# AGENDA PROCTOR CITY COUNCIL MEETING Monday, March 7<sup>th</sup>, 2022 6:00 pm Council Chambers - Community Activity Center - 100 Pionk Drive

CALL TO ORDER PLEDGE OF ALLEGIANCE ROLL CALL

# **OTHERS PRESENT**

APPROVAL OF MINUTES City Council Meeting minutes from Tuesday, February 22<sup>nd</sup> 2022

**APPROVAL OF AGENDA** 

# COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT:

\*APPROVAL OF CONSENT AGENDA (one Council motion can accept all items listed under this agenda, plus Council can pull any individual items out of this consent agenda and discuss/act on item separately - thus leaving others to be approved via consent agenda action) -

# \*1. COMMUNICATIONS

A. WLSSD 2021 Adjustment

# **\*2. PLANNING & ZONING DEPARTMENT MATTER**

A. Proctor Dental Office - Completing Interior Renovations

# \*3. COMMITTEE REPORTS

# **4.CLERK ADVISES COUNCIL**

- A. Safe Routes to School Grant Notification
- B. Stauber FY23 General Community Project Request
- C. CDBG COVID 19 and ESG Grants
- D. Sand Salt Building Update
- E. Sales Tax Legislation Update

# **5. UNFINISHED BUSINESS**

- A. Lowest Responsible Bidder
- B. Government Data Practices
- C. American Rescue Plan
- D. Capital Budget Request
- E. City Rebrand Process
- **F.**Purchasing Policy

# 6. NEW BUSINESS

- A. Resolution 11-22 Ducks Unlimited Raffle at Blackwoods Event Center
- **B.** Police Civil Service Commission Hiring Recommendation
- C. COVID-19 Plans and Protocols
- **D. Home Occupation Recommendations**
- E. Planning & Zoning Commissioner Appointment Recommendation
- F. Code Amendment 1002.03 Subd. 6 Exceptions for Rear Yard 1<sup>st</sup> Reading
- G. Historical Society #225 Club

# **MEMBER CONCERNS**

Benson:

DeWall:

Johnson:

**Rohweder:** 

Ward:

**Attorney Bray:** 

BILLS FOR APPROVAL General: \$ 91,580.80 Liquor: \$ 54,020.63 TOTAL BILLS FOR APPROVAL: \$ 145,601.43

ADJOURNMENT

MINUTES OF THE PROCTOR CITY COUNCIL MEETING for February 22, 2022

Meeting was streamed live on the Trac 7 YouTube channel, as well as attendance of up to fifteen members of the public to accommodate for social distancing.

Due to inclement weather, the meeting was changed from the regularly scheduled meeting at 6:00 pm to 4:00 pm following posting the required meeting notices as recommended by the city attorney.

MEMBERS PRESENT: Mayor Ward, Councilor Troy DeWall, Councilor Jake Benson, Councilor Rohweder

MEMBERS ABSENT: Councilor Johnson

OTHERS PRESENT: City Attorney John Bray via telephone, Chief Kent Gaidis, Megan Jordan, City Administrator Jess Rich, Ted Kiefat, Matt Bolf from SEH, Jason Klatte

Mayor Ward called the meeting to order at 4:00 pm. Roll call was performed noting Councilor Johnson absent.

Motion by Rohweder, seconded by Benson and carried 4-0 to approve the minutes from Monday, February 7<sup>th</sup>, 2022.

Motion by Benson, seconded by DeWall and carried 4-0 to approve the agenda for Tuesday, February 22<sup>nd</sup>, 2022 with the addition of item 6J – Proctor Speedway Agreement and moving item 6H – Golf Course Agreement to item 6A.

# COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Jason Klatte is present to address the council regarding his management proposal. Motion by Ward, seconded by Rohweder and carried 4-0 to approve the consent agenda pulling item \*1B for discussion.

Councilor Benson states his gratitude and appreciation for the finance report presented by Finance Director Brunfelt. Councilor DeWall requests reconciliation of funds 300 and 550. Administrator Rich confirms she will discuss with Finance Director Brunfelt. DeWall also requests an end of the year revenue report for the liquor store, noting Brunfelt can respond via email. Mayor Ward also expresses gratitude and recognition of city staff and councilors for the work completed for grants submitted and received in 2021.

Motion by Benson, seconded by Ward and carried 4-0 to adopt and recommend the fourth quarter finance report for 2021 as presented.

# \*<u>1. COMMUNICATIONS</u>

- A. CDBG and HOME Programs Requalification Memo
- B. 2021 4<sup>th</sup> Quarter Finance Report
- C. SEH Meeting Minutes February 16<sup>th</sup>, 2022

# **\*2. PLANNING & ZONING DEPARTMENT MATTER**

# **\*3. COMMITTEE REPORTS**

# 4. CLERK ADVISES COUNCIL

A. LBAE Meeting: Tuesday, May 17<sup>th</sup>, 2022 at 10:00 am.

Announcement of time change and reminder for attendance. A quorum is needed for any action taken with the reminder the meeting can be suspended and reconvened if necessary.

# B. Minnesota Coastal Program STAR Grant

Administrator Rich states the grant has been written and submitted. The city was awarded \$10,000 in a planning grant toward wetland protections in accordance with our sand and salt shed project. Unfortunately, project timelines and fund distributions are not lining up, staff has decided to release the awarded funds making them available to another entity.

# C. Relief Association Board Meeting

Meeting attended by Administrator Rich and Mayor Ward, discussions for modifications and meetings to be held more regularly. Modifications will be presented to council for approval once finalized.

# D. Lavaque Road Welcome Sign Update

ICR submitted by PD to LMC for an insurance claim regarding replacement of the sign. Delays have occurred due to suggestions for rebrand/redesign. Discussion follows in response to rebranding/design with Councilor DeWall asking the logistics of the process and Councilor Benson providing supplemental information. Administrator Rich states the insurance claim process has just begun before any rebranding will be completed. Councilor Rohweder suggest forming a committee for any rebranding/design processes, including input from various committees and city councilors. Rohweder is in agreement with DeWall in forming a committee for the completion of the process. Councilor DeWall requests to add any city rebranding as an item to unfinished business. With clarification from the city attorney, this item will be added to unfinished business for future meetings.

# E. WLSSD Annual Report

Administrator Rich provides an update on the submittal of the report completed by city staff and SEH. Administrator Rich notes the ample preparation completed by staff and engineering in the submittal of the report.

# **5. UNFINISHED BUSINESS**

- A. Lowest Responsible Bidder
- B. Government Data practices
- C. American Rescue Plan
- D. Capital Budget Request

# E. Greystone Contract

Mayor Ward states this item was placed under unfinished business to allow the opportunity to vote on this item as a full council. Matt Bolf is present to provide additional updates, reiterating the background information. He states the total project costs are an estimated \$833,000.00 – this will include the site work, utility work, joint garage with PUC, and the sand/salt shed. \$608,000.00 or about 73% of the project total will be bid out to local contractors on the private sides. The remaining \$225,000.00 is the sand/salt facility itself, noting that it is a specialty building, with specialized service that has been bid out through Sourcewell. Bolf continues with details and options as presented in the meeting packet. Bolf also notes Administrator Rich has also spoken with representatives from Greystone for clarification of questions brought forth by Mayor Ward. Discussion follows, addressing specific questions as they relate to the contract and bid proposal. It is noted Greystone has a small crew and utilizes local contractors when available with Bolf providing additional information along with accrued savings on the package total when utilizing Sourcewell.

Motion by Rohweder seconded by DeWall and carried 3-1 (roll call vote DeWall Y, Benson Y, Rohweder Y, Ward N, Johnson absent)

# 6. NEW BUSINESS

# A. Golf Course Management Agreement

Administrator Rich states after completion of the RFP process seeking golf course management, Jason Klatte has submitted and been awarded the proposal for management services. Rich continues stating the proposal submitted in the packet includes management services as recommended by the golf course committee. Rich continues stating this is a three-year agreement and the start of a long term management services, noting an additional improvement plan will be agreed upon once operations have begun. Klatte adds capital improvement options which will also be implemented accordingly.

Motion by Benson, seconded by Rohweder and carried 4-0 to approve the golf course management agreement as presented.

# A. Proctor PD 2021 Annual Report/Deer Hunt

Chief Gaidis reports on the annual deer hunt as directed by city ordinance. He states the application process was lengthy and time consuming, along with applicants not reporting any harvesting of deer. Gaidis stresses on the importance of reporting harvested deer, and future citywide deer hunts will be discussed.

Chief Gaidis notes the annual report of the Proctor Police Department as presented, key features highlighted are increase in call load, staffing decreases, and crime/arrest summaries. Gaidis continues stating the amount of medical calls in continually increasing with protocol and process needing to be addressed in the future of department operations. Gaidis states the amount of calls needing, requesting, or reporting mutual aid response is difficult at times due to the nature of the calls. Traffic response is included as a summary on page six of the submitted report, with officers responding to an increase in training hours. Gaidis states the schedule for completing and submitting training hours is reported between July 1<sup>st</sup> of 2020 – June 30<sup>th</sup> of 2021 in order to coincide with the training schedule of the State of Minnesota.

Motion by Benson, seconded by Ward and carried 4-0 to accept the Proctor Police Department Annual Report/Deer Hunt for 2021 as presented.

# **B. 2022 Towing Permits**

Motion by Rohweder, seconded by Benson and carried 3-0 (DeWall abstains) to accept the 2022 towing permits as submitted.

# C. Resolution 07-22 Declaring Surplus

Motion by Rohweder, seconded by DeWall and carried 4-0 to approve resolution 07-22 and declare equipment surplus of the 2006 Chevrolet 2500 HD as submitted.

# D. Resolution 08-22 Designating Certain Funds to the Public Safety Fund

Motion by Ward, seconded by DeWall and carried 4-0 to approve resolution 08-22 as submitted.

# E. Resolution 09-22 Designating Polling Place

Administrator Rich notes the redistricting has been finalized by the State of Minnesota. This finalization requires a resolution to be passed after the conclusion of the redistricting process. Motion by Benson, seconded by Ward and carried 4-0 to approve resolution 09-22 as submitted, declaring the polling place for Proctor, MN as City Hall located at 100 Pionk Dr.

# F. Resolution 10-22 Designating ARPA Funds

Motion by Rohweder, seconded by Ward and carried 4-0 to approve resolution 10-22 designating ARPA funds as submitted.

# G. 2022 Building Inspector Services

Motion by Ward, seconded by DeWall and carried 4-0 to approve the building inspector services as presented, noting a 3% increase in the amount of \$6,108.00. Mayor Ward also notes the correction of the amount to be \$6,108.00 throughout the agreement.

# I. Plow Truck Purchase Approval

Administrator Rich notes this approval is necessary due to delivery delays and pricing adjustments. As previously accepted, the plow truck is up for replacement in 2023, with Administrator Rich noting that granting this approval will allow for ordering of the truck now for delivery in 2023. Capital purchases need separate approval as the 2023 budget has not been approved yet. Motion by Ward, seconded by Rohweder and carried 4-0 to approve the quotes from Nuss Trucking and Towmaster as submitted for the purchase of the plow truck. Discussion follows including leasing and financing options. Administrator Rich confirms additional financing details will be presented to council upon receipt.

# J. Speedway/Management Agreement

Councilor DeWall states the necessity of drafting an updated agreement between the City of Proctor and Speedway. With the racetrack operations being a vital resource for the city and the community, a new contract will need to be in place.

Motion by DeWall, seconded by Benson and carried 4-0 to direct Administrator Rich and Attorney Bray to begin drafting a new agreement for continued racetrack operations.

# MEMBER CONCERNS

Benson: Notifies council and administration of additional grants/funds available, also providing application deadlines.

DeWall: Requests a revision of the purchasing policy and would like it added as an agenda item to future meetings.

Johnson: Absent

Rohweder: None

Mayor Ward: Extends gratitude to street department for plowing operations, provides a reminder of the Police Civil Service Commission meeting at 5:00pm prior to the meeting on March 3<sup>rd</sup>. Would like to congratulate the girls Proctor/Hermantown Mirage on making it to the state tournament for the second consecutive year. Announces the Proctor Boys Hockey team has their first playoff game on February 23<sup>rd</sup>. Extends gratitude to the council for meeting accommodations and Councilor DeWall for running the February 7<sup>th</sup> meeting in his absence. Announces the school will be dropping the current mask mandate as of Monday, March 7<sup>th</sup>, would

Announces the school will be dropping the current mask mandate as of Monday, March 7<sup>th</sup>, would like to address masks/Covid in the future at City Hall.

Attorney Bray: None

BILLS FOR APPROVAL General: \$103,875.56 Liquor: \$40,749.51 TOTAL BILLS FOR APPROVAL: \$144,625.07

Motion by Rohweder, seconded by Benson and carried 4-0 to approve the bills as submitted. Motion by DeWall, seconded by Ward and carried 4-0 to adjourn the meeting at 5:18 pm.

Chad Ward Mayor Jess Rich City Administrator



2626 Courtland Street Duluth, MN 55806-1894 phone 218.722.3336 fax 218.727.7471 www.wlssd.com

# Western Lake Superior Sanitary District

\*1A

February 18, 2022

City of Proctor Jessica Rich, Administrator 100 Pionk Drive-City Hall Proctor, MN 55810

Subject: 2021 Wastewater Treatment Year-End Adjustments

Dear Ms. Rich:

At the close of each year, we notify our wastewater treatment users of the year-end adjustment based on the actual flow and load data, and treatment costs.

For 2021, the WLSSD Board has approved total wastewater charges of \$27,515,879 as shown in the attached comparison of billed (budget) to required charges (actual) for 2021. Each wastewater user will receive additional charges or credits based upon their actual flows and loads as compared to budget. This amount will be spread evenly over the 12-month period in 2022.

Attached is a table summarizing the 2021 billing as compared to the 2021 required actual. For Proctor the total year-end adjustment for 2021 is a credit of \$22,840 and will be included as a \$1,903/month credit on your 2022 monthly billing.

Please contact me at 740-4805 if you have any questions.

Sincerely,

Marianne Bohren Executive Director

Attachment

	BILLED	REQUIRED	YEAR-END
DULUTH -	<u>2021</u> 9,397,598	2021 9,498,785	ADJUSTMENT \$101,187
CLOQUET	1,006,748	816,609	(\$190,139)
PROCTOR	327,748	304,908	(\$22,840)
HERMANTOWN	511,351	504,199	(\$7,152)
ESKO	146,702	142,403	(\$4,299)
SCANLON	116,873	101,917	(\$14,956)
CARLTON	113,973	111,976	(\$1,997)
RICE LAKE	52,159	47,629	(\$4,529)
TWIN LAKE	92,756	51,638	(\$41,119)
PIKE LAKE	77,323	69,099	(\$8,224)
KNIFE RIVER	\$20,354	17,645	(\$2,709)
OLIVER	17,194	14,805	(\$2,390)
THOMSON	9,371	7,892	(\$1,478)
WRENSHALL	22,163	21,881	(\$282)
JAY COOKE	2,759	3,093	\$334
MIDWAY	5,050	5,827	\$777
MPCA LANDFILL	11,827	10,015	(\$1,811)
UNUSED	-	-	\$0
DULUTH/NORTH SHORE	49,443	47,208	(\$2,235)
MUNICIPALITIES SUBTOTAL	11,981,391	11,777,529	(\$203,862)
SAPPI	13,583,834	13,850,195	\$266,361
GEORGIA PACIFIC	32,088	32,088	\$0
VERSO	383,627	386,465	\$2,838
USG	644,750	631,343	(\$13,407)
ST PAPER 1	722,428	674,263	(\$48,165)
SPECIALTY MINERALS	167,761	163,996	(\$3,765)
INDUSTRIES SUBTOTAL	15,534,488	\$15,738,350	\$203,862
TOTAL DISTRICT	\$27,515,879	\$27,515,879	(\$0)

# 2021 Year End Adj Wastewater Unit Costs

	BUDGET 2021	REQUIRED 2021	% CHANGE
VOLUME			
FLOW (MGD)	32.53	31.57	-2.95%
BOD (LBS/DAY)	61,299	66,365	8.26%
SUSPENDED SOLIDS (LBS/DAY)	36,951	,49,364	33.59%
O & M UNIT COSTS			
FLOW (COST/1000 GAL)	\$0.5957	\$0.6968	16.97%
PEAK FLOW	\$0.0435	\$0.0317	-27.20%
BOD (COST/LB)	\$0.2030	\$0.2155	6.20%
SUSPENDED SOLIDS (COST/LB)	\$0.3349	\$0.2903	-13.31%
O & M + DEBT SERVICE UNIT COSTS			
FLOW (COST/1000 GAL)	\$0.8019	\$0.9020	12.48%
PEAK FLOW	\$0.0990	\$0.0786	-20.56%
BOD (COST/LB)	\$0.2539	\$0.2721	7.18%
SUSPENDED SOLIDS (COST/LB)	\$0.3968	\$0.3509	-11.56%
DOMESTIC EQUIV (COST/1000GAL)	\$1.9862	\$2.0198	1.69%

stern Lake Superior Sanitary District ing Detail 21 Year End Adj

.

o.         Class of Service         Basis         Flow         Excess Fl           Municipalities: Duluth- Duluth         Budget         \$2,590,871         \$670,592           Cloquet         Budget         \$217,983         \$19,092           Proctor         Budget         \$87,412         \$21,885           Hermantown         Budget         \$152,596         \$17,718           Esko         Budget         \$38,988         \$7,718           Scanlon         DE         \$32,096         \$3,244           Carlton         Budget         \$35,784         \$5,366           Rice Lake         DE         \$13,072         \$2,004           Twin Lake         Budget         \$7,375         \$2,295           Pike Lake         DE         \$20,422         \$2,827           Knife River         DE         \$4,680         \$1,227           Oliver         DE         \$4,680         \$1,227           Oliver         DE         \$4,680         \$1,227           Quiver         DE         \$4,680         \$1,217           Avershall         DE         \$560         \$324           Midway         DE         \$1,094         \$36           Moded	BOD \$1,112,233 \$100,697 \$35,559 \$79,299 \$20,690 \$16,521 \$12,587 \$6,766 \$9,519 \$10,542 \$2,439 \$2,281 \$1,023 \$3,225 \$315 \$787 \$262	TSS \$2,025,034 \$199,218 \$58,494 \$104,590 \$32,320 \$22,253 \$19,392 \$9,113 \$11,444 \$14,200 \$3,285 \$3,073 \$1,378 \$4,345 \$424 \$742 \$354	TOTAL \$6,398,730 \$536,990 \$203,350 \$354,203 \$99,716 \$74,114 \$73,129 \$30,955 \$30,634 \$47,991 \$11,630 \$10,128 \$4,501 \$14,851 \$1,622 \$2,658	FLOW \$1,286,450 \$103,779 \$44,898 \$51,434 \$16,670 \$9,848 \$20,142 \$6,544 \$6,413 \$8,263 \$1,883 \$1,783 \$1,332 \$2,799 \$474 \$1,456	PEAK FLOW \$949,570 \$72,427 \$29,359 \$37,393 \$11,165 \$9,119 \$11,562 \$4,831 \$4,790 \$5,868 \$2,257 \$1,266 \$931 \$1,728 \$395 \$806	\$2,236,020 \$176,205 \$74,256 \$88,827 \$27,835 \$18,966 \$31,704 \$11,374 \$11,203 \$14,131 \$4,140 \$3,049 \$2,263 \$4,527 \$869	BOD \$366,132 \$39,962 \$12,464 \$29,386 \$6,586 \$4,534 \$3,198 \$2,641 \$4,932 \$3,526 \$924 \$820 \$569 \$1,273 \$280	TSS \$497,902 \$63,451 \$14,838 \$31,783 \$8,266 \$4,303 \$3,946 \$2,659 \$4,868 \$3,452 \$951 \$808 \$559 \$1,230 \$322	TOTAL \$3,100,054 \$279,618 \$101,558 \$149,996 \$42,687 \$27,803 \$38,847 \$16,674 \$21,003 \$21,109 \$6,015 \$4,677 \$3,392 \$7,030 \$1,471	\$9,498,785 \$816,609 \$304,908 \$504,199 \$142,403 \$101,917 \$111,976 \$47,629 \$51,638 \$69,099 \$17,645 \$14,805 \$7,892 \$21,881 \$3,093
Duluth         Budget         \$2,590,871         \$670,592           Cloquet         Budget         \$217,983         \$19,092           Proctor         Budget         \$87,412         \$21,885           Hermantown         Budget         \$152,596         \$11,718           Esko         Budget         \$38,988         \$7,718           Scanlon         DE         \$32,096         \$3,244           Carlton         Budget         \$35,784         \$5,366           Rice Lake         DE         \$13,072         \$2,004           Twin Lake         Budget         \$7,375         \$2,295           Pike Lake         DE         \$20,422         \$2,827           Knife River         DE         \$4,680         \$1,227           Oliver         DE         \$4,680         \$1,227           Jay Cooke         DE         \$2,009 <t< td=""><td>\$100,697 \$35,559 \$79,299 \$20,690 \$16,521 \$12,587 \$6,766 \$9,519 \$10,542 \$2,439 \$2,281 \$1,023 \$3,225 \$315 \$787</td><td>\$199,218 \$58,494 \$104,590 \$32,320 \$22,253 \$19,392 \$9,113 \$11,444 \$14,200 \$3,285 \$3,073 \$1,378 \$4,345 \$424 \$742</td><td>\$536,990 \$203,350 \$354,203 \$99,716 \$74,114 \$73,129 \$30,955 \$30,634 \$47,991 \$11,630 \$10,128 \$4,501 \$14,851 \$1,622 \$2,658</td><td>\$103,779 \$44,898 \$51,434 \$16,670 \$9,848 \$20,142 \$6,544 \$6,413 \$8,263 \$1,883 \$1,783 \$1,783 \$1,332 \$2,799 \$474</td><td>\$72,427 \$29,359 \$37,393 \$11,165 \$9,119 \$11,562 \$4,831 \$4,790 \$5,868 \$2,257 \$1,266 \$931 \$1,728 \$395</td><td>\$176,205 \$74,256 \$88,827 \$27,835 \$18,966 \$31,704 \$11,374 \$11,203 \$14,131 \$4,140 \$3,049 \$2,263 \$4,527 \$869</td><td>\$39,962 \$12,464 \$29,386 \$6,586 \$4,534 \$3,198 \$2,641 \$4,932 \$3,526 \$924 \$820 \$569 \$1,273 \$280</td><td>\$63,451 \$14,838 \$31,783 \$8,266 \$4,303 \$3,946 \$2,659 \$4,868 \$3,452 \$951 \$808 \$559 \$1,230 \$322</td><td>\$279,618 \$101,558 \$149,996 \$42,687 \$27,803 \$38,847 \$16,674 \$21,003 \$21,109 \$6,015 \$4,677 \$3,392 \$7,030 \$1,471</td><td>\$816,609 \$304,908 \$504,199 \$142,403 \$101,917 \$111,976 \$47,629 \$51,638 \$69,099 \$17,645 \$14,805 \$7,892 \$21,881</td></t<>	\$100,697 \$35,559 \$79,299 \$20,690 \$16,521 \$12,587 \$6,766 \$9,519 \$10,542 \$2,439 \$2,281 \$1,023 \$3,225 \$315 \$787	\$199,218 \$58,494 \$104,590 \$32,320 \$22,253 \$19,392 \$9,113 \$11,444 \$14,200 \$3,285 \$3,073 \$1,378 \$4,345 \$424 \$742	\$536,990 \$203,350 \$354,203 \$99,716 \$74,114 \$73,129 \$30,955 \$30,634 \$47,991 \$11,630 \$10,128 \$4,501 \$14,851 \$1,622 \$2,658	\$103,779 \$44,898 \$51,434 \$16,670 \$9,848 \$20,142 \$6,544 \$6,413 \$8,263 \$1,883 \$1,783 \$1,783 \$1,332 \$2,799 \$474	\$72,427 \$29,359 \$37,393 \$11,165 \$9,119 \$11,562 \$4,831 \$4,790 \$5,868 \$2,257 \$1,266 \$931 \$1,728 \$395	\$176,205 \$74,256 \$88,827 \$27,835 \$18,966 \$31,704 \$11,374 \$11,203 \$14,131 \$4,140 \$3,049 \$2,263 \$4,527 \$869	\$39,962 \$12,464 \$29,386 \$6,586 \$4,534 \$3,198 \$2,641 \$4,932 \$3,526 \$924 \$820 \$569 \$1,273 \$280	\$63,451 \$14,838 \$31,783 \$8,266 \$4,303 \$3,946 \$2,659 \$4,868 \$3,452 \$951 \$808 \$559 \$1,230 \$322	\$279,618 \$101,558 \$149,996 \$42,687 \$27,803 \$38,847 \$16,674 \$21,003 \$21,109 \$6,015 \$4,677 \$3,392 \$7,030 \$1,471	\$816,609 \$304,908 \$504,199 \$142,403 \$101,917 \$111,976 \$47,629 \$51,638 \$69,099 \$17,645 \$14,805 \$7,892 \$21,881
Duluth         Budget         \$2,590,871         \$670,592           Cloquet         Budget         \$217,983         \$19,092           Proctor         Budget         \$87,412         \$21,885           Hermantown         Budget         \$152,596         \$17,718           Esko         Budget         \$38,988         \$7,718           Scanlon         DE         \$32,096         \$3,244           Carlton         Budget         \$35,784         \$5,366           Rice Lake         DE         \$13,072         \$2,004           Twin Lake         Budget         \$7,375         \$2,295           Pike Lake         DE         \$20,422         \$2,827           Knife River         DE         \$4,680         \$1,227           Oliver         DE         \$4,400         \$373           Thomson         DE         \$2,009         \$91           Wrenshall         DE         \$6,180         \$1,101           5         Jay Cooke         DE         \$331         \$165           8         Unused         DE         \$331         \$165           9         North Shore         DE         \$3,228,467         \$758,954	\$100,697 \$35,559 \$79,299 \$20,690 \$16,521 \$12,587 \$6,766 \$9,519 \$10,542 \$2,439 \$2,281 \$1,023 \$3,225 \$315 \$787	\$199,218 \$58,494 \$104,590 \$32,320 \$22,253 \$19,392 \$9,113 \$11,444 \$14,200 \$3,285 \$3,073 \$1,378 \$4,345 \$424 \$742	\$536,990 \$203,350 \$354,203 \$99,716 \$74,114 \$73,129 \$30,955 \$30,634 \$47,991 \$11,630 \$10,128 \$4,501 \$14,851 \$1,622 \$2,658	\$103,779 \$44,898 \$51,434 \$16,670 \$9,848 \$20,142 \$6,544 \$6,413 \$8,263 \$1,883 \$1,783 \$1,783 \$1,332 \$2,799 \$474	\$72,427 \$29,359 \$37,393 \$11,165 \$9,119 \$11,562 \$4,831 \$4,790 \$5,868 \$2,257 \$1,266 \$931 \$1,728 \$395	\$176,205 \$74,256 \$88,827 \$27,835 \$18,966 \$31,704 \$11,374 \$11,203 \$14,131 \$4,140 \$3,049 \$2,263 \$4,527 \$869	\$39,962 \$12,464 \$29,386 \$6,586 \$4,534 \$3,198 \$2,641 \$4,932 \$3,526 \$924 \$820 \$569 \$1,273 \$280	\$63,451 \$14,838 \$31,783 \$8,266 \$4,303 \$3,946 \$2,659 \$4,868 \$3,452 \$951 \$808 \$559 \$1,230 \$322	\$279,618 \$101,558 \$149,996 \$42,687 \$27,803 \$38,847 \$16,674 \$21,003 \$21,109 \$6,015 \$4,677 \$3,392 \$7,030 \$1,471	\$816,609 \$304,908 \$504,199 \$142,403 \$101,917 \$111,976 \$47,629 \$51,638 \$69,099 \$17,645 \$14,805 \$7,892 \$21,881
Cloquet       Budget       \$217,983       \$19,092         Proctor       Budget       \$87,412       \$21,885         Hermantown       Budget       \$152,596       \$17,718         Esko       Budget       \$38,988       \$7,718         Scanlon       DE       \$32,096       \$3,244         Carlton       Budget       \$35,784       \$5,366         Rice Lake       DE       \$13,072       \$2,004         Twin Lake       Budget       \$7,375       \$2,295         O Pike Lake       DE       \$20,422       \$2,827         1 Knife River       DE       \$4,680       \$1,227         2 Oliver       DE       \$4,400       \$373         3 Thomson       DE       \$2,009       \$91         4 Wrenshall       DE       \$6,180       \$1,101         5 Jay Cooke       DE       \$1,094       \$36         7 MPCA Landfill       DE       \$381       \$165         8 Unused       DE       \$0       \$0         9 North Shore       DE       \$3,228,467       \$758,954	\$100,697 \$35,559 \$79,299 \$20,690 \$16,521 \$12,587 \$6,766 \$9,519 \$10,542 \$2,439 \$2,281 \$1,023 \$3,225 \$315 \$787	\$199,218 \$58,494 \$104,590 \$32,320 \$22,253 \$19,392 \$9,113 \$11,444 \$14,200 \$3,285 \$3,073 \$1,378 \$4,345 \$424 \$742	\$536,990 \$203,350 \$354,203 \$99,716 \$74,114 \$73,129 \$30,955 \$30,634 \$47,991 \$11,630 \$10,128 \$4,501 \$14,851 \$1,622 \$2,658	\$103,779 \$44,898 \$51,434 \$16,670 \$9,848 \$20,142 \$6,544 \$6,413 \$8,263 \$1,883 \$1,783 \$1,783 \$1,332 \$2,799 \$474	\$72,427 \$29,359 \$37,393 \$11,165 \$9,119 \$11,562 \$4,831 \$4,790 \$5,868 \$2,257 \$1,266 \$931 \$1,728 \$395	\$176,205 \$74,256 \$88,827 \$27,835 \$18,966 \$31,704 \$11,374 \$11,203 \$14,131 \$4,140 \$3,049 \$2,263 \$4,527 \$869	\$39,962 \$12,464 \$29,386 \$6,586 \$4,534 \$3,198 \$2,641 \$4,932 \$3,526 \$924 \$820 \$569 \$1,273 \$280	\$63,451 \$14,838 \$31,783 \$8,266 \$4,303 \$3,946 \$2,659 \$4,868 \$3,452 \$951 \$808 \$559 \$1,230 \$322	\$279,618 \$101,558 \$149,996 \$42,687 \$27,803 \$38,847 \$16,674 \$21,003 \$21,109 \$6,015 \$4,677 \$3,392 \$7,030 \$1,471	\$816,609 \$304,908 \$504,199 \$142,403 \$101,917 \$111,976 \$47,629 \$51,638 \$69,099 \$17,645 \$14,805 \$7,892 \$21,881
Proctor       Budget       \$87,412       \$21,885         Hermantown       Budget       \$152,596       \$17,718         Esko       Budget       \$38,988       \$7,718         Scanlon       DE       \$32,096       \$3,244         Carlton       Budget       \$35,784       \$5,366         Rice Lake       DE       \$13,072       \$2,004         Twin Lake       Budget       \$7,375       \$2,295         Pike Lake       DE       \$20,422       \$2,827         Knife River       DE       \$4,680       \$1,227         Oliver       DE       \$4,680       \$1,227         Jay Cooke       DE       \$2,009       \$91         Midway       DE       \$1,094       \$36         Moduay	\$35,559 \$79,299 \$20,690 \$16,521 \$12,587 \$6,766 \$9,519 \$10,542 \$2,439 \$2,281 \$1,023 \$3,225 \$315 \$787	\$58,494 \$104,590 \$32,320 \$22,253 \$19,392 \$9,113 \$11,444 \$14,200 \$3,285 \$3,073 \$1,378 \$4,345 \$424 \$742	\$203,350 \$354,203 \$99,716 \$74,114 \$73,129 \$30,955 \$30,634 \$47,991 \$11,630 \$10,128 \$4,501 \$14,851 \$1,622 \$2,658	\$44,898 \$51,434 \$16,670 \$9,848 \$20,142 \$6,544 \$6,413 \$8,263 \$1,883 \$1,783 \$1,783 \$1,332 \$2,799 \$474	\$29,359 \$37,393 \$11,165 \$9,119 \$11,562 \$4,831 \$4,790 \$5,868 \$2,257 \$1,266 \$931 \$1,728 \$395	\$74,256 \$88,827 \$27,835 \$18,966 \$31,704 \$11,374 \$11,203 \$14,131 \$4,140 \$3,049 \$2,263 \$4,527 \$869	\$12,464 \$29,386 \$6,586 \$4,534 \$3,198 \$2,641 \$4,932 \$3,526 \$924 \$820 \$569 \$1,273 \$280	\$14,838 \$31,783 \$8,266 \$4,303 \$3,946 \$2,659 \$4,868 \$3,452 \$951 \$808 \$559 \$1,230 \$322	\$101,558 \$149,996 \$42,687 \$27,803 \$38,847 \$16,674 \$21,003 \$21,109 \$6,015 \$4,677 \$3,392 \$7,030 \$1,471	\$304,908 \$504,199 \$142,403 \$101,917 \$111,976 \$47,629 \$51,638 \$69,099 \$17,645 \$14,805 \$7,892 \$21,881
Hermantown       Budget       \$152,596       \$17,718         Esko       Budget       \$38,988       \$7,718         Scanlon       DE       \$32,096       \$3,244         Carlton       Budget       \$35,784       \$5,366         Rice Lake       DE       \$13,072       \$2,004         Twin Lake       Budget       \$7,375       \$2,295         Pike Lake       DE       \$20,422       \$2,827         Knife River       DE       \$4,680       \$1,227         Oliver       DE       \$4,680       \$1,227         Oliver       DE       \$4,400       \$373         Thomson       DE       \$2,009       \$91         Wrenshall       DE       \$6,180       \$1,101         Jay Cooke       DE       \$560       \$324         Midway       DE       \$1,094       \$36         MPCA Landfill       DE       \$381       \$165         Unused       DE       \$0       \$0         North Shore       DE       \$12,564       \$2,895         1       Totals-Municipalities       \$3,228,467       \$758,954	\$79,299 \$20,690 \$16,521 \$12,587 \$6,766 \$9,519 \$10,542 \$2,439 \$2,281 \$1,023 \$3,225 \$315 \$787	\$104,590 \$32,320 \$22,253 \$19,392 \$9,113 \$11,444 \$14,200 \$3,285 \$3,073 \$1,378 \$4,345 \$424 \$742	\$354,203 \$99,716 \$74,114 \$73,129 \$30,955 \$30,634 \$47,991 \$11,630 \$10,128 \$4,501 \$14,851 \$1,622 \$2,658	\$51,434 \$16,670 \$9,848 \$20,142 \$6,544 \$6,413 \$8,263 \$1,883 \$1,783 \$1,783 \$1,332 \$2,799 \$474	\$37,393 \$11,165 \$9,119 \$11,562 \$4,831 \$4,790 \$5,868 \$2,257 \$1,266 \$931 \$1,728 \$395	\$89,827 \$27,835 \$18,966 \$31,704 \$11,374 \$11,203 \$14,131 \$4,140 \$3,049 \$2,263 \$4,527 \$869	\$29,386 \$6,586 \$4,534 \$3,198 \$2,641 \$4,932 \$3,526 \$924 \$820 \$569 \$1,273 \$280	\$31,783 \$8,266 \$4,303 \$3,946 \$2,659 \$4,868 \$3,452 \$951 \$808 \$559 \$1,230 \$322	\$149,996 \$42,687 \$27,803 \$38,847 \$16,674 \$21,003 \$21,109 \$6,015 \$4,677 \$3,392 \$7,030 \$1,471	\$504,199 \$142,403 \$101,917 \$111,976 \$47,629 \$51,638 \$69,099 \$17,645 \$14,805 \$7,892 \$21,881
Esko       Budget       \$38,988       \$7,718         Scanlon       DE       \$32,096       \$3,244         Carlton       Budget       \$35,784       \$5,366         Rice Lake       DE       \$13,072       \$2,004         Twin Lake       Budget       \$7,375       \$2,295         Pike Lake       DE       \$20,422       \$2,827         Knife River       DE       \$4,680       \$1,227         Oliver       DE       \$4,680       \$1,227         Oliver       DE       \$4,400       \$373         Thomson       DE       \$2,009       \$91         Wrenshall       DE       \$6,180       \$1,101         Jay Cooke       DE       \$560       \$324         Midway       DE       \$1,094       \$36         MPCA Landfill       DE       \$381       \$165         Unused       DE       \$0       \$0         North Shore       DE       \$12,564       \$2,895         1       Totals-Municipalities       \$3,228,467       \$758,954	\$20,690 \$16,521 \$12,587 \$6,766 \$9,519 \$10,542 \$2,439 \$2,281 \$1,023 \$3,225 \$315 \$787	\$32,320 \$22,253 \$19,392 \$9,113 \$11,444 \$14,200 \$3,285 \$3,073 \$1,378 \$4,345 \$424 \$742	\$99,716 \$74,114 \$73,129 \$30,955 \$30,634 \$47,991 \$11,630 \$10,128 \$4,501 \$14,851 \$1,622 \$2,658	\$16,670 \$9,848 \$20,142 \$6,544 \$6,413 \$8,263 \$1,883 \$1,783 \$1,783 \$1,332 \$2,799 \$474	\$11,165 \$9,119 \$11,562 \$4,831 \$4,790 \$5,868 \$2,257 \$1,266 \$931 \$1,728 \$395	\$27,835 \$18,966 \$31,704 \$11,374 \$11,203 \$14,131 \$4,140 \$3,049 \$2,263 \$4,527 \$869	\$6,586 \$4,534 \$3,198 \$2,641 \$4,932 \$3,526 \$924 \$820 \$569 \$1,273 \$280	\$8,266 \$4,303 \$3,946 \$2,659 \$4,868 \$3,452 \$951 \$808 \$559 \$1,230 \$322	\$42,687 \$27,803 \$38,847 \$16,674 \$21,003 \$21,109 \$6,015 \$4,677 \$3,392 \$7,030 \$1,471	\$142,403 \$101,917 \$111,976 \$47,629 \$51,638 \$69,099 \$17,645 \$14,805 \$7,892 \$21,881
Scanlon         DE         \$32,096         \$3,244           Carlton         Budget         \$35,784         \$5,366           Rice Lake         DE         \$13,072         \$2,004           Twin Lake         Budget         \$7,375         \$2,295           Pike Lake         DE         \$20,422         \$2,827           Knife River         DE         \$20,422         \$2,827           Knife River         DE         \$4,680         \$1,227           Oliver         DE         \$4,400         \$373           Thomson         DE         \$2,009         \$91           Wrenshall         DE         \$6,180         \$1,101           Jay Cooke         DE         \$560         \$324           Midway         DE         \$1,094         \$36           MPCA Landfill         DE         \$0         \$0           North Shore         DE         \$12,564         \$2,895           1         Totals-Municipalities         \$3,228,467         \$758,954	\$16,521 \$12,587 \$6,766 \$9,519 \$10,542 \$2,439 \$2,281 \$1,023 \$3,225 \$315 \$787	\$22,253 \$19,392 \$9,113 \$11,444 \$14,200 \$3,285 \$3,073 \$1,378 \$4,345 \$424 \$742	\$74,114 \$73,129 \$30,955 \$30,634 \$47,991 \$11,630 \$10,128 \$4,501 \$14,851 \$1,622 \$2,658	\$9,848 \$20,142 \$6,544 \$6,413 \$8,263 \$1,883 \$1,783 \$1,332 \$2,799 \$474	\$9,119 \$11,562 \$4,831 \$4,790 \$5,868 \$2,257 \$1,266 \$931 \$1,728 \$395	\$18,966 \$31,704 \$11,374 \$11,203 \$14,131 \$4,140 \$3,049 \$2,263 \$4,527 \$869	\$4,534 \$3,198 \$2,641 \$4,932 \$3,526 \$924 \$820 \$569 \$1,273 \$280	\$4,303 \$3,946 \$2,659 \$4,868 \$3,452 \$951 \$808 \$559 \$1,230 \$322	\$27,803 \$38,847 \$16,674 \$21,003 \$21,109 \$6,015 \$4,677 \$3,392 \$7,030 \$1,471	\$101,917 \$111,976 \$47,629 \$51,638 \$69,099 \$17,645 \$14,805 \$7,892 \$21,881
Carlton       Budget       \$35,784       \$5,366         Rice Lake       DE       \$13,072       \$2,004         Twin Lake       Budget       \$7,375       \$2,295         Pike Lake       DE       \$20,422       \$2,827         Knife River       DE       \$4,680       \$1,227         Oliver       DE       \$4,400       \$373         Thomson       DE       \$2,009       \$91         Wrenshall       DE       \$6,180       \$1,101         Jay Cooke       DE       \$560       \$324         Midway       DE       \$1,094       \$36         MPCA Landfill       DE       \$0       \$0         North Shore       DE       \$12,564       \$2,895         1       Totals-Municipalities       \$3,228,467       \$758,954	\$12,587 \$6,766 \$9,519 \$10,542 \$2,439 \$2,281 \$1,023 \$3,225 \$315 \$787	\$19,392 \$9,113 \$11,444 \$14,200 \$3,285 \$3,073 \$1,378 \$4,345 \$424 \$742	\$73,129 \$30,955 \$30,634 \$47,991 \$11,630 \$10,128 \$4,501 \$14,851 \$1,622 \$2,658	\$20,142 \$6,544 \$6,413 \$8,263 \$1,883 \$1,783 \$1,332 \$2,799 \$474	\$11,562 \$4,831 \$4,790 \$5,868 \$2,257 \$1,266 \$931 \$1,728 \$395	\$31,704 \$11,374 \$11,203 \$14,131 \$4,140 \$3,049 \$2,263 \$4,527 \$869	\$3,198 \$2,641 \$4,932 \$3,526 \$924 \$820 \$569 \$1,273 \$280	\$3,946 \$2,659 \$4,868 \$3,452 \$951 \$808 \$559 \$1,230 \$322	\$38,847 \$16,674 \$21,003 \$21,109 \$6,015 \$4,677 \$3,392 \$7,030 \$1,471	\$111,976 \$47,629 \$51,638 \$69,099 \$17,645 \$14,805 \$7,892 \$21,881
Rice Lake       DE       \$13,072       \$2,004         Twin Lake       Budget       \$7,375       \$2,295         Pike Lake       DE       \$20,422       \$2,827         Knife River       DE       \$4,680       \$1,227         Oliver       DE       \$4,400       \$373         Thomson       DE       \$2,009       \$91         Wrenshall       DE       \$6,180       \$1,101         Jay Cooke       DE       \$560       \$324         Midway       DE       \$1,094       \$36         MPCA Landfill       DE       \$0       \$0         North Shore       DE       \$12,564       \$2,895         1       Totals-Municipalities       \$3,228,467       \$758,954	\$6,766 \$9,519 \$10,542 \$2,439 \$2,281 \$1,023 \$3,225 \$315 \$787	\$9,113 \$11,444 \$14,200 \$3,285 \$3,073 \$1,378 \$4,345 \$424 \$742	\$30,955 \$30,634 \$47,991 \$11,630 \$10,128 \$4,501 \$14,851 \$1,622 \$2,658	\$6,544 \$6,413 \$8,263 \$1,883 \$1,783 \$1,332 \$2,799 \$474	\$4,831 \$4,790 \$5,868 \$2,257 \$1,266 \$931 \$1,728 \$395	\$11,374 \$11,203 \$14,131 \$4,140 \$3,049 \$2,263 \$4,527 \$869	\$2,641 \$4,932 \$3,526 \$924 \$820 \$569 \$1,273 \$280	\$2,659 \$4,868 \$3,452 \$951 \$808 \$559 \$1,230 \$322	\$16,674 \$21,003 \$21,109 \$6,015 \$4,677 \$3,392 \$7,030 \$1,471	\$47,629 \$51,638 \$69,099 \$17,645 \$14,805 \$7,892 \$21,881
Twin Lake         Budget         \$7,375         \$2,295           0         Pike Lake         DE         \$20,422         \$2,827           1         Knife River         DE         \$4,680         \$1,227           2         Oliver         DE         \$4,400         \$373           3         Thomson         DE         \$2,009         \$91           4         Wrenshall         DE         \$6,180         \$1,101           5         Jay Cooke         DE         \$560         \$324           6         Midway         DE         \$1,094         \$36           7         MPCA Landfill         DE         \$381         \$165           8         Unused         DE         \$0         \$0           9         North Shore         DE         \$12,564         \$2,895           1         Totals-Municipalities         \$3,228,467         \$758,954	\$9,519 \$10,542 \$2,439 \$2,281 \$1,023 \$3,225 \$315 \$787	\$11,444 \$14,200 \$3,285 \$3,073 \$1,378 \$4,345 \$424 \$742	\$30,634 \$47,991 \$11,630 \$10,128 \$4,501 \$14,851 \$1,622 \$2,658	\$6,413 \$8,263 \$1,883 \$1,783 \$1,332 \$2,799 \$474	\$4,790 \$5,868 \$2,257 \$1,266 \$931 \$1,728 \$395	\$11,203 \$14,131 \$4,140 \$3,049 \$2,263 \$4,527 \$869	\$4,932 \$3,526 \$924 \$820 \$569 \$1,273 \$280	\$4,868 \$3,452 \$951 \$808 \$559 \$1,230 \$322	\$21,003 \$21,109 \$6,015 \$4,677 \$3,392 \$7,030 \$1,471	\$51,638 \$69,099 \$17,645 \$14,805 \$7,892 \$21,881
0         Pike Lake         DE         \$20,422         \$2,827           1         Knife River         DE         \$4,680         \$1,227           2         Oliver         DE         \$4,400         \$373           3         Thomson         DE         \$2,009         \$91           4         Wrenshall         DE         \$6,180         \$1,101           5         Jay Cooke         DE         \$560         \$324           6         Midway         DE         \$1,094         \$36           7         MPCA Landfill         DE         \$381         \$165           8         Unused         DE         \$0         \$0           9         North Shore         DE         \$12,564         \$2,895           1         Totals-Municipalities         \$3,228,467         \$758,954	\$10,542 \$2,439 \$2,281 \$1,023 \$3,225 \$315 \$787	\$14,200 \$3,285 \$3,073 \$1,378 \$4,345 \$424 \$742	\$47,991 \$11,630 \$10,128 \$4,501 \$14,851 \$1,622 \$2,658	\$8,263 \$1,883 \$1,783 \$1,332 \$2,799 \$474	\$5,868 \$2,257 \$1,266 \$931 \$1,728 \$395	\$14,131 \$4,140 \$3,049 \$2,263 \$4,527 \$869	\$3,526 \$924 \$820 \$569 \$1,273 \$280	\$3,452 \$951 \$808 \$559 \$1,230 \$322	\$21,109 \$6,015 \$4,677 \$3,392 \$7,030 \$1,471	\$69,099 \$17,645 \$14,805 \$7,892 \$21,881
1       Knife River       DE       \$4,680       \$1,227         2       Oliver       DE       \$4,400       \$373         3       Thomson       DE       \$2,009       \$91         4       Wrenshall       DE       \$6,180       \$1,101         5       Jay Cooke       DE       \$560       \$324         6       Midway       DE       \$1,094       \$36         7       MPCA Landfill       DE       \$381       \$165         8       Unused       DE       \$0       \$0         9       North Shore       DE       \$12,564       \$2,895         1       Totals-Municipalities       \$3,228,467       \$758,954	\$2,439 \$2,281 \$1,023 \$3,225 \$315 \$787	\$3,285 \$3,073 \$1,378 \$4,345 \$424 \$742	\$11,630 \$10,128 \$4,501 \$14,851 \$1,622 \$2,658	\$1,883 \$1,783 \$1,332 \$2,799 \$474	\$2,257 \$1,266 \$931 \$1,728 \$395	\$4,140 \$3,049 \$2,263 \$4,527 \$869	\$924 \$820 \$569 \$1,273 \$280	\$951 \$808 \$559 \$1,230 \$322	\$6,015 \$4,677 \$3,392 \$7,030 \$1,471	\$17,645 \$14,805 \$7,892 \$21,881
2         Oliver         DE         \$4,400         \$373           3         Thomson         DE         \$2,009         \$91           4         Wrenshall         DE         \$6,180         \$1,101           5         Jay Cooke         DE         \$560         \$324           6         Midway         DE         \$1,094         \$36           7         MPCA Landfill         DE         \$381         \$165           8         Unused         DE         \$0         \$0           9         North Shore         DE         \$12,564         \$2,895           1         Totals-Municipalities         \$3,228,467         \$758,954	\$2,281 \$1,023 \$3,225 \$315 \$787	\$3,073 \$1,378 \$4,345 \$424 \$742	\$10,128 \$4,501 \$14,851 \$1,622 \$2,658	\$1,783 \$1,332 \$2,799 \$474	\$1,266 \$931 \$1,728 \$395	\$3,049 \$2,263 \$4,527 \$869	\$820 \$569 \$1,273 \$280	\$808 \$559 \$1,230 \$322	\$4,677 \$3,392 \$7,030 \$1,471	\$14,805 \$7,892 \$21,881
3         Thomson         DE         \$2,009         \$91           4         Wrenshall         DE         \$6,180         \$1,101           5         Jay Cooke         DE         \$560         \$324           6         Midway         DE         \$1,094         \$36           7         MPCA Landfill         DE         \$381         \$165           8         Unused         DE         \$0         \$0           9         North Shore         DE         \$12,564         \$2,895           1         Totals-Municipalities         \$3,228,467         \$758,954	\$1,023 \$3,225 \$315 \$787	\$1,378 \$4,345 \$424 \$742	\$4,501 \$14,851 \$1,622 \$2,658	\$1,332 \$2,799 \$474	\$931 \$1,728 \$395	\$2,263 \$4,527 \$869	\$569 \$1,273 \$280	\$559 \$1,230 \$322	\$3,392 \$7,030 \$1,471	\$7,892 \$21,881
4         Wrenshall         DE         \$6,180         \$1,101           5         Jay Cooke         DE         \$560         \$324           6         Midway         DE         \$1,094         \$36           7         MPCA Landfill         DE         \$381         \$165           8         Unused         DE         \$0         \$0           9         North Shore         DE         \$12,564         \$2,895           1         Totals-Municipalities         \$3,228,467         \$758,954	\$3,225 \$315 \$787	\$4,345 \$424 \$742	\$14,851 \$1,622 \$2,658	\$2,799 \$474	\$1,728 \$395	\$4,527 \$869	\$1,273 \$280	\$1,230 \$322	\$7,030 \$1,471	\$21,881
5         Jay Cooke         DE         \$560         \$324           6         Midway         DE         \$1,094         \$36           7         MPCA Landfill         DE         \$381         \$165           8         Unused         DE         \$0         \$0           9         North Shore         DE         \$12,564         \$2,895           11         Totals-Municipalities         \$3,228,467         \$758,954	\$315 \$787	\$424 \$742	\$1,622 \$2,658	\$474	\$395	\$869	\$280	\$322	\$1,471	
6         Midway         DE         \$1,094         \$36           7         MPCA Landfill         DE         \$381         \$165           8         Unused         DE         \$0         \$0           9         North Shore         DE         \$12,564         \$2,895           1         Totals-Municipalities         \$3,228,467         \$758,954	\$787	\$742	\$2,658							\$3,093
7         MPCA Landfill         DE         \$381         \$165           8         Unused         DE         \$0         \$0           9         North Shore         DE         \$12,564         \$2,895           11         Totals-Municipalities         \$3,228,467         \$758,954				\$1,456	\$806	AA AA4				
8         Unused         DE         \$0         \$0           9         North Shore         DE         \$12,564         \$2,895           11         Totals-Municipalities         \$3,228,467         \$758,954	\$262	\$354		, ,	4000	\$2,261	\$415	\$492	\$3,169	\$5,827
9 North Shore DE <u>\$12,564 \$2,895</u> 11 Totals-Municipalities \$3,228,467 \$758,954		φ001	\$1,163	\$3,889	\$1,515	\$5,404	\$1,929	\$1,520	\$8,852	\$10,015
1 Totals-Municipalities \$3,228,467 \$758,954	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$6,451	\$8,689	\$30,599	\$5,912	\$5,200	\$11,112	\$2,692	\$2,805	\$16,609	. \$47,208
	\$1,421,196	\$2,518,347	\$7,926,964	\$1,573,965	\$1,150,181	\$2,724,146	\$482,263	\$644,156	\$3,850,565	\$11,777,529
Industrials-										
industrials										
2 Georgia Pacific \$0 \$0	\$0	\$0	\$0	\$6,797	\$2,718	\$9,515	\$17,745	\$4,829	\$32,088 <sup>.</sup>	\$32,088
3 Sappi \$4,524,335 \$88,633	\$3,669,316	\$2,492,879	\$10,775,163	\$1,150,907	\$385,994	\$1,536,901	\$1,095,733	\$442,398	\$3,075,032	\$13,850,195
4 ST Paper 1 \$67,067 \$33,630	\$573	\$1,888	\$103,157	\$166,213	\$117,653	\$283,866	\$242,636	\$44,604	\$571,106	\$674,263
5 USG \$124,060 \$8,915	\$129,097	\$178,025	\$440,097	\$45,045	\$20,181	\$65,226	\$51,362	\$74,658	\$191,246	\$631,343
6 VERSO \$30,204 (\$1,373	) \$230	\$1,100	\$30,161	\$118,028	\$47,643	\$165,671	\$166,573	\$24,059	\$356,304	\$386,465
7 Specialty Minerals \$56,028 \$1,463	\$472	\$38,678	\$96,641	\$21,611	\$8,637	\$30,247	\$202	\$36,906	\$67,355	\$163,996
8 Totals-Industrials \$4,801,694 \$131,267	\$3,799,688	\$2,712,570	\$11,445,219	\$1,508,601	• \$582,825	\$2,091,427	\$1,574,251	\$627,453	\$4,293,131	\$15,738,350
0 Totals-All Users\$8,030,161 \$890,221		\$5,230,917	\$19,372,183	\$3,082,567	\$1,733,006	\$4,815,573	\$2,056,514	\$1,271,609	\$8,143,696	\$27,515,879

.

•

.

#### Table 5

#### USER'S WASTEWATER FLOW AND STRENGTH CHARACTERISTICS Flow and Strength Characteristics Western Lake Superior Sanitary District 2021 Year End Adj

				Base F	low	Peak	Flow	BOD	)	TSS	3
Line		Billing		Actual	Allocated	Actual	Allocated	Actual	Allocated	Actual	Allocated
No.	Class of Service	Basis	Notes	(Mgd)	(Mgd)	(Mgd)	(Mgd)	(Lbs./Day)	(Lbs./Day)	(Lbs./Day)	(Lbs./Day)
	Municipalities:						•				
1	Duluth	Budget		10.187	17.325	68.185	68.185	14,138	15,500	19,110	23,000
2	Cloquet	Budget		0.857	1.470	2.508	5.500	1,280	2,010	1,880	3,450
3	Proctor	Budget		0.344	0.604	2.237	2.237	452	592	552	700
4 ·	Hermantown	Budget		0.600	0.760	2.132	3.800	1,008	1,600	987	1,600
5	Esko	Budget		0.153	0.240	0.821	1.000	263	320	305	420
6	Scanlon	DĔ		0.126	0.160	0.407	1.000	210	262	210	262
7	Carlton	Budget		0.141	0.270	0.605	0.760	160	160	183	205
8	Rice Lake	DĚ		0.051	0.080	0.225	0.360	86	125	86	125
9	Twin Lake	Budget		0.029	0.090	0.228	0.400	121	280	108	280
10	Pike Lake	DĚ		0.080	0.110	0.325	0.450	134	185	134	185
11	Knife River	DE		0.018	0.027	0.125	0.134	31	46	31	46
12	Oliver	DE		0.017	0.024	0.050	0.100	29	41	29	41
13	Thomson	DE		0.008	0.015	0.016	0.060	13	24	13	24
14	Wrenshall	DE		0.024	0.042	0.120	0.150	41	69	41	69
15	Jay Cooke	DE		0.002	0.005	0.030	0.030	4	8	4	8
16	Midway	DE		0.004	0.004	0.007	0.007	10	10	7	8
17	MPCA Landfill	DE		0.002	0.042	0.016	0.040	3	70	3	70
18	Unused	DE		0.000	0.000	0.000	0.000	0	0	0	0
19	North Shore	DE		0.049	0.075	0.300	• 0.310	82	125	82	125
20	Totals-Municipalities			12.694	21.343	78.334	84.523	18,065	21,427	23,765	30,618
	Industrials:										
21	VERSO	Budget		0.119	0.000	0.000	0.000	. 3	0	10	0
22	SAPPI	Budget		17.790	17.790	25.455	25.455	46,642	56,000	23,525	25,000
23	ST Paper 1	Budget		0.264	0.500	3.172	8.000	7	50	18	25
24	USG	Budget		0.488	0.580	1.259	1.259	1,641	2,000	1,680	2,800
25	Specialty	Budget		0.220	0.240	0.347	0.500	6	8	365	1,400
26	Totals-Industrials			18.880	19.110	30.233	35.214	48,299	58,058	25,598	29,225
27	Totals-All Users			31.574	40.453	108.567	119.737	66,365	79,485	49,364	59,843

BOD, and TSS strengths are computed using the District's standard domestic equivalent strengths. Formula: Flow x Strength(Mg/I) x 8.34. 2022-02-03 Standard domestic equivalent strengths for the District are: BOD-200 Mg/Alb6e2004sMg/I.



February 24, 2022

Jess Rich
100 Pionk Drive
Proctor, MN 55810

Jim Foldesi 4787 Midway Road Duluth, MN 55811 4A

RE: 2021 Safe Routes to Schools Infrastructure Project Selection

Dear Ms. Rich:

Thank you for submitting an application for the Minnesota Safe Routes to Schools (SRTS) infrastructure program. The purpose of this letter is to inform you that your SRTS project in City of Proctor for Proctor Middle School and High School was not selected for funding through the 2021 SRTS infrastructure program solicitation, which closed on January 14, 2022. If additional SRTS funding is apportioned by the state legislature this session, we may administer a 2022 SRTS infrastructure program solicitation in the fall of this year. Updates for the program will be posted on the MnDOT State Aid SRTS webpage:

Infrastructure Grants - Safe Routes to School - MnDOT (state.mn.us)

Sincerely,

Mitch Kiecker Safe Routes to School Infrastructure Program | State Aid Active Transportation

cc: Krysten Saatela Foster, District 1 State Aid Engineer Jim Foldesi, St. Louis County Engineer

Enclosed: Application for reference

# FY23 General Community Project Form Pete Stauber (MN-08)

The office of Congressman Pete Stauber is seeking local community project requests for fiscal year 2023. Although House rules for funding requests for 2023 have not been released yet, please provide some preliminary information about your request below.

Funding for FY23 will not begin consideration until Spring 2022 but this form will ensure that your project gets due consideration for potential inclusion in Congressman Stauber's project requests.

To ensure your project is included for consideration please have this form submitted to <u>StauberProjects@mail.house.gov</u> by <u>2/28/2022</u>

Name of Project: Interstate 35 Proctor Utility Extension

Recipient Point of Contact: Jess Rich, Proctor City Administrator jrich@proctormn.gov 218-624-3641 100 Pionk Drive Proctor MN 55810

Project Address: Proctor Minnesota

**Project website link:** NA

Agency/Account: City of Proctor

**General description of the project and why it is needed**: Proctor city limits includes approximately 157 acres of development property South of Interstate 35. The Interstate 35 Proctor Utility Extension will extend water, sewer, and electric utilities from the City of Proctor North of I35, under I35 to City of Proctor South of I35. The following existing conditions impede the City of Proctor's utilities:

- Cloquet 36" waterline intersection City of Proctor utilities crossing near the connections to existing City infrastructure. The Cloquet Water line serves the paper production industry in Cloquet, Minnesota
- Interstate 35 roadway and traffic impacts specifically directional boring under I35
- I 35 bridge piers

# What are the benefits of this project and why is it a priority?

The City of Proctor has received numerous development inquiries from property owners and businesses interested in development along Proctor's I35 corridor. However, the cost of extending utilities under Interstate 35 has impeded successful development of this property. Utility extension to south Proctor will create economic and housing development opportunities along the I35 corridor.

Amount Requested for FY23: \$1.5 million

# Total Project Cost: \$1.5 million

## Estimated start and completion dates: January 2024 – December 2024

### Has the project received federal funds previously? If so, please describe. No

What kind of community support has this project received? The City of Proctor has repeatedly studied and considered the possibility of this extension. First in 2004 and again in 2019. The Proctor Economic Development Authority (PEDA) has reported economic development interest in the property South of Interstate 35. Most recently, in 2021, an economic development project which would have brought over 100 jobs to the area and increased Proctor's tax base, passed on moving their business to Proctor because of the cost to run utilities under Interstate 35. The Proctor Utility Commission and PEDA have conducted joint meetings to explore ways to fund this project. Proctor Public Utilities is in support of the project but cannot fund it.

# FY23 General Community Project Form Pete Stauber (MN-08)

The office of Congressman Pete Stauber is seeking local community project requests for fiscal year 2023. Although House rules for funding requests for 2023 have not been released yet, please provide some preliminary information about your request below.

Funding for FY23 will not begin consideration until Spring 2022 but this form will ensure that your project gets due consideration for potential inclusion in Congressman Stauber's project requests.

To ensure your project is included for consideration please have this form submitted to <u>StauberProjects@mail.house.gov</u> by <u>2/28/2022</u>

Name of Project: Interstate 35 Proctor Utility Extension

Recipient Point of Contact: Jess Rich, Proctor City Administrator jrich@proctormn.gov 218-624-3641 100 Pionk Drive Proctor MN 55810

Project Address: Proctor Minnesota

**Project website link:** NA

Agency/Account: City of Proctor

**General description of the project and why it is needed**: Proctor city limits includes approximately 157 acres of development property South of Interstate 35. The Interstate 35 Proctor Utility Extension will extend water, sewer, and electric utilities from the City of Proctor North of I35, under I35 to City of Proctor South of I35. The following existing conditions impede the City of Proctor's utilities:

- Cloquet 36" waterline intersection City of Proctor utilities crossing near the connections to existing City infrastructure. The Cloquet Water line serves the paper production industry in Cloquet, Minnesota
- Interstate 35 roadway and traffic impacts specifically directional boring under I35
- I 35 bridge piers

# What are the benefits of this project and why is it a priority?

The City of Proctor has received numerous development inquiries from property owners and businesses interested in development along Proctor's I35 corridor. However, the cost of extending utilities under Interstate 35 has impeded successful development of this property. Utility extension to south Proctor will create economic and housing development opportunities along the I35 corridor.

Amount Requested for FY23: \$1.5 million

# Total Project Cost: \$1.5 million

## Estimated start and completion dates: January 2024 – December 2024

### Has the project received federal funds previously? If so, please describe. No

What kind of community support has this project received? The City of Proctor has repeatedly studied and considered the possibility of this extension. First in 2004 and again in 2019. The Proctor Economic Development Authority (PEDA) has reported economic development interest in the property South of Interstate 35. Most recently, in 2021, an economic development project which would have brought over 100 jobs to the area and increased Proctor's tax base, passed on moving their business to Proctor because of the cost to run utilities under Interstate 35. The Proctor Utility Commission and PEDA have conducted joint meetings to explore ways to fund this project. Proctor Public Utilities is in support of the project but cannot fund it.

# FY23 General Community Project Form Pete Stauber (MN-08)

The office of Congressman Pete Stauber is seeking local community project requests for fiscal year 2023. Although House rules for funding requests for 2023 have not been released yet, please provide some preliminary information about your request below.

Funding for FY23 will not begin consideration until Spring 2022 but this form will ensure that your project gets due consideration for potential inclusion in Congressman Stauber's project requests.

To ensure your project is included for consideration please have this form submitted to <u>StauberProjects@mail.house.gov</u> by <u>2/28/2022</u>

Name of Project: Proctor Hermantown Munger Trail Spur

# **Recipient Points of Contact:**

Jess Rich, Proctor City Administrator jrich@proctormn.gov 218-624-3641 100 Pionk Drive Proctor MN 55810

John Mulder, Hermantown City Administrator jmulder@hermantownmn.com 218-729-3600 5105 Maple Grove Road Hermantown, MN 55811

## Project Address: Proctor MN and Hermantown MN

**Project website link:** https://hermantownmn.com/business/planning-and-development/munger-trail-spur-connection/

Agency/Account: City of Proctor and City of Hermantown

**General description of the project and why it is needed**: The communities of Proctor and Hermantown are located very near the Munger State Trail, a 70-mile multi-use recreational trail between Duluth and Hinckley, but do not have a trail connection to this unique regional recreational amenity. Located directly west of Duluth, the two communities are also above the Lake Superior ridgeline (elevation approximately 1,400 feet) while the Munger State Trail terminates down at Duluth's waterfront (elevation approximately 600 feet). Traversing down the ridge presents challenges including steep slopes and crossings of creeks, roadways, and rail lines. While the network of paved trails in Duluth, below the ridge continues to expand, there are currently no paved trails above the ridgeline. A regional trail connection between Proctor and Hermantown and down to the Munger State Trail is called for in the 2007 Proctor Master Trail Plan and the 2010 Hermantown Trails Master Plan. In addition, this regional trail provides an opportunity to connect to Duluth's Lakewalk, Cross City Trail, and Duluth

Traverse (mountain biking trail), as well as the Superior Hiking Trail (a 300-mile trail along the Lake Superior ridgeline). With Proctor's population of 3,100 and Hermantown's population of approximately 9,600, this regional trail connection will directly serve the needs of approximately 13,000 residents. In addition to Proctor and Hermantown residents, this trail will serve the needs of businesses and employees, as well as the greater Duluth-Superior metropolitan region. The City of Proctor is requesting funds to complete Proctor phases of the project.

## What are the benefits of this project and why is it a priority?

The Proctor-Hermantown Munger Trail Spur will be a regional destination trail linking the communities of Proctor and Hermantown above the ridge line to the Munger State Trail and Duluth's growing trail network below the ridge line. This 16-mile, 10-foot wide paved trail will be a unique regional recreational resource as there are no paved trails above the ridge line in this area today. The trail will connect numerous regional and local recreation destinations and activity centers within the communities of Proctor, Hermantown, and Duluth, including schools, parks, natural resource areas, city halls/community centers, and downtown business areas. In addition to the Munger State Trail, it will connect to the Spirit Mountain Recreation Area, 300-mile Superior Hiking Trail, Duluth's Lakewalk, Cross City, and Duluth Traverse trails, creating a variety of recreational loop opportunities. The trail route will highlight the communities' natural features, including four creeks, northern hardwood forests, wetland areas, and a variety of natural and active parks.

Amount Requested for FY23: \$15 million Total Project Cost: \$15 million Estimated start and completion dates: January 2024 – December 2024 Has the project received federal funds previously? If so, please describe. No

What kind of community support has this project received? The planning process was a collaborative effort between the cities of Proctor and Hermantown, as well as Duluth, Minnesota Dept. of Natural Resources (MN DNR), Duluth Superior Metropolitan Interstate Council (MIC), and Minnesota Power. A citizen-based Project Advisory Committee was formed consisting of interested citizens from Proctor and Hermantown. The project's consultant team facilitated meetings throughout the planning process with the Project Staff Team and the Project Advisory Committee.

Three public meetings were held during the planning process in November 2014, January 2015, and April 2015. The goals of the public meetings were as follows: November 20, 2014 - provided an orientation to the overall project, shared information about existing and planned trails, identified general route options for the Munger Trail Spur, and gained community feedback on alternative routes as well as people's general preferences for this regional trail. January 14, 2015 - more defined trail route options were presented, including the consultants' comparative evaluation of the options, and attendees were asked to identify their preferred route preference. April 21, 2015 - presented the preferred trail route, trailhead/ access locations, and preliminary engineering design concepts for complex segments, such as crossings of wetlands, creeks, roadways, rail lines, and steep slopes. Attendees were invited to provide feedback.

Chad Ward Mayor

# **City of Proctor**

COUNCILORS Jake P. Benson Troy R. DeWall Rory Johnson James Rohweder

Jess Rich City Administrator

You Have A Place in Proctor

100 Pionk Drive · Proctor, Minnesota 55810-1700 · 218-324-3641 · Fax 218-624-9459 · email: cityhall@proctormn.gov

Date: March 7<sup>th</sup>, 2022

To: City Council

From: City Administrator – Jess Rich

Re: St. Louis County COVID and ESG Grant Opportunity

The St. Louis County COVID ESG Grant projects must specifically address homelessness. The COVID, or CDBG-CV, has broad eligibility guidelines (see attached.) In speaking with city staff, we feel the "food supply, meals and delivery services" might be the best fit for Proctor. I've met with the Proctor Area Food Shelf and while they aren't in need of any equipment right now, they did mention other food needs in the area specifically families in the Proctor Head Start food program. In addition, and in discussion with Proctor Public Schools, there are many families in the Proctor School District who are struggling to keep up with their school lunch bills.

From these discussions, I would propose the City of Proctor apply for CDBG-CV funding for the following program:

**City of Proctor** 

Proctor Area Food Shelf

Voucher Assistance Program

Screened participants would apply for vouchers, gift cards, etc. for following items:

- Grocery store gift cards to assist with purchasing food not provided or available by food programs
- Gas cards to help with transportation to food services or food service programs. A lot of Proctor Food Shelf participants rely on friends and family for rides.
- Vouchers to assist with school lunch program balances.

The Voucher Assistance program would be administered by the City of Proctor and the Proctor Area Food Shelf. Council discussion and approval to move forward with an application. Application deadline is March 25, 2022 with awards expected May – June 2022.



# CARES ACT

Coronavirus Aid, Relief, and Economic Security (CARES) St. Louis County Funding Overview

Rev. 2.0 (02-2022)

**Background**: The Coronavirus Aid, Relief, and Economic Security (CARES) Act was passed by Congress and signed into law by the President on March 27, 2020. CARES includes \$2 trillion in economic relief intended to protect the American people from the public health and economic impacts of COVID-19.

St. Louis County received allocations of funds from the U.S. Department of Housing and Urban Development (HUD) through the Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) Programs to address the COVID-19 pandemic. The St. Louis County area of CARES funding eligibility is all of St. Louis County outside the Duluth city limits. Duluth also received CARES Act allocations.

Two previous public processes awarded most of the CDBG-CV funding. Remaining funding is estimated at \$250,000 and will be awarded through this third public process. Use of the CDBG-CV funding for activities is subject to the existing federal CDBG regulations but must also address planning for, responding to, or preventing the coronavirus. Communities and agencies within St. Louis County, outside Duluth, may apply.

The following information provides residents, businesses, and agencies guidance on the potential use of the COVID-19 funding by St. Louis County.

# **Community Development Block Grant (CDBG-CV)**

# Purpose:

- CDBG-CV funding must be used to prevent, prepare for, and respond to the coronavirus (COVID-19) and
- Eligible activities must also target helping low- and moderate-income people

Amount: \$250,000 (estimated)

Eligible Uses: The following are examples, not usage limitations:

- Public Services must provide new or quantifiably increased service
  - Equipment, supplies, materials and staffing costs to carry out a public service responding to COVID-19
    - Homeless housing programs
    - Domestic violence
    - Sexual assault
    - Legal services
    - Medical care
  - Food supply, meals, and delivery service programs related to COVID-19
  - Leasing of sites to provide COVID-19 programs

- o Temporary technology improvements for individuals
  - Internet connections
  - Computers
- Housing
  - Emergency home repairs to aid households impacted by COVID-19
- Public facilities and improvements
  - Rehab facilities for COVID-19 testing, diagnosis or treatment
  - Acquire and rehab or construct a group living facility for COVID-19
- Business assistance
  - Grants or loans to support business creation or expansion of medical manufacturing companies
  - Short-term assistance to businesses to aid worker retention must be low- and moderate-income persons
  - Microenterprise technical assistance, grants, or loans to establish or stabilize businesses affected by COVID-19
  - Job training services to workers impacted by COVID-19

# **Application Process:**

- Applications will be accepted beginning Friday, February 25 and must be received by 4:30 P.M. on Friday, March 25, 2022.
- The application form is attached and available on the Planning Department's CDBG page of the St. Louis County web site. <u>www.stlouiscountymn.gov</u>
- Applications may be submitted electronically to: <u>CommunityDevelopmentinfo@stlouiscountymn.gov</u>
- Applications will be reviewed by the CDBG Citizen Advisory Board and funding recommendation made to the St. Louis County Board
- Contract terms will run from June 1, 2022 April 30, 2023

# Please contact Community Development staff members with any questions:

Steve Nelson	(218) 742-9561	nelsonst@stlouiscountymn.gov
Mike Vidmar	(218) 742-9564	vidmarm@stlouiscountymn.gov
Brad Gustafson	(218) 742-9563	gustafsonb@stlouiscountymn.gov
Jill Zallar	(218) 742-9567	<u>zallarj@stlouiscountymn.gov</u>
Laurie Kramka	(218) 725-5029	<u>kramkal@stlouiscountymn.gov</u>

SAINT LOUIS

# Community Development Block Grant COVID-19 APPLICATION St. Louis County, Minnesota

About: St. Louis County has received supplemental CDBG-CV func- existing CDBG eligibility and prepare for, prevent, or respond to ne website at: <u>https://www.stlouiscountymn.gov</u>					
APPLICANT INFORMATION					
Organization/Applicant Name					
Type of Organization		Doutimo #		Data	
Type of Organization Government Non-profit		Daytime #		Date	
Address		City	State	ZIP	
Email					
Contact Person If applicable     Contact Person #					
Federal Id Number	DUNS Number				
COVID-19 PROJECT INFORMATION					
Project Title					
City		State			
COVID-19 PROJECT TYPE					
Housing Community Facility Public Infrastructu	ure 🗌 Economic	Development	Public Service	e	
COVID-19 PROJECT ACTIVITY					
Acquisition Clearance Infrastructure Histor	ic Preservation	Rehabilitatio	n 🔲 Public Serv	vices	
Economic Development Accessibility Improvements Ot	her				
	Amount of (\$)	of CDBG Request			
	Amount of (\$) c	n cobo nequest			
		of Community or gency Resources			
		m Other Sources			
	Total P	roject Cost (\$)	\$0.00		
		5 (+)			

Please describe the problem or need and its relationship to COVID-19.

How will CDBG funds be used to prepare for, respond to, or prevent COVID-19?

What is the timeframe for the project or program? (Costs are reimbursable from 3/27/2020)

BUDGET WORKSHEET								
Estimated source and use of funds								
Use of Funds		Source of Funds						
	CDBG Request	Total Community or Agency Resources	Other Fund Source	Other Fund Source	Other Fund Source			
Expected Start and End date of	Begin 06/01/2022	Begin	Begin	Begin	Begin			
funding	End 04/30/2023	End	End	End	End			
Status of Funding		Committed 🗌	Committed 🗌	Committed 🗆	Committed 🗌			
		Applied	Applied	Applied	Applied			
Itemize Activity/Use of Funds below:								
						\$ 0.00		
						\$ 0.00		
						\$ 0.00		
						\$ 0.00		
						\$ 0.00		
						\$ 0.00		
						\$ 0.00		
TOTAL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00		

ORGANIZATIONAL STRUCTURE						
Please list members of the project team and describe their roles.						
Member Name	Role					
ATTACHMENTS						
Required attachments for <u>ALL</u> applicants.						
1. A resolution by the governing body authorizing the applicants to apply for and receive funds.						
2. One copy of the most recent financial statements. (First time applicants only).						
3. Other relevant information.						
AGREEMENT						
Authorized Applicant Name:	Title	Date:				
Please type your name or print and sign		1				

Chad Ward Mayor



Jess Rich City Administrator

You Have A Place in Proctor

COUNCILORS Jake P. Benson Troy R. DeWall Rory Johnson James Rohweder

6A

100 Pionk Drive · Proctor, Minnesota 55810-1700 · 218-324-3641 · Fax 218-624-9459 · email: cityhall@proctormn.gov

# Resolution No. 11-22 Resolution of Non-Objection To Issuance of State of Minnesota Charitable Gambling License

BE IT RESOLVED that the City Council of the City of Proctor hereby certifies that there is no objection to the issuance of a State of Minnesota Charitable Gambling Permit to Ducks Unlimited, St. Louis Bay 125 to conduct a raffle at Blackwoods Event Center on April 15, 2022.

Passed by a majority vote of the Proctor City Council, this 7th day of March 2022.

BY: Chad Ward Mayor ATTEST: Jess Rich City Administrator

# MINNESOTA LAWFUL GAMBLING LG220 Application for Exempt Permit

G220 Application for Exempt Perini	L ruger of L
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	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.
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.	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: Ducks Unlimited St. Louis Bay 125	Previous Gambling Permit Number: X-69048-21-014
Minnesota Tax ID Number, if any:3358833	Federal Employer ID Number (FEIN), if any:
Mailing Address: 1335 92nd Ave	
City: Duluth State:	MN Zip: 55808 County: St. Louis
Name of Chief Executive Officer (CEO): Matthew R Schw.	ab
CEO Daytime Phone: 218-626-5494 CEO Ema	il: mschwab1986@gmail.com
	(permit will be emailed to this email address unless otherwise indicated below)
Email permit to (if other than the CEO):	
NONPROFIT STATUS	
Type of Nonprofit Organization (check one):           Fraternal         Religious	Veterans Vother Nonprofit Organization
Attach a copy of <u>one</u> of the following showing proof o	f nonprofit status:
IRS toll free at 1-877-829-5500. IRS - Affiliate of national, statewide, or internal If your organization falls under a parent organization i 1. IRS letter showing your parent organization i 2. the charter or letter from your parent organiz	Division Secretary of State website, phone numbers: <u>www.sos.state.mn.us</u> 651-296-2803, or toll free 1-877-551-6767 <b>ur organization's name</b> leral income tax exempt letter, have an organization officer contact the <b>tional parent nonprofit organization (charter)</b>
GAMBLING PREMISES INFORMATION	
Name of premises where the gambling event will be conduc (for raffles, list the site where the drawing will take place):	Black Woods Event Center
Physical Address (do not use P.O. box): <u>195 US Hwy 2</u>	
Check one:  City: Proctor	zip: <u>55810</u> County: <u>St. Louis</u>
Township:	Zip: County:
Date(s) of activity (for raffles, indicate the date of the draw	ving): April 15, 2022
Check each type of gambling activity that your organization	n will conduct:
Bingo Paddlewheels Pull-Tab	os Tipboards 🖌 Raffle
from a distributor licensed by the Minnesota Gambling Con	The boards, paddlewheels, pull-tabs, and tipboards must be obtained not be been been been been been been been

# LG220 Application for Exempt Permit

	1	1/17	
Page	2	of 2	

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGME the Minnesota Gambling Control Board)	NT (required before submitting application to		
CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township		
The application is acknowledged with no waiting period.	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:	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 City Personnel:	Signature of County Personnel:		
Title: Date:	Title: Date:		
The city or county must sign before submitting application to the Gambling Control Board.	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 (requ			
Chief Executive Officer's Signature:			
REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS		
<ul> <li>Complete a separate application for: <ul> <li>all gambling conducted on two or more consecutive days; or</li> <li>all gambling conducted on one day.</li> </ul> </li> <li>Only one application is required if one or more raffle drawings are conducted on the same day.</li> <li>Financial report to be completed within 30 days after the gambling activity is done: <ul> <li>A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.</li> </ul> </li> <li>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</li> </ul>	<ul> <li>Mail application with:         <ul> <li>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.</li> </ul> </li> <li>To: Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</li> <li>Questions?         <ul> <li>Call the Licensing Section of the Gambling Control Board at 651-539-1900.</li> </ul> </li> </ul>		
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 information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit.	drmation when received information provided will but organization until the When the Board issues on provided will become sinct issue a permit, all ation's name and in public. Private dataCommissioners of Administration, Minnesota 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		
If your organization supplies the information members, Board staff win requested, the Board will be able to process the access to the information	hose work requires		
requested, the Board will be able to process the access to the informatio	hose work requires		

# MINNESOTA · REVENUE

in days

scribe business

Type of exemption

Sign here

# **Certificate of Exemption**

Purchaser: Complete this certificate and give it to the seller. Do not send to the Department of Revenue. Seller: Keep this certificate as a part of your records.

Name of pu	irchaser's business or organization			
D	ucks Unlimited			
Businessa 4	ddress 1570 W 77些 5t	#179		
City E	Edina		State MN	Zip code 55435
Purchaser's	stax ID number		State of issue	N
f no numbe	3358833 er, give reason		N	
Name of se	ller from whom you are purchasing, leasing or re	enting		
Seller's add	dress			
City			State	Zip code
f applica Fu	the nature of your business or organ able. Indraising For nor the items for which you are claiming	n-profit or		
f applica Fu	undraising For nor	n-profit or g exemption.	ganization	
f applica Fu	the items for which you are claiming	n-profit or g exemption.	ganization	
f applica Fu Describe	the items for which you are claiming e exemption reason code. Enter the	n-profit or g exemption.	ganization	
f applica Fu Describe Circle the Code	e exemption reason code. Enter the Description Agricultural or industrial product	n-profit or g exemption. number or title when	<u>qanizatior</u> re applicable.	
f applica Fu Describe Circle the Code A	e exemption reason code. Enter the Description Agricultural or industrial product	n-profit or g exemption. number or title when	<u>qanizatior</u> re applicable.	
f applica Fu Describe Circle the Code A B	the items for which you are claiming e exemption reason code. Enter the Description Agricultural or industrial product	n-profit or g exemption. number or title when tion	e applicable.	
f applica Fu Describe Circle the Code A B C	e exemption reason code. Enter the Description Agricultural or industrial product Direct pay. Enter DP# Exempt organization. Enter ES# of	n-profit or g exemption. number or title when tion	e applicable.	
f applica Fu Describe Circle the Code A B C D	the items for which you are claiming e exemption reason code. Enter the Description Agricultural or industrial product Direct pay. Enter DP# Exempt organization. Enter ES# of Motor carrier direct pay. Enter M Percentage exemption	n-profit or g exemption. number or title when tion or type of group	e applicable.	
f applica Fu Describe Circle the Code A B C D	e exemption reason code. Enter the Description Agricultural or industrial product Direct pay. Enter DP# Exempt organization. Enter ES# of Motor carrier direct pay. Enter M	n-profit or g exemption. number or title when tion or type of group	e applicable.	
f applica Fu Describe Circle the Code A B C D E	e exemption reason code. Enter the Description Agricultural or industrial product Direct pay. Enter DP# Exempt organization. Enter ES# of Motor carrier direct pay. Enter M Percentage exemption Advertising (enter percentage) - Resale	n-profit or g exemption.	<u>qanizatior</u> e applicable. <u>37964</u> es (enter percentage)	n
f applica Fu Describe Circle the Code A B C D E F	e exemption reason code. Enter the Description Agricultural or industrial product Direct pay. Enter DP# Exempt organization. Enter ES# of Motor carrier direct pay. Enter M Percentage exemption Advertising (enter percentage) _	n-profit or g exemption. number or title when tion or type of group	<u>qanizatior</u> e applicable. <u>37964</u> es (enter percentage)	n

I declare that the information on this certificate is correct and complete to the best of my knowledge and belief. (PENALTY—If you try to evade paying sales tax by using an exemption certificate for items or services that will be used for purposes other than those being claimed, you may be fined \$100 under Minnesota law for each transaction for which the certificate is used.)

Signature of authorized purchaser	Print name here	Title	Da

If you have questions, call 651-296-6181 or 1-800-657-3777. TTY: 1-800-627-3529 Minnesota Relay Service.



# <u>Minnesota Ducks Unlimited</u>

4570 WEST 77<sup>th</sup> ST. • SUITE 179 • EDINA, MN 55435 • 952-820-8174 www.mnducks.org

Date: January 5, 2004

To: Minnesota DU Area Chairs, Zone Chairs and District Chairs

From: Mark Pederson

# **RE:** Sales Tax Exemption

Effective 7/14/99, Minnesota Ducks Unlimited and all of its individual chapters have been granted a Minnesota sales tax exemption LD. number. This means that we will no longer have to pay sales tax on anything we purchase related to our fundraising activities (guns, prizes, supplies, printing, framing, banquet meals, etc.).

To claim exemption from sales tax on purchases of guns, prizes, supplies, printing, framing, etc. (EXCLUDING MEALS - sce next paragraph), simply inform your vendor that we are exempt from sales tax and provide them with our sales tax exemption number: ES 37964 on Form ST3 Certificate of Exemption (circle code "C"). This number is the same for all chapters in Minnesota. A copy of our form ST-17 Certificate of Exemption Status is attached for your records. In some cases, a vendor may request a copy of this form even though the number alone should be sufficient. Note that this number cannot be used for purchase of meals (see next paragraph).

Meals are taxable.

If you have any questions regarding sales tax or are having difficulty with your meal provider, please contact your Regional Director or Zone Chair.

MINNESOTA Department of Revenue

Certificate of Exempt Status

Exempt Organizations

Sales and Use Tax SI-17

Ducks Unlimited Inc. One Waterfowl Way Memphis IN 38120

Certificate number ES 37964

Date 1ssued 07/14/99

297A.25, subd.16) group. This exemption does not apply to purchases of meals, lodging, waste tollection and disposal services, or to purchases or leaves of motor vehicles. (M.S. merchandiso must be used for pleasure, recreation, or other nonprofit functions of the of its charitable, religious or educational functions. For seaior citizen groups, the puchases, renales, and leaves of merchandise and services to be used in the performance The organization above is exempt from sales and use tax under Minnesota law on

Commissioner of Revenue

1 Klaushe

2. R. Blaisdell, Supervisor Sales and Use Tax Division

new calina Minacon Balar Service at (S11) 101. Cittan 1.400.677.1579 Art Rev (S11) 106. 6181. Quartient? Call the MR Department of Revenue at ((S1) 296-6181 or tol-face 1-409-657-3777, TOD Internal Revenue Service

Date: February 4, 2005

DUCKS UNLIMITED INC % AMY BATSON ASSISTANT CONTROLLER ONE WATERFOWL WAY MEMPHIS TN 38120-2350 Department of the Treasury P. O. Box 2508 Cincinnati, OH 45201

Person to Contact: Ms. Benson #31-07273 Customer Service Representative Toll Free Telephone Number: 8:30 a.m. to 5:30 p.m. ET 877-829-5500 Fax Number: 513-263-3756 '

Federal Identification Number: 13-5643799

Dear Sir or Madam:

This is in response to your request of February 4, 2005, regarding your organization's tax-exempt status.

Your organization is exempt under section 501(c)(3) of the Code because it is included in a group ruling issued to Ducks Unlimited, Inc., located in Memphis, TN.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

Janna K. Stufen

Janna K. Skufca, Director, TE/GE Customer Account Services

### TAX STATUS

The Internal Revenue Service has ruled that Ducks Unlimited, Inc. Qualifies under the provisions of Section 501(c)(3) of the Internal Revenue Code (IRC) as an organization created for charitable, educational, scientific and conservation purposes and, therefore, is exempt from federal income taxes on related income. As a qualified tax-exempt organization, Ducks Unlimited must operate in conformity with the IRC to maintain ins tax exempt status. Donations to Ducks Unlimited are deductible by the donor as charitable contributions for federal income tax purposes.

Ducks Unlimited's federal taxpayer identification number is 13-5643799. Each of its state and local committees is chartered as a chapter of Ducks Unlimited with its own federal taxpayer identification number, and is exempt from federal income tax under the provisions of Section 501(c)(3) through Ducks Unlimited's group exemption (group exemption number 9352).

The following letters, identified by the date of the letter, support Ducks Unlimited's tax exempt status:

November 29, 1938—original determination letter from IRS entitling DU to exemption under provisions of §101(6) of the Revenue Act of 1936. Contributions to DU by individual donors are deductible by such individuals in arriving at their taxable net income as provided by §23(0).

July 1, 1965-modification to original determination letter to include deductibility related to gifts and bequests under the provisions of §§2055, 2106, and 2522 of the Code.

October 20, 1970—confirmation that DU is not classified as a private foundation as defined in §509(a) of the Internal Revenue Code.

February 24, 1978—confirmation that tax exemption under 101(6) of the Revenue Act of 1936 corresponds to exemption under 501(c)(3) of the Internal Revenue Code of 1954.

January 23, 1985 (not reproduced here)—recognition of tax exempt status of organizations DU operates, supervises, or controls . . . as exempt from federal income tax under \$501(c)(3) of the Code . . . classification of those organizations as organizations that are not private foundation because they are of the type described in \$\$509(a)(1) and 170(b)(1)(A)(vi) of the Code. . . donors may deduct contributions to DU and its subordinates as provided in \$170 of the Code. Bequests, legacies, devises, transfers, or gifts to DU or for DU's use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of \$2055, 2106, and 2522 of the Code.



TREASURY DEPARTMENT

WASHINGTON

INMISSIONER OF INTERNAL REVENUE

IT IR LLA

NOV 29 1938

Ducks Unlimited, Incorporated, 539 Munsey Building, 1329 E Street, M. W., Washington, D. C.

#### Sirsi

Reference is made to the evidence submitted in support of your claim to exemption from Federal income taxation.

The evidence presented discloses that you were incorporated in 1937 under the laws of the District of Columbia. Your objects are to restors and perpetuate wild ducks and other wild materfowl on the Morth American Continent; to promote, carry, on, conduct and foster scientific research, education, training and publication in the ornithological sciences; to establish departments of research and scientific study with particular reference to the enhancement of knowledge concerning the materfowl of the North American Conticent; to establish, promote, assist, contribute to or otherwise encourage the study of conservation, restoration and management of wild waterfowl and its habitat; in connection therewith, to grant scholarships, prizes and remards; to maintain sarctuaries for wildlife; and to do all such acts as are necessary or convenient to attain your purposes.

You have no capital stock. You may establish and maintain offices in any of the states of the United States, its territories or forsign possessions. You are governed by a beard of trustees. Your actual activities are to solicit contributions from persons interested in your purposes and through your officers and representatives to carry on appropriate activities devoted to the advancement and accomplishment of your purposes. Your income is derived from contributions and is disbursed for development and promotion, publications, printing and distribution and office administration. You are nonpolitical and your certificate of incorporation provides that you will not, by your activities, attempt to influence legislation by programed or otherwise. None of your income inures to the benefit of any private shareholder or individual.

Based upon the facts presented, it is held that you are entire tiled to exemption under the provisions of section 101(6) of the Revenue Act of 1936. You are not, therefore, required to file a return for 1937. Inasmuch as section 101(6) of the Revenue Act of 1938 is similar to section 101(6) of the Revenue Act of 1935, returns will not be required for 1938 and subsequent years so long as there is no change in your organization, your purposes or method of operation.

Any changes in your form of organization or method of operation, as shown by the evidence submitted, must be immediately reported to the collector of internal revenue for your district in order that the effect of such changes upon your present exempt status may be determined.

The exemption referred to in this latter does not apply to taxes levied under other titles or provisions of the respective revenue acts except insofar as examption is granted expressly under those provisions to organizations enumerated in section 101 of the Revenue Act of 1936 and the corresponding provisions of the Revenue act of 1936.

Contributions to your organization by individual denors are deductible by such individuals in arriving at their taxable net income in the macher and to the extent provided by section 23(o) of the Revenue Act of 1933 and the corresponding provisions of the Revenue Act of 1936. The deductibility of contributions by corporations is governed by section 23(q) of the Revenue Acts of 1935 and 1938.

A copy of this ruling is being tranamitted to the collector of internal revenue for your district.

By direction of the Commissioner.

02

Respectfully. m Ceputy Commiss



## U. S. TREASURY DEPARTMENT

INTERNAL REVENUE SERVICE DISTRICT DIRECTOR P. O. BOX 3100 NEW YORK, N. Y. 10015

AU : F : 506 : GB

July 1, 1965

Ducks Unlimited Incorporated 165 Broadway New York, N.Y. 10006

Gentlemen:

Reference is made to letter of May 19, 1965 in which you requested that the exemption letter ruling of Ducks Unlimited, Incorporated, dated November 29, 1938 be updated to include a paragraph relating to gifts and bequests.

Accordingly, our ruling letter dated November 29, 1938 is modified to include the following paragraph:

Contributions made to you are deductible by donors as provided in section 170 of the Code. Bequests, legacies, devises, transfers or gifts to or for your use are deductible for Federal estate and gift tax purposes under the provisions of sections 2055, 2106 and 2522 of the Code.

Very truly yours,

harles a think

Charles A. Church District Director

Internal Revenue Service

Ducks Unlimited, Inc.

Chicago, Illinois 60666

P.O. Box 66300

Department of the Treasury

District Director

230 S. Dearborn St., Chicago, Illinois 60604

Person to Cantact: A. Szymeki

Telephone Number: 353-3431

Refer Reply to: EP/ 50:201:AS

Date:

FEB 24 1978

This is in reply to your letter of February 16, 1978.

Our records indicate that Ducks Unlimited, Inc. was granted an exemption from Federal income tax in 1956, under Code Section 101(6) which now corresponds to Section 501(c)(3) of the Internal Revenue Code of 1954.

Our records further disclose that we classified your organization as one that is described in Section 509(a)(1) and 170(b)(1)(A)(vi).

Very truly yours,

W. H. Daluga

W. G. Daluga Group Manager

Department of the Treasury

#### Internal Revenue Service

Washington, DC 20224

10-20-70

In reply refler toe

DUCKS UNLIMITED INC P 0 BOX 8923 CHICAGO, IL

60666

Gentlemen:

Based on the information you recently submitted, we have classified you as an organization that is not a private foundation as defined in section 609(a) of the internal Revenue Code.

ь

Your classification is based on the assumption that your operations will be as stated in your notification. Any changes in your purposes, character, or method of operation must be reported to your District Director so he may consider the effect on your status.

0.04

Sincernly yours.

A. Queles w

Chief, Rulings Section Exempt Organizations Branch



Chad Ward Mayor

# **City of Proctor**

COUNCILORS Jake P. Benson Troy R. DeWall Rory Johnson James Rohweder

6B

Jess Rich City Administrator

You Have A Place in Proctor

100 Pionk Drive · Proctor, Minnesota 55810-1700 · 218-324-3641 · Fax 218-624-9459 · email: cityhall@proctormn.gov

Date: March 7<sup>th</sup>, 2022To: City CouncilFrom: Kent Gaidis, Police ChiefRe: Hiring Recommendation

On behalf of the Proctor Police Department and the Police Civil Service Commission, it is our recommendation to hire Lucas Hedin as a Police Officer for the department.



# PROCTOR POLICE CIVIL SERVICE COMMISSION

27 Feb 2022

Dear City of Proctor Mayor/Proctor City Council:

The Proctor Police Civil Service Commission has tested and interviewed applicants for the position of Proctor Police Officer. It is the recommendation of the Commission that Lukas Hedin be offered the entry level position. Mr. Hedin has already passed his medical, psychological examinations and background check.

Respectfully Submitted, Steven Elder Secretary Proctor Police Civil Service Commission.

cc. Chairperson Diane Giuliani. Police Commissioner Chad Ward Mayor **City of Proctor** 

Jess Rich City Administrator

You Have A Place in Proctor

COUNCILORS Jake P. Benson Troy R. DeWall Rory Johnson James Rohweder

6C

100 Pionk Drive · Proctor, Minnesota 55810-1700 · 218-324-3641 · Fax 218-624-9459 · email: cityhall@proctormn.gov

Date: March 7<sup>th</sup>, 2022

To: City Council

From: City Administrator - Jess Rich

Re: Covid-19 Guidelines – August 16,2022

Attached are the COVID Guidelines approved by council in August of 2021 and the COVID-19 Protocol which was approved in January 2022. The COVID Guidelines were used as the reopening/opening plan whereas the COVID-19 Protocol addressed testing, masks, leave, isolation, etc. in more detail. Council review and discussion on any proposed action on changing these guideline and protocols.

## I. Definitions

- **Close Contact**: Individuals are/were within six feet for a cumulative period of 15 minutes or more over 24 hours
- **Quarantine Period:** The duration of time for which a person who is *exposed* to COVID-19 must remain away from the worksite.
- **Isolation Period:** The duration of time for which a person who *tests positive* for COVID-19 must remain away from the worksite.

## II. Purpose

The City of Proctor has adopted this protocol on vaccination and testing to help protect our employees from the hazard of COVID-19. These protocols can change at any time as more information from the CDC becomes available or changes.

## III. Scope

Preventing COVID-19 in the Workplace Protocol applies to all employees and appointed officials of the City of Proctor, including but not limited to full-time, part-time, seasonal, temporary, variable hourly employees, volunteers, elected and appointed officials.

## IV. Protocols

## A. COVID-19 Vaccination

Employees will be considered fully vaccinated two weeks after receiving the required number of doses of a COVID-19 vaccine. For help scheduling a vaccination appointment, employees may contact the Minnesota Department of Health or the employee's medical provider.

## B. COVID-19 Testing

To support testing for COVID-19 the City of Proctor has obtained rapid molecular test kits. Employees who have been exposed to COVID-19 and or who have symptoms can make test arrangements with the City Administrator, Chief of Police, or the Fire Chief. Employees can seek their own tests; however, the test must be a molecular test not an antigen test. The test provided by the City of Proctor is free to the employee. Results are produced in approximately 20 minutes. If the employee chooses to seek their own test, they will be responsible for submitting to their health insurance provider and/or covering any out of pockets costs.

## C. Face Coverings

All employees must wear a face covering as required by this protocol. Face coverings must:

- 1. completely cover the nose and mouth;
- 2. be made with two or more layers of a breathable fabric that is tightly woven (i.e., fabrics that do not let light pass through when held up to a light source);

- 3. be secured to the head with ties, ear loops, or elastic bands that go behind the head. If gaiters are worn, they should have two layers of fabric or be folded to make two layers;
- 4. fit snugly over the nose, mouth, and chin with no large gaps on the outside of the face; and
- 5. be a solid piece of material without slits, exhalation valves, visible holes, punctures, or other openings. Acceptable face coverings include clear face coverings or cloth face coverings with a clear plastic panel that, despite the non-cloth material allowing light to pass through, otherwise meet these criteria and which may be used to facilitate communication with people who are deaf or hard-of-hearing or others who need to see a speaker's mouth or facial expressions to understand speech or sign language respectively.

The following are exceptions to City's requirements for face coverings:

- 1. When an employee is alone in a room or cubicle.
- 2. For a limited time, while an employee is eating or drinking at the workplace or for identification purposes in compliance with safety and security requirements.
- 3. When an employee is wearing a respirator or facemask.
- 4. Where the City has determined that the use of face coverings is infeasible or creates a greater hazard. All such determinations will be made on a case-by-case basis by the City Administrator and the employees supervisor.
- 5. Employees may be legally entitled to a reasonable accommodation if they cannot wear a face covering as required by this protocol because of a disability, or if the provisions in this protocol for testing vaccinations or wearing a face covering conflict with a sincerely held religious belief, practice, or observance. Requests for exceptions and reasonable accommodations must be initiated by the Employee by submitting an exemption request to the city administrator. All requests will be handled in accordance with applicable laws and regulations and the City of Proctor Personnel Protocol.

## V. COVID-19 Exposure and Isolation from the Workplace

## A. Screening and Symptoms

Employees must actively monitor their own health. Each day, employees shall use the CDC "<u>Self-Checker</u>" prior to performing work on-site. The employee shall notify their supervisor if the CDC Self-Checker recommends isolation or medical attention, or if they are experiencing any of the following symptoms:

- Persistent cough
- Runny nose
- Sore throat
- Fever (100.4 degrees oral)
- Shortness of breath or difficulty breathing

- Chills
- Muscle pain
- Nausea, vomiting, or diarrhea within the last 24 hours
- New loss of smell or taste

- Fatigue
- Headache

## B. Employee Exposure and Testing Positive Protocol

### 1. Employee Secondary Exposure

If a member of the employee's household, or someone under the care of an employee is *exposed* to a suspected or confirmed case of COVID-19, the employee should notify their supervisor, but may continue to work on-site if the employee and members of the employee's household remain asymptomatic and have not tested positive for COVID-19. If at any time the employee develops symptoms, they will follow provisions below. If a member of employee's household starts to show symptoms or tests positive for COVID-19, the employee shall notify their supervisor immediately, and follow provisions below.

### 2. Employee Close Exposure to Confirmed Case of COVID-19

- A. If an employee has a close exposure to a confirmed case of COVID-19 and is NOT up-to-date on vaccinations must:
  - Stay home and quarantine for at least 5 full days.
  - Get tested at least 5 days after close contact.
  - Watch for symptoms until 10 days after close contact.
  - If symptoms develop isolate immediately, get tested and continue to stay home until results are confirmed.
  - Take precautions wearing a mask until day 10.
- B. If an employee has a close exposure to a confirmed case of COVID-19 and is up-to-date on COVID vaccination:
- Employee does not need to stay home unless symptoms develop.
- Get tested at least 5 days after close contact.
- Watch for symptoms until 10 days after last close contact.
- If symptoms develop, isolate immediately and get tested. Continue to stay home until test results are confirmed.
- Take precautions wearing a mask until day 10.
- C. If an employee has a close exposure to COVID-19 and had a confirmed case within the past 90 days (positive using a viral test.)
  - Employee does not need to stay home unless symptoms develop.
  - Get tested at least 5 days after close contact.
  - Watch for symptoms until 10 days after last close contact.
  - If symptoms develop, isolate immediately, get tested, continue to stay home until test results are confirmed.
  - Take precautions wearing a mask until day 10.
- D. If any employee tests positive for COVID-19 or have symptoms, regardless of vaccination status:

- Isolate for 5 days.
- End isolation after 5 full days if employee did not have symptoms, are fever-free for 24 hours (without the use of fever-reducing medication) and symptoms are improving.
- Take precautions wearing a mask until day 10.
- If employee is severely ill with COVID-19 they should isolate for at least 10 days and consult a doctor before ending isolation.

## C. Reporting Exposure and Contact Tracing

The City shall compile information on persons who had contact with the ill employee during work hours during the time the employee had symptoms and up to 48 hours prior to showing symptoms. Any other individuals who have had close contact may be considered exposed.

The City shall notify all individuals identified of the potential exposure. Pursuant to the MN Data Practices Act and the Americans with Disabilities Act (ADA), the city will not share the name of the individual with anyone.

### D. Employee Pay during Period of Isolation or Quarantine

The City of Proctor does not offer paid time off for COVID-19 quarantine, isolation or testing. Employees who are able may work remotely (telework) but will track hours worked taking unused time off to compensate the difference. Employees who are unable to work remotely or are too sick to work remotely, must use their accrued but unused time off (including PTO, sick, vacation, and comp time.) Nothing in these protocols precludes an employee from possible leave benefits under FMLA.

Taking sick time for COVID-19 will not count toward the 3-day HCSP benefit if the employee clearly documents and reports their COVID exposure and test results. The city administrator and the employee's supervisor will make this determination.

## E. Confidentiality and Privacy

All medical information collected from individuals, including vaccination information, test results, and any other information obtained as a result of testing, will be treated in accordance with applicable laws and policies on confidentiality and privacy.

## F. Questions

Please direct any questions regarding this protocol to your supervisor or city administrator.

# Wear a mask

- Vaccinated and unvaccinated employees are required to wear a mask in indoor workplaces.
- In general, you do not need to wear a mask in outdoor settings.
  - In areas with <u>high numbers of COVID-19 cases</u>, consider wearing a mask in crowded outdoor settings and for activities with close contact with others who are not fully vaccinated.
- People who have a condition or are taking medications that weaken their immune system may NOT be protected even if they are fully vaccinated. They should continue to take all <u>precautions recommended</u> for unvaccinated people, including wearing a well-fitted mask, until

advised otherwise by their healthcare provider.

# Stay 6 feet away from others

• Put 6 feet of distance between yourself and people who don't live in your household.

# Wash your hands often

- <u>Wash your hands</u> often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- It's especially important to wash:
  - Before eating or preparing food
  - Before touching your face
  - After using the restroom
  - After leaving a public place
  - After blowing your nose, coughing, or sneezing
  - After handling your mask
  - After changing a diaper
  - After caring for someone sick
  - After touching animals or pets
- If soap and water are not readily available, **use a hand sanitizer that contains at least 60% alcohol**. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose, and mouth with unwashed hands.

# Watch for Symptoms

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. Anyone can have mild to severe symptoms. People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

This list does not include all possible symptoms. CDC will continue to update this list as we learn more about COVID-19. Older adults and people who have severe underlying medical conditions like heart or lung disease or diabetes seem to be at higher risk for developing more serious complications from COVID-19 illness.

# Who should get tested for current infection

- People who have <u>symptoms</u> of COVID-19.
- People who have had <u>close contact</u> (within 6 feet for a total of 15 minutes or more over a 24-hour period) with someone with confirmed COVID-19.
  - Fully vaccinated people should be tested 3-5 days following a known exposure to someone with suspected or confirmed COVID-19 and wear a mask in public indoor settings for 14 days or until they receive a negative test result.

People who have tested positive for COVID-19 within the past 3 months and recovered do not need to get tested following an exposure as long as they do not develop new symptoms.

- Unvaccinated people who have taken part in activities that put them at higher risk for COVID-19 because they cannot physically distance as needed to avoid <u>exposure</u>, such as travel, attending large social or mass gatherings, or being in crowded or poorly-ventilated indoor settings.
- People who have been asked or referred to get <u>tested</u> by their healthcare provider, or <u>state</u>, <u>tribal</u>, <u>localexternal icon</u>, or <u>territorial health department</u>.

CDC recommends that anyone with any signs or <u>symptoms of COVID-19</u> get tested, regardless of vaccination status or prior infection. If you get tested because you have symptoms or were potentially exposed to the virus, you should stay away from others pending test results and follow the advice of your health care provider or a public health professional.

# Quarantine

Quarantine if you have been in <u>close contact</u> (within 6 feet of someone for a cumulative total of 15 minutes or more over a 24-hour period) with someone who has COVID-19, unless you have been <u>fully vaccinated</u>. People who are fully vaccinated do NOT need to quarantine after contact with someone who had COVID-19 unless they have <u>symptoms</u>. However, fully vaccinated people should get tested 3-5 days after their exposure, even they don't have symptoms and wear a mask indoors in public for 14 days following exposure or until their test result is negative.

What to do

- Stay home for 14 days after your last contact with a person who has COVID-19.
- Watch for fever (100.4°F), cough, shortness of breath, or <u>other</u> <u>symptoms</u> of COVID-19.
- If possible, stay away from people you live with, especially people who are at <u>higher risk</u> for getting very sick from COVID-19.

After quarantine

- Watch for symptoms until 14 days after exposure.
- If you have symptoms, immediately self-isolate and contact your local public health authority or healthcare provider.

You may be able to shorten your quarantine

Your local public health authorities make the final decisions about how long quarantine should last, based on local conditions and needs. Follow the recommendations of your local public health department if you need to quarantine. Options they will consider include stopping quarantine

- After day 10 without testing
- After day 7 after receiving a negative test result (test must occur on day 5 or later)

# Isolation

**Isolation** is used to separate people infected with COVID-19 from those who are not infected.

People who are in isolation should stay home until it's safe for them to be around others. At home, anyone sick or infected should separate from others, stay in a specific "sick room" or area, and use a separate bathroom (if available).

## What to do

- Monitor your symptoms. If you have an <u>emergency warning</u> <u>sign</u> (including trouble breathing), seek emergency medical care immediately.
- Stay in a separate room from other household members, if possible.
- Use a separate bathroom, if possible.
- Avoid contact with other members of the household and pets.
- Don't share personal household items, like cups, towels, and utensils.
- <u>Wear a mask</u> when around other people if able.

Learn more about what to do if you are sick and how to notify your contacts.

# When You Can be Around Others After You Had or Likely Had COVID-19

Most people do not require testing to decide when they can be around others; however, if your healthcare provider recommends testing, they will let you know when you can resume being around others based on your test results.

# For Anyone Who Has Been Around a Person with COVID-19

Anyone who has had <u>close contact</u> with someone with COVID-19 should stay home for 14 days **after their last exposure** to that person.

However, anyone who has had close contact with someone with COVID-19 and who meets the following criteria does **NOT** need to stay home.

• Someone who has been <u>fully vaccinated</u> and shows no symptoms of COVID-19. However, fully vaccinated people should get tested 3-5 days after their exposure, even they don't have symptoms and wear a mask indoors in public for 14 days following exposure or until their test result

is negative.

Or

- Someone who has COVID-19 illness within the previous 3 months and
- Has recovered **and**
- Remains without COVID-19 symptoms (for example, cough, shortness of breath)

# I think or know I had COVID-19, and I had symptoms

You can be around others after:

- 10 days since symptoms first appeared **and**
- 24 hours with no fever without the use of fever-reducing medications **and**
- Other symptoms of COVID-19 are improving\*

\*Loss of taste and smell may persist for weeks or months after recovery and need not delay the end of isolation

Note that these recommendations **do not** apply to people with severe COVID-19 or with weakened immune systems (immunocompromised).

# I tested positive for COVID-19 but had no symptoms

If you continue to have no symptoms, you can be with others after 10 days have passed since you had a positive viral test for COVID-19.

If you develop symptoms after testing positive, follow the guidance above for "I think or know I had COVID-19, and I had symptoms."

Clarification on Domestic Travel will discussed and defined by council at their August 16<sup>th</sup> meeting until then here is a definition we will be using:

"Domestic travel is travel made by a resident of a given country within his or her residential country and outside her/her usual environment or routines."

#### **Domestic Travel During COVID-19**

#### **Recommendations For Fully Vaccinated People**

If you are <u>fully vaccinated</u>, take the following steps to protect others when you travel:

Have You Been Fully Vaccinated?

People are considered fully vaccinated\*:

- 2 weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or
- 2 weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine

If you don't meet these requirements, you are NOT fully vaccinated. Keep taking all precautions until you are fully vaccinated.

If you have a condition or are taking medication that weakens your immune system, you may NOT be fully protected even if you are fully vaccinated. Talk to your healthcare provider. Even after vaccination, you may need to continue taking all <u>precautions</u>.

- During Travel
  - Wearing a mask over your nose and mouth is required on planes, buses, trains, and other forms of public transportation traveling into, within, or out of the United States and while indoors at U.S. transportation hubs such as airports and stations. Travelers are not required to wear a mask in outdoor areas of a conveyance (like on open deck areas of a ferry or the uncovered top deck of a bus).
  - Follow all state and local recommendations and requirements, including mask wearing and social distancing.
  - Avoid crowds and stay at least 6 feet/2 meters (about 2 arm lengths) from anyone who is not traveling with you.
  - Wash your hands often or use hand sanitizer (with at least 60% alcohol).
- After Travel
  - Self-monitor for COVID-19 symptoms; isolate and get tested if you develop symptoms.
  - Follow all state and local recommendations or requirements.

You do NOT need to get tested or self-quarantine if you are fully vaccinated or have recovered from COVID-19 in the past 3 months. You should still follow all other travel recommendations.

#### **Recommendations For Unvaccinated People**

If you are not fully vaccinated and must travel, take the following steps to protect yourself and others from COVID-19:

- · Before you travel:
- Get tested with a <u>viral test</u> 1-3 days before your trip.
- While you are traveling:
  - Wearing a mask over your nose and mouth is required on planes, buses, trains, and other forms of public transportation traveling into, within, or out of the United States and while indoors at U.S. transportation hubs such as airports and stations. Travelers are not required to wear a mask in outdoor areas of a conveyance (like on open deck areas of a ferry or the uncovered top deck of a bus). CDC recommends that travelers who are not fully vaccinated continue to wear a mask and maintain physical distance when traveling.
    - Avoid crowds and stay at least 6 feet/2 meters (about 2 arm lengths) from anyone who is not traveling with you.
    - Wash your hands often or use hand sanitizer (with at least 60% alcohol).
  - After you travel:
    - Get tested with a <u>viral test</u> 3-5 days after travel AND stay home and self-quarantine for a full 7 days after travel.
       Even if you test negative, stay home and self-quarantine for the full 7 days.
      - If your test is positive, isolate yourself to protect others from getting infected.
    - If you don't get tested, stay home and self-quarantine for 10 days after travel.
    - Avoid being around people who are at increased risk for severe illness for 14 days, whether you get tested or not.
    - Self-monitor for COVID-19 symptoms; isolate and get tested if you develop symptoms.
    - Follow all state and local recommendations or requirements.
  - Visit your <u>state</u>, <u>territorial</u>, <u>tribal</u> or <u>localexternal icon</u> health department's website to look for the latest information on where to get tested.

#### **Recommendations For Fully Vaccinated People**

Before you travel

Make sure you understand and follow all airline and destination requirements related to travel, mask wearing, testing, or quarantine, which may differ from U.S. requirements. If you do not follow your destination's requirements, you may be denied entry and required to return to the United States.

Check the current COVID-19 situation in your destination.

During traveling:

Wearing a mask over your nose and mouth is required on planes, buses, trains, and other forms of public transportation traveling into, within, or out of the United States and while indoors at U.S. transportation hubs such as airports and stations. Travelers are not required to wear a mask in outdoor areas of a conveyance (like on open deck areas of a ferry or the uncovered top deck of a bus).

Follow all recommendations and requirements at your destination, including mask wearing and social distancing

Avoid crowds and stay at least 6 feet/2 meters (about 2 arm lengths) from anyone who is not traveling with you.

Wash your hands often or use hand sanitizer (with at least 60% alcohol).

Before you arrive in the United States:

All air passengers coming to the United States, **including U.S. citizens and fully vaccinated people**, <u>are required</u> to have a negative COVID-19 test result no more than 3 days before travel or documentation of recovery from COVID-19 in the past 3 months before they board a flight to the United States.

After travel:

Get tested with a viral test 3-5 days after travel.

Self-monitor for COVID-19 symptoms; isolate and get tested if you develop symptoms.

Follow all state and local recommendations or requirements after travel

Chad Ward Mayor

# **City of Proctor**

COUNCILORS Jake P. Benson Troy R. DeWall Rory Johnson James Rohweder

Jess Rich City Administrator

You Have A Place in Proctor

100 Pionk Drive · Proctor, Minnesota 55810-1700 · 218-324-3641 · Fax 218-624-9459 · email: cityhall@proctormn.gov

**6**D Date: February 28, 2022 To: **Proctor City Council** From: Planning & Zoning Commission Re: 2022 Home Occupation Permits The Planning & Zoning Commission met at their regularly scheduled meeting. The commission recommends approval of the following home occupation permits for 2022: Bill's Gun Repair - William Allen 9427 Westgate Blvd, #5 Laurakate's Healing Touch Massage - Laurakate Gilbertson 101 2nd St Willie's Place - Kristin Bennett 31 Oak St Birch Hill Kennels - Randy & Susan Ketcher 436 St. Louis River Rd Dana Carroll's Music Studio - Dana Copiskey 930 Almac Dr Northern Lights Disc Golf - Brian Lagergren 49 5th St **Tiny Kitchen Creations - Paige Leedom** 212 S 2nd Ave

		Receipt # 300 0411 Date 2171 2022
	CITY OF PROCTOR	
APPLICAT	ION FOR HOME OCCUPAT	TION PERMIT
Date: Feb. 4, 22	51	
Name: KRISTEN BER	INETT	
Address: 31 DAK ST.	PRICTOR, MN 5581	D Phone: 218-213-6070
Name of Business: 101LL	e's PLACE	
Purpose of type of business:	SALON	
		tions stated in the City of Proctor's
Ordinance governing the home	occupation permits.	tions stated in the City of Proctor's
Ordinance governing the home Signature of applicant: Khis Fee: \$35.00 Length of time for permit: one y	occupation permits.	tions stated in the City of Proctor's
Ordinance governing the home Signature of applicant: Khis Fee: \$35.00 Length of time for permit: one y Yearly Inspection Schedule:	vear	
Ordinance governing the home Signature of applicant: Khis Fee: \$35.00 Length of time for permit: one y	occupation permits.	tions stated in the City of Proctor's
Ordinance governing the home Signature of applicant: Khis Fee: \$35.00 Length of time for permit: one y Yearly Inspection Schedule:	vear	
Ordinance governing the home Signature of applicant: Khis Fee: \$35.00 Length of time for permit: one y Yearly Inspection Schedule:	vear	



Certificate of Compliance Minnesota Workers' Compensation Law

This form must be completed by the business license applicant.

Email: dli.license@state.mn.us Website: dli.mn.gov Phone: (651) 284-5034

Mailing Address: PO Box 64217

St. Paul, MN 55164-0217

### Print in ink or type

Minnesota Statutes § 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minn. Stat. chapter 176. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

License or certificate number (if applicable)	Business telephone nu 218 - 213 - 1071		e telephone number
Business name (Provide the legal name of the busine for example John Doe, or John Doe and Jane Doe.)	ess entity. If the business is a sol	e proprietor or partners	ship, provide the owner's name(s),
KRISTEN BENNETT			
DBA ("doing business as" or "also known as" an assu	umed name), if applicable		
Business address (must be physical street address, i	no P.O. boxes) City	PROCTOR	State ZIP code
County ST. LOUIS		ill address Tywilliasta	Damail.com
You	must complete number 1 or	2 below.	0
Note: You must resubmit this form to the authority is	suing your license if any of the in	formation you have pro	ovided changes.
1. I have a workers' compensation insu	rancepolicy.		
Insurance company name (not the insurance agent)			
Policy number:	Effective date:	Expiratio	n date:
I am self-insured for workers' compensation Commerce; see https://mn.gov/commerce/			rom the Minnesota Department of

I only use independent contractors and do not have employees. (See Minn. Stat. § 176.043 for trucking and messenger courier industries; Minn. Stat. § 181.723, subd. 4, for building construction; and Minnesota Rules chapter 5224 for other industries.)

I do not use independent contractors and have no employees. (See Minn. Stat. § 176.011, subd. 9, for the definition of an employee.)

I use independent contractors and I have employees who are not required to be covered by the workers' compensation law. (Explain below.)

I only have employees who are not required to be covered by the workers' compensation law. (Explain below.) (See Minn. Stat. § 176.041 for a list of excluded employees.)

Explain why your employees are not required to be covered

I certify the information provided on this form is accurate and complete. If I am signing on behalf of a business, I certify I am authorized to sign on behalf of the business.

Print name: KRISTENS BENNETT		
Applicant signature (required)	Title	Date - 1 11 20
Kuster Bennald	DWIR	FUD. 4, 22

If you have questions about completing this form or to request this form in braille, large print or audio.

	Receipt #3000404 Date 2/1122
	CITY OF PROCTOR
APPLICAT	TION FOR HOME OCCUPATION PERMIT
Date: 21- 20	22
	SUSAN KETCHER
Address: 436 57. 1	Louis River ROAD Phone: 218-428-3647
	H Hill Kennels
Purpose of type of business:	DOG BOARding
	and the second se
I am familiar with and hereby c	comply with all rules and regulations stated in the City of Proctor's
Ordinance governing the home	
Signature of applicant:	andy A. Ketchen
Signature of applicant:	andy A. Ketchen
Signature of applicant:	andy A. Ketchen
Signature of applicant:	vear



CC0515

# Certificate of Compliance Minnesota Workers' Compensation Law

This form must be completed by the business license applicant.

Email: dli.license@state.mn.us Website: dli.mn.gov Phone: (651) 284-5034

Mailing Address: PO Box 64217

St. Paul, MN 55164-0217

## Print in ink or type

Minnesota Statutes § 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minn. Stat. chapter 176. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

License or certificate number (if applicable)	Business telephone number	Alternate telephone number
D i (D i i i i i i i i i i i i i i i i i	If the husiness is a cale proprietor of	r partnership provide the owner's name(s)

Business name (Provide the legal name of the business entity. If the business is a sole proprietor or partnership, provide the owner's name(s), for example John Doe, or John Doe and Jane Doe.)

DBA ("doing business as" or "also known as" an assumed name), if applicable

Business address (must be physical street address, no P.O. boxes)	City	State	ZIP code
County	Email address		-

You must complete number 1 or 2 below.

Note: You must resubmit this form to the authority issuing your license if any of the information you have provided changes.

#### 1. I have a workers' compensation insurancepolicy.

Insurance company name (not the insurance agent)

Policy nu	umber:	Effective date:	Expiration date:	
	I am self-insured for workers' con Commerce; see https://mn.gov/com	npensation. (Attach a copy of the authomerce/industries/insurance/licensing/se	prization to self-insure from the Minnesota Department of If-insurance.)	
2. Ian	n not required to have workers' co	mpensation insurance because:		
	I only use independent contractors industries; Minn. Stat. § 181.723, st	and do not have employees. (See Min ubd. 4, for building construction; and M	n. Stat. § 176.043 for trucking and messenger courier finnesota Rules chapter 5224 for other industries.)	
X	I do not use independent contracto employee.)	ors and have no employees. (See Mir	nn. Stat. § 176.011, subd. 9, for the definition of an	
	I use independent contractors and I have employees who are not required to be covered by the workers' compensation law. (Explain below.)			
	I only have employees who are no Stat. § 176.041 for a list of exclude		ers' compensation law. (Explain below.) (See Minn.	
I certify	why your employees are not required the information provided on this form i If of the business.		g on behalf of a business, I certify I am authorized to sign	
Print na	me: RANDY A. KETCHI	ER		
	nt signature (required) anay A. Ketcher	Title	2 Date 1-3/-2022	

If you have questions about completing this form or to request this form in braille, large print or audio.

Receipt # 3000409 Date 2/2 **CITY OF PROCTOR** APPLICATION FOR HOME OCCUPATION PERMIT Date: January 31st 2072 Name: Laurakate Gilbertson Address: 101 and 87 procter Phone: 2184612998 Name of Business: Laurakate's Healing Tarch Massage Purpose of type of business: Massage therapy I am familiar with and hereby comply with all rules and regulations stated in the City of Proctor's Ordinance governing the home occupation permits. Signature of applicant: Fee: \$35.00 Length of time for permit: one year Yearly Inspection Schedule: Recommendation Approved by Date Inspected



CC0515

# Certificate of Compliance Minnesota Workers' Compensation Law

This form must be completed by the business license applicant.

Email: dli.license@state.mn.us Website: dli.mn.gov Phone: (651) 284-5034

Mailing Address: PO Box 64217

St. Paul, MN 55164-0217

### Print in ink or type

Minnesota Statutes § 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minn. Stat. chapter 176. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

	r certificate number (if applicable)	Business telephone number	Alternate telephone	number
Business r	Aiby of DUM $\pm$ 760732 name (Provide the legal name of the business of le John Doe, or John Doe and Jane Doe.)	entity. If the business is a sole proprie	tor or partnership, provid	e the owner's name(s),
DBA ("doi	ng business as" or "also known as" an assume		10000 100	-uge
Business :	address (must be physical street address, no P	C.boxes) City Proc	1	ate ZIP code AN SS 810
County	St. lou's	Email addres		gnall
Note: You	You mu u must resubmit this form to the authority issuin I have a workers' compensation insuran	ist complete number 1 or 2 below g your license if any of the information		0
	company name (not the insurance agent)			
Policy num	nber:	Effective date:	Expiration date:	
	I am self-insured for workers' compensation Commerce; see https://mn.gov/commerce/indu	n. (Attach a copy of the authorization stries/insurance/licensing/self-insurar	to self-insure from the Mi	nnesota Department of
	not required to have workers' compensati		and the second second	Automation
	I only use independent contractors and do not industries; Minn. Stat. § 181.723, subd. 4, for	t have employees. (See Minn. Stat. § building construction; and Minnesota	176.043 for trucking and Rules chapter 5224 for	d messenger courier other industries.)
	I do not use independent contractors and ha employee.)	ve no employees. (See Minn. Stat.	§ 176.011, subd. 9, for	the definition of an
	I use independent contractors and I have en (Explain below.)	nployees who are not required to be	covered by the worker	s' compensation law.
	I only have employees who are not required Stat. § 176.041 for a list of excluded employ	to be covered by the workers' compees.)	pensation law. (Explain	below.) (See Minn.
Explain w	hy your employees are not required to be cove	red		
I certify th on behalf	ne information provided on this form is accurate of the business.	and complete. If I am signing on beha	alf of a business, I certify	I am authorized to sign
Print nan	ne: Laurakate Gilbuter	$\sim$		
Applican	it signature (required)	Title	Date 1/3//	92
If you have	e questions about completing this form or to re	quest this form in braille, large print o	audio.	

		Receipt # 3000413 Date 2/1/2022
	CITY OF PROCTOR	
APPLICATI	ON FOR HOME OCCUPAT	TION PERMIT
Date: <u>2-2-202</u> Name: <u>Dana</u> ( Address: <u>930</u> alma	· Copiskey	Phone: 218-624-7027
Name of Business: Dan	a Caroll's MI	usic Studio
	rovide music li	essons (Education)
1	mply with all rules and regulat	tions stated in the City of Proctor's
Signature of applicant.	Jana C. Cop	rister
Fee: \$35.00 Length of time for permit: one ye	ear	
Yearly Inspection Schedule:		
Date Inspected	Recommendation	Approved by
	12	



**Certificate of Compliance** Minnesota Workers' Compensation Law

This form must be completed by the business license applicant.

Email: dli.license@state.mn.us Website: dli.mn.gov Phone: (651) 284-5034

Mailing Address: PO Box 64217

### Print in ink or type

Minnesota Statutes § 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minn. Stat. chapter 176. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

U

License or certificate number (if applicable)	Business telephone number	Alternate telephone number
Business name (Provide the legal name of the business entity. for example John Doe, or John Doe and Jane Doe.)	If the business is a sole proprietor of	pr partnership, provide the owner's name(s),

DBA ("doing business as" or "also known as" an assumed name), if applicable

Business address (must be physical street address, no P.O. boxes)	City	State	ZIP code
County	Email address		

You must complete number 1 or 2 below.

Note: You must resubmit this form to the authority issuing your license if any of the information you have provided changes.

#### 1. I have a workers' compensation insurance policy.

Insurance company name (not the insurance agent)

CC0515 Workers Comp

Policy nu	umber:	Effective date:	Expiration date:
	I am self-insured for workers' comper Commerce; see https://mn.gov/commerce	nsation. (Attach a copy of the autho ce/industries/insurance/licensing/sel	rization to self-insure from the Minnesota Department of f-insurance.)
2. I an	n not required to have workers' comp	ensation insurance because:	
	I only use independent contractors and industries; Minn. Stat. § 181.723, subd.	do not have employees. (See Minn 4, for building construction; and M	. Stat. § 176.043 for trucking and messenger courier innesota Rules chapter 5224 for other industries.)
A	I do not use independent contractors a employee.)	ind have no employees. See Min	n. Stat. § 176.011, subd. 9, for the definition of an
	I use independent contractors and I hat (Explain below.)	we employees who are not require	ed to be covered by the workers' compensation law.
	I only have employees who are not red Stat. § 176.041 for a list of excluded e	quired to be covered by the worke mployees.)	rs' compensation law. (Explain below.) (See Minn.
I certify t	why your employees are not required to be the information provided on this form is acc If of the business.		on behalf of a business, I certify I am authorized to sign
Print na	me: Dana C.C.	opiskey	
Applica	Dana Co Copis Ke	Title Ourer	Date 2-2-2022
f you hav	ve questions about completing this form or	to request this form in braille, large	e print or audio.

St. Paul, MN 55164-0217

C		Date <u>2/10/2022</u>
	TY OF PROCTOR	cash M
APPLICATION FO	OR HOME OCCUPA	TION PERMIT
Date: 2 - 10 - 22		
Name: Bryan Lagergren		
Address: 49 5th 5t.		Phone: 218-590-5880
Name of Business: Northern L.	ghts Dise Gol	f Design LLC.
Purpose of type of business: Onlin		
I am familiar with and hereby comply w Ordinance governing the home occupat Signature of applicant: <u>Byym</u>		tions stated in the City of Proctor's
Fee: \$35.00 Length of time for permit: one year		
Yearly Inspection Schedule:		
Date Inspected	Recommendation	Approved by
1 <del></del>		and the second second second

	CITY OF PROCTOR	
ADDI ICATI	ON FOR HOME OCCUPA	TION PERMIT
ATLICAT	ON FOR HOME OCCUT	
Date: 2-07-000		
Name: 12111000 D	ALLEN	
Address: 7427 WESTG	OTE BWD \$5	Phone: 218-310-0178
Name of Business: 3HLL	GON REPAIR	
Purpose of type of business:		
I am familiar with and hereby c	omply with all rules and regula	ations stated in the City of Proctor'
Ordinance governing the home Signature of applicant:	occupation permits.	ations stated in the City of Proctor'
I am familiar with and hereby co Ordinance governing the home Signature of applicant:	occupation permits.	ations stated in the City of Proctor's

Minnesota Department of Labor and Industry Construction Codes and Licensing Division Licensing and Certification Services 443 Lafayette Road North St. Paul, MN 55155 Phone: (651) 284-5034 Fax: (651) 284-5743 www.dli.mn.gov dli.license@state.mn.us

## Certificate of Compliance Minnesota Workers' **Compensation Law**



02-27-2022

CCOOOR

## THIS FORM MUST BE COMPLETED AND SIGNED BY ALL BUSINESS TYPES

PRINT IN INK or TYPE.

Minnesota Statutes, Section 176.182 requires every state and local licensing agency to withhold the Issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes. Chapter 176. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

CONTRACTOR'S LICENSE or CERTIFICATE NO (If epplicable)	BUSINESS TELEPHONE NO.	FAX TELEPHONE NO.

BUSINESS NAME (Use the person(s) name if business structure is sole proprietor or partnership (i.e., John Dos, or John Dos and Jane Dos), otherwise it is the legal name of the business antity.)

DBA ("doing business as" or also known as an assumed name) (if applicable)

BUSINESS ADDRESS (must be physical street address, no PO boxes)	CITY	STATE	ZIP CODE
COUNTY	E-MAIL ADDRESS		

## YOUR LICENSE OR CERTIFICATE WILL NOT BE ISSUED WITHOUT THE FOLLOWING INFORMATION. You must complete number 1 or 2 below.

### NUMBER 1 – Workers' compensation Insurance policy information

INSURANCE COMPANY NAME (not the insurance agent)		NAIC Number	
POLICY NO.	EFFECTIVE DATE	EXPIRATION DATE	-

## NUMBER 2 – Reason for exemption from workers' compensation insurance

If you have questions regarding the need to obtain workers' compensation coverage, including exemptions, contact 651.284.5032:

X I have no employees. (See Minn. Stat. § 176.011, subd. 9 for the definition of an employee.)

- I am self-insured for workers' compensation (include a copy of authorization to self-insure from the Minnesota Department of Commerce).
- I have employees but they are not covered by the workers' compensation law. (See Minn. Stat. § 176.041 for a list of excluded employees.) Explain why your employees are not covered:

Other: I certify that the information provided on this form is accurate and complete DATE

TITLE

OWNER

							-
NOTE	You must notify us if there is any o	nange to your Workers' Comp	ensation insurance in	formation or Employa	e Status Change by	resubmitting th	his form.
This m	aterial can be made available in diffe	rent forma, such as large print	. Braille or on a tape.	To request, call 1-80	0-342-5354 (DIAL-D	LI) Voice or TI	DD (651)
207.41							

LIC 04 (10/11)

APPLICANT SIGNATURE (mandatory)

198 D 99000

	CITY OF PROCTOR	
APPLICATION	FOR HOME OCCUPATIO	N PERMIT
Date: 2-26-22		
Jame: Paige Leedom		
Idrass: 212 5 2nd	AVE Proctor MN 558	3/0Phone: 218-341-594
Name of Business: Tiny Kite Purpose of type of business: Co	chen Creations	
Name of Business:	Hoge Home Ba	Kery
Purpose of type of business:	luge for to be	
	ply with all rules and regulation	ons stated in the City of Procto
I am familiar with and hereby com Ordinance governing the home occ	ply with all rules and regulation cupation permits.	ons stated in the City of Procto
I am familiar with and hereby com Ordinance governing the home occ Signature of applicant:	2 Readom	ons stated in the City of Procto
I am familiar with and hereby com Ordinance governing the home occ Signature of applicant:	ar	
I am familiar with and hereby com Ordinance governing the home occ Signature of applicant:	2 Readom	ons stated in the City of Procto
I am familiar with and hereby com Ordinance governing the home occ Signature of applicant: Fee: \$35.00 Length of time for permit: one ye Yearly Inspection Schedule:	ar	



CC0515

# Certificate of Compliance Minnesota Workers' Compensation Law

This form must be completed by the business license applicant.

Email: dli.license@state.mn.us Website: dli.mn.gov Phone: (651) 284-5034

St. Paul, MN 55164-0217

Mailing Address:

PO Box 64217

## Print in ink or type

Minnesota Statutes § 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minn. Stat. chapter 176. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

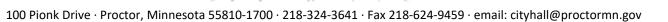
License or certificate number (if applicable)	218-341	phone number - 5944		elephone number
Business name (Provide the legal name of the business for example John Doe, or John Doe and Jane Doe.)	s entity. If the busines	s is a sole proprieto $0$	or or partnershi	p, provide the owner's name(s),
DBA ("doing business as" or "also known as" an assum Tiny Kitchen Creations				
Business address (must be physical street address, no 213 5 and Ave	P.O. boxes)	CityProc	tor	MN 5580
County Louis		Email address Tiny kitcl		onsMN@gmail.com
		ber 1 or 2 below. and the information	you have prov	ided changes.
Insurance company name (not the insurance agent)				
Policy number:	Effective date:		Expiration	date:
I am self-insured for workers' compensation Commerce; see <u>https://mn.gov/commerce/ir</u>	ion. (Attach a copy of adustries/insurance/lic	the authorization t	o self-insure fro	om the Minnesota Department of
2 Lam not required to have workers' compens	ation insurance bec	ause:		the and mean and recourier
I only use independent contractors and do industries; Minn. Stat. § 181.723, subd. 4,1	or building construct	on, and winnesola	indies chapter	OLLA IOI OUTOF Interesting
I do not use independent contractors and	have no employees.	(See Minn. Stat.	§ 176.011, sut	od. 9, for the definition of an
<ul> <li>I use independent contractors and I have (Explain below.)</li> </ul>				
I only have employees who are not require Stat. § 176.041 for a list of excluded emp	red to be covered by loyees.)	the workers' comp	pensation law.	(Explain below.) (See Minn.
Explain why your employees are not required to be co	overed	5		
I certify the information provided on this form is accur on behalf of the business.	ate and complete. If I	am signing on beha	alf of a busines	s, I certify I am authorized to sig
Print name: Paige Leedom				
Applicant signature (required) and Applicant	ר Title		Date	-96-93
If you have questions about completing this form or to	request this form in t	oraille, large print o	r audio.	

Chad Ward Mayor

Jess Rich City Administrator **City of Proctor** 

COUNCILORS Jake P. Benson Troy R. DeWall Rory Johnson James Rohweder

You Have A Place in Proctor



- Date: March 3, 2022
- To: City Council
- From: City Administrator Jess Rich
- Re: Planning and Zoning Commissioner Recommendation

The Proctor Planning and Zoning Commission recommends the appointment of Mr. Terry D. Inman 105 Alice Street to the commission. Application attached.



City of Proctor 100 Pionk Dr Proctor, MN 55810 218-624-3641 cityhall@proctormn.gov

## Application to Committee, Commission & City Council

Commission, Board or Council you are applying for: (Please return to the City Hall when completed)

**Beautification & Trees** Public Utilities Commission Public Safety Committee Cable TV Commission Public Charitable Trust Fund Board Planning & Zoning Board of Appeals Proctor Economic Development Authority City Council Street Committee Planning & Zoning Golf Advisory Board Police Civil Service Commission Liquor Control Committee Parks & Recreation Committee **Tourism Committee Applicant Information** Name Terry D. Inman Address IDSALICE ST. Proctar Mn 558/D Home Phone 2/8-624-7462 2.18-348-1527 218-398-7692 Email address City State Zip Code Work Phone Work Phone terry inman @ kellerfencenarth. Com 56 Please be advised that the information you are requested to provide is private data pursuant to MN Statute 13.601 Subd. 3 except for the following data which is classified as public data: 1.) Name, 2.) city of residence except when the appointment has a residency requirement that requires the entire address to be public, 3.) education and training, 4.) employment history, 5.) volunteer work, 6.) awards and honors, 7.) prior government service. If you are appointed to a position on a board or commission, the following will be classified as public data: 1.) residential address, 2.) either a telephone number or electronic mail address where the appointee can be reached or both at the request of the appointee. Any electronic mail addresses or telephone number provided by the city for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached. **Experience & Additional Information** Background Knowledge Knowledge of Property Set backs and ty ordinances. Civic & Volunteer Activities (past / present) Please state your reasons for wanting to serve on this commission or committee. Be as specific as possible and use additional sheets if necessary. Interested in the progression of Maving the city of Proctar Forward

The above information is said to be true and correct. I understand this appointment may be discussed at a public meeting.

Signature of Applicant

1-27-2022 Date

Chad Ward Mayor



COUNCILORS Jake P. Benson Troy R. DeWall Rory Johnson James Rohweder

Jess Rich City Administrator

You Have A Place in Proctor

100 Pionk Drive · Proctor, Minnesota 55810-1700 · 218-324-3641 · Fax 218-624-9459 · email: cityhall@proctormn.gov

- Date: March 3, 2022
- To: City Council
- From: City Administrator Jess Rich
- Re: Code Amendment

The Proctor Planning and Zoning Commission recommends amending City of Proctor Code 1002.03 Subd. 6 (7) (current code) and 155.035 (new code)

**Exceptions for Rear Yards** 

(7) The ordinary projections of sills, belt courses, cornices and ornamental features may extend to a distance not to exceed 18 inches into a required rear yard.

#### Zoning

(H) Where no garage facilities are provided and the alley is not developed for access at the time the dwelling is constructed in an "R-1b" or "R-2" District, there shall be provided one side yard of a minimum of nine feet for a driveway and the other side yard shall have a minimum width of five feet.

(I) On the lots in the "R-1b" or "R-2" Districts having a frontage of 50 feet or less upon which a garage is provided, the aggregate of the side yards may be 12 feet. (Prior Code, § 1002.03)

### § 155.035 EXCEPTIONS FOR REAR YARD.

(A) Where a lot abuts upon an alley, one-half of the alley width may be considered as part of the required rear yard.

(B) An accessory building may not occupy in excess of 30%, and unenclosed parking spaces may not occupy in excess of 90%, of the area of a required rear yard; but no accessory building or private swimming pool shall be closer than ten feet to the main building, or any dwelling no closer than five feet to any rear lot line, nor closer than two feet six inches to any side property line, nor closer than 60 feet to the front property line, except where an improved alley does not exist at the rear of the yard; provided, that the measurement from the accessory building to the side property line, which cannot be closer than two feet six inches, shall be measured from that portion of the accessory building closest to the side property line.

(C) The ordinary projections of sills, belt courses, cornices and ornamental features may extend to a distance not to exceed 18 inches into a required rear yard.

(D) Open or lattice-enclosed fire escapes, outside stairways and balconies opening upon fire towers, and the ordinary projections of chimneys and flues into a rear yard may project for a distance not to exceed five feet when these are so placed as not to obstruct light and ventilation. (Prior Code, § 1002.03)

### § 155.036 EXCEPTIONS FOR LOT AREA PER FAMILY.

Where a lot of record on date of adoption was held under separate ownership from adjoining lots and has less area or width than required by this chapter, the lot may nonetheless be used for a one-family dwelling or for any non-dwelling use permitted in the district if it has a width of 33 feet or more. Other area requirements shall be complied with to the maximum extent possible. (Prior Code, § 1002.03)

### § 155.037 FENCES, WALLS AND HEDGES.

(A) *Standards*. All fences, walls and other screening, which is not natural growth or foliage and which is erected within the city, shall be subject to all the requisites of the city code with respect to

- 316
- (2) No accessory building shall project beyond a required line along any street.
- (3) Where dwelling units are erected above commercial establishments, no side yard is required except when required for the commercial building on the side of a lot adjoining a residential district.
- (4) A porte-cochere, carport, or canopy may project into a required side yard; provided, that every part of such porte-cochere, carport, or canopy is unenclosed, except for necessary structural supports and not less than 5 feet from any side lot line.
- (5) For the purpose of side yard regulations, a two-family dwelling, multiple dwelling, or two dwelling shall be considered as one building occupying one lot.
- (6) Where a lot of record on date of adoption is less than 60 feet in width, no side yard shall be less than 5 feet.
- (7) The ordinary projections of sills, belt courses, cornices, eaves, awnings, overhangs, and ornamental features may extend to a distance not to exceed 18 inches into a required side yard.
- (8) Where no garage facilities are provided and the alley is not developed for access at the time the dwelling is constructed in an "R-1-b" or "R-2" District, there shall be provided one side yard of a minimum of 9 feet for a driveway and the other side yard shall have a minimum width of 5 feet.
- (9) On the lots in the "R-1-b" or "R-2" Districts having a frontage of 50 feet or less upon which a garage is provided, the aggregate of the side yards may be 12 feet.

Subd. 6. Exceptions for Rear Yard.

- (1) Where a lot abuts upon an alley, one-half of the alley width may be considered as part of the required rear yard.
- (2) An accessory building may not occupy in excess of 30 percent, and unenclosed parking spaces may not occupy in excess of 90 percent, of the area of a required rear yard; but no accessory building or private swimming pool shall be closer than 10 feet to the main building, or any dwelling no closer than 5 feet to any rear lot line, nor closer than 2 feet 6 inches to any side property line, nor closer than 60 feet to the front property line, except where an improved alley does not exist at the rear of the yard.

Provided, that the measurement from the accessory building to the side property line, which cannot be closer than 2 feet 6 inches, shall be measured from that portion of the accessory building closest to the side property line.

- (3) The ordinary projections of sills, belt courses, cornices, and ornamental features may extend to a distance not to exceed 18 inches into a required rear yard.
- (4) Open or lattice-enclosed fire escapes, outside stairways and balconies opening upon fire towers, and the ordinary projections of chimneys and flues into a rear yard may project for a distance not to exceed 5 feet when these are so placed as not to obstruct light and ventilation.

Subd. 7. <u>Exceptions for Lot Area Per Family</u>. Where a lot of record on date of adoption was held under separate ownership from adjoining lots and has less area or width than required by this article, such lot may nonetheless be used for a one-family dwelling or for any non-dwelling use permitted in the district if it has a width of 33 feet or more. Other area requirements shall be complied with to the maximum extent possible.

### Subd. 8. Fences, Walls, and Hedges.

Chad Ward Mayor



COUNCILORS Jake P. Benson Troy R. DeWall Rory Johnson James Rohweder

Jess Rich City Administrator

You Have A Place in Proctor

100 Pionk Drive · Proctor, Minnesota 55810-1700 · 218-324-3641 · Fax 218-624-9459 · email: cityhall@proctormn.gov

Date: March 7<sup>th</sup>, 2022

To: City Council

From: City Administrator – Jess Rich

Re: #225 Club

The Proctor Area Historical Society will be presenting a check in to the City of Proctor for their loan payment (see attached correspondence.) PAHS appreciates those who have supported, those who are continuing to support the #225 Club, and would like to address the council to highlight their accomplishments.

The Proctor Area Historical Society is pleased to announce that because of the lastest 10 donations to the #225 Club we have paid \$2,250 to the City of Proctor bringing our loan from the city to under \$7,700. With each additional 10 donations we will pay \$2,250 to the City of Proctor. Help us pay off our last loan so the Proctor Area Historical Society can be debt free! Who will be the next 10 donors?

Donor	Name on Plaque
Betty Smith	In Memory of Ivor, Alice and Jim Anderson
Gloria Lavato	The Lavato Family
Jim Schwarzbauer	In Memory of Claire Schumacher a "Missabe Misses"
Carol Schramm	Schramm Family Russell, Carol, Todd, Rayann & Tomas
Bob Dahnke	Bob Dahnke
Frank Mudrak	Frank Mudrak Historical Society Member
Ron & Sheron Johnson	In Memory of Jean and Mel Voltzke
Lois Fichtner	In Memory of William Kernan
Bonnie Lindstrom	In Memory of Charles and Virginia Austin
John and Karen Moran	In Memory of John and Irene Moran

Payment Approval Report - City Report dates: 1/1/2022-12/31/2022

Report Criteria:

Detail report. Invoices with totals above \$0.00 included. Paid and unpaid invoices included. Invoice Detail.GL account (3 Characters) = {<>}"600, 700" Vendor.Vendor type = {<>} "PR" [Report].Date Paid = 03/07/2022

voice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
LEX AIR APPA	RATUS INC			
5346	HYDRAULIC SPREADER	02/16/2022	3,515.00	100-20-220-2210 Operating Supplies
082	COMPRESSOR SERVICE	02/15/2022	393.81	100-20-220-2220 Repair & Maintanance
Total ALEX	AIR APPARATUS INC:		3,908.81	
MENDOLA BU	ILDERS INC			
002	NEW DOOR AND UPDATE HARDWARE	02/09/2022	6,299.92	100-10-130-4400 Repairs & Maintenanc
Total AME	NDOLA BUILDERS INC :		6,299.92	
MERICAN LEG	AL PUBLISHING			
5076	PROCTOR CODE BOOK	02/28/2022	927.71	100-10-120-3000 Professional Services
Total AME	RICAN LEGAL PUBLISHING:		927.71	
RAMARK				
63000097004	COVERALLS - STREET DEPT	02/21/2022	50.64	100-30-300-2217 Clothing
3000097096	TOWELS & MATS - CITY HALL	02/21/2022	112.91	100-10-130-3000 Professional Services
Total ARAM	/ARK:		163.55	
RAY&REED				
605	CITY OF PROCTOR GENERAL	02/18/2022	2,121.00	100-10-160-3004 Legal Fees
Total BRAY	/&REED:		2,121.00	
ENTURYLINK				
10.22.1707	ALARM SYSTEM - WESTGATE LIFT STATION	03/02/2022	40.49	500-50-510-3021 Telephone
10.22.2630	ALARM SYSTEM - ALMAC LIFT STATION	02/10/2022	40.36	500-50-510-3021 Telephone
10-22 -218-6	TELEPHONE - FIRE HALL	03/02/2022	91.55	100-20-220-3021 Telephone
Total CEN	FURYLINK :		172.40	
HEMICAL KING	3 PRODUCTS			
)86	A FAOM	01/26/2022	2,879.04	100-20-220-2210 Operating Supplies
)87	SAFETY FIRE WIPES	02/25/2022		100-20-220-2210 Operating Supplies
88	GENERAL PURPOSE WIPES	03/27/2022	899.94	100-20-220-2210 Operating Supplies
Total CHE	MICAL KING PRODUCTS:		4,678.92	
W TECHNOLO	GY			
N72397	AGREEMENT MITEL PHONE SUPPORT	03/01/2022	230.00	100-10-120-3021 Telephone
N72750	PHONE SYSTEM EMERGENCY NOTIFICATION	02/28/2022	525.00	100-10-120-3021 Telephone
Total CW T	ECHNOLOGY :		755.00	
	TEMS OF DULUTH, IN			
142	WIRE TWO NEW BOILERS	02/15/2022		100-10-130-5580 Other Equipment Purc

City of Proctor		Payment Approval Report - City port dates: 1/1/2022-12/31/2022		Page: Mar 04, 2022 10:29AN
Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total ELEC	CTRIC SYSTEMS OF DULUTH, IN:		3,454.90	
GRAND FORKS	S FIRE EQUIPMENT LLC			
34189	1 1/2 INCH NOZZLE	02/21/2022	643.75	100-20-220-2210 Operating Supplies
Total GRA	ND FORKS FIRE EQUIPMENT LLC:		643.75	
HARTELS/DBJ	DISPOSAL COMPANY			
563720	TRASH REMOVAL SERVICES - CITY OF PROCTOR		305.25	100-10-130-3084 Refuse Disposal
563720	REFUSE DISPOSAL - STREET DEPT TRASH PICKI	JP 02/25/2022	175.25	100-30-300-3084 Refuse Disposal
Total HAR	TELS/DBJ DISPOSAL COMPANY :		480.50	
IOHNSON CON	ITROLS			
-11543451794	2 GAS LOCHINVAR BOILERS - INSTALL CIRCUIT B	OARD 02/23/2022	2,000.00	100-10-130-5580 Other Equipment Purc
-11563400304	SERVICE CALL POWER OFF TO BOILERS	02/28/2022	1,147.00	100-10-130-4400 Repairs & Maintenanc
Total JOH	NSON CONTROLS :		3,147.00	
LATTE GOLF	MANAGEMENT LLC			
022-1	GOLF MANAGEMENT - INSTALLMENT #1 - 2022	03/02/2022	10,000.00	550-55-550-3000 Professional Services
Total KLAT	TTE GOLF MANAGEMENT LLC:		10,000.00	
EAGUE OF MI	INNESOTA CITIES			
59040	LMCIT/MMUA REGIONAL SAFETY GROUPS TRAIN	ING 01/25/2022	450.00	100-30-300-3000 Professional Services
Total LEAC	GUE OF MINNESOTA CITIES :		450.00	
EAGUE OF MN	N CITIES INS TRST			
57725	STORMWATER COALITION	01/11/2022	530.00	500-50-510-3000 Professional Services
Total LEAC	GUE OF MN CITIES INS TRST :		530.00	
AINN CHIEFS C	DF POLICE ASSN			
2683	MINNESOTA CHIEF OF POLICE DUES	12/17/2021	320.00	100-20-210-4433 Dues & Subscriptions
Total MINN	N CHIEFS OF POLICE ASSN :		320.00	
	NERGY RESOURCES 052214174-00001 GAS BILL STREET GARAGE	02/14/2022	478 51	100-30-300-3080 Utilities
	CITY OF PROCTOR GAS SERVICE	02/14/2022		100-10-130-3080 Utilities
504812808-0	0504812808-00001 GAS UTILITY FIRE HALL	02/14/2022	160.78	100-20-220-3080 Utilities
Total MINN	NESOTA ENERGY RESOURCES :		661.29	
IN BUREAU O	F CRIM APPREHENSION			
1646	POST BOARD MANDATORY TRAINING	02/09/2022	250.00	100-20-210-3035 Training Expense
Total MN E	BUREAU OF CRIM APPREHENSION:		250.00	
	RTS OF W. DULUTH			
353000	ARMOR ALL	02/25/2022	39.54	100-20-220-2211 Cleaning Supplies
Total NAP	A AUTO PARTS OF W. DULUTH :		39.54	

City of Proctor	F	Payment Approval Report - City Report dates: 1/1/2022-12/31/2022		Page: 3 Mar 04, 2022 10:29AM
Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
NCL				
02162022 02162022	PRINCIPAL PAYMENT ON 2021 DODGE DURANG INTEREST PAYMENT ON 2021 DODGE DURANG			100-20-210-6602         Other Long-Term Obli           100-20-210-6612         Other Long-Term Obli
Total NCL	:		10,292.34	
PROCTOR BUIL	DERS			
251540	CITY HALL LIGHT BULBS	02/22/2022		100-10-130-2210 Operating Supplies
251612 251618	CITY HALL LIGHT BULBS DEF	02/25/2022 02/25/2022		100-10-130-2210 Operating Supplies 100-20-220-2212 Fuels & Lubricants
Total PRO	CTOR BUILDERS :		243.14	
QUADIENT 02042022	POSTAGE	02/04/2022	500.00	100-10-120-3022 Postage
Total QUA	DIENT :		500.00	
RANGE PAPER				
58474	PAPER TOWELS FOR SHOP DISPENSERS	02/09/2022	115.74	100-30-300-2210 Operating Supplies
67628	TOWEL & TOILET TISSUE	02/26/2022		100-10-130-2211 Cleaning Supplies
Total RANG	GE PAPER :		688.44	
RASMUSSON C	LEANING SERVICE LLC CLEANING SERVICES	02/21/2022	3.300.00	100-10-130-3000 Professional Services
Total RASM	MUSSON CLEANING SERVICE LLC:		3,300.00	
SO ST LOUIS CO 1022	O FAIR ASSN 2022 FAIR ASSOCIATION SPONSORSHIP	02/28/2022	8,000.00	100-15-115-3040 Advertising
Total SO S	T LOUIS CO FAIR ASSN :		8,000.00	
THUMBMAN PR	PODUCTIONS			
03012022	VIDEO PRODUCTION SERVICES	03/01/2022	212.50	200-70-700-3000 Professional Services
Total THUN	MBMAN PRODUCTIONS:		212.50	
TROYS SERVIC 58591	E 2018 CHARGER BRAKES/ OIL CHANGE	02/02/2022	1,047.43	100-20-210-4400 Repairs & Maintenanc
Total TRO	YS SERVICE :		1,047.43	
W.L.S.S.D.				
022822PRO1	WASTEWATER CHARGES	02/28/2022	28 485 00	500-50-510-3085 Sewer - WLSSD Billin
022822PRO1	2021 ADJUSTMENT	02/28/2022		500-50-510-3085 Sewer - WLSSD Billin
Total W.L.S	S.S.D. :		26,582.00	
	MENT COMPANY			
IV51184	CARBIDE CUTTING EDGES FOR GRADER	02/16/2022	1,661.73	100-30-300-2220 Repair & Maintanance
Total WINT	FER EQUIPMENT COMPANY :		1,661.73	
ZIEGLER, INC. IN000436017	WIPER BLADE LOADER	02/23/2022	48.93	100-30-300-2220 Repair & Maintanance

City of Proctor	-	ment Approval Report - City rt dates: 1/1/2022-12/31/2022	Page: 4 Mar 04, 2022 10:29AM	
Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total ZIEGLER, INC.	:		48.93	
Grand Totals:			91,580.80	

Report Criteria: Detail report. Invoices with totals above \$0.00 included. Paid and unpaid invoices included. Invoice Detail.GL account (3 Characters) = {<>}"600, 700" Vendor.Vendor type = {<>} "PR" [Report].Date Paid = 03/07/2022 Payment Approval Report - Liquor Report dates: 12/1/2021-3/4/2022

Report Criteria:

Detail report. Invoices with totals above \$0.00 included. Paid and unpaid invoices included. Invoice Detail.GL account (3 Characters) = "600"

[Report].Date Paid = 03/07/2022

AMERICAN BOTILING COMPANY 3313223405 SODA Total AMERICAN BOTILING COMPANY : : BERNICK S PEPSI 820132 BEER 820896 BEER 821930 BEER 821930 BEER 821930 BEER 821931 BEER 821931 BEER 1045 BEER 1045 BUILDING LIGHTS Total BINCK S PEPSI : : BINGAMAN ELECTRICAL SPECIALTIES 1045 BUILDING LIGHTS Total BINCK S REVICE FEE 184975 SERVICE FEE 184975 WINE Total BOURGET IMPORTS, LLC: BREAKTHRU BEVERAGE: 343068483 SERVICE FEE 343068483 MATS 4110940048 MATS 4110940048 MATS		02/21/2022 02/16/2022 02/23/2022 03/02/2022 03/02/2022 03/02/2022 03/02/2022	75.25 5,063.60 240.00 6,245.78 523.00 4,930.75 168.00 17,171.13 2,144.00 2,144.00	600-60-600-2254 Soft Drinks & Mix 600-60-600-2252 Beer Purchases 600-60-600-2254 Soft Drinks & Mix 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-4400 Repairs & Maintenan	
Total AMERICAN BOTTLING COMPANY : :         BERNICK S PERS         820896       BEER         821929       BEER         821930       BEER         821931       BEER         1045       BUILDING LIGHTS         Total BINGAMAN ELECTRICAL SPECIALTIES         BOURGET IMPORTS, LLC:         BEEA         AUG068483         SERVICE FEE         343068483       LIQUOR         343168050       LIQUOR         343168050       LIQUOR         Total BREVERAGE: <td cols<="" td=""><td></td><td>02/16/2022 02/23/2022 03/02/2022 03/02/2022 03/02/2022 03/02/2022</td><td>75.25 5,063.60 240.00 6,245.78 523.00 4,930.75 168.00 17,171.13 2,144.00 2,144.00</td><td>600-60-600-2252 Beer Purchases 600-60-600-2254 Soft Drinks &amp; Mix 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases</td></td>	<td></td> <td>02/16/2022 02/23/2022 03/02/2022 03/02/2022 03/02/2022 03/02/2022</td> <td>75.25 5,063.60 240.00 6,245.78 523.00 4,930.75 168.00 17,171.13 2,144.00 2,144.00</td> <td>600-60-600-2252 Beer Purchases 600-60-600-2254 Soft Drinks &amp; Mix 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases</td>		02/16/2022 02/23/2022 03/02/2022 03/02/2022 03/02/2022 03/02/2022	75.25 5,063.60 240.00 6,245.78 523.00 4,930.75 168.00 17,171.13 2,144.00 2,144.00	600-60-600-2252 Beer Purchases 600-60-600-2254 Soft Drinks & Mix 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases
BERNICK S PEPSI 820132 BEER 820895 SODA 820896 BEER 821929 BEER 821930 BEER 821930 BEER 821931 BEER Total BERNICK S PEPSI Total BERNICK S PEPSI 1045 BUILDING LIGHTS Total BINGAMAN ELECTRICAL SPECIALTIES 1045 BUILDING LIGHTS Total BINGAMAN ELECTRICAL SPECIALTIES BOURGET IMPORTS, LLC 184975 SERVICE FEE 143068483 LIQUOR 343168050 LIQUOR 343168050 LIQUOR 343168050 SERVICE FEE 15041 BREATHRU BEVERAGE: CINTAS 4110940048 MATS	:	02/23/2022 02/23/2022 03/02/2022 03/02/2022 03/02/2022 03/02/2022	5,063.60 240.00 6,245.78 523.00 4,930.75 168.00 17,171.13 2,144.00 2,144.00	600-60-600-2254 Soft Drinks & Mix 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases	
820132 BEER 820895 SODA 820896 BEER 821929 BEER 821930 BEER 821931 BEER Total BERNICK S PEPSI : BINGAMAN ELECTRICAL SPECIALTIES 1045 BUILDING LIGHTS Total BINGAMAN ELECTRICAL SPECIALTIES BOURGET IMPORTS, LLC 184975 SERVICE FEE 184975 WINE Total BOURGET IMPORTS, LLC: BREAKTHRU BEVERAGE 343068483 SERVICE FEE 343068483 LIQUOR 343168050 LIQUOR 343168050 SERVICE FEE Total BREAKTHRU BEVERAGE:	:	02/23/2022 02/23/2022 03/02/2022 03/02/2022 03/02/2022 03/02/2022	240.00 6,245.78 523.00 4,930.75 168.00 17,171.13 2,144.00 2,144.00	600-60-600-2254 Soft Drinks & Mix 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases	
820895 SODA 820895 SODA 820896 BEER 821930 BEER 821930 BEER 821931 BEER Total BERNICK S PEPSI : BINGAMAN ELECTRICAL SPECIALTIES 1045 BUILDING LIGHTS Total BINGAMAN ELECTRICAL SPECIALTIES BOURGET IMPORTS, LLC 184975 SERVICE FEE 184975 WINE Total BOURGET IMPORTS, LLC: BREAKTHRU BEVERAGE 343068483 SERVICE FEE 343068483 LIQUOR 343168050 LIQUOR 343168050 SERVICE FEE Total BREAKTHRU BEVERAGE: Total BREAKTHRU BEVERAGE:	:	02/23/2022 02/23/2022 03/02/2022 03/02/2022 03/02/2022 03/02/2022	240.00 6,245.78 523.00 4,930.75 168.00 17,171.13 2,144.00 2,144.00	600-60-600-2254 Soft Drinks & Mix 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases	
820896 BEER 821929 BEER 821930 BEER 821931 BEER Total BERNICK S PEPSI : BINGAMAN ELECTRICAL SPECIALTIES 1045 BUILDING LIGHTS Total BINGAMAN ELECTRICAL SPECIALTIES BOURGET IMPORTS, LLC 184975 SERVICE FEE 184975 WINE Total BOURGET IMPORTS, LLC: BREAKTHRU BEVERAGE 343068483 SERVICE FEE 343068483 LIQUOR 343168050 LIQUOR 343168050 SERVICE FEE Total BREAKTHRU BEVERAGE:	:	02/23/2022 03/02/2022 03/02/2022 03/02/2022 03/02/2022	6,245.78 523.00 4,930.75 168.00 17,171.13 2,144.00 2,144.00	600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-4400 Repairs & Maintenan	
321929       BEER         321930       BEER         321931       BEER         Total BERNICK S PEPSI       :         BINGAMAN ELECTRICAL SPECIALTIES         BUILDING LIGHTS         Total BINGAMAN ELECTRICAL SPECIALTIES         BOURGET IMPORTS, LLC         184975       SERVICE FEE         184975       WINE         Total BOURGET IMPORTS, LLC:         BREAKTHRU BEVERAGE         343068483       LIQUOR         343168050       LIQUOR         343168050       SERVICE FEE         Total BREAKTHRU BEVERAGE:       Total BREAKTHRU BEVERAGE:	:	03/02/2022 03/02/2022 03/02/2022 03/02/2022	523.00 4,930.75 168.00 17,171.13 2,144.00 2,144.00	600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-4400 Repairs & Maintenan	
321930     BEER       321931     BEER       Total BERNICK S PEPSI     :       SINGAMAN ELECTRICAL SPECIALTIES       BUILDING LIGHTS       Total BINGAMAN ELECTRICAL SPECIALTIES       SOURGET IMPORTS, LLC       184975       SERAKTHRU BEVERAGE       343068483       LIQUOR       343168050       LIQUOR       343168050       SERVICE FEE       Total BREAKTHRU BEVERAGE:	:	03/02/2022 03/02/2022 03/02/2022 03/02/2022	4,930.75 168.00 17,171.13 2,144.00 2,144.00	600-60-600-2252 Beer Purchases 600-60-600-2252 Beer Purchases 600-60-600-4400 Repairs & Maintenan	
21931 BEER Total BERNICK S PEPSI : SINGAMAN ELECTRICAL SPECIALTIES 045 BUILDING LIGHTS Total BINGAMAN ELECTRICAL SPECIALTIES SOURGET IMPORTS, LLC 84975 SERVICE FEE 84975 WINE Total BOURGET IMPORTS, LLC: SREAKTHRU BEVERAGE 143068483 SERVICE FEE 143068483 LIQUOR 143168050 LIQUOR 143168050 SERVICE FEE Total BREAKTHRU BEVERAGE:	:	03/02/2022 03/02/2022 02/25/2022	168.00 17,171.13 2,144.00 2,144.00	600-60-600-2252 Beer Purchases	
Total BERNICK S PEPSI :	:	03/02/2022	2,144.00 2,144.00	600-60-600-4400 Repairs & Maintenan	
SINGAMAN ELECTRICAL SPECIALTIES 045 BUILDING LIGHTS Total BINGAMAN ELECTRICAL SPECIALTIES SOURGET IMPORTS, LLC 84975 SERVICE FEE 84975 WINE Total BOURGET IMPORTS, LLC: SREAKTHRU BEVERAGE 43068483 SERVICE FEE 43068483 LIQUOR 43168050 LIQUOR 43168050 SERVICE FEE Total BREAKTHRU BEVERAGE: Total BREAKTHRU BEVERAGE:	c	02/25/2022	2,144.00	· · · · · · · · · · · · · · · · · · ·	
045 BUILDING LIGHTS Total BINGAMAN ELECTRICAL SPECIALTIES <b>SOURGET IMPORTS, LLC</b> 84975 SERVICE FEE 84975 WINE Total BOURGET IMPORTS, LLC: <b>SREAKTHRU BEVERAGE</b> 143068483 SERVICE FEE 143068483 LIQUOR 143168050 LIQUOR 143168050 SERVICE FEE Total BREAKTHRU BEVERAGE: <b>SINTAS</b> 110940048 MATS		02/25/2022	2,144.00	· · · · · · · · · · · · · · · · · · ·	
Total BINGAMAN ELECTRICAL SPECIALTIES BOURGET IMPORTS, LLC 84975 SERVICE FEE 84975 WINE Total BOURGET IMPORTS, LLC: BREAKTHRU BEVERAGE 943068483 SERVICE FEE 943068483 LIQUOR 943168050 LIQUOR 943168050 SERVICE FEE Total BREAKTHRU BEVERAGE: CINTAS 110940048 MATS	:	02/25/2022	2,144.00	· · · · · · · · · · · · · · · · · · ·	
BOURGET IMPORTS, LLC         184975       SERVICE FEE         184975       WINE         Total BOURGET IMPORTS, LLC:         BREAKTHRU BEVERAGE         343068483       SERVICE FEE         343068483       LIQUOR         343168050       LIQUOR         343168050       SERVICE FEE         Total BREAKTHRU BEVERAGE:         Total BREAKTHRU BEVERAGE:				600-60-600-2033 Freight & Evoress	
184975     SERVICE FEE       184975     WINE       Total BOURGET IMPORTS, LLC:       SREAKTHRU BEVERAGE       243068483     SERVICE FEE       243068483     LIQUOR       243168050     LIQUOR       243168050     SERVICE FEE       Total BREAKTHRU BEVERAGE:       CINTAS       LI10940048			13.50	600_60_600_3033 Ereight & Evoress	
84975 WINE Total BOURGET IMPORTS, LLC: <b>REAKTHRU BEVERAGE</b> 43068483 SERVICE FEE 43068483 LIQUOR 43168050 LIQUOR 43168050 SERVICE FEE Total BREAKTHRU BEVERAGE: EINTAS 110940048 MATS			13.50	600-60-600-3033 Freight & Express	
Total BOURGET IMPORTS, LLC: BREAKTHRU BEVERAGE 443068483 SERVICE FEE 443068483 LIQUOR 443168050 LIQUOR 443168050 SERVICE FEE Total BREAKTHRU BEVERAGE: EINTAS 1110940048 MATS		02/25/2022			
REAKTHRU BEVERAGE         43068483       SERVICE FEE         43068483       LIQUOR         43168050       LIQUOR         43168050       SERVICE FEE         Total BREAKTHRU BEVERAGE:         INTAS         110940048       MATS			262.02	600-60-600-2253 Wine Purchases	
43068483 SERVICE FEE 43068483 LIQUOR 43168050 LIQUOR 43168050 SERVICE FEE Total BREAKTHRU BEVERAGE: EINTAS 110940048 MATS			275.52		
43068483 LIQUOR 43168050 LIQUOR 43168050 SERVICE FEE Total BREAKTHRU BEVERAGE: CINTAS 110940048 MATS					
43168050 LIQUOR 43168050 SERVICE FEE Total BREAKTHRU BEVERAGE: CINTAS 110940048 MATS		02/24/2022	8.01	600-60-600-3033 Freight & Express	
43168050 SERVICE FEE Total BREAKTHRU BEVERAGE: CINTAS 110940048 MATS		02/24/2022	799.18	600-60-600-2251 Liquor Purchases	
Total BREAKTHRU BEVERAGE: CINTAS 110940048 MATS		03/03/2022	3,213.80	600-60-600-2251 Liquor Purchases	
CINTAS 110940048 MATS		03/03/2022	53.80		
110940048 MATS			4,074.79		
110940048 MATS					
		02/17/2022	103.56	600-60-600-2210 Operating Supplies	
		02/24/2022		600-60-600-2210 Operating Supplies	
Total CINTAS :			207.12		
COCA COLA BOTTLING CO					
2800248 SODA		03/01/2022	182.15	600-60-600-2254 Soft Drinks & Mix	
Total COCA COLA BOTTLING CO :			182.15		
GUARDIAN PEST CONTROL, INC					
2321410 PEST CONTROL			44 77	600-60-600-4406 Pest Control	
Total GUARDIAN PEST CONTROL, INC :		02/24/2022			

City of Proctor		Payment Approval Report - Liquor Report dates: 12/1/2021-3/4/2022		Page: Mar 04, 2022 10:09
Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
ARTELS/DBJ I	DISPOSAL COMPANY			
63720	MOUNTAIN SPIRITS LIQUOR	02/25/2022	159.53	600-60-600-3084 Refuse Disposal
Total HAR	TELS/DBJ DISPOSAL COMPANY :		159.53	
OHNSON BRO	THERS INC			
992980	LIQUOR	02/16/2022	3,001.53	600-60-600-2251 Liquor Purchases
992980	DELIVERY CHARGE	02/16/2022	99.49	600-60-600-3033 Freight & Express
995137	DELIVERY CHARGE	02/18/2022	17.00	600-60-600-3033 Freight & Express
995137	LIQUOR	02/18/2022	360.00	600-60-600-2251 Liquor Purchases
98386	DELIVERY CHARGE	02/24/2022	37.23	600-60-600-3033 Freight & Express
98386	LIQUOR	02/24/2022		600-60-600-2251 Liguor Purchases
98387	WINE	02/24/2022		600-60-600-2253 Wine Purchases
998387	DELIVERY CHARGE	02/24/2022	,	600-60-600-3033 Freight & Express
998388	DELIVERY CHARGE	02/24/2022		600-60-600-3033 Freight & Express
98388	MIX	02/24/2022	37.00	600-60-600-2254 Soft Drinks & Mix
02368	DELIVERY CHARGE	03/02/2022 03/02/2022		600-60-600-3033 Freight & Express
02368			3,411.94	600-60-600-2251 Liquor Purchases
02369	DELIVERY CHARGE	03/02/2022		600-60-600-3033 Freight & Express
002369	WINE	03/02/2022		600-60-600-2253 Wine Purchases
02370	DELIVERY CHARGE	03/02/2022		600-60-600-3033 Freight & Express
02370	MIX	03/02/2022	32.00	600-60-600-2254 Soft Drinks & Mix
Total JOHN	NSON BROTHERS INC :		11,515.21	
	REWING COMPANY			
-1112	BEER	02/23/2022	132.00	600-60-600-2252 Beer Purchases
Total KLOC	CKNOW BREWING COMPANY :		132.00	
ICHAUD DISTI	RIBUTING COMPANY			
64782	FUEL SURCHARGE	02/21/2022	3.00	600-60-600-3033 Freight & Express
64782	BEER	02/21/2022	950.20	600-60-600-2252 Beer Purchases
64940	FUEL SURCHARGE	02/28/2022		600-60-600-3033 Freight & Express
64940	BEER	02/28/2022		600-60-600-2252 Beer Purchases
Total MICH	AUD DISTRIBUTING COMPANY :		1,407.30	
OOSE LAKE E	BREWING			
7-022	BEER	02/17/2022	204.00	600-60-600-2252 Beer Purchases
Total MOO	SE LAKE BREWING		204.00	
HILLIPS WINE	& SPIRITS CO.			
354359	DELIVERY CHARGE	02/24/2022	33.31	600-60-600-3033 Freight & Express
354359	LIQUOR	02/24/2022		600-60-600-2251 Liquor Purchases
54360	DELIVERY CHARGE	02/24/2022		600-60-600-3033 Freight & Express
54360	WINE	02/24/2022		600-60-600-2253 Wine Purchases
57282	DELIVERY	03/02/2022		600-60-600-3033 Freight & Express
57282	LIQUOR	03/02/2022		600-60-600-2251 Liquor Purchases
57283	WINE	03/02/2022		600-60-600-2253 Vine Purchases
57283 57283	DELIVERY	03/02/2022		600-60-600-3033 Freight & Express
357284 357284	DELIVERY MIX	03/02/2022 03/02/2022		600-60-600-3033 Freight & Express 600-60-600-2254 Soft Drinks & Mix
Total DU			2 072 05	
iotai PHILI	LIPS WINE & SPIRITS CO. :		3,972.95	

City of Proctor		Payment Approval Report - Liquor Report dates: 12/1/2021-3/4/2022		Page: 3 Mar 04, 2022 10:09AM
Invoice Numbe	er Description	Invoice Date	Net Invoice Amount	GL Account and Title
PROCTOR JO				
35790	NEWS STAND SALES	02/24/2022	7.62	600-60-600-2258 Misc Merchandise
Total PR	ROCTOR JOURNAL :		7.62	
RANGE PAPE	R			
62523	SUPPLIES	02/16/2022	168.95	600-60-600-2210 Operating Supplies
Total RA	NGE PAPER :		168.95	
SOUTHERN V	VINE & SPIRITS			
2180818	LIQUOR	02/18/2022	1,184.69	600-60-600-2251 Liquor Purchases
2180818	DELIVERY CHARGE	02/18/2022	24.77	600-60-600-3033 Freight & Express
2183379	DELIVERY	02/25/2022		600-60-600-3033 Freight & Express
2183379	LIQUOR	02/25/2022	1,006.43	600-60-600-2251 Liquor Purchases
Total SC	OUTHERN WINE & SPIRITS:		2,238.95	
SUPERIOR BI	EVERAGE (MN)			
1460113	BEER	03/01/2022	2.29-	600-60-600-2252 Beer Purchases
20014358	BEER	02/18/2022	683.00	600-60-600-2252 Beer Purchases
20014359	BEER	02/18/2022	33.00	600-60-600-2252 Beer Purchases
20014487	BEER	02/23/2022	572.80	600-60-600-2252 Beer Purchases
20014724	BEER	02/25/2022	5,320.30	600-60-600-2252 Beer Purchases
20014725	BEER	02/25/2022	116.51-	600-60-600-2252 Beer Purchases
20014846	BEER	03/01/2022	1,717.55	600-60-600-2252 Beer Purchases
Total SU	IPERIOR BEVERAGE (MN) :		8,207.85	
TOTAL REGIS	STER SYSTEMS			
59531	TRS SUPPORT AND ANNUAL RENEWAL	02/17/2022	1,831.54	600-60-600-3009 Computer Services
TOTAL F	REGISTER SYSTEMS :		1,831.54	
Grand T	otals:		54,020.63	

Report Criteria:			
Detail report.			
Invoices with t	totals above \$0.00 included.		
Paid and unpa	aid invoices included.		
Invoice Detail.	.GL account (3 Characters) = "600"		
[Report].Date	Paid = 03/07/2022		