

*Proctor's Vision: Proctor, rich with railroad heritage, values above all, its people and their environment. Working together is our pathway to a safe, secure and progressive community  
Slogan: "You Have a Place in Proctor"*

**AGENDA**  
**PROCTOR CITY COUNCIL MEETING**  
**Monday, April 3rd, 2023 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, Monday, March 20th, 2023

**APPROVAL OF AGENDA**

**COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT:**

**VFW – New Location Update**

**Mr. Young**

**\*APPROVAL OF CONSENT AGENDA** One motion accepts all items listed under this agenda, plus Council can pull any individual items out of this consent agenda and discuss/act on items separately leaving others to be approved via consent agenda action.

**\*1. COMMUNICATIONS**

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

**\*3. COMMITTEE REPORTS**

A. Planning & Zoning Minutes – February 27<sup>th</sup>, 2023

**4. CLERK ADVISES COUNCIL**

A. 2023 Local Board of Appeals – May 16<sup>th</sup> 10:00 am

B. Spongy Moth Treatment

C. Mountain Spirits Liquor 2022 Statements for Publication

D. LG510 2022

**5. UNFINISHED BUSINESS**

**A. American Rescue Plan**

**B. City of Proctor Blight Policy**

**C. Resolution 10-23**

**6. NEW BUSINESS**

**A. Resolution 11-23 – Pickleball Facility**

**B. Resolution 12-23 Opioid Resolution**

**C. Arbor Day Proclamation**

**7. CLOSED MEETING PURSUANT to §13D.06 Subd. 1(b)**

A. Labor Negotiations

**MEMBER CONCERNS**

**Benson:**

**DeWall:**

**Johnson:**

**Rohweder:**

**Ward:**

**City Attorney:**

**BILLS FOR APPROVAL**

General: \$44,448.91

Liquor: \$37,888.37

**TOTAL BILLS FOR APPROVAL: \$82,337.28**

**ADJOURNMENT**

MINUTES OF THE PROCTOR CITY COUNCIL MEETING MARCH 20, 2023

Meeting was streamed live on the Trac 7 YouTube channel.

Deputy Mayor DeWall called the meeting to order at 6:00 pm.

Pledge of Allegiance

PRESENT: Acting Mayor Troy DeWall, Councilor Jake Benson, Councilor Rory Johnson, Councilor Jim Rohweder

MEMBERS ABSENT: Mayor Ward

OTHERS PRESENT: Administrator Rich, Ted Kiefat, Attorney Bray via telephone, Chief of Police Kent Gaidis, Mr. Gene Halverson, and Eric Madson

M/S/P: Rohweder /Johnson to approve the March 6, 2023, Minutes.

M/S/P: Rohweder/Johnson to approve the agenda for Monday March 20, 2023, with the addition of items 6E Legislative Update and 7C Labor Negotiations.

Citizens addressing the council via in person or by calling in:

Mr. Gene Halverson 5600 Maple Hill Road but owns property in Midway Township regarding Emergency First Responder service for Midway Township.

M/S/P: Benson/Rohweder to approve the consent agenda for Monday, March 6, 2023, pulling items 3D and 3E for discussion.

4. Clerk Advises Council

A. 2<sup>nd</sup> Street, 9<sup>th</sup> Avenue and 3<sup>rd</sup> Street Update

Final design as been submitted to the state for review, continue to work on receiving signed temporary easement agreements. Since this is a county sponsored project, they will put the project out for and accept the bids. The 2<sup>nd</sup> Street Committee met with the Trees and Beautification Committee to make recommendations. We are hoping for a June 1, 2023, start date.

B. Rich reports she along with Police Chief Gaidis and Fire Chief Helquist have started reviewing and updating the Emergency Operations Plan in preparation for possible spring flooding.

**6. NEW BUSINESS**

M/S/P: Rohweder/DeWall to approve resolution 09-23 as submitted.

M/S/P: DeWall/Rohweder to table approval on resolution 10-23.

M/S/P: Johnson/Benson to accept the resignation of Ms. Courtney Price from the Proctor Volunteer Fire Department.

M/S/P: Johnson/Rohweder to suspend the regular city council meeting at 6:45 pm and open a closed session pursuant to §13D.06 Subd. 1(b) for labor negotiations, attorney client privilege and economic development data.

M/S/P: Rohweder/Johnson to resume the regular city council meeting at 7:46 pm.

M/S/P: DeWall/Rohweder to direct City Attorney Brey to commence suit as discussed in closed session.

M/S/P: DeWall/Benson to approve the tentative agreement with LELS Local #21 as discussed.

MEMBER CONCERNS

Benson: He and Police Chief Gaidis attended the town hall meeting with our senator and representative at the St. Luke's Sports and Event Center. Approximately 100 people attended with standing room only. They discussed increases to local government aid and retaining and attracting police officers as well as education, health care and the 2<sup>nd</sup> Amendment. Reminder the LMC Annual Conference will again be held in Duluth. He encourages city councilors to attend.

Johnson: On behalf of Proctor Area Educational Foundation, he would like to thank everyone who supported the recent annual fundraiser which has been earmarked for the Playground for Everybody

DeWall: None

Rohweder: None

Mayor Ward: None

Attorney Bray: None

**BILLS FOR APPROVAL:**

General: \$252,147.35

Liquor: \$42,563.36

**TOTAL BILLS FOR APPROVAL: \$294,710.71**

M/S/P: Rohweder/Johnson to approve the bills as submitted.

M/S/P: DeWall/Johnson to adjourn the regular council meeting at 7:53 pm.

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Troy DeWall  
Acting Mayor

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Jess Rich  
City Administrator

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## **MINUTES**

### **PLANNING & ZONING COMMISSION**

Monday, February 23, 2023, 5:00 P.M.

Council Chambers Proctor Community Center - 100 Pionk Drive

#### **MEMBERS PRESENT:**

Commissioner Tuomi, Chair Aldridge, Commissioner Boysen, Commissioner Harnell, Commissioner Inman

**OTHERS PRESENT:** City Administrative Assistant Megan Jordan, City Attorney John Bray

Chair Aldridge calls the meeting to order at 5:00 pm

Motion by Boysen, seconded by Harnell and carried 5-0 to approve the minutes from Monday, December 12<sup>th</sup>, 2022 with the following request to add the conditions as stated from the meeting for the conditional use permit issued to Focus on Living.

#### **APPROVAL OF AGENDA**

Motion by Harnell, seconded by Inman and carried 5-0 to approve the agenda for Monday, February 27, 2023.

#### **1.COMMUNICATIONS**

A. Permit Summary – no discussion

#### **2. BUILDING PERMITS (C-1 AND ABOVE)**

#### **3. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT**

#### **4. UNFINISHED BUSINESS**

#### **5. NEW BUSINESS**

A. Home Occupation Permit Applications

No complaints from the public nor any additional or new business operations.

Motion by Boysen, seconded by Harnell and carried 5-0 to recommend approval of all 2023 home occupation permits as submitted.

## **MEMBER CONCERNS**

Tuomi: Duluth VFW has purchased the building at 501 3<sup>rd</sup> Ave. Initial parking accommodations is discussed with Commissioner Boysen stating there is language included for downtown parking operations.

Boysen: Requests 2<sup>nd</sup> Notices to be sent to the following properties: 121 2<sup>nd</sup> St, Sorenson: Siding on Almac, and garage siding at Englebrecht. Letter to Pocrnich for siding.

Harnell: None

Aldridge: 140 Kirkus St – temporary storage bin at address. Needs conditional use permit.

Inman:

Motion by Harnell, seconded by Tuomi and carried 5-0 to adjourn the Planning and Zoning Commission meeting at 5:13 pm.

Chad Ward  
Mayor

# City of Proctor

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

Jess Rich  
City Administrator

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100 Pionk Drive · Proctor, Minnesota 55810-1700 · Phone: 218-624-3641 · Email: [cityhall@proctormn.gov](mailto:cityhall@proctormn.gov)

4B

March 30, 2023

Al's Aerial Spraying  
c/o Mike Schiffer  
3473 Shepardsville Road  
Ovid, MI 48866

Dear Mr. Schiffer,

This letter is to provide written documentation of the City of Proctor awareness and support for aerial application by Al's Aerial Spraying, for the Minnesota Department of Agriculture Cooperative Spongy Moth Program treatment projects occurring in 2023. Al's Aerial Spraying has been contracted by the USDA-Forest Service for the aerial applications of mating disruption to reduce colonies of the spongy moth, *Lymantria dispar*, an invasive species.

We understand, Spongy Moth Slow-the-Spread mating disruption treatment project will occur at three sites in St. Louis County including the city of Proctor. Approximately 12,000 acres are scheduled for aerial treatment in July of this year in St. Louis County.

Al's Aerial Spraying will carry out this project in cooperation with, and under the authority of the Minnesota Department of Agriculture, the USDA-Forest Service, and the Spongy Moth Slow-the-Spread Foundation, Inc.

The City of Proctor agree that proper and sufficient public notification of the treatment project has occurred and that the aerial operations are needed and wanted with the intent to slow the spread of spongy moth in our area.

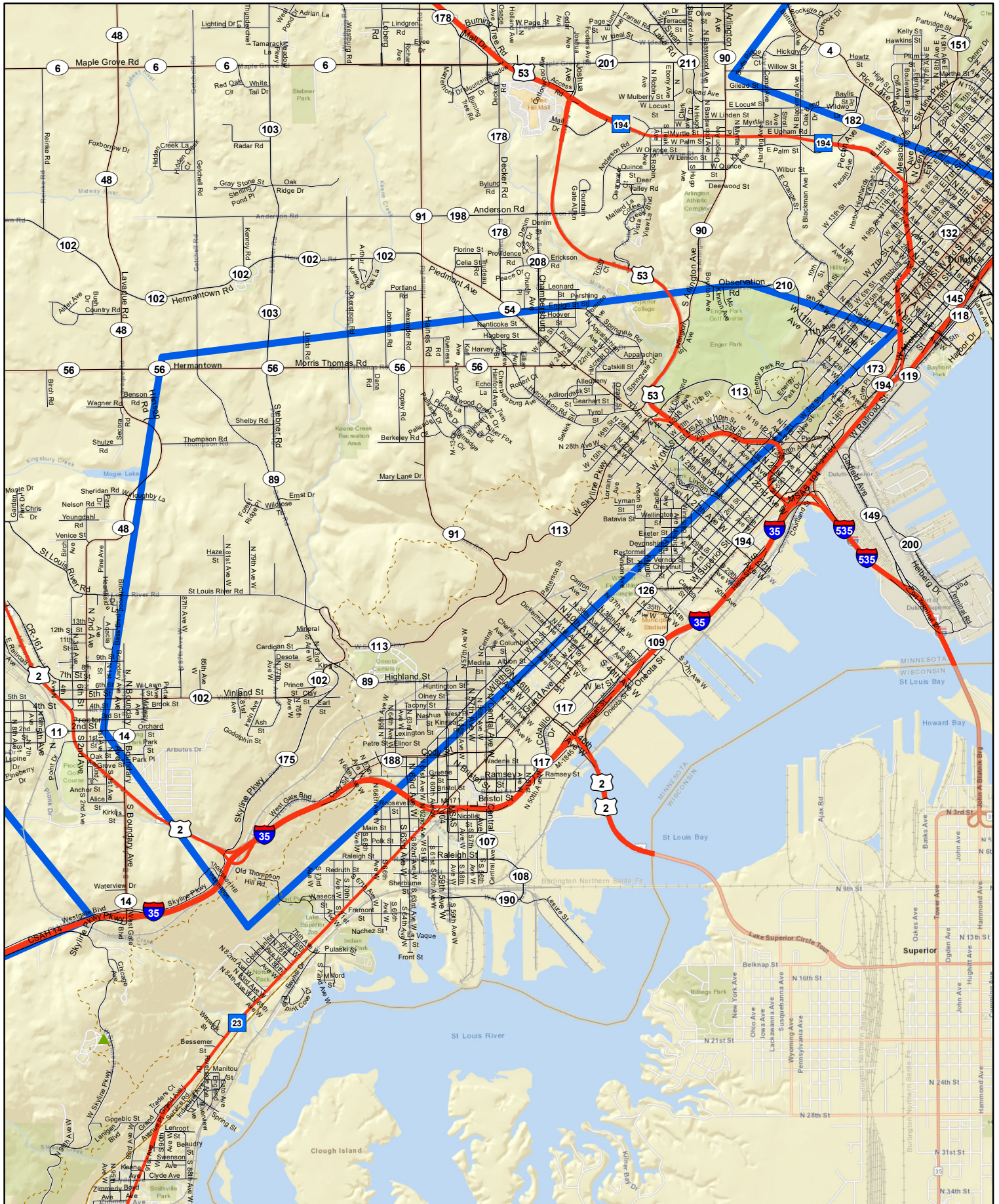
Sincerely,

Jess Rich  
City of Proctor

cc: Danielle DeVito, MD



# Proposed Spongy Moth (*Lymantria dispar*) Treatments 2023







Mountain Spirits Liquor  
Statement of Net Position - Unaudited  
December 31, 2022

	2022
Assets	
Cash and cash equivalents	\$ 188,305
Inventory and other current Assets	145,570
Fixed Assets, net	293,717
Deferred Outflows of Resources	21,679
Total Assets and deferred outflows of resources	<u>649,271</u>
Liabilities	
Current Liabilities	59,640
Long Term Liabilities	32,994
Total Liabilities	<u>92,634</u>
Deferred Inflows of resources	28,308
Net Position	
Net investment in Fixed Assets	293,717
Unrestricted	234,612
Total Net position	<u>528,329</u>
Total Liabilities, Deferred Inflows of Resources and Net Position	<u>649,271</u>

Mountain Spirits Liquor  
Statement of Revenues, Expenses and Changes in Net Position - Unaudited  
December 31, 2022

Sales	\$ 1,184,177
Cost of sales	<u>(866,727)</u>
Gross Profit	317,450
Operating Expenses	<u>291,261</u>
Operating Income (Loss)	26,189
Nonoperating revenues (expenses)	<u>(4,554)</u>
Change in Net Position	<u>21,635</u>
Net Position, January 1	506,695
Net Position, December 31	528,330



## MINNESOTA LAWFUL GAMBLING

**LG510 City or County Annual Report, 10% Lawful Gambling Contribution Fund****10% Lawful Gambling Contribution Fund Allowance**

Minnesota Statutes, Section 349.213, Subdivision 1, Paragraph (f)(2), allows a city or county to require (by ordinance) an organization to contribute up to 10% per year of net profits to a fund that the city or county administers.

**For purposes of the 10% contribution, net profits are gross profits less amounts expended for that site's allowable expenses and portion of lawful gambling taxes.**

- \* The 10% contribution requirement may only be applied to net profits derived from lawful gambling conducted at premises within the city or county's jurisdiction.
- \* A city or county may request from an organization a copy of the site's LG100A showing that site's net profit.
- \* Organizations must make 10% fund checks payable to the city or county requiring the funds, and not to any other payee.
- \* A licensed organization that contributes to the 10% fund may not be a beneficiary of that fund.
- \* A required contribution is different from a voluntary contribution to units of government (under lawful purpose Code A10) for government programs and projects, and cities or counties are not required to report voluntary contributions to the Board.

**City or County Information**

City or County Name (may not be township): City of Proctor This report is for calendar year 20 22  
 Address: 100 Pionk Drive City: Proctor, MN Zip: 55810

**Financial Information, 10% Lawful Gambling Contribution Fund**

1. **Contribution rate** ..... 1. 10%  
 • Up to 10% per year of net profits (may not exceed 10%; may not be a variable rate).
2. **Fund balance as of December 31 of previous calendar year** ..... 2. \$ 34,413.97  
 • If none or negative, enter 0.
3. **Interest earned, if any, on fund balance for the calendar year** ..... 3. \$ \_\_\_\_\_
4. **Contributions received from licensed organizations for the 10% contribution fund:**  
 • Use separate line for each site in your jurisdiction; use additional sheets if necessary.  
 • You may use one total for "Amount Contributed" per organization, rather than per site.  
 • Checks for contributions to the 10% fund **must be written to the city or county** and deposited in a fund administered by the city or county before the city or county may make expenditures from this fund.  
 • Do not include amounts received for a local gambling regulatory tax or an investigation fee, or any voluntary contributions made to a city or county by an organization (see LG555).

Name of Licensed Organization	Organization License #	Site/Premises Name	Amount Contributed
Irving Community Center	02305	Powerhouse Bar	\$ 8,387.51
Duluth Softball Association	02794	Moose Lodge	\$ 3,124.25
Duluth Softball Association	02794	Pit Stop	\$ 767.47
Duluth Softball Association	02794	Legends	\$ 915.99
Duluth Softball Association	02794	Keyboard Lounge	\$ 1,657.76

Enter total amount contributed on Line 4 \$ 14,852.98 4. \$ 14,852.98

5. **Total required contributions and interest (add Lines 2, 3, and 4)** ..... 5. \$ 49,266.95
6. **From Page 2, enter total of expenditures the city or county made from its 10% fund** ..... 6. \$ 1,197.75  
 (Note: The Line 6 amount may not exceed the amount of Line 5.)
7. **Year-end balance on December 31** (Line 5 minus Line 6; enter 0 if negative balance) ..... 7. \$ 48,069.20

Continued on Page 2



# **LG510 City or County Annual Report—10% Lawful Gambling Contribution Fund**

City or County Name: City of Proctor

## **Expenditures from 10% Contribution Fund - Payee/Recipient Information**

6. List all expenditures made from the 10% contribution fund, using the A codes listed on Page 3 to describe the purpose of the contribution. Expenditures may only be used for the A code purposes listed on Page 3. Include a detailed description of each expenditure. Note: Contributions made from a city's or county's 10% lawful gambling contribution fund are subject to the same expenditure requirements as licensed lawful gambling organizations. Contributions may not be made to organization contributing to the 10% fund.

Code*	Payee/Recipient	Detailed Description/Purpose of Expenditure	Amount
A 7	Rich Cuisine	Catering for National Night Out Event - Activity for Youth	\$ 540.08
A 7	Proctor Journal	Ad for National Night Out Event - Activity for Youth	\$ 40.00
A 7	Walmart	School Supplies for National Night Out Event - Activity for Youth	\$ 327.53
A 7	Proctor Journal	Ad for Trunk or Treat event - Activity for Youth	\$ 35.00
A 7	Menards	Treats for Trunk or Treat event - Activity for Youth	\$ 42.67
A 7	Walmart	Supplies and Treats for Trunk or Treat event - Activity for Youth	\$ 179.49
A 7	Amazon	Treat bags for Trunk or Treat event - Activity for Youth	\$ 32.98
A			
A			
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A			
<b>6. TOTAL</b>			<b>\$ 1,197.75</b>

**\* Use the Codes listed on Page 3** (Enter Total on Page 1, Line 6)



# LG510 City or County Annual Report, 10% Lawful Gambling Contribution Fund

09/18  
Page 3 of 3

City or County Name: City of Proctor

## \* Use the codes listed below to describe expenditures from the 10% lawful gambling contribution fund.

- A1 To a 501(c)(3) organization or a 501(c)(4) festival organization.
- A2 To relieve effects of poverty, homelessness, or disability.
- A3 Program for education, prevention, or treatment of problem gambling.
- A4 To a public or private nonprofit school.
- A5 To a scholarship fund.
- A6 For recognition of military service (open to the public) or support for active military personnel and their immediate family members in need.
- A7 Activities and facilities for youth.
- A10 Expenditures for police, fire, and other emergency or public safety-related services, equipment, and training. Not allowed: Contribution to pension or retirement fund.
- A11 To a church.
- A12 With Minnesota Pollution Control Agency (PCA) approval, citizen monitoring of surface water quality by individuals. Requires submission of data to PCA.
- A13 With DNR approval, wildlife management projects or activities that benefit the public-at-large; grooming or maintaining snowmobile or all-terrain vehicle trails, or other trails open to public use; supplies and materials for DNR-coordinated safety training and education programs.
- A14 For nutritional programs, food shelves, and congregate dining programs primarily for persons age 62 or older or disabled.
- A15 For community arts organizations, or sponsorship of community arts programs.
- A19 For humanitarian service, recognizing volunteerism or philanthropy.

## City or County Acknowledgment

- ☒ 1. I am the official responsible for the financial reporting of the city's or county's 10% lawful gambling contribution fund under Minn. Stat. § 349.213, subd. 1.
- ☒ 2. I affirm that the contributions received were deposited into a fund administered by the city or county.
- ☒ 3. I am aware of the restrictions under Minnesota law on expenditures from this fund and affirm that the expenditures meet the definition of charitable contributions as defined in Minn. Stat. § 349.12, subd. 7a, or are for police, fire, and other emergency or public safety-related services, equipment, and training, excluding pension obligations, are accounted for in a manner consistent with generally accepted accounting principles, and that the city or county does not retain control of funds once they are expended from the city's or county's account.
- ☒ 4. I have reviewed this report and affirm that the revenues, expenditures, and the fund balance reflect all contributions received and expenditures from the 10% contribution fund, and is a true, correct, and complete report.

<u>Leslie Brunfelt</u>	<u>Finance Director</u>	<u>03/23/2023</u>
Signature of City or County Official	Title	Date
<u>Leslie Brunfelt</u>	<u>218-628-6267</u>	<u>lbrunfelt@gmail.com</u>
Print Name	Phone Number	Email Address

**By March 15 each year email, fax, or mail the LG510 to:**

**Minnesota Gambling Control Board**  
**Attention: City Reports**  
**1711 West County Road B, Suite 300 South**  
**Roseville, MN 55113**

**Email: [gcbcity.reports@state.mn.us](mailto:gcbcity.reports@state.mn.us)**  
**Fax: 651-639-4032**

**Questions? Call 651-539-1900**

Chad Ward  
Mayor

# City of Proctor

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

Jess Rich  
City Administrator

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## 5A

Date: March 31, 2023

To: Proctor City Council

From: Mayor Ward and Administrator Rich

Re: ARPA and 10% Gambling Funds

ARPA funds (balance \$109,000) has been on the agenda for some time. The 10% gambling fund balance is nearing \$50,000. We're asking the council to consider designating \$70,000 of the ARPA money to the pickleball court project, \$39,000 toward additional sidewalk repairs, and \$30,000 of gambling funds to the basketball court park project.

Using the funds in this way benefits the entire community by creating functional, well-loved public spaces where people can connect resulting in better life and health outcomes. In addition, it is helpful to have matching funds established as we move forward with grant requests. The pickleball court project is estimated at around \$100,000. It is unknown at this time what the basketball court project will be.



Chad Ward  
Mayor

# City of Proctor

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

Jess Rich  
City Administrator

---

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

5C

## RESOLUTION 10-23

### RESOLUTION APPROVING MASTER FEE SCHEDULE FOR 2023

**WHEREAS**, The City of Proctor has previously adopted code of ordinances, establishing certain fees and permits set from time to time by the City; and

**WHEREAS**, upon consideration of annual review of the current Master Fee Schedule changes and amendments can be recommended by resolution; and

**AND WHEREAS**, upon consideration and review by the City Council the 2023 Master Fee Schedule will be available for inspection in the office of the City Clerk-Treasurer, after duly approved and adopted.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Proctor Minnesota, the Amended 2023 Master Fee Schedule shall be approved and effective immediately.

**BE IT FURTHER RESOLVED** this resolution is hereby duly passed and adopted this 3rd day of April, 2023 by order of the Proctor City Council.

CITY OF PROCTOR  
CORPORATE SEAL

Chad Ward, Mayor

ATTEST:

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Jess Rich, City Administrator

The attached Appendix A includes the 2023 proposed fee schedule

**City of Proctor**  
**Fee Schedule March 20, 2023**

<b>GENERAL</b>	<b>Staff Recommendation 3/20/23</b>	<b>Presented to Council 4/3/2023</b>
Election Filing Fee	\$2	\$2
Milage	Per IRS	Per IRS
Escrow Deposits	Cost of Consultants	Cost of Consultants
TIF Application	\$15,000	\$15,000
Abatement Application	\$5,000	\$5,000
<b>FACILITY RENTAL FEES</b>	<b>Staff Recommendation 3/20/23</b>	<b>Presented to Council 4/3/2023</b>
Chamber Room per hour (current \$25)	<b>\$35</b>	<b>\$45</b>
Conference Room per hour (current \$10)	<b>\$20</b>	<b>\$30</b>
Multipurpose Room per hour (current \$25)	<b>\$15</b>	<b>\$25</b>
Library (current \$15)	<b>\$15</b>	<b>\$25</b>
Kitchen Flat Fee (current \$50)	\$50	\$50
Deposit (current \$30)	\$100	\$100
<b>Resident of Proctor MN Discount</b>	-	<b>Staff Recommends a Percentage</b>
<b>Visual and Audio not Available for Use to Public</b>	-	-
<b>CHARGES FOR SERVICES</b>	<b>Staff Recommendation 3/20/23</b>	<b>Presented to Council 4/3/2023</b>
Copies Black & White	\$0.25	\$0.25
Copies 2 Sided	\$0.50	\$0.50
Copies Color	\$1	\$1
Data Request Employee Rate per hour	\$30	\$30
NSF Check (current \$20)	\$20	\$20
Special Assessment Search per parcel (current \$20)	\$20	\$20
<b>Equipment Use (loader, grader, dump truck,etc )</b>	-	<b>Current FEMA Rates</b>
<b>Street Working Foreman Fee (current \$44)</b>	<b>\$50</b>	<b>\$60</b>
<b>PUBLIC SAFETY CHARGES FOR SERVICES</b>	<b>Staff Recommendation 3/20/23</b>	<b>Presented to Council 4/3/2023</b>
Fire Dept/EMS Lift Assist first incident	\$350	\$350
Fire Dept/EMS Lift Assist second incident	\$500	\$500
Fire Dept/EMS Lift Assist thrid and thereafter	\$850	\$850
Fire Dept False Alarms (new)	Reserved	Reserved
Fire Dept T1 Engine Work per hour (current \$285)	\$285	\$285
Fire Dept. T1 Engine Standby per hour (current \$110)	\$110	\$110
Fire Dept T5 Brush Truck Work per hour	\$135	\$135
Fire Dept T5 Brush Truck Standby per hour	\$85	\$85
Fire Dept T6 Engine Work per hour (current \$135)	\$135	\$135
Fire Dept T6 Engine Standby per hour (current \$72)	\$72	\$72
Fire Dept T2 Tanker Work per hour (current \$170)	\$170	\$170
Fire Dept T2 Tanker Standby per hour (current \$90)	\$90	\$90
Fire Dept Ladder 1 Engine Work per hour	\$305	\$305

**City of Proctor**  
**Fee Schedule March 20, 2023**

Fire Dept Ladder 1 Engine Standby per hour	\$175	\$175
Fire Fighter Extra Duty Per Call (new)	\$600	\$600
EMS Extra Duty Rate Per Call (new)	\$200	\$200
<b>Police Extra Duty per hour (current \$58)*</b>	<b>\$65</b>	<b>\$75</b>
Police Extra Duty Squad per hour per unit*	\$50	\$50
Fingerprinting Services Two Cards (current \$25)	\$25	\$25
Fingerprinting Services Additional Card (current \$10)	\$10	\$10
Pet Licensing per year (current \$2 and \$10 per year)	\$4	\$4
Pet Licensing Lifetime	\$40	\$40
<b>BUSINESS LICENSING</b>	<b>Staff Recommendation 3/20/23</b>	<b>Presented to Council 4/3/2023</b>
Home Occupations	\$35	\$35
Shows, Games and Exhibitions per day	\$25	\$25
Shows, Games and Exhibitions per week	\$50	\$50
Shows, Games and Exhibitions per month	\$75	\$75
Shows, Games and Exhibitions per year	\$100	\$100
Solicitor/Peddler/Transient License per day	\$25	\$25
Solicitor/Peddler/Transient License per week	\$50	\$50
Solicitor/Peddler/Transient License per month	\$75	\$75
Solicitor/Peddler/Transient License per year	\$100	\$100
Municiple Towing and Impoundment Annual Permit	\$35	\$35
Public Dancing per event	\$100	\$100
On-Sale Intoxicating (Annual)	\$1,500	\$1,500
On-Sale 3.2 Beer (Annual)	\$100	\$100
On-Sale Sunday (Annual Regular and Club)	\$200	\$200
On-Sale Club Intoxicating (Annual)	\$100	\$100
Off-Sale 3.2 Beer (Annual)	\$15	\$15
Temporary 3.2 Beer	\$50	\$50
Temporary On-Sale Club Liqour (one-day)	\$50	\$50
Wine License	\$100	\$100
Sexually Orientated Business	\$1,200	\$1,200
<b>BUILDING</b>	<b>Staff Recommendation 3/20/23</b>	<b>Presented to Council 4/3/2023</b>
Building Permit*	Permit Schedule	Permit Schedule
Demolition	NC	NC
Excavation (current \$35)	\$50	\$50
Fence	\$50	\$50
Building Inspection Fee Extra Inspections (current \$44)	\$50	\$50
Building Plan/Design Review (current%)	\$500	\$500
Plumbing Permit (current \$15)	\$50	\$50
Plumbing Per Fixture (current \$5)	\$10	\$10
Plumbing Inpector Extra Inspections per hour (current \$44)	\$50	\$50
Roofing (current \$35)*	\$50	\$50
Siding (current \$35)*	\$50	\$50
Sign	Permt Schedule	Permt Schedule
Soil & Water Erosion Plan Review	Rate plus 20%	Rate plus 20%

**City of Proctor**  
**Fee Schedule March 20, 2023**

HVAC Heating and AC*	Permt Schedule	Permt Schedule
Windows / Doors 1-3 (current \$20)*	\$25	\$25
Windows / Doors 4-6 (current \$35)*	\$50	\$50
Windows / Doors 7-up (current \$55)*	\$80	\$80
*applicable state surcharge	State of MN	State on MN
<b>ZONING</b>	<b>Staff Recommendation 3/20/23</b>	<b>Presented to Council 4/3/2023</b>
<b>Zoning Permit</b>	-	<b>\$50</b>
Conditional Use Permit (current \$150 plus)	\$300	\$300
Conditional Use Permit Attorney Fee (current \$250)	\$300	\$300
Rezoning (current \$200 plus \$100 map changes)	\$400	\$400
Variance (current \$150)	\$200	\$300
Vacate/Easements (current \$200 + \$100 map changes)	\$400	\$400
Platting/Subd. Review (current \$300 + \$100 map changes)	\$500	\$500
Special Use Permit/CUD(current \$150)	\$300	\$300
<b>UTILITY / CHARGES</b>	<b>Staff Recommendation 3/20/23</b>	<b>Presented to Council 4/3/2023</b>
Sewer Connection	\$300.00	\$300.00
Sewer Monthly	\$17.50	\$17.50
Sewer Per Cubic Foot Residential	\$2.99	\$2.99
Sewer Per Cubic Foot Commercial	\$17.50	\$17.50
Sewer Commercial Minimum	\$4.59	\$4.59
Stormwater Monthly (reserved)	Reserved	Reserved
Garbage Delinquent (current \$50 initial)	\$50	\$50
Garbage Delinquent unpaid (current 10% of balance)	10% of balance	10% of balance
Stormwater Management Plan Fee (current rate of pay plu	\$300	\$300
Utility Late Fee	10%	10%

Chad Ward  
Mayor

# City of Proctor

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

Jess Rich  
City Administrator

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*You Have A Place in Proctor*

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## 6A

### RESOLUTION NO. 11-23

#### A RESOLUTION SUPPORTING THE CONSTRUCTION OF A COMMUNITY PICKLEBALL FACILITY

WHEREAS, the Proctor Area Educational Foundation suggested the need for a community pickleball facility in Proctor, Minnesota and brought the request to the City of Proctor, Minnesota; and

WHEREAS, the Proctor City Council supports the construction of a community pickleball facility; and

WHEREAS, the Proctor Parks and Recreation Committee considered such facility and determined the best location for the facility is inside an outdoor hockey rink at the St. Luke's Sports and Event Center, property owned by the Proctor School District; and

WHEREAS, the Proctor School District supports the installation of a community pickleball courts in an outdoor rink at the St. Luke's Sports and Event Center; and

WHEREAS, the City of Proctor, Proctor School District and Proctor Area Educational Foundation have identified the need to collaborate on the installation of an outdoor community pickleball facility.

NOW THEREFORE BE IT RESOLVED, the City of Proctor authorizes city staff to seek funding for the installation of an outdoor community pickleball facility, and

BE IT FURTHER RESOLVED, the City of Proctor agrees the Proctor School District will act as fiscal agent for all funds received for the installation of an outdoor community pickleball facility.

Declared and adopted this 3<sup>rd</sup> day of April 2023.

BY: \_\_\_\_\_  
Chad Ward  
Mayor

ATTEST: \_\_\_\_\_  
Jess Rich  
City Administrator



Chad Ward  
Mayor

# City of Proctor

COUNCILORS  
Jake P. Benson  
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Jess Rich  
City Administrator

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6B

## RESOLUTION 12-23

### **RESOLUTION APPROVING THE AMENDED MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE STATE OF MINNESOTA AND LOCAL GOVERNMENTS AND AUTHORIZING PARTICIPATION IN NATIONAL OPIOID SETTLEMENTS**

**WHEREAS**, the State of Minnesota, Minnesota counties and cities, and their people, have been harmed by misconduct committed by certain entities that engage in the manufacture, marketing, promotion, distribution, or dispensing of opioids; and

**WHEREAS**, the State of Minnesota and numerous Minnesota cities and counties joined with thousands of local governments across the country to file lawsuits against opioid manufacturer and pharmaceutical distribution companies and hold those companies accountable for their misconduct; and

**WHEREAS**, representatives of local Minnesota governments, the League of Minnesota Cities, the Association of Minnesota Counties, the Coalition of Greater Minnesota Cities, the State of Minnesota, and the Minnesota Attorney General's Office have negotiated and prepared a Memorandum of Agreement (MOA) to provide for the equitable distribution of proceeds to the State of Minnesota and to individual local governments from recent settlements in the national opioid litigation; and

**WHEREAS**, by signing onto the MOA, the state and local governments maximize Minnesota's share of opioid settlement funds, demonstrate solidarity in response to the opioid epidemic, and ensure needed resources reach the most impacted communities; and

**WHEREAS**, by Resolution 39-21, the Proctor City Council approved the MOA; and

**WHEREAS**, future settlements involving local governments are contemplated within current lawsuits and bankruptcy proceedings; and

**WHEREAS**, the Minnesota Attorney General's Office proposed an Amended MOA to reflect future settlement distributions.

**WHEREAS**, it is in the best interests of the State of Minnesota and the residents of the City of Proctor, and the County of St. Louis, that the City participate in all future national opioid litigation settlements.

**NOW, THEREFORE**, be it resolved by the City Council of the City of Proctor, Minnesota:



1. Participation in the opioid litigation settlements promotes the public health, safety, and welfare of the residents of the City of Proctor.
2. The City of Proctor supports and opts-in to all applicable national opioid litigation settlements negotiated by the Minnesota Attorney General's Office and/or the litigating entities.
3. The Amended Memorandum of Agreement (MOA) between the State of Minnesota and Local Governments relating to the distribution of settlement funds is hereby approved by the City of Proctor.
4. City Staff is hereby authorized to take such measures as necessary to sign the Amended MOA and otherwise participate in all future national opioid settlements, including executing any Participation Agreements and accompanying Releases. City staff shall report to the City Council, as necessary, on the status of future settlements, including financial distributions and timelines.

Passed by a majority vote of the Proctor City Council, this 3<sup>rd</sup> day of April 2023.

BY: \_\_\_\_\_

Chad Ward  
Mayor

ATTEST: \_\_\_\_\_

Jess Rich  
City Administrator

CITY OF PROCTOR  
CORPORATE SEAL

1894

Chad Ward  
Mayor

# City of Proctor

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

Jess Rich  
City Administrator

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*You Have A Place in Proctor*

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6C

## Arbor Day in the City of Proctor

**WHEREAS:** Climate change is a complex problem that impacts all Minnesotans and our ability to thrive, and

**WHEREAS:** The health and longevity of Minnesota's trees are being affected by changing temperatures and precipitation, more extreme weather events, and increasing pressure from pests, diseases, and invasive species, and

**WHEREAS:** Minnesota is at risk to lose over one billion ash trees due to emerald ash borer, potentially increasing CO2 emissions and flooding, and

**WHEREAS:** A healthy tree canopy decreases temperatures along streets providing cooler spaces in the summertime for recreation and commerce, and

**WHEREAS:** About three-quarters of Minnesotans get their drinking water from the forested parts of the state; and

**WHEREAS:** Shade from trees protects people from exposure to the sun's UV rays and diminishes heat-related illness, and

**WHEREAS:** Trees reduce stormwater runoff and act as a filter, preventing sediments and pollutants from washing into waterways, and

**WHEREAS:** Trees capture carbon from the atmosphere and store it in their trunks, roots, and soil, and

**WHEREAS:** Minnesotans can help build resilient communities and reduce the negative impacts of climate change One Tree at a Time by planting and caring for trees and by using wood products to store carbon into the future, and

**WHEREAS:** This is the 31<sup>st</sup> year for the City of Proctor as being named a Tree City.

**NOW, THEREFORE;** I, Chad Ward, Mayor of the City of Proctor, do hereby proclaim Friday, April 28<sup>th</sup> 2023 as:

## ARBOR DAY

And the month of April as Arbor Month supporting the tree care campaign in the City of Proctor.

Dated this 3<sup>rd</sup> day of April, 2023.

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Chad Ward, Mayor

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Invoice Detail.GL account (3 Characters) = {<>}600"

Vendor.Vendor type = {<>} "PR"

[Report].Date Paid = 04/03/2023

# General Bills

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>BERG ENGINEERING &amp; SALES CO</b>				
83370	LEL GAS DETECTOR	03/29/2023	1,286.30	100-20-220-2240 Small Tools and Equip
Total BERG ENGINEERING & SALES CO:			1,286.30	
<b>CENTURYLINK</b>				
218628177 3.1	ALARM SYSTEM - WESTGATE LIFT STATION	03/10/2023	44.62	500-50-510-3021 Telephone
2186282630 3.	ALARM SYSTEM - ALMAC LIFT STATION	03/10/2023	44.58	500-50-510-3021 Telephone
Total CENTURYLINK :			89.20	
<b>CINTAS</b>				
4147418621	RUGS AND MATS - FIRE HALL	02/23/2023	13.53	100-20-220-3000 Professional Services
4147418783	STREET DEPT SHOP RAGS	02/23/2023	12.70	100-30-300-2210 Operating Supplies
4147418783	STREET DEPT COVERALLS	02/23/2023	19.80	100-30-300-2217 Clothing
4148826472	STREET DEPT SHOP RAGS	03/09/2023	12.70	100-30-300-2210 Operating Supplies
4148826472	CITY HALL MATS, TOWELS, MOPS	03/09/2023	26.38	100-10-130-3000 Professional Services
4148826472	STREET DEPT COVERALLS	03/09/2023	19.80	100-30-300-2217 Clothing
4149553755	CITY HALL MATS, TOWELS, MOPS	03/16/2023	31.75	100-10-130-3000 Professional Services
4149553755	STREET DEPT COVERALLS	03/16/2023	19.80	100-30-300-2217 Clothing
4150240466	RUGS AND MATS - FIRE HALL	03/23/2023	94.26	100-20-220-3000 Professional Services
4150240469	STREET DEPT SHOP RAGS	03/23/2023	12.70	100-30-300-2210 Operating Supplies
4150240469	CITY HALL MATS, TOWELS, MOPS	03/23/2023	26.38	100-10-130-3000 Professional Services
4150240469	STREET DEPT COVERALLS	03/23/2023	19.80	100-30-300-2217 Clothing
5151037415	ORGANIZE AND RESTOCK MEDS	03/24/2023	13.67	100-30-300-2210 Operating Supplies
Total CINTAS:			323.27	
<b>ELAN CORPORATE PAYMENT SYSTEMS</b>				
3.6.23	FUEL SKID STEER AT KWIK TRIP	03/06/2023	68.46	100-30-300-2212 Fuels & Lubricants
Total ELAN CORPORATE PAYMENT SYSTEMS:			68.46	
<b>GRAND FORKS FIRE EQUIPMENT LLC</b>				
37248	NAME TAGS FOR FIRE COAT	03/25/2023	237.86	100-20-220-2217 Clothing
Total GRAND FORKS FIRE EQUIPMENT LLC:			237.86	
<b>GREAT AMERICA FINANCIAL SERVICE</b>				
33721846	AGREEMENT 007-1813067-000 - BIZHUB C360I COPIER	03/27/2023	198.58	100-20-220-4400 Repairs & Maintenanc
33721847	AGREEMENT 009-1813070-000 - BIZHUB C360I COPIER	03/27/2023	172.58	100-10-120-4400 Repairs & Maintenanc
Total GREAT AMERICA FINANCIAL SERVICE:			371.16	
<b>GREENSPRING MEDIA</b>				
3-27-GS24128	LIVEPLAY AAA MARKETING	03/27/2023	3,300.00	100-15-115-3040 Advertising
Total GREENSPRING MEDIA :			3,300.00	

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>HARTELS/DBJ DISPOSAL COMPANY</b>				
2022-2	GARBAGE ASSESSMENTS	03/24/2023	488.44	100-36-361-3616 Garbage Assessment
800307	TRASH REMOVAL SERVICES - CITY OF PROCTOR	03/25/2023	331.75	100-10-130-3084 Refuse Disposal
800307	REFUSE DISPOSAL - STREET DEPT TRASH PICKUP	03/25/2023	196.55	100-30-300-3084 Refuse Disposal
Total HARTELS/DBJ DISPOSAL COMPANY:			1,016.74	
<b>LAKE SUPERIOR PUBLISHING</b>				
16428	2023 VISITOR GUIDE	03/16/2023	1,470.00	100-15-115-3040 Advertising
Total LAKE SUPERIOR PUBLISHING:			1,470.00	
<b>LEAGUE OF MINNESOTA CITIES</b>				
378519	MN CITIES STORMWATER COALITION CONTRIBUTIONS	03/09/2023	560.00	500-50-510-4433 Dues & Subscriptions
Total LEAGUE OF MINNESOTA CITIES :			560.00	
<b>MINNEAPOLIS OXYGEN COMPANY</b>				
20270143	MEDICAL OXYGEN	03/22/2023	385.65	100-20-250-2210 Operating Supplies
Total MINNEAPOLIS OXYGEN COMPANY :			385.65	
<b>MINNESOTA ENERGY RESOURCES</b>				
0502214174-0	0502214174-00001 STREET GARAGE GAS	03/14/2023	1,314.09	100-30-300-3080 Utilities
0503508588-0	0503508588-00001 CITY HALL	03/14/2023	1,360.33	100-10-130-3080 Utilities
0504812808-0	GAS UTILITIES - FIRE DEPT	03/14/2023	130.18	100-20-220-3080 Utilities
Total MINNESOTA ENERGY RESOURCES :			2,804.60	
<b>NORTHSTAR FORD</b>				
6375691	KEY FOB PROGRAMMING	03/17/2023	85.00	100-20-210-2210 Operating Supplies
Total NORTHSTAR FORD:			85.00	
<b>OREILLY AUTO PARTS</b>				
3290-273556	DEF AND WASHER FLUID	03/29/2023	25.51	100-30-300-2220 Supplies - Repair & M
Total OREILLY AUTO PARTS:			25.51	
<b>PROCTOR BUILDERS</b>				
259629	FASTMELT	03/27/2023	94.54	100-10-130-2210 Operating Supplies
259629C	FASTMELT	03/27/2023	2.94	100-10-130-2210 Operating Supplies
259683	COMPRESSOR OIL	03/30/2023	31.98	100-20-220-2210 Operating Supplies
Total PROCTOR BUILDERS:			123.58	
<b>PROCTOR JOURNAL</b>				
37190	CITY COUNCIL MINUTES 1.17.23, 2.6.23, 2.21.23, 3.6.23	03/30/2023	436.60	100-10-110-3052 General Notices & Pub
Total PROCTOR JOURNAL:			436.60	
<b>W.L.S.S.D.</b>				
033123PRO1	WASTEWATER CHARGES	03/31/2023	29,319.00	500-50-510-3085 Sewer - WLSSD Billin
033123PRO1	2022 ADJUSTMENT	03/31/2023	2,249.00	500-50-510-3085 Sewer - WLSSD Billin
Total W.L.S.S.D.:			27,070.00	

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>WEX BANK</b>				
032223	FUEL - STREET DEPT	03/22/2023	3,000.00	100-30-300-2212 Fuels & Lubricants
Total WEX BANK:			3,000.00	
<b>WINTER EQUIPMENT COMPANY</b>				
IV54452	CUTTING EDGE KIT FOR INT PLOW TRUCK	01/04/2023	1,794.98	100-30-300-2220 Supplies - Repair & M
Total WINTER EQUIPMENT COMPANY:			1,794.98	
Grand Totals:			44,448.91	

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Invoice Detail.GL account (3 Characters) = {<>} "600"

Vendor.Vendor type = {<>} "PR"

[Report].Date Paid = 04/03/2023

## 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 = 04/03/2023

## Liquor Bills

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>ARTISAN BEER COMPANY</b>				
3593850	BEER	03/24/2023	577.20	600-60-600-2252 Beer Purchases
Total ARTISAN BEER COMPANY:			577.20	
<b>BELLBOY CORPORATION</b>				
0106538900	LIQUOR	03/14/2023	146.85	600-60-600-2251 Liquor Purchases
0106538900	DELIVERY	03/14/2023	5.00	600-60-600-3033 Freight & Express
Total BELLBOY CORPORATION:			151.85	
<b>BERNICKS PEPSI</b>				
30025290	BEER	03/22/2023	6,334.45	600-60-600-2252 Beer Purchases
30025296	BEER	03/22/2023	10.00-	600-60-600-2252 Beer Purchases
30025297	BEER	03/22/2023	12.00-	600-60-600-2252 Beer Purchases
30026473	BEER	03/29/2023	4,742.90	600-60-600-2252 Beer Purchases
Total BERNICKS PEPSI:			11,055.35	
<b>BREAKTHRU BEVERAGE</b>				
348342942	LIQUOR	03/23/2023	1,575.87	600-60-600-2251 Liquor Purchases
348342942	SERVICE FEE	03/23/2023	17.73	600-60-600-3033 Freight & Express
348445661	SERVICE FEE	03/30/2023	50.41	600-60-600-3033 Freight & Express
348445661	LIQUOR	03/30/2023	1,645.78	600-60-600-2251 Liquor Purchases
410748329	LIQUOR	03/21/2023	1,074.00-	600-60-600-2251 Liquor Purchases
410748329	SERVICE FEE	03/21/2023	7.40-	600-60-600-3033 Freight & Express
Total BREAKTHRU BEVERAGE:			2,208.39	
<b>CINTAS</b>				
4150488345	MATS	03/27/2023	190.60	600-60-600-2210 Operating Supplies
Total CINTAS:			190.60	
<b>COCA COLA BOTTLING CO</b>				
3064502	SODA	03/21/2023	128.90	600-60-600-2254 Soft Drinks & Mix
3066962	SODA	03/28/2023	206.95	600-60-600-2254 Soft Drinks & Mix
Total COCA COLA BOTTLING CO:			335.85	
<b>GUARDIAN PEST CONTROL INC</b>				
2443689	PEST CONTROL	03/15/2023	47.77	600-60-600-4406 Pest Control
Total GUARDIAN PEST CONTROL INC:			47.77	
<b>JOHNSON BROTHERS INC</b>				
2263775	DELIVERY CHARGE	03/22/2023	23.08	600-60-600-3033 Freight & Express
2263775	LIQUOR	03/22/2023	1,096.22	600-60-600-2251 Liquor Purchases
2263776	DELIVERY CHARGE	03/22/2023	42.33	600-60-600-3033 Freight & Express
2263776	WINE	03/22/2023	830.88	600-60-600-2253 Wine Purchases



Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
2265995	DELIVERY CHARGE	03/29/2023	8.36	600-60-600-3033 Freight & Express
2265995	LIQUOR	03/29/2023	494.08	600-60-600-2251 Liquor Purchases
2265996	WINE	03/29/2023	646.00	600-60-600-2253 Wine Purchases
2265996	DELIVERY CHARGE	03/29/2023	17.44	600-60-600-3033 Freight & Express
Total JOHNSON BROTHERS INC :			3,158.39	
<b>MICHAUD DISTRIBUTING COMPANY</b>				
375373	BEER	03/20/2023	266.80	600-60-600-2252 Beer Purchases
375373	FUEL SURCHARGE	03/20/2023	3.00	600-60-600-3033 Freight & Express
375531	BEER	03/27/2023	288.75	600-60-600-2252 Beer Purchases
375531	FUEL SURCHARGE	03/27/2023	3.00	600-60-600-3033 Freight & Express
Total MICHAUD DISTRIBUTING COMPANY:			561.55	
<b>MINNESOTA ENERGY RESOURCES</b>				
0502591202-0	0502591202-00001 MOUNTAIN SPIRITS GAS SERVICE	03/10/2023	228.92	600-60-600-3080 Utilities
Total MINNESOTA ENERGY RESOURCES :			228.92	
<b>PAUSTIS &amp; SONS</b>				
196756	WINE	03/22/2023	216.00	600-60-600-2253 Wine Purchases
196756	SHIPPING	03/22/2023	6.00	600-60-600-3033 Freight & Express
Total PAUSTIS & SONS:			222.00	
<b>PHILLIPS WINE &amp; SPIRITS CO.</b>				
6566257	DELIVERY	03/29/2023	67.94	600-60-600-3033 Freight & Express
6566257	LIQUOR	03/29/2023	2,776.09	600-60-600-2251 Liquor Purchases
6566258	DELIVERY CHARGE	03/29/2023	17.44	600-60-600-3033 Freight & Express
6566258	WINE	03/29/2023	406.90	600-60-600-2253 Wine Purchases
6566259	DELIVERY CHARGE	03/29/2023	2.18	600-60-600-3033 Freight & Express
6566259	MIX	03/29/2023	27.95	600-60-600-2254 Soft Drinks & Mix
Total PHILLIPS WINE & SPIRITS CO. :			3,298.50	
<b>PROCTOR JOURNAL</b>				
37191	MT SPIRITS FINANCIAL STATMENT	03/30/2023	182.30	600-60-600-3052 General Notices & Pu
Total PROCTOR JOURNAL:			182.30	
<b>RANGE PAPER</b>				
38234	BAGS	03/22/2023	104.84	600-60-600-2210 Operating Supplies
Total RANGE PAPER :			104.84	
<b>SOUTHERN WINE &amp; SPIRITS</b>				
2324868	DELIVERY	03/17/2023	27.33	600-60-600-3033 Freight & Express
2324868	LIQUOR	03/17/2023	1,585.07	600-60-600-2251 Liquor Purchases
2327207	DELIVERY	03/24/2023	59.61	600-60-600-3033 Freight & Express
2327207	LIQUOR	03/24/2023	2,919.46	600-60-600-2251 Liquor Purchases
Total SOUTHERN WINE & SPIRITS:			4,591.47	
<b>SUPERIOR BEVERAGE (MN)</b>				
1460316	BEER	03/21/2023	36.00-	600-60-600-2252 Beer Purchases
20036956	FREIGHT	03/17/2023	3.00	600-60-600-3033 Freight & Express

Invoice Number		Description	Invoice Date	Net Invoice Amount	GL Account and Title	
20036956	BEER		03/17/2023	1,428.25	600-60-600-2252	Beer Purchases
20037055	FREIGHT		03/21/2023	3.00	600-60-600-3033	Freight & Express
20037055	BEER		03/21/2023	920.00	600-60-600-2252	Beer Purchases
20037361	BEER		03/24/2023	4,825.05	600-60-600-2252	Beer Purchases
20037361	FREIGHT		03/24/2023	3.00	600-60-600-3033	Freight & Express
20037362	MIX		03/24/2023	33.00	600-60-600-2254	Soft Drinks & Mix
20037462	BEER		03/28/2023	3,074.25	600-60-600-2252	Beer Purchases
20037462	FREIGHT		03/28/2023	3.00	600-60-600-3033	Freight & Express
Total SUPERIOR BEVERAGE (MN):				10,256.55		
URSA MINOR BREWING						
e-3949	BEER		03/23/2023	152.40	600-60-600-2252	Beer Purchases
e-3961	BEER		03/30/2023	401.28	600-60-600-2252	Beer Purchases
Total URSA MINOR BREWING:				553.68		
VINOCOPIA						
0326409-in	DELIVERY		03/29/2023	5.00	600-60-600-3033	Freight & Express
0326409-in	WINE		03/29/2023	158.16	600-60-600-2253	Wine Purchases
Total VINOCOPIA:				163.16		
Grand Totals:				37,888.37		

## 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 = 04/03/2023

## Report Criteria:

Report type: Summary

Check.Type = {&lt;&gt;} "Adjustment"

Bank.Account description = "City Checking"

Check Issue Date	Check Number	Payee	Amount
04/03/2023	42392	ARTISAN BEER COMPANY	577.20
04/03/2023	42393	BERNICKS PEPSI	11,055.35
04/03/2023	42394	BREAKTHRU BEVERAGE	2,208.39
04/03/2023	42395	CENTURYLINK	44.58
04/03/2023	42396	CENTURYLINK	44.62
04/03/2023	42397	CINTAS	513.87
04/03/2023	42398	ELAN CORPORATE PAYMENT SYSTEMS	.00 V
04/03/2023	42399	GRAND FORKS FIRE EQUIPMENT LLC	237.86
04/03/2023	42400	GREENSPRING MEDIA	3,300.00
04/03/2023	42401	GUARDIAN PEST CONTROL INC	47.77
04/03/2023	42402	HARTELS/DBJ DISPOSAL COMPANY	488.44
04/03/2023	42403	JOHNSON BROTHERS INC	3,158.39
04/03/2023	42404	LAKE SUPERIOR PUBLISHING	1,470.00
04/03/2023	42405	LEAGUE OF MINNESOTA CITIES	560.00
04/03/2023	42406	MINNEAPOLIS OXYGEN COMPANY	385.65
04/03/2023	42407	MINNESOTA ENERGY RESOURCES	3,033.52
04/03/2023	42408	NORTHSTAR FORD	85.00
04/03/2023	42409	PHILLIPS WINE & SPIRITS CO.	3,298.50
04/03/2023	42410	PROCTOR JOURNAL	618.90
04/03/2023	42411	RANGE PAPER	104.84
04/03/2023	42412	SOUTHERN WINE & SPIRITS	4,591.47
04/03/2023	42413	WEX BANK	.00 V
04/03/2023	999913537	BELLBOY CORPORATION	151.85
04/03/2023	999913538	BERG ENGINEERING & SALES CO	1,286.30
04/03/2023	999913539	COCA COLA BOTTLING CO	335.85
04/03/2023	999913540	GREAT AMERICA FINANCIAL SERVICE	371.16
04/03/2023	999913541	HARTELS/DBJ DISPOSAL COMPANY	699.42
04/03/2023	999913542	MICHAUD DISTRIBUTING COMPANY	561.55
04/03/2023	999913543	OREILLY AUTO PARTS	25.51
04/03/2023	999913544	PAUSTIS & SONS	222.00
04/03/2023	999913545	PROCTOR BUILDERS	123.58
04/03/2023	999913546	SUPERIOR BEVERAGE (MN)	10,256.55
04/03/2023	999913547	URSA MINOR BREWING	553.68
04/03/2023	999913548	VINOCOPIA	163.16
04/03/2023	999913549	W.L.S.S.D.	27,070.00
04/03/2023	999913550	WEX BANK	3,000.00
04/03/2023	999913551	WINTER EQUIPMENT COMPANY	1,794.98
Grand Totals:			82,439.94

## Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-00-000-2020	3,071.40	19,732.65-	16,661.25-
100-10-110-3052	436.60	.00	436.60

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
100-10-120-4400	172.58	.00	172.58
100-10-130-2210	94.54	2.94-	91.60
100-10-130-3000	84.51	.00	84.51
100-10-130-3080	1,360.33	.00	1,360.33
100-10-130-3084	331.75	.00	331.75
100-15-115-3040	4,770.00	.00	4,770.00
100-20-210-2210	85.00	.00	85.00
100-20-220-2210	31.98	.00	31.98
100-20-220-2217	237.86	.00	237.86
100-20-220-2240	1,286.30	.00	1,286.30
100-20-220-3000	107.79	.00	107.79
100-20-220-3080	130.18	.00	130.18
100-20-220-4400	198.58	.00	198.58
100-20-250-2210	385.65	.00	385.65
100-30-300-2210	51.77	.00	51.77
100-30-300-2212	6,068.46	3,068.46-	3,000.00
100-30-300-2217	79.20	.00	79.20
100-30-300-2220	1,820.49	.00	1,820.49
100-30-300-3080	1,314.09	.00	1,314.09
100-30-300-3084	196.55	.00	196.55
100-36-361-3616	488.44	.00	488.44
500-00-000-2020	2,249.00	29,968.20-	27,719.20-
500-50-510-3021	89.20	.00	89.20
500-50-510-3085	29,319.00	2,249.00-	27,070.00
500-50-510-4433	560.00	.00	560.00
600-00-000-2020	1,139.40	39,198.89-	38,059.49-
600-60-600-2210	295.44	.00	295.44
600-60-600-2251	12,239.42	1,074.00-	11,165.42
600-60-600-2252	23,011.33	58.00-	22,953.33
600-60-600-2253	2,257.94	.00	2,257.94
600-60-600-2254	396.80	.00	396.80
600-60-600-3033	367.85	7.40-	360.45
600-60-600-3052	182.30	.00	182.30
600-60-600-3080	228.92	.00	228.92
600-60-600-3084	171.12	.00	171.12
600-60-600-4406	47.77	.00	47.77
Grand Totals:	95,359.54	95,359.54-	.00

## Report Criteria:

Report type: Summary

Check.Type = {&lt;&gt;} "Adjustment"

Bank.Account description = "City Checking"