

**AGENDA**  
**CITY OF LEXINGTON**  
**REGULAR COUNCIL MEETING**  
**JANUARY 7, 2016 – 7:00 P.M.**  
**9180 LEXINGTON AVENUE**

**1. CALL TO ORDER: – Mayor Kurth**

- A. Roll Call - Council Members: DeVries, Hughes, Payment, Plasch

**2. CITIZENS FORUM**

This is a portion of the Council meeting where individuals will be allowed to address the Council on subjects which are not a part of the meeting agenda. Persons wishing to speak may be required to complete a sign-up sheet and give it to a staff person at the meeting. The Council may take action or reply at the time of the statement or may give direction to staff for future action based on the concerns expressed.

**3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS**

**4. INFORMATIONAL REPORTS:**

- A. Airport (Councilmember Plasch)  
B. Cable Commission (Councilmember Payment)  
C. City Administrator (Bill Petracek)

**5. LETTERS AND COMMUNICATIONS:**

- A. Council Workshop meeting minutes December 17, 2015 pp. 1-2  
B. Comcast Twin Cities update pp. 3-5  
C. Public Notice – Planning and Zoning Public Hearing January 20, 2016 pp. 6  
D. Thank you from Robotics team for use of Lovell Building pp. 7  
E. Anoka County Record Request as official paper pp. 8-9

**Consent Agenda:**

The Consent Agenda covers routine administrative matters. These items are not discussed, and are approved in their entirety pursuant to the recommendations on the staff reports. A Council Member or citizen may ask that an item be moved from the Consent Agenda to the end of section 7 of the agenda in order to be discussed and receive separate action.

**6. CONSENT ITEMS:**

- A. Recommendation to Approve Council Minutes:  
Council Meeting – December 17, 2015

pp. 10-12



- B. Recommendation to Approve Claims and Bills: pp. 13-25  
 Check #'s 13443 through 13515  
 Check #'s 40288 through 40290  
 Check #'s 40191 through 40345  
 Check #'s 10648 through 10666  
 VOID #10667
- C. Recommendation to approve Quad Community Press as Official  
 Newspaper for 2016 pp. 26

**Action Items:**

These items are intended primarily for Council discussion and action. It is up to the discretion of the Mayor as to what, if any, public comment will be heard on these items. Persons wishing to speak on discussion items must complete a sign-up sheet and give it to a staff person at the meeting.

**7. ACTION ITEMS:**

- A. Recommendation to approve Resolution NO. 16-01 A Resolution Naming  
 Appointees for 2016 pp. 27-29
- B. Recommendation to approve Resolution NO. 16-02 A Resolution  
 Adopting Fee Schedule pp. 30-42
- C. Recommendation to approve Resolution NO. 16-03 A Resolution Establishing  
 Procedures Relating To Compliance With Reimbursement Bond Regulations Under The  
 The Internal Revenue Code pp. 43-47
- D. Recommendation to approve Resolution NO. 16-04 A Resolution Authorizing  
 Signatories For The City Of Lexington Financial Accounts And Checks And Granting  
 Finance Director Access To The City's Financial Account For The Year 2016 pp. 48-49
- E. Recommendation to approve Lexington Fire Station Renovation Change Order  
 # 1 in the amount of \$401.00 pp. 50-55
- F. Recommendation to approve Lovell Building Early Lease Termination` pp. 56
- G. Recommendation to approve Carbone's (Robert Karas) Liquor License Violation Fine

**8. MAYOR AND COUNCIL INPUT**

**9. ADJOURNMENT**



**CITY OF LEXINGTON  
WORKSHOP MINUTES  
Thursday, December 17, 2015  
Immediately following Council meeting  
City Hall**

- 1. Call to Order:** Mayor Kurth
- 2. Roll Call:** DeVries – Hughes – Plasch – Payment

*Mayor Kurth called to order the workshop for December 17, 2015 at 7:38 p.m. Councilmember's present: Devries, Hughes, and Payment. Excused absence: Plasch. Also Present: Bill Petracek, City Administrator; Tina Meyer, Finance Director; Jack Borgen, Liquor Store Manager.*

**3. Discussion Items:**

**A. The Liquor Store Operational Review**

*Petracek provided a PowerPoint presentation to the Council reviewing the Minnesota Municipal Beverage Association (MMBA) report that provides an evaluation of the liquor store operations. Discussion ensued.*

*The consensus of the Council was for the liquor store to consider the following to increase the liquor stores community involvement:*

- 1. Provide more fund raisers and food drives for organizations, such as breast cancer foundations, etc.*
- 2. More social media and email advertising: Facebook, Twitter, Instagram, Mass emailing to customers.*

*Mayor Kurth questioned why the liquor store no longer carries the beer kegs to customer vehicles when they are purchased at the liquor store. Borgen stated that the League of Minnesota Cities safety inspector told them that it was not a good practice for the employees to lift the kegs of beer and that the customer should bear the burden of lifting the kegs into their own vehicle. Kurth explained that he felt the liquor store has lost a lot of customers who buy kegs of beer for that reason. Borgen stated that the liquor store does not make a lot of money off of the sale of beer kegs. Discussion ensued.*

*Petracek stated the staff would contact the League's insurance to determine if lifting beer kegs for the customers is prohibited by our insurance or not.*



*Petracek recommended to use the MMBA report as a guideline, going forward, to improve our operations and increase revenues. He also recommended setting a goal/target of increasing the percentage of net income. Discussion ensued.*

*The consensus of the Council was to set a goal for the liquor store to:*

- 1. Improve gross profits by 2%, and*
- 2. Improve their net profits by \$150,000*

**4. Staff Input**

*No staff input*

**5. Council Input**

*No Council input*

**6. Adjourn**

*Meeting adjourned at 9:14 p.m.*



## TIPS TO MAKE YOUR HOUSE A HOLIDAY HOTSPOT

More than 90 percent of Americans look forward to visiting with family and friends over the holidays, while the average number of guests invited to a holiday party is 47. If you're planning to play host for the holidays, your guests will want to get online for social media, fantasy sports, online gaming, shopping, streaming, and more, so it's important to make sure your Wi-Fi is up to speed.

To keep everyone happy, here are a few tips to use while entertaining this holiday season. You can also check out our [Holiday Hotspot infographic here](#).

### Put Your Router Front and Center

Most activity will probably take place in your living room and kitchen, as family and friends gather to watch football (while checking Fantasy scores), open presents (while posting on Instagram), cook dinner (while looking at Pinterest recipes), and so on. Make sure your router (aka Wireless Gateway) is somewhere centered in this general vicinity, about 5 feet off the ground. This way, the wireless signal will reach the most-used areas.

### Reboot Your Router Beforehand

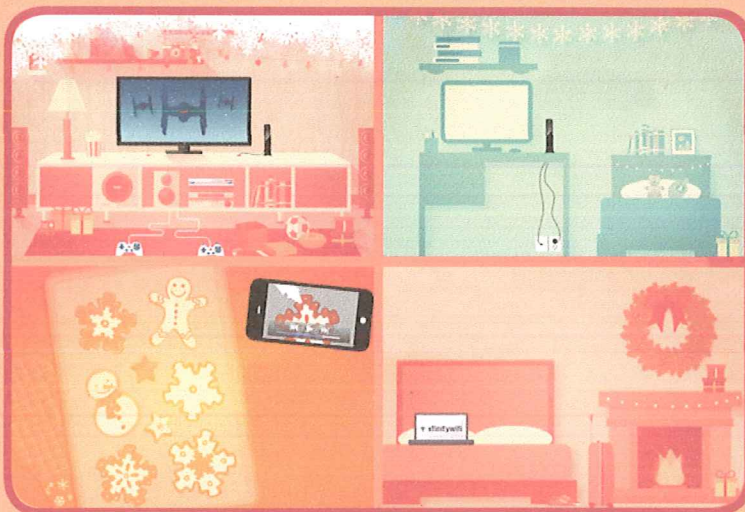
Most software and speed updates to your Wireless Gateway require a restart, just like on your smartphone or tablet. To make sure your router is running at its peak performance, reboot it a few days before the party to complete upgrades. Just unplug it from the power outlet, wait 15-20 seconds, and plug it back in. Allow a few minutes for it to turn back on.

### Use the 5 GHz Connection

Most devices connect to 2.4 GHz by default, meaning the 5 GHz spectrum is generally less crowded and faster. It's also better for applications requiring high bandwidth like streaming video. If your Wireless Gateway has both wireless radio bands, tell your visitors to set their devices to 5 GHz in the Wi-Fi Settings menu. Your uncle can then stream a toy tutorial video while your sister uses Periscope, and they both will get the best experience. (However 2.4 GHz signals travel farther than 5 GHz, so they may want to switch back after leaving your house.)

### Hard Wire When You Can

If your nephews and nieces love playing Xbox or PlayStation, set them up in the basement with a wired connection to the gaming console. Or, if they want to stream Home Alone or Elf while the adults are being boring upstairs, hardwire the laptop. To do so, plug your wired Ethernet cable into the port on the device. Gaming and streaming can take up a lot of bandwidth, so this will provide the best Internet performance for all of your guests.



### Choose Wi-Fi Over Cellular

Whether you're streaming holiday music on Pandora or your husband is watching a YouTube video on how to make homemade gravy, make sure all devices are on Wi-Fi and not cellular. Streaming can eat up your mobile data fast. To check, go to the Wi-Fi settings menu.

### Watch out for Hogs

Need to clear some space on that smartphone or digital camera? Tasks like uploading thousands of photos or downloading a new computer program can hog your speed and bandwidth. Most likely these things don't need to

happen during a party, so hold off until after your guests leave, or do them beforehand.

### Take Advantage of Two Hotspots

If you're an Xfinity Internet customer with our latest Xfinity Wireless Gateway, you have two wireless signals, or SSIDs. One is your family's private home Wi-Fi signal, while the other is a separate "xfinitywifi" signal. Each has its own dedicated bandwidth, keeping your home network faster and more secure, because you don't have to share it with guests.

Visitors who are Xfinity Internet customers can use the Xfinity WiFi home hotspot feature without needing your private password, giving them instant, easy access to fast and reliable Wi-Fi. Then, you can use your personal Wi-Fi signal for things like online holiday shopping, to catch a good deal or buy another strand of lights.

### When in Doubt, Restart

If the Internet starts to get sluggish, reset your Wireless Gateway, and let it readjust. This will reestablish the network in your house and may solve the issue.

If you follow some of these tips, your house will be Internet ready for the holidays. ■

## In this December Issue...

Holiday Hotspot.....	1	Unlimited Calls to Nearly Half of the World.....	2
Safe Online Shopping.....	1	Smarter Operations.....	3
400 New Jobs to St. Paul.....	2	Contact Us.....	3



# 10 TIPS THIS HOLIDAY SEASON FOR SAFE ONLINE SHOPPING

This will undoubtedly be a big year for online shopping, and we're prepared for a lot of activity on our broadband network. Here are a few online shopping tips to help users have a safe experience when using Xfinity Internet service.



**No matter what device you use, whether a PC, Mac, tablet, or mobile phone, make sure it has the latest security software, operating system, and apps.**

This is a good first layer of defense that should be followed year-round. If you have Xfinity Internet, visit <https://constantguard.xfinity.com> for the latest on security software and services.



**Before you type in sensitive information online, check to make sure it is a "secure" site.** Secure sites typically have a closed padlock in the status bar, and the URL will start with HTTPS:// with an "S", not just HTTP://.



**Password theft is one of the most common ways hackers can ruin your holiday season.** Avoid easy-to-crack passwords by using a combination of upper and lowercase letters, numbers, and special characters. Don't use items

from your everyday life like your name, street address, or birthday. Also, stay away from passwords like "password" or "123456", and don't use the same password for multiple sites.



**Dedicate one credit card for all of your online shopping needs so it is easy to monitor and manage.**

Credit cards are generally the safest option because they aren't directly connected to your bank account, and they can be cut off immediately. Never use a debit card.



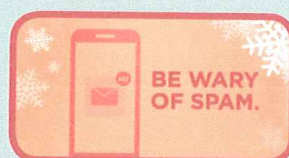
**Save records of your online purchases, including the product description, price, online receipt, and emails.** Once you receive your credit card statements, make sure they match. If there is a discrepancy, call your bank, and report it immediately.

**A secure Internet network connection, like in most homes or workplaces, is ideal for online shopping,** rather than a coffee shop or on the go where you might expose sensitive information to hackers. Also, as a general rule, avoid using public computers to do any of your online shopping.



**During the holidays, your inbox can often be flooded with junk emails with offers for large discounts.**

Always be cautious of any emails you receive from unknown recipients or offers that seem too good to be true.



**Be careful with the information you give out this holiday season.**

Retailers and others (both legit and fake) are eager to learn about you and your shopping habits in order to better target you as a customer. While there could be perks in the form of discounts, ads, or coupons, remember the more they know, the easier it is to steal your identity. Also, NEVER email your credit card information or send it via social media.



**After making a purchase, remember to log off of the retailer's site.** Also, turn off your computer or device when you are finished shopping. This is particularly important if you are using a shared computer or device with others in your home.



**If it's not a big name brand, make sure the vendor is legit before purchasing an item.** Check for credentials like a physical address and online reviews. ■



## COMCAST BRINGING 400 NEW JOBS TO ST. PAUL

Recently Comcast announced it has chosen Minnesota as the location for 400 new jobs beginning in early 2016 at its downtown St. Paul office. The new positions are part of a multi-year plan to reinvent the customer experience—our company's #1 goal.

Comcast is committed to transforming the customer experience, and this means we are completely redefining what an excellent customer experience looks like—starting with the very first interaction. Part of the transformation includes creating more than 5,500 customer service jobs nationwide over the next few years. Here in the Twin Cities, Comcast will add 400 new jobs and expand its regional facility at 10 River Plaza in St. Paul to accommodate the growth.

The Twin Cities has been, and continues to be, a great place for Comcast to do business, and we're pleased to further invest in the Twin Cities through the creation of these new jobs. The decision to locate these positions in Minnesota is a reflection of our commitment to the state, our employees and our customers here, and we thank you for your on-going support. ■



## ■ Comcast Supply Chain

The Comcast Supply Chain team works to maintain an environmentally sound workplace and partners with our vendors to implement and promote green initiatives across the company. This includes recycling, repurposing and waste reduction programs. We require our vendors to be in compliance with all relevant laws relating to environmental protection, occupational safety and health, resource conservation, hazardous waste transportation, toxic substances, water pollution and clean air, among many others.

## ■ Transportation

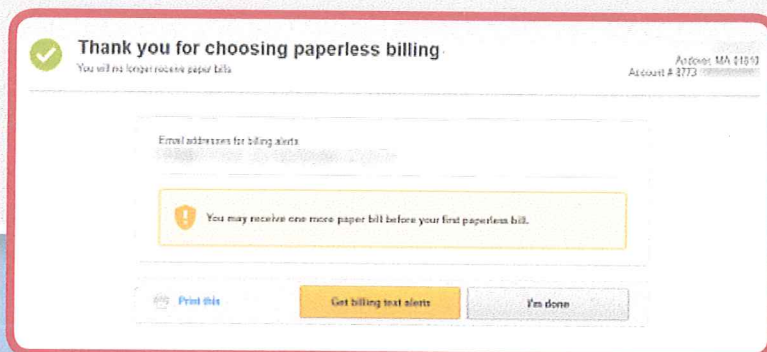
We operate the tenth-largest commercial fleet of hybrid vehicles in the United States. With more than 6,300 hybrid and flex-fuel vehicles in our fleet, we saw a reduction of 60,000 gallons of unleaded gas and more than a 25 percent decrease in greenhouse gas emissions in 2011 alone. Our new vehicle procurement is 80 percent alternative fuel capable, with all vans and light-duty pickups being flex-fuel-capable and the inclusion of hybrid passenger vehicles in our fleet. Moving forward, we're continuing to purchase alternative fuel vehicles while exploring new technologies with automobile manufacturers.

## ■ Customers

Many of the set-top boxes that deliver our video services in customers' homes today are on the ENERGY STAR Set-Top Box Qualified Product List, and nearly 100 percent of the boxes we will buy in the future will be ENERGY STAR compliant. Each of the more than 20 million digital transport adapters deployed as part of our all-digital transition also meet ENERGY STAR requirements.

Combining consumer trends with our interest in sustainability also has resulted in more than 20 percent of all new connects to Comcast cable services being done by customers using our redesigned Self-Install Kits. The kits and packing materials are 100 percent recyclable and let customers install or upgrade products and solve problems online without requiring a visit from a Comcast technician.

With EcoBill, customers can view and pay their bills online — from any computer, any time. By not receiving a paper statement in the mail every month, it's a free, easy and secure way to be environmentally friendly. The EcoBill program conserves more than 84 million sheets of paper and 137 million envelopes on an annual basis.



# SMARTER OPERATIONS

At Comcast, we are focused on reducing energy usage, both by our customers in the home and by our business operations. We are also reducing energy consumption and waste by operating the tenth-largest commercial fleet of hybrid vehicles in the United States.

## ■ Facilities

Many of our warehouse facilities around the country have installed, or are in the process of installing, equipment to bundle unused cardboard for recycling. As a result, our warehouses have reduced waste, in some cases by more than 50 percent. It takes significant resources to grow and be one of the world's leading media, entertainment and communications companies, but we're taking steps at each of our 12 national data centers to reduce the amount of space and energy requirements. Using new technologies, we're able to equip existing servers to handle multiple applications instead of needing to add more servers.

## Contact Us...

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To stay up to date on Comcast in the Twin Cities Region, please follow us on Twitter  
[@ComcastMidwest](#)



PUBLIC NOTICE

CITY OF LEXINGTON  
COUNTY OF ANOKA  
STATE OF MINNESOTA

TO WHOM IT MAY CONCERN:

**Notice is hereby given,** the Lexington Planning and Zoning Committee will be conducting a Public Hearing on Wednesday, January 20, 2016 at 7:00 p.m. in the Lexington City Council Chambers, Lexington City Hall, 9180 Lexington Avenue, Lexington, MN 55014. The purpose of the Public Hearing is to modify Section 11.60 PERFORMANCE STANDARDS - Subd. 22. Parking – Subsections C (3):C (4) H (1): H(5): H(6).

A copy of the proposed ordinance modifications is available for inspection at City Hall, 9180 Lexington Avenue, Lexington, MN 55014. Anyone wishing to make comment or if you have questions on the modified ordinance, you are invited to attend the Public Hearing. If you are unable to attend, written comments or questions are welcome and will be accepted until 4:30 p.m. on January 13, 2016.

In accordance with the Americans with Disability Act, a hearing impaired individual wishing to attend the Public Hearing may request a sign language translator by contacting City Hall at (763) 784-2792 within one week prior to the hearing.

Bill Petracek  
City Administrator

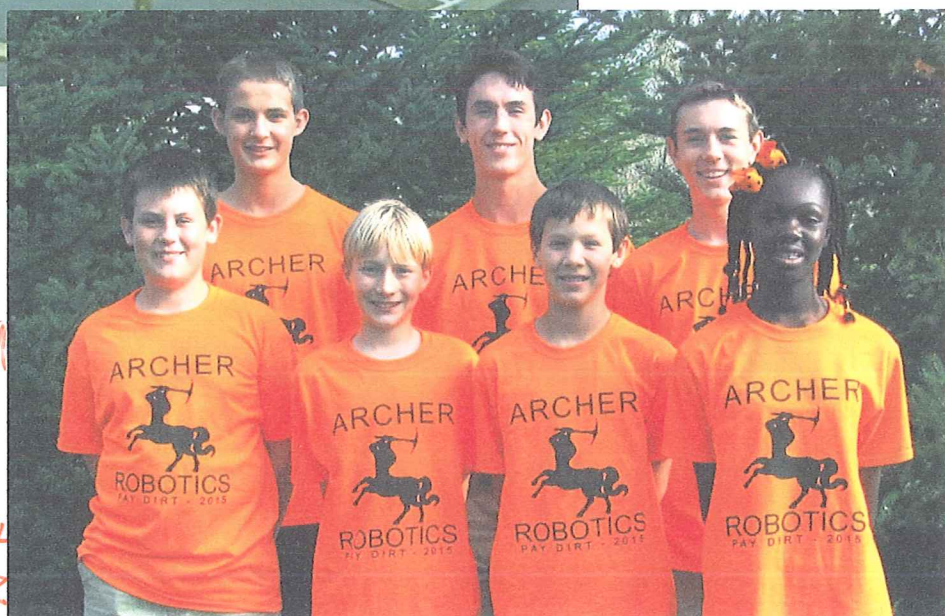
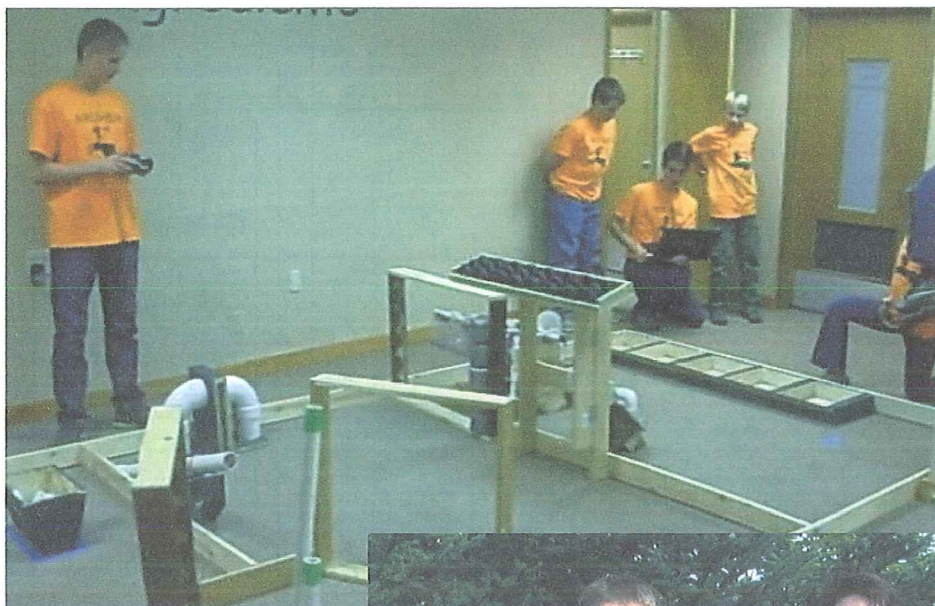
Posted: December 22, 2015  
Published: January 5, 2016



Mary Vinzant and City of Lexington

Thank you for the use of the office space in the Lovell building for our robotics team practice. The office was the right size and shape to have the entire course setup. Needless to say, we were especially thankful to be out of the cold garage for November and December. Through your help we were able to enhance the robot's ability and hone our skills at operating the robot, and we placed 3<sup>rd</sup> in the 5 state regional competition in Fargo.

Thanks again,  
Team ARCHER  
<http://archerrobot.weebly.com>



Cameron Dahlstrom  
David  
Parker

Parker Dahlstrom

David Lofstrom

Samantha Lofstrom

Cameron Dahlstrom



PLEASE PLACE IN JANUARY CITY COUNCIL PACKET

# *Anoka County* **RECORD**

PO Box 21014 • Columbia Heights MN 55421-0014 • (763) 220-0411

E-Mail: [editor@anokacountyrecord.com](mailto:editor@anokacountyrecord.com) Website: [www.anokacountyrecord.com](http://www.anokacountyrecord.com)

December 23, 2015

**City of Lexington:** Mayor and Councilmembers,

In 2016, the *Record* will be publishing **City of Lexington** public notices at no cost to the city, taxpayers, planning commission applicants, etc.

The *Record* asks to be named the official public notice publisher for the **City of Lexington**. If designated as such, the *Record* would be available at no charge to **City of Lexington** residents online or at city hall. The *Record* would also reference your notices in our weekly email subscription update. The *Record* would also post all **City of Lexington** affidavits of publication on our website, as we are the only newspaper in the county to provide this service.

The *Record* is currently the official public notice publisher for Anoka County, City of Ham Lake, and City of Oak Grove. The *Record* is the low bidder to publish all Anoka County notices in 2016. We expect to continue publishing all Anoka County, City of Ham Lake, and City of Oak Grove public notices in 2016.

No contract is required for this no cost proposal.

Some competitors are charging over \$10 per column inch to publish public notices in a paid subscription newspaper. The *Record* finds this to be a ridiculous sum of money, and we will be sharing this information and our no cost offer to your city with legislators during the 2016 Legislative Session.

Please feel free to contact me with any questions.

Sincerely,



John M. Kysylyczyn  
Owner & Publisher



# *Anoka County* **RECORD**

PO Box 21014 • Columbia Heights MN 55421-0014 • (763) 220-0411

E-Mail: [editor@anokacountyrecord.com](mailto:editor@anokacountyrecord.com) Website: [www.anokacountyrecord.com](http://www.anokacountyrecord.com)

December 23, 2015

City of Andover  
1685 Crosstown Blvd NW  
Andover, MN 55304

City of Columbus  
16319 Kettle River Blvd  
Columbus, MN 55025

Linwood Township  
22817 Typo Creek Dr NE  
Linwood, MN 55079

Columbia Heights ISD#13  
1440 – 49<sup>th</sup> Avenue NE  
Columbia Heights, MN 55421

City of Anoka  
2015 - 1st Avenue North  
Anoka, MN 55303-2270

City of Coon Rapids  
11155 Robinson Drive  
Coon Rapids, MN 55433

City of Nowthen  
8188 199<sup>th</sup> Avenue NW  
Nowthen, MN 55330

Elk River ISD#728  
815 Highway 10  
Elk River, MN 55330

City of Bethel  
23820 Dewey Street  
Bethel, MN 55005

City of East Bethel  
2241 – 221<sup>st</sup> Avenue NE  
East Bethel, MN 55011

City of Ramsey  
7550 Sunwood Drive NW  
Ramsey, MN 55303

Fridley ISD#14  
6000 W Moore Lake Dr NE  
Fridley, MN 55432

City of Blaine  
10801 Town Square Dr NE  
Blaine, MN 55449

City of Fridley  
6431 University Ave NE  
Fridley, MN 55432

City of St. Francis  
23340 Cree Street NW  
Saint Francis, MN 55070

Forest Lake ISD#831  
6100 North 210<sup>th</sup> Street  
Forest Lake, MN 55025

City of Centerville  
1880 Main Street  
Centerville, MN 55038

City of Hilltop  
4555 Jackson Street NE  
Hilltop, MN 55421

City of Spring Lake Park  
1301 - 81st Avenue NE  
Spring Lake Park, MN 55432

St. Francis ISD#15  
4115 Ambassador Boulevard  
Saint Francis, MN 55070

City of Circle Pines  
200 Civic Heights Circle  
Circle Pines, MN 55014

City of Lexington  
9180 Lexington Avenue  
Lexington, MN 55014

Anoka-Hennepin ISD#11  
2727 Ferry Street North  
Anoka, MN 55303

Spring Lake Park ISD#16  
1415 – 81<sup>st</sup> Avenue NE  
Spring Lake Park, MN 55432

City of Columbia Heights  
590 40th Ave. NE  
Columbia Heights, MN 55421

City of Lino Lakes  
600 Town Center Parkway  
Lino Lakes, MN 55014

Centennial ISD#12  
4707 North Road  
Circle Pines, MN 55014

White Bear Lake ISD#624  
4855 Bloom Avenue  
White Bear Lake, MN 55110

## Public Information Request:

I am submitting a public information request in accordance with the Minnesota Department of Administration, Information Policy Analysis Division, Opinions 04-007 and 96-047. These opinions require a local government subject to the Data Practices Act to respond to standing information requests made through a specified date.

I am requesting that I be concurrently emailed all public notices sent to any newspaper for publication. This standing request will expire at the close of the day on December 31, **2016**. Please send all notices to [editor@anokacountyrecord.com](mailto:editor@anokacountyrecord.com).

Sincerely,



John M. Kysylyczyn  
Owner & Publisher



**UNAPPROVED MINUTES  
CITY OF LEXINGTON  
REGULAR COUNCIL MEETING  
DECEMBER 17, 2015 – 7:00 P.M.  
9180 LEXINGTON AVENUE**

**1. CALL TO ORDER: – Mayor Kurth**

- A. Roll Call - Council Members: DeVries, Hughes, Payment, Plasch

*Mayor Kurth called to order the Regular City Council meeting for December 17, 2015 at 7:00 p.m. Councilmember's present: Devries, Hughes, and Payment. Excused absence: Plasch. Also Present: Bill Petracek, City Administrator; Kurt Glaser, City Attorney; Tina Meyer, Finance Director; Brenda Devitt, GFOA Representative.*

**2. CITIZENS FORUM**

*No citizens were present to address the Council*

**3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS**

*A motion was made by Councilmember Hughes to approve the agenda as presented. The motion was seconded by Councilmember Devries. Motion carried 4-0.*

**4. PRESENTATION OF CERTIFICATE OF ACHIEVEMENT -  
DARIN NELSON, GFOA STATE REPRESENTATIVE**

*Brenda Devitt, GFOA State Representative, presented the Certificate of Achievement to the City of Lexington. Devitt stated that the GFOA award is the first time the City of Lexington has received the award. The award is the result of the abilities and hard work of Tina Meyer, Finance Director. Discussion ensued.*

**5. LETTERS AND COMMUNICATIONS:**

- A. Memo – Finance Director – Tina Meyer
- B. Planning and Zoning meeting minutes – December 8, 2015
- C. Anoka County Park and Community Services – December Newsletter
- D. North Metro TV – November 2015 Update

*No discussion on letters and communications.*

**6. CONSENT ITEMS:**

- A. Recommendation to Approve Council Minutes:  
Public Hearing - TNT & Council Meeting – December 3, 2015



B. Recommendation to Approve Claims and Bills:

Check #'s 13412 through 13412

Check #'s 40242 through 40287

Check #'s 10616 through 10627

Check #'s 10628 through 10647

C. Financial Reports

- Cash Balances
- Fund Summary – Budget to Actual

***A motion was made by Councilmember Payment to approve the consent agenda items. The motion was seconded by Councilmember Hughes. Motion carried 4-0.***

**7. ACTION ITEMS:**

A. Recommendation to approve Resolution NO. 15-41 A Resolution Abating  
2015 Delinquent Sewer and Water Assessment Certified.

***A motion was made by Councilmember Payment to approve Resolution No. 15-41 – A Resolution Abating 2015 Delinquent Sewer and Water Assessment Certified. The motion was seconded by Councilmember Devries. Motion carried 4-0.***

B. Recommendation to approve Resolution NO. 15-42 A Resolution Authorizing  
Signatories for the City of Lexington Safe Deposit Box.

***A motion was made by Councilmember Devries to approve Resolution No. 15-42 – A Resolution Authorizing Signatories for the City of Lexington Safe Deposit Box. The motion was seconded by Councilmember Payment. Motion carried 4-0.***

C. Recommendation to approve Partial Payment #3 for Fire Station Project in  
the amount of \$40,091.52.

***Mayor Kurth stated that the ceiling tiles in the men's bathroom were chipped when they installed the new replacement tiles. He stated that those tiles need to be replaced by JPMI Construction before the final payment is made to the company. Discussion ensued. Petracek stated he would let MSA Consultants know about the problem.***

***A motion was made by Councilmember Devries to approve partial payment #3 for Fire Station Project in the amount of \$40, 091. 52. The motion was seconded by Councilmember Hughes. Motion carried 4-0.***

D. Discuss Carbone's Liquor License Violation



*Attorney Glaser explained the liquor license violation made by Carbone's in October when the police department conducted alcohol compliance checks. Glaser asked the Council if he should pursue issuing the fine for the violation or hold off on it, since the business has been sold to a new owner. Discussion ensued.*

*Glaser stated the fine would be \$1,000 to the owner's since it is the second violation in 3 years. Hughes asked if it would be difficult to collect the fine. Glaser replied by saying that the City could collect through the State Assessment process. Glaser added that the Council would need to take action on issuing the fine at the next City Council meeting. Devries explained that he doesn't believe Carbone's business being sold should change the Council's thoughts on issuing the fine. Discussion ensued.*

*Glaser stated that the Council will take action on the fine at the first meeting in January.*

#### **8. MAYOR AND COUNCIL INPUT**

*Councilmember Payment announced the "Santa around Town" on Saturday, which starts at 5:00 p.m.*

*Mayor Kurth announced the Holiday Lighting contest winners:*

*3rd Place - \$25.00 Keith & Jane Rohrbacher*

*2nd Place - \$50.00 Steve & Linda Milton*

*1st Place - \$100.00 John & Wendy Woelfel*

#### **9. ADMINISTRATOR INPUT**

*Petracek explained that he received an email from the County Engineer's office that stated the Lake drive project has been postponed until 2017. It was originally slated for the summer of 2016. Discussion ensued.*

#### **10. ADJOURNMENT**

*A motion was made by Councilmember Hughes to adjourn the meeting at 7:21 p.m. The motion was seconded by Councilmember Devries. Motion carried 4-0.*



CITY OF LEXINGTON

RECOMMEND FOR APPROVAL OF CLAIMS AND BILLS

**The following claims and bills have been presented to the Council for approval at the Council Meeting of January 7, 2016.**

(1) Payroll

Checks	13413 through	13415	\$	22,384.16
Checks	through		\$	17,671.68

VOID:

Automatic Withdrawals				
	Federal Tax	\$4,510.55		
	Social Security	\$3,394.11		
	Medicare	\$793.82		
	State Tax	<u>\$1,922.68</u>		
	Total	\$10,621.16	\$	10,621.16

(2) Automatic Data Processing \$ 386.73

(3) General and Liquor Payment Recommendations:

Checks	40288 through	40290	\$	175.00
Checks	40291 through	40345	\$	212,309.91

VOID:

(4) ACH and Credit Card Payments for: \$ -

(5) Wire Transfer Payment Recommendation: (Bond Payments) \$ -

Total Payments and Withdrawals Approval \$ 263,548.64

Centennial Lakes Police Payment Recommendations:

Checks	10648 through	10666	\$	<u>23,037.19</u>
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Total Payments	\$	<u><u>23,037.19</u></u>
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VOID: 10667



WEEK 51 BATCH 1516 51 PAYS

0 Employees With Overflow Statement

0 Overflow Statement 1 Total Statement

Tot Cks/Vchrs:00000000003 Total Pages:00000000005 - Page count not applicable for iReports

First No. Last No. Total

Checks: 00000013413 00000013415 00000000003

Vouchers: 00000510001 00000510049 00000000000

# Earnings Statement

STLO M9J TOTAL DOCUMENT

CITY OF LEXINGTON

LOCATION 0001

COPY

COPY

30398.48 GROSS  
22384.16 NET PAY (INCLUDING ALL DEPOSITS)  
2436.80 FEDERAL TAX  
1873.60 SOCIAL SECURITY  
438.19 MEDICARE  
.00 MEDICARE SURTAX  
.00 SUI TAX  
1024.33 STATE TAX  
.00 LOCAL TAX  
23766.22 DEDUCTIONS  
859.34 NET CHECK

STLO COMPANY CODE M9J  
CITY OF LEXINGTON  
TOTAL DOCUMENT  
LOCATION 0001

COPY

COPY

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TEAR HERE

VERIFY DOCUMENT AUTHENTICITY - COLORED AREA MUST CHANGE IN TONE GRADUALLY AND EVENLY FROM DARK AT TOP TO LIGHTER AT BOTTOM

NON-NEGOTIABLE - VOID - NON-NEGOTIABLE  
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE  
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE  
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE  
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NON-NEGOTIABLE - VOID - NON-NEGOTIABLE  
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE  
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE

THE ORIGINAL DOCUMENT HAS AN ARTIFICIAL WATERMARK ON THE BACK. HOLD AT AN ANGLE TO VIEW WHEN CHECKING THE ENDORSEMENT.



[illegible]





## ADVICE OF DEBIT

Client Name : CITY OF LEXINGTON  
Client Number : 395512  
Advice of Debit Number : 465545408  
Advice of Debit Date : 12/18/2015  
Advice of Debit Due Date : 12/25/2015  
Total Debited This Invoice : \$386.73

TINA NORTHCUTT  
CITY OF LEXINGTON  
9180 LEXINGTON AVE N  
CIRCLE PINES, MN 55014-3625

ADP, LLC  
ONE ADP DRIVE MS-100  
AUGUSTA GA 30909

**i** Inquiries

For Product/Service inquiries, please contact your Client Service Team.

## \*\*IMPORTANT MESSAGE\*\*

## Introducing the New ADP Invoice!

You spoke and we listened! We've refreshed the invoice to make it clearer, easier to read, while utilizing double-sided print to save paper. For specific details about the changes, visit <https://support.adp.com/secure/region/USC/Portal/2/2342>. Be on the lookout for additional changes coming soon! Please let us know what you think when you receive our survey in the coming months. Thank you for your business - ADP

## CURRENT CHARGES

PAYROLL SERVICES	QUANTITY	RATE	BASE	TOTAL CHARGES	TAX
COMPANY CODE 0069-10-M9J					
Processing Charges for Period Ending Date: 12/12/2015					
Pays	51			\$226.35	
Labor Distribution	51			\$19.10	
Personnel Reporting Sys Base Chg	114	at no charge			
Tax Service	51	\$0.30 each	\$33.05	\$48.35	
ADPiPayStatements	51	\$0.20 each		\$10.20	
iReports	51	\$0.08 each		\$4.08	
YTD Download	51	at no charge			
For Payroll Delivery Only	1			\$21.10	
24 Hr. Service	51	at no charge			
Employee Payment Services for Period Ending Date: 12/12/2015					
Full Service Direct Deposit	55	\$0.82 each	\$12.45	\$57.55	

TOTAL CHARGES FOR COMPANY CODE: 0069-10-M9J \$386.73

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Total Debited \$386.73

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## WE APPRECIATE YOUR BUSINESS! - NO PAYMENT REQUIRED.

This amount will be processed for debit from your account # XXXXXXXX6090 on 12/25/2015 or the next banking day. Please confirm the debit was completed with your banking institution to ensure the invoice is paid in full.

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**\*Check Detail Register©**

December 2015

Check Amt Invoice Comment

**10100 4M FUND**

Paid Chk# 040288 12/17/2015 MILTON, STEVE AND LINDA

G 101-22075 Holiday Decorating Contest \$50.00 2ND PLACE WINNER

Total MILTON, STEVE AND LINDA \$50.00

Paid Chk# 040289 12/17/2015 ROHRBACHER, KEITH OR JANE

G 101-22075 Holiday Decorating Contest \$25.00 3RD PLACE WINNER

Total ROHRBACHER, KEITH OR JANE \$25.00

Paid Chk# 040290 12/17/2015 WOELFEL, JOHN AND WENDY

G 101-22075 Holiday Decorating Contest \$100.00 1ST PLACE WINNER

Total WOELFEL, JOHN AND WENDY \$100.00

10100 4M FUND \$175.00

## Fund Summary

**10100 4M FUND**

101 GENERAL FUND \$175.00

\$175.00



**\*Check Detail Register©**

January 2016

Check Amt Invoice Comment

**10100 4M FUND**

Paid Chk# 040291 1/7/2016 AFSCME MN COUNCIL 5

G 101-21719 Union Dues	\$46.84	TRAVIS SCHMID
G 101-21719 Union Dues	\$46.84	MARY VINZANT
G 101-21719 Union Dues	\$35.13	ROBERT HUNT
G 101-21719 Union Dues	\$46.84	PEGGY MCNAMARA
G 101-21719 Union Dues	\$46.84	JIM FISCHER
<b>Total AFSCME MN COUNCIL 5</b>	<b>\$222.49</b>	

Paid Chk# 040292 1/7/2016 ANCOM COMMUNICATIONS

E 101-42260-323 Radio Units/User Fees	\$169.00	57418
<b>Total ANCOM COMMUNICATIONS</b>	<b>\$169.00</b>	

Paid Chk# 040293 1/7/2016 ANOKA CO - MEDIATION SERVICES

E 101-41500-490 Subcontracted Services	\$226.00	2016 SERVICES
<b>Total ANOKA CO - MEDIATION SERVICES</b>	<b>\$226.00</b>	

Paid Chk# 040294 1/7/2016 ARCTIC GLACIER ICE

E 609-00000-254 Miscellaneous Purchase	\$151.20	459535509
<b>Total ARCTIC GLACIER ICE</b>	<b>\$151.20</b>	

Paid Chk# 040295 1/7/2016 ARTISAN BEER COMPANY

E 609-00000-252 Beer Purchase	\$343.25	3072175
E 609-00000-252 Beer Purchase	(\$71.25)	330591
<b>Total ARTISAN BEER COMPANY</b>	<b>\$272.00</b>	

Paid Chk# 040296 1/7/2016 AVESIS VISION PLAN

E 609-00000-160 Health/Dental Insurance	\$26.50	NOVEMBER 2015
E 101-43100-160 Health/Dental Insurance	\$7.73	DECEMBER 2015
E 609-00000-160 Health/Dental Insurance	\$26.50	JANUARY 2016
E 101-45200-160 Health/Dental Insurance	\$5.15	JANUARY 2016
E 101-43100-160 Health/Dental Insurance	\$7.73	JANUARY 2016
E 101-41500-160 Health/Dental Insurance	\$6.81	JANUARY 2016
E 609-00000-160 Health/Dental Insurance	\$26.50	DECEMBER 2015
E 101-45200-160 Health/Dental Insurance	\$5.15	DECEMBER 2015
E 101-45200-160 Health/Dental Insurance	\$5.15	NOVEMBER 2015
E 101-41500-160 Health/Dental Insurance	\$6.81	OCTOBER 2015
E 101-43100-160 Health/Dental Insurance	\$7.73	OCTOBER 2015
E 101-45200-160 Health/Dental Insurance	\$5.15	OCTOBER 2015
E 609-00000-160 Health/Dental Insurance	\$26.50	OCTOBER 2015
E 101-43100-160 Health/Dental Insurance	\$7.73	NOVEMBER 2015
E 101-41500-160 Health/Dental Insurance	\$6.81	DECEMBER 2015
E 101-41500-160 Health/Dental Insurance	\$6.81	NOVEMBER 2015
<b>Total AVESIS VISION PLAN</b>	<b>\$184.76</b>	

Paid Chk# 040297 1/7/2016 BELLBOY CORPORATION

E 609-00000-251 Liquor Purchase	\$1,191.48	51416000
E 609-00000-251 Liquor Purchase	\$1,842.05	51628600
E 609-00000-254 Miscellaneous Purchase	\$87.40	93159500
E 609-00000-254 Miscellaneous Purchase	\$140.83	93237500
E 609-00000-210 Operating Supplies	\$639.93	93237600
<b>Total BELLBOY CORPORATION</b>	<b>\$3,901.69</b>	

Paid Chk# 040298 1/7/2016 BERNICKS BEVERAGES/VENDING

E 609-00000-252 Beer Purchase	(\$44.40)	19377
E 609-00000-254 Miscellaneous Purchase	\$20.80	264493



**\*Check Detail Register©**

January 2016

			Check Amt	Invoice	Comment
E 609-00000-252	Beer Purchase		\$641.21	264494	
E 609-00000-252	Beer Purchase		\$713.00	267748	
<b>Total BERNICKS BEVERAGES/VENDING</b>			<b>\$1,330.61</b>		
Paid Chk# 040299	1/7/2016	<b>CAPITOL BEVERAGE SALES</b>			
E 609-00000-252	Beer Purchase		\$13,479.35	773014	
E 609-00000-252	Beer Purchase		\$738.00	775909	
E 609-00000-252	Beer Purchase		\$2,341.12	783845	
E 609-00000-252	Beer Purchase		\$16.00	783846	
E 609-00000-252	Beer Purchase		\$8,901.69	789576	
E 609-00000-252	Beer Purchase		\$49.52	789578	
<b>Total CAPITOL BEVERAGE SALES</b>			<b>\$25,525.68</b>		
Paid Chk# 040300	1/7/2016	<b>CARLOS CREEK WINERY</b>			
E 609-00000-253	Wine Purchase		\$288.00	11949	
<b>Total CARLOS CREEK WINERY</b>			<b>\$288.00</b>		
Paid Chk# 040301	1/7/2016	<b>CASTLE DANGER BREWING CO</b>			
E 609-00000-252	Beer Purchase		\$396.80	4645	
<b>Total CASTLE DANGER BREWING CO</b>			<b>\$396.80</b>		
Paid Chk# 040302	1/7/2016	<b>CENTENNIAL LAKES PD</b>			
E 101-42110-230	Contracted Services		\$61,183.41		MONTHLY POLICE JAN
<b>Total CENTENNIAL LAKES PD</b>			<b>\$61,183.41</b>		
Paid Chk# 040303	1/7/2016	<b>CIRCLE PINES, CITY OF</b>			
E 599-42110-601	Bond Principal		\$4,583.33		POLICE BLDG JAN
E 599-42110-611	Bond Interest		\$341.04		
<b>Total CIRCLE PINES, CITY OF</b>			<b>\$4,924.37</b>		
Paid Chk# 040304	1/7/2016	<b>CLEAR RIVER BEVERAGE COMPANY</b>			
E 609-00000-252	Beer Purchase		\$120.00	232228	
<b>Total CLEAR RIVER BEVERAGE COMPANY</b>			<b>\$120.00</b>		
Paid Chk# 040305	1/7/2016	<b>COCA-COLA BOTTLING CO</b>			
E 609-00000-254	Miscellaneous Purchase		\$502.64	0188476619	
<b>Total COCA-COLA BOTTLING CO</b>			<b>\$502.64</b>		
Paid Chk# 040306	1/7/2016	<b>COMPASS MINERALS</b>			
E 101-43100-231	Snow Removal Materials		\$1,682.71	71420776	
<b>Total COMPASS MINERALS</b>			<b>\$1,682.71</b>		
Paid Chk# 040307	1/7/2016	<b>DAHLHEIMER DISTRIBUTING</b>			
E 609-00000-252	Beer Purchase		\$3,749.05	119465	
E 609-00000-252	Beer Purchase		\$10,119.57	119808	
E 609-00000-252	Beer Purchase		(\$163.20)	120033	
E 609-00000-252	Beer Purchase		\$1,768.35	120232	
<b>Total DAHLHEIMER DISTRIBUTING</b>			<b>\$15,473.77</b>		
Paid Chk# 040308	1/7/2016	<b>DELTA DENTAL</b>			
E 101-41500-160	Health/Dental Insurance		\$105.03	6301895	JANUARY
E 101-43100-160	Health/Dental Insurance		\$84.18	6301895	JANUARY
E 101-45200-160	Health/Dental Insurance		\$56.12	6301895	JANUARY
E 609-00000-160	Health/Dental Insurance		\$174.31	6301895	JANUARY
<b>Total DELTA DENTAL</b>			<b>\$419.64</b>		
Paid Chk# 040309	1/7/2016	<b>DEPUTY REGISTRAR #150</b>			



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January 2016

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E 101-43100-221	Equipment Parts	\$16.00		PLATE #928901
E 101-43100-221	Equipment Parts	\$16.00		PLATE #939516
E 101-43100-221	Equipment Parts	\$39.00		PLATE #9111CMT
E 101-43100-221	Equipment Parts	\$16.00		PLATE #943854
<b>Total DEPUTY REGISTRAR #150</b>		<b>\$87.00</b>		
Paid Chk# 040310	1/7/2016	<b>EHLERS INVESTMENT PARTNERS</b>		
R 101-36210	Interest on Investments	\$181.78		10/1/15-10/31/15
R 101-36210	Interest on Investments	\$165.01		11/1/15-11/30/15
<b>Total EHLERS INVESTMENT PARTNERS</b>		<b>\$346.79</b>		
Paid Chk# 040311	1/7/2016	<b>ENERGY MECHANICAL SERVICES INC</b>		
E 220-47000-407	Heating/AC	\$696.16	5048	
<b>otal ENERGY MECHANICAL SERVICES INC</b>		<b>\$696.16</b>		
Paid Chk# 040312	1/7/2016	<b>EXTREME BEVERAGE</b>		
E 609-00000-254	Miscellaneous Purchase	\$226.80	W-1332373	
<b>Total EXTREME BEVERAGE</b>		<b>\$226.80</b>		
Paid Chk# 040313	1/7/2016	<b>FERGUSON WATERWORKS</b>		
E 770-00000-210	Operating Supplies	\$180.20	0177497	
E 730-00000-210	Operating Supplies	\$121.90	0177497	
<b>Total FERGUSON WATERWORKS</b>		<b>\$302.10</b>		
Paid Chk# 040314	1/7/2016	<b>FLAHERTYS HAPPY TIME COMPANY</b>		
E 609-00000-254	Miscellaneous Purchase	\$162.00	31607	
E 609-00000-254	Miscellaneous Purchase	\$108.00	31646	
<b>Total FLAHERTYS HAPPY TIME COMPANY</b>		<b>\$270.00</b>		
Paid Chk# 040315	1/7/2016	<b>FRATTALLONE S HARDWARE</b>		
E 101-41500-400	General Maintenance	\$18.61	54314	
E 101-41500-410	Sirens/Flags	\$82.26	54478	
E 101-42260-400	General Maintenance	\$42.66	54494	
E 101-42260-400	General Maintenance	\$27.74	54501	
E 101-43100-400	General Maintenance	\$22.96	54576	
<b>Total FRATTALLONE S HARDWARE</b>		<b>\$194.23</b>		
Paid Chk# 040316	1/7/2016	<b>HAWKINS INC</b>		
E 730-00000-216	Chemicals	\$5.00	3816901 RI	
<b>Total HAWKINS INC</b>		<b>\$5.00</b>		
Paid Chk# 040317	1/7/2016	<b>HOHENSTEINS INC</b>		
E 609-00000-252	Beer Purchase	\$2,705.39	800758	
<b>Total HOHENSTEINS INC</b>		<b>\$2,705.39</b>		
Paid Chk# 040318	1/7/2016	<b>HOME DEPOT</b>		
E 101-45200-210	Operating Supplies	\$14.97	14.97	
E 101-43100-224	Street Maint Materials	\$63.77	5025627	
<b>Total HOME DEPOT</b>		<b>\$78.74</b>		
Paid Chk# 040319	1/7/2016	<b>IEH AUTO PARTS LLC</b>		
E 101-43100-404	Repair Machinery/Equipment	\$5.18	038832359	
<b>Total IEH AUTO PARTS LLC</b>		<b>\$5.18</b>		
Paid Chk# 040320	1/7/2016	<b>JJ TAYLOR</b>		
E 609-00000-252	Beer Purchase	(\$24.60)	2436085	
E 609-00000-252	Beer Purchase	\$5,964.83	2439753	



**\*Check Detail Register©**

January 2016

Check Amt Invoice Comment

E 609-00000-252	Beer Purchase	\$5,247.67	2439776
E 609-00000-252	Beer Purchase	\$10,950.74	2451803
<b>Total JJ TAYLOR</b>		<b>\$22,138.64</b>	

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Paid Chk# 040321 1/7/2016 JOHNSON BROTHERS LIQUOR

E 609-00000-253	Wine Purchase	(\$60.07)	225959
E 609-00000-253	Wine Purchase	\$169.92	5324606
E 609-00000-253	Wine Purchase	\$77.65	5324607
E 609-00000-251	Liquor Purchase	\$1,368.39	5326311
E 609-00000-253	Wine Purchase	\$1,798.98	5326312
E 609-00000-251	Liquor Purchase	\$26.00	5326313
E 609-00000-251	Liquor Purchase	\$37.18	5326314
E 609-00000-251	Liquor Purchase	\$1,687.50	5326315
E 609-00000-251	Liquor Purchase	\$940.42	5330483
E 609-00000-251	Liquor Purchase	\$392.18	5330484
E 609-00000-253	Wine Purchase	\$198.21	5330485
E 609-00000-251	Liquor Purchase	\$43.98	5330486
E 609-00000-251	Liquor Purchase	\$62.86	5330487
E 609-00000-251	Liquor Purchase	\$934.91	5331603
E 609-00000-251	Liquor Purchase	\$1,031.98	5331604
E 609-00000-253	Wine Purchase	\$1,005.07	5331605
E 609-00000-251	Liquor Purchase	\$527.17	5333112
E 609-00000-253	Wine Purchase	\$1,194.87	5333113
E 609-00000-251	Liquor Purchase	\$147.18	5334614
E 609-00000-253	Wine Purchase	\$246.12	5334615
E 609-00000-251	Liquor Purchase	\$1,428.28	5334616
E 609-00000-251	Liquor Purchase	\$1,158.36	5336462
E 609-00000-253	Wine Purchase	\$1,554.40	5336463
E 609-00000-251	Liquor Purchase	\$131.94	5336464
E 609-00000-251	Liquor Purchase	\$3,892.04	5336465
E 609-00000-251	Liquor Purchase	(\$87.33)	555349
E 609-00000-251	Liquor Purchase	(\$118.08)	555350
E 609-00000-251	Liquor Purchase	(\$6.78)	555948
E 609-00000-251	Liquor Purchase	(\$18.50)	555949
E 609-00000-253	Wine Purchase	(\$7.33)	555950
E 609-00000-253	Wine Purchase	(\$9.71)	555951
E 609-00000-253	Wine Purchase	(\$6.67)	555952
E 609-00000-253	Wine Purchase	(\$28.95)	555953
E 609-00000-251	Liquor Purchase	(\$3.45)	555954
E 609-00000-253	Wine Purchase	\$8.67	555955
E 609-00000-253	Wine Purchase	(\$7.58)	556141
E 609-00000-253	Wine Purchase	(\$9.52)	705520
<b>Total</b>	<b>JOHNSON BROTHERS LIQUOR</b>	<b>\$19,700.29</b>	

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Paid Chk# 040322 1/7/2016 KNOWLAN S SUPER MARKET

E 101-41500-430	Miscellaneous	\$46.31	100025998
<b>Total KNOWLAN S SUPER MARKET</b>		<b>\$46.31</b>	

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Paid Chk# 040323 1/7/2016 M AMUNDSON LLP

E 609-00000-254	Miscellaneous Purchase	\$2,920.21	208223
E 609-00000-254	Miscellaneous Purchase	\$2,357.70	208639
<b>Total M AMUNDSON LLP</b>		<b>\$5,277.91</b>	

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Paid Chk# 040324 1/7/2016 M/A ASSOCIATES

E 220-46000-209	Cleaning Supplies	\$843.45	9539
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**\*Check Detail Register©**

January 2016

		Check Amt	Invoice	Comment
<b>Total M/A ASSOCIATES</b>		<b>\$843.45</b>		
Paid Chk# 040325	1/7/2016	<b>MSA PROFESSIONAL SERVICES</b>		
E 440-00000-303	Engineering Fees	\$1,997.50		FLOWERFIELD RD
E 651-00000-303	Engineering Fees	\$210.00		NPDES PHASE II MS4
E 101-41500-303	Engineering Fees	\$1,172.25		GENERAL
E 310-41500-570	Office Equip and Furnishings	\$888.13		GIS/GPS SOLUTION
G 101-22038	Paster Enterprises Escrow	\$105.00		NORTHWAY SHOPPING CENTER
E 310-42260-520	Buildings and Structures	\$2,620.43		FIRE STATION EXTERIOR
<b>Total MSA PROFESSIONAL SERVICES</b>		<b>\$6,993.31</b>		
Paid Chk# 040326	1/7/2016	<b>NCPERS GROUP LIFE INSURANCE</b>		
G 101-21724	Life Insurance	\$80.00		DECEMBER
<b>Total NCPERS GROUP LIFE INSURANCE</b>		<b>\$80.00</b>		
Paid Chk# 040327	1/7/2016	<b>NORTH STAR PUMP SERVICE</b>		
E 770-00000-403	Lift Station Maintenance	\$2,375.00	4790	
<b>Total NORTH STAR PUMP SERVICE</b>		<b>\$2,375.00</b>		
Paid Chk# 040328	1/7/2016	<b>ORKIN PEST CONTROL</b>		
E 220-47000-230	Contracted Services	\$109.49		JAN SERVICE
<b>Total ORKIN PEST CONTROL</b>		<b>\$109.49</b>		
Paid Chk# 040329	1/7/2016	<b>PACE ANALYTICAL</b>		
R 730-37100	Water Sales	\$50.00	15100125356	WATER TEST FEE
<b>Total PACE ANALYTICAL</b>		<b>\$50.00</b>		
Paid Chk# 040330	1/7/2016	<b>PAUSTIS &amp; SONS</b>		
E 609-00000-253	Wine Purchase	\$57.50	85174929-IN	
E 609-00000-253	Wine Purchase	\$810.22	8528436-IN	
<b>Total PAUSTIS &amp; SONS</b>		<b>\$867.72</b>		
Paid Chk# 040331	1/7/2016	<b>PETRACEK, BILL</b>		
E 101-41500-205	Mileage Reimbursement	\$200.00		JAN 2016
E 101-41500-321	Telephone	\$100.00		JAN 2016
<b>Total PETRACEK, BILL</b>		<b>\$300.00</b>		
Paid Chk# 040332	1/7/2016	<b>PHILLIPS WINE AND SPIRITS INC</b>		
E 609-00000-253	Wine Purchase	(\$9.33)	226342	
E 609-00000-251	Liquor Purchase	(\$9.33)	226342	
E 609-00000-251	Liquor Purchase	(\$9.22)	227107	
E 609-00000-253	Wine Purchase	(\$4.67)	227108	
E 609-00000-251	Liquor Purchase	\$203.01	2898019	
E 609-00000-253	Wine Purchase	\$583.38	2898020	
E 609-00000-251	Liquor Purchase	\$154.36	2900891	
E 609-00000-253	Wine Purchase	\$45.18	2900892	
E 609-00000-251	Liquor Purchase	\$101.98	2902785	
E 609-00000-253	Wine Purchase	\$280.65	2902786	
E 609-00000-253	Wine Purchase	\$105.18	2903834	
E 609-00000-252	Beer Purchase	\$119.18	2905058	
E 609-00000-253	Wine Purchase	\$325.72	2905059	
E 609-00000-253	Wine Purchase	\$57.18	2905060	
<b>Total PHILLIPS WINE AND SPIRITS INC</b>		<b>\$1,943.27</b>		
Paid Chk# 040333	1/7/2016	<b>PLASCH, JACK</b>		
E 101-41110-208	Training and Instruction	\$47.15		MILEAGE REIMBURSEMENT



**\*Check Detail Register©**

January 2016

			Check Amt	Invoice	Comment
<b>Total PLASCH, JACK</b>			<b>\$47.15</b>		
Paid Chk# 040334	1/7/2016	<b>ROYAL ROOFING INC</b>			
E 609-00000-401	Repair Buildings		\$450.83	15-0386	
<b>Total ROYAL ROOFING INC</b>			<b>\$450.83</b>		
Paid Chk# 040335	1/7/2016	<b>SOUTHERN WINE &amp; SPIRITS</b>			
E 609-00000-253	Wine Purchase		(\$654.50)	0021023	
E 609-00000-251	Liquor Purchase		(\$53.25)	0021189	
E 609-00000-251	Liquor Purchase		(\$80.40)	0021300	
E 609-00000-253	Wine Purchase		\$434.24	1356265	
E 609-00000-251	Liquor Purchase		\$927.39	1356266	
E 609-00000-251	Liquor Purchase		\$904.26	1358829	
E 609-00000-251	Liquor Purchase		\$25.28	1358830	
E 609-00000-251	Liquor Purchase		\$746.90	1358831	
E 609-00000-251	Liquor Purchase		\$3,411.42	1361199	
E 609-00000-253	Wine Purchase		\$639.89	1361200	
<b>Total SOUTHERN WINE &amp; SPIRITS</b>			<b>\$6,301.23</b>		
Paid Chk# 040336	1/7/2016	<b>ST PAUL STAMPS WORKS</b>			
E 609-00000-200	Office Supplies		\$43.50	349397	
<b>Total ST PAUL STAMPS WORKS</b>			<b>\$43.50</b>		
Paid Chk# 040337	1/7/2016	<b>SUMMIT COMPANIES</b>			
E 310-42260-500	Capital Expenditures		\$4,930.00	2099990	FINAL BILLING
<b>Total SUMMIT COMPANIES</b>			<b>\$4,930.00</b>		
Paid Chk# 040338	1/7/2016	<b>TWIN CITY FILTER SERVICE INC.</b>			
E 220-47000-407	Heating/AC		\$333.74	0585104-IN	
<b>Total TWIN CITY FILTER SERVICE INC.</b>			<b>\$333.74</b>		
Paid Chk# 040339	1/7/2016	<b>VINOCOPIA</b>			
E 609-00000-253	Wine Purchase		\$744.50	0139965-IN	
E 609-00000-253	Wine Purchase		\$143.75	0140585-IN	
E 609-00000-253	Wine Purchase		\$668.40	0141543-IN	
<b>Total VINOCOPIA</b>			<b>\$1,556.65</b>		
Paid Chk# 040340	1/7/2016	<b>VINZANT, MARY</b>			
E 101-41500-205	Mileage Reimbursement		\$51.62		MILEAGE REIMBURSEMENT
E 220-46000-230	Contracted Services		\$132.00		WK ENDING 12/26/15
E 220-46000-230	Contracted Services		\$132.00		WK ENDING 12/19/15
E 220-46000-230	Contracted Services		\$132.00		WK ENDING 1/2/16
<b>Total VINZANT, MARY</b>			<b>\$447.62</b>		
Paid Chk# 040341	1/7/2016	<b>WILD MOUNTAIN WINERY INC</b>			
E 609-00000-253	Wine Purchase		\$114.00	1309	
<b>Total WILD MOUNTAIN WINERY INC</b>			<b>\$114.00</b>		
Paid Chk# 040342	1/7/2016	<b>WINE COMPANY</b>			
E 609-00000-253	Wine Purchase		\$505.90	412570-00	
<b>Total WINE COMPANY</b>			<b>\$505.90</b>		
Paid Chk# 040343	1/7/2016	<b>WINE MERCHANTS</b>			
E 609-00000-253	Wine Purchase		\$865.12	7060228	
E 609-00000-253	Wine Purchase		\$189.36	7061992	
<b>Total WINE MERCHANTS</b>			<b>\$1,054.48</b>		



**\*Check Detail Register©**

January 2016

Check Amt Invoice Comment

Paid Chk# 040344	1/7/2016	<b>WIRTZ BEVERAGE MINNESOTA</b>	
E 609-00000-253	Wine Purchase	\$0.00	1080408087
E 609-00000-251	Liquor Purchase	\$4,416.78	1080408700
E 609-00000-251	Liquor Purchase	\$4,684.37	1080411544
E 609-00000-251	Liquor Purchase	\$89.80	1080411545
E 609-00000-251	Liquor Purchase	\$4,078.48	1080414849
E 609-00000-251	Liquor Purchase	(\$39.16)	2080111784
E 609-00000-251	Liquor Purchase	(\$24.68)	2080117549
<b>Total</b>	<b>WIRTZ BEVERAGE MINNESOTA</b>	<b>\$13,205.59</b>	

Paid Chk# 040345	1/7/2016	<b>YESCO</b>	
E 609-00000-404	Repair Machinery/Equipment	\$524.91	1001
E 101-41500-410	Sirens/Flags	\$176.76	1014
	<b>Total YESCO</b>	<b>\$701.67</b>	

<b>10100 4M FUND</b>	<b>\$212,309.91</b>
----------------------	---------------------

**Fund Summary**

<b>10100 4M FUND</b>	
101 GENERAL FUND	\$66,498.73
220 LOVELL BUILDING	\$2,378.84
310 CAPITAL PROJECTS	\$8,438.56
440 15 STREET IMPROVEMENTS	\$1,997.50
599 POLICE BUILDING	\$4,924.37
609 MUNICIPAL LIQUOR FUND	\$125,129.81
651 STORM WATER FUND	\$210.00
730 WATER FUND	\$176.90
770 SEWER FUND	\$2,555.20
	<b>\$212,309.91</b>



Report Criteria:  
Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
12/15	12/29/2015	10648	DONNA ANDERSON	OFFICE STAFF PANTS	39.98
12/15	12/29/2015	10649	ANOKA COUNTY	NOV INTERNET ACCESS	910.26
12/15	12/29/2015	10650	AWARDS BY HAMMOND, INC	GIESE SIGN	16.03
12/15	12/29/2015	10651	BCA CJTE	MORALS TRAINING	3,249.00
12/15	12/29/2015	10652	CENTURY LINK	DEC PHONES	120.60
12/15	12/29/2015	10653	CITY OF CIRCLE PINES	POSTAGE 2015	192.56
12/15	12/29/2015	10654	CONNEXUS ENERGY	NOV ELECTRIC	2,108.43
12/15	12/29/2015	10655	CONSOLIDATED COMMUNICATIONS	DEC PHONES	404.76
12/15	12/29/2015	10656	DON'S CIRCLE SERVICE, INC	DEC REPAIRS	1,190.39
12/15	12/29/2015	10657	E C S I, INC	VIDEO RECORDING SYSTEM REPAIR	946.00
12/15	12/29/2015	10658	ELZETTA DESIGN, LLC	SALES TAX PAYABLE	215.70
12/15	12/29/2015	10659	MATTHEW GIESE	2 AIRSOFT PISTOLS	79.25
12/15	12/29/2015	10660	HEALTH PARTNERS	JAN HEALTH INS	11,683.18
12/15	12/29/2015	10661	MN CHIEFS OF POLICE ASSOC.	SALES TAX	59.90
12/15	12/29/2015	10662	PITNEY BOWES GLOBAL FIN SERVIC	POSTAGE METER LEASE 4TH QTR	67.65
12/15	12/29/2015	10663	PURCHASE POWER INC	POSTAGE	33.40
12/15	12/29/2015	10664	QUILL CORPORATION	CALENDAR	218.02
12/15	12/29/2015	10665	STREICHER'S, INC	SALES TAX	979.25
12/15	12/29/2015	10666	VERIZON WIRELESS	DEC CELL PHONES	522.83
Grand Totals:					23,037.19





4779 Bloom Ave., White Bear Lake, MN 55110 • Phone: 651-407-1200 • Fax: 651-429-1242

December 17, 2015

Mr. Bill Petracek  
City Administer  
City of Lexington  
9180 Lexington Avenue N.  
Circle Pines, MN 55014

Dear Mr. Petracek:

The *Quad Community Press* wishes to again be your official newspaper for 2016.

We meet all the legal publication requirements under state statutes. Our circulation is audited by Verified Audit Circulation, an independent firm.

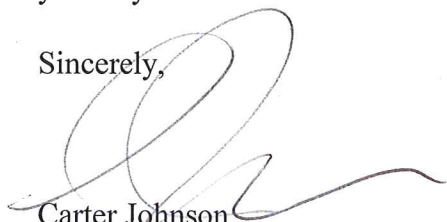
We offer submittal of legal notices by mail, fax at (651) 429-1242, or e-mail to [legals@presspubs.com](mailto:legals@presspubs.com). Please clearly identify them as "Legal Notices."


There will be a slight increase in the rate for your legal notices this year due to increased health insurance costs. We are asking for \$8.64 per column inch, in 7-point type at 9-lines per inch.

Our legal notice deadline is Wednesday by 5:00 p.m. for the following Tuesday's publication.

We look forward to the opportunity to serve you. We welcome any questions or concerns you may have.

Sincerely,

  
Carter Johnson  
Publisher

  
Lisa Graber  
Legal Notice Coordinator

Misc: Lexington2016.doc

**Your Best Source For Community Information**

White Bear Press • Vadnais Heights Press • Quad Community Press • Shoreview Press • The Citizen • The Lowdown • North Oaks News  
[news@presspubs.com](mailto:news@presspubs.com)   [ppcomp@presspubs.com](mailto:ppcomp@presspubs.com)   [marketing@presspubs.com](mailto:marketing@presspubs.com)   [ppcirc@presspubs.com](mailto:ppcirc@presspubs.com)



**CITY OF LEXINGTON  
COUNTY OF ANOKA  
STATE OF MINNESOTA**

**RESOLUTION NO. 16-01**

**RESOLUTION NAMING APPOINTEES FOR 2016**

**WHEREAS**, Lexington City Code authorizes the Mayor to make annual appointments at the first regular meeting in January of each year, and:

**WHEREAS**, such appointments must be confirmed by the City Council.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEXINGTON, ANOKA COUNTY, STATE OF MINNESOTA**, as follows:

**POSITION**

**APPOINTEE**

**ACCOUNTANT:**

Gary Groen

**AIRPORT COMMISSION:**

Councilmember Plasch  
Kent Swanson

**ANOKA COUNTY FIRE PROTECTION  
COUNCIL:**

Mayor Kurth  
Fire Chief Grote

Alternate Elected Official Director:

**Needs Appointment**

**ATTORNEY:**

Administration/Prosecution:  
Personnel/Labor:

Kurt Glaser  
Paul Floyd

**AUDITOR:**

Abdo, Eich & Meyers, LLP

**BUILDING INSPECTOR:**

Inspectron, Inc.

**CABLE COMMISSION:**

Councilmember Payment

**COUNTY HRA:**

Councilmember Plasch  
City Administrator Petracek

**CENTENNIAL COMMUNITY NETWORK:**

Councilmember Plasch  
Finance Director Meyer



<b>EMERGENCY PREPAREDNESS:</b>	Police Chief Coan Fire Chief Grote City Administrator Petracek Mayor Kurth
<b>ENGINEER:</b>	MSA/BDM Consulting Engineers
<b>FIRE DEPARTMENT CHIEF:</b>	Gary Grote
<b>FIRE DEPARTMENT ASST. CHIEF:</b>	Mark VanderBloomer
<b>FIRE RELIEF EX-OFFICIO TRUSTEE:</b>	Mayor Kurth City Administrator Petracek
<b>GREENSTEP CITIES COORDINATOR:</b>	Peggy McNamara
<b>IDENTIFY THEFT COMMITTEE:</b> Program Administrator:	Councilmember Hughes City Administrator Petracek
<b>LOVELL BUILDING:</b>	City Administrator Petracek
<b>OFFICIAL DEPOSITORIES:</b>	4M Fund/US Bank Elk River State Bank RBC Wealth Management BBE Community Investment Partners LLC
<b>OFFICIAL NEWSPAPER:</b>	Quad Community Press
<b>DATA PRACTICES AUTHORITY:</b>	City Administrator Petracek
<b>PARK BOARD:</b>	Councilmember DeVries
Members:	Marilyn Ames (term ends 12/31/17) Diane Harris (term ends 12/31/16) Sue Hylton (term ends 12/31/17) Michelle Koch (term ends 12/31/16) LeAnn Mitlyng (term ends 12/31/16)
<b>PERSONNEL COMMITTEE:</b>	Mayor Kurth Councilmember Plasch
<b>PLANNING COMMISSION:</b> Ex-Officio & Board of Appeals/ Adjustments Members:	Councilmember Hughes  John Bautch (term ends 12/31/18) Chris Olsson (term ends 12/31/18) John O'Neil (term ends 12/31/18)



**POLICE GOVERNING BOARD:**

Ron Thorson (term ends 12/31/17)  
Mark VanderBloomer (term ends 12/31/17)  
Mayor Kurth  
Councilmember Payment  
City Administrator Petracek

Alternate Police Governing Board Member:

Councilmember Plasch

**POLICE INTERVIEW BOARD:**

Governing Board - Volunteers at Large

**PUBLIC WORKS DIRECTOR:**

City Administrator Petracek

**VICE MAYOR:**

Councilmember Payment

**WEED INSPECTOR:**

Public Works Fischer

**WELLHEAD PROTECTION:**

City Administrator Petracek

**PASSED** by the Lexington City Council this the 7th day of January, 2016.

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Administrator



**CITY OF LEXINGTON  
COUNTY OF ANOKA  
STATE OF MINNESOTA**

**RESOLUTION NO. 16-02**

**A RESOLUTION ADOPTING FEE SCHEDULE**

**WHEREAS**, Section 6.04 Fixing License Fees of the Lexington City Code mandates all fees for licenses, late fee penalties, investigation of applicants and administrative penalties shall be fixed and determined by the Council, adopted by resolution, and uniformly enforced; and

**WHEREAS**, Section 6.04 Fixing License Fees further states "Such license fees may, from time-to-time, be amended by the Council by resolution"; and

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEXINGTON, ANOKA COUNTY, STATE OF MINNESOTA**, as follows:

***CHAPTER 2 ADMINISTRATION AND GENERAL GOVERNMENT***

<b><u>DESCRIPTION</u></b>	<b><u>FEE</u></b>
Election Filing Fee	\$2.00

***CHAPTER 3 MUNICIPAL UTILITIES***

<b><u>DESCRIPTION</u></b>	<b><u>FEE</u></b>
Water	
Base per quarter	\$11.75
Residential usage per quarter	
0-15,000 gal	\$1.93
15,001-30,000 gal	\$2.39
30,001-40,000 gal	\$3.19
40,000+ gal	\$4.42
Commercial usage per quarter	
0-15,000 gal	\$1.71
15,001-30,000 gal	\$2.11
30,001-40,000 gal	\$2.82
40,000 + gal	\$3.90
Sewer	
Base per quarter	\$10.75
Per 1000 gal water usage per quarter	\$2.95



Seniors per quarter	\$30.25
Sewer only (unmetered water)	\$50.00
Storm Sewer	
Residential per quarter	\$7.50
Commercial per quarter	\$10.00
Purchase of Water Meter	City Cost + 10% Administration Fees
Delinquent Bills-Penalty	10% of unpaid bills
Certified Bills	15% of unpaid bills
Connection to Sewer System	
New Residential	\$100.00
New Commercial	\$200.00
Sewer Disconnect/Reconnect	
Residential	\$100.00
Commercial	\$150.00
Sewer Disconnect/Reconnect Non-Payment	
Residential	\$150.00
Commercial	\$200.00
Sewer Line Break	\$100.00
Connection to Water System	
New Residential	\$100.00
New Commercial	\$200.00
Water Disconnect/Reconnect	
Residential	\$100.00
Commercial	\$150.00
Water Disconnect/Reconnect Non-Payment	
Residential	\$150.00
Commercial	\$200.00
Water Line Break	\$100.00
SAC Charge	\$2,485.00
Fire Hydrant Water Meter – Deposit	\$1,000.00

## ***CHAPTER 4 CONSTRUCTION, LICENSING, PERMITS & REGULATIONS\*\****

<b><u>DESCRIPTION</u></b>	<b><u>FEE</u></b>
Building Permits Valuation	See Table 1-A (page 9)
Building Permits Surcharge	\$1.00 / 0.05% of valuation
Demolition Fee	\$250.00 / 1.5% of valuation
(Excludes manufactured homes)	
Drain Tile System	Based upon valuation



Driveway (construct, reconstruct, alter, or modify)	\$60.00
Grading	See Table A-33-A&B (Page 10)
Fence	\$60.00 (See Chapter 11)
Fire Suppression	
Residential Sprinkler/Fire Suppression	Permit required – fee is waived
Rental Property and/or Commercial	Permit required - \$75.00 minimum charge
Other Sprinkler/Fire Suppression	Contract cost of sprinkler/fire suppression system multiplied by 3.25% (Includes plan review by Building Official, Fire Department and State of MN.)
Plumbing	<p>\$5.00 per each fixture, device or connection to the sewer or plumbing system, with a minimum charge of \$40.00.</p> <p>Alterations, repairs or extensions to an existing plumbing system, (where the work is of such a nature that the permit fee charge cannot be determined from the above schedule), permit fee is \$40.00 for the first \$500.00 or fraction thereof, plus \$15.00 for each additional \$500.00 or fraction thereof of the total market value of such alteration, repair or extension.</p> <p>Commercial, industrial or institutional plumbing permit fee is 2% of the total cost of labor and materials or a minimum of \$40.00, whichever is greater.</p>
Mechanical	<p>Residential dwelling permit is \$20.00 for each of the following units but not to exceed \$140.00, minimum charge of \$40.00:</p> <ul style="list-style-type: none"> <li>▪ Air conditioner</li> <li>▪ Air Exchanger</li> <li>▪ Duct Work</li> <li>▪ Gas Boiler</li> <li>▪ Gas Pool Heater</li> <li>▪ Gas Stove/Range</li> <li>▪ Main Gas Line Piping</li> <li>▪ Boiler</li> <li>▪ Gas Dryer</li> <li>▪ Gas Fireplace/Gas Log (Install in regular fireplace)</li> <li>▪ Gas Furnace</li> <li>▪ Gas Wall Heater/Garage Heater</li> <li>▪ Miscellaneous Mechanical Fixtures</li> <li>▪ Wood Fireplace</li> </ul> <p>Commercial, industrial or institutional building permits: 2% of the total cost of labor and materials of the heating, ventilation and air conditioning work to be completed or a minimum of \$40.00 whichever is greater.</p>



Manufactured Home Placement/On Site Demo	\$100.00
Plan Review Fee	65% of building permit fee
Permanent Pool	
In-ground	\$345.00
Above ground	\$145.00
(Both mechanical and plumbing included)	
Roofing	
1 or 2 Family Only	\$145.00
(Permit fee includes roofing of all buildings on 1 or 2 family residential properties provided that all roofing projects are completed within 6 months from the time the permit is issued.)	
Commercial	1.5% of valuation
Siding	
1 or 2 Family Only, Garage	\$145.00
(Lap, wood, metal, vinyl & composite, <i>excludes</i> stucco, brick & other masonry products)	
Window Replacement	Based upon valuation
(Size of opening change only)	
Moving of Structure	\$50.00 plus 2.5% of valuation
Driveway (Sealant - no coal tar allowed)	\$50.00
Do it yourself	Fee waived
Underground Sprinkler/ Irrigation System	\$100.00

**\*\*All of the above stated fees are subject to State of Minnesota surcharge fees.**

*Work commenced without first obtaining a permit shall be charged an administrative fee equal to permit fees in addition to normal permit fees.*

## ***CHAPTER 5 BEER, WINE AND LIQUOR LICENSING***

Liquor, Intoxicating (**Including 3.2 or More for Beer**) The completed application is required on or before June 30<sup>th</sup>. An incomplete application or any part thereof received on or after July 1<sup>st</sup> will incur a 10% fee for expedited processing.

<b><u>DESCRIPTION</u></b>	<b><u>FEE</u></b>
Liquor On Sale (Sunday)	\$200.00
Liquor General On Sale	\$9,000.00
Liquor Restaurant On Sale	\$6,000.00
Wine On Sale	\$600.00
Wine On Sale Sunday	\$200.00
Beer On Sale	\$300.00
Beer Off Sale	\$200.00
Temporary On Sale 3.2 Beer	\$100.00 daily
Temporary On Sale (Intoxicating liquor)	\$100.00 daily
Temporary On Sale Consumption & Display Permit	\$25.00 daily
Consumption & Display Permit	\$300.00 annual



Culinary Class Limited On Sale	\$50.00 daily
Brew Pub On Sale	\$600.00
Application Fee – All license types	\$100.00
Preliminary Background & Financial Investigation	\$500.00
Comprehensive Background and Financial Investigation Bond	\$10,000.00
Duplicate License	\$25.00
Lawful Gambling	10% contribution to city

*The completed renewal application is required on or before the deadline set by ordinance. Application, or incomplete applications submitted after the deadline will incur an additional 10% fee for expedited processing.*

## **CHAPTER 6 OTHER BUSINESS REGULATIONS AND LICENSING**

<b><u>DESCRIPTION</u></b>	<b><u>FEE</u></b>
Adult Entertainment Business	\$500.00
Adult Entertainment Business Background Check/Investigation	\$1,500.00
Assessment Search	\$50.00
Amusement Devices	\$15.00
Commercial Business - New/Renewal	\$100.00
Commercial Business Background Check	\$100.00
Annual Entertainment License	\$200.00
Single Use Special Event Permit	\$300.00
General Contractors License	\$75.00
Temporary Business License	\$75.00/month (five (5) month maximum)
Kennel (4 or more dogs)	\$100.00
Motor Vehicle Sales	\$500.00
Peddler License/Background Check	\$100.00 for application plus \$100/person plus \$100.00/person(s) for background check
Refuse	\$100.00 flat fee plus \$75.00/truck
Sauna/Dayspa/Massage Business License	\$270.00
Massage Therapist Certification	\$85.00
Application/Background Check	\$80.00
Massage Therapist Renewal/Annual Certificate	\$55.00
Tobacco	\$100.00
Vending Machines	\$150.00

*The completed application is required on or before June 30<sup>th</sup>. An incomplete application or any part thereof received on or after July 1<sup>st</sup> will incur a \$50.00 fee for expedited processing.*



## ***CHAPTER 8 TRAFFIC REGULATIONS***

### **DESCRIPTION**

### **FEE**

Overweight Permits

\$50.00 per contractor

## ***CHAPTER 10 PUBLIC PROTECTION***

### **DESCRIPTION**

### **FEE**

Chicken Permit

\$75.00

Fireworks

Commercial

\$350.00

Retail

\$100.00

Open Burning Permit

\$25.00

Dangerous Dog Registration

\$300.00

Illegal Dumping on Public Property

\$700.00 plus clean up costs

## ***CHAPTER 11 ZONING***

### **DESCRIPTION**

### **FEE**

### **ESCROW DEPOSIT\***

Comprehensive Plan Amendment

\$300.00

\$300.00

Conditional Use Permit

\$250.00

\$300.00/Residential  
\$500.00/Commercial

Exception – Required Parking

\$100.00

\$300.00/Residential  
\$500.00/Commercial

Fence

\$60.00

Park Dedication

Per Ord. Section 12.51 Dedication of Land  
or Contribution in Cash for Public Purposes

Rezoning

\$300.00

\$500.00

Sign Permit

\$50.00 or 1.5% of cost

Sign Permit Temporary

\$50.00

Vacation (To vacate Streets, easements, etc.)

\$250.00

\$300.00

Variance

\$250.00

\$300.00/Residential  
\$500.00/Commercial



## ***CHAPTER 12 PLATTING***

<b><u>DESCRIPTION</u></b>	<b><u>FEE</u></b>	<b><u>ESCROW DEPOSIT*</u></b>
Subdivision:		
Preliminary Plat	\$375.00	\$25.00/Lot
	\$650.00	\$1,000.00 for more than 5 Lots
Final Plat	\$200.00	
Major Subdivision	\$500.00	\$3,000.00
Minor Subdivision/Lot Split	\$250.00	\$300.00
Site Plan Review Commercial	\$250.00	\$500.00

\* Deposits may be estimated by the Zoning Administrator after consulting with the City Attorney, City Engineer and City Planner. If the estimated deposit amount is greater than listed above, the Zoning Administrator shall seek the advice of the Mayor and Council.

## ***CHAPTER 15 PROPERTY MAINTENANCE REGULATIONS***

<b><u>DESCRIPTION:</u></b>	<b><u>FEE:</u></b>
Rental Dwelling Licensing Application Fee	\$100.00 New/Renewal
Inspection Fee	
Single Family	\$100.00
Single Family Re-inspection	\$50.00
Twin Home	\$150.00
Twin Home Re-inspection	\$50.00
Manufactured Home	\$50.00
Manufactured Home Re-inspection	\$50.00
Multiple Family (2 units or more) Building	\$200.00 plus \$ 35.00 per unit
Multiple Family (2 units or more) Building	
Re-inspection – Bldg.	\$50.00
Re-inspection – Unit	\$25.00
No Show for Inspection	\$60.00
Complaint Inspection	\$60.00

## ***CHAPTER 16 PUBLIC RIGHT OF WAY***

Schedule Attached	See Pages 11-12
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## ***CHAPTER 26 USER CHARGE FOR EXCESSIVE CONSUMPTION OF LAW ENFORCEMENT SERVICES***

Law Enforcement Personnel	\$67.00 per hour
Legal Fees	\$95.00 per hour
Out of Pocket Costs	Actual costs plus 5% for Administrative



## ***LEXINGTON EMPLOYEE HANDBOOK***

### **DESCRIPTION:**

### **FEE:**

Photo Copy & Research	\$0.20 per page
Minimum	\$2.00
Notary Public Services	\$1.00
Public Works Laborer Charge	\$100.00/hr.

## ***FEE SCHEDULE FOR USE OF LEXINGTON FACILITIES***

### **FACILITIES AVAILABLE:**

- City Hall Community Room (Groups 1-4)
- Lexington Memorial Park Ball Fields (Group 5)

### **CLASSIFICATION AND PRIORITY USERS:**

- Group 1: City Council and other official boards and commissioners of the City of Lexington, Anoka County Groups and the Lovell Building Tenants
- Group 2: Area Civic and non-profit organizations.
- Group 3: Resident rentals for private parties or meetings.
- Group 4: Lexington private industry or commercial use; Non-resident rentals for private parties or meetings.
- Group 5: School Districts – Athletic Events

### **RENTAL RATES:**

- Group 1: No Charge
- Group 2: No Charge
- Group 3: \$ 25.00 Per Hour with 2 Hour Minimum
- Group 4: \$ 50.00 Per Hour with 2 Hour Minimum
- Group 5: \$ 1,000.00 for each sanctioned event, damage deposit is waived

**All Groups: \$ 300.00 Damage Deposit Required**  
**(A \$ 200.00 Cleaning Charge will be deducted from the damage deposit if employees are required to clean the facility.)**



**TABLE 1-A - BUILDING PERMIT FEES**

TOTAL VALUATION	FEE	
\$1.00 TO \$1,000.00 .....	\$ 55.00	
\$1,100.00 TO \$2,000.00.....	\$ 55.06	For the first \$1,100.00 plus \$4.01 for each additional 100.00 or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00 .....	\$ 91.00	For the first \$2,000.00 plus \$18.38 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
25,001.00 to \$50,000.00 .....	\$513.75	For the first \$25,000.00 plus \$13.26 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00 .....	\$845.20	For the first \$50,000.00 plus \$9.19 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00 .....	\$1,304.57	For the first \$100,000.00 plus \$7.35 for each additional \$1,000.00, or fraction thereof, and including \$500,000.00
\$500,001.00 to \$1,000,000.00 .....	\$4,244.57	For the first \$500,000.00 plus \$6.24 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up .....	\$7,361.49	For the first \$1,000,000.00 plus \$4.79 for each additional \$1,000.00, or fraction thereof
Other Inspections and Fees:		
1. Inspections outside of normal business hours (minimum charge – two (2) hours).....	\$60.00 per hour	
2. Reinspection fees assessed under provisions of Section 305.8 .....	\$60.00 per hour	
3. Inspections for which no fee is specifically indicated .....	\$60.00 per hour	



**TABLE A-33-A GRADING PLAN REVIEW FEES**

50 cubic yards (38.2 m <sup>3</sup> ) or less: No fee
51 to 100 cubic yards (40 m <sup>3</sup> to 76.5 m <sup>3</sup> ) \$23.50
101 to 1,000 cubic yards (77.2 m <sup>3</sup> to 764.6 m <sup>3</sup> ) \$37.00
1,001 to 10,000 cubic yards (765.3 m <sup>3</sup> to 7645.5 m <sup>3</sup> ): \$49.25
10,001 to 100,000 cubic yards (7646.3 m <sup>3</sup> to 76 455 m <sup>3</sup> )- \$49.25 for the first 10,000 cubic yards (7645.5 m <sup>3</sup> ), plus \$24.50 for each additional 10,000 yards (7645.5 m <sup>3</sup> ) or fraction thereof.
100,001 to 200,000 cubic yards (76 456 m <sup>3</sup> to 152 911 m <sup>3</sup> ): \$269.75 for the first 100,000 cubic yards (76 455 m <sup>3</sup> ), plus \$13.25 for each additional 10,000 cubic yards (7645.5 m <sup>3</sup> ) or fraction thereof.
200,001 cubic yards (152 912 m <sup>3</sup> ) or more: \$402.25 for the first 200,000 cubic yards (152 911 m <sup>3</sup> ), plus \$7.25 for each additional 10,000 cubic yards (7645.5 m <sup>3</sup> ) or fraction thereof.
<b>Other Fees:</b> Additional plan review required by changes, additions or revisions to approved plans: \$50.50 per hour *(minimum charge--one-half hour)

\*Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

**TABLE A-33-B GRADING PERMIT FEES<sup>1</sup>**

50 cubic yards (38.2 m <sup>3</sup> ) or less \$23.50
51 to 100 cubic yards (40 m <sup>3</sup> to 76.5 m <sup>3</sup> ) 37.00
101 to 1,000 cubic yards (77.2 m <sup>3</sup> to 764.6 m <sup>3</sup> ) --\$37.00 for the first 100 cubic yards (76.5 m <sup>3</sup> ) plus \$17.50 for each additional 100 cubic yards (76.5 m <sup>3</sup> ) or fraction thereof.
1,001 to 10,000 cubic yards (765.3 m <sup>3</sup> to 7645.5 m <sup>3</sup> )--\$194.50 for the first 1,000 cubic yards (764.6 m <sup>3</sup> ), plus \$14.50 for each additional 1,000 cubic yards (764.6 m <sup>3</sup> ) or fraction thereof.
10,001 to 100,000 cubic yards (7646.3 m <sup>3</sup> to 76 455 m <sup>3</sup> )--\$325.00 for the first 10,000 cubic yards (7645.5 m <sup>3</sup> ), plus \$66.00 for each additional 10,000 cubic yards (7645.5 m <sup>3</sup> ) or fraction thereof.
100,001 cubic yards (76 456 m <sup>3</sup> ) or more--\$919.00 for the first 100,000 cubic yards (76 455 m <sup>3</sup> ), plus \$36.50 for each additional 10,000 cubic yards (7645.5 m <sup>3</sup> ) or fraction thereof.
<b>Other Inspections and Fees:</b> 1. Inspections outside of normal business hours: \$50.50 per hour <sup>2</sup> (minimum charge two hours) 2. Reinspection fees assessed under provisions of Section 108.8: \$50.50 per hour <sup>2</sup> 3. Inspections for which no fee is specifically indicated (minimum charge one-half hour): \$50.50 per hour <sup>2</sup> .

<sup>1</sup>. The fee for a grading permit authorizing additional work to that under a valid permit shall be the difference between the fee paid for the original permit and the fee shown for the entire project.

<sup>2</sup>. Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.



## ***COST ESTIMATES FOR ROW FEES***

### **1. Excavation Permit Fees**

<b>A. HOLE</b>	<b>Base (\$)</b>	<b>Quantity</b>	<b>Total</b>
Administration	0.25	40	\$ 10.00
Verification			
1) Plan Review	0.5	45	\$ 22.50
2) Inspection			
a) Location Before Work	0.5	30	\$ 15.00
b) Compliance During Work	0.5	30	\$ 15.00
c) Completion After Work	0.5	30	\$ 15.00
d) Re-Inspection	0.25	40	\$ 10.00
3) Testing Result Review			
a) Compaction	0.083	40	\$ 3.32
b) Material	0.083	40	\$ 3.32
4) Mapping			
a) Review Data	0.25	45	\$ 11.25
b) Transfer to AutoCAD	0.25	45	\$ 11.25
c) Insert to Overlay to Tie In	0.25	45	\$ 11.25
<b>Total Cost</b>			\$ 127.89
<b>Proposed Fee</b>			<b>\$ 125.00</b>

### **B. EMERGENCY HOLE**

Administration	0.25	40	\$ 10.00
Inspection After Completion	1.5	30	\$ 45.00
<b>Total Cost</b>			\$ 55.00
<b>Proposed Fee</b>			<b>\$ 55.00</b>

### **C. TRENCH**

Administration	0.25	40	\$ 10.00
Verification			
1) Plan Review	1.5	45	\$ 67.50
2) Inspection			
a) Location Before Work	0.5	30	\$ 15.00
b) Compliance During Work	1.5	30	\$ 45.00
c) Completion After Work	1.5	30	\$ 45.00
d) Re-Inspection	0.75	40	\$ 30.00
3) Testing Result Review			
a) Compaction	0.083	40	\$ 3.32
b) Material	0.083	40	\$ 3.32
4) Mapping			
a) Review Data	0.5	45	\$ 22.50
b) Transfer to AutoCAD	0.25	45	\$ 11.25
c) Insert to Overlay to Tie In	0.5	45	\$ 22.50
<b>Total Cost</b>			\$ 275.39

*The average trench is 330 lin. ft. past the width of a hole.*

*Therefore, the number of 100 lin. ft. (or portion thereof) units is 4.*

*The cost per 100 lin. ft. unit is  $275.40/4 = \$68.85/100'$  unit*

**\$ 70.00/100 lin. ft.  
(plus hole fee)**



## Proposed Fees

### 1. Obstruction Permit Fee

A.	Administration	0.25	40	\$ 10.00
B.	Recording	0.25	40	\$ 10.00
C.	Review	0.75	45	\$ 33.75
Minimum Base Coat				
Proposed Base Fee				\$ 53.75
Plus Additional Fee Based on Length				\$ 50.00
Inspection				
1)	Compliance During Work	1.5	30	\$ 45.00
2)	Completion After	0.25	30	\$ 7.50
Additional Fee on Assumed 1000 ft. Permit				= \$ 52.50
Additional Cost Per Lineal Foot = \$52.50/1000				= 0.0525

**Proposed Fee = \$50.00 plus 0.05 lin. ft.**

### 3. Permit Extension Fee

A.	Administration	0.25	40	\$ 10.00
B.	Recording	0.083	40	\$ 3.32
C.	Review	1	40	\$ 40.00

**Total Cost** \$ 53.32

**Proposed Fee** **\$ 55.00**

### 4. Delay Penalty

A.	Administration	1.5	40	\$ 60.00
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*For up to 3 days of non-completion and non-prior notice before specified completion date  
After 3 days, an additional charge of \$10/day will be levied*

**Total Penalty Charge (Up to 3 days late)** **\$ 60.00**

Each day over 3 days late **\$ 60.00**

**Plus \$ 10.00/Day**

### 5. Degradation Fee Formula

This formula covers degradation for depreciation caused by intrusion into the right-of-way. The depreciation applies to the original surface of the right-of-way and to the overlays and seal-coats applied to the surface. The formula includes life expectancy schedules for each and has an Estimated cost per square yard based on the quality of the right-of-way surface required for different levels of traffic. This formula creates a degradation fee which is determined by the cost per square yard for street, overlay, and seal-coat, multiplied by the depreciation schedule, multiplied by the area of the street patch.

Degradation Fee: (cost per square yard for street, overlay and seal-coat x depreciation schedule



**BE IT FURTHER RESOLVED**, that the fees established by Lexington City Code, Section 6.04, "Fixing License Fees", herein are in addition to and not in lieu of the deposits for administrative costs. The recommended deposits stated herein are the minimum amounts required for the applications indicated to pay for planning, city engineer and legal consultants, etc., used by the City to complete its review.

**PASSED** and adopted by the Lexington City Council this the 7th day of January, 2016.

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Mayor

ATTEST:

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City Administrator



**CITY OF LEXINGTON  
COUNTY OF ANOKA  
STATE OF MINNESOTA**

**RESOLUTION NO. 16-03**

**RESOLUTION ESTABLISHING PROCEDURES  
RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND  
REGULATIONS UNDER THE INTERNAL REVENUE CODE**

BE IT RESOLVED by the City of Lexington (the "City"), Minnesota, as follows:

1. Recitals.

(a) The Internal Revenue Service has issued final Treasury Regulations Section 1.103-18 (the "Regulations") dealing with reimbursement bond proceeds, which would include those proceeds of the City's bonds to be used to reimburse the City for any project expenditure paid by the City prior to the time of the issuance of those bonds.

(b) The Regulations generally require that the City make a prior declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of subsequent borrowings, that such declaration generally be made on or before the date the expenditure is actually paid, that the bonding occur and the reimbursement allocation be made from the proceeds of such bonds within one year of the payment of the expenditure (or not later than one year after the project is placed in service, if that is a longer period), and that the expenditure be a capital expenditure.

(c) The City desires to comply with the Regulations and to establish certain procedures relating thereto.

(d) The City's bond counsel has advised the City that the Regulations do not apply, and hence the provisions of this Resolution are intended to have no application, to payments of City project costs first made by the City out of the proceeds of bonds issued prior to the date of such payments.

2. Official Intent Declaration. The Regulations, in the situations in which they apply, require the City to have made an official declaration of its reasonable intention (hereinafter referred to as the "Official Intent Declaration" or the "Declaration") to reimburse itself for previously paid project expenditures out of the proceeds of subsequent bonds or other borrowings. The City hereby authorizes the City Administrator to make the City's Official Intent Declarations or to delegate from time to time that responsibility to other appropriate City employees. Each



Declaration shall comply with the requirements of the regulations, including without limitation the following:

(a) Each Declaration shall be made on or before the date the City pays the applicable project cost and shall state that the City reasonably intends and expects to reimburse itself for the expenditure with proceeds of a borrowing. Each Declaration may be made substantially in the form of the "Declaration of Official Intent" which is attached to and made a part of this Resolution.

(b) Each Declaration shall specifically contain the following statement: "This Declaration is a declaration of official intent under Treasury Regulations Section 1.103-18."

(c) Each Declaration shall and is hereby declared to be made and filed in the publicly available official books, records, or proceedings of the City, which shall be reasonably available for public inspection at the City Courthouse during normal business hours of the City on every business day during the period beginning on the earlier of ten days after the making of the Declaration or the date of issuance of the reimbursement bonds and ending on the day after the issuance of such bonds.

(d) Each Declaration shall, at a minimum, contain a general functional description of the property, project, or program for which the expenditure to be reimbursed is paid (for example, "sewer, water, street equipment, etc." or other specific, identifiable project of the City) or, in the alternative, shall identify the particular fund or account of the City from which the expenditure to be reimbursed is paid, including a description of the general functional purpose of that fund or account (for example, "park and recreation fund -- recreational facility capital improvement program").

(e) Each Declaration shall also contain a statement of the maximum principal amount of debt expected to be issued for the subject project.

(f) Care shall be taken so that the City, or its authorized representatives under this Resolution, not make Declarations in cases where the City does not reasonably expect that it will ultimately issue reimbursement bonds to provide long-term financing for the subject project costs, and the City officials are hereby authorized to consult with bond counsel to the City concerning the requirements of the Regulations in general and the application in particular circumstances. It is the City's intention that Declarations not be made (i) when available funds of the City have been or are reasonably expected to be dedicated or otherwise reserved to fund on a long-term basis the particular expenditures involved or (ii) when it is not reasonably expected that reimbursement bonding will occur.

(g) The City shall be advised from time to time on the desirability and timing of the issuance of reimbursement bonds relating to project expenditures for which the City has made Official Intent Declarations, including recommendations on the timing of the issuance of such bonds so that the "reimbursement allocation" described in the Regulations and in



paragraph 3 below can be made within the one year time limits prescribed in the Regulations.

(h) This Resolution shall supplement and amend all prior determinations and policies adopted by the City in regard to complying with the Regulations, as initially proposed, and in the event of any inconsistency between the terms provided in this Resolution and said prior determinations or policies, the provisions of this Resolution shall govern.

3. Reimbursement Allocations. The designated City officials shall also be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of reimbursement bond proceeds to reimburse the source of temporary financing used by the City to make payment of the prior expenditure. Each allocation shall be evidenced by an entry on the official books or records of the City maintained for such reimbursement bonds; shall specifically identify the actual prior expenditure being reimbursed or, in the case of the reimbursement of a particular fund or account, the fund or account from which the expenditure was paid; and shall be effective to relieve the bond proceeds involved from any restriction under the bond resolution or other relevant legal documents for those bonds and under any applicable state statute applicable to unspent proceeds of such bond issue.

**PASSED** and adopted by the Lexington City Council this the 7th day of January, 2016.

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Mayor

ATTEST:

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City Administrator



## DECLARATION OF OFFICIAL INTENT

The undersigned, being the duly appointed City Administrator of the City of Lexington, Minnesota (the "City"), pursuant to and for purposes of compliance with Treasury Regulations Section 1.103-18 (the "Regulation") under the Internal Revenue Code of 1986, as amended, hereby states and certifies as follows:

1. The undersigned has been and is on the date hereof duly authorized by the governing body of the City of Lexington, to make and execute this Declaration of Official Intent (the "Declaration") for and on behalf of the City. This Declaration is a declaration of official intent under Treasury Regulations Section 1.103-18.

(Note: The following paragraphs 2A and 2B are alternatives; one or the other of those paragraphs must be completed, both may be, if applicable.)

2A. The property, project, or program to which this Declaration relates is generally and functionally described as follows:

2B. The specific fund or account of the City from which the expenditure to be reimbursed will be paid, and the general functional purpose of that fund or account, are as follows:

3. The maximum principal amount of the debt expected to be issued by the City for the purpose of reimbursing the expenditures to which this Declaration relates (the "Expenditures") is on the date hereof reasonably estimated to be \$500,000.00. Each of the Expenditures is (or would be with a proper election) a capital expenditure under federal tax law principles, as described in the Regulations.

4. The City intends and reasonably expects to reimburse itself for the payment of the Expenditures out of the proceeds of a borrowing (the "Bonds") to be made by the City after the date of payment of the Expenditures.

5. As of the date hereof, there are no sources of City funds which have been or are reasonably expected to be allocated or available on a long-term basis, reserved, or otherwise set aside to provide permanent financing for the Expenditures, other than pursuant to the subsequent issuance of the Bonds. On the basis of the foregoing, the statements and certifications contained in this Declaration are believed to be reasonable and accurate, and this Declaration is believed to be consistent with the City's budgetary and financial circumstances as they exist or are reasonably foreseeable on the date hereof, all within the meaning and content of the Regulations.

6. This Declaration is and shall remain a part of the publicly available official books, records, or proceedings of the City and shall be continuously available for inspection by the general public at City Hall during regular City hours for a period ending not earlier than the day after the issuance of the Bonds.

IN WITNESS WHEREOF, the undersigned has executed this Declaration and placed it on



file in the official City records this 7th day of January, 2016.

### **CERTIFICATION**

The undersigned, being the duly qualified and City Administrator of the City of Lexington, Minnesota, hereby certifies the following:

The foregoing is a true and correct copy of a Resolution on file and of official, publicly available record in the offices of the City, which Resolution relates to procedures of the City for compliance with certain IRS Regulations on reimbursement bonds. Said Resolution was duly adopted by the governing body of the City of Lexington (the "City") at a regular meeting of the City held on January 7th, 2016. Said meeting was duly called, regularly held, open to the public, and held at the place at which meetings of the City are regularly held. Councilmember \_\_\_\_\_ moved the adoption of the Resolution, which motion was seconded by Councilmember \_\_\_\_\_. A vote being taken on the motion, the following members of the City voted in favor of the motion to adopt Resolution 16-03:

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and the following voted against the same: none

Whereupon said Resolution was declared duly passed and adopted. The Resolution is in full force and effect and no action has been taken by the City which would in any way alter or amend the Resolution.

WITNESS MY HAND officially as the City Administrator of the City of Lexington, this 7th day of January, 2016.

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City Administrator



**CITY OF LEXINGTON  
COUNTY OF ANOKA  
STATE OF MINNESOTA**

**RESOLUTION NO. 16-04**

**RESOLUTION AUTHORIZING SIGNATORIES FOR THE CITY OF  
LEXINGTON FINANCIAL ACCOUNTS AND CHECKS AND GRANTING  
FINANCE DIRECTOR ACCESS TO THE CITY'S FINANCIAL ACCOUNT  
FOR THE YEAR 2016**

**WHEREAS**, signatories for City financial accounts and checks shall by resolution be the Mayor – Mark Kurth, Vice Mayor – Carin Payment, City Administrator – William Petracek, and Liquor Store Manager – Jack Borgen; and

**WHEREAS**, the City of Lexington requires two signatures on each financial account and checks, and adopts a resolution each year authorizing signatories; and

**WHEREAS**, the Finance Director – Tina Meyer is required to reconcile the City's financial statements and other financial related requirements of the City. To accomplish these tasks the Finance Director must access the City's financial accounts.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF  
THE CITY OF LEXINGTON, ANOKA COUNTY, STATE OF  
MINNESOTA**, as follows:

1. That the City of Lexington's Mayor – Mark Kurth, Vice Mayor – Carin Payment, City Administrator – William Petracek, and Liquor Store Manager – Jack Borgen, shall be authorized as the City Signatories on all city accounts, checks and related documents.
2. That the Finance Director – Tina Meyer is authorized to access the City's financial accounts for the sole purpose of obtaining financial information.

**PASSED** and adopted by the Lexington City Council this the 7th day of January, 2016.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator



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Mark Kurth, Mayor

---

Carin Payment, Vice Mayor

---

William Petracek, City Administrator

---

Jack Borgen, Liquor Store Manager





# AIA® Document G701™ – 2001

## Change Order

**PROJECT (Name and address):**

Lexington Fire Station Renovation  
9055 South Highway Drive  
Lexington, WI 55014

**CHANGE ORDER NUMBER:** 001

**DATE:** December 11, 2015

**OWNER:** ☒
**ARCHITECT:** ☒
**CONTRACTOR:** ☒
**FIELD:** ☐
**OTHER:** ☐
**TO CONTRACTOR (Name and address):**

JPMI Construction Co.  
2310 West County Rd D, #105  
St. Paul, MN 55112

**ARCHITECT'S PROJECT NUMBER:** 10481019

**CONTRACT DATE:** August 21, 2015

**CONTRACT FOR:** General Construction

**THE CONTRACT IS CHANGED AS FOLLOWS:**

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

1. Provide two new 24" x 36" Bradley Model 780 mirrors for the toilet rooms. Reference the attached contractor price quote dated October 21, 2015. ADD \$395.00.
2. Provide and install two scuppers in accordance with Supplemental Instruction #1 dated September 15, 2015. Reference the attached contractor price quote dated November 9, 2015. ADD \$656.00.
3. Provide a credit for not installing steel lintels for doors #7, 8 and 9 since the existing masonry bond beam lintel was continuous and extended long enough that it adequately covered the new door opening locations. Reference the attached contractor quote dated November 11, 2015. DEDUCT \$650.00.

Contingency Allowance: \$10,000.00

Deduct Change Order #1: \$401.00

Contingency Allowance Balance: \$9,599.00

Credit the balance of the contingency allowance to the contract amount. DEDUCT \$9,599.00.

The original Contract Sum was	\$	255,800.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	255,800.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	9,599.00
The new Contract Sum including this Change Order will be	\$	246,201.00

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is November 13, 2015.

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

MSA Professional Services, Inc.

**ARCHITECT (Firm name)**

1230 South Blvd, Baraboo, WI 53913

**ADDRESS**

**BY (Signature)**

Allen J. Szymanski, AIA, P.E.

(Typed name)

**DATE**

JPMI Construction Co.

**CONTRACTOR (Firm name)**

2310 West County Rd D, #105, St. Paul,  
MN 55112

**ADDRESS**

**BY (Signature)**

Jay Hadi

(Typed name)

**DATE**

City of Lexington

**OWNER (Firm name)**

9180 Lexington Avenue, Lexington, MN  
55014-3531

**ADDRESS**

**BY (Signature)**

Bill Petrcek

(Typed name)

**DATE**



# JPMI CONSTRUCTION CO.

2310 County Road D, West, # 105, St. Paul, MN 55112

**General Contractors**

**Engineers**

Ph: 651-636-1499 Fax: 651-636-1699

**Construction Managers**

To: **MSA Architects**  
60 Plato Boulevard East  
St. Paul, MN 55107

Date : 21-Oct-15

Job Name: **Centennial Ice Arena**

Attn: Allen Szymanski  
(612)548-3132

Regarding: **PR#1- Provide two mirrors-24x36**

Project No: **M02-14-PM3-0**

JPMI Job No: **992502**

As requested, following is the labor/material cost breakdown for the SAC WAC Charges

Description	Qty.	Material Dollars	Labor Hours	Other/Sub Dollars
Provide mirrors- 24x36	2			278
PMI Field Coordination & Supervision Labor			1	
PMI Bond & Insurance Costs				12
Total		0.00	1.00	289.80
Material Dollars		0		!
Tax on Material	7.78%	0		!
Labor Dollars	1.00	\$82.50	83	!
Sub Total of Material & labor		83		!
<b>Contractors Overhead &amp; profit</b>	10.00%	8		!
Other/Sub Dollars		290		<-----
Mark up on subcontractors cost	5.00%	14		
<b>TOTAL ADD/(DEDUCT)</b>				<b>\$395</b>

## Clarifications and or Exclusions : None

If you have any question give me a call or email

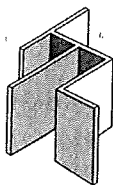
Copy to: Job File

Project Manager

Ned Phatke

ned@jpmiconstruction.com





# Construction Supply Inc.

2410 5th Avenue North, Fargo, ND 58102

Phone: 701-235-6605

Fax: 701-235-9632

Web Site: [www.csi-fargo.com](http://www.csi-fargo.com)

## Estimate

Bid Date: 10/19/2015

Estimate #: 46206

Estimator: Kurt Kollman

E-mail:

To: JPMI Construction Inc.  
2310 West County Road "D"  
New Brighton, MN 55112

Project Name: Lexington Fire Station  
Lexington, MN

Addendums: n/a

Phone: 651-636-1499

Fax: 651-636-1699

### PURCHASE ORDERS or MATERIAL CONTRACTS ONLY - NO SUBCONTRACTS - NO EXCEPTIONS

Acceptance of listed pricing is also acceptance of terms stated on this estimate.

Terms: NET 30 days, subject to credit approval. NO RETAINAGE ALLOWED. Past due amounts are subject to finance charges of 1-1/2% per month or 18% APR. We propose to furnish MATERIALS ONLY - One Shipment Only Per Section.

\*Special Note: A Purchase Order for this project must be received **30 days** from the bid date.

Delivery must be made by

or the price may be subject to review.

Section:	Quantity/Description	Total
Toilet Accessories	Add (2) 24x36 mirrors	260.00T
	MN Sales Tax	17.88

### SALES TAX NOT INCLUDED.

Proposal subject to revision after 30 days. All prices are FOB factory - freight allowed to jobsite. Unloading and sales tax are not included. All claims for damage against carriers must be made by consignee. Replacement of lost material will be charged to purchaser. Concealed reinforcing and guaranteed field measurements are the responsibility of the contractor. Materials bid are manufacturer's standard unless otherwise stated. Quantities are proposed, not guaranteed - General Contractor to verify quantities listed above. Not responsible for code compliance. These terms supersede any future Purchase Order.

NOTE: If delivery appointments are required there is a \$40.00 delivery notification charge per shipment. This charge is not included in the prices above.



# JPMI CONSTRUCTION CO.

2310 County Road D, West, # 105, St. Paul, MN 55112

**General Contractors**

**Engineers**

Ph: 651-636-1499 Fax: 651-636-1699

**Construction Managers**

To: **MSA Architects**  
60 Plato Boulevard East  
St. Paul, MN 55107

Date : 09-Nov-15

Job Name: **Centennial Ice Arena**

Attn: Allen Szymanski  
(612)548-3132

Regarding: **PR#2- Provide scuppers per SI#1**

Project No: **M02-14-PM3-0**

JPMI Job No: **992502**

As requested, following is the labor/material cost breakdown for providing scuppers per SI#1

Description	Qty.		Material Dollars	Labor Hours	Other/Sub Dollars
Provide scuppers	2	Attached			520
Cut wood blocking	1			No charge	
PMI Field Coordination & Supervision Labor				1	
PMI Bond & Insurance Costs					18
Total			0.00	1.00	538.00
Material Dollars			0		!
Tax on Material		7.78%	0		!
Labor Dollars	1.00	\$82.50	83		!
Sub Total of Material & labor			83		!
Contractors Overhead & profit		10.00%	8		!
Other/Sub Dollars			538		<-----
Mark up on subcontractors cost		5.00%	27		
TOTAL ADD/(DEDUCT)					<b>\$656</b>

## Clarifications and or Exclusions : None

If you have any question give me a call or email

Copy to: Job File

Project Manager  
Ned Phatke  
ned@jpmiconstruction.com





7731 Main Street NE  
Fridley, Minnesota 55432  
Ph: 763-710-5642  
greenwaldroofing.com

October 28, 2015

JPMI Construction Inc.  
2310 Cty Rd D W #105  
St. Paul, MN 55112

Attn: Ned Phatke

Re: ASI #1-Lexington Fire Station

ASI #1: Provide additional material and labor to install two overflow scuppers.

Scuppers \$120.00  
Formflash-\$180.00  
Labor-\$90.00

**Total = \$390.00 / .75 = \$520.00**

Should you require any additional information please feel free to contact us at your earliest convenience.

Thanks,

Jeremy Stuhr



# JPMI CONSTRUCTION CO.

2310 County Road D, West, # 105, St. Paul, MN 55112

**General Contractors**

**Engineers**

Ph: 651-636-1499 Fax: 651-636-1699

**Construction Managers**

To: **MSA Architects**  
60 Plato Boulevard East  
St. Paul, MN 55107

Date : 11-Nov-15

Job Name: **Lexington Fire Station**

Attn: Allen Szymanski  
(612)548-3132

Regarding: **PR#3- Credit for not installing lintels**

Project No: **M02-14-PM3-0**

JPMI Job No: **992502**

As requested, following is the labor/material cost breakdown for not installing lintels

Description	Qty.	Material Dollars	Labor Hours	Other/Sub Dollars
Credit for lintels	2	-300		(350)
Total		(300.00)	0.00	(350.00)
TOTAL ADD/(DEDUCT)				<b>(\$650)</b>

## Clarifications and or Exclusions : None

If you have any question give me a call or email

Copy to: Job File

Project Manager  
Ned Phatke  
ned@jpmiconstruction.com



# MEMO . . .

DATE: December 30, 2015  
TO: Council & City Administrator  
FROM: Mary Vinzant  
RE: Lovell Building Early Lease Termination

With the eminent sale of the Lovell Building  
550 Associates, Suite #114, and  
Resolution Engineering, Suite #119  
are both requesting early termination of their leases effective  
February 15<sup>th</sup> and February 29<sup>th</sup> respectively.



**AGENDA**  
**CITY OF LEXINGTON**  
**REGULAR COUNCIL MEETING**  
**JANUARY 7, 2016 – 7:00 P.M.**  
**9180 LEXINGTON AVENUE**

**1. CALL TO ORDER: – Mayor Kurth**

- A. Roll Call - Council Members: DeVries, Hughes, Payment, Plasch

**2. CITIZENS FORUM**

This is a portion of the Council meeting where individuals will be allowed to address the Council on subjects which are not a part of the meeting agenda. Persons wishing to speak may be required to complete a sign-up sheet and give it to a staff person at the meeting. The Council may take action or reply at the time of the statement or may give direction to staff for future action based on the concerns expressed.

**3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS**

**4. INFORMATIONAL REPORTS:**

- A. Airport (Councilmember Plasch)  
B. Cable Commission (Councilmember Payment)  
C. City Administrator (Bill Petracek)

**5. LETTERS AND COMMUNICATIONS:**

- A. Council Workshop meeting minutes December 17, 2015 pp. 1-2  
B. Comcast Twin Cities update pp. 3-5  
C. Public Notice – Planning and Zoning Public Hearing January 20, 2016 pp. 6  
D. Thank you from Robotics team for use of Lovell Building pp. 7  
E. Anoka County Record Request as official paper pp. 8-9

**Consent Agenda:**

The Consent Agenda covers routine administrative matters. These items are not discussed, and are approved in their entirety pursuant to the recommendations on the staff reports. A Council Member or citizen may ask that an item be moved from the Consent Agenda to the end of section 7 of the agenda in order to be discussed and receive separate action.

**6. CONSENT ITEMS:**

- A. Recommendation to Approve Council Minutes:  
Council Meeting – December 17, 2015

pp. 10-12



- B. Recommendation to Approve Claims and Bills: pp. 13-25  
Check #'s 13443 through 13515  
Check #'s 40288 through 40290  
Check #'s 40191 through 40345  
Check #'s 10648 through 10666  
VOID #10667
- C. Recommendation to approve Quad Community Press as Official  
Newspaper for 2016 pp. 26

**Action Items:**

These items are intended primarily for Council discussion and action. It is up to the discretion of the Mayor as to what, if any, public comment will be heard on these items. Persons wishing to speak on discussion items must complete a sign-up sheet and give it to a staff person at the meeting.

**7. ACTION ITEMS:**

- A. Recommendation to approve Resolution NO. 16-01 A Resolution Naming  
Appointees for 2016 pp. 27-29
- B. Recommendation to approve Resolution NO. 16-02 A Resolution  
Adopting Fee Schedule pp. 30-42
- C. Recommendation to approve Resolution NO. 16-03 A Resolution Establishing  
Procedures Relating To Compliance With Reimbursement Bond Regulations Under The  
The Internal Revenue Code pp. 43-47
- D. Recommendation to approve Resolution NO. 16-04 A Resolution Authorizing  
Signatories For The City Of Lexington Financial Accounts And Checks And Granting  
Finance Director Access To The City's Financial Account For The Year 2016 pp. 48-49
- E. Recommendation to approve Lexington Fire Station Renovation Change Order  
# 1 in the amount of \$401.00 pp. 50-55
- F. Recommendation to approve Lovell Building Early Lease Termination` pp. 56
- G. Recommendation to approve Carbone's (Robert Karas) Liquor License Violation Fine

**8. MAYOR AND COUNCIL INPUT**

**9. ADJOURNMENT**