

AGENDA
CITY OF LEXINGTON
REGULAR COUNCIL MEETING
SEPTEMBER 3, 2015 – 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. REPRESENTATIVE LINDA RUNBECK – LEGISLATIVE SESSION UPDATE

5. FIRE DEPARTMENT 2014 ANNUAL REPORT

pp. 1-15

6. INFORMATIONAL REPORTS:

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

7. LETTERS AND COMMUNICATIONS:

- A. Council Workshop meeting minutes – August 20, 2015
- B. Minnesota Pollution Control Agency – Green Step City
- C. Public Notice – Closed Executive Session – September 3, 2015
- D. Public Notice – Special Council Workshop meeting – September 3, 2015

pp. 16-17

pp. 18

pp. 19

pp. 20

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.

8. CONSENT ITEMS:

- A. Recommendation to Approve Council Minutes:
Council Meeting – August 20, 2015

pp. 21-24

- B. Recommendation to Approve Claims and Bills:

pp. 25-35

Check #'s 13399 through 13401

Check #'s 39893 through 39940

Check #'s 10485 through 10508

Check #'s 10509 through 10520

Void # 10446

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.

9. ACTION ITEMS:

- A. Recommendation to approve Liquor Store Salary Schedule
Effective August 1, 2015

pp. 36

- B. Recommendation to approve Resolution NO. 15-23 A Resolution Declaring
Cost to be Assessed, and Ordering Preparation of Proposed Assessment

Resolution NO. 15-23 will be submitted at meeting

10. MAYOR AND COUNCIL INPUT

**11. MOVE TO CONVENE REGULAR COUNCIL MEETING TO CLOSED
SESSION**

12. CLOSED EXECUTIVE SESSION

- A. The purpose is to discuss Attorney – Client Privileged Matters

13. MOVE TO RECONVENE REGULAR COUNCIL MEETING

14. ADJOURNMENT

2014 Annual Report



LEXINGTON FIRE DEPARTMENT

2014 Annual Report

FIRE HISTORY

HISTORY OF THE BELL

Bells were used to notify the community of a fire and to call firefighters into action. These bells remained in service as a notification system until they were replaced by modern technology. During the time of the horse drawn pumpers, horses were trained to leave their stalls and stand at the front of the apparatus at the sound of the bell. The horses would move into place usually with the help of the fire house dog, the Dalmatian.

TOLLING OF THE BELL

Long before telephones, radios, and the internet, fire departments used telegraph to communicate – using special codes to receive fire alarms from those once-familiar red fire alarm boxes which stood on practically every street corner of America.

The bell was also used to signify the death of a firefighter. When a firefighter was killed, or “fell” in the line of duty, the fire alarm office would tap out a special signal – five measured dashes – a pause – five measured dashes – a pause – then five more measured dashes.

This came to be called the *Tolling of the Bell* and was broadcasted over the telegraph fire alarm circuits to all station houses in the vicinity. Heard outside on the streets – with the fire department’s windows open, the resonating echo was similar to that of old fire stations where fire alarm gongs sounded thousands of emergencies throughout the history of our country.

This was done for the purpose of notification, and as a sign of honor and respect for all firefighters who had made the ultimate sacrifice in service to their communities. Such symbolism has been a time-honored fire service tradition and is repeated at each service of a fallen firefighter.

LEXINGTON FIRE DEPARTMENT

2014 Annual Report

Chief's Message

Dear Ladies and Gentlemen,

It is my honor as the Fire Chief of the Lexington Fire Department to present the following summary of our activities for the year 2014. Our Firefighters responded to 170 calls for service. As in previous years, the majority of our calls for service are EMS related (approx. 75%), and the remainder are fire related calls (25%). The demand for Fire/EMS services from our community is continually growing. We are meeting these demands through progressive training, state-of-the-art equipment, and advances of technology in the fire service; while fostering regional collaborations with other local fire departments to enhance our overall service delivery.

Since becoming Chief in 2009, our department took the position that it's not "business as usual" for the fire service. We did an internal look at our entire operational platform for efficiency and effectiveness of service delivery.

With that, we have raised the bar in all aspects of the fire department. We have increased the level of training and certified training requirements in both fire and medical services. We have elevated the EMS training from 1st responder to EMT, and now have 2 firefighters trained to Haz-Mat Technician Level. We have also developed a leadership development program and continue to develop community education and training services.

Keeping in mind what I said earlier- it's not "business as usual" for the fire service. Our department will continue to strive to provide the necessary emergency services that the community demands within the parameters of all the "Best Practices" our industry has to offer. Additionally, our department will continue to focus on Safety, Training, and Customer Service as our core values in steering our organization forward.

Gary Grote
Fire Chief



*Ready to
Respond*

*Willing to
Care*

*Trained to
Make a
Difference*

LEXINGTON FIRE DEPARTMENT

2014 Annual Report

Mission Statement

It is the mission of the Lexington Fire Department to provide the highest quality emergency services for the preservation of life and property for the citizens of our community. For our members to be confident and proficient in their duties through education and training to established standards, utilizing the latest equipment and techniques, as we strive to provide for our members a sense of duty to the community and pride in our Department.

Vision

We will:

- *Provide excellent customer service and exceed the expectations of the people we serve, both internally and externally*
- *Be responsive to the changing needs of our customers*
- *Be an organization of highly trained and motivated professionals*
- *Be proactive in planning for our community's future*
- *Be an organization highly respected by our peers*

Values

As public servants we hold ourselves and each other accountable for the following:

Integrity

We understand the trust placed in us by the public and our colleagues is integral to the performance of our duties. We are committed to honest, ethical behavior and hold ourselves accountable to these values.

Professional Excellence

We believe the pursuit of excellence and demonstrating high professional standards are both critical to our work. We ensure the best possible service for our community. We support continuous training and encourage professional development. We respect diversity of our community by providing compassionate and quality service to all.

Community Service and Involvement

We are committed to fulfilling our responsibility and deepening our involvement in the community we serve.

Teamwork and Shared Leadership

We know well-functioning teams of people are more effective than individuals who are working separately; lives depend on it. We believe individuals have the capacity to lead and our organization values leadership at all levels. Teamwork and shared leadership are integral to our organization. We seek out and value the opinions of our members.

Health & Safety

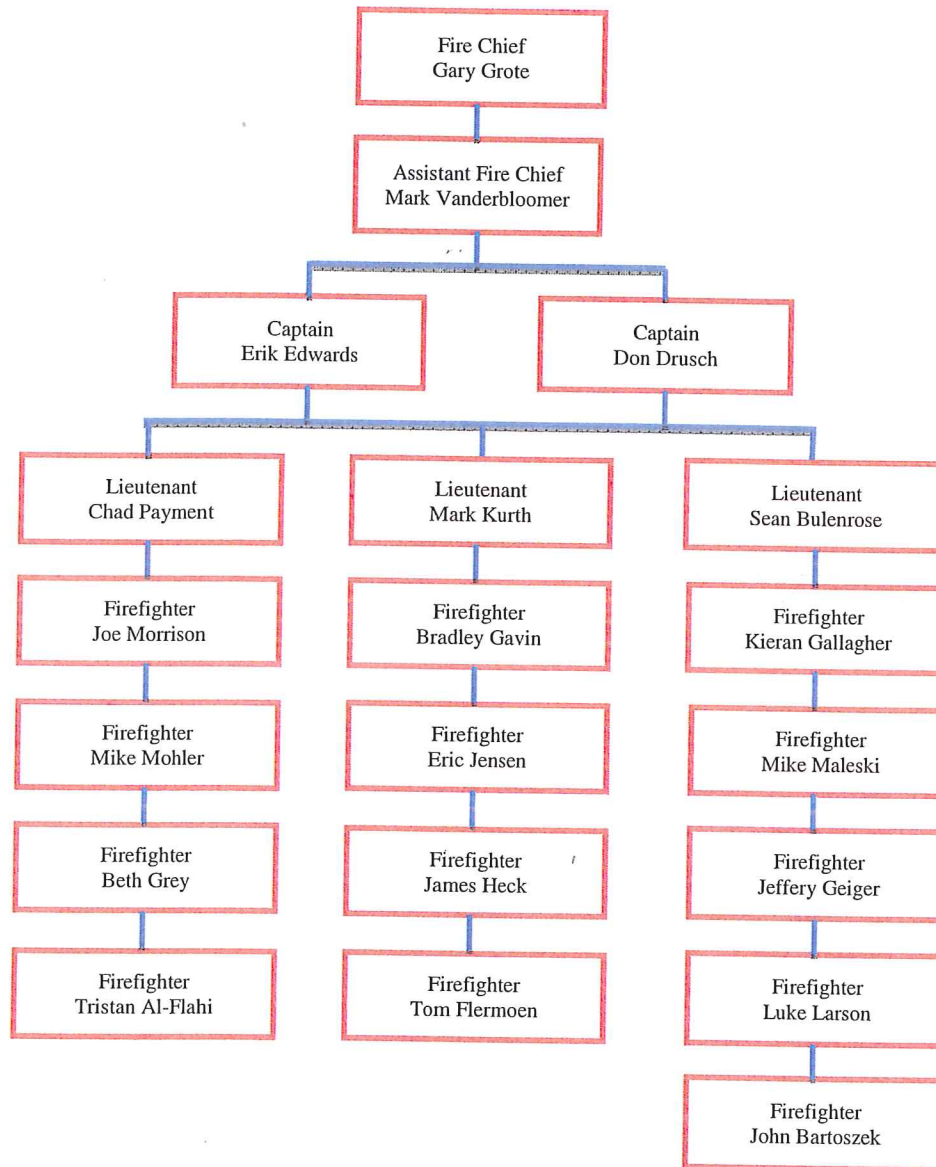
We believe health and safety are essential to fulfilling our mission. We are committed to providing quality health and safety programs to ensure operational readiness and personal well-being.



LEXINGTON FIRE DEPARTMENT

2014 Annual Report

Organizational Chart



LEXINGTON FIRE DEPARTMENT

2014 Annual Report

ISO Rating

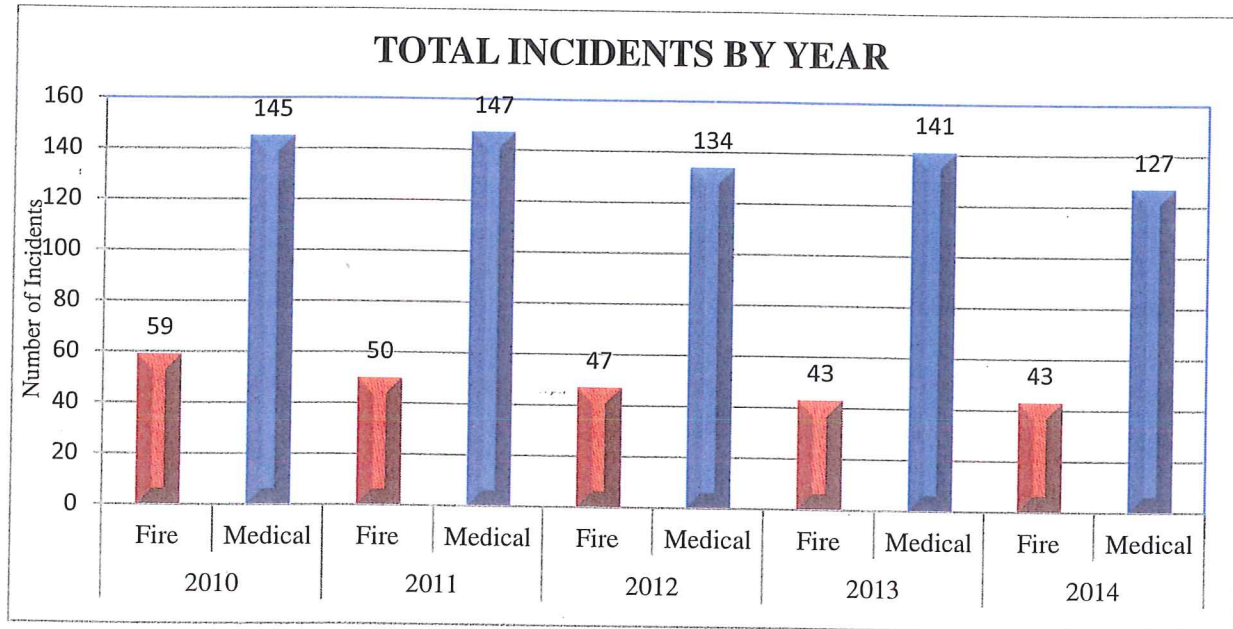
The Lexington Fire Department is proud to announce that it is a Class 5 ISO Department. This rating gives the citizens and business owners of the city better insurance rate in the State of Minnesota. The department has maintained this rating for over 20 years and was last audited by ISO on March 20th 2014. The department maintained this score by achieving 52.87 out of 105.5 possible points.

Current Members

Position	Name	Start Date	Certifications
Chief	Gary Grote	1993	FF1, FF2, EMT-B, Instructor 1, Fire Officer 1, Haz-Mat Operations 1001
Asst. Chief	Mark VanderBloomer	1997	FF1, FF2, EMT-B, Inspector 1, Instructor 1, Fire Investigator, Haz-Mat Operations 1001
Captain	Don Drusch	2014	FF1, FF2, FF3, EMT-B, Instructor 4, Haz- Mat Operations, Fire Inspector 1, Fire Pump Operator 3
Captain	Erik Edwards	2006	FF1, FF2, EMT-B, Instructor 1, Haz- Mat Operations 472 and Technician, Fire Officer 1
Lieutenant 1	Chad Payment	2008	FF1, FF2, 1 st Responder, Haz -Mat Operations 1001, Instructor 1, Inspector 1, Fire Officer 1
Lieutenant 2	Mark Kurth	2008	FF1, FF2, 1 st Responder, Haz- Mat Operations 1001, Instructor 1, Fire Officer 1
Lieutenant 3	Sean Bulenrose	2009	FF1, FF2, EMT-B, CPR Instructor, Fire Investigator, D.O.T. Instructor 1, Haz-Mat Operations 1001, Fire Officer 1
Fire Fighter	Bradley Gavin	1994	FF1, FF2, EMT-B, Fire Inspector1, Haz-Mat Operations 1001
Fire Fighter	Kieran Gallagher	1998	FF1, FF2, EMT-B, Haz-Mat 1001, Instructor 1, Fire Officer 1
Fire Fighter	Joe Morrison	2007	FF1, FF2, 1 st Responder, Haz- Mat Operations 472
Fire Fighter	Eric Jensen	2009	FF1, FF2, EMT-B, Instructor 1, Fire Investigator, Fire Officer 1, Haz-Mat Operations 1001
Fire Fighter	Mike Maleski	2010	FF1, FF2, Paramedic, Instructor 1, Haz-Mat Operations 1001
Fire Fighter	Mike Mohler	2011	FF1, FF2, 1 st Responder, Haz-Mat Operations 1001
Fire Fighter	Beth Grey	2011	FF1, FF2, EMT-B, Haz-Mat Operations 1001
Fire Fighter	James Heck	2011	FF1, FF2, Paramedic, Haz- Mat Operations 472 and Technician, Instructor 1, Fire Officer 1
Fire Fighter	Jeffery Geiger	2012	FF1, FF2, EMT-B, Haz-Mat Operations 1001, Instructor 1, Fire Officer 1
Fire Fighter	John Bartoszek	2012	FF1, FF2, Haz-Mat Operations 1001
Fire Fighter	Luke Larson	2012	FF1, FF2, Haz-Mat Operations 1001
Fire Fighter	Tristan Al-Flahi	2013	FF1, FF2, 1 st Responder, Haz-Mat Operations 472
Fire Fighter	Tom Flermoen	2013	FF1, FF2, EMT-B, Haz- Mat Operations 472

LEXINGTON FIRE DEPARTMENT
2014 Annual Report

Lexington Fire Department 5 Year Call History

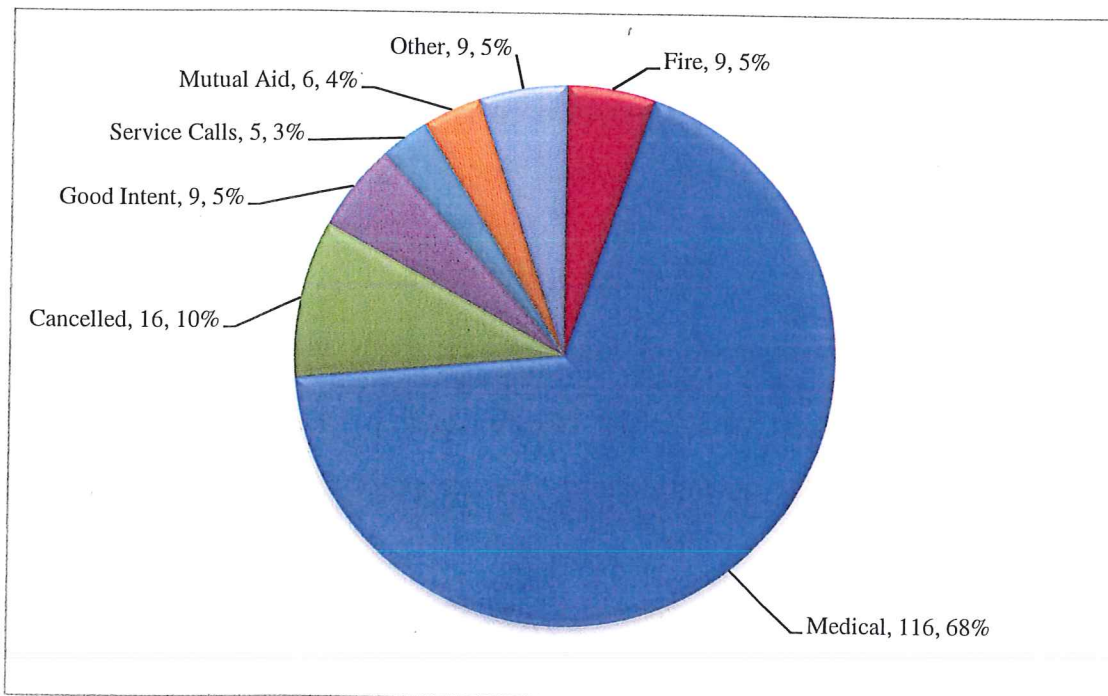


Top 5 call types for 2014

Fire: Mutual Aid, CO Detector, Gas Smell/Leak, Smell of Smoke, Electrical Problem

Medical: Breathing Problems, Falls, Chest Pains, Heart Problem, Back Injury, Unconscious

2014 INCIDENT SUMMARY BY TYPE OF CALL



LEXINGTON FIRE DEPARTMENT

2014 Annual Report



Unit Response Time Analysis
From 01/01/14 To 12/31/14
Report Printed On: 04/15/2015

LEXINGTON			
Call Times	Number of Calls		Percentage
Under 5 Minutes	27		15.88%
6-10 Minutes	115		67.65%
Greater Than 10 Minutes	28		16.47%

This report from the MFIRS (Minnesota Fire Incident Reporting System) shows that 83.53 % of the calls were responded to in less than 10 minutes.

MN Fire Marshal Division

(Data is released in October for the previous year)

Here are a few highlights from *Fire in Minnesota, 2013*:

- There were 44 fire deaths last year --- a 12% decrease from 50 deaths in 2012.
- Careless smoking and cooking were the most common causes of fatal fires.
- Cooking, heating and open flame were the most common causes of structure fires.
- 73% of fatal fires occurred where people generally feel safest --- at home..

Lexington Fire Department Vehicles

Fire Apparatus	Year	Est. Replacement
Engine 1 – Pumper	2011	2031 – 20 yrs
Engine 2 – Rescue / Pumper	2003	2023 – 20 yrs
Tender 1 – Water Tender	1987	2017 – 30 yrs
Utility 1 – F250 Crew Cab	2004	2024 – 20 yrs
Utility 2 – F350 Grass Rig	1995	2015 – 20 yrs

Fire Department Budget

The budget for 2014 was \$159,880; actual expenses were \$158,938, pending the final audit, which is 0.6% under budget.

Grant Applications

The Lexington Fire Department applied for four separate grants in 2013; the AFG (Assistance to Firefighters Grant), FEMA Grant Reimbursement, MBFTE (Minnesota Board of Firefighter Training), and the FP & S (Fire Prevention and Safety). The following table is a summary of the grant status.

Grant	Amount	Status	Usage
AFG	\$5,400	Declined	New Turn-Out Boots
FEMA Grant Reimbursement	\$3,200	Awarded	Turn-Out Gear
MBFTE	\$3,600	Awarded	Training Reimbursement
FP&S	\$24,000	Declined	Fire Smoke Detectors

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Community Service Activities

- Open House –** Vehicle extrication demo. Allina, Circle-Lex Lions Club, (selling booya), CERT, and the National Guard participated.
- Safety Camp –** A joint effort with Centennial Fire, Centennial Lakes P.D., Lino Lakes P.D. and the Lino Lakes Parks & Recreation.
- Station Tours –** Both local daycare facilities have been at the station as well as having us out to their center(s).
- Easter Egg Hunt -** The Fire Department Relief Association donates the candy from proceeds from Charitable Gambling for the Easter Egg hunt that the Circle-Lex Lions sponsor. The Members enjoy helping the children find eggs and candy.
- National Night Out –** The Fire Department stopped at all the neighborhood watch group locations and handed out fire and safety awareness materials.
- Santa Around Town –** Drove up and down all city streets in Lexington handing out candy and collecting food for the local food shelf. We collected over 22 grocery carts of food this year. The Retired Firefighters were invited and had a great time.
- Local area parades –** We participated in the Blaine and Forest Lake parades this year.



Accomplishments

Training

- 55% of the department are EMT-B certified.
- 10% of the department are Paramedic certified.
- Used the Fridley Tower for RIT, (Rapid Intervention Team), and Search and Rescue Training.
- Mark VanderBloomer, Erik Edwards and Gary Grote attended the State Fire Chiefs Conference.
- Utilized the Incident Command Training program at SBM.
- Fire Instructor I class was hosted at the Lexington Fire station, attended by Sean Bulenrose, Kieran Gallagher, Jeffery Geiger, James Heck, Mark Kurth and Mike Maleski.

Other

- Purchased leadership books to assist with the “Leadership Development Program”.
- Applied for four different grants (mentioned above).
- Continued to develop the agility test for all firefighters.
- Completed the revision of the policies and submitted them to the city for review.
- Line firefighters attended quarterly meetings.
- Performed annual performance review for all firefighters.
- Assigned several firefighters to perform maintenance for the following items: Trucks, Building, and SCBAs.

LEXINGTON FIRE DEPARTMENT
2014 Annual Report

2015 Lexington Fire Department Goals

- Continue to seek funding from all available resources, i.e. grants, organizations and programs.
- Continue to provide the tools and resources for all firefighters for both physical and emotional growth.
- Send one to two firefighters to the Fire Academy through the VIP, (Volunteer Incentive Program).
- Continue to seek recruits as new quality firefighters.
- Continue to develop the interactive training program.
- Provide education and training to the community, CPR classes, Fire Extinguisher etc.
- Provide representation on the Anoka Fire Investigation Team, Chemical Assessment Team, and Instructors for F.I.R.E. and or the Hennepin Technical College.

Member Activities

- Fifteen firefighters and family members participated in the Stair Climb for Air fundraiser for the American Lung Association.
- The Annual Firefighter picnic, funded by the Relief Association, was a success. The city staff and the retired firefighters were invited.
- The firefighters and family participated in some family night pot-luck events.



LEXINGTON FIRE DEPARTMENT

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Firefighter Recognition

- **Service Award** - Qualifications: Attend a minimum of 75% of the training drills, attend a minimum of 75% of the meetings, and at a minimum make the Department "Average" for call attendance. The following firefighters received a Service Award:

Erik Edwards – 6th time

Gary Grote – 12th time

Mark Vanderbloomer – 11th time

Jeffery Geiger – 2nd time

Tristan Al-Flahi – 1st time

James Heck – 2nd time

- **Firefighter of The Year** – To entitle a member for consideration of this award, he/she is described as "The type of person you call upon to get the job done completely, competently and correctly. He/she works well with everyone and is willing to learn as well as to teach his/her peers. He/she strives for job excellence and will put in extra hours to assure the department will reach its goals. He/she is a positive role model."



Jeffery Geiger

A few of the comments that were written by his peers:

Dedicated to the department, makes a priority to show up for all drills/events/calls. He is willing to get involved in extra roles. He is a quiet guy but does a great job leading by example.

He steps up when needed. When he is tasked with a project, he sees it through. He takes the initiative with tasks and performs to a high level of ability.

He has taken on new responsibilities without complaint and performed his duties with integrity. He has worked very hard through all his schooling and at the same time contributed to the department by helping with charitable gambling, special projects and acting as Treasurer for the Relief Association. He has maintained his call average and performed professionally on all emergency scenes.

LEXINGTON FIRE DEPARTMENT

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- **Special Recognition** – Erik Edwards received a special recognition for his continuous work and effort on the fire department. Erik took on the new role as Training Officer, continues to assist with gambling operations, is a member of the Anoka County Chemical Assessment Team and received the service award.



Erik Edwards

- **Stork Award** – The following officers and firefighters delivered a baby in the city



Mark Vanderbloomer
Sean Bulenrose
Bradley Gavin
Mark Kurth

Erik Edwards
Tom Flermoen
Jeffery Geiger

LEXINGTON FIRE DEPARTMENT

2014 Annual Report

MINNESOTA FIRE OFFICER OF THE YEAR

Each year there are two Fire Officer of the year awards to very deserving members of the fire service. One award is presented to an officer from a city whose population is under 10,000 and the other award is presented to an officer whose cities population is over 10,000. These officers are nominated by peers and each winner receives an award and grant of \$1,200 to be used by them or their department for a MSFCA approved project.

Up to two awards can be presented each year; one for a fire officer serving a small city or township (10,000 population or less), and one additional award open to fire officers with more than 10,000 population.

Individuals who are eligible for nomination and selection as Fire Officer of the Year are limited to active officers of departments. Qualified individuals include; Chief, Assistant Chief, Captain, Lieutenant, Training Officer, Fire Marshal, etc.

Selection criteria will emphasize leadership, innovation, professional development, integrity, service to the public and contributions to the fire service as a whole. All of a nominee's fire service activities and accomplishments will be considered, however, because this is the Fire Officer of the Year award, special emphasis will be placed on the last three year period. A nominee's command role at a major emergency incident, while relevant, will not be enough to place that individual into contention for the award.

Lexington Fire Chief Gary Grote was recognized at an Oct. 17 ceremony by his peers and the Minnesota State Fire Chiefs Association as "Fire Officer of the Year."



Chief Gary Grote

The ceremony took place at the Minnesota State Fire Chiefs Association Convention, held in St. Cloud at the River's Edge Convention Center.

I received the honor as a fire chief serving a city with a population of fewer than 10,000 people.

LEXINGTON FIRE DEPARTMENT

2014 Annual Report

My nominations came from firefighter Chad Payment, former Lexington City Administrator Dot Heifort and Denise Demars of the Minnesota State Fire Marshal's Office.

"My vision is to be more involved with the community, I'd like to have the community look to the fire department as a mentoring, teaching organization rather than just call us when you need help."

LEXINGTON FIRE DEPARTMENT

2014 Annual Report

Fire Relief Association

The Lexington Relief Association has donated to the the following in 2014

Funeral Expense - Hardship	\$3,300.00
Summer Fun Enrichment Program	\$3,000.00
Kody's Closet	\$400.00
American Lung Association - Stair Climb	\$900.00
NLWSL	\$350.00
SBM Fire – Tour Group	\$1,500.00
Centennial Elementary	\$1,000.00
Centennial Fire – Safety Camp	\$500.00
City of Lexington - Revolving Equipment Fund	\$35,000.00
Circle-Lex Lions - Easter Egg Hunt	\$723.07
City of Lexington - 10% Quarterly Contributions	\$7,312.26
Centennial Lakes Little League - Scholarships	\$2,716.25
Centennial Lakes Little League	\$350.00
City of Lexington - Holiday Lighting Contest	\$175.00
City of Lexington - AED Purchase	\$1,395.00
Total 2014 Donations	\$58,621.58

The Relief Association has always looked to donate locally and has done a great job. With charitable gambling in one location, “Cowboy’s Saloon”, it continues to be a constant battle to balance the efforts of volunteering for the Relief Association and to stay on top of the required training needed to provide the fire service that the residents deserve.

There is a great deal of pride amongst those that step up to the plate and take on additional responsibility. Enough cannot be said to adequately describe the sacrifice these firefighters make for the greater good of the residents and the businesses in the city of Lexington.

The Relief Association continues to have a 5K run as a fundraiser and is very successful. The Lexington Fire/Rescue Auxilery took the lead on this project and has done a great job with the help of several other firefighters along with their wives, significant others, and friends. The amount raised was around \$1,400.

**CITY OF LEXINGTON
WORKSHOP MINUTES
Thursday, August 20, 2015
Immediately following Council meeting
City Hall**

1. Call to Order: Mayor Kurth at 8:21 pm on August 20, 2015

2. Roll Call: Present: Devries – Hughes – Payment –Plasch.

Also present: Bill Petracek, City Administrator; Tina Northcutt, Finance Director; Jim Coan, Police Chief; Gary Grote, Fire Chief.

3. Discussion Items:

A. Discuss emergency response for 911 calls

Mayor Kurth discussed the idea of reducing police costs by coming up with a way that the police department wouldn't need to show up to non-emergency 911 calls. Police Chief Coan responded by saying that even though responding to medical calls is not their expertise, as a police department, responding to medical emergencies is a necessary evil. He cautioned the Council on not allowing the police department to respond to non-emergency 911 calls. Discussion ensued.

Fire Chief Grote spoke with Anoka County dispatch and stated currently they do not have a protocol for police department response, it is up to the police officer that has been dispatched if they want to respond to the call or not. Discussion ensued.

Chief Coan suggested setting up some type of protocol on police response within the City of Lexington for non-emergency medical calls. Chief Coan discussed response times for fire department and the ambulance to 911 calls. He, again, cautioned the City Council about cost savings verses service levels and response times. Discussion ensued.

Chief Coan agreed to provide the weighting of each non-emergency medical call in regards to how it affects the formula that determines the City's portion of the police department's annual budget. Petracek stated he would look for communities in the metro area that have a volunteer fire department with police and EMS and how their response is set up and provide that information at the next workshop. The item would be on the next workshop agenda for discussion.

B. Discuss Operational Review Process for Liquor Store

Petracek handed out a "municipal liquor operation self- analysis" form to the Council and explained that this is an opportunity for each Councilmember to have a say in how the liquor store operations are being handled. He asked that the forms be filled out as soon as possible. Petracek further explained where they were in the midst of the operational review process with Minnesota Municipal Beverage Association. Discussion ensued.

C. Minimum Wage Requirements

Northcutt provided an overview of the new Minnesota minimum wage requirements and the proposed salary schedule for the liquor store part-time employees that would be affected by the new minimum wage laws. She stated that the City of Lexington is currently out of compliance with State Law. She explained that August 1st of 2015 minimum wage needed to increase to \$9.00/hour and August 1st of 2016 minimum wage will need to increase to \$9.50/hour. She further explained that this new salary schedule for the part-time liquor store employees will bring the City of Lexington into compliance with State Law through the year 2016. Discussion ensued.

D. 2016 Budget

Northcutt presented the proposed 2016 budget and tax levy. She explained that with the proposed items for the capital improvements/equipment fund would require and 18% increase in the tax levy. Discussion ensued about the proposed capital projects/equipment.

Discussion about liquor store transfers ensued. The consensus of the Council was to transfer \$75,000 of liquor store profits into the General Fund. Northcutt recommended having a special workshop at the September 3rd Council meeting to recalculate the tax levy with the liquor store transfer and to further discuss the proposed capital projects.

5. Council Input

No input

6. Adjourn

A motion was made by Councilmember Plasch to adjourn at 10:14 p.m. The motion was seconded by Councilmember Devries. Motion carried unanimously 5-0.



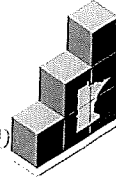
Minnesota Pollution Control Agency

520 Lafayette Road North | St. Paul, MN 55155-4194 | 651-296-6300 | 800-657-3864 | 651-282-5332 TTY | www.pca.state.mn.us

August 13, 2015

Mayor Mark Kurth
City of Lexington
9180 Lexington Avenue
Lexington, MN 55014

08-17-15A11:48 RCVD



Minnesota
GreenStep Cities

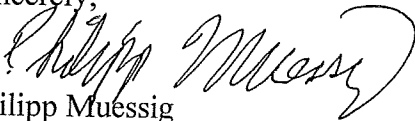
Dear Mayor Kurth and City Council Members:

Congratulations and welcome! On behalf of the MPCA and the seven other GreenStep Cities program partners I want to extend our appreciation to you for becoming the **86th GreenStep City**. We have designed the GreenStep program to make it easy to both report your past actions taken to become a more sustainable city, and to find knowledgeable assistance for taking future actions. As more cities join, telling their stories and calling on assistance, we think the program will become stronger and more useful to cities. Thank you for being a part of this effort!

Each June at its annual conference, the League of Minnesota Cities (LMC) formally recognizes GreenStep Cities and their level of achievement. **Lexington is now a Step One GreenStep City** by virtue of having adopted a resolution to join the program. Higher steps recognize city accomplishments—best practice actions completed prior to joining the GreenStep program and actions you would complete before each year's LMC conference – being held next year in St. Paul June 15-17. As a voluntary program, each city takes initiative on a different set of best practices, and we look forward to learning about practices in which your city excels.

GreenStep art work is available through GreenStep administrative web pages created for the city, along with a sample press release and a sample newsletter article for sharing news with community members about joining and participating in the GreenStep Cities program. Links to the GreenStep Facebook and Twitter accounts are on the public GreenStep web site. Other resources include a free state-of-the-art city building energy-tracking web site (B3) and an LMC listserv available to Peggy McNamara. We encourage you and your staff to use the many GreenStep resources available, to suggest changes to the GreenStep program, and if you don't easily find what you need, please don't hesitate to contact me.

Sincerely,



Philipp Muessig
GreenStep Cities program coordinator at the MPCA
<http://www.MnGreenStep.org>
651/757-2594; philipp.muessig@state.mn.us

cc: Peggy McNamara



Urban League
Institute
Minnesota



GREAT PLAINS
INSTITUTE

PUBLIC NOTICE
CITY OF LEXINGTON
COUNTY OF ANOKA
STATE OF MINNESOTA

TO WHOM IT MAY CONCERN:

Notice is hereby given, the Lexington City Council and the City Administrator will meet in Closed Executive Session with legal counsel for the City, during the Council Meeting on Thursday, September 3, 2015. The Council will convene directly after Mayor & Council Input. The Council will re-convene to adjourn the Council meeting directly afterwards. The meeting will take place at Lexington City Hall, Conference Room, 9180 Lexington Avenue, Lexington, MN.

The purpose of this meeting is Attorney Client privileged matters.

Mary Vinzant
Deputy City Clerk

POSTED: August 27, 2015

PUBLIC NOTICE
CITY OF LEXINGTON
COUNTY OF ANOKA
STATE OF MINNESOTA

TO WHOM IT MAY CONCERN:

Notice is hereby given, a Special Lexington City Council Workshop Meeting is scheduled for Thursday, September 3, 2015. The purpose of the meeting is to discuss the 2016 Proposed Budget. The meeting will commence immediately following the Regular Council meeting at Lexington City Hall, located at 9180 Lexington Avenue, Lexington, MN.

The Council Meetings are open to the public.

Mary Vinzant
Deputy City Clerk

POSTED: August 27, 2015

unapproved
CITY OF LEXINGTON
REGULAR COUNCIL MEETING
AUGUST 20, 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 Council meeting of the City of Lexington on August 20, 2015 at 7:00 p.m. Councilmember's present: Devries, Hughes, Payment, and Plasch.

Also Present: Bill Petracek, City Administrator; Tina Northcutt, Finance Director; Steve Winter, City Engineer; Gary Grote, Fire Chief; Jerome Adams, MNDOT; Ken Henk, Paster Properties.

2. CITIZENS FORUM –

There were no citizens present to address the Council.

3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

A motion was made by Councilmember Devries to approve the agenda as typewritten. The motion was seconded by Councilmember Plasch. Motion carried unanimously 5-0.

4. JEROME DAVIS – MN DOT I35W CORRIDOR UPDATE

Jerome Davis from MN DOT provided an update on the progress of upgrading the I35W Corridor from Hwy 36 to Lexington Ave. Mr. Davis explained how MNDOT has made the decision to install a MNPASS lane, which is anticipated to be started in 2019. Discussion ensued.

5. LETTERS AND COMMUNICATIONS:

- A. North Metro TV – July 2015 Update
- B. Notice of Public Hearing – Rice Creek Watershed District
- C. CenterPoint Energy – Rate Filing with MN Public Utilities Commission
- D. Anoka County Parks & Community Services – August Newsletter
- E. Anoka County-Blaine Airport – Fly In on August 21-22
- F. Park Board meeting minutes – August 3, 2015

No discussion on Letters and Communications.

6. CONSENT ITEMS:

- A. Recommendation to Approve Council Minutes:
Council Meeting – August 6, 2015
- B. Recommendation to Approve Claims and Bills:
Check #'s 13398 through 13398
Check #'s 39839 through 39847
Check #'s 39848
Check #'s 39849 through 39892
- 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 Hughes. Motion carried unanimously 5-0.

7. ACTION ITEMS:

- A. Recommendation to approve Fire Station Renovation Bid

Steve Winter, City Engineer provided an overview of the fire station renovation bids. He stated that the engineer's estimate was \$265,000 and the low bid from JPMI Construction was \$255,000. The City received a total of seven bids with the highest bid being \$318,000. Winter recommended the award of \$255,000 from JPMI Construction; he explained that they are a general contracting firm and have done many projects of this level for the Metropolitan Council. He added that all of their references have checked out positively. Discussion ensued.

Mayor Kurth asked when the start date would be. Winter's replied by stating that JPMI Construction could possibly start within two weeks of the bid award. Kurth asked if there is a guarantee on their work. Winter's stated that under the contract, their work is guaranteed for one-year.

Councilmember Devries made a motion to award the fire station renovation bid in the amount of \$255,800 to JPMI Construction. The motion was seconded by Plasch. Motion carried unanimously 5-0.

- B. Recommendation to approve Flowerfield Road Change Order in the amount of \$1623.68

Steve Winter, City Engineer, explained that the change order request in the amount of \$1,623.68 is for the purpose of clearing and grubbing at the end of the cul de sac on

Flowerfield Road. This specification was missed in the bidding process. Winter's stated construction would commence on Monday. Discussion ensued.

A motion was made by Councilmember Hughes to approve the Flowerfield Road Change Order in the amount of \$1,623.68. The motion was seconded by Councilmember Devries. Motion carried unanimously 5-0.

- C. Recommendation from Planning & Zoning to approve Paster Properties Final Plat Addition of Lot 1A and 1 B be combined and changed to Torrens Property

Petracek provided an overview of the recommendation from the Planning Commission to approve the Paster Properties final plat. Winter's provided further explanation on the recommendation from the Planning Commission to combine lots 1A and 1B and change both lots to Torrens properties. Discussion ensued.

Petracek stated that the staff had originally recommended to the Planning Commission to combine lots 1A and 1B to Torrens properties, but following Paster Properties discussion with the County, it could potentially take up to 9 months to complete the Torrens process. He added that the staff is now recommending going against the Planning Commission's recommendation in an effort to help Paster Properties marketing process of the land in question. Discussion ensued.

A motion was made by Councilmember Devries to approve the Paster Properties final plat as submitted with conditions that lots 1A & 1B , Block 2, must be recorded as one property identification number. The motion was seconded by Councilmember Hughes. Motion carried unanimously 5-0.

- D. Recommendation to approve North Metro Telecommunications Commission 2016 Budget.

Petracek explained that the 2016 NMTC operations budget has gone down approximately \$10,000. Councilmember Payment stated that the Cable Commission has been planning for the HDTV upgrades in 2015 and the second half in 2016, which allows the Commission to pay cash and not bond for the upgrades. Discussion ensued.

Councilmember Hughes made a motion to approve the North Metro Telecommunications Commission 2016 Budget. The motion was seconded by Councilmember Devries. Motion carried unanimously 5-0.

- E. Recommendation to approve Centennial Lakes Police Department 2016 Budget

Petracek provided a brief explanation of the 2016 Police budget. Discussion ensued.

Councilmember Plasch made a motion to approve the Centennial Lakes Police Department 2016 budget. The motion was seconded by Councilmember Devries. The motion carried unanimously 5-0.

8. MAYOR AND COUNCIL INPUT.

Plasch reminded everyone of the Fly-in at the airport.

Mayor Kurth reminded citizens that school was starting soon, and to watch out for kids while driving. Discussion ensued.

9. CITY ADMINISTRATOR INPUT –

Petracek informed everyone that Planning Commission Caleb Johnson resigned and is moving to St. Paul. He added that we currently have two seats open on the Commission. Discussion ensued.

10. ADJOURNMENT

A motion was made by Councilmember Hughes to adjourn the meeting at 8:18 p.m. The motion was seconded by Councilmember Payment. Motion carried unanimously 5-0.

*Bill Petracek
City Administrator*

/bp

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 September 3, 2015.

(1) Payroll

Checks	13399 through	13401	\$	23,910.35
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VOID:

Automatic Withdrawals

Federal Tax	\$2,379.15	
Social Security	\$1,981.81	
Medicare	\$463.50	
State Tax	<u>\$1,044.66</u>	
Total	\$5,869.12	\$ 5,869.12

(2) Automatic Data Processing	\$ 244.37
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(3) General and Liquor Payment Recommendations:

Checks	39893 through	39940	\$	184,184.06
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VOID:

(4) ACH and Credit Card Payments for:	\$ -
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(5) Wire Transfer Payment Recommendation: (Bond Payments)

Total Payments and Withdrawals Approval	<u>\$ 214,207.90</u>
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Centennial Lakes Police Payment Recommendations:

Checks	10485 through	10508	\$	24,385.99
Checks	10509 through	10520	\$	<u>14,317.25</u>
Total Payments			\$	<u>38,703.24</u>

VOID: 10446

WEEK 35 BATCH 6130 48 PAYS
0 Employees With Overflow Statement
0 Overflow Statement 1 Total Statement
Tot Cks/Vchrs:000000000004 Total Pages:000000000006 - Page count not applicable for iReports
First No. Last No. Total
Checks: 00000013399 00000013401 000000000003
Vouchers: 00000350001 00000350046 000000000001

Earnings Statement

STLO M9J TOTAL DOCUMENT
CITY OF LEXINGTON
LOCATION 0001

COPY

COPY

32432.62 GROSS
23910.35 NET PAY (INCLUDING ALL DEPOSITS)
2379.15 FEDERAL TAX
1981.81 SOCIAL SECURITY
463.50 MEDICARE
.00 MEDICARE SURTAX
.00 SUI TAX
1044.66 STATE TAX
.00 LOCAL TAX
24481.12 DEDUCTIONS
2082.38 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
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
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.

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

Advice of Debit # 459133512

August 14, 2015

Page 1 of 1

Client Number:
395512

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

For Billing inquiries, please contact your ADP A/R team..
For Product/Service inquiries, please contact your Client Service Team.

Current Information National Payroll Week - September 7-11, 2015

ADP, the proud Diamond Sponsor, salutes America's payroll professionals! To learn more, visit www.nationalpayrollweek.com

Current Charges	Autopay II	Company Code 0069-10-M9J	
	Processing Charges for period ending 08/08/2015		
	15 Pays		132.75
	15 Labor Distribution		19.10
	144 Personnel Reporting Sys Base Chg	<i>at no charge</i>	
	15 Tax Service	<i>\$0.30 each + \$33.05</i>	37.55
	15 ADPiPayStatements	<i>\$0.20 each</i>	3.00
	15 iReports	<i>\$0.08 each</i>	1.20
	15 YTD Download	<i>at no charge</i>	
	1 For Payroll Delivery Only		21.10
	15 24 Hr. Service	<i>at no charge</i>	
	Employee Payment Services for period ending 08/08/2015		
	21 Full Service Direct Deposit	<i>\$0.82 each + \$12.45</i>	29.67
		Total debited	\$244.37

NO PAYMENT REQUIRED. This amount will be debited from your account # XXXXXXXX6090 on 08/21/2015 or the next banking day. When your account is debited, this invoice will be automatically paid in full.

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September 2015

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10100 4M FUND

Paid Chk# 039893 9/3/2015 AFSCME MN COUNCIL 5

G 101-21719	Union Dues	\$45.81		PEGGY MCNAMARA
G 101-21719	Union Dues	\$34.36		ROBERT HUNT
G 101-21719	Union Dues	\$45.81		MARY VINZANT
G 101-21719	Union Dues	\$45.81		TRAVIS SCHMID
G 101-21719	Union Dues	\$45.81		JIM FISCHER

Total AFSCME MN COUNCIL 5	\$217.60			
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Paid Chk# 039894 9/3/2015 AMERICAN BOTTLING

E 609-00000-254	Miscellaneous Purchase	\$145.78	544845629	
E 609-00000-254	Miscellaneous Purchase	\$145.72	5449647018	

Total AMERICAN BOTTLING	\$291.50			
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Paid Chk# 039895 9/3/2015 ANOKA CO - ASSESSOR

E 220-41500-438	Real Estate Taxes	\$789.78		00044-2150 STRUC #205
E 101-41500-438	Real Estate Taxes	\$77.77		35-31-23-21-0003 REAL
E 220-41500-438	Real Estate Taxes	\$86.43		26-31-23-41-0065 REAL
E 220-41500-438	Real Estate Taxes	\$406.77		00044-2010 STRUC #104
E 220-41500-438	Real Estate Taxes	\$714.21		00044-2040 STRUC #114
E 220-41500-438	Real Estate Taxes	\$301.04		00044-2060 STRUC #116
E 220-41500-438	Real Estate Taxes	\$452.03		00044-2080 STRUC #119
E 609-00000-438	Real Estate Taxes	\$86.43		26-31-23-44-0072 REAL
E 220-41500-438	Real Estate Taxes	\$730.44		00044-2140 STRUC #203/206
E 220-41500-438	Real Estate Taxes	\$375.46		00044-2100 STRUC #123
E 220-41500-438	Real Estate Taxes	\$527.59		00044-2160 STRUC #207
E 220-41500-438	Real Estate Taxes	\$381.92		00044-2170 STRUC #208
E 220-41500-438	Real Estate Taxes	\$1,579.55		00044-2240 STRUC #100
E 220-41500-438	Real Estate Taxes	\$271.88		00044-2200 STRUC #214
E 220-41500-438	Real Estate Taxes	\$113.28		00044-2280 STRUC #102
E 220-41500-438	Real Estate Taxes	\$1,042.26		00044-2300 STRUC #103
E 220-41500-438	Real Estate Taxes	\$338.75		00044-2310 STRUC #121
E 220-41500-438	Real Estate Taxes	\$843.72		00044-2321 STRUC #211/213
E 220-41500-438	Real Estate Taxes	\$1,145.84		00044-2322 STRUC #129
E 220-41500-438	Real Estate Taxes	\$102.50		00044-2190 STRUC #212
E 220-41500-438	Real Estate Taxes	\$1,578.47		00044-2110 STRUC #133/303
E 220-41500-438	Real Estate Taxes	\$236.32		00044-2130 STRUC \$202

Total ANOKA CO - ASSESSOR	\$12,182.44			
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Paid Chk# 039896 9/3/2015 ARCTIC GLACIER ICE

E 609-00000-254	Miscellaneous Purchase	\$142.56	383523402	
E 609-00000-254	Miscellaneous Purchase	\$192.96	439523105	

Total ARCTIC GLACIER ICE	\$335.52			
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Paid Chk# 039897 9/3/2015 ARTISAN BEER COMPANY

E 609-00000-252	Beer Purchase	\$322.65	3048083	
E 609-00000-252	Beer Purchase	\$315.00	3049554	
E 609-00000-252	Beer Purchase	(\$26.70)	321941	

Total ARTISAN BEER COMPANY	\$610.95			
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Paid Chk# 039898 9/3/2015 AVESIS VISION PLAN

E 101-45200-160	Health/Dental Insurance	\$5.15		SEPTEMBER 2015
E 101-43100-160	Health/Dental Insurance	\$7.73		SEPTEMBER 2015
E 101-41500-160	Health/Dental Insurance	\$6.81		SEPTEMBER 2015
E 609-00000-160	Health/Dental Insurance	\$26.50		SEPTEMBER 2015

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September 2015

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		Total	AVESIS VISION PLAN	\$46.19		
Paid Chk#	039899	9/3/2015	BELLBOY CORPORATION			
E 609-00000-251	Liquor Purchase		\$616.35	49564800		
E 609-00000-210	Operating Supplies		\$203.12	92501600		
		Total	BELLBOY CORPORATION	\$819.47		
Paid Chk#	039900	9/3/2015	BERNICKS BEVERAGES/VENDING			
E 609-00000-254	Miscellaneous Purchase		\$54.00	239798		
E 609-00000-252	Beer Purchase		\$725.99	239799		
		Total	BERNICKS BEVERAGES/VENDING	\$779.99		
Paid Chk#	039901	9/3/2015	BLAINE LOCK & SAFE INC			
E 101-45200-402	Vandalism Repairs		\$371.50	15535	CONCESSION STAND	
		Total	BLAINE LOCK & SAFE INC	\$371.50		
Paid Chk#	039902	9/3/2015	CAPITOL BEVERAGE SALES			
E 609-00000-252	Beer Purchase		\$3,841.77	667397		
E 609-00000-252	Beer Purchase		\$44.47	672862		
E 609-00000-252	Beer Purchase		\$9,062.94	678943		
E 609-00000-252	Beer Purchase		\$120.56	678947		
		Total	CAPITOL BEVERAGE SALES	\$13,069.74		
Paid Chk#	039903	9/3/2015	CENTENNIAL LAKES PD			
E 101-42110-230	Contracted Services		\$59,283.00		MONTHLY POLICE SEPT	
		Total	CENTENNIAL LAKES PD	\$59,283.00		
Paid Chk#	039904	9/3/2015	CIRCLE PINES LEXINGTON LIONS			
E 609-00000-340	Advertising		\$100.00		SANDBURR SPONSOR	
		Total	CIRCLE PINES LEXINGTON LIONS	\$100.00		
Paid Chk#	039905	9/3/2015	CIRCLE PINES, CITY OF			
E 599-42110-601	Bond Principal		\$4,583.33		POLICE BLDG SEPT	
E 599-42110-611	Bond Interest		\$386.88			
		Total	CIRCLE PINES, CITY OF	\$4,970.21		
Paid Chk#	039906	9/3/2015	CITY WIDE WINDOW SERVICES INC.			
E 609-00000-400	General Maintenance		\$30.18	578501	7/1/15-7/31/15	
		Total	CITY WIDE WINDOW SERVICES INC.	\$30.18		
Paid Chk#	039907	9/3/2015	CLEAR RIVER BEVERAGE COMPANY			
E 609-00000-252	Beer Purchase		\$148.50	204056		
		Total	CLEAR RIVER BEVERAGE COMPANY	\$148.50		
Paid Chk#	039908	9/3/2015	DAHLHEIMER DISTRIBUTING			
E 609-00000-252	Beer Purchase		(\$61.20)	113165		
E 609-00000-252	Beer Purchase		\$5,025.65	113266		
E 609-00000-252	Beer Purchase		(\$14.40)	113518		
E 609-00000-252	Beer Purchase		\$5,091.20	113854		
		Total	DAHLHEIMER DISTRIBUTING	\$10,041.25		
Paid Chk#	039909	9/3/2015	DAY DISTRIBUTING COMPANY			
E 609-00000-252	Beer Purchase		\$935.50	817439		
		Total	DAY DISTRIBUTING COMPANY	\$935.50		
Paid Chk#	039910	9/3/2015	DELTA DENTAL			
E 101-43100-160	Health/Dental Insurance		\$84.18	6140783	9/1/15-9/30/15	

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September 2015

			Check Amt	Invoice	Comment
E 101-41500-160	Health/Dental Insurance		\$105.03	6140783	9/1/15-9/30/15
E 609-00000-160	Health/Dental Insurance		\$174.31	6140783	9/1/15-9/30/15
E 101-45200-160	Health/Dental Insurance		\$56.12	6140783	9/1/15-9/30/15
Total DELTA DENTAL			\$419.64		
Paid Chk# 039911	9/3/2015	EXTREME BEVERAGE			
E 609-00000-254	Miscellaneous Purchase		\$187.65	W-1244345	
Total EXTREME BEVERAGE			\$187.65		
Paid Chk# 039912	9/3/2015	FRATTALLONE S HARDWARE			
E 101-45200-210	Operating Supplies		\$15.77	53151	
E 101-45200-210	Operating Supplies		\$28.66	53152	
E 101-45200-210	Operating Supplies		(\$40.49)	53153	
E 101-43100-400	General Maintenance		\$11.52	53223	
E 101-45200-210	Operating Supplies		\$10.68	53269	
E 101-45200-210	Operating Supplies		\$10.46	53286	
Total FRATTALLONE S HARDWARE			\$36.60		
Paid Chk# 039913	9/3/2015	HAWKINS INC			
E 730-00000-216	Chemicals		\$20.00	3768755 RI	
Total HAWKINS INC			\$20.00		
Paid Chk# 039914	9/3/2015	HOHENSTEINS INC			
E 609-00000-252	Beer Purchase		\$1,761.70	778171	
Total HOHENSTEINS INC			\$1,761.70		
Paid Chk# 039915	9/3/2015	IEH AUTO PARTS LLC			
E 101-43100-404	Repair Machinery/Equipment		\$36.90	038816758	
Total IEH AUTO PARTS LLC			\$36.90		
Paid Chk# 039916	9/3/2015	IKES PLUMBING			
E 220-47000-406	Plumbing		\$697.44	5897	
E 730-00000-430	Miscellaneous		\$225.00	6172	METER WARRANTY
E 730-00000-430	Miscellaneous		\$180.00	6196	METER WARRANTY
E 730-00000-430	Miscellaneous		\$180.00	6197	METER WARRANTY
Total IKES PLUMBING			\$1,282.44		
Paid Chk# 039917	9/3/2015	JJ TAYLOR			
E 609-00000-252	Beer Purchase		(\$101.10)	2382766	
E 609-00000-252	Beer Purchase		\$5,108.33	2395471	
E 609-00000-252	Beer Purchase		\$5,336.35	2395497	
Total JJ TAYLOR			\$10,343.58		
Paid Chk# 039918	9/3/2015	JOHNSON BROTHERS LIQUOR			
E 609-00000-253	Wine Purchase		\$2,620.52	5230380	
E 609-00000-251	Liquor Purchase		\$1,394.47	5230381	
E 609-00000-251	Liquor Purchase		\$222.87	5234376	
E 609-00000-253	Wine Purchase		\$1,030.27	5234377	
E 609-00000-253	Wine Purchase		\$4,980.77	5235869	
E 609-00000-253	Wine Purchase		\$87.96	5235870	
E 609-00000-251	Liquor Purchase		\$649.28	5235871	
E 609-00000-253	Wine Purchase		\$320.94	5239771	
E 609-00000-251	Liquor Purchase		\$659.61	5239772	
E 609-00000-253	Wine Purchase		\$8,139.79	5241164	
E 609-00000-253	Wine Purchase		\$43.98	5241165	
E 609-00000-251	Liquor Purchase		\$317.58	5241166	

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September 2015

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E 609-00000-251	Liquor Purchase	(\$50.83)	536635	
E 609-00000-251	Liquor Purchase	(\$12.41)	536795	
E 609-00000-251	Liquor Purchase	(\$22.15)	536796	
E 609-00000-253	Wine Purchase	(\$8.96)	537399	
E 609-00000-251	Liquor Purchase	(\$20.00)	537400	
E 609-00000-253	Wine Purchase	(\$11.43)	538306	
E 609-00000-253	Wine Purchase	(\$12.41)	538307	
E 609-00000-253	Wine Purchase	(\$19.30)	538308	
E 609-00000-253	Wine Purchase	(\$4.00)	538309	
Total	JOHNSON BROTHERS LIQUOR	\$20,306.55		
Paid Chk# 039919	9/3/2015	KIRVIDA FIRE		
E 101-42260-404	Repair Machinery/Equipment	\$219.00	4924	
E 101-42260-404	Repair Machinery/Equipment	\$95.96	4925	
Total	KIRVIDA FIRE	\$314.96		
Paid Chk# 039920	9/3/2015	M AMUNDSON LLP		
E 609-00000-254	Miscellaneous Purchase	\$2,670.95	200849	
E 609-00000-254	Miscellaneous Purchase	\$3,202.24	201278	
E 609-00000-254	Miscellaneous Purchase	\$2,358.21	201700	
Total	M AMUNDSON LLP	\$8,231.40		
Paid Chk# 039921	9/3/2015	M/A ASSOCIATES		
E 101-43100-210	Operating Supplies	\$108.74		
Total	M/A ASSOCIATES	\$108.74		
Paid Chk# 039922	9/3/2015	MARCO		
E 310-41500-570	Office Equip and Furnishings	\$320.00	INV2783179	REMOTE ACCESS - PERMITWORKS
Total	MARCO	\$320.00		
Paid Chk# 039923	9/3/2015	MFSCB		
E 101-42260-208	Training and Instruction	\$125.00	3642	PAYMENT
Total	MFSCB	\$125.00		
Paid Chk# 039924	9/3/2015	MINNESOTA EQUIPMENT		
E 101-45200-404	Repair Machinery/Equipment	\$332.18	P37966	
Total	MINNESOTA EQUIPMENT	\$332.18		
Paid Chk# 039925	9/3/2015	MN DEPT OF HEALTH		
G 730-23000	Water Testing	\$987.00		7/1/15-9/30/15
Total	MN DEPT OF HEALTH	\$987.00		
Paid Chk# 039926	9/3/2015	MUNICIPAL EMERGENCY SERVICES		
E 101-42260-215	Shop Supplies	\$379.54	00657315_SN	
Total	MUNICIPAL EMERGENCY SERVICES	\$379.54		
Paid Chk# 039927	9/3/2015	NCPERS GROUP LIFE INSURANCE		
G 101-21724	Life Insurance	\$80.00	5868915	AUGUST
Total	NCPERS GROUP LIFE INSURANCE	\$80.00		
Paid Chk# 039928	9/3/2015	PACE ANALYTICAL		
R 730-37100	Water Sales	\$50.00	15100111637	WATER TEST FEE
Total	PACE ANALYTICAL	\$50.00		
Paid Chk# 039929	9/3/2015	PAUSTIS & SONS		
E 609-00000-253	Wine Purchase	\$951.25	8511825-IN	

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September 2015

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		Total PAUSTIS & SONS	\$951.25		
Paid Chk#	039930	9/3/2015	PERMITWORKS		
E 310-41500-570	Office Equip and Furnishings		\$9,004.00	2015-0287	
		Total PERMITWORKS	\$9,004.00		
Paid Chk#	039931	9/3/2015	PETRACEK, BILL		
E 101-41500-205	Mileage Reimbursement		\$200.00		SEPT
E 101-41500-321	Telephone		\$100.00		SEPT
		Total PETRACEK, BILL	\$300.00		
Paid Chk#	039932	9/3/2015	PHILLIPS WINE AND SPIRITS INC		
E 609-00000-253	Wine Purchase		\$1,722.87	2832857	
E 609-00000-251	Liquor Purchase		\$420.60	2835518	
E 609-00000-251	Liquor Purchase		\$980.57	2836459	
E 609-00000-253	Wine Purchase		\$150.67	2839105	
E 609-00000-253	Wine Purchase		\$2,924.41	2839958	
		Total PHILLIPS WINE AND SPIRITS INC	\$6,199.12		
Paid Chk#	039933	9/3/2015	PINNACLE DISTRIBUTING		
E 609-00000-254	Miscellaneous Purchase		\$247.00	25163	
		Total PINNACLE DISTRIBUTING	\$247.00		
Paid Chk#	039934	9/3/2015	ROCK GARDENS		
E 101-45200-210	Operating Supplies		\$282.38	46992	
		Total ROCK GARDENS	\$282.38		
Paid Chk#	039935	9/3/2015	SAPSUCKER FARMS		
E 609-00000-251	Liquor Purchase		\$63.60	543	
		Total SAPSUCKER FARMS	\$63.60		
Paid Chk#	039936	9/3/2015	SOUTHERN WINE & SPIRITS		
E 609-00000-253	Wine Purchase		\$154.50	1316027	
E 609-00000-251	Liquor Purchase		\$2,286.24	1316028	
E 609-00000-251	Liquor Purchase		\$6,682.37	1318251	
E 609-00000-253	Wine Purchase		\$20.57	1318252	
E 609-00000-253	Wine Purchase		\$680.75	1318253	
E 609-00000-253	Wine Purchase		(\$96.00)	9063116	
		Total SOUTHERN WINE & SPIRITS	\$9,728.43		
Paid Chk#	039937	9/3/2015	TOLL GAS & WELDING SUPPLY		
E 101-43100-210	Operating Supplies		\$154.05	10095279	
		Total TOLL GAS & WELDING SUPPLY	\$154.05		
Paid Chk#	039938	9/3/2015	VINZANT, MARY		
E 101-41500-205	Mileage Reimbursement		\$64.87		JUNE-AUGUST
E 220-46000-230	Contracted Services		\$132.00		WK ENDING 8/29/15
E 220-46000-230	Contracted Services		\$132.00		WK ENDING 8/22/15
		Total VINZANT, MARY	\$328.87		
Paid Chk#	039939	9/3/2015	WINE MERCHANTS		
E 609-00000-253	Wine Purchase		\$75.18	7043003	
E 609-00000-253	Wine Purchase		\$97.18	7043641	
E 609-00000-253	Wine Purchase		\$100.18	7043880	
		Total WINE MERCHANTS	\$272.54		
Paid Chk#	039940	9/3/2015	WIRTZ BEVERAGE MINNESOTA		

***Check Detail Register©**

September 2015

		Check Amt	Invoice	Comment
E 609-00000-251	Liquor Purchase	\$3,142.84	1080360324	
E 609-00000-251	Liquor Purchase	\$4,280.16	1080362815	
E 609-00000-251	Liquor Purchase	(\$327.60)	2080100809	
Total WIRTZ BEVERAGE MINNESOTA		\$7,095.40		
10100 4M FUND		\$184,184.06		

Fund Summary**10100 4M FUND**

101 GENERAL FUND	\$62,430.11
220 LOVELL BUILDING	\$12,979.68
310 CAPITAL PROJECTS	\$9,324.00
599 POLICE BUILDING	\$4,970.21
609 MUNICIPAL LIQUOR FUND	\$92,838.06
730 WATER FUND	\$1,642.00
	\$184,184.06

Report Criteria:
Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount	
07/15	07/30/2015	10446	ANOKA COUNTY ATTORNEY	FOREFEITURE DISTRIBUTION DW	249.20-	V
07/15	07/31/2015	10485	GREEN MILL	RETIREMENT PARTY RN	249.85	M
08/15	08/13/2015	10486	ABRAMS & SCHMIDT LLC	LEGAL FEES	464.00	
08/15	08/13/2015	10487	ANOKA CO TREASURY DEPT.	SEPT BROADBAND	75.00	
08/15	08/13/2015	10488	CENTURY LINK	COMMUNICATIONS	120.70	
08/15	08/13/2015	10489	CONSOLIDATED COMMUNICATIONS	PHONES	405.87	
08/15	08/13/2015	10490	COVERALL OF THE TWIN CITIES INC	AUGUST CLEANING SERVICES	796.22	
08/15	08/13/2015	10491	DELTA DENTAL	SEPT DENTAL	1,303.65	
08/15	08/13/2015	10492	DEPUTY REGISTRAR #150	VEH RENEWAL	12.00	
08/15	08/13/2015	10493	DON'S CIRCLE SERVICE, INC	VEH MTC & REPAIRS	1,121.86	
08/15	08/13/2015	10494	FRATTALLONES HARDWARE, INC.	SUPPLIES OIL ABSORBENT	4.58	
08/15	08/13/2015	10495	GALES AUTO BODY, INC	SQUAD 214 REPAIR H2O DAMAGE	934.20	
08/15	08/13/2015	10496	HEALTH PARTNERS	SEPT HEALTH INSP	13,083.35	
08/15	08/13/2015	10497	HOLIDAY FLEET	JULY FUEL	3,390.02	
08/15	08/13/2015	10498	KATHY HONKOMP	CAKE FOR R. NELSON RETIREMENT	37.98	
08/15	08/13/2015	10499	LEAGUE OF MN CITIES INS TRUST	DEDUCTIBLE	250.00	
08/15	08/13/2015	10500	METRO SALES, INC	COPIER CONTRACT	25.01	
08/15	08/13/2015	10501	MN CHIEFS OF POLICE ASSOC.	LEADERSHIP ACADEMY	540.00	
08/15	08/13/2015	10502	PITNEY BOWES, INC	POSTAGE METER KIT	51.93	
08/15	08/13/2015	10503	QUILL CORPORATION	COPY PAPER	115.09	
08/15	08/13/2015	10504	SUN LIFE FINANCIAL	AUGUST LIFE/DISABILITY	99.36	
08/15	08/13/2015	10505	TELECIDE PRODUCTIONS, INC	COMPUTER MTC/SUPPORT	237.98	
08/15	08/13/2015	10506	TOP GREEN	GROUPS MTC	696.98	
08/15	08/13/2015	10507	TWIN CITIES TRANSPORT & RECOVE	TOWING SQUAD 214	35.00	
08/15	08/13/2015	10508	VERIZON WIRELESS	CELL PHONES	584.56	
Grand Totals:					24,385.99	

M = Manual Check, V = Void Check

Report Criteria:
Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
08/15	08/27/2015	10509	AMAZON	BATTERIES	18.64
08/15	08/27/2015	10510	CONNEXUS ENERGY	JULY ELECTRIC	2,522.66
08/15	08/27/2015	10511	DELL MARKETING L.P.	2 LAPTOPS	8,363.09
08/15	08/27/2015	10512	DELTA DENTAL	ADD D. SPRENG EFT 7/15-ADDL FOR	244.05
08/15	08/27/2015	10513	DON'S CIRCLE SERVICE, INC	VEH MTC & REPAIRS	1,575.20
08/15	08/27/2015	10514	KEEPRS, INC	UNIFORMS	192.47
08/15	08/27/2015	10515	NEAL A. NOREN	BLDG MTC HOURS	90.00
08/15	08/27/2015	10516	PURCHASE POWER INC	POSTAGE	146.99
08/15	08/27/2015	10517	QUILL CORPORATION	OFFICE SUPPLIES	224.40
08/15	08/27/2015	10518	SHRED-N-GO, INC	SHREDDING SERVICE	40.00
08/15	08/27/2015	10519	SUN LIFE FINANCIAL	SEPT LIFE/DISABILITY	104.14
08/15	08/27/2015	10520	SUPPLYWORKS	TOWELS/TISSUE/LINERS	795.61
Grand Totals:					14,317.25

M = Manual Check, V = Void Check

LEXINGTON MUNICIPAL LIQUOR STORE SALARY SCHEDULE

Retail Clerk (averages less than 80 hrs of work per month per year)			
Start		\$9.54	
Six months		\$10.06	
Step 1 - (1year post last raise)		\$10.62	
Step 2 - (1year post last raise)		\$11.20	
Step 3 - (1year post last raise)		\$11.82	
Step 4 - (1year post last raise)		\$12.47	
Merit Raises			
Sales Associate (averages more than 80 hrs of work per month per year)			
Start		\$10.60	
Six months		\$11.18	
Step 1 - (1year post last raise)		\$11.80	
Step 2 - (1year post last raise)		\$12.45	
Step 3 - (1year post last raise)		\$13.13	
Step 4 - (1year post last raise)		\$13.85	
Merit Raises			
Supervisor - exempt			
Start		\$30,000	
Six months		\$32,000	
Step 1 - (1year post last raise)		\$34,000	
Step 2 - (1year post last raise)		\$36,000	
Step 3 - (1year post last raise)		\$38,000	
Step 4 - (1year post last raise)		\$40,000	
Merit Raises			
Manager - exempt			
Start		\$42,000	
Six months		\$45,000	
Step 1 - (1year post last raise)		\$48,000	
Step 2 - (1year post last raise)		\$51,000	
Step 3 - (1year post last raise)		\$54,000	
Step 4 - (1year post last raise)		\$57,000	
Merit Raises			
**** Key holder **** Additional 50 cents per hour			