

*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, July 3, 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, Tuesday June 20, 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**

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

**\*3. COMMITTEE REPORTS**

A. Payroll Report – June 23<sup>rd</sup>, 2023

B. Public Safety Minutes - *Draft* - June 5th, 2023

**4. CLERK ADVISES COUNCIL**

A. Administrator Rich - Memo

**5. UNFINISHED BUSINESS**

A. City of Proctor Blight Policy

**6. NEW BUSINESS**

A. Playground for Everybody Report and Proposal

B. Cannabis Moratorium Recommendation

C. LCCMR Proposal Discussion

## **MEMBER CONCERNS**

**Benson:**

**DeWall:**

**Johnson:**

**Rohweder:**

**Ward:**

**City Attorney:**

## **BILLS FOR APPROVAL**

General: \$61,860.99

Liquor: \$46,923.04

**TOTAL BILLS FOR APPROVAL: \$108,784.03**

## **ADJOURNMENT**

MINUTES OF THE PROCTOR CITY COUNCIL MEETING JUNE 20<sup>th</sup>, 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 Rory Johnson, Councilor Rohweder

MEMBERS ABSENT: Councilor Jake Benson

OTHERS PRESENT: Attorney John Bray, City Administrator Jess Rich, Administrative Assistant Megan Jordan, Kathy Hannan, Kathy Resberg

M/S/P: Rohweder/Johnson to approve the minutes from Monday, June 5<sup>th</sup>, 2023.

M/S/P: Ward/Rohweder to approve the agenda for Monday, June 20<sup>th</sup>, 2023.

M/S/P: Johnson/Rohweder to approve the consent agenda for Monday, June 20<sup>th</sup>, 2023.

**4. Clerk Advises Council**

A. Jet Inspection Report

Structural engineer report was completed and received, included in the meeting packet. Administrator Rich states an insurance claim has been submitted with general repairs being completed to continue to safely display the jet on Hwy 2.

B. Moody Rating

The City of Proctor has been graded from an AA2 to an AA3, which will aid with borrowing for the 2<sup>nd</sup> St meeting

C. July 3<sup>rd</sup> Discussion – Councilor Benson

Regularly scheduled meeting will be held on July 3<sup>rd</sup>, 2023 at 6:00 pm.

D. 2024 Capital Budget Requests

Three priority requests have been submitted for the 2024 session. Administrator Rich reports

E. 2<sup>nd</sup> St Update

Weekly construction meetings have been held, with the timeline progressing as scheduled. The intersection at 5<sup>th</sup> Ave/2<sup>nd</sup> St has reopened.

F. Playground for EveryBody

Additional funds from the DNR grant left to spend. City staff and maintenance have observed use of the playground and recommend a handicap accessible parking lot, fencing, and an additional blacktop path for restroom accessibility.

**5. UNFINISHED BUSINESS**

A. City of Proctor Blight Policy

**6. NEW BUSINESS**

M/S/P: Ward/DeWall to approve the letter of support as submitted, supporting the renovations of Hillside Gardens as submitted. Mayor Ward indicates additional narrative he would like added to the letter including the creation of jobs and the community impacts.

M/S/P: Rohweder/Johnson to approve resolution 25-23 as submitted, issuing a charitable gambling license to Valley Youth Center to conduct a raffle at the Proctor Speedway on August 5<sup>th</sup>, 2023.

M/S/P: Ward/DeWall to approve resolution 26-23 as submitted, issuing a charitable gambling license to Valley Youth Center to conduct a raffle at Proctor Speedway on August 31<sup>st</sup>, 2023.

M/S/P: Johnson/Rohweder to approve resolution 27-23 as submitted, approving the VFW Post 137 as a lawful gambling premise.

MEMBER CONCERNS

Benson: None

DeWall: None

Johnson: Extends gratitude and appreciation to the Proctor PD for their parking/traffic control at St. Luke's Arena providing parking and shuttle logistics for Grandma's Marathon.

Rohweder: None

Mayor Ward: Announces the annual softball tournament June 23<sup>rd</sup>-24<sup>th</sup>, he will be in attendance and throwing out the first pitch.

Attorney Bray: None

Administrator Rich: None

**BILLS FOR APPROVAL:**

General: \$29,917.37

Liquor: \$56,710.18

**TOTAL BILLS FOR APPROVAL: \$86,627.55**

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

M/S/P: DeWall/Ward to adjourn the regular council meeting at 6:23 pm.

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

\*3A

Check Date Range      6/23/2023                      to                      6/26/2023

<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	2,200.00	-	-	-	-
City Admin	7,268.80	-	-	-	-
Finance	3,076.80	-	-	-	-
Police Department	24,782.69	30.25	1,627.77	-	-
Fire Department	595.00	-	-	-	-
Street Department	10,645.64	2.67	132.00	-	-
Liquor Store	5,292.98	-	-	-	-
PUC	6,647.08	8.00	321.29	-	-
Committees	-	-	-	-	-
Election Judges	-	-	-	-	-
<b>Total</b>	<b>60,508.99</b>	<b>40.92</b>	<b>2,081.06</b>	-	-

Public Safety Committee  
Draft MINUTES  
Monday, June 5<sup>th</sup>, 2023

Meeting was called to order at 5:00 pm

Members present: Kent Gaidis, Dick Kari, Chad Ward, Rick LaLonde, Kerry Helquist, Troy DeWall

Others present: Matt Riebel, Jake Benson, Shawn Reed, Jim Rohweder, Megan Jordan, Rory Johnson, Rick LaLonde, Jess Rich

M/S/P: Ward/Helquist to approve the minutes of May 1<sup>st</sup>, 2023.

M/S/P: Ward/Helquist to approve the agenda for June 5<sup>th</sup>, 2023.

DISCUSSION

**A. Grandma's Marathon Event Center Parking**

Parking logistics/maps are included in the packet showing separate routes for buses and runner parking/drop offs. Only buses will have eastbound access on Kirkus St from Ugstad Rd. Committee members agree this set-up worked well in the past, with shuttles/parking operations usually completed by 6:30 am. Chair Gaidis states there will be officers present directing traffic.

M/S/P: Ward/Gaidis to recommend presented parking and shuttle logistics to council.

**B. Hoghead Street Dance Notification**

Kari will provide all notifications for Hoghead events.

**C. 2<sup>nd</sup> St Update**

Administrator Rich states construction has begun with material reclaim starting at 7<sup>th</sup> Ave and progressing east to allow for the end of school and MS150 traffic accommodations. She is also in communication with the contractor over storage/staging of materials.

**D. Cannabis/Marijuana/THC Sales**

Benson is present to begin discussion and presents a summary on the status of the current legislation on the legalization of cannabis. Discussion follows among committee members and Attorney Reed, suggesting a moratorium on the number of allowed shops and/or ability to sell/distribute within the City of Proctor. Benson also states the LMC is working on verbiage and language regarding the sale of THC products owned by municipally owned liquor store. Attorney Reed is present and recommends a moratorium in place to allow time for the state legislation to provide ample language for municipality owned establishments selling THC or cannabis products. Chief Gaidis states to committee members and others present a determination on the allowance of selling THC infused beverages/products at Mountain Spirits will be needed. He explains these products differ from the legalization of marijuana and dispensaries. No action or recommendation regarding THC products or beverages is made at this time.

M/S/P: Gaidis/Kari to recommend a moratorium on the sale/distribution of THC/Cannabis/Marijuana products to council with the length of the moratorium to be

determined at a later date.

Member Concerns:

Chair Gaidis will provide Chief Helquist on the status on the parking problems at St. Luke's arena with school and arena staff.

M/S/P: Ward/Kari to adjourn at 5:35 pm.

Chad Ward  
Mayor

# City of Proctor

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

Jess Rich  
City Administrator

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*You Have a Place in Proctor*

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

Date: June 30, 2023  
To: Proctor City Council  
From: Jess Rich Administrator  
Re: Clerk Advises Council Report

4A

**Sand Salt Garage:** Preconstruction meeting was held Tuesday June 27, 2023. The contractor is ready to start when the fiber optic line is lowered. Lumen has the work scheduled for July 12, 2023.

**2<sup>nd</sup> Street Project:** Public comments and concerns have been low as we strive to keep the homeowners updated through social media and emails. Communication from USA Project Supt. Dan Schmitz has been great. There will be no construction July 3 and July 4, but the crew will be working Saturday July 8 to make up the time. USA reports the project is on schedule. The bond bids were received, and we awarded the bid at a 3.7142% interest rate which is lower than anticipated. The council will receive more information about the bond issuance at the Monday July 17, 2023, council meeting.

**Orange Places Project:** The 3<sup>rd</sup> Street Park Committee will have a meeting on Thursday July 13th to learn about the survey results, consider immediate improvement recommendations and learn more about long-term improvement recommendations.

**Pickleball Facility:** We are working with Sherm Carlson on exploring all ideas for the location of the facility.

**2024 Capital Bonding Requests:** Meetings were held with Senator Hauschild and Representative Zeleznikar to update them of our requests and to explore other funding options.

**Jet Update:** Work continues to secure the jet as we work with the LMCIT on the claim and a permanent repair plan.

**League of Minnesota Cities Annual Conference:** Thank you for the opportunity to attend the League of Minnesota Cities Annual Conference June 21-23 in Duluth. I attended sessions on cannabis legislation, opioid settlements, communication plans, legislative updates, and childcare.

**Budgets and Financial Statement:** Finance Director Brunfelt will be attending the July 17, 2023, meeting with information and discussion on a June 30, 2023 budget report, 2024 budgeting and the 2022 financial statement.



Chad Ward  
Mayor

# City of Proctor

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

Jess Rich  
City Administrator

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*You Have a Place in Proctor*

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

Date: June 29, 2023  
To: Proctor City Council  
From: Jess Rich Administrator  
Re: Playground for Everybody

6A

The playground has been open, being used by the community, and city staff has noted a few additions that could make the park better.

1. Fence the north side to protect users from a steep grade.
2. Pave the parking lot on the west side of the park to prevent debris being tracked onto the rubber playground surface.
3. Place the portable restrooms on a solid paved surface flush with the playground surface for ideal accessibility.

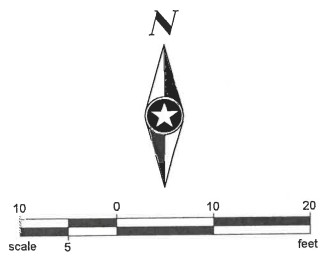
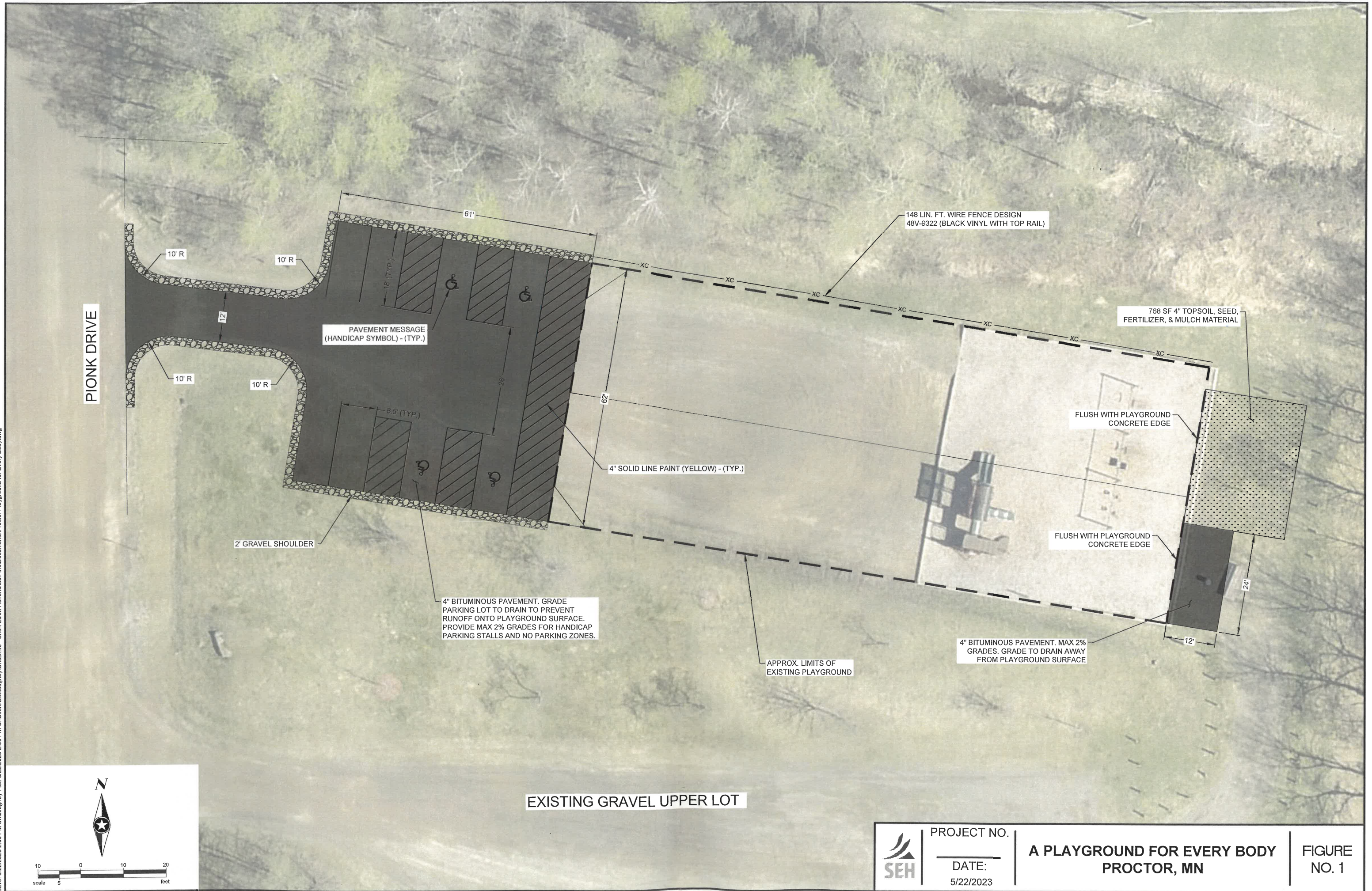
SEH visited the site and prepared a site map with quantities (see attached.) These quantities were given to local companies for estimates (attached.)

Recommended council approve the additional work be done awarding the job to KTM in the amount of \$26,546.80 and A-1 Fence Co. in the amount of \$5,620.91 for a total of \$32,167.71.

Little Tikes	\$313,359
Ready Mix	\$2,166
Floodwood Concrete	\$11,500.00
Proctor Builders	\$377.57
Sinnott Contracting	\$19,500.00
Sinnott Donation	\$7,472.00
City Labor	\$6,442.71
City Labor Benefits	\$1,641.81
City Equipment	\$3,585.96
Volunteer Labor	\$5,778.00
<u>Donated Equipment</u>	<u>\$260.00</u>
Total	\$372,083.05
<u>Project Budget</u>	<u>\$400,000.00</u>
<b>Remaining Budget</b>	<b>\$27,916.95</b>



Save: 5/22/2023 2:08 PM awilloughby Plot: 5/22/2023 2:09 PM C:\Users\awilloughby\OneDrive - Short Elliott Hendrickson Inc\Documents\Proctor Playground for Every Body.dwg



	PROJECT NO.	<b>A PLAYGROUND FOR EVERY BODY PROCTOR, MN</b>	<b>FIGURE NO. 1</b>
	DATE:		
	5/22/2023		





Project Name: Project Name  
 SEH Project No: PROCT 166073  
 Date: June 13, 2023  
 Estimator: Tyler Yngsdal, PE (Lic. MN)  
 Description: Preliminary Opinion of Cost

X:\PTP\PROCT\166073\PLAYGROUND FOR EVERYBODY\PIE

SITE PREPARATION	UNIT	EST. QUANTITY	UNIT PRICE	AMOUNT
SILT FENCE OR SEDIMENT CONTROL LOGS	LIN FT	200	\$ 4.00	\$ 800.00
MOBILIZATION	LUMP SUM	1	\$ 5,000.00	\$ 5,000.00
PARKING LOT	UNIT	EST. QUANTITY	UNIT PRICE	AMOUNT
COMMON EXCAVATION	CU YD	70	\$ 15.00	\$ 1,050.00
BITUMINOUS PAVEMENT	TON	125	\$ 150.00	\$ 18,750.00
AGGREGATE BASE (CL 5)	CU YD	70	\$ 50.00	\$ 3,500.00
OTHER	UNIT	EST. QUANTITY	UNIT PRICE	AMOUNT
WIRE FENCE 48V-9322 (BLACK VINYL)	LIN FT	148	\$ 75.00	\$ 11,100.00
4" SOLID LINE YELLOW	LIN FT	865	\$ 1.50	\$ 1,297.50
PAVEMENT MESSAGE (HANDICAP SYMBOL)	EACH	4	\$ 150.00	\$ 600.00
4" TOPSOIL, SEED, FERTILIZER, & MULCH	SQ FT	768	\$ 2.50	\$ 1,920.00
<b>SUB TOTAL</b>				<b>\$ 44,017.50</b>
CONTINGENCIES			10%	\$ 4,401.75
<b>TOTAL CONSTRUCTION</b>				<b>\$ 48,419.25</b>

Assumptions:

1. 4" Bituminous Pavement thickness
2. Common excavation for grading existing class 5 for drainage prior to pavement. Common excavation for topsoil removal for parking lot expansion areas.
3. Class 5 material for parking expansion areas and for additional prep for bituminous pavement areas and shouldering.



5513 US Highway-2 Hermantown, Minnesota 55810  
Phone: (218) 729-1446 Fax: (218) 729-9125

Attn: City of Proctor

6/20/23

Re: A Playground for EVERY BODY – Parking Lot

Rev1

Thank you for receiving our proposal for the work at the playground in Proctor, MN. Price for the work is based off of a plan sheet by SEH dated 5/22/23. No specifications were given to KTM. No addendum. Our price for the work is **shown below** and includes the following:

Item #	Contract Items	Unit	Qty	Unit price	Amount
1	Mobilization	LS	1.00	\$862.50	\$862.50
2	Erosion Control	LS	1.00	\$350.00	\$350.00
3	Excavate Green Space 12"	CYLV	55.00	\$36.71	\$2,019.05
4	12" Class 5 Base & Lot Grading	CYLV	55.00	\$50.67	\$2,786.85
5	Pave 4" Bituminous - B Oil 2 Lifts	TON	122.00	\$140.90	\$17,189.80
6	Line Striping	LS	1.00	\$650.00	\$650.00
7	2' Gravel Shouldering	LF	280.00	\$5.10	\$1,428.00
8	4" Topsoil/Seed/Mulch	SF	764.00	\$1.65	\$1,260.60
9				<b>TOTAL</b>	<b>\$26,546.80</b>

*\*we CANNOT warranty our pavement after October 15<sup>th</sup>\**

*\*we are a union contractor\**

*\*sales tax is included in this proposal\**

*\*we reserve the right to implement a fuel surcharge due to volatile oil market conditions\**

*\*we reserve the right to change material pricing AT ANY TIME due to volatile market conditions*

*– we will not be held responsible for material increases in 2023 or 2024\**

*\*this document shall become an integral part of the contract\**

**Exclusions:** bonds, all testing or QA/QC, traffic control or flaggers, construction staking or bluetopping, fencing removal or replacement, fencing, landscaping, adjusting any manhole or catch basin lids, concrete collars, adjusting any valves, all concrete work.

Please let me know if you have any questions. We thank you for the opportunity and look forward to hearing from you.

Sincerely,  
KTM Paving, Inc.

Alaina Dodaro

Alaina Dodaro – Vice President

KTM Paving, Inc. (Contractor) has devoted time, money and resources toward preparing this bid in exchange for Customer's express agreement that the parties will have a binding contract consistent with the terms of this bid proposal and Customer unconditionally and irrevocably accepts this bid proposal if it (A) in any way uses or relies on the bid proposal or information therein to prepare "Customer's bid" for the project at issue and the Customer is awarded a contract for the work; or (B) divulges the bid or any information therein to others competing with the Contractor for the work.

# Sinnott Contracting, LLC

327 2nd St.  
Proctor, MN 55810

Phone: (218) 626-1822  
Fax: (218) 740-3465

<b>To:</b> City Of Proctor <b>Address:</b> 100 Pionk Dr Proctor, MN 55810	<b>Contact:</b> Jess Rich <b>Phone:</b> 218-624-3641 <b>Fax:</b>
<b>Project Name:</b> Proctor Playground, Bituminous Paving <b>Project Location:</b> Pionk Drive, Proctor, MN.	<b>Bid Number:</b> <b>Bid Date:</b> 6/26/2023

**Thank you for the opportunity to quote on your project.**

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1	Grade Existing Parking Area, Furnish/Install Class #5 As Needed.	4,690.00	SF	\$1.30	\$6,097.00
2	4" Type SP 9.5 Wearing Course Mixture (B)	125.00	TON	\$130.00	\$16,250.00
3	Layout And Stripe Parking Lot	1.00	LS	\$1,250.00	\$1,250.00
4	Topsoil, Seed, Mulch And Shouldering.	1,534.00	SF	\$2.50	\$3,835.00

**Total Bid Price: \$27,432.00**

## Notes:

- "ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRUBUTIONS. UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIALS FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE"
- All materials to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Sinnott Blacktop, LLC will not be held liable for damage caused by weather, unlocated power wires, or heavy equipment crossing existing pavements or concrete.

## Payment Terms:

All overruns to be paid at the unit price above.

Sinnott Contracting, LLC. proposal shall become an integral document to any subcontract agreement.

This quote is effective for 2023 Season only if signed and returned to our office within fifteen days after Quote Date.

<b>ACCEPTED:</b> The above prices, specifications and conditions are satisfactory and are hereby accepted.  <b>Buyer:</b> _____ <b>Signature:</b> _____ <b>Date of Acceptance:</b> _____	<b>CONFIRMED:</b> <b>Sinnott Contracting, LLC</b>  <b>Authorized Signature:</b> _____ <b>Estimator:</b> Dan Wyman 218-626-1822 estimator@sinnottblacktop.com
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# ESTIMATE



## Prepared For

Jessica Rich - City of Proctor  
100 Pionk Drive  
Proctor, Minnesota 55810  
(218) 624-3641

## A-1 Fence Company

P.O.Box 97  
Carlton, MN 55718  
Phone: (218) 348-3291  
Email: jim.a1fence@gmail.com  
Web: www.a-1fenceduluth.com

Estimate # M-23-06-27  
Date 06/23/2023

## Description

## Total

148' of 4' high black chain link fencing	\$5,620.91
148' - 4' Black Vinyl Coated Chain Link Fencing	
2" terminal posts	
1 5/8" line posts	
1 3/8" top rail	
8 gauge black vinyl coated chain link	
All posts driven to a 4' depth	

This is an online quote; additional footage, posts, fence layout adjustments, or terrain factors will add to the installation cost. A free on-site estimate may be required to proceed with this fence project.

### Terms:

Hard holes will add \$60.00 per hole if encountered (through rock/asphalt/concrete).

1/2 down with balance due on completion.

To be put on the installation queue list a signed contract and half down payment is required.

Quote price is valid for a 15 day period.

We accept all major credit cards.

Any questions contact Mat @ 218-461-6423



Customer Information:  
City of Proctor  
100 Pionk Dr  
Proctor, MN 55810  
jrich@proctormn.gov

Job Information:  
A playground for Every Body  
218-624-1461 Jess Rich  
Pionk Dr - 1/4 between Baseball field  
Proctor, MN 55810

TERMINAL:  
☐ Level  
☐ Hilly or Slope  
☐ Rocky  
☐ Asphalt or Concrete  
☐ Private Lot/acre  
☐ Other:  
☒ Online quote

OTHER OPTIONS:  
☐ Remove Posts  
☐ Tones or Stakes  
☐ Other:  
☐

Notes:  
148' - 4' Black Vinyl Coated Chain Link Fencing  
2" terminal posts  
1 5/8" line posts  
1 3/8" top rail  
8 gauge black vinyl coated chain link  
All posts driven to a 4' depth

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<b>Subtotal</b>	\$5,620.91
<b>Total</b>	<b>\$5,620.91</b>
<b>Deposit Due</b>	<b>\$2,810.46</b>

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**Notes:**

Thank you for taking the time to speak with me. It was a pleasure discussing your fencing needs. I have attached the quote for your fence project.

Once we receive a signed contract and half down payment of the proposal total we will be able to place your project on our 2023 installation queue list and place an order for your project's materials. For your convenience you can both e-sign and complete the 1/2 down payment with a debit/credit card through Joist.

If you wish to pay by check, please mail the signed contract to the below address along with the 1/2 down payment so we can schedule you as soon as possible.

A-1 Fence Company  
PO Box 97  
Carlton, MN, 55718

Or sign, scan and e-mail it back to me at: [salesteam.a1fence@gmail.com](mailto:salesteam.a1fence@gmail.com)

Arrangements can also be made for me to meet you at the project site to collect a signed contract and the half down cash payment.

#### Public and Private Utility Marking

A-1 Fence will contact the dig hotline to have all public utilities marked in the area of the fence installation. However it is the property owner's responsibility to have private utility lines marked, and to obtain a permit for the fence installation if required by local government entities. Public utilities will only be marked up to the meter; anything beyond the meter is considered a private utility line. Please keep that in mind if you know you have an electric, gas, cable, or other utility where the meter is not located on the side of your home. You can learn more about private utilities via the PDF I have attached to this estimate from Gopher State One Call, which is the dig locate authority for the state of Minnesota.

If you are aware of any private utility lines that will need to be marked, please let us know. A-1 Fence does work with a local private utility locator who can trace most utility lines that can carry an electrical current through trace wires. A private locate fee may be added to the final invoice cost to cover the private locator's services.

#### Land Surveys

It is a best practice to know where your property lines are located prior to having a fence installed. A listing of land surveyors that is maintained by St. Louis County has been attached to this estimate. Land Survey prices do vary depending upon the season and contractor workloads, so be sure to call several contractors to inquire about pricing and availability.

#### Responsibilities of the Property Owner

Before we can begin installation, you will need to ensure ALL private utility lines located within the area of the fence installation are marked, and have obtained a valid fence permit if it is



required for the installation. The property owner is liable for any damages or injuries that are sustained resulting from our installation team striking any private utilities that were not marked or inadequately marked at the site. The property owner is also liable for any additional work required once the fence is installed due to property line disputes or the fence type/height/location being in violation of your local fencing regulations. Let me know if you have any questions and have a great day!

Mathew Rathe  
Operations & Sales Manager  
A-1 Fence  
Phone: 218-461-6423







## PROPOSAL/CONTRACT

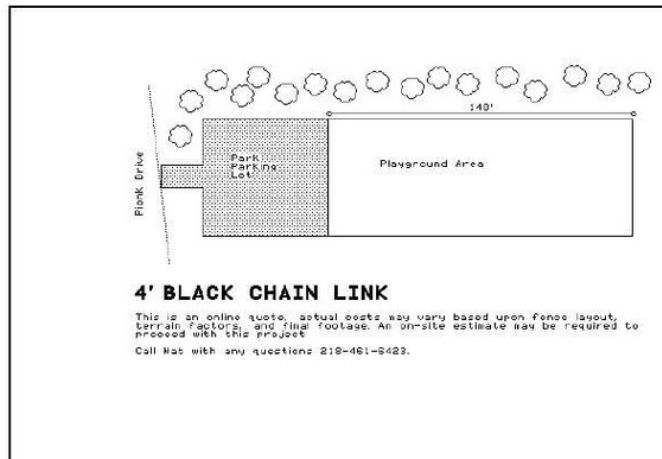
Page 1 of 2  
06/22/2023

### Customer Information:

City of Proctor  
100 Pionk Dr  
Proctor, MN, 55810,  
jrich@proctormn.gov

### Job Information:

A playground for Every BODY  
218-624-3641 Jess Rich  
Pionk Dr - Between Baseball Field  
Proctor, MN, 55810



### TERRAIN:

- ☐ Level
- ☐ Hilly or Steep
- ☐ Rocky
- ☐ Asphalt or Concrete
- ☐ Private Locate
- ☐ Other:
- ☒ Online quote

### OTHER OPTIONS:

- ☐ Remove Fence
- ☐ Trees or Bushes
- ☐ Other:
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_

### Notes:

148' - 4' Black Vinyl Coated Chain Link Fencing  
2" terminal posts  
1 5/8" line posts  
1 3/8" top rail  
8 gauge black vinyl coated chain link  
All posts driven to a 4' depth

This is an online quote; additional footage, posts, fence layout adjustments, or terrain factors will add to the installation cost. A free on-site estimate may be required to proceed with this fence project.

A-1 FENCE CO. agrees to guarantee above fence to be free from defects in materials and workmanship for 5 year Labor, and manufacturer materials as per manufacturer.

A-1 FENCE CO. shall advise the customer as to local zoning regulations but responsibility for complying with said regulations and obtaining any required permits shall rest with the customer.

A-1 FENCE CO. will assist the customer, upon request, in determining where the fence is to be erected, but under no circumstance does A-1 FENCE CO. assume any responsibility concerning property lines or in any way guarantee their accuracy. If property pins cannot be located it is recommended that the customer have the property surveyed.

A-1 FENCE CO. will assume the responsibility for having underground public utilities located and marked. However, A-1 FENCE CO. assumes no responsibility for unmarked sprinkler lines, or any other unmarked buried lines or objects. The customer will assume all liability for any damage caused by directing A-1 FENCE CO. to dig in the immediate vicinity of known utilities. Additional charges for marking private utilities may be added to the final bill if a private locate is needed.

The final billing will be based on the actual footage of fencing built and the work performed. Partial billing for materials delivered to the job site and work completed may be sent at weekly intervals. Adjustments for material used on this job and adjustments for labor will be charged or credited at the currently established rates.

Additional charges for any extra work not covered in this contract that was requested by the customer will also be added. If encountered hard holes will add \$60.00 per hole to the final bill. (If a core drill or jackhammer is needed.) The full amount of this contract along with any additional charges will become payable upon completion of all work whether or not it has been invoiced.

Payments accepted: Credit/Debit Cards, Personnel or Business Checks, and Cash. There will be a 20% fee for any contract that is canceled. A finance charge of 1 1/2% per month (or a minimum of \$5.00), which is an annual percentage rate of 18%, shall be applied to accounts that are not paid within 10 days after completion of any work invoiced.

All materials will remain the property of A-1 FENCE CO. until all invoices pertaining to this job are paid in full. The customer agrees to pay all interest and any costs incurred in the collection of this debt.

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Jessica Rich - City of Proctor

Chad Ward  
Mayor

# City of Proctor

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

Jess Rich  
City Administrator

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*You Have a Place in Proctor*

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

6B

Date: June 29, 2023  
To: Proctor City Council  
From: Jess Rich Administrator  
Re: Cannabis Moratorium

The Proctor Public Safety Committee met and made a recommendation for the Proctor City Council to consider a cannabis moratorium ordinance. The regulation of the new law and how it relates to cities is rapidly changing. Attached are FAQ's from the League of Minnesota Cities which discusses moratoriums and the process for passing an ordinance.

Council discussion with the city attorney is advised as to the need for a moratorium versus spending our time and resources on a cannabis ordinance that addresses the issues discussed in the FAQ.



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# Adult-Use Cannabis: What Cities Need to Know

Published: June 12, 2023

A new law enacted at the end of the 2023 legislative session legalizes adult-use cannabis in Minnesota and establishes a regulatory framework over the cannabis industry. Since the enactment of the law, the League of Minnesota Cities has been researching and collecting information from state agencies and stakeholders to answer questions pertaining to local regulatory authority, law enforcement, taxing, and employment.

[Read the full bill](#)

The following frequently asked questions (FAQs) aim to provide information to cities about the new law to assist local governments in making decisions related to the law. The League will continually update this information as necessary.

## Get answers to FAQs regarding the new law on adult-use cannabis

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### General information

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Q13. Do sales taxes apply?

Q14. Who receives taxes collected from the sale of cannabis products?

Q15. What is considered a “taxable cannabis product retailer?”

Q16. How much revenue will cities receive from the local government cannabis aid fund?

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Q28. Is our city required to adopt regulations under the new law?

Q29. Are prior convictions for cannabis use expunged and what is the city’s role in that process?

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Q49. Does the new law change anything related to employees who carry a firearm?

Q50. Besides positions requiring a CDL or carrying a firearm, are there any other positions which are not affected by the new law?

Q51. Can we still prohibit employees from being under the influence of cannabis while at work? Does the League have a model policy with updated language?

Q52. If an employee is injured while being under the influence of cannabis at work, are they still entitled to workers' compensation benefits?

Q53. Can employees be in possession of edibles or other cannabis products while at work?

Q54. Do we need to change anything in our collective bargaining agreement (CBA) regarding discipline of employees who use cannabis products?

Q55. Can employees use cannabis products off-duty?

Q56. How does this impact the requirements of the Drug-Free Workplace Act?

Q57. Should my city continue to include cannabis as a pre-employment panel screen for my non-DOT/safety-sensitive employees?

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## General information

### Q1. What does the new law do?

**A1.** The new law legalizes the possession, use, manufacturing, and sale of certain cannabis products within the state. It establishes the Office of Cannabis Management (OCM), which is charged with, among other things, enforcing an organized system of regulation for the cannabis industry and the hemp consumer industry. The law also:

- Establishes labor standards for the use of cannabis and hemp products by employees and testing of employees.
- Establishes expungement procedures for certain individuals previously convicted of a crime related to cannabis.

Possession, use, and home growth under this new law will be legal beginning Aug. 1, 2023, and legal sales are expected to begin in January of 2025. Various other effective dates are noted throughout these FAQs as they apply.

[Access the Office of Cannabis Management's website](#)

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### Q2. How much cannabis can a person legally possess?

**A2.** This law allows a person of 21 years of age or older to:

- Use, possess, or transport cannabis paraphernalia.
- Possess 2 ounces or less of cannabis flower in a public place.
- Possess 2 pounds or less of cannabis flower in a person's residence.
- Possess or transport 8 grams or less of adult-use cannabis concentrate.
- Possess or transport edible products infused with a total of 800 milligrams or less of tetrahydrocannabinol.
- Give away cannabis flower and products in an amount that is legal for a person to possess in public.

The law authorizes an individual to use adult-use cannabis flower and adult-use cannabis products:

- In a private residence including the individual's curtilage or yard.
- On private property, unless the owner of the property prohibits the use of the products.
- On the premises of an establishment or event licensed to permit on-site consumption.

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### Q3. Are cannabis products legal under federal regulations?

**A3.** Marijuana remains a Schedule I drug under federal law, meaning it is illegal, with limited exceptions, to grow, process, sell or possess marijuana from a federal standpoint.

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#### Q4. Can a person grow their own cannabis?

**A4.** The law authorizes a person to cultivate up to eight cannabis plants, of which four or fewer may be mature, flowering plants provided that it is in an enclosed, locked space that is not open to public view.

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#### Q5. Does the Clean Indoor Air Act apply to cannabis products?

**A5.** A person may not use cannabis flower, cannabis products, or hemp-derived consumer products in a manner that involves the inhalation of smokes, aerosol, or vapor at any location where smoking is prohibited under the Clean Indoor Air Act.

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#### Q6. What types of licenses will the OCM issue?

**A6.** The OCM will issue the following types of licenses:

- Cannabis microbusiness.
- Cannabis mezzobusiness.
- Cannabis cultivator.
- Cannabis manufacturer.
- Cannabis retailer.
- Cannabis wholesaler.
- Cannabis transporter.
- Cannabis testing facility.
- Cannabis event organizer.
- Cannabis delivery service.
- Lower-potency hemp edible manufacturer.
- Medical cannabis cultivator.
- Medical cannabis processor.
- Medical cannabis retailer.

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#### Q7. Can cannabis start to be sold now?

**A7.** Cannabis will not be able to be sold until the Office of Cannabis Management is established and able to issue licenses. Communication from state agencies indicate an intended timeline of January 2025 for when sales will be live to the public. Before beginning sales, a cannabis retailer must obtain a local retail registration. Any business attempting to sell cannabis products before licenses are issued should be reported to the Department of Health.

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## Q8. Under the new law, where can adult-use cannabis be sold?

**A8.** Cannabis products and hemp derived consumer products may only be sold in business with a license issued by the OCM.

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## Q9. Could my city's municipal liquor store sell adult-use cannabis?

**A9.** The law adds edible cannabinoid products as an item allowed to be sold at exclusive liquor stores, including municipal liquor stores. The ability of cities to sell cannabinoid products at a liquor store is unique to Minnesota and may create new and complex coverage and liability questions around these products. The League and the League of Minnesota Cities Insurance Trust (LMCIT) are working on guidance for cities considering selling cannabinoid products at their municipal liquor stores. This information will be updated when such guidance is drafted.

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## Q10. Can my city have a municipal cannabis retail store?

**A10.** The new law authorizes cities to operate a municipal cannabis retail store. This is a unique opportunity for Minnesota cities and more research is needed to determine the legal ramifications of such an operation.

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# Taxation and revenue

## Q11. How will these new products be taxed?

**A11.** A tax equal to 10% of gross receipts from retail sales of taxable cannabis products will be imposed on any taxable cannabis product retailer that sells cannabis products to customers.

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## Q12. Can our city impose its own cannabis tax?

**A12.** Cities are prohibited from imposing a tax solely on the sale of taxable cannabis products.

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## Q13. Do sales taxes apply?

**A13.** The state sales tax and local sales taxes apply to cannabis and hemp-derived cannabinoid products.

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## Q14. Who receives taxes collected from the sale of cannabis products?

**A14.** Revenues from the retail sales of cannabis products will be divided, with 80% going to the general fund and 20% to the local government cannabis aid account. Cities will receive 50% of the amount certified to the local government cannabis aid account.

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## Q15. What is considered a “taxable cannabis product retailer?”

**A15.** A taxable cannabis product retailer is a retailer that sells any taxable cannabis products. This includes a cannabis retailer, cannabis microbusiness, cannabis mezzobusiness, and lower-potency hemp edible retailer. Minn. Stat § 295.81, subd. 1(s).

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## Q16. How much revenue will cities receive from the local government cannabis aid fund?

**A16.** Half of the amount certified in the cannabis local government aid fund will go to cities. Cities will receive a distribution proportional to the number of cannabis businesses located in the city as compared to the number of cannabis businesses in all cities.

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## Q17. When will cities receive revenue from the local government cannabis aid account?

**A17.** The gross receipts tax goes is effective for gross receipts received after June 30, 2023. The law requires the Department of Revenue to certify the amount to be paid to each city by Sept. 1, 2024, and every year after, and the full amount must be paid on Dec. 26, 2024, and every year after.

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## Enforcement and public safety

### Q18. How is the new law enforced?

**A18.** All licensing issues will be enforced by the Office of Cannabis Management. Until the OCM is up and running, the currently legal hemp-derived edible products under Minn. Stat. § 151.72 will be temporarily regulated by the Department of Health, which is taking over the enforcement of edible cannabis products previously done by the Board of Pharmacy. Local law enforcement may still enforce illegal possession or use crimes where applicable.

[Access the Department of Health’s site on the temporary regulation of lower-potency hemp edibles](#)

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### Q19. What are penalties for someone selling edible cannabis products that do not meet the state’s requirements?

**A19.** If a retailer is found to be selling edible cannabis products that do not meet state requirements, the Department of Health may embargo the products and potentially destroy the products with the retailer paying for all court costs and fees, storage, and other proper expenses.

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### Q20. Can a person still be charged with possession of cannabis products?

**A20.** Beginning Aug. 1, 2023, the following actions are considered cannabis possession crimes:

- *Possession of cannabis in the first degree.* (Punishable by imprisonment for not more than five years or payment of a fine of not more than \$10,000, or both).
  - More than 2 pounds but not more than 10 kilograms of cannabis flower.
  - More than 160 grams but not more than 2 kilograms of cannabis concentrate.
  - Edible cannabis products, lower-potency hemp edibles, or hemp-derived consumer products infused with more than 16 grams but not more than 200 grams of THC.
- *Possession of cannabis in the second degree.* (Punishable by imprisonment for not more than one year or payment of a fine of not more than \$3,000, or both).
  - More than 1 pound but not more than 2 pounds of cannabis flower in any place other than the person's residence.
  - More than 80 grams but not more than 160 grams of cannabis concentrate.
  - Edible cannabis products, lower-potency hemp edibles, or hemp-derived consumer products infused with more than 8 grams but not more than 16 grams of THC.
- *Possession of cannabis in the third degree.* (Punishable by imprisonment for not more than 90 days or payment of a fine of not more than \$1,000, or both).
  - More than 4 ounces but not more than 1 pound of cannabis flower in any place other than the person's residence.
  - More than 16 grams but not more than 80 grams of cannabis concentrate.
  - Edible cannabis products, lower-potency hemp edibles, or hemp-derived consumer products infused with more than 1,600 milligrams but not more than 8 grams of THC.
- *Possession of cannabis in the fourth degree.* (Punishable as a petty misdemeanor).
  - More than 2 ounces but not more than 4 ounces of cannabis flower in any place other than the person's residence.
  - More than 8 grams but not more than 16 grams of cannabis concentrate.
  - Edible cannabinoid products infused with more than 800 milligrams but not more than 1,600 milligrams of THC.

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## Q21. Can a person still be charged with sale of cannabis products?

**A21.** Beginning Aug. 1, 2023, the following actions are considered cannabis sale crimes:

- *Sale of cannabis in the first degree.* Punishable by imprisonment for not more than five years or to a payment of a fine of not more than \$10,000 or both if a person unlawfully sells more than 2 ounces of cannabis flower; more than 8 grams of cannabis concentrate; or edible cannabis products, lower-potency hemp edibles, or hemp-derived consumer products infused with more than 800 milligrams of THC:
  - To a minor and the defendant is more than 36 months older than the minor.
  - Within 10 years of two or more convictions of sale in the second or third degree.
  - Within 10 years of a conviction of first degree
- *Sale of cannabis in the second degree.* May be sentenced to imprisonment for not more than one year or to payment of a fine of not more than \$3,000, or both if an adult:

- Unlawfully sells more than 2 ounces of cannabis flower; more than 8 grams of cannabis concentrate; or edible cannabis products, lower-potency hemp edibles, or hemp-derived consumer products infused with more than 800 milligrams of THC:
  - In a school zone, a park zone, or a drug treatment facility; or
  - Within 10 years of a conviction of sale of cannabis in the first, second, or third degree.
- Unlawfully sells cannabis flower, cannabis concentrate, edible cannabis products, lower-potency hemp edibles, or hemp-derived consumer products to a minor.
- *Sale of cannabis in the third degree.* An adult may be sentenced to imprisonment for not more than 90 days or to payment of a fine of not more than \$1,000, or both, if the adult unlawfully sells:
  - More than 2 ounces of cannabis flower.
  - More than 8 grams of cannabis concentrate.
  - Edible cannabis products, lower-potency hemp edibles, or hemp-derived consumer products infused with more than 800 milligrams of THC.
- *Sale of cannabis in the fourth degree.* An adult is guilty of a petty misdemeanor if they unlawfully sell:
  - Not more than 2 ounces of cannabis flower.
  - Not more than 8 grams of cannabis concentrate.
  - Edible cannabis products, lower-potency hemp edibles, or hemp-derived consumer products infused with not more than 800 milligrams of THC.

A sale for no remuneration by an individual over the age of 21 to another individual over the age of 21 is not unlawful as cannabis sale in the fourth degree.

- *Sale of cannabis by a minor.* A minor is guilty of a petty misdemeanor if the minor unlawfully sells:
  - Not more than 2 ounces of cannabis flower.
  - Not more than 8 grams of cannabis concentrate.
  - Edible cannabis products, lower-potency hemp edibles, or hemp-derived consumer products infused with not more than 800 milligrams of THC.

A minor is guilty of a misdemeanor if the minor unlawfully sells:

- More than 2 ounces of cannabis flower.
- More than 8 grams of cannabis concentrate.
- Edible cannabis products, lower-potency hemp edibles, or hemp-derived consumer products infused with more than 800 milligrams of THC.

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## Q22. Can a person be charged with a crime for cultivating cannabis?

**A22.** Beginning Aug. 1, 2023, the following are crimes related to the cultivation of cannabis.

- *Cultivation of cannabis in the first degree.* A person is guilty of cultivation of cannabis in the first degree and may be sentenced to imprisonment for not more than five years or to

payment of a fine of not more than \$10,000, or both, if the person unlawfully cultivates more than 23 cannabis plants.

- *Cultivation of cannabis in the second degree.* A person is guilty of cultivation of cannabis in the second degree and may be sentenced to imprisonment for not more than one year or to payment of a fine of not more than \$3,000, or both, if the person unlawfully cultivates more than 16 cannabis plants but not more than 23 cannabis plants.

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## Q23. Can a person be charged with a crime for using cannabis in public?

**A23.** Beginning Aug. 1, 2023, a city may adopt an ordinance establishing a petty misdemeanor offense for a person who unlawfully uses cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in a public place other than the following.

- A private residence including the person's curtilage or yard.
- Private property not generally accessible by the public, unless the person is explicitly prohibited from consuming cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products on the property by the owner of the property.
- The premises of an establishment or event licensed to permit on-site consumption.

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## Q24. How do our officers determine if a driver is under the influence of adult-use cannabis?

**A24.** Officers will need to use the same process for determining if a person is under the influence of cannabis while operating a vehicle as they would have prior to the new law being enacted.

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## Q25. Is it a crime to use cannabis products while operating a motor vehicle?

**A25.** It is a misdemeanor for a person to use cannabis flower, a cannabis product, a lower-potency hemp edible, a hemp-derived consumer product, or any other product containing an artificially derived cannabinoid in a motor vehicle when the vehicle is on a street or highway.

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## Q26. Is it a crime to possess cannabis products in a motor vehicle?

**A26.** Beginning Aug. 1, 2023, a person may be charged with a misdemeanor if they possess cannabis products in a motor vehicle on a street or highway if the products meet any of the following conditions:

- Do not meet the packaging requirements set in statute.
- Have been removed from the packaging in which they were sold.
- Are in packaging that has been opened, or the seal has been broken.
- Are in packaging in which the contents have been partially removed.

It is not considered a crime if the cannabis products are in the trunk of the vehicle or in another area of the vehicle not normally occupied by the driver and passengers if the vehicle is not equipped with a trunk. A utility compartment or glove compartment is deemed to be within the area occupied by the driver and passengers.

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## Q27. Could cities prohibit the sale of adult-use cannabis entirely?

**A27.** Cities may not prohibit the possession, transportation, or use of cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products authorized by the new law.

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## Q28. Is our city required to adopt regulations under the new law?

**A28.** Cities are not required to adopt any new regulations under the new law. However, they will be required to register retail sellers and perform compliance checks.

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## Q29. Are prior convictions for cannabis use expunged and what is the city's role in that process?

**A29.** Certain cannabis-related convictions will be expunged by the Bureau of Criminal Apprehension. Upon receipt of a notice of expungement, cities are required to seal all records related to the expungement, including the records of the person's arrest, indictment, trial verdict, and dismissal or discharge of the case.

Certain felony convictions will be reviewed by the Cannabis Expungement Board to determine what, if any, action should be taken related to a prior conviction. Cities will be required to provide the Cannabis Expungement Board free access to records held by law enforcement agencies or prosecuting authorities.

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## City regulation

### Q30. Can the city require sellers to have a city-issued license?

**A30.** A city may not require additional licenses other than the cannabis licenses issued by the OCM. However, the OCM will forward applications to cities for them to certify whether the proposed cannabis business complies with local zoning ordinance and, if applicable whether the proposed business complies with the state fire and building code. The OCM may not issue a license to a cannabis business that does not meet local zoning and land use laws.

In addition, upon receipt of an application for a cannabis license, the OCM will contact the city in which the business would be located and provide the city with 30 days in which to provide input on the application. This is the city's opportunity to provide the OCM with any additional information it believes is relevant to the OCM's decision on whether to issue a license, including but not limited to identifying concerns about the proposed location of a cannabis business, or sharing public information about the applicant.



Before a cannabis business begins making retail sales, it will be required to register with the city in which it is located.

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### Q31. When is our city required to issue retail registration to a cannabis retail business?

**A31.** A city is required to issue a retail registration to a cannabis microbusiness with a retail operations endorsement, cannabis mezzobusiness with a retail operations endorsement, cannabis retailer, medical cannabis retailer, or lower-potency hemp edible retailer that:

- Has a valid license issued by the OCM.
- Has paid the registration fee.
- Is found to be in compliance with the requirements of the applicable state laws through a preliminary compliance check performed by the city.
- Is current on all property taxes and assessments at the location where the retail establishment is located.

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### Q32. Can a retail registration issued by our city be transferred?

**A32.** Retail registration may not be transferred.

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### Q33. Is our city required to conduct compliance checks on businesses with a cannabis retail registration?

**A33.** Cities will be required to conduct compliance checks on retail cannabis businesses with a retail registration by the city. The OCM will develop standardized forms and procedures for these compliance checks.

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### Q34. Can our city charge a fee for a cannabis retail registration?

**A34.** city may impose an initial retail fee of \$500 or up to half the amount of the applicable initial license fee charged by the OCM, whichever is less. The city may also charge a renewal retail registration fee of \$1,000 or up to half the amount of the applicable renewal license fee charged by the OCM, whichever is less.

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### Q35. Can my city limit the number of cannabis retailer licenses issued in our city?

**A35.** A city that issues cannabis retailer registrations may, by ordinance, limit the number of licensed cannabis retailers, cannabis mezzobusinesses with a retail operations endorsement, and cannabis microbusinesses with a retail operations endorsement to no fewer than one registration for every 12,500 residents. In addition, if a county has one active registration for every 12,500 residents, a city within the county is not obligated to register any additional cannabis businesses.

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### Q36. How does this impact my city's existing license for THC products?

**A36.** It appears that cities may continue to license edible cannabinoid products until the OCM begins issuing licenses. Those businesses that sell edible cannabinoid products to consumers must register with the Minnesota Department of Health by Oct. 1, 2023. However, once the OCM begins issuing lower-potency hemp edible retailer licenses, cities are likely preempted from continuing to issue their own licenses and would begin registering retailers through the city's cannabis retailer registration process.

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### Q37. Which state agency is charged with regulating edible cannabinoid products until the OCM begins licensing cannabis products?

**A37.** The Minnesota Department of Health is now charged with the regulations of edible cannabinoid products until the OCM begins issuing licenses. [Learn more on the Minnesota Department of Health website.](#)

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### Q38. What changes have been made to the edible cannabinoid law adopted in 2022?

**A38.** The new law allows for the continued sale of certain edible cannabinoid products with new limitations including:

- Manufacturers must have each batch of products tested to certify they comply with the standards adopted by the Minnesota Department of Health.
- Manufacturers must disclose information regarding foreign materials applied or added to the products.
- Labels must contain a batch number.
- Beverages cannot contain more than two servings per container.
- Edible cannabinoid products may not contain artificially derived or synthetic cannabinoids.
- Edible cannabinoid products, other than beverages, must be displayed behind a checkout counter.
- Retailers must verify age of purchaser.

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### Q39. Can edible cannabinoid products be sold for on-site consumption?

**A39.** Until the OCM begins issuing licenses, the on-site consumption of edible cannabinoid products is limited to those businesses with an on-sale liquor license issued under Minnesota Statutes, Chapter 340A. In addition, the following conditions must be met:

- Products must be served in original.
- Products may not be sold to an intoxicated customer.

- Products must not be permitted to be mixed with alcoholic beverages.
- Products removed from packaging must remain on premises.

After the OCM is set up, it will issue on-site consumption endorsements for cannabis license holders.

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#### Q40. Will I be able to prohibit cannabis events in my city?

**A40.** The new law authorizes temporary cannabis events lasting no more than four days. To be approved for a cannabis event license, applicants must obtain any necessary permits or licenses issued by a local unit of government. Cities may not prohibit cannabis events, but they may set standards which the event organizer must meet. Cities may also permit on-site consumption for events but are not required to.

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#### Q41. How does this impact my city's existing THC license program?

**A41.** Local THC licenses may continue until the OCM begins issuing its own licenses, which state agencies anticipate beginning in January of 2025. When the OCM licensing begins, cities will need to follow the retail registration procedures outlined in the law.

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#### Q42. How does the new law impact my city's existing THC moratorium?

**A42.** The new law does not affect a current moratorium. If a city adopted a moratorium on low-potency edibles, it remains in place and will expire as noted when it was adopted.

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#### Q43. Can the city's zoning regulation restrict where a business can operate?

**A43.** Cities are allowed to adopt reasonable restrictions on the time, place, and manner of the operations of a cannabis business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses. Cities may prohibit the operations of a cannabis business within 1,000 feet of a school, or 500 feet of a day care, residential treatment facility, or an attraction within a public park that is regularly used by minors, including a playground or athletic field.

The OCM will develop model ordinances for reasonable restrictions on the time, place, and manner of a cannabis business.

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#### Q44. Can cities adopt a moratorium prohibiting the sale, manufacturing, or distribution of adult-use cannabis to study the issue?

**A44.** Cities may adopt an interim ordinance if:

- It is conducting studies.

- Has authorized a study to be conducted.
- Has held or has scheduled a hearing for the purpose of considering adoption or amendment of reasonable restriction on the time, place, and manner of the operation of a cannabis business as defined in the new law.

Before adopting an interim ordinance, the city must hold a public hearing on the issue. The interim ordinance may be in place until Jan. 1, 2025. The authority for an extended moratorium does not apply to the sale or production of low-potency hemp edible products.

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#### Q45: What if my city has complaints about a licensed cannabis business?

**A45.** The OCM will establish an expedited complaint process to receive, review, and respond to complaints made by cities about a cannabis business. The OCM will be required to respond to the complaint within seven days and perform any necessary inspections within 30 days. If certain cannabis businesses are deemed by the city to pose an immediate threat to the health or safety of the public, the OCM must respond within one business day.

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#### Q46: Can a city deny a liquor license if they find that the business is selling cannabis or low-potency hemp products without a license?

**A46.** Yes. The new law prohibits a retail license from being issued to a person who has had a license or registration issued under ch. 342 or Minn. Stat. § 151.72, subd. 5b revoked; has been convicted of an offense under Minn. Stat. § 151.72, subd. 7; or has been convicted under any other statute for the illegal sale of marijuana, cannabis flower, cannabis products, lower-potency hemp edibles, hemp-derived consumer products, or edible cannabinoid products and the sale took place on the premises of a business that sells intoxicating liquor or 3.2% malt liquor.

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#### Q47. Can a city suspend or revoke a tobacco license if they find that they are selling cannabis or low-potency hemp products without a license?

**A47.** Yes. The new law allows a tobacco license to be suspended or revoked if the licensee has a registration or licensed under ch. 342 or Minn. Stat. § 151.72, subd. 5b revoked; is convicted of an offense under Minn. Stat. § 151.72, subd. 7; or has been convicted under any other statute for the illegal sale of marijuana, cannabis flower, cannabis products, lower-potency hemp edibles, hemp-derived consumer products, or edible cannabinoid products and the sale took place on the premises of a business that sells tobacco. A city must provide notice and an opportunity for a hearing before suspension or revocation.

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## City employment and personnel issues

### Q48. Does the new law allowing adult-use cannabis change anything about how we do drug testing for CDL holders?

**A48.** No, cities with positions requiring an employee to hold a commercial driver's license (CDL) will recall these positions are regulated by federal law, and those regulations are supervised by the Federal Department of Transportation (DOT). Federal law preempts state law related to cannabinoid use; in fact, the DOT states in its [DOT Recreational Marijuana Notice](#) that it does not authorize the use of Schedule I drugs, including marijuana, for any reason. As a result, cities should continue to follow their drug-testing procedures related to CDL holders and may enforce prohibitions against any use of cannabinoids for CDL holders, regardless of state law protections.

Cities can find more information on existing drug testing policies in the [LMC Drug and Alcohol Testing Toolkit](#), starting on page 22. An updated model Non-DOT Drug, Alcohol and Cannabis Policies will be available once legal consultants have reviewed.

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### Q49. Does the new law change anything related to employees who carry a firearm?

**A49.** No. Public safety employees who carry a firearm cannot lawfully use marijuana under federal law. Federal law prohibits cities from providing firearms or ammunition to an employee it knows or has reason to think is using marijuana. Although there is a legal difference between marijuana products and hemp products, it may not be possible to differentiate the products in a drug test. Officers should be mindful of any substance they ingest because they are ultimately responsible if those products lead to a positive marijuana test.

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### Q50. Besides positions requiring a CDL or carrying a firearm, are there any other positions which are not affected by the new law?

**A50.** Yes. The law excludes the following seven position classes from the law's changes:

1. A safety-sensitive position, as defined in as defined in Minn. Stat. § 181.950, subd. 13.
2. A peace officer position, as defined in Minn. Stat. § 626.84, subd. 1.
3. A firefighter position, as defined in Minn. Stat. § 299N.01, subd. 3.
4. A position requiring face-to-face care, training, education, supervision, counseling, consultation, or medical assistance to:
  1. Children.
  2. Vulnerable adults, as defined in Minn. Stat. § 626.5572, subd. 21.
  3. Patients who receive health care services from a provider for the treatment, examination, or emergency care of a medical, psychiatric, or mental condition.
5. A position funded by a federal grant.
6. Any other position for which state or federal law requires testing of a job applicant or employee for cannabis.

7. A position requiring a commercial driver's license or requiring an employee to operate a motor vehicle for which state or federal law requires drug or alcohol testing of a job applicant or employee.

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## Q51. Can we still prohibit employees from being under the influence of cannabis while at work? Does the League have a model policy with updated language?

**A51.** Yes, employers can continue to prohibit employees from being under the influence of cannabis products, while at work. For employers, a key focus will be workplace safety with the consideration that cannabis is more difficult to detect and test than alcohol. Employers may continue to maintain drug-free policies at the workplace and discipline employees who use cannabis during working hours or who report to work impaired.

Under the [Occupational Safety and Health Administration's \(OSHA\) General Duty Clause](#) of the Occupational Safety and Health Act, employers are required to furnish a workplace free from recognized hazards that are likely to cause serious physical harm. This provision of the Act is typically used in accident cases where toxicology screens are positive. [OSHA's new electronic recordkeeping rule, clarified on Oct. 11, 2018](#), states "If the employer chooses to use drug testing to investigate the incident, the employer should test all employees whose conduct could have contributed to the incident, not just employees who reported injuries," with respect to using drug testing to evaluate the root cause of a workplace incident that harmed or could have harmed employees. Thus, a non-DOT drug and cannabis-city testing policy with protocols following this guidance is important.

Under the new law, employers can enact and enforce work policies prohibiting the use, possession, and impairment of cannabis while at work or operating employer vehicles, equipment, and machinery. It is difficult to test for cannabis to determine if an employee is currently under the influence due to the drug's ability to be detectable for weeks after it is used. With the prohibitions on disciplining employees other than those listed in [Q3](#), employers will be in a difficult position to take action against an employee who tests positive for cannabis. A best practice is for cities to train supervisors about the behavioral signs and symptoms of drug and cannabis use as well as how to document observations of potential impairment so should a situation occur in the workplace, supervisors can effectively respond and document what they observed leading to the situation.

An updated model Non-DOT Drug, Alcohol and Cannabis Policies will be available once legal consultants have reviewed.

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## Q52. If an employee is injured while being under the influence of cannabis at work, are they still entitled to workers' compensation benefits?

**A52.** While each case is very fact-specific, the general rule is that if the injury was intentionally self-inflicted or the intoxication of the employee is the proximate cause of the injury, then the employer is not liable for compensation. The burden of proof of these facts is upon the employer.

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### Q53. Can employees be in possession of edibles or other cannabis products while at work?

**A53.** Cities may enact policies prohibiting employees from bringing cannabis products, including edibles, to work. A best practice is for cities to train supervisors about the behavioral signs and symptoms of drug and cannabis use as well as documenting observations of potential impairment so should a situation occur in the workplace, supervisors can effectively respond and document what they observed leading to the situation.

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### Q54. Do we need to change anything in our collective bargaining agreement (CBA) regarding discipline of employees who use cannabis products?

**A54.** Maybe. If cities have policies within their CBAs that relate to cannabis use and discipline, cities should consult with their city attorney to determine if any changes are needed. CBAs may address cannabis and cannabis testing, but the CBAs must at least meet the minimum employee rights guaranteed by the statute.

Ensure your city's drug and cannabis-testing policies have been updated and your supervisors are trained on the behavioral signs and symptoms associated with impairment as well as documenting observations of potential impairment. If the CBA includes language that policy changes need to be negotiated, then there would need to be a meeting with the union if the city's policy changes.

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### Q55. Can employees use cannabis products off-duty?

**A55.** It depends. See [Q1](#), [Q2](#), and [Q3](#) for a list of employees who can be prohibited from using cannabis products both on and off duty due to federal or state regulations. Other employees would be able to use cannabis products while they are off duty, if they are not impaired at work. If there are any questions regarding whether an employee could be prevented from using cannabis products while off-duty, please consult your city attorney before any action is taken.

In addition, the law prohibits an employer from taking adverse employment action against an employee who is a patient in the state's medical cannabis program unless a failure to do so would violate federal or state law or regulations, or cause an employer to lose a monetary or incensing-related benefit under federal law or regulations.

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### Q56. How does this impact the requirements of the Drug-Free Workplace Act?

**A56.** It does not. The Drug-Free Workplace Act of 1988 (DFWA) requires federal grantees and contractors to implement a drug-free workplace policy and establish a drug-free awareness program as a precondition for receiving a federal grant or a contract. However, the DFWA does not require covered employers to test employees for drugs or terminate them for drug-related violations, so the new Minnesota state law does not impact the DFWA directly. Minnesota law allows employers to prohibit employees from bringing legal cannabis products to work and permits employers to prohibit employees from being under the influence while at work. It would be best practice for cities with drug-free work policies to keep those in effect. If a city wishes to do so, it can update its policy to include lawful cannabis products within its scope.

An updated model Non-DOT Drug, Alcohol and Cannabis Policies will be available once legal consultants have reviewed.

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### Q57. Should my city continue to include cannabis as a pre-employment panel screen for my non-DOT/safety-sensitive employees?

**A57.** The new Minnesota law prohibits an employer from refusing to hire an applicant simply because of a positive cannabis drug test. There are exceptions for positions where such testing and denial of job offer is required under applicable federal or state law. Cities will want to refer to the Q3, which provides a list of positions excepted from cannabis testing prohibitions. Practically speaking, if a position is not excepted, cities will need to determine whether they want to continue to test for cannabis in light of the limitation of the testing and confer with their city attorney before taking an action as a result of a positive test.

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TO: Mayor and City Council

Agenda Item: 6C

FROM: Councilor Jake Benson

DATE: June 28, 2023

**Meeting Date: July 3, 2023**

RE: LCCMR proposal discussion

**ACTION REQUESTED:**

Consider proposals for possible submission to the LCCMR (Legislative-Citizen Commission on Minnesota Resources) for the next funding cycle likely for 2025.

**BACKGROUND**

Proctor last received funding for the Proctor Regional Recreation Center.

Some items that could be submitted based on current proposals that have been selected to present to the LCCMR include:

- Kingsbury Restoration
- Munger Trail Spur
- Campgrounds
- City of Proctor Recreation Area Phase 2

For the FY 2024 and FY 2025 biennium (July 1, 2023 -June 30, 2025), approximately \$79 million was available each year for funding from the Environment and Natural Resources Trust Fund.

As of March 31, 2023, the Legislative-Citizen Commission on Minnesota Resources (LCCMR) received 218 proposals requesting a total of approximately \$174 million. This RFP process is for funding beginning July 1, 2024.

LCCMR reviews and evaluates all proposals against their 10 adopted evaluation criteria. On June 8, members selected 102 proposals to invite for presentation before the LCCMR on June 22-23 and June 27-28 in order to receive further consideration. On July 20, the LCCMR will meet to make final selection and funding allocation decisions. In late 2023, the commission will meet to approve appropriation bill language for these projects that will be presented to the 2024

Proposals can be found at:

[https://www.lccmr.mn.gov/proposals/2024/2024\\_proposals\\_present.htm](https://www.lccmr.mn.gov/proposals/2024/2024_proposals_present.htm)

**ATTACHMENTS:**

None

## 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 = 07/03/2023

## GENERAL BILLS

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>ALL THE DIRT! RACING NEWS, INC.</b>				
32677	SPEEDWAY MARKETING	03/14/2023	2,250.00	100-15-115-3040 Advertising
Total ALL THE DIRT! RACING NEWS, INC.:			2,250.00	
<b>ANDERSON, ALEXANDER</b>				
010046	ALEX SAFETY BOOTS 2023	06/22/2023	200.00	100-30-300-2217 Clothing
Total ANDERSON, ALEXANDER :			200.00	
<b>CENTURYLINK</b>				
2186280787 -	TELEPHONE - FIRE DEPT	06/10/2023	102.71	100-20-220-3021 Telephone
6.10.23.1707	ALARM SYSTEM - WESTGATE LIFT STATION	06/10/2023	44.22	500-50-510-3021 Telephone
6.10.23.2630	ALARM SYSTEM - ALMAC LIFT STATION	06/22/2023	44.22	500-50-510-3021 Telephone
Total CENTURYLINK :			191.15	
<b>CINTAS</b>				
4158667834	RUGS AND MATS - FIRE HALL	06/15/2023	94.26	100-20-220-3000 Professional Services
516907684	FIRST AID SUPPLIES	06/15/2023	25.42	100-30-300-2210 Operating Supplies
Total CINTAS:			119.68	
<b>GREAT AMERICA FINANCIAL SERVICE</b>				
34129462	AGREEMENT 1813067-000 - BIZHUB C360I COPIER	05/26/2023	621.74	100-20-210-4400 Repairs & Maintenanc
34129463	AGREEMENT 1813070-000 - BIZHUB C360I COPIER	05/26/2023	172.58	100-10-120-4400 Repairs & Maintenanc
34334959	AGREEMENT 813067-000 - BIZHUB C360I COPIER	06/26/2023	172.58	100-20-210-4400 Repairs & Maintenanc
34334960	AGREEMENT 1813070-000 - BIZHUB C360I COPIER	06/26/2023	172.58	100-10-120-4400 Repairs & Maintenanc
Total GREAT AMERICA FINANCIAL SERVICE:			1,139.48	
<b>INNOVATIVE OFFICE SOLUTIONS LLC</b>				
IN4195307	TONER CARTRIDGE FOR LESLIE'S PRINTER	05/12/2023	296.57	100-10-120-2205 Office Supplies
IN4196271	TONER FOR LESLIE'S PRINTER	05/12/2023	104.62	100-10-120-2205 Office Supplies
Total INNOVATIVE OFFICE SOLUTIONS LLC:			401.19	
<b>KBJR-TV</b>				
272606	HOGHEAD TV MARKETING	06/27/2023	1,000.00	100-15-115-3040 Advertising
Total KBJR-TV:			1,000.00	
<b>MACQUEEN EMERGENCY</b>				
P16901	MSA FACEPIECE	06/26/2023	459.65	100-20-220-2214 Safety Items
W05174	E1 REPAIR	06/26/2023	11,210.08	100-20-220-4400 Repairs & Maintenanc
W05175	E 2 REPAIR	06/26/2023	4,475.64	100-20-220-4400 Repairs & Maintenanc
W05177	LADDER INSPECTION / CERTIFICATION	06/26/2023	4,356.64	100-20-220-4400 Repairs & Maintenanc

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total MACQUEEN EMERGENCY:			20,502.01	
<b>MENARDS - WEST DULUTH</b>				
78187	6" ROUND NAIL CAP	05/18/2023	73.98	100-20-220-2210 Operating Supplies
Total MENARDS - WEST DULUTH:			73.98	
<b>MIDWEST COMMUNICATIONS INC</b>				
609751/609747	HOGHEAD 2023 MARKETING	06/27/2023	1,500.00	100-15-115-3040 Advertising
Total MIDWEST COMMUNICATIONS INC:			1,500.00	
<b>MNIT SERVICES</b>				
DV22100431	MNIT SERVICES/OCTOBER	11/09/2022	101.38	100-20-210-2210 Operating Supplies
DV22110430	MNIT SERVICES/NOVEMBER	06/20/2023	101.38	100-20-210-2210 Operating Supplies
DV22120433	MNIT SERVICES/DECEMBER	01/11/2023	101.38	100-20-210-2210 Operating Supplies
DV23010431	MNIT SERVICES/JANUARY	02/09/2023	101.38	100-20-210-2210 Operating Supplies
Total MNIT SERVICES :			405.52	
<b>NORTHLAND CONSULTING ENGINEERS LLP</b>				
2023-692	STRUCTURAL REVIEW JET EXHIBIT	06/12/2023	1,017.50	100-15-115-4400 Tour Attraction Mainte
Total NORTHLAND CONSULTING ENGINEERS LLP:			1,017.50	
<b>PROCTOR BUILDERS</b>				
261468	OIL PAD / LIGHT DISPOSAL	06/22/2023	16.89	100-20-220-2210 Operating Supplies
Total PROCTOR BUILDERS:			16.89	
<b>PROCTOR JOURNAL</b>				
37498	CITY COUNCIL MINUTES 5.15.23	06/28/2023	150.51	100-10-110-3052 General Notices & Pub
Total PROCTOR JOURNAL:			150.51	
<b>SEH</b>				
447885	161800 2ND STREET PROJECT MANAGEMENT	06/14/2023	1,000.00	300-30-330-3003 Engineering Fees
447885	161800 2ND STREET PROJECT CONST ADMIN	06/14/2023	7,462.60	300-30-330-3000 Professional Services
447885	161800 2ND STREET CONSTRUCTION OBSERVATION	06/14/2023	5,998.60	300-30-330-3003 Engineering Fees
447885	161800 2ND STREET CONST STAKING	06/14/2023	2,155.00	300-30-330-3003 Engineering Fees
448244	166073 2022-2024 CITY ENGINEERING	06/15/2023	4,994.13	100-10-110-3003 Engineering Fees
448244	166073 SAND & SALT SHED	06/15/2023	6,503.25	300-30-330-3003 Engineering Fees
Total SEH:			28,113.58	
<b>TROYS SERVICE</b>				
17897	121 TIRE PATCH	06/27/2023	20.00	100-20-210-2220 Supplies - Repair & M
63606	2016 DODGE DURANGO 114 OIL CHANGE	06/22/2023	98.82	100-20-210-4400 Repairs & Maintenanc
63681	2018 DODGE CHARGER 181 OIL CHANGE	06/22/2023	48.50	100-20-210-4400 Repairs & Maintenanc
Total TROYS SERVICE:			167.32	
<b>TURFTIME EQUIPMENT LLC</b>				
9102	INFIELD GROOMER FOR BEHIND TRACTOR	06/12/2023	2,750.00	100-40-410-2210 Operating Supplies

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total TURFTIME EQUIPMENT LLC:			2,750.00	
<b>TWIN PORTS PAPER &amp; SUPPLY, INC</b>				
561503	PAPER SUPPLIES	06/22/2023	326.60	100-10-130-2211 Cleaning Supplies
Total TWIN PORTS PAPER & SUPPLY, INC:			326.60	
<b>VC3 INC.</b>				
103514	IT SERVICES	03/19/2023	492.42	100-20-210-3009 Computer Services
Total VC3 INC.:			492.42	
<b>VIKING INDUSTRIAL CENTER</b>				
3267459	SAFETY ITEMS	06/14/2023	43.16	100-30-300-2210 Operating Supplies
Total VIKING INDUSTRIAL CENTER:			43.16	
<b>WDIO-TV / WIRT-13</b>				
9031	HOGHEAD TV ADS 2023	06/27/2023	1,000.00	100-15-115-3040 Advertising
Total WDIO-TV / WIRT-13:			1,000.00	
Grand Totals:			61,860.99	

## 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"

Vendor.Vendor type = {&lt;&gt;} "PR"

[Report].Date Paid = 07/03/2023

## Report Criteria:

Detail report.  
Invoices with totals above \$0.00 included.  
Paid and unpaid invoices included.  
Invoice Detail.GL account (3 Characters) = "600"  
[Report].Date Paid = 07/03/2023

## LIQUOR BILLS

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>ADT SECURITY SERVICES</b>				
6-13-23	ADT SECURITY MONITORING	06/13/2023	451.47	600-60-600-4443 Security Systems
Total ADT SECURITY SERVICES:			451.47	
<b>AMERICAN BOTTLING COMPANY</b>				
3313815839	SODA	06/26/2023	231.52	600-60-600-2254 Soft Drinks & Mix
Total AMERICAN BOTTLING COMPANY :			231.52	
<b>ARTISAN BEER COMPANY</b>				
3611277	BEER	06/23/2023	253.75	600-60-600-2252 Beer Purchases
Total ARTISAN BEER COMPANY:			253.75	
<b>BELLBOY CORPORATION</b>				
0099783500	DELIVERY	06/15/2023	5.00	600-60-600-3033 Freight & Express
0099783500	LIQUOR	06/15/2023	153.30	600-60-600-2251 Liquor Purchases
0106947300	MIX	06/13/2023	121.25	600-60-600-2254 Soft Drinks & Mix
Total BELLBOY CORPORATION:			279.55	
<b>BERNICKS PEPSI</b>				
30040235	BEER	06/21/2023	240.00	600-60-600-2252 Beer Purchases
30040236	BEER	06/21/2023	6,764.25	600-60-600-2252 Beer Purchases
30041774	BEER	06/28/2023	404.50	600-60-600-2252 Beer Purchases
30041775	BEER	06/28/2023	9,604.45	600-60-600-2252 Beer Purchases
Total BERNICKS PEPSI:			17,013.20	
<b>BREAKTHRU BEVERAGE</b>				
110794179	SERVICE FEE	06/15/2023	28.36	600-60-600-3033 Freight & Express
110794179	LIQUOR	06/15/2023	1,456.28	600-60-600-2251 Liquor Purchases
110895813	LIQUOR	06/22/2023	3,536.69	600-60-600-2251 Liquor Purchases
110895813	SERVICE FEE	06/22/2023	61.90	600-60-600-3033 Freight & Express
411095858	LIQUOR	06/21/2023	17.92	600-60-600-2251 Liquor Purchases
Total BREAKTHRU BEVERAGE:			5,065.31	
<b>CINTAS</b>				
4158918066	MATS	06/19/2023	190.60	600-60-600-2210 Operating Supplies
Total CINTAS:			190.60	
<b>COCA COLA BOTTLING CO</b>				
3179775	SODA	06/20/2023	184.40	600-60-600-2254 Soft Drinks & Mix
Total COCA COLA BOTTLING CO:			184.40	

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>DAHLHEIMER BEVERAGE</b>				
1941162	BEER	06/27/2023	643.20	600-60-600-2252 Beer Purchases
Total DAHLHEIMER BEVERAGE:			643.20	
<b>GUARDIAN PEST CONTROL INC</b>				
2467640	PEST CONTROL	05/17/2023	47.77	600-60-600-4406 Pest Control
Total GUARDIAN PEST CONTROL INC:			47.77	
<b>JOHNSON BROTHERS INC</b>				
2324059	DELIVERY CHARGE	06/21/2023	39.08	600-60-600-3033 Freight & Express
2324059	LIQUOR	06/21/2023	1,686.15	600-60-600-2251 Liquor Purchases
2324060	DELIVERY CHARGE	06/21/2023	10.90	600-60-600-3033 Freight & Express
2324060	WINE	06/21/2023	204.00	600-60-600-2253 Wine Purchases
2329641	DELIVERY CHARGE	06/28/2023	18.18	600-60-600-3033 Freight & Express
2329641	LIQUOR	06/28/2023	939.78	600-60-600-2251 Liquor Purchases
2329642	DELIVERY CHARGE	06/28/2023	31.06	600-60-600-3033 Freight & Express
2329642	WINE	06/28/2023	704.38	600-60-600-2253 Wine Purchases
Total JOHNSON BROTHERS INC :			3,633.53	
<b>LAKESHORE ICE</b>				
01-304068	ICE	06/23/2023	69.64	600-60-600-2258 Misc Merchandise
02-306774	ICE	06/26/2023	154.92	600-60-600-2258 Misc Merchandise
04-303415	ICE	06/16/2023	121.28	600-60-600-2258 Misc Merchandise
04-303424	ICE	06/19/2023	81.00	600-60-600-2258 Misc Merchandise
Total LAKESHORE ICE:			426.84	
<b>MICHAUD DISTRIBUTING COMPANY</b>				
377958	FUEL SURCHARGE	06/19/2023	3.00	600-60-600-3033 Freight & Express
377958	BEER	06/19/2023	600.35	600-60-600-2252 Beer Purchases
378206	BEER	06/26/2023	1,075.75	600-60-600-2252 Beer Purchases
Total MICHAUD DISTRIBUTING COMPANY:			1,679.10	
<b>PAUSTIS &amp; SONS</b>				
204969	WINE	06/14/2023	224.00	600-60-600-2253 Wine Purchases
204969	SHIPPING	06/14/2023	6.00	600-60-600-3033 Freight & Express
Total PAUSTIS & SONS:			230.00	
<b>PHILLIPS WINE &amp; SPIRITS CO.</b>				
6611856	LIQUOR	06/21/2023	801.14	600-60-600-2251 Liquor Purchases
6611856	DELIVERY CHARGE	06/21/2023	18.73	600-60-600-3033 Freight & Express
6611857	DELIVERY	06/21/2023	2.18	600-60-600-3033 Freight & Express
6611857	MIX	06/21/2023	37.80	600-60-600-2254 Soft Drinks & Mix
6616133	DELIVERY CHARGE	06/28/2023	9.76	600-60-600-3033 Freight & Express
6616133	LIQUOR	06/28/2023	792.64	600-60-600-2251 Liquor Purchases
Total PHILLIPS WINE & SPIRITS CO. :			1,662.25	
<b>PROCTOR JOURNAL</b>				
37507	NEWS STAND SALES	06/28/2023	17.78	600-60-600-2258 Misc Merchandise

Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total PROCTOR JOURNAL:			17.78	
<b>RANGE PAPER</b>				
77988	BAGS	06/14/2023	125.80	600-60-600-2210 Operating Supplies
Total RANGE PAPER :			125.80	
<b>RED BULL</b>				
2010576652	RED BULL	06/26/2023	158.84	600-60-600-2254 Soft Drinks & Mix
2010576653	RED BULL	06/26/2023	284.52	600-60-600-2254 Soft Drinks & Mix
Total RED BULL :			125.68	
<b>SOUTHERN WINE &amp; SPIRITS</b>				
2357357	DELIVERY	06/16/2023	59.96	600-60-600-3033 Freight & Express
2357357	LIQUOR	06/16/2023	2,855.47	600-60-600-2253 Wine Purchases
2360228	DELIVERY	06/23/2023	57.57	600-60-600-3033 Freight & Express
2360228	LIQUOR	06/23/2023	3,016.24	600-60-600-2253 Wine Purchases
Total SOUTHERN WINE & SPIRITS:			5,989.24	
<b>SUPERIOR BEVERAGE (MN)</b>				
1460383	BEER	06/27/2023	35.68	600-60-600-2252 Beer Purchases
20042340	FREIGHT	06/16/2023	3.00	600-60-600-3033 Freight & Express
20042340	BEER	06/16/2023	1,219.55	600-60-600-2252 Beer Purchases
20042432	BEER	06/20/2023	2,590.25	600-60-600-2252 Beer Purchases
20042432	FREIGHT	06/20/2023	3.00	600-60-600-3033 Freight & Express
20042778	FREIGHT	06/23/2023	3.00	600-60-600-3033 Freight & Express
20042778	BEER	06/23/2023	2,148.95	600-60-600-2252 Beer Purchases
20042865	FREIGHT	06/27/2023	3.00	600-60-600-3033 Freight & Express
20042865	BEER	06/27/2023	1,358.10	600-60-600-2252 Beer Purchases
Total SUPERIOR BEVERAGE (MN):			7,293.17	
<b>URSA MINOR BREWING</b>				
e-4384	BEER	06/15/2023	235.62	600-60-600-2252 Beer Purchases
e-4438	BEER	06/22/2023	129.00	600-60-600-2252 Beer Purchases
Total URSA MINOR BREWING:			364.62	
<b>VINOCOPIA</b>				
0332011-in	LIQUOR	06/28/2023	151.96	600-60-600-2251 Liquor Purchases
0332011-in	DELIVERY	06/28/2023	5.00	600-60-600-3033 Freight & Express
0332019-in	DELIVERY	06/28/2023	2.50	600-60-600-3033 Freight & Express
0332019-in	WINE	06/28/2023	63.99	600-60-600-2253 Wine Purchases
Total VINOCOPIA:			223.45	
<b>WINE MERCHANTS</b>				
7432675	FREIGHT	06/28/2023	13.08	600-60-600-3033 Freight & Express
7432675	WINE	06/28/2023	777.73	600-60-600-2253 Wine Purchases
Total WINE MERCHANTS :			790.81	
Grand Totals:			46,923.04	

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 = 07/03/2023