

*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, June 5, 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, May 15<sup>th</sup>, 2023.

**APPROVAL OF AGENDA**

**COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT:**

**\*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**

- A. Senator Hauschild Update
- B. Proctor LBAE Meeting minutes – May 16<sup>th</sup>, 2023
- C. League of Minnesota Cities – Rate Increase
- D. Payroll Reports

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

**\*3. COMMITTEE REPORTS**

- A. Planning & Zoning Minutes – April 24<sup>th</sup>, 2023

**4. CLERK ADVISES COUNCIL**

- A. Reschedule June 19<sup>th</sup> City Council Meeting
- B. 2<sup>nd</sup> St Update
- C. LMC Legislative Review
- D. 2023 Brush Pick UP
- E. Jet Repair Update

**5. UNFINISHED BUSINESS**

- A. City of Proctor Blight Policy

## **6. NEW BUSINESS**

### **A. 2024 Bonding Request Discussion**

- Munger Trail Spur
- St. Louis County Fairground updates & infrastructure
- LCCMR park expansion (street department site)
- Lake Superior Zoo Trail / Proctor to zoo
- park and ride design (working with our DTA)

### **B. Grandma's Marathon Proctor Permit**

### **C. PEDDA Feasibility Study Presentation**

### **D. Resolution 21-23: Donation Acceptance – Fire Department Equipment**

### **E. Resolution 22-23: Donation Acceptance – Police Department**

### **F. Resolution 23-23: Authorizing Sale of the Bonds and Delegating Awarding Authority to Pricing Committee**

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

### **A. Sale of Real Estate Consideration**

## **MEMBER CONCERNS**

**Benson:**

**DeWall:**

**Johnson:**

**Rohweder:**

**Ward:**

**City Attorney:**

## **BILLS FOR APPROVAL**

General: \$94,950.56

Liquor: \$41,512.32

**TOTAL BILLS FOR APPROVAL: \$136,462.88**

## **ADJOURNMENT**

MINUTES OF THE PROCTOR CITY COUNCIL MEETING MAY 15th, 2023

Meeting was streamed live on the Trac 7 YouTube channel.

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

Pledge of Allegiance

PRESENT: Mayor Ward, Councilor Troy DeWall, Councilor Jake Benson, Councilor Rory Johnson,

MEMBERS ABSENT: None

OTHERS PRESENT: Administrator Rich, Attorney Bray via telephone, Administrative Assistant Megan Jordan, Sally Hedtke, Kaylee Hamsmith of Cloquet with her two children, Jim Butcher

M/S/P: Rohweder/Johnson to approve the meeting minutes of May 1<sup>st</sup>, 2023 noting the following corrections:

- A. Councilor Benson has been appointed to advise members of the liquor control committee as the legislation progresses regarding the legalization of cannabis.
- B. Councilor Benson requests the minutes to reflect complete titles of passed and accepted resolutions.

M/S/P: Benson/Ward to approve the agenda, adding the following items:

6G: Legislative Update

7A: CLOSED MEETING PURSUANT to §13D.06 Subd. 1(b) for Attorney Client Privilege

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

Jim Butcher: 145 Kirkus St

Addresses council to support the conditional use permit issuance for 140 Kirkus St and has no additional objections to the placement of the shipping container.

Kaylee of Cloquet, MN

Addresses council with information regarding an incident that occurred during the summer of 2022, and brings awareness of a typo on towing permits issued for 2023.

M/S/P: Johnson/Rohweder to approve the consent agenda.

**4. Clerk Advises Council**

**A. 2<sup>nd</sup> St Project Update**

A pre-construction meeting has been scheduled for May 30<sup>th</sup>, 2023. Additional information regarding timelines, official start dates, and additional details will be made via to the public. The city anticipates utilizing social media to keep the public informed as the project progresses.

**B. Sand/Salt project Update**

The city has been waiting for a local utility to move a fiberoptic line, once this has been completed, the project will be able to progress.

**C. Jet Repair Update**

Damages have been reported to the insurance company, and the local 148<sup>th</sup> has been contacted to assist with repairs. A reschedule date for the initial repairs has not been set as windy conditions prevented any further inspections or ability to access the damages using a lift.

**D. 2023 Flooding Report**

St. Louis County declared a disaster emergency related to flooding conditions. Administrator Rich reports the street department accrued small amounts of overtime, but the city did not have any flood related damages to report.

E. Local Board of Review 5/16/2023 at 10:00 am

Three councilors are needed for quorum requirements on decisions.

F. Orange Places Project Update

Administrator Rich is working in collaboration with Russell Habermann of Essentia health along with the Parks and Recreation Committee with surveys being distributed to residents regarding the blacktop park with responses and feedback being submitted.

## **5. UNFINISHED BUSINESS**

A. City of Proctor Blight Policy

B. Tourism Funding

M/S/P: Rohweder/Ward to approve the recommendations and award marketing grants to Lions Club Hoghead Festival in the amount of \$1500.00 and Halvor Lines Speedway in the amount of \$2250.00 as submitted.

M/S/P: Ward/Johnson to approve the recommendation and award \$3000 to the Dirt Floor Arena for marketing and promotion of Bulls & Barrels Rodeo and new events as submitted.

Sally Hedtke is present to answer questions related to advertising, marketing, and Tourism Committee protocol and processes.

## **6. NEW BUSINESS**

M/S/P: Johnson/Rohweder to approve resolution 17-23: Declaring Bike Night Festival.

M/S/P: Rohweder/Ward to approve resolution 18-23: Declaring June Car Show Festival.

M/S/P: Ward/Rohweder to approve resolution 19-23: Declaring Hoghead Festival.

Administrator Rich states she will discuss parking logistics with Chief Gaidis regarding parking/road closure logistics as they pertain to the new business at 501 3<sup>rd</sup> Ave for approved festivals.

M/S/P: Benson/Johnson to approve resolution 20-23: Bonding Request

M/S/P: Rohweder/Ward to approve resolution 21-23: Conditional Use Permit – 140 Kirkus St.

M/S/P: Johnson/Ward to approve the wage increases for season employees as submitted.

## **7A: CLOSED MEETING PURSUANT to §13D.06 Subd. 1(b) for Attorney Client Privilege**

M/S/P: Rohweder/DeWall to suspend the regular council meeting at 6:42 pm and open a closed session for attorney client privilege.

M/S/P: Ward/Johnson to resume the regular council meeting at 7:04 pm.

MEMBER CONCERNS

Benson: Attended the National League of Cities Risk Conference for the State of MN & Trustees and reports he sat in on the following sessions: Leading with Resilience, Strategies to Cultivate Champions, PTSD, Homeless & The Changing Legal Landscape, The Art of Influence, Getting Cyber Incident Ready, Employee Speech to Public Comment and Protest: 1<sup>st</sup> Amendment Impacts on Cities, Effective Communication for Civic Leaders, Descalation Strategies for Law Enforcement which he attended along with a Police Civil Commissioner. Councilor Benson provides the council with additional information regarding conference attendance and benefits, adding an LMC conference will be held in Duluth in June.

DeWall: None

Johnson: None

Rohweder: Memorial Day service to be held at City Hall on Monday, May 29<sup>th</sup>, 2023 starting at 9:30 am.

Mayor Ward: Extends Mother's Day wishes and highlights Peace Officer Memorial Day along with Police Week, encouraging others to extend gratitude to those in law enforcement services. Commemorates those who have given the ultimate sacrifice while serving. Reminder of Local Board of Review on May 16<sup>th</sup>, 2023 at 10:00 am.

Attorney Bray: None

Administrator Rich: None

**BILLS FOR APPROVAL:**

General: \$108,384.19

Liquor: \$26,753.18

**TOTAL BILLS FOR APPROVAL: \$135,137.37**

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

M/S/P: DeWall/Ward to adjourn the regular council meeting at 7:11 pm

**From:** [Jessica Rich](#)  
**To:** [Megan Jordan](#)  
**Subject:** Agenda Item - Communications Update from Senator Hauschild  
**Date:** Wednesday, May 24, 2023 2:17:07 PM

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\*1A

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**From:** Sen. Grant Hauschild <sen.grant.hauschild@senate.mn>  
**Sent:** Wednesday, May 24, 2023 11:55 AM  
**To:** Chad Ward <cward@proctormn.gov>  
**Cc:** Jessica Rich <jrich@proctormn.gov>; Troy Dewall <tdewall@proctormn.gov>; Jake Benson <jbenson@proctormn.gov>; Rory Johnson <rjohnson@proctormn.gov>; Jim Rohweder <JRohweder@proctormn.gov>  
**Subject:** Update from Senator Hauschild

Dear Mayor Ward-

As I wrap up my first Legislative Session as your State Senator, I wanted to write to you with an update on victories for Proctor. We passed historic investments in Local Government Aid (LGA), and well as a first-time investment in local dollars to be used for public safety. In Proctor these funds provide:

- Proctor LGA: \$1,208,235 (\$100,830 increase)
- Proctor Public Safety Aid: \$135,526

Additionally, I did secure the local Sales tax for Proctor, so that you can bring the increased sales tax to your voters.

I'm grateful for the opportunity to work hard representing the Northland and I hope these critical investments go a long way in helping you at the local level deliver the critical services we ask you to provide. I appreciate everything you have done to support our work during this session. If you have any questions about these or any other bills, please reach out and I will be happy to answer.

I look forward to continuing to work both with you, and on your behalf, to deliver for the Northland.

-Grant

**Senator Grant Hauschild**  
**District 3**

*Proudly representing the Arrowhead Region, East Iron Range, Two Tribal Nations, North Shore, Superior National Forest, Boundary Waters Canoe Area, Five Counties, and many communities across the Northland*

*Senate Office Building  
95 University Ave W  
St. Paul, MN 55103*



\*1B

Total EMV:  
Total Value Change  
Percentage Change:

291,778,600
-146,500
-0.05%

Opening Date:  
Reconvene Date:  
2nd Reconvene:  
Appeals:

05/16/23
10
Bd Changes: 5

Record of Appeals to 2023 Local Board of Appeal and Equalization  
City/Town: CITY OF PROCTOR

Clerk email: jrich@proctormn.gov  
Form entry done by: JBO  
Meeting is open book? n

Appeal Number	Parcel Number xxx-xxxx-xxxxx	Property Owner		Present Assessment							Board Action							Explanation for Change		EMV change
				Rec	Class	HS	Land	Bldg	Total	New Imp	Rec	Class	HS	Land	Bldg	Total	New Imp			
1	185-0050-00970	Name	MOTTENEN CURTIS V	1	201	1	11,700	204,800	216,500	0	1	201	1	11,700	197,100	208,800		reduce bathroom count 2 to 1		-7,700
		Taxpayer	MOTTONEN CURTIS & SHERRY													0				Apr Init
		Appeal Code	131 4TH ST													0				JBO
		AR-Assessor Recommendation	PROCTOR MN 55810													0				Clerical change?
			Total:				11,700	204,800	216,500	0	NC?		Total:	11,700	197,100	208,800	0	Disposition Code	1-Board Action	
2	185-0060-00630	Name	SMITH NANCY LEE	1	201	1	13,200	157,400	170,600	0	1	201	1	13,200	146,100	159,300		bath 1.5 to 1 additional 6% for layout		-11,300
		Taxpayer	SMITH NANCY LEE													0				Apr Init
		Appeal Code	315 SIXTH ST													0				JBO
		AR-Assessor Recommendation	PROCTOR MN 55810													0				Clerical change?
			Total:				13,200	157,400	170,600	0	NC?		Total:	13,200	146,100	159,300	0	Disposition Code	1-Board Action	
3	185-0101-00290	Name	ABBOTT JASON S	1	201	1	24,100	298,800	322,900	0	1	201	1	24,100	278,800	302,900		reduction based on quality		-20,000
		Taxpayer	ABBOTT JASON S & ANNA M													0				Apr Init
		Appeal Code	130 KINGSBURY DRIVE													0				JBO
		AR-Assessor Recommendation	PROCTOR MN 55810													0				Clerical change?
			Total:				24,100	298,800	322,900	0	NC?		Total:	24,100	278,800	302,900	0	Disposition Code	1-Board Action	
4	185-0030-00140	Name	K AND D APARTMENTS LLC	1	205	0	59,600	240,400	300,000	0	1	205	0	59,600	219,000	278,600		Reduction is based on condition & functionality of building.		-21,400
		Taxpayer	HORAK DAVID A & KELLY A													0				Apr Init
		Appeal Code	602 SUMMIT AV													0				WJD
		AR-Assess	PROCTOR MN 55810													0				Clerical change?
			Total:				59,600	240,400	300,000	0	NC?		Total:	59,600	219,000	278,600	0	Disposition Code	1-Board Action	
5	185-0110-01490	Name	K AND D APARTMENTS LLC	1	205	0	23,400	309,600	333,000	0	1	205	0	23,400	223,500	246,900		Reduction is based on condition & functionality of building, also a correction to unit count.		-86,100
		Taxpayer	HORAK DAVID A & KELLY A													0				Apr Init
		Appeal Code	602 SUMMIT AV													0				WJD
		AR-Assessor Recommendation	PROCTOR MN 55810													0				Clerical change?
			Total:				23,400	309,600	333,000	0	NC?		Total:	23,400	223,500	246,900	0	Disposition Code	1-Board Action	
6	185-0225-00070	Name	NORTON JAMES C	1	201	1	12,900	147,600	160,500	0	1	201	1	12,900	147,600	160,500	0	No Change		0
		Taxpayer	NORTON JAMES C													0				Apr Init
		Appeal Code	1014 BASS BLVD													0				JBO
		P-Property Owner	PROCTOR MN 55810													0				Clerical change?
			Total:				12,900	147,600	160,500	0	NC?	Y	Total:	12,900	147,600	160,500	0	Disposition Code	1-Board Action	
7	185-0090-00130	Name	BUTCHER JAMES I	1	201	1	22,400	307,600	330,000	0	1	201	1	22,400	307,600	330,000	0	No Change		0
		Taxpayer	BUTCHER JAMES I & MARY E													0				Apr Init
		Appeal Code	145 KIRKUS ST													0				JBO
		P-Property Owner	PROCTOR MN 55810													0				Clerical change?
			Total:				22,400	307,600	330,000	0	NC?	Y	Total:	22,400	307,600	330,000	0	Disposition Code	1-Board Action	

Appeal Number	Parcel Number xxx-xxxx-xxxxx	Property Owner		Present Assessment							Board Action							Explanation for Change		EMV change
				Rec	Class	HS	Land	Bldg	Total	New Imp	Rec	Class	HS	Land	Bldg	Total	New Imp			
8	185-0220-02030	Name	GAGNE MARK J	1	201	1	15,300	199,900	215,200	0	1	201	1	15,300	199,900	215,200	0	No Change	0	
		Taxpayer	GAGNE MARK J												0	Apr Init				
		Appeal Code	219 13TH ST PROCTOR MN 55810												0	JBO				
												0	Clerical change?							
											0									
		P-Property Owner													0	Disposition Code	1-Board Action			
Total:						15,300	199,900	215,200	0	NC?	Y	Total:	15,300	199,900	215,200	0				
9	185-0010-00320	Name	GABRISKO COREY J	1	201	1	12,100	192,700	204,800	0	1	201	1	12,100	192,700	204,800	0	No Change	0	
		Taxpayer	GABRISKO COREY J & CRYSTAL A												0	Apr Init				
		Appeal Code	602 1ST ST PROCTOR MN 55810												0	JBO				
												0	Clerical change?							
											0									
		W-In Writing													0	Disposition Code	1-Board Action			
Total:						12,100	192,700	204,800	0	NC?	Y	Total:	12,100	192,700	204,800	0				
10	185-0090-00195	Name	OVERLIE MARY FRANCES	1	201	1	16,900	145,300	162,200	0	1	201	1	16,900	145,300	162,200	0	No Change	0	
		Taxpayer	OVERLIE MARY FRANCES												0	Apr Init				
		Appeal Code	143 ALICE ST PROCTOR MN 55810												0	JBO				
												0	Clerical change?							
											0									
		P-Property Owner													0	Disposition Code	1-Board Action			
Total:						16,900	145,300	162,200	0	NC?	Y	Total:	16,900	145,300	162,200	0				
		Name																		
		Taxpayer															Apr Init			
		Appeal Code																		
																Clerical change?				
																Disposition Code				
Total:										NC?		Total:								
		Name																		
		Taxpayer															Apr Init			
		Appeal Code																		
																Clerical change?				
																Disposition Code				
Total:										NC?		Total:								
		Name																		
		Taxpayer															Apr Init			
		Appeal Code																		
																Clerical change?				
																Disposition Code				
Total:										NC?		Total:								
		Name																		
		Taxpayer															Apr Init			
		Appeal Code																		
																Clerical change?				
																Disposition Code				
Total:										NC?		Total:								
		Name																		
		Taxpayer															Apr Init			
		Appeal Code																		
																Clerical change?				
																Disposition Code				
Total:										NC?		Total:								





\*1C

May 22, 2023

CITY OF Proctor  
Attn: Administrator  
100 Pionk Dr Ste 101  
Proctor, MN 55810-1701

Dear Mayors and Administrators,

Greetings from all of us at the League of Minnesota Cities! Over the course of the past five and a half years, I've had the chance to get to know many of you in my travels around the state or at an event through my service as deputy director at the League. Today, I'm writing to you in my very first day in a new role – executive director. I'm deeply passionate about the work of our organization and greatly value the partnership that we have with you and our 836 member cities across Minnesota.

I'm writing to let you know that at its most recent meeting, the League's Board of Directors approved a preliminary maximum dues schedule increase of 4.5 percent for the fiscal year 2023-2024 that runs from September 1, 2023 through August 31, 2024. Dues are used to support the League's mission which is to promote excellence in local government through effective advocacy, expert analysis, and trusted guidance for all Minnesota cities.

Setting the maximum dues schedule increase is similar to a city setting its preliminary levy increase, in that the final dues schedule increase to be approved by the League Board cannot exceed the preliminary approved increase. The Board will formally discuss and approve a final dues schedule increase along with the League's fiscal year 2024 budget at its scheduled August meeting.

If you have questions or want additional information on the League's dues and budget, please feel free to contact me at (651) 281-1279 or [lfischer@lmc.org](mailto:lfischer@lmc.org).

Also, we want to see you soon and would like to invite you join us in Duluth June 21-23 for the League's Annual Conference for city officials. To learn more about the Conference and register, visit [lmc.org/ac23](http://lmc.org/ac23).

The League board and staff takes seriously our responsibility to carefully manage member assets, and we thank you for your continued support of the work we do on your behalf.

Sincerely,

A handwritten signature in black ink, appearing to read "Luke Fischer".

Luke Fischer  
Executive Director

**City of Proctor**  
**Payroll Summary by Department**

**\*1D**

Check Date Range      5/12/2023                      to                      5/12/2023

<b>Department</b>	<b>Gross Wages</b>	<b>Overtime Hours</b>	<b>Overtime Wages</b>	<b>Double Overtime Hours</b>	<b>Double Overtime Wages</b>
Council	150.00	-	-	-	-
City Admin	8,110.71	-	-	-	-
Finance	3,947.21	-	-	-	-
Police Department	22,785.55	-	-	-	-
Fire Department	-	-	-	-	-
Street Department	9,712.33	-	-	-	-
Liquor Store	5,186.60	-	-	-	-
PUC	6,410.18	2.00	84.39	-	-
Committees	-	-	-	-	-
Election Judges	-	-	-	-	-
<b>Total</b>	<b>56,302.58</b>	<b>2.00</b>	<b>84.39</b>	<b>-</b>	<b>-</b>

# City of Proctor

## Payroll Summary by Department

Check Date Range      5/26/2023                      to                      5/26/2023

Department	Gross Wages	Overtime Hours	Overtime Wages	Double Overtime Hours	Double Overtime Wages
Council	2,200.00	-	-	-	-
City Admin	7,268.80	-	-	-	-
Finance	3,076.81	-	-	-	-
Police Department	34,662.42	90.25	4,750.85	-	-
Fire Department	-	-	-	-	-
Street Department	10,526.80	-	-	-	-
Liquor Store	5,007.00	-	-	-	-
PUC	6,458.77	2.67	112.66	-	-
Committees	-	-	-	-	-
Election Judges	-	-	-	-	-
<b>Total</b>	<b>69,200.60</b>	<b>92.92</b>	<b>4,863.51</b>	-	-

*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"*

**\*3A**

## **MINUTES**

### **PLANNING & ZONING COMMISSION**

Monday, April 24, 2023, 5:00 P.M.

Council Chambers Proctor Community Center - 100 Pionk Drive

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

#### **MEMBERS PRESENT:**

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

**OTHERS PRESENT:** Administrator Rich, Attorney Bray via telephone, Heikki Sauko, Josh Ruhnke, Jim Butcher.

Motion by Harnell, seconded by Inman and carried 5-0 to approve the minutes from March 27, 2023, with the following correction "Motion by Tuomi, seconded by Harnell and carried 3-0 to approve the agenda for Monday, March 27<sup>th</sup>, 2023.

**PUBLIC HEARING:** 140 Kirkus Street.

Chair Aldridge opens the public hearing at 5:05 PM regarding the conditional use request. Mr. Josh Ruhnke is requesting a conditional use permit for a storage container at 140 Kirkus Street PID: 185-0240-00658. Mr. Ruhnke is present to answer questions from commission members. Neighbor Jim Butcher is present to learn more about Mr. Ruhnke's request and has no objection. Commission members ask if a garage could be built for storage and if the storage container could be placed in the back yard. Mr. Ruhnke states he would need a very large garage to store his equipment and the backyard is low and does not have a lot of usable space. Chair Aldridge closes the public hearing at 5:28 pm.

#### **APPROVAL OF AGENDA**

Motion by Boysen, seconded by Harnell and carried 5-0 to approve the agenda for Monday, April 24, 2023, with the correction of date on the heading.

#### **1. COMMUNICATIONS**

A. Bray & Reed Invoices – no discussion

B. Administrator Rich presents correspondence from Mr. Sauko 121 2<sup>nd</sup> Street. The correspondence was received the morning of the meeting. Mr. Sauko reports the fence 1.5 feet from the property line, the lean to has a gutter but there is no overhang over the fence and is asking for temporary permission to keep the lean to in place while he is building his new home. Attorney Bray agrees that it can stay if there is a time limit.

Motion by Boysen, seconded by Harnell and carried 5-0 to allow the lean to at 121 2<sup>nd</sup> Street to remain in place until June 1, 2026.

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

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

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

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

Motion by Boysen, seconded by Harnell to recommend the issuance of a conditional use permit for a storage container at 140 Kirkus Street under the condition the short end faces the street, and its placement meets side yard setbacks. Roll call vote: Inman, Harnell, Boysen, Tuomi – Yes. Aldridge – No.

The consensus is to leave the city code language regarding downtown parking as it is.

#### **MEMBER CONCERNS**

Tuomi: none

Boysen: none

Harnell: Asks for more notice on correspondence, issues, and concerns so the Commission has time to research and consider.

Aldridge: none

Inman: Asks if language should be considered to require minimum square footage lot size when allowing storage containers. Boyson states the current language allows the Commission the opportunity to review on a case-by-case basis.

Motion by Harnell, seconded by Tuomi and carried 5-0 to adjourn the Planning and Zoning Commission meeting at 5:48 pm.



# Grandma's Marathon - Proctor Bus Loading Site Map

Sat June 17, 2023

Restrooms



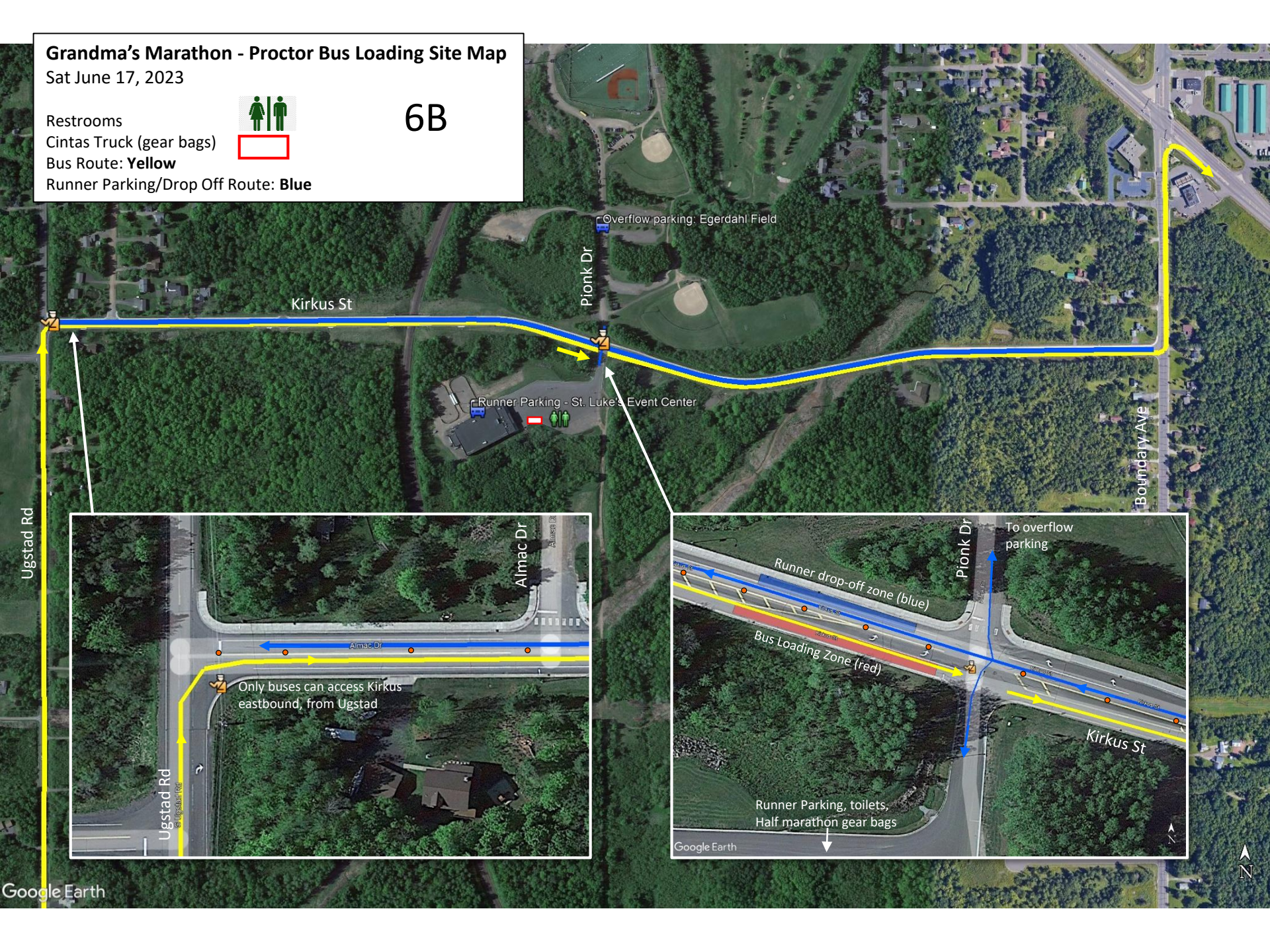
Cintas Truck (gear bags)



Bus Route: **Yellow**

Runner Parking/Drop Off Route: **Blue**

## 6B





CERTIFICATE OF INSURANCE				PRINT DATE: 5/18/2023	
				CERTIFICATE NUMBER: 20230518968262	
AGENCY:					
Edgewood Partners Insurance Center 5909 Peachtree Dunwoody Road, Suite 800 Atlanta, GA 30328 678-324-3300 (Phone), 678-324-3303 (Fax)				THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
NAMED INSURED:				INSURERS AFFORDING COVERAGE:	
USA Track & Field, Inc.                      Grandma's Marathon-Duluth, Inc. 130 East Washington Street, Suite 800 Indianapolis IN 46204				INSURER A: Accredited Surety and Casualty Company, Inc. NAIC# 26379 INSURER B: Allied World National Assurance Company NAIC# 19489	
EVENT INFORMATION:					
Grandma's Marathon / Garry Bjorklund Half Marathon (6/17/2023 - 6/17/2023)					
POLICY/COVERAGE INFORMATION:					
THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.					
INS	TYPE OF INSURANCE:	POLICY NUMBER(S):	EFFECTIVE:	EXPIRES:	LIMITS:
A	GENERAL LIABILITY				
	<input checked="" type="checkbox"/> Occurrence	1-TRE-IN-17-01338542-00	11/1/2022 12:01 AM	11/1/2023 12:01 AM	GENERAL AGGREGATE (Applies Per Event)                      \$4,000,000
	<input checked="" type="checkbox"/> Participant Legal Liability				EACH OCCURRENCE                      \$2,000,000
					DAMAGE TO RENTED PREMISES (Each Occ.)                      \$2,000,000
					MEDICAL EXPENSE (Any one person)                      EXCLUDED
					PERSONAL & ADV INJURY                      \$2,000,000
					PRODUCTS-COMP/OP AGG                      \$2,000,000
A	UMBRELLA/EXCESS LIABILITY				
	<input checked="" type="checkbox"/> Occurrence	1-TRE-IN-17-01338543-00	11/1/2022 12:01 AM	11/1/2023 12:01 AM	EACH OCCURRENCE                      \$3,000,000
					AGGREGATE                      \$3,000,000
B	OTHER				
	<input checked="" type="checkbox"/> EXCESS LIABILITY	0313-1301	11/1/2022 12:01 AM	11/1/2023 12:01 AM	EACH OCCURRENCE                      \$7,000,000
					AGGREGATE                      \$7,000,000
DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:					
Coverage applies to USA Track & Field sanctioned events and registered practices, including any directly related activities, such as event set-up and tear-down, participant check-in and award ceremonies.					
The certificate holder is an additional insured per the following endorsement: Blanket Additional Insured (RSCG 03 03)					
The General Liability policy is primary and non-contributory with respect to the negligence of the Named Insureds (Form CG 20 01)					
The General Liability policy contains a blanket Waiver of Subrogation as required by contract per Waiver of Transfer of Rights of Recovery Against Others (Form CG 24 04).					
Excess policy follows form of underlying General Liability.					
CERTIFICATE HOLDER:				NOTICE OF CANCELLATION:	
City of Proctor 100 Pionk Drive Proctor MN 55810				Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.	
				AUTHORIZED REPRESENTATIVE:	
					

Chad Ward  
Mayor

Jess Rich  
City Administrator

# City of Proctor

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*You Have A Place In Proctor*

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6D

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

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

**CITY OF PROCTOR  
RESOLUTION NO. 21-23  
RESOLUTION ACCEPTING DONATIONS FOR THE PUCHASE OF PERSONAL  
THERMAL IMAGING CAMERAS FOR THE PROCTOR VOLUNTEER FIRE  
DEPARTMENT**

**WHEREAS,** The City of Proctor provides fire protection services to the residents of Proctor and fire protection mutual aid to surrounding communities; and

**WHEREAS,** the Proctor Volunteer Fire Department continuously seeks to add equipment to their service that will aid in fire prevention and safety and have identified the need for personal thermal imaging cameras; and

**WHEREAS,** various businesses and organizations were willing to donate funds to the City of Proctor for the purchase of twelve (12) personal thermal imaging camera systems.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF PROCTOR, MINNESOTA, ACCEPTS DONATIONS FROM THE FOLLOWING BUSINESSES AND ORGANIZATIONS FOR THE PURCHASE OF TWELVE (12) PERSONAL THERMAL IMAGING CAMERAS FOR THE PROCTOR VOLUNTEER FIRE DEPARTMENT:**

Buffalo House \$500  
Sinnott Blacktop, LLC \$500  
First National Bank of Proctor \$500  
Powerhouse Bar \$500  
DMC Auto Repair & Welding \$500  
ESC Systems \$250  
Hoffbauer Tree Farm \$250

St. Luke's \$500  
Proctor Journal \$100  
READ3 \$1,000  
Irving Community Club \$3,000  
Proctor Federal Credit Union \$500  
Duke Boys Towing \$500  
AmericInn \$500

Adopted by the City Council of the City of Proctor on 5<sup>th</sup> day of June 2023

Approved:

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Mayor

Attested:

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City Clerk



Chad Ward  
Mayor

Jess Rich  
City Administrator

# City of Proctor

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*You Have A Place In Proctor*

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6E

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

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

**CITY OF PROCTOR  
RESOLUTION NO. 22-23  
RESOLUTION ACCEPTING DONATIONS FOR THE PURCHASE OF PERSONAL  
PROTECTION EQUIPMENT FOR THE PROCTOR POLICE DEPARTMENT**

**WHEREAS,** The City of Proctor provides police protection services to the residents of Proctor;  
and

**WHEREAS,** the Proctor Police Department has continuous need for personal protection  
equipment for the safety of its police officers; and

**WHEREAS,** PDI Foods, LLC and its owner Predrag Dostanic held a fundraising event on May  
24, 2023 at the Proctor McDonald's where 20% of sales between 4:00 PM and 7:00 PM would  
be designated to the Proctor Police Department.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF PROCTOR,  
MINNESOTA, TO ACCEPT A DONATION IN THE AMOUNT \$418.00 FROM PDI  
FOODS, LLC AND ITS OWNER PREDRAG DOSTANIC FOR THE PURCHASE OF  
PERSONAL PROTECTION EQUIPMENT FOR THE PROCTOR POLICE  
DEPARTMENT.**

Adopted by the City Council of the City of Proctor on 5<sup>th</sup> day of June 2023

Approved:

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Mayor

Attested:

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City Clerk

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 = 05/30/2023

# Liquor Bills

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>AMERICAN BOTTLING COMPANY</b>				
3313814891	SODA	04/03/2023	1.75-	600-60-600-2254 Soft Drinks & Mix
3313815358	SODA	05/15/2023	299.75	600-60-600-2254 Soft Drinks & Mix
Total AMERICAN BOTTLING COMPANY :			298.00	
<b>ARTISAN BEER COMPANY</b>				
3602990	BEER	05/12/2023	960.00	600-60-600-2252 Beer Purchases
Total ARTISAN BEER COMPANY:			960.00	
<b>BERNICKS PEPSI</b>				
30034206	BEER	05/17/2023	4,267.55	600-60-600-2252 Beer Purchases
Total BERNICKS PEPSI:			4,267.55	
<b>BREAKTHRU BEVERAGE</b>				
349093498	SERVICE FEE	05/11/2023	15.18	600-60-600-3033 Freight & Express
349093498	LIQUOR	05/11/2023	557.04	600-60-600-2251 Liquor Purchases
349200688	SERVICE FEE	05/18/2023	54.42	600-60-600-3033 Freight & Express
349200688	LIQUOR	05/18/2023	2,192.33	600-60-600-2251 Liquor Purchases
Total BREAKTHRU BEVERAGE:			2,818.97	
<b>CINTAS</b>				
4156126249	MATS	05/22/2023	190.60	600-60-600-2210 Operating Supplies
Total CINTAS:			190.60	
<b>COCA COLA BOTTLING CO</b>				
3157549	SODA	05/16/2023	161.80	600-60-600-2254 Soft Drinks & Mix
Total COCA COLA BOTTLING CO:			161.80	
<b>DAHLHEIMER BEVERAGE</b>				
1907774	BEER	05/16/2023	197.90	600-60-600-2252 Beer Purchases
Total DAHLHEIMER BEVERAGE:			197.90	
<b>GUARDIAN PEST CONTROL INC</b>				
2458944	PEST CONTROL	04/11/2023	47.77	600-60-600-4406 Pest Control
Total GUARDIAN PEST CONTROL INC:			47.77	
<b>JOHNSON BROTHERS INC</b>				
2299213	DELIVERY CHARGE	05/17/2023	34.43	600-60-600-3033 Freight & Express
2299213	LIQUOR	05/17/2023	1,452.93	600-60-600-2251 Liquor Purchases
2299214	DELIVERY CHARGE	05/17/2023	6.54	600-60-600-3033 Freight & Express
2299214	WINE	05/17/2023	172.00	600-60-600-2253 Wine Purchases

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total JOHNSON BROTHERS INC :			1,665.90	
<b>LAKESHORE ICE</b>				
03-304048	ICE	05/22/2023	116.78	600-60-600-2258 Misc Merchandise
Total LAKESHORE ICE:			116.78	
<b>MICHAUD DISTRIBUTING COMPANY</b>				
376915	FUEL SURCHARGE	05/15/2023	3.00	600-60-600-3033 Freight & Express
376915	BEER	05/15/2023	407.90	600-60-600-2252 Beer Purchases
Total MICHAUD DISTRIBUTING COMPANY:			410.90	
<b>NEWMAN SIGNS INC</b>				
4-4-23	NO PARKING SIGNS	04/04/2023	63.59	600-60-600-2210 Operating Supplies
Total NEWMAN SIGNS INC:			63.59	
<b>PHILLIPS WINE &amp; SPIRITS CO.</b>				
6592568	DELIVERY	05/17/2023	14.21	600-60-600-3033 Freight & Express
6592568	LIQUOR	05/17/2023	857.59	600-60-600-2251 Liquor Purchases
6592569	DELIVERY CHARGE	05/17/2023	15.26	600-60-600-3033 Freight & Express
6592569	WINE	05/17/2023	409.30	600-60-600-2253 Wine Purchases
Total PHILLIPS WINE & SPIRITS CO. :			1,296.36	
<b>RANGE PAPER</b>				
64067-23	BAGS	05/22/2023	84.01	600-60-600-2210 Operating Supplies
Total RANGE PAPER :			84.01	
<b>SOUTHERN WINE &amp; SPIRITS</b>				
2344409	DELIVERY CHARGE	05/12/2023	15.71	600-60-600-3033 Freight & Express
2344409	LIQUOR	05/12/2023	928.28	600-60-600-2253 Wine Purchases
2346967	DELIVERY	05/19/2023	34.47	600-60-600-3033 Freight & Express
2346967	LIQUOR	05/19/2023	1,832.91	600-60-600-2253 Wine Purchases
Total SOUTHERN WINE & SPIRITS:			2,811.37	
<b>SUPERIOR BEVERAGE (MN)</b>				
20040145	BEER	05/12/2023	607.75	600-60-600-2252 Beer Purchases
20040145	FREIGHT	05/12/2023	3.00	600-60-600-3033 Freight & Express
20040257	FREIGHT	05/16/2023	3.00	600-60-600-3033 Freight & Express
20040257	BEER	05/16/2023	1,987.90	600-60-600-2252 Beer Purchases
20040558	SHIPPING	05/19/2023	3.00	600-60-600-3033 Freight & Express
20040558	BEER	05/19/2023	947.95	600-60-600-2252 Beer Purchases
Total SUPERIOR BEVERAGE (MN):			3,552.60	
<b>URSA MINOR BREWING</b>				
e-4196	BEER	05/18/2023	179.88	600-60-600-2252 Beer Purchases
Total URSA MINOR BREWING:			179.88	
<b>VINOCOPIA</b>				
0329482-in	DELIVERY	05/17/2023	12.50	600-60-600-3033 Freight & Express

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
0329482-in	WINE	05/17/2023	624.00	600-60-600-2253 Wine Purchases
Total VINOCOPIA:			636.50	
Grand Totals:			19,760.48	

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 = 05/30/2023

## 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 = 06/05/2023

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>BERNICKS PEPSI</b>				
30035386	BEER	05/24/2023	8,284.90	600-60-600-2252 Beer Purchases
30035387	SODA	05/24/2023	38.56	600-60-600-2254 Soft Drinks & Mix
30035388	BEER	05/24/2023	90.00-	600-60-600-2252 Beer Purchases
Total BERNICKS PEPSI:			8,233.46	
<b>BOURGET IMPORTS LLC</b>				
196780	SERVICE FEE	05/25/2023	13.50	600-60-600-3033 Freight & Express
196780	WINE	05/25/2023	252.00	600-60-600-2253 Wine Purchases
Total BOURGET IMPORTS LLC:			265.50	
<b>BREAKTHRU BEVERAGE</b>				
110474769	SERVICE FEE	05/24/2023	17.18	600-60-600-3033 Freight & Express
110474769	LIQUOR	05/24/2023	497.08	600-60-600-2251 Liquor Purchases
410983085	SERVICE FEE	05/23/2023	3.70-	600-60-600-3033 Freight & Express
410983085	LIQUOR	05/23/2023	50.00-	600-60-600-2251 Liquor Purchases
Total BREAKTHRU BEVERAGE:			460.56	
<b>COCA COLA BOTTLING CO</b>				
3160373	SODA	05/23/2023	189.90	600-60-600-2254 Soft Drinks & Mix
Total COCA COLA BOTTLING CO:			189.90	
<b>DAHLHEIMER BEVERAGE</b>				
1917728	BEER	05/30/2023	206.50	600-60-600-2252 Beer Purchases
Total DAHLHEIMER BEVERAGE:			206.50	
<b>JOHNSON BROTHERS INC</b>				
2304008	DELIVERY CHARGE	05/24/2023	20.35	600-60-600-3033 Freight & Express
2304008	LIQUOR	05/24/2023	975.32	600-60-600-2251 Liquor Purchases
2304009	DELIVERY CHARGE	05/24/2023	26.16	600-60-600-3033 Freight & Express
2304009	WINE	05/24/2023	778.65	600-60-600-2253 Wine Purchases
251649	LIQUOR	05/11/2023	12.00-	600-60-600-2251 Liquor Purchases
251650	WINE	05/11/2023	40.50-	600-60-600-2253 Wine Purchases
Total JOHNSON BROTHERS INC :			1,747.98	
<b>LAKESHORE ICE</b>				
04-303350	ICE	05/30/2023	139.28	600-60-600-2258 Misc Merchandise
Total LAKESHORE ICE:			139.28	
<b>MICHAUD DISTRIBUTING COMPANY</b>				
377095	BEER	05/22/2023	685.90	600-60-600-2252 Beer Purchases
377349	BEER	05/30/2023	781.10	600-60-600-2252 Beer Purchases
377349	FUEL SURCHARGE	05/30/2023	3.00	600-60-600-3033 Freight & Express

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total MICHAUD DISTRIBUTING COMPANY:			1,470.00	
<b>MINNESOTA ENERGY RESOURCES</b>				
0502591202-0	0502591202-00001 MOUNTAIN SPIRITS GAS SERVICE	05/10/2023	112.40	600-60-600-3080 Utilities
Total MINNESOTA ENERGY RESOURCES :			112.40	
<b>PAUSTIS &amp; SONS</b>				
203001	WINE	05/24/2023	242.04	600-60-600-2253 Wine Purchases
203001	SHIPPING	05/24/2023	6.00	600-60-600-3033 Freight & Express
Total PAUSTIS & SONS:			248.04	
<b>PHILLIPS WINE &amp; SPIRITS CO.</b>				
6596399	DELIVERY CHARGE	05/24/2023	58.09	600-60-600-3033 Freight & Express
6596399	LIQUOR	05/24/2023	2,523.92	600-60-600-2251 Liquor Purchases
6596400	DELIVERY	05/24/2023	19.99	600-60-600-3033 Freight & Express
6596400	WINE	05/24/2023	465.65	600-60-600-2253 Wine Purchases
698419	WINE	05/19/2023	24.34	600-60-600-2253 Wine Purchases
Total PHILLIPS WINE & SPIRITS CO. :			3,043.31	
<b>PROCTOR JOURNAL</b>				
37361	MEMORIAL DAY AD	05/24/2023	81.80	600-60-600-3040 Advertising
Total PROCTOR JOURNAL:			81.80	
<b>PUBLIC UTILITIES COMMISSION</b>				
1016900000 05	UTILITIES - MT SPIRITS	05/10/2023	546.32	600-60-600-3080 Utilities
Total PUBLIC UTILITIES COMMISSION :			546.32	
<b>SOUTHERN WINE &amp; SPIRITS</b>				
2349483	DELIVERY	05/26/2023	59.45	600-60-600-3033 Freight & Express
2349483	LIQUOR	05/26/2023	2,128.51	600-60-600-2253 Wine Purchases
Total SOUTHERN WINE & SPIRITS:			2,187.96	
<b>SUPERIOR BEVERAGE (MN)</b>				
1460363	BEER	05/26/2023	36.72	600-60-600-2252 Beer Purchases
20040694	BEER	05/23/2023	1,287.85	600-60-600-2252 Beer Purchases
20040694	FREIGHT	05/23/2023	3.00	600-60-600-3033 Freight & Express
20041017	BEER	05/26/2023	328.00	600-60-600-2252 Beer Purchases
20041017	FREIGHT	05/26/2023	3.00	600-60-600-3033 Freight & Express
20041134	BEER	05/30/2023	1,230.70	600-60-600-2252 Beer Purchases
20041134	SHIPPING	05/30/2023	3.00	600-60-600-3033 Freight & Express
Total SUPERIOR BEVERAGE (MN):			2,818.83	
Grand Totals:			21,751.84	

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
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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 = 06/05/2023

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 = 06/05/2023

# General Bills

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>1ST AYD</b>				
PSI611183	SAFETY ITEMS	05/03/2023	148.50	100-30-300-2224 Street Maintenance M
Total 1ST AYD:			148.50	
<b>ACME TOOLS</b>				
11302690	CHAIN SAW CHAINS	05/18/2023	107.91	100-30-300-2210 Operating Supplies
Total ACME TOOLS:			107.91	
<b>AFTERLIFE ELECTRONICS GRAVEYARD</b>				
142391	RECYCLE ELECTRONICS	05/24/2023	90.00	100-30-300-2210 Operating Supplies
Total AFTERLIFE ELECTRONICS GRAVEYARD:			90.00	
<b>AMERICAN FAMILY LIFE ASSURANCE</b>				
PR0507231	AFLAC AFLAC PRE TAX Pay Period: 5/7/2023	05/12/2023	42.14	100-00-000-2175 Payroll Deductions Pa
PR0521231	AFLAC AFLAC PRE TAX Pay Period: 5/21/2023	05/26/2023	42.14	100-00-000-2175 Payroll Deductions Pa
Total AMERICAN FAMILY LIFE ASSURANCE:			84.28	
<b>ARROWHEAD PAINT PRODUCTS INC</b>				
50494	WHITE PAINT FOR BALLFIELD	05/31/2023	144.00	100-40-410-2210 Operating Supplies
Total ARROWHEAD PAINT PRODUCTS INC:			144.00	
<b>BRAY&amp;REED</b>				
2281	COLLECTION OF LODGING TAXES - AA HOSPITALITY	05/24/2023	90.00	100-10-160-3004 Legal Fees
2282	SAND SALT BUILDING	05/24/2023	2,130.00	300-30-330-3004 Legal Fees
2283	COLLECTION OF LODGING TAXES - AA HOSPITALITY	05/24/2023	80.00	100-10-160-3004 Legal Fees
2290	CITY OF PROCTOR GENERAL	05/24/2023	1,805.00	100-10-160-3004 Legal Fees
2298	PROSECUTION MATTERS	05/31/2023	2,500.00	100-10-160-3004 Legal Fees
Total BRAY&REED:			6,605.00	
<b>BRUNFELT, LESLIE</b>				
053023	GFOA CONFERENCE HOTEL & MEALS	05/30/2023	1,028.46	100-10-150-3031 Travel & Lodging Expe
Total BRUNFELT, LESLIE:			1,028.46	
<b>CENTURYLINK</b>				
2186281707 5.	ALARM SYSTEM - WESTGATE LIFT STATION	05/10/2023	44.28	500-50-510-3021 Telephone
2186282630 5.	ALARM SYSTEM - ALMAC LIFT STATION	05/10/2023	44.28	500-50-510-3021 Telephone
5-10-23FD	TELEPHONE - FIRE HALL	05/10/2023	102.71	100-20-220-3021 Telephone
Total CENTURYLINK :			191.27	
<b>CERTIFIED LABORATORIES</b>				
8232041	TUBE GREASE	05/12/2023	282.61	100-30-300-2212 Fuels & Lubricants



Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total CERTIFIED LABORATORIES :			282.61	
<b>CHEMICAL KING PRODUCTS</b>				
5056	SAFETY FIRE WIPES - FIRE DEPT	12/15/2022	1,019.85	100-20-220-2210 Operating Supplies
Total CHEMICAL KING PRODUCTS:			1,019.85	
<b>CINTAS</b>				
4155876776	RUGS AND MATS - FIRE HALL	05/18/2023	72.38	100-20-220-3000 Professional Services
5159802089	FIRST AID SUPPLIES	05/23/2023	29.91	100-30-300-2210 Operating Supplies
Total CINTAS:			102.29	
<b>EQUI-VEST</b>				
PR0507231	EQUITABLE EQUITABLE Pay Period: 5/7/2023	05/12/2023	138.52	100-00-000-2175 Payroll Deductions Pa
PR0521231	EQUITABLE EQUITABLE Pay Period: 5/21/2023	05/26/2023	369.40	100-00-000-2175 Payroll Deductions Pa
Total EQUI-VEST:			507.92	
<b>GOPHER STATE ONE-CALL INC</b>				
3020693	2 FTP TICKETS	02/28/2023	2.70	500-50-510-3000 Professional Services
Total GOPHER STATE ONE-CALL INC:			2.70	
<b>INTEGRIS LLC</b>				
482097	OFFICE 365	06/01/2023	361.00	100-10-120-3009 Computer Services
Total INTEGRIS LLC:			361.00	
<b>JOHNSON CONTROLS</b>				
1-12876718401	PROVIDE AND INSTALL A SIDE STREAM FILTER TO THE CHILLER	04/27/2023	2,893.00	100-10-130-4400 Repairs & Maintenanc
Total JOHNSON CONTROLS :			2,893.00	
<b>LAW ENFORCEMENT LABOR SERVICES</b>				
PR0507231	LELS DUES POLICE UNION DUES Pay Period: 5/7/2023	05/12/2023	405.00	100-00-000-2177 Union Dues Payable
Total LAW ENFORCEMENT LABOR SERVICES:			405.00	
<b>LEAGUE OF MINNESOTA CITIES</b>				
379692	2023 LMC ANNUAL CONFERENCE	03/23/2023	480.00	100-10-120-3035 Training Expense
Total LEAGUE OF MINNESOTA CITIES :			480.00	
<b>LOCAL #31-IBEW</b>				
PR0507231	IBEW DUES PUC UNION DUES Pay Period: 5/7/2023	05/12/2023	115.88	100-00-000-2177 Union Dues Payable
PR0521231	IBEW DUES PUC UNION DUES Pay Period: 5/21/2023	05/26/2023	115.88	100-00-000-2177 Union Dues Payable
Total LOCAL #31-IBEW:			231.76	
<b>MINNESOTA ENERGY RESOURCES</b>				
0502214174-0	0502214174-00001 STREET GARAGE GAS	05/31/2023	716.03	100-30-300-3080 Utilities
0503508588-0	0503508588-00001 CITY HALL	05/12/2023	1,187.12	100-10-130-3080 Utilities
0504812808-0	GAS UTILITIES - FIRE DEPT	05/12/2023	31.11	100-20-220-3080 Utilities

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total MINNESOTA ENERGY RESOURCES :			1,934.26	
<b>NORTHERN DOOR &amp; HARDWARE INC</b>				
23-1869	REPAIR NORTH DOOR - CITY HALL	05/26/2023	140.00	100-10-130-4400 Repairs & Maintenanc
Total NORTHERN DOOR & HARDWARE INC:			140.00	
<b>PROCTOR BUILDERS</b>				
260480	WD 40 E1 MIRROR	05/15/2023	20.97	100-20-220-2210 Operating Supplies
260761	STREET MISC	05/25/2023	159.15	100-30-300-2210 Operating Supplies
Total PROCTOR BUILDERS:			180.12	
<b>PROCTOR JOURNAL</b>				
37364	CITY COUNCIL MINUTES 4.17.23, 5.1.23, MEMORIAL CLOSING	05/24/2023	221.49	100-10-110-3052 General Notices & Pub
37402	GRADUATION AD	06/01/2023	161.40	100-10-110-3052 General Notices & Pub
Total PROCTOR JOURNAL:			382.89	
<b>PROCTOR POLICE DEPT UNION FUND</b>				
PR0507231	POLICE DUES POLICE UNION DUES-PROCTOR FUND Pay Period: 5/7/2023	05/12/2023	60.00	100-00-000-2177 Union Dues Payable
Total PROCTOR POLICE DEPT UNION FUND:			60.00	
<b>PUBLIC UTILITIES COMMISSION</b>				
1016550000 05	UTILITIES - BDRY AVE & I35 LIFT STATION	05/10/2023	168.16	500-50-510-3080 Utilities
1108100000 04	UTILITIES - CITY HALL	04/17/2023	581.38	100-10-130-3080 Utilities
1108200000 04	UTILITIES - CITY GARAGE	04/17/2023	455.41	100-30-300-3080 Utilities
1112360000 04	UTILITIES - ALMAC DR LIFT STATION	04/17/2023	25.23	500-50-510-3080 Utilities
1127050000 04	UTILITIES - 225 FIFTH AVE - FIRE DEPT	04/24/2023	572.14	100-20-220-3080 Utilities
Total PUBLIC UTILITIES COMMISSION :			1,802.32	
<b>QUADIENT</b>				
05182023	POSTAGE	05/31/2023	231.41	100-10-120-3022 Postage
Total QUADIENT :			231.41	
<b>RASMUSSON CLEANING SERVICE LLC</b>				
000755	CLEANING SERVICES	05/31/2023	3,575.00	100-10-130-3000 Professional Services
Total RASMUSSON CLEANING SERVICE LLC:			3,575.00	
<b>SEH</b>				
444061	16180 2ND STREET PROJECT MANAGEMENT	04/10/2023	1,000.00	300-30-330-3003 Engineering Fees
444061	161800 2ND STREET FINAL DESIGN	04/10/2023	5,378.56	300-30-330-3003 Engineering Fees
Total SEH:			6,378.56	
<b>ST LOUIS COUNTY AUDITOR</b>				
IN-00000438	ELECTION EQUIPMENT MAINTENANCE	01/11/2023	75.00	100-10-140-4400 Repairs & Maintenanc
IN-00000438	ELECTION JUDGE TRAINING	01/11/2023	22.00	100-10-140-3000 Professional Services
Total ST LOUIS COUNTY AUDITOR :			97.00	

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>ST. LOUIS COUNTY AUDITOR</b>				
IN-00001053	900 SAND BAGS	05/10/2023	153.00	100-20-260-4400 Repairs & Maintenanc
Total ST. LOUIS COUNTY AUDITOR :			153.00	
<b>TEAMLAB</b>				
INV0035525	GERMICIDAL CLEANER	05/10/2023	107.00	100-40-410-2210 Operating Supplies
Total TEAMLAB:			107.00	
<b>TEAMSTERS JC 32</b>				
PR0507231	HEALTH INSURANCE HEALTH INS SINGLE - NEW Pay Period: 5/7/2023	05/12/2023	552.00	100-00-000-2176 Health Insurance Pay
PR0507231	HEALTH INSURANCE HEALTH INS SINGLE - NEW Pay Period: 5/7/2023	05/12/2023	3,128.00	100-00-000-2176 Health Insurance Pay
PR0507231	HEALTH INSURANCE HEALTH INS FAMILY - LEGACY Pay Period: 5/7/2023	05/12/2023	5,520.00	100-00-000-2176 Health Insurance Pay
PR0507231	HEALTH INSURANCE HEALTH INS FAMILY - NEW Pay Period: 5/7/2023	05/12/2023	414.00	100-00-000-2176 Health Insurance Pay
PR0507231	HEALTH INSURANCE HEALTH INS FAMILY - NEW Pay Period: 5/7/2023	05/12/2023	2,346.00	100-00-000-2176 Health Insurance Pay
PR0507231	HEALTH INSURANCE HEALTH INS TEAMSTER LEGACY Pay Period: 5/7/2023	05/12/2023	2,350.50	100-00-000-2176 Health Insurance Pay
PR0507231	HEALTH INSURANCE HEALTH INS TEAMSTERS - NEW Pay Period: 5/7/2023	05/12/2023	117.53	100-00-000-2176 Health Insurance Pay
PR0507231	HEALTH INSURANCE HEALTH INS TEAMSTERS - NEW Pay Period: 5/7/2023	05/12/2023	665.97	100-00-000-2176 Health Insurance Pay
PR0507231	HEALTH INSURANCE HEALTH INS SINGLE - LEGACY Pay Period: 5/7/2023	05/12/2023	460.00	100-00-000-2176 Health Insurance Pay
PR0521231	HEALTH INSURANCE HEALTH INS SINGLE - NEW Pay Period: 5/21/2023	05/26/2023	552.00	100-00-000-2176 Health Insurance Pay
PR0521231	HEALTH INSURANCE HEALTH INS SINGLE - NEW Pay Period: 5/21/2023	05/26/2023	3,128.00	100-00-000-2176 Health Insurance Pay
PR0521231	HEALTH INSURANCE HEALTH INS FAMILY - LEGACY Pay Period: 5/21/2023	05/26/2023	5,520.00	100-00-000-2176 Health Insurance Pay
PR0521231	HEALTH INSURANCE HEALTH INS FAMILY - NEW Pay Period: 5/21/2023	05/26/2023	414.00	100-00-000-2176 Health Insurance Pay
PR0521231	HEALTH INSURANCE HEALTH INS FAMILY - NEW Pay Period: 5/21/2023	05/26/2023	2,346.00	100-00-000-2176 Health Insurance Pay
PR0521231	HEALTH INSURANCE HEALTH INS TEAMSTER LEGACY Pay Period: 5/21/2023	05/26/2023	2,350.50	100-00-000-2176 Health Insurance Pay
PR0521231	HEALTH INSURANCE HEALTH INS TEAMSTERS - NEW Pay Period: 5/21/2023	05/26/2023	117.53	100-00-000-2176 Health Insurance Pay
PR0521231	HEALTH INSURANCE HEALTH INS TEAMSTERS - NEW Pay Period: 5/21/2023	05/26/2023	665.97	100-00-000-2176 Health Insurance Pay
PR0521231	HEALTH INSURANCE HEALTH INS SINGLE - LEGACY Pay Period: 5/21/2023	05/26/2023	460.00	100-00-000-2176 Health Insurance Pay
Total TEAMSTERS JC 32:			31,108.00	
<b>TEAMSTERS LOCAL UNION #346</b>				
PR0507231	TEAMSTER DUES PW UNION DUES Pay Period: 5/7/2023	05/12/2023	476.00	100-00-000-2177 Union Dues Payable
Total TEAMSTERS LOCAL UNION #346:			476.00	
<b>TROYS SERVICE</b>				
63267	2016 DURANGO 114 AC BLOWER MOTOR	05/17/2023	524.95	100-20-210-4400 Repairs & Maintenanc
Total TROYS SERVICE:			524.95	
<b>TWIN PORTS PAPER &amp; SUPPLY, INC</b>				
545686	PAPER SUPPLIES	01/19/2023	52.23	100-10-130-2211 Cleaning Supplies
546168	PAPER SUPPLIES	01/20/2023	258.50	100-10-130-2211 Cleaning Supplies
553518	GARBAGE LINERS	04/03/2023	173.80	100-10-130-2211 Cleaning Supplies
557935	PAPER SUPPLIES	05/26/2023	380.52	100-10-130-2211 Cleaning Supplies

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total TWIN PORTS PAPER & SUPPLY, INC:			348.05	
<b>UFCW LOCAL 1189</b>				
PR0507231	UFCW DUES UFCW LOCAL 1189 DUES Pay Period: 5/7/2023	05/12/2023	52.92	100-00-000-2177 Union Dues Payable
PR0521231	UFCW DUES UFCW LOCAL 1189 DUES Pay Period: 5/21/2023	05/26/2023	52.92	100-00-000-2177 Union Dues Payable
Total UFCW LOCAL 1189:			105.84	
<b>VC3 INC.</b>				
110080	WORKSTATION MANAGEMENT/	05/03/2023	492.42	100-20-210-3009 Computer Services
CW79643	GOLF COURSE PHONE	05/18/2023	87.50	550-55-550-4430 Miscellaneous
Total VC3 INC.:			579.92	
<b>VIKING INDUSTRIAL CENTER</b>				
3265037	SAFETY SUPPLIES PARK WORKERS	05/11/2023	43.28	100-40-410-2210 Operating Supplies
Total VIKING INDUSTRIAL CENTER:			43.28	
<b>W.L.S.S.D.</b>				
051523PROD	1ST HALF DISTRICT WIDE ALLOCATION	05/15/2023	3,323.50	500-50-510-3085 Sewer - WLSSD Billin
053123PRO1	WASTEWATER CHARGES	05/31/2023	29,319.00	500-50-510-3085 Sewer - WLSSD Billin
053123PRO2	2022 ADJUSTMENT	05/31/2023	2,249.00-	500-50-510-3085 Sewer - WLSSD Billin
Total W.L.S.S.D.:			30,393.50	
<b>ZIEGLER INC.</b>				
S1000326776	REMOVE GRADER SNOW WING AND SAFETY INSPECT	05/08/2023	719.75	100-30-300-4400 Repairs & Maintenanc
S1000331356	REPLACE FAN IN LOADER	06/01/2023	924.16	100-30-300-4400 Repairs & Maintenanc
Total ZIEGLER INC.:			1,643.91	
Grand Totals:			94,950.56	

## Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Invoice Detail.GL account (3 Characters) = {&lt;&gt;} "600"

[Report].Date Paid = 06/05/2023