

**AGENDA
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, NOVEMBER 3, 2015 - 5:00 P.M.**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

“An opportunity for members of the public to address the City Council on items not on the current Agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate.” If you would like to address the City Council, please come up to the podium to do so.”

APPROVAL OF MINUTES:

1. Consider approving the amended minutes from the “Regular Meeting for the East Grand Forks, Minnesota City Council of October 6, 2015.
2. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of October 20, 2015.
3. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of October 27, 2015.

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS: NONE

CONSENT AGENDA:

Items under the “Consent Agenda” will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

4. Consider approving the request to declare three police vehicles as surplus and to be used to trade in on for the purchase of a 2016 Ford Police SUV from Nelson Ford Motors, Inc in Fergus Falls in the amount of \$27,998.95.
5. Consider approving the request to use the budgeted \$9,000 for rebuilding a police car to be used to outfit the new police SUV for approximately \$7,000 with the remaining funds being used for vehicle maintenance.

6. Consider approving the lease agreement between the City of East Grand Forks and RDO Equipment for the lease of a motor grader for the 2015-2016 winter season at \$3,950 per month plus \$40 per hour after 50 hours.
7. Consider adopting Resolution No. 15-11-115 approving an extension of the New Home Tax Rebate program for newly constructed homes through 2021.
8. Consider adopting Resolution No. 15-11-116 approving the hiring of Jeremy King as the Public Works Supervisor at a salary of \$23.29 per hour.
9. Consider approving the Exempt Gambling Application for the Knights of Columbus Council #5341 to hold a raffle on April 1, 2016 at Sacred Heart Catholic Church located at 200 3rd St NW East Grand Forks, MN 56721 and waive the 30-day waiting period.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, AND COMMISSIONS:

10. Regular meeting minutes of the Water, Light, Power, and Building Commission for October 1, 2015.
11. Regular meeting minutes of the Economic Development Authority Board for September 15, 2015.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

12. Consider adopting Resolution No. 15-11-117 giving the project preliminary approval and setting the public hearing for December 1, 2015.
13. Consider adopting Resolution No. 15-11-118 awarding the General Obligation Bonds, Series 2015A to _____.
14. Consider adopting Resolution No. 15-11-119 approving the loan from the Water and Light Department in the amount of \$2,122,529 for 20 years at 1% interest for the 12CP6 Pool Renovation Project.
15. Consider approving the agreement between the City of East Grand Forks and Widseth Smith Nolting for engineering services.
16. Consider approving and authorizing Widseth Smith Nolting Engineers to continue and complete Phases One and Two of the Waste Water Interconnect and the decommissioning of the ponds.
17. Consider approving the request to hire a temporary seasonal laborer for the Public Works Department.

18. Consider approving the request to hire a temporary administrative assistant for the Police Department.
19. Consider adopting Resolution No. 15-11-120 entering into an agreement between the City of East Grand Forks and the MN Department of Public Safety for traffic safety projects from November 16, 2015 through September 30, 2016.
20. Consider adopting Resolution No. 15-11-121 authorizing the order that the following costs, with interest charged at 10% per year beginning on January 1, 2016 for mowing grass on the listed properties be certified to the County Auditor for collection with the 2016 real estate taxes.

CLAIMS:

21. Consider adopting Resolution No. 15-11-122 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 22758 for a total of \$242.00 whereas Council Member Buckalew is personally interested financially in the contract.
22. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

COUNCIL/STAFF REPORTS:

ADJOURN:

Upcoming Meetings:

- Special Meeting – November 10, 2015 – 5:00 PM – Council Chambers
- Work Session – November 10, 2015 – Following Special Meeting – Training Room
- Closed Session – November 10, 2015 – Following Work Session – Training Room
- Regular Council Meeting – November 17, 2015 – 5:00 PM – Council Chambers
- Work Session – November 24, 2015 – 5:00 PM – Training Room

**AMENDED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, OCTOBER 6, 2015 - 5:00 P.M.**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for October 6, 2015 was called to order by Council President Mark Olstad at 5:00 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss, Council President Mark Olstad, Council Members Mike Pokrzywinski, Henry Tweten, and Marc DeMers.

Karla Anderson, Finance Director; Erika Azure, Administrative Assistant; Brad Bail, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Steve Emery, City Engineer; Ron Galstad, City Attorney; Paul Gorte, EDA Director; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Gary Larson, Fire Chief; David Murphy, City Administrator/Clerk-Treasurer; and Megan Nelson, Executive Assistant.

DETERMINATION OF QUORUM:

The Council President Determined a Quorum was present

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

“An opportunity for members of the public to address the City Council on items not on the current Agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate.” If you would like to address the City Council, please come up to the podium to do so.”

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of September 15, 2015.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of September 22, 2015.
3. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of September 22, 2015.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE ITEMS ONE (1) THROUGH THREE (3).

Voting Aye: Pokrzywinski, Tweten, Olstad, and DeMers.

Voting Nay: None.

Absent: Vetter, Buckalew, and Grassel.

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS:

4. Public Hearing to consider adopting Resolution No. 15-10-106 adopting the assessment roll 334 for 2014 Assessment Job No. 1 – Street Reconstruction – 17th Street NE for a total assessment of \$462,584.44.

Council President explained the purpose of the hearing is to ensure due process is followed to protect the individual rights prior to governmental action, that all interested parties will have an opportunity to see information, ask questions, and express support or opposition. He stated first the engineers would be explaining the project.

Mr. Emery reviewed the scope of the street reconstruction project. He stated how the total cost of the project was \$1,269,798.44 and the City had received \$807,214 in federal aid for this project so only \$462,584 was assessed. He stated the assessments were figured using the City's assessment policy and said the map showed who received front benefit and who received end benefit. He added how the assessments if assessed on the properties would be paid over a 20 year period at an interest rate of 4.5% or be paid off without interest within 30 days of the roll being adopted. He then asked for questions.

Council President Olstad asked if there was anyone that who would like to speak in support of this project. No one came forward.

Council President Olstad asked if there was anyone present that would like to speak in opposition of the project. Mr. Mike Loesevitz stated he was an attorney with Camrud Maddock Olson & Larson and also a resident of East Grand Forks 418 20th St NW. He explained that he was representing East Forks Limited Partnership who owns the property that is the trailer park. He stated they are getting charged nearly \$200,000. He continued to say this is a trailer park and their argument is that the repaving of the road is not going to increase the fair market value of the property. He said under Minnesota law the assessment has to be the increase to what the fair market value is of the property. He added that it is there position this project did not increase the fair market value at all. He then asked if there was an appraisal or study done showing what the increase would be in fair market value and the assessment should be the same as the increase to the fair market value.

Mr. Loesevitz stated he had turned in a written objection with the clerk's office the day before. Mr. Murphy confirmed the Administration Office received the objection. Council member Tweten asked what would happen if the road went back to gravel. Mr. Loesevitz stated that his client would have been fine if the road went back to gravel. Council member Tweten commented how this project was to make the area more attractive and asked if the area is not more attractive now compared to letting it go back to gravel. Mr. Loesevitz stated his client's position is that there wouldn't be a difference if there was a dirt road. Council member Tweten said if the road was a dirt road there would be dust there all of the time along with other problems. He added this was to beautify the area and that this is a state aid street. He stated those funds could have been used elsewhere. Mr. Loesevitz stated again the

assessment is suppose to increase the fair market value of the property.

Mayor Stauss stated that he agrees with Council member Tweten and that the new street improves the area but the problem is that the City can't get the trailer court to improve the trailer court which doesn't bring any more value to it. Council President Olstad asked if there were any more comments and if there weren't any he would entertain a motion to close the public hearing.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINKSI, SECONDED BY COUNCIL MEMBER DEMERS, TO CLOSE THE PUBLIC HEARING.

Voting Aye: Pokrzywinski, Tweten, Olstad, and DeMers.

Voting Nay: None.

Absent: Vetter, Buckalew, and Grassel.

CONSENT AGENDA:

Items under the "Consent Agenda" will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

5. Consider approving the temporary liquor license for St. Michael's Church for an event being held at Sacred Heart School on October 24, 2015 with contracted liquor services being provided by East Grand Lanes.
6. Consider approving the Site Use Agreement between the City of East Grand Forks and Lutheran Social Services for the use of the kitchen facilities at the East Grand Forks Senior Center for 2016.
7. Consider accepting and ratifying the updated Landscaping Incentive Policy that is recommended by the Economic Development Authority Board and will be administered by the Economic Development Office.
8. Consider accepting and ratifying the MIF Loan Interest Rate Policy that is recommended by the Economic Development Authority Board and will be utilized by the Board and Loan Committee.
9. Consider approving the request to advertise internally and hire for the position of Public Works Equipment Operator.
10. Consider approving the request to advertise externally and hire a seasonal truck driver for the Public Works Department.
11. Consider approving the request to advertise externally and hire an accounting technician for the Administration/Finance Office.
12. Consider adopting Resolution No. 15-10-105 formally accepting the 2014 Aid to Firefighter Grant from FEMA in the amount of \$45805.
13. Consider adopting the pay scale for seasonal employees and to be affective upon adoption.
14. Consider approving the grant contract between the City of East Grand Forks and the State of Minnesota's Department of Natural Resources and authorizing the City Administrator and Mayor

to sign the contract.

15. Consider approving the Fireworks/Pyrotechnic Special Effects Permit for the Downtown Development Association on November 29, 2015 from approximately 6:30pm until 7:00pm.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE ITEMS FIVE (5) THROUGH FIFTEEN (15).

Voting Aye: Pokrzywinski, Tweten, Olstad, and DeMers.

Voting Nay: None.

Absent: Vetter, Buckalew, and Grassel.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, AND COMMISSIONS:

16. Regular meeting minutes of the Water, Light, Power, and Building Commission for September 3, 2015.

17. Regular meeting minutes of the Economic Development Authority Board for September 1, 2015.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

18. Consider adopting Resolution No. 15-10-106 adopting the assessment roll #334 for 2014 Assessment Job No. 1 – Street Reconstruction – 17th Street NE for a total assessment of \$462,584.44

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 15-10-106 ADOPTING THE ASSESSMENT ROLL #334 FOR 2014 ASSESSMENT JOB NO. 1 – STREET RECONSTRUCTION – 17TH STREET NE FOR A TOTAL ASSESSMENT OF \$462,584.44

Council member DeMers asked if an appraisal done. Mr. Galstad stated one had been ordered. Council member DeMers said that there is no proof that they can't raise their rates and as Council member Tweten commented this a direct benefit for this property as well as other around it, the residents deserve a good network of streets, and there is a cost to maintain those streets. He asked about the water tower property, who maintains it, and if that would be paid for by the City or by the Water and Light Department. Mr. Bail stated the property was listed as the City of East Grand Forks.

Council member Pokrzywinski asked about process and said there are three absent members. He asked if there is the option of putting off this decision until the full Council can discuss this. Council member DeMers asked if there was a time constraint. Ms. Nelson stated the only time constraint is that once a special assessment roll is adopted there is a 30 day period that people have to pay off a portion or the entire amount and the rest of the information would need to be to the County by the end of November. She stated if the Council acts on this at the next meeting they should be able to meet all

the necessary deadlines. Discussion followed about if this should be voted on or if this should wait for the entire Council to vote on. Mr. Galstad stated this item could be recessed until a certain date put into the record and would give the City a chance to discuss this as well as discuss this with East Forks Partnership to see if a resolution is possible. He added that if this roll is adopted they would then have 30 days to appeal the decision to the courts.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, MOVED TO POSTPONE.

Voting Aye: Pokrzywinski, Tweten, Olstad, and DeMers.

Voting Nay: None.

Absent: Vetter, Buckalew, and Grassel.

19. Consider adopting Resolution No. 15-10-107 accepting the report of feasibility for the Riverview 9th and 10th Additions for paving and sidewalk construction and setting the improvement public hearing for November 17, 2015.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 15-10-107 ACCEPTING THE REPORT OF FEASIBILITY FOR THE RIVERVIEW 9TH AND 10TH ADDITIONS FOR PAVING AND SIDEWALK CONSTRUCTION AND SETTING THE IMPROVEMENT PUBLIC HEARING FOR NOVEMBER 17, 2015.

Council member Tweten stated that this area had many lots under development and that it is very important that all property owners receive a notice. He said there would be a problem if not everyone was sent a notice which has been a problem before. He suggests the engineers check ownership so there are not any problems in regards to assessments.

Voting Aye: Pokrzywinski, Olstad, and DeMers.

Voting Nay: Tweten.

Absent: Vetter, Buckalew, and Grassel.

20. Consider adopting Resolution No. 15-10-108 setting the final public hearing for 2015 Assessment Job No. 3 – Street Improvements on the North Side of the City for October 27, 2015.

Council President Olstad stated this item was going to be pulled from the agenda and will be placed on a future agenda.

21. Consider adopting Resolution No. 15-10-109 authorizing the issuance and sale of General Obligation Bonds Series 2015A in the proposed aggregate principal amount of \$4,575,000.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 15-10-109 AUTHORIZING THE ISSUANCE AND SALE OF GENERAL OBLIGATION BONDS SERIES 2015A IN THE PROPOSED AGGREGATE PRINCIPAL AMOUNT OF \$4,575,000.

Council member DeMers stated at last minute he tried to get information and asked what the City’s current outstanding debt and what the annual debt service payments are. Ms. Anderson stated she

didn't have that information with her but that Brenda Krueger from Springsted was present who has worked with the bond structuring. She added that there is a required tax levy limit that has to be included with the levy but the remainder of the bonds are paid for with the special assessment that are collected. Council member DeMers commented how now would be a good time to reassess the position of the City when considering adding more debt.

Ms. Brenda Krueger introduced herself to the City Council. She explained that during this process one of the documents that are prepared is an official statement which includes all debts and annual debt service. She added the information will include the credit rating and the debt ratio which will be shared with the Council once it is prepared. Council member DeMers asked if this is voted yes if the Council had another chance to say no or if this was it. Ms. Krueger stated that the Council does have to approve the results of the bond sale. She stated that if the results are not favorable the Council does have the ability to reject the bids. Council member Tweten commented how this company has handled the City's affairs in an excellent manner and that these bonds are being sold for practical purposes. Mr. Murphy stated how most of this bond would be paid for by assessments which will be included on the list of when the bonds are sold and he is fairly comfortable where the debt ratio is currently at.

Voting Aye: Pokrzywinski, Tweten, Olstad, and DeMers.

Voting Nay: None.

Absent: Vetter, Buckalew, and Grassel.

22. Consider approving the classification of Lot 6, Block 4 Wurden's Second Addition and authorizing the Mayor and City Administrator to sign the necessary documents.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZWINSKI, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE CLASSIFICATION OF LOT 6, BLOCK 4 WURDEN'S SECOND ADDITION AND AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO SIGN THE NECESSARY DOCUMENTS.

Voting Aye: Pokrzywinski, Tweten, Olstad, and DeMers.

Voting Nay: None.

Absent: Vetter, Buckalew, and Grassel.

23. Consider adopting Resolution No. 15-10-110 approving an increase to the storm water fee from \$4.50 per month to \$9.00 per month.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 15-10-110 APPROVING AN INCREASE TO THE STORM WATER FEE FROM \$4.50 PER MONTH TO \$9.00 PER MONTH.

Council member Pokrzywinski stated that this increase is for Storm Water fee on the Water & Light bill and that it should include the words flood protection. He commented how important it is to maintain our flood protection system so it remains certified, that it protects the entire City from flood waters, and that next year the Council should look into bringing this fee along with one or two more back into the general fund without trying to put more on the taxpayers.

Voting Aye: Pokrzywinski, Tweten, Olstad, and DeMers.

Voting Nay: None.
Absent: Vetter, Buckalew, and Grassel.

24. Consider adopting Resolution No. 15-10-111 approving increases to the rate schedule for both commercial and residential refuse rates.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 15-10-111 APPROVING INCREASES TO THE RATE SCHEDULE FOR BOTH COMMERCIAL AND RESIDENTIAL REFUSE RATES.

Mayor Stauss stated he has received calls on increases in fees and taxes. He stated that many people that he had spoken to were in favor of the sales tax but were concerned about other increases since they were not receiving an increase with their fixed incomes.

Voting Aye: Pokrzywinski, Tweten, Olstad, and DeMers.
Voting Nay: None.
Absent: Vetter, Buckalew, and Grassel.

CLAIMS:

25. Consider adopting Resolution No. 15-10-112 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 22511 for a total of \$628.57 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 15-10-112 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 22511 FOR A TOTAL OF \$628.57 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

Voting Aye: Pokrzywinski, Tweten, Olstad, and DeMers.
Voting Nay: None.
Absent: Vetter, Buckalew, and Grassel.

26. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

Voting Aye: Pokrzywinski, Tweten, Olstad, and DeMers.
Voting Nay: None.
Absent: Vetter, Buckalew, and Grassel.

COUNCIL/STAFF REPORTS:

Mayor Stauss thanked Mr. Dan Boyce and Mr. Scott Gravseth from the Water and Light Department for all of their hard work and congratulated Mr. Boyce for receiving the Presidential Award from the MMUA and Mr. Gravseth for the award that he also received.

Council Member Pokrzywinski congratulated Mr. Boyce on his award.

Council President Olstad also congratulated Mr. Boyce on his award.

Mr. Murphy commented how the new concession stand at the Civic Center was used for the first time over the weekend since it was the weekend of the arts and crafts show.

Mr. Boyce stated that the Water and Light bills do have the words flood protection next to the storm water fee and added he was surprised to receive the award from MMUA. He said that it has been a please to serve the City and State.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE OCTOBER 6, 2015 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:36 P.M.

Voting Aye: Pokrzywinski, Tweten, Olstad, and DeMers.

Voting Nay: None.

Absent: Vetter, Buckalew, and Grassel.

David Murphy, City Administrator/Clerk-Treasurer

**UNAPPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, OCTOBER 20, 2015 - 5:00 P.M.**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for October 20, 2015 was called to order by Council President Mark Olstad at 5:00 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss, Council President Mark Olstad, Council Vice-President Chad Grassel, Council Members Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Brad Bail, City Engineer; Dan Boyce, Water & Light Manager; Steve Emery, City Engineer; Ron Galstad, City Attorney; Paul Gorte, EDA Director; Charlotte Helgeson, Library Director; Gary Larson, Fire Chief; David Murphy, City Administrator/Clerk-Treasurer; Megan Nelson, Executive Assistant; and Jason Stordahl, Public Works Director.

DETERMINATION OF QUORUM:

The Council President Determined a Quorum was present

PLEDGE OF ALLEGIANCE:

Council President Olstad asked the Boy Scout Troop present to lead the group in the pledge of allegiance.

OPEN FORUM:

“An opportunity for members of the public to address the City Council on items not on the current Agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate.” If you would like to address the City Council, please come up to the podium to do so.”

Mr. James Stewart from Arnston Stewart Wegner introduced himself and informed the Council he was representing American Crystal Sugar to request bonds for a solid waste facility and to also refund bonds from 2009. He stated the City had a long history with American Crystal Sugar assisting with bonding, that State Statute allows this process to happen, and that the City is just acting as conduit in this process, the City would not have any liability. He said the bond they were asking for was \$15,000,000 and that a public hearing would need to be held for this process to continue moving forward which could be set in November for sometime in December. Mayor Stauss commented how this was something the City had done before and the City should support them again by assisting in this process. Mr. Stewart reminded the Council they had assisted with this process in 2000, 2005, 2006, and 2008. Council member Pokrzywinski asked if any action was needed at this meeting. Council President Olstad stated no.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of October 6, 2015.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of October 13, 2015.
3. Consider approving the summary minutes of the “Closed Meeting” for the East Grand Forks, Minnesota City Council of October 13, 2015.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE ITEMS ONE (1) THROUGH THREE (3).

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Buckalew, and Tweten.

Voting Nay: None.

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS: NONE

CONSENT AGENDA: NONE

Items under the “Consent Agenda” will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, AND COMMISSIONS:

4. Regular meeting minutes of the Water, Light, Power, and Building Commission for September 17, 2015.
5. Special meeting minutes of the Economic Development Authority Board, Planning Commission, and City Council for September 29, 2015.
6. Regular meeting minutes of the Resurrection Cemetery Commission for September 28, 2015.

COMMUNICATIONS: NONE

OLD BUSINESS:

7. Consider adopting the amendment to the Wireless Communication Ordinance of the City Code (2nd Reading).

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADOPT THE AMENDMENT TO THE WIRELESS COMMUNICATION ORDINANCE OF THE CITY CODE (2ND READING).

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Buckalew, and Tweten.

Voting Nay: None.

8. Consider adopting Resolution No. 15-10-106 adopting the assessment roll #334 for 2014 Assessment Job No. 1 – Street Reconstruction – 17th Street NE for a total assessment of \$462,584.44.

Mr. Galstad requested the Council postpone this item for the time being.

NEW BUSINESS:

9. Consider adopting Resolution No. 15-10-108 setting the final public hearing for 2015 Assessment Job No. 3 – Street Improvements on the North Side of the City for November 10, 2015.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 15-10-108 SETTING THE FINAL PUBLIC HEARING FOR 2015 ASSESSMENT JOB NO. 3 – STREET IMPROVEMENTS ON THE NORTH SIDE OF THE CITY FOR NOVEMBER 10, 2015.

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Buckalew, and Tweten.

Voting Nay: None.

10. Consider approving the Polk County Mutual Aid Agreement and authorize the Mayor and City Administrator to sign the document.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE POLK COUNTY MUTUAL AID AGREEMENT AND AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO SIGN THE DOCUMENT.

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Buckalew, and Tweten.

Voting Nay: None.

11. Consider awarding the Civic Center Roofing project to GW & Sons Construction Inc for the amount of \$65,765.00.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO AWARD THE CIVIC CENTER ROOFING PROJECT TO GW & SONS CONSTRUCTION INC FOR THE AMOUNT OF \$65,765.00.

Mr. Aker informed the Council that Webers were not able to attend the meeting due to an issue that required their immediate attention. He explained how if approved they would be using sheet metal, there would be a warranty for 25 years, there would be 3 inches of insulation, and that he had handed out a picture of what the building would look like when completed. Mayor Stauss commented how this is necessary to fix the issue at the side doors and that this will hopefully take care of it. Council member Buckalew commented how the issue was at the side doors and that this doesn't look like it would address the issue. Mr. Aker explained that with the roof changing to the same level the snow would continue to move instead of pile up on the shorter roof which would reduce the amount of snow

that would melt and pool at the doors.

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Buckalew, and Tweten.

Voting Nay: None.

- 12. Consider approving the purchase of aggregate materials which will be added into the overall cost of the Point of Woods 6th Utilities and Street Construction project.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER BUCKALEW, TO APPROVE THE PURCHASE OF AGGREGATE MATERIALS WHICH WILL BE ADDED INTO THE OVERALL COST OF THE POINT OF WOODS 6TH UTILITIES AND STREET CONSTRUCTION PROJECT.

Council Vice-President Grassel commented that two options were presented and asked if this was option A. Mr. Emery stated it was. Council member Vetter asked if the City was buying the material. Mr. Murphy said no and that it was going to be assessed with the rest of the project like previous assessment jobs.

Voting Aye: Olstad, Grassel, Vetter, Pokrzywinski, Buckalew, and Tweten.

Voting Nay: None.

Abstain: DeMers.

- 13. Consider adopting Resolution No. 15-10-113 approving Change Order No. 2 on the pool renovation project for the amount of \$36,688.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 15-10-113 APPROVING CHANGE ORDER NO. 2 ON THE POOL RENOVATION PROJECT FOR THE AMOUNT OF \$36,688.

Council member Pokrzywinski commented that he understood the reason for change orders and contingency funds but he can't think of anything that would be more visible than diving boards when it comes to a pool, he has a problem with need of new diving board coming in so late in this project, and that this change should have been included with the original design of the project. He added that this was not appropriate. Mr. Murphy stated he would pass that forward.

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Buckalew, and Tweten.

Voting Nay: None.

- 8. Consider adopting Resolution No. 15-10-106 adopting the assessment roll #334 for 2014 Assessment Job No. 1 – Street Reconstruction – 17th Street NE for a total assessment of \$462,584.44.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 15-10-106 ADOPTING THE ASSESSMENT ROLL #334 FOR 2014 ASSESSMENT JOB NO. 1 – STREET RECONSTRUCTION – 17TH STREET NE FOR A TOTAL ASSESSMENT OF \$462,584.44.

Mr. Galstad informed the Council that he had tried to speak with the attorney representing the trailer

park but was unable to reach him until he spoke with him at the meeting and that additional information has been requested. Discussion followed about special benefit of special assessments.

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Buckalew, and Tweten.

Voting Nay: None.

CLAIMS:

14. Consider adopting Resolution No. 15-10-114 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 22652 for a total of \$744.17 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 15-10-114 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 22652 FOR A TOTAL OF \$744.17 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, and Tweten.

Voting Nay: None.

Abstain: Buckalew.

15. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

A MOTION WAS MADE BY COUNCIL MEMBER BUCKALEW, SECONDED BY COUNCIL MEMBER DEMERS, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Buckalew, and Tweten.

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Council Member Pokrzywinski commented how the EDA Board a just completed Mr. Gorte’s job performance, how well he has been doing, and that he hopes Mr. Gorte is around for a long time.

Council Member Tweten acknowledged the Boy Scout troop and informed them the City is in need of young people being involved and one day they may be sitting up front as Council members.

Mr. Galstad informed the Council that he had submitted a brief to the Appellate Court in response to papers that had been filed.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE OCTOBER 20, 2015 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:19 P.M.

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Buckalew, and Tweten.

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer

**UNAPPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, OCTOBER 27, 2015 – 5:00 PM**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for October 27, 2015 was called to order by Council President Mark Olstad at 5:01 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss, Council President Mark Olstad, Council Vice-President Chad Grassel, Council Members Clarence Vetter, Mike Pokrzywinski, Craig Buckalew(5:01pm), Henry Tweten, and Marc DeMers.

Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Brad Bail, City Engineering; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Steve Emery, City Engineer; Ron Galstad, City Attorney; Paul Gorte, EDA Director; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Gary Larson, Fire Chief; David Murphy, City Administrator/Clerk-Treasurer; Megan Nelson, Executive Assistant; and Jason Stordahl, Public Works Director.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present.

Chief Hedlund announced the Regional Fraternal Order of Police was holding a fundraiser for Officer Alex Schilke which began at 4:30pm and goes until 7:30pm at the Eagles Club and invited everyone to attend.

1. American Crystal Request – David Murphy

Mr. Murphy turned this item over to Mr. Galstad. Mr. Galstad informed the Council that this was something that had been done in the past; the City had no liability, that this process does not affect the City's bond rating, and that the Council will need to decide if they want to support this project. Council member Pokrzywinski asked what the next step will be. Mr. Galstad said a public hearing would have to be set before taking action. Council member DeMers asked if they would default the City would not have any liability and added that he does not know the scope of the project but that they should make sure it fits with the future plans of the City's land use plan. Mr. Murphy stated that could be brought forward at the meeting. Discussion followed about how the representatives from American Crystal should be contacted prior to so they are able to answer the questions at the hearing, if they had contacted the City Utility, and if there was going to be an issue about valuation of the property. Mr. Galstad commented property tax would need

to be discussed by the Council. Mayor Stauss said that this was a major company in the City, that it is very important to the City, that the City should try and help in the process, and how he doesn't think there will be an issue about valuation.

This item will be referred to a City Council Meeting for action.

2. Update on Engineering Contract – Greg Boppre

Mr. Boppre stated that he reduced the contract down to one year and explained changes made that included the limited liability were increased to \$500,000 or fees, whichever is greater. He reviewed the State Aid information and stated that was 22% because of the extra work required. Mayor Stauss commented how he was glad the term of the contract was reduced because of all of the questions being asked and one year would allow for those questions to be answered. He added how the engineers have done a good job for the City. Council President Olstad commended Mr. Boppre and his staff for their work on the contract. He stated the he wanted a three year contract, not one and that they do excellent work, and provide great service to the City.

Council member Buckalew stated he was concerned about the waste water project and how it will not be completed in one year. He said he was not in favor of a one year contract and would be glad if it was extended. Council member Pokrzywinski stated he echoed Council President Olstad and Council member Buckalew's remarks. He said he is not happy with a one year contract but do understand and would move forward as long as it is ensured they will complete the waste water project. Council President Olstad commented how he would also like it stated that they will also complete the decommissioning of the ponds as well. Mr. Boppre stated he appreciated the comments and would go along with any decision the Council made. He added that he it would be difficult at this point for someone else to start with this project since they will not know the ins and outs and that he was going to ask to be able to complete the waste water project regardless of how the Council moved forward with engineering services.

Council Vice-President Grassel said he echoed comments already made by other Council members and will be voting no based on how this process has gone. Council member Vetter stated that the Council would have another year to discuss all of the options. He added that he wasn't aware the decision was made for the waste water project. Discussion followed about how a decision had been made which was to go to the pump station with the interconnect project. Council member Vetter asked to have the minutes pulled.

This item will be referred to a City Council Meeting for action.

3. New Home Tax Abatement Extension – Paul Gorte

Mr. Gorte informed the Council the existing program is set to expire at the end of 2015 and he is bringing it forward to renew for another two years. He stated this program is a rebate of taxes for a newly built home for the first two years paying full value of the property tax. He said how the School and County have agreed to this before, that he had already spoken to the School and that he still had to contact the County. Council member DeMers asked if the two year extension

was statutory or if it could be longer. Discussion followed about lengthening the term of this program for six years. Council Vice-President Grassel asked if this had to go back through the EDA Board. Mr. Murphy stated the Council would make the decision but it could be done as a courtesy.

This item will be referred to a City Council Meeting for action.

4. Property Tax Abatement Request Discussion – Paul Gorte

Mr. Gorte reminded the Council about the request from Valley Golf. Council member Pokrzywinski stated that he has some ideas and would like to meet with them possibly with a delegation from the City. He said he would like to come back with a comprehensive approach for the long range and not use a band aid approach for this situation. Council member Buckalew agreed but asked to have the entire Council present. Council member Pokrzywinski commented how he sees this as a three legged stool and how three sides, the City, users, and private entities, have to work together for things to work. Discussion followed about if this should be brought back to a work session, if a special meeting should be held, and what parties that should be involved in the meeting.

5. Police Vehicle Request – Mike Hedlund

Chief Hedlund informed the Council that the police fleet is aging, how there is \$9000 in the preliminary budget to rebuild one of the vehicles but there is a possibility to trade in two police cars no longer in use along with the expedition totaling approximately \$13,000 which would pay for the first year of a lease on a 2016 Police SUV with the excess funds paying down payments for the next two years. He explained at the end of the third year the City would be able to buy the vehicle for \$1. Ms. Anderson stated approximately \$1800 would be paid in interest each year. Chief Hedlund added that the \$7000 of the \$9000 would be used to outfit the vehicle with the remainder being used for vehicle maintenance.

Council member DeMers asked if there was a mileage max. Chief Hedlund stated there was not. Council member Vetter asked if there was \$9000 budgeted each year for a rebuild. Chief Hedlund said that was not his understanding and this rebuild was to get through until the 2017 budget. Council member Buckalew commented how the police department needs reliable vehicles, that the Council needs to look at what is best for the tax payer, and asked if there were funds available in the equipment fund. Ms. Anderson explained the equipment fund is usually used for larger purchases but if this was purchased using the equipment fund the interest rate would be only 5% instead of paying 6% which would save some money.

This item will be referred to a City Council Meeting for action.

6. Winter Equipment Lease Request – Jason Stordahl

Mr. Stordahl reminded the Council how a motor grader is leased for each snow season. He stated that based on use in past years it would be cheaper to rent a motor grader from RDO Equipment and that funds were available for this rental. Council member Vetter asked if the

prep charge was included when comparing the costs. Mr. Stordahl stated it was.

This item will be referred to a City Council Meeting for action.

7. Special Election Discussion – David Murphy

Mr. Murphy said this item was asked to be brought back to see what should be included on when requesting the sales tax. He stated he had contacted the League for samples and the City was informed a sales tax could only be voted on at a general election according to state statute. He explained that he had spoken with attorney Julie Eddington who is an expert in this field. He added that he had only received the report from her at 4:00pm and the Council could take a few minutes to look it over.

Council President Olstad commented that item three stated the City could hold a special election. Council member Tweten commented how other cities have used sales tax to fund their EDA but that there is a sunset clause on all sales tax which does help broaden the tax base. Council President Olstad asked if anyone had an issue moving forward based on the information in item three and that the benefit of holding a special election would be to approach the state legislature with the approval of the voters. Council member Pokrzywinski stated he would not want to approach the legislature without approval from the voters as well as anything that would be paid for with the sales tax make sure it qualifies. Discussion followed on if the Council should proceed with a special election. Council President Olstad asked to have Mr. Murphy contact the legislators of the district to see what would be allowed since both general and special elections have been held for a community looking for approval for the implementation of a sales tax.

Council President Olstad then asked if there are other items that should be included to be paid for by the sales tax. Discussion followed about including splash parks for both the north and south end of the City, that the approximate costs for a splash park is \$350,000, and if possible to fund the EDA. Mayor Stauss commented that the Council should not try to over load the list; that he doesn't want to see anything taken away from the pool the City is spending two million to redo, and that all of the expenses and cost would need to be included on anything that is suggested to be added. Council member Pokrzywinski asked the Mayor is he would support the splash parks because the City would have a better chance if the Council was united. More discussion followed about how most of the Council members would support the addition of splash parks with the pool to be paid for by the collection of sales tax as well as if the sales tax should be a full percent rather than a half percent for a shorter amount of time. Mr. Galstad commented the Council will also need to work on how they will package and present this information to the residents as well as the legislators.

8. Request to Set Closed Meeting Date – David Murphy

Mr. Murphy suggested to the Council to pick a day to hold a closed session to consider final proposals from some of the labor union groups. After a brief discussion the Council decided on November 10th.

9. Other

Ms. Ellis informed the Council that the MNDOT Transit Alternatives funding recently had opened up. She explained this funds could be used for bike and pedestrian improvements projects starting in 2020 and if the Council was interested a letter of intent would need to be sent in by Friday and if the project qualifies the City would then be sent an application. Council member Pokrzywinski said that he was in favor and asked what the break down was. Ms. Ellis stated it was an 80/20 split only on construction costs, no soft costs. Council member DeMers asked about the Safe Routes to School funds. Ms. Ellis stated those funds were set aside. Ms. Ellis explained the minimum of \$50,000 with a maximum of \$250,000 and how a project could be scaled back to fit those parameters. With consensus from the Council, Council President Olstad asked Ms. Ellis to write the letter of intent.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADJOURN THE OCTOBER 27, 2015 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:27 P.M.

Voting Aye: Grassel, DeMers, Vetter, Pokrzywinski, Buckalew, Tweten, and Olstad.

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer

Request for Council Action

Date: October 15, 2015

To: East Grand Forks City Council: Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten and Marc Demers.

Cc: File

From: Michael S. Hedlund – Chief of Police

RE: Police Vehicle Request

Background: In the preliminary 2016 budget the East Grand Forks Police Department is scheduled to have \$9,000.00 to do a rebuild on one of our Ford Crown Victoria sedans and \$12,000.00 to do a rebuild on one of our Police SUV's. I have been in contact with Nelson Motors, Inc. of Fergus Falls, MN (Nelson has the State Bid for Ford Police Vehicles) regarding the possible lease of a new Ford Police SUV. If approved we would trade in three (3) vehicles from our current fleet as follows:

- 2007 Ford Expedition - VIN 1FMFU16547LA72346 - This vehicle has been primarily out of service for about two years and has only been used as a special use vehicle - extreme weather and as a transfer vehicle for deceased persons. Altru has been providing that service so we do not need to keep this vehicle.
- 2011 Ford Crown Victoria - VIN 2FABP7BV6BX182562 - This vehicle is out of service.
- 2011 Ford Crown Victoria - VIN 2FABP7BV6BX182450- This vehicle is still in service and likely would have been the one chosen for the rebuild.

Nelson has given us a trade in offer of \$13,000.00 for these three vehicles (\$12,700.00 if the mileage on the second Crown Victoria goes past 99,500). The base three year price for a 2016 Ford Police SUV that is equipped the same as the one we ordered in 2014 is \$10,438.00 per year. The \$13,000.00 we would receive for the trades would cover the first year's payment and the remaining amount (\$2,562.00) would be used to reduce the payment due in years two and three (2017 & 2018).

We would then take the \$9,000.00 that is scheduled to be used for the rebuild of the Crown Victoria and finish outfitting the new SUV. In 2014 we paid \$6,200.56 to Code 4 Services out of

Pelican Rapids to finish the outfitting of the 2014 Police SUV (This includes lights, partitions, mounts, etc.). I have requested an updated bid so we can have a more firm number. I would work with our city mechanics to see if any items from the in-service Crown Victoria or the Expedition could be used for this current outfitting.

Striping of the vehicle is projected to cost approx. \$500.00 (2014 cost was \$490.00).

This leaves approx. \$2,000.00 in the budget to take care of any other vehicle related expenses.

At the end of the three year lease period we are able to purchase the vehicle outright for \$1.00.

Recommendation: Declare the three above listed vehicles as surplus and approve the trade, lease and outfitting as described above. If approved we would order the vehicle now and take possession in early 2016.

Attachments: None

Request for Council Action

Date: 10/23/2015

To: East Grand Forks City Council Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: Jason Stordahl-Public Works Director

RE: Winter Equipment Lease

Background: The Public Works Department leases a motor grader for snow removal each snow season. I received the following estimates for lease:

Butler Machine \$2,370 per month, plus \$75 per hour

RDO Equipment \$3,950 per month, plus \$40 per hour after 50 hours

I performed an analysis based on previous years machine rental hours, and determined that monetarily it will be less expensive to lease from RDO Equipment this snow season.

Recommendation: Approve the lease agreement with RDO Equipment.

Jason

Here are the rental rates for this upcoming snow season based on 4 month rental. These rates are based of 0 hours of usage and you would pay for the hour rate plus the monthly rate

MOTOR GRADERS		MONTHWEEK	DAILY	HOURLY	
16M		\$2,710	\$1,490	\$1,190	\$106
160M		1,665	900	730	64
14M		1,935	1,050	850	76
140M AWD		1,425	830	695	61
140H/M		1,365	765	620	57
WING*		945	N/A	N/A	14
PLOW*		530	N/A	N/A	12

Thanks

Clay Smaaladen | Butler Machinery Company | Customer Account Manager - Construction

1201 S 46th St | Grand Forks, ND, 58201 | P 701-780-7771 | C 701-739-0888

Butler Values | Our Team • Customer Driven • Accountability • Integrity • Excellence • Safety

www.butlermachinery.com



This email is intended only for the use of the individual(s) or entity (entities) to which it is addressed and may contain information that is PRIVILEGED and/or CONFIDENTIAL. If you are not the intended recipient, please delete it and any attachments immediately, without opening them. Protecting the security and privacy of your data is important to us. Please see our website for our complete Data and Privacy Policy.



Rental Schedule – Rental Type

RDO Equipment Co.
 6565 Gateway Drive
 Grand Forks ND, 58203
 Phone: (701) 772-4842 - Fax: (701) 772-9620

Invoice To:
 CITY OF E. GRAND FORKS
 CITY SHOP
 PO BOX 373
 E GRAND FORKS, MN, 567210373
 County: POLK
 (218) 773-2483

Rental Type: Rental
Deal Number: 821468
Customer Account#: 2483010
Customer Purchase Order#: WINTER RENTAL
Customer Sales Tax Exempt: Exempt
Sales Professional: Jared Harshman
Phone: (701) 772-4842
Fax: (701) 772-9620
Email: jharshman@rdoequipment.com

Rental Information

Ordered By: JASON STORDAHL
Estimated Rental Schedule: Starting on: 11/16/2015, Ending on: 4/4/2016
Billing Dates: Starting on: 11/16/2015, Ending on: 4/4/2016
Job Site Address: CITY SHOP
 PO BOX 373
 E GRAND FORKS, MN 567210373

Equipment Rental Rates

Serial	Stock	Year/Make/Model	Quantity	Monthly
1DW672GPEEF660825	X515667	2014 JOHN DEERE 672G 	1 Final Tier 4 (FT4) Certified Engine	\$3,950.00
X530885	X530885	Attachment - 2014 JOHN DEERE FENDERS	1	\$0.00

Rental Rate Totals

	Monthly
Base Rental Rate:	\$3,950.00
LDW: (14% of Rental)(described in Legal Information section below)	\$553.00
Rental Taxes: MN GOVERNMENT 0%	\$0.00
Cost Per Term (Before Additional Charges)	\$4,503.00

Additional Charges

Unit	Type	Amount	Taxes	Total
2014 JOHN DEERE 672G	Prep Charge	\$3,200.00	\$0.00	\$3,200.00
Total Additional Charges		\$3,200.00	\$0.00	\$3,200.00

Legal Information

Term, start, end dates, rental rates, and sales tax are all approximated and subject to change. RDO Equipment Co. reserve the right to replace equipment with 'like' equipment at any time. The rental rate for Equipment covers normal use only not to exceed **8**-hours/1day, **40** hours/week, or **160** hours/month, based on **20** working days. Equipment returned that require fuel, cleanup, repair work or replacement parts do to unusual wear & tear will warrant additional charges. Should you not provide RDO Equipment Co. with physical damage insurance coverage, a Loss Damage Waiver fee of 14% of the rental charge will be applied. Applicable sales tax, property and environmental fees to apply. Use only Low Sulfur Diesel (ULSD). Applicant agrees this be a Schedule to the Rental Agreement.

Request for Council Action

Date: November 3, 2015

To: East Grand Forks City Council Mayor Lynn Stauss, Council President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: Paul Gorte, Economic Development Director

RE: Two-Year Property Tax Rebate for Newly Constructed Homes

The current two-year property tax rebate (abatement) program for newly constructed homes expires at the end of 2015. The program has been a positive incentive for new home construction in East Grand Forks. The City has collaborated with the school district and Polk County on the incentive. Attached are the current resolution, the new resolution, and information about the people benefitting from the program and the dollars involved in the program.

On October 20, 2015, the EDA considered whether to renew the program and unanimously recommended its extension for another two-year period. On November 3 the EDA will consider extending the two-year abatement program to a six-year period, ending at the end of 2021.

If the City Council approves the extension, the Economic Development Director will work with the school district and Polk County to obtain their approvals of the extension.

Recommendation: Approval of a motion to approve an extension of the two-year property tax rebate program for newly constructed homes through 2021..

RESOLUTION NO. 15 - 11 – 115

RESOLUTION TO AUTHORIZE A TWO YEAR TAX REBATE FOR NEWLY CONSTRUCTED HOMES READY FOR OCCUPANCY THROUGH 2021.

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

WHEREAS, Minnesota Statutes 469.1812 through 469.1815 authorize Property Tax Abatement for Community Development purposes and,

WHEREAS, the City of East Grand Forks desires to authorize a two (2) year Tax Rebate for New Home Construction through the year 2021 in cooperation with Polk County and Independent School District 595.

THEREFORE, BE IT RESOLVED, the East Grand Forks City Council does authorize a Housing Incentive Tax Abatement with the following parameters required for participation:

1. The three primary tax authorities, City, County, and School District, are all participating in the incentive program
2. The program would apply to new residential construction only. New residential construction shall include modular homes and stick built homes.
3. The program would apply to owner occupied single family dwellings, including town homes and twin homes, ready for occupancy through the year 2017.
4. The abatement of real property taxes would be for two years. The first two years where payment of taxes are based upon the full value of the new dwelling.
5. The city shall be responsible to notify the county of which properties are in the program at the time the real property is acquired and arrange for the proper hearing(s) as required by law.

Voting Aye:

Voting Nay:

Absent:

The President declared the Resolution passed.

Passed: November 3, 2015

Attest:

City Administrator/Clerk Treasurer

President of Council

I hereby approve the foregoing resolution this 3rd day of November, 2015

Mayor

RESOLUTION NO. 15 – 11 - 116

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

WHEREAS, the City of East Grand Forks has advertised externally for the position of “Public Works Supervisor, and

WHEREAS, candidates were tested and interviewed by both the Civil Service Commission & City Staff , and

WHEREAS, the East Grand Forks Civil Service Commission & City Staff has recommended the hiring of Jeremy King as Public Works Supervisor, and

WHEREAS, the position of Public Works Supervisor is pointed at Grade 15 on the City of East Grand Forks wage scale, and

WHEREAS, Mr. King would be placed on the current Step 1 of Grade 15 is \$23.29 per hour; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST GRAND FORKS, MINNESOTA:

- 1. Jeremy King be hired as the Public Works Supervisor at a salary of \$23.29 per hour and to begin on November 23, 2015.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: November 3, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 3rd day of November, 2015.

Mayor

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
• conducts lawful gambling on five or fewer days, and
• awards less than \$50,000 in prizes during a calendar year.
If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.
Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Knights of Columbus Council #5341 Previous Gambling Permit Number: X-05802-15-007
Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____
Mailing Address: 200 3rd St NW
City: East Grand Forks State: MN Zip: 56721 County: Polk
Name of Chief Executive Officer (CEO): Ken Vasek
Daytime Phone: 218-779-3637 Email: KenVasek@invisimax.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
 Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Sacred Heart Catholic Church
Address (do not use P.O. box): 200 3rd St NW
City or Township: East Grand Forks Zip: 56721 County: Polk
Date(s) of activity (for raffles, indicate the date of the drawing): April 1st 2010

Check each type of gambling activity that your organization will conduct:
 Bingo* Paddlewheels* Pull-Tabs* Tipboards*

Raffle (total value of raffle prizes awarded for the calendar year: \$ 4350)

* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under **LIST OF LICENSEES**, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

**COUNTY APPROVAL
for a gambling premises
located in a township**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

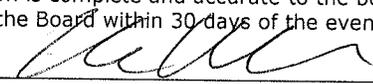
Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature:  Date: 10/30/15
(Signature must be CEO's signature; designee may not sign)

Print Name: Ken Vosok

REQUIREMENTS

- Complete a separate application for:**
- all gambling conducted on two or more consecutive days, or
 - all gambling conducted on one day.
- Only one application is required if one or more raffle drawings are conducted on the same day.
- Financial report to be completed within 30 days after the gambling activity is done:**
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.
- Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

- Mail application with:**
- a copy of your proof of nonprofit status, and
 - application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.
- To:** Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113
- Questions?**
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held October 1, 2015 at 5:00 P.M.

Present: Ogden, Loven, Quirk, Tweten

It was moved by Commissioner Tweten seconded by Commissioner Loven that the minutes of the previous meeting of September 17, 2015 be approved as read.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$527,090.92.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to approve Change Order #1 for the 2015 Miscellaneous Electrical Distribution Construction Project contract with North Holt in the amount of \$15,538.90.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Tweten to accept the proposal from GW & Sons Construction in the amount of \$11,454 for new pitched metal roofs on the control buildings at both water tower locations, plus additional funding for rain gutters/spouts not to exceed \$500 per unit.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

The commission tabled the agenda item on the 2016 Midcontinent advertising contract.

It was moved by Commissioner Tweten seconded by Commissioner Quirk to adjourn to the next regular meeting on October 15, 2015 at 5:00 P.M.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

Lori Maloney
Sec'y

APPROVED MINUTES OF THE REGULAR MEETING OF THE BOARD MEMBERS OF THE EAST GRAND FORKS ECONOMIC DEVELOPMENT AUTHORITY (EDA)

A regular meeting of the Board Members of the East Grand Forks Economic Development Authority was held at 3:30 pm on September 15, 2015, in the East Grand Forks City Hall Training Room, on the first floor in the South Wing, East Grand Forks, MN.

1. Roll Call

Meeting was called to order by President Hecht at 3:34 pm.

EDA Board present at roll, President Hecht, Board Members Mike Pokrzywinski, Chad Grassel, George Wogaman and Ralph Messelt.

Absent: Vice President Shea, Board Member Josh Grinde

Staff present: Paul Gorte, Economic Development Director; Brenda Ault, Executive Assistant; Nancy Ellis, City Planner; Karla Anderson, Finance Director; Ron Galstad, City Attorney; David Murphy, City Administrator, arrived at 3:40 pm.

Also Present: None

Roll Call: President Hecht determined a quorum was present.

2. Approval of minutes of the September 1, 2015, Regular Meeting:

A Motion was made by Board member Wogaman, seconded by Board member Pokrzywinski, to approve the minutes from the September 1, 2015 Regular Meeting. M/S/P- Wogaman, Pokrzywinski; 5-0, mc.

3. Bills and Communications:

a. Approval of Accounts Payable for September 15, 2015

A Motion was made by Board Member Grassel to approve the Accounts Payable for September 15, 2015, was seconded by Board Member Messelt. M/S/P- Grassel, Messelt; 5-0, mc.

4. Reports:

a. Delinquencies update:

Gorte informed the Board that all accounts are up-to-date.

5. Unfinished Business:

a. Revised Downpayment Assistance:

Gorte stated that the last bullet point was added. Mortgagors must occupy the property as the primary residence; The applicable bank calculation to determine the mortgage loan amount, including the financing of the mortgage insurance premium, may be used; Appraisals shall be performed by a qualified and approved appraiser; If the DPA recipient fails to maintain the home as a primary residence during the term of the loan, then the

September 15, 2015

MINUTES OF THE REGULAR MEETING OF THE EAST GRAND FORKS ECONOMIC DEVELOPMENT AUTHORITY (EDA) (continued)

full amount of the loan shall become due and payable immediately. Failure to pay the loan balance within 60 days from the date the recipient is no longer occupying the home may result in the referral of the loan to collection. Interest will accrue at 10% per annum on the balance from the date the recipient vacated the property. He suggested the Board might want to consider changing this to a 10-year forgivable loan like the \$5000 New Home Grant Program is structured. Board Member Grassel stated that we need to be careful that the fund is not tapped out. President Hecht stated that he would like the amount to apply to a home selling at \$160-\$180 thousand or to a First Time Home Owner. And inquired whether we even need this program because homes in this price range sell right away. CA Galstad stated that maybe we would be better stating the home needs to be under \$200,000. Gorte reminded the group that the current program lists the house at under \$140,000, but the policy he is presenting increases the value to \$200,000. Board Member Pokrzywinski stated that home limit needs to be re-evaluated every couple of years. Gorte stated that this does affect the ability of a person to get a mortgage because we are listed as a second mortgage on the deed, and that he is wondering if the Board would like to change the status of this from a loan to a grant. Gorte suggested that maybe the money could be used towards the first building permit fee would be at no cost. President Hecht recommended a re-modeling grant instead. CP Ellis stated that the Housing Authority in Grand Forks currently has low interest loans for remodeling and we could get some valuable statistics from their program. She also stated that we should promote remodeling these older homes instead of having them rented out. Gorte stated that he will do more research and tabled this item until the October or November meeting.

CA Murphy left the meeting at 3:47 pm.

b. Infill Building Elevator:

CP Ellis stated that the elevator parts have been ordered, they should take 6-7 weeks to be delivered. Eagle Electric will submit a list of things that they will need to repair the elevator. Otis has also forwarded a list of costs incurred with the elevator in the past. CA Galstad stated that the Fire Department would have reports on file on calls for people stuck in the elevator that would help in negotiations. Ellis stated that two letters will go out tomorrow to Boardwalk and Mike's Pizza, stating the problems that we have had with the elevator, that the elevator is not a freight elevator and to instruct their vendors to refrain from using the elevator to deliver freight. Board Member Pokrzywinski would like the letters included in the next Board packet. He also stated that he does not believe it would be difficult to enforce the new rules with the vendors because they would be trying to keep their customers and would not use the elevator if that was not allowed. He understands that weekends would be harder to enforce. CA Galstad believes it is more the employees of the businesses involved using the elevator to bring alcohol upstairs, that vendors. CP Ellis stated that signs will be posted on the elevators and on doors stating that the elevator is for "Passengers Only".

c. Concept Plans for Lots 10-18, Block 2, Waters Edge First Addition:

September 15, 2015

MINUTES OF THE REGULAR MEETING OF THE EAST GRAND FORKS ECONOMIC DEVELOPMENT AUTHORITY (EDA) (continued)

Gorte stated that he has not obtained any alternative plans since the last meeting. CP Ellis stated that she would like to see these lots turned into lots for twin homes; currently the city has only 4 lots available for that purpose.

Item Tabled

CP Ellis left at 4:08 pm.

d. Residential Lots:

Gorte questioned if anyone had had a chance to look at the table. He said that Moorhead had, during the visit, recommended that City lots be priced 15-20% lower than the private lots. He feels that it is not necessary to mark any of the lots down, but there are a few that need to be marked up so that we make the \$12,000 base land price. Board Member Pokrzywinski stated that we need to better market these lots. CA Galstad stated that we need to show the lot sizes, along with the prices to better market those lots. FD Anderson stated that we need to show that Minnesota income taxes are offset by our lower property taxes. Gorte stated that he would attend the March Home Show again and promote our lots. President Hecht stated that Gorte needs to get a brochure ready for the Home Show. The target date for the preparation of the brochure is the end of March.

e. Valley Golf Request:

Gorte explained that they had submitted a work plan on how they were going to make a profit going forward. They would like the October payment deferred; they are also requesting its MIF loan repayments be deferred until May 1, 2017, with interest accruing in the interim to improve its financial situation. They are requesting property tax abatement as well. FD Anderson stated that the funds for this loan are not a MIF Loan; it is a 280 fund, which is the line item for the New Lot Sales. After discussion, motion was made by Board Member Grassel to approve the request to defer the October 1, 2015 loan payment, was seconded by Board Member Pokrzywinski. M/S/P- Grassel, Pokrzywinski; 5-0, mc.

f. Closed Session: Economic Development Director evaluation (continuation)

This item is tabled because CA Murphy had to leave the meeting early.

6. **New Business:**

a. None

Gorte reminded the Board Members about the SWOT Meeting that will be held September 29, 2015 at 4:00 pm. The City Council, as well as the Planning Commission will be invited to this meeting.

He also informed them that on November 4, 2015, the Northern Valley 2015 Career Expo will be held.

September 15, 2015

MINUTES OF THE REGULAR MEETING OF THE EAST GRAND FORKS ECONOMIC DEVELOPMENT
AUTHORITY (EDA) (continued)

7. **Adjournment**

A motion was made by Board member Wogaman, seconded by Board member Grassel, to adjourn the meeting at 4:24 pm. M/S/P- Grassel, Wogaman; 5-0, mc.

The next regular meeting is **October 6, 2015, at 3:30** in the **East Grand Forks Training Room, First Floor in the South Wing, East Grand Forks City Hall**, East Grand Forks, MN.

Respectfully Submitted,
Brenda Ault
Executive Assistant

Request for Council Action

Date: November 3, 2015

To: East Grand Forks City Council Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: City Administrator David Murphy

RE: American Crystal Request

Background

City Attorney Ron Galstad has reviewed the request and supporting documentation and has given his approval as to the form and content. James Stewart of Arntson Stewart Wegner PC is representing American Crystal Sugar and will be present to answer any further questions the Council may have.

Budget Impact

Not Applicable.

Action Required

Approval of the Resolution.

RESOLUTION NO. 15 – 11 - 117

RESOLUTION RELATING TO A PROJECT UNDER THE MUNICIPAL INDUSTRIAL DEVELOPMENT ACT, GIVING THE PROJECT PRELIMINARY APPROVAL, SUBJECT TO A PUBLIC HEARING (AMERICAN CRYSTAL SUGAR COMPANY PROJECT)

BE IT RESOLVED by the City Council of the City of East Grand Forks, Minnesota (the “City”), as follows:

Section 1. Policy and Purpose

- 1.01** For the purpose of promoting, attracting, encouraging, and developing an economically sound industry and commerce, preserving and developing a tax base adequate to finance necessary public services, and encouraging employment opportunities for the citizens of the City, the City is authorized by Minn. Stat. Sections 469.152 to 469.165, as amended, (the “Act”) to issue revenue bonds previously issued under the Act.
- 1.02** The City has previously issued its Solid Waste Disposal Revenue Refunding Bonds (American Crystal Sugar Company Project), Series 2009 in the amount of \$34,350,000 (the “Series 2009 Bonds”). Proceeds of the 2009 Bonds were used to redeem the City’s Solid Waste Disposal Revenue Refunding Bonds (American Crystal Sugar Company Project), Series 2008, which were issued to refund the City’s Solid Waste Disposal Revenue Bonds (American Crystal Sugar Company Project), Series 2000, Solid Waste Disposal Revenue Bonds (American Crystal Sugar Company Project), Series 2005B, and Solid Waste Disposal Revenue Bonds (American Crystal Sugar Company Project), Series 2006 (together, the “Refunded Bonds”). Proceeds of the Refunded Bonds were used to finance the acquisition, construction and installation of solid waste disposal facilities located in East Grand Forks, Minnesota.
- 1.03** American Crystal Sugar Company, a Minnesota agricultural cooperative corporation (the “Company”), desires to (i) refund the Series 2009 Bonds, and (ii) undertake a Project in the City, at a cost not exceeding \$15,000,000, said Project to consist of the construction, acquisition and installation of equipment to be used for solid waste disposal and functional related facilities in connection with sugar beet processing (the “Project”).
- 1.04** The Project would increase the level of economic activity in the City and would increase the tax base of the City.
- 1.05** The City is advised by representatives of the Company that with the aid of municipal financing and the resulting lower borrowing costs, the Project would be significantly more feasible. The City is further advised by the Company that approval of municipal

financing would be a significantly more feasible. The City is further advised by the Company that approval of municipal financing would be a significant inducement to the commencement of construction of the Project by the Company.

Section 2. Approval and Authorization

- 2.01** Subject to the holding of a public hearing according to law and subject to the mutual agreement of the City, the Company, and the purchaser of the Bonds as to the details of an Indenture, Lease Agreement, and other documents necessary to evidence and effect the refunding of the Series 2009 Bonds and the financing of the Project, the issuance of revenue bonds of the City under the Act, in one or more series, in an amount not to exceed \$45,000,000, is hereby approved and authorized to refund the Series 2009 Bonds and finance the cost of the Project.
- 2.02** Neither this preliminary commitment nor any actions, agreements, or legal matters related hereto or executed in pursuance hereof, shall in any manner or form create an indebtedness or liability of the City.
- 2.03** The passage of this Resolution does not finally commit the City to issue the Bonds nor establish priority for purposes of allocation of the limitation established by federal law on the amount of private activity bonds that may be issued by the State of Minnesota.
- 2.04** Pursuant to Treasury Regulations Section 1.150-2, the City hereby declares its official intent to use a portion of the Bonds proceeds to reimburse expenditures made for the Project.

Section 3. Public Hearing

- 3.01** The City Council shall hold a public hearing on the Project and issuance of the Bonds in the Council Room, City Hall, East Grand Forks, Minnesota on December 1, 2015 at 5:00 pm.
- 3.02** The City Clerk is hereby authorized to publish the notice of the hearing in the official newspaper of the City prior to the hearing date. The form of public notice attached to this Resolution is hereby approved.

Voting Aye:
Voting Nay:
Absent:

The President declared the resolution passed.

Passed: November 3, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 3rd day of November, 2015.

Mayor

CERTIFICATE

STATE OF MINNESOTA)
)
COUNTY OF POLK)

The undersigned duly appointed City Clerk of the City of East Grand Forks, Minnesota, hereby certifies that there is attached hereto a true and correct copy of the **RESOLUTION RELATING TO A PROJECT UNDER THE MUNICIPAL INDUSTRIAL DEVELOPMENT ACT, GIVING THE PROJECT PRELIMINARY APPROVAL, SUBJECT TO A PUBLIC HEARING (AMERICAN CRYSTAL SUGAR COMPANY PROJECT)**, which was adopted by the City Council of the City of East Grand Forks, Minnesota, on November 3, 2015, at a regular meeting of the City Council which certified copy is an exact copy of the original on file in the office of the City Clerk.

Dated this _____ day of November, 2015.

City Clerk

**NOTICE OF PUBLIC HEARING
ON A PROPOSED PROJECT AND THE
ISSUANCE OF INDUSTRIAL DEVELOPMENT REVENUE BONDS
(AMERICAN CRYSTAL SUGAR COMPANY PROJECT)**

NOTICE IS HEREBY GIVEN that the City Council of the City of East Grand Forks, Minnesota (the "City"), will meet on December 1, 2015, at 5:00 p.m., in the Council Room of the City Hall, East Grand Forks, Minnesota, for the purpose of holding a public hearing on a proposal that the City issue revenue bonds under the Municipal Industrial Development Act, Minnesota Statutes Sections 469.152 to 469.165, in order to (i) refund the City's Solid Waste Disposal Revenue Refunding Bonds (American Crystal Sugar Company Project) Series 2009 (the "Series 2009 Bonds"), and (ii) finance the cost of a Project described below.

The Series 2009 Bonds were issued to redeem the City's Solid Waste Disposal Revenue Refunding Bonds (American Crystal Sugar Company Project), Series 2008, which were issued to refund the City's Solid Waste Disposal Revenue Bonds (American Crystal Sugar Company Project), Series 2000, Solid Waste Disposal Revenue Bonds (American Crystal Sugar Company Project), Series 2005, Solid Waste Disposal Revenue Bonds (American Crystal Sugar Company Project), Series 2005B, and Solid Waste Disposal Revenue Bonds (American Crystal Sugar Company Project), Series 2006 (together, the "Refunded Bonds"). Proceeds of the Refunded Bonds were used to finance the acquisition, construction and installation of solid waste disposal facilities located in East Grand Forks, Minnesota.

The proposed Project will consist of the construction, acquisition and installation of equipment to be used in connection with sugar beet processing, solid waste disposal and functionally related facilities. The Project may be financed by one or more series of bonds issued pursuant to a plan of financing. The Project will be owned and operated by American Crystal Sugar Company, a Minnesota agricultural cooperative corporation, and will be located at Highway 2 East, East Grand Forks, Minnesota. American Crystal Sugar Company is engaged in the business of processing sugar beets. The maximum amount of the proposed bond issue to refund the Series 2009 Bonds and finance the project is \$45,000,000.

The Bonds and the interest thereon shall be limited obligations of the City payable solely from the revenue pledged to the payment thereof and payable by American Crystal Sugar Company under a revenue agreement between it and the City. No holder of any such bonds shall ever have the right to compel any exercise of the taxing power of the City to pay such bonds, or the interest thereon, nor to enforce payment against any property of the City.

A draft of the proposed application to the Minnesota Department of Employment and Economic Development for approval of the Project, together with attachments and exhibits thereto, is available for public inspection at the office of the City Clerk.

All persons interested may appear and be heard at the time and place set forth above or may file written comments with the City Clerk which will be considered at the public hearing.

Request for Council Action

Date: 10/30/15

To: East Grand Forks City Council; Mayor Lynn Stauss, Council President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Marc Demers, Mike Pokrzywinski, Henry Tweten, and Marc Demers.

Cc: File

From: Karla Anderson

RE: Recommendations for Issuance of Bonds
\$4,205,000 General Obligation Bonds, Series 2015A

Background:

The East Grand Forks City Council has requested issuance of bonds to fund, various improvement projects within the city (\$920,000) and the acquisition of equipment (\$285,000). The low interest rates on bonds have many cities, counties and school districts refinancing debt. We reviewed with Springsted the outstanding debt that we have and the 2004B (\$2,205,000) and 2006A (795,000) General Obligation Improvement bond had the best refunding opportunities. The City would refinance the 2004B and 2006A Bond, with a net present value of about \$286,167, since the savings is spread over the life of the bond.

Recommendation:

Approve the recommendation of the Issuance of \$4,205,000 of General Obligation Bonds, Series 2015A:

\$920,000 of Improvement Bonds Portion;

15AJ1 POW 6th Utilities

15AJ3 Seal Coat and Mill and Overlay

\$285,000 of Equipment Certificates Portion;

Commercial Garbage Truck

\$3,000,000 Refunding Portion;

2004B GO Bonds

2006A GO Bonds

Extract of Minutes of Meeting
of the City Council of the City of
East Grand Forks, Polk County, Minnesota

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of East Grand Forks, Minnesota, was duly held in the City Hall in said City on Tuesday, November 3, 2015, commencing at 5:00 p.m.

The following members were present:

and the following were absent:

* * *

* * *

* * *

The Council President announced that the next order of business was consideration of the proposals that had been received for the purchase of the City's General Obligation Bonds, Series 2015A, proposed to be issued in the original aggregate principal amount of \$4,205,000.

The City Administrator/Clerk-Treasurer presented a tabulation of the proposals that had been received in the manner specified in the Terms of Proposal for the Bonds. The proposals were as set forth in EXHIBIT A attached.

After due consideration of the proposals, Member _____ then introduced the following written resolution, the reading of which was dispensed with by unanimous consent, and moved its adoption:

RESOLUTION NO. 15 – 11 - 118

A RESOLUTION AWARDING THE SALE OF GENERAL OBLIGATION BONDS, SERIES 2015A, IN THE ORIGINAL AGGREGATE PRINCIPAL AMOUNT OF \$4,205,000; FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR EXECUTION AND DELIVERY; PROVIDING FOR THEIR PAYMENT; AND PROVIDING FOR THE REDEMPTION OF BONDS REFUNDED THEREBY

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

BE IT RESOLVED By the City Council of the City of East Grand Forks, Minnesota (the “City”), as follows:

Section 1. Sale of Bonds

1.01. Authorization. Pursuant to a resolution adopted by the City Council of the City on October 6, 2015 (the “Initial Resolution”), the City provided preliminary approval to issue and sell its General Obligation Bonds, Series 2015A (the “Bonds”), for the following purposes:

(a) to finance certain assessable public improvements in the City, including street and utility improvements (collectively, the “Assessable Improvements”), pursuant to the home rule charter of the City (the “City Charter”) and Minnesota Statutes, Chapters 429 and 475, as amended (collectively, the “Improvement Act”);

(b) to finance the acquisition of items of capital equipment described in Exhibit A attached to the Initial Resolution, or other similar equipment to be purchased (the “Equipment”), pursuant to Minnesota Statutes, Sections 410.32 and 412.301 (collectively, the “Equipment Acquisition Act”); and

(c) to achieve the current refunding of the following outstanding obligations of the City (together, the “Refunded Bonds”):

(i) the General Obligation Improvement Bonds, Series 2004B (the “Series 2004B Bonds”), dated as of December 1, 2004, and issued in the original aggregate principal amount of \$4,655,000, pursuant to the City Charter and the Improvement Act, to finance various assessable public improvements in the City (the “2004 Assessable Improvements”); and

(ii) the General Obligation Improvement Bonds, Series 2006A (the “Series 2006A Bonds”), dated as of March 1, 2006, and issued in the original aggregate principal amount of \$4,075,000, pursuant to the City Charter and the Improvement Act, to finance various assessable public improvements in the City (the “2006 Assessable Improvements”).

1.02. Award to the Purchaser and Interest Rates. The proposal of _____ (the “Purchaser”) to purchase the Bonds of the City described in the Terms of Proposal thereof is hereby found and determined to be a reasonable offer and is hereby accepted, the proposal being to purchase the Bonds at a price of \$_____ (par amount of \$4,205,000, [plus original issue premium of \$_____]) [less

original issue discount of \$ _____,] less underwriter’s discount of \$ _____), plus accrued interest to date of delivery, if any, for Bonds bearing interest as follows:

<u>Year</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Interest Rate</u>
2017	%	2025	%
2018		2026	
2019		2027	
2020		2028	
2021		2029	
2022		2030	
2023		2031	
2024			

1.03. Purchase Contract. The sum of \$ _____, being the amount proposed by the Purchaser in excess of \$ _____, shall be credited to the accounts of the Debt Service Fund hereinafter created, deposited in the accounts of the Construction Fund hereinafter created, or deposited in the Redemption Fund hereinafter created, as determined by the City’s Finance Director in consultation with the City’s municipal advisor. The Finance Director is directed to deposit the good faith check or deposit of the Purchaser, pending completion of the sale of the Bonds, and to return the good faith deposits of the unsuccessful proposers. The Mayor and City Administrator/Clerk-Treasurer are directed to execute a contract with the Purchaser on behalf of the City.

1.04. Terms and Principal Amounts of the Bonds. The City will forthwith issue and sell the Bonds pursuant to the City Charter and the Improvement Act, the Equipment Acquisition Act, and Minnesota Statutes, Section 475.67, subdivision 3 (collectively, the “Act”), in the total principal amount of \$4,205,000, originally dated December 10, 2015, in the denomination of \$5,000 each or any integral multiple thereof, numbered No. R-1 upward, bearing interest as above set forth, and maturing serially on February 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2017	\$	2025	\$
2018		2026	
2019		2027	
2020		2028	
2021		2029	
2022		2030	
2023		2031	
2024			

(The remainder of this page is intentionally left blank.)

(a) \$920,000 of the Bonds (the “Improvement Bonds”), maturing in the amounts and on February 1 in the years set forth below, will be used to finance the Assessable Improvements:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2017	\$	2025	\$
2018		2026	
2019		2027	
2020		2028	
2021		2029	
2022		2030	
2023		2031	
2024			

(c) \$285,000 of the Bonds (the “Equipment Certificates”), maturing in the amounts and on February 1 in the years set forth below, will be used to finance the acquisition of the Equipment:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2017	\$	2021	\$
2018		2022	
2019		2023	
2020			

(b) The remainder of the Bonds in the amount of \$3,000,000 (the “Refunding Bonds”), maturing in the amounts and on February 1 in the years set forth below, will be used to redeem and prepay the Refunded Bonds:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2017	\$	2023	\$
2018		2024	
2019		2025	
2020		2026	
2021		2027	
2022			

(i) Furthermore, \$2,205,000 of the Refunding Bonds (the “Series 2004B Refunding Bonds”), maturing in the amounts and on February 1 in the years set forth below, will be used to refinance the 2004 Assessable Improvements through the redemption and prepayment of the Series 2004B Bonds maturing after February 1, 2016 (the “Refunded Series 2004B Bonds”):

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2017	\$	2022	\$
2018		2023	
2019		2024	
2020		2025	
2021			

(ii) The remainder of the Refunding Bonds in the amount of \$795,000 (the “Series 2006A Refunding Bonds”), maturing in the amounts and on February 1 in the years set forth below, will be used to refinance the 2006 Assessable Improvements through the redemption and prepayment of the Series 2006A Bonds maturing after February 1, 2016 (the “Refunded Series 2006A Bonds”):

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2017	\$	2023	\$
2018		2024	
2019		2025	
2020		2026	
2021		2027	
2022			

1.05. Optional Redemption. The City may elect on February 1, 2024, and on any day thereafter to prepay Bonds due on or after February 1, 2025. Redemption may be in whole or in part and if in part, at the option of the City and in such manner as the City will determine. If less than all Bonds of a maturity are called for redemption, the City will notify DTC (as defined in Section 8 hereof) of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant’s interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. Prepayments will be at a price of par plus accrued interest.

[1.06. Mandatory Redemption; Term Bonds. To be completed if Term Bonds are requested by the Purchaser.]

Section 2. Registration and Payment.

2.01. Registered Form. The Bonds will be issued only in fully registered form. The interest thereon and, upon surrender of each Bond, the principal amount thereof, is payable by check or draft issued by the Registrar described herein.

2.02. Dates; Interest Payment Dates. Each Bond will be dated as of the last interest payment date preceding the date of authentication to which interest on the Bond has been paid or made available for payment, unless (i) the date of authentication is an interest payment date to which interest has been paid or made available for payment, in which case the Bond will be dated as of the date of authentication, or (ii) the date of authentication is prior to the first interest payment date, in which case the Bond will be dated as of the date of original issue. The interest on the Bonds is payable on February 1 and August 1 of each year, commencing August 1, 2016, to the registered owners of record thereof as of the close of business on the fifteenth day immediately preceding each interest payment date, whether or not such day is a business day.

2.03. Registration. The City will appoint a bond registrar, transfer agent, authenticating agent and paying agent (the “Registrar”). The effect of registration and the rights and duties of the City and the Registrar with respect thereto are as follows:

(a) Register. The Registrar must keep at its principal corporate trust office a bond register in which the Registrar provides for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred, or exchanged.

(b) Transfer of Bonds. Upon surrender for transfer of a Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to

the Registrar, duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, the Registrar will authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the fifteenth day of the month preceding each interest payment date and until that interest payment date.

(c) Exchange of Bonds. When Bonds are surrendered by the registered owner for exchange the Registrar will authenticate and deliver one or more new Bonds of a like aggregate principal amount and maturity as requested by the registered owner or the owner's attorney in writing.

(d) Cancellation. Bonds surrendered upon transfer or exchange will be promptly cancelled by the Registrar and thereafter disposed of as directed by the City.

(e) Improper or Unauthorized Transfer. When a Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the Bond until the Registrar is satisfied that the endorsement on the Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar will incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The City and the Registrar may treat the person in whose name a Bond is registered in the bond register as the absolute owner of the Bond, whether the Bond is overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on the Bond and for all other purposes, and payments so made to a registered owner or upon the owner's order will be valid and effectual to satisfy and discharge the liability upon the Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees, and Charges. The Registrar may impose a charge upon the owner thereof for a transfer or exchange of Bonds sufficient to reimburse the Registrar for any tax, fee, or other governmental charge required to be paid with respect to the transfer or exchange.

(h) Mutilated, Lost, Stolen, or Destroyed Bonds. If a Bond becomes mutilated or is destroyed, stolen, or lost, the Registrar will deliver a new Bond of like amount, number, maturity date, and tenor in exchange and substitution for and upon cancellation of the mutilated Bond or in lieu of and in substitution for any Bond destroyed, stolen, or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen, or lost, upon filing with the Registrar of evidence satisfactory to it that the Bond was destroyed, stolen, or lost, and of the ownership thereof, and upon furnishing to the Registrar an appropriate bond or indemnity in form, substance, and amount satisfactory to it and as provided by law, in which both the City and the Registrar must be named as obligees. Bonds so surrendered to the Registrar will be cancelled by the Registrar and evidence of such cancellation must be given to the City. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it is not necessary to issue a new Bond prior to payment.

(i) Redemption. In the event any of the Bonds are called for redemption, notice thereof identifying the Bonds to be redeemed will be given by the Registrar by mailing a copy of the redemption notice by first class mail (postage prepaid) to the registered owner of each Bond to be redeemed at the address shown on the registration books kept by the Registrar and by publishing the notice if required by law. Failure to give notice by publication or by mail to any registered owner, or any defect therein, will not affect the validity of the proceedings for the redemption of Bonds. Bonds

so called for redemption will cease to bear interest after the specified redemption date, provided that the funds for the redemption are on deposit with the place of payment at that time.

2.04. Appointment of Initial Registrar. The City appoints U.S. Bank National Association, Saint Paul, Minnesota, as the initial Registrar. The Mayor and the City Administrator/Clerk-Treasurer are authorized to execute and deliver, on behalf of the City, a contract with the Registrar. Upon merger or consolidation of the Registrar with another corporation, if the resulting corporation is a bank or trust company authorized by law to conduct such business, the resulting corporation is authorized to act as successor Registrar. The City agrees to pay the reasonable and customary charges of the Registrar for the services performed. The City reserves the right to remove the Registrar upon 30 days' notice and upon the appointment of a successor Registrar, in which event the predecessor Registrar must deliver all cash and Bonds in its possession to the successor Registrar and must deliver the bond register to the successor Registrar. On or before each principal or interest due date, without further order of this Council, the Finance Director must transmit to the Registrar moneys sufficient for the payment of all principal and interest then due.

2.05. Execution, Authentication, and Delivery. The Bonds will be prepared under the direction of the City Administrator/Clerk-Treasurer and executed on behalf of the City by the signatures of the Mayor and the City Administrator/Clerk-Treasurer provided that those signatures may be printed, engraved or lithographed facsimiles of the originals. If an officer whose signature or a facsimile of whose signature appears on the Bonds ceases to be such officer before the delivery of a Bond, that signature or facsimile will nevertheless be valid and sufficient for all purposes, the same as if the officer had remained in office until delivery. Notwithstanding such execution, a Bond will not be valid or obligatory for any purpose or entitled to any security or benefit under this resolution unless and until a certificate of authentication on the Bond has been duly executed by the manual signature of an authorized representative of the Registrar. Certificates of authentication on different Bonds need not be signed by the same representative. The executed certificate of authentication on a Bond is conclusive evidence that it has been authenticated and delivered under this resolution. When the Bonds have been so prepared, executed, and authenticated, the City Administrator/Clerk-Treasurer will deliver the same to the Purchaser upon payment of the purchase price in accordance with the contract of sale heretofore made and executed, and the Purchaser is not obligated to see to the application of the purchase price.

2.06. Temporary Bonds. The City may elect to deliver in lieu of printed definitive Bonds one or more typewritten temporary Bonds in substantially the form set forth in EXHIBIT B attached hereto with such changes as may be necessary to reflect more than one maturity in a single temporary bond. Upon the execution and delivery of definitive Bonds the temporary Bonds will be exchanged therefor and cancelled.

Section 3. Form of Bond.

3.01. Execution of the Bonds. The Bonds will be printed or typewritten in substantially the form attached hereto as EXHIBIT B.

3.02. Approving Legal Opinion. The City Administrator/Clerk-Treasurer is authorized and directed to obtain a copy of the proposed approving legal opinion of Kennedy & Graven, Chartered, Minneapolis, Minnesota, which is to be complete except as to dating thereof and cause the opinion to be printed on or accompany each Bond.

Section 4. Payment; Security; Funds; Pledges and Covenants.

4.01. Debt Service Fund. The Bonds will be payable from the General Obligation Bonds, Series 2015A Debt Service Fund (the "Debt Service Fund") hereby created. The Debt Service Fund shall be

administered by the Finance Director as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the City. The City will maintain the following accounts in the Debt Service Fund: the “Assessable Improvements Account” and the “Equipment Account.” Amounts in the Assessable Improvements Account are irrevocably pledged to the Improvement Bonds and the Refunding Bonds, and amounts in the Equipment Account are irrevocably pledged to the Equipment Certificates.

(a) Assessable Improvements Account. To the Assessable Improvements Account of the Debt Service Fund, there is hereby pledged and appropriated the following: (i) special assessments collected for the Assessable Improvements financed with proceeds of the Improvement Bonds; (ii) after February 1, 2016 (the “Redemption Date”), special assessments collected for the 2004 Assessable Improvements financed with proceeds of the Series 2004B Bonds; (iii) after the Redemption Date, special assessments collected for the 2006 Assessable Improvements financed with proceeds of the Series 2006A Bonds; (iv) ad valorem taxes hereinafter levied for payment of the Series 2004B Refunding Bonds; and (v) a pro rata portion of amounts over the minimum purchase price of the Bonds paid by the Purchaser, to the extent designated for deposit in the Debt Service Fund in accordance with Section 1.03 hereof.

(b) Equipment Account. To the Equipment Account of the Debt Service Fund, there is hereby pledged and appropriated the following: (i) ad valorem taxes hereinafter levied for payment of the Equipment Certificates; and (ii) a pro rata portion of amounts over the minimum purchase price of the Bonds paid by the Purchaser, to the extent designated for deposit in the Debt Service Fund in accordance with Section 1.03 hereof.

4.02. Construction Fund. The City hereby creates the General Obligation Bonds, Series 2015A Construction Fund (the “Construction Fund”). The City will maintain the following accounts in the Construction Fund: the “Assessable Improvements Account” and the “Equipment Account.” Amounts in the Assessable Improvements Account are irrevocably pledged to the Improvement Bonds, and amounts in the Equipment Account are irrevocably pledged to the Equipment Certificates.

(a) Assessable Improvements Account. Proceeds of the Improvement Bonds, less the appropriations made in Section 4.01(a) hereof, together with any other funds appropriated for the Assessable Improvements and special assessments collected during the construction of the Assessable Improvements, will be deposited in the Assessable Improvements Account of the Construction Fund to be used solely to defray expenses of the Assessable Improvements and the payment of principal of and interest on the Improvement Bonds prior to the completion and payment of all costs of the Assessable Improvements. Any balance remaining in the Assessable Improvements Account of the Construction Fund after completion of the Assessable Improvements may be used to pay the cost in whole or in part of any other improvement instituted under the Improvement Act under the direction of the City Council. When the Assessable Improvements are completed and the costs thereof paid, the Assessable Improvements Account of the Construction Fund is to be closed and subsequent collections of special assessments for the Assessable Improvements are to be deposited in the Assessable Improvements Account of the Debt Service Fund.

(b) Equipment Account. Proceeds of the Equipment Certificates, less the appropriations made in Section 4.01(b) hereof, together with any other funds appropriated for the purchase of the Equipment, will be deposited in the Equipment Account of the Construction Fund to be used solely to pay the costs of acquiring the Equipment. When the Equipment is purchased and the cost thereof paid, the Equipment Account is to be closed and any monies remaining therein shall be transferred to the Equipment Account of the Debt Service Fund.

4.03. Redemption Fund. Proceeds of the Refunding Bonds, less the appropriations made in Section 4.01(a) hereof and the costs of issuance of the Refunding Bonds, will be deposited in a separate fund (the “Redemption Fund”) to be used solely to redeem and prepay the Refunded Bonds. Any balance remaining in the Redemption Fund after the redemption of the Refunded Bonds on the Redemption Date shall be deposited in the Assessable Improvements Account of the Debt Service Fund herein created.

4.04. Prior Debt Service Fund. The debt service funds heretofore established for the Refunded Bonds pursuant to the resolutions providing for the issuance and sale of the Refunded Bonds (the “Prior Resolutions”) shall be closed following the redemption of the Refunded Bonds, and all monies therein shall be transferred to the Assessable Improvements Account of the Debt Service Fund herein created.

4.05. City Covenants with Respect to the Improvement Bonds. It is hereby determined that the Assessable Improvements will directly and indirectly benefit abutting property, and the City hereby covenants with the holders from time to time of the Bonds as follows:

(a) The City has caused or will cause the special assessments for the Assessable Improvements to be promptly levied so that the first installment will be collectible not later than 2016 and will take all steps necessary to assure prompt collection, and the levy of the special assessments is hereby authorized. The City Council will cause to be taken with due diligence all further actions that are required for the construction of each Assessable Improvement financed wholly or partly from the proceeds of the Improvement Bonds, and will take all further actions necessary for the final and valid levy of the special assessments and the appropriation of any other funds needed to pay the Improvement Bonds and interest thereon when due.

(b) In the event of any current or anticipated deficiency in special assessments, the City Council will levy ad valorem taxes in the amount of the current or anticipated deficiency.

(c) The City will keep complete and accurate books and records showing receipts and disbursements in connection with the Assessable Improvements, special assessments collected and other funds appropriated for their payment, collections thereof and disbursements therefrom, monies on hand, and the balance of unpaid special assessments.

(d) The City will cause its books and records to be audited at least annually and will furnish copies of such audit reports to any interested person upon request.

(e) At least twenty percent (20%) of the cost of the Assessable Improvements described herein will be specially assessed against benefited properties.

4.06. Pledges in Prior Resolutions. The pledges and covenants made by the Prior Resolutions relating to the special assessments levied for the 2004 Assessable Improvements and the 2006 Assessable Improvements are restated and confirmed in all respects. The provisions of the Prior Resolutions are hereby supplemented to the extent necessary to give full effect to the provisions hereof.

4.07. Cancellation of Prior Levy after Redemption Date. Following the payment in full of all outstanding principal of and interest on the Refunded Series 2004B Bonds on the Redemption Date, the City Administrator/Clerk-Treasurer is hereby directed to certify such fact to and request the County Auditor of Polk County, Minnesota (the “County Auditor”) to cancel any and all tax levies made for the Refunded Series 2004B Bonds.

4.08. General Obligation Pledge. For the prompt and full payment of the principal of and interest on the Bonds, as the same respectively become due, the full faith, credit and taxing powers of the City will be

and are hereby irrevocably pledged. If the balance in the Debt Service Fund is ever insufficient to pay all principal and interest then due on the Bonds and any other bonds payable therefrom, the deficiency will be promptly paid out of monies in the general fund of the City which are available for such purpose, and such general fund may be reimbursed with or without interest from the Debt Service Fund when a sufficient balance is available therein.

4.09. Pledge of Taxes. For the purpose of paying a portion of the principal of and interest on the Series 2004B Refunding Bonds and the Equipment Certificates, there is levied a direct annual irrepealable ad valorem tax upon all of the taxable property in the City (the "Taxes"), to be spread upon the tax rolls and collected with and as part of other general taxes of the City. The Taxes will be credited to the Assessable Improvements Account and the Equipment Account of the Debt Service Fund above provided and will be in the years and amounts attached hereto as EXHIBIT C.

4.10. Debt Service Coverage. It is determined that the estimated collection of the foregoing special assessments and Taxes will produce at least five percent (5%) in excess of the amount needed to meet, when due, the principal and interest payments on the Bonds. The tax levy herein provided will be irrepealable until all of the Bonds are paid, provided that at the time the City makes its annual tax levies the Finance Director may certify to the County Auditor of Polk County, Minnesota (the "County Auditor") the amount available in the Debt Service Fund to pay principal and interest due during the ensuing year, and the County Auditor will thereupon reduce the levy collectible during such year by the amount so certified.

4.11. Registration of Resolution. The City Administrator/Clerk-Treasurer is authorized and directed to file a certified copy of this resolution with the County Auditor and to obtain the certificate required by Section 475.63 of the Act.

Section 5. Refunding of Refunded Bonds; Findings; Redemption of Refunded Bonds.

5.01. Purpose of Refunding. The Refunded Series 2004B Bonds will be called for redemption on the Redemption Date in the principal amount of \$2,155,000, and the Refunded Series 2006A Bonds will be called for redemption on the Redemption Date in the principal amount of \$975,000. It is hereby found and determined that based upon information presently available from the City's municipal advisor, the issuance of the Bonds, a portion of which will be used to redeem and prepay the Refunded Bonds, is consistent with covenants made with the holders of the Refunded Bonds and is necessary and desirable for the reduction of debt service costs to the City.

5.02. Application of Proceeds of Bonds. It is hereby found and determined that the proceeds of the Refunding Bonds deposited in the Redemption Fund, along with any other funds on hand in the debt service funds established pursuant to the Prior Resolutions, will be sufficient to prepay all of the principal of, interest on and redemption premium (if any) on the Refunded Bonds.

5.03. Redemption; Date of Redemption; Notice of Call for Redemption. The Refunded Bonds maturing after February 1, 2016 will be redeemed and prepaid on the Redemption Date. The Refunded Bonds will be redeemed and prepaid in accordance with their terms and in accordance with the terms and conditions set forth in the forms of Notice of Call for Redemption attached hereto as EXHIBITS C-1 and C-2, which terms and conditions are hereby approved and incorporated herein by reference. The registrars for the Refunded Bonds are authorized and directed to send a copy of each Notice of Call for Redemption to each registered holder of the Refunded Bonds at least thirty (30) days prior to the Redemption Date.

Section 6. Authentication of Transcript.

6.01. City Proceedings and Records. The officers of the City are authorized and directed to prepare and furnish to the Purchaser and to the attorneys approving the Bonds, certified copies of proceedings and records of the City relating to the Bonds and to the financial condition and affairs of the City, and such other certificates, affidavits, and transcripts as may be required to show the facts within their knowledge or as shown by the books and records in their custody and under their control, relating to the validity and marketability of the Bonds, and such instruments, including any heretofore furnished, will be deemed representations of the City as to the facts stated therein.

6.02. Certification as to Official Statement. The Mayor, the City Administrator/Clerk-Treasurer, and the Finance Director are authorized and directed to certify that they have examined the Official Statement prepared and circulated in connection with the issuance and sale of the Bonds and that to the best of their knowledge and belief the Official Statement is a complete and accurate representation of the facts and representations made therein as of the date of the Official Statement.

6.03. Other Certificates. The Mayor, the City Administrator/Clerk-Treasurer, and the Finance Director are hereby authorized and directed to furnish to the Purchaser at the closing such certificates as are required as a condition of sale. Unless litigation shall have been commenced and be pending questioning the Bonds or the organization of the City or incumbency of its officers, at the closing the Mayor, the City Administrator/Clerk-Treasurer, and the Finance Director shall also execute and deliver to the Purchaser a suitable certificate as to absence of material litigation, and the Finance Director shall also execute and deliver a certificate as to payment for and delivery of the Bonds.

Section 7. Tax Covenants.

7.01. Tax-Exempt Bonds. The City covenants and agrees with the holders from time to time of the Bonds that it will not take or permit to be taken by any of its officers, employees, or agents any action which would cause the interest on the Bonds to become subject to taxation under the Internal Revenue Code of 1986, as amended (the "Code"), and the Treasury Regulations promulgated thereunder, in effect at the time of such actions, and that it will take or cause its officers, employees or agents to take, all affirmative action within its power that may be necessary to ensure that such interest will not become subject to taxation under the Code and applicable Treasury Regulations, as presently existing or as hereafter amended and made applicable to the Bonds.

7.02. No Rebate Required.

(a) The City will comply with requirements necessary under the Code to establish and maintain the exclusion from gross income of the interest on the Bonds under Section 103 of the Code, including without limitation requirements relating to temporary periods for investments and limitations on amounts invested at a yield greater than the yield on the Bonds.

(b) For purposes of qualifying for the small issuer exception to the federal arbitrage rebate requirements with respect to the Improvement Bonds and the Equipment Certificates, the City finds, determines and declares that the aggregate face amount of all tax-exempt bonds (other than private activity bonds) issued by the City (and all subordinate entities of the City) during the calendar year in which the Bonds are issued and outstanding at one time is not reasonably expected to exceed \$5,000,000, all within the meaning of Section 148(f)(4)(d) of the Code.

(c) For purposes of qualifying for the small issuer exception to the federal arbitrage rebate requirements with respect to the Refunding Bonds, the City finds, determines and declares that:

(i) each of the Refunded Bonds was issued as part of an issue which was treated as meeting the rebate requirements by reason of the exception for governmental units issuing \$5,000,000 or less of bonds;

(ii) the average maturity of the Refunding Bonds does not exceed the remaining average maturity of the Refunded Bonds; and

(iii) no maturity of the Refunding Bonds has a maturity date which is later than the date which is 30 years after the Refunded Bonds were issued.

7.03. Not Private Activity Bonds. The City further covenants not to use the proceeds of the Bonds or to cause or permit them or any of them to be used, in such a manner as to cause the Bonds to be “private activity bonds” within the meaning of Sections 103 and 141 through 150 of the Code.

7.04. Qualified Tax-Exempt Obligations. In order to qualify the Bonds as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Code, the City makes the following factual statements and representations:

(a) the Bonds are not “private activity bonds” as defined in Section 141 of the Code;

(b) the City designates the Bonds as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Code;

(c) the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds that are not qualified 501(c)(3) bonds) which will be issued by the City (and all subordinate entities of the City) during calendar year 2015 will not exceed \$10,000,000; and

(d) not more than \$10,000,000 of obligations issued by the City during calendar year 2015 have been designated for purposes of Section 265(b)(3) of the Code.

7.05. Procedural Requirements. The City will use its best efforts to comply with any federal procedural requirements which may apply in order to effectuate the designations made by this section.

Section 8. Book-Entry System; Limited Obligation of City.

8.01. DTC. The Bonds will be initially issued in the form of a separate single typewritten or printed fully registered Bond for each of the maturities set forth in Section 1.03 hereof. Upon initial issuance, the ownership of each Bond will be registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee for The Depository Trust Company, New York, New York, and its successors and assigns (“DTC”). Except as provided in this section, all of the outstanding Bonds will be registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee of DTC.

8.02. Participants. With respect to Bonds registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee of DTC, the City, the Registrar, and the Paying Agent will have no responsibility or obligation to any broker dealers, banks and other financial institutions from time to time for which DTC holds Bonds as securities depository (the “Participants”) or to any other person on behalf of which a Participant holds an interest in the Bonds, including but not limited to any responsibility or obligation

with respect to (i) the accuracy of the records of DTC, Cede & Co. or any Participant with respect to any ownership interest in the Bonds; (ii) the delivery to any Participant or any other person (other than a registered owner of Bonds, as shown by the registration books kept by the Registrar), of any notice with respect to the Bonds, including any notice of redemption; or (iii) the payment to any Participant or any other person, other than a registered owner of Bonds, of any amount with respect to principal of, premium, if any, or interest on the Bonds. The City, the Registrar, and the Paying Agent may treat and consider the person in whose name each Bond is registered in the registration books kept by the Registrar as the holder and absolute owner of such Bond for the purpose of payment of principal, premium and interest with respect to such Bond, for the purpose of registering transfers with respect to such Bonds, and for all other purposes. The Paying Agent will pay all principal of, premium, if any, and interest on the Bonds only to or on the order of the respective registered owners, as shown in the registration books kept by the Registrar, and all such payments will be valid and effectual to fully satisfy and discharge the City's obligations with respect to payment of principal of, premium, if any, or interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of Bonds, as shown in the registration books kept by the Registrar, will receive a certificated Bond evidencing the obligation of this resolution. Upon delivery by DTC to the City Administrator/Clerk-Treasurer of a written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the words "Cede & Co." will refer to such new nominee of DTC; and upon receipt of such a notice, the City Administrator/Clerk-Treasurer will promptly deliver a copy of the same to the Registrar and Paying Agent.

8.03. Representation Letter. The City has heretofore executed and delivered to DTC a Blanket Issuer Letter of Representations (the "Representation Letter") which will govern payment of principal of, premium, if any, and interest on the Bonds and notices with respect to the Bonds. Any Paying Agent or Registrar subsequently appointed by the City with respect to the Bonds will agree to take all action necessary for all representations of the City in the Representation Letter with respect to the Registrar and Paying Agent, respectively, to be complied with at all times.

8.04. Transfers Outside Book-Entry System. In the event the City, by resolution of the City Council, determines that it is in the best interests of the persons having beneficial interests in the Bonds that they be able to obtain Bond certificates, the City will notify DTC, whereupon DTC will notify the Participants, of the availability through DTC of Bond certificates. In such event the City will issue, transfer and exchange Bond certificates as requested by DTC and any other registered owners in accordance with the provisions of this resolution. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the City and discharging its responsibilities with respect thereto under applicable law. In such event, if no successor securities depository is appointed, the City will issue and the Registrar will authenticate Bond certificates in accordance with this resolution and the provisions hereof will apply to the transfer, exchange and method of payment thereof.

8.05. Payments to Cede & Co. Notwithstanding any other provision of this resolution to the contrary, so long as a Bond is registered in the name of Cede & Co., as nominee of DTC, payments with respect to principal of, premium, if any, and interest on the Bond and all notices with respect to the Bond will be made and given, respectively in the manner provided in DTC's Operational Arrangements, as set forth in the Representation Letter.

Section 9. Continuing Disclosure.

9.01. Execution of Continuing Disclosure Certificate. For purposes of this Section, "Continuing Disclosure Certificate" means that certain Continuing Disclosure Certificate executed by the Mayor and City Administrator/Clerk-Treasurer and dated the date of issuance and delivery of the Bonds, as originally executed and as it may be amended from time to time in accordance with the terms thereof.

9.02. City Compliance with Provisions of Continuing Disclosure Certificate. The City hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate. Notwithstanding any other provision of this resolution, failure of the City to comply with the Continuing Disclosure Certificate is not to be considered an event of default with respect to the Bonds; however, any Bondholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the City to comply with its obligations under this section.

Section 10. Defeasance. When all the Bonds and all interest thereon have been discharged as provided in this section, all pledges, covenants, and other rights granted by this resolution to the holders of the Bonds will cease, except that the pledge of the full faith and credit of the City for the prompt and full payment of the principal of and interest on the Bonds will remain in full force and effect. The City may discharge all Bonds which are due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full. If any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit.

(The remainder of this page is intentionally left blank.)

Voting Aye:
Voting Nay:
Absent:

The President declared the resolution passed.

Passed: November 3, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 3rd day of November, 2015.

Mayor

EXHIBIT A

PROPOSALS

EXHIBIT B
FORM OF BOND

No. R-_____ UNITED STATES OF AMERICA \$_____
STATE OF MINNESOTA
COUNTY OF POLK
CITY OF EAST GRAND FORKS

GENERAL OBLIGATION BOND
SERIES 2015A

<u>Rate</u>	<u>Maturity</u>	<u>Date of Original Issue</u>	<u>CUSIP</u>
	February 1, 20__	December 10, 2015	

Registered Owner: Cede & Co.

The City of East Grand Forks, Minnesota, a duly organized and existing municipal corporation in Polk County, Minnesota (the “City”), acknowledges itself to be indebted and for value received hereby promises to pay to the Registered Owner specified above or registered assigns the principal sum of \$_____ on the maturity date specified above, with interest thereon from the date hereof at the annual rate specified above (calculated on the basis of a 360 day year of twelve 30 day months), payable February 1 and August 1 in each year, commencing August 1, 2016, to the person in whose name this Bond is registered at the close of business on the fifteenth day (whether or not a business day) of the immediately preceding month. The interest hereon and, upon presentation and surrender hereof, the principal hereof are payable in lawful money of the United States of America by check or draft by U.S. Bank National Association, Saint Paul, Minnesota, as Registrar, Paying Agent, Transfer Agent, and Authenticating Agent, or its designated successor under the Resolution described herein. For the prompt and full payment of such principal and interest as the same respectively become due, the full faith and credit and taxing powers of the City have been and are hereby irrevocably pledged.

The City may elect on February 1, 2024, and on any date thereafter to prepay Bonds due on or after February 1, 2025. Redemption may be in whole or in part and if in part, at the option of the City and in such order as the City will determine. If less than all Bonds of a maturity are called for redemption, the City will notify The Depository Trust Company (“DTC”) of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant’s interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. Prepayments will be at a price of par plus accrued interest.

This Bond is one of an issue in the aggregate principal amount of \$4,205,000 all of like original issue date and tenor, except as to number, maturity date, redemption privilege, and interest rate, all issued pursuant to a resolution adopted by the City Council on November 3, 2015 (the “Resolution”), for the purpose of providing money to aid in financing the cost of construction of various assessable public improvements in the City, the acquisition of items of capital equipment, and the refunding of certain general obligation bonds of the City, pursuant to and in full conformity with the home rule charter of the City and the Constitution and laws of the State of Minnesota, including Minnesota Statutes, Chapters 429 and 475 and Sections 410.32 and

412.301, all as amended, and the principal hereof and interest hereon are payable in part from special assessments against property specially benefitted by local improvements and in part from ad valorem taxes, as set forth in the Resolution to which reference is made for a full statement of rights and powers thereby conferred. The full faith and credit of the City are irrevocably pledged for payment of this Bond and the City Council has obligated itself to levy additional ad valorem taxes on all taxable property in the City in the event of any deficiency in special assessments and ad valorem taxes, which additional ad valorem taxes may be levied without limitation as to rate or amount. The Bonds of this series are issued only as fully registered Bonds in denominations of \$5,000 or any integral multiple thereof of single maturities.

The City Council has designated the issue of Bonds of which this Bond forms a part as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”) relating to disallowance of interest expense for financial institutions and within the \$10 million limit allowed by the Code for the calendar year of issue.

As provided in the Resolution and subject to certain limitations set forth therein, this Bond is transferable upon the books of the City at the principal office of the Registrar, by the registered owner hereof in person or by the owner’s attorney duly authorized in writing, upon surrender hereof together with a written instrument of transfer satisfactory to the Registrar, duly executed by the registered owner or the owner’s attorney; and may also be surrendered in exchange for Bonds of other authorized denominations. Upon such transfer or exchange the City will cause a new Bond or Bonds to be issued in the name of the transferee or registered owner, of the same aggregate principal amount, bearing interest at the same rate and maturing on the same date, subject to reimbursement for any tax, fee, or governmental charge required to be paid with respect to such transfer or exchange.

The City and the Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the City nor the Registrar will be affected by any notice to the contrary.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions and things required by the home rule charter of the City and the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed preliminary to and in the issuance of this Bond in order to make it a valid and binding general obligation of the City in accordance with its terms, have been done, do exist, have happened and have been performed as so required, and that the issuance of this Bond does not cause the indebtedness of the City to exceed any constitutional, or statutory, or charter limitation of indebtedness.

This Bond is not valid or obligatory for any purpose or entitled to any security or benefit under the Resolution until the Certificate of Authentication hereon has been executed by the Registrar by manual signature of one of its authorized representatives.

IN WITNESS WHEREOF, the City of East Grand Forks, Minnesota, by its City Council, has caused this Bond to be executed on its behalf by the facsimile or manual signatures of the Mayor and City Administrator/Clerk-Treasurer and has caused this Bond to be dated as of the date set forth below.

Dated: December 10, 2015

**CITY OF EAST GRAND FORKS,
MINNESOTA**

(Facsimile)
Mayor

(Facsimile)
City Administrator/Clerk-Treasurer

CERTIFICATE OF AUTHENTICATION

This is one of the Bonds delivered pursuant to the Resolution mentioned within.

U.S. BANK NATIONAL ASSOCIATION

By _____
Authorized Representative

ABBREVIATIONS

The following abbreviations, when used in the inscription on the face of this Bond, will be construed as though they were written out in full according to applicable laws or regulations:

TEN COM -- as tenants in common

UNIF GIFT MIN ACT

_____ Custodian _____

(Cust) (Minor)

TEN ENT -- as tenants by entireties

under Uniform Gifts or Transfers to Minors
Act, State of _____

JT TEN -- as joint tenants with right of
survivorship and not as tenants in common

Additional abbreviations may also be used though not in the above list.

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____ the within Bond and all rights thereunder, and does hereby irrevocably constitute and appoint _____ attorney to transfer the said Bond on the books kept for registration of the within Bond, with full power of substitution in the premises.

Dated: _____

Notice: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

Signature Guaranteed:

NOTICE: Signature(s) must be guaranteed by a financial institution that is a member of the Securities Transfer Agent Medallion Program (“STAMP”), the Stock Exchange Medallion Program (“SEMP”), the New York Stock Exchange, Inc. Medallion Signatures Program (“MSP”) or other such “signature guarantee program” as may be determined by the Registrar in addition to, or in substitution for, STEMP, SEMP or MSP, all in accordance with the Securities Exchange Act of 1934, as amended.

The Registrar will not effect transfer of this Bond unless the information concerning the assignee requested below is provided.

Name and Address: _____

(Include information for all joint owners if this Bond is held by joint account.)

Please insert social security or other identifying number of assignee

PROVISIONS AS TO REGISTRATION

The ownership of the principal of and interest on the within Bond has been registered on the books of the Registrar in the name of the person last noted below.

Date of Registration

Registered Owner

Signature of
Officer of Registrar

Cede & Co.
Federal ID #13-2555119

EXHIBIT C
TAX LEVY SCHEDULES

Tax levy schedule for the Equipment Certificates

<u>YEAR *</u>	<u>TAX LEVY</u>
2016	\$
2017	
2018	
2019	
2020	
2021	
2022	

** Year tax levy collected.*

Tax levy schedule for the Series 2004B Refunding Bonds

<u>YEAR *</u>	<u>TAX LEVY</u>
2016	\$
2017	
2018	
2019	
2020	
2021	
2022	
2023	
2024	

** Year tax levy collected.*

EXHIBIT D-1

**NOTICE OF CALL FOR REDEMPTION OF
SERIES 2004B BONDS**

\$4,655,000
CITY OF EAST GRAND FORKS, MINNESOTA
GENERAL OBLIGATION IMPROVEMENT BONDS
SERIES 2004B

NOTICE IS HEREBY GIVEN that, by order of the City Council of the City of East Grand Forks, Polk County, Minnesota (the "City"), there have been called for redemption and prepayment on

February 1, 2016

all outstanding bonds of the City designated as General Obligation Improvement Bonds, Series 2004B, dated as of December 1, 2004, having stated maturity dates of February 1 in the years 2018 through 2025, both inclusive, totaling \$2,155,000 in principal amount, and with the following CUSIP numbers:

<u>Year of Maturity</u>	<u>Amount</u>	<u>CUSIP Number</u>
2018	\$570,000	272425 Z93
2020	620,000	272425 2B4
2023	555,000	272425 2E8
2025	410,000	272425 2G3

The bonds are being called at a price of par plus accrued interest to February 1, 2016, on which date all interest on said bonds will cease to accrue. Holders of the bonds hereby called for redemption are requested to present their bonds for payment at the main office of U.S. Bank National Association, Saint Paul, Minnesota, at the following address, on or before February 1, 2016:

If by mail:

U.S. Bank National Association
Corporate Trust Operations, 3rd Floor
P.O. Box 64111
St. Paul, MN 55164-0111

If by hand or overnight:

U.S. Bank National Association
60 Livingston Avenue
EP-MN-WS3C
Bond Drop Window, 1st Floor
St. Paul, MN 55107

Important Notice: In compliance with the Economic Growth and Tax Relief Reconciliation Act of 2003, the paying agent is required to withhold a specified percentage of the principal amount of the redemption price payable to the holder of any bonds subject to redemption and prepayment on the redemption date, unless the paying agent is provided with the Social Security Number or Federal Employer Identification Number of the holder, properly certified. Submission of a fully executed Request for Taxpayer Identification Number and Certification, Form W-9 (Rev. December 2011), will satisfy the requirements of this paragraph.

Dated: _____.

BY ORDER OF THE CITY COUNCIL OF THE
CITY OF EAST GRAND FORKS,
MINNESOTA

By /s/ David Murphy
City Administrator/Clerk-Treasurer
City of East Grand Forks, Minnesota

EXHIBIT D-2

**NOTICE OF CALL FOR REDEMPTION OF
SERIES 2006A BONDS**

\$4,075,000
CITY OF EAST GRAND FORKS, MINNESOTA
GENERAL OBLIGATION IMPROVEMENT BONDS
SERIES 2006A

NOTICE IS HEREBY GIVEN that, by order of the City Council of the City of East Grand Forks, Polk County, Minnesota (the "City"), there have been called for redemption and prepayment on

February 1, 2016

all outstanding bonds of the City designated as General Obligation Improvement Bonds, Series 2006A, dated as of March 1, 2006, having stated maturity dates of February 1 in the years 2017 through 2027, both inclusive, totaling \$975,000 in principal amount, and with the following CUSIP numbers:

<u>Year of Maturity</u>	<u>Amount</u>	<u>CUSIP Number</u>
2017	\$105,000	272425 2S7
2019	220,000	272425 2U2
2021	240,000	272425 2W8
2022	60,000	272425 2X6
2023	65,000	272425 2Y4
2024	65,000	272425 2Z1
2025	70,000	272425 3A5
2026	75,000	272425 3B3
2027	75,000	272425 3C1

The bonds are being called at a price of par plus accrued interest to February 1, 2016, on which date all interest on said bonds will cease to accrue. Holders of the bonds hereby called for redemption are requested to present their bonds for payment at the main office of U.S. Bank National Association, Saint Paul, Minnesota, at the following address, on or before February 1, 2016:

If by mail:

U.S. Bank National Association
Corporate Trust Operations, 3rd Floor
P.O. Box 64111
St. Paul, MN 55164-0111

If by hand or overnight:

U.S. Bank National Association
60 Livingston Avenue
EP-MN-WS3C
Bond Drop Window, 1st Floor
St. Paul, MN 55107

Important Notice: In compliance with the Economic Growth and Tax Relief Reconciliation Act of 2003, the paying agent is required to withhold a specified percentage of the principal amount of the redemption price payable to the holder of any bonds subject to redemption and prepayment on the redemption date, unless the paying agent is provided with the Social Security Number or Federal

Employer Identification Number of the holder, properly certified. Submission of a fully executed Request for Taxpayer Identification Number and Certification, Form W-9 (Rev. December 2011), will satisfy the requirements of this paragraph.

Dated: _____.

BY ORDER OF THE CITY COUNCIL OF THE
CITY OF EAST GRAND FORKS,
MINNESOTA

By /s/ David Murphy
City Administrator/Clerk-Treasurer
City of East Grand Forks, Minnesota

STATE OF MINNESOTA)
)
COUNTY OF POLK) SS.
)
CITY OF EAST GRAND FORKS)

I, the undersigned, being the duly qualified and acting City Administrator/Clerk-Treasurer of the City of East Grand Forks, Minnesota (the “City”), do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of the City held on November 3, 2015, with the original minutes on file in my office and the extract is a full, true and correct copy of the minutes insofar as they relate to the issuance and sale of the City’s General Obligation Bonds, Series 2015A, in the original aggregate principal amount of \$4,205,000.

WITNESS My hand officially as such City Administrator/Clerk-Treasurer and the corporate seal of the City this _____ day of _____, 2015.

City Administrator/Clerk-Treasurer
City of East Grand Forks, Minnesota

(SEAL)

STATE OF MINNESOTA
COUNTY OF POLK

CERTIFICATE OF COUNTY
AUDITOR AS TO TAX LEVY AND
REGISTRATION

I, the undersigned County Auditor of Polk County, Minnesota, hereby certify that a certified copy of a resolution adopted by the governing body of the City of East Grand Forks, Minnesota (the "City"), on November 3, 2015, levying taxes for the payment of the City's General Obligation Bonds, Series 2015A, issued in the original aggregate principal amount of \$4,205,000, dated December 10, 2015, has been filed in my office and said bonds have been entered on the register of obligations in my office and that such tax has been levied as required by law.

WITNESS My hand and official seal this ____ day of _____, 2015.

**COUNTY AUDITOR,
POLK COUNTY, MINNESOTA**

By _____

Its _____

(SEAL)

RESOLUTION NO. 15 – 11 - 119

RESOLUTION SETTING TERMS FOR WATER & LIGHT LOAN FOR THE POOL PROJECT

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

WHEREAS, the City awarded the project for the 2012 City Project No. 6 Pool Renovation to TF Powers who was the lowest bidder for this project;

WHEREAS, the original project estimates were for \$1,841,515;

WHEREAS, the City Council approved a change order adding an alternate bid to the project costs in the amount of \$282,849;

WHEREAS, the final project cost is \$2,122,529 with the Council requesting the remaining funds to be obtained from the Water and Light Department as previously agreed to between the City and the Water and Light Department;

NOW THEREFORE, BE IT RESOLVED,

1. The City Council of East Grand Forks agrees to a 20 year loan at 1% interest from the Water and Light Department in the amount of \$2,122,529.
2. The City Council is planning on utilizing a sales tax to fund the loan repayment that will be voted on by the residents in the early part of 2016.
3. If the sales tax is not approved by the residents the payment will be funded by the general fund.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: November 3, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 3rd day of November, 2015.

Mayor

Request for Council Action

Date: November 3, 2015

To: East Grand Forks City Council Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: City Administrator David Murphy

RE: Engineering Contract

Background

The contract contains the amendments discussed at the October 27th Council Work Session. City Attorney Galstad has reviewed the contract and approves it as to form and content.

Budget Impact

The proposed 2016 Budget includes the costs shown in the contract.

Action Required

Approval of the Contract.

Request for Council Action

Date: 10/29/2015

To: East Grand Forks City Council Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: Jason Stordahl-Public Works Director

RE: Temp-Seasonal Public Works Laborer

Based on the needs of the Public Works Department we are requesting to hire a temporary seasonal employee, someone that can perform a variety of tasks within the Department. This position would be a 67 day position, and their pay rate would be \$15.96 per hour.

Recommendation: Authorize City Administrator to advertise for hire, and hire a temporary-seasonal Public Works Laborer.

Request for Council Action

Date: October 27, 2015

To: East Grand Forks City Council: Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten and Marc Demers.

Cc: File

From: Michael S. Hedlund – Chief of Police

RE: Request to hire a temporary worker

Background: The East Grand Forks Police Department has an employee who currently works as a Secretary/Dispatcher/Jailer who will be out for approximately eight weeks on medical leave starting in mid-November. We are requesting authorization to hire a temporary employee to help complete some of the duties of the employee who will be on leave. We have a Northland Technical College student who is going to school to become an administrative specialist and she is hoping to do an internship with our department next semester. She is available to start now as a temporary employee (she cannot start her internship until next semester) and has a background that we believe will allow her to assist in covering for this position on a temporary basis.

This will assist us in getting these duties completed and will also help us reduce costs because without the temporary worker we will have to pay our other Secretary/Dispatcher/Jailer overtime to complete some of the duties that are time sensitive.

Recommendation: Approve the hiring of an administrative assistant temporary worker at a pay rate of minimum wage and working 16-20 hours per week for the remainder of 2015.

Attachments: None

Request for Council Action

Date: October 27, 2015

To: East Grand Forks City Council: Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten and Marc Demers.

Cc: File

From: Michael S. Hedlund – Chief of Police

RE: Request to pass a resolution authorizing the execution of a grant agreement

Background: The State of Minnesota requires various law enforcement data to be submitted to the state, including but not limited to DWI arrest data and citation information. Effective July 1, 2016 the State will be requiring all law enforcement agencies to submit their citation data electronically via the state's eCitation system. This may be done in two ways; either through the wireless systems in our cars or by entering all of the data manually at a computer at the police department. Currently we just submit our paper citations and the courts/state enters the data. From a personnel standpoint it will be much quicker and more effective to have the information submitted from our cars by the officers when they issue the citations but to do this we need in-car printers and driver's license readers. The Minnesota Office of Traffic Safety, Department of Public Safety is currently offering a grant program where they will pay 50% of the cost of the printers and 100% of the cost of the driver's license readers. I would propose that we pay the 50% match on the printers out of our small tools and equipment lines in our 2016 budget.

I am still waiting to receive a formal quote with the state bid pricing (and will hopefully have that by the council meeting where this is being discussed) but for discussion purposes retail cost of these printers is approximately \$530.00 per unit or \$2,650.00 for the five units. The 50% cost for the city would be approximately \$1,325.00.

Recommendation: Approve the pursuit of this grant and pass the resolution that authorizes the chief of police to execute the grant agreement with the Minnesota Department of Public Safety.

Attachments: Resolution Authorizing Execution of Agreement

RESOLUTION NO. 15 – 11 - 120

RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

BE IT RESOLVED that the City of East Grand Forks/East Grand Forks Police Department enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety projects during the period from November 16, 2015 through September 30, 2016.

The Chief of Police is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the City of East Grand Forks/East Grand Forks Police Department and to be the fiscal agent and administer the grant.

I certify that the above resolution was adopted by the City Council of the City of East Grand Forks, Minnesota on November 3, 2015.

Voting Aye:
Voting Nay:
Absent:

The President declared the resolution passed.

Passed: November 3, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 3rd day of November, 2015.

Mayor

RESOLUTION NO. 15 - 11 – 121

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

WHEREAS, the following listed properties did not comply with City grass control regulations; and

WHEREAS, The City hired said properties to be mowed and brought back into compliance after due notice was given; now therefore

BE IT RESOLVED, That the City Council hereby orders that the following costs, with interest charged at 10% per year beginning on January 1, 2016, for mowing grass on the respective properties be certified to the County Auditor for collection with the 2016 real estate taxes:

<u>Parcel #</u>	<u>Legal Description of Property</u>	<u>Original Mowing Cost</u>
83.04014.00	Greenway Crossing 2 nd Rebsub Lot 8 Block 3	\$160.31
83.02949.00	Riverview 3 rd Addition Lot 5 Block 1	\$160.31

Voting Aye:
Voting Nay:
Absent:

The President declared the resolution passed.

Passed: November 3, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 3rd day of November, 2015.

Mayor

RESOLUTION NO. 15 – 11 - 122

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

RESOLUTION RATIFYING CONTRACTS

WHEREAS, the City of East Grand Forks purchased from Hardware Hank the goods referenced in check number 22758 for a total of \$242.00.

WHEREAS, Craig Buckalew, was personally interested financially in the contract, but the purchases were made because the price was as low as or lower than other local vendors.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF EAST GRAND FORKS:

1. The above mentioned purchase by the City and the claim of the vendor based thereon are confirmed and the Mayor and Clerk are directed to issue an order-check in payment of such claim on the filing of the affidavit of official interest required under Minnesota Statutes, Section 471.89.
2. It is hereby determined that the total price of \$242.00 paid for such goods is as low as, or lower than, the price at which they could have been obtained elsewhere at the time the purchase was made.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on November 3, 2015.

Voting Aye:
Voting Nay:
Absent:

The President declared the resolution passed.

Passed: November 3, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 3rd day of November, 2015.

Mayor

AFFIDAVIT OF OFFICIAL INTEREST CLAIM

STATE OF MINNESOTA)
COUNTY OF POLK) ss
CITY OF EAST GRAND FORKS)

I, Craig Buckalew, being duly sworn states the following:

1. I am 3rd Ward Council Member of the City of East Grand Forks.
2. The City of East Grand Forks check number 22758 for a total of \$242.00.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on November 3, 2015.

Affiant states further that to the best of his knowledge and belief (a) the contract price was as low as or lower than the price at which the services could be obtained from other sources.

Affiant further states that the affidavit constitutes a claim against the city for the contract price, that the claim is just and correct, and that no part thereof has been paid.

Dated: _____

(Signature of Official)

Accounts Payable

Check Register Totals Only



City of East Grand Forks

600 Demers Avenue Northwest
East Grand Forks, Minnesota 56721
(218) 773-2483 www.egf.mn

User: mnelson
Printed: 10/30/2015 - 9:33 AM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
22723	11/03/2015	ACM001	Acme Electric Companies	10.36	0
22724	11/03/2015	ADV001	Advanced Business Methods Inc	1,059.05	0
22725	11/03/2015	ALE002	Alex Air Apparatus, Inc	427.84	0
22726	11/03/2015	ALT001	Altru Health System	45.75	0
22727	11/03/2015	AMA001	Amazon.com	171.09	0
22728	11/03/2015	AME002	American Tire Service	350.00	0
22729	11/03/2015	AME005	Ameripride Linen & Apparel Services	245.43	0
22730	11/03/2015	AQU001	Aqua Water Solutions	70.45	0
22731	11/03/2015	BAK001	Baker & Taylor Co	1,380.69	0
22732	11/03/2015	BAL001	Balco Uniforms Co Inc	796.68	0
22733	11/03/2015	BAT001	Batteries Plus	8.00	0
22734	11/03/2015	BOB001	Bobcat of Grand Forks	35.56	0
22735	11/03/2015	BOR001	Border States Electric Supply	605.60	0
22736	11/03/2015	BRI004	Brians Flooring	729.24	0
22737	11/03/2015	BRO002	Brodart Co	300.11	0
22738	11/03/2015	BUD001	Bud & Ralph's Appliance Service Inc	29.51	0
22739	11/03/2015	C&R001	C&R Laundry & Cleaners	326.19	0
22740	11/03/2015	CEN006	Century Link	855.45	0
22741	11/03/2015	COA001	Coalition of Greater MN Cities	50.00	0
22742	11/03/2015	COL004	Coldspring Memorial	899.00	0
22743	11/03/2015	COM003	Complete Pest Control Inc	75.00	0
22744	11/03/2015	AIR003	Corval Constructors	62.23	0
22745	11/03/2015	CTM001	CTM Services Inc.	238.49	0
22746	11/03/2015	CUM001	Cummins NPower LLC	57.55	0
22747	11/03/2015	STE005	Custom Services LLP	125.00	0
22748	11/03/2015	DEM001	Demco Educational Corp	608.89	0
22749	11/03/2015	ECO001	Economy Plumbing	128.65	0
22750	11/03/2015	EMP002	Emergency Medical Product Inc	191.57	0
22751	11/03/2015	EXP002	Exponent	93.28	0
22752	11/03/2015	FIN003	Finest Auto Trim Inc.	129.50	0
22753	11/03/2015	FRE003	Michael Frederick	70.00	0
22754	11/03/2015	G&K001	G&K Services	173.61	0
22755	11/03/2015	GAF002	Gaffaney's	207.19	0
22756	11/03/2015	GLO003	Global Safety Network, Inc.	83.00	0
22757	11/03/2015	GRE006	Grey House Publishing	252.50	0
22758	11/03/2015	HAR001	Hardware Hank	242.00	0
22759	11/03/2015	HEA001	Heartland Paper	226.10	0
22760	11/03/2015	HUG001	Hugo's	23.10	0
22761	11/03/2015	ICS002	Industrial Contract Services Inc. ICS	496,922.40	0
22762	11/03/2015	INT003	Integra Telecom	92.69	0
22763	11/03/2015	JAM001	William Jamerson	40.00	0
22764	11/03/2015	KAM001	Kameron Harstad	1,387.50	0
22765	11/03/2015	KEI001	Keith's Security World	255.00	0
22766	11/03/2015	LEA002	League of MN Cities	1,000.00	0
22767	11/03/2015	LIB001	Liberty Business Systems	70.10	0
22768	11/03/2015	LIB005	LibraryInsight, Inc	1,795.00	0
22769	11/03/2015	MAR004	Marco	86.25	0
22770	11/03/2015	MAR001	Marco Inc	159.77	0
22771	11/03/2015	MCD001	McDonald's of EGF	212.92	0
22772	11/03/2015	MES001	MESERB Treasurer Josh Gad	2,127.55	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
22773	11/03/2015	MPO001	Metropolitan Planning Organization	8,360.38	0
22774	11/03/2015	MID003	Midcontinent Communications	1,568.96	0
22775	11/03/2015	MID005	Midwest Playscapes	311.48	0
22776	11/03/2015	MND003	MN Dept of Labor & Industry	100.00	0
22777	11/03/2015	MND014	MN Dept of Transportation	6,025.00	0
22778	11/03/2015	NAR003	Nartec, Inc	95.05	0
22779	11/03/2015	NOR004	Northern Plumbing Supply	49.44	0
22780	11/03/2015	JKN001	Jack & Kitty Norton	125.00	0
22781	11/03/2015	ORE001	O'Reilly Auto Parts	866.61	0
22782	11/03/2015	OCL001	OCLC	143.07	0
22783	11/03/2015	OFF002	Office Depot	271.51	0
22784	11/03/2015	OLD001	Old Dominion Brush	840.00	0
22785	11/03/2015	ORC002	Roger Orchard	161.85	0
22786	11/03/2015	OVE002	OverDrive, Inc	1,800.00	0
22787	11/03/2015	DIA001	Richard Papenfuss	302.70	0
22788	11/03/2015	PEN001	Penworthy Company	121.78	0
22789	11/03/2015	PCR001	Polk County Recorder	46.00	0
22790	11/03/2015	POL008	Polk County Sheriff's Office	31.03	0
22791	11/03/2015	QUI001	Quill Corp	95.98	0
22792	11/03/2015	RDO001	RDO Powerplan OIB	525.56	0
22793	11/03/2015	REL003	Reliable Door & Supply, LLC	85.00	0
22794	11/03/2015	RIG001	Right Choice Electric Inc	466.51	0
22795	11/03/2015	ZAV001	RJ Zavoral & Sons	84,556.60	0
22796	11/03/2015	RMB001	RMB Environmental Lab Inc	33.00	0
22797	11/03/2015	ROT001	Roto Rooter	170.00	0
22798	11/03/2015	RYD001	Rydell Chevrolet	151.33	0
22799	11/03/2015	SAF001	Safety Vision	221.26	0
22800	11/03/2015	SEN001	Sentimental Reflections	125.00	0
22801	11/03/2015	SMA001	Smart Apple Media	272.74	0
22802	11/03/2015	STA003	Star Tribune	65.00	0
22803	11/03/2015	SUN003	Sunshine Terrace Tenant's Committee	600.00	0
22804	11/03/2015	SUR001	Surplus Center	16.00	0
22805	11/03/2015	THU002	Thur-O-Clean	6,508.76	0
22806	11/03/2015	TRU001	True Temp	438.34	0
22807	11/03/2015	USB005	US Bank Corporate Payment System	6,004.71	0
22808	11/03/2015	VIK002	Viking Industrial Center, Inc	799.00	0
22809	11/03/2015	VIL001	Vilandre Heating & A/C	464.89	0
22810	11/03/2015	WAT001	Water & Light Department	20,202.46	0
22811	11/03/2015	WID001	Widseth Smith Nolting & Associates	167,588.23	0
22812	11/03/2015	WIZ001	Wizard's Enterprises Inc.	590.00	0
22813	11/03/2015	XCE001	Xcel Energy	1,805.53	0
				<hr/> <hr/>	
				Check Total:	828,538.60
				<hr/> <hr/>	

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
------------	--------------	-----------	-----	------------------------------------	---------------	-------------------------	--------------------------	--------------	--------------	-------------	--------------	-----------------

Name: DAVE AKER Account Number: **1870 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

[09/30/2015](#) 10/02/2015 240492 5462 BAKERIES O FOR HEAVENS CAKES ND 273650185 \$ 81.40 [Memo](#) Not Reviewed No
N MOR

Allocation Accounting Code Amount: \$81.40 Allocation Accounting Code Value: 101-45-121-42000
Allocation Source: DAC Allocation Last Changed By: System

[10/10/2015](#) 10/12/2015 240493 3604 HILTON GARDEN INN HILTON GARDEN INN MN 208538419 304.65 [Memo](#) 00002014 Not Reviewed No
MANKATO

Allocation Accounting Code Amount: \$304.65 Allocation Accounting Code Value: 101-45-121-42000
Allocation Source: DAC Allocation Last Changed By: System

Name: BRENDA AULT Account Number: **3134 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

[09/29/2015](#) 10/01/2015 240507 5411 GROCERY HUGO'S #5 MN 450273731 14.39 [Memo](#) 06129110005VPRY704 Not Reviewed No
STORES,SUPERMARK 2064342

Allocation Accounting Code Amount: \$14.39 Allocation Accounting Code Value: 3204987044300
Allocation Source: USER Allocation Last Changed By: Ault,Brenda

[09/30/2015](#) 10/01/2015 240492 5814 FAST FOOD DOMINO'S 1962 MN 411735901 94.70 [Memo](#) 150930 025236 Not Reviewed No
RESTAURANTS

Allocation Accounting Code Amount: \$94.70 Allocation Accounting Code Value: 3204987044300
Allocation Source: USER Allocation Last Changed By: Ault,Brenda

[10/05/2015](#) 10/07/2015 240492 5814 FAST FOOD SUBWAY 00999912 FL 650701885 51.83 [Memo](#) 621-234-955808 Not Reviewed No
RESTAURANTS

Allocation Accounting Code Amount: \$51.83 Allocation Accounting Code Value: 3204987044300
Allocation Source: USER Allocation Last Changed By: Ault,Brenda

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
------------	--------------	-----------	-----	------------------------------------	---------------	-------------------------	--------------------------	--------------	--------------	-------------	--------------	-----------------

[10/07/2015](#) 10/09/2015 240492 5812 EATING PLACES AND RESTAURANTS MIKES PIZZA & PUB MN 201059694 \$ 49.57 [Memo](#) 28 Not Reviewed No

Allocation Accounting Code Amount: \$49.57 **Allocation Accounting Code Value:** 1014190044300
Allocation Source: USER **Allocation Last Changed By:** Ault,Brenda

[10/20/2015](#) 10/22/2015 240492 5814 FAST FOOD RESTAURANTS DOMINO'S 1962 MN 411735901 30.44 [Memo](#) 151020 034527 Not Reviewed No

Allocation Accounting Code Amount: \$30.44 **Allocation Accounting Code Value:** 3204987044300
Allocation Source: USER **Allocation Last Changed By:** Ault,Brenda

Name: JAY BRUCE **Account Number:** **5405 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

[10/15/2015](#) 10/16/2015 240507 5200 HOME SUPPLY WAREHOUSE STORES MENARDS GRAND FORKS ND 390989248 114.04 [Memo](#) 0 Not Reviewed No

Allocation Accounting Code Amount: \$114.04 **Allocation Accounting Code Value:** 6304644042000
Allocation Source: USER **Allocation Last Changed By:** Bruce,Jay

Name: RONALD BUBENDORF **Account Number:** **5156 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

[10/06/2015](#) 10/07/2015 240491 8299 SCHOOLS/EDUCATIONAL SCHL ASE TEST FEES VA 520954597 141.00 [Memo](#) PMT2022214DLYSEU Not Reviewed No

Allocation Accounting Code Amount: \$141.00 **Allocation Accounting Code Value:** 1014314043080
Allocation Source: USER **Allocation Last Changed By:** Bubendorf,Ronald

[10/08/2015](#) 10/12/2015 240491 9399 GOVERNMENT SERVICES-OTHER DEPARTMENT OF LABOR AND I MN 416007162 20.00 [Memo](#) 606100902470017 Not Reviewed No

Allocation Accounting Code Amount: \$20.00 **Allocation Accounting Code Value:** 6094370044300
Allocation Source: USER **Allocation Last Changed By:** Bubendorf,Ronald

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
------------	--------------	-----------	-----	------------------------------------	---------------	-------------------------	--------------------------	--------------	--------------	-------------	--------------	-----------------

[10/13/2015](#) 10/14/2015 240507 5072 WHOLESALE HARDWARE/S CENTURY TOOL & EQUIPMENT MO 431928292 \$ 22.10 [Memo](#) 19440018 Not Reviewed No
Allocation Accounting Code Amount: \$22.10 **Allocation Accounting Code Value:** 1014314042210
Allocation Source: DAC **Allocation Last Changed By:** System

Name: BENJAMIN DECKERT **Account Number:** **4153 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

[10/05/2015](#) 10/06/2015 240506 5542 AUTOMATED FUEL DISPENSERS CEDAR DIFFLEY BP MN 362440313 27.30 [Memo](#) 27864010 Not Reviewed No
Allocation Accounting Code Amount: \$27.30 **Allocation Accounting Code Value:** 1014212342120
Allocation Source: USER **Allocation Last Changed By:** HEDLUND,MICHAEL

[10/07/2015](#) 10/09/2015 240493 3829 COUNTRY INN BY CARLSON COUNTRY INN & SUITES S MN 472346412 177.84 [Memo](#) 178618 Not Reviewed No
Allocation Accounting Code Amount: \$177.84 **Allocation Accounting Code Value:** 1014212343300
Allocation Source: USER **Allocation Last Changed By:** HEDLUND,MICHAEL

[10/07/2015](#) 10/12/2015 240506 5542 AUTOMATED FUEL DISPENSERS HOLIDAY STNSTORE 0177 MN 410771276 20.43 [Memo](#) 0000000000000000 Not Reviewed No
Allocation Accounting Code Amount: \$20.43 **Allocation Accounting Code Value:** 1014212342120
Allocation Source: USER **Allocation Last Changed By:** HEDLUND,MICHAEL

[10/10/2015](#) 10/12/2015 240506 5542 AUTOMATED FUEL DISPENSERS PILOT MN 341953155 19.14 [Memo](#) 4153 Not Reviewed No
Allocation Accounting Code Amount: \$19.14 **Allocation Accounting Code Value:** 1014212342120
Allocation Source: USER **Allocation Last Changed By:** HEDLUND,MICHAEL

[10/10/2015](#) 10/12/2015 240493 7011 OTHER HOTELS AMERICAN ALEXANDRIA MN 411683787 88.30 [Memo](#) 11038680 Not Reviewed No
Allocation Accounting Code Amount: \$88.30 **Allocation Accounting Code Value:** 1014212343300
Allocation Source: USER **Allocation Last Changed By:** HEDLUND,MICHAEL

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
------------	--------------	-----------	-----	------------------------------------	---------------	-------------------------	--------------------------	--------------	--------------	-------------	--------------	-----------------

[10/14/2015](#) 10/15/2015 240499 5942 BOOK STORES AMAZON.COM WA 911646860 \$ 212.68 [Memo](#) 111-4172519-48698 Not Reviewed No
Allocation Accounting Code Amount: \$212.68 **Allocation Accounting Code Value:** 101-42-100-42000
Allocation Source: DAC **Allocation Last Changed By:** System

Name: NANCY ELLIS **Account Number:** **3178 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

[09/26/2015](#) 09/28/2015 240493 3665 HAMPTON INNS HAMPTON INNS MN 270052169 263.90 [Memo](#) 80064 00002 Not Reviewed No
Allocation Accounting Code Amount: \$263.90 **Allocation Accounting Code Value:** 1014190044300
Allocation Source: USER **Allocation Last Changed By:** ELLIS,NANCY

Name: PAUL GORTE **Account Number:** **1823 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

[09/22/2015](#) 09/24/2015 240498 7399 BUSINESS SERVICES FORX BUILDERS ND 450355339 100.00 [Memo](#) 326203844 Not Reviewed No
 -OTHER ASSOCIAT
Allocation Accounting Code Amount: \$100.00 **Allocation Accounting Code Value:** 6204987044390
Allocation Source: USER **Allocation Last Changed By:** Gorte,Paul

[09/23/2015](#) 09/25/2015 240492 5812 EATING PLACES AND RESTAURANTS BLUE MOOSE BAR & GRILL MN 411766541 19.26 [Memo](#) Not Reviewed No
Allocation Accounting Code Amount: \$19.26 **Allocation Accounting Code Value:** 6204987044300
Allocation Source: USER **Allocation Last Changed By:** Gorte,Paul

[09/30/2015](#) 10/01/2015 240507 5111 WHOLESALE OFFICE SUP CLASSIC OFFICE PRODUCT NJ 263994985 14.44 [Memo](#) 7563748863 Not Reviewed No
Allocation Accounting Code Amount: \$14.44 **Allocation Accounting Code Value:** 6204987042000
Allocation Source: DAC **Allocation Last Changed By:** System

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
------------	--------------	-----------	-----	------------------------------------	---------------	-------------------------	--------------------------	--------------	--------------	-------------	--------------	-----------------

Name: NICK GUNDERSON Account Number: **3450 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

[10/14/2015](#) 10/15/2015 240498 7399 BUSINESS SERVICES DARECATALOGCOM CA 010584512 \$ 353.30 [Memo](#) 88293 Not Reviewed No
-OTHER

Allocation Accounting Code Amount: \$353.30 Allocation Accounting Code Value: 4003300033699
Allocation Source: USER Allocation Last Changed By: HEDLUND,MICHAEL

[10/20/2015](#) 10/22/2015 240506 5542 AUTOMATED FUEL HOLIDAY STNSTORE MN 410771276 23.71 [Memo](#) 000000000000000000 Not Reviewed No
DISPENSERS 0027

Allocation Accounting Code Amount: \$23.71 Allocation Accounting Code Value: 1014210042000
Allocation Source: DAC Allocation Last Changed By: System

Name: DEBRA HADDEN Account Number: **2440 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

[09/22/2015](#) 09/23/2015 240507 5065 WHOLESALE ELEC OES INC. ON (33.00) [Memo](#) Not Reviewed No
PARTS

Allocation Accounting Code Amount: (\$33.00) Allocation Accounting Code Value: 101-45-121-42000
Allocation Source: DAC Allocation Last Changed By: System

Name: KEVIN HANSON Account Number: **1957 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

[10/02/2015](#) 10/05/2015 240500 5732 ELECTRONICS STORES ASAP PARTS PA 770510487 491.58 [Memo](#) 000016688628 Not Reviewed No

Allocation Accounting Code Amount: \$491.58 Allocation Accounting Code Value: 1014314042210
Allocation Source: DAC Allocation Last Changed By: System

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
------------	--------------	-----------	-----	------------------------------------	---------------	-------------------------	--------------------------	--------------	--------------	-------------	--------------	-----------------

10/08/2015	10/09/2015	240499	5942	BOOK STORES	AMAZON MKTPLACE PMTS	WA	911994984	\$ 81.49	Memo	002-5799585-38218	Not Reviewed	No
----------------------------	------------	--------	------	-------------	-------------------------	----	-----------	----------	----------------------	-------------------	--------------	----

Allocation Accounting Code Amount: \$81.49 **Allocation Accounting Code Value:** 1014312942000
Allocation Source: USER **Allocation Last Changed By:** Hanson, Kevin M

Name: MICHAEL HEDLUND **Account Number:** **1856 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

09/30/2015	10/02/2015	240506	5541	SERVICE STATIONS	SIMONSON GAT10050029	ND	450280064	125.00	Memo		Not Reviewed	No
----------------------------	------------	--------	------	------------------	-------------------------	----	-----------	--------	----------------------	--	--------------	----

Allocation Accounting Code Amount: \$125.00 **Allocation Accounting Code Value:** 1014212344000
Allocation Source: USER **Allocation Last Changed By:** HEDLUND, MICHAEL

10/08/2015	10/08/2015	240494	5964	CATALOG MERCHANT	GALLS	KY	203545989	21.94	Memo	4798767	Not Reviewed	No
----------------------------	------------	--------	------	------------------	-------	----	-----------	-------	----------------------	---------	--------------	----

Allocation Accounting Code Amount: \$21.94 **Allocation Accounting Code Value:** 1014212342170
Allocation Source: USER **Allocation Last Changed By:** HEDLUND, MICHAEL

10/14/2015	10/14/2015	240494	5964	CATALOG MERCHANT	GALLS	KY	203545989	208.00	Memo	4832628	Not Reviewed	No
----------------------------	------------	--------	------	------------------	-------	----	-----------	--------	----------------------	---------	--------------	----

Allocation Accounting Code Amount: \$208.00 **Allocation Accounting Code Value:** 1014212342170
Allocation Source: USER **Allocation Last Changed By:** HEDLUND, MICHAEL

Name: LINDA KOSSOW **Account Number:** **9273 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

10/08/2015	10/09/2015	240507	5331	VARIETY STORES	FAMILY DOLLAR #5938	MN	562056614	14.85	Memo	00367401	Not Reviewed	No
----------------------------	------------	--------	------	----------------	---------------------	----	-----------	-------	----------------------	----------	--------------	----

Allocation Accounting Code Amount: \$14.85 **Allocation Accounting Code Value:** 6304644042000
Allocation Source: USER **Allocation Last Changed By:** Kossow, Linda

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
------------	--------------	-----------	-----	------------------------------------	---------------	-------------------------	--------------------------	--------------	--------------	-------------	--------------	-----------------

Name: KRIS KOVAR Account Number: **5156 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

[10/21/2015](#) 10/22/2015 240499 5942 BOOK STORES AMAZON MKTPLACE WA 911994984 \$ 107.99 [Memo](#) 102-7089079-71274 Not Reviewed No

PMTS

Allocation Accounting Code Amount: \$107.99 Allocation Accounting Code Value: 1014212142400

Allocation Source: USER Allocation Last Changed By: HEDLUND,MICHAEL

Name: BRIAN LARSON Account Number: **0894 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

[09/23/2015](#) 09/24/2015 240507 5251 HARDWARE STORES HARDWARE HANK MN 411717424 55.95 [Memo](#) H19594 Not Reviewed No

Allocation Accounting Code Amount: \$55.95 Allocation Accounting Code Value: 1014514042000

Allocation Source: USER Allocation Last Changed By: HADDEN,DEB

[10/01/2015](#) 10/02/2015 240507 5251 HARDWARE STORES HARDWARE HANK MN 411717424 139.96 [Memo](#) H21603 Not Reviewed No

Allocation Accounting Code Amount: \$139.96 Allocation Accounting Code Value: 101-45-140-42000

Allocation Source: DAC Allocation Last Changed By: System

[10/08/2015](#) 10/09/2015 240507 5251 HARDWARE STORES HARDWARE HANK MN 411717424 57.71 [Memo](#) H23201 Not Reviewed No

Allocation Accounting Code Amount: \$57.71 Allocation Accounting Code Value: 101-45-140-42000

Allocation Source: DAC Allocation Last Changed By: System

[10/09/2015](#) 10/12/2015 240507 5251 HARDWARE STORES HARDWARE HANK MN 411717424 13.46 [Memo](#) H23406 Not Reviewed No

Allocation Accounting Code Amount: \$13.46 Allocation Accounting Code Value: 101-45-140-42000

Allocation Source: DAC Allocation Last Changed By: System

[10/19/2015](#) 10/20/2015 240507 5251 HARDWARE STORES HARDWARE HANK MN 411717424 29.37 [Memo](#) H26006 Not Reviewed No

Allocation Accounting Code Amount: \$29.37 Allocation Accounting Code Value: 101-45-140-42000

Allocation Source: DAC Allocation Last Changed By: System

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
------------	--------------	-----------	-----	------------------------------------	---------------	-------------------------	--------------------------	--------------	--------------	-------------	--------------	-----------------

[10/19/2015](#) 10/20/2015 240507 5251 HARDWARE STORES HARDWARE HANK MN 411717424 \$ 10.97 [Memo](#) H26019 Not Reviewed No
Allocation Accounting Code Amount: \$10.97 **Allocation Accounting Code Value:** 101-45-140-42000
Allocation Source: DAC **Allocation Last Changed By:** System

Name: GARY LARSON **Account Number:** **0810 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

[09/30/2015](#) 10/01/2015 240493 7011 OTHER HOTELS CAMP RIPLEY BILLET MN 411404072 60.00 [Memo](#) 3 Not Reviewed No
 FUND
Allocation Accounting Code Amount: \$60.00 **Allocation Accounting Code Value:** 1014220042000
Allocation Source: DAC **Allocation Last Changed By:** System

[10/08/2015](#) 10/12/2015 240491 8398 CHARITABLE/SOCIAL MINNESOTA STATE FIRE MN 411247114 250.00 [Memo](#) Not Reviewed No
 SERVICE CHIE
Allocation Accounting Code Amount: \$250.00 **Allocation Accounting Code Value:** 1014220042000
Allocation Source: DAC **Allocation Last Changed By:** System

Name: DAVID MURPHY **Account Number:** **0699 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

[09/23/2015](#) 09/25/2015 240492 5812 EATING PLACES AND BLUE MOOSE BAR & MN 411766541 12.69 [Memo](#) Not Reviewed No
 RESTAURANTS GRILL
Allocation Accounting Code Amount: \$12.69 **Allocation Accounting Code Value:** 101-41-510-42000
Allocation Source: DAC **Allocation Last Changed By:** System

[10/01/2015](#) 10/02/2015 240498 5968 CONTINUITY GAN*USATODAYCIRC IN 570691788 25.00 [Memo](#) 05459500706UT80669 Not Reviewed No
 SUBSCRIPTION 84
Allocation Accounting Code Amount: \$25.00 **Allocation Accounting Code Value:** 101-41-510-42000
Allocation Source: DAC **Allocation Last Changed By:** System

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
------------	--------------	-----------	-----	------------------------------------	---------------	-------------------------	--------------------------	--------------	--------------	-------------	--------------	-----------------

[10/09/2015](#) 10/12/2015 240507 5399 MISCELLANEOUS GRAND FORKS HERALD ND 450129560 \$ 17.25 [Memo](#) 6KBVMVB Not Reviewed No
GENERAL MER

Allocation Accounting Code Amount: \$17.25 **Allocation Accounting Code Value:** 101-41-510-42000
Allocation Source: DAC **Allocation Last Changed By:** System

Name: MEGAN NELSON **Account Number:** **0648 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

[10/02/2015](#) 10/05/2015 240493 3829 COUNTRY INN BY COUNTRY INN & SUITES MN 411864534 104.37 [Memo](#) Not Reviewed No
CARLSON

Allocation Accounting Code Amount: \$104.37 **Allocation Accounting Code Value:** 1014111043300
Allocation Source: USER **Allocation Last Changed By:** NELSON,MEGAN

Name: DENNIS ROBERTSON **Account Number:** **0425 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

[09/25/2015](#) 09/28/2015 240507 5099 WHOLESALE DURABLE QUALIFICATION WI 201383430 36.15 [Memo](#) 565133122 Not Reviewed No
GO TARGETS

Allocation Accounting Code Amount: \$36.15 **Allocation Accounting Code Value:** 1014210042000
Allocation Source: USER **Allocation Last Changed By:** HEDLUND,MICHAEL

[10/20/2015](#) 10/22/2015 240506 5542 AUTOMATED FUEL SUPERAMERICA 4470 MN 273005319 46.84 [Memo](#) 060727 Not Reviewed No
DISPENSERS

Allocation Accounting Code Amount: \$46.84 **Allocation Accounting Code Value:** 101-42-100-42000
Allocation Source: DAC **Allocation Last Changed By:** System

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
------------	--------------	-----------	-----	------------------------------------	---------------	-------------------------	--------------------------	--------------	--------------	-------------	--------------	-----------------

Name: ANDREA SCHERER Account Number: **1888 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

[09/22/2015](#) 09/23/2015 240507 5411 GROCERY TARGET 00017830 ND 410215170 \$ 29.60 [Memo](#) 000000000000000000 Not Reviewed No
STORES,SUPERMARK

Allocation Accounting Code Amount: \$6.00 Allocation Accounting Code Value: 1014550642000
Allocation Source: USER Allocation Last Changed By: HELGESON,CHARLOTTE

Allocation Accounting Code Amount: \$23.60 Allocation Accounting Code Value: 4004550443360
Allocation Source: USER Allocation Last Changed By: HELGESON,CHARLOTTE

[09/28/2015](#) 09/29/2015 240491 8699 MEMBERSHIP UNIV SPACE RESEARCH TX 520892064 100.00 [Memo](#) 49970006 Not Reviewed No
ORGANIZATIONS ASSN

Allocation Accounting Code Amount: \$100.00 Allocation Accounting Code Value: 4004550443360
Allocation Source: USER Allocation Last Changed By: HELGESON,CHARLOTTE

[10/05/2015](#) 10/06/2015 240493 3509 MARRIOTT MARRIOTT LITTLE AR 455554040 628.28 [Memo](#) 1042 Not Reviewed No
ROCK D/T

Allocation Accounting Code Amount: \$628.28 Allocation Accounting Code Value: 1014550443300
Allocation Source: USER Allocation Last Changed By: HELGESON,CHARLOTTE

[10/06/2015](#) 10/07/2015 240500 5970 ARTIST'S SUPPLY AND MICHAELS STORES 1583 ND 751943604 67.64 [Memo](#) 1583000481061510061 Not Reviewed No
CRAFT SHOP 349

Allocation Accounting Code Amount: \$67.64 Allocation Accounting Code Value: 4004550443360
Allocation Source: USER Allocation Last Changed By: HELGESON,CHARLOTTE

[10/13/2015](#) 10/13/2015 240491 8398 CHARITABLE/SOCIAL ILLINOIS LIBRARY IL 362324945 18.44 [Memo](#) AS0PD8D8B517 Not Reviewed No
SERVICE ASSOC

Allocation Accounting Code Amount: \$18.44 Allocation Accounting Code Value: 4004550443360
Allocation Source: USER Allocation Last Changed By: HELGESON,CHARLOTTE

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
------------	--------------	-----------	-----	------------------------------------	---------------	-------------------------	--------------------------	--------------	--------------	-------------	--------------	-----------------

[10/20/2015](#) 10/21/2015 240499 9402 POSTAGE STAMPS USPS 26267007930102479 MN 941308560 \$ 3.07 [Memo](#) 000000000000000000 Not Reviewed No
Allocation Accounting Code Amount: \$3.07 **Allocation Accounting Code Value:** 1014550243360
Allocation Source: USER **Allocation Last Changed By:** HELGESON,CHARLOTTE

Name: AEISSO SCHRAGE **Account Number:** **6738 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

[09/29/2015](#) 09/30/2015 240507 5045 WHOLESALE COMPUTERS/ PHONE SKOPE UT 870623055 83.96 [Memo](#) 7567269863 Not Reviewed No
Allocation Accounting Code Amount: \$83.96 **Allocation Accounting Code Value:** 1014212542000
Allocation Source: USER **Allocation Last Changed By:** HEDLUND,MICHAEL

[09/30/2015](#) 09/30/2015 240500 5732 ELECTRONICS STORES WILSONAMPLIFIERS.CO TX 274331110 199.99 [Memo](#) 000000000000000000 Not Reviewed No
Allocation Accounting Code Amount: \$199.99 **Allocation Accounting Code Value:** 1014212542000
Allocation Source: USER **Allocation Last Changed By:** HEDLUND,MICHAEL

[10/07/2015](#) 10/08/2015 240500 5732 ELECTRONICS STORES BEST BUY 00003376 ND 411822872 209.97 [Memo](#) 000000000000000000 Not Reviewed No
Allocation Accounting Code Amount: \$209.97 **Allocation Accounting Code Value:** 1014212542000
Allocation Source: USER **Allocation Last Changed By:** HEDLUND,MICHAEL

[10/14/2015](#) 10/15/2015 240499 5942 BOOK STORES AMAZON MKTPLACE WA 911994984 14.00 [Memo](#) 104-7717419-19914 Not Reviewed No
Allocation Accounting Code Amount: \$14.00 **Allocation Accounting Code Value:** 1014212542000
Allocation Source: USER **Allocation Last Changed By:** HEDLUND,MICHAEL

[10/15/2015](#) 10/16/2015 240499 5942 BOOK STORES AMAZON MKTPLACE WA 911994984 103.92 [Memo](#) 104-7753983-92314 Not Reviewed No
Allocation Accounting Code Amount: \$103.92 **Allocation Accounting Code Value:** 1014212542000
Allocation Source: USER **Allocation Last Changed By:** HEDLUND,MICHAEL

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
------------	--------------	-----------	-----	------------------------------------	---------------	-------------------------	--------------------------	--------------	--------------	-------------	--------------	-----------------

Name: CHERYL SEVIGNY Account Number: **8595 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

[09/22/2015](#) 09/23/2015 240507 5411 GROCERY WAL-MART #5806 ND 710415188 \$ 25.94 [Memo](#) 0922155806 Not Reviewed No

STORES,SUPERMARK

Allocation Accounting Code Amount: \$25.94 Allocation Accounting Code Value: 1014210042000

Allocation Source: USER Allocation Last Changed By: HEDLUND,MICHAEL

Name: JASON STORDAHL Account Number: **5413 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

[09/22/2015](#) 09/23/2015 240500 5999 MISCELLANEOUS AND MINNESOTA FALL EXPO MN 411571541 25.00 [Memo](#) 253 Not Reviewed No

SPECIAL

Allocation Accounting Code Amount: \$25.00 Allocation Accounting Code Value: 1014312043080

Allocation Source: USER Allocation Last Changed By: STORDAHL,JASON

[10/02/2015](#) 10/05/2015 240507 5200 HOME SUPPLY MENARDS GRAND ND 390989248 67.19 [Memo](#) PW1000215 Not Reviewed No

WAREHOUSE STORES FORKS

Allocation Accounting Code Amount: \$67.19 Allocation Accounting Code Value: 6054947042000

Allocation Source: USER Allocation Last Changed By: STORDAHL,JASON

[10/06/2015](#) 10/08/2015 240506 5542 AUTOMATED FUEL HOLIDAY STNSTORE MN 410771276 41.82 [Memo](#) 0000000000000000 Not Reviewed No

DISPENSERS 0177

Allocation Accounting Code Amount: \$41.82 Allocation Accounting Code Value: 1014312043300

Allocation Source: USER Allocation Last Changed By: STORDAHL,JASON

[10/08/2015](#) 10/09/2015 240493 3502 BEST WESTERN HOTELS BEST WESTERN HOTELS MN 460452761 200.02 [Memo](#) 546067A Not Reviewed No

- ST.

Allocation Accounting Code Amount: \$200.02 Allocation Accounting Code Value: 1014312043300

Allocation Source: USER Allocation Last Changed By: STORDAHL,JASON

Transaction Detail - Summary

<u>Trans Date</u>	<u>Posting Date</u>	<u>MCCG Code</u>	<u>MCC</u>	<u>Merchant Category Code Description</u>	<u>Merchant Name</u>	<u>Merchant State/Province</u>	<u>Taxpayer ID Number (TIN)</u>	<u>Trans Amount</u>	<u>Posting Type</u>	<u>Purchase ID</u>	<u>Trans Status</u>	<u>Disputed Status</u>
-------------------	---------------------	------------------	------------	---	----------------------	--------------------------------	---------------------------------	---------------------	---------------------	--------------------	---------------------	------------------------

10/08/2015	10/12/2015	240506	5542	AUTOMATED FUEL DISPENSERS	HOLIDAY STNSTORE 0177	MN	410771276	\$ 68.13	Memo	0000000000000000	Not Reviewed	No
----------------------------	------------	--------	------	---------------------------	--------------------------	----	-----------	----------	----------------------	------------------	--------------	----

Allocation Accounting Code Amount: \$68.13 **Allocation Accounting Code Value:** 1014312043300
Allocation Source: USER **Allocation Last Changed By:** STORDAHL,JASON

Total Number of Records: 62

Total

\$6,008.96

End of Report