invoice	12/26/2024	DEF COMP	0.00	275.00	
01P0028	PUBLIC EMPLOYEES	12/26/2024	Bank Draft	0.00	22,304.74	DFT0002923
INV0003292	Invoice	12/26/2024	POLICE PERA	0.00	22,304.74	
01P0028	PUBLIC EMPLOYEES	12/26/2024	Bank Draft	0.00	39,354.52	DFT0002924
INV0003293	Invoice	12/26/2024	PERA	0.00	39,354.52	
01M0005	MN Child Support Payment	12/26/2024	Bank Draft	0.00	1,108.90	DFT0002926
INV0003295	Invoice	12/26/2024	CHILD SUPPORT	0.00	1,108.90	
01E0067	EFTPS	12/26/2024	Bank Draft	0.00	37,818.80	DFT0002928
INV0003297	Invoice	12/26/2024	FICA WITHHOLDING	0.00	37,818.80	
01M0056	MN Dept of Revenue (EFTPS)	12/26/2024	Bank Draft	0.00	17,495.72	DFT0002929
INV0003298	Invoice	12/26/2024	STATE WITHHOLDIN G	0.00	17,495.72	
01E0067	EFTPS	12/26/2024	Bank Draft	0.00	10,973.22	DFT0002930
INV0003299	Invoice	12/26/2024	MEDICARE WITHHOLDING	0.00	10,973.22	
01E0067	EFTPS	12/26/2024	Bank Draft	0.00	37,165.90	DFT0002931
INV0003300	Invoice	12/26/2024	FEDERAL WITHHOLDING	0.00	37,165.90	
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	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: ONBMM-1-CITY MM BANK (BANK RECONCILIATION)						
Payment Type: Bank Draft						
VEN01582	MN Dept of Revenue (S&U Tax)	12/16/2024	Bank Draft	0.00	145,770.00	DFT0002897
DEC/24	Invoice	12/16/2024	Sales & Use Tax Payment	0.00	145,770.00	
01KHSA	UMB HSA ACCOUNT	12/26/2024	Bank Draft	0.00	8,324.74	DFT0002916
INV0003284	Invoice	12/26/2024	HSA CONTRIBUTIONS	0.00	8,324.74	
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
			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:
 - o 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.
 - o 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.
 - o 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	
Email Address	
Make	Jeep
Model	Liberty sport
Color	Black
Plate Number	

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 Meusbarger
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 Incidentals: 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.

Brenda Smith

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	<p>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</p> <p>~ Professional Affiliations</p> <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)	<p>~ Forestry Outreach Specialist – Forestry, MN DNR · Aug 2019 - Apr 2022</p> <p>~ Communications and Program Manager - Office for Equity and Diversity, UMN · 2014 - 2019</p> <p>~ Public Relations and Communications Consultant - freelance, 2012 - 2014</p> <p>~ Best Value Program Manager - Capital Planning and Project</p>

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
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Select boards/commission you wish to apply for.	Parks Advisory Board
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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
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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
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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.



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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:

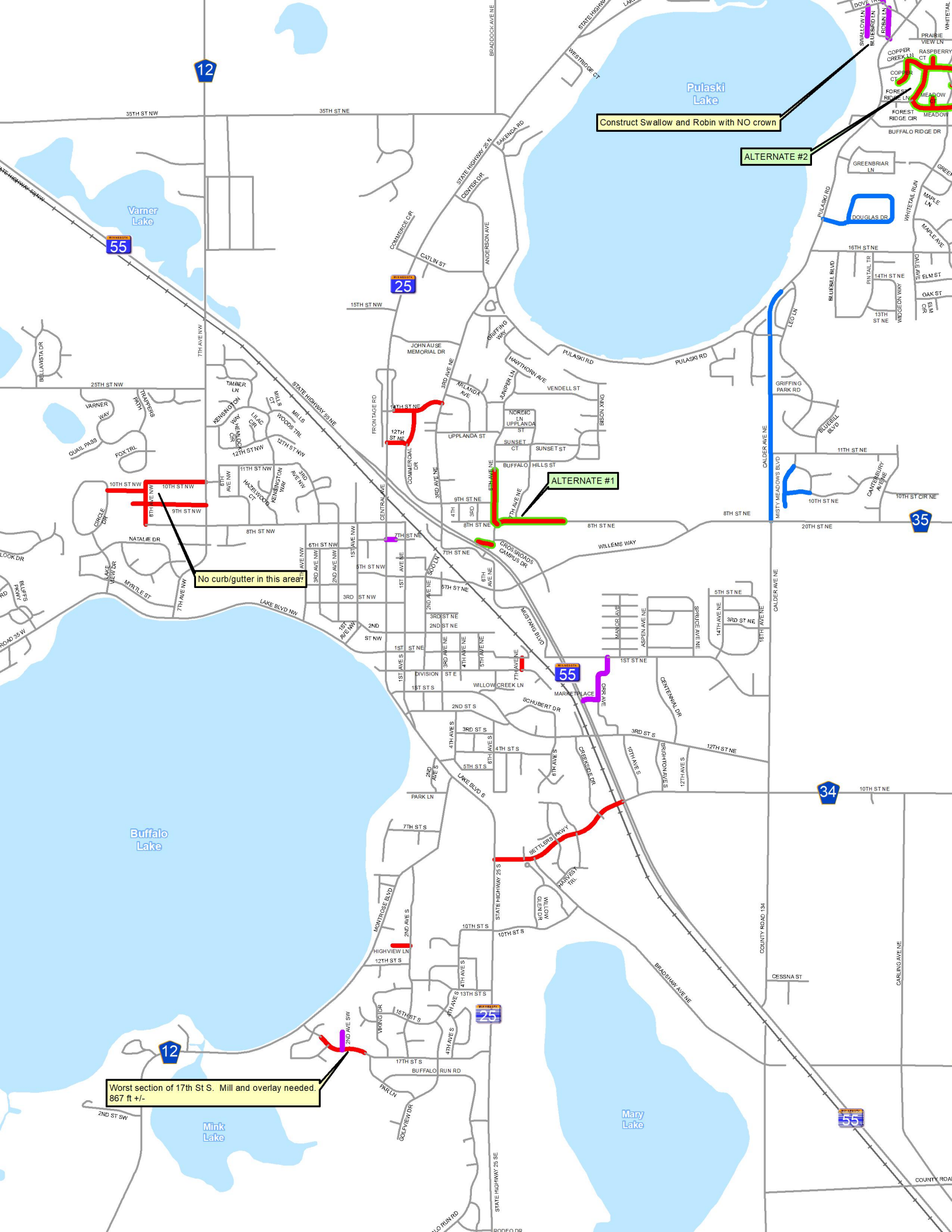
- Base Bid Street Cost Estimate:
 - Sealcoat Area = \$158,000
 - Mill & Overlay Areas = \$637,000
 - Full Depth Reclamation Areas = \$768,000
 - Total = \$1,563,000
- Alternate 1 Street Cost Estimate = \$158,000
- Alternate 2 Street Cost Estimate = \$321,000
- 8th St NE Sanitary Sewer Spot Repairs =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



Construct Swallow and Robin with NO crown

ALTERNATE #2

ALTERNATE #1

No curb/gutter in this area:

Worst section of 17th St S. Mill and overlay needed.
867 ft +/-



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.