

CITY OF ROCKVILLE

P.O. Box 93

229 Broadway Street East

Rockville, MN 56369

For Your Information – FYI

Council Action Needed – CA

AGENDA WEDNESDAY, APRIL 10, 2019 ROCKVILLE CITY HALL 6:00 P.M.

1. **Call to Order** Roll Call - DW.DS.JT.BH.BB
2. **Pledge of Allegiance**
3. **Roll Call** – (silence electronic devices)
4. **Additions/Approval of Agenda** CA 1
5. **Public Comment (3) Minute Limit** (no sharing/allotting of minutes, statements only, no dialog)
6. **Consent Agenda** (approved with one motion) CA 2
 - a) Acknowledge Review of the March 2019 Bills Paid 2
 - b) Acknowledge Review 1st Quarter 2019 Journal Entries 17
 - c) Approval of Rockville City Council Minutes of March 13, 2019 36
 - d) Acknowledge March 2019 Building Permits 39
 - e) Resolution 2019-14 Delegating Authority to Pay Claims 40
 - f) Approve the City of Rockville updated Internal Control Policy 42
 - g) Acknowledge review of Stearns County Attorney 2018 written report 49
7. **Department Reports:**
 - a) Sheriffs Department 1st Quarter 2019 Review 58
 - b) Rockville Fire Department
 - c) Rockville Emergency Management
 - d) City Engineer
 1. Stickney Hill
 2. 2019 Street Project
 - e) Public Works 73
8. **Council Action**
 - a) Appropriations, Allocations, and Transfers CA
 - b) Set date for public hearing regarding zoning/subdivision ordinance amendment (05.08.19)C
 - c) AT&T Contract Amendment CA 74
9. **Mayor / Council Reports** FYI
 - a) Noxious Weed Training
 - b) RTCB
 - c) Highway 23 Coalition
10. **Other**
 - a) April 22, 2019, 9:00 a.m. LMC Training
11. **Closed Meeting** – Per State Statue 13D.05, subd. 3 (3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.
 - a) Parcel No. 76.41720.0445 Brentwood Hill Addition
Reconvene Council Meeting
12. **Summarize Closed Meeting**
13. Parcel No. 76.41720.0445 Brentwood Hill Addition CA
14. **Adjourn**

CITY OF ROCKVILLE

***Check Detail Register©**

MARCH 2019

			Check Amt	Invoice	Comment
10600 COMBINED CITY ACCT					
Paid Chk#	001345E	3/14/2019			PERA
G 101-21704	PERA		\$1,594.23		RETIRE CONTR-
	Total PERA		\$1,594.23		
Paid Chk# 001346E 3/14/2019 MN REVENUE					
G 101-21702	State Withholding		\$625.22		STATE TAX W/H-
	Total MN REVENUE		\$625.22		
Paid Chk# 001347E 3/14/2019 EFTPS-ELECTRONIC FED TAX PMT					
G 101-21701	Federal Withholding		\$1,298.58		FEDERAL W/H -
G 101-21703	FICA/Medicare Withholding		\$1,831.88		FICA/MEDICARE -
	Total EFTPS-ELECTRONIC FED TAX PMT		\$3,130.46		
Paid Chk# 001348E 3/22/2019 PAYMENT SERVICE NETWORK					
E 101-46300-210	Operating Expenses		\$1.24		Monthly Credit Card fee
E 601-49440-210	Operating Expenses		\$1.24		Monthly Credit Card fee
E 602-49490-210	Operating Expenses		\$1.24		Monthly Credit Card fee
E 101-41000-210	Operating Expenses		\$1.23		Monthly Credit Card fee
	Total PAYMENT SERVICE NETWORK		\$4.95		
Paid Chk# 001349E 3/22/2019 CITY OF ROCKVILLE					
E 101-43100-210	Operating Expenses		\$56.46		WATER/SEWER MTSHP
E 101-45122-210	Operating Expenses		\$51.06		WATER/SEWER SOFTBALL PARK
E 101-41110-210	Operating Expenses		\$5.00		WATER/SEWER CH
E 101-41800-210	Operating Expenses		\$10.00		WATER/SEWER CH
E 101-46300-210	Operating Expenses		\$5.00		WATER/SEWER CH
E 101-43100-210	Operating Expenses		\$5.00		WATER/SEWER CH
E 101-41000-210	Operating Expenses		\$36.19		WATER/SEWER CH
	Total CITY OF ROCKVILLE		\$168.71		
Paid Chk# 001350E 3/27/2019 PERA					
G 101-21704	PERA		\$1,725.49		RETIRE CONTR-
	Total PERA		\$1,725.49		
Paid Chk# 001351E 3/27/2019 MN REVENUE					
G 101-21702	State Withholding		\$632.80		STATE TAX W/H-
	Total MN REVENUE		\$632.80		
Paid Chk# 001352E 3/27/2019 EFTPS-ELECTRONIC FED TAX PMT					
G 101-21701	Federal Withholding		\$1,303.44		FEDERAL W/H -
G 101-21703	FICA/Medicare Withholding		\$2,023.08		FICA/MEDICARE -
	Total EFTPS-ELECTRONIC FED TAX PMT		\$3,326.52		
Paid Chk# 018948 3/5/2019 AMERIPRIDE SERVICES, INC					
E 101-41000-209	Cleaning Supplies		\$14.65		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
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

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Total AMERIPRIDE SERVICES, INC			\$56.65		
Paid Chk#	018949	3/5/2019	CENTRAL MCGOWAN, INC		
E 101-42200-219	Fire Rescue Supplies		\$39.60		MEDICAL OXYGEN/RENT-FIRE DEPT
Total CENTRAL MCGOWAN, INC			\$39.60		
Paid Chk#	018950	3/5/2019	CENTRAL MINNESOTA ALARMS, INC		
E 101-42200-307	Alarm Service		\$85.00	77617	Re-Install Camera on Computerl
Total CENTRAL MINNESOTA ALARMS, INC			\$85.00		
Paid Chk#	018951	3/5/2019	COMMUNITY TECHNOLOGY CENTER		
E 101-41000-309	Computer Svcs, Software & Sply		\$68.00	0093	Miscrosoft Access
E 101-41110-309	Computer Svcs, Software & Sply		\$68.00	0093	Miscrosoft Access
E 101-41800-309	Computer Svcs, Software & Sply		\$68.00	0093	Miscrosoft Access
E 101-42200-309	Computer Svcs, Software & Sply		\$276.50	0093	Miscrosoft Access, Issue internet connection Fire Hall, computer slow & network
E 101-43100-309	Computer Svcs, Software & Sply		\$68.00	0093	Miscrosoft Access
E 101-46300-309	Computer Svcs, Software & Sply		\$68.00	0093	Miscrosoft Access
E 601-49440-309	Computer Svcs, Software & Sply		\$68.00	0093	Miscrosoft Access
E 602-49490-309	Computer Svcs, Software & Sply		\$68.00	0093	Miscrosoft Access
Total COMMUNITY TECHNOLOGY CENTER			\$752.50		
Paid Chk#	018952	3/5/2019	FREIGHTLINER OF ST CLOUD		
E 101-43100-220	Repair/Operating Expense		\$383.31	905762	Unit 5 Heater fan motor & control
E 101-43100-220	Repair/Operating Expense		\$639.99	907170 320	Unit 5 parts to repair left rear hub
Total FREIGHTLINER OF ST CLOUD			\$1,023.30		
Paid Chk#	018953	3/5/2019	GOPHER STATE ONE-CALL		
E 602-49490-291	Locates		\$2.70		LOCATE TICKETS-SWR DEPT
E 601-49440-291	Locates		\$2.70		LOCATE TICKETS-WTR DEPT
Total GOPHER STATE ONE-CALL			\$5.40		
Paid Chk#	018954	3/5/2019	KIESS BROS		
E 101-43100-212	Gas & Oil		\$1,890.03		Fuel Streets
E 101-45122-212	Gas & Oil		\$9.36		Fuel Parks
E 601-49440-212	Gas & Oil		\$23.65		Fuel Water
E 602-49490-212	Gas & Oil		\$23.65		Fuel Sewer
Total KIESS BROS			\$1,946.69		
Paid Chk#	018955	3/5/2019	KRAEMER TRUCKING & EXCAV, INC		
E 101-43100-228	Salt & Sand-Roads		\$425.00	18626	Sand for Salt/Sand
Total KRAEMER TRUCKING & EXCAV, INC			\$425.00		
Paid Chk#	018956	3/5/2019	LYNN PLUMSKI		
E 101-41000-106	Cleaning Person		\$21.88		CITY HALL 1/31, 2.14,2/28
E 101-41110-106	Cleaning Person		\$21.88		CITY HALL 1/31, 2.14,2/28
E 101-41800-106	Cleaning Person		\$21.88		CITY HALL 1/31, 2.14,2/28
E 101-42200-106	Cleaning Person		\$21.88		CITY HALL 1/31, 2.14,2/28
E 101-43100-106	Cleaning Person		\$21.87		CITY HALL 1/31, 2.14,2/28
E 101-46300-106	Cleaning Person		\$21.87		CITY HALL 1/31, 2.14,2/28
E 601-49440-106	Cleaning Person		\$21.87		CITY HALL 1/31, 2.14,2/28
E 602-49490-106	Cleaning Person		\$21.87		CITY HALL 1/31, 2.14,2/28
E 101-42200-106	Cleaning Person		\$137.50		FIRE HALL 2/13, 2/27

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Total LYNN PLUMSKI			\$312.50		
Paid Chk#	018957	3/5/2019	MENARDS		
E 101-43100-220	Repair/Operating Expense		\$2.69	7094	Starting Fluid
E 101-43100-220	Repair/Operating Expense		\$54.90	7389	Shop Portable Heater
Total MENARDS			\$57.59		
Paid Chk#	018958	3/5/2019	NORTH CENTRAL		
E 101-42200-209	Cleaning Supplies		\$26.40		Truck Soap
Total NORTH CENTRAL			\$26.40		
Paid Chk#	018959	3/5/2019	QUALITY LUBE TIRE AND AUTO		
E 101-43100-220	Repair/Operating Expense		\$361.96	210722	Unit 5 Repair left read hub
Total QUALITY LUBE TIRE AND AUTO			\$361.96		
Paid Chk#	018960	3/5/2019	SCHAEFER S AUTO ELECTRIC,INC		
E 101-43100-220	Repair/Operating Expense		\$270.00	67585	2 Batteries for Unit 7
E 101-43100-220	Repair/Operating Expense		\$169.00	67589	Alternator for unit 7
Total SCHAEFER S AUTO ELECTRIC,INC			\$439.00		
Paid Chk#	018961	3/5/2019	SUPER AMERICA OF COLD SPRING		
E 101-42200-212	Gas & Oil		\$134.52	716212	Fuel Fire Dept
Total SUPER AMERICA OF COLD SPRING			\$134.52		
Paid Chk#	018962	3/5/2019	XCEL ENERGY		
E 101-45122-381	Electric Utilities		\$63.51		1001 OTHMAR LN
E 101-43100-387	Street Lighting-Electricity		\$733.36		STREETLGHTS
E 601-49440-381	Electric Utilities		\$66.65		209 BRDWDY & 562 CHESTNUT
E 602-49490-381	Electric Utilities		\$66.65		209 BRDWDY & 562 CHESTNUT
E 101-43100-381	Electric Utilities		\$66.65		209 BRDWDY & 562 CHESTNUT
E 602-49490-381	Electric Utilities		\$268.27		398 BROADWAY ST
E 601-49440-381	Electric Utilities		\$412.09		423 MAPLE ST & 560 CHESTNUT
E 101-45122-381	Electric Utilities		\$95.59		1000 BRDWDY BALLPK BALL PRG
E 101-41000-381	Electric Utilities		\$51.77		229 BROADWAY
E 101-41800-381	Electric Utilities		\$51.76		229 BROADWAY
E 101-43100-381	Electric Utilities		\$51.76		229 BROADWAY
E 101-46300-381	Electric Utilities		\$51.76		229 BROADWAY
E 601-49440-381	Electric Utilities		\$51.76		229 BROADWAY
E 602-49490-381	Electric Utilities		\$51.76		229 BROADWAY
E 101-41110-381	Electric Utilities		\$51.76		229 BROADWAY
E 101-42200-381	Electric Utilities		\$391.48		24001 FIRE HALL DR
Total XCEL ENERGY			\$2,526.58		
Paid Chk#	018963	3/14/2019	ADVANCE AUTO PARTS		
E 101-43100-220	Repair/Operating Expense		\$149.97	5099-347724	Hyd Fluid for all equipment
E 101-43100-220	Repair/Operating Expense		\$8.00	5099-347818	starting Fluid for shop
E 101-43100-220	Repair/Operating Expense		\$38.49	5099-347840	Relay for Heater Motor Unit 5
E 101-43100-220	Repair/Operating Expense		\$16.29	5099-34788	Trouble light for shop
E 101-43100-220	Repair/Operating Expense		\$32.95	5099-347992	Shop Supply Smart Straw, In-line Fuse Holder, Electronic Cleaner
E 101-43100-220	Repair/Operating Expense		\$99.98	5099-348163	Unit 5 Hydraulic
Total ADVANCE AUTO PARTS			\$345.68		
Paid Chk#	018964	3/14/2019	AT & T MOBILITY		

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E 101-42200-321	Telephone		\$76.46	032019	FirstNet Fire Dept wireless
Total AT & T MOBILITY			\$76.46		
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Paid Chk# 018965	3/14/2019	BLUE CROSS BLUE SHIELD OF MN			
G 101-21705	Health Insurance		\$241.16		EMPLOYEE PORTION HEALTH INS.
G 101-21706	City Portion Health Ins		\$964.70		EMPLOYER PD HEALTH INS.
Total BLUE CROSS BLUE SHIELD OF MN			\$1,205.86		
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Paid Chk# 018966	3/14/2019	BOLTON & MENK INC			
E 215-43100-303	Engineering Fees		\$287.50	229422 & 20	Street Improvements
E 101-46300-303	Engineering Fees		\$400.00	229428	Shoreland Alteration Permit review ordinance
E 602-49490-303	Engineering Fees		\$952.50	229432	Stickney Dairy Flow meter, Review Test results, data dump, Flow Date
E 101-46300-303	Engineering Fees		\$2,112.00	229455	Schneider Residential Subdivision
Total BOLTON & MENK INC			\$3,752.00		
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Paid Chk# 018967	3/14/2019	DELTA ELECTRIC			
E 602-49490-296	Lk Sewer Contr Srv		\$792.75	21191	Grinderstation calls Lake Area
Total DELTA ELECTRIC			\$792.75		
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Paid Chk# 018968	3/14/2019	HAWKINS WTR TREATMENT GRP INC			
E 601-49440-220	Repair/Operating Expense		\$869.50	4442110	Clorine Injector Valves
E 601-49440-217	PL LK Chemicals/Chem Products		\$10.00	4450303	DEMURRAGE-WATER DEPT
E 601-49440-216	Chemicals/Chem Products		\$10.00	4450304	DEMURRAGE-WATER DEPT
Total HAWKINS WTR TREATMENT GRP INC			\$889.50		
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Paid Chk# 018969	3/14/2019	HOLICKY BROS INC			
E 101-43100-228	Salt & Sand-Roads		\$2,877.69	197314	27.67 Tons Salt
Total HOLICKY BROS INC			\$2,877.69		
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Paid Chk# 018970	3/14/2019	JOVANOVIK KADLEC & ATHMANN			
E 101-41110-304	Legal Fees		\$892.50	16433	Litigation, open meeting, notice, attend council meeting, Pam Whitmore LMC, training session,
E 101-46300-304	Legal Fees		\$157.50	16433	Schneider Plat
Total JOVANOVIK KADLEC & ATHMANN			\$1,050.00		
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Paid Chk# 018971	3/14/2019	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# 018972	3/14/2019	QUALITY LUBE TIRE AND AUTO			
E 101-42200-220	Repair/Operating Expense		\$155.65	211108	New Tire Fire Dept Unit 4
Total QUALITY LUBE TIRE AND AUTO			\$155.65		
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Paid Chk# 018973	3/14/2019	STEARNS ELECTRIC ASOC INC			

CITY OF ROCKVILLE

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			Check Amt	Invoice	Comment
E 601-49440-381	Electric Utilities		\$243.00		10052700 Walnut Cir Water Tow
E 101-43100-387	Street Lighting-Electricity		\$45.00		10232500 Co Rd140/H23 St Light
E 101-43100-387	Street Lighting-Electricity		\$39.00		10232600 Co Rd8/H23 St Lights
E 602-49490-381	Electric Utilities		\$103.00		10405800 Co Rd 8 Lift Station
E 602-49490-381	Electric Utilities		\$181.00		10405900 Co Rd 6 Lift Station
E 602-49490-381	Electric Utilities		\$285.00		10406000 Prairie Dr Lift Stati
E 602-49490-381	Electric Utilities		\$80.00		10440600 Pleasant Lk Lift Stat
E 601-49440-382	PL LK Electric Utilities		\$131.00		10543000 79th Ave Pump House
E 101-43100-387	Street Lighting-Electricity		\$47.70		10453000 St Lights Prairie Dr
E 601-49440-382	PL LK Electric Utilities		\$404.00		10516700 Pleasant Rd Pump Hous
E 101-43100-387	Street Lighting-Electricity		\$71.00		10549600 St Lights Brentwood
E 101-43100-387	Street Lighting-Electricity		\$45.00		11633200 St Lights Co Rd6/Hw23
E 101-42500-381	Electric Utilities		\$33.00		5452511 Lake Rd Siren
E 101-43100-387	Street Lighting-Electricity		\$95.00		6400610 Co Side Addn St Lights
Total	STEARNS ELECTRIC ASOC INC		\$1,802.70		
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Paid Chk#	018974	3/14/2019		TIPPELT, GERALD	
E 101-43100-314	Contracted Services		\$1,625.00		March Blowing Snow Huber Lane
	Total		\$1,625.00		
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Paid Chk#	018975	3/14/2019		TRI CITY CABLE TV	
E 101-41110-200	Office Supplies		\$26.78		Replaced Amplifier
E 101-46300-200	Office Supplies		\$26.78		Replaced Amplifier
	Total		\$53.56		
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Paid Chk#	018976	3/14/2019		VISA	
E 101-41800-433	Dues and Subscriptions		\$50.00		Membership Renewal Martin Bode
E 601-49440-322	Postage		\$38.72		Water Samples
E 101-41000-200	Office Supplies		\$2.56		Name tag holder, paper, coffee creamer
E 101-43100-200	Office Supplies		\$2.51		Name tag holder, paper, coffee creamer
E 101-42200-200	Office Supplies		\$2.51		Name tag holder, paper, coffee creamer
E 601-49440-200	Office Supplies		\$2.51		Name tag holder, paper, coffee creamer
E 602-49490-200	Office Supplies		\$2.51		Name tag holder, paper, coffee creamer
E 101-41110-200	Office Supplies		\$2.51		Name tag holder, paper, coffee creamer
E 101-46300-200	Office Supplies		\$2.51		Name tag holder, paper, coffee creamer
E 101-43100-212	Gas & Oil		\$558.63		Fuel
E 101-43100-220	Repair/Operating Expense		\$17.99		Unit 168 Steel Flat
E 101-41000-220	Repair/Operating Expense		\$3.29		Vacumm Belt
	Total		\$686.25		
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Paid Chk#	018977	3/14/2019		WEST CENTRAL SANITATION, INC	
E 101-42200-384	Refuse/Garbage Disposal		\$24.32		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		\$144.97		
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Paid Chk#	018978	3/27/2019		AT & T MOBILITY	
E 101-43100-321	Telephone		\$57.02		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		\$4.00		WIRELESS PHONE
E 602-49490-321	Telephone		\$31.53		GRINDERSTATION PHONE

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Total AT & T MOBILITY		\$142.55		
Paid Chk#	018979	3/27/2019	BERGANKDV	
E 101-41000-301	Auditing and Acct g Services	\$250.00	2407	AUDIT SRVC-FINANCIAL STATEMENT 2018
E 101-42200-301	Auditing and Acct g Services	\$250.00	2407	AUDIT SRVC-FINANCIAL STATEMENT 2018
E 101-43100-301	Auditing and Acct g Services	\$250.00	2407	AUDIT SRVC-FINANCIAL STATEMENT 2018
E 101-46300-301	Auditing and Acct g Services	\$250.00	2407	AUDIT SRVC-FINANCIAL STATEMENT 2018
E 601-49440-301	Auditing and Acct g Services	\$250.00	2407	AUDIT SRVC-FINANCIAL STATEMENT 2018
E 602-49490-301	Auditing and Acct g Services	\$250.00	2407	AUDIT SRVC-FINANCIAL STATEMENT 2018
Total BERGANKDV		\$1,500.00		
Paid Chk#	018980	3/27/2019	CENTER POINT ENERGY-MINNEGASCO	
E 601-49440-383	Gas Utilities	\$58.88		6109069-2 PMPHSE OTHMAR/MAPLE
E 101-43100-383	Gas Utilities	\$198.58		6109272-2 209 BRDWY-PUB WKS
E 601-49440-383	Gas Utilities	\$198.57		6109272-2 209 BRDWY-PUB WKS
E 602-49490-383	Gas Utilities	\$198.57		6109272-2 209 BRDWY-PUB WKS
E 601-49440-383	Gas Utilities	\$47.15		6110833-8 PUMPHSE @ WAL CIR
E 101-41000-383	Gas Utilities	\$45.05		6394888-9 UTIL-229 CITY HALL
E 101-41800-383	Gas Utilities	\$45.05		6394888-9 UTIL-229 CITY HALL
E 101-43100-383	Gas Utilities	\$45.05		6394888-9 UTIL-229 CITY HALL
E 601-49440-383	Gas Utilities	\$45.05		6394888-9 UTIL-229 CITY HALL
E 602-49490-383	Gas Utilities	\$45.05		6394888-9 UTIL-229 CITY HALL
E 101-42200-383	Gas Utilities	\$852.07		6436553-9 24001 FIRE HALL DR
Total CENTER POINT ENERGY-MINNEGASCO		\$1,779.07		
Paid Chk#	018981	3/27/2019	CENTRACARE HEALTH	
E 101-42200-292	Health Srvc/Pre Employment	\$1,022.00		HEP B Vaccine Fire Dept Members
Total CENTRACARE HEALTH		\$1,022.00		
Paid Chk#	018982	3/27/2019	CENTRAL SPECIALTIES, INC	
G 215-20200	Accounts Payable	\$78,121.69		215-314 Final Payment 2018 Road Project Council approved 3/13/19 meeting
Total CENTRAL SPECIALTIES, INC		\$78,121.69		
Paid Chk#	018983	3/27/2019	CENTURYLINK	
E 101-42200-321	Telephone	\$80.33		251-0072 Fire Dept
E 601-49440-321	Telephone	\$38.28		251-1664 SCDA System
E 602-49490-321	Telephone	\$38.28		251-1664 SCDA System
E 601-49440-321	Telephone	\$54.58		251-2120 Well house 3
E 101-41000-321	Telephone	\$46.10		251-5836 City Hall
E 101-41110-321	Telephone	\$46.08		251-5836 City Hall
E 101-43100-321	Telephone	\$46.08		251-5836 City Hall
E 101-46300-321	Telephone	\$46.08		251-5836 City Hall
E 601-49440-321	Telephone	\$46.08		251-5836 City Hall
E 602-49490-321	Telephone	\$46.08		251-5836 City Hall
E 602-49490-321	Telephone	\$56.44		259-1473 Sewer
E 602-49490-321	Telephone	\$59.92		685-4204 Sewer
E 602-49490-321	Telephone	\$205.50		612-E16-2655 Sewer
Total CENTURYLINK		\$809.83		
Paid Chk#	018984	3/27/2019	CITY OF COLD SPRING	
E 602-49490-312	Wastewater Bill-Core City	\$2,644.04		January WASTEWTR BILL
E 602-49490-293	Wastewtr Bill-Lakes Area	\$4,907.17		January WASTEWTR BILL

CITY OF ROCKVILLE

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		Check Amt	Invoice	Comment
Total CITY OF COLD SPRING		\$7,551.21		
Paid Chk#	018985	3/27/2019	FASTENAL COMPANY, INC	
E 101-43100-220	Repair/Operating Expense	\$32.19	98395	Drill Bit for Shop
Total FASTENAL COMPANY, INC		\$32.19		
Paid Chk#	018986	3/27/2019	GRANITE ELECTRONICS,INC	
E 101-42200-214	Radio/Pager Repair	\$120.70	154000897-1	Pager Repair
Total GRANITE ELECTRONICS,INC		\$120.70		
Paid Chk#	018987	3/27/2019	HENNENS WATERWORKS LLC	
E 602-49490-296	Lk Sewer Contr Svc	\$85.00	4490	Sewer Line Frozen 25536 Lake Rd
Total HENNENS WATERWORKS LLC		\$85.00		
Paid Chk#	018988	3/27/2019	HERBERG CONSTRUCTION	
E 101-43100-314	Contracted Services	\$210.00	132	Open Culvert on 260th Street/St Joseph Township reimbursing 1/2 cost
Total HERBERG CONSTRUCTION		\$210.00		
Paid Chk#	018989	3/27/2019	KRAEMER TRUCKING & EXCAV, INC	
E 101-42500-220	Repair/Operating Expense	\$212.50	18777	Sand for sand bags 2019 Flooding
Total KRAEMER TRUCKING & EXCAV, INC		\$212.50		
Paid Chk#	018990	3/27/2019	LITTLE FALLS MACHINE, INC	
E 101-43100-220	Repair/Operating Expense	\$1,785.66	354630	Bolts/nuts & cutting edge for unit 5
E 101-43100-220	Repair/Operating Expense	\$560.50	355067	Parts for wing & front plow unit 168
Total LITTLE FALLS MACHINE, INC		\$2,346.16		
Paid Chk#	018991	3/27/2019	MARCO FINANCING, INC (LEASE)	
E 101-41000-413	Copier/Printer Lease	\$87.95		COPIER/LEASE
E 101-41110-413	Copier/Printer Lease	\$45.00		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	\$65.00		COPIER/LEASE
E 602-49490-413	Copier/Printer Lease	\$80.00		COPIER/LEASE
Total MARCO FINANCING, INC (LEASE)		\$502.95		
Paid Chk#	018992	3/27/2019	MENARDS	
E 101-43100-220	Repair/Operating Expense	\$19.19	08498	Make Shift repair on Unit 168
E 101-43100-220	Repair/Operating Expense	\$94.98	8368	Shop supplies, unit 168 antifreeze, hose clam, pipe repair kit,
E 602-49490-289	Grinderstation Repairs/Parts	\$7.58	8368	Lake Rd sewer line parts adapter, threaded cplr, pvc conduit
Total MENARDS		\$121.75		
Paid Chk#	018993	3/27/2019	PERFORMANCE SEED	
E 101-42500-220	Repair/Operating Expense	\$100.00	189316	500 50lb Sand Bags
Total PERFORMANCE SEED		\$100.00		
Paid Chk#	018994	3/27/2019	TOM KRAEMER, INC	
E 101-41000-430	Miscellaneous	\$150.00		City Wide Clean up Advertizing

CITY OF ROCKVILLE

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			Check Amt	Invoice	Comment
Total TOM KRAEMER, INC			\$150.00		
Paid Chk#	018995	3/27/2019	U S POSTMASTER		
E 101-41000-322	Postage		\$26.12		Annual Mailing Fee
E 101-43100-322	Postage		\$26.11		Annual Mailing Fee
E 101-41110-322	Postage		\$26.11		Annual Mailing Fee
E 101-46300-322	Postage		\$26.11		Annual Mailing Fee
E 101-42200-322	Postage		\$26.11		Annual Mailing Fee
E 601-49440-322	Postage		\$26.11		Annual Mailing Fee
E 602-49490-322	Postage		\$26.11		Annual Mailing Fee
E 101-42500-322	Postage		\$26.11		Annual Mailing Fee
E 101-45122-322	Postage		\$26.11		Annual Mailing Fee
Total U S POSTMASTER			\$235.00		
Paid Chk#	018996	3/27/2019	USABLE LIFE		
G 101-21709	Short/Long-Term Disability		\$62.46		EMPLOYEE PORTION
E 101-41000-134	Employer Paid Life Insurance		\$25.00		LTD/STD
E 101-41000-135	Empl r Pd Short/Long Term Ins		\$249.94		LTD/STD
Total USABLE LIFE			\$337.40		
Paid Chk#	018997	3/27/2019	WATEROUS COMPANY		
E 101-42200-220	Repair/Operating Expense		\$328.36	201180001	Engine Adapter subassy & o ring Fire Dept
Total WATEROUS COMPANY			\$328.36		
Paid Chk#	018998	3/27/2019	WENNER COMPANY INC		
E 101-43100-220	Repair/Operating Expense		\$51.49		LP tank for Portable Heater
E 601-49440-220	Repair/Operating Expense		\$59.49		Chrome Ball valve Well
Total WENNER COMPANY INC			\$110.98		
10600	COMBINED CITY ACCT		\$130,838.48		

Fund Summary

10600 COMBINED CITY ACCT	
101 GENERAL FUND	\$37,518.36
215 ROAD MAINTENANCE FUND	\$78,409.19
601 WATER FUND	\$3,287.32
602 SEWER FUND	\$11,623.61
	\$130,838.48

CITY OF ROCKVILLE
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Check Nbr	Check/Receipt Date	Search Name	Amount	Comments	Act Code	OBJ Descr
FUND 101 GENERAL FUND						
DEPT						
001345	03/14/19	PERA	\$1,594.23	RETIRE CONTR-	101-21704	
001346	03/14/19	MN REVENUE	\$625.22	STATE TAX W/H-	101-21702	
001347	03/14/19	EFTPS-ELECTRONIC FED TAX PMT	\$1,298.58	FEDERAL W/H -	101-21701	
001347	03/14/19	EFTPS-ELECTRONIC FED TAX PMT	\$1,831.88	FICA/MEDICARE -	101-21703	
001350	03/27/19	PERA	\$1,725.49	RETIRE CONTR-	101-21704	
001351	03/27/19	MN REVENUE	\$632.80	STATE TAX W/H-	101-21702	
001352	03/27/19	EFTPS-ELECTRONIC FED TAX PMT	\$1,303.44	FEDERAL W/H -	101-21701	
001352	03/27/19	EFTPS-ELECTRONIC FED TAX PMT	\$2,023.08	FICA/MEDICARE -	101-21703	
018965	03/14/19	BLUE CROSS BLUE SHIELD OF MN	\$241.16	EMPLOYEE PORTION HEALTH INS.	101-21705	
018965	03/14/19	BLUE CROSS BLUE SHIELD OF MN	\$964.70	EMPLOYER PD HEALTH INS.	101-21706	
018996	03/27/19	USABLE LIFE	\$62.46	EMPLOYEE PORTION	101-21709	
DEPT			<u>\$12,303.04</u>			
DEPT 41000 General Government (GENERAL)						
001348	03/22/19	PAYMENT SERVICE NETWORK	\$1.23	Monthly Credit Card fee	101-41000-210	Operating Expenses
001349	03/22/19	CITY OF ROCKVILLE	\$36.19	WATER/SEWER CH	101-41000-210	
018948	03/05/19	AMERIPRIDE SERVICES, INC	\$14.65	RENTAL OF RUGS/MOPS-CITY HALL	101-41000-209	Cleaning Supplies
018951	03/05/19	COMMUNITY TECHNOLOGY CENTER	\$68.00	Miscrosoft Access	101-41000-309	Computer Svcs, Software & Sply
018956	03/05/19	LYNN PLUMSKI	\$21.88	CITY HALL 1/31, 2.14,2/28	101-41000-106	Cleaning Person
018962	03/05/19	XCEL ENERGY	\$51.77	229 BROADWAY	101-41000-381	Electric Utilities
018971	03/14/19	MIDCO	\$9.48	CITY HALL	101-41000-323	Internet/E-mail/Web Site
018976	03/14/19	VISA	\$2.56	Name tag holder, paper, coffee creamer	101-41000-200	Office Supplies
018976	03/14/19	VISA	\$3.29	Vacumm Belt	101-41000-220	Repair/Operating Expense
018977	03/14/19	WEST CENTRAL SANITATION, INC	\$23.00	GARBAGE-CITY HALL	101-41000-384	Refuse/Garbage Disposal
018979	03/27/19	BERGANKDV	\$250.00	AUDIT SRVC-FINANCIAL STATEMENT 2018	101-41000-301	Auditing and Acct g Services
018980	03/27/19	CENTER POINT ENERGY-MINNEGASCO	\$45.05	6394888-9 UTIL-229 CITY HALL	101-41000-383	Gas Utilities
018983	03/27/19	CENTURYLINK	\$46.10	251-5836 City Hall	101-41000-321	Telephone
018991	03/27/19	MARCO FINANCING, INC (LEASE)	\$87.95	COPIER/LEASE	101-41000-413	Copier/Printer Lease
018994	03/27/19	TOM KRAEMER, INC	\$150.00	City Wide Clean up Advertizing	101-41000-430	Miscellaneous
018995	03/27/19	U S POSTMASTER	\$26.12	Annual Mailing Fee	101-41000-322	Postage
018996	03/27/19	USABLE LIFE	\$25.00	LTD/STD	101-41000-134	Employer Paid Life Insurance
018996	03/27/19	USABLE LIFE	\$249.94	LTD/STD	101-41000-135	Empl r Pd Short/Long Term Ins
DEPT 41000 General Government (GENERAL)			<u>\$1,112.21</u>			
DEPT 41110 Council/Mayor/Boards						
001349	03/22/19	CITY OF ROCKVILLE	\$5.00	WATER/SEWER CH	101-41110-210	Operating Expenses
018948	03/05/19	AMERIPRIDE SERVICES, INC	\$7.00	RENTAL OF RUGS/MOPS-CITY HALL	101-41110-209	Cleaning Supplies

CITY OF ROCKVILLE
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Check Nbr	Check/Receipt Date	Search Name	Amount	Comments	Act Code	OBJ Descr
018951	03/05/19	COMMUNITY TECHNOLOGY CENTER	\$68.00	Microsoft Access	101-41110-309	Computer Svcs, Software & Sply
018956	03/05/19	LYNN PLUMSKI	\$21.88	CITY HALL 1/31, 2.14,2/28	101-41110-106	Cleaning Person
018962	03/05/19	XCEL ENERGY	\$51.76	229 BROADWAY	101-41110-381	Electric Utilities
018970	03/14/19	JOVANOVICH KADLEC & ATHMANN	\$892.50	Litigation, open meeting, notice, attend council meeting, P	101-41110-304	Legal Fees
018971	03/14/19	MIDCO	\$9.44	CITY HALL	101-41110-323	Internet/E-mail/Web Site
018975	03/14/19	TRI CITY CABLE TV	\$26.78	Replaced Amplifier	101-41110-200	Office Supplies
018976	03/14/19	VISA	\$2.51	Name tag holder, paper, coffee creamer	101-41110-200	
018983	03/27/19	CENTURYLINK	\$46.08	251-5836 City Hall	101-41110-321	Telephone
018991	03/27/19	MARCO FINANCING, INC (LEASE)	\$45.00	COPIER/LEASE	101-41110-413	Copier/Printer Lease
018995	03/27/19	U S POSTMASTER	\$26.11	Annual Mailing Fee	101-41110-322	Postage
DEPT 41110 Council/Mayor/Boards			\$1,202.06			
DEPT 41800 City Administration						
001349	03/22/19	CITY OF ROCKVILLE	\$10.00	WATER/SEWER CH	101-41800-210	Operating Expenses
018951	03/05/19	COMMUNITY TECHNOLOGY CENTER	\$68.00	Microsoft Access	101-41800-309	Computer Svcs, Software & Sply
018956	03/05/19	LYNN PLUMSKI	\$21.88	CITY HALL 1/31, 2.14,2/28	101-41800-106	Cleaning Person
018962	03/05/19	XCEL ENERGY	\$51.76	229 BROADWAY	101-41800-381	Electric Utilities
018971	03/14/19	MIDCO	\$9.44	CITY HALL	101-41800-323	Internet/E-mail/Web Site
018976	03/14/19	VISA	\$50.00	Membership Renewal Martin Bode	101-41800-433	Dues and Subscriptions
018980	03/27/19	CENTER POINT ENERGY-MINNEGASCO	\$45.05	6394888-9 UTIL-229 CITY HALL	101-41800-383	Gas Utilities
DEPT 41800 City Administration			\$256.13			
DEPT 42200 Fire Protection						
018948	03/05/19	AMERIPRIDE SERVICES, INC	\$7.00	RENTAL OF RUGS/MOPS-CITY HALL	101-42200-209	Cleaning Supplies
018949	03/05/19	CENTRAL MCGOWAN, INC	\$39.60	MEDICAL OXYGEN/RENT-FIRE DEPT	101-42200-219	Fire Rescue Supplies
018950	03/05/19	CENTRAL MINNESOTA ALARMS, INC	\$85.00	Re-Install Camera on Computerl	101-42200-307	Alarm Service
018951	03/05/19	COMMUNITY TECHNOLOGY CENTER	\$276.50	Microsoft Access, Issue internet connection Fire Hall, co	101-42200-309	Computer Svcs, Software & Sply
018956	03/05/19	LYNN PLUMSKI	\$21.88	CITY HALL 1/31, 2.14,2/28	101-42200-106	Cleaning Person
018956	03/05/19	LYNN PLUMSKI	\$137.50	FIRE HALL 2/13, 2/27	101-42200-106	
018958	03/05/19	NORTH CENTRAL	\$26.40	Truck Soap	101-42200-209	Cleaning Supplies
018961	03/05/19	SUPER AMERICA OF COLD SPRING	\$134.52	Fuel Fire Dept	101-42200-212	Gas & Oil
018962	03/05/19	XCEL ENERGY	\$391.48	24001 FIRE HALL DR	101-42200-381	Electric Utilities
018964	03/14/19	AT & T MOBILITY	\$76.46	FirstNet Fire Dept wireless	101-42200-321	Telephone
018971	03/14/19	MIDCO	\$75.00	FIRE HALL	101-42200-323	Internet/E-mail/Web Site
018972	03/14/19	QUALITY LUBE TIRE AND AUTO	\$155.65	New Tire Fire Dept Unit 4	101-42200-220	Repair/Operating Expense
018976	03/14/19	VISA	\$2.51	Name tag holder, paper, coffee creamer	101-42200-200	Office Supplies
018977	03/14/19	WEST CENTRAL SANITATION, INC	\$24.32	GARBAGE-FIRE HALL	101-42200-384	Refuse/Garbage Disposal
018979	03/27/19	BERGANKDV	\$250.00	AUDIT SRVC-FINANCIAL STATEMENT 2018	101-42200-301	Auditing and Acct g Services
018980	03/27/19	CENTER POINT ENERGY-MINNEGASCO	\$852.07	6436553-9 24001 FIRE HALL DR	101-42200-383	Gas Utilities
018981	03/27/19	CENTRACARE HEALTH	\$1,022.00	HEP B Vaccine Fire Dept Members	101-42200-292	Health Srvc/Pre Employment

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018983	03/27/19	CENTURYLINK	\$80.33	251-0072 Fire Dept	101-42200-321	Telephone
018986	03/27/19	GRANITE ELECTRONICS,INC	\$120.70	Pager Repair	101-42200-214	Radio/Pager Repair
018991	03/27/19	MARCO FINANCING, INC (LEASE)	\$25.00	COPIER/LEASE	101-42200-413	Copier/Printer Lease
018995	03/27/19	U S POSTMASTER	\$26.11	Annual Mailing Fee	101-42200-322	Postage
018997	03/27/19	WATEROUS COMPANY	\$328.36	Engine Adapter subassy & o ring Fire Dept	101-42200-220	Repair/Operating Expense
DEPT 42200 Fire Protection			\$4,158.39			
DEPT 42500 Emergency Management						
018971	03/14/19	MIDCO	\$9.44	CITY HALL	101-42500-323	Internet/E-mail/Web Site
018973	03/14/19	STEARNS ELECTRIC ASOC INC	\$33.00	5452511 Lake Rd Siren	101-42500-381	Electric Utilities
018989	03/27/19	KRAEMER TRUCKING & EXCAV, INC	\$212.50	Sand for sand bags 2019 Flooding	101-42500-220	Repair/Operating Expense
018991	03/27/19	MARCO FINANCING, INC (LEASE)	\$25.00	COPIER/LEASE	101-42500-413	Copier/Printer Lease
018993	03/27/19	PERFORMANCE SEED	\$100.00	500 50lb Sand Bags	101-42500-220	Repair/Operating Expense
018995	03/27/19	U S POSTMASTER	\$26.11	Annual Mailing Fee	101-42500-322	Postage
DEPT 42500 Emergency Management			\$406.05			
DEPT 43100 Hwys, Streets, & Roads						
001349	03/22/19	CITY OF ROCKVILLE	\$5.00	WATER/SEWER CH	101-43100-210	Operating Expenses
001349	03/22/19	CITY OF ROCKVILLE	\$56.46	WATER/SEWER MTSHP	101-43100-210	
018948	03/05/19	AMERIPRIDE SERVICES, INC	\$7.00	RENTAL OF RUGS/MOPS-CITY HALL	101-43100-209	Cleaning Supplies
018951	03/05/19	COMMUNITY TECHNOLOGY CENTER	\$68.00	Miscrosoft Access	101-43100-309	Computer Svcs, Software & Sply
018952	03/05/19	FREIGHTLINER OF ST CLOUD	\$639.99	Unit 5 parts to repair left rear hub	101-43100-220	Repair/Operating Expense
018952	03/05/19	FREIGHTLINER OF ST CLOUD	\$383.31	Unit 5 Heater fan motor & control	101-43100-220	
018954	03/05/19	KIESS BROS	\$1,890.03	Fuel Streets	101-43100-212	Gas & Oil
018955	03/05/19	KRAEMER TRUCKING & EXCAV, INC	\$425.00	Sand for Salt/Sand	101-43100-228	Salt & Sand-Roads
018956	03/05/19	LYNN PLUMSKI	\$21.87	CITY HALL 1/31, 2.14,2/28	101-43100-106	Cleaning Person
018957	03/05/19	MENARDS	\$54.90	Shop Portable Heater	101-43100-220	Repair/Operating Expense
018957	03/05/19	MENARDS	\$2.69	Starting Fluid	101-43100-220	
018959	03/05/19	QUALITY LUBE TIRE AND AUTO	\$361.96	Unit 5 Repair left read hub	101-43100-220	
018960	03/05/19	SCHAEFER S AUTO ELECTRIC,INC	\$270.00	2 Batteries for Unit 7	101-43100-220	
018960	03/05/19	SCHAEFER S AUTO ELECTRIC,INC	\$169.00	Alternator for unit 7	101-43100-220	
018962	03/05/19	XCEL ENERGY	\$66.65	209 BRDWY & 562 CHESTNUT	101-43100-381	Electric Utilities
018962	03/05/19	XCEL ENERGY	\$51.76	229 BROADWAY	101-43100-381	
018962	03/05/19	XCEL ENERGY	\$733.36	STREETLGHTS	101-43100-387	Street Lighting-Electricity
018963	03/14/19	ADVANCE AUTO PARTS	\$32.95	Shop Supply Smart Straw, In-line Fuse Holder, Electronic	101-43100-220	Repair/Operating Expense
018963	03/14/19	ADVANCE AUTO PARTS	\$8.00	starting Fluid for shop	101-43100-220	
018963	03/14/19	ADVANCE AUTO PARTS	\$149.97	Hyd Fluid for all equipment	101-43100-220	
018963	03/14/19	ADVANCE AUTO PARTS	\$16.29	Trouble light for shop	101-43100-220	
018963	03/14/19	ADVANCE AUTO PARTS	\$99.98	Unit 5 Hydraulic	101-43100-220	
018963	03/14/19	ADVANCE AUTO PARTS	\$38.49	Relay for Heater Motor Unit 5	101-43100-220	

CITY OF ROCKVILLE
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018969	03/14/19	HOLICKY BROS INC	\$2,877.69	27.67 Tons Salt	101-43100-228	Salt & Sand-Roads
018971	03/14/19	MIDCO	\$9.44	CITY HALL	101-43100-323	Internet/E-mail/Web Site
018973	03/14/19	STEARNS ELECTRIC ASOC INC	\$95.00	6400610 Co Side Addn St Lights	101-43100-387	Street Lighting-Electricity
018973	03/14/19	STEARNS ELECTRIC ASOC INC	\$45.00	10232500 Co Rd140/H23 St Light	101-43100-387	
018973	03/14/19	STEARNS ELECTRIC ASOC INC	\$71.00	10549600 St Lights Brentwood	101-43100-387	
018973	03/14/19	STEARNS ELECTRIC ASOC INC	\$39.00	10232600 Co Rd8/H23 St Lights	101-43100-387	
018973	03/14/19	STEARNS ELECTRIC ASOC INC	\$47.70	10453000 St Lights Prairie Dr	101-43100-387	
018973	03/14/19	STEARNS ELECTRIC ASOC INC	\$45.00	11633200 St Lights Co Rd6/Hw23	101-43100-387	
018974	03/14/19	TIPPELT, GERALD	\$1,625.00	March Blowing Snow Huber Lane	101-43100-314	Contracted Services
018976	03/14/19	VISA	\$2.51	Name tag holder, paper, coffee creamer	101-43100-200	Office Supplies
018976	03/14/19	VISA	\$558.63	Fuel	101-43100-212	Gas & Oil
018976	03/14/19	VISA	\$17.99	Unit 168 Steel Flat	101-43100-220	Repair/Operating Expense
018977	03/14/19	WEST CENTRAL SANITATION, INC	\$84.47	GARBAGE-PUB WKS DPT	101-43100-384	Refuse/Garbage Disposal
018978	03/27/19	AT & T MOBILITY	\$57.02	WIRELESS PHONE	101-43100-321	Telephone
018979	03/27/19	BERGANKDV	\$250.00	AUDIT SRVC-FINANCIAL STATEMENT 2018	101-43100-301	Auditing and Acct g Services
018980	03/27/19	CENTER POINT ENERGY-MINNEGASCO	\$198.58	6109272-2 209 BRDWY-PUB WKS	101-43100-383	Gas Utilities
018980	03/27/19	CENTER POINT ENERGY-MINNEGASCO	\$45.05	6394888-9 UTIL-229 CITY HALL	101-43100-383	
018983	03/27/19	CENTURYLINK	\$46.08	251-5836 City Hall	101-43100-321	Telephone
018985	03/27/19	FASTENAL COMPANY, INC	\$32.19	Drill Bit for Shop	101-43100-220	Repair/Operating Expense
018988	03/27/19	HERBERG CONSTRUCTION	\$210.00	Open Culvert on 260th Street/St Joseph Township reimbur	101-43100-314	Contracted Services
018990	03/27/19	LITTLE FALLS MACHINE, INC	\$560.50	Parts for wing & front plow unit 168	101-43100-220	Repair/Operating Expense
018990	03/27/19	LITTLE FALLS MACHINE, INC	\$1,785.66	Bolts/nuts & cutting edge for unit 5	101-43100-220	
018991	03/27/19	MARCO FINANCING, INC (LEASE)	\$60.00	COPIER/LEASE	101-43100-413	Copier/Printer Lease
018992	03/27/19	MENARDS	\$19.19	Make Shift repair on Unit 168	101-43100-220	Repair/Operating Expense
018992	03/27/19	MENARDS	\$94.98	Shop supplies, unit 168 antifreeze, hose clam, pipe repair	101-43100-220	
018995	03/27/19	U S POSTMASTER	\$26.11	Annual Mailing Fee	101-43100-322	Postage
018998	03/27/19	WENNER COMPANY INC	\$51.49	LP tank for Portable Heater	101-43100-220	Repair/Operating Expense
DEPT 43100 Hwys, Streets, & Roads			\$14,507.94			
DEPT 45122 Parks & Recreation						
001349	03/22/19	CITY OF ROCKVILLE	\$51.06	WATER/SEWER SOFTBALL PARK	101-45122-210	Operating Expenses
018954	03/05/19	KIESS BROS	\$9.36	Fuel Parks	101-45122-212	Gas & Oil
018962	03/05/19	XCEL ENERGY	\$63.51	1001 OTHMAR LN	101-45122-381	Electric Utilities
018962	03/05/19	XCEL ENERGY	\$95.59	1000 BRDWY BALLPK BALL PRG	101-45122-381	
018971	03/14/19	MIDCO	\$9.44	CITY HALL	101-45122-323	Internet/E-mail/Web Site
018977	03/14/19	WEST CENTRAL SANITATION, INC	\$13.18	GARBAGE-PLEASANT LK	101-45122-384	Refuse/Garbage Disposal
018978	03/27/19	AT & T MOBILITY	\$4.00	WIRELESS PHONE	101-45122-321	Telephone
018991	03/27/19	MARCO FINANCING, INC (LEASE)	\$25.00	COPIER/LEASE	101-45122-413	Copier/Printer Lease
018995	03/27/19	U S POSTMASTER	\$26.11	Annual Mailing Fee	101-45122-322	Postage

CITY OF ROCKVILLE
Exp Detail Council MMB jn

Check Nbr	Check/Receipt Date	Search Name	Amount	Comments	Act Code	OBJ Descr
DEPT 45122 Parks & Recreation			\$297.25			
DEPT 46300 Planning and Zoning						
001348	03/22/19	PAYMENT SERVICE NETWORK	\$1.24	Monthly Credit Card fee	101-46300-210	Operating Expenses
001349	03/22/19	CITY OF ROCKVILLE	\$5.00	WATER/SEWER CH	101-46300-210	
018948	03/05/19	AMERIPRIDE SERVICES, INC	\$7.00	RENTAL OF RUGS/MOPS-CITY HALL	101-46300-209	Cleaning Supplies
018951	03/05/19	COMMUNITY TECHNOLOGY CENTER	\$68.00	Miscrosoft Access	101-46300-309	Computer Svcs, Software & Sply
018956	03/05/19	LYNN PLUMSKI	\$21.87	CITY HALL 1/31, 2.14,2/28	101-46300-106	Cleaning Person
018962	03/05/19	XCEL ENERGY	\$51.76	229 BROADWAY	101-46300-381	Electric Utilities
018966	03/14/19	BOLTON & MENK INC	\$2,112.00	Schneider Residential Subdivision	101-46300-303	Engineering Fees
018966	03/14/19	BOLTON & MENK INC	\$400.00	Shoreland Alteration Permit review ordinance	101-46300-303	
018970	03/14/19	JOVANOVIK KADLEC & ATHMANN	\$157.50	Schneider Plat	101-46300-304	Legal Fees
018971	03/14/19	MIDCO	\$9.44	CITY HALL	101-46300-323	Internet/E-mail/Web Site
018975	03/14/19	TRI CITY CABLE TV	\$26.78	Replaced Amplifier	101-46300-200	Office Supplies
018976	03/14/19	VISA	\$2.51	Name tag holder, paper, coffee creamer	101-46300-200	
018979	03/27/19	BERGANKDV	\$250.00	AUDIT SRVC-FINANCIAL STATEMENT 2018	101-46300-301	Auditing and Acct g Services
018983	03/27/19	CENTURYLINK	\$46.08	251-5836 City Hall	101-46300-321	Telephone
018991	03/27/19	MARCO FINANCING, INC (LEASE)	\$90.00	COPIER/LEASE	101-46300-413	Copier/Printer Lease
018995	03/27/19	U S POSTMASTER	\$26.11	Annual Mailing Fee	101-46300-322	Postage
DEPT 46300 Planning and Zoning			\$3,275.29			
FUND 101 GENERAL FUND			\$37,518.36			
FUND 215 ROAD MAINTENANCE FUND						
DEPT						
018982	03/27/19	CENTRAL SPECIALTIES, INC	\$78,121.69	215-314 Final Payment 2018 Road Project Council approv	215-20200	
DEPT			\$78,121.69			
DEPT 43100 Hwys, Streets, & Roads						
018966	03/14/19	BOLTON & MENK INC	\$287.50	Street Improvements	215-43100-303	Engineering Fees
DEPT 43100 Hwys, Streets, & Roads			\$287.50			
FUND 215 ROAD MAINTENANCE FUND			\$78,409.19			
FUND 601 WATER FUND						
DEPT 49440 Water-Administration						
001348	03/22/19	PAYMENT SERVICE NETWORK	\$1.24	Monthly Credit Card fee	601-49440-210	Operating Expenses
018948	03/05/19	AMERIPRIDE SERVICES, INC	\$7.00	RENTAL OF RUGS/MOPS-CITY HALL	601-49440-209	Cleaning Supplies
018951	03/05/19	COMMUNITY TECHNOLOGY CENTER	\$68.00	Miscrosoft Access	601-49440-309	Computer Svcs, Software & Sply
018953	03/05/19	GOPHER STATE ONE-CALL	\$2.70	LOCATE TICKETS-WTR DEPT	601-49440-291	Locates
018954	03/05/19	KIESS BROS	\$23.65	Fuel Water	601-49440-212	Gas & Oil

CITY OF ROCKVILLE
Exp Detail Council MMB jn

Check Nbr	Check/Receipt Date	Search Name	Amount	Comments	Act Code	OBJ Descr
018956	03/05/19	LYNN PLUMSKI	\$21.87	CITY HALL 1/31, 2.14,2/28	601-49440-106	Cleaning Person
018962	03/05/19	XCEL ENERGY	\$66.65	209 BRDWDY & 562 CHESTNUT	601-49440-381	Electric Utilities
018962	03/05/19	XCEL ENERGY	\$412.09	423 MAPLE ST & 560 CHESTNUT	601-49440-381	
018962	03/05/19	XCEL ENERGY	\$51.76	229 BROADWAY	601-49440-381	
018968	03/14/19	HAWKINS WTR TREATMENT GRP INC	\$10.00	DEMURRAGE-WATER DEPT	601-49440-216	Chemicals/Chem Products
018968	03/14/19	HAWKINS WTR TREATMENT GRP INC	\$10.00	DEMURRAGE-WATER DEPT	601-49440-217	PL LK Chemicals/Chem Products
018968	03/14/19	HAWKINS WTR TREATMENT GRP INC	\$869.50	Clorine Injector Valves	601-49440-220	Repair/Operating Expense
018971	03/14/19	MIDCO	\$9.44	CITY HALL	601-49440-323	Internet/E-mail/Web Site
018973	03/14/19	STEARNS ELECTRIC ASOC INC	\$243.00	10052700 Walnut Cir Water Tow	601-49440-381	Electric Utilities
018973	03/14/19	STEARNS ELECTRIC ASOC INC	\$131.00	10543000 79th Ave Pump House	601-49440-382	PL LK Electric Utilities
018973	03/14/19	STEARNS ELECTRIC ASOC INC	\$404.00	10516700 Pleasant Rd Pump Hous	601-49440-382	
018976	03/14/19	VISA	\$2.51	Name tag holder, paper, coffee creamer	601-49440-200	Office Supplies
018976	03/14/19	VISA	\$38.72	Water Samples	601-49440-322	Postage
018978	03/27/19	AT & T MOBILITY	\$25.00	WIRELESS PHONE	601-49440-321	Telephone
018979	03/27/19	BERGANKDV	\$250.00	AUDIT SRVC-FINANCIAL STATEMENT 2018	601-49440-301	Auditing and Acct g Services
018980	03/27/19	CENTER POINT ENERGY-MINNEGASCO	\$47.15	6110833-8 PUMPHSE @ WAL CIR	601-49440-383	Gas Utilities
018980	03/27/19	CENTER POINT ENERGY-MINNEGASCO	\$58.88	6109069-2 PMPHSE OTHMAR/MAPLE	601-49440-383	
018980	03/27/19	CENTER POINT ENERGY-MINNEGASCO	\$45.05	6394888-9 UTIL-229 CITY HALL	601-49440-383	
018980	03/27/19	CENTER POINT ENERGY-MINNEGASCO	\$198.57	6109272-2 209 BRDWDY-PUB WKS	601-49440-383	
018983	03/27/19	CENTURYLINK	\$54.58	251-2120 Well house 3	601-49440-321	Telephone
018983	03/27/19	CENTURYLINK	\$38.28	251-1664 SCDA System	601-49440-321	
018983	03/27/19	CENTURYLINK	\$46.08	251-5836 City Hall	601-49440-321	
018991	03/27/19	MARCO FINANCING, INC (LEASE)	\$65.00	COPIER/LEASE	601-49440-413	Copier/Printer Lease
018995	03/27/19	U S POSTMASTER	\$26.11	Annual Mailing Fee	601-49440-322	Postage
018998	03/27/19	WENNER COMPANY INC	\$59.49	Chrome Ball valve Well	601-49440-220	Repair/Operating Expense
DEPT 49440 Water-Administration			\$3,287.32			
FUND 601 WATER FUND			\$3,287.32			
FUND 602 SEWER FUND						
DEPT 49490 Sewer-Administration						
001348	03/22/19	PAYMENT SERVICE NETWORK	\$1.24	Monthly Credit Card fee	602-49490-210	Operating Expenses
018948	03/05/19	AMERIPRIDE SERVICES, INC	\$7.00	RENTAL OF RUGS/MOPS-CITY HALL	602-49490-209	Cleaning Supplies
018951	03/05/19	COMMUNITY TECHNOLOGY CENTER	\$68.00	Miscrosoft Access	602-49490-309	Computer Svcs, Software & Sply
018953	03/05/19	GOPHER STATE ONE-CALL	\$2.70	LOCATE TICKETS-SWR DEPT	602-49490-291	Locates
018954	03/05/19	KIESS BROS	\$23.65	Fuel Sewer	602-49490-212	Gas & Oil
018956	03/05/19	LYNN PLUMSKI	\$21.87	CITY HALL 1/31, 2.14,2/28	602-49490-106	Cleaning Person
018962	03/05/19	XCEL ENERGY	\$66.65	209 BRDWDY & 562 CHESTNUT	602-49490-381	Electric Utilities
018962	03/05/19	XCEL ENERGY	\$268.27	398 BROADWAY ST	602-49490-381	

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Check Nbr	Check/Receipt Date	Search Name	Amount	Comments	Act Code	OBJ Descr
018962	03/05/19	XCEL ENERGY	\$51.76	229 BROADWAY	602-49490-381	Electric Utilities
018966	03/14/19	BOLTON & MENK INC	\$952.50	Stickney Dairy Flow meter, Review Test results, data dum	602-49490-303	Engineering Fees
018967	03/14/19	DELTA ELECTRIC	\$792.75	Grinderstation calls Lake Area	602-49490-296	Lk Sewer Contr Srvc
018971	03/14/19	MIDCO	\$9.44	CITY HALL	602-49490-323	Internet/E-mail/Web Site
018973	03/14/19	STEARNS ELECTRIC ASOC INC	\$103.00	10405800 Co Rd 8 Lift Station	602-49490-381	Electric Utilities
018973	03/14/19	STEARNS ELECTRIC ASOC INC	\$181.00	10405900 Co Rd 6 Lift Station	602-49490-381	
018973	03/14/19	STEARNS ELECTRIC ASOC INC	\$285.00	10406000 Prairie Dr Lift Stati	602-49490-381	
018973	03/14/19	STEARNS ELECTRIC ASOC INC	\$80.00	10440600 Pleasant Lk Lift Stat	602-49490-381	
018976	03/14/19	VISA	\$2.51	Name tag holder, paper, coffee creamer	602-49490-200	Office Supplies
018978	03/27/19	AT & T MOBILITY	\$31.53	GRINDERSTATION PHONE	602-49490-321	Telephone
018978	03/27/19	AT & T MOBILITY	\$25.00	WIRELESS PHONE	602-49490-321	
018979	03/27/19	BERGANKDV	\$250.00	AUDIT SRVC-FINANCIAL STATEMENT 2018	602-49490-301	Auditing and Acct g Services
018980	03/27/19	CENTER POINT ENERGY-MINNEGASCO	\$198.57	6109272-2 209 BRDWY-PUB WKS	602-49490-383	Gas Utilities
018980	03/27/19	CENTER POINT ENERGY-MINNEGASCO	\$45.05	6394888-9 UTIL-229 CITY HALL	602-49490-383	
018983	03/27/19	CENTURYLINK	\$56.44	259-1473 Sewer	602-49490-321	Telephone
018983	03/27/19	CENTURYLINK	\$59.92	685-4204 Sewer	602-49490-321	
018983	03/27/19	CENTURYLINK	\$205.50	612-E16-2655 Sewer	602-49490-321	
018983	03/27/19	CENTURYLINK	\$38.28	251-1664 SCDA System	602-49490-321	
018983	03/27/19	CENTURYLINK	\$46.08	251-5836 City Hall	602-49490-321	
018984	03/27/19	CITY OF COLD SPRING	\$4,907.17	January WASTEWTR BILL	602-49490-293	Wastewtr Bill-Lakes Area
018984	03/27/19	CITY OF COLD SPRING	\$2,644.04	January WASTEWTR BILL	602-49490-312	Wastewater Bill-Core City
018987	03/27/19	HENNENS WATERWORKS LLC	\$85.00	Sewer Line Frozen 25536 Lake Rd	602-49490-296	Lk Sewer Contr Srvc
018991	03/27/19	MARCO FINANCING, INC (LEASE)	\$80.00	COPIER/LEASE	602-49490-413	Copier/Printer Lease
018992	03/27/19	MENARDS	\$7.58	Lake Rd sewer line parts adapter, threaded cplr, pvc cond	602-49490-289	Grinderstation Repairs/Parts
018995	03/27/19	U S POSTMASTER	\$26.11	Annual Mailing Fee	602-49490-322	Postage
DEPT 49490 Sewer-Administration			\$11,623.61			
FUND 602 SEWER FUND			\$11,623.61			
			\$130,838.48			

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Journal Entries

Current Period: JANUARY 2019

Batch Name 4900 Journal Entry Posted 1

Refer	1 Labor Distribution	Debit	Credit
Payroll Journal	E 101-43100-121 PERA	\$217.13	\$0.00
Payroll Journal	E 101-45122-123 Medicare	\$9.13	\$0.00
Payroll Journal	E 101-42800-102 Public Works Direct	\$6.07	\$0.00
Payroll Journal	E 101-42800-105 Finance/Billing Cler	\$6.08	\$0.00
Payroll Journal	E 101-42800-121 PERA	\$1.43	\$0.00
Payroll Journal	E 101-42800-122 FICA-Social Securit	\$1.17	\$0.00
Payroll Journal	E 101-42800-123 Medicare	\$0.28	\$0.00
Payroll Journal	E 101-43100-101 City Administrator	\$135.42	\$0.00
Payroll Journal	E 101-43100-102 Public Works Direct	\$1,251.66	\$0.00
Payroll Journal	E 101-43100-104 Seasonal/Temp/Co	\$102.00	\$0.00
Payroll Journal	E 101-43100-105 Finance/Billing Cler	\$249.12	\$0.00
Payroll Journal	E 101-42500-123 Medicare	\$0.97	\$0.00
Payroll Journal	E 101-43100-109 Public Works Maint	\$1,248.24	\$0.00
Payroll Journal	E 101-42500-122 FICA-Social Securit	\$4.15	\$0.00
Payroll Journal	E 101-43100-122 FICA-Social Securit	\$185.82	\$0.00
Payroll Journal	E 101-43100-123 Medicare	\$43.46	\$0.00
Payroll Journal	E 101-43100-220 Repair/Operating E	\$14.46	\$0.00
Payroll Journal	E 101-45122-101 City Administrator	\$84.64	\$0.00
Payroll Journal	E 101-45122-102 Public Works Direct	\$346.33	\$0.00
Payroll Journal	E 101-45122-105 Finance/Billing Cler	\$12.15	\$0.00
Payroll Journal	E 101-45122-108 Administrative Assi	\$8.09	\$0.00
Payroll Journal	E 101-45122-109 Public Works Maint	\$178.32	\$0.00
Payroll Journal	E 101-45122-121 PERA	\$47.22	\$0.00
Payroll Journal	E 101-41110-123 Medicare	\$12.27	\$0.00
Payroll Journal	E 101-43100-108 Administrative Assi	\$10.79	\$0.00
Payroll Journal	E 101-42200-101 City Administrator	\$40.63	\$0.00
Payroll Journal	E 101-41410-101 City Administrator	\$33.86	\$0.00
Payroll Journal	E 101-41410-105 Finance/Billing Cler	\$24.30	\$0.00
Payroll Journal	E 101-41410-108 Administrative Assi	\$43.14	\$0.00
Payroll Journal	E 101-41410-121 PERA	\$7.59	\$0.00
Payroll Journal	E 101-41410-122 FICA-Social Securit	\$6.28	\$0.00
Payroll Journal	E 101-41410-123 Medicare	\$1.47	\$0.00
Payroll Journal	E 101-41800-101 City Administrator	\$176.05	\$0.00
Payroll Journal	E 101-41800-105 Finance/Billing Cler	\$605.17	\$0.00
Payroll Journal	E 101-41800-108 Administrative Assi	\$296.60	\$0.00
Payroll Journal	E 101-41800-121 PERA	\$80.84	\$0.00
Payroll Journal	E 101-42800-101 City Administrator	\$6.77	\$0.00
Payroll Journal	E 101-41800-123 Medicare	\$15.62	\$0.00
Payroll Journal	E 101-46300-101 City Administrator	\$1,780.82	\$0.00
Payroll Journal	E 101-42200-102 Public Works Direct	\$18.23	\$0.00
Payroll Journal	E 101-42200-105 Finance/Billing Cler	\$48.61	\$0.00
Payroll Journal	E 101-42200-108 Administrative Assi	\$21.57	\$0.00
Payroll Journal	E 101-42200-121 PERA	\$9.68	\$0.00
Payroll Journal	E 101-42200-122 FICA-Social Securit	\$8.00	\$0.00
Payroll Journal	E 101-42200-123 Medicare	\$1.86	\$0.00

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Journal Entries

Current Period: JANUARY 2019

Payroll Journal	E 101-42500-101 City Administrator	\$33.86	\$0.00
Payroll Journal	E 101-42500-105 Finance/Billing Cler	\$6.08	\$0.00
Payroll Journal	E 101-42500-108 Administrative Assi	\$26.96	\$0.00
Payroll Journal	E 101-42500-121 PERA	\$5.01	\$0.00
Payroll Journal	E 101-41800-122 FICA-Social Securit	\$66.83	\$0.00
Payroll Journal	E 101-41000-102 Public Works Direct	\$24.30	\$0.00
Payroll Journal	E 101-45122-122 FICA-Social Securit	\$39.02	\$0.00
Payroll Journal	E 602-49490-123 Medicare	\$21.07	\$0.00
Payroll Journal	E 602-49490-331 Hotel,Meal,Prkg &	\$11.60	\$0.00
Payroll Journal	G 101-10600 Cash	\$0.00	\$4,694.58
Payroll Journal	G 101-21701 Federal Withholding	\$0.00	\$1,233.47
Payroll Journal	G 101-21702 State Withholding	\$0.00	\$596.81
Payroll Journal	G 101-21703 FICA/Medicare Withhol	\$0.00	\$1,715.14
Payroll Journal	G 101-21704 PERA	\$0.00	\$1,555.16
Payroll Journal	G 221-10600 Cash	\$0.00	\$6.70
Payroll Journal	G 601-10600 Cash	\$0.00	\$1,443.01
Payroll Journal	E 602-49490-121 PERA	\$108.97	\$0.00
Payroll Journal	E 101-41000-101 City Administrator	\$176.05	\$0.00
Payroll Journal	E 602-49490-109 Public Works Maint	\$178.32	\$0.00
Payroll Journal	E 101-41000-105 Finance/Billing Cler	\$42.53	\$0.00
Payroll Journal	E 101-41000-108 Administrative Assi	\$56.62	\$0.00
Payroll Journal	E 101-41000-121 PERA	\$22.46	\$0.00
Payroll Journal	E 101-41000-122 FICA-Social Securit	\$18.58	\$0.00
Payroll Journal	E 101-41000-123 Medicare	\$4.34	\$0.00
Payroll Journal	E 101-41000-322 Postage	\$2.57	\$0.00
Payroll Journal	E 101-41110-101 City Administrator	\$778.69	\$0.00
Payroll Journal	E 101-41110-105 Finance/Billing Cler	\$24.30	\$0.00
Payroll Journal	E 101-41110-108 Administrative Assi	\$43.14	\$0.00
Payroll Journal	E 101-41110-121 PERA	\$63.45	\$0.00
Payroll Journal	G 602-10600 Cash	\$0.00	\$1,684.61
Payroll Journal	E 601-49440-102 Public Works Direct	\$364.56	\$0.00
Payroll Journal	E 101-46300-102 Public Works Direct	\$6.08	\$0.00
Payroll Journal	E 101-46300-105 Finance/Billing Cler	\$243.04	\$0.00
Payroll Journal	E 101-46300-108 Administrative Assi	\$302.01	\$0.00
Payroll Journal	E 101-46300-121 PERA	\$174.91	\$0.00
Payroll Journal	E 101-46300-122 FICA-Social Securit	\$144.56	\$0.00
Payroll Journal	E 101-46300-123 Medicare	\$33.82	\$0.00
Payroll Journal	E 221-41000-101 City Administrator	\$3.39	\$0.00
Payroll Journal	E 221-41000-105 Finance/Billing Cler	\$2.43	\$0.00
Payroll Journal	E 221-41000-121 PERA	\$0.43	\$0.00
Payroll Journal	E 221-41000-122 FICA-Social Securit	\$0.36	\$0.00
Payroll Journal	E 602-49490-122 FICA-Social Securit	\$90.09	\$0.00
Payroll Journal	E 601-49440-101 City Administrator	\$67.71	\$0.00
Payroll Journal	E 101-41110-122 FICA-Social Securit	\$52.46	\$0.00
Payroll Journal	E 601-49440-105 Finance/Billing Cler	\$534.69	\$0.00
Payroll Journal	E 601-49440-108 Administrative Assi	\$107.86	\$0.00
Payroll Journal	E 601-49440-109 Public Works Maint	\$178.32	\$0.00
Payroll Journal	E 601-49440-121 PERA	\$94.00	\$0.00
Payroll Journal	E 601-49440-122 FICA-Social Securit	\$77.70	\$0.00
Payroll Journal	E 601-49440-123 Medicare	\$18.17	\$0.00

CITY OF ROCKVILLE
Journal Entries

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Current Period: JANUARY 2019

Payroll Journal	E 602-49490-101 City Administrator		\$67.71	\$0.00
Payroll Journal	E 602-49490-102 Public Works Direct		\$413.17	\$0.00
Payroll Journal	E 602-49490-105 Finance/Billing Cler		\$631.90	\$0.00
Payroll Journal	E 602-49490-108 Administrative Assi		\$161.78	\$0.00
Payroll Journal	E 221-41000-123 Medicare		\$0.09	\$0.00
Transaction Date	1/31/2019	Due 0	Total	\$12,929.48
				\$12,929.48

Fund Summary

		Debit	Credit	Difference
Refer 1	101 GENERAL FUND	\$9,795.16	\$9,795.16	In Balance
	221 LAKE IMPROVEMENT DISTRIC	\$6.70	\$6.70	In Balance
	601 WATER FUND	\$1,443.01	\$1,443.01	In Balance
	602 SEWER FUND	\$1,684.61	\$1,684.61	In Balance

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

Batch Name 010219JE 1
4870 Journal Entry **Posted**

Refer	2		Debit	Credit
Journal Entry	G 101-10600 Cash		\$0.00	\$4,145.27
Journal Entry	G 101-21701 Federal Withholding		\$0.00	\$1,592.78
Journal Entry	G 101-21702 State Withholding		\$0.00	\$622.60
Journal Entry	G 101-21703 FICA/Medicare Withhol		\$0.00	\$1,785.98
Journal Entry	G 101-21704 PERA		\$0.00	\$1,581.39
Journal Entry	G 101-21705 Health Insurance		\$0.00	\$120.58
Journal Entry	G 101-21706 City Portion Health Ins		\$0.00	\$964.70
Journal Entry	G 101-21709 Short/Long-Term Disabi		\$0.00	\$31.23
Journal Entry	G 221-10600 Cash		\$0.00	\$7.70
Journal Entry	G 601-10600 Cash		\$0.00	\$1,730.75
Journal Entry	G 602-10600 Cash		\$0.00	\$2,022.18
Journal Entry	G 101-20400 Salaries Payable	\$10,844.53	\$0.00	
Journal Entry	G 221-20400 Salaries Payable	\$7.70	\$0.00	
Journal Entry	G 601-20400 Salaries Payable	\$1,730.75	\$0.00	
Journal Entry	G 602-20400 Salaries Payable	\$2,022.18	\$0.00	
Transaction Date	1/2/2019	Due 0	Total	\$14,605.16
				\$14,605.16

Fund Summary

		Debit	Credit	Difference
Refer 2	101 GENERAL FUND	\$10,844.53	\$10,844.53	In Balance
	221 LAKE IMPROVEMENT DISTRIC	\$7.70	\$7.70	In Balance
	601 WATER FUND	\$1,730.75	\$1,730.75	In Balance
	602 SEWER FUND	\$2,022.18	\$2,022.18	In Balance

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

Batch Name 013019CERTUNP 1
4975 Journal Entry **Posted**

Refer	1		Debit	Credit
Journal Entry	G 601-11500 Accounts Receivable		\$0.00	\$123.16
Journal Entry	G 602-11500 Accounts Receivable		\$0.00	\$269.42

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Journal Entry	R 602-49490-37205 Swr Sales-Lakes		\$205.61	\$0.00
Journal Entry	R 601-49440-37100 Water Sales		\$94.16	\$0.00
Journal Entry	R 602-49490-37200 Swr Sales-Core		\$63.81	\$0.00
Journal Entry	R 601-49440-36240 Ref/Reimb		\$29.00	\$0.00
Transaction Date	4/2/2019	Due 0	Total	\$392.58
				\$392.58

Fund Summary

		Debit	Credit	Difference
Refer 1	601 WATER FUND	\$123.16	\$123.16	In Balance
	602 SEWER FUND	\$269.42	\$269.42	In Balance

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

Batch Name 013019UBREC 1
 4968 Journal Entry Posted

Refer	1		Debit	Credit
Journal Entry	R 602-49490-37205 Swr Sales-Lakes		\$12.80	\$0.00
Journal Entry	R 601-49440-37100 Water Sales		\$10,408.76	\$0.00
Journal Entry	R 602-49490-37200 Swr Sales-Core		\$89.91	\$0.00
Journal Entry	R 602-49490-37200 Swr Sales-Core		\$6,670.24	\$0.00
Journal Entry	R 601-49440-37100 Water Sales		\$5,070.21	\$0.00
Journal Entry	R 602-49490-37200 Swr Sales-Core		\$2,929.56	\$0.00
Journal Entry	R 602-49490-37200 Swr Sales-Core		\$144.33	\$0.00
Journal Entry	R 601-49440-37100 Water Sales		\$936.00	\$0.00
Journal Entry	R 602-49490-37200 Swr Sales-Core		\$864.00	\$0.00
Journal Entry	R 601-49440-37100 Water Sales		\$349.18	\$0.00
Journal Entry	R 602-49490-37200 Swr Sales-Core		\$132.91	\$0.00
Journal Entry	R 602-49490-37200 Swr Sales-Core		\$53.47	\$0.00
Journal Entry	R 601-49440-37100 Water Sales		\$805.77	\$0.00
Journal Entry	R 602-49490-37200 Swr Sales-Core		\$435.40	\$0.00
Journal Entry	R 602-49490-37200 Swr Sales-Core		\$76.72	\$0.00
Journal Entry	R 601-49440-37100 Water Sales		\$92.19	\$0.00
Journal Entry	R 602-49490-37200 Swr Sales-Core		\$77.78	\$0.00
Journal Entry	R 602-49490-37205 Swr Sales-Lakes		\$8,565.28	\$0.00
Journal Entry	R 602-49490-37205 Swr Sales-Lakes		\$54.86	\$0.00
Journal Entry	R 601-49440-37100 Water Sales		\$85.62	\$0.00
Journal Entry	R 602-49490-37205 Swr Sales-Lakes		\$10,193.83	\$0.00
Journal Entry	R 602-49490-37205 Swr Sales-Lakes		\$119.60	\$0.00
Journal Entry	R 602-49490-37200 Swr Sales-Core		\$43.17	\$0.00
Journal Entry	R 602-49490-37205 Swr Sales-Lakes		\$24.00	\$0.00
Journal Entry	R 601-49440-37100 Water Sales		\$263.93	\$0.00
Journal Entry	R 602-49490-37200 Swr Sales-Core		\$183.02	\$0.00
Journal Entry	R 602-49490-37200 Swr Sales-Core		\$31.32	\$0.00
Journal Entry	R 601-49440-37100 Water Sales		\$1,937.87	\$0.00
Journal Entry	R 602-49490-37200 Swr Sales-Core		\$1,317.53	\$0.00
Journal Entry	R 601-49440-37100 Water Sales		\$1,987.05	\$0.00
Journal Entry	R 602-49490-37200 Swr Sales-Core		\$38.00	\$0.00
Journal Entry	R 602-49490-37207 Sewer CBOD TS		\$1,197.01	\$0.00
Journal Entry	R 602-49490-37207 Sewer CBOD TS		\$6,264.84	\$0.00
Journal Entry	R 602-49490-37207 Sewer CBOD TS		\$502.74	\$0.00

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Journal Entries

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Journal Entry	R 602-49490-37207 Sewer CBOD TS	\$595.00	\$0.00
Journal Entry	R 602-49490-36240 Ref/Reimb	\$3,622.30	\$0.00
Journal Entry	G 601-11500 Accounts Receivable	\$0.00	\$21,936.58
Journal Entry	G 602-11500 Accounts Receivable	\$0.00	\$44,239.62
Transaction Date	3/27/2019	Due 0	
	Total	\$66,176.20	\$66,176.20

Fund Summary

		Debit	Credit	Difference
Refer 1	601 WATER FUND	\$21,936.58	\$21,936.58	In Balance
	602 SEWER FUND	\$44,239.62	\$44,239.62	In Balance

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

Batch Name	013119ACINT		1
4914	Journal Entry	Posted	

Refer	1	Accrued Interest Reverse		Debit	Credit
Journal Entry		G 101-11505 Interest Receivable		\$0.00	\$3,512.45
Journal Entry		G 202-11505 Interest Receivable		\$0.00	\$52.32
Journal Entry		G 215-11505 Interest Receivable		\$0.00	\$35.19
Journal Entry		G 304-11505 Interest Receivable		\$0.00	\$1,089.72
Journal Entry		G 308-11505 Interest Receivable		\$0.00	\$73.69
Journal Entry		G 309-11505 Interest Receivable		\$0.00	\$1,442.88
Journal Entry		G 601-11505 Interest Receivable		\$0.00	\$372.11
Journal Entry		G 602-11505 Interest Receivable		\$0.00	\$2,114.89
Journal Entry		R 101-41000-36210 Interest Earnings		\$3,512.45	\$0.00
Journal Entry		R 202-45122-36210 Interest Earnings		\$52.32	\$0.00
Journal Entry		R 215-43100-36210 Interest Earnings		\$35.19	\$0.00
Journal Entry		R 304-47000-36210 Interest Earnings		\$1,089.72	\$0.00
Journal Entry		R 308-47000-36210 Interest Earnings		\$73.69	\$0.00
Journal Entry		R 309-47000-36210 Interest Earnings		\$1,442.88	\$0.00
Journal Entry		R 601-49440-36210 Interest Earnings		\$372.11	\$0.00
Journal Entry		R 602-49490-36210 Interest Earnings		\$2,114.89	\$0.00
Transaction Date	2/7/2019	Due 0		Total	\$8,693.25
					\$8,693.25

Refer	2			Debit	Credit
Journal Entry		G 215-11505 Interest Receivable		\$0.00	\$583.56
Journal Entry		R 215-43100-36210 Interest Earnings		\$583.56	\$0.00
Transaction Date	2/7/2019	Due 0		Total	\$583.56
					\$583.56

Fund Summary

		Debit	Credit	Difference
Refer 1	101 GENERAL FUND	\$3,512.45	\$3,512.45	In Balance
	202 PUBLIC/PARK LAND DEDICATI	\$52.32	\$52.32	In Balance
	215 ROAD MAINTENANCE FUND	\$35.19	\$35.19	In Balance
	304 CITY FACILITIES	\$1,089.72	\$1,089.72	In Balance
	308 2008A/REFUNDING 2014B	\$73.69	\$73.69	In Balance
	309 LAKES SEWER PROJECT BON	\$1,442.88	\$1,442.88	In Balance
	601 WATER FUND	\$372.11	\$372.11	In Balance
	602 SEWER FUND	\$2,114.89	\$2,114.89	In Balance
Refer 2	215 ROAD MAINTENANCE FUND	\$583.56	\$583.56	In Balance

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

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Batch Name JE190116 1
 4881 Journal Entry Posted

Refer	1 Labor Distribution	Debit	Credit
Payroll Journal	E 101-42500-123 Medicare	\$0.98	\$0.00
Payroll Journal	E 101-42200-102 Public Works Direct	\$18.10	\$0.00
Payroll Journal	E 101-42200-105 Finance/Billing Cler	\$48.61	\$0.00
Payroll Journal	E 101-42200-108 Administrative Assi	\$21.57	\$0.00
Payroll Journal	E 101-42200-121 PERA	\$9.67	\$0.00
Payroll Journal	E 101-42200-122 FICA-Social Securit	\$8.00	\$0.00
Payroll Journal	E 101-42200-123 Medicare	\$1.88	\$0.00
Payroll Journal	E 101-42200-131 Health Insurance	\$2.93	\$0.00
Payroll Journal	E 101-42200-332 Training	\$376.00	\$0.00
Payroll Journal	E 101-42500-101 City Administrator	\$33.75	\$0.00
Payroll Journal	E 101-42500-105 Finance/Billing Cler	\$6.08	\$0.00
Payroll Journal	E 101-42500-108 Administrative Assi	\$26.96	\$0.00
Payroll Journal	E 101-43100-108 Administrative Assi	\$10.79	\$0.00
Payroll Journal	E 101-42500-122 FICA-Social Securit	\$4.21	\$0.00
Payroll Journal	E 101-41800-123 Medicare	\$15.26	\$0.00
Payroll Journal	E 101-42500-131 Health Insurance	\$1.50	\$0.00
Payroll Journal	E 101-42800-101 City Administrator	\$6.75	\$0.00
Payroll Journal	E 101-42800-102 Public Works Direct	\$6.03	\$0.00
Payroll Journal	E 101-42800-105 Finance/Billing Cler	\$6.08	\$0.00
Payroll Journal	E 101-42800-121 PERA	\$1.41	\$0.00
Payroll Journal	E 101-42800-122 FICA-Social Securit	\$1.19	\$0.00
Payroll Journal	E 101-42800-123 Medicare	\$0.28	\$0.00
Payroll Journal	E 101-42800-131 Health Insurance	\$0.68	\$0.00
Payroll Journal	E 101-43100-101 City Administrator	\$135.02	\$0.00
Payroll Journal	E 101-43100-102 Public Works Direct	\$1,242.89	\$0.00
Payroll Journal	E 101-43100-104 Seasonal/Temp/Co	\$46.75	\$0.00
Payroll Journal	E 101-41000-101 City Administrator	\$175.52	\$0.00
Payroll Journal	E 101-42500-121 PERA	\$5.00	\$0.00
Payroll Journal	E 101-41410-101 City Administrator	\$33.75	\$0.00
Payroll Journal	E 101-41000-102 Public Works Direct	\$24.13	\$0.00
Payroll Journal	E 101-41000-105 Finance/Billing Cler	\$42.53	\$0.00
Payroll Journal	E 101-41000-108 Administrative Assi	\$56.62	\$0.00
Payroll Journal	E 101-41000-121 PERA	\$22.42	\$0.00
Payroll Journal	E 101-41000-122 FICA-Social Securit	\$18.93	\$0.00
Payroll Journal	E 101-41000-123 Medicare	\$4.42	\$0.00
Payroll Journal	E 101-41000-131 Health Insurance	\$9.30	\$0.00
Payroll Journal	E 101-41110-101 City Administrator	\$776.35	\$0.00
Payroll Journal	E 101-41110-105 Finance/Billing Cler	\$24.30	\$0.00
Payroll Journal	E 101-41110-108 Administrative Assi	\$43.14	\$0.00
Payroll Journal	E 101-41110-121 PERA	\$63.27	\$0.00
Payroll Journal	E 101-41110-122 FICA-Social Securit	\$54.29	\$0.00
Payroll Journal	E 101-42200-101 City Administrator	\$40.51	\$0.00
Payroll Journal	E 101-41110-131 Health Insurance	\$34.50	\$0.00
Payroll Journal	E 101-41800-131 Health Insurance	\$7.80	\$0.00
Payroll Journal	E 101-41410-105 Finance/Billing Cler	\$24.30	\$0.00

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Payroll Journal	E 101-41410-108 Administrative Assi	\$43.14	\$0.00
Payroll Journal	E 101-41410-121 PERA	\$7.58	\$0.00
Payroll Journal	E 101-41410-122 FICA-Social Securit	\$6.28	\$0.00
Payroll Journal	E 101-41410-123 Medicare	\$1.47	\$0.00
Payroll Journal	E 101-41410-131 Health Insurance	\$1.50	\$0.00
Payroll Journal	E 101-41800-101 City Administrator	\$175.52	\$0.00
Payroll Journal	E 101-41800-105 Finance/Billing Cler	\$605.17	\$0.00
Payroll Journal	E 101-41800-108 Administrative Assi	\$296.60	\$0.00
Payroll Journal	E 101-41800-121 PERA	\$80.81	\$0.00
Payroll Journal	E 101-41800-122 FICA-Social Securit	\$65.25	\$0.00
Payroll Journal	E 101-43100-109 Public Works Maint	\$1,248.24	\$0.00
Payroll Journal	E 101-41110-123 Medicare	\$12.70	\$0.00
Payroll Journal	E 602-49490-121 PERA	\$108.74	\$0.00
Payroll Journal	E 601-49440-102 Public Works Direct	\$362.01	\$0.00
Payroll Journal	E 601-49440-105 Finance/Billing Cler	\$534.69	\$0.00
Payroll Journal	E 601-49440-108 Administrative Assi	\$107.86	\$0.00
Payroll Journal	E 601-49440-109 Public Works Maint	\$178.32	\$0.00
Payroll Journal	E 601-49440-121 PERA	\$93.79	\$0.00
Payroll Journal	E 601-49440-122 FICA-Social Securit	\$77.21	\$0.00
Payroll Journal	E 601-49440-123 Medicare	\$18.04	\$0.00
Payroll Journal	E 601-49440-131 Health Insurance	\$25.50	\$0.00
Payroll Journal	E 602-49490-101 City Administrator	\$67.51	\$0.00
Payroll Journal	E 602-49490-102 Public Works Direct	\$410.27	\$0.00
Payroll Journal	E 602-49490-105 Finance/Billing Cler	\$631.90	\$0.00
Payroll Journal	E 101-43100-105 Finance/Billing Cler	\$249.12	\$0.00
Payroll Journal	E 602-49490-109 Public Works Maint	\$178.32	\$0.00
Payroll Journal	E 221-41000-123 Medicare	\$0.09	\$0.00
Payroll Journal	E 602-49490-122 FICA-Social Securit	\$89.41	\$0.00
Payroll Journal	E 602-49490-123 Medicare	\$20.89	\$0.00
Payroll Journal	E 602-49490-131 Health Insurance	\$28.49	\$0.00
Payroll Journal	G 101-10600 Cash	\$0.00	\$4,962.57
Payroll Journal	G 101-21701 Federal Withholding	\$0.00	\$1,538.89
Payroll Journal	G 101-21702 State Withholding	\$0.00	\$608.46
Payroll Journal	G 101-21703 FICA/Medicare Withhol	\$0.00	\$1,725.22
Payroll Journal	G 101-21704 PERA	\$0.00	\$1,551.34
Payroll Journal	G 101-21705 Health Insurance	\$0.00	\$120.58
Payroll Journal	G 101-21709 Short/Long-Term Disabi	\$0.00	\$31.23
Payroll Journal	G 221-10600 Cash	\$0.00	\$6.83
Payroll Journal	G 601-10600 Cash	\$0.00	\$1,464.93
Payroll Journal	E 602-49490-108 Administrative Assi	\$161.78	\$0.00
Payroll Journal	E 101-46300-101 City Administrator	\$1,775.48	\$0.00
Payroll Journal	E 101-43100-121 PERA	\$216.46	\$0.00
Payroll Journal	E 101-43100-122 FICA-Social Securit	\$185.70	\$0.00
Payroll Journal	E 101-43100-123 Medicare	\$43.44	\$0.00
Payroll Journal	E 101-43100-131 Health Insurance	\$84.75	\$0.00
Payroll Journal	E 101-43100-426 PPE Personal Prote	\$209.95	\$0.00
Payroll Journal	E 101-45122-101 City Administrator	\$84.39	\$0.00
Payroll Journal	E 101-45122-102 Public Works Direct	\$343.91	\$0.00
Payroll Journal	E 101-45122-105 Finance/Billing Cler	\$12.15	\$0.00
Payroll Journal	E 101-45122-108 Administrative Assi	\$8.09	\$0.00

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Payroll Journal	E 101-45122-109 Public Works Maint	\$178.32	\$0.00
Payroll Journal	E 101-45122-121 PERA	\$47.02	\$0.00
Payroll Journal	E 101-45122-122 FICA-Social Securit	\$40.15	\$0.00
Payroll Journal	E 601-49440-101 City Administrator	\$67.51	\$0.00
Payroll Journal	E 101-45122-131 Health Insurance	\$23.63	\$0.00
Payroll Journal	E 221-41000-131 Health Insurance	\$0.15	\$0.00
Payroll Journal	E 101-46300-102 Public Works Direct	\$6.03	\$0.00
Payroll Journal	E 101-46300-105 Finance/Billing Cler	\$243.04	\$0.00
Payroll Journal	E 101-46300-108 Administrative Assi	\$302.01	\$0.00
Payroll Journal	E 101-46300-121 PERA	\$174.47	\$0.00
Payroll Journal	E 101-46300-122 FICA-Social Securit	\$148.14	\$0.00
Payroll Journal	E 101-46300-123 Medicare	\$34.66	\$0.00
Payroll Journal	E 101-46300-131 Health Insurance	\$79.28	\$0.00
Payroll Journal	E 221-41000-101 City Administrator	\$3.38	\$0.00
Payroll Journal	E 221-41000-105 Finance/Billing Cler	\$2.43	\$0.00
Payroll Journal	E 221-41000-121 PERA	\$0.43	\$0.00
Payroll Journal	E 221-41000-122 FICA-Social Securit	\$0.35	\$0.00
Payroll Journal	G 602-10600 Cash	\$0.00	\$1,697.31
Payroll Journal	E 101-45122-123 Medicare	\$9.39	\$0.00
Transaction Date	1/17/2019	Due 0	
		Total	\$13,707.36
			\$13,707.36

Fund Summary

		Debit	Credit	Difference
Refer 1	101 GENERAL FUND	\$10,538.29	\$10,538.29	In Balance
	221 LAKE IMPROVEMENT DISTRIC	\$6.83	\$6.83	In Balance
	601 WATER FUND	\$1,464.93	\$1,464.93	In Balance
	602 SEWER FUND	\$1,697.31	\$1,697.31	In Balance

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

Batch Name JE190212
4919 Journal Entry

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Posted

Refer	1 Labor Distribution	Debit	Credit
Payroll Journal	E 101-42500-122 FICA-Social Securit	\$4.63	\$0.00
Payroll Journal	E 101-41110-121 PERA	\$69.82	\$0.00
Payroll Journal	E 101-41110-122 FICA-Social Securit	\$59.68	\$0.00
Payroll Journal	E 101-41110-123 Medicare	\$13.96	\$0.00
Payroll Journal	E 101-41110-131 Health Insurance	\$44.15	\$0.00
Payroll Journal	E 101-41110-210 Operating Expense	\$4.59	\$0.00
Payroll Journal	E 101-42200-121 PERA	\$10.87	\$0.00
Payroll Journal	E 101-42200-122 FICA-Social Securit	\$8.99	\$0.00
Payroll Journal	E 101-42200-123 Medicare	\$2.11	\$0.00
Payroll Journal	E 101-42200-131 Health Insurance	\$22.22	\$0.00
Payroll Journal	E 101-42500-101 City Administrator	\$37.24	\$0.00
Payroll Journal	E 101-42500-105 Finance/Billing Cler	\$6.68	\$0.00
Payroll Journal	E 101-41410-101 City Administrator	\$37.24	\$0.00
Payroll Journal	E 101-42500-121 PERA	\$5.52	\$0.00
Payroll Journal	E 101-41110-101 City Administrator	\$856.63	\$0.00
Payroll Journal	E 101-42500-123 Medicare	\$1.08	\$0.00
Payroll Journal	E 101-42500-131 Health Insurance	\$3.91	\$0.00

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Payroll Journal	E 101-42800-101 City Administrator	\$7.45	\$0.00
Payroll Journal	E 101-42800-102 Public Works Direct	\$6.68	\$0.00
Payroll Journal	E 101-42800-105 Finance/Billing Cler	\$6.68	\$0.00
Payroll Journal	E 101-42800-121 PERA	\$1.55	\$0.00
Payroll Journal	E 101-42800-122 FICA-Social Securit	\$1.30	\$0.00
Payroll Journal	E 101-42800-123 Medicare	\$0.31	\$0.00
Payroll Journal	E 101-42800-131 Health Insurance	\$3.09	\$0.00
Payroll Journal	E 101-43100-101 City Administrator	\$148.98	\$0.00
Payroll Journal	E 101-43100-102 Public Works Direct	\$1,415.57	\$0.00
Payroll Journal	E 101-43100-104 Seasonal/Temp/Co	\$471.75	\$0.00
Payroll Journal	E 101-42500-108 Administrative Assi	\$29.67	\$0.00
Payroll Journal	E 101-42200-102 Public Works Direct	\$22.97	\$0.00
Payroll Journal	E 101-41410-105 Finance/Billing Cler	\$26.74	\$0.00
Payroll Journal	E 101-41410-108 Administrative Assi	\$47.48	\$0.00
Payroll Journal	E 101-41410-121 PERA	\$8.36	\$0.00
Payroll Journal	E 101-41410-122 FICA-Social Securit	\$6.92	\$0.00
Payroll Journal	E 101-41410-123 Medicare	\$1.62	\$0.00
Payroll Journal	E 101-41410-131 Health Insurance	\$11.15	\$0.00
Payroll Journal	E 101-41800-101 City Administrator	\$193.67	\$0.00
Payroll Journal	E 101-41800-105 Finance/Billing Cler	\$665.73	\$0.00
Payroll Journal	E 101-41800-108 Administrative Assi	\$326.40	\$0.00
Payroll Journal	E 101-41800-121 PERA	\$88.94	\$0.00
Payroll Journal	E 101-41800-122 FICA-Social Securit	\$71.98	\$0.00
Payroll Journal	E 101-41800-123 Medicare	\$16.83	\$0.00
Payroll Journal	E 101-41110-108 Administrative Assi	\$47.48	\$0.00
Payroll Journal	E 101-42200-101 City Administrator	\$44.69	\$0.00
Payroll Journal	E 101-41110-105 Finance/Billing Cler	\$26.74	\$0.00
Payroll Journal	E 101-42200-105 Finance/Billing Cler	\$53.47	\$0.00
Payroll Journal	E 101-42200-108 Administrative Assi	\$23.74	\$0.00
Payroll Journal	E 101-41000-101 City Administrator	\$193.67	\$0.00
Payroll Journal	E 101-41000-102 Public Works Direct	\$26.74	\$0.00
Payroll Journal	E 101-41000-105 Finance/Billing Cler	\$46.79	\$0.00
Payroll Journal	E 101-41000-108 Administrative Assi	\$62.31	\$0.00
Payroll Journal	E 101-41000-109 Public Works Maint	\$194.00	\$0.00
Payroll Journal	E 101-41000-121 PERA	\$39.27	\$0.00
Payroll Journal	E 101-41000-122 FICA-Social Securit	\$32.85	\$0.00
Payroll Journal	E 101-41000-123 Medicare	\$7.67	\$0.00
Payroll Journal	E 101-41000-131 Health Insurance	\$26.18	\$0.00
Payroll Journal	E 101-43100-109 Public Works Maint	\$1,164.00	\$0.00
Payroll Journal	E 101-41800-131 Health Insurance	\$248.01	\$0.00
Payroll Journal	E 602-49490-122 FICA-Social Securit	\$100.73	\$0.00
Payroll Journal	E 101-43100-105 Finance/Billing Cler	\$274.04	\$0.00
Payroll Journal	E 601-49440-105 Finance/Billing Cler	\$588.19	\$0.00
Payroll Journal	E 601-49440-108 Administrative Assi	\$118.69	\$0.00
Payroll Journal	E 601-49440-109 Public Works Maint	\$194.00	\$0.00
Payroll Journal	E 601-49440-121 PERA	\$105.94	\$0.00
Payroll Journal	E 601-49440-122 FICA-Social Securit	\$87.25	\$0.00
Payroll Journal	E 601-49440-123 Medicare	\$20.40	\$0.00
Payroll Journal	E 601-49440-131 Health Insurance	\$237.73	\$0.00
Payroll Journal	E 602-49490-101 City Administrator	\$74.49	\$0.00

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Payroll Journal	E 602-49490-102 Public Works Direct	\$490.75	\$0.00
Payroll Journal	E 602-49490-105 Finance/Billing Cler	\$695.14	\$0.00
Payroll Journal	E 602-49490-108 Administrative Assi	\$178.04	\$0.00
Payroll Journal	E 601-49440-101 City Administrator	\$74.49	\$0.00
Payroll Journal	E 602-49490-121 PERA	\$122.42	\$0.00
Payroll Journal	E 221-41000-131 Health Insurance	\$1.13	\$0.00
Payroll Journal	E 602-49490-123 Medicare	\$23.54	\$0.00
Payroll Journal	E 602-49490-131 Health Insurance	\$279.32	\$0.00
Payroll Journal	G 101-10600 Cash	\$0.00	\$4,955.31
Payroll Journal	G 101-21701 Federal Withholding	\$0.00	\$1,478.75
Payroll Journal	G 101-21702 State Withholding	\$0.00	\$685.12
Payroll Journal	G 101-21703 FICA/Medicare Withhol	\$0.00	\$1,979.12
Payroll Journal	G 101-21704 PERA	\$0.00	\$1,724.18
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	\$31.23
Payroll Journal	G 221-10600 Cash	\$0.00	\$8.51
Payroll Journal	G 601-10600 Cash	\$0.00	\$1,863.97
Payroll Journal	E 602-49490-109 Public Works Maint	\$194.00	\$0.00
Payroll Journal	E 101-46300-101 City Administrator	\$1,959.08	\$0.00
Payroll Journal	G 602-10600 Cash	\$0.00	\$2,158.43
Payroll Journal	E 101-43100-121 PERA	\$226.08	\$0.00
Payroll Journal	E 101-43100-122 FICA-Social Securit	\$220.04	\$0.00
Payroll Journal	E 101-43100-123 Medicare	\$51.46	\$0.00
Payroll Journal	E 101-43100-131 Health Insurance	\$183.63	\$0.00
Payroll Journal	E 101-45122-101 City Administrator	\$93.11	\$0.00
Payroll Journal	E 101-45122-102 Public Works Direct	\$383.94	\$0.00
Payroll Journal	E 101-45122-105 Finance/Billing Cler	\$13.37	\$0.00
Payroll Journal	E 101-45122-108 Administrative Assi	\$8.90	\$0.00
Payroll Journal	E 101-45122-109 Public Works Maint	\$194.00	\$0.00
Payroll Journal	E 101-45122-121 PERA	\$52.00	\$0.00
Payroll Journal	E 101-45122-122 FICA-Social Securit	\$44.27	\$0.00
Payroll Journal	E 601-49440-102 Public Works Direct	\$437.28	\$0.00
Payroll Journal	E 101-45122-131 Health Insurance	\$28.45	\$0.00
Payroll Journal	E 101-43100-108 Administrative Assi	\$11.87	\$0.00
Payroll Journal	E 101-46300-102 Public Works Direct	\$6.68	\$0.00
Payroll Journal	E 101-46300-105 Finance/Billing Cler	\$267.36	\$0.00
Payroll Journal	E 101-46300-108 Administrative Assi	\$332.34	\$0.00
Payroll Journal	E 101-46300-121 PERA	\$192.42	\$0.00
Payroll Journal	E 101-46300-122 FICA-Social Securit	\$162.96	\$0.00
Payroll Journal	E 101-46300-123 Medicare	\$38.12	\$0.00
Payroll Journal	E 101-46300-131 Health Insurance	\$175.77	\$0.00
Payroll Journal	E 221-41000-101 City Administrator	\$3.72	\$0.00
Payroll Journal	E 221-41000-105 Finance/Billing Cler	\$2.67	\$0.00
Payroll Journal	E 221-41000-121 PERA	\$0.48	\$0.00
Payroll Journal	E 221-41000-122 FICA-Social Securit	\$0.40	\$0.00
Payroll Journal	E 221-41000-123 Medicare	\$0.11	\$0.00
Payroll Journal	E 101-45122-123 Medicare	\$10.35	\$0.00
Transaction Date	2/14/2019	Due 0	
		Total	
		\$15,969.90	\$15,969.90

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Journal Entries

Current Period: FEBRUARY 2019

Fund Summary

		Debit	Credit	Difference
Refer 1	101 GENERAL FUND	\$11,938.99	\$11,938.99	In Balance
	221 LAKE IMPROVEMENT DISTRIC	\$8.51	\$8.51	In Balance
	601 WATER FUND	\$1,863.97	\$1,863.97	In Balance
	602 SEWER FUND	\$2,158.43	\$2,158.43	In Balance

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

Batch Name JE190227
4932 Journal Entry

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Posted

Refer	1 Labor Distribution	Debit	Credit
Payroll Journal	E 101-42500-122 FICA-Social Securit	\$4.32	\$0.00
Payroll Journal	E 101-41000-101 City Administrator	\$180.50	\$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	\$22.11	\$0.00
Payroll Journal	E 101-42200-121 PERA	\$9.93	\$0.00
Payroll Journal	E 101-42200-122 FICA-Social Securit	\$8.21	\$0.00
Payroll Journal	E 101-42200-123 Medicare	\$1.92	\$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 101-41800-123 Medicare	\$15.66	\$0.00
Payroll Journal	E 101-42500-121 PERA	\$5.15	\$0.00
Payroll Journal	E 101-41800-122 FICA-Social Securit	\$66.96	\$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 101-42800-102 Public Works Direct	\$6.23	\$0.00
Payroll Journal	E 101-42800-105 Finance/Billing Cler	\$6.23	\$0.00
Payroll Journal	E 101-42800-121 PERA	\$1.45	\$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	\$1,282.97	\$0.00
Payroll Journal	E 101-43100-104 Seasonal/Temp/Co	\$276.25	\$0.00
Payroll Journal	E 101-42500-108 Administrative Assi	\$27.64	\$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	\$43.60	\$0.00
Payroll Journal	E 101-41000-108 Administrative Assi	\$58.05	\$0.00
Payroll Journal	E 101-41000-109 Public Works Maint	\$182.80	\$0.00
Payroll Journal	E 101-41000-121 PERA	\$36.73	\$0.00
Payroll Journal	E 101-41000-122 FICA-Social Securit	\$30.75	\$0.00
Payroll Journal	E 101-41000-123 Medicare	\$7.17	\$0.00
Payroll Journal	E 101-41000-131 Health Insurance	\$9.30	\$0.00
Payroll Journal	E 101-41110-101 City Administrator	\$798.38	\$0.00

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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 101-41800-131 Health Insurance	\$7.80	\$0.00
Payroll Journal	E 101-41110-122 FICA-Social Securit	\$55.75	\$0.00
Payroll Journal	E 101-43100-109 Public Works Maint	\$1,096.80	\$0.00
Payroll Journal	E 101-41110-131 Health Insurance	\$34.50	\$0.00
Payroll Journal	E 101-41410-101 City Administrator	\$34.71	\$0.00
Payroll Journal	E 101-41410-105 Finance/Billing Cler	\$24.91	\$0.00
Payroll Journal	E 101-41410-108 Administrative Assi	\$44.23	\$0.00
Payroll Journal	E 101-41410-121 PERA	\$7.79	\$0.00
Payroll Journal	E 101-41410-122 FICA-Social Securit	\$6.44	\$0.00
Payroll Journal	E 101-41410-123 Medicare	\$1.50	\$0.00
Payroll Journal	E 101-41410-131 Health Insurance	\$1.50	\$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 101-41110-121 PERA	\$65.05	\$0.00
Payroll Journal	E 602-49490-121 PERA	\$111.69	\$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	\$110.57	\$0.00
Payroll Journal	E 601-49440-109 Public Works Maint	\$182.80	\$0.00
Payroll Journal	E 601-49440-121 PERA	\$96.34	\$0.00
Payroll Journal	E 601-49440-122 FICA-Social Securit	\$79.32	\$0.00
Payroll Journal	E 601-49440-123 Medicare	\$18.53	\$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 602-49490-105 Finance/Billing Cler	\$647.71	\$0.00
Payroll Journal	E 101-43100-105 Finance/Billing Cler	\$255.35	\$0.00
Payroll Journal	E 602-49490-109 Public Works Maint	\$182.80	\$0.00
Payroll Journal	E 221-41000-123 Medicare	\$0.12	\$0.00
Payroll Journal	E 602-49490-122 FICA-Social Securit	\$91.87	\$0.00
Payroll Journal	E 602-49490-123 Medicare	\$21.46	\$0.00
Payroll Journal	E 602-49490-131 Health Insurance	\$28.48	\$0.00
Payroll Journal	G 101-10600 Cash	\$0.00	\$4,990.05
Payroll Journal	G 101-21701 Federal Withholding	\$0.00	\$1,298.58
Payroll Journal	G 101-21702 State Withholding	\$0.00	\$625.22
Payroll Journal	G 101-21703 FICA/Medicare Withhol	\$0.00	\$1,807.18
Payroll Journal	G 101-21704 PERA	\$0.00	\$1,594.23
Payroll Journal	G 101-21705 Health Insurance	\$0.00	\$120.58
Payroll Journal	G 101-21709 Short/Long-Term Disabi	\$0.00	\$31.23
Payroll Journal	G 221-10600 Cash	\$0.00	\$7.07
Payroll Journal	G 601-10600 Cash	\$0.00	\$1,504.22
Payroll Journal	E 602-49490-108 Administrative Assi	\$165.85	\$0.00
Payroll Journal	E 101-46300-101 City Administrator	\$1,825.85	\$0.00
Payroll Journal	G 602-10600 Cash	\$0.00	\$1,742.78
Payroll Journal	E 101-43100-121 PERA	\$208.88	\$0.00
Payroll Journal	E 101-43100-122 FICA-Social Securit	\$193.68	\$0.00

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Payroll Journal	E 101-43100-123 Medicare	\$45.31	\$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	\$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	\$8.29	\$0.00		
Payroll Journal	E 101-45122-109 Public Works Maint	\$182.80	\$0.00		
Payroll Journal	E 101-45122-121 PERA	\$48.40	\$0.00		
Payroll Journal	E 101-45122-122 FICA-Social Securit	\$41.29	\$0.00		
Payroll Journal	E 601-49440-101 City Administrator	\$69.42	\$0.00		
Payroll Journal	E 101-45122-131 Health Insurance	\$23.63	\$0.00		
Payroll Journal	E 221-41000-131 Health Insurance	\$0.17	\$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	\$309.57	\$0.00		
Payroll Journal	E 101-46300-121 PERA	\$179.35	\$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	\$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	\$0.38	\$0.00		
Payroll Journal	E 101-43100-108 Administrative Assi	\$11.06	\$0.00		
Payroll Journal	E 101-45122-123 Medicare	\$9.66	\$0.00		
Transaction Date	2/28/2019	Due 0	Total	\$13,721.14	\$13,721.14

Fund Summary

		Debit	Credit	Difference
Refer 1	101 GENERAL FUND	\$10,467.07	\$10,467.07	In Balance
	221 LAKE IMPROVEMENT DISTRIC	\$7.07	\$7.07	In Balance
	601 WATER FUND	\$1,504.22	\$1,504.22	In Balance
	602 SEWER FUND	\$1,742.78	\$1,742.78	In Balance

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

Batch Name 032519JE 3
4962 Journal Entry **Posted**

Refer	1		Debit	Credit
Journal Entry	E 101-43100-338 Crushing/Gravel Pu		\$0.00	\$637.50
Journal Entry	E 101-43100-228 Salt & Sand-Roads		\$637.50	\$0.00
Transaction Date	3/25/2019	Due 0	Total	\$637.50

Fund Summary

		Debit	Credit	Difference
Refer 1	101 GENERAL FUND	\$637.50	\$637.50	In Balance

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

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Journal Entries

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Batch Name JE190314 3
4950 Journal Entry **Posted**

Refer	1 Labor Distribution	Debit	Credit
Payroll Journal	E 101-42500-123 Medicare	\$1.01	\$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	\$22.11	\$0.00
Payroll Journal	E 101-42200-121 PERA	\$9.93	\$0.00
Payroll Journal	E 101-42200-122 FICA-Social Securit	\$8.21	\$0.00
Payroll Journal	E 101-42200-123 Medicare	\$1.92	\$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
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 101-43100-108 Administrative Assi	\$11.06	\$0.00
Payroll Journal	E 101-42500-122 FICA-Social Securit	\$4.32	\$0.00
Payroll Journal	E 101-41800-122 FICA-Social Securit	\$66.96	\$0.00
Payroll Journal	E 101-42500-131 Health Insurance	\$3.91	\$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 101-42800-121 PERA	\$1.45	\$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	\$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	\$1,282.97	\$0.00
Payroll Journal	E 101-43100-104 Seasonal/Temp/Co	\$437.75	\$0.00
Payroll Journal	E 101-41000-101 City Administrator	\$180.50	\$0.00
Payroll Journal	E 101-42500-121 PERA	\$5.15	\$0.00
Payroll Journal	E 101-41110-131 Health Insurance	\$44.15	\$0.00
Payroll Journal	E 101-41000-102 Public Works Direct	\$24.91	\$0.00
Payroll Journal	E 101-41000-105 Finance/Billing Cler	\$43.60	\$0.00
Payroll Journal	E 101-41000-108 Administrative Assi	\$58.05	\$0.00
Payroll Journal	E 101-41000-109 Public Works Maint	\$182.80	\$0.00
Payroll Journal	E 101-41000-121 PERA	\$36.73	\$0.00
Payroll Journal	E 101-41000-122 FICA-Social Securit	\$30.75	\$0.00
Payroll Journal	E 101-41000-123 Medicare	\$7.17	\$0.00
Payroll Journal	E 101-41000-131 Health Insurance	\$26.18	\$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 101-41110-121 PERA	\$65.05	\$0.00
Payroll Journal	E 101-41800-131 Health Insurance	\$248.01	\$0.00
Payroll Journal	E 101-41110-123 Medicare	\$13.04	\$0.00
Payroll Journal	E 101-41800-123 Medicare	\$15.66	\$0.00
Payroll Journal	E 101-41410-101 City Administrator	\$34.71	\$0.00

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Payroll Journal	E 101-41410-105 Finance/Billing Cler	\$24.91	\$0.00
Payroll Journal	E 101-41410-108 Administrative Assi	\$44.23	\$0.00
Payroll Journal	E 101-41410-121 PERA	\$7.79	\$0.00
Payroll Journal	E 101-41410-122 FICA-Social Securit	\$6.44	\$0.00
Payroll Journal	E 101-41410-123 Medicare	\$1.50	\$0.00
Payroll Journal	E 101-41410-131 Health Insurance	\$11.15	\$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 101-43100-109 Public Works Maint	\$1,096.80	\$0.00
Payroll Journal	E 101-41110-122 FICA-Social Securit	\$55.75	\$0.00
Payroll Journal	E 602-49490-122 FICA-Social Securit	\$91.87	\$0.00
Payroll Journal	E 601-49440-105 Finance/Billing Cler	\$548.06	\$0.00
Payroll Journal	E 601-49440-108 Administrative Assi	\$110.57	\$0.00
Payroll Journal	E 601-49440-109 Public Works Maint	\$182.80	\$0.00
Payroll Journal	E 601-49440-121 PERA	\$96.34	\$0.00
Payroll Journal	E 601-49440-122 FICA-Social Securit	\$79.32	\$0.00
Payroll Journal	E 601-49440-123 Medicare	\$18.53	\$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	\$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	\$165.85	\$0.00
Payroll Journal	E 101-43100-105 Finance/Billing Cler	\$255.35	\$0.00
Payroll Journal	E 602-49490-121 PERA	\$111.69	\$0.00
Payroll Journal	E 221-41000-131 Health Insurance	\$1.13	\$0.00
Payroll Journal	E 602-49490-123 Medicare	\$21.46	\$0.00
Payroll Journal	E 602-49490-131 Health Insurance	\$279.30	\$0.00
Payroll Journal	G 101-10600 Cash	\$0.00	\$4,675.19
Payroll Journal	G 101-21701 Federal Withholding	\$0.00	\$1,298.58
Payroll Journal	G 101-21702 State Withholding	\$0.00	\$625.22
Payroll Journal	G 101-21703 FICA/Medicare Withhol	\$0.00	\$1,831.88
Payroll Journal	G 101-21704 PERA	\$0.00	\$1,594.23
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	\$31.23
Payroll Journal	G 221-10600 Cash	\$0.00	\$8.03
Payroll Journal	G 601-10600 Cash	\$0.00	\$1,716.45
Payroll Journal	E 602-49490-109 Public Works Maint	\$182.80	\$0.00
Payroll Journal	E 101-46300-102 Public Works Direct	\$6.23	\$0.00
Payroll Journal	E 101-43100-121 PERA	\$208.88	\$0.00
Payroll Journal	E 101-43100-122 FICA-Social Securit	\$203.69	\$0.00
Payroll Journal	E 101-43100-123 Medicare	\$47.65	\$0.00
Payroll Journal	E 101-43100-131 Health Insurance	\$183.63	\$0.00
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	\$8.29	\$0.00
Payroll Journal	E 101-45122-109 Public Works Maint	\$182.80	\$0.00

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Current Period: MARCH 2019

Payroll Journal	E 101-45122-121 PERA	\$48.40	\$0.00
Payroll Journal	E 101-45122-122 FICA-Social Securit	\$41.29	\$0.00
Payroll Journal	E 101-45122-123 Medicare	\$9.66	\$0.00
Payroll Journal	E 601-49440-102 Public Works Direct	\$373.68	\$0.00
Payroll Journal	E 101-46300-101 City Administrator	\$1,825.85	\$0.00
Payroll Journal	E 601-49440-101 City Administrator	\$69.42	\$0.00
Payroll Journal	E 101-46300-105 Finance/Billing Cler	\$249.12	\$0.00
Payroll Journal	E 101-46300-108 Administrative Assi	\$309.57	\$0.00
Payroll Journal	E 101-46300-121 PERA	\$179.35	\$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
Payroll Journal	E 221-41000-122 FICA-Social Securit	\$0.38	\$0.00
Payroll Journal	E 221-41000-123 Medicare	\$0.12	\$0.00
Payroll Journal	G 602-10600 Cash	\$0.00	\$1,993.60
Payroll Journal	E 101-45122-131 Health Insurance	\$28.45	\$0.00
Transaction Date	3/14/2019	Due 0	
		Total	
		\$14,859.69	\$14,859.69

Fund Summary

		Debit	Credit	Difference
Refer 1	101 GENERAL FUND	\$11,141.61	\$11,141.61	In Balance
	221 LAKE IMPROVEMENT DISTRIC	\$8.03	\$8.03	In Balance
	601 WATER FUND	\$1,716.45	\$1,716.45	In Balance
	602 SEWER FUND	\$1,993.60	\$1,993.60	In Balance

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

Batch Name JE190327
4967 Journal Entry

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Posted

Refer	1 Labor Distribution	Debit	Credit
Payroll Journal	E 101-42500-122 FICA-Social Securit	\$27.57	\$0.00
Payroll Journal	E 101-41800-331 Hotel,Meal,Prkg &	\$18.92	\$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	\$22.11	\$0.00
Payroll Journal	E 101-42200-121 PERA	\$9.93	\$0.00
Payroll Journal	E 101-42200-122 FICA-Social Securit	\$8.21	\$0.00
Payroll Journal	E 101-42200-123 Medicare	\$1.92	\$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 101-43100-105 Finance/Billing Cler	\$255.35	\$0.00
Payroll Journal	E 101-42500-121 PERA	\$5.15	\$0.00
Payroll Journal	E 101-41800-122 FICA-Social Securit	\$66.96	\$0.00
Payroll Journal	E 101-42500-123 Medicare	\$6.45	\$0.00

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Journal Entries

Current Period: MARCH 2019

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 101-42800-121 PERA	\$1.45	\$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	\$1,282.97	\$0.00
Payroll Journal	E 101-41000-101 City Administrator	\$180.50	\$0.00
Payroll Journal	E 101-42500-112 Emergency Manage	\$375.00	\$0.00
Payroll Journal	E 101-41110-123 Medicare	\$29.71	\$0.00
Payroll Journal	E 101-41000-102 Public Works Direct	\$24.91	\$0.00
Payroll Journal	E 101-41000-105 Finance/Billing Cler	\$43.60	\$0.00
Payroll Journal	E 101-41000-108 Administrative Assi	\$58.05	\$0.00
Payroll Journal	E 101-41000-109 Public Works Maint	\$182.80	\$0.00
Payroll Journal	E 101-41000-121 PERA	\$36.73	\$0.00
Payroll Journal	E 101-41000-122 FICA-Social Securit	\$30.75	\$0.00
Payroll Journal	E 101-41000-123 Medicare	\$7.17	\$0.00
Payroll Journal	E 101-41000-131 Health Insurance	\$9.30	\$0.00
Payroll Journal	E 101-41110-101 City Administrator	\$798.38	\$0.00
Payroll Journal	E 101-41110-103 Mayor/Council	\$1,150.00	\$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 101-41800-131 Health Insurance	\$7.80	\$0.00
Payroll Journal	E 101-41110-122 FICA-Social Securit	\$127.05	\$0.00
Payroll Journal	E 101-41800-123 Medicare	\$15.66	\$0.00
Payroll Journal	E 101-41110-131 Health Insurance	\$34.50	\$0.00
Payroll Journal	E 101-41410-101 City Administrator	\$34.71	\$0.00
Payroll Journal	E 101-41410-105 Finance/Billing Cler	\$24.91	\$0.00
Payroll Journal	E 101-41410-108 Administrative Assi	\$44.23	\$0.00
Payroll Journal	E 101-41410-121 PERA	\$7.79	\$0.00
Payroll Journal	E 101-41410-122 FICA-Social Securit	\$6.44	\$0.00
Payroll Journal	E 101-41410-123 Medicare	\$1.50	\$0.00
Payroll Journal	E 101-41410-131 Health Insurance	\$1.50	\$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 101-43100-108 Administrative Assi	\$11.06	\$0.00
Payroll Journal	E 101-41110-121 PERA	\$122.55	\$0.00
Payroll Journal	E 602-49490-121 PERA	\$111.69	\$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	\$110.57	\$0.00
Payroll Journal	E 601-49440-109 Public Works Maint	\$182.80	\$0.00
Payroll Journal	E 601-49440-121 PERA	\$96.34	\$0.00
Payroll Journal	E 601-49440-122 FICA-Social Securit	\$79.32	\$0.00

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Journal Entries

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Payroll Journal	E 601-49440-123 Medicare	\$18.53	\$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 602-49490-105 Finance/Billing Cler	\$647.71	\$0.00
Payroll Journal	E 101-43100-104 Seasonal/Temp/Co	\$25.00	\$0.00
Payroll Journal	E 602-49490-109 Public Works Maint	\$182.80	\$0.00
Payroll Journal	E 221-41000-122 FICA-Social Securit	\$0.38	\$0.00
Payroll Journal	E 602-49490-122 FICA-Social Securit	\$91.87	\$0.00
Payroll Journal	E 602-49490-123 Medicare	\$21.46	\$0.00
Payroll Journal	E 602-49490-131 Health Insurance	\$28.48	\$0.00
Payroll Journal	G 101-10600 Cash	\$0.00	\$6,291.04
Payroll Journal	G 101-21701 Federal Withholding	\$0.00	\$1,303.44
Payroll Journal	G 101-21702 State Withholding	\$0.00	\$632.80
Payroll Journal	G 101-21703 FICA/Medicare Withhol	\$0.00	\$2,023.08
Payroll Journal	G 101-21704 PERA	\$0.00	\$1,725.49
Payroll Journal	G 101-21705 Health Insurance	\$0.00	\$120.58
Payroll Journal	G 101-21709 Short/Long-Term Disabi	\$0.00	\$31.23
Payroll Journal	G 221-10600 Cash	\$0.00	\$7.07
Payroll Journal	G 601-10600 Cash	\$0.00	\$1,504.22
Payroll Journal	E 602-49490-108 Administrative Assi	\$165.85	\$0.00
Payroll Journal	E 101-45122-131 Health Insurance	\$23.63	\$0.00
Payroll Journal	E 101-43100-109 Public Works Maint	\$1,096.80	\$0.00
Payroll Journal	E 101-43100-121 PERA	\$210.13	\$0.00
Payroll Journal	E 101-43100-122 FICA-Social Securit	\$178.10	\$0.00
Payroll Journal	E 101-43100-123 Medicare	\$41.67	\$0.00
Payroll Journal	E 101-43100-131 Health Insurance	\$84.75	\$0.00
Payroll Journal	E 101-43100-331 Hotel,Meal,Prkg &	\$56.84	\$0.00
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	\$8.29	\$0.00
Payroll Journal	E 101-45122-109 Public Works Maint	\$182.80	\$0.00
Payroll Journal	E 101-45122-121 PERA	\$48.40	\$0.00
Payroll Journal	E 221-41000-131 Health Insurance	\$0.17	\$0.00
Payroll Journal	E 101-45122-123 Medicare	\$9.66	\$0.00
Payroll Journal	E 221-41000-123 Medicare	\$0.12	\$0.00
Payroll Journal	E 101-46300-101 City Administrator	\$1,825.85	\$0.00
Payroll Journal	E 101-46300-102 Public Works Direct	\$6.23	\$0.00
Payroll Journal	E 101-46300-105 Finance/Billing Cler	\$249.12	\$0.00
Payroll Journal	E 101-46300-108 Administrative Assi	\$309.57	\$0.00
Payroll Journal	E 101-46300-111 Planning Commissi	\$137.50	\$0.00
Payroll Journal	E 101-46300-121 PERA	\$186.23	\$0.00
Payroll Journal	E 101-46300-122 FICA-Social Securit	\$160.65	\$0.00
Payroll Journal	E 101-46300-123 Medicare	\$37.59	\$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	G 602-10600 Cash	\$0.00	\$1,742.78

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Journal Entries

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Payroll Journal	E 101-45122-122 FICA-Social Securit	<u>\$41.29</u>	<u>\$0.00</u>
Transaction Date	3/28/2019 Due 0	Total	\$15,381.73 \$15,381.73

Fund Summary

		Debit	Credit	Difference
Refer 1	101 GENERAL FUND	\$12,127.66	\$12,127.66	In Balance
	221 LAKE IMPROVEMENT DISTRIC	\$7.07	\$7.07	In Balance
	601 WATER FUND	\$1,504.22	\$1,504.22	In Balance
	602 SEWER FUND	\$1,742.78	\$1,742.78	In Balance

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

ROCKVILLE CITY COUNCIL MEETING MINUTES
March 13, 2019
Rockville City Hall

Item 1) Call to Order

The meeting was called to order at 6:00 p.m. by Mayor Duane Willenbring.

Item 2) Pledge of Allegiance

Item 3) 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 Van Havermaet; City Engineer, Justin Kannas; City Attorney, Susan Kadlec.

Others present: various members of the public.

Item 4) Additions/Approval of Agenda

Addition of 8d) Emergency Management written report.

Motion by Herberg, second by Simon, to approve the agenda with the addition. Motion carried.

Item 5) Public Comment

Ron Vossen, Rockville Fire Relief Association, stated their Annual Fish Fry will be held Friday, April 5, 2018.

Amy Grinsteiner, 11279 Hubert Lane, questioned how to get an item on the agenda and also the recent COLA approval.

Rick Tallman, 25594 Lake Road, expressed concern about road behind his apartment building. Mr. Tallman also expressed concern about a recent water leak at one his apartments.

Item 6) Resolution 2019-11 Acceptance of February 2019 Donations

Motion by Herberg, second by Becker, to approve Resolution 2019-11 Acceptance of February 2019 Donations. Motion passed unanimously.

Item 7) Consent Agenda

- a) Acknowledge Review of the February 2019 Bills Paid
- b) Approval Rockville City Council Minutes of February 13, 2019
- c) Acknowledge Review of the February 2019 Sheriff's Report
- d) Acknowledge February 2019 Building Permits
- e) LMC Liability Coverage Waiver (does not waive the monetary limits on the municipal tort liability)
- f) Approve Updated City of Rockville Data Practices Policy
- g) Resolution 2019-12 Old Fire Department Turn-Out Gear Declaring Excess Property

Mayor Willenbring requested to remove item 7f for further discussion. Motion by Becker, second by Herberg, to approve the Consent Agenda – with the exception of Item 7f. Motion passed unanimously.

Council held a brief discussion in regards to updating the City of Rockville Data Practices Policy.

Motion by Herberg, second by Simon, to approve Consent Agenda – item 7f. Motion passed unanimously.

Item 8) Department Reports:

a) Planning Commission

1. Resolution 2019-13 Schneider Final Plat

Staff Report

Re: Property Subdivision/Final Plat

Irene T. Schneider Trust and Jonathan M. Schneider

Owner: Irene Schneider Trust and Jonathan Schneider

Property Address: 7788 County Road 41

Plat known as: Schneider Farm

Parcel I.D. 76.42170.0051 and 76.42170.0050 - Section 25, Township 123, Range 029

Request:

Final Plat application of eleven (11) new lots and one (1) existing.

Relevant Information:

1. Property is zoned RR.
2. Total plat area is 94.65 +/- and 10.00 +/- acres.
3. There are eleven (11) new lots and one (1) existing lot being proposed to be subdivided.
4. Purpose is residential development.
5. Not conducive to long-term agriculture use; wooded area, rock outcroppings and marginal soils.
6. Developers Agreement has been drafted.

Recommendation:

Consider approval of:

1. Final Plat
2. Developers Agreement

Council briefly discussed the property requirements.

Motion by Herberg, second by Simon, to approve the Schneider Farm Final Plat. Motion carried unanimously.

2. Schneider Developers Agreement

Motion by Herberg, second by Becker, to approve Schneider Farm Developers Agreement. Motion carried unanimously.

b) City Engineer, Justin Kannas, Bolton & Menk

1. 2018 Street Project Final Pay Request Central Specialties Inc.

Motion by Herberg, second by Simon, to approve the 2018 Street Project Final Pay Request Central Specialties Inc. Motion carried unanimously.

c) Public Works, Gene Van Havermaet, Public Works Director

Written report was reviewed.

d) Emergency Management

Written report from Mr. Hoffman regarding the spring flood outlook was reviewed by Council.

Item 9) Administration

None

Item 10) Appropriations, Allocations, and Transfers

a) Council Action – none

Item 11) Mayor/Council Reports

- a) RTCB – grant funding is being pursued.
- b) Ordinance Review – Waiting to hear back from the DNR as they are reviewing the Shoreland portion of the ordinance.
- c) RTU – City Engineer is reviewing the project list submitted from the RTU committee.

Item 12) Other

- a) Written Complaint

Member Becker reviewed with Council a written complaint that he himself filed with the City against Mayor Willenbring.

Item 13) Adjourn

Motion by Tippelt, second by Herberg, to adjourn the meeting. Motion carried. Meeting adjourned at 6:48 p.m.

Respectfully Submitted,

*Martin M. Bode
City Administrator*

Building Permits: March 2019

Parcel #	REASON	ADDRESS	DATE	PERMIT #	Valuation	Permit \$	Review	SSC	Fees
76.41830.0003	Mechanical	432 Oak Street	3/21/2019	2019-00016	\$ -	\$ 40.00	\$ -	\$ 1.00	\$ 41.00
76.42147.0001	Commercial Sign - Permanent	1640 Prairie Dr	3/26/2019	2019-00017	\$ 3,517.84	\$ 38.50	\$25.03	\$ 1.76	\$ 65.29
76.41835.0015	Plumbing	1690 Broadway St W	3/28/2019	2019-00018	\$ 15,000.00	\$ 150.00	\$97.50	\$ 7.50	\$ 255.00

**City of Rockville, Minnesota
Resolution 2019-14**

**RESOLUTION APPROVING THE DELEGATION OF
AUTHORITY FOR PAYING CLAIMS PRESENTED TO THE CITY OF ROCKVILLE**

WHEREAS, Minnesota State Statute 412.271 Subd. 7 and Subd. 8 authorizes the City to delegate authority to pay certain claims against the City by the City Administrative Official; and

WHEREAS, the City Administrator Clerk is a City Administrative Official; and

WHEREAS, the City of Rockville desires to authorize the City Administrator Clerk to pay all claims that the City Administrator Clerk deems just and correct and valid; and

WHEREAS, all checks drawn for payment of claims must be signed by the City Administrator Clerk and the Mayor; and

WHEREAS, the City Administrator Clerk will present to the City Council at the first council meeting after payment of claims a list of the claims paid and an explanation of the payment.

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

That the City Administrator Clerk of the City of Rockville is authorized to pay all claims presented to the City if in the City Administrator Clerk's discretion, the claims are just, correct and valid.

I CERTIFY THAT the above resolution was adopted by the City Council of Rockville, Stearns County, Minnesota this 10th day of April, 2019

Duane Willenbring, Mayor

ATTEST:

Martin M. Bode, City Administrator

State Statute 412.271, subd. 8
Delegation of Authority to Pay Claims

IV. Delegation of authority for paying certain claims Minn. Stat. § 412.271, subd. 8. A city council may delegate its authority to pay certain claims. This authority may be given by the council to a city administrative official. City administrative officials include a city manager, administrator, treasurer, senior fiscal officer, clerk or clerk-treasurer. In order to delegate this authority, a city must do the following:

- Adopt a resolution. Cities delegating authority to pay claims must adopt a resolution specifying the type of claims to be paid and the administrative official to whom this authority is granted.

- Establish internal accounting and administrative control procedures. These procedures must ensure the proper disbursement of public funds. They must include frequent periodic council review of the administrative official's actions. When money is disbursed under these procedures, a list of expenditures must be submitted for the council's information at the next meeting.

- Prepare annual audited financial statements. Cities delegating authority, as described here, must also prepare annual audited financial statements. Moreover, these statements must be certified by an independent public accountant or the state auditor. Cities that do not prepare such statements may not delegate authority in this manner.

**CITY OF ROCKVILLE
AMENDED
INTERNAL CONTROL POLICY**

SUBJECT: Policies and procedures Internal Controls.

DATE COUNCIL REVIEWED AND APPROVED UPDATED:

Note: Changes from PY noted in red or strikethrough text.

I. Internal Control Policies

The City has certain policies in place as part of the *Employee Policy Manual* that establish a number of internal controls. They are listed as follows:

- Non-Discrimination
- Reduction in Work Force and Recalls
- Compensation and Work Hours
- Personal Time Off (PTO)
- Leaves of Absence
- Insurance
- Employee Training & Travel
- Uniform Allowances
- Employee Records & Performance Appraisals
- Discipline
- Sexual Harassment
- Harassment
- Conflicts of Interest on City Council or Commissions
- Drug & Alcohol Free Workplace and Testing
- Safety
- Smoking
- Personal Use of City Property & Equipment
- 3rd Party Contact
- Cash in Lieu of Health Insurance

II. Disbursements Procedures

1. Policy directives as it pertains to the purchasing authority of city staff:
 - A city employee shall be allowed to make purchases for routine maintenance, repairs or supplies up to the approved credit limit of their corporate card without prior Council approval as long as it is determined that sufficient funds remain in the respective department's budget to provide for said purchases. This authorization does not include capital items.
 - A purchase of up to twice an employee's approved corporate card credit limit shall be allowed without prior Council approval for routine maintenance, repairs, supplies or capital items with the expressed approval of the Administrator/Clerk, and upon confirmation that sufficient funds are available to cover such purchases.
 - Any purchases needed in excess of the aforementioned limits, or are not routine in nature, shall be brought before the Council for review and approval prior to the purchases being made.
 - In the event that an employee has access to more than one corporate card, their credit limit shall be considered the maximum credit limit of the card with the highest credit limit, and not the aggregate limits of all cards combined.
2. The employee is then authorized to order the item.
3. When items are received, the employee checks the packing slip to make sure that all items have been received and then turns the packing slip in to their department head.

4. The department head or person purchasing the item codes & initials the invoice and then turns it into the Finance/Billing Clerk/Admin Asst. to be paid.
5. The Finance/Billing Clerk/Admin. Asst. initials the bills, enters the bills into the computer and then gives bills to the Administrator/Clerk for review and they make any necessary changes. The Administrator/Clerk then prints the pre-numbered checks, posted the batch and signs the checks then the Finance/Billing Clerk/Admin verifies the checks to the bills, stamps with the paid date, staples the duplicate stub to the bills, signs the checks and mails the checks. CIP bills get approved by City Council before they are paid.
6. Checks are stored in a locked drawer in the Finance/Billing Clerk/Admin Asst.
7. Authorized signers on the account are the Administrator/Clerk, Finance/Billing/Admin.Asst. or Mayor. Two signatures are required on each check. The payment detail reports are saved on the computer.
8. The Administrator/Clerk then prepares a list of the accounts payable by check number order and distributes copies of it to the City Council via e-mail, hard copies and the original bills are at the Council meeting.
9. The City Council ~~accepts~~ **acknowledge** the list of bills at their council meetings.
10. The bills are filed by the Finance/Billing Clerk/Admin Asst. in by month in the file drawer.
11. The City uses EFT for State and Federal withholding taxes, **Pera, building permit surcharges, Neopost postage** and sales tax payments. The Administrator/Clerk and Finance/Billing/Admin.Asst are authorized to initiate EFT's. EFT's are entered into the system by the Finance/Billing/Admin. Asst. as payment batches and reviewed and initialed by the Administrator/Clerk.
12. ~~Copies of the Bi-monthly expenditure & revenue budget summary report are printed by the Receptionist/Admin.Asst. and distributed~~ **available** to the City Council members and department heads for review and monitoring **upon request**. In the reports are details of monthly totals, as well as total budget to actual

III. Utility Billing

1. Approximately the last week of the odd numbered months as billing, one Public Works employee goes out to read all the water meters in the City. Meters are read by the hand held radio ~~or entered into the hand held device~~. Before the meters can be read by radio, the Finance/Billing/Admin.Asst. downloads all the accounts' previous meter readings onto the handheld radio.
2. The Public Works employee returns the handheld radio to the Finance/Billing/Admin.Asst. after they have read all the meters. The Finance/Billing/Admin.Asst. then uploads all the readings gathered from the handheld into the utility billing software.
3. After all the new meter readings have successfully been uploaded into utility billing software, the Finance/Billing/Admin.Asst. verifies that there is a new, appropriate reading for each account.
4. Next the Finance/Billing/Admin.Asst. calculates the bills and then runs a bill register and bill register summary. Next the Finance/Billing/Admin.Asst. reviews the bill register to verify that the bills were calculated correctly.
5. The bill register and summary are filed and retained.
6. The bills are then printed **and uploaded to PSN**, torn apart and mailed out to each resident.
7. **The bills are uploaded to PSN when payments are made to customers accounts and/or uploaded twice a week.**
8. If a utility bill is not received on time a late payment bill is created by the Finance/Billing/Admin.Asst. notifying the customer of the amount owed.
9. Final bills are calculated when a resident moves out. After the resident notifies City staff of the closing or move out date, the Finance/Billing/Admin.Asst. notifies Public Works staff that the meter has to be read.
10. The Finance/Billing/Admin.Asst. enters the new final meter reading into utility billing.
11. Steps 4 and 5 from above are performed.
12. Penalties are applied to the overdue portion at the end of each month. The Finance/Billing/Admin.Asst. calculates and applies the penalties and then prints out the current penalties report and files them.

IV. Misc. Accounts Receivable

4. Invoices are generated periodically for miscellaneous receivables. These invoices are generated by the Finance/Billing/Admin.Asst. in the Administration Dept **in the Fund Accounting Software**. A copy of the invoice is printed and filed. When a payment is received for these invoices, the date and amount of payment is recorded by the Receptionist/Admin.Asst. records the payment amount & check # on the Accounts Receivable **spreadsheet** register and a receipt is written up for the payment. The Finance/Billing/Admin.Asst. then enters the cash total and the check total **total receipt number, date, check #, payment amount** on the deposit slip register **and attaches the Accounts Receivable spreadsheet** to the deposit slip. ~~The Finance/Billing/Admin.Asst. marks that it is paid on the Money Software program.~~
2. All receipts are entered into the computer by the ~~Receptionist/Admin.Asst~~ **Finance/Billing/Admin Asst.** The Administrator/Clerk reviews and approves the receipt batch before it is posted and verifies the deposit slip with the Accounts Receivable register and the computer generated receipt batch. The Finance/Billing/Admin.Asst. post the batches.

V. Cash and Receipts Procedures

1. Receipts come in through one of four ways: In person (at the counter), in the mail, in the drop box, **PSN (Payment Service Network)** or through electronic transfer. Payments received at the counter are accepted by all Administration employees. The Receptionist/Admin.Asst. stamps the date received on the receipts payments that come in the mail and drop box every morning. The Receptionist/Admin.Asst. does ~~receipt batches~~ **excel spreadsheet** for all receipts **then puts receipts in Finance/Billing/Admin Asst. locked drawer, then Finance/billing/Admin Asst. enters receipt in Banyon software and matches balance with excel spreadsheet** and has them approved by the Administrator/Clerk.
2. Whenever cash is received, a receipt is written up, in duplicate, and is dated and signed by the person who accepted the money and also the payer. If the payer wants a receipt, they are given the original. The city retains the duplicate copy.
3. When payments are received for water/sewer bills, the payment amount, date, and check number are recorded on the stub, along with the name and account number which are pre-printed on it, and one receipt report is written up for the whole batch on the date that it is deposited into the bank.
4. Deposits are done in a timely manner. **ACH is done on due date for those who signed up for automatic pay plan. PSN (Payment Service Network) is done as we receive them.**
5. The Finance/Billing/Admin.Asst. prepares the deposit and writes up the information in the Accounts Receivable register as noted in Misc. Accounts Receivable #2 above.
6. Petty cash policy was discontinued in 2016.
7. Cash deposit is deposit in a timely manner.
8. An "Accounts Receivable" register is kept for all receivables, including utility bills. Invoices for these receivables are created by the Finance/Billing/Admin.Asst. in the Administration department. When payments are received for these items, the date, receipt number, amount paid, etc. are recorded in the register. Any unpaid invoices at year-end are certified to the homeowners' property taxes for collection by special assessments.
9. Payments for building permits are received in this same manner and no permits are issued until payment for them is received in full, including all necessary water & sewer hook-up fees, water meter expenses, etc.
10. Invoices for contracts with other entities (fire contracts, etc.) are prepared by the Administrator/Clerk and approved by the City Council.
11. ~~Copies of~~ Monthly revenue and expenditure budgets or budget summary reports are **distributed available** to the City Council members and department heads for review and monitoring **upon request**. Included in the reports are details of monthly totals, as well as total budget to actual. Copies of these budget reports are saved and filed **electronically**.

VI. Month-End Reconciliation

1. The bank statement is sent monthly to the Finance/Billing/Admin.Asst. or Administrator/Clerk who reconciles the statement to the general ledger and then gives the statement and the reconciliation printouts to the Administrator/Clerk for review.

2. The Finance/Billing/Admin.Asst. or Administrator/Clerk then cancels the checks in the payroll software to match the checks that were cleared during the month and makes sure that it agrees with the Fund Accounting Software.
3. A treasurer's report is printed by ~~the Receptionist/Admin.Asst.~~ **Administrator/Clerk** before each City Council Meeting and distributed to the Council for review and monitoring.

VII. Investments

1. All investments are made in accordance with City of Rockville Policy, "Policy on Deposits and Investments" and MN Statutes Chapter 118A.
2. Per the City's policy, authority to conduct investment transactions is delegated to the Administrator/Clerk/Clerk, who may delegate that authority to the Finance/Billing/Admin. Asst. The Administrator/Clerk approves all investment transactions.
3. The deposits on Investments are then allocated by investment fund balance by the Finance/Billing/Admin.Asst. who then makes the entry. The deposit entry is then reviewed for accuracy by the Administrator/Clerk and then given back to the ~~Receptionist/Admin.Asst.~~ **Finance/Billing/Admin. Asst.** who then posts it to the general ledger.
4. The Finance/Billing/Admin.Asst then reconciles the general ledger with the monthly investment reports.
5. A Treasury Report is printed for the council before each council meeting that reflects the current investment balance totals by Fund.

VIII. Payroll

1. Timecards are completed by all employees for each day, including start and stop times, and any hours of paid time off they are requesting (Personal Time Off & Holiday).
2. Timecards are reviewed and approved by ~~the Administrator/Clerk~~ **Department head** before they are submitted to the Payroll Department. The Finance/Billing/Admin.Asst. does the payroll unless unavailable in which case the ~~Receptionist/Admin.Asst.~~ **Administrator/Clerk** would process payroll.
3. Timecards are reviewed by the Administrator/Clerk for accuracy.
4. All information is entered into the computer by the Finance/Billing/Admin.Asst. in regards to hours worked and paid time off. Payroll data is updated each pay period for employees who are due for a step increase after reaching their anniversary date and or promotion. The payroll program is only stored on city PC's which are secured by passwords.
5. Once all entries are in the system, payroll is calculated using Banyon Payroll software and a Payroll Register and other reports are generated. The Administrator/Clerk reviews these reports against each timecard to make sure all hours are paid for and all paid time off is deducted, and that all necessary payroll deductions have been taken.
6. The Finance/Billing/Admin.Asst. then a ACH report is created, and the Administrator/Clerk reviews and approves them. When an ACH is sent to the bank the Administrator/Clerk receives a confirmation email.
7. Authorized signers on the account are the Administrator/Clerk, Finance/Billing/Admin. Asst. and/or the Mayor. Two signatures are required on each check **if were unable to process payroll by ACH.**
8. Payroll reports are filed in the Finance/Billing/Admin. office.
9. The payroll ~~checks are approved~~ **Journal Entries are acknowledge** by the City Council **quarterly at during each the city** council meeting.
10. Checks are stored in a locked drawer in the office of the Finance /Billing/Admin.

IX. Property and Workers Comp Insurance

1. The City's policy for property and liability insurance is due on June 1st of each year. Prior to the renewal date, the City's insurance agent requests renewal information from the City. This renewal packet is completed by the Administrator/Clerk. The Administrator/Clerk or Finance/Billing/Admin.Asst. confers with each department head to confirm the list of property and

equipment on the policy, and the current value of each item. If there are any significant changes to the policy the Administrator/Clerk reviews the approval on them.

2. The City's worker's comp policy is due on July 10th of each year. Prior to the renewal date, the City's insurance agent requests payroll data from the City. This information is provided to them by the Administrator/Clerk.
3. The checks to pay for the insurance are not issued until they are approved by the City Council.
4. The annual work comp audit information is gathered and prepared by the Administrator/Clerk & Finance/Billing/Admin.Asst. and the audit generally occur in late August or in September.

X. Asset Inventory

1. The assets of the City are maintained in a list kept on file by the City of Rockville. Each year as assets are purchased the list is updated by the Finance/Billing/Admin.Asst.
2. The Finance/Billing/Admin.Asst. or Administrator/Clerk determines new assets purchased and old asset disposals by reviewing the revenues and expenditures for the year and speaking with department heads. For new purchases there is a fixed asset form completed by either the department head or city administration staff which lists the pertinent information needed for entry into the Banyon Fixed Asset module and fixed asset spreadsheet.
3. Assets are capitalized and depreciated in conformance with the City of Rockville Fixed Asset and Capitalization policy and with required audit standards.

XI. Special Assessments and Property Taxes

1. All new special assessment rolls are approved by the City Council at a Public Hearing conducted in accordance with State Statutes.
2. Special assessment payments are received at the City or with the tax settlement from Stearns County. The Finance/Billing/Admin.Asst. reviews the county settlements and any pre-payments and record it in a receipts batch **and then is review by the City Administrators before posting batch.**
3. Any assessment payments received at City Hall are recorded on the City's Accounts Receivable register. The Administrator/Clerk then sends a letter to the Stearns County Auditor's Office notifying them of the pre-payment received at our office.

XII. Journal Entries and Transfers

1. All journal entries are done by the ~~Receptionist/Admin.Asst.~~ **Finance/Billing/Admin Asst** during the year, to make adjustments to accounts as needed. Documentation for each journal entry is then given to the Administrator/Clerk for approval.
2. All transfers between funds are done by the staff. All transfers between funds are done **by request for Council Action after approval then transfer is done** by ~~the staff~~ **the Finance/Billing/Admin Asst. then is review and** approved by the Administrator/Clerk ~~They are approved by the Administrator/Clerk and by the City Council and copies of them are kept on file along with documentation about the transfer. before posting the batch. The following month under Consent Agenda the Council will acknowledge review of Journal Entries. Copies are kept on the Computer and in the Request for Council action binder.~~
3. Bank Transfers are done by the Administrator/Clerk or Finance/Billing/Admin.Asst. by regularity checking the Account balance. Then the transfer are made on the Granite Community Bank web-site, copies of transactions are made and approved by the Administrator/Clerk. Copies are filed in the Finance/Billing/Admin.Asst. office.

XIII. Fund Balances, Debt Service, and Tax Levies

1. All fund balances are monitored by the staff on an on-going basis. If there is an area of concern, the Administrator/Clerk is made aware of the issue.

2. A treasurer's report is prepared/~~printed~~ **at month end and is available for review at a for each council meeting City Hall for the City Council** to review the cash and investment balances of all funds.
3. The city tax levy is prepared by the Administrator/City reviewed and approved in December of each year by the City Council before the levy amount letter is sent to the County Auditor.

XIV. Grants and Programs

1. Before applying for grants, employees present the request to the Administrator/Clerk for there review and approval. Specific attention is given to what requirements the City will need to fulfill, such as matching grant amounts or in-kind.
2. The request is then approved by the City Council before the grant application is submitted.
3. Progress of the grant is monitored by the Administrator/Clerk. They will often request information from the Administrator/Clerk to make sure proper documentation is submitted for complete grant reimbursement.

XV. Hiring and Terminations

1. Whenever there is an open position for employment with the City, the position is filled in accordance with the "Appointments" section of the *Employee Policy Manual*. The Department Head or Administrator/Clerk requests Council approval to advertise for the position, which is posted in the Cold Spring Record and on the city web-site
2. ~~A hiring committee is established, the people on the committee vary depending on the nature of the open position.~~ **All full-time and part-time appointment will be made by the City Council on the basis of merit. Hiring of seasonal or temporary employees may be delegated to the Administrator/Clerk upon approval of the City Council and these appointments may be terminated by the Administrator/Clerk at any time.**
3. The applications are reviewed and candidates are chosen to be interviewed. The Administrator/Clerk sets up the interview schedule.
4. During the interview process, the candidates are ranked according to their answers to the interview questions, again using a Training and Experience numbering system.
5. After the candidates have been interviewed, the ~~committee meets~~ **City Council** ~~to shares~~ their rankings and then decides whom their ~~top three candidates is are, in order~~ **and gives final approval to hire.**
6. ~~The Administrator/Clerk reports the committee's recommendations to the City Council, and they give final approval on whom to hire.~~
7. The Administrator/Clerk notifies the candidate outlining the conditions of their employment, including rate of pay, start date, benefit summary, and any contingencies involved in their hiring. The Finance/Billing/Admin.Asst. then sets them up as a new employee in the payroll system.
8. All terminations of employees are coordinated through the Mayor, the Administrator/Clerk, and the City Attorney. No action is ever taken to terminate an employee, except by the City Council. All terminations follow the procedure outlined in the *Employee Policy Manual*.

XVI. Health Insurance, Retirement, and Other Similar Benefits

1. When a new employee is hired, the Finance/Billing/Admin.Asst. gets them set up with all their benefits through the City. The Administrator/Clerk or Receptionist/Admin.Asst. has them fill out applications for health insurance (if applicable).
2. The Administrator/Clerk enrolls new employees in the City's short and long-term disability programs (with assistance from the city insurance agent).
3. The Receptionist/Admin.Asst. has the employees complete forms W-4, I-9, and the New Hire Reporting Form, and obtains (or verifies) copies of their social security card and drivers license, or a copy of their passport.
4. The Finance/Billing/Admin.Asst. explains any additional forms needed and provides the employees with forms to complete.
5. Copies of all applications and forms are placed in either the employee's personnel or medical files, as appropriate which are locked in a file in the Administrator/Clerk's office.

XVII. Financial Management

1. Internal Controls will be evaluated yearly by the Administrator/Clerk and staff to ensure that the procedures are 1) adequately achieving their intended purpose 2) the procedures have been implemented and 3) continue to function as designed.
2. Updates to the Internal Control Policy will be made as needed with changes in procedures and submitted to Council for review and approval.
3. In the event an employee observes management overriding internal controls they should report this information to one of the following: the Administrator/Clerk, Mayor, or a Council Member.



JANELLE P. KENDALL

Stearns County Attorney

April 1, 2019

Martin Bode
City Administrator
P.O. Box 93
229 Broadway Street East
Rockville MN 56369

APR 01 2019

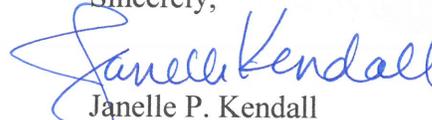
Re: Annual Misdemeanor Prosecution Contract Report

Dear Mr. Bode:

Enclosed is the Rockville City Prosecution Contract Report for 2018. As you know, the Stearns County Attorney's Office continues to provide prosecution services including coverage of all petty misdemeanor, misdemeanor, and gross misdemeanor state law violations that ordinarily fall within city jurisdiction. Those prosecution services include 24 hour per day, 7 day per week access to on-call attorneys, no cost access to all on-going peace officer training and advice, complete victim/witness services as mandated by Minn. Stat. § 611A, and all legal services related to civil forfeitures.

Thank you for the privilege of serving the City of Rockville as your city prosecutor. Please do not hesitate to contact me or Chief Deputy Michael Lieberg if we can be of assistance in any way with questions about this report or other issues that may arise in the upcoming year!

Sincerely,


Janelle P. Kendall
Stearns County Attorney

JPK/mjl/jtl

Enclosure

Janelle P. Kendall, Stearns County Attorney



Rockville Prosecution Contract Report 2018

1. CITY CONTRACT NUMBERS



			2018
Gross Misdemeanor	Driving Violation	DUI/DWI	7
		No Driver's License/DAS/DAC/DAR	1
	Sub Total		8
Misdemeanor	Assault	Domestic Assault	3
		Driving Violation	
	DUI/DWI	5	
	No Driver's License/DAS/DAC/DAR	1	
	No Proof of Insurance	2	
	Speeding	3	
	Stop Sign/Semaphore Violation	1	
	Other	No Headlights	1
		Operate Atv On Shoulder	1
		Parking Viol	1
Property	Theft	1	
Sub Total		19	
Total Contract Referrals			27

2. 24/7 SERVICE

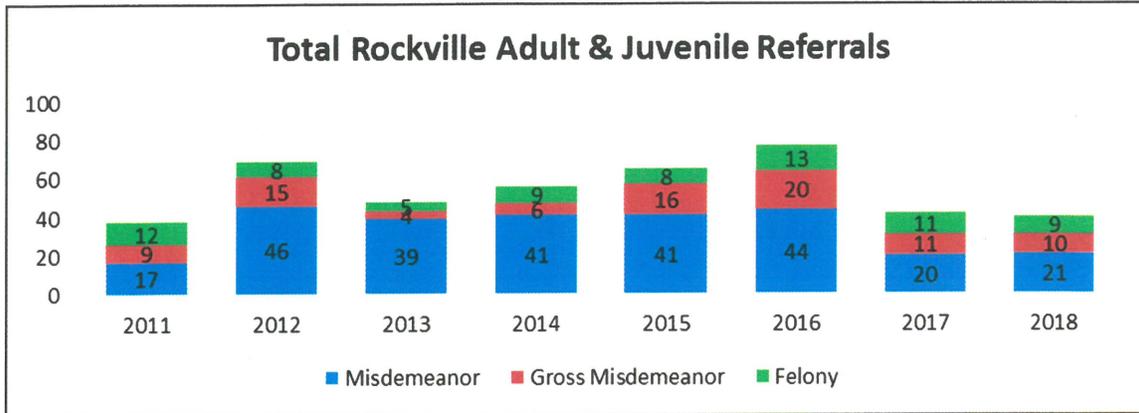
Our contract includes adult criminal and juvenile investigative legal advice for all members of Stearns County law enforcement agencies; 27 attorneys carry cell phones 24 hours a day, 7 days a week for law enforcement legal advice as needed.

3. NO COST LAW ENFORCEMENT TRAINING and VICTIM ASSISTANCE

In 2018 we provided 35 hours of law enforcement training opportunities and legal updates at no cost to all members of Stearns County law enforcement agencies. Additionally, we assist victims of crime as allowed by law through personal help, referrals and restitution collection.

Janelle P. Kendall, Stearns County Attorney

4. TOTAL REFERRAL NUMBERS



			2018
Felony	Assault	Assault	1
		Violate OFP	1
	Driving Violation	DUI/DWI	1
	Drugs	Controlled Substance	3
	Other	Burglary	1
	Property	Theft	1
		Unauthorized Use Motor Vehicle	1
Sub Total			9
Gross Misdemeanor	Driving Violation	DUI/DWI	7
		No Driver's License/DAS/DAC/DAR	1
	Drugs	Controlled Substance	1
	Other	False Info To Po	1
Sub Total			10
Misdemeanor	Assault	Domestic Assault	3
	Driving Violation	DUI/DWI	5
		No Driver's License/DAS/DAC/DAR	1
		No Proof of Insurance	2
		Reckless/Inattentive Driving	1
		Speeding	3
		Stop Sign/Semaphore Violation	2
	Other	No Headlights	1
		Operate Atv On Shoulder	1
		Parking Viol	1
Property	Theft	1	
Sub Total			21
Total Adult & Juvenile Referrals			40



JANELLE P. KENDALL

Stearns County Attorney

April 1, 2019

Martin Bode
City Administrator
P.O. Box 93
229 Broadway Street East
Rockville MN 56369

APR 01 2019

Dear Mr. Bode:

Thank you for participating in the Stearns County Attorney's Office Adult Diversion Program. In 2018 we offered the Adult Diversion Program to 50 adults who met the initial eligibility criteria. The total number of adults admitted to the diversion program was 43 (23 females and 20 males). Currently, thirty-eight (38) adults have successfully completed diversion, two (2) are pending disposition and three (3) were terminated and sent to court (due to a new violation while in diversion).

Most of the adults who entered diversion in 2018 had misdemeanor offenses (40) while 3 adults had gross misdemeanor charges. The most common offense diverted was theft/shoplifting with 42 cases (98%). Criminal damage to property accounted for the other case.

Regarding your specific jurisdiction (**City of Rockville**), there were no adults or juveniles who qualified for diversion in 2018.

Last year diversion participants performed 215 hours of community service. Adults completed 123 hours and juveniles performed 92 hours. Last year we focused more on educational classes that correspond with the offenders' charges. This resulted in fewer volunteer hours than past years.

We are enclosing a copy of the 2018 admission statistics for the adult and juvenile diversion programs. If you have any questions or comments please feel free to contact me or Barb Johnson at barbara.johnson@co.stearns.mn.us or 320-656-3841.

Sincerely,

Barbara Johnson
Diversion Programs Specialist

Janelle P. Kendall
Stearns County Attorney

JPK/BJ:bj

Stearns County Attorney's Office
BCA Report per Minn. Stats. CH 388, 299C, 401
Enrolled Between 1/1/2018 and 12/31/2018



	2017	2018
Adult Diversion Cases	69	43
Juvenile Diversion Cases	222	198
Total	291	241

In 2017 there were 69 Adults and 202 Juveniles admitted into Diversion. In 2018 there were 43 Adults and 185 Juveniles admitted into Diversion. Associated with the 185 Juveniles admitted in 2018, were 198 individual cases.

Adult Diversion	Successful	38	Adult - Supervised Diversion (2 -3 months)
	Pending Disposition	2	
	Terminated	3	
Adult Total		43	

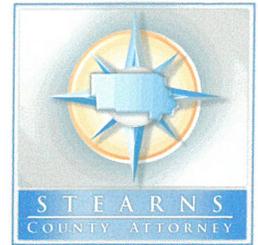
Juvenile Diversion	TDI	Successful	5	TDI - One time interactive educational conference with Diversion Coordinator
		TDI Total	5	

Tier 1	Successful	153	Tier 1 - Unsupervised Diversion (1 month) - Online Classes - Return Signed Contract - Remain Law Abiding - Pay Restitution
	Terminated	4	
	Tier 1 Total	157	

Tier 2	Successful	25	Tier 2 - Supervised Diversion (2 - 3 months) - Online Classes - Signed Diversion Agreement - Remain Law Abiding - Pay Restitution - Complete Community Service - Counseling
	Pending Disposition	8	
	Terminated	3	
	Tier 2 Total	36	

Juvenile Total 198

**Adults Admitted to Diversion
1/1/2018 to 12/31/2018**



GENDER:

	Total
Female	23
Male	20
Total	43

LEVEL OF OFFENSE:

	Total
Gross Misdemeanor	3
Misdemeanor	40
Total	43

TYPE OF OFFENSE:

	Total
Crim Dam	1
Theft	40
Theft by Shoplifting	2
Total	43

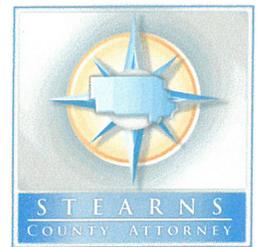
REFERRAL AGENCY:

	Total
Cold Spring Police Department	1
Sartell Police Department	3
Sauk Centre Police Department	2
St. Cloud Police Department	21
Waite Park Police Department	16
Total	43

DIVERSION STATUS:

	Total
Pending Disposition	2
Successful	38
Terminated	3
Total	43

**Juvenile Diversion Summary
1/1/2018 to 12/31/2018**



GENDER:

	TDI	Tier 1	Tier 2
Female	1	71	18
Male	4	86	18
Total	5	157	36

LEVEL OF OFFENSE:

	TDI	Tier 1	Tier 2
Juvenile Petty Offense	0	3	0
Misdemeanor	5	154	36

DIVERSION STATUS:

Pending Review/Rejected:

Accepted into Diversion:

	TDI	Tier 1	Tier 2
Successful	5	153	25
Pending Disposition	0	0	8
Terminated	0	4	3

TYPE OF OFFENSE:

	TDI	Tier 1	Tier 2
Crim Dam	0	0	4
Curfew Viol	2	0	3
Ill Cons	0	57	12
Illegal Consumption	0	4	0
Poss Alcohol	0	6	0
Poss Drug Para	0	6	4
Poss e-cigarette by Minor	0	9	0
Poss Marijuana	0	15	3
Poss Tobacco by Minor	0	13	2
Poss/Purchase Nicotine Delivery Product	0	2	0
Rec Stolen Prop	0	0	1
Tamper w/ MV	1	0	1
Theft	2	45	6

REFERRAL AGENCY:

	TDI	Tier 1	Tier 2
	0	0	0
Annandale Police Department	0	1	0
Belgrade Police Department	0	1	0
Bemidji Police Department	0	1	1
Cold Spring Police Department	0	6	1
Melrose Police Department	0	5	1
Minnesota State Patrol D-2600	0	1	0
Morrison County Sheriff's Departme	0	6	0
Paynesville Police Department	0	2	0
Sartell Police Department	0	24	5
Sauk Centre Police Department	0	2	0
St. Cloud Police Department	3	36	14
St. Joseph Police Department	0	4	2
Stearns County Sheriff's Office	0	39	6
Transfer In	0	1	0
Waite Park Police Department	2	26	6
Wright County Sheriff's Department	0	1	0

ROCKVILLE ACTIVITY

MARCH 2019

TOTAL HOURS: 36

***(SEE ATTACHED ACTIVITY LIST FOR
DETAILS)***

CONTRACTS - FEBRUARY 2019

<u>Actual Incid</u>	<u>City</u>	<u>Date Received</u>	<u>Comp</u>	<u>Call Number</u>	<u>Complaint</u>	<u>First Unit</u>
ROCKVILLE		3/1/2019 13:56:07	15:00:09	19016288	CONTR	2571
ROCKVILLE		3/2/2019 01:03:23	02:20:04	19016427	CONTR	2573
ROCKVILLE		3/3/2019 15:21:36	16:21:40	19016744	CONTR	2571
ROCKVILLE		3/4/2019 20:54:49	21:56:57	19017121	CONTR	2568
ROCKVILLE		3/5/2019 18:01:14	21:46:00	19017348	CONTR	2557
ROCKVILLE		3/6/2019 14:08:19	16:02:22	19017560	CONTR	2562K9
ROCKVILLE		3/7/2019 19:26:55	20:26:17	19017975	CONTR	2571
ROCKVILLE		3/8/2019 09:22:52	10:23:07	19018104	CONTR	2559
ROCKVILLE		3/8/2019 21:58:23	23:00:08	19018292	CONTR	2571
ROCKVILLE		3/9/2019 10:49:26	11:51:00	19018403	CONTR	2559
ROCKVILLE		3/10/2019 17:57:24	19:00:09	19018676	CONTR	2571
ROCKVILLE		3/11/2019 01:15:49	03:38:39	19018741	CONTR	2567
ROCKVILLE		3/12/2019 08:04:40	09:07:55	19019016	CONTR	2562K9
ROCKVILLE		3/13/2019 03:10:28	04:12:58	19019226	CONTR	2542
ROCKVILLE		3/13/2019 15:11:48	16:14:25	19019361	CONTR	2562K9
ROCKVILLE		3/14/2019 13:08:59	14:15:42	19019561	CONTR	2562K9
ROCKVILLE		3/15/2019 01:23:50	02:31:40	19019766	CONTR	2554
ROCKVILLE		3/16/2019 08:22:56	09:27:17	19020164	CONTR	2562
ROCKVILLE		3/16/2019 09:42:18	10:55:41	19020183	CONTR	2546
ROCKVILLE		3/16/2019 18:24:15	19:28:32	19020317	CONTR	2507
ROCKVILLE		3/17/2019 12:03:02	13:11:48	19020599	CONTR	2546
ROCKVILLE		3/18/2019 09:40:23	15:54:26	19020767	CONTR	2546
ROCKVILLE		3/18/2019 20:56:13	22:00:11	19020937	CONTR	2556
ROCKVILLE		3/19/2019 05:32:59	06:33:15	19020993	CONTR	2554
ROCKVILLE		3/20/2019 08:45:13	09:47:27	19021289	CONTR	2544
ROCKVILLE		3/21/2019 13:44:57	14:48:46	19021603	CONTR	2544
ROCKVILLE		3/21/2019 22:47:42	01:00:37	19021744	CONTR	2568
ROCKVILLE		3/22/2019 04:12:32	05:44:12	19021785	CONTR	2550
ROCKVILLE		3/23/2019 08:10:21	09:10:40	19022210	CONTR	2559
ROCKVILLE		3/24/2019 04:00:55	05:00:08	19022462	CONTR	2567
ROCKVILLE		3/25/2019 15:03:53	15:42:24	19022772	CONTR	2559
ROCKVILLE		3/26/2019 04:22:50	06:14:20	19022909	CONTR	2554
ROCKVILLE		3/27/2019 05:02:02	06:04:35	19023215	CONTR	2558
ROCKVILLE		3/28/2019 14:22:43	15:27:45	19023625	CONTR	2563
ROCKVILLE		3/29/2019 21:37:22	23:19:36	19024016	CONTR	2561
ROCKVILLE		3/30/2019 19:27:30	21:26:47	19024250	CONTR	2568

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ROCKVILLE	19016288	2571	3/1/2019 13:56:07	3/1/2019 15:00:09	[03/01/2019 15:00:04 : MOB : 2571] contract 1400-1500 snow, low traffic, poor roads
ROCKVILLE	19016427	2573	3/2/2019 01:03:23	3/2/2019 02:20:04	[03/02/2019 02:20:00 : MOB : 2573] patterson 0105-0205 1hr - patrolled downtown area, bars quiet - patrolled pleasant lake residential - a few snow removal operations going on around the city
ROCKVILLE	19016744	2571	3/3/2019 15:21:36	3/3/2019 16:21:40	[03/03/2019 16:21:35 : MOB : 2571] 1 HOUR 1521-1621 PATROLLED DOWNTOWN AREA
ROCKVILLE	19017121	2568	3/4/2019 20:54:49	3/4/2019 21:56:57	[03/04/2019 21:56:49 : MOB : 2568] LUST STARTED CONTRACT AT 2055 HRS PATROLLED: -GLACIER RD/125TH AVE/ COUNTY PARK/EAGLE ARK/BROADWAY RESIDENTIAL AND BUSINESSES -CO RD 8/APT AREAS/HWY 23/EDDIES ON GRAND/LAKE ACCESS/AGATE BEACH RD -RAUSCH LK RD/BROADWAY ST E AREAS -FIREHALL MISC END OF CONTRACT AT 2156 HOURS
ROCKVILLE	19017348	2557	3/5/2019 18:01:14	3/5/2019 21:46:00	[03/05/2019 20:41:41 : MOB : 2557] [03/05/2019 20:41:40 : MOB : 2557] [03/05/2019 20:41:38 : MOB : 2557] [3/5/2019 19:02:59 : pos5 : kmsimon] 1 hour complete. not able to add comments from squad. ringness

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ROCKVILLE	19017560	2562K9	3/6/2019 14:08:19	3/6/2019 16:02:22	[03/06/2019 16:02:18 : MOB : 2562K9] MOST OF THE BUSINESSES WERE OPEN. THE GRAND LAKE AREA WAS QUIET. THE INDUSTRIAL PARK HAD SOME TRAFFIC. I LEFT FOR ANOTHER CALL HALF WAY THROUGH. PLEASANT LAKE WAS QUIET TOO. TRAFFIC ON THE HWY BUT NO VIOLATIONS. LJMCLAUGHLIN
					[03/06/2019 15:39:10 : MOB : 2562K9] I CHECKED ON A STALL BY PLEASANT LAKE, NO ONE AROUND AND NOT A HAZARD. MN PLATE 963NXW.
					[03/06/2019 15:30:31 : MOB : 2562K9] I RETURNED TO FINISH THE LAST 30 MINUTES.
					[03/06/2019 14:39:23 : pos5 : 01TLDINNO] TAKEN OFF CONTACT TO RESPOND TO PROPERTY DAMAGE IN ST AUGUSTA
ROCKVILLE	19017975	2571	3/7/2019 19:26:55	3/7/2019 20:26:17	[03/07/2019 20:26:14 : MOB : 2571] started late due to other call patrolled downtown and grand lake area 1926-2026
ROCKVILLE	19018104	2559	3/8/2019 09:22:52	3/8/2019 10:23:07	[03/08/2019 10:23:02 : MOB : 2559] patrolled downtown and residential areas
ROCKVILLE	19018292	2571	3/8/2019 21:58:23	3/8/2019 23:00:08	[03/08/2019 23:00:03 : MOB : 2571] PATROLLED DOWNTOWN, PLEASANT LAKE AND GRAND LAKE 2158-2300
ROCKVILLE	19018403	2559	3/9/2019 10:49:26	3/9/2019 11:51:00	[03/09/2019 11:47:22 : MOB : 2559] PATROLED DOWNTOWN AND RESIDENTIAL AREAS. 2 FEMALES TOLD ME ABOUT 2 DEAD POSSUMS ON GRAND LAKE RD. THEY BELIEVED THAT ONE HAD BEEN DRAGGED. THEY DID NOT WITNESS ANYTHING AND WERE A LITTLE UPSET THAT I WAS NOT ABLE TO DO ANYTHING WITHOUT AND SUSPECT INFO.

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ROCKVILLE	19018676	2571	3/10/2019 17:57:24	3/10/2019 19:00:09	[03/10/2019 19:00:04 : MOB : 2571] WANDERSCHIED -PATROLLED BROADWAY, GRAND LAKE, RAUSCH LAKE, CO RD 6 -1800 TO 1900
ROCKVILLE	19018741	2567	3/11/2019 01:15:49	3/11/2019 03:38:39	[03/11/2019 03:35:21 : MOB : 2567] - PATROLLED RESIDENTIAL AREAS, LOCAL BUSINESSES AND RURAL / COUNTY ROADS OF COMMUNITY. - ALL APPEARED NORMAL, NO SUSPICIOUS ACTIVITY AFOOT. - START OF CONTRACT - 0115. - END OF CONTRACT - 0335. - TOTAL CONTRACT TIME: 1 HOUR. - CONTR INTERRUPTED SEVERAL TIMES FOR OTHER CALLS.
ROCKVILLE	19019016	2562K9	3/12/2019 08:04:40	3/12/2019 09:07:55	[03/11/2019 02:02:06 : pos4 : 01CJHAGSTR] 23 MINS COMPLETED [03/12/2019 09:07:51 : MOB : 2562K9] THE FIREHALL WAS SECURE. THE RESIDENTIAL AREAS AROUND GRAND LAKE WERE QUIET. THE TOWNSITE HAD SOME MOVEMENT WITH TRAFFIC. SOME OF THE RESIDENTIAL AREAS IN TOWN WERE ALSO QUIET. SOME OF THE BUSINESSES WERE OPEN. NOT MUCH MOVING ELSEWHERE. LJMCLAUGHLIN
ROCKVILLE	19019226	2542	3/13/2019 03:10:28	3/13/2019 04:12:58	[03/13/2019 04:12:16 : MOB : 2542] BRETH -CONTRACT TIME 0310-0411 -PATROLLED CO RD 47, LAKE ROAD AND PLEASANT LK AREA, HWY 23, FIREHALL, DOWNTOWN RESIDENTIAL AND BUSINESS AREAS, STORAGE SHEDS, PRAIRIE DR/CT, CO RD 8, GRAND LK AREA, GRAND LK RD, AGATE BEACH RD -TOTAL TIME ON CONTRACT = 1 HR
ROCKVILLE	19019361	2562K9	3/13/2019 15:11:48	3/13/2019 16:14:25	[03/13/2019 16:10:54 : MOB : 2562K9] I REMAINED WITHIN THE TOWNSITE AND IS WAS QUIET. MOST OF THE BUSINESSES WERE OPEN AND SOME FOLKS INSIDE. THE RESIDENTIAL AREAS WERE QUIET. THERE WAS VERY LITTLE TRAFFIC THROUGH TOWN. THE FIREHALL WAS SECURE.

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ROCKVILLE	19019561	2562K9	3/14/2019 13:08:59	3/14/2019 14:15:42	[03/14/2019 14:15:36 : MOB : 2562K9] THE TOWNSITE WAS QUIET WITH SOME FOLKS AT THE LOCAL BUSINESSES. THE RESIDENTIAL AREAS WERE QUIET. RAINY ALL DAY AND NOTHING HAPPENING. LJMCLAUGHLIN
ROCKVILLE	19019766	2554	3/15/2019 01:23:50	3/15/2019 02:31:40	[03/15/2019 02:30:46 : MOB : 2554] RESIDENTIAL AND BUSINESS PATROL HWY 23, PRAIRIE DR, STORAGE SHEDS, TOWNSITE, CR 47 ONE HOUR CONTRACT 0123-0223
ROCKVILLE	19020164	2562	3/16/2019 08:22:56	3/16/2019 09:27:17	[03/16/2019 09:27:10 : MOB : 2562] THE RESIDENTIAL AREAS NEAR PLEASANT LAKE WAS QUIET. THE TOWNSITE WAS QUIET WITH VERY LITTLE TRAFFIC. THE LOCAL RESIDENTIAL AREAS WERE QUIET. THE INDUSTRIAL AREA APPEARED FINE. SOME TRAFFIC THROUGH ON THE HWY. THE CALM BEFORE THE THE ST PATTY'S DAY FESTIVITIES. LJMCLAUGHLIN
ROCKVILLE	19020183	2546	3/16/2019 09:42:18	3/16/2019 10:55:41	[03/16/2019 10:55:37 : MOB : 2546] STRUFFERT - 0942-1042--1 HR CONTRACT COMPLETED - PATROLLED GRAND LAKE AREA, TOWNSITE, DOWNTOWN BAR AREA, MINNERATH CONST, STRIP MALL, SCHAEFER AUTO ELECTRIC - DOWNTOWN BAR AREA STARTING TO GET BUSY FOR ST PATRICKS DAY - NOTICED A MISSING 30 MPH ZONE SIGN ON CO RD 8 // BROADWAY ST W AND HAD ONE TRAFFIC STOP
ROCKVILLE	19020317	2507	3/16/2019 18:24:15	3/16/2019 19:28:32	[03/16/2019 09:43:00 : MOB : 2546] STRUFFERT - CONTRACT FOR 3/15/19 - DIDNT GET TO IT DUE TO CALL VOLUME
ROCKVILLE					[03/16/2019 19:28:10 : MOB : 2507] patrol city 1 hour. niemi

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ROCKVILLE	19020599	2546	3/17/2019 12:03:02	3/17/2019 13:11:48	[03/17/2019 13:11:40 : MOB : 2546] STRUFFERT - 1203-1303 - RANDOM PATROL OF TOWNSITE - PATROLLED RESIDENTIAL AREAS, DOWNTOWN BAR AREA, SJ LOUIS, PRAIRIE DRIVE INDUSTRIAL AREA, AND CO RD 140 AREA - ALL APPEARED OK
ROCKVILLE	19020767	2546	3/18/2019 09:40:23	3/19/2019 15:54:26	[03/18/2019 10:46:39 : MOB : 2546] STRUFFERT - 0940-1040—PATROLLED TOWNSITE, DOWNTOWN BAR AREA, PRAIRIE DRIVE INDUSTRIAL AREA, AND CITY/CO PARKS - ALL APPEARED OK
ROCKVILLE	19020937	2556	3/18/2019 20:56:13	3/18/2019 22:00:11	[03/18/2019 22:00:04 : MOB : 2571] wanderscheid took over contract from 2556 at 2130 he did 2100-2130 patrolled downtown and hwy 23 total 1 hour
ROCKVILLE	19020993	2554	3/19/2019 05:32:59	3/19/2019 06:33:15	[03/19/2019 06:33:11 : MOB : 2554] RESIDENTIAL AND BUSINESS PATROL CR 8, GRAND LAKE AREA, RAUSCH LAKE RD, LAKE RD, CR 6, BLUEBIRD LN AREA, CR 6, JEFF'S AUTOBODY, HWY 23, TOWNSITE ONE HOUR CONTRACT 0532-0632
ROCKVILLE	19021289	2544	3/20/2019 08:45:13	3/20/2019 09:47:27	
ROCKVILLE	19021603	2544	3/21/2019 13:44:57	3/21/2019 14:48:46	
ROCKVILLE	19021744	2568	3/21/2019 22:47:42	3/22/2019 01:00:37	[03/22/2019 01:00:08 : MOB : 2568] LUST STARTED CONTRACT AT 2248 HOURS

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ROCKVILLE	19021785	2550	3/22/2019 04:12:32	3/22/2019 05:44:12	[03/22/2019 05:43:01 : MOB : 2550] ROMSTAD -1 HOUR COMPLETE -PATROELD RESIDENTAL AND BUSINESSAREAS -LOCATED SUSV ON AGATE BEACH RD, WIPALTE 116YKZ PARKED ON RD, -ICR 19021788 -NOTHING ELSE FOUND
ROCKVILLE	19022210	2559	3/23/2019 08:10:21	3/23/2019 09:10:40	[03/23/2019 09:07:42 : MOB : 2559] PATROLED DOWNTOWN AND RESIDENTIAL AREAS
ROCKVILLE	19022462	2567	3/24/2019 04:00:55	3/24/2019 05:00:08	[03/24/2019 04:59:33 : MOB : 2567] - PATROLLED RESIDENTIAL AREAS, LOCAL BUSINESSES AND RURAL / COUNTY ROADS OF COMMUNITY. - ALL APPEARED NORMAL, NO SUSPICIOUS ACTIVITY AFOOT. - START OF CONTRACT - 0400. - END OF CONTRACT - 0500. - TOTAL CONTRACT TIME: 1 HOUR.
ROCKVILLE	19022772	2559	3/25/2019 15:03:53	3/25/2019 15:42:24	[03/25/2019 15:42:08 : MOB : 2559] PATROLED DOWNTOWN AND RESIDENTIAL AREAS. CALLED AWAY FOR A DRE EVALUATION
ROCKVILLE	19022909	2554	3/26/2019 04:22:50	3/26/2019 06:14:20	[03/26/2019 06:14:14 : MOB : 2554] CONTINUED AFTER CALL IN ST AUGUSTA 0552-0611... ONE HOUR TOTAL TIME [03/26/2019 05:03:16 : MOB : 2554] [03/26/2019 05:03:16 : MOB : 2554] 0422-0503 [03/26/2019 05:02:46 : MOB : 2554] RESIDENTIAL AND BUSINESS PATROL HWY 23, CR 6. 80 AV/BLUEBIRD LN, LAKE RD, RAUSCH LK RD, AGATE BEACH RD,

Actual_Incid_City	Call_Number	Unit	Date_Received	Complete	Narrative
ROCKVILLE	19023215	2558	3/27/2019 05:02:02	3/27/2019 06:04:35	[03/27/2019 06:04:29 : MOB : 2558] 0502-START OF CONTRACT 0502-0522-PATROLLED TOWN SITE INCLUDING BROADWAY ST, WALNUT ST, WALNUT CIR, PTARMIGAN 0522-0542-PATROLLED GRAND LKAREA INCLUDING CR 8, RAUSCH LK RD, AGATE BEACH RD, GRAND LK RD 0542-0602-PATROLLED PLEASANT LKAREA INCLUDING LAKE RD, LENA LN, CR 6, PLEASANT RD, BLUEBIRD LN 0602-END OF CONTRACT TOTAL TIME OF CONTRACT - 1 HOUR
ROCKVILLE	19023625	2563	3/28/2019 14:22:43	3/28/2019 15:27:45	[03/28/2019 15:27:39 : MOB : 2563] PO THEISEN -PATROL
ROCKVILLE	19024016	2561	3/29/2019 21:37:22	3/29/2019 23:19:36	[03/29/2019 23:19:28 : MOB : 2561] -PATROLLED SCHOOL, BARAREAS, MAIN STREETS, NEIGHBORHOODS, CITY HALL, POST OFFICE, FIRE HALL, MISC ROADS. LIGHT TRAFFIC -1 HOUR CONTRACT
ROCKVILLE	19024250	2568	3/30/2019 19:27:30	3/30/2019 21:26:47	[03/29/2019 21:47:05 : MOB : 2561] -TOOK A CIVIL CALL AT APARTMENT BUILDING (ICR #19024000). CALLER COMPLAINED TENENT ABOVE THEM WAS BEING RUDE AND OFTEN TIMES SMOKE WOULD COME INTO THEIR APARTMENT FROM UPSTAIRS ROOM. NO CRIMINAL/POLICE ISSUES. DISCUSSED OPTIONS W/ CALLER [03/30/2019 21:26:39 : MOB : 2568] LUST STARTED CONTRACT AT 1928 HRS PATROLLED: -CO RD 47/HWY 23/ROCKVILLE TOWNSITE/BARS/BUSINESS/RESIDENTIAL/BROADWAY ST EAST AND WEST -CC ON BIRCH ST SPTS -CO RD 8/GRAND LK AREAS/ -CLEARED AT 2008 FOR CALL IN ST AUGUSTA -RETURNED AT 2100 HOURS -STATIONARY TRAFFIC ON HWY 23

Actual_Incid_City Call_Number Unit Date_Received Complete Narrative

ALL CALLS - DECEMBER 2018

City	Date Received	Call Number	Complaint	Description
ROCKVILLE	3/13/2019 15:53:51	19019370	911A	911 ABANDONED CALL
ROCKVILLE	3/11/2019 11:54:59	19018826	ALFALSE	FALSE ALARM
ROCKVILLE	3/29/2019 00:34:49	19023761	ALFALSE	FALSE ALARM
ROCKVILLE	3/29/2019 20:37:24	19024003	ALFALSE	FALSE ALARM
ROCKVILLE	3/5/2019 00:03:21	19017171	ASSTA	AGENCY ASSIST
ROCKVILLE	3/5/2019 00:19:47	19017176	ASSTA	AGENCY ASSIST
ROCKVILLE	3/7/2019 16:11:24	19017929	ASSTA	AGENCY ASSIST
ROCKVILLE	3/9/2019 16:38:32	19018457	ASSTA	AGENCY ASSIST
ROCKVILLE	3/9/2019 16:41:25	19018459	ASSTA	AGENCY ASSIST
ROCKVILLE	3/21/2019 03:38:21	19021505	ASSTA	AGENCY ASSIST
ROCKVILLE	3/21/2019 11:06:07	19021580	ASSTA	AGENCY ASSIST
ROCKVILLE	3/24/2019 15:37:58	19022532	ASSTA	AGENCY ASSIST
ROCKVILLE	3/25/2019 11:45:45	19022726	ASSTA	AGENCY ASSIST
ROCKVILLE	3/14/2019 18:07:48	19019679	ASSTP	PERSONAL ASSIST
ROCKVILLE	3/25/2019 17:23:05	19022807	ASSTP	PERSONAL ASSIST
ROCKVILLE	3/23/2019 20:25:46	19022354	BIKEA	BIKE/ABANDONED
ROCKVILLE	3/30/2019 19:43:04	19024258	CC	CITIZEN CONTACT
ROCKVILLE	3/8/2019 05:38:06	19018069	CIVIL	CIVIL MATTER
ROCKVILLE	3/29/2019 20:21:56	19024000	CIVIL	CIVIL MATTER
ROCKVILLE	3/30/2019 16:25:45	19024202	CIVIL	CIVIL MATTER
ROCKVILLE	3/1/2019 13:56:07	19016288	CONTR	CONTRACT
ROCKVILLE	3/2/2019 01:03:23	19016427	CONTR	CONTRACT
ROCKVILLE	3/3/2019 15:21:36	19016744	CONTR	CONTRACT
ROCKVILLE	3/4/2019 20:54:49	19017121	CONTR	CONTRACT
ROCKVILLE	3/5/2019 18:01:14	19017348	CONTR	CONTRACT
ROCKVILLE	3/6/2019 14:08:19	19017560	CONTR	CONTRACT
ROCKVILLE	3/30/2019 19:27:30	19024250	CONTR	CONTRACT
ROCKVILLE	3/24/2019 04:00:55	19022462	CONTR	CONTRACT
ROCKVILLE	3/25/2019 15:03:53	19022772	CONTR	CONTRACT
ROCKVILLE	3/26/2019 04:22:50	19022909	CONTR	CONTRACT
ROCKVILLE	3/27/2019 05:02:02	19023215	CONTR	CONTRACT
ROCKVILLE	3/28/2019 14:22:43	19023625	CONTR	CONTRACT
ROCKVILLE	3/29/2019 21:37:22	19024016	CONTR	CONTRACT
ROCKVILLE	3/20/2019 08:45:13	19021289	CONTR	CONTRACT
ROCKVILLE	3/21/2019 13:44:57	19021603	CONTR	CONTRACT
ROCKVILLE	3/21/2019 22:47:42	19021744	CONTR	CONTRACT
ROCKVILLE	3/22/2019 04:12:32	19021785	CONTR	CONTRACT
ROCKVILLE	3/22/2019 20:47:14	19022008	CONTR	CONTRACT
ROCKVILLE	3/23/2019 08:10:21	19022210	CONTR	CONTRACT
ROCKVILLE	3/16/2019 09:42:18	19020183	CONTR	CONTRACT
ROCKVILLE	3/16/2019 18:24:15	19020317	CONTR	CONTRACT
ROCKVILLE	3/17/2019 12:03:02	19020599	CONTR	CONTRACT
ROCKVILLE	3/18/2019 09:40:23	19020767	CONTR	CONTRACT
ROCKVILLE	3/18/2019 20:56:13	19020937	CONTR	CONTRACT
ROCKVILLE	3/19/2019 05:32:59	19020993	CONTR	CONTRACT
ROCKVILLE	3/12/2019 08:04:40	19019016	CONTR	CONTRACT
ROCKVILLE	3/13/2019 03:10:28	19019226	CONTR	CONTRACT
ROCKVILLE	3/13/2019 15:11:48	19019361	CONTR	CONTRACT
ROCKVILLE	3/14/2019 13:08:59	19019561	CONTR	CONTRACT
ROCKVILLE	3/15/2019 01:23:50	19019766	CONTR	CONTRACT
ROCKVILLE	3/16/2019 08:22:56	19020164	CONTR	CONTRACT
ROCKVILLE	3/7/2019 19:26:55	19017975	CONTR	CONTRACT
ROCKVILLE	3/8/2019 09:22:52	19018104	CONTR	CONTRACT
ROCKVILLE	3/8/2019 21:58:23	19018292	CONTR	CONTRACT
ROCKVILLE	3/9/2019 10:49:26	19018403	CONTR	CONTRACT
ROCKVILLE	3/10/2019 17:57:24	19018676	CONTR	CONTRACT
ROCKVILLE	3/11/2019 01:15:49	19018741	CONTR	CONTRACT
ROCKVILLE	3/17/2019 22:58:59	19020706	CRASH	ACCIDENT
ROCKVILLE	3/21/2019 11:19:59	19021581	DOG	DOG COMPLAINT/BARKING

City	Date Received	Call Number	Complaint	Description
ROCKVILLE	3/1/2019 22:02:36	19016386	DRIVE	DRIVING COMPLAINT
ROCKVILLE	3/23/2019 16:38:44	19022294	DRIVE	DRIVING COMPLAINT
ROCKVILLE	3/25/2019 17:27:28	19022809	DRIVE	DRIVING COMPLAINT
ROCKVILLE	3/29/2019 14:00:57	19023890	FIREW	FIRE GRASS OR WILDLAND
ROCKVILLE	3/23/2019 17:52:20	19022309	FPROP	FOUND PROPERTY
ROCKVILLE	3/26/2019 14:20:18	19023049	FPROP	FOUND PROPERTY
ROCKVILLE	3/28/2019 15:42:09	19023647	FRAUD	FRAUD
ROCKVILLE	3/21/2019 11:01:12	19021579	GUN	GUN/PERSON WITH
ROCKVILLE	3/8/2019 18:15:39	19018240	HAZ	HAZARD
ROCKVILLE	3/12/2019 17:46:36	19019146	HAZ	HAZARD
ROCKVILLE	3/30/2019 11:32:05	19024124	HAZ	HAZARD
ROCKVILLE	3/8/2019 09:33:42	19018112	HOUSEV	HOUSE VISIT
ROCKVILLE	3/8/2019 09:39:45	19018114	HOUSEV	HOUSE VISIT
ROCKVILLE	3/8/2019 09:54:35	19018121	HOUSEV	HOUSE VISIT
ROCKVILLE	3/15/2019 12:48:10	19019892	HOUSEV	HOUSE VISIT
ROCKVILLE	3/14/2019 17:27:32	19019668	INFO	MATTER OF INFORMATION
ROCKVILLE	3/16/2019 10:39:21	19020194	INFO	MATTER OF INFORMATION
ROCKVILLE	3/29/2019 13:24:45	19023880	INFO	MATTER OF INFORMATION
ROCKVILLE	3/14/2019 18:15:05	19019680	JUVP	JUVENILE/PROBLEM WITH
ROCKVILLE	3/16/2019 18:00:58	19020309	MA	MOTORIST ASSIST
ROCKVILLE	3/29/2019 04:22:13	19023778	MA	MOTORIST ASSIST
ROCKVILLE	3/11/2019 12:05:31	19018827	MED	MEDICAL EMERGENCY
ROCKVILLE	3/12/2019 09:05:55	19019027	MED	MEDICAL EMERGENCY
ROCKVILLE	3/15/2019 05:19:56	19019792	MED	MEDICAL EMERGENCY
ROCKVILLE	3/15/2019 17:58:00	19019992	PAPSV	PAPER SERVICE
ROCKVILLE	3/2/2019 03:31:00	19016459	PARKV	PARKING VIOLATION
ROCKVILLE	3/10/2019 04:38:24	19018594	PARKV	PARKING VIOLATION
ROCKVILLE	3/11/2019 00:03:01	19018738	RW	REPORT WRITING
ROCKVILLE	3/2/2019 19:07:01	19016592	SNOW	SNOWMOBILE COMPLAINT
ROCKVILLE	3/24/2019 17:26:53	19022559	SOCIAL	REQUEST FOR SOCIAL WORKER
ROCKVILLE	3/4/2019 12:46:16	19016967	STALL	STALLED VEHICLE
ROCKVILLE	3/12/2019 11:06:36	19019042	STALL	STALLED VEHICLE
ROCKVILLE	3/7/2019 16:04:07	19017928	SUICI	SUICIDE ATTEMPT IN PROGRESS
ROCKVILLE	3/18/2019 19:33:49	19020914	SUICI	SUICIDE ATTEMPT IN PROGRESS
ROCKVILLE	3/2/2019 14:11:43	19016532	SUSA	SUSPICIOUS ACTIVITY
ROCKVILLE	3/4/2019 10:35:02	19016904	SUSA	SUSPICIOUS ACTIVITY
ROCKVILLE	3/25/2019 19:29:26	19022829	SUSA	SUSPICIOUS ACTIVITY
ROCKVILLE	3/28/2019 14:50:35	19023633	SUSP	SUSPICIOUS PERSON
ROCKVILLE	3/22/2019 05:01:23	19021788	SUSV	SUSPICIOUS VEHICLE
ROCKVILLE	3/25/2019 22:47:12	19022871	SUSV	SUSPICIOUS VEHICLE
ROCKVILLE	3/5/2019 12:24:17	19017297	THEFT	THEFT
ROCKVILLE	3/22/2019 10:33:59	19021830	THEFT	THEFT
ROCKVILLE	3/15/2019 07:46:15	19019813	THREAT	THREATS COMPLAINT
ROCKVILLE	3/3/2019 02:34:02	19016677	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/4/2019 20:43:12	19017117	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/5/2019 21:50:17	19017389	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/7/2019 22:21:35	19018016	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/8/2019 21:01:52	19018273	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/9/2019 09:22:53	19018394	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/25/2019 05:26:51	19022658	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/26/2019 22:24:06	19023160	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/28/2019 06:30:57	19023531	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/29/2019 04:40:14	19023780	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/29/2019 18:36:46	19023977	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/31/2019 10:31:15	19024482	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/22/2019 20:44:26	19022005	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/22/2019 21:09:20	19022031	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/22/2019 21:49:45	19022058	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/23/2019 00:46:55	19022147	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/23/2019 01:05:16	19022153	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/25/2019 04:53:08	19022655	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/17/2019 00:44:57	19020502	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/17/2019 17:21:42	19020650	TRAFFIC STOP	TRAFFIC STOP

<u>City</u>	<u>Date_Received</u>	<u>Call_Number</u>	<u>Complaint</u>	<u>Description</u>
ROCKVILLE	3/19/2019 17:46:52	19021160	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/21/2019 06:38:39	19021517	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/22/2019 17:35:55	19021932	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/22/2019 19:55:04	19021970	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/16/2019 11:03:06	19020199	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/16/2019 13:07:08	19020227	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/16/2019 16:42:14	19020292	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/16/2019 19:45:46	19020344	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/16/2019 21:08:54	19020388	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/16/2019 23:23:02	19020462	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/11/2019 07:36:34	19018769	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/11/2019 19:59:26	19018942	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/12/2019 10:39:30	19019038	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/15/2019 23:13:32	19020073	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/16/2019 06:22:54	19020149	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/16/2019 10:31:27	19020191	TRAFFIC STOP	TRAFFIC STOP
ROCKVILLE	3/7/2019 17:11:52	19017942	UAVASSIST	UAV ASSIST
ROCKVILLE	3/24/2019 10:32:32	19022495	UAVASSIST	UAV ASSIST
ROCKVILLE	3/1/2019 12:02:22	19016250	VDITCH	VEHICLE IN THE DITCH
ROCKVILLE	3/1/2019 16:35:55	19016338	VDITCH	VEHICLE IN THE DITCH
ROCKVILLE	3/2/2019 08:23:11	19016482	VDITCH	VEHICLE IN THE DITCH
ROCKVILLE	3/2/2019 09:10:31	19016488	VDITCH	VEHICLE IN THE DITCH
ROCKVILLE	3/6/2019 17:56:55	19017606	VDITCH	VEHICLE IN THE DITCH
ROCKVILLE	3/10/2019 12:11:10	19018634	VDITCH	VEHICLE IN THE DITCH
ROCKVILLE	3/10/2019 17:21:36	19018671	VDITCH	VEHICLE IN THE DITCH
ROCKVILLE	3/13/2019 07:43:52	19019257	VDITCH	VEHICLE IN THE DITCH
ROCKVILLE	3/27/2019 06:10:15	19023217	VDITCH	VEHICLE IN THE DITCH
ROCKVILLE	3/29/2019 01:23:17	19023764	WARRANT	WARRANT
ROCKVILLE	3/18/2019 10:47:13	19020792	WEBTRAIN	TRAINING ONLINE
ROCKVILLE	3/20/2019 09:49:05	19021299	WEBTRAIN	TRAINING ONLINE
ROCKVILLE	3/22/2019 07:42:49	19021801	WEBTRAIN	TRAINING ONLINE
ROCKVILLE	3/25/2019 10:03:43	19022696	WEBTRAIN	TRAINING ONLINE
ROCKVILLE	3/28/2019 15:43:44	19023648	XPAT	EXTRA PATROL

JUVENILE CITATIONS IN CONTRACT CITIES

<u>Jurisdiction</u>	<u>Type</u>	<u>Area</u>	<u>Date Arrest</u>	<u>Case Number</u>	<u>Charge</u>
MN0730000	2	ROCKVILLE	3/22/2019 8:49:00PM	19022005	NO VALID DRIVER'S LICENSE

CITATIONS IN CONTRACT CITIES

<u>Jurisdiction</u>	<u>Type</u>	<u>Area</u>	<u>Date Arrest</u>	<u>Case Number</u>	<u>Warrant Number</u>	<u>Charge</u>
MN0730000	2	ROCKVILLE	3/2/2019 3:22:00AM	19016459	730019036927	PARKING - WINTER
MN0730000	2	ROCKVILLE	3/4/2019 8:44:00PM	19017117	730019037567	SPEEDING
MN0730000	2	ROCKVILLE	3/7/2019 10:25:00PM	19018016	730019036770	NO PROOF OF INSURANCE
MN0730000	2	ROCKVILLE	3/9/2019 9:25:00AM	19018394	730019033260	DRIVING AFTER REVOCATION
MN0730000	2	ROCKVILLE	3/10/2019 4:38:00AM	19018594	730019039386	PARKING - WINTER
MN0730000	2	ROCKVILLE	3/11/2019 7:36:00AM	19018769	730019035753	RIGHT OF WAY
MN0730000	2	ROCKVILLE	3/12/2019 10:40:00AM	19019038	730019034628	DRIVING AFTER SUSPENSION
MN0730000	2	ROCKVILLE	3/17/2019 12:47:00AM	19020502	730019040398	SPEEDING
MN0730000	2	ROCKVILLE	3/19/2019 5:46:00PM	19021160	730019038725	DRIVING AFTER SUSPENSION
MN0730000	2	ROCKVILLE	3/25/2019 5:26:00AM	19022658	730019039395	SPEEDING
MN0730000	2	ROCKVILLE	3/29/2019 6:36:00PM	19023977	730019037049	SPEEDING

Public works report for March 2019

1. There have been quite a few frost boils this year, we are trying to find the best method of dealing with them.
2. Part of the road was washed out on Ahles road do to a bad culvert, road surface was opened and a temp. Culvert was put in.
3. Street sweeping is tentatively scheduled for the week of the 15th of April, weather permitting.
4. Cleaning of the exterior of the Walnut Circle water tower will be this spring / summer .
5. Interior inspection and cleaning of both of our water towers will be this summer. (Pleasant Lake & Walnut Circle)
6. Thein Well came out to do our well inspections, a report will be coming out shortly.

From: Arrasmith, Zachary <Zachary.Arrasmith@GDIT.com>
Sent: Wednesday, April 3, 2019 8:57 AM
To: mbode@rockvillecity.org
Subject: RE: AT&T Generator Proposal

Thanks Marty, I'll see what I can do to address these and get back to you. If there's anything else you need from me in the meantime always feel free to reach out.

Thanks again,
Zachary Arrasmith

From: mbode@rockvillecity.org <mbode@rockvillecity.org>
Sent: Wednesday, April 3, 2019 9:46 AM
To: Arrasmith, Zachary <Zachary.Arrasmith@GDIT.com>
Subject: RE: AT&T Generator Proposal

Zachary please see below comments from City of Rockville's attorney.

Thank you,

Marty

From: Susan Kadlec <Susan.Kadlec@jkalawfirm.com>
Sent: Tuesday, March 19, 2019 11:21 AM
To: mbode@rockvillecity.org; 'Justin Kannas' <Justin.Kannas@bolton-menk.com>; publicworks <publicworks@rockvillecity.org>
Subject: RE: AT&T Generator Proposal

I have some concerns.

The Exhibit 1a is not clear as to what constitutes the leased premises. I interpret this as they are leasing all of Lot 8 and 9, Block 1. If the intent is just to add enough space to install a generator, then an outline of the leased premises needs to be added to the sketch with a designation that this is the boundary line.

I also don't like the open-ended nature of what they can install under paragraph 2 ("*including without limitation a concrete pad and generator...*"). I would not be concerned with this if Exhibit 1a were suitably limited.

Also under 6 – they can add whatever they want without paying additional rent if they can tie it somehow back to a federal, state or local mandate or 911 service. If they are taking up tower space and capacity, they should pay rent for any additional equipment.

In the memorandum of lease they state the purpose is for "accommodating additional cabinets and additional antennas". That should be changed to accommodating a generator.

Susan Kadlec
Jovanovich, Kadlec & Athmann
1010 W. Saint Germain, Suite 420
St. Cloud, MN 56301

(320) 230-0203

From: mbode@rockvillecity.org <mbode@rockvillecity.org>
Sent: Tuesday, March 19, 2019 9:09 AM
To: Susan Kadlec <Susan.Kadlec@jkalawfirm.com>; 'Justin Kannas' <Justin.Kannas@bolton-menk.com>; publicworks <publicworks@rockvillecity.org>
Subject: FW: AT&T Generator Proposal

Will you three please review and provide me any feedback.

Thank you,

Marty

From: Arrasmith, Zachary <Zachary.Arrasmith@GDIT.com>
Sent: Tuesday, March 19, 2019 8:12 AM
To: mbode@rockvillecity.org
Subject: RE: AT&T Generator Proposal

Good morning Martin,

Here's a rough amendment I've drafted for the generator addition. If you could, please look over it whenever you have a chance and let me know if there's anything you'd want changed. I put the rent increase as \$130.00 as that's usually the higher side of what I can get AT&T to agree to for a 40 foot addition. If that's not agreeable I can always reach out and see what else I can do to try to get it up but my primary AT&T contact for that is currently out of office until next week. Thanks again for your assistance with all of this.

Best,
Zachary Arrasmith

From: mbode@rockvillecity.org <mbode@rockvillecity.org>
Sent: Wednesday, February 27, 2019 11:31 AM
To: Arrasmith, Zachary <Zachary.Arrasmith@GDIT.com>
Subject: RE: AT&T Generator Proposal

We will be ok with an amendment.

Thank you,

Martin M. Bode
City Administrator
City of Rockville
PO Box 93
229 Broadway Street East
Rockville, MN 56369-0093
320.251.5836

From: Arrasmith, Zachary <Zachary.Arrasmith@GDIT.com>
Sent: Wednesday, February 27, 2019 8:37 AM
To: mbode@rockvillecity.org
Subject: AT&T Generator Proposal

Good morning Martin,

Sorry to keep bothering you. As you're aware my company has been hired by AT&T to look into the installation of a backup generator at 308 Walnut Circle, Rockville, MN 56369.

Our primary landlord contact the previous amendment at this site was Rockville City Administrator so I was hoping you might be ours for this proposed amendment to your current site lease with AT&T. We've already spoken about our permitting needs but I was hoping to speak first about our leasing terms for increasing our ground space to accommodate the generator. For the addition of a backup self-contained generator to the site and AT&T would need an additional 4x10 (40sqft). I have attached a rough sketch and photo of the proposed location. Our construction drawings should be completed shortly.

Please let me know if the proposal would be possible, I know you've indicated that it should be, and we could discuss leasing terms and rental increase for the added space. Generally for this kind of project AT&T offers around \$100 in monthly rent increase, I can usually try to get them to go up to around \$130 or so, if there's a something in that range you feel would be agreeable please let me know and I can begin drafting an amendment and begin moving forward. Also feel free to reach out at my number below anytime of the day during the workweek if you'd like to speak over the phone or let me know when a good time to call you might be.

Thank you,

Zachary R. Arrasmith
Site Acquisition Specialist
General Dynamics Wireless Services
821 Ulrich Ave
Louisville, KY 40219
(502) 265-8536 Cell
zachary.arrasmith@gdit.com
www.gdwireless.com

GENERAL DYNAMICS
Wireless Services

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Market: RUMW
Cell Site Number: MNL01502
Cell Site Name: ROCKVILLE
Fixed Asset Number: 10128832

SECOND AMENDMENT TO SITE LEASE AGREEMENT

THIS SECOND AMENDMENT TO SITE LEASE AGREEMENT (“**Amendment**”), dated as of the latter of the signature dates below, is by and between City of Rockville, having a mailing address of 229 Broadway St. East, Rockville, MN 56369 (“**Landlord**”) and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 1025 Lenox Park Blvd NE, 3rd Floor, Atlanta, GA 30319 (“**Tenant**”).

WHEREAS, Landlord and Tenant entered into an Site Lease Agreement dated May 20, 2009, amended by a First Amendment dated December 3, 2012, whereby Landlord leased to Tenant certain Premises, therein described, that are a portion of the Property located at 308 Walnut Circle, Rockville, MN 56369 (“**Agreement**”); and

WHEREAS, Landlord and Tenant desire to amend the Agreement to modify the notice section thereof; and

WHEREAS, Landlord and Tenant desire to amend the Agreement to permit Tenant to add, modify and/or replace equipment in order to be in compliance with any current or future federal, state or local mandated application, including but not limited to emergency 911 communication services; and

WHEREAS, Landlord and Tenant, in their mutual interest, wish to amend the Agreement as set forth below accordingly.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Landlord and Tenant agree as follows:

- 1. New Premises Area.** Landlord agrees to increase the size of the Premises leased to Tenant to accommodate Tenant’s needs. Upon the execution of this Amendment, Landlord leases to Tenant the additional premises described on attached Exhibit 1 (“New Premises Area”). Landlord’s execution of this Amendment will signify Landlord’s approval of Exhibit 1-A. The Premises under the Agreement prior to this Amendment in addition to the New Premises Area under this Amendment shall be the Premises under the Agreement.
- 2. Generator.** Tenant shall have the right to install, repair, maintain, modify, replace, remove, utilize and operate (including but not limited to operate as may be required by applicable law) equipment within the New Premises Area, including without limitation a concrete pad and generator thereon, including back-up power supply. Tenant shall

12-2010 Amendment

have the right to access the New Premises Area, and any provisions in the Agreement governing access shall apply to such access. The generator shall remain the property of Tenant, and Tenant shall have the right to remove or modify it at any time.

3. **Rent.** Commencing the first day of the month following commencement of installation within the New Premises Area (“Increase Commencement Date”), Rent shall be increased by One Hundred Thirty and No/ 100 Dollars (\$130.00) per month, subject to further adjustments, if any, as provided in the Agreement; provided that the first such increased payment shall not be due until sixty (60) days after such commencement date and provided further that, any partial month occurring after the Increase Commencement Date, the increased Rent amount shall be pro-rated.
4. Tenant shall have the right to install and maintain cables from its equipment within the New Premises Area to its equipment within the compound area of the Premises within spaces and pathways mutually agreed to by the parties, agreement of Landlord not to be unreasonably withheld, delayed or conditioned on payment of additional consideration.
5. **Other.** Landlord represents and warrants that, to its knowledge, no conditions exist within the New Premises Area or otherwise on the property where the Premises and New Premises Area are located that would adversely impact Tenant’s permitting and/or installation of a generator within the New Premises Area. Landlord authorizes Tenant to prepare, execute and file all required applications to obtain any government approvals for Tenant’s use of the New Premises Area under this Agreement and agrees, at Tenant’s request, to reasonably assist Tenant with such applications and with obtaining and maintaining the government approvals. Where applicable law governs how the generator will be used, Tenant may use the generator in the manner set forth in applicable law. Tenant may terminate this Amendment by written notice to Landlord at any time, and the rent increase set forth in Section 3 shall not take effect or shall be cancelled, as applicable, following any such termination. Within one hundred twenty 120 days after termination of this Amendment, Tenant shall remove its equipment from the New Premises Area; provided that any portions of the equipment that Tenant fails to remove within such period and cessation of Tenant’s operations at the New Premises Area shall be deemed abandoned. Tenant shall repair any damage, less ordinary wear and tear, to the New Premises Area caused by its removal activities.

NOTICES. All notices, requests, demands and communications hereunder will be given by first class certified or registered mail, return receipt requested, or by a nationally recognized overnight courier, postage prepaid, to be effective when properly sent and received, refused or returned undelivered. Notices will be addressed to the parties as follows.

If LANDLORD: to City of Rockville
Attn: Martin Bode
229 Broadway St.
East
Rockville, MN
56369

If TENANT: to New Cingular Wireless PCS, LLC
Attn: Network Real Estate
Administration
Re: Cell Site #
Cell Site Name:
Fixed Asset #:
1025 Lenox Park Blvd NE, 3rd
Floor, Atlanta, GA 30319

With copy to: New Cingular Wireless PCS, LLC
Attn: Legal Department
Re: Cell Site #
Cell Site Name:
Fixed Asset #:
AT&T Legal Department –
Network
208 S. Akard Street
Dallas, TX 75202-4206

The copy sent to the Legal Department is an administrative step which alone does not constitute legal notice. Either party hereto may change the place for the giving of notice to it by thirty (30) days prior written notice to the other as provided herein.

6. **Emergency 911 Service.** In the future, without the payment of additional rent and at a location mutually acceptable to Landlord and Tenant, Landlord agrees that Tenant may add, modify and/or replace equipment in order to be in compliance with any current or future federal, state or local mandated application, including but not limited to emergency 911 communication services.
7. **Memorandum of Lease.** Either party will, at any time upon fifteen (15) days prior written notice from the other, execute, acknowledge and deliver to the other a recordable Memorandum of Lease substantially in the form of the Attachment 1. Either party may record this memorandum at any time, in its absolute discretion.
8. **Other Terms and Conditions Remain.** In the event of any inconsistencies between the Original Lease Agreement, any existing Amendments to the Agreement, and this Amendment, the terms of this Amendment shall control. Except as expressly set forth in this Amendment, the Agreement otherwise is unmodified and remains in full force and effect. Each reference in the Agreement to itself shall be deemed also to refer to this Amendment.
9. **Capitalized Terms.** All capitalized terms used but not defined herein shall have the same meanings as defined in the Agreement.

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute and seal this Second Amendment to Ground Lease Agreement on the dates set forth below.

LANDLORD:
City of Rockville

TENANT:
New Cingular Wireless PCS, LLC, a
Delaware limited liability company

By: AT&T Mobility Corporation
Its: Manager

By: _____

By: _____

Print Name:
Date:

Print Name:
Its:
Date:

EXHIBIT 1-A

DESCRIPTION OF PREMISES

Page 1 of 1

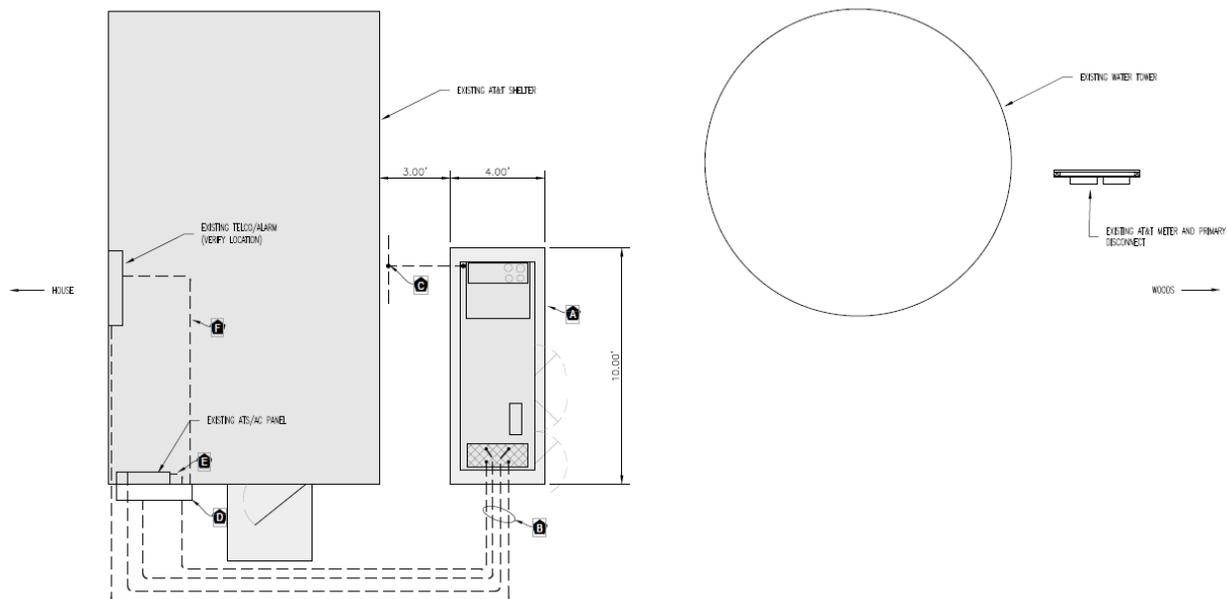
to the First Amendment to Option and Structure Lease Agreement dated _____, 201__, by and between City of Rockville, as Landlord, and New Cingular Wireless PCS, LLC, a Delaware limited liability company, as Tenant.

The Premises are described and/or depicted as follows:

Land: Lot Eight (8) and Nine (9), Block One (1), Countryside Addition Plat according to the plat and survey thereof on file or of record in the office of the County Recorder in and for Stearns County, Minnesota

Commonly known as: 308 Walnut Circle, Rockville, MN 56369

Lease Area Sketch or Survey:



Notes:

1. This Exhibit may be replaced by a land survey and/or construction drawings of the Premises once received by Tenant.
2. Any setback of the Premises from the Property's boundaries shall be the distance required by the applicable governmental authorities.
3. Width of access road shall be the width required by the applicable governmental authorities, including police and fire departments.
4. The type, number and mounting positions and locations of antennas and transmission lines are illustrative only. Actual types, numbers and mounting positions may vary from what is shown above.

12-2010 Amendment

MINNESOTA LANDLORD REPRESENTATIVE ACKNOWLEDGEMENT

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____ 201__, by _____
_____, the _____ of _____.

Notary Seal

(Signature of Notary)

My Commission Expires: _____

AT&T ACKNOWLEDGEMENT

STATE OF _____)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____ 201__, by _____
_____, the _____ of AT&T Mobility Corporation.

Notary Seal

(Signature of Notary)

My Commission Expires: _____

Prepared by, and after recording

Return to:

New Cingular Wireless PCS, LLC
1025 Lenox Park Blvd NE
3rd Floor
Atlanta, GA 30319
Attn: Network Real Estate Administration

Grantor: City of Rockville

Grantee: New Cingular Wireless PCS, LLC, a Delaware limited liability company

Legal Description: Official legal description attached as Exhibit 1

Cell Site Name & #: Rockville Fixed Asset #: 10128832
MNL01502

State: MN County: Stearns

MEMORANDUM OF FIRST AMENDMENT TO BUILDING SPACE / ROOFTOP LEASE AGREEMENT

This Memorandum of First Amendment to Option and Structure Lease Agreement is entered into on this ____ day of _____, 201__, by and between City of Rockville, having a mailing address of 229 Broadway St. East, Rockville, MN 56369 (“**Landlord**”) and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 1025 Lenox Park Blvd NE, 3rd Floor, Atlanta, GA 30319 (“**Tenant**”).

1. Landlord and Tenant entered into a certain Site Lease Agreement (“**Agreement**”) on the 20th day of May, 2009, for the purpose of installing, operating and maintaining a communications facility and other improvements. A Memorandum of Lease reflecting the Agreement was recorded in the public records of as noted above.
2. Landlord agrees to increase the size of the Premises to accommodate additional cabinets and additional antennas. Landlord leases to Tenant the Premises as more completely described on attached **Exhibit 1-A**. **Exhibit 1-A** hereby replaces **Exhibit 1-A** to the Agreement.

IN WITNESS WHEREOF, the parties have executed this Memorandum of First Amendment to Option and Structure Lease as of the day and year first above written.

LANDLORD:
City of Rockville

TENANT:
New Cingular Wireless PCS, LLC,
a Delaware limited liability company

By: AT&T Mobility Corporation
Its: Manager

By: _____
Print Name:
Date:

By: _____
Print Name:
Its:
Date:

Prepared by:
Zachary Arrasmith
General Dynamics Wireless Services
821 Ulrich Ave.
Louisville, KY. 40219
502-265-8536

EXHIBIT 1-A

DESCRIPTION OF PREMISES

Page 1 of 1

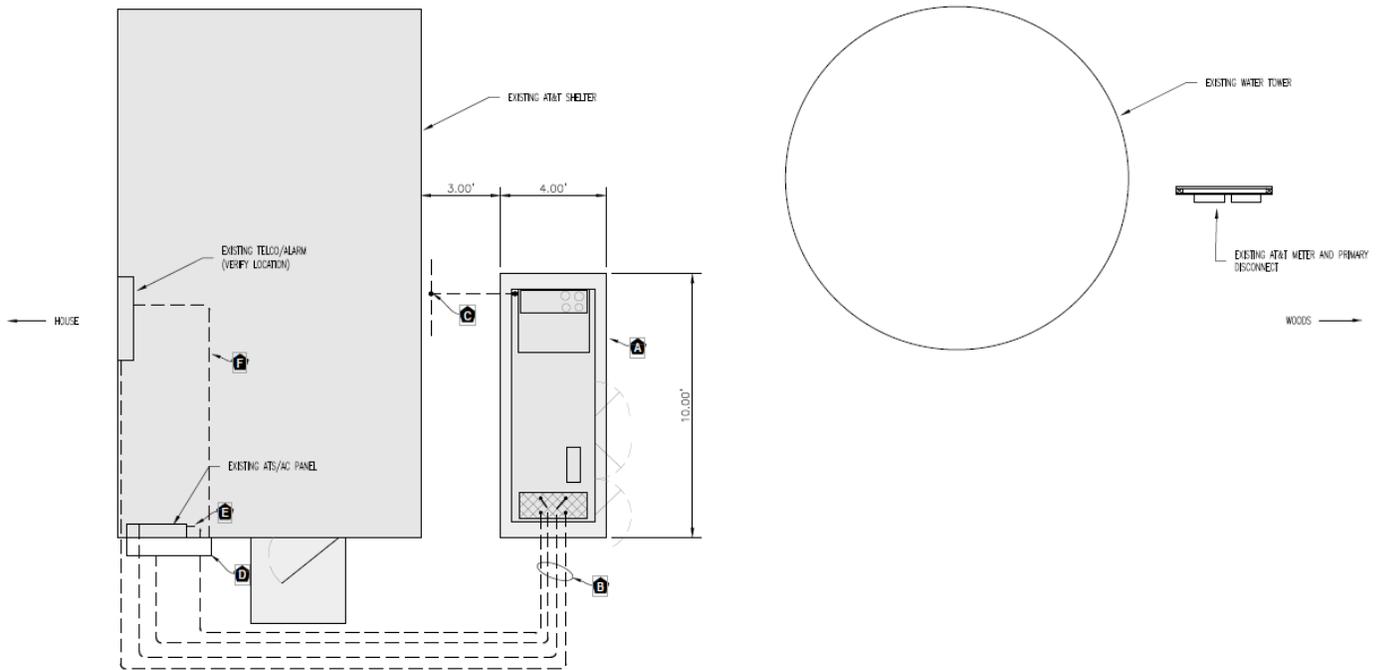
to the First Amendment to Option and Structure Lease Agreement dated _____, 201__, by and between City of Rockville, as Landlord, and New Cingular Wireless PCS, LLC, a Delaware limited liability company, as Tenant.

The Premises are described and/or depicted as follows:

Land: Lot Eight (8) and Nine (9), Block One (1), Countryside Addition Plat according to the plat and survey thereof on file or of record in the office of the County Recorder in and for Stearns County, Minnesota

Commonly known as: 308 Walnut Circle, Rockville, MN 56369

Lease Area Sketch or Survey:

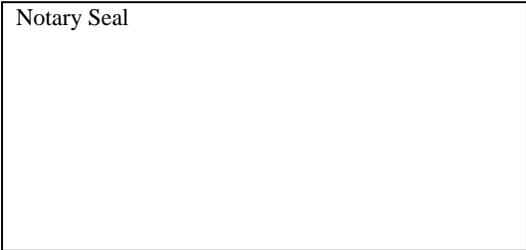


MINNESOTA LANDLORD REPRESENTATIVE ACKNOWLEDGEMENT

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____ 201__, by _____
_____, the _____ of _____.

Notary Seal



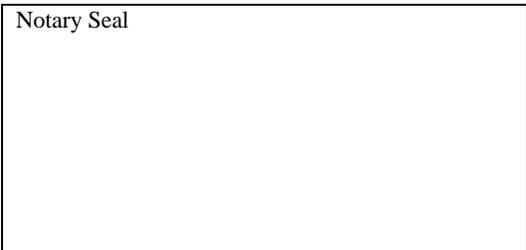
(Signature of Notary)
My Commission Expires: _____

AT&T ACKNOWLEDGEMENT

STATE OF _____)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____ 201__, by _____
_____, the _____ of AT&T Mobility Corporation.

Notary Seal



(Signature of Notary)
My Commission Expires: _____

ROCKVILLE SPECIAL CITY COUNCIL MEETING MINUTES
April 8, 2019
Rockville City Hall

Item 1) Call to Order

The meeting was called to order by Acting Mayor Brian Herberg at 9:15 a.m.

Item 2) Roll Call

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

RTU Committee members present: Jim Massman, Steve Torborg and Dave Berdan.

Staff members present: City Administrator, Martin Bode; Public Works Director, Gene Van Havermaet; City Engineer, Justin Kannas.

Others present: Rick Tallman.

Item 3) Road Bus Tour

The Council and RTU Committee toured the following streets/roads in the City of Rockville:

Pine Street – Rausch Lake Road – Agate Beach Road – Ahles Road – 88th Avenue – Lake Road – 82nd Avenue – White Oak Road – Lena Lane – Burg Street – CSAH 138.

Reconvene back at City Hall after Road Bus Tour.

Item 4) 2019 Street Project

The Council and RTU considered several options for the 2019 Street project. One option is to use the cash that is available in the Road Fund 215 and fix what we can or Bond for a larger street project and fix what is needed. It was the final consensus to direct the City Engineer draft a Resolution for the Council to consider at the April 10, 2019 Council meeting, directing the City Engineer to advertise and receive bids and fix what we can with the cash that is available:

Primary: Ahles Road – from 88th Avenue to 73rd Avenue

Primary: Ahles Road – from Lake Road to Rausch Lake Road

Alternate 1: Rausch Lake Road – from Agate Beach Road to 220th Street

Alternate 2: 88th Avenue – from 220th St to Ahles Road

Item 5) Stickney Hill Dairy

Administrator Bode noted that Stickney Hill Dairy is hauling their waste to St. Cloud.

Item 6) Public Works Building (Painting)

Motion by Becker, second by Simon, to approve painting the Public Works Building not to exceed \$4,500.00. Motion passed unanimously.

Item 7) Adjourn

Motion by Tippelt, second by Becker, to adjourn the meeting. Motion carried. Meeting adjourned at 12:17 p.m.

Respectfully Submitted,

Martin M. Bode
City Administrator