

CITY OF ROCKVILLE

P.O. BOX 93

229 Broadway Street East

ROCKVILLE, MN 56369

For Your Information – FYI

Council Action Needed – CA

AGENDA WEDNESDAY, JANUARY 8, 2020 ROCKVILLE CITY HALL 5:15 P.M.

1. **Call to Order** Roll Call- DW.DS.BH.JT.BB
2. **Recess to Workshop**
Workshop Agenda
 - a) City Fees and Charges
 - b) Annual Resolution 2020-
 - c) Zoning Ordinances**Reconvene Council Meeting 6:00 p.m.**
3. **Pledge of Allegiance**
4. **Roll Call** – (Silence Electronic Devices)
5. **Additions/Approval of Agenda** CA 1
6. **Public Comment (3) Minute Limit** (no sharing/allotting of minutes, statements only, no dialog)
7. **Resolution 2020-01 Acceptance of December 2019 Donations** CA 2
8. **Approval of December 2019 Bills Paid** - (note any conflict of interest bills) CA 3
9. **Consent Agenda** (Approved with one motion) CA
 - a) Approval Rockville City Council Minutes of December 11, 2019 20
 - b) Acknowledge Review of the 4th Quarter 2019 Journal Entries 23
 - c) Acknowledge December 2019 Building Permits 40
 - d) Resolution 2020-02 Appointment / Reappointment of Planning Commission 41
 - e) Acknowledge December 2019 Sheriff's Report
10. **Public Hearing Fire Billing Ordinance** CA 42
 - a) Ordinance 2020-104
11. **Public Hearing – Amendments to the City of Rockville Zoning Ordinance** CA 44
 - a) Ordinance 2020-105
12. **Department Reports**
 - a) Planning Commission
 1. Neitzke.LMN Properties LLC Rezoning Ordinance 2020-103 CA 46
 2. Neitzke.LMN Properties LLC QMS Resolution 2020-03 CA 47
 3. Frances Lenzmeier dba Mastermark / Stickney Hill Dairy – Resolution 2020-04 CA 61
 4. Lutgen.Hilltop Woods
 - a. Final Plat – Resolution 2020-05 CA 78
 - b. Developers Agreement CA 87
 - c. SRWD Maintenance Agreement CA 115
 - b) City Engineer
 1. Sales Tax - Resolution 2020-06 CA 122
 2. Grant/Bonding Request
 - c) Public Works FYI
13. **Administration**
 - a) Resolution 2020-07 Annual Appointments CA 128
 - b) Resolution 2020-08 Refuse Hauler Permits CA 131
14. **Appropriations, Allocations, and Transfers**
 - a) Council Action CA
15. **Other**
16. **Adjourn**

**City of Rockville, Minnesota
Resolution 2020-01**

Accepting of Donations / Contributions for December 2019

It is hereby resolved by the City of Rockville, Minnesota that:

WHEREAS; Minnesota State Statute 465.03 requires that governing bodies must formally accept donations and contributions and that every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full; and

WHEREAS; The City seeks to properly accept and record donations and contributions in accordance with all state statutes and state auditor requirements;

THEREFORE; The Rockville City Council formally accepts the following donations / contributions given to the City during the month of December 2019 and agrees to their associated stipulations:

- | | | |
|----|--|----------|
| 1. | Coldspring
<i>Annual Contribution Rockville Fire Department</i> | \$500.00 |
| 2. | Rockville Lions
<i>Lions Park Improvements</i> | \$616.92 |

Adoption by the City Council of the City of Rockville on this 8th day of January, 2020.

Duane Willenbring, Mayor

ATTEST:

Martin M. Bode, City administrator

CITY OF ROCKVILLE

***Check Detail Register©**

DECEMBER 2019

			Check Amt	Invoice	Comment
10600 GCB Checkbook/MM					
Paid Chk#	001427E	12/3/2019	PERA		
G 101-21704	PERA		\$1,673.97		RETIRE CONTR-
		Total PERA	\$1,673.97		
Paid Chk#	001428E	12/3/2019	MN REVENUE		
G 101-21702	State Withholding		\$656.50		STATE TAX W/H-
		Total MN REVENUE	\$656.50		
Paid Chk#	001429E	12/3/2019	EFTPS-ELECTRONIC FED TAX PMT		
G 101-21701	Federal Withholding		\$1,455.21		FEDERAL W/H -
G 101-21703	FICA/Medicare Withholding		\$1,934.22		FICA/MEDICARE -
		Total EFTPS-ELECTRONIC FED TAX PMT	\$3,389.43		
Paid Chk#	001430E	12/4/2019	PAYMENT SERVICE NETWORK		
E 101-46300-210	Operating Expenses		\$1.24		Nov Monthly Credit Card fee
E 601-49440-210	Operating Expenses		\$1.24		Nov Monthly Credit Card fee
E 602-49490-210	Operating Expenses		\$1.24		Nov Monthly Credit Card fee
E 101-41000-210	Operating Expenses		\$1.23		Nov Monthly Credit Card fee
		Total PAYMENT SERVICE NETWORK	\$4.95		
Paid Chk#	001432E	12/18/2019	PERA		
G 101-21704	PERA		\$2,053.27		RETIRE CONTR-
		Total PERA	\$2,053.27		
Paid Chk#	001433E	12/18/2019	MN REVENUE		
G 101-21702	State Withholding		\$732.02		STATE TAX W/H-
		Total MN REVENUE	\$732.02		
Paid Chk#	001434E	12/18/2019	EFTPS-ELECTRONIC FED TAX PMT		
G 101-21701	Federal Withholding		\$1,575.00		FEDERAL W/H -
G 101-21703	FICA/Medicare Withholding		\$9,304.40		FICA/MEDICARE -
		Total EFTPS-ELECTRONIC FED TAX PMT	\$10,879.40		
Paid Chk#	001435E	12/23/2019	MN DEPT OF LABOR & INDUSTRY		
G 101-20515	Building Permit Surcharge		\$133.91		4th Qrt
		Total MN DEPT OF LABOR & INDUSTRY	\$133.91		
Paid Chk#	019546	12/5/2019	ADVANCE AUTO PARTS		
E 101-42200-220	Repair/Operating Expense		\$46.67		Repair Unit 9 headlight, Dex-cool
E 101-43100-220	Repair/Operating Expense		\$44.27	5099-359751	Ignition Coil Repair Unit 3
E 101-43100-220	Repair/Operating Expense		\$29.66	5099-359805	Oil Change unit 3
		Total ADVANCE AUTO PARTS	\$120.60		
Paid Chk#	019547	12/5/2019	ADVANCED FIRST AID INC		
E 101-42200-219	Fire Rescue Supplies		\$137.00	1119-733	Fire Dept Infant Electrode Pad
		Total ADVANCED FIRST AID INC	\$137.00		
Paid Chk#	019548	12/5/2019	AMERIPRIDE SERVICES, INC		
E 101-41000-209	Cleaning Supplies		\$20.67		RENTAL OF RUGS/MOPS-CITY HALL
E 101-41110-209	Cleaning Supplies		\$7.00		RENTAL OF RUGS/MOPS-CITY HALL
E 101-42200-209	Cleaning Supplies		\$7.00		RENTAL OF RUGS/MOPS-CITY HALL
E 101-43100-209	Cleaning Supplies		\$7.00		RENTAL OF RUGS/MOPS-CITY HALL

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DECEMBER 2019

		Check Amt	Invoice	Comment
E 101-46300-209	Cleaning Supplies	\$7.00		RENTAL OF RUGS/MOPS-CITY HALL
E 601-49440-209	Cleaning Supplies	\$7.00		RENTAL OF RUGS/MOPS-CITY HALL
E 602-49490-209	Cleaning Supplies	\$7.00		RENTAL OF RUGS/MOPS-CITY HALL
Total AMERIPRIDE SERVICES, INC		\$62.67		
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Paid Chk# 019549	12/5/2019	BANYON DATA SYSTEMS INC		
E 101-45122-309	Computer Svcs, Software & Sply	\$198.00		SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS
E 101-42200-309	Computer Svcs, Software & Sply	\$198.00		SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS
E 101-41000-309	Computer Svcs, Software & Sply	\$198.00		SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS
E 101-43100-309	Computer Svcs, Software & Sply	\$198.00		SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS
E 101-42500-309	Computer Svcs, Software & Sply	\$198.00		SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS
E 601-49440-309	Computer Svcs, Software & Sply	\$198.00		SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS
E 602-49490-309	Computer Svcs, Software & Sply	\$198.00		SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS
E 101-41800-309	Computer Svcs, Software & Sply	\$198.00		SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS
E 101-41110-309	Computer Svcs, Software & Sply	\$198.00		SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS
E 101-46300-309	Computer Svcs, Software & Sply	\$198.00		SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS
Total BANYON DATA SYSTEMS INC		\$1,980.00		
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Paid Chk# 019550	12/5/2019	BATTERIES PLUS		
E 601-49440-220	Repair/Operating Expense	\$107.95	2140471	Well 3 Power surge battery backup
Total BATTERIES PLUS		\$107.95		
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Paid Chk# 019551	12/5/2019	BOLTON & MENK INC		
E 101-46300-303	Engineering Fees	\$80.00	238008	25878 Lake Rd Shoreland Alternation (Reimb from Property Owner)
E 101-46300-303	Engineering Fees	\$100.00	242519	25387 Pleasant Rd Shoreland Alternation (Reimb from Property Owner)
E 101-41000-303	Engineering Fees	\$160.00	242529	Travel Plaza Development (Reimb From Property Owner
E 215-43100-303	Engineering Fees	\$282.50	242531	2019 Street Improvement
E 101-43100-303	Engineering Fees	\$405.00	242534	GIS Mapping System Update
E 602-49490-303	Engineering Fees	\$720.00	242538	Stickney Dairy (Reimb from Property Owner)
E 215-43100-303	Engineering Fees	\$1,175.00	242541	2019 Crackfill & Seal Coat
E 101-46300-303	Engineering Fees	\$1,877.50	242547	Lutgen Subdivision (Reimb from Property Owner)
Total BOLTON & MENK INC		\$4,800.00		
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Paid Chk# 019552	12/5/2019	CENTRAL MCGOWAN, INC		
E 101-42200-219	Fire Rescue Supplies	\$183.20	5322/65103	MEDICAL OXYGEN/RENT-FIRE DEPT
Total CENTRAL MCGOWAN, INC		\$183.20		
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Paid Chk# 019553	12/5/2019	GOPHER STATE ONE-CALL		
E 602-49490-291	Locates	\$11.48		LOCATE TICKETS-SWR DEPT
E 601-49440-291	Locates	\$11.47		LOCATE TICKETS-WTR DEPT
Total GOPHER STATE ONE-CALL		\$22.95		
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Paid Chk# 019554	12/5/2019	GRANITE ELECTRONICS,INC		

CITY OF ROCKVILLE

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DECEMBER 2019

			Check Amt	Invoice	Comment
E 101-42200-214	Radio/Pager Repair		\$124.02	154002836-1	Pager Repair
Total GRANITE ELECTRONICS,INC			\$124.02		
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Paid Chk# 019555	12/5/2019	HAWKINS WTR TREATMENT GRP INC			
E 601-49440-216	Chemicals/Chem Products		\$10.00	4619486	Chlorine Cylinder
E 601-49440-217	PL LK Chemicals/Chem Products		\$10.00	4619487	Chlorine Cylinder
Total HAWKINS WTR TREATMENT GRP INC			\$20.00		
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Paid Chk# 019556	12/5/2019	MED COMPASS			
E 101-42200-292	Health Srvc/Pre Employment		\$115.00	36779	Fit Test SCBA Abbey H
Total MED COMPASS			\$115.00		
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Paid Chk# 019557	12/5/2019	MENARDS			
E 101-41000-220	Repair/Operating Expense		\$87.91	29446	Shovel, container, Ice melt
Total MENARDS			\$87.91		
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Paid Chk# 019558	12/5/2019	MN DEPT OF HEALTH			
G 601-20510	Safe Wtr Fee-Due to Other Govt		\$457.00		4TH QTRLY MDH FEE TO STATE
Total MN DEPT OF HEALTH			\$457.00		
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Paid Chk# 019559	12/5/2019	XCEL ENERGY			
E 101-45122-381	Electric Utilities		\$5.56		1001 OTHMAR LN
E 101-43100-387	Street Lighting-Electricity		\$641.44		STREETLGHTS
E 601-49440-381	Electric Utilities		\$38.38		209 BRDWY & 562 CHESTNUT
E 602-49490-381	Electric Utilities		\$38.38		209 BRDWY & 562 CHESTNUT
E 101-43100-381	Electric Utilities		\$38.38		209 BRDWY & 562 CHESTNUT
E 602-49490-381	Electric Utilities		\$184.88		398 BROADWAY ST
E 601-49440-381	Electric Utilities		\$287.41		423 MAPLE ST & 560 CHESTNUT
E 101-45122-381	Electric Utilities		\$49.76		1000 BRDWY BALLPK BALL PRG
E 101-41000-381	Electric Utilities		\$34.79		229 BROADWAY
E 101-41800-381	Electric Utilities		\$34.79		229 BROADWAY
E 101-43100-381	Electric Utilities		\$34.79		229 BROADWAY
E 101-46300-381	Electric Utilities		\$34.79		229 BROADWAY
E 601-49440-381	Electric Utilities		\$34.79		229 BROADWAY
E 602-49490-381	Electric Utilities		\$34.78		229 BROADWAY
E 101-41110-381	Electric Utilities		\$34.78		229 BROADWAY
E 101-42200-381	Electric Utilities		\$263.23		24001 FIRE HALL DR
Total XCEL ENERGY			\$1,790.93		
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Paid Chk# 019561	12/11/2019	ADVANCE FOR HEALTH			
E 101-42200-219	Fire Rescue Supplies		\$197.00	1024	AED battery & Aed Pads
Total ADVANCE FOR HEALTH			\$197.00		
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Paid Chk# 019562	12/11/2019	AT & T MOBILITY			
E 101-42200-321	Telephone		\$76.46	287286370255	FirstNet Fire Dept wireless
Total AT & T MOBILITY			\$76.46		
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Paid Chk# 019563	12/11/2019	BLUE CROSS BLUE SHIELD OF MN			
G 101-21705	Health Insurance		\$270.30	191202365498	EMPLOYEE PORTION HEALTH INS.
G 101-21706	City Portion Health Ins		\$1,081.25	191202365498	EMPLOYER PD HEALTH INS.
Total BLUE CROSS BLUE SHIELD OF MN			\$1,351.55		
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Paid Chk# 019564	12/11/2019	DELTA ELECTRIC			

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			Check Amt	Invoice	Comment
E 602-49490-296	Lk Sewer Contr Srvc		\$845.25		Grinderstation calls Lake Area
Total DELTA ELECTRIC			\$845.25		
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Paid Chk# 019565	12/11/2019	JOVANOVICH DEGE & ATHMANN			
E 101-41000-304	Legal Fees		\$52.50	18206	Liquor violation
E 101-41000-304	Legal Fees		\$35.00	18206	Ordinance amendment dog at large
E 101-46300-304	Legal Fees		\$245.00	18206	Developer agreement Hilltop Woods & plat road issue (Reimb from Property Owner)
E 101-43100-304	Legal Fees		\$35.00	18206	new employee background check
E 101-41110-304	Legal Fees		\$262.50	18206	Attend Council meeting
Total JOVANOVICH DEGE & ATHMANN			\$630.00		
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Paid Chk# 019566	12/11/2019	KIESS BROS			
E 101-43100-212	Gas & Oil		\$862.71		Fuel Streets
E 101-45122-212	Gas & Oil		\$25.02		Fuel Parks
E 601-49440-212	Gas & Oil		\$25.01		Fuel Water
E 602-49490-212	Gas & Oil		\$25.01		Fuel Sewer
Total KIESS BROS			\$937.75		
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Paid Chk# 019567	12/11/2019	LEAGUE OF MINNESOTA CITIES			
E 101-46300-304	Legal Fees		\$1,764.95	GL66026	Schneider Litigation Cost
Total LEAGUE OF MINNESOTA CITIES			\$1,764.95		
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Paid Chk# 019568	12/11/2019	LYNN PLUMSKI			
E 101-41000-106	Cleaning Person		\$9.38		CITY HALL
E 101-41110-106	Cleaning Person		\$9.38		CITY HALL
E 101-41800-106	Cleaning Person		\$9.38		CITY HALL
E 101-42200-106	Cleaning Person		\$65.62		CITY HALL/FIRE HALL
E 101-43100-106	Cleaning Person		\$9.38		CITY HALL
E 101-46300-106	Cleaning Person		\$9.37		CITY HALL
E 601-49440-106	Cleaning Person		\$9.37		CITY HALL
E 602-49490-106	Cleaning Person		\$9.37		CITY HALL
Total LYNN PLUMSKI			\$131.25		
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Paid Chk# 019569	12/11/2019	MIDCO			
E 101-42200-323	Internet/E-mail/Web Site		\$75.00		FIRE HALL
E 101-46300-323	Internet/E-mail/Web Site		\$9.44		CITY HALL
E 101-43100-323	Internet/E-mail/Web Site		\$9.44		CITY HALL
E 602-49490-323	Internet/E-mail/Web Site		\$9.44		CITY HALL
E 601-49440-323	Internet/E-mail/Web Site		\$9.44		CITY HALL
E 101-41000-323	Internet/E-mail/Web Site		\$9.48		CITY HALL
E 101-41110-323	Internet/E-mail/Web Site		\$9.44		CITY HALL
E 101-41800-323	Internet/E-mail/Web Site		\$9.44		CITY HALL
E 101-45122-323	Internet/E-mail/Web Site		\$9.44		CITY HALL
E 101-42500-323	Internet/E-mail/Web Site		\$9.44		CITY HALL
Total MIDCO			\$160.00		
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Paid Chk# 019570	12/11/2019	MOTOROLA			
E 101-42200-218	Radio & Communication		\$3,759.75	8280876540	Radio for New fire truck
Total MOTOROLA			\$3,759.75		
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Paid Chk# 019571	12/11/2019	QUALITY FLOW SYSTEMS, INC			
E 602-49490-289	Grinderstation Repairs/Parts		\$5,590.00	38156	Grinderstation control panel & cord

CITY OF ROCKVILLE

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DECEMBER 2019

		Check Amt	Invoice	Comment
Total	QUALITY FLOW SYSTEMS, INC	\$5,590.00		
Paid Chk#	019572	12/11/2019	ROYAL TIRE INC	
E 101-43100-220	Repair/Operating Expense	\$51.85	328-42652	Repair Flat Tire Unit 168
	Total ROYAL TIRE INC	\$51.85		
Paid Chk#	019573	12/11/2019	STEARNS ELECTRIC ASOC INC	
E 101-42500-381	Electric Utilities	\$31.00		5452511 Lake Rd Siren
E 101-43100-387	Street Lighting-Electricity	\$95.00		6400610 Co Side Addn St Lights
E 601-49440-381	Electric Utilities	\$211.00		10052700 Walnut Cir Water Tow
E 101-43100-387	Street Lighting-Electricity	\$53.00		10232500 Co Rd140/H23 St Light
E 101-43100-387	Street Lighting-Electricity	\$53.00		10232600 Co Rd8/H23 St Lights
E 602-49490-381	Electric Utilities	\$100.00		10405800 Co Rd 8 Lift Station
E 602-49490-381	Electric Utilities	\$201.00		10405900 Co Rd 6 Lift Station
E 602-49490-381	Electric Utilities	\$278.00		10406000 Prairie Dr Lift Stati
E 602-49490-381	Electric Utilities	\$71.00		10440600 Pleasant Lk Lift Stat
E 601-49440-382	PL LK Electric Utilities	\$47.70		10543000 79th Ave Pump House
E 601-49440-382	PL LK Electric Utilities	\$349.00		10516700 Pleasant Rd Pump Hous
E 101-43100-387	Street Lighting-Electricity	\$110.00		10453000 St Lights Prairie Dr
E 101-43100-387	Street Lighting-Electricity	\$71.00		10549600 St Lights Brentwood
E 101-43100-387	Street Lighting-Electricity	\$53.00		11633200 St Lights Co Rd6/Hw23
E 101-42500-381	Electric Utilities	\$27.00		12490100 9102 220th St Siren
	Total STEARNS ELECTRIC ASOC INC	\$1,750.70		
Paid Chk#	019574	12/11/2019	VISA	
E 601-49440-220	Repair/Operating Expense	\$60.00		Water Testing @ City Hall
E 101-43100-212	Gas & Oil	\$103.79		Unit 2
E 101-41000-200	Office Supplies	\$18.80		Paid Stamp, Liquid Paper tape, Pens, hand soap, hot cups & lids, paper towels, bathroom tissue, coff
E 101-41800-200	Office Supplies	\$18.80		Paid Stamp, Liquid Paper tape, Pens, hand soap, hot cups & lids, paper towels, bathroom tissue, coff
E 101-41110-200	Office Supplies	\$18.79		Paid Stamp, Liquid Paper tape, Pens, hand soap, hot cups & lids, paper towels, bathroom tissue, coff
E 101-46300-200	Office Supplies	\$18.79		Paid Stamp, Liquid Paper tape, Pens, hand soap, hot cups & lids, paper towels, bathroom tissue, coff
E 101-42200-200	Office Supplies	\$18.79		Paid Stamp, Liquid Paper tape, Pens, hand soap, hot cups & lids, paper towels, bathroom tissue, coff
E 101-43100-200	Office Supplies	\$18.79		Paid Stamp, Liquid Paper tape, Pens, hand soap, hot cups & lids, paper towels, bathroom tissue, coff
E 601-49440-200	Office Supplies	\$18.79		Paid Stamp, Liquid Paper tape, Pens, hand soap, hot cups & lids, paper towels, bathroom tissue, coff
E 602-49490-200	Office Supplies	\$18.79		Paid Stamp, Liquid Paper tape, Pens, hand soap, hot cups & lids, paper towels, bathroom tissue, coff
	Total VISA	\$314.13		
Paid Chk#	019575	12/11/2019	WEST CENTRAL SANITATION, INC	
E 101-42200-384	Refuse/Garbage Disposal	\$24.52		GARBAGE-FIRE HALL
E 101-45122-384	Refuse/Garbage Disposal	\$13.18		GARBAGE-PLEASANT LK
E 101-41000-384	Refuse/Garbage Disposal	\$23.00		GARBAGE-CITY HALL
E 101-43100-384	Refuse/Garbage Disposal	\$84.47		GARBAGE-PUB WKS DPT
	Total WEST CENTRAL SANITATION, INC	\$145.17		
Paid Chk#	019577	12/18/2019	CENTRACARE HEALTH	
E 101-42200-292	Health Srvc/Pre Employment	\$86.00	3717551	HEP B Vaccine Fire Dept Member

CITY OF ROCKVILLE

***Check Detail Register©**

DECEMBER 2019

		Check Amt	Invoice	Comment
Total CENTRACARE HEALTH		\$86.00		
Paid Chk# 019578	12/18/2019	CITY OF COLD SPRING		
E 602-49490-312	Wastewater Bill-Core City	\$3,271.42		NOV WASTEWTR BILL
E 602-49490-293	Wastewtr Bill-Lakes Area	\$6,106.78		NOV WASTEWTR BILL
Total CITY OF COLD SPRING		\$9,378.20		
Paid Chk# 019579	12/18/2019	COLD SPRING RECORD INC		
E 602-49490-340	Advertising/Printing/Publishin	\$3.72	41451	Public Hearing 2019-102 Amend Fee & Charges Schedule
E 601-49440-340	Advertising/Printing/Publishin	\$3.72	41451	Public Hearing 2019-102 Amend Fee & Charges Schedule
E 101-43100-340	Advertising/Printing/Publishin	\$3.72	41451	Public Hearing 2019-102 Amend Fee & Charges Schedule
E 101-46300-340	Advertising/Printing/Publishin	\$72.19	41451	Rezone Doll Ordinance 2019-101
E 101-41000-340	Advertising/Printing/Publishin	\$3.72	41451	Public Hearing 2019-102 Amend Fee & Charges Schedule
E 101-42200-340	Advertising/Printing/Publishin	\$3.72	41451	Public Hearing 2019-102 Amend Fee & Charges Schedule
E 101-46300-340	Advertising/Printing/Publishin	\$3.71	41451	Public Hearing 2019-102 Amend Fee & Charges Schedule
Total COLD SPRING RECORD INC		\$94.50		
Paid Chk# 019580	12/18/2019	COMMUNITY TECHNOLOGY CENTER		
E 601-49440-309	Computer Svcs, Software & Sply	\$71.00		Annual 2019-(2 months) Shadow Protection License, Publisher & install, file server updates
E 602-49490-309	Computer Svcs, Software & Sply	\$71.00		Annual 2019-(2 months) Shadow Protection License, Publisher & install, file server updates
E 101-41000-309	Computer Svcs, Software & Sply	\$71.01		Annual 2019-(2 months) Shadow Protection License, Publisher & install, file server updates
E 101-41800-309	Computer Svcs, Software & Sply	\$71.00		Annual 2019-(2 months) Shadow Protection License, Publisher & install, file server updates
E 101-43100-309	Computer Svcs, Software & Sply	\$71.00		Annual 2019-(2 months) Shadow Protection License, Publisher & install, file server updates
E 101-46300-309	Computer Svcs, Software & Sply	\$71.00		Annual 2019-(2 months) Shadow Protection License, Publisher & install, file server updates
E 101-42500-309	Computer Svcs, Software & Sply	\$71.00		Annual 2019-(2 months) Shadow Protection License, Publisher & install, file server updates
E 101-42200-309	Computer Svcs, Software & Sply	\$71.00		Annual 2019-(2 months) Shadow Protection License, Publisher & install, file server updates
E 101-41110-309	Computer Svcs, Software & Sply	\$71.00		Annual 2019-(2 months) Shadow Protection License, Publisher & install, file server updates
G 601-13000	Prepaid Expenses	\$128.61		Annual 2020 (10 months Shadow Protection
G 602-13000	Prepaid Expenses	\$128.61		Annual 2020 (10 months Shadow Protection
G 101-13000	Prepaid Expenses	\$900.27		Annual 2020 (10 months Shadow Protection
Total COMMUNITY TECHNOLOGY CENTER		\$1,796.50		
Paid Chk# 019581	12/18/2019	GRAND FORKS FIRE EQUIPMENT LLC		
E 101-42200-219	Fire Rescue Supplies	\$1,364.19	27400/	5 SCBA mask bags, 3 facepieces,
Total GRAND FORKS FIRE EQUIPMENT LLC		\$1,364.19		
Paid Chk# 019582	12/18/2019	LITTLE FALLS MACHINE, INC		
E 101-43100-220	Repair/Operating Expense	\$593.14	357090	Cutting Edges Unit 5, & 168
Total LITTLE FALLS MACHINE, INC		\$593.14		
Paid Chk# 019583	12/18/2019	MENARDS		

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			Check Amt	Invoice	Comment
E 101-45122-220	Repair/Operating Expense		\$26.98		Shovels
E 101-41000-210	Operating Expenses		\$12.69		Mouse Trap & bait
Total MENARDS			\$39.67		
<hr/>					
Paid Chk# 019584	12/18/2019	QUALITY FLOW SYSTEMS, INC			
E 602-49490-289	Grinderstation Repairs/Parts		\$5,203.65		Floats Switches for grinderstation
Total QUALITY FLOW SYSTEMS, INC			\$5,203.65		
<hr/>					
Paid Chk# 019585	12/19/2019	AT & T MOBILITY			
E 101-43100-321	Telephone		\$79.49		WIRELESS PHONE
E 601-49440-321	Telephone		\$25.00		WIRELESS PHONE
E 602-49490-321	Telephone		\$25.00		WIRELESS PHONE
E 101-45122-321	Telephone		\$10.00		WIRELESS PHONE
E 602-49490-321	Telephone		\$30.68		GRINDERSTATION PHONE
Total AT & T MOBILITY			\$170.17		
<hr/>					
Paid Chk# 019586	12/24/2019	CENTER POINT ENERGY-MINNEGASCO			
E 601-49440-383	Gas Utilities		\$42.96		6109069-2 PMPHSE OTHMAR/MAPLE
E 101-43100-383	Gas Utilities		\$92.52		6109272-2 209 BRDWY-PUB WKS
E 601-49440-383	Gas Utilities		\$92.51		6109272-2 209 BRDWY-PUB WKS
E 602-49490-383	Gas Utilities		\$92.51		6109272-2 209 BRDWY-PUB WKS
E 601-49440-383	Gas Utilities		\$33.60		6110833-8 PUMPHSE @ WAL CIR
E 101-41000-383	Gas Utilities		\$28.81		6394888-9 UTIL-229 CITY HALL
E 101-41800-383	Gas Utilities		\$28.80		6394888-9 UTIL-229 CITY HALL
E 101-43100-383	Gas Utilities		\$28.80		6394888-9 UTIL-229 CITY HALL
E 601-49440-383	Gas Utilities		\$28.80		6394888-9 UTIL-229 CITY HALL
E 602-49490-383	Gas Utilities		\$28.80		6394888-9 UTIL-229 CITY HALL
E 101-42200-383	Gas Utilities		\$524.26		6436553-9 24001 FIRE HALL DR
Total CENTER POINT ENERGY-MINNEGASCO			\$1,022.37		
<hr/>					
Paid Chk# 019587	12/24/2019	CENTURYLINK			
E 101-42200-321	Telephone		\$82.95		251-0072 Fire Dept
E 601-49440-321	Telephone		\$39.17		251-1664 SCDA System
E 602-49490-321	Telephone		\$39.16		251-1664 SCDA System
E 601-49440-321	Telephone		\$52.28		251-2120 Well house 3
E 101-41000-321	Telephone		\$46.93		251-5836 City Hall
E 101-41110-321	Telephone		\$46.93		251-5836 City Hall
E 101-43100-321	Telephone		\$46.93		251-5836 City Hall
E 101-46300-321	Telephone		\$46.93		251-5836 City Hall
E 601-49440-321	Telephone		\$46.92		251-5836 City Hall
E 602-49490-321	Telephone		\$46.92		251-5836 City Hall
E 602-49490-321	Telephone		\$53.97		259-1473 Sewer
E 602-49490-321	Telephone		\$63.43		685-4204 Sewer
E 602-49490-321	Telephone		\$205.50		612-E16-2655 Sewer
Total CENTURYLINK			\$818.02		
<hr/>					
Paid Chk# 019588	12/24/2019	FIRST AMERICAN TITLE			
G 101-20520	Flow Through		\$1,182.90		Closing Overpaid Building Permit for 9157 Athman Road
Total FIRST AMERICAN TITLE			\$1,182.90		
<hr/>					
Paid Chk# 019589	12/24/2019	INSPECTRON INC.			
E 101-46300-305	Building Inspection Fees		\$539.45		Building Inspection & review Nov
E 101-46300-305	Building Inspection Fees		\$155.95		Building Inspection & review Dec

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		Check Amt	Invoice	Comment
Total INSPECTRON INC.		\$695.40		
Paid Chk#	019590	12/24/2019	LYNN PLUMSKI	
E 101-41000-106	Cleaning Person	\$9.38		CITY HALL
E 101-41110-106	Cleaning Person	\$9.38		CITY HALL
E 101-41800-106	Cleaning Person	\$9.37		CITY HALL
E 101-42200-106	Cleaning Person	\$71.88		CITY HALL/FIRE HALL
E 101-43100-106	Cleaning Person	\$9.38		CITY HALL
E 101-46300-106	Cleaning Person	\$9.37		CITY HALL
E 601-49440-106	Cleaning Person	\$9.37		CITY HALL
E 602-49490-106	Cleaning Person	\$9.37		CITY HALL
Total LYNN PLUMSKI		\$137.50		
Paid Chk#	019591	12/24/2019	MARCO FINANCING, INC (LEASE)	
E 101-41000-413	Copier/Printer Lease	\$96.70		COPIER/LEASE
E 101-41110-413	Copier/Printer Lease	\$55.00		COPIER/LEASE
E 101-42200-413	Copier/Printer Lease	\$25.00		COPIER/LEASE
E 101-42500-413	Copier/Printer Lease	\$25.00		COPIER/LEASE
E 101-43100-413	Copier/Printer Lease	\$60.00		COPIER/LEASE
E 101-45122-413	Copier/Printer Lease	\$25.00		COPIER/LEASE
E 101-46300-413	Copier/Printer Lease	\$90.00		COPIER/LEASE
E 601-49440-413	Copier/Printer Lease	\$70.00		COPIER/LEASE
E 602-49490-413	Copier/Printer Lease	\$85.00		COPIER/LEASE
Total MARCO FINANCING, INC (LEASE)		\$531.70		
Paid Chk#	019592	12/24/2019	MED COMPASS	
E 101-42200-292	Health Srvc/Pre Employment	\$2,320.00	36891	SCBA Medical Exam & Fit Test Fire Dept Members
Total MED COMPASS		\$2,320.00		
Paid Chk#	019593	12/24/2019	MOTOROLA	
E 101-42200-218	Radio & Communication	\$15,039.00	8280835264	4 Mobile Motorola for Emergency Vehicles Approved 9/12/19
Total MOTOROLA		\$15,039.00		
Paid Chk#	019594	12/24/2019	ROSENBAUER MINNESOTA LLC	
E 101-42200-540	Machinery & Equipment	\$163,088.00	67307	2019 Fire Truck Pumper
Total ROSENBAUER MINNESOTA LLC		\$163,088.00		
Paid Chk#	019595	12/24/2019	USABLE LIFE	
G 101-21709	Short/Long-Term Disability	\$64.86		EMPLOYEE PORTION
E 101-41000-134	Employer Paid Life Insurance	\$29.70		LTD/STD
E 101-41000-135	Empl r Pd Short/Long Term Ins	\$259.53		LTD/STD
Total USABLE LIFE		\$354.09		
Paid Chk#	019596	12/31/2019	BOLTON & MENK INC	
E 101-41000-303	Engineering Fees	\$160.00	243866	Travel Plaza Development (Reimb for Property owner)
E 215-43100-303	Engineering Fees	\$235.00	243868	2019 CrackFilling
E 215-43100-303	Engineering Fees	\$757.50	243880	2019 Street Impromement
E 101-43100-303	Engineering Fees	\$950.00	243884	General Bonding Bill Request, Sales Tax, Walnut Drainage
E 602-49490-303	Engineering Fees	\$3,720.00	2439313	Stickney Meter Construction (Reimb for Property Owner
E 101-46300-303	Engineering Fees	\$2,608.00	2439313	Lutgen Subdivision (Reimb from Property owner)
Total BOLTON & MENK INC		\$8,430.50		

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			Check Amt	Invoice	Comment
Paid Chk# 019597	12/31/2019	CENTRAL HYDRAULICS			
E 101-43100-220	Repair/Operating Expense		\$477.74	106391	Unit 2 Cutting Edges
	Total CENTRAL HYDRAULICS		\$477.74		
Paid Chk# 019598	12/31/2019	GEISLINGER AND SONS INC			
E 602-49490-221	PL LK/Lake Repair/operating Ex		\$7,706.14	1	Grandlake Lift Station Repair (Risor Pipe Broken)
	Total GEISLINGER AND SONS INC		\$7,706.14		
Paid Chk# 019599	12/31/2019	GRAND FORKS FIRE EQUIPMENT LLC			
E 101-42200-538	Personal Protective Equip-Fire		\$424.00	27535	Mens Shadow Structural 14" artic grip
	Total GRAND FORKS FIRE EQUIPMENT LLC		\$424.00		
Paid Chk# 019600	12/31/2019	HAWKINS WTR TREATMENT GRP INC			
E 601-49440-216	Chemicals/Chem Products		\$1,355.40	4629640	Chlorine Vacuum Reg. Well #3
	Total HAWKINS WTR TREATMENT GRP INC		\$1,355.40		
Paid Chk# 019601	12/31/2019	MENARDS			
E 101-43100-210	Operating Expenses		\$6.45	31837	No Parking Sign Shop
	Total MENARDS		\$6.45		
Paid Chk# 019602	12/31/2019	ROSENBAUER MINNESOTA LLC			
E 101-42200-540	Machinery & Equipment		\$4,400.00	20191231	Slide-out Trays new Fire truck
	Total ROSENBAUER MINNESOTA LLC		\$4,400.00		
Paid Chk# 019603	12/31/2019	SIMON, DONALD			
E 601-49440-314	Contracted Services		\$233.88		CONTRACTED SRVC FOR WELL/PUMPH 4TH QRT
E 602-49490-314	Contracted Services		\$233.88		CONTRACTED SRVC FOR WELL/PUMPH 4TH QRT
	Total SIMON, DONALD		\$467.76		
Paid Chk# 019604	12/31/2019	TIPPELT, GERALD			
E 101-43100-314	Contracted Services		\$100.00		Blew out Hubert Lane 11.27.19
	Total TIPPELT, GERALD		\$100.00		
Paid Chk# 019605	12/31/2019	XCEL ENERGY			
E 101-43100-387	Street Lighting-Electricity		\$625.65		STREETLGHTS
	Total XCEL ENERGY		\$625.65		
	10600 GCB Checkbook/MM		\$275,147.13		

Fund Summary

10600 GCB Checkbook/MM	
101 GENERAL FUND	\$233,101.20
215 ROAD MAINTENANCE FUND	\$2,450.00
601 WATER FUND	\$4,126.77
602 SEWER FUND	\$35,469.16
	<u>\$275,147.13</u>

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FUND 101 GENERAL FUND						
DEPT						
001427	12/03/19	PERA	\$1,673.97	RETIRE CONTR-	101-21704	
001428	12/03/19	MN REVENUE	\$656.50	STATE TAX W/H-	101-21702	
001429	12/03/19	EFTPS-ELECTRONIC FED TAX PMT	\$1,455.21	FEDERAL W/H -	101-21701	
001429	12/03/19	EFTPS-ELECTRONIC FED TAX PMT	\$1,934.22	FICA/MEDICARE -	101-21703	
001432	12/18/19	PERA	\$2,053.27	RETIRE CONTR-	101-21704	
001433	12/18/19	MN REVENUE	\$732.02	STATE TAX W/H-	101-21702	
001434	12/18/19	EFTPS-ELECTRONIC FED TAX PMT	\$1,575.00	FEDERAL W/H -	101-21701	
001434	12/18/19	EFTPS-ELECTRONIC FED TAX PMT	\$9,304.40	FICA/MEDICARE -	101-21703	
001435	12/23/19	MN DEPT OF LABOR & INDUSTRY	\$133.91	4th Qrt	101-20515	
019563	12/11/19	BLUE CROSS BLUE SHIELD OF MN	\$270.30	EMPLOYEE PORTION HEALTH INS.	101-21705	
019563	12/11/19	BLUE CROSS BLUE SHIELD OF MN	\$1,081.25	EMPLOYER PD HEALTH INS.	101-21706	
019580	12/18/19	COMMUNITY TECHNOLOGY CENTER	\$900.27	Annual 2020 (10 months Shadow Protection	101-13000	
019588	12/24/19	FIRST AMERICAN TITLE	\$1,182.90	Closing Overpaid Building Permit for 9157 Athman Road	101-20520	
019595	12/24/19	USABLE LIFE	\$64.86	EMPLOYEE PORTION	101-21709	
DEPT			<u>\$23,018.08</u>			
DEPT 41000 General Government (GENERAL)						
001430	12/04/19	PAYMENT SERVICE NETWORK	\$1.23	Nov Monthly Credit Card fee	101-41000-210	Operating Expenses
019548	12/05/19	AMERIPRIDE SERVICES, INC	\$20.67	RENTAL OF RUGS/MOPS-CITY HALL	101-41000-209	Cleaning Supplies
019549	12/05/19	BANYON DATA SYSTEMS INC	\$198.00	SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS	101-41000-309	Computer Svcs, Software & Sply
019551	12/05/19	BOLTON & MENK INC	\$160.00	Travel Plaza Development (Reimb From Property Owner	101-41000-303	Engineering Fees
019557	12/05/19	MENARDS	\$87.91	Shovel, container, Ice melt	101-41000-220	Repair/Operating Expense
019559	12/05/19	XCEL ENERGY	\$34.79	229 BROADWAY	101-41000-381	Electric Utilities
019565	12/11/19	JOVANOVIH DEGE & ATHMANN	\$35.00	Ordinance amendment dog at large	101-41000-304	Legal Fees
019565	12/11/19	JOVANOVIH DEGE & ATHMANN	\$52.50	Liquor violation	101-41000-304	
019568	12/11/19	LYNN PLUMSKI	\$9.38	CITY HALL	101-41000-106	Cleaning Person
019569	12/11/19	MIDCO	\$9.48	CITY HALL	101-41000-323	Internet/E-mail/Web Site
019574	12/11/19	VISA	\$18.80	Paid Stamp, Liquid Paper tape, Pens, hand soap, hot cups	101-41000-200	Office Supplies
019575	12/11/19	WEST CENTRAL SANITATION, INC	\$23.00	GARBAGE-CITY HALL	101-41000-384	Refuse/Garbage Disposal
019579	12/18/19	COLD SPRING RECORD INC	\$3.72	Public Hearing 2019-102 Amend Fee & Charges Schedule	101-41000-340	Advertising/Printing/Publishin
019580	12/18/19	COMMUNITY TECHNOLOGY CENTER	\$71.01	Annual 2019-(2 months) Shadow Protection License, Publi	101-41000-309	Computer Svcs, Software & Sply
019583	12/18/19	MENARDS	\$12.69	Mouse Trap & bait	101-41000-210	Operating Expenses
019586	12/24/19	CENTER POINT ENERGY-MINNEGASCO	\$28.81	6394888-9 UTIL-229 CITY HALL	101-41000-383	Gas Utilities
019587	12/24/19	CENTURYLINK	\$46.93	251-5836 City Hall	101-41000-321	Telephone
019590	12/24/19	LYNN PLUMSKI	\$9.38	CITY HALL	101-41000-106	Cleaning Person
019591	12/24/19	MARCO FINANCING, INC (LEASE)	\$96.70	COPIER/LEASE	101-41000-413	Copier/Printer Lease

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Check Nbr	Check/Receipt Date	Search Name	Amount	Comments	Act Code	OBJ Descr
019595	12/24/19	USABLE LIFE	\$29.70	LTD/STD	101-41000-134	Employer Paid Life Insurance
019595	12/24/19	USABLE LIFE	\$259.53	LTD/STD	101-41000-135	Empl r Pd Short/Long Term Ins
019596	12/31/19	BOLTON & MENK INC	\$160.00	Travel Plaza Development (Reimb for Property owner)	101-41000-303	Engineering Fees
DEPT 41000 General Government (GENERAL)			\$1,369.23			
DEPT 41110 Council/Mayor/Boards						
019548	12/05/19	AMERIPRIDE SERVICES, INC	\$7.00	RENTAL OF RUGS/MOPS-CITY HALL	101-41110-209	Cleaning Supplies
019549	12/05/19	BANYON DATA SYSTEMS INC	\$198.00	SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS	101-41110-309	Computer Svcs, Software & Sply
019559	12/05/19	XCEL ENERGY	\$34.78	229 BROADWAY	101-41110-381	Electric Utilities
019565	12/11/19	JOVANOVICH DEGE & ATHMANN	\$262.50	Attend Council meeting	101-41110-304	Legal Fees
019568	12/11/19	LYNN PLUMSKI	\$9.38	CITY HALL	101-41110-106	Cleaning Person
019569	12/11/19	MIDCO	\$9.44	CITY HALL	101-41110-323	Internet/E-mail/Web Site
019574	12/11/19	VISA	\$18.79	Paid Stamp, Liquid Paper tape, Pens, hand soap, hot cups	101-41110-200	Office Supplies
019580	12/18/19	COMMUNITY TECHNOLOGY CENTER	\$71.00	Annual 2019-(2 months) Shadow Protection License, Publi	101-41110-309	Computer Svcs, Software & Sply
019587	12/24/19	CENTURYLINK	\$46.93	251-5836 City Hall	101-41110-321	Telephone
019590	12/24/19	LYNN PLUMSKI	\$9.38	CITY HALL	101-41110-106	Cleaning Person
019591	12/24/19	MARCO FINANCING, INC (LEASE)	\$55.00	COPIER/LEASE	101-41110-413	Copier/Printer Lease
DEPT 41110 Council/Mayor/Boards			\$722.20			
DEPT 41800 City Administration						
019549	12/05/19	BANYON DATA SYSTEMS INC	\$198.00	SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS	101-41800-309	Computer Svcs, Software & Sply
019559	12/05/19	XCEL ENERGY	\$34.79	229 BROADWAY	101-41800-381	Electric Utilities
019568	12/11/19	LYNN PLUMSKI	\$9.38	CITY HALL	101-41800-106	Cleaning Person
019569	12/11/19	MIDCO	\$9.44	CITY HALL	101-41800-323	Internet/E-mail/Web Site
019574	12/11/19	VISA	\$18.80	Paid Stamp, Liquid Paper tape, Pens, hand soap, hot cups	101-41800-200	Office Supplies
019580	12/18/19	COMMUNITY TECHNOLOGY CENTER	\$71.00	Annual 2019-(2 months) Shadow Protection License, Publi	101-41800-309	Computer Svcs, Software & Sply
019586	12/24/19	CENTER POINT ENERGY-MINNEGASCO	\$28.80	6394888-9 UTIL-229 CITY HALL	101-41800-383	Gas Utilities
019590	12/24/19	LYNN PLUMSKI	\$9.37	CITY HALL	101-41800-106	Cleaning Person
DEPT 41800 City Administration			\$379.58			
DEPT 42200 Fire Protection						
019546	12/05/19	ADVANCE AUTO PARTS	\$46.67	Repair Unit 9 headlight, Dex-cool	101-42200-220	Repair/Operating Expense
019547	12/05/19	ADVANCED FIRST AID INC	\$137.00	Fire Dept Infant Electrode Pad	101-42200-219	Fire Rescue Supplies
019548	12/05/19	AMERIPRIDE SERVICES, INC	\$7.00	RENTAL OF RUGS/MOPS-CITY HALL	101-42200-209	Cleaning Supplies
019549	12/05/19	BANYON DATA SYSTEMS INC	\$198.00	SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS	101-42200-309	Computer Svcs, Software & Sply
019552	12/05/19	CENTRAL MCGOWAN, INC	\$183.20	MEDICAL OXYGEN/RENT-FIRE DEPT	101-42200-219	Fire Rescue Supplies
019554	12/05/19	GRANITE ELECTRONICS,INC	\$124.02	Pager Repair	101-42200-214	Radio/Pager Repair
019556	12/05/19	MED COMPASS	\$115.00	Fit Test SCBA Abbey H	101-42200-292	Health Srvc/Pre Employment
019559	12/05/19	XCEL ENERGY	\$263.23	24001 FIRE HALL DR	101-42200-381	Electric Utilities
019561	12/11/19	ADVANCE FOR HEALTH	\$197.00	AED battery & Aed Pads	101-42200-219	Fire Rescue Supplies

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019562	12/11/19	AT & T MOBILITY	\$76.46	FirstNet Fire Dept wireless	101-42200-321	Telephone
019568	12/11/19	LYNN PLUMSKI	\$65.62	CITY HALL/FIRE HALL	101-42200-106	Cleaning Person
019569	12/11/19	MIDCO	\$75.00	FIRE HALL	101-42200-323	Internet/E-mail/Web Site
019570	12/11/19	MOTOROLA	\$3,759.75	Radio for New fire truck	101-42200-218	Radio & Communication
019574	12/11/19	VISA	\$18.79	Paid Stamp, Liquid Paper tape, Pens, hand soap, hot cups	101-42200-200	Office Supplies
019575	12/11/19	WEST CENTRAL SANITATION, INC	\$24.52	GARBAGE-FIRE HALL	101-42200-384	Refuse/Garbage Disposal
019577	12/18/19	CENTRACARE HEALTH	\$86.00	HEP B Vaccine Fire Dept Member	101-42200-292	Health Srvc/Pre Employment
019579	12/18/19	COLD SPRING RECORD INC	\$3.72	Public Hearing 2019-102 Amend Fee & Charges Schedule	101-42200-340	Advertising/Printing/Publishin
019580	12/18/19	COMMUNITY TECHNOLOGY CENTER	\$71.00	Annual 2019-(2 months) Shadow Protection License, Publi	101-42200-309	Computer Svcs, Software & Sply
019581	12/18/19	GRAND FORKS FIRE EQUIPMENT LLC	\$1,364.19	5 SCBA mask bags, 3 facepieces,	101-42200-219	Fire Rescue Supplies
019586	12/24/19	CENTER POINT ENERGY-MINNEGASCO	\$524.26	6436553-9 24001 FIRE HALL DR	101-42200-383	Gas Utilities
019587	12/24/19	CENTURYLINK	\$82.95	251-0072 Fire Dept	101-42200-321	Telephone
019590	12/24/19	LYNN PLUMSKI	\$71.88	CITY HALL/FIRE HALL	101-42200-106	Cleaning Person
019591	12/24/19	MARCO FINANCING, INC (LEASE)	\$25.00	COPIER/LEASE	101-42200-413	Copier/Printer Lease
019592	12/24/19	MED COMPASS	\$2,320.00	SCBA Medical Exam & Fit Test Fire Dept Members	101-42200-292	Health Srvc/Pre Employment
019593	12/24/19	MOTOROLA	\$15,039.00	4 Mobile Motorola for Emergency Vehicles Approved 9/12/	101-42200-218	Radio & Communication
019594	12/24/19	ROSENBAUER MINNESOTA LLC	\$163,088.00	2019 Fire Truck Pumper	101-42200-540	Machinery & Equipment
019599	12/31/19	GRAND FORKS FIRE EQUIPMENT LLC	\$424.00	Mens Shadow Structural 14" artic grip	101-42200-538	Personal Protective Equip-Fire
019602	12/31/19	ROSENBAUER MINNESOTA LLC	\$4,400.00	Slide-out Trays new Fire truck	101-42200-540	Machinery & Equipment
DEPT 42200 Fire Protection			\$192,791.26			
DEPT 42500 Emergency Management						
019549	12/05/19	BANYON DATA SYSTEMS INC	\$198.00	SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS	101-42500-309	Computer Svcs, Software & Sply
019569	12/11/19	MIDCO	\$9.44	CITY HALL	101-42500-323	Internet/E-mail/Web Site
019573	12/11/19	STEARNS ELECTRIC ASOC INC	\$27.00	12490100 9102 220th St Siren	101-42500-381	Electric Utilities
019573	12/11/19	STEARNS ELECTRIC ASOC INC	\$31.00	5452511 Lake Rd Siren	101-42500-381	
019580	12/18/19	COMMUNITY TECHNOLOGY CENTER	\$71.00	Annual 2019-(2 months) Shadow Protection License, Publi	101-42500-309	Computer Svcs, Software & Sply
019591	12/24/19	MARCO FINANCING, INC (LEASE)	\$25.00	COPIER/LEASE	101-42500-413	Copier/Printer Lease
DEPT 42500 Emergency Management			\$361.44			
DEPT 43100 Hwys, Streets, & Roads						
019546	12/05/19	ADVANCE AUTO PARTS	\$44.27	Ignition Coil Repair Unit 3	101-43100-220	Repair/Operating Expense
019546	12/05/19	ADVANCE AUTO PARTS	\$29.66	Oil Change unit 3	101-43100-220	
019548	12/05/19	AMERIPRIDE SERVICES, INC	\$7.00	RENTAL OF RUGS/MOPS-CITY HALL	101-43100-209	Cleaning Supplies
019549	12/05/19	BANYON DATA SYSTEMS INC	\$198.00	SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS	101-43100-309	Computer Svcs, Software & Sply
019551	12/05/19	BOLTON & MENK INC	\$405.00	GIS Mapping System Update	101-43100-303	Engineering Fees
019559	12/05/19	XCEL ENERGY	\$38.38	209 BRDWAY & 562 CHESTNUT	101-43100-381	Electric Utilities
019559	12/05/19	XCEL ENERGY	\$34.79	229 BROADWAY	101-43100-381	
019559	12/05/19	XCEL ENERGY	\$641.44	STREETLGHTS	101-43100-387	Street Lighting-Electricity
019565	12/11/19	JOVANOVIH DEGE & ATHMANN	\$35.00	new employee background check	101-43100-304	Legal Fees

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Check Nbr	Check/Receipt Date	Search Name	Amount	Comments	Act Code	OBJ Descr
019566	12/11/19	KIESS BROS	\$862.71	Fuel Streets	101-43100-212	Gas & Oil
019568	12/11/19	LYNN PLUMSKI	\$9.38	CITY HALL	101-43100-106	Cleaning Person
019569	12/11/19	MIDCO	\$9.44	CITY HALL	101-43100-323	Internet/E-mail/Web Site
019572	12/11/19	ROYAL TIRE INC	\$51.85	Repair Flat Tire Unit 168	101-43100-220	Repair/Operating Expense
019573	12/11/19	STEARNS ELECTRIC ASOC INC	\$53.00	10232600 Co Rd8/H23 St Lights	101-43100-387	Street Lighting-Electricity
019573	12/11/19	STEARNS ELECTRIC ASOC INC	\$71.00	10549600 St Lights Brentwood	101-43100-387	
019573	12/11/19	STEARNS ELECTRIC ASOC INC	\$53.00	11633200 St Lights Co Rd6/Hw23	101-43100-387	
019573	12/11/19	STEARNS ELECTRIC ASOC INC	\$110.00	10453000 St Lights Prairie Dr	101-43100-387	
019573	12/11/19	STEARNS ELECTRIC ASOC INC	\$95.00	6400610 Co Side Addn St Lights	101-43100-387	
019573	12/11/19	STEARNS ELECTRIC ASOC INC	\$53.00	10232500 Co Rd140/H23 St Light	101-43100-387	
019574	12/11/19	VISA	\$18.79	Paid Stamp, Liquid Paper tape, Pens, hand soap, hot cups	101-43100-200	Office Supplies
019574	12/11/19	VISA	\$103.79	Unit 2	101-43100-212	Gas & Oil
019575	12/11/19	WEST CENTRAL SANITATION, INC	\$84.47	GARBAGE-PUB WKS DPT	101-43100-384	Refuse/Garbage Disposal
019579	12/18/19	COLD SPRING RECORD INC	\$3.72	Public Hearing 2019-102 Amend Fee & Charges Schedule	101-43100-340	Advertising/Printing/Publishin
019580	12/18/19	COMMUNITY TECHNOLOGY CENTER	\$71.00	Annual 2019-(2 months) Shadow Protection License, Publi	101-43100-309	Computer Svcs, Software & Sply
019582	12/18/19	LITTLE FALLS MACHINE, INC	\$593.14	Cutting Edges Unit 5, & 168	101-43100-220	Repair/Operating Expense
019585	12/19/19	AT & T MOBILITY	\$79.49	WIRELESS PHONE	101-43100-321	Telephone
019586	12/24/19	CENTER POINT ENERGY-MINNEGASCO	\$92.52	6109272-2 209 BRDWDY-PUB WKS	101-43100-383	Gas Utilities
019586	12/24/19	CENTER POINT ENERGY-MINNEGASCO	\$28.80	6394888-9 UTIL-229 CITY HALL	101-43100-383	
019587	12/24/19	CENTURYLINK	\$46.93	251-5836 City Hall	101-43100-321	Telephone
019590	12/24/19	LYNN PLUMSKI	\$9.38	CITY HALL	101-43100-106	Cleaning Person
019591	12/24/19	MARCO FINANCING, INC (LEASE)	\$60.00	COPIER/LEASE	101-43100-413	Copier/Printer Lease
019596	12/31/19	BOLTON & MENK INC	\$950.00	General Bonding Bill Request, Sales Tax, Walnut Drainage	101-43100-303	Engineering Fees
019597	12/31/19	CENTRAL HYDRAULICS	\$477.74	Unit 2 Cutting Edges	101-43100-220	Repair/Operating Expense
019601	12/31/19	MENARDS	\$6.45	No Parking Sign Shop	101-43100-210	Operating Expenses
019604	12/31/19	TIPPELT, GERALD	\$100.00	Blew out Hubert Lane 11.27.19	101-43100-314	Contracted Services
019605	12/31/19	XCEL ENERGY	\$625.65	STREETLIGHTS	101-43100-387	Street Lighting-Electricity
DEPT 43100 Hwys, Streets, & Roads			\$6,153.79			
DEPT 45122 Parks & Recreation						
019549	12/05/19	BANYON DATA SYSTEMS INC	\$198.00	SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS	101-45122-309	Computer Svcs, Software & Sply
019559	12/05/19	XCEL ENERGY	\$49.76	1000 BRDWDY BALLPK BALL PRG	101-45122-381	Electric Utilities
019559	12/05/19	XCEL ENERGY	\$5.56	1001 OTHMAR LN	101-45122-381	
019566	12/11/19	KIESS BROS	\$25.02	Fuel Parks	101-45122-212	Gas & Oil
019569	12/11/19	MIDCO	\$9.44	CITY HALL	101-45122-323	Internet/E-mail/Web Site
019575	12/11/19	WEST CENTRAL SANITATION, INC	\$13.18	GARBAGE-PLEASANT LK	101-45122-384	Refuse/Garbage Disposal
019583	12/18/19	MENARDS	\$26.98	Shovels	101-45122-220	Repair/Operating Expense
019585	12/19/19	AT & T MOBILITY	\$10.00	WIRELESS PHONE	101-45122-321	Telephone
019591	12/24/19	MARCO FINANCING, INC (LEASE)	\$25.00	COPIER/LEASE	101-45122-413	Copier/Printer Lease

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Check Nbr	Check/Receipt Date	Search Name	Amount	Comments	Act Code	OBJ Descr
DEPT 45122 Parks & Recreation			\$362.94			
DEPT 46300 Planning and Zoning						
001430	12/04/19	PAYMENT SERVICE NETWORK	\$1.24	Nov Monthly Credit Card fee	101-46300-210	Operating Expenses
019548	12/05/19	AMERIPRIDE SERVICES, INC	\$7.00	RENTAL OF RUGS/MOPS-CITY HALL	101-46300-209	Cleaning Supplies
019549	12/05/19	BANYON DATA SYSTEMS INC	\$198.00	SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS	101-46300-309	Computer Svcs, Software & Sply
019551	12/05/19	BOLTON & MENK INC	\$1,877.50	Lutgen Subdivision (Reimb from Property Owner)	101-46300-303	Engineering Fees
019551	12/05/19	BOLTON & MENK INC	\$80.00	25878 Lake Rd Shoreland Alternation (Reimb from Propert	101-46300-303	
019551	12/05/19	BOLTON & MENK INC	\$100.00	25387 Pleasant Rd Shoreland Alternation (Reimb from Pro	101-46300-303	
019559	12/05/19	XCEL ENERGY	\$34.79	229 BROADWAY	101-46300-381	Electric Utilities
019565	12/11/19	JOVANOVIICH DEGE & ATHMANN	\$245.00	Developer agreement Hilltop Woods & plat road issue (Rei	101-46300-304	Legal Fees
019567	12/11/19	LEAGUE OF MINNESOTA CITIES	\$1,764.95	Schneider Litigation Cost	101-46300-304	
019568	12/11/19	LYNN PLUMSKI	\$9.37	CITY HALL	101-46300-106	Cleaning Person
019569	12/11/19	MIDCO	\$9.44	CITY HALL	101-46300-323	Internet/E-mail/Web Site
019574	12/11/19	VISA	\$18.79	Paid Stamp, Liquid Paper tape, Pens, hand soap, hot cups	101-46300-200	Office Supplies
019579	12/18/19	COLD SPRING RECORD INC	\$72.19	Rezone Doll Ordinance 2019-101	101-46300-340	Advertising/Printing/Publishin
019579	12/18/19	COLD SPRING RECORD INC	\$3.71	Public Hearing 2019-102 Amend Fee & Charges Schedule	101-46300-340	
019580	12/18/19	COMMUNITY TECHNOLOGY CENTER	\$71.00	Annual 2019-(2 months) Shadow Protection License, Publi	101-46300-309	Computer Svcs, Software & Sply
019587	12/24/19	CENTURYLINK	\$46.93	251-5836 City Hall	101-46300-321	Telephone
019589	12/24/19	INSPECTRON INC.	\$155.95	Building Inspection & review Dec	101-46300-305	Building Inspection Fees
019589	12/24/19	INSPECTRON INC.	\$539.45	Building Inspection & review Nov	101-46300-305	
019590	12/24/19	LYNN PLUMSKI	\$9.37	CITY HALL	101-46300-106	Cleaning Person
019591	12/24/19	MARCO FINANCING, INC (LEASE)	\$90.00	COPIER/LEASE	101-46300-413	Copier/Printer Lease
019596	12/31/19	BOLTON & MENK INC	\$2,608.00	Lutgen Subdivsion (Reimb from Property owner)	101-46300-303	Engineering Fees
DEPT 46300 Planning and Zoning			\$7,942.68			
FUND 101 GENERAL FUND			\$233,101.20			
FUND 215 ROAD MAINTENANCE FUND						
DEPT 43100 Hwys, Streets, & Roads						
019551	12/05/19	BOLTON & MENK INC	\$1,175.00	2019 Crackfill & Seal Coat	215-43100-303	Engineering Fees
019551	12/05/19	BOLTON & MENK INC	\$282.50	2019 Street Improvement	215-43100-303	
019596	12/31/19	BOLTON & MENK INC	\$235.00	2019 CrackFilling	215-43100-303	
019596	12/31/19	BOLTON & MENK INC	\$757.50	2019 Street Impropeement	215-43100-303	
DEPT 43100 Hwys, Streets, & Roads			\$2,450.00			
FUND 215 ROAD MAINTENANCE FUND			\$2,450.00			
FUND 601 WATER FUND						
DEPT						
019558	12/05/19	MN DEPT OF HEALTH	\$457.00	4TH QTRLY MDH FEE TO STATE	601-20510	

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Check Nbr	Check/Receipt Date	Search Name	Amount	Comments	Act Code	OBJ Descr
019580	12/18/19	COMMUNITY TECHNOLOGY CENTER	\$128.61	Annual 2020 (10 months Shadow Protection	601-13000	
DEPT			\$585.61			
DEPT 49440 Water-Administration						
001430	12/04/19	PAYMENT SERVICE NETWORK	\$1.24	Nov Monthly Credit Card fee	601-49440-210	Operating Expenses
019548	12/05/19	AMERIPRIDE SERVICES, INC	\$7.00	RENTAL OF RUGS/MOPS-CITY HALL	601-49440-209	Cleaning Supplies
019549	12/05/19	BANYON DATA SYSTEMS INC	\$198.00	SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS	601-49440-309	Computer Svcs, Software & Sply
019550	12/05/19	BATTERIES PLUS	\$107.95	Well 3 Power surge battery backup	601-49440-220	Repair/Operating Expense
019553	12/05/19	GOPHER STATE ONE-CALL	\$11.47	LOCATE TICKETS-WTR DEPT	601-49440-291	Locates
019555	12/05/19	HAWKINS WTR TREATMENT GRP INC	\$10.00	Chlorine Cylinder	601-49440-216	Chemicals/Chem Products
019555	12/05/19	HAWKINS WTR TREATMENT GRP INC	\$10.00	Chlorine Cylinder	601-49440-217	PL LK Chemicals/Chem Products
019559	12/05/19	XCEL ENERGY	\$38.38	209 BRDWY & 562 CHESTNUT	601-49440-381	Electric Utilities
019559	12/05/19	XCEL ENERGY	\$34.79	229 BROADWAY	601-49440-381	
019559	12/05/19	XCEL ENERGY	\$287.41	423 MAPLE ST & 560 CHESTNUT	601-49440-381	
019566	12/11/19	KIESS BROS	\$25.01	Fuel Water	601-49440-212	Gas & Oil
019568	12/11/19	LYNN PLUMSKI	\$9.37	CITY HALL	601-49440-106	Cleaning Person
019569	12/11/19	MIDCO	\$9.44	CITY HALL	601-49440-323	Internet/E-mail/Web Site
019573	12/11/19	STEARNS ELECTRIC ASOC INC	\$211.00	10052700 Walnut Cir Water Tow	601-49440-381	Electric Utilities
019573	12/11/19	STEARNS ELECTRIC ASOC INC	\$349.00	10516700 Pleasant Rd Pump Hous	601-49440-382	PL LK Electric Utilities
019573	12/11/19	STEARNS ELECTRIC ASOC INC	\$47.70	10543000 79th Ave Pump House	601-49440-382	
019574	12/11/19	VISA	\$18.79	Paid Stamp, Liquid Paper tape, Pens, hand soap, hot cups	601-49440-200	Office Supplies
019574	12/11/19	VISA	\$60.00	Water Testing @ City Hall	601-49440-220	Repair/Operating Expense
019579	12/18/19	COLD SPRING RECORD INC	\$3.72	Public Hearing 2019-102 Amend Fee & Charges Schedule	601-49440-340	Advertising/Printing/Publishin
019580	12/18/19	COMMUNITY TECHNOLOGY CENTER	\$71.00	Annual 2019-(2 months) Shadow Protection License, Publi	601-49440-309	Computer Svcs, Software & Sply
019585	12/19/19	AT & T MOBILITY	\$25.00	WIRELESS PHONE	601-49440-321	Telephone
019586	12/24/19	CENTER POINT ENERGY-MINNEGASCO	\$92.51	6109272-2 209 BRDWY-PUB WKS	601-49440-383	Gas Utilities
019586	12/24/19	CENTER POINT ENERGY-MINNEGASCO	\$42.96	6109069-2 PMPHSE OTHMAR/MAPLE	601-49440-383	
019586	12/24/19	CENTER POINT ENERGY-MINNEGASCO	\$28.80	6394888-9 UTIL-229 CITY HALL	601-49440-383	
019586	12/24/19	CENTER POINT ENERGY-MINNEGASCO	\$33.60	6110833-8 PUMPHSE @ WAL CIR	601-49440-383	
019587	12/24/19	CENTURYLINK	\$46.92	251-5836 City Hall	601-49440-321	Telephone
019587	12/24/19	CENTURYLINK	\$39.17	251-1664 SCDA System	601-49440-321	
019587	12/24/19	CENTURYLINK	\$52.28	251-2120 Well house 3	601-49440-321	
019590	12/24/19	LYNN PLUMSKI	\$9.37	CITY HALL	601-49440-106	Cleaning Person
019591	12/24/19	MARCO FINANCING, INC (LEASE)	\$70.00	COPIER/LEASE	601-49440-413	Copier/Printer Lease
019600	12/31/19	HAWKINS WTR TREATMENT GRP INC	\$1,355.40	Chlorine Vacuum Reg. Well #3	601-49440-216	Chemicals/Chem Products
019603	12/31/19	SIMON, DONALD	\$233.88	CONTRACTED SRVC FOR WELL/PUMPH 4TH QRT	601-49440-314	Contracted Services
DEPT 49440 Water-Administration			\$3,541.16			
FUND 601 WATER FUND			\$4,126.77			

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Check Nbr	Check/Receipt Date	Search Name	Amount	Comments	Act Code	OBJ Descr
FUND 602 SEWER FUND						
DEPT						
019580	12/18/19	COMMUNITY TECHNOLOGY CENTER	\$128.61	Annual 2020 (10 months Shadow Protection	602-13000	
DEPT			\$128.61			
DEPT 49490 Sewer-Administration						
001430	12/04/19	PAYMENT SERVICE NETWORK	\$1.24	Nov Monthly Credit Card fee	602-49490-210	Operating Expenses
019548	12/05/19	AMERIPRIDE SERVICES, INC	\$7.00	RENTAL OF RUGS/MOPS-CITY HALL	602-49490-209	Cleaning Supplies
019549	12/05/19	BANYON DATA SYSTEMS INC	\$198.00	SUPPORT - FUND, ACH PAY, PAYROLL FIXED ASSETS	602-49490-309	Computer Svcs, Software & Sply
019551	12/05/19	BOLTON & MENK INC	\$720.00	Stickney Dairy (Reimb from Property Owner)	602-49490-303	Engineering Fees
019553	12/05/19	GOPHER STATE ONE-CALL	\$11.48	LOCATE TICKETS-SWR DEPT	602-49490-291	Locates
019559	12/05/19	XCEL ENERGY	\$184.88	398 BROADWAY ST	602-49490-381	Electric Utilities
019559	12/05/19	XCEL ENERGY	\$38.38	209 BRDWDY & 562 CHESTNUT	602-49490-381	
019559	12/05/19	XCEL ENERGY	\$34.78	229 BROADWAY	602-49490-381	
019564	12/11/19	DELTA ELECTRIC	\$845.25	Grinderstation calls Lake Area	602-49490-296	Lk Sewer Contr Srvc
019566	12/11/19	KIESS BROS	\$25.01	Fuel Sewer	602-49490-212	Gas & Oil
019568	12/11/19	LYNN PLUMSKI	\$9.37	CITY HALL	602-49490-106	Cleaning Person
019569	12/11/19	MIDCO	\$9.44	CITY HALL	602-49490-323	Internet/E-mail/Web Site
019571	12/11/19	QUALITY FLOW SYSTEMS, INC	\$5,590.00	Grinderstation control panel & cord	602-49490-289	Grinderstation Repairs/Parts
019573	12/11/19	STEARNS ELECTRIC ASOC INC	\$100.00	10405800 Co Rd 8 Lift Station	602-49490-381	Electric Utilities
019573	12/11/19	STEARNS ELECTRIC ASOC INC	\$71.00	10440600 Pleasant Lk Lift Stat	602-49490-381	
019573	12/11/19	STEARNS ELECTRIC ASOC INC	\$201.00	10405900 Co Rd 6 Lift Station	602-49490-381	
019573	12/11/19	STEARNS ELECTRIC ASOC INC	\$278.00	10406000 Prairie Dr Lift Stati	602-49490-381	
019574	12/11/19	VISA	\$18.79	Paid Stamp, Liquid Paper tape, Pens, hand soap, hot cups	602-49490-200	Office Supplies
019578	12/18/19	CITY OF COLD SPRING	\$6,106.78	NOV WASTEWTR BILL	602-49490-293	Wastewtr Bill-Lakes Area
019578	12/18/19	CITY OF COLD SPRING	\$3,271.42	NOV WASTEWTR BILL	602-49490-312	Wastewater Bill-Core City
019579	12/18/19	COLD SPRING RECORD INC	\$3.72	Public Hearing 2019-102 Amend Fee & Charges Schedule	602-49490-340	Advertising/Printing/Publishin
019580	12/18/19	COMMUNITY TECHNOLOGY CENTER	\$71.00	Annual 2019-(2 months) Shadow Protection License, Publi	602-49490-309	Computer Svcs, Software & Sply
019584	12/18/19	QUALITY FLOW SYSTEMS, INC	\$5,203.65	Floats Switches for grinderstation	602-49490-289	Grinderstation Repairs/Parts
019585	12/19/19	AT & T MOBILITY	\$25.00	WIRELESS PHONE	602-49490-321	Telephone
019585	12/19/19	AT & T MOBILITY	\$30.68	GRINDERSTATION PHONE	602-49490-321	
019586	12/24/19	CENTER POINT ENERGY-MINNEGASCO	\$28.80	6394888-9 UTIL-229 CITY HALL	602-49490-383	Gas Utilities
019586	12/24/19	CENTER POINT ENERGY-MINNEGASCO	\$92.51	6109272-2 209 BRDWDY-PUB WKS	602-49490-383	
019587	12/24/19	CENTURYLINK	\$205.50	612-E16-2655 Sewer	602-49490-321	Telephone
019587	12/24/19	CENTURYLINK	\$63.43	685-4204 Sewer	602-49490-321	
019587	12/24/19	CENTURYLINK	\$53.97	259-1473 Sewer	602-49490-321	
019587	12/24/19	CENTURYLINK	\$46.92	251-5836 City Hall	602-49490-321	
019587	12/24/19	CENTURYLINK	\$39.16	251-1664 SCDA System	602-49490-321	

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Check Nbr	Check/Receipt Date	Search Name	Amount	Comments	Act Code	OBJ Descr
019590	12/24/19	LYNN PLUMSKI	\$9.37	CITY HALL	602-49490-106	Cleaning Person
019591	12/24/19	MARCO FINANCING, INC (LEASE)	\$85.00	COPIER/LEASE	602-49490-413	Copier/Printer Lease
019596	12/31/19	BOLTON & MENK INC	\$3,720.00	Stickney Meter Construction (Reimb for Property Owner	602-49490-303	Engineering Fees
019598	12/31/19	GEISLINGER AND SONS INC	\$7,706.14	Grandlake Lift Station Repair (Risor Pipe Broken)	602-49490-221	PL LK/Lake Repair/operating Ex
019603	12/31/19	SIMON, DONALD	\$233.88	CONTRACTED SRVC FOR WELL/PUMPH 4TH QRT	602-49490-314	Contracted Services
DEPT 49490 Sewer-Administration			<u>\$35,340.55</u>			
FUND 602 SEWER FUND			<u>\$35,469.16</u>			
			<u>\$275,147.13</u>			

ROCKVILLE CITY COUNCIL MEETING MINUTES

December 11, 2019

Rockville City Hall

Item 1) Call to Order

The meeting was called to order at 5:00 p.m. by Mayor Duane Willenbring.

Item 2) Recess to Council Workshop

Workshop Agenda

- a) City Fees/Charge for Services
- b) 2020 Budget
- c) EDA - Rockville Gas and Bait

Reconvene Council Meeting 6:00 p.m.

Item 3) Pledge of Allegiance

Item 4) Roll Call

Roll call was taken and the following members were present: Duane Willenbring, Bill Becker, Brian Herberg, Don Simon, and Jerry Tippelt.

Staff members present: City Administrator, Martin Bode; Public Works Director, Gene VanHavermaet; City Engineer, Justin Kannas; and City Attorney, Sue Dege.

Others present: various members of the public.

Item 5) Additions/Approval of Agenda

Motion by Becker, second by Herberg, to approve the agenda with the removal of Item 13d) Refuse Hauler Licenses as noted. Motion carried.

Item 6) Public Hearing – Ordinance 2019-102 Amending City Fees/Charges

The following citizens of the City of Rockville came forward to give brief comments; Rick Tallman, Brian Kasper, Carol Dittman, John Feldhege, George Bechtold, and Joel Schwinghammer.

There being no additional comments offered from the public, motion was made by Becker, second by Simon, to close the public comment. Motion passed unanimously. Public comment closed at 6:19 p.m.

Item 7) TNT Hearing 2020 Budget

The following citizens of the City of Rockville came forward to give brief comments; Amy Grinsteiner, Jim Voigt, Mary Backes, Dennis Felch, Luke Greiner, Kip Cameron, Mike Skinner, Tim Byram, Rick Tallman, Frank Froehle, Mary Pfannenstien, Renee Holmquist, Paul Schmidt, and Bill Yackley.

There being no additional comments offered from the public, motion was made by Becker, second by Herberg, to close the public comment. Motion passed unanimously. Public comment closed at 6:43 p.m.

Item 8) Resolution 2019-59 Acceptance of November 2019 Donations

Motion by Simon, second by Herberg, to approve Resolution 2019-59 Acceptance of November 2019 Donations. Motion passed unanimously.

Item 9) Approval of November 2019 Bills Paid

Motion by Becker, second by Simon, to approve the November 2019 bills paid. Noting that Herberg abstained from check #019533. Motion passed.

Item 10) Consent Agenda

- a) Approval Rockville City Council Minutes of November 13, 2019
- b) Acknowledge November 2019 Sheriff's Report
- c) Resolution 2019-60 1 to 4 Day Temp Liquor License Rockville Fire Relief Assn
- d) Resolution 2019-61 LG220 Lawful Gambling Exempt Permit Rockville Fire Relief

- e) Appoint Public Works Director Gene VanHavermaet as WHP Manager
- f) Acknowledge November 2019 Building Permits
- g) Resolution 2019-62 2020 Annual Tobacco License Renewal
- h) Approve 2020-2021 Stearns County Attorney Prosecution Agreement
- i) Approve 2020 Stearns County Sheriffs Policing Agreement

Motion by Becker, second by Tippelt, to approve Consent Agenda as presented. Motion passed unanimously.

Item 11) Department Reports

- a) Public Works - Director Gene VanHavermaet reviewed his written report with the Council.
 - Tree trimming along Agate beach Road has been completed.
 - The float switches we use in the grinder stations are going up 3 to 5% in price starting in January. In order to get a good break in the price we would need to order 150 or more. That is not a good option.
 - The first plow able snowfall has been cleaned up. Most roads have been scraped down to the asphalt which helps with traction and ice buildup.
 - Our new seasonal snow plow operator is working out well, there is a lot to learn, seeing as how spread out Rockville is.
- b) Engineering Report – City Engineer, Justin Kannas, Bolton & Menk
 - 1) Sales Tax – provided an explanation of the implementation process to use a local sales tax as an additional revenue source for funding road projects.
 - 2) State Bonding – formal process deadline has passed. Currently working with Senator Jeff Howe.

Item 12) Administration

Item 13) Appropriations, Allocations, Transfers and/or Actions

- a) Council Action
- b) Ordinance 2019-102 Amending City Fees

Motion by Becker, second by Herberg, to approve Ordinance 2019-102 Amending City Fees as presented.

Motion by Willenbring, second by Tippelt, to amend the previous motion by removing the water fee portion for separate consideration.

Roll call vote: Ayes; Willenbring, Tippelt. Nayes; Becker, Simon, Herberg.

Motion to amend failed on a 2 to 3 vote.

Roll call vote on the Main motion to approve Ordinance 2019-102 as presented: Ayes; Becker, Simon, Herberg. Nayes; Willenbring, Tippelt.

Motion passed on a 3-2 vote.

Note the effective date of the fee schedule is January 1, 2020 except the water sewer fees will be effective with the March 2020 billing for the January/February usage.

- c) Resolution 2019-63 Adopting 2020 Budget and 2020 Tax Levy

Motion by Willenbring, second by Simon, to approve Resolution 2019-63 Adopting the 2020 Tax Levy of \$1,660,286.00 and the 2020 Budget.

Roll call vote: Ayes; Becker, Willenbring, Simon, Tippelt. Nayes; Herberg.

Motion passed on a 4-1 vote.

- d) *Item removed from agenda.*
- e) Resolution 2019-64 Accepting Dave Meyer Planning Commission Resignation

Motion by Herberg, second by Tippelt, to approve Resolution 2019-64 Accepting Dave Meyer Planning Commission Resignation. Motion carried.

Item 14) Future Agenda Items

Item 15) Closed Meeting - Per State Statute 13D.05 subd. 3(a) Employee Evaluation of City Administrator

Council recessed the regular Council meeting at 7:46 p.m.

Item 16) Reconvene Council Meeting – Summarize Closed Meeting – Action Items

Reconvene council meeting at 8:07 p.m.

a) Summarize Closed Meeting

Mayor Willenbring stated that the City Council per State Statute 13D.05 subd. 3(a) completed an employee evaluation of City Administrator Martin Bode and Mr. Bode received an overall evaluation in the range of excellent to satisfactory.

Item 17) Adjourn

Motion by Becker, second by Tippelt, to adjourn the meeting. Motion carried. Meeting adjourned at 8:08 p.m.

Respectfully submitted,

*Martin M. Bode
City Administrator*

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Journal Entries

Current Period: OCTOBER 2019

Batch Name 100119JE

Refer	61	Recode Lions Pavilion Material	Debit	Credit
Journal Entry	E 101-45122-210	Operating Expense	\$0.00	\$817.94
Journal Entry	E 101-45122-590	Capital Outlay	\$817.94	\$0.00
Transaction Date	10/1/2019	Due 0	Total	\$817.94

Refer	62	Recode Election to General	Debit	Credit
Journal Entry	E 101-41410-101	City Administrator	\$0.00	\$625.50
Journal Entry	E 101-41000-101	City Administrator	\$625.50	\$0.00
Journal Entry	E 101-41410-105	Finance/Billing Cler	\$0.00	\$448.99
Journal Entry	E 101-41000-105	Finance/Billing Cler	\$448.99	\$0.00
Journal Entry	E 101-41410-108	Administrative Assi	\$0.00	\$797.21
Journal Entry	E 101-41000-108	Administrative Assi	\$797.21	\$0.00
Journal Entry	E 101-41410-121	PERA	\$0.00	\$140.38
Journal Entry	E 101-41000-121	PERA	\$140.38	\$0.00
Journal Entry	E 101-41410-122	FICA-Social Securit	\$0.00	\$116.16
Journal Entry	E 101-41000-122	FICA-Social Securit	\$116.16	\$0.00
Journal Entry	E 101-41410-123	Medicare	\$0.00	\$27.08
Journal Entry	E 101-41000-123	Medicare	\$27.08	\$0.00
Journal Entry	E 101-41410-131	Health Insurance	\$0.00	\$102.70
Journal Entry	E 101-41000-131	Health Insurance	\$102.70	\$0.00
Transaction Date	10/1/2019	Due 0	Total	\$2,258.02

Fund Summary

Refer		Debit	Credit	Difference
Refer 61	101 GENERAL FUND	\$817.94	\$817.94	In Balance
Refer 62	101 GENERAL FUND	\$2,258.02	\$2,258.02	In Balance

For each fund the Debits MUST equal Credits to be In Balance.

Batch Name 100219

Refer	66	Internal Transfers	Debit	Credit
Journal Entry	G 215-10402	Ausdal Investment	\$0.00	\$207,368.15
Journal Entry	G 215-10401	PMA US Bank/4M Fund	\$207,368.15	\$0.00
Journal Entry	G 309-10401	PMA US Bank/4M Fund	\$0.00	\$207,368.15
Journal Entry	G 309-10402	Ausdal Investment	\$207,368.15	\$0.00
Transaction Date	10/2/2019	Due 0	Total	\$414,736.30

Fund Summary

Refer		Debit	Credit	Difference
Refer 66	215 ROAD MAINTENANCE FUND	\$207,368.15	\$207,368.15	In Balance
	309 LAKES SEWER PROJECT BON	\$207,368.15	\$207,368.15	In Balance

For each fund the Debits MUST equal Credits to be In Balance.

Batch Name 100819JE

Refer	0	Labor Distribution	Debit	Credit
Payroll Journal	E 101-42800-105	Finance/Billing Cler	\$6.23	\$0.00
Payroll Journal	E 101-41000-101	City Administrator	\$215.21	\$0.00
Payroll Journal	E 101-42200-122	FICA-Social Securit	\$9.07	\$0.00
Payroll Journal	E 101-42200-123	Medicare	\$2.12	\$0.00
Payroll Journal	E 101-42200-131	Health Insurance	\$22.22	\$0.00
Payroll Journal	E 101-42500-101	City Administrator	\$34.71	\$0.00

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Payroll Journal	E 101-42500-105 Finance/Billing Cler	\$6.23	\$0.00
Payroll Journal	E 101-42500-108 Administrative Assi	\$27.64	\$0.00
Payroll Journal	E 101-42500-121 PERA	\$5.15	\$0.00
Payroll Journal	E 101-42500-122 FICA-Social Securit	\$4.32	\$0.00
Payroll Journal	E 101-42500-123 Medicare	\$1.01	\$0.00
Payroll Journal	E 101-42500-131 Health Insurance	\$3.91	\$0.00
Payroll Journal	E 101-42200-108 Administrative Assi	\$22.11	\$0.00
Payroll Journal	E 101-42800-102 Public Works Direct	\$6.27	\$0.00
Payroll Journal	E 101-42200-105 Finance/Billing Cler	\$49.82	\$0.00
Payroll Journal	E 101-42800-121 PERA	\$1.46	\$0.00
Payroll Journal	E 101-42800-122 FICA-Social Securit	\$1.23	\$0.00
Payroll Journal	E 101-42800-123 Medicare	\$0.29	\$0.00
Payroll Journal	E 101-42800-131 Health Insurance	\$3.09	\$0.00
Payroll Journal	E 101-43100-101 City Administrator	\$138.85	\$0.00
Payroll Journal	E 101-43100-102 Public Works Direct	\$1,290.99	\$0.00
Payroll Journal	E 101-43100-104 Seasonal/Temp/Co	\$88.12	\$0.00
Payroll Journal	E 101-43100-105 Finance/Billing Cler	\$255.35	\$0.00
Payroll Journal	E 101-43100-108 Administrative Assi	\$11.06	\$0.00
Payroll Journal	E 101-43100-109 Public Works Maint	\$1,130.88	\$0.00
Payroll Journal	E 101-43100-121 PERA	\$212.04	\$0.00
Payroll Journal	E 101-43100-122 FICA-Social Securit	\$184.59	\$0.00
Payroll Journal	E 101-42800-101 City Administrator	\$6.94	\$0.00
Payroll Journal	E 101-41110-123 Medicare	\$13.04	\$0.00
Payroll Journal	E 101-41000-102 Public Works Direct	\$25.07	\$0.00
Payroll Journal	E 101-41000-105 Finance/Billing Cler	\$68.51	\$0.00
Payroll Journal	E 101-41000-108 Administrative Assi	\$102.27	\$0.00
Payroll Journal	E 101-41000-109 Public Works Maint	\$188.48	\$0.00
Payroll Journal	E 101-41000-121 PERA	\$44.95	\$0.00
Payroll Journal	E 101-41000-122 FICA-Social Securit	\$37.58	\$0.00
Payroll Journal	E 101-41000-123 Medicare	\$8.77	\$0.00
Payroll Journal	E 101-41000-131 Health Insurance	\$37.33	\$0.00
Payroll Journal	E 101-41110-101 City Administrator	\$798.38	\$0.00
Payroll Journal	E 101-41110-105 Finance/Billing Cler	\$24.91	\$0.00
Payroll Journal	E 101-41110-108 Administrative Assi	\$44.23	\$0.00
Payroll Journal	E 101-42200-121 PERA	\$9.94	\$0.00
Payroll Journal	E 101-41110-122 FICA-Social Securit	\$55.75	\$0.00
Payroll Journal	E 101-45122-101 City Administrator	\$86.78	\$0.00
Payroll Journal	E 101-41110-131 Health Insurance	\$44.15	\$0.00
Payroll Journal	E 101-41800-101 City Administrator	\$180.50	\$0.00
Payroll Journal	E 101-41800-105 Finance/Billing Cler	\$620.31	\$0.00
Payroll Journal	E 101-41800-108 Administrative Assi	\$304.05	\$0.00
Payroll Journal	E 101-41800-121 PERA	\$82.85	\$0.00
Payroll Journal	E 101-41800-122 FICA-Social Securit	\$66.96	\$0.00
Payroll Journal	E 101-41800-123 Medicare	\$15.66	\$0.00
Payroll Journal	E 101-41800-131 Health Insurance	\$248.01	\$0.00
Payroll Journal	E 101-41800-331 Hotel,Meal,Prkg &	\$13.76	\$0.00
Payroll Journal	E 101-42200-101 City Administrator	\$41.65	\$0.00
Payroll Journal	E 101-42200-102 Public Works Direct	\$18.80	\$0.00
Payroll Journal	E 101-42200-104 Seasonal/Temp/Co	\$13.56	\$0.00
Payroll Journal	E 101-41110-121 PERA	\$65.05	\$0.00

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Payroll Journal	E 602-49490-123 Medicare	\$21.87	\$0.00
Payroll Journal	E 601-49440-109 Public Works Maint	\$188.48	\$0.00
Payroll Journal	E 601-49440-121 PERA	\$96.94	\$0.00
Payroll Journal	E 601-49440-122 FICA-Social Securit	\$80.65	\$0.00
Payroll Journal	E 601-49440-123 Medicare	\$18.84	\$0.00
Payroll Journal	E 601-49440-131 Health Insurance	\$237.73	\$0.00
Payroll Journal	E 602-49490-101 City Administrator	\$69.42	\$0.00
Payroll Journal	E 602-49490-102 Public Works Direct	\$426.15	\$0.00
Payroll Journal	E 602-49490-104 Seasonal/Temp/Co	\$20.34	\$0.00
Payroll Journal	E 602-49490-105 Finance/Billing Cler	\$647.71	\$0.00
Payroll Journal	E 602-49490-108 Administrative Assi	\$165.85	\$0.00
Payroll Journal	E 602-49490-109 Public Works Maint	\$188.48	\$0.00
Payroll Journal	E 101-43100-123 Medicare	\$43.18	\$0.00
Payroll Journal	E 602-49490-122 FICA-Social Securit	\$93.61	\$0.00
Payroll Journal	E 601-49440-104 Seasonal/Temp/Co	\$13.56	\$0.00
Payroll Journal	E 602-49490-131 Health Insurance	\$279.29	\$0.00
Payroll Journal	E 602-49490-331 Hotel,Meal,Prkg &	\$23.20	\$0.00
Payroll Journal	G 101-10600 Cash	\$0.00	\$4,883.19
Payroll Journal	G 101-21701 Federal Withholding	\$0.00	\$1,340.42
Payroll Journal	G 101-21702 State Withholding	\$0.00	\$616.67
Payroll Journal	G 101-21703 FICA/Medicare Withhol	\$0.00	\$1,879.54
Payroll Journal	G 101-21704 PERA	\$0.00	\$1,604.36
Payroll Journal	G 101-21705 Health Insurance	\$0.00	\$120.58
Payroll Journal	G 101-21706 City Portion Health Ins	\$0.00	\$964.70
Payroll Journal	G 101-21709 Short/Long-Term Disabi	\$0.00	\$32.43
Payroll Journal	G 221-10600 Cash	\$0.00	\$8.01
Payroll Journal	G 601-10600 Cash	\$0.00	\$1,740.27
Payroll Journal	E 602-49490-121 PERA	\$112.32	\$0.00
Payroll Journal	E 101-46300-121 PERA	\$179.35	\$0.00
Payroll Journal	G 602-10600 Cash	\$0.00	\$2,048.24
Payroll Journal	E 101-45122-102 Public Works Direct	\$357.21	\$0.00
Payroll Journal	E 101-45122-104 Seasonal/Temp/Co	\$542.30	\$0.00
Payroll Journal	E 101-45122-105 Finance/Billing Cler	\$12.46	\$0.00
Payroll Journal	E 101-45122-108 Administrative Assi	\$8.29	\$0.00
Payroll Journal	E 101-45122-109 Public Works Maint	\$188.48	\$0.00
Payroll Journal	E 101-45122-121 PERA	\$48.99	\$0.00
Payroll Journal	E 101-45122-122 FICA-Social Securit	\$75.39	\$0.00
Payroll Journal	E 101-45122-123 Medicare	\$17.63	\$0.00
Payroll Journal	E 101-45122-131 Health Insurance	\$28.45	\$0.00
Payroll Journal	E 101-46300-101 City Administrator	\$1,825.85	\$0.00
Payroll Journal	E 101-46300-102 Public Works Direct	\$6.27	\$0.00
Payroll Journal	E 601-49440-108 Administrative Assi	\$110.57	\$0.00
Payroll Journal	E 101-46300-108 Administrative Assi	\$309.58	\$0.00
Payroll Journal	E 601-49440-105 Finance/Billing Cler	\$548.06	\$0.00
Payroll Journal	E 101-46300-122 FICA-Social Securit	\$152.13	\$0.00
Payroll Journal	E 101-46300-123 Medicare	\$35.60	\$0.00
Payroll Journal	E 101-46300-131 Health Insurance	\$175.77	\$0.00
Payroll Journal	E 221-41000-101 City Administrator	\$3.47	\$0.00
Payroll Journal	E 221-41000-105 Finance/Billing Cler	\$2.49	\$0.00
Payroll Journal	E 221-41000-121 PERA	\$0.44	\$0.00

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Payroll Journal	E 221-41000-122 FICA-Social Securit	\$0.37	\$0.00
Payroll Journal	E 221-41000-123 Medicare	\$0.11	\$0.00
Payroll Journal	E 221-41000-131 Health Insurance	\$1.13	\$0.00
Payroll Journal	E 601-49440-101 City Administrator	\$69.42	\$0.00
Payroll Journal	E 601-49440-102 Public Works Direct	\$376.02	\$0.00
Payroll Journal	E 101-43100-131 Health Insurance	\$183.63	\$0.00
Payroll Journal	E 101-46300-105 Finance/Billing Cler	\$249.12	\$0.00
Transaction Date	10/10/2019	Due 0	
		Total	
		\$15,238.41	\$15,238.41

Fund Summary

		Debit	Credit	Difference
Refer 0	101 GENERAL FUND	\$11,441.89	\$11,441.89	In Balance
	221 LAKE IMPROVEMENT DISTRIC	\$8.01	\$8.01	In Balance
	601 WATER FUND	\$1,740.27	\$1,740.27	In Balance
	602 SEWER FUND	\$2,048.24	\$2,048.24	In Balance

For each fund the Debits MUST equal Credits to be In Balance.

Batch Name 102319JE

Refer	0 Labor Distribution	Debit	Credit
Payroll Journal	E 101-42800-121 PERA	\$1.44	\$0.00
Payroll Journal	E 101-42200-122 FICA-Social Securit	\$8.78	\$0.00
Payroll Journal	E 101-42200-123 Medicare	\$2.05	\$0.00
Payroll Journal	E 101-42200-131 Health Insurance	\$2.93	\$0.00
Payroll Journal	E 101-42500-101 City Administrator	\$34.71	\$0.00
Payroll Journal	E 101-42500-105 Finance/Billing Cler	\$6.23	\$0.00
Payroll Journal	E 101-42500-108 Administrative Assi	\$27.64	\$0.00
Payroll Journal	E 101-42500-121 PERA	\$5.15	\$0.00
Payroll Journal	E 101-42500-122 FICA-Social Securit	\$4.32	\$0.00
Payroll Journal	E 101-42500-123 Medicare	\$1.01	\$0.00
Payroll Journal	E 101-42500-131 Health Insurance	\$1.50	\$0.00
Payroll Journal	E 101-42800-101 City Administrator	\$6.94	\$0.00
Payroll Journal	E 101-41000-101 City Administrator	\$215.21	\$0.00
Payroll Journal	E 101-42800-105 Finance/Billing Cler	\$6.23	\$0.00
Payroll Journal	E 101-42200-105 Finance/Billing Cler	\$49.82	\$0.00
Payroll Journal	E 101-42800-122 FICA-Social Securit	\$1.22	\$0.00
Payroll Journal	E 101-42800-123 Medicare	\$0.29	\$0.00
Payroll Journal	E 101-42800-131 Health Insurance	\$0.68	\$0.00
Payroll Journal	E 101-43100-101 City Administrator	\$138.85	\$0.00
Payroll Journal	E 101-43100-102 Public Works Direct	\$1,344.63	\$0.00
Payroll Journal	E 101-43100-104 Seasonal/Temp/Co	\$29.22	\$0.00
Payroll Journal	E 101-43100-105 Finance/Billing Cler	\$255.35	\$0.00
Payroll Journal	E 101-43100-108 Administrative Assi	\$11.06	\$0.00
Payroll Journal	E 101-43100-109 Public Works Maint	\$1,130.88	\$0.00
Payroll Journal	E 101-43100-121 PERA	\$216.07	\$0.00
Payroll Journal	E 101-43100-122 FICA-Social Securit	\$184.27	\$0.00
Payroll Journal	E 101-42800-102 Public Works Direct	\$6.23	\$0.00
Payroll Journal	E 101-41110-123 Medicare	\$13.04	\$0.00
Payroll Journal	E 101-41000-102 Public Works Direct	\$24.91	\$0.00
Payroll Journal	E 101-41000-105 Finance/Billing Cler	\$68.51	\$0.00
Payroll Journal	E 101-41000-108 Administrative Assi	\$102.27	\$0.00
Payroll Journal	E 101-41000-109 Public Works Maint	\$188.48	\$0.00

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Payroll Journal	E 101-41000-121 PERA	\$44.94	\$0.00
Payroll Journal	E 101-41000-122 FICA-Social Securit	\$37.57	\$0.00
Payroll Journal	E 101-41000-123 Medicare	\$8.77	\$0.00
Payroll Journal	E 101-41000-131 Health Insurance	\$10.80	\$0.00
Payroll Journal	E 101-41110-101 City Administrator	\$798.38	\$0.00
Payroll Journal	E 101-41110-105 Finance/Billing Cler	\$24.91	\$0.00
Payroll Journal	E 101-41110-108 Administrative Assi	\$44.23	\$0.00
Payroll Journal	E 101-42200-121 PERA	\$10.30	\$0.00
Payroll Journal	E 101-41110-122 FICA-Social Securit	\$55.75	\$0.00
Payroll Journal	E 101-42200-108 Administrative Assi	\$22.11	\$0.00
Payroll Journal	E 101-41110-131 Health Insurance	\$34.50	\$0.00
Payroll Journal	E 101-41800-101 City Administrator	\$180.50	\$0.00
Payroll Journal	E 101-41800-105 Finance/Billing Cler	\$620.31	\$0.00
Payroll Journal	E 101-41800-108 Administrative Assi	\$304.05	\$0.00
Payroll Journal	E 101-41800-121 PERA	\$82.85	\$0.00
Payroll Journal	E 101-41800-122 FICA-Social Securit	\$66.96	\$0.00
Payroll Journal	E 101-41800-123 Medicare	\$15.66	\$0.00
Payroll Journal	E 101-41800-131 Health Insurance	\$7.80	\$0.00
Payroll Journal	E 101-42200-101 City Administrator	\$41.65	\$0.00
Payroll Journal	E 101-42200-102 Public Works Direct	\$23.35	\$0.00
Payroll Journal	E 101-42200-104 Seasonal/Temp/Co	\$4.49	\$0.00
Payroll Journal	E 101-45122-101 City Administrator	\$86.78	\$0.00
Payroll Journal	E 101-41110-121 PERA	\$65.05	\$0.00
Payroll Journal	E 602-49490-122 FICA-Social Securit	\$96.22	\$0.00
Payroll Journal	E 101-43100-123 Medicare	\$43.09	\$0.00
Payroll Journal	E 601-49440-109 Public Works Maint	\$188.48	\$0.00
Payroll Journal	E 601-49440-121 PERA	\$101.11	\$0.00
Payroll Journal	E 601-49440-122 FICA-Social Securit	\$83.52	\$0.00
Payroll Journal	E 601-49440-123 Medicare	\$19.52	\$0.00
Payroll Journal	E 601-49440-131 Health Insurance	\$25.50	\$0.00
Payroll Journal	E 602-49490-101 City Administrator	\$69.42	\$0.00
Payroll Journal	E 602-49490-102 Public Works Direct	\$481.42	\$0.00
Payroll Journal	E 602-49490-104 Seasonal/Temp/Co	\$6.74	\$0.00
Payroll Journal	E 602-49490-105 Finance/Billing Cler	\$647.71	\$0.00
Payroll Journal	E 602-49490-108 Administrative Assi	\$165.85	\$0.00
Payroll Journal	E 601-49440-105 Finance/Billing Cler	\$548.06	\$0.00
Payroll Journal	E 602-49490-121 PERA	\$116.46	\$0.00
Payroll Journal	E 601-49440-104 Seasonal/Temp/Co	\$4.50	\$0.00
Payroll Journal	E 602-49490-123 Medicare	\$22.47	\$0.00
Payroll Journal	E 602-49490-131 Health Insurance	\$28.48	\$0.00
Payroll Journal	E 602-49490-331 Hotel,Meal,Prkg &	\$20.30	\$0.00
Payroll Journal	G 101-10600 Cash	\$0.00	\$4,947.32
Payroll Journal	G 101-21701 Federal Withholding	\$0.00	\$1,353.25
Payroll Journal	G 101-21702 State Withholding	\$0.00	\$615.27
Payroll Journal	G 101-21703 FICA/Medicare Withhol	\$0.00	\$1,836.40
Payroll Journal	G 101-21704 PERA	\$0.00	\$1,628.33
Payroll Journal	G 101-21705 Health Insurance	\$0.00	\$120.58
Payroll Journal	G 101-21709 Short/Long-Term Disabi	\$0.00	\$32.43
Payroll Journal	G 221-10600 Cash	\$0.00	\$7.05
Payroll Journal	G 601-10600 Cash	\$0.00	\$1,582.28

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Payroll Journal	E 602-49490-109 Public Works Maint	\$188.48	\$0.00		
Payroll Journal	E 101-46300-108 Administrative Assi	\$309.58	\$0.00		
Payroll Journal	G 602-10600 Cash	\$0.00	\$1,843.55		
Payroll Journal	E 101-45122-102 Public Works Direct	\$359.67	\$0.00		
Payroll Journal	E 101-45122-104 Seasonal/Temp/Co	\$179.80	\$0.00		
Payroll Journal	E 101-45122-105 Finance/Billing Cler	\$12.46	\$0.00		
Payroll Journal	E 101-45122-108 Administrative Assi	\$8.29	\$0.00		
Payroll Journal	E 101-45122-109 Public Works Maint	\$188.48	\$0.00		
Payroll Journal	E 101-45122-121 PERA	\$49.17	\$0.00		
Payroll Journal	E 101-45122-122 FICA-Social Securit	\$53.07	\$0.00		
Payroll Journal	E 101-45122-123 Medicare	\$12.42	\$0.00		
Payroll Journal	E 101-45122-131 Health Insurance	\$23.63	\$0.00		
Payroll Journal	E 101-46300-101 City Administrator	\$1,825.85	\$0.00		
Payroll Journal	E 601-49440-108 Administrative Assi	\$110.57	\$0.00		
Payroll Journal	E 101-46300-105 Finance/Billing Cler	\$249.12	\$0.00		
Payroll Journal	E 101-43100-131 Health Insurance	\$84.75	\$0.00		
Payroll Journal	E 101-46300-121 PERA	\$179.34	\$0.00		
Payroll Journal	E 101-46300-122 FICA-Social Securit	\$152.12	\$0.00		
Payroll Journal	E 101-46300-123 Medicare	\$35.60	\$0.00		
Payroll Journal	E 101-46300-131 Health Insurance	\$79.28	\$0.00		
Payroll Journal	E 221-41000-101 City Administrator	\$3.47	\$0.00		
Payroll Journal	E 221-41000-105 Finance/Billing Cler	\$2.49	\$0.00		
Payroll Journal	E 221-41000-121 PERA	\$0.44	\$0.00		
Payroll Journal	E 221-41000-122 FICA-Social Securit	\$0.37	\$0.00		
Payroll Journal	E 221-41000-123 Medicare	\$0.11	\$0.00		
Payroll Journal	E 221-41000-131 Health Insurance	\$0.17	\$0.00		
Payroll Journal	E 601-49440-101 City Administrator	\$69.42	\$0.00		
Payroll Journal	E 601-49440-102 Public Works Direct	\$431.60	\$0.00		
Payroll Journal	E 101-46300-102 Public Works Direct	\$6.23	\$0.00		
Transaction Date	10/24/2019	Due 0	Total	\$13,966.46	\$13,966.46

Fund Summary

		Debit	Credit	Difference
Refer 0	101 GENERAL FUND	\$10,533.58	\$10,533.58	In Balance
	221 LAKE IMPROVEMENT DISTRIC	\$7.05	\$7.05	In Balance
	601 WATER FUND	\$1,582.28	\$1,582.28	In Balance
	602 SEWER FUND	\$1,843.55	\$1,843.55	In Balance

For each fund the Debits MUST equal Credits to be In Balance.

Batch Name 102519JE

Refer	64 Recode		Debit	Credit
Journal Entry	E 221-41000-332 Training		\$0.00	\$600.00
Journal Entry	E 221-41000-310 Other Professional		\$600.00	\$0.00
Transaction Date	10/25/2019	Due 0	Total	\$600.00

Fund Summary

		Debit	Credit	Difference
Refer 64	221 LAKE IMPROVEMENT DISTRIC	\$600.00	\$600.00	In Balance

For each fund the Debits MUST equal Credits to be In Balance.

Batch Name 102819JE

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Journal Entries

Current Period: OCTOBER 2019

Refer	65 Recode		Debit	Credit
Journal Entry	E 101-42200-220	Repair/Operating E	\$0.00	\$5,979.75
Journal Entry	E 101-42200-317	Seal Coating	\$5,979.75	\$0.00
Transaction Date	10/28/2019	Due 0	Total	\$5,979.75
				\$5,979.75

Fund Summary

Refer		Debit	Credit	Difference
Refer 65	101 GENERAL FUND	\$5,979.75	\$5,979.75	In Balance

For each fund the Debits MUST equal Credits to be In Balance.

Batch Name 110619JE

Refer	0 Labor Distribution		Debit	Credit
Payroll Journal	E 101-42800-102	Public Works Direct	\$6.23	\$0.00
Payroll Journal	E 101-42200-122	FICA-Social Securit	\$8.28	\$0.00
Payroll Journal	E 101-42200-123	Medicare	\$1.94	\$0.00
Payroll Journal	E 101-42200-131	Health Insurance	\$24.56	\$0.00
Payroll Journal	E 101-42200-220	Repair/Operating E	\$9.58	\$0.00
Payroll Journal	E 101-42500-101	City Administrator	\$34.71	\$0.00
Payroll Journal	E 101-42500-105	Finance/Billing Cler	\$6.23	\$0.00
Payroll Journal	E 101-42500-108	Administrative Assi	\$29.34	\$0.00
Payroll Journal	E 101-42500-121	PERA	\$5.27	\$0.00
Payroll Journal	E 101-42500-122	FICA-Social Securit	\$4.42	\$0.00
Payroll Journal	E 101-42500-123	Medicare	\$1.04	\$0.00
Payroll Journal	E 101-41000-101	City Administrator	\$215.21	\$0.00
Payroll Journal	E 101-42800-101	City Administrator	\$6.94	\$0.00
Payroll Journal	E 101-42200-105	Finance/Billing Cler	\$49.82	\$0.00
Payroll Journal	E 101-42800-105	Finance/Billing Cler	\$6.23	\$0.00
Payroll Journal	E 101-42800-121	PERA	\$1.45	\$0.00
Payroll Journal	E 101-42800-122	FICA-Social Securit	\$1.21	\$0.00
Payroll Journal	E 101-42800-123	Medicare	\$0.29	\$0.00
Payroll Journal	E 101-42800-131	Health Insurance	\$3.38	\$0.00
Payroll Journal	E 101-43100-101	City Administrator	\$138.85	\$0.00
Payroll Journal	E 101-43100-102	Public Works Direct	\$1,282.97	\$0.00
Payroll Journal	E 101-43100-105	Finance/Billing Cler	\$255.35	\$0.00
Payroll Journal	E 101-43100-108	Administrative Assi	\$11.74	\$0.00
Payroll Journal	E 101-43100-109	Public Works Maint	\$1,130.88	\$0.00
Payroll Journal	E 101-43100-121	PERA	\$211.49	\$0.00
Payroll Journal	E 101-42500-131	Health Insurance	\$4.20	\$0.00
Payroll Journal	E 101-41110-123	Medicare	\$13.08	\$0.00
Payroll Journal	E 101-41000-102	Public Works Direct	\$24.91	\$0.00
Payroll Journal	E 101-41000-105	Finance/Billing Cler	\$68.51	\$0.00
Payroll Journal	E 101-41000-108	Administrative Assi	\$108.57	\$0.00
Payroll Journal	E 101-41000-109	Public Works Maint	\$188.48	\$0.00
Payroll Journal	E 101-41000-121	PERA	\$45.42	\$0.00
Payroll Journal	E 101-41000-122	FICA-Social Securit	\$37.93	\$0.00
Payroll Journal	E 101-41000-123	Medicare	\$8.86	\$0.00
Payroll Journal	E 101-41000-131	Health Insurance	\$40.53	\$0.00
Payroll Journal	E 101-41110-101	City Administrator	\$798.38	\$0.00
Payroll Journal	E 101-41110-105	Finance/Billing Cler	\$24.91	\$0.00
Payroll Journal	E 101-41110-108	Administrative Assi	\$46.95	\$0.00

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Journal Entries

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Payroll Journal	E 101-42200-121 PERA	\$10.03	\$0.00
Payroll Journal	E 101-41110-122 FICA-Social Securit	\$55.92	\$0.00
Payroll Journal	E 101-42200-108 Administrative Assi	\$23.47	\$0.00
Payroll Journal	E 101-41110-131 Health Insurance	\$45.31	\$0.00
Payroll Journal	E 101-41800-101 City Administrator	\$180.50	\$0.00
Payroll Journal	E 101-41800-105 Finance/Billing Cler	\$620.31	\$0.00
Payroll Journal	E 101-41800-108 Administrative Assi	\$322.76	\$0.00
Payroll Journal	E 101-41800-121 PERA	\$84.26	\$0.00
Payroll Journal	E 101-41800-122 FICA-Social Securit	\$67.89	\$0.00
Payroll Journal	E 101-41800-123 Medicare	\$15.87	\$0.00
Payroll Journal	E 101-41800-131 Health Insurance	\$277.03	\$0.00
Payroll Journal	E 101-42200-101 City Administrator	\$41.65	\$0.00
Payroll Journal	E 101-42200-102 Public Works Direct	\$18.68	\$0.00
Payroll Journal	E 101-43100-131 Health Insurance	\$195.58	\$0.00
Payroll Journal	E 101-41110-121 PERA	\$65.26	\$0.00
Payroll Journal	E 602-49490-123 Medicare	\$21.63	\$0.00
Payroll Journal	E 101-43100-122 FICA-Social Securit	\$178.58	\$0.00
Payroll Journal	E 601-49440-109 Public Works Maint	\$188.48	\$0.00
Payroll Journal	E 601-49440-121 PERA	\$97.27	\$0.00
Payroll Journal	E 601-49440-122 FICA-Social Securit	\$79.88	\$0.00
Payroll Journal	E 601-49440-123 Medicare	\$18.67	\$0.00
Payroll Journal	E 601-49440-131 Health Insurance	\$263.38	\$0.00
Payroll Journal	E 602-49490-101 City Administrator	\$69.42	\$0.00
Payroll Journal	E 602-49490-102 Public Works Direct	\$423.50	\$0.00
Payroll Journal	E 602-49490-105 Finance/Billing Cler	\$647.71	\$0.00
Payroll Journal	E 602-49490-108 Administrative Assi	\$176.05	\$0.00
Payroll Journal	E 602-49490-109 Public Works Maint	\$188.48	\$0.00
Payroll Journal	E 601-49440-105 Finance/Billing Cler	\$548.06	\$0.00
Payroll Journal	E 602-49490-122 FICA-Social Securit	\$92.62	\$0.00
Payroll Journal	E 601-49440-102 Public Works Direct	\$373.68	\$0.00
Payroll Journal	E 602-49490-131 Health Insurance	\$309.61	\$0.00
Payroll Journal	G 101-10600 Cash	\$0.00	\$4,283.70
Payroll Journal	G 101-21701 Federal Withholding	\$0.00	\$1,319.25
Payroll Journal	G 101-21702 State Withholding	\$0.00	\$605.81
Payroll Journal	G 101-21703 FICA/Medicare Withhol	\$0.00	\$1,781.60
Payroll Journal	G 101-21704 PERA	\$0.00	\$1,611.70
Payroll Journal	G 101-21705 Health Insurance	\$0.00	\$135.15
Payroll Journal	G 101-21706 City Portion Health Ins	\$0.00	\$1,081.25
Payroll Journal	G 101-21709 Short/Long-Term Disabi	\$0.00	\$32.43
Payroll Journal	G 221-10600 Cash	\$0.00	\$8.13
Payroll Journal	G 601-10600 Cash	\$0.00	\$1,756.21
Payroll Journal	E 602-49490-121 PERA	\$112.88	\$0.00
Payroll Journal	E 101-46300-108 Administrative Assi	\$328.64	\$0.00
Payroll Journal	G 602-10600 Cash	\$0.00	\$2,041.90
Payroll Journal	E 101-45122-101 City Administrator	\$86.78	\$0.00
Payroll Journal	E 101-45122-102 Public Works Direct	\$355.00	\$0.00
Payroll Journal	E 101-45122-105 Finance/Billing Cler	\$12.46	\$0.00
Payroll Journal	E 101-45122-108 Administrative Assi	\$8.80	\$0.00
Payroll Journal	E 101-45122-109 Public Works Maint	\$188.48	\$0.00
Payroll Journal	E 101-45122-121 PERA	\$48.87	\$0.00

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Payroll Journal	E 101-45122-122 FICA-Social Securit	\$41.67	\$0.00
Payroll Journal	E 101-45122-123 Medicare	\$9.75	\$0.00
Payroll Journal	E 101-45122-131 Health Insurance	\$29.04	\$0.00
Payroll Journal	E 101-46300-101 City Administrator	\$1,825.85	\$0.00
Payroll Journal	E 601-49440-108 Administrative Assi	\$117.37	\$0.00
Payroll Journal	E 101-46300-105 Finance/Billing Cler	\$249.12	\$0.00
Payroll Journal	E 101-43100-123 Medicare	\$41.77	\$0.00
Payroll Journal	E 101-46300-121 PERA	\$180.77	\$0.00
Payroll Journal	E 101-46300-122 FICA-Social Securit	\$153.19	\$0.00
Payroll Journal	E 101-46300-123 Medicare	\$35.83	\$0.00
Payroll Journal	E 101-46300-131 Health Insurance	\$187.40	\$0.00
Payroll Journal	E 221-41000-101 City Administrator	\$3.47	\$0.00
Payroll Journal	E 221-41000-105 Finance/Billing Cler	\$2.49	\$0.00
Payroll Journal	E 221-41000-121 PERA	\$0.44	\$0.00
Payroll Journal	E 221-41000-122 FICA-Social Securit	\$0.37	\$0.00
Payroll Journal	E 221-41000-123 Medicare	\$0.11	\$0.00
Payroll Journal	E 221-41000-131 Health Insurance	\$1.25	\$0.00
Payroll Journal	E 601-49440-101 City Administrator	\$69.42	\$0.00
Payroll Journal	E 101-46300-102 Public Works Direct	\$6.23	\$0.00
Transaction Date	11/7/2019	Due 0	
		Total	
		\$14,657.13	\$14,657.13

Fund Summary

		Debit	Credit	Difference
Refer 0	101 GENERAL FUND	\$10,850.89	\$10,850.89	In Balance
	221 LAKE IMPROVEMENT DISTRIC	\$8.13	\$8.13	In Balance
	601 WATER FUND	\$1,756.21	\$1,756.21	In Balance
	602 SEWER FUND	\$2,041.90	\$2,041.90	In Balance

For each fund the Debits MUST equal Credits to be In Balance.

Batch Name 111919JE

Refer	0 Labor Distribution	Debit	Credit
Payroll Journal	E 101-45122-105 Finance/Billing Cler	\$12.46	\$0.00
Payroll Journal	E 101-42800-131 Health Insurance	\$0.68	\$0.00
Payroll Journal	E 101-43100-101 City Administrator	\$138.85	\$0.00
Payroll Journal	E 101-43100-102 Public Works Direct	\$1,282.97	\$0.00
Payroll Journal	E 101-43100-105 Finance/Billing Cler	\$255.35	\$0.00
Payroll Journal	E 101-43100-108 Administrative Assi	\$11.40	\$0.00
Payroll Journal	E 101-43100-109 Public Works Maint	\$1,130.88	\$0.00
Payroll Journal	E 101-43100-121 PERA	\$211.46	\$0.00
Payroll Journal	E 101-43100-122 FICA-Social Securit	\$178.56	\$0.00
Payroll Journal	E 101-43100-123 Medicare	\$41.77	\$0.00
Payroll Journal	E 101-43100-131 Health Insurance	\$84.75	\$0.00
Payroll Journal	E 101-46300-122 FICA-Social Securit	\$152.60	\$0.00
Payroll Journal	E 101-45122-102 Public Works Direct	\$355.00	\$0.00
Payroll Journal	E 101-42800-121 PERA	\$1.45	\$0.00
Payroll Journal	E 101-45122-108 Administrative Assi	\$8.55	\$0.00
Payroll Journal	E 101-45122-109 Public Works Maint	\$188.48	\$0.00
Payroll Journal	E 101-45122-121 PERA	\$48.86	\$0.00
Payroll Journal	E 101-45122-122 FICA-Social Securit	\$41.65	\$0.00
Payroll Journal	E 101-45122-123 Medicare	\$9.74	\$0.00
Payroll Journal	E 101-45122-131 Health Insurance	\$23.63	\$0.00

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Payroll Journal	E 101-46300-101 City Administrator	\$1,825.85	\$0.00
Payroll Journal	E 101-46300-102 Public Works Direct	\$6.23	\$0.00
Payroll Journal	E 101-46300-105 Finance/Billing Cler	\$249.12	\$0.00
Payroll Journal	E 101-46300-108 Administrative Assi	\$319.10	\$0.00
Payroll Journal	E 101-41800-105 Finance/Billing Cler	\$620.31	\$0.00
Payroll Journal	E 101-45122-101 City Administrator	\$86.78	\$0.00
Payroll Journal	E 101-42200-131 Health Insurance	\$2.93	\$0.00
Payroll Journal	E 101-41800-108 Administrative Assi	\$313.41	\$0.00
Payroll Journal	E 101-41800-121 PERA	\$83.56	\$0.00
Payroll Journal	E 101-41800-122 FICA-Social Securit	\$67.31	\$0.00
Payroll Journal	E 101-41800-123 Medicare	\$15.74	\$0.00
Payroll Journal	E 101-41800-131 Health Insurance	\$7.80	\$0.00
Payroll Journal	E 101-41800-331 Hotel,Meal,Prkg &	\$4.00	\$0.00
Payroll Journal	E 101-42200-101 City Administrator	\$41.65	\$0.00
Payroll Journal	E 101-42200-102 Public Works Direct	\$18.68	\$0.00
Payroll Journal	E 101-42200-105 Finance/Billing Cler	\$49.82	\$0.00
Payroll Journal	E 101-42200-108 Administrative Assi	\$22.79	\$0.00
Payroll Journal	E 101-42200-121 PERA	\$9.98	\$0.00
Payroll Journal	E 101-42800-123 Medicare	\$0.29	\$0.00
Payroll Journal	E 101-42200-123 Medicare	\$1.93	\$0.00
Payroll Journal	E 101-42800-122 FICA-Social Securit	\$1.21	\$0.00
Payroll Journal	E 101-42500-101 City Administrator	\$34.71	\$0.00
Payroll Journal	E 101-42500-105 Finance/Billing Cler	\$6.23	\$0.00
Payroll Journal	E 101-42500-108 Administrative Assi	\$28.49	\$0.00
Payroll Journal	E 101-42500-121 PERA	\$5.21	\$0.00
Payroll Journal	E 101-42500-122 FICA-Social Securit	\$4.37	\$0.00
Payroll Journal	E 101-42500-123 Medicare	\$1.02	\$0.00
Payroll Journal	E 101-42500-131 Health Insurance	\$1.50	\$0.00
Payroll Journal	E 101-42800-101 City Administrator	\$6.94	\$0.00
Payroll Journal	E 101-42800-102 Public Works Direct	\$6.23	\$0.00
Payroll Journal	E 101-42800-105 Finance/Billing Cler	\$6.23	\$0.00
Payroll Journal	E 101-46300-123 Medicare	\$35.69	\$0.00
Payroll Journal	E 101-42200-122 FICA-Social Securit	\$8.23	\$0.00
Payroll Journal	E 602-49490-122 FICA-Social Securit	\$92.30	\$0.00
Payroll Journal	E 101-41110-101 City Administrator	\$798.38	\$0.00
Payroll Journal	E 101-41110-105 Finance/Billing Cler	\$24.91	\$0.00
Payroll Journal	E 101-41110-108 Administrative Assi	\$45.59	\$0.00
Payroll Journal	E 101-41110-121 PERA	\$65.16	\$0.00
Payroll Journal	E 101-41110-122 FICA-Social Securit	\$55.84	\$0.00
Payroll Journal	E 101-41110-123 Medicare	\$13.06	\$0.00
Payroll Journal	E 101-41110-131 Health Insurance	\$34.50	\$0.00
Payroll Journal	E 101-41800-101 City Administrator	\$180.50	\$0.00
Payroll Journal	E 602-49490-105 Finance/Billing Cler	\$647.71	\$0.00
Payroll Journal	E 602-49490-108 Administrative Assi	\$170.95	\$0.00
Payroll Journal	E 101-46300-121 PERA	\$180.05	\$0.00
Payroll Journal	E 602-49490-121 PERA	\$112.50	\$0.00
Payroll Journal	E 101-41000-122 FICA-Social Securit	\$37.74	\$0.00
Payroll Journal	E 602-49490-123 Medicare	\$21.56	\$0.00
Payroll Journal	E 602-49490-131 Health Insurance	\$28.48	\$0.00
Payroll Journal	G 101-10600 Cash	\$0.00	\$4,784.30

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Payroll Journal	G 101-21701 Federal Withholding	\$0.00	\$1,315.43		
Payroll Journal	G 101-21702 State Withholding	\$0.00	\$604.11		
Payroll Journal	G 101-21703 FICA/Medicare Withhol	\$0.00	\$1,776.40		
Payroll Journal	G 101-21704 PERA	\$0.00	\$1,606.94		
Payroll Journal	G 101-21705 Health Insurance	\$0.00	\$135.15		
Payroll Journal	G 101-21709 Short/Long-Term Disabi	\$0.00	\$32.43		
Payroll Journal	G 221-10600 Cash	\$0.00	\$7.05		
Payroll Journal	G 601-10600 Cash	\$0.00	\$1,514.42		
Payroll Journal	E 602-49490-109 Public Works Maint	\$188.48	\$0.00		
Payroll Journal	E 601-49440-122 FICA-Social Securit	\$79.67	\$0.00		
Payroll Journal	E 101-46300-131 Health Insurance	\$79.28	\$0.00		
Payroll Journal	E 221-41000-101 City Administrator	\$3.47	\$0.00		
Payroll Journal	E 221-41000-105 Finance/Billing Cler	\$2.49	\$0.00		
Payroll Journal	E 221-41000-121 PERA	\$0.44	\$0.00		
Payroll Journal	E 221-41000-122 FICA-Social Securit	\$0.37	\$0.00		
Payroll Journal	E 221-41000-123 Medicare	\$0.11	\$0.00		
Payroll Journal	E 221-41000-131 Health Insurance	\$0.17	\$0.00		
Payroll Journal	E 601-49440-101 City Administrator	\$69.42	\$0.00		
Payroll Journal	E 601-49440-102 Public Works Direct	\$373.68	\$0.00		
Payroll Journal	E 601-49440-105 Finance/Billing Cler	\$548.06	\$0.00		
Payroll Journal	E 601-49440-108 Administrative Assi	\$113.97	\$0.00		
Payroll Journal	E 101-41000-131 Health Insurance	\$10.80	\$0.00		
Payroll Journal	E 601-49440-121 PERA	\$97.02	\$0.00		
Payroll Journal	E 101-41000-123 Medicare	\$8.82	\$0.00		
Payroll Journal	E 601-49440-123 Medicare	\$18.62	\$0.00		
Payroll Journal	E 601-49440-131 Health Insurance	\$25.50	\$0.00		
Payroll Journal	E 602-49490-101 City Administrator	\$69.42	\$0.00		
Payroll Journal	E 602-49490-102 Public Works Direct	\$423.50	\$0.00		
Payroll Journal	E 101-41000-101 City Administrator	\$215.21	\$0.00		
Payroll Journal	E 101-41000-102 Public Works Direct	\$24.91	\$0.00		
Payroll Journal	E 101-41000-105 Finance/Billing Cler	\$68.51	\$0.00		
Payroll Journal	E 101-41000-108 Administrative Assi	\$105.42	\$0.00		
Payroll Journal	E 101-41000-109 Public Works Maint	\$188.48	\$0.00		
Payroll Journal	E 101-41000-121 PERA	\$45.17	\$0.00		
Payroll Journal	G 602-10600 Cash	\$0.00	\$1,754.90		
Payroll Journal	E 601-49440-109 Public Works Maint	\$188.48	\$0.00		
Transaction Date	11/21/2019	Due 0	Total	\$13,531.13	\$13,531.13

Fund Summary

		Debit	Credit	Difference
Refer 0	101 GENERAL FUND	\$10,254.76	\$10,254.76	In Balance
	221 LAKE IMPROVEMENT DISTRIC	\$7.05	\$7.05	In Balance
	601 WATER FUND	\$1,514.42	\$1,514.42	In Balance
	602 SEWER FUND	\$1,754.90	\$1,754.90	In Balance

For each fund the Debits MUST equal Credits to be In Balance.

Batch Name 120319JE

Refer	-1 Labor Distribution		Debit	Credit
Payroll Journal	E 101-42800-105 Finance/Billing Cler		\$6.23	\$0.00
Payroll Journal	E 101-43100-122 FICA-Social Securit		\$222.64	\$0.00
Payroll Journal	E 101-42200-123 Medicare		\$2.10	\$0.00

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Journal Entries

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Payroll Journal	E 101-42200-131 Health Insurance	\$24.56	\$0.00
Payroll Journal	E 101-42200-430 Miscellaneous	\$151.79	\$0.00
Payroll Journal	E 101-42500-101 City Administrator	\$34.71	\$0.00
Payroll Journal	E 101-42500-105 Finance/Billing Cler	\$6.23	\$0.00
Payroll Journal	E 101-42500-108 Administrative Assi	\$28.49	\$0.00
Payroll Journal	E 101-42500-121 PERA	\$5.21	\$0.00
Payroll Journal	E 101-42500-122 FICA-Social Securit	\$4.37	\$0.00
Payroll Journal	E 101-42500-123 Medicare	\$1.02	\$0.00
Payroll Journal	E 101-42500-131 Health Insurance	\$4.20	\$0.00
Payroll Journal	E 101-42200-121 PERA	\$10.89	\$0.00
Payroll Journal	E 101-42800-102 Public Works Direct	\$6.23	\$0.00
Payroll Journal	E 101-42200-108 Administrative Assi	\$22.79	\$0.00
Payroll Journal	E 101-42800-121 PERA	\$1.44	\$0.00
Payroll Journal	E 101-42800-122 FICA-Social Securit	\$1.21	\$0.00
Payroll Journal	E 101-42800-123 Medicare	\$0.29	\$0.00
Payroll Journal	E 101-42800-131 Health Insurance	\$3.38	\$0.00
Payroll Journal	E 101-43100-101 City Administrator	\$138.85	\$0.00
Payroll Journal	E 101-43100-102 Public Works Direct	\$1,440.97	\$0.00
Payroll Journal	E 101-43100-104 Seasonal/Temp/Co	\$552.50	\$0.00
Payroll Journal	E 101-43100-105 Finance/Billing Cler	\$255.35	\$0.00
Payroll Journal	E 101-43100-108 Administrative Assi	\$11.40	\$0.00
Payroll Journal	E 101-43100-109 Public Works Maint	\$1,130.88	\$0.00
Payroll Journal	E 101-41000-101 City Administrator	\$215.21	\$0.00
Payroll Journal	E 101-42800-101 City Administrator	\$6.94	\$0.00
Payroll Journal	E 101-41110-123 Medicare	\$13.06	\$0.00
Payroll Journal	E 101-41000-102 Public Works Direct	\$24.91	\$0.00
Payroll Journal	E 101-41000-105 Finance/Billing Cler	\$68.51	\$0.00
Payroll Journal	E 101-41000-108 Administrative Assi	\$105.42	\$0.00
Payroll Journal	E 101-41000-109 Public Works Maint	\$188.48	\$0.00
Payroll Journal	E 101-41000-121 PERA	\$45.17	\$0.00
Payroll Journal	E 101-41000-122 FICA-Social Securit	\$37.74	\$0.00
Payroll Journal	E 101-41000-123 Medicare	\$8.82	\$0.00
Payroll Journal	E 101-41000-131 Health Insurance	\$40.53	\$0.00
Payroll Journal	E 101-41110-101 City Administrator	\$798.38	\$0.00
Payroll Journal	E 101-41110-105 Finance/Billing Cler	\$24.91	\$0.00
Payroll Journal	E 101-41110-108 Administrative Assi	\$45.59	\$0.00
Payroll Journal	E 101-42200-122 FICA-Social Securit	\$8.97	\$0.00
Payroll Journal	E 101-41110-122 FICA-Social Securit	\$55.84	\$0.00
Payroll Journal	E 101-43100-123 Medicare	\$52.08	\$0.00
Payroll Journal	E 101-41110-131 Health Insurance	\$45.31	\$0.00
Payroll Journal	E 101-41800-101 City Administrator	\$180.50	\$0.00
Payroll Journal	E 101-41800-105 Finance/Billing Cler	\$620.31	\$0.00
Payroll Journal	E 101-41800-108 Administrative Assi	\$313.41	\$0.00
Payroll Journal	E 101-41800-121 PERA	\$83.56	\$0.00
Payroll Journal	E 101-41800-122 FICA-Social Securit	\$67.31	\$0.00
Payroll Journal	E 101-41800-123 Medicare	\$15.74	\$0.00
Payroll Journal	E 101-41800-131 Health Insurance	\$277.03	\$0.00
Payroll Journal	E 101-42200-101 City Administrator	\$41.65	\$0.00
Payroll Journal	E 101-42200-102 Public Works Direct	\$30.65	\$0.00
Payroll Journal	E 101-42200-105 Finance/Billing Cler	\$49.82	\$0.00

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Payroll Journal	E 101-41110-121 PERA	\$65.16	\$0.00
Payroll Journal	E 602-49490-123 Medicare	\$23.71	\$0.00
Payroll Journal	E 101-43100-121 PERA	\$223.31	\$0.00
Payroll Journal	E 601-49440-109 Public Works Maint	\$188.48	\$0.00
Payroll Journal	E 601-49440-121 PERA	\$108.15	\$0.00
Payroll Journal	E 601-49440-122 FICA-Social Securit	\$88.85	\$0.00
Payroll Journal	E 601-49440-123 Medicare	\$20.77	\$0.00
Payroll Journal	E 601-49440-131 Health Insurance	\$263.38	\$0.00
Payroll Journal	E 602-49490-101 City Administrator	\$69.42	\$0.00
Payroll Journal	E 602-49490-102 Public Works Direct	\$571.92	\$0.00
Payroll Journal	E 602-49490-105 Finance/Billing Cler	\$647.71	\$0.00
Payroll Journal	E 602-49490-108 Administrative Assi	\$170.95	\$0.00
Payroll Journal	E 602-49490-109 Public Works Maint	\$188.48	\$0.00
Payroll Journal	E 601-49440-105 Finance/Billing Cler	\$548.06	\$0.00
Payroll Journal	E 602-49490-122 FICA-Social Securit	\$101.49	\$0.00
Payroll Journal	E 601-49440-102 Public Works Direct	\$522.10	\$0.00
Payroll Journal	E 602-49490-131 Health Insurance	\$309.61	\$0.00
Payroll Journal	G 101-10600 Cash	\$0.00	\$4,799.30
Payroll Journal	G 101-21701 Federal Withholding	\$0.00	\$1,455.21
Payroll Journal	G 101-21702 State Withholding	\$0.00	\$656.50
Payroll Journal	G 101-21703 FICA/Medicare Withhol	\$0.00	\$1,934.22
Payroll Journal	G 101-21704 PERA	\$0.00	\$1,673.97
Payroll Journal	G 101-21705 Health Insurance	\$0.00	\$135.15
Payroll Journal	G 101-21706 City Portion Health Ins	\$0.00	\$1,081.25
Payroll Journal	G 101-21709 Short/Long-Term Disabi	\$0.00	\$32.43
Payroll Journal	G 221-10600 Cash	\$0.00	\$8.13
Payroll Journal	G 601-10600 Cash	\$0.00	\$1,923.18
Payroll Journal	E 602-49490-121 PERA	\$123.64	\$0.00
Payroll Journal	E 101-46300-108 Administrative Assi	\$319.10	\$0.00
Payroll Journal	E 101-43100-131 Health Insurance	\$195.58	\$0.00
Payroll Journal	E 101-45122-101 City Administrator	\$86.78	\$0.00
Payroll Journal	E 101-45122-102 Public Works Direct	\$366.97	\$0.00
Payroll Journal	E 101-45122-105 Finance/Billing Cler	\$12.46	\$0.00
Payroll Journal	E 101-45122-108 Administrative Assi	\$8.55	\$0.00
Payroll Journal	E 101-45122-109 Public Works Maint	\$188.48	\$0.00
Payroll Journal	E 101-45122-121 PERA	\$49.75	\$0.00
Payroll Journal	E 101-45122-122 FICA-Social Securit	\$42.41	\$0.00
Payroll Journal	E 101-45122-123 Medicare	\$9.92	\$0.00
Payroll Journal	E 101-45122-131 Health Insurance	\$29.04	\$0.00
Payroll Journal	E 101-46300-101 City Administrator	\$1,825.85	\$0.00
Payroll Journal	E 601-49440-108 Administrative Assi	\$113.97	\$0.00
Payroll Journal	E 101-46300-105 Finance/Billing Cler	\$249.12	\$0.00
Payroll Journal	G 602-10600 Cash	\$0.00	\$2,206.93
Payroll Journal	E 101-46300-121 PERA	\$180.05	\$0.00
Payroll Journal	E 101-46300-122 FICA-Social Securit	\$152.60	\$0.00
Payroll Journal	E 101-46300-123 Medicare	\$35.69	\$0.00
Payroll Journal	E 101-46300-131 Health Insurance	\$187.40	\$0.00
Payroll Journal	E 221-41000-101 City Administrator	\$3.47	\$0.00
Payroll Journal	E 221-41000-105 Finance/Billing Cler	\$2.49	\$0.00
Payroll Journal	E 221-41000-121 PERA	\$0.44	\$0.00

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Payroll Journal	E 221-41000-122 FICA-Social Securit		\$0.37	\$0.00
Payroll Journal	E 221-41000-123 Medicare		\$0.11	\$0.00
Payroll Journal	E 221-41000-131 Health Insurance		\$1.25	\$0.00
Payroll Journal	E 601-49440-101 City Administrator		\$69.42	\$0.00
Payroll Journal	E 101-46300-102 Public Works Direct		\$6.23	\$0.00
Transaction Date	12/5/2019	Due 0	Total	\$15,906.27
				\$15,906.27

Fund Summary

		Debit	Credit	Difference
Refer -1	101 GENERAL FUND	\$11,768.03	\$11,768.03	In Balance
	221 LAKE IMPROVEMENT DISTRIC	\$8.13	\$8.13	In Balance
	601 WATER FUND	\$1,923.18	\$1,923.18	In Balance
	602 SEWER FUND	\$2,206.93	\$2,206.93	In Balance

For each fund the Debits MUST equal Credits to be In Balance.

Batch Name 121819JE

Refer	-1 Labor Distribution	Debit	Credit
Payroll Journal	E 101-42500-131 Health Insurance	\$1.50	\$0.00
Payroll Journal	E 101-41000-101 City Administrator	\$215.21	\$0.00
Payroll Journal	E 101-42200-122 FICA-Social Securit	\$2,741.17	\$0.00
Payroll Journal	E 101-42200-123 Medicare	\$641.09	\$0.00
Payroll Journal	E 101-42200-131 Health Insurance	\$2.93	\$0.00
Payroll Journal	E 101-42200-331 Hotel,Meal,Prkg &	\$62.64	\$0.00
Payroll Journal	E 101-42200-538 Personal Protective	\$258.06	\$0.00
Payroll Journal	E 101-42500-101 City Administrator	\$34.71	\$0.00
Payroll Journal	E 101-42500-105 Finance/Billing Cler	\$6.49	\$0.00
Payroll Journal	E 101-42500-108 Administrative Assi	\$28.49	\$0.00
Payroll Journal	E 101-42500-112 Emergency Manage	\$1,125.00	\$0.00
Payroll Journal	E 101-42500-121 PERA	\$42.73	\$0.00
Payroll Journal	E 101-42200-108 Administrative Assi	\$22.79	\$0.00
Payroll Journal	E 101-42500-123 Medicare	\$17.32	\$0.00
Payroll Journal	E 101-42200-107 Fire Dept Wages S	\$44,027.00	\$0.00
Payroll Journal	E 101-42800-101 City Administrator	\$6.94	\$0.00
Payroll Journal	E 101-42800-102 Public Works Direct	\$6.23	\$0.00
Payroll Journal	E 101-42800-105 Finance/Billing Cler	\$6.49	\$0.00
Payroll Journal	E 101-42800-121 PERA	\$1.46	\$0.00
Payroll Journal	E 101-42800-122 FICA-Social Securit	\$1.23	\$0.00
Payroll Journal	E 101-42800-123 Medicare	\$0.29	\$0.00
Payroll Journal	E 101-42800-131 Health Insurance	\$0.68	\$0.00
Payroll Journal	E 101-43100-101 City Administrator	\$138.85	\$0.00
Payroll Journal	E 101-43100-102 Public Works Direct	\$1,318.94	\$0.00
Payroll Journal	E 101-43100-104 Seasonal/Temp/Co	\$323.00	\$0.00
Payroll Journal	E 101-43100-105 Finance/Billing Cler	\$266.20	\$0.00
Payroll Journal	E 101-43100-108 Administrative Assi	\$11.40	\$0.00
Payroll Journal	E 101-42500-122 FICA-Social Securit	\$74.14	\$0.00
Payroll Journal	E 101-41110-122 FICA-Social Securit	\$258.97	\$0.00
Payroll Journal	E 101-41000-102 Public Works Direct	\$24.91	\$0.00
Payroll Journal	E 101-41000-105 Finance/Billing Cler	\$71.42	\$0.00
Payroll Journal	E 101-41000-108 Administrative Assi	\$105.42	\$0.00
Payroll Journal	E 101-41000-109 Public Works Maint	\$188.48	\$0.00
Payroll Journal	E 101-41000-121 PERA	\$45.38	\$0.00

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Payroll Journal	E 101-41000-122 FICA-Social Securit	\$37.92	\$0.00
Payroll Journal	E 101-41000-123 Medicare	\$8.86	\$0.00
Payroll Journal	E 101-41000-131 Health Insurance	\$10.80	\$0.00
Payroll Journal	E 101-41110-101 City Administrator	\$798.38	\$0.00
Payroll Journal	E 101-41110-103 Mayor/Council	\$3,275.00	\$0.00
Payroll Journal	E 101-41110-105 Finance/Billing Cler	\$25.97	\$0.00
Payroll Journal	E 101-42200-121 PERA	\$14.23	\$0.00
Payroll Journal	E 101-41110-121 PERA	\$228.99	\$0.00
Payroll Journal	E 101-43100-122 FICA-Social Securit	\$201.51	\$0.00
Payroll Journal	E 101-41110-123 Medicare	\$60.57	\$0.00
Payroll Journal	E 101-41110-131 Health Insurance	\$34.50	\$0.00
Payroll Journal	E 101-41800-101 City Administrator	\$180.50	\$0.00
Payroll Journal	E 101-41800-105 Finance/Billing Cler	\$594.72	\$0.00
Payroll Journal	E 101-41800-108 Administrative Assi	\$313.41	\$0.00
Payroll Journal	E 101-41800-121 PERA	\$81.65	\$0.00
Payroll Journal	E 101-41800-122 FICA-Social Securit	\$65.92	\$0.00
Payroll Journal	E 101-41800-123 Medicare	\$15.42	\$0.00
Payroll Journal	E 101-41800-131 Health Insurance	\$7.80	\$0.00
Payroll Journal	E 101-42200-101 City Administrator	\$41.65	\$0.00
Payroll Journal	E 101-42200-102 Public Works Direct	\$21.40	\$0.00
Payroll Journal	E 101-42200-105 Finance/Billing Cler	\$103.88	\$0.00
Payroll Journal	E 101-41110-108 Administrative Assi	\$45.59	\$0.00
Payroll Journal	E 602-49490-122 FICA-Social Securit	\$96.09	\$0.00
Payroll Journal	E 601-49440-105 Finance/Billing Cler	\$571.35	\$0.00
Payroll Journal	E 601-49440-108 Administrative Assi	\$113.97	\$0.00
Payroll Journal	E 601-49440-109 Public Works Maint	\$188.48	\$0.00
Payroll Journal	E 601-49440-121 PERA	\$101.31	\$0.00
Payroll Journal	E 601-49440-122 FICA-Social Securit	\$83.21	\$0.00
Payroll Journal	E 601-49440-123 Medicare	\$19.46	\$0.00
Payroll Journal	E 601-49440-131 Health Insurance	\$25.50	\$0.00
Payroll Journal	E 602-49490-101 City Administrator	\$69.42	\$0.00
Payroll Journal	E 602-49490-102 Public Works Direct	\$457.29	\$0.00
Payroll Journal	E 602-49490-105 Finance/Billing Cler	\$675.23	\$0.00
Payroll Journal	E 602-49490-108 Administrative Assi	\$170.95	\$0.00
Payroll Journal	E 101-43100-109 Public Works Maint	\$1,130.88	\$0.00
Payroll Journal	E 602-49490-121 PERA	\$117.10	\$0.00
Payroll Journal	E 221-41000-131 Health Insurance	\$0.17	\$0.00
Payroll Journal	E 602-49490-123 Medicare	\$22.46	\$0.00
Payroll Journal	E 602-49490-131 Health Insurance	\$28.48	\$0.00
Payroll Journal	E 602-49490-331 Hotel,Meal,Prkg &	\$11.60	\$0.00
Payroll Journal	G 101-10600 Cash	\$0.00	\$49,793.31
Payroll Journal	G 101-21701 Federal Withholding	\$0.00	\$1,575.00
Payroll Journal	G 101-21702 State Withholding	\$0.00	\$732.02
Payroll Journal	G 101-21703 FICA/Medicare Withhol	\$0.00	\$9,304.40
Payroll Journal	G 101-21704 PERA	\$0.00	\$2,053.27
Payroll Journal	G 101-21705 Health Insurance	\$0.00	\$135.15
Payroll Journal	G 101-21709 Short/Long-Term Disabi	\$0.00	\$32.43
Payroll Journal	G 221-10600 Cash	\$0.00	\$7.15
Payroll Journal	G 601-10600 Cash	\$0.00	\$1,580.17
Payroll Journal	E 602-49490-109 Public Works Maint	\$188.48	\$0.00

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Payroll Journal	E 101-46300-105 Finance/Billing Cler	\$259.70	\$0.00		
Payroll Journal	G 602-10600 Cash	\$0.00	\$1,837.10		
Payroll Journal	E 101-43100-123 Medicare	\$47.14	\$0.00		
Payroll Journal	E 101-43100-131 Health Insurance	\$84.75	\$0.00		
Payroll Journal	E 101-45122-101 City Administrator	\$86.78	\$0.00		
Payroll Journal	E 101-45122-102 Public Works Direct	\$357.72	\$0.00		
Payroll Journal	E 101-45122-105 Finance/Billing Cler	\$12.99	\$0.00		
Payroll Journal	E 101-45122-108 Administrative Assi	\$8.55	\$0.00		
Payroll Journal	E 101-45122-109 Public Works Maint	\$188.48	\$0.00		
Payroll Journal	E 101-45122-121 PERA	\$49.10	\$0.00		
Payroll Journal	E 101-45122-122 FICA-Social Securit	\$41.85	\$0.00		
Payroll Journal	E 101-45122-123 Medicare	\$9.79	\$0.00		
Payroll Journal	E 101-45122-131 Health Insurance	\$23.63	\$0.00		
Payroll Journal	E 601-49440-102 Public Works Direct	\$407.47	\$0.00		
Payroll Journal	E 101-46300-102 Public Works Direct	\$6.23	\$0.00		
Payroll Journal	E 601-49440-101 City Administrator	\$69.42	\$0.00		
Payroll Journal	E 101-46300-108 Administrative Assi	\$319.10	\$0.00		
Payroll Journal	E 101-46300-111 Planning Commissi	\$237.50	\$0.00		
Payroll Journal	E 101-46300-121 PERA	\$187.72	\$0.00		
Payroll Journal	E 101-46300-122 FICA-Social Securit	\$168.05	\$0.00		
Payroll Journal	E 101-46300-123 Medicare	\$39.29	\$0.00		
Payroll Journal	E 101-46300-131 Health Insurance	\$79.28	\$0.00		
Payroll Journal	E 221-41000-101 City Administrator	\$3.47	\$0.00		
Payroll Journal	E 221-41000-105 Finance/Billing Cler	\$2.60	\$0.00		
Payroll Journal	E 221-41000-121 PERA	\$0.46	\$0.00		
Payroll Journal	E 221-41000-122 FICA-Social Securit	\$0.35	\$0.00		
Payroll Journal	E 221-41000-123 Medicare	\$0.10	\$0.00		
Payroll Journal	E 101-43100-121 PERA	\$214.97	\$0.00		
Payroll Journal	E 101-46300-101 City Administrator	\$1,825.85	\$0.00		
Transaction Date	12/19/2019	Due 0	Total	\$67,050.00	\$67,050.00

Fund Summary

		Debit	Credit	Difference
Refer -1	101 GENERAL FUND	\$63,625.58	\$63,625.58	In Balance
	221 LAKE IMPROVEMENT DISTRIC	\$7.15	\$7.15	In Balance
	601 WATER FUND	\$1,580.17	\$1,580.17	In Balance
	602 SEWER FUND	\$1,837.10	\$1,837.10	In Balance

For each fund the Debits MUST equal Credits to be In Balance.

Batch Name 121919JE

Refer	67				
Journal Entry	G 601-20510 Safe Wtr Fee-Due to Ot	\$427.83	\$0.00		
Journal Entry	R 601-49440-37100 Water Sales	\$0.00	\$427.83		
Journal Entry	G 101-20515 Building Permit Surchar	\$76.94	\$0.00		
Journal Entry	R 101-46300-32210 Building Permits	\$0.00	\$76.94		
Transaction Date	12/19/2019	Due 0	Total	\$504.77	\$504.77

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Fund Summary

		Debit	Credit	Difference
Refer 67	101 GENERAL FUND	\$76.94	\$76.94	In Balance
	601 WATER FUND	\$427.83	\$427.83	In Balance

For each fund the Debits MUST equal Credits to be In Balance.

Building Permits: December 2019

Parcel #	REASON	ADDRESS	DATE	PERMIT #	Valuation	Permit \$	Review	SSC	Fees
76.41619.0200	Remodel	9157 Athman Rd	12/12/2019	2019-00124	\$ 25,000.00	\$ 101.50	\$ 65.97	\$ 12.40	\$ 179.97
76.42220.0030	Plumbing	660 Ptarmigan Dr	12/13/2019	2019-00125	\$ 3,000.00	\$ 40.00	\$ -	\$ 1.00	\$ 41.00

**City of Rockville, Minnesota
Resolution 2020-02**

Appointment of City Commission Members

It is hereby resolved by the City of Rockville, Minnesota that:

WHEREAS; The Rockville City Council has established citizen advisory commissions to assist in examining issues facing the City and to make recommendations to the City Council for changes or improvements to the organization; and

WHEREAS; The Planning Commission have membership appointment terms of 4 years in length and said terms are staggered such that only a portion of a commission's membership seats are up for appointment in any given year; and

WHEREAS; Planning Commissions include a Council representative(s) which are appointed annually by the City Council; and

WHEREAS; In recent history the Council honors the request for reappointment to an advisory commission a member is currently serving on;

THEREFORE; The Rockville City Council hereby appoints / reappoints the following individuals to seats on the City's advisory commissions:

<u>Name</u>	<u>City Commission</u>	<u>Expiration Date of New Term</u>
Bill Becker	Planning	December 31, 2020*
Open	Planning	December 31, 2020
Chad Schmitz	Planning	December 31, 2022
Brian Herberg	Planning	December 31, 2020*
Cory Schreifels	Planning	December 31, 2021

* Council representative appointed annually by the City Council

Adoption by the City Council of the City of Rockville on this 8th day of January, 2020.

Duane Willenbring, Mayor

ATTEST:

Martin M. Bode, City Administrator

ORDINANCE NO. 2020-104

AN ORDINANCE AUTHORIZING CITY OF ROCKVILLE TO CHARGE FOR EMERGENCY PROTECTION FIRE SERVICES FOR PROPERTY WITHIN THE CITY

The City Council of Rockville, Minnesota ordains:

SECTION ONE: PURPOSES AND INTENT

This ordinance is adopted for the purpose of authorizing the City of Rockville to charge for fire service as authorized by Minn. Stat. §§ 366.011, 366.012, and 415.01.

SECTION TWO: DEFINITIONS

- (A) “Fire service” means any deployment of firefighting personnel and/or equipment to extinguish a fire or perform any preventative measure in an effort to protect equipment, life, or property in an area threatened by fire. It also includes the deployment of firefighting personnel and/or equipment to provide fire suppression, rescue, extrication, and any other services related to fire and rescue as may occasionally occur.
- (B) “Fire service charge” means the charge imposed by the City for receiving fire service.
- (C) “Motor vehicle” means any self-propelled vehicle designed and originally manufactured to operate primarily upon public roads and highways, and not operated exclusively upon railroad tracks. It includes semi-trailers. It does not include snowmobiles, manufactured homes, all-terrain vehicles, or park trailers.
- (D) “Fire protection contract” means a contract between the City and a town or other city for the City to provide fire service.
- (E) “Mutual aid agreement” means an agreement between the City and a town or other city for the City’s fire department to provide assistance to the fire department of a town or other city.

SECTION THREE: PARTIES AFFECTED

- (A) Owners of property within the City who receive fire service.
- (B) Anyone who receives fire service as a result of a motor vehicle accident or fire within the City.
- (C) Owners of property in towns or cities to which the City provides fire service pursuant to a fire protection contract.

Type of Service to be billed for but not limited to:

Fire Calls
Accident Calls
Traffic Accident with or without Extraction
Vehicle Fire
False Alarm
Grass Fire/Structural with or without permit
Knox Box
Loads of Water

Supplies (i.e. foam)
Medical Responses

SECTION FOUR: RATES

See the City of Rockville’s Fee Schedule for fine amounts.

SECTION FIVE: BILLING AND COLLECTION

- (A) Parties requesting and receiving fire services may be billed directly by the City. Additionally, if the party receiving fire services did not request services but a fire or other situation exists which, at the discretion of the fire department personnel in charge requires fire service, the party will be charged and billed. All parties will be billed whether or not the fire service is covered by insurance. Any billable amount of the fire charge not covered by a party’s insurance remains a debt of the party receiving the fire service.
- (B) Parties billed for fire service will have 30 days to pay. If the fire service charge is not paid by that time, it will be considered delinquent and the City will send a notice of delinquency.
- (C) If the fire service charge remains unpaid for 30 days after this notice of delinquency is sent, the City will use all practical and reasonable legal means to collect the fire service charge. The party receiving fire service shall be liable for all collection costs incurred by the City including, but not limited to, reasonable attorney fees and court costs.
- (D) If the fire service charge remains unpaid for 30 days after the notice of delinquency is sent, the City Council may also, on or before October 15 of each year, certify the unpaid fire service charge to the county auditor in which the recipient of the services owns real property for collection with property taxes. The county auditor is responsible for remitting to the city all charges collected on behalf of the city. The City must give the property owner notice of its intent to certify the unpaid fire service charge by September 15.
- (E) False alarms will be billed as per fee schedule.

SECTION SIX: MUTUAL AID AGREEMENT

When the City fire department provides fire service to another fire department pursuant to a Mutual Aid Agreement, the billing will be determined by the Mutual Aid Agreement.

SECTION SEVEN: APPLICATION OF COLLECTIONS TO BUDGET

All collected fire charges will be city funds and used to offset the expenses of the City fire department in providing fire services or the purchase of fire equipment.

SECTION EIGHT: EFFECTIVE DATE

The ordinance shall become effective upon publication.

Passed by the City Council of Rockville, Minnesota, this 8th day of January, 2020.

Duane Willenbring, Mayor

Attested:

Martin M. Bode, City Administrator-Clerk

ORDINANCE NO. 2020-105
ORDINANCE AMENDING CERTAIN SECTIONS OF THE CITY OF ROCKVILLE ZONING CODE

**THE CITY COUNCIL OF THE CITY OF ROCKVILLE STEARNS COUNTY, MINNESOTA DOES
HEREBY ORDAIN:**

SECTION 8:

Amend Rockville's Zoning Ordinance SECTION 8: RULES AND DEFINITIONS

Subdivision 2: DEFINITIONS

**"INTERSTATE 94 CORRIDOR" means Interstate 94 East and West of Highway 23 abutting
Rockville city limits.**

SECTION 9:

Amend Rockville's Zoning Ordinance SECTION 9: General Requirements Subdivision 2 D by:

Subdivision 2: ACCESSORY BUILDINGS

D. Location on Property. Accessory structures must be located on the property as
provided in this paragraph:

1. In all Residential Districts (i.e. R-1, R-2, R-3 and **RR**) detached accessory buildings
may only be located in the rear yard and side yard of the lot, except as required by
Section 9, subd. 2(D)(2) or allowed by Section 9, subd. 2(D)(3)

SECTION 12:

Amend Rockville's Zoning Ordinance SECTION 12 Signs by:

Subdivision 16: SIGN STANDARDS FOR GENERAL BUSINESS DISTRICT (B-2)

- A. Permitted signage. Except as included below, all sign types are prohibited. The following
sign types are permitted:
 1. One Freestanding sign per lot, **except Interstate 94 corridor two (2)
freestanding per lot no closer than 500 feet, and**
- B. Maximum sign area.
 3. Maximum sign area of Freestanding signs.
 - a. If ~~faci~~**ng-abutting** Trunk Highway 23 – Three hundred (300) square feet.
 - b. If ~~faci~~**ng-abutting** other arterial or collector street – One hundred-twenty-
five (125) square feet.
 - c. If ~~faci~~**ng-abutting** local street – One hundred (100) square feet.
 - d. **Interstate 94 corridor 800 feet**
- C. Maximum height of freestanding signs.
 1. If ~~faci~~**ng-abutting** Trunk Highway 23 – ~~Twenty-two (22)~~ **Thirty (30)** feet.
 2. If ~~faci~~**ng-abutting** other arterial or collector street – Twenty (20) feet.
 3. If ~~faci~~**ng-abutting** local street – Eighteen (18) feet.
 4. **Interstate 94 corridor 85 feet.**

Subdivision 17: SIGN STANDARDS FOR INDUSTRIAL DISTRICTS (I-1/I-2)

- A. Permitted signage. Except as included below, all sign types are prohibited. The following
sign types are permitted:
 1. One Freestanding sign per lot, and **except Interstate 94 corridor two (2)
freestanding per lot no closer than 500 feet.**
- B. Maximum sign area.
 3. Maximum sign area of Freestanding signs.
 - a. If ~~faci~~**ng-abutting** Trunk Highway 23 – Three hundred (300) square feet.
 - b. If ~~faci~~**ng-abutting** other arterial or collector street – ~~One hundred (100)
square feet.~~ **One hundred-twenty-five (125) square feet.**
 - c. If ~~faci~~**ng-abutting** local street – ~~Seventy-five (75) square feet.~~ **One**

- hundred (100) square feet.
- d. Interstate 94 corridor 800 feet

- C. Maximum height of freestanding signs.
 - 1. If ~~acing~~ **abutting** Trunk Highway 23 – ~~Twenty (20) feet.~~ **Thirty (30) feet.**
 - 2. If ~~acing~~ **abutting** other arterial or collector street – ~~Eighteen (18) feet.~~ **Twenty (20) feet.**
 - 3. If ~~acing~~ **abutting** local street – ~~Sixteen (16) feet~~ **Eighteen (18) feet.**
 - 4. **Interstate 94 corridor 85 feet.**

**SECTION 16A:
Amend Rockville’s Zoning Ordinance SECTION 16A Rural Residential District Subdivision 3 by:
Subdivision 3 - PERMITTED ACCESSORY USES**

The following accessory uses and structures are permitted subject to the performance and general development standards contained in of this Ordinance.

- a. Accessory buildings (~~For Residential and Agricultural uses~~)
 - 1) ~~ACCELERATED ACCESSORY STRUCTURE – Private garages~~ **Are permitted in all residential districts and rural residential (RR) based on the following accelerated structure and providing the exterior materials on the roof and side walls are visually similar to, comparable in quality/durability, and harmonious with the roof and side walls materials on the principal structure.**
 - 10,200 SF to 13,000 SF = 600 SF Building with 8’ Side Walls**
 - 13,000 SF to 18,000 SF = 900 SF “ “ 10’ “**
 - 18,000 SF to 25,000 SF = 1,100 SF “ “ 10’ “**
 - 25,000 SF to 35,000 SF = 1,200 SF “ “ 12’ “**
 - 35,000 SF to 45,000 SF = 1,500 SF “ “ 12’ “**
 - with 15’ setback from main structure**
 - 45,000 SF to 65,000 SF = 1,800 SF “ “ 14’ “**
 - with 20’ setback from main structure**
 - 65,000 SF to 70,000 SF = 2,000 SF “ “ 14’ “**
 - (because of higher side walls)**
 - 70,000 SF to 85,000 SF = 2,400 SF “ “ 14’ “**

EFFECTIVE DATE: This ordinance shall become effective upon its passage and publication in the official newspaper.

Dated this 8th day of January, 2020.

ATTEST:

MARTIN M. BODE
ADMINISTRATOR/CLERK

DUANE WILLENBRING
MAYOR

Published: Cold Spring Record

SEAL

Published: Cold Spring Record
January 14, 2020

**CITY OF ROCKVILLE, MN
ORDINANCE 2020-103**

**ORDINANCE APPROVING REZONING APPLICATION
FOR LYSA MARIE NEITZKE dba LMN PROPERTIES LLC**

WHEREAS, Lysa Marie Neitzke dba LMN Properties LLC has submitted an application to Rezone their parcel from Ag-40 to RR; and

WHEREAS, the application was reviewed by the Rockville City Planning Commission at their January 7, 2020 Planning Commission Meeting, and;

WHEREAS, the Planning Commission held a Public Hearing for the Rezoning application on January 7, 2020; and

WHEREAS, persons wishing to address the Planning Commission were given an opportunity to do so; and

WHEREAS, proper notification and publication had been given; and

WHEREAS, the Planning Commission after discussion was in favor of rezoning of Lysa M Neitzke dba LMN Properties LLC from Ag-40 to RR and to forward this application on to the Rockville City Council for their consideration.

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF ROCKVILLE, STEARNS COUNTY, MINNESOTA that the Lysa Marie Neitzke Property dba LMN Properties LLC as described below is Rezoned from Ag-40 to RR.

Existing Legal Description per Doc. No. 1318001

The South One-Half (S1/2) of the North Three Quarters (N3/4) of the Southeast Quarter (SE1/4) of Section Five (5), Township One Hundred Twenty Three (123), Range Twenty-nine (29) West, Stearns County, Minnesota, described as follows:

Commencing at the southeast corner of said Section 5; thence northerly along the east line of the Southeast Quarter (SE1/4) of said Section 5 on an assumed bearing of North 1 degree 46 minutes 34 seconds West for 682.78 feet to the southeast corner of said S1/2 N3/4 SE1/4 said point being the point of beginning; thence continue North 1 degree 46 minutes 34 seconds West along said east line of the Southeast Quarter of Section 5 for 1024.17 feet to the northeast corner of said S1/2 N3/4 SE1/4; thence South 88 degrees 29 minutes 50 seconds West, along the north line of said S1/2 N3/4 SE1/4 for 2689.76 feet to the northwest corner of said S1/2 N3/4 SE1/4; thence South 1 degree 57 minutes 06 seconds East, along the west line of said SE1/4 of Section 5 for 994.51 feet to the southwest corner of said S1/2 N3/4 SE1/4; thence North 89 degrees 07 minutes 48 seconds East, along the south line of said S1/2 N1/4 SE1/4 for 2687.07 feet to the point of beginning.

Adopted this 8th day of January, 2020.

ATTEST:

**MARTIN M. BODE
ADMINISTRATOR/CLERK**

**DUANE WILLENBRING
MAYOR**

**CITY OF ROCKVILLE, MN
RESOLUTION NO. 2020-03**

RESOLUTION APPROVING Qualified Minor Subdivision in an RR ZONING DISTRICT

WHEREAS; an application for a Qualified Minor Subdivision has been received from Lysa Marie Neitzke dba LMN Properties LLC in a RR zoning district and;

WHEREAS; Total acres of the parcel prior to subdivision is 60 +/- acres; and

WHEREAS; the purpose of the Qualified Minor Subdivision is split off 5.00 +/- acres of the current building site. and,

WHEREAS; Said application was reviewed by the Rockville City Planning Commission at their January 7, 2020 Planning Commission Meeting, and;

WHEREAS; no public hearing is required for this application, and;

WHEREAS; the Planning Commission after discussion approved the application request and forwards this application on to the Rockville City Council for their consideration.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF ROCKVILLE, STEARNS COUNTY, MINNESOTA:

- 1. The application for Qualified Minor Subdivision to split off 5.00 +/- acres is hereby approved at:**

Lysa Marie Neitzke dba LMN Properties LLC Parcel I.D. No. 76.41608.0800, Section 5, Township 123, Range 029.

Adopted this 8th day of January, 2020.

ATTEST:

**MARTIN M. BODE
ADMINISTRATOR/CLERK**

**DUANE WILLENBRING
MAYOR**

NEITZKE/LMN PROPERTIES LLC STAFF REPORT

January 7 and January 8, 2020

Rockville Planning Commission / City Council

RE: (1) Rezoning Application 60 +/- acre parcel Ag-40 to RR
(2) Qualified Minor Subdivision of 5 acre building Site

Owner: Lysa Marie Neitzke dba LMN Properties LLC

Address: 25287 County Road 139, all in Section (5) in Township one hundred twenty-three (123), Range twenty-nine (29), Stearns County, Rockville, Minnesota. Parcel No. 76.41608.0800.

Request:

1. Rezone 60-acre parcel from Ag-40 to RR
2. Qualified Minor Subdivision of the 5-acre building site

Relevant Information:

1. Property contains 60 +/- acres.
2. Purpose of rezoning request is to subdivide as per Section 16A RR.
3. 1st subdivision application is a Qualified Minor to subdivide the 5-acre building site.
4. Additional subdivision of the remaining 55 acres by platting is anticipated.
5. Applicant is aware of wetland requirements as administered/governed by Stearns County Environmental Services.
6. 10 notices of public hearing were sent out.
7. Rezoning DOES require a public hearing and does require Planning Commission/Council approval.
8. Qualified Minor Subdivisions DO NOT require a public hearing but does require Planning Commission/Council approval.

Recommendation:

Submitted by:
Martin M. Bode
Zoning Administrator

CITY OF ROCKVILLE

REQUEST TO CHANGE ZONING DISTRICT

The information on this form must be typed or printed legibly. State law requires that a public hearing must be held to rezone property. The applicant **must** attend the public hearing to discuss the request, which will be held before the Planning Commission. The Planning Commission shall make a report to the City Council upon any application for rezoning and shall recommend to the City Council (³/₄ vote required) whatever action it deems advisable. The Planning Commission meeting is held the 1st Tuesday of each month at 6:00 p.m. The City Council meetings at which zoning issues will be considered are held on the 2nd Wednesday of each month at 6:00 p.m.

Owner's Name: Lysa Marie Neitzke -Dba LMN Properties LLC

Applicant's Name: Robert Neitzke

Property Address: PO Box 247 Sauk Rapids MN 56379

Phone: 320-980-1599

Presently Zoned: A-40 Requested Zoning: RR Rural Residential

The Applicant must provide a legal description (from abstract/deed) for the property. The City will **not** be responsible for utilizing an incorrect legal description. This information is required to make sure that maps are properly updated, and that the project that follows the rezoning conforms to the Zoning Ordinance. Please write the legal description here; if it is lengthy, you may attach on a separate sheet (in this case write "see attached sheet").
-See Attachment A

Signature of Applicant:  Lysa Neitzke Date: 11/26/2019
11/26/2019 2:36:08 PM CST

Do not check the boxes below (this section listed below must be completed by the Zoning Administrator). The Zoning Administrator will check "yes" if the applicant has met that specific requirement or there is an unusual reason that the requirement does not apply (in which case the reason must be noted in the space provided).

YES NO # Item

1. **Fee Paid.** The Applicant must submit payment for the rezoning application fee of **\$200.00** prior to processing this application. Once the notice has been sent to the *Cold Spring Record*, the fee is non-refundable.

2. **Site Plan.** A site plan of the *proposed* use of the property *after* the property has been rezoned must be submitted with this application. The site plan must be neatly drawn **to scale**; grid paper is available at City Hall if needed. Be sure to draw, label and show dimensions for:

- | | | |
|---|--|---|
| <input type="checkbox"/> All Buildings | <input type="checkbox"/> North Directional Arrow | <input type="checkbox"/> Streets |
| <input type="checkbox"/> Alleys | <input type="checkbox"/> Sidewalks | <input type="checkbox"/> Property Lines |
| <input type="checkbox"/> Lot Dimensions | <input type="checkbox"/> Driveways & All Curb Cuts | <input type="checkbox"/> Decks |
| <input type="checkbox"/> Wells | <input type="checkbox"/> Utility Sheds | <input type="checkbox"/> Easements |

3. **Floodplain or Shoreland District.** The Zoning Ordinance requires that staff shall determine whether or not the property is located within either the Floodplain or Shoreland District. If so, there are likely additional restrictions that apply. Indicate below whether the property lies within either of these districts after you've consulted with City staff. If so, a copy of the notice of public hearing must be sent to the Commissioner of Natural Resources.

Yes No Is the property located within a Floodplain District?
 Yes No Is the property located within a Shoreland District?

4. **Legal description.** The applicant must provide an electronic copy of an accurate legal description to the Zoning Administrator. This should be accomplished by E-mailing the legal description in Microsoft Word format to mbode@rockvillecity.org

5. **Hearing Date.** The date of the Public Hearing will generally be scheduled for the Planning Commission meeting nearest the date that the application is submitted if possible. That date may be impacted by other factors, however. The applicant should be notified of the *probable* date of the hearing at the time that the application is submitted.

_____ Public Hearing and Planning Commission meeting date.
 _____ City Council meeting date (³/₄ vote required).

6. **Narrative.** The applicant must provide a written explanation of the purpose for requesting the rezoning. The narrative should explain **in detail** what action will be taken with the property once the property has been rezoned. Be sure to include arguments why approving the request is a good idea for the *community*. Please write the narrative here; if it is lengthy, you may attach on a separate sheet (in this case write "See attached sheet").

Staff use only.	
Planning Commission Decision: _____	Date: _____
City Council Decision: _____	Date: _____
Comments: _____	



**City of Rockville,
Minnesota**
Granite - Heart of the City

Legend

-  City Limits
- Roads**
-  Interstate
-  State Highways
-  County Highways
-  Local Roads
-  PWI Watercourse
-  PWI Basin

**25287 CR 139
Rezone Ag40-RR**



Disclaimer:
This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Rockville is not responsible for any inaccuracies herein contained.

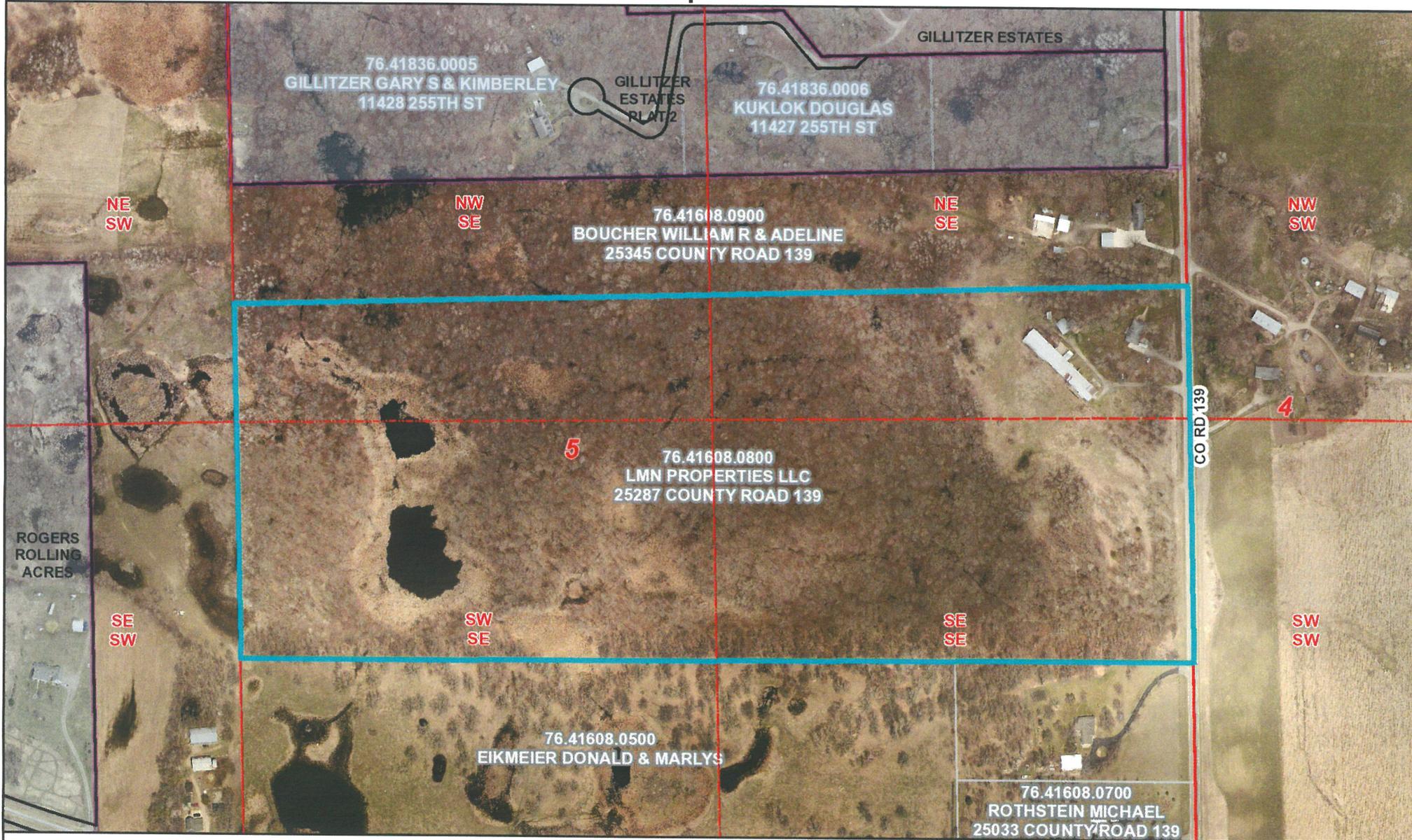
0 2,107 Feet

© Bolton & Menk, Inc - Web GIS 12/23/2019 11:25 AM



**BOLTON
& MENK**
Real People. Real Solutions.

Map Title



Parcel ID 76.41608.0800
Acreage 60
Sec/Twp/Rng 5-123-29
Legal Plat

Property Address 25287 COUNTY ROAD 139
 ST CLOUD, MN 56301-9719

Owner Address LMN PROPERTIES LLC
 SAUK RAPIDS MN 56379

District 7605 ROCKVILLE CITY 750
Class 2B-Rural Vacant Land/Non-Productive - Non Homestead, 4C12-Seasonal recreational
Brief Tax Description residential - Non Commercial,

Auditor/Treasurer
 Division of Land Management
 October 29, 2019



Data is as represented in Stearns County Databases. It is NOT Intended for Locational Use and Stearns County waives all liability from this product.



This map is made available on an "as is" basis, without express or implied warranty of any sort including, specifically, any implied warranties of fitness for a particular purpose, warranties of merchantability or warranties relating to the accuracy or completeness of the database(s).

Attachment A

Existing Legal Description per Doc. No. 1318001

The South One-Half (S1/2) of the North Three Quarters (N3/4) of the Southeast Quarter (SE1/4) of Section Five (5), Township One Hundred Twenty Three (123), Range Twenty-nine (29) West, Stearns County, Minnesota, described as follows:

Commencing at the southeast corner of said Section 5; thence northerly along the east line of the Southeast Quarter (SE1/4) of said Section 5 on an assumed bearing of North 1 degree 46 minutes 34 seconds West for 682.78 feet to the southeast corner of said S1/2 N3/4 SE1/4 said point being the point of beginning; thence continue North 1 degree 46 minutes 34 seconds West along said east line of the Southeast Quarter of Section 5 for 1024.17 feet to the northeast corner of said S1/2 N3/4 SE1/4; thence South 88 degrees 29 minutes 50 seconds West, along the north line of said S1/2 N3/4 SE1/4 for 2689.76 feet to the northwest corner of said S1/2 N3/4 SE1/4; thence South 1 degree 57 minutes 06 seconds East, along the west line of said SE1/4 of Section 5 for 994.51 feet to the southwest corner of said S1/2 N3/4 SE1/4; thence North 89 degrees 07 minutes 48 seconds East, along the south line of said S1/2 N1/4 SE1/4 for 2687.07 feet to the point of beginning.

Suggested Legal Description for Tract A

That part of the Northeast Quarter (NE1/4) of the Southeast Quarter (SE1/4) of Section Five (5), Township One Hundred Twenty Three (123), Range Twenty-nine (29) West, Stearns County, Minnesota, described as follows:

Commencing at the southeast corner of said Section 5; thence northerly along the east line of the Southeast Quarter (SE1/4) of said Section 5 on an assumed bearing of North 1 degree 46 minutes 34 seconds West for 1365.56 feet to the southeast corner of said NE1/4 SE1/4, said point being the point of beginning;

thence continue North 1 degree 46 minutes 34 seconds West along said east line of the Southeast Quarter of Section 5 for 341.39 feet to the northeast corner of the South One-Half (S1/2) of the North Three Quarters (N3/4) of the Southeast Quarter (SE1/4) of said Section 5;

thence South 88 degrees 29 minutes 50 seconds West, along the north line of said S1/2 N3/4 SE1/4 for 591.48 feet;

thence South 1 degree 46 minutes 34 seconds East 339.03 feet to the south line of said NE1/4 SE1/4;

thence South 88 degrees 42 minutes 29 seconds East, along the last described south line for 608.50 feet to the point of beginning.

Suggested Legal Description for Tract B

The South One-Half (S1/2) of the North Three Quarters (N3/4) of the Southeast Quarter (SE1/4) of Section Five (5), Township One Hundred Twenty Three (123), Range Twenty-nine (29) West, Stearns County, Minnesota, described as follows:

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thence South 88 degrees 29 minutes 50 seconds West, along the north line of said S1/2 N3/4 SE1/4 for 591.48 feet;

thence South 1 degree 46 minutes 34 seconds East 339.03 feet to the south line of said NE1/4 SE1/4;

thence South 88 degrees 42 minutes 29 seconds East, along the last described south line for 608.50 feet to the point of beginning.

**NOTICE OF PUBLIC HEARING
CITY OF ROCKVILLE**

Notice is hereby given that the Rockville Planning Commission will hold a public hearing on **Tuesday, January 7, 2020 at approximately 6:00 p.m. at Rockville City Hall – 229 Broadway Street East** to consider Ordinance 2020-103 regarding the request of Lysa Marie Neitzke dba LMN Properties LLC to rezone their property from Ag-40 to RR. The address of the property is: 25287 CR 139, Rockville, MN with a Parcel No. 76.41608.0800. A complete copy of the proposed ordinance is available for inspection by any person during regular office hours at the City Administrator-Clerk's office or on the City of Rockville web site at www.rockvillecity.org.

The request is rezone from Ag-40 to RR.

All persons attending the hearing and wishing to address the Planning Commission will have an opportunity to do so. Those not able to be present at this meeting should submit their opinions in writing to the Rockville City Administrator, P.O. Box 93, Rockville MN 56369 prior to the hearing.

Martin M. Bode
City Administrator/Clerk

Publish December 24, 2019
Cold Spring Record

In accordance with federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.)
To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, room 326-w, Whitten Building, 1400 Independence Ave, SW, Washington, D.C. 20250-9410 or call (202) 720-5964 (voice & tdd). USDA is an equal opportunity provider and employer.

STATE OF MINNESOTA)
)ss.
COUNTY OF STEARNS)

AFFIDAVIT OF SERVICE

Debbie R. VanHeel, being duly sworn, on oath says that at the City of Rockville in said County and State, on the **23rd** day of **December, 2019**, he/she served the annexed Notice on see attachment, the person therein named, personally, by then and there handing to and leaving with him/her a true and correct copy of said Notice.

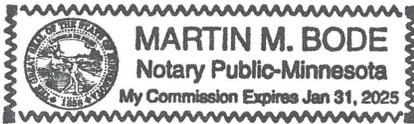


Signature

Subscribed and sworn to before me this 23 day of December, 2019.



Notary Public Signature



Notary Public Stamp

Name	Address	City
BERNADINE E MASSMANN TRUST	25232 COUNTY ROAD 139	ST CLOUD MN 56301
BRIAN J & KATHLEEN M STANGER	25022 HALFMAN RD	ST CLOUD MN 56301-9746
DONALD & MARLYS EIKMEIER	24992 HALFMAN RD	ST CLOUD MN 56301-9759
DOUGLAS KUKLOK	11427 255TH ST	SAINT CLOUD MN 56301
DUANE P & DIANE WILLENBRING	25123 COUNTY ROAD 139	ST CLOUD MN 56301-9719
GARY S & KIMBERLEY GILLITZER	11428 255TH ST	ST CLOUD MN 56301
JEFFREY D & JANEL A LAHR	25046 HALFMAN RD	ST CLOUD MN 56301-9746
LMN PROPERTIES LLC	PO BOX 367	SAUK RAPIDS MN 56379
MICHAEL ROTHSTEIN	PO BOX 20	ROCKVILLE MN 56369-0020
WILLIAM R & ADELIN BOUCHER	25345 COUNTY ROAD 139	ST CLOUD MN 56301-9719

10 Notices

**CITY OF ROCKVILLE, MINNESOTA
QUALIFIED MINOR SUBDIVISION**

**QM Subdivision Fee: \$100.00 + Recording Fee \$46.00 (per document)
Need separate checks: 1 for QM Subdivision Fee & 1 for Recording Fee(s)**

PLEASE NOTE: any costs (i.e. legal, engineering, administrative, etc.) incurred over and above the application fee are the responsibility of the petitioner.

Date Submitted: _____
(Must submit at least ten (10) days prior to the next Planning Commission)

Parcel (1) # 76.41608.0800

Parcel (2) # TBD

Location: Section 05 Township 123 Range 029

Legal Description parcel (1): See attachment A

Legal Description parcel (2): See attachment A

Owner's Name Lysa M Neitzke Phone 320-980-1599
First Name Middle Initial Last Name

Address PO Box 247 Sauk Rapids MN 56379

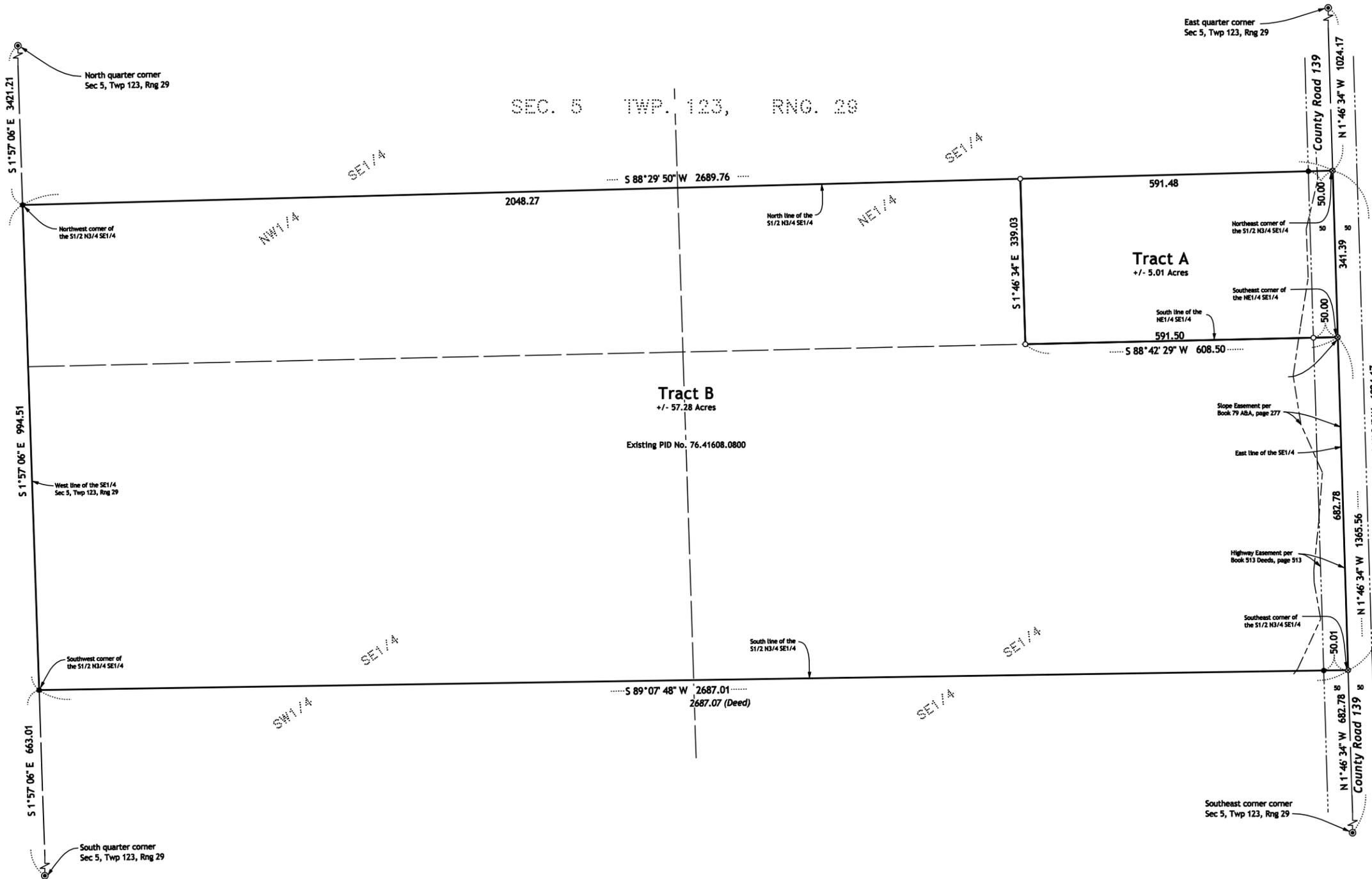
Email: bneitzke@gatr.net

The following must be submitted:
___ Certificate of Survey – one (1) copy 11"x 17" or PDF copy.

AuthentisIGN
Lysa Neitzke
Signature _____
11/26/2019 2:36:39 PM CST

11/26/2019
Date _____

Office Use Only:
R# _____ 101.41000.34103 Check # _____ Date _____ Qualified Minor \$100.00 Permit # _____
R# _____ 101.41000.34102 Check # _____ Date _____ Recording Fee \$46.00 Permit # _____



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Suggested Legal Description for Tract B
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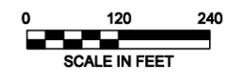
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- LEGEND OF PROPERTY BOUNDARY SYMBOLS
- SET IRON PIPE WITH CAP STAMPED "DELEO 40341"
 - FOUND IRON MONUMENT
 - ⊗ SET MAGNETIC "PK" NAIL

ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE STEARNS COUNTY COORDINATE SYSTEM NAD 83 (1986 HARN ADJ.)



NO.	REVISIONS SINCE INITIAL SURVEY DATED	DATE

13 North 11th Avenue
St. Cloud, MN 56303
320-258-1288

KRAMER LEAS DELEO

SURVEYING • ENGINEERING • PLANNING
BRAINERD ST. CLOUD

I HEREBY CERTIFY THAT THIS PLAN, SURVEY, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Signature: *Samuel J. DeLeo* 11/12/2019
Samuel J. DeLeo, MN License No. 40341 Date

PROJECT NO. NEIB1902

CERTIFICATE OF SURVEY

Administrative Subdivision Survey

Bob Neitzke
25287 County Road 139
City of St. Cloud, County of Stearns, State of Minnesota
Located in Section 5, Township 123 North, Range 29 West

From: Sam DeLeo <deleo@kldland.com>
Sent: Wednesday, November 13, 2019 9:28 AM
To: Martin Bode
Cc: Cory Ehlert
Subject: Admin Split for Bob Neitzke;
Attachments: COS NEITB1902_2019.11.12_11x17.pdf; Aerial.pdf; Legal Desc_2019.11.12.docx

Good morning Marty.

Attached is the certificate of survey, legal descriptions, and a GIS map for Bob Neitzke's split.

There is about 50 feet from the chicken barn to the new south line of Tract A so we meet setbacks fine. There are also two existing entrances, one for each new parcel.

Let me know if you need anything else or if you have questions.

Sam DeLeo, PLS

deleo@KLDland.com

Office 320-259-1266 Mobile 320-492-1824 Fax 320-259-8811

Kramer Leas DeLeo, P.C. 13 North 11th Ave. St. Cloud, MN 56303

**CITY OF ROCKVILLE, MN
RESOLUTION NO. 2020-04**

A RESOLUTION GRANTING VARIANCE TO CONSTRUCT 30-FOOT-HIGH SIGN IN AN I-1 ZONING DISTRICT

WHEREAS, A request for a variance has been received from Frances Lenzmeier dba Mastermark / Stickney Hill Dairy for a variance to construct a 30-foot-high sign in an I-1 zoning district, and;

WHEREAS, The Rockville Planning Commission held a Public Hearing on January 7, 2020, 6:00 p.m., and;

WHEREAS, Proper notification and publication had been given, and;

WHEREAS, All persons were given an opportunity to be heard on said request.

WHEREAS, The Rockville Planning Commission did approve the Frances Lenzmeier dba Mastermark / Stickney Hill Dairy Variance application and recommends the Rockville City Council approve the variance request.

NOW, THEREFORE, PER MINNESOTA STATUTE 462.3595, BE IT RESOLVED BY THE CITY COUNCIL OF ROCKVILLE, STEARNS COUNTY, MINNESOTA:

1. Said approval will not create undue hardship, is a unique circumstance, and applies to the individual property.
2. That granting of the variance will not be detrimental to the public health, safety, comfort and general welfare of the City.

Adopted this 8th day of January, 2020.

ATTEST:

SEAL:

Martin M. Bode
City Administrator

Duane Willenbring
Mayor

STICKNEY HILL DAIRY STAFF REPORT

January 7 and January 8, 2020

Rockville Planning Commission; City Council

Re: Variance Request by

Owner: Frances J. Lenzmeier dba Master Mark Inc. / Stickney Hill Dairy

Applicant: Stickney Hill Dairy

PIN: 76.42146.0810

Property Address: 1380 Prairie Drive, Rockville MN

Variance Requested:

Construct/erect a new 30-foot high free-standing sign - (Section 12, Subd 17.C.1 – If facing Trunk Highway 23 – Twenty (20) feet).

Relevant Information:

1. Property is zoned I-1.
2. Property has 2.74 +/- acres.
3. Neighboring sign is by a variance 30 feet high (10.01.03).
4. 11 Public Hearing notices were mailed out.

Action:

1. Findings of Fact

Recommendation:

1. Consider Approval

Submitted by:
Martin M. Bode
Zoning Administrator

**CITY OF ROCKVILLE
 VARIANCE REQUEST APPLICATION
 APPLICATION Fee \$200 and RECORDING Fee \$46.00 (per document)
 Separate checks: 1 for Variance Request & 1 for Recording Fee(s)**

Need a Copy of Deed

PLEASE NOTE: any costs (i.e. legal, engineering, administrative, Stearns County fees, etc.) incurred over the application fee will be the responsibility of the petitioner.

PROPERTY LOCATION/ADDRESS: 1380 Prairie DR.

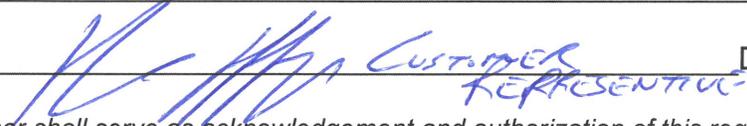
LEGAL DESCRIPTION: _____ PARCEL#: _____ ZONING: _____

EXPLANATION OF REQUEST: Permanant Sign Height to 30' OAH

If replacing an existing structure, what will be done with the old structure? _____

Has a variance request been made previously on this property? No If yes, when? _____

PROPERTY OWNER:

Name (Print):	<u>Mastermark Inc.</u>	Phone:	<u>320.686.0240</u>
	<small>First Name Middle Initial Last Name</small>		
Address:	<u>1380 Prairie Dr Rockville MN 56320</u>		
Signature (required):		Date:	<u>12/9/19</u>
<small>*Signature of property owner shall serve as acknowledgement and authorization of this request.</small>			

APPLICANT:

Name (Print):	<u>Stickney Hill Dairy</u>	Phone:	<u>320.686.0240</u>
Address:	<u>1380 Prairie Dr Rockville MN 56320</u>		
Signature (required):		Date:	<u>12/9/19</u>
<i>I hereby certify that I have read the above information and I agree with the terms.</i>			

STAFF USE ONLY:

Permit#	_____
R#	_____ Variance Application Fee Check # _____ Date _____ 101.41000.34103 \$200.00
R#	_____ Reimb. for Invoice Check# _____ Date _____ 101.41000-34102 \$46.00

CITY OF ROCKVILLE
VARIANCE REQUEST APPLICATION
APPLICATION Fee \$200 and RECORDING Fee \$46.00 (per document)
 Separate checks: 1 for Variance Request & 1 for Recording Fee(s)

Need a Copy of Deed

PLEASE NOTE: any costs (i.e. legal, engineering, administrative, Stearns County fees, etc.) incurred over the application fee will be the responsibility of the petitioner.

PROPERTY LOCATION/ADDRESS: 1380 PRAIRIE DR

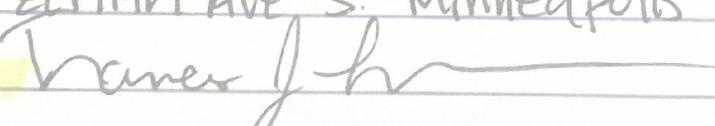
LEGAL DESCRIPTION: _____ PARCEL#: _____ ZONING: _____

EXPLANATION OF REQUEST: PERMANANT SIGN HEIGHT
TO 30' OAH

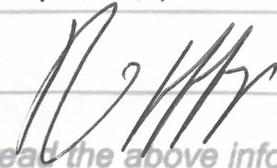
If replacing an existing structure, what will be done with the old structure? _____

Has a variance request been made previously on this property? _____ If yes, when? _____

PROPERTY OWNER:

Name (Print): Master Mark Francis J Lenzmeier Phone: 3106216152
First Name Middle Initial Last Name
 Address: 3822 Zenith Ave S. Minneapolis MN 55410
 Signature (required):  Date: 12/16/19
**Signature of property owner shall serve as acknowledgement and authorization of this request.*

APPLICANT:

Name (Print): STICKNEY HILL DAIRY Phone: 320.686.0240
 Address: 1380 PRAIRIE DR ROCKVILLE, MN 56320
 Signature (required):  CUSTOMER REPRESENTATIVE Date: 12/16/19
I hereby certify that I have read the above information and I agree with the terms.

STAFF USE ONLY:

Permit# _____
 R# _____ Variance Application Fee Check # 19259 Date 12-18-19 101.41000-34103 \$200.00
 R# _____ Reimb. for Invoice Check # 19260 Date 12-18-19 101.41000-34102 \$46.00

PAID

VARIANCE JUSTIFICATION FORM

Please use this form to explain how your variance request meets the three requirements for a variance.

• Practical difficulties:

- Request to raise permanent sign height to 30' OAH as is "Freedom Auto"
- Distance to East bound traffic is 200' minimum - more at greater distances along with west bound traffic obstruction

• Unique circumstances:

- 4-lane Trunk Hwy 23
- Lower elevation on Prairie Dr.
- Match "Freedom Auto" Permanent Sign 30'

• Applies to the individual property:

- Lower elevation/grade on Prairie Dr.
- East bound traffic flow obstructed by west bound traffic

A variance cannot be granted unless evidence is presented that satisfies, at a minimum, the three conditions above. Failure to adequately provide such information may result in a denial or your request for a variance (attach additional sheets if necessary).

USE THE BACK OF THIS FORM TO LIST ALL ADJOINING PROPERTY OWNERS WITHIN 350 FEET OR NEAREST 10 PROPERTY OWNERS, WHICHEVER IS GREATEST.

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

APPEALS AND ADMINISTRATIVE DECISIONS

Appeals of decisions of the Zoning Administrator will be heard by the City Council provided that the person making the appeal files an application for a hearing within thirty (30) days after the decision to be appealed was delivered to the applicant by the Zoning Administrator. The following procedure will be followed:

1. **Application**. The person making the appeal must apply for a hearing before the City Council on forms provided by the Zoning Administrator.
2. **Notice and Hearing**. The City Council will schedule a hearing on the appeal.
 - a) At least ten (10) days prior to the hearing a notice will be published in the official county newspaper.
 - b) The City Council will make their decision within thirty (30) days of the public hearing or may extend the time for consideration as permitted by state law.

LAPSE OF VARIANCE

If within one (1) year after granting a Variance the work permitted is not started, such variance shall become null and void unless a petition for an extension has been approved by the City Council.

THE STEPS:

1. **Provide a complete application** by the 1st Tuesday of the month to be on the *following* month's Planning Commission Agenda.
2. **Planning Commission** – (meets the 1st Tuesday of the month) The Planning Commission may schedule a site visit; hold the public hearing at their meeting and make a recommendation to the Council at the next City Council meeting.
3. **Council** - (meets 2nd Wednesday of the month) Council makes the final decision – if Council grants the Variance Request.
4. **Applicant** –
 - If applicant waits for Council approval before providing the plans the next step is to fill out the Building Permit Application & provide 2 full sets of plans to City Hall.
 - If Applicant provided the Building Permit Application & 2 full sets of plans with the variance request. The applicant will need to notify City Hall that the plans that are on file are correct. This process will not be forwarded to the Building Official until applicant contacts City Hall.
5. **Building Official** - Reviews the plans (allow 4-6 days). Once City Hall receives the plans back, Staff will notify the Applicant with the cost of the building permit.

Applicant Signature

[Handwritten Signature]
CUSTOMER REPRESENTATIVE

Date

12/9/19

I hereby certify that I have read the above information and I agree with the terms.

Staff Use only:

Zoning Administrator reviewed Variance Application.

1. Referred to City Attorney and/or City Engineer: Date _____
Why: _____

2. Determination made and why: _____

() Complete Application

() Incomplete Application Why: _____

Applicant was notified for additional information: Date _____ in which the
information needs to be turned in by: ___ in person ___ by phone ___ email

Staff _____ Date _____

**NOTICE OF PUBLIC HEARING
CITY OF ROCKVILLE**

Notice is hereby given that the Rockville Planning Commission will hold a public hearing on **Tuesday, January 7, 2020 at approximately 6:00 p.m. at Rockville City Hall – 229 Broadway Street East** to consider the request of Mastermark Inc. dba: Stickney Hill Dairy, for a variance to the Sign Ordinance. The address of the property is: 1340 Prairie Drive, Rockville, MN with a legal description of: Parcel No. 76.42146.0810, Lots 1 & 2 Block 2, Prairie Business Park, Section-Township-Range 17-123-029

The request is to construct a sign to the height of 30 feet thereby exceeding the maximum height of 20 feet for a free-standing sign in a I-1 Light Industrial Zoning District.

All persons attending the hearing and wishing to address the Planning Commission will have an opportunity to do so. Those not able to be present at this meeting should submit their opinions in writing to the Rockville City Administrator, P.O. Box 93, Rockville, MN 56369 prior to the hearing.

Martin M. Bode
City Administrator

Publish 12/24/2019
Cold Spring Record

In accordance with federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.)
To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, room 326-w, Whitten Building, 1400 Independence Ave, SW, Washington, D.C. 20250-9410 or call (202) 720-5964 (voice & tdd). USDA is an equal opportunity provider and employer.

STATE OF MINNESOTA)
)ss.
COUNTY OF STEARNS)

AFFIDAVIT OF SERVICE

Debbie R. VanHeel, being duly sworn, on oath says that at the City of Rockville in said County and State, on the **23rd** day of **December, 2019**, he/she served the annexed Notice on see attachment, the person therein named, personally, by then and there handing to and leaving with him/her a true and correct copy of said Notice.

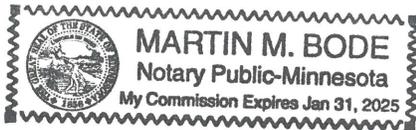


Signature

Subscribed and sworn to before me this 23 day of December, 2019.



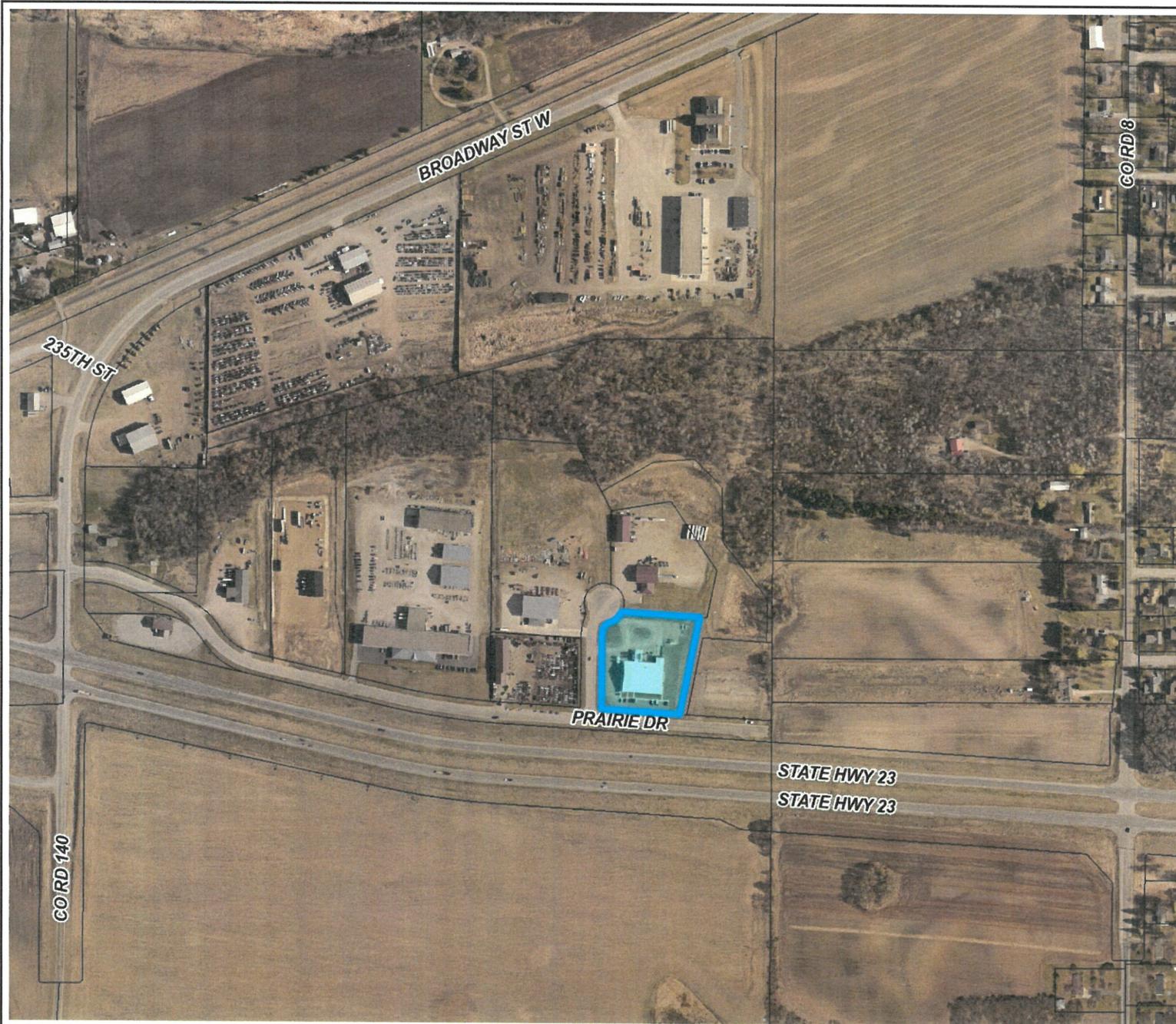
Notary Public Signature



Notary Public Stamp

Name	Address	City
ANDREW & EUNICE MOLITOR TRUST	22942 COUNTY ROAD 140	COLD SPRING MN 56320-9759
ERIC R & ANN M KUNZ	23265 COUNTY ROAD 8	COLD SPRING MN 56320-9508
GRANITE-TOPS LLC	1480 PRAIRIE DR	COLD SPRING MN 56320
HERBERT A SCHLANGEN TRUST	23047 COUNTY ROAD 8	COLD SPRING MN 56320
IMPORT MOTORS LLC	PO BOX 246	ROCKVILLE MN 56369
J & T PARTNERS	866 PRAIRIE CT	COLD SPRING MN 56320
J & T PARTNERS LLC	38 FAIRFIELD LN	ST CLOUD MN 56303
MAR-DAR LLC	27181 RIDGEWOOD DR	MERRIFIELD MN 56465
MASTERMARK INC	3822 ZENITH AVE S	MINNEAPOLIS MN 55410
SCHUELLER PROPERTIES LLC	PO BOX 459	ROCKVILLE MN 56369
VINCENT M & JUDITH L IKEOGU	23305 COUNTY ROAD 8	COLD SPRING MN 56320-9508

11 Notices



City of Rockville,
Minnesota
Granite - Heart of the City

Legend

-  City Limits
-  Parcels
-  PWI Watercourse
-  PWI Basin

1340 Prairie Dr
Sign



Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Rockville is not responsible for any inaccuracies herein contained.

0 527 Feet

© Bolton & Menk, Inc - Web GIS 12/23/2019 11:50 AM



76.41630.0010
G PROPERTIES LLC

76.41629.0500
KUNZ TRAVIS R & SHANNON M

76.42146.0809
SCHUELLER PROPERTIES LLC

76.42146.0808
J & T PARTNERS

76.41629.0400
KUNZ JUDY A

76.42147.0002
MUN INC

76.42147.0003
GRANITE-TOPS LLC

76.42146.0813
MAR-DAR LLC

76.42146.0803
J & T PARTNERS LLC

76.41629.0600
IKEOGU VINCENT M & JUDITH L

PRAIRIE CT

76.42146.0810
MASTERMARK INC

76.41629.0300
KUNZ ERIC R & ANN M

PRAIRIE DR

76.41630.0600
ANDREW & EUNICE MOLITOR TRUST

76.41630.0700
HERBERT A SCHLANGEN REV TRUST

30' Over-All-Height



10' x 20'



4' x 10'





New Internally Illuminated Pylon
30' OAH

SALESMAN: BRUCE KIFFMEYER	
LOCATION: ROCKVILLE, MN	
SCALE: 1/8" = 1'	DATE: 09/05/18
SQ FT:	WORK ORDER#

skyview

PERMANENT SIGN PLACEMENT
EXACT TBD PER SETBACKS



© 2018 Pictometry

**FINDING OF FACT
SUPPORTING/DENYING A VARIANCE**

A variance may be granted when the applicant for the variance established that there are practical difficulties in complying with the zoning ordinance. The consideration of the following criteria as defined in Minnesota Statutes Section 462 and Minnesota Statues Section 394.27:

1. Is the variance in *harmony* with the purposes and intent of the *ordinance*?
Why or Why not?

Becker _____ Herberg _____ Schreifels _____ Schmitt _____

2. Is the variance *consistent* with the *comprehensive plan*?
Why or Why not?

Becker _____ Herberg _____ Schreifels _____ Schmitt _____

3. Does the proposal put property to use in a *reasonable manner*?
Why or Why not?

Becker _____ Herberg _____ Schreifels _____ Schmitt _____

4. Are there *unique circumstances* to the property not created by the landowner?
Why or Why not?

Becker _____ Herberg _____ Schreifels _____ Schmitt _____

5. Will the variance, if granted, maintain the *essential character* of the locality?
Why or Why not?

Becker _____ Herberg _____ Schreifels _____ Schmitt _____

IF ALL OF THE ANSWERS ARE "YES", THE CRITERIA FOR GRANTING THE VARIANCE HAVE BEEN MET.

**CITY OF ROCKVILLE, MN
RESOLUTION 2020-05**

**RESOLUTION APPROVING FINAL PLAT
FOR LUTGEN / HILLTOP WOODS PROPERTY**

WHEREAS, an application for a Final Plat has been received from John and Lisa Lutgen / Hilltop Woods and;

WHEREAS, the purpose of Final Plat is to subdivide 30 +/- acres into 5 new lots and,

WHEREAS, said application was reviewed by the Rockville City Planning Commission at their January 7, 2020 Planning Commission Meeting, and;

WHEREAS, the Planning Commission after discussion voted to approve the Final Plat known as Hilltop Woods and to forward the application on to the Rockville City Council for their consideration.

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF
ROCKVILLE, STEARNS COUNTY, MINNESOTA:**

1. The Hilltop Woods Plat is approved as presented.

Adopted this 8th day of January, 2020.

Duane Willenbring, Mayor

ATTEST:

Martin M. Bode, City Administrator

LUTGEN aka HILLTOP WOODS STAFF REPORT

January 7 and January 8, 2020

Rockville Planning Commission / City Council

RE: Final Plat known as Hilltop Woods

Owner: John and Lisa Lutgen

The legal description of the property is: he Southeast Quarter of the Northeast Quarter (SE1/4 NE1/4), LESS AND EXCEPT: The South one-fourth of the SE1/4 of NE1/4, all in Section (5) in Township One Hundred Twenty-three (123), Range Twenty-nine (29), Stearns County, Minnesota. Parcel No. 76.41607.0900.

Request:

To Final Plat Subdivide 30 +/- acres into five (5), 5.09 to 5.87 +/- acre lots

Relevant Information:

1. Property was rezoned from Ag-40 to R-R with a PUD Overlay (May 8, 2019 Council Meeting).
2. Lot size is 30 +/- acres.
3. Proposed Plat is five (5) lots at 5.09 to 5.87 +/- acres per lot.
4. Purpose is residential development.
5. Meets City of Rockville Zoning requirements of Section 16A: Rural Residential "R-R District".
6. Proposed access road would be Public.
7. Planning Commission Public Hearing for Preliminary Plat was on October 1, 2019.
8. Preliminary Plat was approved by Council Resolution 2019-47 on October 9, 2019 with conditions.

Recommendation:

Consider approval conditioned on City Engineer memorandum dated December 31, 2019.

Submitted by:
Martin M. Bode
Zoning Administrator

CITY OF ROCKVILLE
APPLICATION FOR FINAL PLAT
Platting Fee: \$300.00

PLEASE NOTE: any costs (i.e. legal, engineering, administrative, etc.) incurred over and above the application fee are the responsibility of the petitioner.

Date of Pre-application Meeting: _____

Date Application Submitted _____ Parcel # 76.41607.0900

Name of Plat Hill top Woods Plat File # _____

Plat Location: Section 5 Township 123 Range 29

Legal Description N 3/4 SE 1/4 NE 1/4 SEC 5, Twp 123, Rng. 29

Currently Zoned R-R Zoning Requested - Total Acreage 29.35

Owner's Name John & Lisa Lutgen Phone 320-241-0715
First Name Middle Initial Last Name

Address 3130 CO. RD 137, WAITE PARK MN 56387 Email Jake@LutgensCO.com

Developer Same Phone _____

Address _____

Surveyor Sam Deleo, KLD Phone 320-492-1824 Fax _____

Address 13 11th Ave No. St. Cloud, MN 56303

The following **must be submitted** with the final plat:

- Applicant must submit application at least ten (10) working days before the next regularly schedule Planning Commission meeting (1st Tuesday of each month).
- Submit required fee (\$300.00).
- Submit one full-size (24"x 36") copy and one 11" x 17" copy of the final plat.

John Lutgen
Signature

9-8-19
Date

R# _____ 101.41000.34103 Check # 1057 Date 9-9-19 Final Plat Fee \$300.00 Permit # 19-01FP
FinalPlat Application.forms.wp

HILLTOP WOODS

SURVEYOR'S CERTIFICATION

I Samuel J. DeLeo do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20____.

Samuel J. DeLeo, Licensed Land Surveyor
Minnesota License Number 40341

STATE OF MINNESOTA
COUNTY OF STEARNS

The foregoing Surveyor's Certification was acknowledged before me this _____ day of _____, 20____, by Samuel J. DeLeo, Licensed Land Surveyor, Minnesota License Number 40341.

Sidney Theis

Notary Public Stearns County, Minnesota
My commission expires January 31, 2022

KNOWN ALL PERSONS BY THESE PRESENTS:

That John H. Lutgen and Lisa L. Lutgen, husband and wife, owners of the following described property situated in Stearns County, Minnesota to wit:

The North Three-Quarters of the Southeast Quarter of the Northeast Quarter (N3/4 SE1/4 NE1/4) of Section 5, Township 123 North, Range 29 West, Stearns County, Minnesota.

Have caused the same to be surveyed and platted as HILLTOP WOODS and do hereby dedicate to the public for public use forever the public way and the drainage and utility easements as created by this plat.

In witness whereof said John H. Lutgen and Lisa L. Lutgen, husband and wife, have hereunto set their hands this _____ day of _____, 20____.

John H. Lutgen Lisa L. Lutgen

STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by John H. Lutgen and Lisa L. Lutgen, husband and wife.

(Notary Signature) (Notary Printed Name)

Notary Public _____ County, Minnesota

My commission expires _____

City of Rockville Planning Commission

Approved by the Planning Commission of the City of Rockville this _____ day of _____, 20____.

Chairman _____

Secretary _____

City Council of Rockville

Approved by the City Council of Rockville this _____ day of _____, 20____.

Mayor _____

Clerk _____

STEARNS COUNTY

I hereby certify that in accordance with Minnesota Statutes, Section 505.021 Subd. 11, this plat has been examined this _____ day of _____, 20____.

Stearns County Surveyor, _____
Minnesota License Number _____

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____, 20____.

Stearns County Auditor / Treasurer _____

Deputy Auditor / Treasurer _____

Tax Parcel Number: 76.41607.0900

I hereby certify that this instrument was filed for record in the Office of the County Recorder in and for Stearns County, Minnesota on this _____ day of _____, 20____, at _____ o'clock _____ M., as Document No. _____ in Plat Cabinet _____ No. _____.

Stearns County Recorder _____

Deputy Recorder _____

ID	BEARING	DISTANCE
L100	S 77°41'39" W	70.00
L101	S 44°06'48" E	70.00
L102	S 67°35'41" W	25.99
L103	N 67°35'41" E	25.99
L104	N 87°35'41" E	51.84

ID	BEARING	DISTANCE	ID	BEARING	DISTANCE
L1	S 44°00'00" E	113.27	L42	N 26°00'00" E	99.99
L2	S 65°00'00" W	78.00	L43	S 88°00'46" W	17.57
L3	N 70°00'00" W	113.00	L44	N 00°00'00" W	94.33
L4	N 54°00'00" W	120.00	L45	N 88°00'00" E	66.00
L5	S 27°29'54" E	176.50	L46	S 52°00'00" E	76.00
L6	S 56°00'00" E	37.00	L47	N 90°00'00" W	70.69
L7	N 89°00'00" E	194.00	L48	N 13°00'00" E	48.02
L8	N 17°00'00" W	30.96	L49	N 00°00'00" E	84.00
L9	N 76°29'47" E	110.80	L50	N 00°00'00" E	84.00
L10	S 74°33'34" E	120.68	L51	N 90°00'00" E	33.00
L11	S 01°32'40" E	34.22	L52	S 38°22'03" E	30.61
L12	S 88°27'20" W	19.28	L53	S 00°00'00" E	60.00
L13	N 09°38'23" W	103.73	L54	N 90°00'00" W	52.00
L14	S 88°27'20" W	42.37	L55	S 88°00'46" W	62.00
L15	N 01°32'40" W	49.03	L56	S 14°00'00" W	78.00
L16	N 74°33'34" W	140.64	L57	S 38°00'00" W	44.00
L17	S 76°29'47" W	117.18	L58	N 42°00'00" W	42.00
L18	N 87°00'00" W	126.00	L59	N 15°00'00" E	39.00
L19	N 69°00'00" W	75.00	L60	N 32°00'00" W	116.00
L20	N 28°00'00" W	105.17	L61	N 04°00'00" E	51.00
L21	S 34°09'07" E	51.77	L62	N 41°00'00" E	26.00
L22	S 03°00'00" E	58.00	L63	S 89°00'00" E	33.00
L23	S 46°00'00" W	28.00	L64	S 53°00'00" E	28.95
L24	N 66°00'00" W	34.97	L65	S 24°00'00" E	119.75
L25	N 08°00'00" W	32.68	L66	N 88°00'46" E	56.00
L26	N 33°00'00" E	36.00	L67	N 65°00'00" E	78.00
L27	N 89°00'00" E	34.00	L68	S 86°00'00" E	54.00
L28	S 01°59'14" E	97.42	L69	S 38°00'00" E	204.00
L29	S 88°00'46" W	22.00	L70	S 01°00'00" W	41.00
L30	S 88°00'46" W	50.87	L71	S 56°00'00" W	102.00
L31	S 26°00'00" W	109.44	L72	N 50°00'00" W	21.00
L32	S 53°00'00" E	139.15	L73	N 14°00'00" E	101.00
L33	S 24°00'00" E	115.00	L74	N 30°00'00" W	76.00
L34	S 01°00'00" W	52.00	L75	S 82°00'00" W	116.71
L35	S 17°00'00" E	118.00	L76	N 16°00'00" W	71.28
L36	S 78°00'00" W	23.66	L77	S 87°00'00" W	66.00
L37	N 25°00'00" W	137.08	L78	N 02°24'19" E	45.00
L38	N 25°00'00" W	48.00	L79	N 87°00'00" E	66.00
L39	N 55°00'00" W	268.00	L80	N 19°43'08" W	72.05
L40	N 35°00'00" E	90.00	L81	N 70°16'52" E	95.81
L41	S 64°00'00" E	65.96	L82	S 16°58'20" E	70.46

PLAT AREAS +/-
ENTIRE PLAT = 29.35 Ac.

BLOCK 1 - NOT PLATTED
LOT 1 = 5.28 Ac.
LOT 2 = 5.87 Ac.
LOT 3 = 5.40 Ac.
LOT 4 = 5.09 Ac.
LOT 5 = 5.14 Ac.
ROAD R/W = 2.57 Ac.

THE DRAINAGE AND UTILITY EASEMENTS TO BE DEDICATED AS PART OF THIS PLAT ARE SHOWN AS THUS UNLESS OTHERWISE NOTED:



ORIENTATION OF THIS BEARING SYSTEM ASSUMES THAT THE EAST LINE OF THE NORTHEAST QUARTER OF SEC. 5, TWP. 123, RNG. 29 BEARS NORTH 02°24'19" WEST



- LEGEND OF PROPERTY BOUNDARY SYMBOLS
- SET IRON PIPE WITH CAP STAMPED "DELEO 40341"
 - ⊗ SET MAGNETIC "PK" NAIL
 - ⊙ GOVERNMENT SECTION CORNER MONUMENT



Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

MEMORANDUM

Date: December 31, 2019
To: Honorable Mayor Willenbring, Members of the City Council and Members of the Planning Commission – Rockville, Minnesota
From: Justin Kannas, P.E.
City Engineer
Subject: Hilltop Woods – Final Plat
Rockville, Minnesota
BMI Project No.: W14.119593

I have reviewed the Final Plat, revised plans dated December 4, 2019, and the storm water management plan for the above referenced project and have the following comments:

- 1) In accordance with a meeting on December 13, 2019 with the Developer, City representatives, Developer's Engineer, and the City Engineer the pavement section shall be revised to the following – Geotextile Fabric, 12" Class 5 Aggregate Base, 2" Bituminous Non-Wear, and 1.5" Bituminous Wear. A roll test shall be completed in the presence of the City Engineer in the Spring of 2020 prior to placement of any additional Class 5. The subgrade and Class 5 shall be approved by the City Engineer. If any yielding occurs on the aggregate base, additional work and materials may be required as approved by the City Engineer. Additionally, the Developer has agreed to extend the warranty period for the street to four (4) years.
- 2) The plans shall include 4-inch draitile along both sides of the road near the edge of the subcut extending 50-feet each way of the low points in the road at 3+50 and in the cul-de-sac. Install cleanouts on the ends of the draitile with a metal cap about 1-2" below the surface of the grass. Daylight the draitile to the ditches with a concrete headwall and rodent guard.
- 3) The Developer shall be responsible for obtaining all necessary permits including but not limited to the Sauk River Watershed District permit. A copy of the approved permit shall be sent to the City Engineer prior to construction.
- 4) The location of the building pad, driveway, and septic site shown on the plans is for conceptual purposes only to show everything is conceptually feasible to meet City standards. A site survey and grading plan will be required to be submitted with each individual lot at the time of the building permit and may be modified as long as it continues to meet all City and State standards. The survey and grading plan shall be approved by the City Engineer prior to a building permit being issued. Septic sites will also be required to be approved by Stearns County as part of the building permit requirements. (No plan changes needed – comment for reference only)

- 5) A Development Agreement shall be fully executed and all financial securities and fees as required per the Development Agreement shall be paid by the Developer prior to recording of the Final Plat.

I recommend approval of the Final Plat contingent upon the above the above comments and comments as submitted by other City staff.

cc: Martin Bode, City Administrator, City of Rockville



Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

MEMORANDUM

Date: November 26, 2019
To: Sam DeLeo, PLS
Kraemer Leas DeLeo, P.C.
From: Justin Kannas, P.E.
City Engineer
Subject: Hilltop Woods
City of Rockville
Project No.: W14.119593

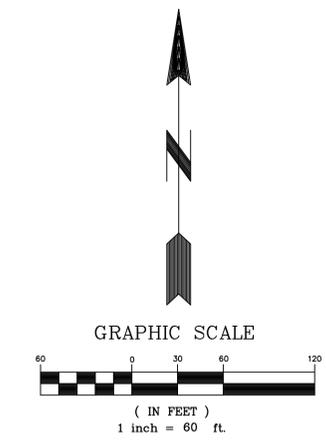
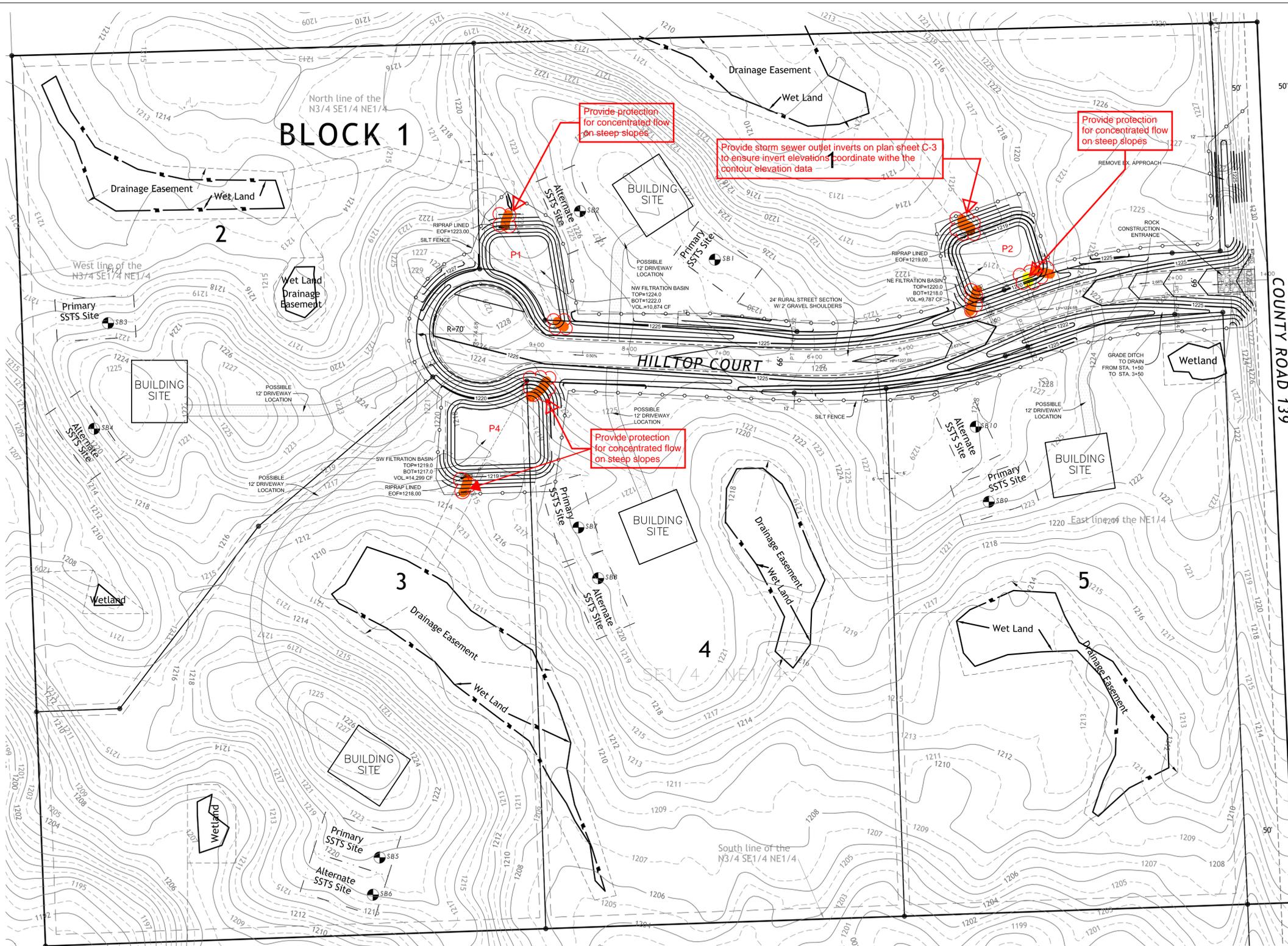
I have reviewed the revised plans dated November 14, 2019 and the storm water management plan and have the following comments:

- 1) The plat shall be revised to show drainage and utility easements 6' in width along side and rear lot lines and 12' in width along front lot lines and around the plat perimeter according to Subd. Ordinance Section 7.4.1.
- 2) The plat shall be revised to show drainage easements from the overflow of each storm pond to the discharge point into the downstream wetland.
- 3) The pavement section shall be revised to the following – 12" Select Granular Borrow, 6" Class 5 Aggregate Base, 2" Bituminous Non-Wear, and 1.5" Bituminous Wear.
- 4) Add additional cleanouts on the filtration basin draitile lines to ensure that all lines can be jetted.
- 5) Add the radius dimension of the paved cul-de-sac to Sheet C-1.
- 6) Show and note the filtration basin underdrain pipe on the Filtration Basin Detail on Sheet C-2.
- 7) The Developer shall be responsible for obtaining all necessary permits including but not limited to MPCA NPDES Construction Stormwater, Sauk River Watershed District, and Stearns County Access permit. Copies of all approved permits shall be sent to the City Engineer prior to construction.
- 8) Please address review comments provided on the attached Grading Plan.
- 9) Provide the proposed culvert size each driveway is required to have.
- 10) In the Stormwater Analysis report, provide the required water quality volume (WQV) required per the MPCA vs. the provided WQV provided with in the filtration basin BMPs. Based upon the reported 1.52 acre increase in impervious surfacing, a WQV of 0.127 ac-ft or 5,518 c.f. is required.

- 11) Existing vs. proposed off site discharge comparison is required at each location (Northwest-1W, North – 2W, South 4W and Southeast – 3W) where concentrated run off leaves the site and not as a single summation of off site discharge rate(s).
- 12) Provide calculation(s) to support the use of a time of concentration (Tc) of 25 minutes for all subcatchments.
- 13) Plan sheet C-4/SWPPP Review comments. SWPPP data required:
 - a. Section 5.7 - BMP quantities
 - b. Section 5.9 - Site map to include steep slopes, soils and do not disturb areas
 - c. Section 5.10 - Impaired waters map
 - d. Section 5.12 - Clearly note buffers (do not disturb areas and protect existing vegetation)
 - e. Section 5.15 - Volume reduction feasibility
 - f. Section 5.19 – List of the receiving waters impairment(s)
 - g. Section 5.21 - TBD
 - h. Section 5.23 – Entity responsible for the storm water management facilities operations and maintenance (O&M).
- 14) The location of the building pad, driveway, and septic site shown on the plans is for conceptual purposes only to show everything is conceptually feasible to meet City standards. A site survey and grading plan will be required to be submitted with each individual lot at the time of the building permit and may be modified as long as it continues to meet all City and State standards. The survey and grading plan shall be approved by the City Engineer prior to a building permit being issued. Septic sites will also be required to be approved by Stearns County as part of the building permit requirements. (No plan changes needed – comment for reference only)

The plans shall be revised to address the above comments and re-submitted to myself for approval. If you have any questions, please feel free to contact me at (320) 905-2704 or justinka@bolton-menk.com.

cc: Martin Bode, City Administrator, City of Rockville



NOTES:

1. BASE PLAN USED IS A COMPOSITION OF LIDAR MAPPING DATA FROM STEARNS COUNTY AND GROUND SURVEYS AS PREPARED BY KRAMER LEAS DELEO, P.C.
2. ALL EXISTING UTILITY LOCATIONS AND ELEVATIONS SHOWN ARE APPROXIMATE ONLY. CONTRACTOR SHALL CONFIRM ALL LOCATIONS AND ELEVATIONS PRIOR TO CONSTRUCTION. CONTRACTOR SHALL CONTACT UTILITY COMPANIES VIA GOPHER STATE ONE-CALL ONLINE OR BY CALLING 811 OR 1-800-252-1166.
3. ALL CONSTRUCTION SHALL CONFORM TO THE MOST RESTRICTIVE OF THE PROJECT SPECIFICATIONS, THE STANDARD SPECIFICATIONS OF THE CITY OF ROCKVILLE AND THE LATEST EDITION OF MNDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION.
4. THE FOLLOWING SEQUENCE AND PROTOCOLS SHALL BE FOLLOWED FOR EROSION AND SEDIMENT CONTROL DURING THE SITE DEVELOPMENT PROCESS:
 - A. INSTALL PERIMETER CONTROLS (SILT FENCE & ROCK ENTRANCE) AS SHOWN ON THE PLANS PRIOR TO START OF WORK.
 - B. NO CONCRETE WASHOUTS ARE ALLOWED ON THE PROJECT SITE. SOIL STOCKPILES SHALL HAVE PERIMETER CONTROL AND HAVE TEMPORARY SEED AND MULCH.
 - C. MAINTAIN ALL TEMPORARY EROSION CONTROL DEVICES IN PLACE UNTIL THE CONTRIBUTING DRAINAGE AREA HAS BEEN STABILIZED. INSPECT TEMPORARY EROSION CONTROL DEVICES ON A WEEKLY BASIS AND AFTER EACH 1/2" OR MORE RAIN EVENT. CLEAN OR MAINTAIN THESE DEVICES AS NEEDED TO BE EFFECTIVE. REPLACE DETERIORATED, DAMAGED OR ROTTED EROSION CONTROL DEVICES IMMEDIATELY.
 - D. REMOVE ALL SOILS AND SEDIMENTS DEPOSITED ONTO PUBLIC AND/OR PRIVATE PAVEMENT AREAS WITHIN 24 HOURS OF DEPOSITION. REMOVAL OF TRACKING MATERIALS SHALL BE COMPLETED AT THE END OF EACH WORK DAY WHEN IT OCCURS. SWEEPING MAY BE ORDERED AT ANY TIME IF CONDITIONS WARRANT.
 - E. PERFORM SITE REMOVALS, GRADING, EXCAVATION AND EMBANKMENT. SEED AND MULCH ALL DISTURBED AREAS OUTSIDE OF PROPOSED PAVEMENT AND BUILDING AREAS WITHIN 72 HOURS OF THIS WORK.
 - F. INSTALL UTILITIES AND BITUMINOUS PAVEMENT SECTION. FINE GRADE SITE AND RESTORE GREEN AREAS WITH PERMANENT VEGETATION OF SOD/SEED PER PLANS. THE STORMWATER FILTRATION BASINS SHALL BE STABILIZED WITH MNDOT #35-241 NATIVE SEED MIX APPLIED AT A RATE OF 36.5 LBS PER ACRE
 - G. REMOVE ALL TEMPORARY EROSION AND SEDIMENT CONTROL DEVICES AFTER SITE HAS UNDERGONE FINAL STABILIZATION AND PERMANENT VEGETATION HAS BEEN ESTABLISHED WITH AT LEAST 70% COVERAGE.

www.starkengineer.com
 950-249-2611
 Sauk Rapids, Minnesota
STARK ENGINEERING
 I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Registered Engineer under the laws of the State of Minnesota.
 Date: 11/16/19 26093
 Registration No.

REVISIONS	CITY REVIEW
11/6/19	

GRADING AND DRAINAGE PLAN

HILLTOP WOODS
 ROCKVILLE, MINNESOTA
 for:
 JOHN & LISA LUTGEN

**DEVELOPMENT AGREEMENT
(HILLTOP WOODS)**

THIS AGREEMENT is made effective _____, 2019, between the **CITY OF ROCKVILLE**, a Minnesota municipal corporation (hereinafter called the "City"); and John H. Lutgen and Lisa L. Lutgen, husband and wife, (hereinafter called the "Developer").

RECITALS:

- A. Developer owns the real property located in the City and legally described on **Exhibit A** attached hereto (the "Development Property").
- B. The Development Property will be developed in one phase.
- C. The City has approved a Preliminary Plat of the Development Property, attached hereto as **Exhibit B**, and conditionally approved a Final Plat known as HILLTOP WOODS, attached hereto as **Exhibit C** (the "Plat"), subject to the comments of the City Engineer in the memo dated October 1, 2019 and execution of this Development Agreement.
- D. As a condition of its approval of the Developer's platting of the Property and as a condition to Developer's installation of municipal improvements to service the Development Property, the City requires that Developer enter into this Agreement.
- E. This Agreement shall govern the development of the residential lots within the Development Property.
- F. This Agreement shall be recorded in the Office of the Recorder for Stearns County.

AGREEMENT

NOW, THEREFORE, in consideration of the agreements contained herein, the parties agree as follows:

ARTICLE 1 INCORPORATION

1.1 RECITALS INCORPORATED. The Recitals above are incorporated as if fully set forth herein.

ARTICLE 2 MUNICIPAL IMPROVEMENTS

2.1 MUNICIPAL IMPROVEMENTS REQUIRED. As required by the City Code, the City requires that the developer provide for certain municipal improvements for the development of the Development Property, in accord with the Plans and Specifications approved by the City pursuant to Article 2.6, including, but not limited to, necessary municipal storm water improvements pursuant to Article 5, streets and street signage, pursuant to Article 14 (hereafter all such improvements are collectively referred to as the "Municipal Improvements"). The Municipal Improvements for the development will include storm water, bituminous streets, street signs, regulatory and warning signs, and erosion control.

2.2 PRIVATELY INSTALLED MUNICIPAL IMPROVEMENTS. The Municipal Improvements will be privately installed by Developer. Developer will construct and pay all costs of the Municipal Improvements for the development in accord with the Plans and Specifications, including all costs of storm water improvements, bituminous streets, street signs, street lighting, regulatory and warning signs, and erosion control, if any.

2.3 UNDERGROUND UTILITIES REQUIRED. Developer agrees that all utilities within the Development Property will be installed underground, including without limitations electrical, telephone, cable television and natural gas. Where possible, current aboveground utilities shall be relocated underground.

2.4 UNDERGROUND UTILITIES EXEMPTION. Developer may receive an exemption from this requirement if Developer demonstrates to the City Engineer that underground utilities would not be physically possible. Any exemption shall be limited to the minimum area necessary.

2.6 CITY ENGINEER TO APPROVE PLANS AND SPECIFICATIONS. The Municipal Improvements must be constructed in accordance with the plans and specifications as approved by the City Engineer (hereafter referred to as the “Plans and Specifications”).

2.7 COSTS ATTRIBUTED TO MUNICIPAL IMPROVEMENTS. Developer will be responsible for all costs of Municipal Improvements within the Development Property, including holding ponds, and other publicly dedicated property.

2.8 COMPLETION DATE AND INSPECTION. The work the Developer is to perform under this Agreement must be completed by Developer in a good and workmanlike manner within **twenty-four (24) months** of the approval by the City of the Plans and Specifications for the final plat. The Municipal Improvements will be subject to inspection and approval by the City and the City Engineer. If any material or labor supplied is rejected by the City or the City Engineer, as defective or unsuitable, then such rejected material or labor shall be removed and replaced with approved material or labor, to the satisfaction and approval of the City, entirely at the cost and expense of the Developer. The approval of the City and City Engineer shall not be unreasonably withheld. Developer grants to the City, its agents and employees, a license to enter upon the Development Property to make inspections and for such other purposes reasonably related to the performance of this Agreement.

2.9 OWNERSHIP OF MUNICIPAL IMPROVEMENTS. Upon completion of the work and construction required by this Agreement for the development, and upon acceptance by the City, the Municipal Improvements shall become the property of the City. Prior to and as a condition of its acceptance of the Municipal Improvements, the City may require Developer to furnish an affidavit and/or certification, certifying that all work has been completed in accordance with the terms of this Agreement. The Municipal Improvements will only be accepted after the City’s Engineer’s review, inspection, and recommendation to the City Council that the Municipal Improvements have been satisfactorily constructed pursuant to the terms and conditions of this Agreement. The City’s acceptance will not be effective until the acceptance is in writing signed by the City Engineer and delivered to the Developer.

If the installation of municipal improvements requires the permanent dedication of property to the City, Developer shall make such dedication by plat.

2.10 CONSTRUCTION INFORMATION. Within thirty (30) days of the City’s acceptance of the Municipal Improvements, Developer will provide to the City the following:

- A. A complete set of reproducible record plans or “as-builts”.

- B. An electronic file of the record plans or “as-builts” in digital format (Autocad .DWG, .DXF, Microstation, or other format as specified by the City).
- C. A GPS locate of all utilities.

2.11 TIME IS OF THE ESSENCE. Time is of the essence for the completion of the Municipal Improvements.

2.12 DEDICATION OF STORM WATER IMPROVEMENTS. Developer will dedicate to the City, after their completion, all storm water improvements installed by Developer and shown in the Plans and Specifications. Developer will provide to the City any and all necessary easements and/or dedications to ensure that the City has the ability to construct, maintain, repair, replace or modify the drainage systems and ponds located on the Development Property.

2.13 ENGINEERING SERVICES. The Developer will retain an engineer satisfactory to the City to prepare complete construction Plans and Specifications for the Improvements. The Developer shall make his engineer aware of the provisions in this Agreement. The Developer’s engineer shall:

- A. Arrange for soil borings and/or such other subsurface investigations as the City may require.
- B. Prepare construction plans, specifications, and preliminary engineer’s estimate in accordance with the City’s Subdivision Ordinance.
- C. Secure all necessary permits including those required by the Minnesota Pollution Control Agency, Sauk River Watershed District, the Minnesota Department of Transportation, the Minnesota Department of Health, the Department of Natural Resources, Stearns County, or any other regulatory agency that has jurisdiction.
- D. Submit Soils Analysis, Engineer’s Preliminary Estimate, Construction Plans, Construction Specifications/Project Manual, Completed Bid Forms, Contractor’s Bond and Insurance, Permits, and Construction Schedule prior to beginning any construction in the development.
- E. Conduct preconstruction conference, with City Engineer present, prior to beginning any construction in the development.
- F. Complete an Environmental Assessment Phase I, if necessary, and any other related environmental documents, reports, or studies as may reasonably be required by the City.

- G. Provide all necessary construction staking and related survey work.
- H. Provide construction administrative services on behalf of the Developer, including the following: review shop drawings, coordinate construction staking, monitor permit requirements, process applications for payment, prepare change orders, monitor completion dates, coordinate field issues with Contractor and Developer, and participate in final inspection. Prepare operation and maintenance manuals. Submit Shop Drawings and Change Orders in a timely manner during construction.
- I. Prepare record drawings. Submit Item 2.10 to the City Engineer within 30 days of receiving field measurements from the City's on-site representative.
- J. Prepare and submit such other documentation as the City may require.

2.14 The City Engineer Shall:

- A. Provide such City project standards, including special details, insurance requirements and specifications, as the City may require.
- B. Review and approve Plans and Specifications.
- C. Provide a City Representative for construction observation of municipal improvements throughout the construction period.
- D. Provide field information to the Developer for use in preparing record drawings.
- E. Conduct a final inspection and review final construction documentation.
- F. Recommend acceptance of Improvements to the City.

ARTICLE 3
SECURITY

3.1 BOND/LETTER OF CREDIT. To guarantee compliance with the terms of this Agreement, payment of costs incurred by the City, payment of costs of all Municipal Improvements, and the construction of all Municipal Improvements, Developer shall

furnish to the City an irrevocable letter of credit or such other security as is acceptable to the City. The security shall be in an amount equal to one and one-quarter (1 ¼) times the City Engineer's estimated cost of the Municipal Improvements, based on the approved Plans and Specifications. In the event an approved contractor provides a payment and performance bond in favor of the City, Developer may only be required to provide an unconditional irrevocable letter of credit or other acceptable security in an amount equal to 25% of the cost of the Municipal Improvements.

Based upon the Opinion of Probable Construction Cost prepared by Developer and reviewed by the City's Engineer, initial security is required in an amount of \$_____. This amount may be adjusted as revised estimates of construction costs become available.

In addition, Developer shall deposit \$15,000 in cash with the City to secure payment of the City costs as outlined in Section 6.2 below. The City may draw down this deposit at any time if invoices for City costs are not timely paid. The City may require Developer to replenish this cash deposit and may withhold permits or other approvals under this Agreement until such deposit has been made.

3.2 DURATION OF SECURITY. The security shall be posted and in effect prior to the commencement of any work on the Development Property. The security shall remain in effect until: 1) all Municipal Improvements have been completed; 2) iron monuments for lot corners have been installed; 3) all financial obligations to the City have been satisfied; 4) the construction information in Section 2.10 has been received by the City; 5) a warranty security is provided; and 6) the Municipal Improvements are accepted by the City.

3.3 REDUCTION IN SECURITY. After 50% of the Municipal Improvements have been installed/completed and accepted by the City, Developer may make a request to the City Engineer for a reduction in the letter of credit based on the percentage of the project so installed, completed, or accepted. Upon receipt of a request from Developer, the City Engineer shall make a determination as to the completeness of the Municipal Improvements and make a recommendation to the City Council as to the amount of any possible reduction. The City reserves the right in its sole discretion to determine whether to allow a reduction and, if so, by what amount. The City's determination shall be final.

ARTICLE 4 WARRANTY

4.1 DEVELOPER WARRANTY. The Developer warrants all Municipal Improvements required to be constructed by it pursuant to this Agreement against poor material and faulty workmanship. To ensure this warranty, Developer shall submit

either: 1) a warranty/maintenance bond for one-hundred percent (100%) of the cost of the Municipal Improvements, or 2) a letter of credit for twenty-five percent (25%) of the cost of the Municipal Improvements. The bond or letter of credit must remain in effect during the warranty periods provided for in this Article 4.

4.2 STREETS. The required warranty period for street construction, including materials and equipment shall be four (4) years from the date of final written acceptance by the City.

4.3 OTHER. Other Municipal Improvements, including, but not limited to, Storm Water Improvements required pursuant to Article 5, shall be warranted by Developer for a period of two (2) years after final written acceptance by the City.

ARTICLE 5 STORM WATER IMPROVEMENTS/ASSESSMENT

5.1 DEVELOPER TO CONSTRUCT STORM WATER IMPROVEMENTS. As part of the Municipal Improvements Developer will, at Developer's sole cost and expense and in accord with the Plans and Specifications and approved drainage plan for the Development Property, construct all drainage ways, storm sewer systems, filtration basins, and out-fall devices (hereinafter referred to as the "Storm Water Improvements").

5.2 ASSESSMENT. Developer shall pay the actual costs of the construction of the Storm Water Improvements.

5.3 SEDIMENTATION/HOLDING/FILTRATION PONDS.

5.3.1 Dedication of Pond Areas. Developer will dedicate and/or provide all drainage and storm sewer utility easements, including those for holding pond purposes, shown on the Preliminary or final Plat and/or as required by the Plans and Specifications.

5.3.2 Cleaning of Ponds. During construction activity on the Development Property, Developer shall be responsible for cleaning, dredging, and maintenance of the holding ponds, as well as maintaining the area within the dedicated easement surrounding the holding ponds (including the buffer area). Cleaning, dredging, and maintenance shall be performed at such time and to such extent as determined appropriate by the City's Engineer or in a manner consistent with the Developer's Construction Site Storm Water Permit and Storm Water Pollution Prevention Plan for the Development Property.

The scope and nature of the cleaning, dredging, and maintenance will be limited to that which is reasonably necessary for the adequate and efficient operation in conjunction with the Development Property and reasonably related to maintaining the area free from a nuisance condition. Developer may over-excavate holding ponds in order to eliminate or reduce the need for on-going maintenance during construction. However, if the City Engineer determines it to be necessary, and construction on the Development Property has been sufficiently completed, Developer must clean/dredge all holding ponds and storm sewer pipes on the Property. In the event the ponds and storm sewer pipes require cleaning/dredging prior to the completion of all such construction, the City Engineer may request in writing that the Developer undertake the appropriate remedial action.

In the event the Developer does not respond to a request by the City Engineer to perform cleaning, dredging, and/or maintenance within a reasonable time, the City may undertake such cleaning, dredging, and/or maintenance to recover the cost from Developer by: 1) drawing on any of Developer's security placed with the City; 2) legal proceedings; or 3) assess the cost against the Development Property. Developer is responsible for all permits relating to cleaning and dredging of ponds, including permits, if any, required by Stearns County or any of its instrumentalities, or any other governmental agency.

ARTICLE 6 RESPONSIBILITY FOR CITY COSTS

6.1 INTERPLEADER. In the event the City receives claims from laborers, materialmen, or others that work required by this Agreement has been performed, the sums due them have not been paid, and the laborers, materialmen, or others are seeking payment from the City, the Developer hereby authorizes the City to commence an Interpleader action pursuant to Rule 22 of the Minnesota Rules of Civil Procedure, to draw upon the security posted pursuant to Article 3 above in an amount up to one-hundred and twenty-five percent (125%) of the claim(s) and deposit the funds in compliance with the Rule; and upon such deposit, the Developer shall release, discharge, and dismiss the City from any further proceedings as it pertains to the security, except that the District Court shall retain jurisdiction to determine attorneys' fees pursuant to this Agreement.

6.2 CITY COSTS. The Developer shall pay all costs incurred by it or the City, including, but not limited to, legal, planning, administrative, engineering, and inspection expenses, in connection with the development, approval, and acceptance of the Preliminary Plat and/or any Final Plat of the Development Property, review of

construction plans and documents, the preparation of this Agreement, as well as other required agreements, and all costs and expenses incurred by the City in monitoring and inspecting the construction of the Municipal Improvements.

6.3 COSTS OF ENFORCEMENT. If the City must bring and incur costs in an enforcement action upon the default of the Developer, and the City prevails in the enforcement action, then Developer shall reimburse the City for costs incurred in the enforcement action, including reasonable engineering and reasonable attorneys' fees.

6.4 TIME OF PAYMENT. Developer shall pay in full all bills submitted by the City for obligations incurred under this Agreement within thirty (30) days of submission to Developer. Bills not paid within thirty (30) days shall accrue interest and/or penalty consistent with City policy. Failure to remit payment within thirty (30) days shall constitute a default of this Agreement.

ARTICLE 7 INSURANCE

7.1 INSURANCE REQUIRED. Developer shall take out and maintain, or cause to be taken out and maintained, until six (6) months after the City has accepted the Municipal Improvements, public liability and property damage insurance covering personal injury, including death, and claims for property damage which may arise out of Developer's design and work, or the work of its subcontractors, or by one directly or indirectly employed by any of them. The minimum limits shall be not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate.

7.2 CITY AS ADDITIONAL INSURED. The City and the City Engineer shall be named as additional insureds on the insurance required to be provided pursuant to Section 7.1 above.

7.3 WORKERS COMPENSATION. Developer shall provide Workers' Compensation insurance for all of its employees and, in case any work is subcontracted, Developer will require the subcontractor to provide Workers' Compensation insurance.

7.4 EVIDENCE OF INSURANCE. Evidence of the required insurance shall be submitted to and approved by the City prior to and as a condition of the City's authorization to proceed with any construction activity on the Development Property.

7.5 NO WAIVER BY CITY. Nothing contained herein shall be construed on the part of the City as a waiver of common law and statutory immunities, or limits on liability pursuant to Minnesota Statutes Chapter 466.

7.6. NOTICE. All insurance contracts for the provision of insurance under this Article shall provide for written notice to the City thirty (30) days prior to cancellation, termination, non-renewal, or material change in coverage.

ARTICLE 8 DEVELOPER'S REPRESENTATIONS

8.1 REPRESENTATIONS OF DEVELOPER. Developer represents and warrants to the City:

- 8.1.1 That Developer owns the Development Property and has authority to enter into this Agreement;
- 8.1.2 That Developer has disclosed to the City all lienholders or other parties in interest who should be joined in this Agreement and that no other person or entity shall have an interest in the Development Property prior and superior to this Agreement.
- 8.1.3 Developer has submitted and received approval of its Preliminary Plat from the County Surveyor, the Director of Public Works for Stearns County, and any other governmental entity or agency required by law or this Agreement to review the Preliminary Plat prior to approval of any final plat for the Development Property;
- 8.1.4 That the final plat complies with all City, County, State and Federal laws and regulations, including, but not limited to, City subdivision ordinances and zoning ordinances and that all future final plats must comply with those regulations applicable at the time of such final plat;
- 8.1.5 That the Developer will meet all requirements for recording and will record, with Stearns County, the final plat of any property upon which Municipal Improvements are to be constructed prior to the initiation of construction of the Municipal Improvements on the Development Property.

ARTICLE 9 BUILDING/OCCUPANCY PERMITS

9.1 ISSUANCE OF BUILDING PERMITS. The City wants to ensure that measures are taken to protect roads during their construction and to ensure that the lots are accessible by emergency vehicles during construction. Therefore, building permits will not be issued for construction on any property with a final plat except as follows:

- A. The road leading to the affected lot has been substantially completed (one lift of blacktop); or
- B. Developer receives written permission from the City. Developer may make a written request to the City for authorization to obtain building permits for any number of model homes within that final plat where a building permit would otherwise be prohibited by this Section 9.1. Developer must demonstrate that an alternative access to the lot in question is feasible and does not require the use of roads which have not been substantially completed. The City reserves the right to grant or deny such a request in its sole discretion.

9.2 OCCUPANCY PERMITS. No certificate of occupancy permit will be issued for any home within a final plat until all Municipal Improvements are substantially completed (one lift of blacktop for streets) or repaired, and all other improvements or repairs required by this Agreement or other rule, regulation, or ordinance, which directly serve or directly relate to the subject Lot, have been completed. An occupancy permit may be issued for a house if the house has an access alternative which is acceptable to the City in its sole discretion, and if the City determines that the completion of the remaining Municipal Improvements will not be hindered by the issuance of the occupancy permit.

ARTICLE 10 DAMAGE TO MUNICIPAL IMPROVEMENTS

10.1 DAMAGE DURING CONSTRUCTION. Developer understands and acknowledges that it is responsible for all damage to streets and storm sewers that occurs either: 1) during construction of the improvements; or 2) results from Development Activity on the Development Property after their dedication and acceptance by the City. "Development Activity" includes the installation of the improvements required under this Agreement as well as the construction of residential units within the Development Property.

In the event the City determines, in its sole discretion, that repairs must be made, the Developer or builder will be given ten (10) days written notice. If the Developer or builder fails to make the repairs within the ten (10) day time period, the City may: 1) withhold all approvals related to the Development Property; 2) withhold all approvals related to the affected area of the Development Property; 3) make the necessary repairs, the cost of which Developer agrees to reimburse to the City; or 4) draw upon Developer's security posted with the City to affect the repairs in the manner it deems expedient.

Upon transfer of any lot within the Development Property, Developer shall be released from the obligations contained in this Section 10.1 to the extent the damage was not caused by the acts of Developer, its agents, or subcontractors; and the transferee shall thereafter be primarily responsible for damage to improvements on or appurtenant to the transferred lot. In the event the City is unable to determine whether responsibility lies with Developer or the lot transferee, Developer shall be responsible to the City for repair but retain its ability to recover from the lot transferee.

ARTICLE 11
STREET MAINTENANCE DURING CONSTRUCTION

11.1 DEVELOPER RESPONSIBLE PRIOR TO ACCEPTANCE BY THE CITY. The Developer shall be responsible for all street maintenance for the development, including snow plowing, until the streets are accepted by the City.

11.2 WARNING SIGNS. Warning signs shall be placed in streets when hazards develop to prevent the public from traveling under or near dangerous or unsafe conditions, and direct attention to detours when appropriate. If and when streets become impassable, such streets must be barricaded and closed by Developer.

11.3 OCCUPANTS ALONG UNFINISHED STREETS. In the event residences are occupied prior to the completion of and acceptance by the City of the streets, Developer shall maintain a smooth surface and provide proper surface drainage to ensure that the streets are passable at all times to traffic and emergency vehicles.

11.4 DIRT AND DEBRIS. Developer shall be responsible for keeping streets within and without each final plat clean of dirt and debris that may spill, track, or wash onto the street from construction activity within the Development Property. Developer shall provide for periodic street cleaning in and immediately adjacent to the Development Property. At a minimum, scraping and sweeping shall take place on a regular basis. Developer shall provide the City, for its approval, a plan for cleaning the streets, identifying how it will be accomplished, and the frequency of the cleaning. The cleaning plan must be approved by the City prior to the commencement of any construction activity. Nevertheless, the City reserves the right to unilaterally determine that cleaning is needed to a degree and at a time other than specified in the approved cleaning plan. Upon receipt of a written notice from the City, Developer will immediately undertake the cleaning as directed.

11.5 SNOW PLOWING. Prior to final acceptance of the Municipal Improvements, Developer may request, in writing, that the City keep the streets open during the winter months by plowing snow from the streets. The City has sole discretion as to whether the City will perform the snow plowing. The City shall not be responsible for repairing

damage to the streets caused by snow plowing. Snow plowing services shall not constitute final acceptance of the streets by the City.

11.6 SPRING WEIGHT RESTRICTIONS. During any period of spring weight restrictions, when the streets within the Development have the first lift of pavement, but prior to final acceptance of the improvements by the City, the Developer shall post signage at each entrance to the Property as notice restricting access to vehicles with an axle weight of five tons or less.

ARTICLE 12 EROSION CONTROL

12.1 EROSION CONTROL AND THE MINNESOTA POLLUTION CONTROL AGENCY'S (THE "MPCA") NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)/ STATE DISPOSAL SYSTEM (SDS) PROGRAM. Developer acknowledges that if the development of the Development Property is subject to the MPCA's Construction Stormwater General Permit under the National Pollutant Discharge Elimination System (NPDES)/ State Disposal System (SDS) Program, the Developer will obtain the permit, develop the required Storm Water Pollution Prevention Plan ("SWPPP") and submit a copy of the permit (including the SWPPP) to the City prior to the initiation of construction of the Municipal Improvements for the development. Developer's compliance with the permit and accompanying SWPPP is a term and condition of this Agreement and enforceable by the City. In addition, the City may impose additional erosion control requirements if in the opinion of the City Engineer such requirements are necessary to retain soil and prevent siltation of streams, ponds, lakes, or other adjacent properties, or of City utility systems. The Developer shall comply with the erosion control plans and with any such additional instruction it receives from the City. All areas disturbed by the excavation and backfilling operations shall be reseeded forthwith after the completion of the work in that area. Seed shall include rye grass or other fast-growing seed to provide a temporary ground cover as rapidly as possible. All seeded areas shall be mulched and disc-anchored as necessary for seed retention. The parties recognize that time is of the essence in controlling erosion.

Upon transfer of any portion of the Development Property to an individual owner or builder, Developer shall prepare and file notices of termination and adequately transfer continuing construction erosion control and storm water management compliance to subsequent owners. The City may withhold any and all approvals from owners or builders found to be non-compliant with applicable NPDES permit standards.

In the absence of applicable erosion control regulation, the Developer shall, at a minimum comply with the erosion control standards of Stearns County.

ARTICLE 13
SITE GRADING

13.1. Site grading shall meet all of the requirements set forth in the City's Subdivision Ordinance, and in the MPCA's Construction Stormwater General Permit.

13.2 When the site grading has been completed:

- A. The Developer shall verify by field survey that the site grading has been completed in accordance with the approved grading plan submitted with the preliminary plat documents and/or as required by the Plans and Specifications. The Developer shall submit the verified site plan to the City for approval.
- B. Elevations shall be taken on all drainage breaks, ponding sites, ditches, and swales. Arrows shall show how the lot is to drain.
- C. The approved site grading plan shall become the Development Plan.
- D. The Developer shall make the Development Plan available to subsequent owners of the lots purchased from the Developer, and to their builders. A lot grading plan shall be designed and drawn by the builder for each individual lot. The lot grading plan shall be certified by a Registered Land Surveyor or Professional Engineer. The lot grading plan shall be subject to review and approval by the City and the City Engineer prior to the issuance of a building permit. The lot grading plan shall comply with all City, local, state and regulatory agency requirements. Upon completion of the final lot grading by the lot owner, elevations shall closely match those set forth on the approved lot grading plan.

ARTICLE 14
PARK DEDICATION

14.1 PARK DEDICATION. Developer agrees to pay to the City, at the time of approval of the final plat, a total cash-in-lieu payment based upon the City's per lot fee of \$1200 per lot for 5 lots resulting in a total park dedication fee of \$6,000.00. Park dedication fees must be paid at the time of execution of the final plat, and Developer may not begin any work on the Development Property until the park dedication fees are paid.

ARTICLE 15

MAINTENANCE OF DEVELOPMENT SIGN

15.1 DEVELOPMENT SIGN. Developer may create a sign easement on a private lot within the Development Property on which Developer may place a sign identifying the development. Any such easement must provide that the lot owner is responsible to ensure that the area around the sign is maintained to remove weeds and control other vegetation. In addition, the easement will require that the lot owner maintain the sign in a presentable condition (including repainting, repair or other necessary maintenance) at the lot owner's sole cost and expense. These maintenance obligations must run in favor of the other lot owners and the City and must provide that the City may enforce the maintenance obligations.

ARTICLE 16 DISCLOSURES

16.1 RIGHT TO FARM DISCLOSURE. The Developer shall record, against the Development Property, the Right to Farm Disclosure attached as **Exhibit D** in the office of the County Recorder in and for Stearns County.

16.2 HIGHWAY NOISE DISCLOSURE. The Developer shall record, against the Development Property, a Highway Noise Disclosure to be prepared by the Developer and reviewed by the City.

ARTICLE 17 MAILBOXES

21.1 INSTALLATION. Locations and types of mailboxes to be installed by Developer must be approved by the City and United States Postal Service prior to installation.

21.2 INDIVIDUAL MAILBOXES AND NEWSPAPER BOXES. Mailboxes and individual newspaper receptacles shall be permitted per City of Rockville mailbox policy.

ARTICLE 18 WETLAND MITIGATION AND PROTECTION

18.1 PERMITTING. The development of the Development Property must comply with all wetland protection legislation and Developer will be responsible for any permitting necessary. Notwithstanding anything in this Agreement to the contrary, the Developer shall be responsible for all wetland mitigation that is required for construction of any of the Municipal Improvements. Developer will complete and pay for all permitting, credit

purchases, and/or other mitigation costs that may be involved. The City may, however, take action to minimize charges or costs to the City in the event the Developer fails to obtain all permits and complete all mitigation that may be necessary for the construction of the Municipal Improvements.

18.2 DELINEATION. Developer will survey and correctly delineate all wetlands on the Development Property, and obtain from Stearns County, a certification as to the accuracy of the delineation. The County's approval must be provided to the City prior to the commencement of any earthmoving, filling, or construction on the Development Property.

18.3 PROTECTION. Neither Developer nor any future owner of any portion of the Development Property may fill or disturb the wetlands on the Development Property except with the written consent of the City and with appropriate state and federal permits. Developer will execute and cause to be recorded against each final plat of the Development Property the Conservation Restriction attached hereto as **Exhibit E**.

18.4 SURVEY AND POSTING. The limits of the wetlands on the Development Property must be surveyed and monuments placed for future reference. In addition, Developer will post the wetland's boundary with permanent signs in locations approved by the City that clearly inform the readers that wetlands lie beyond the sign that are protected by State and Federal Law and that tampering or removing the signs is prohibited. The type of post and sign, and the locations of the signs must be approved by the City.

ARTICLE 19 INDEMNIFICATION

19.1 INDEMNIFICATION. Anything to the contrary herein notwithstanding, the City and Council, its officers, agents, employees, and representatives shall not be liable or responsible in any manner to the Developer, contractor or subcontractors, materialmen, laborers, or to any other person or persons whomsoever, for any claims, demands, damages, actions, or causes of action of any kind or character whatsoever arising out of or by reason of the execution of this Agreement; the design, performance, and completion of the Municipal Improvements and any and all work which is the Developer's obligation to perform pursuant to this Development Agreement; the grant by the City and its Council of any approval related to the Development Property, including, but not limited to, approval of any grading plan, drainage plan, preliminary, or final plats for the Development Property; the failure by Developer to observe or perform any covenant, condition, obligation or agreement on its part to be observed or performed under this Development Agreement; the failure by the Developer to pay contractors, subcontractors, laborers, or materialmen; the failure by Developer to pay for materials; the failure by Developer to obtain necessary permits and authorization to construct the

work described in this Development Agreement; because building permits were issued prior to the completion and acceptance of the Municipal Improvements; or the City's exercise of any of its rights in the event of a default by Developer. Developer further agrees to indemnify, defend, and hold the City, its officers, engineers, agents and employees harmless from all such claims, demands, damages, actions, or causes of action, and all costs, disbursements, and expenses resulting from such claims, including attorneys' fees.

ARTICLE 20
MISCELLANEOUS

20.1 STREET NAMING. Street names must be approved by the City.

20.2 PROFESSIONAL CONSULTANT FEES. If the City must bring and incur costs in an enforcement action upon the default of the Developer, and the City prevails in the enforcement action, then Developer shall reimburse the City for costs incurred in the enforcement action, including reasonable fees of the City's professional consultants.

20.3 DEFAULT AND REMEDIES. If Developer fails in any way to perform or observe any covenant, condition, or obligation contained in this Agreement or the any other agreement between Developer and the City relating to the Development Property, Developer agrees that the City may do any, all, or any combination of the following: (i) halt all further approvals regarding platting, improvements or issuance of building permits or occupancy permits relating to the Development Property; (ii) seek injunctive relief; (iii) terminate this Agreement and all of the obligations contained herein without terminating Developer's obligation to reimburse the City for costs it has incurred with regard to this Agreement or the Development Property; (iv) draw on or utilize any funds or other security provided to the City pursuant to this Agreement and complete the Municipal Improvements; (v) suspend any work or improvement on the Development Property by issuing a stop work order; and/or (vi) take any other action at law or in equity which may be available to the City.

20.4 NO ADDITIONAL WAIVER IMPLIED BY ONE WAIVER. If any agreement contained in this Agreement is breached by the Developer and thereafter waived in writing by the City, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breaches hereunder. All waivers by the City must be in writing to be effective.

20.5 NO REMEDY EXCLUSIVE. No remedy herein conferred upon or reserved to the City shall be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair

any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle the City to exercise any remedy reserved to the City, it shall not be necessary to give notice.

20.6 ASSIGNMENT. This Agreement may not be assigned by Developer except upon obtaining the express written consent of the City. Developer's obligations hereunder shall remain in full force and effect even if the Developer sells or otherwise transfers one or more lots, any entire final plat, or any part of a final plat.

20.7 INTEGRATION. This Agreement contains all of the understandings and agreements between the parties. This Agreement may not be amended, changed, or modified without the express, written consent of the parties hereto.

20.8 EXECUTION IN COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which shall constitute one and the same instrument.

20.9 GOVERNED BY MINNESOTA LAW. This Agreement shall be interpreted under the laws of the State of Minnesota.

20.10 BINDING ON SUCCESSORS AND ASSIGNS. This Agreement shall run with the Development Property and will be binding on and enforceable by and against the parties, their successors, legal representatives and assigns.

20.11 NO 3RD PARTY RECOURSE. Third parties shall have no recourse against the City under this Agreement.

20.12 LEGAL REPRESENTATION. **Jovanovich, Dege & Athmann, P.A., represents the City with regard to this Agreement. Developer is hereby advised to seek independent legal advice prior to execution of this Agreement.**

20.13 SEVERABILITY. In the event any provision or part of this Agreement is determined to be void or unenforceable, the remainder of the Agreement shall remain in effect.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date set forth above.

CITY OF ROCKVILLE, MINNESOTA

By _____
Its Mayor

EXHIBIT A

(Legal Description of Development Property)

The North Three-Quarters of the Southeast Quarter of the Northeast Quarter (N $\frac{3}{4}$ of SE $\frac{1}{4}$ of NE $\frac{1}{4}$) of Section Five (5), Township One Hundred Twenty-three (123), Range Twenty-nine (29), Stearns County, Minnesota.

EXHIBIT B
(Preliminary Plat)

EXHIBIT C
(Final Plat)

EXHIBIT D

(Right to Farm Disclosure)

RURAL ACTIVITY & RIGHT TO FARM DISCLOSURE

This Disclosure is made on _____, 2019, by the undersigned as owner and developer of the real property legally described in the attached **Exhibit A** (the "Property"). The Property is being developed according to the final plat approved by the City of ROCKVILLE known as HILLTOP WOODS.

The Property is being developed in an area that has traditionally been a rural area and which has recently been farmed. Some of the adjoining properties may continue to be used for agricultural endeavors. These endeavors may include, without limitation, such things as cropping fields, the use of organic fertilizers, maintaining domesticated animals, and the operation of farm machinery and equipment.

THIS DISCLOSURE IS INTENDED TO ENSURE THAT, AS A BUYER OF ONE OF THE LOTS IN THE PROPERTY, YOU ARE MADE AWARE OF THE FACT THAT YOU WILL BE MOVING INTO A TRADITIONALLY AGRICULTURAL AREA AND MAY BE SUBJECTED TO THE SIGHTS, SOUNDS, AND SMELLS OF AGRICULTURAL ACTIVITIES.

The following language is adapted from Stearns County's Right to Farm Disclosure:

An agricultural operation (the use of agricultural land for the production of crops, tree farming, livestock, poultry, dairy products or poultry products, but not a facility primarily engaged in the processing of agricultural products) conducted or maintained on agricultural land shall not be or become a nuisance, public or private, if the operation was not a nuisance when it began. This provision shall not apply:

- a. To a condition or injury that results from the negligent or improper operation of an agricultural operation or from operations conducted and maintained in a manner that is contrary to commonly accepted agricultural practices; or
- b. When an agricultural operation causes injury or direct threat of injury to health or safety of any person; or
- c. When an agricultural operation causes the pollution of, or change in

the condition of, waters of the State or the water flow of water on the lands of any person; or

d. When an agricultural operation causes the obstruction of free passage or use, in the customary manner, of any navigable lake, river, bay, stream, canal, or basin or any public park, street, or highway.

John H. Lutgen

Lisa L. Lutgen

STATE OF MINNESOTA)
) SS
COUNTY OF _____)

On this ____ day of _____, 2019, before me, a Notary Public for this County, personally appeared John H. Lutgen and Lisa L. Lutgen, husband and wife, to me personally known, and signed this instrument.

Notary Public

THIS INSTRUMENT DRAFTED BY:
Susan M. Dege - 0290385
Jovanovich, Dege & Athmann, PA
1010 W. St. Germain, Suite 420
St. Cloud, MN 56301
Telephone: (320) 230-0203

EXHIBIT E

CONSERVATION RESTRICTION

This Conservation Restriction is made effective _____, 2019, by John H. Lutgen and Lisa L. Lutgen, husband and wife (“Developer”) in favor of the City of ROCKVILLE, Minnesota (the “City”).

RECITALS

- A. Developer is the owner of property legally described in the attached **Exhibit A**.
- B. Developer has presented a plat to the City for approval.
- C. As a condition of its approval, the City required certain space within Developer’s plat be restricted and not developed to protect wetlands.
- D. The portion of the Property to be designated for protection is shown on the plat of HILLTOP WOODS as “wetlands” (the “Wetlands”).
- E. As a condition of approval of the final plat for Developer’s Property, the City requires that Developer execute and record this Conservation Restriction restricting the uses of the Wetlands.

Now, therefore, in consideration of the above recitals, Developer agrees as follows:

- 1. Developer agrees that the Wetlands may only be used for purposes consistent with their preservation as wetlands as defined by state and federal law.
- 2. Developer agrees that the Wetlands will not be impacted or developed beyond the development shown in and consistent with the final plat approved by the City of ROCKVILLE. Developer agrees for itself and its successors in interest not to seek a permit or exemption from the county, state or federal government to fill any part of the Wetlands not required to be filled in the course of development consistent with the final plat approved by the City of ROCKVILLE.
- 3. Neither Developer nor any future owner of any portion of the Wetlands may remove trees or other vegetation from the Wetlands, except with the written permission of the City and in accord with all state and federal regulations.
- 4. No structure, deck, driveway, patio, fence or other improvements shall be located within the following setback limits:

- a. 10 feet from the limit of a wetland 0-5 acres in size.
 - b. 20 feet from the limit of a wetland greater than 5 acres in size.
5. The restrictions set out herein will apply unless and until the land is released by the City.
 6. This Conservation Restriction shall run with the land and shall burden and bind Developer and Developer's successors and assigns and all future owners of the Property.

John H. Lutgen

Lisa L. Lutgen

STATE OF MINNESOTA)
) SS
COUNTY OF _____)

On this ____ day of _____, 2019, before me, a Notary Public for this County, personally appeared John H. Lutgen and Lisa L. Lutgen, husband and wife, Developer herein, to me personally known, and signed this instrument.

Notary Public

THIS INSTRUMENT DRAFTED BY:
Susan M. Dege - 0290385
Jovanovich, Dege & Athmann, PA
1010 W. St. Germain, Suite 420
St. Cloud, MN 56301
Telephone: (320) 230-0203

**EXHIBIT A
TO CONSERVATION RESTRICTION**

(LEGAL DESCRIPTION)

Lots 1 through 5, HILLTOP WOODS, according to the plat thereof on file and of record in the Office of the Stearns County Recorder.

AGREEMENT FOR THE MANAGEMENT AND
MAINTENANCE OF STORMWATER FACILITIES

THIS AGREEMENT made this day of January _____, 2020, by and between the Sauk River Watershed District, hereinafter referred to as "DISTRICT", and John Lutgen and Lisa Lutgen, husband and wife "applicant", hereinafter referred to as "DEVELOPER", and the City of Rockville, a municipal corporation, hereinafter referred to as "CITY";

WITNESSETH:

WHEREAS, DISTRICT has an interest in and an obligation for the development, management, and maintenance of stormwater facilities within the Sauk River Watershed District, which interest and obligation is evidenced in DISTRICT's rules and in this agreement which is being entered into pursuant to those rules; and

WHEREAS, DEVELOPER wishes to construct certain buildings on land within the Sauk River Watershed District; and

WHEREAS, DEVELOPER will transfer ownership of the storm sewer and storm water treatment facilities to the CITY; and

WHEREAS, as an inducement for DISTRICT to grant to DEVELOPER a permit under its rules, CITY wishes to enter into this agreement for the management and maintenance of stormwater management infrastructure.

NOW, THEREFORE, the parties hereto agree as follows:

1. That attached hereto, and incorporated herein by reference, is "Exhibit A," a map upon which there is located certain improvements and also "stormwater management infrastructure" which is the subject of this agreement.
2. CITY specifically agrees to maintain the stormwater management infrastructure in accordance with the schedules and procedures set forth in "Exhibit B" attached hereto and incorporated herein by reference.

3. CITY and DEVELOPER specifically grants DISTRICT access to, from and across the property encompassed in "Exhibit A" in order to evaluate and inspect the pond and, in addition to the detention pond, any other stormwater facilities, which evaluation and inspection will, from time to time, be necessary in order to ascertain that the practices concerning management and maintenance are being followed pursuant to DISTRICT's stormwater management ordinances; DISTRICT shall maintain, as a public record, the results of all site inspections, and shall recommend any corrective actions required to bring the storm water management facilities into proper operating condition.

4. Upon notification to CITY that maintenance deficiencies exist on property, any corrective actions shall be undertaken by CITY within a time frame as mutually agreed to by DISTRICT and CITY, which time frame will be reasonable; should CITY not satisfactorily complete any directives of DISTRICT, as identified in any inspection report or directive within the time frame provided by DISTRICT, then the parties agree that DISTRICT shall complete any corrective actions and the cost of those actions, including any administrative charges, shall be paid in full by CITY.

5. These covenants, agreements, and obligations provided for in this agreement shall travel with the land and be binding upon CITY, its successors and assigns in perpetuity.

DEVELOPER:

John Lutgen

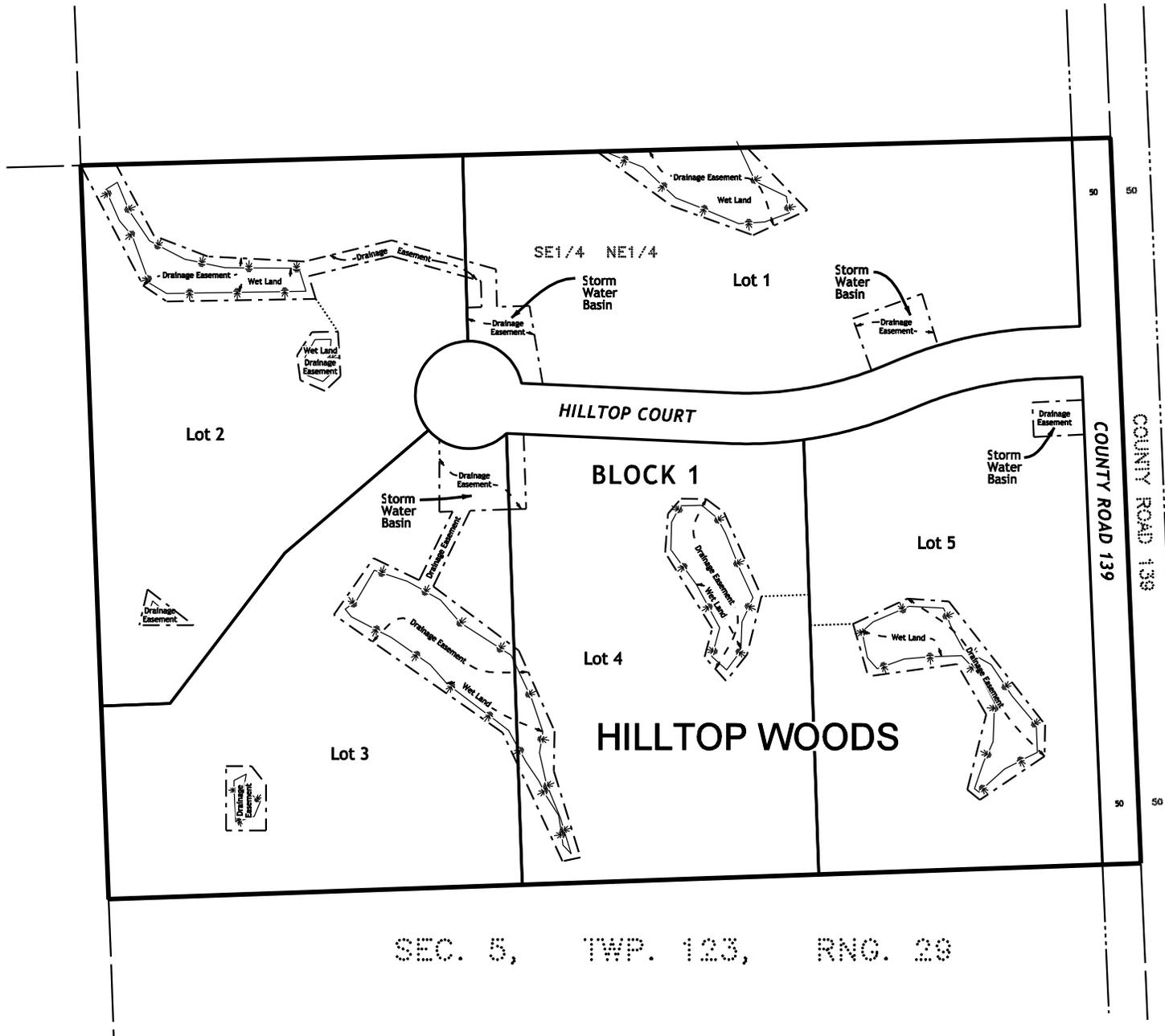
Lisa Lutgen

STATE OF MINNESOTA)
) ss.
COUNTY OF STEARNS)

The foregoing instrument was acknowledged before me this ____day of January, 2020, by John Lutgen and Lisa Lutgen, husband and wife.

NOTARIAL STAMP OR SEAL
(OR OTHER TITLE OR RANK)

SIGNATURE OF PERSON TAKING
ACKNOWLEDGMENT



Legal Description (Pre-Plat)
 The North Three-Quarters of the Southeast Quarter of the Northeast Quarter (N3/4 SE1/4 NE1/4) of Section 5, Township 123 North, Range 29 West, Stearns County, Minnesota.



EXHIBIT A
HILLTOP WOODS
 City of Rockville, County of Stearns, State of Minnesota
 Located in Section 5, Township 123 North, Range 29 West
 (KLD Proj. No. LUTGJ1901)

Exhibit B

Storm Water Filtration Basin BMP Maintenance Agreement Hilltop Woods Development

A. Construction Phase activity

1. DEVELOPER, CITY, and DISTRICT have entered into an agreement for Management of the Storm Water Facilities within the Hilltop Woods Development located within the corporate limits of the City of Rockville.
2. Hilltop Woods Development is designed to be a single-phase development and is currently in the process of construction of the development.
3. This maintenance agreement and plan shall cover all existing and future systems, if any, constructed within the Hilltop Woods Development.
4. DEVELOPER started site preparation work in October of 2019.
5. A Storm Water Pollution Prevention Plan and Erosion and Sediment Control Plan has been submitted to the CITY AND THE DISTRICT along with a copy of this agreement and exhibits for permitting purposes to DISTRICT by DEVELOPER.

B. Storm Water Management Facilities Maintenance and Operation Plan

1. CITY shall be responsible for the long-term operation and maintenance of all current and future facilities and BMPs. Proper long-term maintenance includes minor, routine and major maintenance activities.
2. Minor Maintenance of sedimentation in basins include:
 - a. Trash and debris removal within basin and surrounding drainage areas as needed.
 - b. Periodic mowing of pond buffer including embankment.
 - c. Street Sweeping conducted semi-annually in spring and fall.
3. Major Maintenance of sedimentation basin include:
 - a. Reconstruction of any failed BMP, such as damaged or non-functioning pipes, or non-functioning or damaged outlet structures.
4. The site shall have three storm water treatment basins and those basins will be inspected annually for the following:
 - a. Is the basin drawdown happening within 48 hours of an event?
 - b. Is the vegetation in adequate condition?
 - c. Have any trees taken root in the basin?
 - d. Is there erosion at the outlets, sidewalls or along upstream swales?
 - e. Is there sediment build-up in upstream drainage structure sumps?

- f. Any erosion observed within the basin or along upstream swales or ditches will be repaired in compliance with the SWPPP plans on record at city hall which are part of the construction documents which are retained as permanent documents at city hall per the city's retention schedule.
 - g. If the basin is not drawing down within 48 hours, due to sediment build up it will be cleared. If the cause is due to degradation of the bottom of the basin, it will be excavated and restored to the specifications listed on the grading plan for that basin within the construction documents which are retained as permanent documents at city hall per the city's retention schedule.
5. CITY will annually inspect all aspects of the BMP and record those inspection results and maintain the report in compliance with the city's record retention schedule.

RESOLUTION NO. 2020-06

**RESOLUTION APPROVING A PROPOSED LOCAL SALES TAX
WITHIN THE CITY OF ROCKVILLE**

WHEREAS, the City of Rockville desires to receive legislative approval to impose a local sales tax per MN Statutes 297A.99, and

WHEREAS, the proposed tax rate is 0.5%, and

WHEREAS, the proposed project which will be funded with revenue from the proposed tax is street improvements on Lake Road from County Road 6 to 1,000' south of Lena Lane, and

WHEREAS, this project is regionally significant and will benefit persons outside of the jurisdiction of the City of Rockville. Lake Road serves as a regional route to Pleasant Lake and the amenities surrounding Pleasant Lake including "The 400 Club" and Pleasant Lake Public Water Access. Pleasant Lake is a popular destination for many people in the region outside of the City of Rockville. The proposed street improvement project will greatly benefit the users of Pleasant Lake and the businesses around the lake, and

WHEREAS, the estimated amount of revenue needed for this project is \$390,000. It is estimated to take 15 years to raise these funds with a 0.5% sales tax, and

WHEREAS, the total amount of revenue to be raised for this project is \$390,000, and

WHEREAS, the estimated length of time the tax will be in effect if the proposed project is approved will be fifteen (15) years.

NOW THEREFORE, BE IT RESOLVED, by the City Council of Rockville, Minnesota that the proposed sales tax is approved by the City Council and authorizes the City Administrator to submit the necessary documentation to the State Legislature to receive Legislative approval of the new tax.

This resolution was duly adopted by the Rockville City Council this 8th day of January 2020.

Duane Willenbring, Mayor

ATTEST

Martin M. Bode, City Administrator



Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

MEMORANDUM

Date: December 31, 2019
To: Honorable Mayor Willenbring and Members of the City Council
Rockville, Minnesota
From: Justin Kannas, P.E.
City Engineer
Subject: Local Sales Tax
Rockville, Minnesota

Based upon Council direction, we have researched the possibility of the City of Rockville implementing a Local Option Sales Tax to fund street improvement projects. Below is a summary of information pertaining to a Local Option Sales Tax:

- 1) The Minnesota Department of Revenue estimates annual revenue from a 0.5% Local City Sales and Use Tax would be \$26,000 for the City of Rockville.
- 2) Attached is a summary from the League of Minnesota Cities of the steps required to implement a Local Sales Tax.
- 3) A political subdivision may not advertise or expend funds for the promotion of a referendum to support imposing a local option sales tax, but a city may expend funds to:
 - a. Conduct the referendum
 - b. Disseminate information included in the resolution indicating the city council's approval of the tax
 - c. Provide notice of and conduct public forums at which proponents and opponents on the merits of the referendum are given equal time to express their opinions on the merits of the referendum
 - d. Provide facts and data on the impact of the proposed sales tax on consumer purchases
 - e. Provide facts and data related to the programs and projects to be funded with the sales tax.
- 4) It is recommended that the City Attorney and City's Financial Advisor be consulted on additional rules and requirements pertaining to the implementation and annual reporting and requirements of a Local City Sales Tax.

If the City Council would like to proceed with the implementation of a Local Option Sales Tax, the next step would be to approve a resolution including the following information. Possible detailed information to be included in the resolution has been provided below for the City Council to consider. The resolution must be approved and sent to the Senate and House Tax Committee Chairs by January 31, 2020.

- Proposed tax rate
 - 0.5%
- Detailed description of up to five capital projects to be funded with the tax
 - Street improvements on Lake Road from County Road 6 to 1,000' south of Lena Lane
- Documentation of how each project will provide an economic benefit to residents, businesses, and visitors from outside the jurisdiction
 - Lake Road serves as a regional route to Pleasant Lake and the amenities surrounding Pleasant Lake including “The 400 Club” and Pleasant Lake Public Access. Pleasant Lake is a popular destination for many people in the region outside of the City of Rockville. The proposed street improvement project will greatly benefit the users of Pleasant Lake and the businesses around the lake.
- Amount of revenue to be raised for each project and the estimated time needed to raise funds
 - The estimated amount of revenue needed for this project is \$390,000. It is estimated to take 15 years to raise these funds with a 0.5% sales tax.
- Total amount of revenue to be raised for all projects
 - \$390,000
- Estimated length of time the tax will be in effect if all proposed projects are approved
 - 15 years

cc: Martin Bode, City Administrator, City of Rockville

RESOLUTION NO. 2019 – [REDACTED]

RESOLUTION APPROVING A PROPOSED LOCAL SALES TAX WITHIN THE CITY OF ROCKVILLE

WHEREAS, the City of Rockville desires to receive legislative approval to impose a local sales tax per MN Statutes 297A.99, and

WHEREAS, the proposed tax rate is 0.5%, and

WHEREAS, the proposed project which will be funded with revenue from the proposed tax is street improvements on Lake Road from County Road 6 to 1,000' south of Lena Lane, and

WHEREAS, this project is regionally significant and will benefit persons outside of the jurisdiction of the City of Rockville. Lake Road serves as a regional route to Pleasant Lake and the amenities surrounding Pleasant Lake including “The 400 Club” and Pleasant Lake Public Water Access. Pleasant Lake is a popular destination for many people in the region outside of the City of Rockville. The proposed street improvement project will greatly benefit the users of Pleasant Lake and the businesses around the lake, and

WHEREAS, the estimated amount of revenue needed for this project is \$390,000. It is estimated to take 15 years to raise these funds with a 0.5% sales tax, and

WHEREAS, the total amount of revenue to be raised for this project is \$390,000, and

WHEREAS, the estimated length of time the tax will be in effect if the proposed project is approved will be fifteen (15) years.

NOW THEREFORE, BE IT RESOLVED, by the City Council of Rockville, Minnesota that the proposed sales tax is approved by the City Council and authorizes the City Administrator to submit the necessary documentation to the State Legislature to receive Legislative approval of the new tax.

This resolution was duly adopted by the Rockville City Council this 8th day of January 2020.

Duane Willenbring, Mayor

ATTEST

Martin M. Bode, City Administrator

Focus on New Laws: Changes to Local Sales Tax Approval Process

Cities must now seek authorization from the Legislature to have a local sales tax before getting voter approval.

(Published Oct 14, 2019)

A new law, 2019 First Special Session, Chapter 6 (*Link to: <https://www.revisor.mn.gov/laws/2019/1/Session+Law/Chapter/6/>*), modified the process cities and other local units of government must follow to impose future general local sales taxes.

Effective July 1, 2019, the new process requires local governments to secure legislative authorization for a general sales tax prior to conducting a local referendum. (Counties imposing a transportation sales tax under Minnesota Statutes, section 297A.993 (*Link to: <https://www.revisor.mn.gov/statutes/cite/297A.993>*) are not affected by this new law.)

Other new requirements

The new process also requires cities to provide additional detailed information on the proposed uses of the local sales tax revenue and information on the “regional significance” of the projects to be funded.

In the past, the sales tax legislation for some cities included authorization for a special local excise tax on motor vehicle sales within the city. The changes enacted in 2019 included a prohibition on new special excise taxes on motor vehicles.

Steps of the new process

To impose a general local sales tax under Minnesota Statutes, section 297A.99 (*Link to: <https://www.revisor.mn.gov/statutes/cite/297A.99>*), a city must take the following steps:

- 1. Adopt a resolution.** The city council must first adopt a resolution proposing the tax. The resolution must include the proposed tax rate, documentation of the “regional significance” of each project to be funded, the amount to be raised with the tax, and the estimated length of time the tax will be needed.
- 2. Submit resolution to state tax committees.** The city is required to submit the adopted resolution and documentation on regional significance to the chairs and ranking minority members of the House and Senate Taxes committees by Jan. 31 of the year that it is seeking the special law.
- 3. Get legislative authorization.** The city must secure the passage of a special law authorizing the enactment of the local sales tax. The city would typically work with its local legislators to introduce special legislation.
- 4. Adopt a resolution.** After approval, the city must adopt a resolution accepting the new law. The city must also file the resolution and a local approval certificate (*Link to: https://www.sos.state.mn.us/media/1998/certificate_of_approval_of_special_law.pdf?inline=true*) with the Office of the Secretary of State before the next legislative biennium begins.
- 5. Hold a referendum.** The city must conduct a referendum during a general election within two years of receiving legislative authority for the local sales tax. The referendum must include separate questions for each project, and only the ballot questions approved by voters may be funded by the sales tax.

6. Pass an ordinance. The city council must pass an ordinance imposing the tax. It must also notify the commissioner of Revenue at least 90 days before the first day of the calendar quarter that the tax will be imposed.

Spending restrictions

The statute continues to restrict the expenditure of funds for the promotion of the passage of a local sales tax referendum. Cities may spend money to:

Give residents the information that is contained in the local sales tax resolution, including information on specific projects and costs of those projects.

Conduct public forums on the sales tax and projects to be funded, provided that proponents and opponents are given equal time to express their opinions.

Provide facts on the proposed projects and the impact of the proposed tax on consumers.

Conduct the required referendum.

More information

For more information and assistance with the local sales tax process, contact the Department of Revenue's Local Government Services Unit at (651) 556-6117 or localgovernmentservices.mdor@state.mn.us (*Link to: <mailto:localgovernmentservices.mdor@state.mn.us>*).

—Learn more about the required local sales tax process from the Department of Revenue website (*Link to: <https://www.revenue.state.mn.us/starting-local-sales-tax>*)

Read the current issue of the Cities Bulletin (*Link to: <http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp>*)

* By posting you are agreeing to the LMC Comment Policy (*Link to: <http://www.lmc.org/page/1/comment-policy.jsp>*).

**City of Rockville, Minnesota
Resolution 2020-07**

2020 Annual Appointments

It is hereby resolved by the City of Rockville, Minnesota that:

WHEREAS; The state statutes of Minnesota require municipalities to formally address a number of items, such as the naming of an acting mayor, naming official depositories and identifying official newspaper(s) at their first regular meeting of the calendar year; and

WHEREAS; The Rockville City Council seeks to fully comply with the requirements of state statutes as well as to annually outline the basic policies and procedures the Council desires to use to govern the operations of the City;

THEREFORE; the Rockville City Council hereby adopts the following designations, appointments, policies and procedures for the calendar year of 2020:

1. Appointments

- a. Acting Mayor: Brian Herberg
- b. Planning Commission Representative: Bill Becker and Brian Herberg
- c. Economic Development Authority Representatives: Duane Willenbring and Brian Herberg
- d. Tri-City Cable Committee Members: Brian Michalski and Roger Schmitz
- e. Stearns County Municipal League Representative: Don Simon
- f. Special Events Volunteer Committee Representative: Jerry Tippelt
- g. City Roads, Trail and Utility Advisory Committee: Don Simon and Brian Herberg (Chair)
- h. Fire Relief Association Ex-Officio Members: Jerry Tippelt, City Administrator, and Fire Chief
- i. Rocori Trail Construction Board Representatives: Duane Willenbring and John Peck

2. Depositories / Financial Institutions

- a. Granite Community Bank (GCB) checking/savings accounts / short and long-term savings / corporate card account)
- b. League of MN Cities 4-M Fund (short/long-term savings / investment)
- c. Falcon National Bank short/long term investment, alternate checking/savings
- d. Bremer – Alternate: checking/savings accounts, short/long term investments

3. Official Newspapers

- a. Cold Spring Record (primary)
- b. St. Cloud Times (secondary)

4. City Clerk

- a. Administrator-Clerk Martin Bode holds the statutory position of city clerk

5. City Auditor

- a. Bergan KDV, Ltd. (BKDV) of St. Cloud

6. Financial Planner & Advisor

- a. David Drown & Associates - (David Drown)

7. TIF District Consultant

- a. David Drown & Associates – (David Drown)

8. Electronic Funds Transfer (EFT) Business Administrator

- a. City Administrator / Clerk
- b. Finance Clerk, Alternate

9. Bond Council

- a. Kennedy & Graven, Chartered

10. Building Official

- a. Inspectron, Inc.

11. City Planner

- a. Cynthia Smith-Strack/Strack Consulting

12. City Engineer

- a. Bolton & Menk

13. City Attorney

- a. Jovanovich Dege and Athmann

14. Chief Law Enforcement Officer

- a. Stearns County Sheriff's Department – Liaison: Lt Kellan Hemmesch

15. Weed Inspector

- a. Mayor (primary)
- b. Public Works Director (secondary)

16. Wellhead Protection Manager

- a. Public Works Director

17. Building Permit Specialist

- a. Administrative Asst. (primary)
- b. City Administrator (secondary)

18. Zoning Administrator

- a. City Administrator / Clerk (primary)
- b. Finance Clerk (secondary)

19. Safety Officer

- a. Public Works Director (primary)
- b. City Administrator / Clerk (secondary)

20. Emergency Management Directors

- a. Mike Hoffmann - Director
- b. Bill Becker - Assistant Director

21. City Records Officer - Utility Hearing Officer - Human Resources Manager

- a. City Administrator / Clerk

22. Executive Directors of Boards and Commissions

- a. Planning Commission: City Administrator / Clerk
- b. Economic Development Authority: City Administrator / Clerk

23. Meeting Dates, Times and Locations

- a. Regular Council Meetings shall be on the 2nd Wednesday of each month at 6:00 p.m.
- b. Regular Council Workshop Meetings (If needed) shall be on the 2nd Wednesday of each month at 5:00 p.m. and the last Monday of each month at 9:00 a.m.
- c. Special Council meetings shall be on (as needed)

- d. Meeting Location: Rockville City Hall, 229 Broadway St. E. Rockville, MN
- e. Regular Planning Commission Meetings shall be on the 1st Tuesday of each month at 6:00 p.m.
- f. Meeting Location: Rockville City Hall, 229 Broadway St. E. Rockville, MN

24. Recognized Holidays

- | | | |
|----|-------------------------------|-----------------------------|
| a) | New Year's Day | January 1 |
| b) | Martin Luther King's Birthday | Third Monday in January |
| c) | President's Day | Third Monday in February |
| d) | Memorial Day | Last Monday in May |
| e) | Independence Day | July 4 (July 3) |
| f) | Labor Day | First Monday in September |
| g) | Veteran's Day | November 11 |
| h) | Thanksgiving Day | Fourth Thursday in November |
| i) | Day After Thanksgiving | Fourth Friday in November |
| j) | Christmas Day | December 25 |

25. Council Bylaws and Procedures

- a. League of Minnesota Cities Handbook for Minnesota Cities shall serve as the Council's procedural bylaws that govern formal Council meeting policies and procedures.
- b. Council will also follow Roberts Rules of Order in a loose and basic way and may vary per Council discretion.

Adoption by the City Council of the City of Rockville on this 8th day of January, 2020.

Duane Willenbring, Mayor

ATTEST:

Martin M. Bode, City Administrator

**City of Rockville, Minnesota
Resolution 2020-08**

Refuse Hauler Permits for the Period of 01/01/2020 to 12/31/2020

It is hereby resolved by the City of Rockville, Minnesota that:

WHEREAS; Per State Statue and City Ordinance 2019-98 which gives municipalities authority to issue or approve refuse hauler permits; and

WHEREAS; Contingent on the following applicants having fulfilled all requirements necessitated by local, County or state law for a successful license;

THEREFORE; Rockville City Council approves of the following refuse hauler permits for the period of one year from January 1, 2020 to December 31, 2020:

Licensee Name: West Central Sanitation
Licensee Address: 4089 Abbott Drive, PO Box 796, Willmar, MN
Permit(s) Approved: Refuse Hauler

Licensee Name: Waste Management of MN Inc
Licensee Address: 650 Hwy 10 NE, St. Cloud, MN
Permit(s) Approved: Refuse Hauler

Licensee Name: Advanced Disposal Services
Licensee Address: 2355 12st SE, St. Cloud, MN
Permit(s) Approved: Refuse Hauler

Adoption by the City Council of the City of Rockville on this 8th day of January, 2020.

Duane Willenbring, Mayor

ATTEST:

Martin M. Bode, Administrator/Clerk