



**AGENDA  
BIG LAKE CITY COUNCIL MEETING  
COUNCIL CHAMBERS**

**JANUARY 8, 2025**

**6:00 p.m.**

- 1) CALL TO ORDER**
- 2) PLEDGE OF ALLEGIANCE**
- 3) ROLL CALL**
- 4) OPEN FORUM**
- 5) PROPOSED AGENDA**
- 6) CONSENT AGENDA**

Items on the Consent Agenda page are reviewed in total by the City Council and may be approved through one motion. Any item may be removed by any Council Member, staff member or person from the public for separate consideration. When removing any item from the Consent Agenda, the item number and description of the item should be clearly stated.

**7) BUSINESS**

- 7A. Annual Update – Sherburne County Attorney Kathleen Heaney
- 7B. 2024 City of Big Lake Year in Review Report
- 7C. 2025 Official City and Council Committee Appointments
- 7D. Department Reports (*Engineering Department and Student Liaison*)

**8) ADMINISTRATOR'S REPORT**

**9) MAYOR & COUNCIL REPORTS AND COMMENTS/QUESTIONS**

**10) OTHER**

**11) ADJOURN**

Disclaimer: This agenda has been prepared to provide information regarding an upcoming meeting of the Big Lake City Council. This document does not claim to be complete and is subject to change.

**BIG LAKE CITY COUNCIL  
CONSENT AGENDA  
JANUARY 8, 2025**

- 6A. Approve List of Claims
- 6B. Approve Regular Council Meeting Minutes of December 11, 2024
- 6C. Approve Appointment of Reserve Officer Benjamin Bauman
- 6D. Approve Body Worn Camera Audit
- 6E. Joint Powers Agreement with Sherburne County for the Enforcement and Registration of Retail Cannabis Businesses
- 6F. Approve Appointment of Kathy Parsons, Jake Rohrbeck and Kristopher Knodle to the Big Lake Economic Development Authority
- 6G. Approve Appointment of Scott Creighton and Jeff Webster to the Big Lake Parks Advisory Committee



# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> <i>Deb Wegeleben, Finance Director</i>	<b>Meeting Date:</b> <i>1/8/2025</i>	<input type="checkbox"/> <b>Regular Agenda Item</b> <input checked="" type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <b>6A</b>
<b>Item Description:</b> <i>List of Claims</i>	<b>Reviewed By:</b> <i>Hanna Klimmek, City Administrator</i>		
<b>Reviewed By:</b> <i>N/A</i>			

**ACTION REQUESTED**

By approving this item on the Consent Agenda, Council would be approving the List of Claims paid dated 12/05/2024 through 12/31/2024, and Approve Payroll No. 26 and 27, 2024.

**BACKGROUND/DISCUSSION**

Attached is the List of Claims paid through 12/31/2024. Please contact me with any questions or concerns.

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*Any elected official who contracts or submits an invoice to the City for payment of services is required to abstain from the vote of said payment, and execute an "Affidavit of City Official Interested in Claim" form prior to receiving payment pursuant to MN Statute 471.87:*

**471.87 PUBLIC OFFICERS, INTEREST IN CONTRACT; PENALTY.**

Except as authorized in section [123B.195](#) or [471.88](#), a public officer who is authorized to take part in any manner in making any sale, lease, or contract in official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially therefrom. Every public officer who violates this provision is guilty of a gross misdemeanor.

**471.88 EXCEPTIONS.**

**Subdivision 1. Coverage.**

The governing body of any port authority, seaway port authority, economic development authority, watershed district, soil and water conservation district, town, school district, hospital district, county, or city, by unanimous vote, may contract for goods or services with an interested officer of the governmental unit in any of the following cases.

**Subd. 5. Contract with no bids required.**

A contract for which competitive bids are not required by law.

**ATTACHMENTS**

List of Claims

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>AFLAC</b>								
10394	AFLAC	Q9226 - NOV 2	NOVEMBER 2024 PREMIUM	12/09/2024	136.63	136.63	12/12/2024	
Total AFLAC:					136.63	136.63		
<b>AMERICAN SOLUTIONS FOR BUSINESS</b>								
2950	AMERICAN SOLUTIONS FOR B	INV07834478	2025 PARKING PERMITS	12/20/2024	1,358.00	1,358.00	12/23/2024	
Total AMERICAN SOLUTIONS FOR BUSINESS:					1,358.00	1,358.00		
<b>AMERITAS LIFE INSURANCE CO (E-CHECK)</b>								
10989	AMERITAS LIFE INSURANCE C	VISION DEC 2	VISION INS DECEMBER 2024	12/10/2024	159.96	159.96	12/11/2024	
Total AMERITAS LIFE INSURANCE CO (E-CHECK):					159.96	159.96		
<b>ARTISAN BEER COMPANY</b>								
10864	ARTISAN BEER COMPANY	150001202412	KEG DEPOSIT	12/04/2024	30.00-	30.00-	12/31/2024	
10864	ARTISAN BEER COMPANY	3736277	BEER	12/28/2024	60.00	60.00	12/31/2024	
Total ARTISAN BEER COMPANY:					30.00	30.00		
<b>ARVIG</b>								
10974	ARVIG	ACCT #000305	POLICE INTERNET - DEC 2024	12/08/2024	378.22	378.22	12/31/2024	
Total ARVIG:					378.22	378.22		
<b>ASSA ABLOY</b>								
11914	ASSA ABLOY	RC0564 12/2/2	SALES TAX OWED - BUILDING	12/02/2024	251.01	251.01	12/23/2024	
Total ASSA ABLOY:					251.01	251.01		
<b>ASTECH CORPORATION</b>								
11859	ASTECH CORPORATION	2024 STREET	2024 STREET PROJECT PAY ES	12/23/2024	25,288.15	25,288.15	12/23/2024	
11859	ASTECH CORPORATION	2024 STREET	2024 STREET PROJECT PAY RE	12/23/2024	7,571.72	7,571.72	12/23/2024	
11859	ASTECH CORPORATION	FIRE STATION	FIRE CIP ALLOCATION	12/23/2024	47,158.15	47,158.15	12/23/2024	
11859	ASTECH CORPORATION	FIRE STATION	DFOGU - TOWNSHIP	12/23/2024	47,158.15	47,158.15	12/23/2024	
11859	ASTECH CORPORATION	FIRE STATION	RETAINAGE	12/23/2024	1,886.33-	1,886.33-	12/23/2024	
Total ASTECH CORPORATION:					125,289.84	125,289.84		
<b>BEAUDRY OIL &amp; PROPANE</b>								
10544	BEAUDRY OIL & PROPANE	2781030	SHOP OIL	11/22/2024	754.42	754.42	12/12/2024	
10544	BEAUDRY OIL & PROPANE	2781030	SHOP WINDSHIELD WASHER F	11/22/2024	125.95	125.95	12/12/2024	
Total BEAUDRY OIL & PROPANE:					880.37	880.37		
<b>BELL BOY CORPORATION-1</b>								
1032	BELL BOY CORPORATION-1	0109266800	MIX	12/17/2024	302.42	302.42	12/23/2024	
1032	BELL BOY CORPORATION-1	0109266800	BAR SUPPLY	12/17/2024	318.75	318.75	12/23/2024	
1032	BELL BOY CORPORATION-1	0109266800	FRT	12/17/2024	5.87	5.87	12/23/2024	
1032	BELL BOY CORPORATION-1	0109320200	MIX	12/30/2024	85.65	85.65	12/31/2024	
1032	BELL BOY CORPORATION-1	0109320200	FRT	12/30/2024	3.40	3.40	12/31/2024	
1032	BELL BOY CORPORATION-1	0206130400	LIQUOR	12/17/2024	1,275.50	1,275.50	12/23/2024	
1032	BELL BOY CORPORATION-1	0206130400	THC	12/17/2024	188.00	188.00	12/23/2024	
1032	BELL BOY CORPORATION-1	0206130400	WINE	12/17/2024	508.00	508.00	12/23/2024	
1032	BELL BOY CORPORATION-1	0206130400	FRT	12/17/2024	37.00	37.00	12/23/2024	
1032	BELL BOY CORPORATION-1	0206270800	LIQUOR	12/30/2024	968.50	968.50	12/31/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1032	BELL BOY CORPORATION-1	0206270800	THC	12/30/2024	108.00	108.00	12/31/2024	
1032	BELL BOY CORPORATION-1	0206270800	WINE	12/30/2024	104.00	104.00	12/31/2024	
Total BELL BOY CORPORATION-1:					3,905.09	3,905.09		
<b>BERNICKS PEPSI</b>								
350	BERNICKS PEPSI	10295578	BEER	12/04/2024	82.20	82.20	12/12/2024	
350	BERNICKS PEPSI	10295590	BEER	12/05/2024	94.00	94.00	12/12/2024	
350	BERNICKS PEPSI	10296271	POP/MIX	12/06/2024	91.80	91.80	12/12/2024	
350	BERNICKS PEPSI	10296272	LIQUOR	12/06/2024	980.00	980.00	12/12/2024	
350	BERNICKS PEPSI	10296272	BEER	12/06/2024	2,289.05	2,289.05	12/12/2024	
350	BERNICKS PEPSI	10296272	NA BEER	12/06/2024	28.70	28.70	12/12/2024	
350	BERNICKS PEPSI	10296273	LIQUOR	12/06/2024	100.99-	100.99-	12/12/2024	
350	BERNICKS PEPSI	10296274	THC	12/06/2024	48.00	48.00	12/12/2024	
350	BERNICKS PEPSI	10298800	POP/MIX	12/13/2024	51.88	51.88	12/23/2024	
350	BERNICKS PEPSI	10298801	THC	12/13/2024	96.00	96.00	12/23/2024	
350	BERNICKS PEPSI	10298802	BEER	12/13/2024	4,425.95	4,425.95	12/23/2024	
350	BERNICKS PEPSI	10298804	BEER	12/13/2024	19.20-	19.20-	12/23/2024	
350	BERNICKS PEPSI	10298804	KEG DEPOSIT	12/13/2024	30.00-	30.00-	12/23/2024	
350	BERNICKS PEPSI	10303461	POP/MIX	12/27/2024	16.80	16.80	12/31/2024	
350	BERNICKS PEPSI	10303462	THC	12/27/2024	192.00	192.00	12/31/2024	
350	BERNICKS PEPSI	10303463	BEER	12/27/2024	1,712.55	1,712.55	12/31/2024	
Total BERNICKS PEPSI:					9,958.74	9,958.74		
<b>BIG LAKE BEYOND THE YELLOW RIB</b>								
10964	BIG LAKE BEYOND THE YELLO	120524 LIQUO	LIQUOR STORE SALE OF FRISB	12/05/2024	.18	.18	12/12/2024	
10964	BIG LAKE BEYOND THE YELLO	LAKE LIQUOR	LIQ STORE DONATION - FRISB	12/05/2024	37.00	37.00	12/12/2024	
Total BIG LAKE BEYOND THE YELLOW RIB:					37.18	37.18		
<b>BIG LAKE CHAMBER OF COMMERCE</b>								
4252	BIG LAKE CHAMBER OF COMM	3782	APRIL CHAMBER LUNCH CORR	12/31/2024	20.00	20.00	12/31/2024	
4252	BIG LAKE CHAMBER OF COMM	COMM FAIR 3/	2025 COMMUNITY FAIR - 3 BOO	12/18/2024	250.00	250.00	12/23/2024	
Total BIG LAKE CHAMBER OF COMMERCE:					270.00	270.00		
<b>BIG LAKE SPUD FEST</b>								
10570	BIG LAKE SPUD FEST	110 JEFFERS	110 JEFFERSON BLVD TEMP SI	12/12/2024	100.00	100.00	12/23/2024	
10570	BIG LAKE SPUD FEST	20021 176TH	20021 176TH ST NW TEMP SIG	12/12/2024	100.00	100.00	12/23/2024	
Total BIG LAKE SPUD FEST:					200.00	200.00		
<b>BIG LAKE TOWNSHIP</b>								
7675	BIG LAKE TOWNSHIP	PROPERTY TA	ANNEXATION 10-00120-1300 (P	12/26/2024	402.10	402.10	12/31/2024	
7675	BIG LAKE TOWNSHIP	PROPERTY TA	ANNEXATION 10-00120-2401 (S	12/26/2024	219.18	219.18	12/31/2024	
Total BIG LAKE TOWNSHIP:					621.28	621.28		
<b>BOB MARTY ELECTRIC INC</b>								
11912	BOB MARTY ELECTRIC INC	8060	GENERATOR REPAIR	12/16/2024	931.00	931.00	12/23/2024	
11912	BOB MARTY ELECTRIC INC	8060	POLICE/LIBRARY SIGN REPAIR	12/16/2024	697.00	697.00	12/23/2024	
11912	BOB MARTY ELECTRIC INC	8060	SHOP BAY REPAIRS	12/16/2024	147.00	147.00	12/23/2024	
11912	BOB MARTY ELECTRIC INC	8060	TROUBLE SHOOT PUMP AT HIG	12/16/2024	140.00	140.00	12/23/2024	
Total BOB MARTY ELECTRIC INC:					1,915.00	1,915.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>BOLTON &amp; MENK INC</b>								
10400	BOLTON & MENK INC	0346423-BALA	WETLAND/PLAT SMITH PROPE	12/31/2024	1,075.00	1,075.00	12/31/2024	
10400	BOLTON & MENK INC	351833	PARK DEDICATION FEE STUDY	12/31/2024	2,938.50	2,938.50	12/31/2024	
10400	BOLTON & MENK INC	351833	2024 STREET PROJECT	12/31/2024	270.00	270.00	12/31/2024	
10400	BOLTON & MENK INC	351833	CR 43 MANDRILL TESTING	12/31/2024	570.00	570.00	12/31/2024	
10400	BOLTON & MENK INC	351833	COVENANT CHRISTIAN ACADE	12/31/2024	648.00	648.00	12/31/2024	
10400	BOLTON & MENK INC	351833	AEON GOLDENROD APARTME	12/31/2024	67.50	67.50	12/31/2024	
10400	BOLTON & MENK INC	351838	CIC PLAT AMENDMENT - JERKY	12/11/2024	2,368.11	2,368.11	12/31/2024	
10400	BOLTON & MENK INC	351839	SMITH PROPERTY PRELIMINAR	12/11/2024	13,603.50	13,603.50	12/31/2024	
10400	BOLTON & MENK INC	351840	GREENWAYS SURVEY	12/11/2024	427.50	427.50	12/31/2024	
Total BOLTON & MENK INC:					21,968.11	21,968.11		
<b>BOM FOODS</b>								
11918	BOM FOODS	DEC 2024 FAR	PROMOTION TOKENS - DEC 20	12/31/2024	14.00	14.00	12/31/2024	
Total BOM FOODS:					14.00	14.00		
<b>BRATZEL, IRA</b>								
10939	BRATZEL, IRA	MUSIC DEC 21	MUSICAL PERFORMANCE 12-2	12/12/2024	200.00	200.00	12/20/2024	
Total BRATZEL, IRA:					200.00	200.00		
<b>BREAKTHRU BEVERAGE</b>								
10671	BREAKTHRU BEVERAGE	119014532	BEER	12/06/2024	555.00	555.00	12/12/2024	
10671	BREAKTHRU BEVERAGE	119018525	LIQUOR	12/06/2024	6,818.25	6,818.25	12/12/2024	
10671	BREAKTHRU BEVERAGE	119018525	WINE	12/06/2024	1,151.00	1,151.00	12/12/2024	
10671	BREAKTHRU BEVERAGE	119018525	POP/MIX	12/06/2024	365.27	365.27	12/12/2024	
10671	BREAKTHRU BEVERAGE	119129501	LIQUOR	12/13/2024	3,629.65	3,629.65	12/23/2024	
10671	BREAKTHRU BEVERAGE	119241889	LIQUOR	12/19/2024	721.61	721.61	12/23/2024	
10671	BREAKTHRU BEVERAGE	119248166	LIQUOR	12/20/2024	2,291.80	2,291.80	12/23/2024	
10671	BREAKTHRU BEVERAGE	119248166	MIX	12/20/2024	97.25	97.25	12/23/2024	
10671	BREAKTHRU BEVERAGE	119248166	WINE	12/20/2024	312.00	312.00	12/23/2024	
10671	BREAKTHRU BEVERAGE	119342624	MIX	12/27/2024	79.92	79.92	12/31/2024	
10671	BREAKTHRU BEVERAGE	119342624	LIQUOR	12/27/2024	6,957.30	6,957.30	12/31/2024	
10671	BREAKTHRU BEVERAGE	119342624	WINE	12/27/2024	880.00	880.00	12/31/2024	
Total BREAKTHRU BEVERAGE:					23,859.05	23,859.05		
<b>C&amp;L DISTRIBUTING COMPANY</b>								
550	C&L DISTRIBUTING COMPANY	2025122	POP/MIX	12/11/2024	104.45	104.45	12/12/2024	
550	C&L DISTRIBUTING COMPANY	2025123	LIQUOR	12/11/2024	684.00	684.00	12/12/2024	
550	C&L DISTRIBUTING COMPANY	2025124	NA BEER	12/11/2024	32.20	32.20	12/12/2024	
550	C&L DISTRIBUTING COMPANY	2025124	BEER	12/11/2024	6,169.70	6,169.70	12/12/2024	
550	C&L DISTRIBUTING COMPANY	2025124	THC	12/11/2024	263.00	263.00	12/12/2024	
550	C&L DISTRIBUTING COMPANY	2028972	POP/MIX	12/18/2024	30.00	30.00	12/23/2024	
550	C&L DISTRIBUTING COMPANY	2028973	WINE	12/18/2024	33.60	33.60	12/23/2024	
550	C&L DISTRIBUTING COMPANY	2028973	LIQUOR	12/18/2024	807.90	807.90	12/23/2024	
550	C&L DISTRIBUTING COMPANY	2029064	THC	12/18/2024	105.25	105.25	12/23/2024	
550	C&L DISTRIBUTING COMPANY	2029064	NA BEER	12/18/2024	212.00	212.00	12/23/2024	
550	C&L DISTRIBUTING COMPANY	2029064	BEER	12/18/2024	12,632.70	12,632.70	12/23/2024	
550	C&L DISTRIBUTING COMPANY	2031010	WINE	12/23/2024	64.40	64.40	12/23/2024	
550	C&L DISTRIBUTING COMPANY	2031011	BEER	12/23/2024	6,992.50	6,992.50	12/23/2024	
550	C&L DISTRIBUTING COMPANY	2033972	POP/MIX	12/30/2024	113.90	113.90	12/31/2024	
550	C&L DISTRIBUTING COMPANY	2033973	LIQUOR	12/30/2024	570.40	570.40	12/31/2024	
550	C&L DISTRIBUTING COMPANY	2033973	WINE	12/30/2024	100.80	100.80	12/31/2024	
550	C&L DISTRIBUTING COMPANY	2033974	BEER	12/30/2024	14,140.25	14,140.25	12/31/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
550	C&L DISTRIBUTING COMPANY	2033974	KEG DEPOSIT	12/30/2024	30.00	30.00	12/31/2024	
550	C&L DISTRIBUTING COMPANY	2033974	THC	12/30/2024	218.40	218.40	12/31/2024	
550	C&L DISTRIBUTING COMPANY	2762001719	BEER	12/11/2024	14.29-	14.29-	12/12/2024	
550	C&L DISTRIBUTING COMPANY	3004000117	BEER	12/23/2024	24.83-	24.83-	12/23/2024	
550	C&L DISTRIBUTING COMPANY	3004000120	BEER	12/30/2024	60.19-	60.19-	12/31/2024	
Total C&L DISTRIBUTING COMPANY:					43,206.14	43,206.14		
<b>CAMPBELL KNUTSON PROFESSIONAL</b>								
994	CAMPBELL KNUTSON PROFES	NOVEMBER 2	PLANNING LEGAL NOV 2024	12/09/2024	1,292.00	1,292.00	12/12/2024	
994	CAMPBELL KNUTSON PROFES	NOVEMBER 2	ADM LEGAL NOV 24	12/09/2024	1,275.00	1,275.00	12/12/2024	
994	CAMPBELL KNUTSON PROFES	NOVEMBER 2	ADM LEGAL GENERAL NOV 202	12/09/2024	1,836.00	1,836.00	12/12/2024	
994	CAMPBELL KNUTSON PROFES	NOVEMBER 2	EDA LEGAL - RAWR ORGANICS	12/09/2024	420.00	420.00	12/12/2024	
994	CAMPBELL KNUTSON PROFES	NOVEMBER 2	EDA LEGAL PIZZA FACTORY	12/09/2024	255.00	255.00	12/12/2024	
994	CAMPBELL KNUTSON PROFES	NOVEMBER 2	EDA LEGAL - M&M PRECISION	12/09/2024	270.00	270.00	12/12/2024	
994	CAMPBELL KNUTSON PROFES	NOVEMBER 2	POLICE LEGAL NOV 2024	12/09/2024	612.00	612.00	12/12/2024	
994	CAMPBELL KNUTSON PROFES	NOVEMBER 2	PRAIRIE MEADOWS 4TH ADDIT	12/09/2024	960.00	960.00	12/12/2024	
994	CAMPBELL KNUTSON PROFES	NOVEMBER 2	BLEDA LEGAL - SMITH PROPER	12/09/2024	891.80	891.80	12/12/2024	
Total CAMPBELL KNUTSON PROFESSIONAL:					7,811.80	7,811.80		
<b>CENTERPOINT ENERGY-HOUSTON, TX</b>								
10551	CENTERPOINT ENERGY-HOUS	DECEMBER 2	11843353-1 LIQ STORE	12/09/2024	263.04	263.04	12/12/2024	
10551	CENTERPOINT ENERGY-HOUS	DECEMBER 2	10178578-0 POLICE/LIBRARY	12/09/2024	33.12	33.12	12/12/2024	
10551	CENTERPOINT ENERGY-HOUS	DECEMBER 2	10178579-8 POLICE/LIBRARY	12/09/2024	132.40	132.40	12/12/2024	
10551	CENTERPOINT ENERGY-HOUS	DECEMBER 2	5780558-2 LIQUOR STORE NOV	12/09/2024	109.72	109.72	12/12/2024	
10551	CENTERPOINT ENERGY-HOUS	DECEMBER 2	5793223-8 PW SHED NOV NAT	12/09/2024	19.00	19.00	12/12/2024	
10551	CENTERPOINT ENERGY-HOUS	DECEMBER 2	580592-9 PW SHED - 198TH AVE	12/09/2024	76.16	76.16	12/12/2024	
10551	CENTERPOINT ENERGY-HOUS	DECEMBER 2	5819667-6 PW BUILDING NOV N	12/09/2024	1,575.80	1,575.80	12/12/2024	
10551	CENTERPOINT ENERGY-HOUS	DECEMBER 2	5820083-3 PUMP HOUSE 4430 P	12/09/2024	60.13	60.13	12/12/2024	
10551	CENTERPOINT ENERGY-HOUS	DECEMBER 2	6122739-3 WATER TREATMENT	12/09/2024	935.50	935.50	12/12/2024	
10551	CENTERPOINT ENERGY-HOUS	DECEMBER 2	6403210926-2 CITY HALL NAT G	12/09/2024	96.96	96.96	12/12/2024	
10551	CENTERPOINT ENERGY-HOUS	DECEMBER 2	6403211341-3 OLD SCHOOL BL	12/09/2024	169.13	169.13	12/12/2024	
10551	CENTERPOINT ENERGY-HOUS	DECEMBER 2	6403317641-9 WELL #1 - 301 MN	12/09/2024	22.66	22.66	12/12/2024	
10551	CENTERPOINT ENERGY-HOUS	DECEMBER 2	8076448-3 POLICE/LIBRARY NO	12/09/2024	262.00	262.00	12/12/2024	
10551	CENTERPOINT ENERGY-HOUS	DECEMBER 2	9359272-3 CITY HALL NOV NAT	12/09/2024	396.07	396.07	12/12/2024	
Total CENTERPOINT ENERGY-HOUSTON, TX:					4,151.69	4,151.69		
<b>CENTRAL MCGOWAN INC</b>								
4200	CENTRAL MCGOWAN INC	0000915225	SHOP WELDING SUPPLIES	12/09/2024	129.45	129.45	12/12/2024	
Total CENTRAL MCGOWAN INC:					129.45	129.45		
<b>CHARTER COMMUNICATIONS</b>								
10418	CHARTER COMMUNICATIONS	099338901120	TV AT POLICE DEPT - DECEMB	12/01/2024	37.24	37.24	12/12/2024	
10418	CHARTER COMMUNICATIONS	122210701120	CITY HALL FIBER	12/09/2024	775.00	775.00	12/12/2024	
10418	CHARTER COMMUNICATIONS	122210701120	LIQUOR STORE FIBER	12/09/2024	389.00	389.00	12/12/2024	
10418	CHARTER COMMUNICATIONS	122210701120	CITY HALL RING CENTRAL	12/09/2024	681.15	681.15	12/12/2024	
10418	CHARTER COMMUNICATIONS	122210701120	POLICE DEPT RING CENTRAL	12/09/2024	300.96	300.96	12/12/2024	
10418	CHARTER COMMUNICATIONS	122210701120	PW RING CENTRAL	12/09/2024	176.70	176.70	12/12/2024	
10418	CHARTER COMMUNICATIONS	122210701120	LIQUOR STORE RING CENTRAL	12/09/2024	133.76	133.76	12/12/2024	
10418	CHARTER COMMUNICATIONS	175326601112	PUBLIC WORKS INTERNET-NO	12/09/2024	205.27	205.27	12/12/2024	
10418	CHARTER COMMUNICATIONS	175326601122	PW INTERNET - DEC 2024 SER	12/21/2024	205.27	205.27	12/31/2024	
10418	CHARTER COMMUNICATIONS	175327801120	CITY HALL READER BOARD-DE	12/07/2024	76.25	76.25	12/23/2024	
10418	CHARTER COMMUNICATIONS	175327901121	DEC 2024 CITY HALL INTERNET	12/14/2024	99.98	99.98	12/23/2024	
10418	CHARTER COMMUNICATIONS	175328001120	WTP INTERNET - DECEMBER	12/07/2024	244.10	244.10	12/23/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10418	CHARTER COMMUNICATIONS	175329501120	LIQUOR STORE INTERNET DEC	12/09/2024	199.95	199.95	12/12/2024	
10418	CHARTER COMMUNICATIONS	175329601121	DECEMBER 2024 SERVICES - L	12/14/2024	149.98	149.98	12/23/2024	
10418	CHARTER COMMUNICATIONS	24-295080	INVESTIGATION SUPPLIES	12/05/2024	50.00	50.00	12/12/2024	
Total CHARTER COMMUNICATIONS:					3,724.61	3,724.61		
<b>CHASE PAYMENTECH (E-CHECKS)</b>								
11863	CHASE PAYMENTECH (E-CHEC	INVOICE CLO	WATER FUND BANK FEES NOV	11/30/2024	723.07	723.07	12/09/2024	
11863	CHASE PAYMENTECH (E-CHEC	INVOICE CLO	SEWER FUND BANK NOVEMBE	11/30/2024	723.07	723.07	12/09/2024	
11863	CHASE PAYMENTECH (E-CHEC	INVOICE CLO	ADDTL BANK FEES NOVEMBER	11/30/2024	160.69	160.69	12/09/2024	
11863	CHASE PAYMENTECH (E-CHEC	INVOICE CLO	SEWER FUND BANK NOVEMBE	11/30/2024	390.64	390.64	12/09/2024	
11863	CHASE PAYMENTECH (E-CHEC	INVOICE CLO	WATER FUND BANK FEES NOV	11/30/2024	390.64	390.64	12/09/2024	
11863	CHASE PAYMENTECH (E-CHEC	INVOICE CLO	BANK FEES NOVEMBER 2024	11/30/2024	86.81	86.81	12/09/2024	
Total CHASE PAYMENTECH (E-CHECKS):					2,474.92	2,474.92		
<b>CINTAS</b>								
3860	CINTAS	4210327533 F	LIQUOR CLEANING	12/18/2024	80.25	80.25	12/19/2024	
3860	CINTAS	4213240856	LIQUOR CLEANING	12/02/2024	80.25	80.25	12/19/2024	
3860	CINTAS	4214016655	LIQUOR STORE CLEANING SUP	12/09/2024	80.25	80.25	12/12/2024	
3860	CINTAS	4214718857	LIQUOR CLEANING	12/16/2024	80.25	80.25	12/19/2024	
3860	CINTAS	4216168026	LIQUOR CLEANING	12/30/2024	80.25	80.25	12/31/2024	
3860	CINTAS	STMT DATED	PW UNIFORMS INV #421032752	12/18/2024	94.88	94.88	12/19/2024	
3860	CINTAS	STMT DATED	PW UNIFORMS INV #421107001	12/18/2024	92.88	92.88	12/19/2024	
3860	CINTAS	STMT DATED	PW UNIFORMS INV #421179306	12/18/2024	108.28	108.28	12/19/2024	
3860	CINTAS	STMT DATED	PW UNIFORMS INV #421266041	12/18/2024	108.28	108.28	12/19/2024	
Total CINTAS:					805.57	805.57		
<b>CITY HIVE, INC. (E-CHECK)</b>								
11899	CITY HIVE, INC. (E-CHECK)	NOVEMBER 2	CITY HIVE ONLINE NOVEMBER	11/30/2024	49.00	49.00	11/30/2024	
Total CITY HIVE, INC. (E-CHECK):					49.00	49.00		
<b>CITY OF BIG LAKE</b>								
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00000001-00-5 19255 ENGLE	12/31/2024	37.12	37.12	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00000011-00-8 20480 NEDD S	12/31/2024	37.12	37.12	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00000161-00-0 PW BUILDING	12/31/2024	37.14	37.14	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-0001490-00 160 LAKE ST N -	12/31/2024	419.41	419.41	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00015750-00 421 FOLEY	12/31/2024	72.97	72.97	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00041660-00-5 LIBRARY/POL	12/31/2024	187.18	187.18	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00056020-00-9 CITY HALL	12/31/2024	308.37	308.37	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00056050-00-8 LAKESIDE PA	12/31/2024	37.12	37.12	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00056070-00-4 LAKESIDE PA	12/31/2024	37.12	37.12	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00056090-00-0 PW BUILDING	12/31/2024	103.84	103.84	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00056140-00-2 LAKE LIQUOR	12/31/2024	75.25	75.25	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00057240-00-8 HUDSON WO	12/31/2024	37.12	37.12	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00057360-00-1 SHORES OF L	12/31/2024	37.12	37.12	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00057370-00-4 WRIGHTS CR	12/31/2024	37.12	37.12	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00057380-00-7 HIGHLINE PA	12/31/2024	37.12	37.12	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00057640-00-6 MITCHELL FA	12/31/2024	37.12	37.12	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00057760-00-9 POWELL PAR	12/31/2024	37.12	37.12	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00057770-00-2 LAKESIDE PA	12/31/2024	37.12	37.12	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00057780-00-5 LAKERIDGE P	12/31/2024	37.12	37.12	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00071260-00-6 PARKWAY IR	12/31/2024	37.12	37.12	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00071270-00-9 BLUFF PARK	12/31/2024	37.12	37.12	12/31/2024	
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00072850-00-4 JEFFERSON	12/31/2024	37.12	37.12	12/31/2024	



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10929	CITY OF BIG LAKE	NOVEMBER 2	04-00072050-00 616 ROSE DR (	12/31/2024	43.50	43.50	12/31/2024	
Total CITY OF BIG LAKE:					1,804.46	1,804.46		
<b>CITY OF MONTICELLO</b>								
4350	CITY OF MONTICELLO	0034843	OCTOBER & NOVEMBER ANIM	12/12/2024	582.00	582.00	12/23/2024	
Total CITY OF MONTICELLO:					582.00	582.00		
<b>CLEARWAY COMMUNITY SOLAR LLC</b>								
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1241	10 LAKE ST ST LIGHTS	12/31/2024	225.83	225.83	12/31/2024	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1241	160 LAKE ST N SKATING RINK	12/31/2024	265.20	265.20	12/31/2024	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1241	256 CRESCENT ST LIFT	12/31/2024	208.67	208.67	12/31/2024	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1241	514 FOREST RD PARK	12/31/2024	15.24	15.24	12/31/2024	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1241	10 LAKE ST ST LIGHTS	12/31/2024	79.11	79.11	12/31/2024	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1241	160 LAKE ST NO STREET LIGHT	12/31/2024	16.86	16.86	12/31/2024	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1241	18889 COUNTY ROAD 68	12/31/2024	1,395.95	1,395.95	12/31/2024	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1241	160 LAKE ST CITY HALL	12/31/2024	1,418.55	1,418.55	12/31/2024	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1241	19173 COUNTY RD 68 SEWER	12/31/2024	54.94	54.94	12/31/2024	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1241	615 ROSE DR LIQUOR STORE	12/31/2024	1,971.91	1,971.91	12/31/2024	
Total CLEARWAY COMMUNITY SOLAR LLC:					5,652.26	5,652.26		
<b>COLONIAL LIFE (E-CHECKS)</b>								
10885	COLONIAL LIFE (E-CHECKS)	437740412041	COLONIAL LIFE DECEMBER 20	12/31/2024	96.92	96.92	12/31/2024	
Total COLONIAL LIFE (E-CHECKS):					96.92	96.92		
<b>COMMONBOND COMMUNITIES</b>								
11065	COMMONBOND COMMUNITIES	MARKETPLAC	MARKETPLACE CROSSING DE	12/18/2024	2,000.00	2,000.00	12/23/2024	
Total COMMONBOND COMMUNITIES:					2,000.00	2,000.00		
<b>CONNEXUS ENERGY</b>								
3300	CONNEXUS ENERGY	ACCT 390212-	390212-169796 STREET LIGHTS	12/13/2024	36.60	36.60	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-170373 STREET LIGHTS	12/13/2024	155.56	155.56	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-173195 STREET LIGHTS	12/13/2024	832.25	832.25	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-173196 STREET LIGHTS	12/13/2024	1,987.05	1,987.05	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-173421 WELL 4	12/13/2024	2,046.40	2,046.40	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-177743 POLICE/LIBRAR	12/13/2024	299.58	299.58	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-177822 WELL 3	12/13/2024	876.85	876.85	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-177854 LIFT 1	12/13/2024	197.35	197.35	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-177855 LIFT 4	12/13/2024	25.23	25.23	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-177857 RIVER OAKS PA	12/13/2024	7.34	7.34	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-177934 WWTP	12/13/2024	2,501.84	2,501.84	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-239862 LIFT 6	12/13/2024	38.07	38.07	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-241825 LAKESIDE PARK	12/13/2024	14.50	14.50	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-242533 PW SHED 80 CT	12/13/2024	71.06	71.06	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-244196 MITCHELL FARM	12/13/2024	14.50	14.50	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-245749 POWELL PARK I	12/13/2024	5.25	5.25	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-245915 LIFT 7	12/13/2024	114.99	114.99	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-254731 LIFT 8	12/13/2024	103.27	103.27	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-255998 PW FACILITY	12/13/2024	910.01	910.01	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-257084 LAKESIDE PARK	12/13/2024	14.50	14.50	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-257788 SHORES OF LA	12/13/2024	14.50	14.50	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-262286 WELL 5	12/13/2024	498.02	498.02	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-263543 STREET LIGHTS	12/13/2024	759.81	759.81	12/23/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
3300	CONNEXUS ENERGY	ACCT 390212-	390212-264583 WATER TOWER	12/13/2024	130.58	130.58	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-271778 HWY 10 TRAFFI	12/13/2024	73.08	73.08	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-273493 COMPOST GATE	12/13/2024	17.92	17.92	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-276741 603 MN AVE - FL	12/13/2024	14.85	14.85	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-278685 LAKESIDE PARK	12/13/2024	19.92	19.92	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-282338 WTO & WELL 6	12/13/2024	2,340.05	2,340.05	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-282894 LIFT 9	12/13/2024	106.42	106.42	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-282970 BLUFF PARK (20	12/13/2024	15.57	15.57	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-287484 LIFT 11	12/13/2024	120.21	120.21	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-287485 LIFT 10	12/13/2024	257.98	257.98	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-290396 LIFT 12	12/13/2024	138.93	138.93	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-290722 PACIFIC ST LIFT	12/13/2024	66.76	66.76	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-292770 WATER TOWER	12/13/2024	313.11	313.11	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-293685 HIGHLINE PARK	12/13/2024	14.50	14.50	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-293811 HUDSON WOOD	12/13/2024	14.50	14.50	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-295439 LAKESIDE PARK	12/13/2024	368.27	368.27	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-296197 LAKESIDE PARK	12/13/2024	37.13	37.13	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-299627 POLICE/LIBRAR	12/13/2024	62.35	62.35	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-299628 POLICE/LIBRAR	12/13/2024	489.65	489.65	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-299737 WELL 7	12/13/2024	1,061.70	1,061.70	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-310963 20480 NEDD ST I	12/13/2024	5.64	5.64	12/23/2024	
3300	CONNEXUS ENERGY	ACCT 390212-	390212-314518 EAGLE LAKE RD	12/13/2024	40.19	40.19	12/23/2024	
3300	CONNEXUS ENERGY	OCTOBER 202	OCTOBER 2024 SEWER BIO SO	12/09/2024	7,651.09	7,651.09	12/12/2024	
Total CONNEXUS ENERGY:					24,884.93	24,884.93		
<b>CONSTANT CONTACT (E-CHECKS)</b>								
11075	CONSTANT CONTACT (E-CHEC	DECEMBER 2	CONSTANT CONTACT -DECEM	12/05/2024	52.00	52.00	12/06/2024	
Total CONSTANT CONTACT (E-CHECKS):					52.00	52.00		
<b>CORE &amp; MAIN LP</b>								
10944	CORE & MAIN LP	2024 OUTSIDE	INSTALL 1584 510 M SMARTPOI	12/20/2024	46,585.44-	46,585.44-	12/20/2024	
10944	CORE & MAIN LP	2024 OUTSIDE	INSTALL 1584 510 M SMARTPOI	12/20/2024	162,217.44	162,217.44	12/20/2024	
10944	CORE & MAIN LP	W036843	WATER METER PROJECT - ORI	11/19/2024	54,740.07	54,740.07	12/20/2024	
10944	CORE & MAIN LP	W036843	INSTALL 510 M SMARTPOINT BI	11/19/2024	921.69-	921.69-	12/20/2024	
10944	CORE & MAIN LP	W036843	INSTALL 510 M SMARTPOINT BI	11/19/2024	264.69	264.69	12/20/2024	
10944	CORE & MAIN LP	W036843	CUSTOMER NO SHOW - NOT O	11/19/2024	2,800.00-	2,800.00-	12/20/2024	
10944	CORE & MAIN LP	W048083	GATE VALVE REPAIR - STREET	12/09/2024	314.42	314.42	12/12/2024	
10944	CORE & MAIN LP	W166348	CURB STOP PARTS - WATER M	12/16/2024	644.36	644.36	12/31/2024	
Total CORE & MAIN LP:					167,873.85	167,873.85		
<b>CORNERSTONE CHEVROLET</b>								
10890	CORNERSTONE CHEVROLET	5099054	WATER VEHICLE REPAIRS	12/16/2024	248.08	248.08	12/23/2024	
Total CORNERSTONE CHEVROLET:					248.08	248.08		
<b>CRYSTAL SPRINGS ICE</b>								
10934	CRYSTAL SPRINGS ICE	02-400158	ICE/WATER	12/18/2024	162.64	162.64	12/23/2024	
10934	CRYSTAL SPRINGS ICE	02-400158	FREIGHT	12/18/2024	4.00	4.00	12/23/2024	
Total CRYSTAL SPRINGS ICE:					166.64	166.64		
<b>CRYSSTEEL TRUCK EQUIPMENT</b>								
10399	CRYSSTEEL TRUCK EQUIPMENT	FP197825	PLOW FOR TRUCK #608	12/18/2024	370.25	370.25	12/31/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total CRYSTEEL TRUCK EQUIPMENT:					370.25	370.25		
<b>DAHLHEIMER DISTRIBUTING CO</b>								
750	DAHLHEIMER DISTRIBUTING C	2351265	LIQUOR	12/10/2024	267.20	267.20	12/12/2024	
750	DAHLHEIMER DISTRIBUTING C	2351266	NA BEER	12/10/2024	130.20	130.20	12/12/2024	
750	DAHLHEIMER DISTRIBUTING C	2351266	THC	12/10/2024	248.00	248.00	12/12/2024	
750	DAHLHEIMER DISTRIBUTING C	2351267	BEER	12/10/2024	8,133.95	8,133.95	12/12/2024	
750	DAHLHEIMER DISTRIBUTING C	2351328	BEER	12/09/2024	171.60-	171.60-	12/31/2024	
750	DAHLHEIMER DISTRIBUTING C	2356485	NA BEER	12/17/2024	267.55	267.55	12/23/2024	
750	DAHLHEIMER DISTRIBUTING C	2356485	THC	12/17/2024	516.00	516.00	12/23/2024	
750	DAHLHEIMER DISTRIBUTING C	2356487	LIQUOR	12/17/2024	2,017.20	2,017.20	12/23/2024	
750	DAHLHEIMER DISTRIBUTING C	2356488	BEER	12/17/2024	31,119.50	31,119.50	12/23/2024	
750	DAHLHEIMER DISTRIBUTING C	2360231	POP-MIX	12/23/2024	39.00	39.00	12/31/2024	
750	DAHLHEIMER DISTRIBUTING C	2360231	THC	12/23/2024	157.50	157.50	12/31/2024	
750	DAHLHEIMER DISTRIBUTING C	2360231	NA BEER	12/23/2024	114.10	114.10	12/31/2024	
750	DAHLHEIMER DISTRIBUTING C	2360917	BEER	12/23/2024	4,792.15	4,792.15	12/31/2024	
750	DAHLHEIMER DISTRIBUTING C	2360917	KEG DEPOSIT	12/23/2024	30.00	30.00	12/31/2024	
750	DAHLHEIMER DISTRIBUTING C	2360918	LIQUOR	12/23/2024	304.40	304.40	12/31/2024	
750	DAHLHEIMER DISTRIBUTING C	2363284	THC	12/27/2024	88.50	88.50	12/31/2024	
750	DAHLHEIMER DISTRIBUTING C	2363285	LIQUOR	12/27/2024	631.20	631.20	12/31/2024	
750	DAHLHEIMER DISTRIBUTING C	2363286	BEER	12/27/2024	1,577.30	1,577.30	12/31/2024	
750	DAHLHEIMER DISTRIBUTING C	2363286	KEG DEPOSIT	12/27/2024	30.00-	30.00-	12/31/2024	
750	DAHLHEIMER DISTRIBUTING C	2364539	LIQUOR	12/30/2024	1,107.90	1,107.90	12/31/2024	
750	DAHLHEIMER DISTRIBUTING C	2364540	BEER	12/31/2024	13,473.95	13,473.95	12/31/2024	
750	DAHLHEIMER DISTRIBUTING C	2364541	NA BEER	12/30/2024	360.00	360.00	12/31/2024	
750	DAHLHEIMER DISTRIBUTING C	2364541	THC	12/30/2024	447.00	447.00	12/31/2024	
Total DAHLHEIMER DISTRIBUTING CO:					65,621.00	65,621.00		
<b>DAILEY DATA &amp; ASSC (E-CHECKS)</b>								
11084	DAILEY DATA & ASSC (E-CHEC	NOVEMBER 2	LIQUOR STORE CC FEES - NOV	11/30/2024	7,927.43	7,927.43	12/09/2024	
Total DAILEY DATA & ASSC (E-CHECKS):					7,927.43	7,927.43		
<b>DAILEY DATA &amp; ASSOCIATES INC</b>								
10946	DAILEY DATA & ASSOCIATES IN	700333	2025 ANNUAL SERVICE	12/04/2024	2,700.00	2,700.00	12/23/2024	
Total DAILEY DATA & ASSOCIATES INC:					2,700.00	2,700.00		
<b>DAKOTA SUPPLY GROUP</b>								
10941	DAKOTA SUPPLY GROUP	PO #S1042720	CURB STOP SHUT OFF	12/04/2024	95.28	95.28	12/31/2024	
Total DAKOTA SUPPLY GROUP:					95.28	95.28		
<b>DANGEROUS MAN BREWING COMPANYU</b>								
11890	DANGEROUS MAN BREWING C	IN-6297	BEER	12/17/2024	349.00	349.00	12/23/2024	
Total DANGEROUS MAN BREWING COMPANYU:					349.00	349.00		
<b>DANIELS, SCOTT</b>								
11868	DANIELS, SCOTT	2024 COLD GE	DANIELS-SCOTT 2024 COLD W	12/27/2024	155.00	155.00	12/27/2024	
Total DANIELS, SCOTT:					155.00	155.00		
<b>DELEGARD TOOL CO</b>								
10972	DELEGARD TOOL CO	439647/1	SHOP TOOLS/EQUIPMENT	12/09/2024	801.22	801.22	12/23/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total DELEGARD TOOL CO:					801.22	801.22		
<b>DOLL, SHANNON</b>								
11866	DOLL, SHANNON	DECEMBER 2	CC TOKENS - DEC 2024	12/31/2024	30.00	30.00	12/31/2024	
11866	DOLL, SHANNON	DECEMBER 2	PROMOTION TOKENS DEC 202	12/31/2024	21.00	21.00	12/31/2024	
Total DOLL, SHANNON:					51.00	51.00		
<b>ECM PUBLISHERS INC</b>								
7772	ECM PUBLISHERS INC	1024564	LIQ STORE ADVERTISING - WIN	12/18/2024	500.00	500.00	12/23/2024	
Total ECM PUBLISHERS INC:					500.00	500.00		
<b>ELK RIVER WINLECTRIC CO</b>								
4847	ELK RIVER WINLECTRIC CO	403929 01	POLICE DEPT LIGHT BULBS - SI	12/05/2024	125.78	125.78	12/23/2024	
4847	ELK RIVER WINLECTRIC CO	403929 02	POLICE DEPT LIGHT BULBS - SI	12/05/2024	628.90	628.90	12/23/2024	
Total ELK RIVER WINLECTRIC CO:					754.68	754.68		
<b>ETZEL, LIZ</b>								
10999	ETZEL, LIZ	DECEMBER 2	CC TOKENS DEC 2024	12/31/2024	20.00	20.00	12/31/2024	
10999	ETZEL, LIZ	DECEMBER 2	PROMOTION TOKENS DEC 202	12/31/2024	6.00	6.00	12/31/2024	
Total ETZEL, LIZ:					26.00	26.00		
<b>GFOA</b>								
89	GFOA	3168815	2025 GFOA CONFERENCE - DE	12/18/2024	525.00	525.00	12/23/2024	
Total GFOA:					525.00	525.00		
<b>GRANITE CITY JOBBING</b>								
5213	GRANITE CITY JOBBING	426688	POP/MIX	12/04/2024	118.80	118.80	12/12/2024	
5213	GRANITE CITY JOBBING	426688	CIGARETTES	12/04/2024	2,321.48	2,321.48	12/12/2024	
5213	GRANITE CITY JOBBING	426688	CIGAR	12/04/2024	589.32	589.32	12/12/2024	
5213	GRANITE CITY JOBBING	426688	FRT	12/04/2024	10.00	10.00	12/12/2024	
5213	GRANITE CITY JOBBING	429308	CIGARETTES	12/18/2024	794.32	794.32	12/23/2024	
5213	GRANITE CITY JOBBING	429308	CIGAR	12/18/2024	279.30	279.30	12/23/2024	
5213	GRANITE CITY JOBBING	429308	SUPPLIES	12/18/2024	17.25	17.25	12/23/2024	
5213	GRANITE CITY JOBBING	429308	FRT	12/18/2024	10.00	10.00	12/23/2024	
Total GRANITE CITY JOBBING:					4,140.47	4,140.47		
<b>HARMS, LACY</b>								
11904	HARMS, LACY	DECEMBER 2	PROMOTION TOKENS DEC 202	12/31/2024	2.00	2.00	12/31/2024	
11904	HARMS, LACY	DECEMBER 2	MARKET BUCKS DEC 2024	12/31/2024	5.00	5.00	12/31/2024	
Total HARMS, LACY:					7.00	7.00		
<b>HAWKINS INC-1</b>								
10520	HAWKINS INC-1	6932333	WWTP CHEMICALS	12/04/2024	6,646.85	6,646.85	12/23/2024	
10520	HAWKINS INC-1	6932334	WATER CHEMICALS	12/04/2024	1,251.08	1,251.08	12/23/2024	
10520	HAWKINS INC-1	6938571	WWTP POLY TOTE	12/15/2024	50.00	50.00	12/31/2024	
Total HAWKINS INC-1:					7,947.93	7,947.93		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>HIPERLINE</b>								
11889	HIPERLINE	1474	MH 52 REPAIRS	12/26/2024	9,416.80	9,416.80	12/31/2024	
11889	HIPERLINE	1476	MH 63 REPAIRS	12/26/2024	7,040.40	7,040.40	12/31/2024	
11889	HIPERLINE	1477	MH 62 REPAIRS	12/26/2024	5,264.40	5,264.40	12/31/2024	
11889	HIPERLINE	1478	MH 57 REPAIRS	12/26/2024	11,370.40	11,370.40	12/31/2024	
11889	HIPERLINE	1479	MH 51 REPAIRS	12/26/2024	10,600.80	10,600.80	12/31/2024	
Total HIPERLINE:					43,692.80	43,692.80		
<b>HOLIDAY OUTDOOR DECOR</b>								
11917	HOLIDAY OUTDOOR DECOR	INV18246	CHRISTMAS LED'S	12/09/2024	77.00	77.00	12/12/2024	
Total HOLIDAY OUTDOOR DECOR:					77.00	77.00		
<b>HOMES OF INFLUENCE</b>								
11903	HOMES OF INFLUENCE	1800 WALNUT	LANDSCAPE RELEASE 18000 W	12/10/2024	1,860.00	1,860.00	12/12/2024	
11903	HOMES OF INFLUENCE	18002 WALNU	18002 WALNUT CIRCLE - LAND	12/10/2024	1,860.00	1,860.00	12/23/2024	
11903	HOMES OF INFLUENCE	18080 WALNU	LANDSCAPE RELEASE 18080 W	12/10/2024	1,860.00	1,860.00	12/12/2024	
11903	HOMES OF INFLUENCE	18082 WALNU	LANDSCAPE RELEASE 18082 W	12/10/2024	1,860.00	1,860.00	12/12/2024	
Total HOMES OF INFLUENCE:					7,440.00	7,440.00		
<b>INDY FOUNDATION</b>								
11918	INDY FOUNDATION	CANCER AWA	LIQ STORE DONATION FOR CA	12/05/2024	121.04	121.04	12/23/2024	
Total INDY FOUNDATION:					121.04	121.04		
<b>INVICTUS BREWING CO</b>								
11869	INVICTUS BREWING CO	9248	BEER	12/20/2024	263.00	263.00	12/23/2024	
11869	INVICTUS BREWING CO	9248	NA BEER	12/20/2024	27.00	27.00	12/23/2024	
11869	INVICTUS BREWING CO	9248	THC	12/20/2024	100.00	100.00	12/23/2024	
Total INVICTUS BREWING CO:					390.00	390.00		
<b>INVOICE CLOUD INC (E-CHECKS)</b>								
11858	INVOICE CLOUD INC (E-CHECK	2466-2024_11	SEWER FUND FEES NOVEMBE	11/30/2024	1,410.07	1,410.07	12/09/2024	
11858	INVOICE CLOUD INC (E-CHECK	2466-2024_11	WATER FUND FEES NOVEMBE	11/30/2024	1,410.07	1,410.07	12/09/2024	
11858	INVOICE CLOUD INC (E-CHECK	2466-2024_11	INVOICE CLOUD FEES - NOVE	11/30/2024	313.35	313.35	12/09/2024	
Total INVOICE CLOUD INC (E-CHECKS):					3,133.49	3,133.49		
<b>IUOE LOCAL #49</b>								
10953	IUOE LOCAL #49	PUBLIC WORK	PW DEC 2024 UNION DUES	12/09/2024	455.00	455.00	12/12/2024	
Total IUOE LOCAL #49:					455.00	455.00		
<b>IUOE LOCAL 49 FRINGE BENEFIT</b>								
10965	IUOE LOCAL 49 FRINGE BENEF	PW UNION IN	PW UNION INSURANCE JAN 20	12/09/2024	19,175.00	19,175.00	12/12/2024	
Total IUOE LOCAL 49 FRINGE BENEFIT:					19,175.00	19,175.00		
<b>JC TRUCKING AND EXCAVATING</b>								
11917	JC TRUCKING AND EXCAVATING	287	HIGHLAND DRIVE TRAIL EROSI	12/03/2024	1,000.00	1,000.00	12/23/2024	
Total JC TRUCKING AND EXCAVATING:					1,000.00	1,000.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>JMG COMMERCIAL CLEANING</b>								
11907	JMG COMMERCIAL CLEANING	12/15/2024 INV	DEC 2024 POLICE/LIBRARY CL	12/15/2024	950.00	950.00	12/23/2024	
11907	JMG COMMERCIAL CLEANING	INV DATED 12/	PUBLIC WORKS CLEANING-DE	12/15/2024	575.00	575.00	12/23/2024	
11907	JMG COMMERCIAL CLEANING	INVOICE DATE	CITY HALL CLEANING -DEC	12/13/2024	1,050.00	1,050.00	12/23/2024	
11907	JMG COMMERCIAL CLEANING	INVOICE DATE	PUBLIC BATHROOMS CLEANIN	12/13/2024	200.00	200.00	12/23/2024	
11907	JMG COMMERCIAL CLEANING	INVOICE DATE	PIZZA FACTORY/PUBLIC BATHR	12/13/2024	200.00	200.00	12/23/2024	
Total JMG COMMERCIAL CLEANING:					2,975.00	2,975.00		
<b>JOHNSON BROTHERS WHOLESALE</b>								
1500	JOHNSON BROTHERS WHOLE	111304 CREDI	POP/MIX	12/19/2024	2.67-	2.67-	12/23/2024	
1500	JOHNSON BROTHERS WHOLE	112925 CREDI	WINE	12/19/2024	2.33-	2.33-	12/23/2024	
1500	JOHNSON BROTHERS WHOLE	115252	WINE	11/14/2024	4.00-	4.00-	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	116018	WINE	11/21/2024	4.00-	4.00-	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2677701	LIQUOR	11/29/2024	1,965.06	1,965.06	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2677701	FRT	11/29/2024	36.40	36.40	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2677702	WINE	11/29/2024	151.92	151.92	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2677702	FRT	11/29/2024	3.64	3.64	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2679570	LIQUOR	12/04/2024	16,710.35	16,710.35	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2679570	FRT	12/04/2024	420.88	420.88	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2679571	WINE	12/04/2024	4,722.52	4,722.52	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2679571	FRT	12/04/2024	110.72	110.72	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2679572	NA WINE	12/04/2024	96.00	96.00	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2679572	POP/MIX	12/04/2024	128.00	128.00	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2679572	NA LIQUOR	12/04/2024	36.00	36.00	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2679572	FRT	12/04/2024	9.10	9.10	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2679573	LIQUOR	12/04/2024	5,295.15	5,295.15	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2679573	FRT -	12/04/2024	56.42	56.42	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2684286	LIQUOR	12/11/2024	4,981.85	4,981.85	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2684286	FRT	12/11/2024	75.22	75.22	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2684287	WINE	12/11/2024	1,984.05	1,984.05	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2684287	FRT	12/11/2024	41.86	41.86	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2684288	LIQUOR	12/11/2024	2,274.20	2,274.20	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2684288	FRT	12/11/2024	27.30	27.30	12/12/2024	
1500	JOHNSON BROTHERS WHOLE	2684989	LIQUOR	12/11/2024	180.84	180.84	12/23/2024	
1500	JOHNSON BROTHERS WHOLE	2684989	FRT	12/11/2024	1.82	1.82	12/23/2024	
1500	JOHNSON BROTHERS WHOLE	2684990	WINE	12/11/2024	300.24	300.24	12/23/2024	
1500	JOHNSON BROTHERS WHOLE	2684990	FRT	12/11/2024	7.28	7.28	12/23/2024	
1500	JOHNSON BROTHERS WHOLE	2686632	LIQUOR	12/13/2024	3,103.83	3,103.83	12/23/2024	
1500	JOHNSON BROTHERS WHOLE	2686632	FRT	12/13/2024	43.68	43.68	12/23/2024	
1500	JOHNSON BROTHERS WHOLE	2689508	LIQUOR	12/18/2024	2,822.30	2,822.30	12/23/2024	
1500	JOHNSON BROTHERS WHOLE	2689508	FRT	12/18/2024	45.80	45.80	12/23/2024	
1500	JOHNSON BROTHERS WHOLE	2689509	WINE	12/18/2024	3,906.69	3,906.69	12/23/2024	
1500	JOHNSON BROTHERS WHOLE	2689509	FRT	12/18/2024	89.18	89.18	12/23/2024	
1500	JOHNSON BROTHERS WHOLE	2689510	BEER	12/18/2024	48.00	48.00	12/23/2024	
1500	JOHNSON BROTHERS WHOLE	2689511	POP/MIX	12/18/2024	40.00	40.00	12/23/2024	
1500	JOHNSON BROTHERS WHOLE	2689511	FRT	12/18/2024	1.82	1.82	12/23/2024	
1500	JOHNSON BROTHERS WHOLE	2689512	LIQUOR	12/18/2024	9,026.18	9,026.18	12/23/2024	
1500	JOHNSON BROTHERS WHOLE	2689512	FRT	12/18/2024	119.82	119.82	12/23/2024	
1500	JOHNSON BROTHERS WHOLE	2694644	LIQUOR	12/31/2024	85.61	85.61	12/31/2024	
1500	JOHNSON BROTHERS WHOLE	2694644	FRT	12/31/2024	1.82	1.82	12/31/2024	
1500	JOHNSON BROTHERS WHOLE	2694645	WINE	12/31/2024	297.12	297.12	12/31/2024	
1500	JOHNSON BROTHERS WHOLE	2694645	FRT	12/31/2024	9.10	9.10	12/31/2024	
1500	JOHNSON BROTHERS WHOLE	2694730	LIQUOR	12/31/2024	213.30	213.30	12/31/2024	
1500	JOHNSON BROTHERS WHOLE	2694730	FRT	12/31/2024	3.64	3.64	12/31/2024	
1500	JOHNSON BROTHERS WHOLE	2697323	LIQUOR	12/28/2024	2,480.40	2,480.40	12/31/2024	
1500	JOHNSON BROTHERS WHOLE	2697323	FRT	12/28/2024	36.55	36.55	12/31/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1500	JOHNSON BROTHERS WHOLE	2697324	WINE	12/28/2024	2,140.66	2,140.66	12/31/2024	
1500	JOHNSON BROTHERS WHOLE	2697324	FRT -	12/28/2024	54.60	54.60	12/31/2024	
1500	JOHNSON BROTHERS WHOLE	2697325	MIX	12/28/2024	64.00	64.00	12/31/2024	
1500	JOHNSON BROTHERS WHOLE	2697325	FRT	12/28/2024	3.64	3.64	12/31/2024	
1500	JOHNSON BROTHERS WHOLE	2697326	LIQUOR	12/28/2024	1,502.50	1,502.50	12/31/2024	
1500	JOHNSON BROTHERS WHOLE	2697326	FRT	12/28/2024	18.20	18.20	12/31/2024	
1500	JOHNSON BROTHERS WHOLE	2699562	LIQUOR	12/31/2024	320.84	320.84	12/31/2024	
1500	JOHNSON BROTHERS WHOLE	2699562	FRT	12/31/2024	7.28	7.28	12/31/2024	
Total JOHNSON BROTHERS WHOLESALE:					66,090.38	66,090.38		
<b>JP BROOKS HOMES</b>								
10899	JP BROOKS HOMES	ESCROW REL	VARIANCE ESCROW RELEASE	12/19/2024	882.00	882.00	12/23/2024	
Total JP BROOKS HOMES:					882.00	882.00		
<b>JP BROOKS INC</b>								
10882	JP BROOKS INC	192 HENRY R	192 HENRY ROAD LANDSCAPE	12/05/2024	1,860.00	1,860.00	12/12/2024	
10882	JP BROOKS INC	200 HENRY R	200 HENRY ROAD LANDSCAPE	12/05/2024	1,860.00	1,860.00	12/12/2024	
10882	JP BROOKS INC	341 KAREN LA	LANDSCAPE ESCROW REFUN	12/09/2024	1,860.00	1,860.00	12/12/2024	
Total JP BROOKS INC:					5,580.00	5,580.00		
<b>LANDFORM PROFESSIONAL SERVICES LLC</b>								
10425	LANDFORM PROFESSIONAL SE	36283	COVENANT CHRISTIAN ACADE	12/11/2024	3,163.00	3,163.00	12/23/2024	
10425	LANDFORM PROFESSIONAL SE	36283	RAWR ORGANICS	12/11/2024	41.50	41.50	12/23/2024	
10425	LANDFORM PROFESSIONAL SE	36283	PRAIRIE MEADOWS 5TH PP & P	12/11/2024	1,162.00	1,162.00	12/23/2024	
10425	LANDFORM PROFESSIONAL SE	36283	CONSULTANT CITY BUSINESS -	12/11/2024	1,660.50	1,660.50	12/23/2024	
Total LANDFORM PROFESSIONAL SERVICES LLC:					6,027.00	6,027.00		
<b>LAW ENFORCEMENT LABOR SERVICE</b>								
5096	LAW ENFORCEMENT LABOR S	DECEMBER 2	POLICE UNION DUES NOVEMB	12/09/2024	846.00	846.00	12/12/2024	
Total LAW ENFORCEMENT LABOR SERVICE:					846.00	846.00		
<b>LIFESTYLE TINT</b>								
11918	LIFESTYLE TINT	000827	WTP WINDOWS	12/31/2024	1,330.00	1,330.00	12/31/2024	
Total LIFESTYLE TINT:					1,330.00	1,330.00		
<b>M&amp;M EXPRESS SALES &amp; SERVICE</b>								
10567	M&M EXPRESS SALES & SERVI	548543	POLE SAW BAR	12/04/2024	34.93	34.93	12/12/2024	
Total M&M EXPRESS SALES & SERVICE:					34.93	34.93		
<b>MAJESTIC CREATIONS</b>								
10982	MAJESTIC CREATIONS	12797	SAM HANSON OUT GOING DED	12/05/2024	151.00	151.00	12/09/2024	
Total MAJESTIC CREATIONS:					151.00	151.00		
<b>MAMA</b>								
11905	MAMA	2000	2025 MAMA MEMBERSHIP - HA	12/10/2024	50.00	50.00	12/12/2024	
Total MAMA:					50.00	50.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>MARCO TECHNOLOGIES LLC</b>								
10965	MARCO TECHNOLOGIES LLC	INV13275122	NOV 2024 MFA	12/07/2024	30.00	30.00	12/23/2024	
Total MARCO TECHNOLOGIES LLC:					30.00	30.00		
<b>MARY OF THE VISITATION</b>								
1007	MARY OF THE VISITATION	2025 LEASE A	2025 ICE RINK LEASE AGREEM	12/09/2024	1,900.00	1,900.00	12/12/2024	
Total MARY OF THE VISITATION :					1,900.00	1,900.00		
<b>MAVERICK BEVERAGE COMPANY MINNESOTA</b>								
11903	MAVERICK BEVERAGE COMPA	INV1440524	LIQUOR	12/09/2024	1,513.98	1,513.98	12/12/2024	
11903	MAVERICK BEVERAGE COMPA	INV1440524	WINE	12/09/2024	159.96	159.96	12/12/2024	
11903	MAVERICK BEVERAGE COMPA	INV1440524	FRT	12/09/2024	39.00	39.00	12/12/2024	
11903	MAVERICK BEVERAGE COMPA	INV1449644	LIQUOR	12/12/2024	368.01	368.01	12/23/2024	
11903	MAVERICK BEVERAGE COMPA	INV1449644	FREIGHT	12/12/2024	3.00	3.00	12/23/2024	
Total MAVERICK BEVERAGE COMPANY MINNESOTA:					2,083.95	2,083.95		
<b>MAY, HARRY &amp; PAT</b>								
11918	MAY, HARRY & PAT	SPECIAL ASS	OVERPAYMENT ON SPECIAL A	12/31/2024	98.28	98.28	12/31/2024	
Total MAY, HARRY & PAT:					98.28	98.28		
<b>MCCHESENEY HEATING AND</b>								
10750	MCCHESENEY HEATING AND	10892	POLICY DEPARTMENT A/C UNIT	12/09/2024	928.20	928.20	12/12/2024	
Total MCCHESENEY HEATING AND :					928.20	928.20		
<b>MENARD, INC.</b>								
10828	MENARD, INC.	3023	HYDRANT REPAIR	12/09/2024	180.51	180.51	12/12/2024	
10828	MENARD, INC.	4049	TOOLS FOR UNIT #402	12/09/2024	47.74	47.74	12/12/2024	
10828	MENARD, INC.	4671	PUBLIC WORKS BLDG REPAIR	12/09/2024	44.60	44.60	12/12/2024	
10828	MENARD, INC.	5264	WASTEWATER SUPPLIES	12/09/2024	22.00-	22.00-	12/12/2024	
10828	MENARD, INC.	5264	WATER SUPPLIES	12/09/2024	474.57	474.57	12/12/2024	
10828	MENARD, INC.	5264	WATER SUPPLIES	12/09/2024	231.65-	231.65-	12/12/2024	
10828	MENARD, INC.	5957	WATER TOOLS #402	12/09/2024	45.95	45.95	12/12/2024	
10828	MENARD, INC.	5960	PUBLIC WORKS BLDG MAINT	12/09/2024	602.18	602.18	12/12/2024	
10828	MENARD, INC.	7657	WWTP SUPPLIES	12/17/2024	45.92	45.92	12/23/2024	
10828	MENARD, INC.	7679	WWTP SUPPLIES - CREDIT	12/17/2024	19.98-	19.98-	12/23/2024	
10828	MENARD, INC.	CHRISTMAS L	CHRISTMAS LIGHTS	11/19/2024	294.81	294.81	12/12/2024	
10828	MENARD, INC.	FRID 16130	ST 2022-1 PAVERS	11/07/2024	4.88	4.88	12/12/2024	
10828	MENARD, INC.	HEATER PUR	HEATER	11/19/2024	314.18	314.18	12/12/2024	
10828	MENARD, INC.	PLEXI GLASS	PLEXI GLASS RETURN	11/18/2024	347.92-	347.92-	12/12/2024	
Total MENARD, INC.:					1,433.79	1,433.79		
<b>MHFA</b>								
10634	MHFA	2024 QTR 4 M	2024 QTR 4 MORTGAGE PAYME	12/09/2024	461.81	461.81	12/12/2024	
Total MHFA:					461.81	461.81		
<b>MN COMPUTER SYSTEMS INC</b>								
260	MN COMPUTER SYSTEMS INC	412945	COPIER BASE NOVEMBER 202	12/02/2024	20.00	20.00	12/12/2024	
260	MN COMPUTER SYSTEMS INC	412945	COPIER EMAIL NOVEMBER 202	12/02/2024	10.00	10.00	12/12/2024	
260	MN COMPUTER SYSTEMS INC	412945	COPIER OVERAGE NOVEMBER	12/02/2024	24.43	24.43	12/12/2024	



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total MN COMPUTER SYSTEMS INC :					54.43	54.43		
<b>MN DEPT OF REVENUE (E-CHECKS)</b>								
2559	MN DEPT OF REVENUE (E-CHE	NOVEMBER 2	LIQUOR TAX 11/2024	11/30/2024	44,877.00	44,877.00	12/11/2024	
2559	MN DEPT OF REVENUE (E-CHE	NOVEMBER 2	GENERAL FUND 11/2024	11/30/2024	3.00	3.00	12/11/2024	
2559	MN DEPT OF REVENUE (E-CHE	NOVEMBER 2	WATER FUND 11/2024	11/30/2024	2,010.00	2,010.00	12/11/2024	
Total MN DEPT OF REVENUE (E-CHECKS):					46,890.00	46,890.00		
<b>MN NCPERS LIFE</b>								
10359	MN NCPERS LIFE	342600012025	JAN 2025 PREMIUMS	12/01/2024	112.00	112.00	12/23/2024	
Total MN NCPERS LIFE:					112.00	112.00		
<b>MN RURAL WATER ASSOCIATION (E-CHECKS)</b>								
11854	MN RURAL WATER ASSOCIATI	WATER TRAIN	WATER TRAINING - CHILDS	12/30/2024	350.00	350.00	12/31/2024	
Total MN RURAL WATER ASSOCIATION (E-CHECKS):					350.00	350.00		
<b>MONTICELLO PRINTING</b>								
6450	MONTICELLO PRINTING	186890	BUSINESS CARDS - AUTUMN H	12/09/2024	35.00	35.00	12/23/2024	
6450	MONTICELLO PRINTING	186890	BUSINESS CARDS - ANDREW H	12/09/2024	35.00	35.00	12/23/2024	
6450	MONTICELLO PRINTING	187029	NAME PLATES - POLICE	12/06/2024	102.00	102.00	12/12/2024	
Total MONTICELLO PRINTING:					172.00	172.00		
<b>MOORE CIERRA</b>								
11890	MOORE CIERRA	DECEMBER 2	CC TOKENS DEC 24	12/31/2024	20.00	20.00	12/31/2024	
11890	MOORE CIERRA	DECEMBER 2	PROMOTION TOKENS DEC 24	12/31/2024	9.00	9.00	12/31/2024	
Total MOORE CIERRA:					29.00	29.00		
<b>MPPOA</b>								
10705	MPPOA	12/05/2024	2025 MPPOA MEMBERSHIP DU	12/05/2024	280.00	280.00	12/12/2024	
10705	MPPOA	12/5/2024	2025 LDF MEMBERSHIP DUES	12/05/2024	608.00	608.00	12/12/2024	
Total MPPOA:					888.00	888.00		
<b>NORTHLAND MECHANICAL</b>								
10967	NORTHLAND MECHANICAL	111614	WWTP BOILER REPAIR	12/09/2024	1,625.00	1,625.00	12/12/2024	
10967	NORTHLAND MECHANICAL	111693	WTP LEAKING PIPE	12/09/2024	4,622.24	4,622.24	12/12/2024	
10967	NORTHLAND MECHANICAL	111694	PUBLIC WORKS - ISSUES WITH	12/09/2024	5,296.73	5,296.73	12/12/2024	
10967	NORTHLAND MECHANICAL	111695	WTP REPLACE VALVE IN BOILE	12/09/2024	4,537.80	4,537.80	12/12/2024	
Total NORTHLAND MECHANICAL:					16,081.77	16,081.77		
<b>NORTHWESTERN UNIVERSITY</b>								
11917	NORTHWESTERN UNIVERSITY	27428	KUCALA TRAINING MARCH 202	11/26/2024	1,100.00	1,100.00	12/12/2024	
11917	NORTHWESTERN UNIVERSITY	27445	PRIGGE TRAINING MARCH 202	11/28/2024	1,100.00	1,100.00	12/12/2024	
Total NORTHWESTERN UNIVERSITY :					2,200.00	2,200.00		
<b>NOTHING BUT HEMP</b>								
11906	NOTHING BUT HEMP	2581	THC	12/04/2024	120.00	120.00	12/12/2024	
11906	NOTHING BUT HEMP	2582	THC	12/04/2024	75.00	75.00	12/12/2024	
11906	NOTHING BUT HEMP	2681	THC	12/19/2024	75.00	75.00	12/23/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total NOTHING BUT HEMP:					270.00	270.00		
<b>OLD NATIONAL BANK</b>								
11012	OLD NATIONAL BANK	8213877 - NOV	SERVICE CHARGES FOR LIQU	12/31/2024	9.36	9.36	12/31/2024	
Total OLD NATIONAL BANK:					9.36	9.36		
<b>OPTIONS INC</b>								
7006	OPTIONS INC	00507107	NOV 2024 CLEANING	12/09/2024	172.80	172.80	12/12/2024	
Total OPTIONS INC:					172.80	172.80		
<b>OREILLY AUTOMOTIVE INC</b>								
10369	OREILLY AUTOMOTIVE INC	1532-130891	POLICE VEHICLE #733 REPAIR	11/21/2024	769.18	769.18	12/19/2024	
10369	OREILLY AUTOMOTIVE INC	1532-131987	SKID STEER REPAIR #207	11/27/2024	101.40	101.40	12/19/2024	
10369	OREILLY AUTOMOTIVE INC	1532-132236	SKID STEER REPAIR #207	11/29/2024	106.48	106.48	12/19/2024	
10369	OREILLY AUTOMOTIVE INC	1532-133205.	SKID STEER #207 REPAIRS	12/05/2024	35.26	35.26	12/19/2024	
10369	OREILLY AUTOMOTIVE INC	1532-133376	CORE RETURN - STREETS	12/05/2024	70.00-	70.00-	12/19/2024	
10369	OREILLY AUTOMOTIVE INC	1532-133447	DUMP TRUCK #727 REPAIRS	12/05/2024	77.67	77.67	12/19/2024	
10369	OREILLY AUTOMOTIVE INC	1532-133531	SHOP TOOLS - GREASE GUN	12/06/2024	24.99	24.99	12/19/2024	
10369	OREILLY AUTOMOTIVE INC	1532-134304	POLICE GENERATOR REPAIR	12/10/2024	261.26	261.26	12/19/2024	
10369	OREILLY AUTOMOTIVE INC	1532-135363	POLICE VEHICLE BATTERY	12/16/2024	31.62	31.62	12/19/2024	
10369	OREILLY AUTOMOTIVE INC	1532-135595	BATTER - STREET VEHICLE	12/17/2024	188.55	188.55	12/19/2024	
10369	OREILLY AUTOMOTIVE INC	1532-135785	REPAIRS PLOW TRUCK #608	12/18/2024	59.98	59.98	12/31/2024	
10369	OREILLY AUTOMOTIVE INC	1532-136867	SHOP SUPPLIES	12/24/2024	61.62	61.62	12/31/2024	
10369	OREILLY AUTOMOTIVE INC	1632-133206	POLICE GENERATOR REPAIR	12/04/2024	71.99	71.99	12/19/2024	
Total OREILLY AUTOMOTIVE INC:					1,720.00	1,720.00		
<b>ORKIN</b>								
10927	ORKIN	272205678	DEC PEST CONTROL - POLICE/	12/09/2024	148.98	148.98	12/31/2024	
Total ORKIN:					148.98	148.98		
<b>PARKINGBOXX</b>								
11066	PARKINGBOXX	21798	2025 ANNUAL SOFTWARE	12/01/2024	750.00	750.00	12/23/2024	
Total PARKINGBOXX:					750.00	750.00		
<b>PATRIOT NEWS MN</b>								
11075	PATRIOT NEWS MN	013028	ADVERTISING TURKEY COUPO	11/30/2024	196.40	196.40	12/12/2024	
11075	PATRIOT NEWS MN	013127	NOTICE OF BUDGET PUBLIC H	11/23/2024	50.00	50.00	12/12/2024	
11075	PATRIOT NEWS MN	013128	HEARING ON 2025 CITY FEE SC	11/23/2024	37.50	37.50	12/12/2024	
Total PATRIOT NEWS MN :					283.90	283.90		
<b>PAUSTIS WINE COMPANY</b>								
1095	PAUSTIS WINE COMPANY	254809	WINE	12/18/2024	1,212.33	1,212.33	12/23/2024	
1095	PAUSTIS WINE COMPANY	254809	FRT	12/18/2024	16.50	16.50	12/23/2024	
1095	PAUSTIS WINE COMPANY	255285	WINE	12/26/2024	719.00	719.00	12/31/2024	
1095	PAUSTIS WINE COMPANY	255285	FRT	12/26/2024	10.50	10.50	12/31/2024	
Total PAUSTIS WINE COMPANY :					1,958.33	1,958.33		
<b>PEPPERBALL</b>								
11032	PEPPERBALL	0093356-IN	TRAINING - PRIGGE	12/18/2024	549.00	549.00	12/23/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total PEPPERBALL:					549.00	549.00		
<b>PETTY CASH</b>								
7075	PETTY CASH	DECEMBER 2	OVER/SHORT-PETTY CASH	12/23/2024	58.00	58.00	12/23/2024	
7075	PETTY CASH	DECEMBER 2	DMV - POLICE TABS	12/23/2024	32.50	32.50	12/23/2024	
7075	PETTY CASH	DECEMBER 2	DMV - WW TABS	12/23/2024	57.00	57.00	12/23/2024	
7075	PETTY CASH	DECEMBER 2	DMV - WW TABS	12/23/2024	42.50	42.50	12/23/2024	
7075	PETTY CASH	DECEMBER 2	DMV - PUBLIC WORKS TABS	12/23/2024	125.00	125.00	12/23/2024	
7075	PETTY CASH	DECEMBER 2	DMV - CITY HALL VEHICLE TAB	12/23/2024	21.25	21.25	12/23/2024	
7075	PETTY CASH	DECEMBER 2	DMV - PUBLIC WORKS - ENGIN	12/23/2024	21.25	21.25	12/23/2024	
Total PETTY CASH:					357.50	357.50		
<b>PFC EQUIPMENT, INC.</b>								
11917	PFC EQUIPMENT, INC.	428727	PUMP PARTS	12/09/2024	325.15	325.15	12/12/2024	
Total PFC EQUIPMENT, INC.:					325.15	325.15		
<b>PHILLIPS WINE &amp; SPIRITS</b>								
7106	PHILLIPS WINE & SPIRITS	536453	WINE	11/14/2024	10.47-	10.47-	12/12/2024	
7106	PHILLIPS WINE & SPIRITS	536454	WINE	11/14/2024	6.00-	6.00-	12/12/2024	
7106	PHILLIPS WINE & SPIRITS	536455	THC	12/23/2024	46.24-	46.24-	12/23/2024	
7106	PHILLIPS WINE & SPIRITS	6890637	LIQUOR	12/04/2024	4,126.50	4,126.50	12/12/2024	
7106	PHILLIPS WINE & SPIRITS	6890637	FRT	12/04/2024	65.75	65.75	12/12/2024	
7106	PHILLIPS WINE & SPIRITS	6890638	WINE	12/04/2024	1,933.47	1,933.47	12/12/2024	
7106	PHILLIPS WINE & SPIRITS	6890638	FRT	12/04/2024	55.06	55.06	12/12/2024	
7106	PHILLIPS WINE & SPIRITS	6890639	MIX	12/04/2024	331.25	331.25	12/12/2024	
7106	PHILLIPS WINE & SPIRITS	6890639	NA WINE	12/04/2024	163.80	163.80	12/12/2024	
7106	PHILLIPS WINE & SPIRITS	6890639	FRT	12/04/2024	20.02	20.02	12/12/2024	
7106	PHILLIPS WINE & SPIRITS	6890640	THC	12/04/2024	69.20	69.20	12/12/2024	
7106	PHILLIPS WINE & SPIRITS	6894417	LIQUOR	12/11/2024	990.99	990.99	12/12/2024	
7106	PHILLIPS WINE & SPIRITS	6894417	FRT	12/11/2024	14.56	14.56	12/12/2024	
7106	PHILLIPS WINE & SPIRITS	6894418	WINE	12/11/2024	734.00	734.00	12/12/2024	
7106	PHILLIPS WINE & SPIRITS	6894418	FRT	12/11/2024	29.12	29.12	12/12/2024	
7106	PHILLIPS WINE & SPIRITS	6894419	NA WINE	12/11/2024	44.00	44.00	12/12/2024	
7106	PHILLIPS WINE & SPIRITS	6894419	FRT	12/11/2024	3.64	3.64	12/12/2024	
7106	PHILLIPS WINE & SPIRITS	6898580	LIQUOR	12/18/2024	5,623.28	5,623.28	12/23/2024	
7106	PHILLIPS WINE & SPIRITS	6898580	FRT	12/18/2024	122.36	122.36	12/23/2024	
7106	PHILLIPS WINE & SPIRITS	6898581	LIQUOR	12/18/2024	99.25	99.25	12/23/2024	
7106	PHILLIPS WINE & SPIRITS	6898581	WINE	12/18/2024	1,377.10	1,377.10	12/23/2024	
7106	PHILLIPS WINE & SPIRITS	6898581	FRT	12/18/2024	40.04	40.04	12/23/2024	
7106	PHILLIPS WINE & SPIRITS	6898582	MIX	12/18/2024	79.30	79.30	12/23/2024	
7106	PHILLIPS WINE & SPIRITS	6898582	FRT	12/18/2024	3.64	3.64	12/23/2024	
7106	PHILLIPS WINE & SPIRITS	6898583	THC	12/18/2024	138.40	138.40	12/23/2024	
7106	PHILLIPS WINE & SPIRITS	6904629	LIQUOR	12/28/2024	1,980.70	1,980.70	12/31/2024	
7106	PHILLIPS WINE & SPIRITS	6904629	FRT	12/28/2024	27.30	27.30	12/31/2024	
7106	PHILLIPS WINE & SPIRITS	6904630	WINE	12/28/2024	2,752.20	2,752.20	12/31/2024	
7106	PHILLIPS WINE & SPIRITS	6904630	FRT	12/28/2024	74.62	74.62	12/31/2024	
7106	PHILLIPS WINE & SPIRITS	6904631	MIX	12/28/2024	222.43	222.43	12/31/2024	
7106	PHILLIPS WINE & SPIRITS	6904631	FRT	12/28/2024	9.10	9.10	12/31/2024	
Total PHILLIPS WINE & SPIRITS :					21,068.37	21,068.37		
<b>PITNEY BOWES (E-CHECKS)</b>								
7100	PITNEY BOWES (E-CHECKS)	PITNEY BOWE	PITNEY BOW POSTAGE OCTOB	12/11/2024	50.00	50.00	12/12/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total PITNEY BOWES (E-CHECKS):					50.00	50.00		
<b>PLUNKETTS PEST CONTROL</b>								
10898	PLUNKETTS PEST CONTROL	8916953	CITY HALL PEST CONTROL	12/02/2024	72.33	72.33	12/12/2024	
Total PLUNKETTS PEST CONTROL :					72.33	72.33		
<b>POMPS TIRE SERVICE INC</b>								
7751	POMPS TIRE SERVICE INC	2330012473	TIRES FOR DUMP TRUCK USE	11/26/2024	246.45	246.45	12/12/2024	
7751	POMPS TIRE SERVICE INC	2330012534	TIRES FOR DUMP TRUCK USE	11/27/2024	648.58	648.58	12/12/2024	
7751	POMPS TIRE SERVICE INC	2390020885	POLICE TIRES	11/26/2024	1,517.53	1,517.53	12/12/2024	
Total POMPS TIRE SERVICE INC:					2,412.56	2,412.56		
<b>PSN (E-CHECKS)</b>								
10903	PSN (E-CHECKS)	304349	PSN FEES - NOVEMBER 2024	11/30/2024	154.37	154.37	12/09/2024	
Total PSN (E-CHECKS):					154.37	154.37		
<b>QUALITY FLOW SYSTEMS</b>								
1946	QUALITY FLOW SYSTEMS	48095	REPLACEMENT OF WELL 1 & 2	12/10/2024	16,339.00	16,339.00	12/23/2024	
1946	QUALITY FLOW SYSTEMS	48210	WTP PUMP TANK 1	12/27/2024	8,824.00	8,824.00	12/31/2024	
1946	QUALITY FLOW SYSTEMS	48210	WTP PUMP TANK 2	12/27/2024	10,644.00	10,644.00	12/31/2024	
Total QUALITY FLOW SYSTEMS :					35,807.00	35,807.00		
<b>QUALITY REFRIGERATION</b>								
11068	QUALITY REFRIGERATION	1137073	BUILDING EQUIP MAINT	11/27/2024	430.00	430.00	12/12/2024	
11068	QUALITY REFRIGERATION	1137383	BUILDING MAINTENANCE - LIQ	12/06/2024	360.50	360.50	12/23/2024	
Total QUALITY REFRIGERATION :					790.50	790.50		
<b>RED BULL DISTRIBUTION CO INC</b>								
10905	RED BULL DISTRIBUTION CO IN	5014438887	MIX	12/17/2024	271.51	271.51	12/23/2024	
Total RED BULL DISTRIBUTION CO INC:					271.51	271.51		
<b>REGISTERED ABSTRACTERS INC</b>								
7952	REGISTERED ABSTRACTERS I	IP - LION INDU	SALE PRICE OF PROPERTY -65	12/13/2024	1.00-	1.00-	12/13/2024	
7952	REGISTERED ABSTRACTERS I	IP - LION INDU	COMMITMENT TO REGOSTERE	12/13/2024	325.00	325.00	12/13/2024	
7952	REGISTERED ABSTRACTERS I	IP - LION INDU	CLOSING FEE TO REGISTERED	12/13/2024	175.00	175.00	12/13/2024	
7952	REGISTERED ABSTRACTERS I	IP - LION INDU	RECORDING FEES DEED - 65-0	12/13/2024	1.65	1.65	12/13/2024	
Total REGISTERED ABSTRACTERS INC:					500.65	500.65		
<b>RUSSELL SECURITY RESOURCE INC</b>								
7276	RUSSELL SECURITY RESOURC	A50522	REPLACE 3 DOORS @ WWTP	12/10/2024	25,149.00	25,149.00	12/12/2024	
7276	RUSSELL SECURITY RESOURC	A50623	CITY HALL BLDG REPAIRS - OF	12/17/2024	435.00	435.00	12/23/2024	
Total RUSSELL SECURITY RESOURCE INC:					25,584.00	25,584.00		
<b>RUTTEN, SARA</b>								
11918	RUTTEN, SARA	DECEMBER 2	PROMOTION TOKENS - DEC 20	12/31/2024	10.00	10.00	12/31/2024	
11918	RUTTEN, SARA	DECEMBER 2	MARKET BUCKS - DEC 2024	12/31/2024	11.00	11.00	12/31/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total RUTTEN, SARA:					21.00	21.00		
<b>SFR BORROWER 2021-2 LLC</b>								
11907	SFR BORROWER 2021-2 LLC	SINGLE FAMIL	REFUND - SINGLE FAMILY REN	12/18/2024	25.00	25.00	12/23/2024	
Total SFR BORROWER 2021-2 LLC:					25.00	25.00		
<b>SHERBURNE CO ATTORNEY</b>								
7300	SHERBURNE CO ATTORNEY	#36	NOV 2024 COURT FEES	12/05/2024	897.40	897.40	12/23/2024	
Total SHERBURNE CO ATTORNEY:					897.40	897.40		
<b>SHERBURNE CO RECORDER</b>								
7355	SHERBURNE CO RECORDER	CITY OF BIG L	CITY ESCROW RECORDING FE	12/17/2024	1,000.00	1,000.00	12/17/2024	
7355	SHERBURNE CO RECORDER	NOTARY REN	GINAL WOLBECKS NOTARY RE	12/09/2024	20.00	20.00	12/09/2024	
Total SHERBURNE CO RECORDER:					1,020.00	1,020.00		
<b>SHERBURNE CO SHERIFFS DEPT</b>								
7116	SHERBURNE CO SHERIFFS DE	2024-11	NOV 2024 IT SERVICES	12/09/2024	2,833.33	2,833.33	12/23/2024	
Total SHERBURNE CO SHERIFFS DEPT:					2,833.33	2,833.33		
<b>SHORT ELLIOTT HENDRICKSON INC</b>								
7358	SHORT ELLIOTT HENDRICKSO	478937	WELL 2 PROJECT - ENGINEERI	12/10/2024	1,024.50	1,024.50	12/23/2024	
7358	SHORT ELLIOTT HENDRICKSO	479265	WWTP IMPROVEMENTS-ENGIN	12/11/2024	1,651.64	1,651.64	12/23/2024	
Total SHORT ELLIOTT HENDRICKSON INC:					2,676.14	2,676.14		
<b>SMALL BATCH GOODIES</b>								
11918	SMALL BATCH GOODIES	DECEMBER 2	MARKET BUCKS - DEC 2024	12/31/2024	4.00	4.00	12/31/2024	
Total SMALL BATCH GOODIES:					4.00	4.00		
<b>SOUTHERN WINE &amp; SPIRITS OF MN</b>								
10755	SOUTHERN WINE & SPIRITS O	0104285	WINE	12/05/2024	12.61-	12.61-	12/12/2024	
10755	SOUTHERN WINE & SPIRITS O	0104561	LIQUOR	12/12/2024	12.75-	12.75-	12/23/2024	
10755	SOUTHERN WINE & SPIRITS O	2562334	LIQUOR	12/05/2024	8,701.75	8,701.75	12/12/2024	
10755	SOUTHERN WINE & SPIRITS O	2562334	FRT	12/05/2024	100.78	100.78	12/12/2024	
10755	SOUTHERN WINE & SPIRITS O	2562335	MIX	12/05/2024	54.00	54.00	12/12/2024	
10755	SOUTHERN WINE & SPIRITS O	2562335	FRT	12/05/2024	1.40	1.40	12/12/2024	
10755	SOUTHERN WINE & SPIRITS O	2562336	LIQUOR	12/05/2024	4,570.00	4,570.00	12/12/2024	
10755	SOUTHERN WINE & SPIRITS O	2562336	FRT	12/05/2024	23.80	23.80	12/12/2024	
10755	SOUTHERN WINE & SPIRITS O	2562338	WINE	12/05/2024	2,434.60	2,434.60	12/12/2024	
10755	SOUTHERN WINE & SPIRITS O	2562338	FRT	12/05/2024	55.18	55.18	12/12/2024	
10755	SOUTHERN WINE & SPIRITS O	2565269	LIQUOR	12/12/2024	7,358.10	7,358.10	12/23/2024	
10755	SOUTHERN WINE & SPIRITS O	2565269	FREIGHT	12/12/2024	70.93	70.93	12/23/2024	
10755	SOUTHERN WINE & SPIRITS O	2565270	WINE	12/12/2024	1,314.24	1,314.24	12/23/2024	
10755	SOUTHERN WINE & SPIRITS O	2565270	FREIGHT	12/12/2024	33.13	33.13	12/23/2024	
10755	SOUTHERN WINE & SPIRITS O	2565271	FREIGHT	12/12/2024	2.80	2.80	12/23/2024	
10755	SOUTHERN WINE & SPIRITS O	2568360	LIQUOR	12/19/2024	7,096.87	7,096.87	12/23/2024	
10755	SOUTHERN WINE & SPIRITS O	2568360	FRT	12/19/2024	106.17	106.17	12/23/2024	
10755	SOUTHERN WINE & SPIRITS O	2568361	NA LIQUOR	12/19/2024	540.00	540.00	12/23/2024	
10755	SOUTHERN WINE & SPIRITS O	2568361	FRT	12/19/2024	7.00	7.00	12/23/2024	
10755	SOUTHERN WINE & SPIRITS O	2568362	WINE	12/19/2024	839.71	839.71	12/23/2024	
10755	SOUTHERN WINE & SPIRITS O	2568362	FRT	12/19/2024	14.47	14.47	12/23/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10755	SOUTHERN WINE & SPIRITS O	2571004	LIQUOR	12/26/2024	3,541.84	3,541.84	12/31/2024	
10755	SOUTHERN WINE & SPIRITS O	2571004	FRT	12/26/2024	22.40	22.40	12/31/2024	
10755	SOUTHERN WINE & SPIRITS O	2571005	WINE	12/26/2024	2,675.36	2,675.36	12/31/2024	
10755	SOUTHERN WINE & SPIRITS O	2571005	FREIGHT	12/26/2024	42.00	42.00	12/31/2024	
10755	SOUTHERN WINE & SPIRITS O	9594042 REF	WINE	12/11/2024	168.00-	168.00-	12/23/2024	
10755	SOUTHERN WINE & SPIRITS O	9612337 REF	LIQUOR	12/11/2024	247.45-	247.45-	12/23/2024	
10755	SOUTHERN WINE & SPIRITS O	CM 9605177 F	LIQUOR	12/18/2024	33.73-	33.73-	12/23/2024	

Total SOUTHERN WINE & SPIRITS OF MN: 39,131.99    39,131.99

**STANTEC CONSULTING SERVICES INC**

11865	STANTEC CONSULTING SERVI	2322502	CARGILL SIU CONTRACT	12/09/2024	533.75	533.75	12/12/2024	
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Total STANTEC CONSULTING SERVICES INC: 533.75    533.75

**STAPLES ADVANTAGE**

10741	STAPLES ADVANTAGE	6017907027	CITY HALL SUPPLIES	12/11/2024	18.08	18.08	12/12/2024	
10741	STAPLES ADVANTAGE	6017907027	CITY HALL SUPPLIES - BUILDIN	12/11/2024	2.78	2.78	12/12/2024	
10741	STAPLES ADVANTAGE	6017907027	CITY HALL SUPPLIES - MAYOR	12/11/2024	1.39	1.39	12/12/2024	
10741	STAPLES ADVANTAGE	6017907027	CITY HALL SUPPLIES - PLANNI	12/11/2024	1.39	1.39	12/12/2024	
10741	STAPLES ADVANTAGE	6017907027	CITY HALL SUPPLIES - EDA - G	12/11/2024	2.78	2.78	12/12/2024	
10741	STAPLES ADVANTAGE	6017907027	CITY HALL SUPPLIES - ENGINE	12/11/2024	1.39	1.39	12/12/2024	
10741	STAPLES ADVANTAGE	6017907028	CITY HALL SUPPLIES	12/11/2024	306.60	306.60	12/12/2024	
10741	STAPLES ADVANTAGE	6017907028	CITY HALL SUPPLIES - BUILDIN	12/11/2024	47.17	47.17	12/12/2024	
10741	STAPLES ADVANTAGE	6017907028	CITY HALL SUPPLIES - MAYOR	12/11/2024	23.59	23.59	12/12/2024	
10741	STAPLES ADVANTAGE	6017907028	CITY HALL SUPPLIES - PLANNI	12/11/2024	23.59	23.59	12/12/2024	
10741	STAPLES ADVANTAGE	6017907028	CITY HALL SUPPLIES - EDA	12/11/2024	47.17	47.17	12/12/2024	
10741	STAPLES ADVANTAGE	6017907028	CITY HALL SUPPLIES - ENGINE	12/11/2024	23.59	23.59	12/12/2024	
10741	STAPLES ADVANTAGE	6017907029	STENO NOTEBOOK - SANDY P.	12/11/2024	15.18	15.18	12/12/2024	
10741	STAPLES ADVANTAGE	6017907030	CITY HALL SUPPLIES	12/11/2024	357.74	357.74	12/12/2024	
10741	STAPLES ADVANTAGE	6017907030	CITY HALL SUPPLIES - BUILDIN	12/11/2024	55.04	55.04	12/12/2024	
10741	STAPLES ADVANTAGE	6017907030	CITY HALL SUPPLIES - MAYOR	12/11/2024	27.52	27.52	12/12/2024	
10741	STAPLES ADVANTAGE	6017907030	CITY HALL SUPPLIES - PLANNI	12/11/2024	27.52	27.52	12/12/2024	
10741	STAPLES ADVANTAGE	6017907030	CITY HALL SUPPLIES - EDA	12/11/2024	55.04	55.04	12/12/2024	
10741	STAPLES ADVANTAGE	6017907030	CITY HALL SUPPLIES - ENGINE	12/11/2024	27.51	27.51	12/12/2024	

Total STAPLES ADVANTAGE: 1,065.07    1,065.07

**STREICHERS**

4550	STREICHERS	CM300393	POLICE UNIFORM/ANDREW HA	12/05/2024	139.98-	139.98-	12/12/2024	
4550	STREICHERS	I1715811	POLICE UNIFORM/KACZMAREK	12/05/2024	399.00	399.00	12/12/2024	
4550	STREICHERS	I1716116	POLICE UNIFORM/HOARD	12/05/2024	60.99	60.99	12/12/2024	
4550	STREICHERS	I1717188	POLICE UNIFORM/REED	12/05/2024	96.00	96.00	12/12/2024	
4550	STREICHERS	I1717287	POLICE UNIFORM/NORLIN	12/05/2024	99.00	99.00	12/12/2024	
4550	STREICHERS	I1717495	POLICE UNIFORM/AUTUMN HA	12/05/2024	54.99	54.99	12/12/2024	
4550	STREICHERS	I1717521	POLICE UNIFORM/PRIGGE	12/05/2024	112.99	112.99	12/12/2024	
4550	STREICHERS	I1717596	POLICE UNIFORM/KACZMAREK	12/05/2024	61.95	61.95	12/12/2024	
4550	STREICHERS	I1717782	POLICE UNIFORM/HEDSTROM	12/05/2024	11.99	11.99	12/12/2024	
4550	STREICHERS	I1718013	POLICE UNIFORM/CHAFFEE	12/05/2024	54.99	54.99	12/12/2024	
4550	STREICHERS	I1718014	POLICE UNIFORM/ANDREW HA	12/05/2024	79.99	79.99	12/12/2024	
4550	STREICHERS	I1718018	POLICE UNIFORM/HEDSTROM	12/05/2024	69.99	69.99	12/12/2024	
4550	STREICHERS	I1719677	POLICE UNIFORM/SAWATSKY	12/05/2024	39.96	39.96	12/12/2024	
4550	STREICHERS	I1719678	POLICE UNIFORM/SALITERMA	12/05/2024	36.00	36.00	12/12/2024	
4550	STREICHERS	I1719680	POLICE UNIFORM/HEDSTROM	12/05/2024	133.96	133.96	12/12/2024	
4550	STREICHERS	I1719681	POLICE UNIFORM/SAM OLSON	12/05/2024	164.98	164.98	12/12/2024	
4550	STREICHERS	I1720102	POLICE UNIFORM/SALITEMAN	12/05/2024	55.99	55.99	12/12/2024	
4550	STREICHERS	I1721311	POLICE UNIFORM/SAM OLSON	12/05/2024	74.99	74.99	12/12/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
4550	STREICHERS	I1721314	POLICE UNIFORM/HEDSTROM	12/05/2024	560.94	560.94	12/12/2024	
4550	STREICHERS	I1723859	POLICE UNIFORM/HOARD	12/05/2024	83.97	83.97	12/12/2024	
4550	STREICHERS	I1723959	POLICE UNIFORM/NORLAND	12/05/2024	11.99	11.99	12/12/2024	
4550	STREICHERS	I1723960	POLICE UNIFORM/SAWATSKY	12/05/2024	49.98	49.98	12/12/2024	
4550	STREICHERS	I1725028	POLICE UNIFORM/AUTUMN HA	12/05/2024	150.00	150.00	12/12/2024	
4550	STREICHERS	I1727476	POLICE UNIFORM/CHAFFEE	12/05/2024	88.99	88.99	12/12/2024	
4550	STREICHERS	I1727479	POLICE UNIFORM/SAM OLSON	12/05/2024	12.00	12.00	12/12/2024	
4550	STREICHERS	I1727480	POLICE UNIFORM/PRIGGE	12/05/2024	6.00	6.00	12/12/2024	
4550	STREICHERS	I1728720	POLICE UNIFORM/CHAFFEE	12/05/2024	11.99	11.99	12/12/2024	
4550	STREICHERS	I1730519	POLICE UNIFORM/JESSICA BA	12/05/2024	420.79	420.79	12/12/2024	
4550	STREICHERS	I1730929	POLICE UNIFORMS/OLSON	12/05/2024	11.99	11.99	12/12/2024	
4550	STREICHERS	I1731250	POLICE UNIFORM/KACZMAREK	12/05/2024	12.00	12.00	12/12/2024	
4550	STREICHERS	I1731668	POLICE UNIFORM/KUCALA	12/05/2024	24.00	24.00	12/12/2024	
4550	STREICHERS	I1732075	POLICE UNIFORM/SALITERMA	12/05/2024	165.99	165.99	12/12/2024	
4550	STREICHERS	I1732489	POLICE UNIFORM/PRIGGE	12/05/2024	1,608.90	1,608.90	12/12/2024	
4550	STREICHERS	I1734915	UNIFORM - SAWATSKY	12/17/2204	11.99	11.99	12/23/2024	
4550	STREICHERS	I1735150	PATCH SWAP - CHIEF	12/17/2024	12.00	12.00	12/23/2024	
4550	STREICHERS	I1735154	PATCH - PRIGGE	12/17/2024	42.00	42.00	12/23/2024	
4550	STREICHERS	I1735282	UNIFORM - KUCALA	12/18/2024	5.99	5.99	12/23/2024	
4550	STREICHERS	I1735283	UNIFORM - REEK	12/18/2024	75.98	75.98	12/23/2024	
4550	STREICHERS	I1735804	UNIFORM - CHAFFEE	12/20/2024	110.00	110.00	12/23/2024	
4550	STREICHERS	I1736380	POLICE UNIFORM/SAM OLSON	12/26/2024	229.99	229.99	12/31/2024	
Total STREICHERS:					5,175.26	5,175.26		
<b>STYLE CATERING</b>								
11079	STYLE CATERING	12/11/2024	COUNCIL MEMBER HANSON O	12/05/2024	103.00	103.00	12/09/2024	
Total STYLE CATERING:					103.00	103.00		
<b>TAYLOR ELECTRIC COMPANY</b>								
11869	TAYLOR ELECTRIC COMPANY	2361	LS 8 - LIGHT POLE REPAIRS	12/22/2024	3,141.00	3,141.00	12/23/2024	
Total TAYLOR ELECTRIC COMPANY:					3,141.00	3,141.00		
<b>THE AMERICAN BOTTLING COMPANY</b>								
10988	THE AMERICAN BOTTLING CO	4851502043	POP	12/10/2024	314.07	314.07	12/12/2024	
Total THE AMERICAN BOTTLING COMPANY:					314.07	314.07		
<b>THE LEADERSHIP GROWTH GROUP</b>								
11883	THE LEADERSHIP GROWTH GR	2024 LEADER	2024 TRAINING GUIDES - HANN	12/09/2024	147.94	147.94	12/12/2024	
Total THE LEADERSHIP GROWTH GROUP:					147.94	147.94		
<b>TOFTS OUTDOOR SUPPLY LLC</b>								
11866	TOFTS OUTDOOR SUPPLY LLC	5158	COMPOST GRINDING	12/11/2024	52,465.00	52,465.00	12/12/2024	
Total TOFTS OUTDOOR SUPPLY LLC:					52,465.00	52,465.00		
<b>TOTAL CONTROL SYSTEMS INC</b>								
10930	TOTAL CONTROL SYSTEMS IN	11473	REPAIR WTP EQUIPMENT - CO	12/31/2024	7,613.65	7,613.65	12/31/2024	
10930	TOTAL CONTROL SYSTEMS IN	11473	REPAIR WWTP EQUIPMENT - C	12/31/2024	4,984.01	4,984.01	12/31/2024	
TOTAL CONTROL SYSTEMS INC:					12,597.66	12,597.66		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>TRUCK GEAR USA</b>								
11917	TRUCK GEAR USA	PURCHASE 11	WATER TRUCK #404-BEDSLIDE	11/14/2024	2,300.00	2,300.00	12/12/2024	
Total TRUCK GEAR USA:					2,300.00	2,300.00		
<b>US BANK (E-CHECKS)</b>								
10527	US BANK (E-CHECKS)	FARMERS MK	NOVEMBER 2024 FARMERS MA	11/30/2024	28.79	28.79	12/09/2024	
10527	US BANK (E-CHECKS)	NOV 2024 PAR	NOV 2024 PARKING BOXX	11/30/2024	18.47	18.47	12/09/2024	
10527	US BANK (E-CHECKS)	OCTOBER 202	OCTOBER 2024 BANK FEES	10/31/2024	150.80	150.80	12/12/2024	
10527	US BANK (E-CHECKS)	SEPTEMBER 2	SEPTEMBER 2024 BANK FEES	12/11/2024	145.47	145.47	12/12/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	CHIEF OF POLICE TRAINING &	12/17/2024	705.00	705.00	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	MAYOR/COUNCIL SUPPLIES	12/17/2024	13.25	13.25	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	COUNCIL MEMBER HANSON R	12/17/2024	55.68	55.68	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	PLANNING SUPPLIES	12/17/2024	13.25	13.25	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	WELLNESS LUNCH & LEARN	12/17/2024	313.69	313.69	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	CITY HALL SUPPLIES	12/17/2024	245.53	245.53	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	PARKING BOXX MONTHLY WAR	12/17/2024	40.00	40.00	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	HANNA TRAINING/EDAM	12/17/2024	525.00	525.00	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	EDA SUPPLIES	12/17/2024	26.49	26.49	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	COMM DEV INTERVIEW LUNCH	12/17/2024	62.00	62.00	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	BUILDING SUPPLIES	12/17/2024	367.01	367.01	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	HANNA MONTHLY FEES REMA	12/17/2024	131.79	131.79	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	POLICE MONTHLY STORAGE/A	12/17/2024	78.36	78.36	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	ENGINEERING SUPPLIES	12/17/2024	13.25	13.25	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	PUBLIC WORKS SUPPLIES	12/17/2024	33.55	33.55	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	COLD WEATHER GEAR	12/17/2024	169.43	169.43	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	FUEL STREETS	12/17/2024	110.96	110.96	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	PUBLIC WORKS VACCUUM	12/17/2024	169.57	169.57	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	PUBLIC WORKS BUILDING RE	12/17/2024	39.97	39.97	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	PUBLIC WORKS SUPPLIES	12/17/2024	36.95	36.95	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	SHOP TOOLS	12/17/2024	86.45	86.45	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	SKIDSTEER PART	12/17/2024	15.16	15.16	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	FLEET REPAIRS	12/17/2024	20.48	20.48	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	CHRISTMAS DECORATIONS	12/17/2024	94.44	94.44	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	CHRISTMAS DECORATIONS	12/17/2024	152.94	152.94	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	PARK BUILDING BREAKER REP	12/17/2024	63.98	63.98	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	POLICE SUPPLIES	12/17/2024	176.06	176.06	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	POLICE POSTAGE	12/17/2024	6.10	6.10	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	CHRISTMAS TREE SUPPLIES/B	12/17/2024	913.75	913.75	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	CITY CHRISTMAS TREE DECOR	12/17/2024	79.95	79.95	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	SURVEY MONKEY ANNUAL SUB	12/17/2024	468.00	468.00	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	MONITORS FOR CHILDS	12/17/2024	579.98	579.98	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	POLICE CHIEF NEW COMPUTE	12/17/2024	1,367.51	1,367.51	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	FARMERS MARKET ADVERTISI	12/17/2024	19.95	19.95	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	WATER SUPPLIES	12/17/2024	64.43	64.43	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	WATER POSTAGE/SAMPLE	12/17/2024	6.10	6.10	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	FUEL	12/17/2024	53.75	53.75	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	SHOVELS/TOOLS FOR WATER	12/17/2024	61.94	61.94	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	TOOLS FOR TRUCK REPAIR	12/17/2024	1,094.81	1,094.81	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	WWTP SUPPLIES	12/17/2024	16.88	16.88	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	WWTP SUPPLIES	12/17/2024	607.95	607.95	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	EXIT SIGN LIGHTS	12/17/2024	102.85	102.85	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	COLD WEATHER GEAR	12/17/2024	44.98	44.98	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	POSTAGE - WATER	12/17/2024	6.90	6.90	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	WWTP FUEL	12/17/2024	20.47	20.47	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	WWTP EQUIPMENT - SHOVEL	12/17/2024	73.95	73.95	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	VEHICLE 102 REPAIRS	12/17/2024	7.29	7.29	12/17/2024	



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10527	US BANK (E-CHECKS)	STATEMENT D	MISC WWTP SUPPLIES/REPAIR	12/17/2024	135.51	135.51	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	LIQUOR STORE NCR CC FEES	12/17/2024	232.36	232.36	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	LIQUOR STORE SUPPLIES	12/17/2024	119.47	119.47	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	LIQUOR STORE SUPPLIES	12/17/2024	915.33	915.33	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	LIQUOR STORE LEMONS/LIME	12/17/2024	33.18	33.18	12/17/2024	
10527	US BANK (E-CHECKS)	STATEMENT D	CC REBATE	12/17/2024	743.42-	743.42-	12/17/2024	
Total US BANK (E-CHECKS):					10,393.74	10,393.74		
<b>USA BLUE BOOK</b>								
10358	USA BLUE BOOK	INV00573671	LIFT STATION 9 VALVES	12/19/2024	1,060.89	1,060.89	12/31/2024	
10358	USA BLUE BOOK	INV00573833	LIFT STATION 9 VALVES	12/19/2024	902.95	902.95	12/31/2024	
Total USA BLUE BOOK:					1,963.84	1,963.84		
<b>VERIZON WIRELESS</b>								
10463	VERIZON WIRELESS	6100093908	PLANNER CELL PHONE 612-297	12/01/2024	41.39	41.39	12/23/2024	
10463	VERIZON WIRELESS	6100093908	RECREATION CORD CELL PHO	12/01/2024	46.39	46.39	12/23/2024	
10463	VERIZON WIRELESS	6100093908	COMM DEV DIR CELL 763-402-1	12/01/2024	41.39	41.39	12/23/2024	
10463	VERIZON WIRELESS	6100093908	BUILDING OFFICIAL CELL 763-4	12/01/2024	46.39	46.39	12/23/2024	
10463	VERIZON WIRELESS	6100093908	BUILDING OFFICIAL IPAD 612-2	12/01/2024	40.01	40.01	12/23/2024	
10463	VERIZON WIRELESS	6100093908	BUILDING OFFICIAL IPAD 612-8	12/01/2024	40.01	40.01	12/23/2024	
10463	VERIZON WIRELESS	6100093908	CODES INSPECTOR CELL 763-8	12/01/2024	41.39	41.39	12/23/2024	
10463	VERIZON WIRELESS	6100093908	ENGINEERING INTERN CELL 76	12/01/2024	41.39	41.39	12/23/2024	
10463	VERIZON WIRELESS	6100093908	PW IPADS	12/01/2024	240.06	240.06	12/23/2024	
10463	VERIZON WIRELESS	6100093908	PW IPAD	12/01/2024	80.02	80.02	12/23/2024	
10463	VERIZON WIRELESS	6100093908	PW IPAD	12/01/2024	240.06	240.06	12/23/2024	
10463	VERIZON WIRELESS	6100093908	POLICE PHONES	12/01/2024	1,243.50	1,243.50	12/23/2024	
10463	VERIZON WIRELESS	6100093908	PETERSON HOT SPOT 763-264-	12/01/2024	40.01	40.01	12/23/2024	
10463	VERIZON WIRELESS	6100093908	ASST MGR - LIQUOR 763-353-2	12/01/2024	41.39	41.39	12/23/2024	
10463	VERIZON WIRELESS	6100093908	STORE MGR - LIQUOR 763-353-	12/01/2024	41.39	41.39	12/23/2024	
10463	VERIZON WIRELESS	6100093908	WW IPADS	12/01/2024	120.03	120.03	12/23/2024	
10463	VERIZON WIRELESS	6100093908	WW IPADS	12/01/2024	120.03	120.03	12/23/2024	
10463	VERIZON WIRELESS	6100093908	WW ON CALL 763-238-8260	12/01/2024	41.39	41.39	12/23/2024	
10463	VERIZON WIRELESS	6100093908	DAN NEW PHONE 612-528-1102	12/01/2024	20.70	20.70	12/23/2024	
10463	VERIZON WIRELESS	6100093908	DAN NEW PHONE 612-528-1102	12/01/2024	20.69	20.69	12/23/2024	
10463	VERIZON WIRELESS	6100093908	WASTE WATER TREATMENT 61	12/01/2024	40.01	40.01	12/23/2024	
10463	VERIZON WIRELESS	6100135993	CELL/ALARM - NOVEMBER 202	12/01/2024	25.30	25.30	12/12/2024	
10463	VERIZON WIRELESS	6100135993	CELL/ALARM - NOVEMBER 202	12/01/2024	325.06	325.06	12/12/2024	
Total VERIZON WIRELESS:					2,978.00	2,978.00		
<b>VIKING BEVERAGE</b>								
11876	VIKING BEVERAGE	3576763	BEER	12/19/2024	131.50	131.50	12/23/2024	
Total VIKING BEVERAGE:					131.50	131.50		
<b>VIKING COCA-COLA</b>								
2350	VIKING COCA-COLA	3538272	POP/MIX	12/05/2024	446.95	446.95	12/12/2024	
2350	VIKING COCA-COLA	3576616	POP	12/06/2024	184.55	184.55	12/12/2024	
2350	VIKING COCA-COLA	3576762	POP/MIX	12/19/2024	708.75	708.75	12/23/2024	
Total VIKING COCA-COLA:					1,340.25	1,340.25		
<b>VINOCOPIA</b>								
10568	VINOCOPIA	0364069-IN	LIQUOR	12/06/2024	479.08	479.08	12/12/2024	
10568	VINOCOPIA	0364069-IN	WINE	12/06/2024	1,264.00	1,264.00	12/12/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10568	VINOCOPIA	0364069-IN	FRT	12/06/2024	22.50	22.50	12/12/2024	
10568	VINOCOPIA	0365093 CRE	LIQUOR	12/31/2024	75.17-	75.17-	12/31/2024	
10568	VINOCOPIA	0365093-IN	LIQUOR	12/19/2024	178.67	178.67	12/23/2024	
10568	VINOCOPIA	0365093-IN	WINE	12/19/2024	304.00	304.00	12/23/2024	
10568	VINOCOPIA	0365093-IN	FRT	12/19/2024	10.00	10.00	12/23/2024	
10568	VINOCOPIA	0365446-IN	LIQUOR	12/26/2024	112.75	112.75	12/31/2024	
Total VINOCOPIA :					2,295.83	2,295.83		
<b>VONCO</b>								
10454	VONCO	V2 000008373	SLUDGE HAULING	12/09/2024	847.90	847.90	12/12/2024	
10454	VONCO	V2 000008402	SLUDGE HAULING DECEMBER	12/15/2024	935.21	935.21	12/23/2024	
10454	VONCO	V20000083883	SLUDGE HAULING	12/08/2024	472.36	472.36	12/23/2024	
Total VONCO :					2,255.47	2,255.47		
<b>WH SECURITY</b>								
11063	WH SECURITY	ACCT #150169	2025-PARK ALARM	11/26/2024	526.99	526.99	12/12/2024	
11063	WH SECURITY	ACCT #150169	2024 PUBLIC WORKS ALARM	11/26/2024	44.90	44.90	12/12/2024	
Total WH SECURITY:					571.89	571.89		
<b>WILLIAMS, GARRETT &amp; CARISSA</b>								
11918	WILLIAMS, GARRETT & CARISSA	536 WILLIAM S	536 WILLIAM ST LANDSCAPE E	12/12/2024	1,860.00	1,860.00	12/23/2024	
Total WILLIAMS, GARRETT & CARISSA:					1,860.00	1,860.00		
<b>WINDSTREAM</b>								
87369	WINDSTREAM	DECEMBER 4,	DECEMBER CELL/ALARM	12/09/2024	143.33	143.33	12/12/2024	
87369	WINDSTREAM	DECEMBER 4,	DECEMBER CELL/ALARM	12/09/2024	48.19	48.19	12/12/2024	
Total WINDSTREAM:					191.52	191.52		
<b>WINE MERCHANTS</b>								
10384	WINE MERCHANTS	7499004	WINE	12/04/2024	1,168.88	1,168.88	12/12/2024	
10384	WINE MERCHANTS	7499004	FRT	12/04/2024	18.20	18.20	12/12/2024	
10384	WINE MERCHANTS	7499989	WINE	12/11/2024	104.00	104.00	12/12/2024	
10384	WINE MERCHANTS	7499989	FRT	12/11/2024	1.82	1.82	12/12/2024	
10384	WINE MERCHANTS	7501084	WINE	12/18/2024	165.46	165.46	12/23/2024	
10384	WINE MERCHANTS	7501084	FRT	12/18/2024	7.28	7.28	12/23/2024	
10384	WINE MERCHANTS	7502594	WINE	12/28/2024	2,909.00	2,909.00	12/31/2024	
10384	WINE MERCHANTS	7502594	FRT	12/28/2024	47.32	47.32	12/31/2024	
Total WINE MERCHANTS:					4,421.96	4,421.96		
<b>WINEBOW</b>								
11023	WINEBOW	MN00159386	WINE	12/20/2024	270.00	270.00	12/23/2024	
11023	WINEBOW	MN00159386	FRT	12/20/2024	2.00	2.00	12/23/2024	
Total WINEBOW :					272.00	272.00		
<b>WOLBECK, GINA</b>								
10376	WOLBECK, GINA	2024 MILEAGE	2024 MILEAGE - 741 MILES	12/19/2024	496.47	496.47	12/23/2024	
Total WOLBECK, GINA :					496.47	496.47		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>XCEL ENERGY</b>								
6950	XCEL ENERGY	904826247 CR	CREDIT ON ACCOUNT	11/27/2024	238.20-	238.20-	12/23/2024	
6950	XCEL ENERGY	905124058	NOV 2024 STREET LIGHTS	12/18/2024	4,005.25	4,005.25	12/23/2024	
6950	XCEL ENERGY	905816176 12-	NOVEMBER 2024	12/06/2024	18.07	18.07	12/23/2024	
6950	XCEL ENERGY	906268400 12/	NOVEMBER 2024 - BLEDA - OL	12/10/2024	465.45	465.45	12/23/2024	
6950	XCEL ENERGY	CR. 90581617	CREDIT ON ACCOUNT	12/06/2024	18.07-	18.07-	12/23/2024	
6950	XCEL ENERGY	STATEMENT 9	WELL 1 NOV 2024 SERVICES	11/27/2024	238.20	238.20	12/23/2024	
Total XCEL ENERGY:					4,470.70	4,470.70		
<b>ZACHS PAINTING/XTREME COATINGS</b>								
11918	ZACHS PAINTING/XTREME COA	3023	FIRE CIP ALLOCATION - FLOOR	12/13/2024	26,437.50	26,437.50	12/23/2024	
11918	ZACHS PAINTING/XTREME COA	3023	DFOG TOWNSHIP - FLOOR COA	12/13/2024	26,437.50	26,437.50	12/23/2024	
Total ZACHS PAINTING/XTREME COATINGS:					52,875.00	52,875.00		
<b>ZIEGLER</b>								
10422	ZIEGLER	IN001728496	SKIDSTEER REPAIR #207	12/04/2024	188.45	188.45	12/23/2024	
10422	ZIEGLER	IN001747882	2025 926 CATERPILLAR LOADE	12/19/2024	288,569.00	288,569.00	12/31/2024	
10422	ZIEGLER	IN001747882	TRADED IN 1998 625H LOADER	12/19/2024	50,000.00-	50,000.00-	12/31/2024	
Total ZIEGLER:					238,757.45	238,757.45		
Grand Totals:					1,325,265.47	1,325,265.4		

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CITY OF BIG LAKE

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Pay Period Dates: 12/01/2024 - 12/14/2024

Dec 31, 2024 3:07PM

**Report Criteria:**

Includes the following check types:

Manual, Payroll, Supplemental, Transmittal, Void

Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	Amount	D
12/14/2024	PC	12/18/2024	520310	ASFELD, MICHAEL	3020		2,289.26-	D
12/14/2024	PC	12/18/2024	520311	BADER, RANDY	2001		2,463.68-	D
12/14/2024	PC	12/18/2024	520312	BAKER, JESSICA S	3025		1,429.63-	D
12/14/2024	PC	12/18/2024	520313	BAUTCH, GARY	2002		2,328.22-	D
12/14/2024	PC	12/18/2024	520314	BERGSTROM, TAMARA	5001		1,134.78-	D
12/14/2024	PC	12/18/2024	520315	BERNER, MICHAEL B	5041		311.35-	D
12/14/2024	PC	12/18/2024	520316	BERNER, MICHELLE A	5039		246.32-	D
12/14/2024	PC	12/18/2024	520317	BRANDT, RANDY M	2024		1,905.15-	D
12/14/2024	PC	12/18/2024	520318	BRENTESON, JOSEPH A	2003		2,095.31-	D
12/14/2024	PC	12/18/2024	520319	CHAFFEE, GUY D	3001		3,060.21-	D
12/14/2024	PC	12/18/2024	520320	CHILDS, DANIEL M	4000		2,135.43-	D
12/14/2024	PC	12/18/2024	520321	CHILDS, DANIEL M	4000		2,852.19-	D
12/14/2024	PC	12/18/2024	520322	CLARKSEAN, DONNA	6019		36.94-	D
12/14/2024	PC	12/18/2024	520323	CREIGHTON, SCOTT	6023		23.09-	D
12/14/2024	PC	12/18/2024	520324	CRUZE, SOPHIE M	5006		253.31-	D
12/14/2024	PC	12/18/2024	520325	DANIELS, SCOTT	4005		2,616.73-	D
12/14/2024	PC	12/18/2024	520326	DICKINSON, JAMES M	6001		36.94-	D
12/14/2024	PC	12/18/2024	520327	ELLINGSON, CORY	6021		23.09-	D
12/14/2024	PC	12/18/2024	520328	ENEBAK, TROY M	2005		2,205.36-	D
12/14/2024	PC	12/18/2024	520329	FINGARSON, JENNIFER S	5046		98.61-	D
12/14/2024	PC	12/18/2024	520330	FOX, STACEY E	1008		8,177.33-	D
12/14/2024	PC	12/18/2024	520331	FRECHETTE, KERI	5022		184.79-	D
12/14/2024	PC	12/18/2024	520332	FREDRICKSON, JENNIFER A	5049		311.90-	D
12/14/2024	PC	12/18/2024	520333	GEROUX, KENNETH L	6002		46.17-	D
12/14/2024	PC	12/18/2024	520334	GREENWALD, BRANDON T.	2007		1,959.77-	D
12/14/2024	PC	12/18/2024	520335	HANSON, ANDREW C	3026		2,220.03-	D
12/14/2024	PC	12/18/2024	520336	HANSON, AUTUMN LYNN	3027		2,205.10-	D
12/14/2024	PC	12/18/2024	520337	HANSON, KAMERON	6026		23.09-	D
12/14/2024	PC	12/18/2024	520338	HAWKINS, JULIE	3023		2,117.59-	D
12/14/2024	PC	12/18/2024	520339	HEDSTROM, NATHAN R	3028		2,130.38-	D
12/14/2024	PC	12/18/2024	520340	HILL, MELISSA L.	5029		144.76-	D
12/14/2024	PC	12/18/2024	520341	HOARD, CHRIS	3004		2,578.09-	D
12/14/2024	PC	12/18/2024	520342	HUBER, KELSEY M	5037		485.21-	D
12/14/2024	PC	12/18/2024	520343	JOHNSON, BRETT V.	2008		2,087.22-	D
12/14/2024	PC	12/18/2024	520344	KACZMAREK, JOHN	3019		3,407.80-	D
12/14/2024	PC	12/18/2024	520345	KALLA, JOSEPH	3005		2,499.29-	D
12/14/2024	PC	12/18/2024	520346	KAUTZMAN, JOSEPH	4006		2,086.70-	D
12/14/2024	PC	12/18/2024	520347	KLIMMEK, JOHANNA	1003		2,132.63-	D
12/14/2024	PC	12/18/2024	520348	KLIMMEK, JOHANNA	1003		3,581.55-	D
12/14/2024	PC	12/18/2024	520349	KNIER, PAUL A.	6008		36.94-	D
12/14/2024	PC	12/18/2024	520350	KOHL, TARA L	1020		1,574.37-	D
12/14/2024	PC	12/18/2024	520351	KOLLAR, PHILIP	4002		1,973.98-	D
12/14/2024	PC	12/18/2024	520352	KOLLER, JOHN R	2012		1,937.29-	D
12/14/2024	PC	12/18/2024	520353	KUCALA, THOMAS D	3006		2,889.32-	D
12/14/2024	PC	12/18/2024	520354	LARSON, CAROL J.	5013		424.21-	D
12/14/2024	PC	12/18/2024	520355	LEGER, MOLLY A	5025		455.71-	D
12/14/2024	PC	12/18/2024	520356	MATTSON, DANA A	4003		2,479.98-	D
12/14/2024	PC	12/18/2024	520357	MICHELS, NORMAN M	2010		2,515.34-	D
12/14/2024	PC	12/18/2024	520358	MILLER, LISA M	1018		1,794.06-	D
12/14/2024	PC	12/18/2024	520359	MOENING, ERIC	4004		1,937.55-	D
12/14/2024	PC	12/18/2024	520360	NODING, KIM	6010		36.94-	D
12/14/2024	PC	12/18/2024	520361	NORLIN, SAMUEL J	3008		1,785.77-	D

D = Direct Deposit

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	Amount	D
12/14/2024	PC	12/18/2024	520362	NORLIN, SAMUEL J	3008		1,737.18-	D
12/14/2024	PC	12/18/2024	520363	ODENS, LISA	6011		60.03-	D
12/14/2024	PC	12/18/2024	520364	OLSON, SAMUEL D	3009		1,258.68-	D
12/14/2024	PC	12/18/2024	520365	OLSON, SAMUEL D	3009		2,829.96-	D
12/14/2024	PC	12/18/2024	520366	OTTESON, LAYNE R	1007		3,149.02-	D
12/14/2024	PC	12/18/2024	520367	PARSONS, KATHRYN M	6027		30.94-	D
12/14/2024	PC	12/18/2024	520368	PETERSON, DOUGLAS D	6024		23.09-	D
12/14/2024	PC	12/18/2024	520369	PETERSON, RICKY H	5031		414.68-	D
12/14/2024	PC	12/18/2024	520370	PETERSON, TINA D	3011		2,214.00-	D
12/14/2024	PC	12/18/2024	520371	PETROWSKI, SANDRA L	1004		1,540.50-	D
12/14/2024	PC	12/18/2024	520372	PRIGGE, NICHOLAS D	3012		2,569.91-	D
12/14/2024	PC	12/18/2024	520373	RATHMANNER, JULIE A	1009		1,502.93-	D
12/14/2024	PC	12/18/2024	520374	RATHMANNER, JULIE A	1009		783.32-	D
12/14/2024	PC	12/18/2024	520375	REEK, SILAS D.	3013		2,418.11-	D
12/14/2024	PC	12/18/2024	520376	ROSA, JESS N	5038		81.69-	D
12/14/2024	PC	12/18/2024	520377	SALITERMAN, WILLIAM J	3018		2,554.73-	D
12/14/2024	PC	12/18/2024	520378	SAWATSKY, CALEB I	3024		2,846.58-	D
12/14/2024	PC	12/18/2024	520379	SCHIMEK KLINKNER, RENEE	5036		987.63-	D
12/14/2024	PC	12/18/2024	520380	SCOTT, CORRIE L	1005		1,872.07-	D
12/14/2024	PC	12/18/2024	520381	SEEFELD, PAUL J	6012		36.94-	D
12/14/2024	PC	12/18/2024	520382	SPLITTSTOZER, JAY F	5045		209.55-	D
12/14/2024	PC	12/18/2024	520383	STOLTZ, GARY J	5048		1,679.39-	D
12/14/2024	PC	12/18/2024	520384	TRADEWELL, BRYCE M	6029		36.94-	D
12/14/2024	PC	12/18/2024	520385	VELISHEK, ANTHONY	6017		46.17-	D
12/14/2024	PC	12/18/2024	520386	WEBER, MEGAN	6025		23.09-	D
12/14/2024	PC	12/18/2024	520387	WEGELEBEN, DEBORAH K	1011		3,571.35-	D
12/14/2024	PC	12/18/2024	520388	WIEBOLD, DUSTIN	6018		36.94-	D
12/14/2024	PC	12/18/2024	520389	WITTER, KYLIE	5034		355.58-	D
12/14/2024	PC	12/18/2024	520390	WOJCIK, MARC B	5043		165.62-	D
12/14/2024	PC	12/18/2024	520391	WOJCIK, NICOLE T	5044		163.41-	D
12/14/2024	PC	12/18/2024	520392	WOLBECK, GINA	1001		1,426.63-	D
12/14/2024	PC	12/18/2024	520393	WOLBECK, GINA	1001		2,252.41-	D
12/14/2024	PC	12/18/2024	520394	Void				
12/14/2024	PC	12/18/2024	520396	ZURBEY, GREGORY S	5020		1,991.40-	D
12/14/2024	CDPT	12/16/2024	520397	ICMA	3	RETIREMENT ICMA Pay Period: 12/14/2024	4,036.41-	
12/14/2024	CDPT	12/16/2024	520398	OPTUM - H.S.A.	4	HSA HEALTH SAVINGS ACCOUNT Pay Period	4,509.65-	
12/14/2024	CDPT	12/16/2024	520399	PAYROLL TAX - STATE	6	STATE WITHHOLDING STATE WITHHOLDING	8,390.28-	
12/14/2024	CDPT	12/16/2024	520400	PAYROLL TAXES - FED/FICA	1	FEDERAL PAYROLL TAXES FEDERAL WITHH	39,332.47-	
12/14/2024	CDPT	12/16/2024	520401	PERA	2	RETIREMENT & LIFE	32,465.82-	
12/14/2024	CDPT	12/16/2024	520402	TASC	5	SECTION 125 FLEX DEP CARE Pay Period: 12	272.30-	
Grand Totals:							<u>215,643.86-</u>	

Includes the following check types:

Manual, Payroll, Supplemental, Transmittal, Void

Includes unprinted checks

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CITY OF BIG LAKE

Check Register - CLAIM LIST FOR APPROVAL

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Pay Period Dates: 12/15/2024 - 12/28/2024

Dec 31, 2024 3:05PM

**Report Criteria:**

Includes the following check types:

Manual, Payroll, Supplemental, Transmittal, Void

Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	Amount	D
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12/28/2024	PC	12/31/2024	520404	BADER, RANDY	2001		2,497.81-	D
12/28/2024	PC	12/31/2024	520405	BAKER, JESSICA S	3025		1,592.98-	D
12/28/2024	PC	12/31/2024	520406	BAUTCH, GARY	2002		2,164.69-	D
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12/28/2024	PC	12/31/2024	520408	BERNER, MICHAEL B	5041		62.92-	D
12/28/2024	PC	12/31/2024	520409	BERNER, MICHELLE A	5039		82.74-	D
12/28/2024	PC	12/31/2024	520410	BRANDT, RANDY M	2024		1,890.42-	D
12/28/2024	PC	12/31/2024	520411	BRENTESON, JOSEPH A	2003		2,060.49-	D
12/28/2024	PC	12/31/2024	520412	CHAFFEE, GUY D	3001		1,185.35-	D
12/28/2024	PC	12/31/2024	520413	CHILDS, DANIEL M	4000		2,983.46-	D
12/28/2024	PC	12/31/2024	520414	CRUZE, SOPHIE M	5006		319.92-	D
12/28/2024	PC	12/31/2024	520415	DANIELS, SCOTT	4005		2,662.78-	D
12/28/2024	PC	12/31/2024	520416	ENEBAK, TROY M	2005		2,322.83-	D
12/28/2024	PC	12/31/2024	520417	FINGARSON, JENNIFER S	5046		60.91-	D
12/28/2024	PC	12/31/2024	520418	FRECHETTE, KERI	5022		232.78-	D
12/28/2024	PC	12/31/2024	520419	FREDRICKSON, JENNIFER A	5049		268.09-	D
12/28/2024	PC	12/31/2024	520420	GREENWALD, BRANDON T.	2007		2,135.49-	D
12/28/2024	PC	12/31/2024	520421	HANSON, ANDREW C	3026		2,209.02-	D
12/28/2024	PC	12/31/2024	520422	HANSON, AUTUMN LYNN	3027		2,708.13-	D
12/28/2024	PC	12/31/2024	520423	HAWKINS, JULIE	3023		2,128.66-	D
12/28/2024	PC	12/31/2024	520424	HEDSTROM, NATHAN R	3028		2,314.10-	D
12/28/2024	PC	12/31/2024	520425	HILL, MELISSA L.	5029		227.02-	D
12/28/2024	PC	12/31/2024	520426	HOARD, CHRIS	3004		2,561.55-	D
12/28/2024	PC	12/31/2024	520427	HUBER, KELSEY M	5037		496.61-	D
12/28/2024	PC	12/31/2024	520428	JOHNSON, BRETT V.	2008		2,087.22-	D
12/28/2024	PC	12/31/2024	520429	KACZMAREK, JOHN	3019		4,080.70-	D
12/28/2024	PC	12/31/2024	520430	KALLA, JOSEPH	3005		2,515.79-	D
12/28/2024	PC	12/31/2024	520431	KAUTZMAN, JOSEPH	4006		2,025.36-	D
12/28/2024	PC	12/31/2024	520432	KLIMMEK, JOHANNA	1003		3,649.70-	D
12/28/2024	PC	12/31/2024	520433	KOHL, TARA L	1020		1,777.91-	D
12/28/2024	PC	12/31/2024	520434	KOLLAR, PHILIP	4002		2,382.99-	D
12/28/2024	PC	12/31/2024	520435	KOLLER, JOHN R	2012		2,206.12-	D
12/28/2024	PC	12/31/2024	520436	KUCALA, THOMAS D	3006		3,218.94-	D
12/28/2024	PC	12/31/2024	520437	LARSON, CAROL J.	5013		421.85-	D
12/28/2024	PC	12/31/2024	520438	LEGER, MOLLY A	5025		564.58-	D
12/28/2024	PC	12/31/2024	520439	MATTSON, DANA A	4003		2,353.75-	D
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12/28/2024	PC	12/31/2024	520443	NORLIN, SAMUEL J	3008		3,147.29-	D
12/28/2024	PC	12/31/2024	520444	OLSON, SAMUEL D	3009		3,144.12-	D
12/28/2024	PC	12/31/2024	520445	OTTESON, LAYNE R	1007		3,660.92-	D
12/28/2024	PC	12/31/2024	520446	PETERSON, RICKY H	5031		524.46-	D
12/28/2024	PC	12/31/2024	520447	PETERSON, TINA D	3011		2,182.68-	D
12/28/2024	PC	12/31/2024	520448	PETROWSKI, SANDRA L	1004		1,701.92-	D
12/28/2024	PC	12/31/2024	520449	PRIGGE, NICHOLAS D	3012		3,413.62-	D
12/28/2024	PC	12/31/2024	520450	RATHMANNER, JULIE A	1009		1,800.06-	D
12/28/2024	PC	12/31/2024	520451	REEK, SILAS D.	3013		2,529.99-	D
12/28/2024	PC	12/31/2024	520452	ROSA, JESS N	5038		163.23-	D
12/28/2024	PC	12/31/2024	520453	SALITERMAN, WILLIAM J	3018		2,815.20-	D
12/28/2024	PC	12/31/2024	520454	SAWATSKY, CALEB I	3024		2,855.36-	D

D = Direct Deposit

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	Amount	D
12/28/2024	PC	12/31/2024	520455	SCHIMEK KLINKNER, RENEE	5036		1,387.20-	D
12/28/2024	PC	12/31/2024	520456	SCOTT, CORRIE L	1005		1,940.97-	D
12/28/2024	PC	12/31/2024	520457	SPLITTSTOZER, JAY F	5045		209.55-	D
12/28/2024	PC	12/31/2024	520458	STOLTZ, GARY J	5048		1,962.76-	D
12/28/2024	PC	12/31/2024	520459	WEGELEBEN, DEBORAH K	1011		3,821.11-	D
12/28/2024	PC	12/31/2024	520460	WITTER, KYLIE	5034		347.27-	D
12/28/2024	PC	12/31/2024	520461	WOJCIK, MARC B	5043		458.13-	D
12/28/2024	PC	12/31/2024	520462	WOJCIK, NICOLE T	5044		148.06-	D
12/28/2024	PC	12/31/2024	520463	WOLBECK, GINA	1001		2,379.30-	D
12/28/2024	PC	12/31/2024	520464	ZURBEY, GREGORY S	5020		2,810.23-	D
12/28/2024	CDPT	12/31/2024	520465	PAYROLL TAX - STATE	6	STATE WITHHOLDING STATE WITHHOLDING	7,364.63-	
12/28/2024	CDPT	12/31/2024	520466	PAYROLL TAXES - FED/FICA	1	FEDERAL PAYROLL TAXES FEDERAL WITHH	33,103.81-	
12/28/2024	CDPT	12/31/2024	520467	PERA	2	RETIREMENT & LIFE PR #27 12/31/24	31,956.20-	
Grand Totals:							<u>188,672.45-</u>	
			<u>65</u>					



Includes the following check types:

Manual, Payroll, Supplemental, Transmittal, Void

Includes unprinted checks

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# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> Gina Wolbeck, City Clerk	<b>Meeting Date:</b> 1/8/2025	<input type="checkbox"/> Regular Agenda Item <input checked="" type="checkbox"/> Consent Agenda Item	<b>Item No.</b> <b>6B</b>
<b>Item Description:</b> December 11, 2024 City Council Regular Meeting Minutes		<b>Reviewed By:</b> Hanna Klimmek, City Administrator	
		<b>Reviewed By:</b> N/A	

### **ACTION REQUESTED**

By approving this item on the Consent Agenda, Council would be approving the December 11, 2024 City Council Regular Meeting Minutes as presented.

### **BACKGROUND/DISCUSSION**

The December 11, 2024 City Council Regular Meeting Minutes are attached for Council's review.

### **FINANCIAL IMPACT**

N/A

### **STAFF RECOMMENDATION**

N/A

### **ATTACHMENTS**

Regular Meeting Minutes

**BIG LAKE CITY COUNCIL  
REGULAR MEETING MINUTES  
DECEMBER 11, 2024**

**1. CALL TO ORDER**

Mayor Paul Knier called the meeting to order at 6:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**3. ROLL CALL**

Council Members present: Ken Halverson, Sam Hanson, Paul Knier, Kim Noding, and Paul Seefeld. Also present: City Administrator Hanna Klimmek, City Clerk Gina Wolbeck, Finance Director Deb Wegeleben, City Engineer Layne Otteson, Police Chief John Kaczmarek, Water/Wastewater Superintendent Dan Childs, and Big Lake Student Liaison Allie Cross.

**4. OPEN FORUM**

Mayor Knier opened the Open Forum at 6:01 p.m.

Ketti Green, 4722 Blanding Court – thanked people for coming out to the community tree lighting event held on December 5, 2024. Council thanked Green for organizing the event.

Mayor Knier closed the Open Forum at 6:02 p.m.

**5. PROPOSED AGENDA**

Council Member Noding motioned to adopt the proposed Agenda as presented. Seconded by Council Member Hanson, unanimous ayes, Agenda adopted.

**6. CONSENT AGENDA**

Council Member Seefeld motioned to approve the Consent agenda as presented. Seconded by Council Member Hanson, unanimous ayes, Consent Agenda approved. The Consent Agenda consisted of: 6A.

Approve List of Claims, 6B. Approve Council Workshop Minutes of November 25, 2024, 6C. Approve Regular Council Meeting Minutes of November 25, 2024, 6D. Approve Committee Workshop Minutes of December 3, 2024, 6E. Approve Resolution No. 2024-77 approving Simple Subdivision of Big Lake Business Park Addition, Site Plan and Conditional Use Permit for Covenant Christian Academy, and a Development Contract and Stormwater Maintenance Agreement with Carlson Development Group LLC, 6F. Approve Lease Agreement with Floaters Recreational Rentals, LLC, 6G. Approve Appointment of Marie Pflipsen to the Community Development Director Position, 6H. Approve Big Lake Marketplace 11th Addition Final Plat Extension, 6I. Accept Public Improvements and Approve Release of Financial Securities for the Marketplace Crossing Development, 6J. Approve Resolution No. 2024-78 accepting Donations towards the Winter Farmers Market, 6K. Recognize Jim Dickinson and Ken Geroux for their years of service on the Big Lake Economic Development Authority, and Cory Ellingson for his years of service on the Big Lake Parks Advisory Committee, 6L. Approve Access Agreement with the MN Pollution Control Agency Brownfield Program, and 6M. Approve 2025 Ice Rink Lease Agreement with Mary of the Visitation Catholic Church.

## **7. BUSINESS**

### **7A. RECOGNITION – Council Member Sam Hanson’s Years of Service**

Mayor and Council Members thanked Council Member Sam Hanson for his years of service to the City of Big Lake, and Mayor Knier read aloud a recognition resolution.

Council Member Seefeld motioned to approve Resolution No. 2024-79 expressing appreciation to Council Member Sam Hanson for his years of service to the City of Big Lake. Seconded by Council Member Noding, unanimous ayes, motion carried.

### **7B. PUBLIC HEARING – 2025 City Fee Schedule Ordinance**

Deb Wegeleben reviewed the proposed 2025 City Fee Schedule. Proposed changes from 2024 include general fee changes, Building Department and Planning fee changes, as well as changes to water and sewer charges. Wegeleben also discussed feedback from a local non-profit organization on not limiting sign permit fee waivers to one per year.

Council Member Noding discussed the increase to wastewater rates, asking what the increased rates will pay for. Wegeleben responded the City will need to fund the 30% design cost phase for the Wastewater Treatment Facility expansion project, which is estimated to cost \$3M.

Mayor Knier discussed the estimated \$2.00 per month increase, asking if that increase will be for water and sewer. Wegeleben responded that will be the total increase to utility bills. Knier also asked for additional information on the sign permit fee waiver request. Wegeleben noted that

currently, a non-profit organization is allowed one free sign permit fee waiver per year. The request is to allow fee waivers for all non-profit events requiring a sign permit be pulled, not limiting it to one fee waiver per year. Knier also stated he is in favor of leaving the Park Dedication Fee at 4% for now.

Mayor Knier opened the public hearing at 6:20 p.m.

Debbie Manion, 521 Lake Street North – discussed she is with the Big Lake Friends of the Library non-profit organization, and encouraged Council to consider fully waiving sign permit fees for all non-profit events, versus just waiving the fee once per year.

Mayor Knier closed the public hearing at 6:22 p.m.

Council Member Seefeld motioned to approve Ordinance No. 2024-11 adopting the 2025 Fee Schedule effective January 1, 2024 with the change to the sign permit fee waiver language to allow the permit fee to be waived for all non-profit events, and approve Resolution No. 2024-80 authorizing summary publication. Seconded by Council Member Hanson, unanimous ayes, motion carried.

#### **7C. Final 2025 City and BLEDA Tax Levies, Budgets, and Pay Scales**

Deb Wegeleben reviewed discussions held at budget workshops and at the Budget and Levy Hearing held on November 25, 2024. The proposed 2025 tax levy reflects an increase of \$499,713 over the 2024 Property Tax Levy. This increase includes 3 new positions; 17<sup>th</sup> Police Officer, an Engineering Technician, and a Streets/Parks Operator. This also includes a grade increase to the Streets/Parks Foreman position which was reevaluated per the union contract. Wegeleben discussed a fourth new position is also planned, but the new Water/Wastewater Operator position would be funded through the water/wastewater budget. Wegeleben provided a summary of the General Fund Budget, which incorporates all the changes that have been discussed at previous workshops, and reviewed the City's Capital Improvement Plan. Wegeleben also reviewed the 2025 Economic Development Authority Levy, which remains at \$130,000. Staff recognized the Municipal Liquor Store profits have continuously benefited the general fund and is projected to again contribute \$450,000 in 2025. Wegeleben also reviewed the 3% increase to the 2024 City Grade and Pay Scale, and the 2025 Fire JPA Budget and Pay Scale and explained how expenses and revenues are split between the City and the Township.

Council Member Halverson asked for clarification on the fire pay scale in regards to the Standby Pay (Paged but not dispatched out to call). Wegeleben responded the Fire Board approved this pay, which she believes is the pay all firefighters would receive if they are paged, but not dispatched out to a call. Halverson commented this would negatively affect firefighters who have

longevity on the department. Halverson questioned why we wouldn't just pay them their normal hourly wage, and Hanson commented it will be a clerical nightmare to have to punch those figures in. Wegeleben discussed staff will clarify with the Fire Board, and if adjustments are warranted, the adjustment would be considered by the Fire Board as they approve the pay scale. The Council action tonight just approves the amount that will go into the general fund.

Council Member Seefeld motioned to approve Resolution No. 2024-81 adopting the final 2025 Tax Levy and General Fund Budget as presented. Seconded by Council Member Hanson, unanimous ayes, motion carried.

Council Member Noding motioned to approve Resolution No. 2024-82 adopting the final 2025 Economic Development Authority Levy as presented. Seconded by Council Member Seefeld. Motion passed with a vote of 4:1 with Council Members Hanson, Knier, Noding and Seefeld voting aye, and Council Member Halverson voting against. Motion carried.

Council Member Noding motioned to approve all 2025 City Budgets, and the City Grade and Pay Scale. Seconded by Council Member Hanson, unanimous ayes, motion carried.

Council Member Seefeld motioned to approve the 2025 Fire JPA Budget and Pay Scale as presented. Seconded by Council Member Noding. Mayor Knier asked for any further discussion.

Council Member Halverson stated their budget is contingent upon their hours. We had our meeting with the City and the Township, and they were supposed to stop running medicals unless specifically requested by the Police Department. Either the Police Department is requesting them all the time, or the Fire Department is still being paged, as their hours are way up. Halverson noted they have had 14 medicals for each of the past two months, and the City and Township said they were supposed to stop running all medicals unless they are requested by PD or ambulance, and they ran 28 in the last two months. Council Member Hanson responded Fire was requested for quite a few by the Police Department, and noted there are a lot of new dispatcher's that have come on, noting just today there was a full department page for a lift assist. Halverson stated their budget is up because we are running 150+ extra calls each year, which is what he has a problem with. Either our Police Department is paging them all the time, or Dispatch is paging them, noting he never seen 14 medical calls in a month when he was on the department. Their hourly budget money is high because they are running extra calls per year, and he has a problem with their budget until we figure out how to comply with Council/Township direction. Mayor Knier reviewed we talked about them not doing the lift assists, but that they would continue to respond to medicals when needed. Hanson clarified the discussion was that the department would still respond to all cardiac calls. Hanson also reviewed calls have increased with an aging community since the time Halverson was on the department, noting this has added to the call percentage as well. Council Member Noding asked Chief Kaczmarek to comment from a Police perspective.

Kaczmarek responded he doesn't have specifics as he didn't anticipate this question. Kaczmarek did review they run 80 to 100 medicals per month, and he has had a conversation with Fire Chief Hansen who had confirmed with Dispatch that the Fire Department was not to be paged for lift assists unless requested by the Police Department. Kaczmarek noted he knows they have not requested Fire assistance for every lift assist, but only as needed. Mayor Knier asked Kaczmarek to confirm he doesn't mean that Fire is still doing lift assists without being paged out. Kaczmarek confirmed Fire is not showing up to every lift assist, noting Police isn't paging them, and Dispatch is not paging them, noting they haven't been automatically present at these calls. Halverson stated they will need to respond to some lift assist calls, which Kaczmarek agreed with.

Motion passed with a vote of 3:1:1 with Council Members Knier, Noding and Seefeld voting aye, Council Member Halverson voting against, and Council Member Hanson abstained. Motion carried.

## **8. ADMINISTRATOR'S REPORT**

City Administrator Hanna Klimmek discussed tonight's Council meeting is the last City Council meeting of the year as the second meeting in December has been cancelled due to the Christmas Holiday. Klimmek also noted throughout the remainder of December, staff is prioritizing annual performance reviews and end-of-year reporting. Klimmek wished everyone a Merry Christmas and a Happy New Year.

## **9. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS**

Mayor Knier: reviewed the December BLEDA Meeting.

Council Member Hanson: Hanson stated it has been a pleasure serving on the City Council, noting he will miss the fun banter at the Council Meetings. We don't always agree on everything, but we always try to make the right decision for the taxpayers.

Council Member Noding: reviewed the recent BLEDA Meeting. Council Member Halverson discussed he read the BLEDA minutes, which included a discussion relating to waiving park fees, noting the EDA wanted to look into that. Halverson asked if that has officially lost ground, or are they still discussing it. Mayor Knier reviewed it hasn't been brought up again, explaining it was brought up just as a topic for discussion, noting the question was asked if we are looking to spur development, one option might be to waive the park dedication fee as it could help someone get off the fence and move on a project. Hanna Klimmek discussion something like this would have to be vetted.

Council Member Seefeld: discussed the December Planning Commission Meeting.

**10. OTHER**

Council Member Noding motioned to recess the regular meeting at 6:55 p.m. to go to Closed Session for item no. 11. City Administrator Annual Performance Evaluation allowed per MN Statute 13D.05, subd. 3a. Seconded by Council Member Seefeld, unanimous ayes, motion carried.

**11. CLOSED SESSION - City Administrator Annual Performance Evaluation** (allowed per M.S. 13D.05, subd. 3a)

Council Member Noding motioned to open the Closed Session at 7:05 p.m. Seconded by Council Member Hanson, unanimous ayes, motion carried.

Council Members present: Sam Hanson, Paul Knier, Kim Noding, and Paul Seefeld. Council Member Ken Halverson was absent. Also present: City Administrator Hanna Klimmek.

The City Council conducted the annual job performance evaluation for City Administrator Hanna Klimmek.

No action was taken by Council during closed session.

Council Member Seefeld motioned to close the Closed Session and reconvene the regular meeting at 7:29 p.m. Seconded by Council Member Noding , unanimous ayes, motion carried.

**12. ADJOURN**

Council Member Hanson motioned to adjourn at 7:29 p.m. Seconded by Council Member Seefeld, unanimous ayes, motion carried.

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Clerk

Date Approved by Council \_\_\_\_\_





# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> <i>John Kaczmarek, Chief of Police</i>	<b>Meeting Date:</b> <i>1/8/2025</i>	<input type="checkbox"/> <b>Regular Agenda Item</b> <input checked="" type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <b>6C</b>
<b>Item Description:</b> <i>Appointment of Reserve Officer Benjamin Bauman</i>		<b>Reviewed By:</b> <i>Hanna Klimmek, City Administrator</i>	
		<b>Reviewed By:</b> <i>Deb Wegeleben, Finance Director</i>	

### **ACTION REQUESTED**

**By approving this item on the Consent Agenda, Council would be approving the Appointment of Reserve Officer Benjamin Bauman.**

### **BACKGROUND/DISCUSSION**

Throughout 2024, the Big Lake Police Department has been advertising the position of a Reserve Officer. We have been receiving applications for the position over the Fall of 2024. During the last couple of months, the department has interviewed (2) candidates for the position(s). Sergeant Chaffee and Officer Hoard conducted interviews with the (2) candidates. One candidate was then interviewed on December 17, 2024, by the departments Chief of Police. The candidate was selected to move forward with appointment after completion of the interviews and background investigation process.

Benjamin Bauman, a resident of Big Lake was selected for the Reserve Officer position. Bauman grew up in Northern California prior to moving to Minnesota. He currently is employed as a Nuclear Security Supervisor at the Monticello Nuclear Plant.

Bauman’s appointment to Reserve Officer will bring our Reserve Unit to six active Reserves.

Bauman is excited to start his new role with the Big Lake Police Department. Bauman has expressed his dedication and willingness to serve the citizens of Big Lake as a Police Reserve Officer with Compassion, Honor, and Integrity. We are excited to have Bauman start with our department.

Reserve Officer(s) are volunteer positions. There will be no financial impact to the City’s budget.

### **FINANCIAL IMPACT**

No financial impact to the Police Department Budget.

### **STAFF RECOMMENDATION**

Approve Appointment to Police Reserve Officer for Benjamin Bauman.

### **ATTACHMENTS**

None



# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> <i>John Kaczmarek, Chief of Police</i>	<b>Meeting Date:</b> <i>1/8/2025</i>	<input type="checkbox"/> <b>Regular Agenda Item</b> <input checked="" type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <b>6D</b>
<b>Item Description:</b> <i>Approve Body-Worn Camera (BWC's) Audit</i>		<b>Reviewed By:</b> <i>Hanna Klimmek, City Administrator</i> <b>Reviewed By:</b> <i>Deb Wegeleben, Finance Director</i>	

**ACTION REQUESTED**

By approving this item on the consent agenda, Council will be approving the results of the Big Lake Police Department Body-worn Camera (BWC's) Audit.

**BACKGROUND/DISCUSSION**

Agencies are required by MN State Statute to perform an independent Body-worn Camera (BWC's) Audit biennially. The purpose of the audit is to verify that the Big Lake Police Department is in compliance with Minnesota Statutes §13.825 & §626.8473. The Big Lake Police Department contracted with Lembcke Consulting of Lakeville, MN to conduct this audit.

Minnesota State Statute requires that the Big Lake City Council review and approve the findings of this audit. Following the approval, the audit will be forwarded to the Legislative Commission on Data Practices and Personal Data Privacy, and the chairs ranking minority members of the house and senate committees with jurisdiction over data practices and public safety issues, within 60 days for their final approval.

The following areas are contained within the Big Lake Police Department 2024 BWC's Audit:

- ✓ Data Classification – No discrepancies noted
- ✓ Retention of Data – Discrepancy noted
- ✓ Access by Data Subjects – No discrepancies noted
- ✓ Inventory of Portable Recording System Technology – No discrepancies noted
- ✓ Use of Agency-Issued Portable Recording Systems - No discrepancies noted
- ✓ Authorization to Access Data – No discrepancies noted
- ✓ Sharing Among Agencies – No discrepancies noted
- ✓ Biennial Audit - No discrepancies noted
- ✓ Portable Recording System Vendor – No discrepancies noted
- ✓ Public Comment - No discrepancies noted
- ✓ Body-worn Camera Policy – Discrepancy noted
  - (Body-worn Camera Policy Updated)

**FINANCIAL IMPACT**

N/A

**STAFF RECOMMENDATION**

Approve Body-worn Camera Audit report

**ATTACHMENTS**

Big Lake Police Department, 2024 Body-worn Camera Audit report

# INDEPENDENT AUDIT REPORT

Chief John Kaczmarek  
Big Lake Police Department  
790 Minnesota Ave.  
Big Lake, MN 55309

Dear Chief Kaczmarek:

An independent audit of the Big Lake Police Department's Portable Recording System (body-worn cameras (BWCs)) was conducted on October 2, 2024. The objective of the audit was to verify Big Lake Police Department's compliance with Minnesota Statutes §§13.825 and 626.8473.

Data elements the audit includes:

## Minnesota Statute §13.825

- Data Classification
- Retention of Data
- Access by Data Subjects
- Inventory of Portable Recording System Technology
- Use of Agency-Issued Portable Recording Systems
- Authorization to Access Data
- Sharing Among Agencies

## Minnesota Statute §626.8473

- Public Comment
- Body-worn Camera Policy

The Big Lake Police Department is located in Sherburne County, Minnesota and employs sixteen (16) peace officers. The Big Lake Police Department utilizes Axon body-worn cameras and Evidence.com cloud-based evidence management storage. The audit covers the period May 1, 2021, through September 15, 2024.

### **Audit Requirement: Data Classification**

*Determine if the data collected by BWCs are appropriately classified.*

Big Lake Police Department BWC data is presumptively private. All data collected during the audit period is classified as private or nonpublic data. Big Lake Police Department had no incidents of the discharge of a firearm by a peace officer, use of force that resulted in substantial bodily harm, requests from data subjects for the data to be made accessible to the public, or court orders directing the agency to release the BWC data to the public.

*No discrepancies noted.*

### **Audit Requirement: Retention of Data**

*Determine if the data collected by BWCs are appropriately retained and destroyed in accordance with statutes.*

The Big Lake Police Department utilizes the General Records Retention Schedule for Minnesota Cities and agency specified retention periods in Evidence.com. At the conclusion of a BWC recording, officers assign meta data, including an Evidence.com category, to the recording. Each Evidence.com category has an associated retention period. Upon reaching its retention date, evidence is systematically deleted. Deletion of the data is captured in the audit trail.

A report was produced from Evidence.com for all BWC data collected during the audit period. Records from the Evidence Created Report were reviewed, and the date and time the data was created was verified against the deletion date. A single BWC video was deleted in less than the ninety (90) days required by statute. All other records were deleted or maintained in accordance with the record retention schedule and maintained for at least the minimum ninety (90) days required by statute. Randomly selected records from the Evidence Created Report were verified against audit trail reports, and each record was deleted or maintained in accordance with the record retention.

Big Lake Police Department had received no requests from data subjects to retain BWC data beyond the applicable retention period.

Records staff monitor BWC data for proper categorization to ensure BWC data are appropriately retained and destroyed.

*Discrepancy noted.*

### **Audit Requirement: Access by Data Subjects**

*Determine if individuals who are the subject of collected data have access to the data, and if the data subject requests a copy of the data, other individuals who do not consent to its release are redacted.*

BWC data is available to data subjects and access may be requested by submission of a Big Lake Police Department Data Request Form. During the audit period, the Big Lake Police Department had received no requests to view BWC video but did receive and fulfill requests for copies of BWC video from data subjects. Data subjects who had not consented to release of the data were redacted. A copy of the redacted video is stored in Evidence.com along with the original copy. Requests from data subjects are documented in the case file. A copy of the Data Request Form is maintained in the records management system.

*No discrepancies noted.*

## **Audit Requirement: Inventory of Portable Recording System Technology**

*Determine the total number of recording devices owned and maintained by the agency; a daily record of the total number of recording devices actually deployed and used by officers, the policies and procedures for use of portable recording systems by required by section 626.8473; and the total amount of recorded audio and video collected by the portable recording system and maintained by the agency, the agency's retention schedule for the data, the agency's procedures for destruction of the data, and that the data are available to the public.*

Big Lake Police Department's BWC inventory consists of sixteen (16) devices. An inventory report produced from Evidence.com detailed the total number of recording devices owned and maintained by the agency. The inventory included the device model, serial number, device name, officer assigned to the device, date of last upload, device status, error status, firmware version, warranty date, date last docked, and camera state.

Big Lake Police Department BWC policy governs the use of portable recording systems by peace officers while in the performance of their duties. The policy requires officers to ensure their BWC is functioning properly at the beginning of each shift and to report any failure to his/her supervisor.

Peace officers were trained on the use of the BWC system during implementation. Newly hired officers are trained as part of their field training program.

Officers working on randomly selected dates, and randomly selected calls for service, were verified against Evidence.com and the Evidence Created Report and confirmed that BWCs are being deployed and officers are wearing and activating their BWCs. A comparison between the total number of BWC videos created per quarter and total calls for shows a consistent collection of BWC data.

Evidence.com queries detail the total amount of BWC data created, stored/maintained, and deleted.

Big Lake Police Department utilizes the General Records Retention Schedule for Minnesota Cities and agency specified retention periods in Evidence.com. BWC video is fully deleted from Evidence.com upon reaching its scheduled deletion date. Meta data and audit trails are maintained in Evidence.com after deletion of BWC audio and video. BWC data is available upon request, and access may be requested by submission of a Big Lake Police Department Data Request Form.

*No discrepancies noted.*

## **Audit Requirement: Use of Agency-Issued Portable Recording Systems**

*Determine if peace officers are only allowed to use portable recording systems issued and*

*maintained by the officer's agency.*

The Big Lake Police Department's BWC policy states that officers may use only department issued BWCs in the performance of official duties for the agency or when otherwise performing authorized law enforcement services as an employee of the department.

*No discrepancies noted.*

#### **Audit Requirement: Authorization to Access Data**

*Determine if the agency complies with sections 13.05, Subd. 5, and 13.055 in the operation of portable recording systems and in maintaining portable recording system data.*

Sergeants conduct random reviews of specified BWC data to ensure BWCs are being used in compliance with policy.

Nonpublic BWC data is only available to persons whose work assignment reasonably requires access to the data. User access to BWC data is managed by the assignment of roles and permissions in Evidence.com. Permissions are based on staff work assignments. Roles and Permissions are administered by the Chief of Police. Access to Evidence.com is password protected and requires dual authentication.

The agency's BWC Policy governs access to BWC data. Agency personnel may access BWC data only when there is a business need for doing so. Agency personnel are prohibited from accessing BWC data for non-business reasons and from sharing the data for non-law-enforcement-related purposes. User access to data is captured in the audit trail. The BWC policy states that unauthorized access to or disclosure of BWC data may constitute misconduct and subject individuals to disciplinary action and criminal penalties pursuant to Minn. Stat. § 13.09

When BWC data is deleted from Evidence.com, its contents cannot be determined. Big Lake Police Department has had no security breaches. A BCA CJIS Security audit was conducted in October of 2024.

*No discrepancies noted.*

#### **Audit Requirement: Sharing Among Agencies**

*Determine if nonpublic BWC data is shared with other law enforcement agencies, government entities, or federal agencies.*

The Big Lake Police Department's BWC policy allows for the sharing of data with prosecutors, courts, and other criminal justice agencies as provided by law. Agencies seeking access to BWC data submit a written request. Sharing of data is captured in the audit trail. The Evidence.com

audit trail, Sharing Audit Report and the records management system provide documentation of shared data.

*No discrepancies noted.*

### **Audit Requirement: Biennial Audit**

*Determine if the agency maintains records showing the date and time the portable recording system data were collected, the applicable classification of the data, how the data are used, and whether data are destroyed as required.*

Evidence.com and the Evidence Created Report document the date and time portable recording system data were collected and deleted. All BWC data collected during the audit period is classified as private or nonpublic data. The Evidence.com audit trail and the records management system document how the data are used. The audit trail is maintained in Evidence.com after deletion of video and documents each and every action taken from the creation of the recording to its deletion, as well as access to the audit trail after deletion of BWC video.

*No discrepancies noted.*

### **Audit Requirement: Portable Recording System Vendor**

*Determine if portable recording system data stored in the cloud, is stored in accordance with security requirements of the United States Federal Bureau of Investigation Criminal Justice Information Services Division Security Policy 5.4 or its successor version.*

An Axon CJIS Compliance White paper outlines the specific security policies and practices for Evidence.com and how they are compliant with the CJIS Security Policy. Axon has signed the CJIS Security Addendum in all states and has performed statewide CJIS-related vendor requirements in Minnesota. Axon has incorporated the CJIS Security Addendum by reference into the Axon Master Services and Purchase Agreement. Axon maintains signed CJIS Security Addendum certification pages for Axon personnel. Authorized Axon personnel are required to complete Level 4 CJIS Security Training upon assignment and biennially thereafter.

*No discrepancies noted.*

### **Audit Requirement: Public Comment**

*Determine if the law enforcement agency provided an opportunity for public comment before it purchased or implemented a portable recording system and if the governing body with jurisdiction over the budget of the law enforcement agency provided an opportunity for public comment at a regularly scheduled meeting.*

Big Lake Police Department's BWC system was purchased and implemented prior to the

requirement of Minn. Statute § 626.8473, Subd. 2.

*No discrepancies noted.*

**Audit Requirement: Body-worn Camera Policy**

*Determine if a written policy governing the use of portable recording systems has been established and is enforced.*

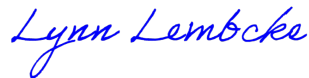
Big Lake Police Department's BWC policy is posted on the agency's website. The policy was compared to the requirements of Minn. Stat. § 626.8473. The policy includes all minimum requirements of Minn. Stat. § 626.8473, Subd. 3(b) that were in effect prior to August 1, 2023, but does not include the requirements that became effective August 1, 2023.

*Discrepancy noted.*

This report was prepared exclusively for the City of Big Lake and Big Lake Police Department by Lynn Lembcke Consulting. The findings in this report are impartial and based on information and documentation provided and examined.

Dated: December 12, 2024

Lynn Lembcke Consulting



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Lynn Lembcke





# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> <i>Hanna Klimmek, City Administrator</i>	<b>Meeting Date:</b> <i>1/8/2025</i>	<input type="checkbox"/> <b>Regular Agenda Item</b> <input checked="" type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <b>6E</b>
<b>Item Description:</b> <i>Joint Powers Agreement Approval – Enforcement and Regulation of Cannabis Retail Business Registration</i>		<b>Reviewed By:</b> <i>Gina Wolbeck, City Clerk</i>	
		<b>Reviewed By:</b> <i>John Kaczmarek, Chief of Police</i>	

### **ACTION REQUESTED**

**By approving this item on the Consent Agenda, Council would be approving a Joint Powers Agreement between the County of Sherburne and the City of Big Lake for the enforcement and regulation of cannabis retail business registration.**

### **BACKGROUND/DISCUSSION**

In preparation for the January 2025 legalization and licensing of cannabis-related businesses, staff has been corresponding with Sherburne County (SC) as well as the City Attorney. The legalization of cannabis continues to be a high priority policy discussion within every community in the State of MN, and has been for the past year. There are still questions that remain unanswered by the state; we do understand that policy must be adopted by local jurisdictions in order to meet the 30-day response required by the state for local government to respond to the State Office of Cannabis Management (OCM) when a license in review needs a zoning compliance letter.

SC has prioritized and invested in staff time to work on policy and offer partnership to its townships and cities through a Joint Powers Agreement (JPA). Essentially, the Agreement would authorize SC to work on behalf of the City of Big Lake to enforce and regulate cannabis retail (they would work with the OCM on licensing as well the required compliance checks).

By executing a JPA with SC for enforcement and regulation of cannabis retail, the city’s responsibility would include zoning authorization/enforcement as well as everyday policing. City staff has started the process of creating zoning policy and has scheduled a Public Hearing during the January 6, 2025 Planning Commission meeting. This ordinance will be brought to the January 22 Council Meeting for consideration, and will include a section referencing the County’s Cannabis Retailer Ordinance No. 280.

The City Council discussed the possibility of partnering with Sherburne County via a JPA during the November 25, 2024 City Council Workshop. The following direction was provided (found in the approved Minutes):

- *“The consensus of the Council was to direct Staff to work towards finalizing a partnership with Sherburne County on registration and regulation of retail cannabis through a Joint Powers Agreement.”*

Dan Weber, Assistant County Administrator, is bringing the JPA forward for County Board consideration during their January 7, 2025 meeting.

### **FINANCIAL IMPACT**

N/A

***STAFF RECOMMENDATION***

Consider and approve a Joint Powers Agreement between the County of Sherburne and the City of Big Lake for the enforcement and regulation of cannabis retail business registration.

***ATTACHMENTS***

Joint Powers Agreement between the County of Sherburne and the City of Big Lake for the enforcement and regulation of cannabis retail business registration.

**JOINT POWERS AGREEMENT BETWEEN THE  
COUNTY OF SHERBURNE AND THE CITY OF BIG LAKE  
FOR THE ENFORCEMENT AND REGULATION OF  
CANNABIS RETAIL BUSINESS REGISTRATION**

This agreement is made between the County of Sherburne and the City of Big Lake for administration and regulation of cannabis retail business registration as regulated under Minnesota Chapter 342 and the rules and regulations promulgated thereunder.

This agreement is authorized by Minnesota Statutes § 342.22, subdivision 1 and Minn. Stat. § 471.59.

The County of Sherburne and the City of Big Lake agree that:

1. The City of Big Lake hereby consents and delegates its authority for the regulation and enforcement of cannabis and low potency hemp edible retail business (“cannabis retail business”) registration to the County of Sherburne, pursuant to Minn. Stat. § 342.22, subd. 1.
2. The County of Sherburne will act in place of the City of Big Lake as the local governmental unit for the regulation and enforcement of cannabis retail businesses under Minnesota Statutes Chapter 342 and any rules or regulations adopted under Minnesota Statutes Chapter 342 by the State of Minnesota or the Office of Cannabis Management.
3. The City of Big Lake is the zoning authority for the City of Big Lake and shall review and certify to the Office of Cannabis Management if the business applying for any cannabis or hemp license in the City of Big Lake complies with local zoning ordinances and, if applicable, state fire and building codes. Certification to the Office of Cannabis Management shall be submitted within 30 days of receipt of the license application by the City of Big Lake.
4. The City of Big Lake shall retain all planning and zoning authority granted to it under Minnesota Statutes Chapter 462 and shall be responsible for all planning and zoning related matters.
5. As a condition precedent to this joint powers agreement, the City of Big Lake shall adopt by reference Sherburne County Ordinance #280 relating to the regulation and registration of cannabis retail businesses and lower-potency hemp edible retailer businesses, and adopt all amendments to that Ordinance so long as this joint powers agreement is in effect; excepting Section 2.3 – Advertising, in the event it is inconsistent with any sign ordinance for the City of Big Lake.

6. The County of Sherburne shall adopt, administer, and enforce within the jurisdictional limits of the City of Big Lake any Sherburne County ordinances, laws, regulations, or registration requirements concerning cannabis retail businesses including, but not limited to the adoption of a limit on the number of retailer registrations issued as allowed under Minn. Stat. § 342.13, the hours of operation, and minimum buffer requirements.
7. The County of Sherburne shall register and enforce all retail registration requirements, including but not limited to compliance checks and registration suspension related actions, under Minnesota Statute §342.22. Sherburne County is prohibited from issuing a registration for a business that is not in compliance with ordinances established pursuant to Minn. Stat. § 342.13 by either Sherburne County or the City of Big Lake, including but not limited to zoning requirements.
8. Any fees or penalties collected for retail registration and enforcement will remain entirely with the County of Sherburne.
9. The County of Sherburne will retain any Local Government Cannabis Aid Account funds allocated to them by the State of Minnesota.
10. The Big Lake Police Department in coordination with Sherburne County Health and Human Services shall provide cannabis retail business registration compliance enforcement for the City of Big Lake then the City of Big Lake shall remit to the County of Sherburne 50% of any Local Government Cannabis Aid Account funds allocated to them by the State of Minnesota.
11. The County of Sherburne will provide sufficient funding for the administration, enforcement and registration of cannabis retail businesses within the jurisdiction limits of the City of Big Lake. Source of funds may be through State grant funds, Local Government Cannabis Aid funds, general revenue funds and the collection of fees and penalties as established by the County of Sherburne.
12. The parties to this agreement will be subject to and shall follow the terms of the Minnesota Government Data Practice Act as provided under Minnesota Statutes Chapter 13 for all requests for access to data. The County of Sherburne shall maintain all records, accounts and reports for the regulation and registration of cannabis retail businesses within the jurisdiction that have consented and delegated registration authority to the County of Sherburne.
13. The County of Sherburne shall account for any funds received under this agreement and the County of Sherburne shall provide a report of all receipts and disbursements upon request. If any surplus property or funds are obtained through this joint powers agreement they shall be distributed to the County of Sherburne in the event this agreement is terminated.

14. Sherburne County shall be solely responsible for the compensation of its employees and elected members, including specifically but not exclusively worker's compensation insurance and all taxes, while performing their duties under this agreement. The City of Big Lake shall be solely responsible for the compensation of its employees and elected members, including specifically but not exclusively worker's compensation insurance and all taxes, while performing their duties under this agreement. No employee of Sherburne County shall become an employee of the City of Big Lake, and no employee of the City of Big Lake shall become an employee of Sherburne County, by virtue of this agreement.
15. All responsibilities not specifically set out to be jointly exercised by the Parties under this Agreement are hereby reserved to the Parties individually. Nothing in this Agreement shall act as a waiver by a participating Party of its individual power and legal authority to provide services.
16. Indemnification and Hold Harmless:

To the full extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minnesota Statutes, Section 471.59, subd. 1a(a); provided further that for purposes of that statute, each Party to this Agreement expressly declines responsibility for the acts or omissions of the other Party.

The Parties of this Agreement are not liable for the acts or omissions of the other participants to this Agreement except to the extent to which they have agreed in writing to be responsible for acts or omissions of the other Parties.

This agreement may be amended by mutual agreement of the County of Sherburne and the City of Big Lake by resolutions of their respective boards.

This agreement shall become effective upon signature of all duly authorized signatures, and shall remain in effect until terminated by agreement of the parties or thirty days after written notice of termination by either party.

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County of Sherburne  
Board Chair

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Date

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City of Big Lake  
Mayor, Paul Knier

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Date

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City of Big Lake  
City Clerk, Gina Wolbeck

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Date



# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> <i>Hanna Klimmek, City Administrator</i>	<b>Meeting Date:</b> <i>1/8/2025</i>	<input type="checkbox"/> <b>Regular Agenda Item</b> <input checked="" type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <b>6F</b>
<b>Item Description:</b> <i>Appointments to Big Lake Economic Development Authority – Kathy Parsons, Jake Rohrbeck, and Kristopher Knodle</i>	<b>Reviewed By:</b> <i>Deb Wegeleben, Finance Director</i>		
<b>Reviewed By:</b> <i>N/A</i>			

**ACTION REQUESTED**

By approving this item on the Consent Agenda, Council would be approving the appointments of Kathy Parsons, Jake Rohrbeck, and Kristopher Knodle to the open Big Lake Economic Development Authority commissioner seats.

**BACKGROUND/DISCUSSION**

At the November 18, 2024 Big Lake Economic Development Authority (BLEDA) meeting, the Commission recommended the following appointments to fill Seats A, E, and C:

- Jake Rohrbeck – Seat A – Term of 2025-2026
- Kristopher Knodle – Seat E – Term of 2025-2028
- Kathy Parsons – Seat C – Term of 2025-2030

Officer Appointments, within the BLEDA, will be in front of the City Council, for formal approval, on January 22, 2025.

**FINANCIAL IMPACT**

BLEDA Commissioners are paid a stipend of \$40 per meeting they attend.

**STAFF RECOMMENDATION**

BLEDA and staff recommend that Council consider and approve the appointments of Kathy Parsons, Jake Rohrbeck, and Kristopher Knodle.

**ATTACHMENTS**

- Draft 2025 BLEDA Terms

# **Big Lake Economic Development Authority (BLEDA)**

## **Commissioner Status of Terms**

(Appointment Term: 6 years)

**Jake Rohrbeck**  
SEAT A

BLEDA Term Expires: 12/31/2026  
Re-Appointed to BLEDA: 01/2025  
BLEDA Title: Commissioner

**Donna Clarksean**  
SEAT B

BLEDA Term Expires: 12/31/2027  
Appointed to BLEDA: 10/2022  
BLEDA Title: Treasurer

**Kathy Parsons**  
SEAT C

BLEDA Term Expires: 12/31/2030  
Appointed to BLEDA: 1/2025  
BLEDA Title: Commissioner

**Alan Heidemann**  
SEAT D

BLEDA Term Expires: 12/31/2029  
Re-Appointed to BLEDA: 12/2023  
BLEDA Title: President

**Kristopher Knodle**  
SEAT E

BLEDA Term Expires: 12/31/2028  
Appointed to BLEDA: 01/2025  
BLEDA Title: Commissioner

**Paul Knier**

Appointed to BLEDA: 1/2022  
Elected to Council: 11/2024  
City Council Term Expires: 12/2028  
BLEDA Title: Council Liaison

**Ken Geroux**

Appointed to BLEDA: 1/2025  
Elected to Council: 11/2024  
City Council Term Expires: 12/2028  
BLEDA Title: Council Liaison





# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> <i>Norm Michels, Streets/Parks/Fleet Superintendent</i>	<b>Meeting Date:</b> <i>1/8/2025</i>	<input type="checkbox"/> <b>Regular Agenda Item</b> <input checked="" type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <b>6G</b>
<b>Item Description:</b> <i>Parks Advisory Committee Appointments</i>		<b>Reviewed By:</b> <i>Hanna Klimmek, City Administrator</i> <b>Reviewed By:</b> <i>Deb Wegeleben, Finance Director</i>	

**ACTION REQUESTED**

By approving this item on the Consent Agenda, Council would be appointing Scott Creighton and Jeff Webster to the Big Lake Parks Advisory Committee with terms expiring December 31, 2027.

**BACKGROUND/DISCUSSION**

Parks Advisory Committee members are appointed for 3-year terms. The PAC had two seats expire on December 31, 2024, which were held by Scott Creighton and Cory Ellingson. Staff advertised to fill the seats and received one letter of interest, from Scott Creighton on the original deadline. The deadline for applications for the second seat was then extended and four letters of interest were submitted. Interviews for the second seat took place on Monday, December 30, 2024 with the interview panel recommending Jeff Webster to fill the position.

**FINANCIAL IMPACT**

Budgeted for 2025.

**STAFF RECOMMENDATION**

Staff recommends Council approve the appointment of Scott Creighton and Jeff Webster to the PAC.

**ATTACHMENTS**

PAC Status of Terms

## **Parks Advisory Committee (PAC) Status of Terms**

(Appointment Term: 3 years)

Doug Peterson  
Seat "A"

Original Appointment: 02/2016  
Current Term Expires: 12/31/2026  
Current Title: Chair

Jeff Webster  
Seat "B"

Original Appointment: 01/2025  
Current Term Expires: 12/31/2027  
Current Title: PAC Member

Scott Creighton  
Seat "C"

Original Appointment: 09/2020  
Current Term Expires: 12/31/2027  
Current Title: Vice-Chair

Kameron Hanson  
Seat "D"

Original Appointment: 02/2023  
Current Term Expires: 12/31/2025  
Current Title: PAC Member

Megan Weber  
Seat "E"

Original Appointment: 02/2023  
Current Term Expires: 12/31/2025  
Current Title: PAC Member

Kim Noding  
Seat "F"  
(City Council Member)

Original Appointment: 01/2025  
Current Term Expires: (Appointed Annually)  
Current Title: PAC Member

Lisa Odens  
Seat "G"  
(Planning Commissioner)

Original Appointment: 02/2024  
Current Term Expires: (Appointed Annually)  
Current Title: PAC Member



# AGENDA ITEM

## Big Lake City Council

<b>Prepared By:</b> <i>Gina Wolbeck, City Clerk</i>	<b>Meeting Date:</b> <i>1/8/2025</i>	<input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <b>7A</b>
<b>Item Description:</b> <i>Sherburne County Attorney Update</i>		<b>Reviewed By:</b> <i>Hanna Klimmek, City Administrator</i>	
		<b>Reviewed By:</b> <i>N/A</i>	

**ACTION REQUESTED**

No action required.

**BACKGROUND/DISCUSSION**

Sherburne County Attorney Kathleen Heaney will be in attendance at the January 8, 2025 Council Meeting to provide an update on County Attorney statistics and services provided to the City in 2024.

**FINANCIAL IMPACT**

N/A

**STAFF RECOMMENDATION**

N/A

**ATTACHMENTS**

N/A



# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> <i>Hanna Klimmek, City Administrator</i>	<b>Meeting Date:</b> <i>1/8/2025</i>	<input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <b>7B</b>
<b>Item Description:</b> <i>2024 Year in Review</i>		<b>Reviewed By:</b> <i>N/A</i>	
		<b>Reviewed By:</b> <i>N/A</i>	

### **ACTION REQUESTED**

Staff presentation only. No action requested from the City Council.

### **BACKGROUND/DISCUSSION**

At the City Council meeting, staff will present the 2024 Year in Review annual report.

### **FINANCIAL IMPACT**

N/A

### **STAFF RECOMMENDATION**

N/A

### **ATTACHMENTS**

N/A



# AGENDA ITEM

## Big Lake City Council

<b>Prepared By:</b> <i>Hanna Klimmek, City Administrator</i>	<b>Meeting Date:</b> <i>1/8/2025</i>	<input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <span style="font-size: 2em;"><b>7C</b></span>
<b>Item Description:</b> <i>2025 Official City and Council Member Committee Appointments</i>		<b>Reviewed By:</b> <i>Paul Knier, Mayor</i>	
		<b>Reviewed By:</b> <i>Gina Wolbeck, City Clerk</i>	

**ACTION REQUESTED**

**Motion to approve a RESOLUTION adopting the 2025 Official City and Council Member Committee Appointments.**

**BACKGROUND/DISCUSSION**

The attached Resolution identifies proposed City and Council Member committee appointments for 2025. All City appointments mirror last year’s appointments, with the exception of the Council Member Committee appointments due to the change on the City Council, and various changes to the Planning Commission, BLEDA, and Parks Advisory Committee membership. Mayor Knier has recommended the following Council Member Committee assignments:

- Paul Knier, Mayor  
 Architectural Review Committee (BLIPE JPA)  
 Big Lake Economic Development Authority Representative  
 Central Mississippi River Regional Planning Representative - Alternate  
 Finance/Public Building Planning Committee  
 Fire Board Representative  
 Senior Citizen Group Representative
  
- Ken Geroux  
 Big Lake Economic Development Authority Representative  
 Central Mississippi River Regional Planning Representative  
 Finance/Public Building Planning Committee  
 Personnel/Labor Management Committee
  
- Ken Halverson  
 Big Lake Beyond the Yellow Ribbon  
 Committee Interview Panel - Alternate  
 Community Education Advisory Council  
 Road Maintenance Committee (BLIPE JPA)
  
- Kim Noding, Council Member  
 Big Lake Community Lakes Association  
 Committee Interview Panel  
 Fire Board Representative  
 Parks Advisory Committee Representative
  
- Paul Seefeld, Council Member  
 Acting Mayor  
 Committee Interview Panel  
 Personnel/Labor Management Committee  
 Planning Commission Representative

***FINANCIAL IMPACT***

N/A

***STAFF RECOMMENDATION***

Motion to approve the Appointment Resolution as presented.

***ATTACHMENTS***

- Draft Council Member Committee Appointments
- Appointment Resolution

## DRAFT COUNCIL COMMITTEE APPOINTMENTS – 2025

ACTING MAYOR	Seefeld
ARCHITECTURAL REVIEW COMMITTEE	Knier
BIG LAKE BEYOND THE YELLOW RIBBON	Halverson
BIG LAKE COMMUNITY LAKES ASSOCIATION	Noding
BIG LAKE ECONOMIC DEVELOPMENT AUTH. REP.	Geroux / Knier
CENTRAL MISSISSIPPI RIVER REGIONAL PLANNING	Geroux / Knier (Alternate)
COMMITTEE INTERVIEW PANEL	Noding/Seefeld / Halverson (Alternate)
COMMUNITY EDUCATION ADVISORY COUNCIL	Halverson
FINANCE COMMITTEE / PUBLIC BUILDING PLANNING COMM.	Geroux / Knier
FIRE BOARD REPRESENTATIVE	Knier / Noding
PARKS ADVISORY BOARD REPRESENTATIVE	Noding
PERSONNEL COMMITTEE / LABOR MANAGEMENT COMMITTEE	Geroux / Seefeld
PLANNING COMMISSION REPRESENTATIVE	Seefeld
ROAD MAINTENANCE COMMITTEE (JPA)	Halverson
SENIOR CITIZEN GROUP REPRESENTATIVE	Knier

TOTAL COMMITTEE ASSIGNMENTS - 2025	
Ken Geroux	4
Ken Halverson	4
Paul Knier	6
Kim Noding	4
Paul Seefeld	4

# CITY OF BIG LAKE MINNESOTA

A general meeting of the Big Lake City Council, Big Lake, Minnesota was called to order by Mayor Paul Knier at 6:00 p.m. at Big Lake City Hall, Big Lake, Minnesota, on Wednesday January 8, 2025. The following City Council Members were present: Ken Geroux, Ken Halverson, Paul Knier, Kim Noding, and Paul Seefeld. A motion to adopt the following resolution was made by Council Member \_\_\_\_\_ and seconded by Council Member \_\_\_\_\_.

## BIG LAKE CITY COUNCIL RESOLUTION NO. 2025-XX

### A RESOLUTION ADOPTING 2025 OFFICIAL CITY APPOINTMENTS

**WHEREAS**, the following appointments were reviewed by all Council Members:

1. Paul Knier, Mayor  
Architectural Review Committee (BLIPE JPA)  
Big Lake Economic Development Authority Representative  
Central Mississippi River Regional Planning Representative - Alternate  
Finance/Public Building Planning Committee  
Fire Board Representative  
Senior Citizen Group Representative
2. Ken Geroux  
Big Lake Economic Development Authority Representative  
Central Mississippi River Regional Planning Representative  
Finance/Public Building Planning Committee  
Personnel/Labor Management Committee
3. Ken Halverson  
Big Lake Beyond the Yellow Ribbon  
Committee Interview Panel - Alternate  
Community Education Advisory Council  
Road Maintenance Committee (BLIPE JPA)
4. Kim Noding, Council Member  
Big Lake Community Lakes Association  
Committee Interview Panel  
Fire Board Representative  
Parks Advisory Committee Representative



5. Paul Seefeld, Council Member  
 Acting Mayor  
 Committee Interview Panel  
 Personnel/Labor Management Committee  
 Planning Commission Representative
  
6. Big Lake Fire Relief Association  
 Mayor
  
7. Tax Assessor  
 Sherburne County
  
8. City Attorney  
 Campbell Knutson – Soren Mattick
  
9. Financial Consultant  
 Northland Securities  
 Taft Stettinius & Hollister LLP
  
10. Prosecuting Attorney  
 Sherburne County
  
11. Official Newspaper  
 Patriot Newspaper
  
12. Official Depository  
 4M Fund/US Bank
  
13. Secondary Depository  
 Old National Bank, Oppenheimer & Co., Inc. and RBC Dain Rauscher
  
14. Big Lake Economic Development Authority  

Paul Knier <small>(Council Rep)</small>	Ken Geroux <small>(Council Rep)</small>
Alan Heidemann	Kathryn Parsons
Kristopher Knodle	Marie Pflipsen, CDD <small>(Executive Director)</small>
Jake Rohrbeck	Deb Wegeleben <small>(Ass't Treasurer)</small>
Donna Clarksean	Lisa Miller <small>(Secretary)</small>
  
15. Planning Commission  

Paul Seefeld <small>(Council Rep)</small>	Tony Velishek
Alan Heidemann	Dustin Wiebold
Lisa Odens	Bryce Tradewell
Mason Busch	

16. Parks Advisory Committee Members

Kim Noding (Council Rep)  
Scott Creighton  
Jeff Webster  
Megan Weber

Doug Peterson  
Lisa Odens (Planning Comm. Rep)  
Kameron Hanson

17. Administration/Staff

City Administrator – Hanna Klimmek  
Dock Administrator – City Administrator or Designee  
Weed Inspector – City Administrator or Designee

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Big Lake, Minnesota, that the above appointments are made for the year 2025.

Adopted by the Big Lake City Council this 8<sup>th</sup> day of January, 2025.

\_\_\_\_\_  
**Paul Knier, Mayor**

Attest:

\_\_\_\_\_  
**Gina Wolbeck, City Clerk**

The following Council Members voted in favor:

The following Council Members voted against or abstained:

Whereupon the motion was duly passed and executed.

DRAFTED BY:  
City of Big Lake  
160 Lake Street North  
Big Lake, MN 55309

STATE OF MINNESOTA    )  
  )SS.  
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this \_\_\_\_ day of January, 2025 by Paul Knier and Gina Wolbeck, the Mayor and City Clerk respectively of the City of Big Lake, a Minnesota municipal corporation, on behalf of the corporation.

\_\_\_\_\_  
Notary Public



# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> Gina Wolbeck, City Clerk	<b>Meeting Date:</b> 1/8/2025	<input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <b>7D</b>
<b>Item Description:</b> Department Reports		<b>Reviewed By:</b> Hanna Klimmek, City Administrator	
		<b>Reviewed By:</b> N/A	

### **ACTION REQUESTED**

No Action Required.

### **BACKGROUND/DISCUSSION**

Council has requested to receive verbal updates from department leads on an every-other month basis. Due to the number of departments operating the City’s business, verbal updates will be given by each department lead every-other month at either the first or second meeting of the month.

The schedule for Department Reports will be as follows:

First Meeting of the Month in: FEBRUARY, APRIL, JUNE, AUGUST, OCTOBER, AND DECEMBER

- Fire Department
- Police Department

Second Meeting of the Month in: FEBRUARY, APRIL, JUNE, AUGUST, OCTOBER, AND DECEMBER

- Finance Department
- Liquor Store
- Community Development

First Meeting of the Month in: JANUARY, MARCH, MAY, JULY, SEPTEMBER, AND NOVEMBER

- Engineering Department
- Student Liaison

Second Meeting of the Month in: JANUARY, MARCH, MAY, JULY, SEPTEMBER, AND NOVEMBER

- Streets/Parks/Fleet Department
- Water/Wastewater Department

### **FINANCIAL IMPACT**

N/A

### **STAFF RECOMMENDATION**

N/A

### **ATTACHMENTS**

N/A



# AGENDA ITEM

Big Lake City Council

<b>Prepared By:</b> Gina Wolbeck, City Clerk	<b>Meeting Date:</b> 1/8/2025	<input checked="" type="checkbox"/> <b>Regular Agenda Item</b> <input type="checkbox"/> <b>Consent Agenda Item</b>	<b>Item No.</b> <b>9</b>
<b>Item Description:</b> Council Reports		<b>Reviewed By:</b> Hanna Klimmek, City Administrator	
		<b>Reviewed By:</b> N/A	

### **ACTION REQUESTED**

No Action Required.

### **BACKGROUND/DISCUSSION**

Item 9 on the Council Meeting Agenda allows an opportunity for the Mayor and Council Members to provide an update on committee meetings they have attended, as well as ask questions and or comment on whatever topic(s) they wish to. Listed below are known committee meetings that were scheduled since the last Council Meeting:

Mayor Knier

- Fire Board Meeting

Council Member Geroux

Council Member Halverson

- Parks Advisory Committee Meeting

Council Member Noding

- Fire Board Meeting

Council Member Seefeld

- Planning Commission Meeting

### **FINANCIAL IMPACT**

N/A

### **STAFF RECOMMENDATION**

N/A

### **ATTACHMENTS**

N/A



**INFORMATIONAL ONLY**  
**Big Lake City Council**

***DRAFT CITY COMMISSION MINUTES***

**FYI**

**BACKGROUND**

City Commissions meet regularly to review various projects underway in the City. In an effort to better inform members of the City Council, Staff is providing copies of minutes from meetings of the Big Lake Planning Commission, Big Lake Economic Development Authority (BLEDA), and the Big Lake Parks Advisory Committee.

Commission minutes will be provided in DRAFT form if they have not yet been approved by their specific Board. If minutes have been approved, the finalized version will be provided to Council.

The following minutes are being provided as informational only and do not require any action from the City Council:

- **November 26, 2024 Parks Advisory Committee – draft minutes attached**
- **December 2, 2024 Planning Commission Minutes – draft minutes attached**
- **December 9, 2024 BLEDA Meeting – draft minutes attached**
- **December 30, 2024 - Parks Advisory Committee – minutes not yet completed**
- **January 6, 2025 – Planning Commission - minutes not yet completed**

**PARKS ADVISORY COMMITTEE  
MEETING MINUTES  
NOVEMBER 26, 2024**

**1. CALL TO ORDER**

Chair Peterson called the meeting to order at 6:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Committee Members present: Scott Creighton, Cory Ellingson, Kameron Hanson, Lisa Odens, Doug Peterson, and Megan Weber. Committee Members absent: Ken Halverson. Also present: Streets, Parks, and Fleet Superintendent Norm Michels, Finance Director Deb Wegeleben, and Recreation and Communication Coordinator Corrie Scott.

**5. OPEN FORUM**

Chair Peterson opened the open forum at 6:00 p.m. No one came forward. Chair Peterson closed the open forum at 6:01 p.m.

**4. ADOPT AGENDA**

Committee Member Creighton motioned to approve the agenda as presented. Seconded by Committee Member Ellingson, unanimous ayes, motion carried.

**6. APPROVAL OF MINUTES**

Committee Member Hanson motioned to accept the October 28, 2024 Parks Advisory Committee minutes as presented. Seconded by Committee Member Weber, unanimous ayes, motion carried.

**7. BUSINESS**

**7A. STRATEGIC PLAN 2025**

Michels reviewed that staff put together a proposed 2025 Strategic Plan for the Parks Advisory Committee and is seeking feedback. He stated that the Park Replacement Plan will be reviewed in the spring and the Trail Replacement Plan won't change in 2025.

Creighton asked if there are any trails that need to be replaced. Michels stated that the life span of the trails is 25 years rather than needing to be replaced in the year '25. Scott stated that she will change the title of the section so that it is more clearly stated as lifespan in years within the Trails Replacement Plan. Michels stated that in Fair Meadows Circle there are a few feet that need to ground down because of tree roots, but nothing substantial needs to be replaced in 2025. He stated that there are other projects that will take place in 2025, but they are smaller and aren't in need of Council or Parks approval so they aren't listed on the Strategic Plan.

Odens recommended a large shade amenity that she's seen at a regional park in Willmar. Michels stated that Creighton has also recommended some type of shelter to provide additional shade and protection from weather. Odens stated that she hasn't researched cost for these structures. Michels stated that a shelter or shade amenity will likely be a more expensive item that would require Council approval. Scott stated that she will add the item to the Strategic Plan in the section that requires further direction and approval from Council.

## **7B. CURRENT BALANCE OF FUNDS UPDATE**

Wegeleben reviewed the current city budget pertaining to parks. Wegeleben made a correction for the all in number at \$1,577,872 and the restricted fund at \$853,914. She stated that she accidentally used numbers from 2023 in the Parks Packet. She stated that the Parks fund is restricted with regulations from the State and that the CIP Fund is unrestricted. Wegeleben stated that a Park Dedication Fee study was recently completed and the fee that the City charges for development is comparable to others.

Creighton asked who does the budgeting. Wegeleben confirmed that she does the budgeting for the City. Creighton asked why the Park Dedication Fund is projected to go down in future years. Wegeleben stated that only \$109,000 is transferred annually from the General Fund to the Park Dedication Fund and the City doesn't have any proposed development funds at this time. Creighton asked about where funding comes for maintenance of parks. Wegeleben stated that costs for maintenance of parks and trails come from the General Fund as they are considered general operating costs. She stated that the Park Dedication Fund is used for new parks or park improvements.

Michels stated that staff has no way of knowing how much development will come into the City, so it isn't projected that more Park Dedication fees will be paid until a development is proposed. Scott stated that when a developer proposes a concept, they are either required to donate land or cash in lieu, and that's where the Park Dedication fees come from. Wegeleben stated that a small amount from the General Fund each year and some LGA funds are budgeted to be moved to the CIP Fund because the CIP Fund isn't regulated as much as the Park Dedication Fund.

Peterson stated that the information in Wegeleben's update is very helpful. Peterson asked about funding sources in 2027. Wegeleben stated that she plans to use Local Government Aid Funds

instead. She stated that there are some major projects that the City will need to focus on in future years and that all CIP Fund transfers will need to be limited. She stated that Local Government Aid Funds come from the state and they always go into Capital Improvement Funds rather than General Fund. She stated that these funds are typically around \$7,000 a year from the state and help the City to purchase things like equipment, but that they are not guaranteed and could change at any time.

## **7C. STAFF UPDATES**

Scott reviewed the status of various programs and recreation taking place in the community's parks. She stated that the November Market date changed due to her needing to attend a funeral, but that attendance actually went up from the previous year. She stated that attendance for the November Farmers Market was about 145 customers not including vendors, staff, or volunteers. She gave a reminder about Pictures with Santa at the December 21 Farmers Market. She stated that registration for the Holiday Lighting Contest is open. Scott reviewed that there is a group of residents hosting a Community Tree Lighting for December 5<sup>th</sup>. She stated that she is working on the Music in the Park schedule and in January will start planning for the 2025 Summer Farmers Market season.

Michels reviewed the status of current park projects and maintenance in the community. He stated that all of the parks are winterized and in good shape going into winter. He stated that the boat dock was pulled in at Lakeside Park. He stated that there are still three greenway signs that need to be installed in the next couple of weeks. He stated that there is one greenway that was overgrown, so staff is cleaning it up so that snowmobiles can access the greenway more easily. Michels stated that there are some trees at River Oaks that need to be removed.

Michels stated that some new equipment will be arriving and will help with trail maintenance. Peterson asked where the trees that are removed are disposed of. Michels stated that they are brought to the compost pile. He stated that Sherburne County just loosened the requirements on tree size to allow for residents to bring trees that have been removed due to emerald ash borer or oak wilt. He stated that commercial tree cutting services are no longer allowed to enter the compost site. Michels stated that in the past Public Works has been renting a tow behind wood chipper, and is working toward approval to purchase a wood chipper. Weber asked if people are able to take firewood out of the compost pile. Michels stated that there are large pieces of wood that residents will take offsite to chop and use for firewood or carving projects.

Weber asked if there is signage for the trees that have emerald ash borer, to avoid spreading the species. Michels stated that it is an external bug that eats the leaves off of the branches. Weber stated that it also has a larval form under the bark and that is what kills the tree. Michels stated that Sherburne County's only restriction is that the wood cannot leave the county. Weber stated that it is likely residents don't know which trees have the larval form inside of them and asked if there is a way to prevent residents from taking those trees and potentially spreading emerald ash



borer. Michels stated that ash trees aren't very present in Big Lake, as the City didn't require ash trees be planted with incoming development. He stated that the County's major concern is making sure the trees don't leave Sherburne County.

Weber stated that there is a soccer field that has quite a few ash trees and is wondering if the ash trees that are removed can be monitored. Michels stated that there isn't a requirement from Sherburne County and he doesn't feel it is feasible for the City to monitor this. Scott stated that there are handouts and subpages on the website that staff could use to educate residents on how to identify an ash tree and recommend not to use that wood. Weber stated that there are some resources online that could be used as well. Scott stated that she can reach out to Sherburne County to see if they have any resources as well that can be shared. She stated that the compost pile gate is now working and only Sherburne County residents are able to access the site. Weber stated that part of her concern is that people may not even know what an ash tree looks like. Michels stated that the compost gate was open throughout the summer as there were a lot of technical difficulties that took longer than expected to fix, but that it is operating now.

Creighton asked if the ice skating rinks are considered a city owned park. Michels stated that he has not planned to make any updates to the ice skating rinks because of the potential redevelopment of the old school building and City Hall. Creighton asked if the City could work with incoming developers to take over the ice skating rinks. Michels stated that it is uncertain when redevelopment would happen and who would be a potential developer. Wegeleben stated that the ice skating rinks are not a part of the redevelopment project. She stated that they are on land owned by the neighboring church and the City leases the land and maintains the ice skating rinks.

Wegeleben stated that painting the rinks in the meantime could be an option as routine maintenance, but the \$40,000 in funding that has been set aside likely won't be used until the ice skating rinks are potentially moved. She recommended an ice skating rink on the lake. Michels stated that he wouldn't recommend investing in the ice skating rinks until there is direction on whether or not the ice skating rinks could stay in their current space long-term. Hanson asked about moving the ice skating rinks to the land that the potential new City Hall will be moved to. Wegeleben stated that BLEDA purchased the land as an option to move City Hall, but that a decision hasn't been made yet by City Council.

## **8. COMMITTEE MEMBERS' REPORTS**

Odens stated that the Planning Commission meeting was short and nothing pertaining to the Parks Advisory Committee was discussed. Peterson asked about the December meeting. Michels stated that there may be an item brought to the December meeting by the City's consultant Planner.

**9. OTHER** – None.

**10. ADJOURN**

Committee Member Hanson motioned to adjourn the meeting at 6:40 p.m. Seconded by Committee Member Weber, unanimous ayes, meeting adjourned.

**BIG LAKE PLANNING COMMISSION  
MEETING MINUTES  
DECEMBER 2, 2024**

**1. CALL TO ORDER**

Vice-Chair Velishek called the meeting to order at 6:00 p.m.

**2. PLEDGE OF ALLEGIENCE**

The Pledge of Allegiance was recited.

**3. ROLL CALL**

Commissioners present: Tony Velishek, Dustin Wiebold, Lisa Odens, Paul Seefeld, Bryce Tradewell. Commissioners absent: Alan Heidemann, Mason Busch. Also present: City Administrator Hanna Klimmek, Consultant Planner Kendra Lindahl, and Planning Technician Tara Kohl.

**4. ADOPT AGENDA**

Commissioner Odens motioned to adopt the agenda. Seconded by Commissioner Wiebold. Unanimous ayes, motion carried.

**5. OPEN FORUM**

Vice-Chair Velishek opened the open forum at 6:01 p.m. No one came forward. Vice-Chair Velishek closed the open forum at 6:01 p.m.

**6. APPROVE PLANNING COMMISSION MEETING MINUTES OF NOVEMBER 6, 2024**

Commissioner Odens motioned to approve the November 6, 2024 Planning Commission meeting minutes as presented. Seconded by Commissioner Tradewell, unanimous ayes, motion carried.

**7. BUSINESS**

**7A. PUBLIC HEARING: PRELIMINARY AND FINAL PLAT, BIG LAKE BUSINESS PARK SECOND ADDITION, AND CONDITIONAL USE PERMIT FOR COVENANT CHRISTIAN ACADEMY, PARCEL ID 65-00608-0020**

Kendra Lindahl reviewed the staff report stating that Josh Groen, on behalf of Envision Company, the applicant, has submitted a development application requesting three items: A Simple Subdivision to allow the splitting of a large outlot into three parcels to develop one of the parcels into a school, a Conditional Use Permit (CUP) to operate a school, and a Site Plan to allow the construction of a 20,480 sq. ft. building for Covenant Christian Academy. The existing 15.33-acre property is currently a vacant outlot in the Big Lake Business Park Addition and is guided Industry or Office and zoned I-2 General Industrial. Lindahl reviewed setbacks, building design, sidewalks/trails, streets, parking, landscaping, utilities, stormwater management, and signage. Lindahl also discussed park dedication and sewer/water fees as well as engineering comments and conditions of approval.

Commissioner Odens asked about traffic circulation conditions and if that has been considered. Lindahl stated that there are not specific conditions but it has been reviewed by engineering and highlighted the drop off zone features. She stated that engineering does not have concerns with current layout. Odens asked about specific requirements regarding stacking during pick up/drop off. Lindahl stated the applicant will need to monitor for stacking.

Commissioner Tradewell asked to clarify that phase one has a maximum capacity of 70 students. Lindahl clarified that they plan for 50-75 students with a staff of up to 40 and parking currently exceeds standards. She stated that they will be monitoring enrollment and expanding as needed.

Tradewell asked which phase was not compliant with setbacks. Lindahl stated that Phase 3 is setback 20 feet and needs to be setback 30 feet.

Vice-Chair Velishek opened the public hearing at 6:15 p.m. No one came forward. Vice-Chair Velishek closed the public hearing at 6:15 p.m.

The Applicant was asked to provide a description of project.

Chris Carlson shared that his family are longtime residents and they believe there is demand for a private Christian education. Carlson stated that they are trying to create a world class private Christian education, starting small with kindergarten through 5<sup>th</sup> or 6<sup>th</sup> grade in the initial year, with small class sizes. Carlson shared that he would like to see it become kindergarten through 12<sup>th</sup> grade and they have hired a headmaster with a lot of experience. Carlson shared that it will be a beautiful facility and they hope to attract great teachers to the area.

Odens asked the applicant if they had any issues with the conditions of approval. Carlson stated that they have been working closely with staff and have no issues with the conditions.

Commissioner Wiebold asked about traffic safety along Minnesota Avenue. Carlson replied that there is currently a dead end and not much traffic. Carlson stated that while bussing will be

available, he estimates that most children will be dropped off by parents. He shared that they plan to alternate start times with Premier Marine to offset some traffic concerns and as Minnesota Avenue is pushed to County Road 43 it should alleviate any issues.

Commissioner Velishek motioned to recommend approval of the Simple Subdivision, Conditional Use Permit, and Site Plan for Covenant Christian Academy subject to conditions in the staff report. Seconded by Commissioner Seefeld, unanimous ayes, motion carried.

## **7B. CANNABIS ZONING REGULATION DRAFT ORDINANCE**

Tara Kohl reviewed the staff report regarding preparations for the January 2025 legalization and licensing of cannabis-related businesses. A discussion took place at a City Council Workshop on November 25, 2024, regarding the option to partner with Sherburne County on the registration and regulation of retail cannabis through a Joint Powers Agreement (“JPA”). The City Council was ultimately in favor of pursuing the agreement with the County. The County’s Registration ordinance states that the City will be in charge of zoning, while the County will take on registrations. The registration includes minimum buffer requirements for registered businesses. Kohl stated that Minnesota’s cannabis law gives cities the authority to adopt zoning ordinances relating to the operation of state-licensed cannabis businesses and lower-potency hemp edible retail businesses. Each locality may conduct its zoning differently. The proposed Cannabis Zoning Ordinance has been drafted with guidance from the Minnesota Office of Cannabis Management’s “A Guide for Local Governments on Adult-Use Cannabis” which provides suggestions for permitted zoning districts and a model ordinance. The draft includes language addressing land use, hours of operation, advertising, and temporary cannabis events.

Commissioner Odens asked if the commission needed to address items that were highlighted in the zoning table or if there were recommendations for the sections related to transportation, delivery, and events. Kohl responded that those items were included in the State’s model ordinance, but they did not provide recommendations, so the commission could include what they see fit.

Commissioner Seefeld shared that based on the City Council’s discussion, the businesses are very limited in where they could go.

Hanna Klimmek stated that the county will verify buffers, but the City is responsible for the zoning. Klimmek shared that the policies will be amended over time as there is little direction from the State.

Seefeld stated that the table is a proposal of what districts it would be allowed in. He stated that based on the buffers, it doesn’t look like it would be allowed most places, so maybe only allow it in the I-3 district.

Klimmek stated that it would work in commercial business districts.

Odens asked if it should be allowed in B-2 and I-3 as that is what is happening due to the buffers.

Klimmek gave an example that the municipal liquor store is in B-2. Due to the buffer, the county would say that a cannabis business is too close to a school to be permitted in that location.

Odens stated that she was not opposed to allowing as table shows as the county will have the buffer and the county seems stricter than our zoning code would be.

Commissioner Velishek stated that he was in agreement and that the county will have more resources and they are helping the City out a lot.

Odens asked if businesses would still need to follow our current sign ordinance. Kohl responded that they would still be subject to the current sign ordinance in addition to the advertising section. Odens stated that she was okay with leaving the advertising section in.

Commissioner Tradewell asked if the businesses would still need to come for approval through the City or if it would be streamlined and they would be allowed to start the business immediately. Klimmek responded that there are 13 different license avenues for a cannabis business and there are 8 steps they must address with the state and then it goes to the City to provide a zoning approval or denial letter, with the approval they go to the county for registration and the county would verify the buffer zones.

Seefeld stated that the county will be issuing the license and we determine where in the City we would allow it.

Klimmek stated that there is a sense of urgency as we understand we need policy in place by January 2025.

Odens asked if they would need a conditional use permit for the event if we leave out temporary cannabis events from the ordinance or if they would just need a permit if we leave it. Klimmek responded that according to the City Attorney, we do need to have language pertaining to events because it is allowed by law.

Lindahll stated that all Minnesota cities are starting with the same model ordinance and acknowledging that the state has limited our ability to do much beyond the model ordinance. She stated that their recommendation in conjunction with City Attorneys is to generally adopt the model ordinance and accept that there will be revisions but we want to protect the City and adopt something now. She stated that we have code addressing temporary events and we could use some of those same standards.

Velishek asked if the temporary events will still need to comply with the buffer zones. Lindahl responded that they do.

Seefeld stated that when we have current temporary events they need to be compact and contiguous and fenced off and applying some of those ordinances should be applied the same way.

Odens stated that we could insert the same standards as the other temporary events in addition to the other cannabis zoning requirements.

Tradewell stated that we should identify locations where they can hold the events.

Odens stated that they need to follow the buffers and would already be limited.

Seefeld stated that it is already covered in the temporary event permits that we have and we should copy the temporary event standards.

Odens stated that if we used the same standards as temporary events under 6a and if it is held to the same zoning locations that numbers 9 and 10 might not be necessary.

Velishek stated that he wasn't sure we should remove anything unless we know how things are going to pan out.

Seefeld stated that we are not sure how things are going to pan out and we are just providing feedback.

Odens stated that we could include under number 9: Only held at locations as described above for temporary events.

Lindahl stated that some language that other cities have used that states that temporary cannabis events can only be held in areas where cannabis retail operations are permitted.

Odens stated that if we include that language and the standards are updated we don't have conflicts. Odens asked if the temporary events have certain hours of operation. Klimmek responded that they have to comply with the noise ordinance.

## **7C. 2024 YEAR IN REVIEW**

Tara Kohl reviewed the 2024 Year in Review document covering applications and items considered by the Big Lake Planning Commission.

**8. COMMUNITY DEVELOPMENT UPDATE**

Hanna Klimmek reviewed the Community Development Update and shared that the Smith property purchase will be closing on Thursday, the Rawr Organics property sale is expected to close on December 17<sup>th</sup>, and that there is an offer out for the Community Development Director position and they will be appointed December 11<sup>th</sup>.

Commissioner Seefeld asked about fast-tracking the construction of Minnesota Avenue. Klimmek stated this is a common question. She stated that if the relocation project happens that the City will be responsible for a portion of the construction and they would also like to see a connection to Martin. She stated that streets will come with development, it will take time.

**9. COMMISSIONERS' REPORTS**

Commissioner Seefeld shared the City Council had a public hearing for preliminary plat and final plat for the Smith addition.

Commissioner Odens shared that Parks Advisory Committee met and discussed the proposed strategic plan.

**10. OTHER**

None.

**11. ADJOURN**

Commissioner Seefeld motioned to adjourn the meeting at 6:49 p.m. Seconded by Commissioner Odens unanimous ayes, motion carried.



**BIG LAKE ECONOMIC DEVELOPMENT AUTHORITY  
MEETING MINUTES**

**MONDAY, DECEMBER 9, 2024**

**1. CALL TO ORDER**

Vice President Ken Geroux called the meeting to order at 5:30 p.m.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**3. ROLL CALL**

Commissioners present: Donna Clarksean, Jim Dickinson, Ken Geroux, Paul Knier, Kim Noding, and Kathryn Parsons. Commissioners Absent: Alan Heidemann.

Also present: BLEDA Executive Director Hanna Klimmek, BLEDA Assistant Treasurer Deb Wegeleben and Deputy City Clerk Lisa Miller.

**4. ADOPT AGENDA**

Commissioner Knier motioned to approve the agenda as presented. Seconded by Commissioner Clarksean, unanimous ayes, motion carried.

**5. APPROVE BLEDA MEETING MINUTES OF NOVEMBER 18, 2024**

Commissioner Knier motioned to approve the November 18, 2024 BLEDA minutes. Seconded by Commissioner Dickinson, unanimous ayes, motion carried.

**6. BLEDA BUSINESS ITEMS**

**6A. LEASE TERMINATION AGREEMENT – PIZZA FACTORY**

Klimmek reviewed per the purchase agreement BLEDA is required to enter into a lease termination agreement between Robert Monson and the EDA. Geroux reviewed the terms of the agreement are as soon as the build-out is complete or 180 days, whichever comes first, and if the terms do not work out, then a month-to-month with Monson could be arranged.

Commissioner Clarksean motioned to approve the Lease Termination Agreement between the BLEDA and Pizza Factory. Seconded by Commissioner Noding, unanimous ayes, motion carried.

## **6B. MPCA ACCESS AGREEMENT**

Klimmek discussed prior to Therese Haffner's departure from her service with the City of Big Lake, she was able to secure a grant through the MN Pollution Control Agency (MPCA) Brownfield Program that will cover the costs associated with a Phase I Environmental Site Assessment of City Hall, Senior Center, and Big Lake Community Food Shelf space. While meeting with the MPCA to discuss the opportunity for the city-portion of the redevelopment site, the MPCA saw value in concurrently conducting a Phase I Environmental Assessment on both properties. Due to the environmental work that was completed in 2023, the MPCA acknowledges that the Big Lake Economic Development Authority (BLEDA)-owned portion of the redevelopment site used to hold an underground storage tank. Sampling was conducted outside of the boiler room, in addition to soil, ground water samples, and vapor samples. A hazmat survey was also conducted. The MPCA would like to facilitate a second hazmat evaluation for the BLEDA-owned portion of the redevelopment site to review roofing samples and to puncture walls; acquiring information that is necessary in the event the site is subject to demolition. Klimmek noted all reported findings will be shared with the City of Big Lake when completed in written form. To begin work, the MPCA requires an Access Agreement to be signed by an authorized representative of the BLEDA.

Commissioner Dickinson motioned to approve the Access Agreement between the MN Pollution Control Agency Brownfield Program and the BLEDA. Seconded by Commissioner Parsons, unanimous ayes, motion carried.

## **6C. BLEDA BUDGET REPORT AND LIST OF CLAIMS – OCTOBER 2024**

Finance Director, Deb Wegeleben, reviewed the November 2024 unaudited Budget, Revenue and Expenses as well as the List of Claims for the BLEDA. Wegeleben mentioned the closing of the Smith Property was completed December 5, 2024. Geroux asked the amount of funds BLEDA has available and Wegeleben noted after closing on the Smith Property, cash is at \$281,000.00 and total costs of the Smith Property purchase is \$168,000.00. Geroux noted \$151,000.00 for the property and Wegeleben mentioned the remaining balance paid was for the Wetland, Platting along with other fees.

Commissioner Noding motioned to approve the BLEDA Financial Report and List of Claims for November 2024. Seconded by Commissioner Knier, unanimous ayes, motion carried.

## **6D. COMMUNITY DEVELOPMENT DEPARTMENT UPDATE**

Klimmek discussed the Smith Property closing was a highlight of the week along with an offer presented to Marie Pflipsen to fulfill the Community Development Director/EDA Executive Roll. Her start date, after City Council approval, will be January 13, 2025. Klimmek mentioned Marie most recently has been with Xcel Energy, for 2 years, as an Economic Development Director and was the Community Development Director for the City of Becker for approximately 5-6 years. Prior to that Marie was completing various internships. Klimmek noted Marie has a large network and one of the top priorities once she is onboard will be hiring a City Planner.

Klimmek mentioned RAWR Organics needs to close with the City and Township by December 31, 2024. There is a tentative closing date of December 17, 2024.

Klimmek reviewed we have the lease termination agreement with Pizza Factory and are awaiting financial commitment from Robert Monson's team. Closing will need to take place by January 31, 2025 and to date, closing has not been scheduled. Klimmek mentioned she spoke with Monson's banker and Knier asked if there was anything interesting. Klimmek noted there wasn't anything interesting but noted the banker is waiting for information she needs in order to complete her review so at this time she can't give the approval because she is awaiting additional information. Noding asked if things were moving ahead as they should and Klimmek responded saying she let the banker know if there is anything needed from us to let us know as we want this to work.

## **7. OTHER**

Geroux mentioned tonight's meeting is Commissioner Dickinson's last meeting. The Commissioner's thanked him for his 27 years of service and commitment to the City. Dickinson said it's been a good experience and mentioned his relationship with Commissioner Geroux and the debates they've had. Dickinson noted debates are valuable and he hopes the BLEDA does not lose sight of that. Geroux invited Dickinson to attend meetings as a civilian and mentioned he will always be given time.

Noding asked for status on the Parkwood Knolls Development and if it is still being referred to as Parkwood Knolls. Klimmek mentioned the developer's submittal was for Prairie Meadows 5<sup>th</sup> Addition. Klimmek stated the developer was made aware the City is not in favor of the name change. Klimmek noted the City is not sure what the name change means or why they changed the name but they did submit a preliminary application so at this time they are past the concept phase. Noding asked what stage preliminary is and Klimmek responded it is one step before the final stage. Klimmek discussed the City has been working on this project for many years and now there is an

application that the Planning Commission will review prior to City Council. Noding asked when the Planning Commission will review and Klimmek responded it is on the schedule for January 2025 and Kendra Lindahl is the Manager of the project. Knier asked if the developer has submitted preliminary before and Klimmek noted they have not. They have always been concept, up until now, and that a complete application has been submitted. Klimmek noted the developer has not taken all comments they've received from the City into consideration on their recent application.

**8. ADJOURN**

Commissioner Dickinson motioned to adjourn the meeting at 5:39p.m. Seconded by Commissioner Parsons, unanimous ayes, meeting adjourned.