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 Tuesday, June 20th, 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, June 5th, 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.

*<u>1. COMMUNICATIONS</u>

- A. PEDA Minutes June 1st, 2023
- B. PEDA Minutes May 9th, 2023
- C. SEH Minutes June 14th, 2023
- D. PUC Minutes April 1st, 2023
- E. Payroll Report June 9th, 2023

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

*<u>3. COMMITTEE REPORTS</u>

4.CLERK ADVISES COUNCIL

- A. Jet Inspection Report
- B. Moody Rating
- C. July 3rd Discussion Councilor Benson
- D. 2024 Capital Budget Requests
- E. 2nd St Update
- F. Playground for EveryBody

5. UNFINISHED BUSINESS

A. City of Proctor Blight Policy

6. NEW BUSINESS

A. Trellis Company: Letter of Support

Melinda Studer and Leah Stockstrom

- B. Resolution 25-23: Raffle Permit
- C. Resolution 26-23: Raffle Permit

D. Resolution 27-23: Approval of additional pull-tab vendor

MEMBER CONCERNS

Benson: DeWall: Johnson: Rohweder: Ward: City Attorney:

BILLS FOR APPROVAL

General: \$29,917.37 Liquor: \$56,710.18 TOTAL BILLS FOR APPROVAL: \$86,627.55

ADJOURNMENT

MINUTES OF THE PROCTOR CITY COUNCIL MEETING JUNE 5, 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: Craig Lipinski, James Wallner, Michael Laughlin, Eric Bingaman, Jim

Schwarzbauer, Kent Gaidis, Matthew Riebel, Attorney John Bray, City Administrator Jess Rich, Administrative Assistant Megan Jordan

M/S/P: DeWall/Ward to approve the agenda, with the following amendment:

Moving item 6F to item 6A

Citizens addressing the council via in person or by calling in: None

M/S/P: Johnson/Rohweder to approve the consent agenda for Monday, June 5th, 2023.

4. Clerk Advises Council

A. Reschedule June 19th, 2023 City Council meeting

The State of Minnesota has declared June 19th, 2023 an official holiday. Administrator Rich requests acceptance and approval of adding the additional holiday per previous contract negotiations.

M/S/P: Ward/Rohweder to approve the observance of June 19th as a holiday and to reschedule the June 19th city council meeting to Tuesday, June 20th, 2023.

B. 2nd St Update

Administrator Rich states the project has begun with temporary water services and material reclaim from 7th to 9th Ave. Road access and arrangements have been made to accommodate for end of the school year and MS150 traffic. Administrator Rich states weekly construction meetings will be held on Tuesday meetings at 9:00 am starting on June 13th.

C. LMC Legislative Review

Administrator Rich encourages members to watch the recorded session of legislative action publicly available through the League of MN Cities. The Coalition of Greater MN Cities has been invited to attend a July council meeting with a presentation of legislative changes.

D. 2023 Brush Pick Up

Over 300 participants have signed up for brush pick up this year. The street department anticipates brush pick up to continue for a few weeks, and are working diligently to get it completed. Mayor Ward asks for patience from residents, and provides information for bringing brush to WLSSD if needed.

E. Jet Repair Update

A structural engineer and a repair crew have been scheduled for Monday June 10th which will take about three days to complete.

5. UNFINISHED BUSINESS

A. City of Proctor Blight Policy

6. NEW BUSINESS

F. Johnson/Benson to approve resolution 23-23: Authorizing Sale of the Bonds and Delegating Awarding Authority to Pricing Committee.

A. Councilor Benson suggests discussions to begin with consideration of bonding items. Benson suggests these opportunities for improvements and related to the City of Proctor. He highlights the Munger Trail Spur, the Lake Superior Zoo Trail, The St. Louis County Fairground updates and infrastructure and the LCCMR park expansion as regional highlights and improvements. Mayor Ward adds the I-35 corridor has previously been approved with an additional item included on the agenda. Mayor Ward states he is in support of the Munger Trail Spur, with Administrator Rich clarifying the requested deadline. Benson would like to submit requests for the June 15th, 2023 deadline. Discussion follows including availability of funds, logistics, support, realistic participation, and other regional items and opportunities presented for the neighboring region. LCCMR park expansion discussion is noted to be added to the next Parks and Rec Committee agenda. Additional Munger Trail Spur and St. Louis County Fairground updates and infrastructure have

become priority items to seek bonding and/or grant opportunities.

M/S/P: Ward/Benson to pass a resolution for bonding in support of the Munger Trail Spur. M/S/P: Johnson/DeWall to pass a resolution for bonding in support of the St. Louis County Fairground updates and infrastructure.

M/S/P: Rohweder/Johnson to approve the loading site map for Grandma's marathon parking and bus routes as submitted.

Jim Schwarzbauer, Eric Madson, and Mayor Ward present the PEDA Feasibility Presentation for a regional athletic facility. The presentation can be viewed in its entirety on the City of Proctor's YouTube channel, Trac 7.

M/S/P: Ward Johnson to approve Resolution 24-23: Authorizing the City Administrator to file an application with the Minnesota Management and Budget Office for the Purpose of Requesting Funding for a Sports Athletic Facility. It is noted to amend the language from sports to athletic facility during the discussion period.

M/S/P: Rohweder/DeWall to approve resolution 21-23: Donation Acceptance for the purchase of personal thermal imaging cameras for the Proctor Fire Department as submitted.

M/S/P: Benson/Rohweder to approve resolution 22-23: Donation Acceptance for the purchase of personal protective equipment for the Proctor Police Department as submitted.

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

M/S/P: DeWall/Rohweder to suspend the regular council meeting at 7:17 pm and open a closed session for sale of real estate consideration.

M/S/P: Rohweder/DeWall to resume the regular council meeting at 7:54 pm.

MEMBER CONCERNS

Benson: None

DeWall: None

Johnson: Extends gratitude to the street department for brush pickup and coordination with St. Louis County for street sweeping operations, to the Habermann family for cleaning efforts downtown, and to Councilor Benson for facilitating a wonderful and successful Memorial Day Service.

Rohweder: None

Mayor Ward: Extends appreciation to those who helped with the Memorial Day Service, attended a successful McHero event benefiting the Proctor Police Department on May 24th, 2023. The event was well received, with McDonalds wanting to extend the opportunity to other police departments at additional locations. Spoke on the benefit and importance of the Ugstad Rd interchange, requesting it to remain in the I-35 corridor plans and developments at the MIC meeting. He and Jess will be meeting with Representative Zeleznikar and scheduling a meeting with Senator Hauschild. June 13th 5:30-7:00 there will be a meeting at the 3rd st blacktop park to discuss options and developments. Next council meeting is on June 20th, 2023 and to contact Administrator Rich to attend the annual LMC conference being held in Duluth.

Attorney Bray: None

Administrator Rich: None

BILLS FOR APPROVAL:

General: \$94,950.56

Liquor: \$41,512.32

TOTAL BILLS FOR APPROVAL: \$136,462.88

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

M/S/P: DeWall/Johnson to adjourn the regular council meeting at 7:59 pm

Minutes of the Proctor Economic Development Authority Special Meeting held Thursday June 1, 2023 at the Proctor Area Community Center.

*1A

Meeting called to order by PEDA Chair Madson at 4:33 p.m.

<u>MEMBERS PRESENT</u>: Chair Eric Madson, Commissioner Schwarzbauer, Mayor Chad Ward, Commissioner Trish Jauhola, Commissioner Eric Bingaman.

OTHERS PRESENT: None.

Motion by Commissioner Bingaman, seconded by Commissioner Schwarzbauer and carried (5-0) to approve the agenda.

Discussion was held on the feasibility study final draft.

Motion by Chair Madson, seconded by Commissioner Bingaman and carried (5-0) to accept the feasibility study and to present it to the Proctor City Council.

Motion by Commissioner Bingaman, seconded by Commissioner Schwarzbauer and carried (5-0) to request the Proctor City Council's support of the project at the Tuesday, June 5, 2023 Proctor City Council meeting and to present and request support of the project from the Proctor School District at the Monday, June 12, 2023 Proctor School Board meeting.

Motion by Commissioner Bingaman, seconded by Mayor Ward carried (5-0) to adjourn at 5:43 PM.

Respectfully Submitted: PEDA Secretary, Jess Rich

Minutes of the Proctor Economic Development Authority Meeting held Tuesday, May 9, 2023, at the Proctor Area Community Center. *1B

Meeting called to order by PEDA Chair Madson at 6:01 p.m.

<u>MEMBERS PRESENT</u>: Chair Eric Madson, Commissioner Schwarzbauer, Mayor Chad Ward, Commissioner Trish Jauhola, Commissioner Eric Bingaman.

OTHERS PRESENT: City Administrator Jess Rich and City Attorney John Bray via Telephone.

Motion by Mayor Ward, seconded by Commissioner Bingaman and carried (5-0) to approve the April 11, 2023, Minutes.

Motion by Commissioner Bingaman, seconded by Chair Madson and carried (5-0) to approve the agenda with the addition of 5A Corporate Resolution.

Update on the I-35 study and Talarico property given by Administrator Rich.

Motion by Chair Madson, seconded by Commissioner Schwarzbauer and carried (5-0) to approve and sign the Resolution of Lodge, Association or other Similar Organization for First National Bank of Proctor naming Commissioner Bingaman, Finance Director Brunfelt, Chair Madson and Administrator Rich as authorized power.

Motion by Commissioner Bingaman, seconded by Mayor Ward and carried (5-0) to close the meeting. (Non-Public by Statute) at 6:09 p.m. Closed meeting audio recorded by PEDA Secretary Jess Rich. Purpose of the closed meeting was to discuss economic development negotiations and data and attorney client privilege with various parties not related to any parcels.

Motion by Commissioner Bingaman, seconded by Commissioner Schwarzbauer and carried (5-0) to reconvene the regular meeting at 7:25 PM.

MEMBER CONCERNS

Ward: Reported there is movement at the new VFW and the café.

Motion by Mayor Ward, seconded by Chair Madson carried (5-0) to adjourn at 7:26 PM.

Respectfully Submitted: PEDA Secretary, Jess Rich



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MEETING MINUTES

Proctor Monthly Meeting June 14, 2023 10:30 a.m. City Hall

Attendees: Jess Rich – City of Proctor Megan Jordan – City of Proctor Rick LaLonde – City of Proctor Jay Boysen – City of Proctor Matt Bolf – SEH Tyler Yngsdal - SEH Char Jones – PUC

SEH No.: PROCT 166073

Project Manager: Matt Bolf, PE

I. Salt / Sand / Public Works Project

- A. Project Updates:
 - 1. Construction on hold until Lumen relocates fiber. Tyler will reach out to Lumen for an updated schedule.
 - 2. Utility conflicts
 - a. NESC Lower FO when new access road is being built.
 - CenturyLink (Lumen) New conduit is installed. Waiting on cutover date (2nd half of June)
 - c. MN Power Lower 3-phase under new access road.
 - d. Underground power for lighting Lower power under new access road.
- B. Phase 2 Garage
 - 1. Awarded to Ray Riihiluoma Inc.
 - 2. Shop drawing submittals and review have been ongoing. City would like to match colors of the Booster Station.
 - 3. SEH will schedule PreCon Meeting

II. Second Street LRIP

- A. Project Construction Updates
 - 1. Sanitary and water ongoing from 7th to 5th, including temporary water hookups.
 - 2. Majority of removals are complete.
 - 3. 5th Avenue work this week.
 - 4. Temporary Construction Easements
- B. Contractor Payments
 - 1. Pay Application #1 Will be cut at the end of the month.
- C. Miscellaneous Project Items:
 - Reclaim material Reclaim material will not be allowed for utility trench bedding or select granular material. City is OK with exploring use of reclaim material in place of class 5 for 9th and 3rd since state-aid requirements do not apply on these road segments. SEH will discuss this option with Braun. SEH will also request a price reduction from the Contractor if they go

this route, considering they will not be hauling in class 5 and they will be use on site material that was planned to originally be hauled off site.

- **III. MS4** MS4 General Permit has been reissued by the MPCA
 - A. The city will be able to gauge how the process is working when the construction season starts up in the spring.
 - B. Annual report is not required this year Confirmation email from MPCA.

IV. PUC Items

- A. Booster Station
 - 1. Punch List items.
 - a. Generator Receptacle
 - (1) Dakota pump received receptacle on 2/13 and are ready to install. Matt emailed Char and SWLP regarding generator size needed for testing. SEH is still waiting on a schedule for this work, Matt will follow-up.
 - (2) SEH notified Dakota Pump on 5/15 to keep the original location on the east side of the booster station.
 - (3) SEH requested a Change Order estimate to provide a cord with a connection to the building and open-ended wiring. SEH is still waiting on the CO request.
 - (4) Contractor requested to run conduit out of west wall of building around the north side to the east side for the receptacle. PUC will discuss to determine if this will be acceptable.
 - b. External siding to cover base USA stated this would be completed in the Spring.
 - c. Door re-adjustment this needs to be completed.
 - d. Fence Keller plans to make fence adjustment on Thursday this week.
 - e. SEH followed up with USA on 5/15 for a schedule update. USA will notify Jerry when they plan to send crews to tackle some of the smaller items.

B. Water Tower

- 1. Man door this has been fixed
- 2. Tank Mixer KLM recommended a mixer be added to prevent freezing. The PUC would like this work to be completed in conjunction with the painting needs.
- 3. Painting touch up The PUC would like this work to be completed in conjunction with the mixer.
- 4. Inspections SEH is able to complete another inspection in the spring. Last inspection was 2016. Matt will coordinate inspection with Char.

V. Proctor GIS

- A. Public Works Updates SEH collected corrections from Rick and will make updates to the GIS system in the Spring
- B. Locator City staff have started trainings with the new locator.
- C. Char plans to reach out to MN Power for GIS files on the electrical system to be incorporated with the GIS system.

VI. School District Plan Review –

- **A.** Water is bypassing the curb cut to the pond and running into Kirkus Street. The City and school district have started conversations about this topic again.
- B. Hockey Arena There are still improvements needed to make the site compliant including:
 - 1. Pond 3 Expansion Troy asked SEH for price to process HydroCAD updates and determine how much bigger the pond needs to get.
 - 2. Pervious Areas at Pond 2 Pond 2 needs more live space and less dead space. They can either adjust the outlet down or make pond 2 bigger. This will be reviewed after new calculations are performed.
 - 3. Maintenance Agreement not complete yet.

Proctor Monthly Meeting June 14, 2023 Page 3

VII. Miscellaneous

- A. Pickleball Courts a. The C
 - The City is still exploring options around the City for new Pickle ball courts. City is meeting next month to review options.
- B. Storm Water Utility No update.
- C. Water & Wastewater 2023-2024 PPL
 - 1. 2024 PPL
 - a. Wastewater Westgate to WLSSD manhole was submitted on 3/3 for the PPL.
 - b. DWRF PPL Application submitted on 5/5/2023
 - c. Matt will follow up to ensure that Proctor is on the list.

D. Federal Appropriation Funds -

- 1. Stauber's Office no update this month
- 2. Smith / Klobuchar no update this month

E. Bonding Bill

- 1. Bonding Bill applications are due 6/16.
- 2. SEH prepared draft application for Ugstad Utility Extension / Pionk Drive and sent to Jess for review and submittal. Jess submitted on 6/13/23.
- F. Trails 40 acre parcel
 - 1. SEH will mark property lines when they are in town for other project staking needs. Likely in the next two weeks.
- G. Lead Service Line (LSL) Inventory
 - 1. Inventory due date 10/16/2024 Char met with Rural Water and Dept. of Health to discuss upcoming requirements and dates.
 - 2. SEH has been selected by MDH to be in a master pool of consultants to provided technical assistance to cities to assist with LSL inventory. Application window is expected to be open from June 20th to July 20th. City official is required to submit the application and will have the opportunity to request to work with SEH. City may only select one category for assistance during application period:
 - a. Records review (desktop)
 - b. Visual inspection
 - c. Lead service line replacement plans
 - 3. IIJA Lead Service funding dollars could be available. SEH will watch for this application.
- H. County 2nd Street Project
 - 1. Matt followed up with the County on project timeline and this will be 2024 or 2025 project.
- I. Kingsbury Creek Restoration no update this month.
 - 1. City met with MPCA and Soil and Water Conservation District to discuss the project and available funding.
 - 2. Restoration will be from near City hall to Boundary Avenue along Kingsbury Creek.
 - 3. MPCA would like to know if the city would be willing to maintain Stormwater treatment BMPs if the MPCA installs them with the project.
 - 4. MPCA received roughly \$600k in federal funding and is going after an additional \$300k in state funding.

Proctor Monthly Meeting June 14, 2023 Page 4

- J. PUC Road Patches & Acacia Ave. Storm Drain Repairs
 - 1. Acacia Ave Storm
 - a. SEH and City met to look at improvement needs.
 - b. Plan to replace culvert & CBs, extend culvert to beyond garage, road restoration.
 - c. SEH found a 10' utility/drainage easement identified on the Plat.
 - d. SEH is working on plans this week.
 - 2. PUC WM Break road patches
 - a. Char to submit County R/W permit application.
 - b. Plans and invite/bid form are complete and were sent to Char.
- K. Playground Parking
 - 1. SEH prepared an exhibit and cost estimate for the desired improvements for parking. Jess will review with Mayor and Council and determine next steps.
- L. WLSSD LOS Exceedance in April
 - 1. The City received a letter from WLSSD regarding the recent flooding and sewer exceedances from the fast snowmelt and warm weather in April.
 - 2. SEH will prepare response letter to WLSSD.
- M. Sidewalk funds The City discussed options for using the City Sidewalk Fund for improvements in high traffic areas around the City.
- N. Jet Structural Engineer submitted report to City with their condition findings. 148th is making temporary repairs until the City decides how to address the maintenance needs on the Jet.

viii. Next Meeting – July 12th @ 9:00 am

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Minutes of the Proctor Public Utilities Commission meeting held on Monday, April 10, 2023 at 6:00 p.m. in the Council Chambers at Proctor City Hall.

The following members were present: Jennifer Cady Eric Bingaman Troy DeWall

Others who were present: Charliene Jones, Commission Secretary Jess Rich, City Administrator John Bray, PUC Attorney (attended by phone)

APPROVAL OF AGENDA

Motion by Cady, seconded by Bingaman and carried: To approve the agenda, as presented with the addition of item 2E - Corporate Authorization Resolution for First National Bank of Proctor.

APPROVAL OF THE MINUTES OF:

Motion by Bingaman, seconded by DeWall and carried: To approve the PUC Regular Meeting minutes of March 13, 2023.

APPROVAL OF PAYROLLS OF:

Motion by Cady, seconded by Bingaman and carried: To approve the payroll pay dates of 3/17/23 & 3/31/23.

DELINQUENT ACCOUNTS were discussed.

CALL FOR COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

1. OLD BUSINESS

A. Water Maintenance Contractor update. Still waiting on a revised bill from KTM.

2. NEW BUSINESS

- A. 2nd Street Project from 5th Ave to 9th Ave update. Bid opening with the County is scheduled for 4-13-23.
- B. Water tower maintenance was discussed. KLM will make the repairs to the man door gasket as soon as it is safe to do so.
- C. Lead service line inventory was discussed.
- D. Service Territory Discussion. Secretary will ask MP to send over a GIS file of our electric distribution system and see if SEH can overlay that with our parcel map.
- E. Corporate Authorization Resolution for First National Bank of Proctor was discussed. We have had two new Commissioners since the last Resolution was signed.

Motion by Cady, seconded by Bingaman and carried: To approve the Corporate Authorization Resolution for First National Bank of Proctor as Proctor Public Utilities Meeting April 10, 2023 Page 2

presented, removing Phil Larson and Carol Lind and adding Eric Bingaman and Troy DeWall.

3. REPORT OF OFFICE

A. PUC Meter Reader/Water Technician position update.

- B. Booster (Pump) Station update was discussed. Dakota Pump has received the generator receptacle and will install it as time and weather conditions allow.
- C. Sand Salt Building & PUC/Public Works Garage update. The PUC/Public Works Garage bid opening was completed but no recommendations were made, as it is still in review.

Motion by Cady, seconded by DeWall and carried: To appoint Commissioner Bingaman to serve as the PUC representative on the Sand Salt Building & PUC/Public Works Garage Committee.

- D. Tree trimming update. Vegetation manager spoke with Sawtooth and their employees are not all EHAP trained so they can't work around power lines. Secretary and vegetation manager will be meeting to review the bids received from Zielies, who's foreman that he deals with is a local person.
- E. MMUA Capitol Letter was reviewed.

4. FINANCIAL STATEMENTS

A. PUC January Income Statements were reviewed.

5. APPROVAL OF BILLS

- A. The MP March power bill was reviewed.
- B. The MP January maintenance bills were reviewed. The MP and SWL&P February & March maintenance bills were not available yet. There has been a change in staffing, but things will hopefully be caught up by May billings.
- C. The bills listings were reviewed.

Motion by Bingaman, seconded by Cady and carried: To approve the bills presented and on file at the utility office, including all electronic payments for sales tax & payroll payables. Payable checks #019980 thru #019988.

6. **COMMUNICATIONS**

A. Billing insert on back side of utility bills was discussed. This month we will be including info on our transition to the new payment processing company, Invoice Cloud, and the Proctor Journal will be writing an article about it as well. The annual brush pickup notice will also be on our bills.

Proctor Public Utilities Meeting April 10, 2023 Page 3

B. City Administrator correspondence was discussed. There is a state program that will help find and pay for STEM interns that would be a great fit for some help for our water tech. The intern could help with the GIS locating of our water services and help create a lead line inventory for Proctor.

7. LABOR & NEGOTIATION ISSUES

8. MEMBERS CONCERNS

A. Commission requested at least partial packets by Friday to give time for items that need extra reading.

Motion by Bingaman, seconded by DeWall and carried: To adjourn the meeting at 7:05 p.m.

Charliene Jones, Commission Secretary

Jennifer Cady, Chair

City of Proctor Payroll Summary by Department

Check Date Range	6/9/2023	to	6/9/2023		
Department	Gross Wages	Overtime Hours	Overtime Wages	Double Overtime Hours	Double Overtime Wages
Council	-	-	-	-	-
City Admin	7,374.70	-	-	-	-
Finance	3,076.80	-	-	-	-
Police Department	25,675.40	7.00	318.06	-	-
Fire Department	306.00	-	-	-	-
Street Department	10,392.32	-	-	-	-
Liquor Store	5,501.92	15.00	365.34	-	-
PUC	6,325.79	-	-	-	-
Committees	-	-	-	-	-
Election Judges	-	-	-	-	-
Total	58,652.93	22.00	683.40	-	-



Structural Engineering Report

Date: June 12, 2023

Project: Proctor jet Exhibit – Structural Support Damage Review

Recipient: Jess rich – City of Proctor

Email: JRich@proctormn.gov

Phone: 218-624-3641

Regarding: NCE # 23-185 - Structural Observations – Professional Opinions

Dear jess:

This report is to document our observations and professional opinions related to the condition of the existing Support structure for the existing Air Force Jet Exhibit located at the Proctor Historical Society Museum Site. Specifically, we were asked to provide our professional opinion related to the following:

- a) Cause of the damage relative to the insurance company concerns.
- b) Professional opinion as to the safety of the exhibit.
- c) Extent of the damage and professional comments on the next steps related to a permanent repair.

The date of the loss is not known. The damage was reportedly first noticed in April 2023 during an annual inspection.

We reserve the right to amend or supplement this report upon further investigation of the site and any additional information that may become available to us, after the date of this report.

We visited the site on Tuesday May 2, 2023, to review the conditions. The weather was very windy, we observed an unusual amount of movement of the jet itself and a fractured gusset plate was observed from the ground. At that time, it was decided to forgo a close-up inspection of the support structure due to safety concerns and schedule such an inspection for a later, less windy day. It was also decided that the situation was not safe for the public and the area was marked with police tape and cones to keep the public from under the exhibit.

We visited the site again on June 12, 2023. The 148th fighter wing fabrication group was on-site with a scissor lift to expose the structural support system by removing the panels covering the underside of the exhibit at the support structure locations.

Based on our observations, discussions, and review of information, we present the following report.

Structure description:

- A) The jet was apparently placed in this location in approximately 1973 and it has been in place without modification since that time.
- B) The primary support structure consists of an upper steel beam that extends into each wing of the aircraft and a pair of steel channels parallel to the aircraft fuselage that were bolted to the main airframe of the aircraft perpendicular to the wings.
- C) These beams were connected to a custom fabricated weldment that includes four large stiffener plates and a steel collar that appears to have been fabricated separately from the support column and dropped down over the column element before being permanently welded to the column.
- D) The column is a fabricated built-up square steel column and the foundation system is not visible below grade.

Observations: (Refer to photo pages- attached)

A) The south main stiffener plate is fractured completely. The function of this stiffener plate is primarily to resist wind loading in the north or south direction.





- B) Several bolts that fastened the longitudinal beams to the aircraft main frame have failed and are no longer present. These bolts appear to have served as the primary connection between the fabricated weldment and the aircraft main frame.
- C) The east and west gusset plates are bent significantly, and these plates appear to be the only remaining means of resisting north and south wind loads and transferring them to the column through the weldment.
- D) It was the opinion of the 148th fabrication shop personnel that the plane was likely lifted into place by use of a crane.

Professional Opinions: Based on our observations:

- 1. The cause of the failure is excessive loading due to wind and possibly the combination of wind and snow loading this past winter.
- 2. The existing structure is not safe, and collapse is in our professional opinion likely to occur soon if the exhibit is not removed and placed safely on the ground or shored up in its current position in such a way as to relieve the loads from the fabricated weldment.
- 3. We recommend that the public be protected from an area approximately 50' in all directions from the exhibit to protect the public and pedestrians below the exhibit from potential failure. In our opinion a fence is required given the high visibility, proximity to the golf course etc.
- 4. Following removal of the exhibit from the column, we recommend that a structural engineer with experience in the design of support for aircraft exhibits be contracted to design and certify a revised permanent connection between the plane and the column member.

Please call with any questions or comments regarding this project at (218) 727-5995.

Sincerely,

Jon E. Aamodt, P.E. Principal Partner

Professional Certification:

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Jon E. Aamodt, P.E. MN Reg. No. 24838 Date



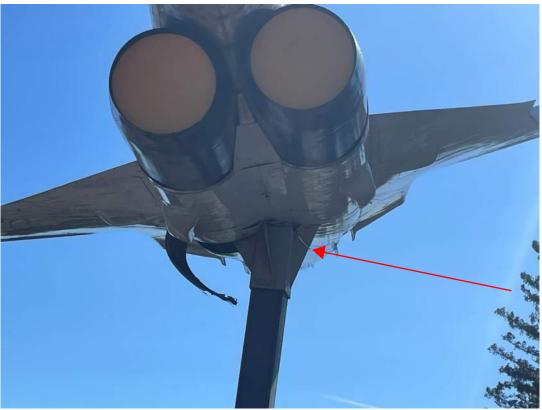


Photo 1: Exhibit from below on May 2, first visit – note the cracked south gusset plate.



Photo 2: Exhibit from below on May 2, first visit - note the cracked gusset plate on the south side





Photo 3: Exterior- View looking east at the failed south gusset on June 12, 2023.

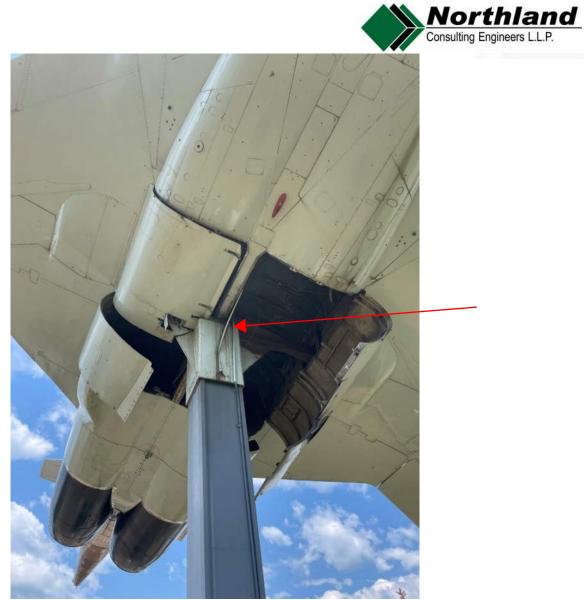


Photo 4: Exterior – This photo was taken from the ground on June 12 th , looking west, - note the bent east side gusset plate – foreground.





Photo 5: Interior of the connection – looking north on east side of the column – Note the missing bolts at the ends of the steel channels which are supposed to transfer loads from the aircraft frame to the support.



Photo 6: Interior of the connection – looking north at west side of column– note only one bolt remains connecting the weldment to the aircraft.

Renovation at Hillside Gardens





6A

Trellis Co. plans to acquire and renovate Hillside Gardens apartments in Proctor, MN to preserve the life of the building and extend its affordability for residents.

Who is Trellis?

Trellis Co., formerly Community Housing Development Corporation, was founded in 1991 with the mission of sustaining and creating equitable affordable housing opportunities that enhance communities over the long-term and create and maintain healthy living. As the owner of approximately 4,000 affordable housing units in over 50 properties, Trellis is now one of the largest non-profit providers of affordable housing in Minnesota.

Trellis Management, formerly BDC Management, provides property management services for Trellis Co. properties, as well as other third-party fee management and compliance services. Founded in 1990, their management team understands the unique circumstances facing many of the residents they serve and works to ensure stable, sustainable housing can be achieved. Trellis Co. and Trellis Management have a long history of partnering together as affordable housing and mixed-use site owner and management agent.

Where is Hillside Gardens and what type of property is it?

Constructed in 1967, Hillside Gardens is an iconic example of mid-century architecture located in Proctor, MN. With 45 units surrounding a central atrium with a large skylight and common space filled with tropical and local plants, including several banana trees, this is a truly unique oasis in the North. Hillside Gardens is a one-story building that includes a mix of studio and one-bedroom units. All 45 units have rental assistance through the Section 8 program, and the resident population is restricted to ages 62+ and/or individuals with disabilities.

Trellis Management has a strong, successful track record managing affordable developments with taxcredit financing and Section 8 and has been managing Hillside Gardens since January 2022. Trellis Co. has a signed purchase agreement for the property and will likely acquire it by Fall 2023.

Trellis Co. is submitting an application for tax credit and deferred loan funding from Minnesota Housing Finance Agency (MHFA) for Hillside Gardens in July 2023. The project has committed or will seek additional funding sources including energy and sales tax rebates and general partner cash.

Renovation at Hillside Gardens

What are the goals and priorities of the development project?

- Preserve affordability and the project-based Section 8 rent assistance.
- Comprehensively address capital needs
- Improve livability and use-ability

Why do this now?

There are a number of significant physical needs that cost more than the property has in reserves.

What are the anticipated renovation activities?

- Address grading issues at the site and improve outdoor landscaping
- Repair parking lots
- Add bike parking
- Replace original windows
- Replace outdated mechanical and electrical systems
- Replace old unit and common area fixtures and finishes
- Improve common areas
- Upgrade building exterior and roof as needed for asset protection and energy and water efficiency improvements

When will the construction activities begin?

If MHFA funding is awarded in December 2023, construction will commence in late 2024 and be completed mid to late 2025.

Who lives at the properties, and what will happen to them?

Hillside Gardens houses low-income individuals 62+ and individuals with disabilities.

The development will follow Federal Uniform Relocation Act requirements and does not anticipate displacing any current residents. Residents may occupy their units during construction. If a resident has a special circumstance, or there is not a safe way to renovate the unit, he or she may be temporarily relocated at a nearby hotel or off-site apartment unit. The project will pay for all relocation related expenses and will hire a relocation consultant to create a comprehensive plan and make sure resident needs are met. The development team will also ensure the general contractor has a strong track record with occupied renovations.

June 20, 2023

Commissioner Jennifer Ho Minnesota Housing Finance Agency 400 Wabasha Street North, Suite 400 St. Paul, MN 55102

Re: Support for Hillside Gardens

Dear Commissioner Ho:

We are writing to express our strong support for Trellis Co.'s funding application for Hillside Gardens to the Minnesota Housing Finance Agency Multifamily Consolidated RFP.

This project intends to provide critical building improvements to keep the 45 units of affordable, Section 8 housing at Hillside Gardens in service. This housing community was constructed in 1967 and is in critical need of repairs. Investments into mechanical systems, structural repairs, and common area and apartment finishes are needed to keep these apartments operating and continuing to provide much-needed safe and affordable housing in Proctor.

[Please insert any additional narrative on why this project is important to you. See 2^{nd} page of template for examples of talking points that can be integrated into this letter]

In this time of affordable housing scarcity, securing funding through the Consolidated RFP for this project is crucial to families and individuals we serve in the City of Proctor. We hope, and respectfully request, that you will approve the application to preserve the Hillside Gardens building and provide much-needed affordable, good-quality housing for decades to come.

Thank you very much for your consideration. It is greatly appreciated.

Sincerely,

Chad Ward Mayor

cc. Melinda Studer, Leah Stockstrom

Examples of talking points in support of the project:

Hillside Gardens has been providing affordable housing for low to moderate income seniors and people with disabilities in Proctor for over 50 years. According to the 2020 Census, approximately 30% of Proctor residents are 60+ years old, and approximately 16% of the city's population has a disability. Nearly 30% of households have annual incomes below \$35,000. Hillside Gardens offers many benefits to Proctor's senior and disabled community members, and much-needed repairs at this aging property will preserve its ability to serve these communities for decades to come.

Affordable housing is identified as a critical need by the City of Proctor's 2016 Comprehensive Plan. A key goal of the Comprehensive Plan states "Proctor will strive to provide housing neighborhoods that offer a selection of affordable, sustainable, and aesthetically-pleasing housing options, including varying sizes of lots and rental and ownership options for residents of all ages, creating equitable housing options with access to facilities that can contribute to a healthy lifestyle." It also identifies the age and maintenance needs of existing housing stock as a serious concern and highlights the importance of housing options, like Hillside Gardens, where people can safely age in place. Investing in Hillside Gardens will have a meaningful impact on sustainability of affordable housing in Proctor, particularly for seniors and people with disabilities in the community.

Rehabilitation of Hillside Gardens will generate significant economic benefits to the Proctor community and the State of Minnesota. With an estimated rehab budget of over \$5MM, employment multipliers from the Economic Policy Institute indicate that at least 25 direct jobs would be created with an additional 50 indirect jobs (supplier and induced jobs) from this construction project. These high-quality jobs will provide a positive impact to the Proctor community and to the surrounding region.

Chad Ward Mayor



COUNCILORS Jake P. Benson

Troy R. DeWall Rory Johnson James Rohweder

6B

Jess Rich City Administrator

You Have A Place in Proctor

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

Resolution 25-23 Resolution of Non-Objection To Issuance of State of Minnesota **Charitable Gambling License**

BE IT RESOLVED that the City Council of the City of Proctor hereby certifies that there is no objection to the issuance of a State of Minnesota Charitable Gambling Permit to Valley Youth Center to conduct a raffle at Proctor Speedway, 800 N Boundary Ave, Proctor, Minnesota on August 5th, 2023.

Passed by a majority vote of the Proctor City Council, this 20th day of June 2023.

BY: Chad Ward Mayor ATTEST: Jess Rich City Administrator

Chad Ward Mayor



COUNCILORS Jake P. Benson

Troy R. DeWall Rory Johnson James Rohweder

6C

Jess Rich City Administrator

You Have A Place in Proctor

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

Resolution 26-23 Resolution of Non-Objection To Issuance of State of Minnesota Charitable Gambling License

BE IT RESOLVED that the City Council of the City of Proctor hereby certifies that there is no objection to the issuance of a State of Minnesota Charitable Gambling Permit to Valley Youth Center to conduct a raffle at Proctor Speedway, 800 N Boundary Ave, Proctor, Minnesota on August 31st, 2023.

Passed by a majority vote of the Proctor City Council, this 20th day of June 2023.

BY: Chad Ward Mayor ATTEST: Jess Rich City Administrator

Chad Ward Mayor

Jess Rich City Administrator **City of Proctor**

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

You Have A Place In Proctor

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

RESOLUTION NO. 27-23 **A RESOLUTION APPROVING A LAWFUL GAMBLING PREMISES PERMIT**

6D

WHEREAS, the City Council of the City of Proctor allows gambling licenses to be issued within the city;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PROCTOR, MINNESOTA AS FOLLOWS:

That VFW POST 137 request for a premises permit at 501 3rd Ave hereby be approved.

Passed by the City Council of Proctor, Minnesota this 20th day of June, 2023.

Chad Ward Mayor

Attested:

Jess Rich City Clerk

TY OF PROCTOR Corporate Seal

City of Proctor

Report Criteria:

Payment Approval Report - City Report dates: 1/1/2022-12/31/2023 Page: 1 Jun 16, 2023 11:59AM

General Bills

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 = 06/20/2023

nvoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
AIRFIBER				
13856	INTERNET SERVICE - 5 STATIC IPS	06/20/2023	126.35	100-10-120-3009 Computer Services
Total AIRFI	BER:		126.35	
ARROWHEAD P	AINT PRODUCTS INC			
50526	YELLOW PAINT FOR CURBS	06/14/2023	108.00	100-30-300-2210 Operating Supplies
Total ARRC	OWHEAD PAINT PRODUCTS INC:		108.00	
CINTAS				
155173827	STREET DEPT COVERALLS	05/11/2023	21.36	100-30-300-2217 Clothing
155173827	CITY HALL MATS, TOWELS, MOPS	05/11/2023		100-10-130-3000 Professional Services
155876952	STREET DEPT COVERALLS	05/18/2023	21.36	100-30-300-2217 Clothing
155876952	CITY HALL MATS, TOWELS, MOPS	05/18/2023	28.41	100-10-130-3000 Professional Services
156550999	STREET DEPT COVERALLS	05/25/2023	21.36	100-30-300-2217 Clothing
156550999	CITY HALL MATS, TOWELS, MOPS	05/25/2023	123.77	100-10-130-3000 Professional Services
157211837	STREET DEPT COVERALLS	06/01/2023	21.36	100-30-300-2217 Clothing
157950742	STREET DEPT COVERALLS	06/08/2023	21.36	100-30-300-2217 Clothing
157950742	CITY HALL MATS, TOWELS, MOPS	06/08/2023	123.77	100-10-130-3000 Professional Services
Total CINT	AS:		506.52	
	COMMUNICATIONS			
6012023	MONTHLY TELEPHONE	06/01/2023	437.84	100-10-120-3021 Telephone
Total CONS	SOLIDATED COMMUNICATIONS:		437.84	
ELAN CORPOR	ATE PAYMENT SYSTEMS			
)50223	POST LICENSE CARTER	05/02/2023	90.00	100-20-210-4438 Licenses & Permits
51523	JOE CARTER UNIFORM, ETC	05/24/2023	35.90	100-20-210-2217 Clothing
5182023AFT	AFTERLIFE ELECTRONICS	05/18/2023	90.00	100-10-130-3000 Professional Services
52323	LUKE HEDIN UNIFORM, ETC	05/24/2023	133.97	100-20-210-2217 Clothing
52423	OFFICE SUPPLIES	05/24/2023	94.80	100-20-210-2210 Operating Supplies
52623	FLOWERS FOR MEMORIAL DAY	05/26/2023	228.05	100-10-130-2210 Operating Supplies
5312023HOLI	FUEL - STREET DEPT	05/31/2023	26.31	100-30-300-2212 Fuels & Lubricants
11-2967762-0	RIEBEL MATTHEW	05/20/2023	6.79	100-20-210-2205 Office Supplies
11-5105900-2	MIKE BRADLEY UNIFORM ALLOWANCE	05/23/2023	13.99	100-20-210-2217 Clothing
11-6431743-3	JOE CARTER UNIFORM,ETC	05/24/2023	24.69	100-20-210-2217 Clothing
11-9009119-6	OFFICE SUPPLIES	05/01/2023	9.99	100-20-220-2205 Office Supplies
12-5415050-0	MIKE BRADLEY	05/31/2023	79.00	100-20-210-2217 Clothing
14-9170561-4	PLAQUE AND DOCUMENT HOLDER	05/24/2023	29.25	100-10-110-2210 Operating Supplies
5364696	WATER REPAIR CLAMP FOR CONCESSION #2	05/05/2023	68.92	100-40-410-2210 Operating Supplies
736199130	GOOGLE WORKSPACE	06/01/2023	63.00	100-20-210-3009 Computer Services
.16.23.1	SKID STEER FUEL AT KWIK TRIP	05/16/2023	67.71	100-30-300-2212 Fuels & Lubricants
5.18.23	NEW HYDRAULIC PUMP FOR SANDER	05/18/2023	501.57	100-30-300-2220 Supplies - Repair & M
5.3.23.01	KWIK TRIP DIESEL FOR SWEEPER	05/03/2023	36.23	100-30-300-2212 Fuels & Lubricants
5.3.23.02	KWIK TRIP GAS FOR JET TRAILER	05/03/2023	42.39	100-30-300-2212 Fuels & Lubricants
5.8.23.1	CERTIFICATION FEE FOR RICK'S SEWER LICENSE RENEWAL	05/08/2023		500-50-510-3035 Training Expense

City of	Proctor
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Payment Approval Report - City Report dates: 1/1/2022-12/31/2023

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Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
5-13-23FD 5-30-23FD	HYDRATION / REFRESHMENTS GAS IN 500S TRUCK MEET GRAND FORKS IN GRAND RAPIDS	05/13/2023 05/30/2023		100-20-220-2210 Operating Supplies 100-20-220-2212 Fuels & Lubricants
5-31-23FD	VICE GRIP V / WRENCH SETS	05/31/2023	64.98	100-20-220-2220 Supplies - Repair & M
5602242	MACVB CONFERENCE	05/18/2023		100-15-115-3000 Professional Services
72199053965	MENARDS	05/18/2023		100-20-210-2220 Supplies - Repair & M
952		05/18/2023		100-15-115-3000 Professional Services
AMZN0502202 FBAD	OFFICE SUPPLIES AD	05/02/2023 05/31/2023		100-20-220-2205 Office Supplies 100-10-110-3052 General Notices & Pub
Total ELAN	N CORPORATE PAYMENT SYSTEMS:		2,376.68	
ESC SYSTEMS				
75605	CENTRAL STATION MONITORING FOR 12 MONTHS JUNE-MAY	05/31/2023	294.00	100-10-130-4443 Security Systems
Total ESC	SYSTEMS:		294.00	
	S AND SONS INC	05/04/0000	704.00	
DD3152	AQUA SEAL FOR MANHOLE REPAIRS	05/31/2023		500-50-510-2210 Operating Supplies
Total ESS	BROTHERS AND SONS INC :		704.00	
GOPHER STATE 3050692	E ONE-CALL INC 104 FTP TICKETS	05/31/2023	140.40	300-30-330-3000 Professional Services
Total GOP	HER STATE ONE-CALL INC:		140.40	
	ERN PUBLISHING, LLC			
11411	BUSINESS NORTH AD	06/06/2023	970.00	100-15-115-3040 Advertising
Total GRE	AT NORTHERN PUBLISHING, LLC:		970.00	
HARTELS/DBJ	DISPOSAL COMPANY			
836589	TRASH REMOVAL SERVICES - CITY OF PROCTOR	06/13/2023	331.75	100-10-130-3084 Refuse Disposal
836589	REFUSE DISPOSAL - STREET DEPT TRASH PICKUP	06/13/2023	196.55	100-30-300-3084 Refuse Disposal
Total HAR	TELS/DBJ DISPOSAL COMPANY:		528.30	
HEDTKE, SALLY		00/05/0000		
2023	MILEAGE REIMBURSEMENT	06/05/2023	291.02	100-15-115-3000 Professional Services
Total HED	TKE, SALLY :		291.02	
INTEGRIS LLC		06/06/2022	2 262 02	100 10 120 2000 Computer Services
484123	MONTHLY BILLING	06/06/2023	3,262.02	100-10-120-3009 Computer Services
Total INTE	GRIS LLC:		3,262.02	
MENARDS - WE		05/05/0000	F0 77	100 40 410 2240 Operation Operation
77315 70371	PLUMBING PARTS FOR CONCESSION 2	05/05/2023		100-40-410-2210 Operating Supplies
79371 79808	FENCE TIES FOR 3RD ST PARK FIRE NOZZLE FOR JETTER HOSE	06/05/2023 06/12/2023		100-40-410-2210 Operating Supplies 500-50-510-2210 Operating Supplies
Total MEN	ARDS - WEST DULUTH:		104.71	
MNIT SERVICES	3			
DV23050436	MNIT SERVICES	06/09/2023	101.38	100-20-210-4433 Dues & Subscriptions

City of Proctor		Payment Approval Report - City Report dates: 1/1/2022-12/31/2023		Page: (Jun 16, 2023 11:59AM
Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total MNI	T SERVICES :		101.38	
NAPA AUTO PA	RTS OF W. DULUTH			
5-31-23FD	DOOR STRUTS E1	05/31/2023	16.44	100-20-220-4400 Repairs & Maintenanc
Total NAP	A AUTO PARTS OF W. DULUTH :		16.44	
NORTHERN EN 151361	IGINE & SUPPLY INC HEAVY DUTY CABLE TIES	06/06/2023	15.75	100-30-300-2210 Operating Supplies
Total NOR	RTHERN ENGINE & SUPPLY INC:		15.75	
NORTHLAND C	ONSTRUCTORS OF DULUTH			
21065	HOT MIX ASPHALT FOR PATCHING IN MAY	05/31/2023	1,126.28	100-30-330-2224 Street Maintenance M
Total NOR	RTHLAND CONSTRUCTORS OF DULUTH:		1,126.28	
PROCTOR BUIL	LDERS			
260720	FLAGS	05/24/2023		100-10-130-2210 Operating Supplies
261249	KINKPROTECT HOSE EXTENSION	06/15/2023	9.29	100-20-210-2210 Operating Supplies
Total PRO	OCTOR BUILDERS:		273.17	
PROCTOR JOU				
37418	MS 150 AD	06/07/2023	250.00	100-15-115-3040 Advertising
Total PRO	OCTOR JOURNAL:		250.00	
PUBLIC UTILITI	IES COMMISSION			
1016550000-0	UTILITIES - BDRY AVE & 135 LIFT STATION	05/17/2023		500-50-510-3080 Utilities
	UTILITIES - CITY HALL UTILITIES - CITY GARAGE	05/16/2023 05/16/2023		100-10-130-3080 Utilities 100-30-300-3080 Utilities
	UTILITIES - ALMAC DR LIFT STATION	05/16/2023		500-50-510-3080 Utilities
	UTILITIES - 225 FIFTH AVE - FIRE DEPT	05/18/2023		100-20-220-3080 Utilities
Total PUB	LIC UTILITIES COMMISSION :		1,268.97	
SHRED N GO IN	NC			
151948	SHREDDING SERVICES	06/09/2023	136.89	100-10-120-3000 Professional Services
Total SHR	ED N GO INC :		136.89	
THOMSON REU	JTERS-WEST			
848417379	CLEAR THOMSON REUTERS	06/05/2023	135.30	100-20-210-4433 Dues & Subscriptions
Total THO	MSON REUTERS-WEST :		135.30	
TROYS SERVIC	E			
63376	181 CONTROL ARMS	06/01/2023	935.62	100-20-210-4400 Repairs & Maintenanc
63435	SWITCH OUT TIRES/106	06/01/2023		100-20-210-4400 Repairs & Maintenanc
63517	2008 FORD TRUCK F550 FIX COOLANT LEAK	06/08/2023	387.82	100-20-220-4400 Repairs & Maintenanc
Total TRO	YS SERVICE:		1,397.44	
US BANK VOYA	AGER			
06082023	FUEL	06/08/2023	1,842.67	100-20-210-2212 Fuels & Lubricants

City of Proctor		Payment Approval Report - City Report dates: 1/1/2022-12/31/2023		Page: 4 Jun 16, 2023 11:59AM
Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total US B	ANK VOYAGER:		1,842.67	
VC3 INC. 113223 113484 Total VC3 I	ANNUAL COMMITMENT, WORKSTATION MANA AGREEMENT MITEL PHONE SUPPORT NC.:	GEMENT 06/05/2023 06/06/2023		100-20-210-3009 Computer Services 100-10-120-3021 Telephone
WEX BANK 89802188 89802188 89802188	FUEL - FIRE DEPT FUEL - PUC FUEL - STREET DEPT	06/07/2023 06/07/2023 06/07/2023		100-20-220-2212 Fuels & Lubricants 700-71-720-2212 Fuels & Lubricants 100-30-300-2212 Fuels & Lubricants
Total WEX	BANK:		2,684.39	
323879	& FARM SUPPLIES SEED AND STRAW DES FEED & FARM SUPPLIES:	05/15/2023	50.43	100-30-300-2210 Operating Supplies
WIPFLI 2281119 2281119	PROGRESSS BILLING ON AUDIT 2022 PUC 2022 AUDIT PROGRESS BILLING	05/31/2023 05/31/2023	2,600.00	100-10-110-3001 Auditing & Accounting 700-74-740-3001 Auditing & Accounting
Total WIPF Grand Tota			10,000.00 	

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 = 06/20/2023

Payment Approval Report - Liquor Report dates: 1/1/2022-12/31/2023

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Liquor Bills

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 = 06/20/2023

nvoice Number		scription	Invoice Date	Net Invoice Amount	GL Account and Title
AMERICAN BO	TTLING COMPANY				
3313815359	SODA		05/15/2023	8.91-	600-60-600-2254 Soft Drinks & Mix
313815607	SODA		06/05/2023	402.42	600-60-600-2254 Soft Drinks & Mix
Total AME	ERICAN BOTTLING COMPANY :			393.51	
RTISAN BEEF	R COMPANY				
606636	BEER		06/01/2023	554.45	600-60-600-2252 Beer Purchases
Total ART	ISAN BEER COMPANY:			554.45	
ERNICKS PEI	PSI				
0031741	BEER		05/03/2023	7,775.15	600-60-600-2252 Beer Purchases
0036584	BEER		05/31/2023	2,859.75	600-60-600-2252 Beer Purchases
0036585	BEER		05/31/2023	63.95	600-60-600-2252 Beer Purchases
0037334	BEER		06/02/2023	291.20	600-60-600-2252 Beer Purchases
0037907	BEER		06/07/2023	8,127.40	600-60-600-2252 Beer Purchases
0037908	BEER		06/07/2023	12.10-	600-60-600-2252 Beer Purchases
0038561	BEER		06/09/2023		600-60-600-2252 Beer Purchases
038562	BEER		06/09/2023	375.75	
0039116	BEER		06/14/2023	679.50	600-60-600-2252 Beer Purchases
039117	BEER		06/14/2023	2,955.05	
Total BER	RNICKS PEPSI:			23,499.65	
REAKTHRU E	BEVERAGE				
0595779	LIQUOR		06/01/2023	547.94	600-60-600-2251 Liquor Purchases
0595779	SERVICE FEE		06/01/2023		600-60-600-3033 Freight & Express
0687669	LIQUOR		06/08/2023		600-60-600-2251 Liquor Purchases
0687669	SERVICE FEE		06/08/2023	37.61	
1012043	LIQUOR		05/31/2023		600-60-600-2251 Liquor Purchases
1023211	SERVICE FEE		06/04/2023		600-60-600-3033 Freight & Express
1023211	LIQUOR		06/04/2023		600-60-600-2251 Liquor Purchases
11023211	SERVICE FEE		06/07/2023		600-60-600-3033 Freight & Express
1041609	LIQUOR		06/07/2023		600-60-600-2251 Liquor Purchases
Total BRE	AKTHRU BEVERAGE:			2,627.28	
INTAS					
157509135	MATS		06/05/2023	164.62	600-60-600-2210 Operating Supplies
Total CIN	TAS:			164.62	
	BEVERAGE				
929731	BEER		06/13/2023	190.45	600-60-600-2252 Beer Purchases
Total DAF	ILHEIMER BEVERAGE:			190.45	
ARTELS/DB.I	DISPOSAL COMPANY				
	DIGI OURE COMI ANT				

City of Proctor

Payment Approval Report - Liquor Report dates: 1/1/2022-12/31/2023

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nvoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total HAR	TELS/DBJ DISPOSAL COMPANY:		171.12	
OHNSON BRO	THERS INC			
309520	DELIVERY CHARGE	06/01/2023	40.90	600-60-600-3033 Freight & Express
309520	LIQUOR	06/01/2023	1,814.20	600-60-600-2251 Liquor Purchases
309521	DELIVERY CHARGE	06/01/2023	44.14	600-60-600-3033 Freight & Express
309521	WINE	06/01/2023		600-60-600-2253 Wine Purchases
314191	DELIVERY CHARGE	06/07/2023	,	600-60-600-3033 Freight & Express
314191	LIQUOR	06/07/2023		600-60-600-2251 Liquor Purchases
314192	DELIVERY CHARGE	06/07/2023		600-60-600-3033 Freight & Express
314192	WINE	06/07/2023		600-60-600-2253 Wine Purchases
319316	DELIVERY CHARGE	06/14/2023		600-60-600-3033 Freight & Express
319316	LIQUOR	06/14/2023		600-60-600-2251 Liquor Purchases
319317	DELIVERY CHARGE	06/14/2023		600-60-600-3033 Freight & Express
319317	WINE	06/14/2023		600-60-600-2253 Wine Purchases
Total JOH	NSON BROTHERS INC :		5,778.92	
AKESHORE IC	E			
1-303982 5-304422	ICE ICE	06/05/2023 06/09/2023		600-60-600-2258 Misc Merchandise 600-60-600-2258 Misc Merchandise
Iotal LAKE	ESHORE ICE:		144.96	
ICHAUD DIST	RIBUTING COMPANY BEER	06/05/2023	006.05	600-60-600-2252 Beer Purchases
7525	FUEL SURCHARGE	06/05/2023		600-60-600-3033 Freight & Express
7763 7763	FUEL SURCHARGE BEER	06/12/2023 06/12/2023		600-60-600-3033 Freight & Express 600-60-600-2252 Beer Purchases
Total MICH	AUD DISTRIBUTING COMPANY:		1,704.25	
HILLIPS WINE	& SPIRITS CO.			
600420	DELIVERY	06/01/2023	9.45	600-60-600-3033 Freight & Express
600420	LIQUOR	06/01/2023		600-60-600-2251 Liquor Purchases
600421	DELIVERY	06/15/2023		600-60-600-3033 Freight & Express
500421	WINE	06/15/2023	170.00	600-60-600-2253 Wine Purchases
604053	DELIVERY	06/07/2023		600-60-600-3033 Freight & Express
604053	LIQUOR	06/07/2023		600-60-600-2251 Liquor Purchases
604054	DELIVERY	06/07/2023	,	600-60-600-3033 Freight & Express
604054	WINE	06/07/2023		600-60-600-2253 Wine Purchases
507893	LIQUOR	06/14/2023		600-60-600-2251 Liguor Purchases
507893	DELIVERY CHARGE	06/14/2023		600-60-600-3033 Freight & Express
607894	DELIVERY CHARGE	06/14/2023		600-60-600-3033 Freight & Express
607894	LIQUOR	06/14/2023		600-60-600-2251 Liquor Purchases
Total PHIL	LIPS WINE & SPIRITS CO. :		4,687.13	
UBLIC UTILITI	ES COMMISSION			
016900000-0	UTILITIES - MT SPIRITS	05/17/2023	.83-	600-60-600-3080 Utilities
Total PUBI	LIC UTILITIES COMMISSION :		.83-	
54570	DELIVERY	06/09/2023	14.01	600-60-600-3033 Freight & Express
354570	LIQUOR	06/09/2023	4 054 00	600-60-600-2253 Wine Purchases

City of Proctor

Payment Approval Report - Liquor Report dates: 1/1/2022-12/31/2023

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Invoice Number	Descriptior	Invoice Date	Net Invoice Amount	GL Account and Title
5098256	DELIVERY	05/31/2023	22.54	600-60-600-3033 Freight & Express
5098256	LIQUOR	05/31/2023	2,200.48	600-60-600-2253 Wine Purchases
Total SOU	THERN WINE & SPIRITS:		3,291.31	
	/ERAGE (MN)			
20041460	BEER	06/02/2023	1,742.85	600-60-600-2252 Beer Purchases
20041460	FREIGHT	06/02/2023	3.00	600-60-600-3033 Freight & Express
20041545	BEER	06/06/2023	3,570.80	600-60-600-2252 Beer Purchases
20041545	FREIGHT	06/06/2023	3.00	600-60-600-3033 Freight & Express
20041866	BEER	06/09/2023	1,306.40	600-60-600-2252 Beer Purchases
20041866	FREIGHT	06/09/2023	3.00	600-60-600-3033 Freight & Express
20042002	FREIGHT	06/13/2023	3.00	600-60-600-3033 Freight & Express
20042002	BEER	06/13/2023	6,223.25	600-60-600-2252 Beer Purchases
Total SUP	ERIOR BEVERAGE (MN):		12,855.30	
URSA MINOR B	REWING			
e-4305	BEER	06/01/2023	258.30	600-60-600-2252 Beer Purchases
e-4355	BEER	06/08/2023	248.76	600-60-600-2252 Beer Purchases
Total URS	A MINOR BREWING:		507.06	
VINOCOPIA				
0330280-in	DELIVERY	05/30/2023	5.00	600-60-600-3033 Freight & Express
0330280-in	WINE	05/30/2023	136.00	600-60-600-2253 Wine Purchases
Total VINC	DCOPIA:		141.00	
Grand Tota	als:		56,710.18	

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 = 06/20/2023