

*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, August 20, 2018 6:00pm**  
**Council Chambers - Community Activity Center - 100 Pionk Drive**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**OTHERS PRESENT**

**APPROVAL OF MINUTES**      August 6, 2018 City Council Meeting Minutes

**APPROVAL OF AGENDA**

**COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT**

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

**\*1. COMMUNICATIONS**

- A. WLSSD Update on Western Lake Superior Sanitary District Generators Bonding Request and other important infrastructure projects

**2. PLANNING & ZONING DEPARTMENT MATTER**

**\*3. CLERK ADVISES COUNCIL**

- A. Government Fund Payroll and Liquor Fund Payroll Period Ended 08/05/18

**\*4. COMMITTEE REPORT**

**\*5. UNFINISHED BUSINESS**

**\*A. SRO**

- B. Beautification & Trees Committee Beautification Plan
- C. Parks & Playgrounds – Councilor Benson

**6. NEW BUSINESS**

- A. Resolution No. 31-18 Resolution of Non-Objection To Issuance of State of Minnesota Charitable Gambling License – Duluth Softball Players Association
- B. Resolution No. 32-18 Resolution of Non-Objection To Issuance of State of Minnesota Charitable Gambling License – Welch Center Inc., dba Valley Youth Center
- C. Resolution No. 33-18 Resolution of Non-Objection To Issuance of State of Minnesota Charitable Gambling License – Augustana Lutheran Church
- D. Resolution No. 34-18 Adopting A Budget Amendment 2018
- E. Compudyne Backup Agreement
- F. Hoghead Review – Councilor Benson
- G. Night to Shine – Councilor Benson
- H. Downtown Improvement District – Councilor Benson
- I. Setup Budget Meeting Date

**7. LABOR AND NEGOTIATIONS ISSUES – Per MN Statutes 13D Closed Meeting**

- A. Negotiations - Property – Councilor Benson
- B. Negotiations - Teamsters

**6. NEW BUSINESS (continued)**

- J. Property Sale - Purchase - Parcel 185-0240-00540 and 185-0240-00545 – Councilor Benson
- K. ISD 704 Purchase Agreement – John Bray

**MEMBER CONCERNS**

**Schwarzbauer:**

**Benson:**

**Nowak:**

**DeWall:**

**Larson:**

**BILLS FOR APPROVAL**

General: \$117,409.93

Liquor: 36,902.80

Total: \$154,312.73

**TOTAL BILLS FOR APPROVAL: \$154,312.73**

**ADJOURNMENT:**

**RECONVENE THE PUBLIC HEARING ON GARBAGE ASSESSMENTS from  
JULY 16, 2018:**

Called to order by Mayor Larson at 6:00 p.m.

Present: Mayor Larson, Councilmen, Benson, Dewall, Nowak, Schwarzbauer.

Hearing no one before the Council to speak on the Assessments:

Motion by Benson, seconded by Larson and carried (5-0): to adjourn the Public Hearing at 6:02 p.m.

Minutes of the regular Proctor City Council meeting held Monday, August 6, 2018 in the Community Center Council Chambers.

Mayor Larson called the meeting to order at 6:02 p.m.

**MEMBERS PRESENT:** Councilors Troy DeWall, Gary Nowak, Jim Schwarzbauer, Gary Nowak, Jake Benson and Mayor Phil Larson.

**OTHERS PRESENT:** Administrator Mark Casey; City Attorney John Bray; Peggy Vanderscheuren, Chad Ward, Jim Aird, City Prosecuting Attorney Ron Envall, Gordon Downs, Jim Rohweder, Dan Rohweder, Kathy Hannan, Fire Chief Kerry Helquist.

**APPROVAL OF THE MINUTES:**

Motion by, Schwarzbauer, seconded by DeWall and carried (5-0): To approve the July, 16 2018 City Council Meeting Minutes..

**APPROVAL OF THE AGENDA:**

Motion by Schwarzbauer, seconded by DeWall and carried (5-0): To approve the agenda for August 6, 2018, with the following:

- 6D: Job Descriptions was Removed
- Benson added to Members Concerns – Sod Update; Dewall added Fire Truck Apparatus.

**COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT:**

Gordon Downs-spoke on matters pertaining to the golf course: Broken latch on garage door, needing a better bridge to green number 7, ice machine needs to be hooked up, road access to number 4 green, and disbanding of the Golf Committee.

John Engelking – Superintendent ISD 704 spoke on the matter of the school wanting to purchase the old hockey arena at the Fairgrounds, making improvements, and future uses for the City Council to consider.

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

Motion by Nowak, seconded by Schwarzbauer, and carried (5-0): To approve the Consent Agenda with Item 4B pulled for discussion.

**\*1. COMMUNICATIONS**

- A. Commendation from Minnesota Management and Budget –Pay Equity
- B. Public Notice of Public Accuracy Test of Ballot Counting Machine for August 14, 2018.
- C. Mediacom rate adjustment
- D. Men of ACT – Thank You
- E. WLSSD 2019 Budget and Notice of September 10, 2018 Capital Budget and Solid Waste Management Fee Public Hearings
- F. ARDC memo

**2. PLANNING AND ZONING DEPARTMENT MATTER**

Motion by Dewall, seconded by Nowak and carried (5-0) to suspend the agenda and bring Item 6F Letters of Compliance to Property Owners, for discussion.

Casey gave background as the Planning and Zoning Committee would like Council input as to should letters from Building Official be sent out, and how Council will support the actions required in the letters. Casey advised how process has been done: first a letter of reminder is sent out, second letter may have an administrative fine attached to it, third collections, fourth take care of the issue through the city and assess the fees to the county. City can only assess its actual costs. Discussion took place on blight and dilapidated buildings.

Motion by Nowak, seconded by Larson and carried (5-0) to send the letters drafted by Jim Rich out to the property owners.

**\*3. CLERK ADVISES COUNCIL**

- A. Government and Liquor Fund Payroll Period Ended 7/22/2018

**\*4. COMMITTEE REPORTS**

- A. Beautification Minutes of April 17, 2018
- B. Beautification Minutes of July 24, 2018 (this item was pulled for discussion)

Councilman Schwarzbauer gave a brief summary of what the Beautification

Committee is working on. Looking revising the tree ordinance, commenting on new businesses and introduce Kathy Hannan for additional comment. Hannan discussed the replanting of trees and the mixture of those trees in an urban area. Also suggested the appropriate time to plant and quoting Tom Pfeffer of Duluth Urban Forest Commission.

Motion made by Schwarzbauer, seconded by Dewall and carried (5-0) to approve the Beautification Committee minutes of July 24, 2018.

- C. SEH Construction Minutes of July 18, 2018
- D. SEH Construction Minutes of July 25, 2018

**\*5. UNFINISHED BUSINESS**

- A. SRO
- B. Resolution 28-18 Certify Garbage Assessments and Liens to County

Motion by Schwarzbauer, seconded by Dewall and carried (5-0) passing Resolution 28-18 Certifying Assessment and Liens to the County.

CITY OF PROCTOR  
RESOLUTION NO. 28-18  
CERTIFY ASSESSMENTS AND LIENS TO COUNTY

WHEREAS, pursuant to notice duly given as required by law, the City Council has met and passed upon all objections to the proposed assessments for the following delinquent accounts of 2017-2018:

**SOLID WASTE REMOVAL**

and has amended such proposed assessments as it deems just:

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Proctor, Minnesota as follows:

1. Such proposed assessments, a copy of which are attached hereto and made a part hereof is hereby accepted and shall constitute the special assessments against the land named therein, and each tract of land therein is hereby found to be benefited by the City.
2. Such assessments shall be as follows:
  - a. The assessments shall be payable including principal and \$50 City collection fee upon ratification of this resolution. Said payment to be payable prior to October 1, 2018 thereafter a 10% penalty shall apply.
  - b. The owner of the property so assessed may at any time prior to the November 15th of this year, pay to the Solid Waste Collector, or City Clerk, the whole of the principal amount of the assessment on such property, provided that no such prepayment shall be accepted without payment of all installments due to the City, County, and Solid Waste Collector.
3. The City Clerk shall forthwith transmit a certified duplicate copy of this assessment to the County.
4. The past due accounts for solid waste removal (as the term is defined in the City Code 505.13) services be certified by the City Clerk of the City of Proctor, Minnesota to the County Auditor, and the City

Clerk in so certifying shall specify the amount thereof, the description of the premises served, and the name of the owner thereof. The amount so certified shall be extended by the County Auditor on the tax rolls against such premises in the same manner as other taxes, and collected by the County Treasurer, and paid to the City along with other taxes.

Moved by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_ that the above resolution be adopted.

Voting Aye:

Voting No:

Absent:

WHEREUPON said resolution was adopted this 6<sup>th</sup> day of August, 2018.

Attest:

\_\_\_\_\_  
Philip Larson  
Mayor  
Mark Casey,

## **6. NEW BUSINESS**

### **A. Fire Department Application**

Motion by Larson, seconded by Dewall and carried (5-0) to approve the hiring of Brian Taylor for the Proctor Fire Department.

### **B. Beautification & Trees Committee Plan**

Schwarzbauer went through the plan and presented a check list of items to address and those persons or committees responsible to address them. Also discussed were articles on Children in Nature and Academy Sports and Outdoors and for the Council to consider adopting some of the initiatives in these articles.

This item was treated as informational.

### **C. Resolution 29-18 City Responsibility for Benches in State of MN ROW**

Motion by Benson, seconded by Nowak and carried (5-0) to approve Resolution 29-18 making the city responsible for benches in the Highway 2 Right of Way in Proctor.

**RESOLUTION 29-18  
CITY RESPONSIBILITY FOR BENCHES  
IN STATE OF MN RIGHT OF WAY**

STATE OF MINNESOTA)  
COUNTY OF SAINT LOUIS)  
CITY OF PROCTOR)

WHEREAS: Proctor (the City), is in support of the beautification of the city; and,

WHEREAS: the Proctor Beautification Association has acquired authorization from the State of Minnesota (MN DoT), to place benches in the Highway 2 right of way as depicted on the attached map through a Limited Use Permit; and,

WHEREAS: MN DoT has requested the City to take full responsibility of the maintenance and repair of said benches along Highway 2;

NOW, THEREFORE, BE IT RESOLVED that the City of Proctor, as the bench sponsor, will take the responsibility of maintenance and repair of the benches along Highway as provided for by the Proctor Beautification Association.

Approved this August 6, 2018 by the City Council of Proctor, Minnesota.

Councilman voting Aye:

Councilman voting Nay:

BY: \_\_\_\_\_  
Philip Larson, Mayor

ATTEST: \_\_\_\_\_  
Mark Casey, City Administrator

**D. Police Department Job Descriptions**

This item was pulled in the approval of agenda.

**E. Police Department Fleet Vehicle Pricing Summary**

Casey explained a squad car was ordered from Mike's Motors of Ely MN at State Bid prices so no need to get competitive bids. Benson iterated the car was talked about in the 2018 budget process but not approved.

Motion by Dewall, seconded by Nowak and carried (5-0) to approve the purchase of a squad car and not to exceed \$37,000 for the car and outfitting of the squad car from Mike's Motors of Ely MN.



**F. Letters of Compliance**

- a. Junk
- b. Lawn Mowing
- c. Blighted Properties

This agenda item was moved to 2A.

**G. Application and Permit for a One Day Temporary Liquor License**

Motion by Schwarzbauer, seconded by Larson and carried (5-0) to approve a one day temporary liquor license to the John Beargrease Sled Dog Marathon organization for the date of 9/22/18.

**H. Fireworks – Councilman Benson**

Benson asked the question where the fundraising stood for the upcoming fireworks. Mayor advised \$1500 – Chamber, \$500 – Fire Department, < \$500 in donations. Discussion ensued as to why the Lions are not taking the lead. Dan and Jim Rohweder discussed the importance of the fireworks and quoted MN Statute 477A.016 allowing the city to use 5% of Lodging Tax towards this type of event.

Motion by Dewall, seconded by Schwarzbauer and carried (5-0) to approve a contribution from the City not to exceed \$4,000 from Tourism funds for the fireworks conditional the fireworks company names the city as an additional insured.

**I. Application for Fireworks**

Motion by Dewall, seconded by Benson, and carried (5-0) to approve the event application for fireworks on August 18, 2018.

**J. Resolution 30-18 Accepting Donations**

Casey stated with all donations to the city, a resolution should be passed accepting the donation.

Motion by Dewall, seconded by Larson and carried (5-0) to accept the donation from the Gordon Downs Trust Fund in the amount of \$60,772.72 for Golf Course equipment and sales tax.

**K. Compudyne Back Up Agreement**

Casey explained the concern Compudyne and Scott Stillman (Forensics Investigator) concern over the lack of data back up and it should be a priority.

Motion by Nowak, seconded by Schwarzbauer and carried (5-0) to approve a backup agreement with Compudyne Inc.

**L. Parks and Playgrounds – Benson**

**No Action was taken**

**M. Initiate Communication with MN Department of Revenue**

Benson stated the Dept. of Revenue is looking to open an outstate branch office to hire individuals to research the internet and identify those retailers that we now lose sales revenue from.

Motion by Benson, seconded by Larson and carried (5-0) to contact the Dept of Revenue to make Proctor a consideration for a new office.

**N. Resolution 31-18 Allow use of ATV's on County Roads in Proctor**

Motion by Larson, seconded by Dewall to approve Resolution 31-18 Concurrence to Allow the Use of All Terrain Vehicles on County Roads within the City of Proctor.

**RESOLUTION 31-18**

**CONCURRENCE TO ALLOW THE USE OF ALL-TERRAIN VEHICLES ON COUNTY ROADS  
WITH THE CITY OF PROCTOR**

**STATE OF MINNESOTA)  
COUNTY OF ST. LOUIS)  
CITY OF PROCTOR)**

**WHEREAS**, The local ATV Club has made a request to the City of PROCTOR to allow all-terrain vehicles to operate on county roads within the city limits; and

**WHEREAS**, In accordance with Saint Louis County Ordinance No. 64, Subdivision 4B, an all-terrain vehicle club, recognized by the State of Minnesota, or city must submit an application, which includes a certified resolution of concurrence from the city, to St. Louis County to allow the use of all-terrain vehicles on the right-hand shoulder or the extreme right-hand side of county roads within a city; and

**WHEREAS**, The City of PROCTOR will submit the permit application to St. Louis County to allow use of all-terrain vehicles on all county roads within the city limits of PROCTOR.

**THEREFORE, BE IT RESOLVED**, the City of PROCTOR, a duly organized city within the State of Minnesota, hereby approves and supports the St. Louis County ATV permit application to allow the use of all-terrain vehicles on the right-hand shoulder or the extreme right-hand side of the county roads identified in the attached map.

Moved by Councilor \_\_\_\_\_ and seconded by Councilor \_\_\_\_\_ that the foregoing resolution be adopted.

Voting Aye:

Voting No:

Resolution declared adopted this 6<sup>th</sup> day of August, 2018.

\_\_\_\_\_  
Mayor,

Attest: \_\_\_\_\_

Administrator/City Clerk

Motion by Larson, seconded by Dewall and carried (5-0) to go to Closed Session per Minnesota Statutes 13D and Discuss Attorney Client Privilege and Property Matters. Time: 8:02 p.m.

## **7. LABOR AND NEGOTIATIONS – Per MN Statutes 13D Closed Meeting**

Discuss attorney client privilege personnel issue  
Property Matters

Motion by Larson, seconded by Dewall and carried (5-0) to adjourn the Closed Session and reconvene to the regular Council meeting: Time 8:42 p.m.

### **O. Police Civil Service Commission Request**

Discussion by Larson as to the request by Civil Service Commission to bring the new hire officer in at a lateral pay request based upon years of service. Dewall stating the Negotiating Committee would agree to 90% of the top pay scale for 6 months and then 100% pay at top scale. Casey stated all other matters in the LELS labor agreement would be in place and no exceptions. Discussion ensued as to where the officer currently works and is the Police Department just trying to get another person they want instead of the best candidate.

Motion by Benson, seconded by Dewall and carried (4-1 Larson Nay), to propose the officer to start at 90% of the top pay scale and after 6 months probation the officer will go to 100% of the top pay. All other benefits would start at zero and the officer will be responsible for 15% of his health benefits.

### **P. Request from ISD 704**

Discussion in regards to the letter presented to the council by ISD 704 and their desire to purchase the old arena at the Fairgrounds. Concern by Benson of the loss of revenue for the Fair Board. Dewall stated the Fairboard receives a stipend from the State of Mn in which they are to distribute with the Raceway Association. Schwarzbauer explained the funding mechanism the school uses for repair of their building.

Motion by Larson, seconded by Schwarzbauer and carried (5-0) to direct the City Attorney and the Administrator to enter into negotiations with ISD 704 for the potential purchase of the fairgrounds arena building.

#### **MEMBERS CONCERNS:**

##### **Schwarzbauer:**

**Benson:** Sod update. County will be replacing the dead sod from last years project, in the next few weeks. Council would like the County to send notice to those properties affected how to care for new sod.

##### **Nowak:**

**DeWall:** Explained a new tariff will go into effect 9/1/18 on new fire apparatus. The Fire Department is looking to purchase a new aerial/pumper truck and the council needs to take this into consideration when the 2019 budget cycle starts.

##### **Mayor Larson:**

#### **BILLS FOR APPROVAL**

General Bills:	\$143,550.61
Liquor Bills:	<u>\$45,874.89</u>
Total:	\$189,425.50

Motion by Schwarzbauer, seconded by Nowak and carried (5-0): To approve the bills for payment as listed.

#### **ADJOURNMENT**

Motion by Nowak, seconded by Dewall and carried (5-0): To adjourn the City Council meeting at 9:07 p.m.



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

1A

## Western Lake Superior Sanitary District

August 1, 2018

City of Proctor  
100 Plonk Drive  
Proctor, MN 55810

RE: Update on Western Lake Superior Sanitary District Generators Bonding Request and other important infrastructure projects

Dear Mayor Philip Larson, Deputy Mayor Gary Nowak, and Councilors Jim Schwarzbauer, Troy DeWall, and Jake Benson,

Greetings, I hope this letter finds you well.

I write to you today to thank you for your support and assistance with WLSSD's pursuit of state funding for generators to produce electricity and heat at our regional wastewater treatment plant, using methane-rich biogas produced during wastewater treatment. With your support, and that of other WLSSD customer communities, our local legislators were successful in getting language included in the bonding bill that will allow us to compete for partial grant funds for the project. Although this is not a guarantee of funding, we are happy to have been included in the bill.

Representatives Mary Murphy and Mike Sundin along with Senators Erik Simonson and Tony Lourey were particularly strong advocates for our project.

Over the next couple of years, WLSSD will be busy with some significant infrastructure projects. This week, WLSSD started a nearly \$20 million project to replace our oxygen supply system with a new production facility that will help WLSSD with operational efficiencies, and will yield substantial energy savings. Along with this construction, we will also be modifying our electrical distribution system in anticipation of our generator installation in 2019-2020. More information about these projects and their benefits are included in the enclosed information sheet. I've also included information about our energy projects and goals.

These projects will help WLSSD to stabilize wastewater rates for the residents and employers in our region, while increasing the efficiency and reliability of our wastewater system. I am happy to meet with you to discuss our projects. Please be sure to contact me with any questions or concerns you may have.

Sincerely,

Marianne Bohren  
WLSSD Executive Director  
218-740-4805 • Marianne.bohren@wlssd.com





# Regional Wastewater Treatment Plant Oxygen Supply Improvements and Electrical Switchgear Project

Clear Answers for Clean Water™

May 2018

## Oxygen Supply Improvements

WLSSD's wastewater treatment system requires a tremendous amount of pure oxygen to effectively clean dirty water before returning it to the St. Louis River. Most of the oxygen WLSSD uses is produced on-site using energy-intensive cryogenic oxygen plants.

WLSSD will replace their obsolete 40-year-old plants with a new oxygen-production facility that will use a process called vacuum swing adsorption (VSA) and will improve its backup liquid oxygen system. The new oxygen production facility will provide WLSSD with the ability to match oxygen production with oxygen needs, significantly reducing electricity use, improving reliability and efficiency, safety and effectiveness.



WLSSD's new, efficient oxygen production system will have a much lower profile than the oxygen towers needed in the existing oxygen system.



WLSSD's 40-year old oxygen-production facility

## Electrical Switchgear Project

WLSSD's Regional Wastewater Treatment Plant cleans nearly 14 billion gallons of wastewater each year from homes, businesses and industrial facilities in 17 communities.

In 2018 WLSSD will install a new electrical distribution system in portions of the treatment plant, replacing 40-year old "switchgear" (equipment used to distribute high-voltage electricity as it enters the treatment plant).

The modern electrical switchgear and redesigned distribution system will benefit WLSSD through enhanced reliability, safety, efficiency and effectiveness:

- increased reliability in delivery of electricity to critical treatment processes,
- expanded capabilities of WLSSD's emergency generators,
- simplified maintenance with the ability to isolate and shut down equipment requiring attention,
- streamlined connection to future power generation equipment (2019-2020) that will use a methane-rich gas byproduct of wastewater treatment to produce electricity for use on-site.



WLSSD's treatment plant in the Lincoln Park neighborhood of Duluth, MN

## WLSSD's Oxygen Supply and Electrical Switchgear Improvements

is a nearly \$20 million project to ensure the reliability of the regional wastewater treatment system into the future, and dramatically reducing the risks of untreated sewage polluting natural waterways, as a result of pipeline failures.

Funding for this project is provided through a loan from Minnesota's Public Facilities Authority, made possible through the Clean Water State Revolving Fund (CWSRF). CWSRF funds are provided through federal legislation, and passed on to states by the U.S. EPA to fund wastewater infrastructure projects.





## Harnessing Energy from Wastewater

### WLSSD's Combined Heat and Power Energy Project

Along with clean water, Western Lake Superior Sanitary District's (WLSSD) wastewater treatment facility can produce clean, renewable energy. Biogas, a methane-rich byproduct of the treatment process, can be used to create electricity and heat.

WLSSD's Combined Heat and Power energy project will allow WLSSD to use the biogas currently produced at its regional wastewater plant to

generate more than a third of the electricity needed to power the treatment plant.

WLSSD also plans to reclaim additional wastes to increase biogas production. Investing \$24.9 million over 5 years, WLSSD can cut electricity purchases in half or more—moving WLSSD toward its goal of energy neutrality.



### WLSSD's Vision: Energy Self-Sufficiency

WLSSD envisions an energy neutral future by generating 100% of the electricity needed to operate its large regional wastewater treatment plant. The unpredictable nature of energy costs remains WLSSD's biggest challenge in its efforts to stabilize rates for area residents and employers. Every day, WLSSD currently produces enough biogas to generate 35% of the electricity needed to operate the treatment plant. WLSSD is currently able to use a portion of this gas for heating, but unused gas is flared off and wasted. WLSSD's plan to produce and use energy on site by fully using this existing, renewable resource will allow WLSSD to control costs, stabilize rates, and improve WLSSD's reliability and resiliency.

**Electrical distribution modifications, \$3.9 million**

**Install engine generators, \$10.56 million**

**Increase gas production with the addition of reclaimed high strength wastes, \$4.5 million**

**Heat exchanger and heating and ventilation modifications, \$5.95 million**

### At a Glance:

#### Western Lake Superior Sanitary District Combined Heat & Power Project

##### Project Timeline:

**2018-2019:** Improve electrical distribution

**2019-2020:** Install generators

**2020-2021:** Increase gas production with reclaimed high-strength wastes

**2021-2022:** Increased heat recovery and improve plant heating/ventilation system

##### Total Project Cost:

\$24.91 million

##### Technologies:

Modular boiler system with

- 3 boilers that operate on biogas or natural gas
- 6 boilers that operate on natural gas or fuel oil

Gas conditioning for siloxane, moisture and H<sub>2</sub>S removal

825 kW engine generators

##### Market Value of biogas currently produced:

\$1,000 – 2,000 daily

##### Expected Results:

Reduce WLSSD electricity purchases by 35-100%

Annual savings of \$970,000 – 2.1 million\*

Annual reduction of 8-24 million kWh electricity used\*

Reduced emissions (see back page for details)

(\*Based on 2018 electricity rates and treatment plant use)



### Wastewater Treatment is Energy Intensive

Similar to many wastewater facilities, purchased electricity has become the largest non-payroll cost in WLSSD's wastewater operations, driving tough budgetary decisions and increased rates to customers. At more than \$3 million annually, electricity accounts for about 35% of wastewater treatment plant operating costs.

Electricity rates continue to rise—about 5-9% each year. WLSSD has recently reduced its electricity consumption by 18%, but rapidly increasing rates have virtually wiped out any cost savings from the reduced electricity use.

#### WLSSD Electricity by the Numbers

- \$3.1 million in annual electricity costs
- More than a third of treatment plant operating costs
- 72.6% increase in electricity rates since 2006
- 23,694,981 kWh used annually in the treatment plant
- Investing \$22.3 million over 5 years, WLSSD can cut electricity purchases in half or more.



### A Strategic Investment in Efficiency

WLSSD is uniquely positioned to serve the region by providing both wastewater treatment and cogeneration of renewable energy with the use of engine generators. Engine generators are the longest standing form of biogas utilization for electricity production, dating back into the 1970s.

WLSSD already produces the methane-rich biogas needed to generate about 35% of its power needs. After removing contaminants, WLSSD will utilize this renewable resource that would otherwise be wasted.

Overall, engine generator installations are 75-85% efficient for energy recovery; a large portion of the heat from the generators can be captured and used. Engine generators can also handle small fluctuations in biogas production. Biogas can also be stored to dampen peak gas production conditions.



## WLSSD's Energy Plan Is Underway

- 15 years successful production of biogas in our \$30 million, 4-million-gallon anaerobic digestion facility along with thermal improvements to improve facility heating. WLSSD uses only about half of its digester capacity.
- Successfully using biogas to meet 8% energy needs
- Reduced electrical use by 18% with operational efficiencies
- \$11.2 million heating conversion and gas conditioning upgrades in 2015



## 5-Year Path to Energy Self-Sufficiency

WLSSD will become energy neutral with four planned projects—reducing variability in operating costs, and improving the environmental footprint of the campus. Investing \$24.9 million over 5 years, WLSSD can cut electricity purchases in half or more.

### Electrical Distribution Modifications: 2018-2019

WLSSD will improve the treatment plant electrical distribution system in anticipation of future electricity generation. **Estimated cost: \$3.9 million**

### Engine Generators: 2019-2020

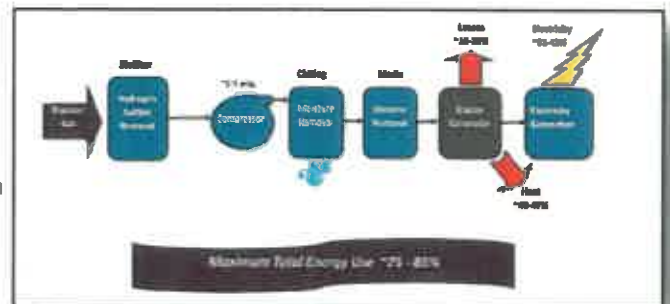
Install two 825kW engine generators that use biogas to generate electricity. Using the biogas currently produced during wastewater treatment, WLSSD will meet about 35% of its power needs. **Estimated cost \$10.56 million.**

### High Strength Waste Addition: 2020-2021

WLSSD will increase biogas production and electricity generation by adding high strength wastes such as fats, oils and grease and food waste into WLSSD's anaerobic digester. With the increased biogas, WLSSD will generate electricity to meet 50-100% of treatment plant needs. **Estimated cost: \$4.5 million**

### Heat Recovery: 2021-2022

WLSSD will recapture the substantial heat produced by the generators for use in the treatment process and for building heat, reducing the need for purchased natural gas. Components of this project will reduce the wastewater treatment plant's electricity consumption and improve system reliability with improvements to the digester heat exchangers and plant heating and ventilation systems. **Estimated cost \$5.95 million.**



## Harnessing Energy from Wastewater Yields Great Benefits

- Maximizes the use of existing infrastructure
- Generation of reliable, cost-effective renewable energy
- Reduces emissions
- Stabilizes rates for residents and businesses
- Uses existing energy resource that is currently wasted

### Potential Annual Emissions Reductions Resulting from WLSSD's Engine Generator Project

CO <sub>2</sub>	19,770,000 pounds
NO	12,136 pounds
SO <sub>2</sub>	13,850 pounds
Mercury	43,900 mg

Based on Minnesota Power April 2017 air emissions report, 10 million kWh (41.7% of treatment plant electricity use) and WLSSD 2016-2017 biogas production.



## WLSSD—A Comprehensive Solution to Regional Problems



Western Lake Superior Sanitary District is a special purpose unit of government created by the Minnesota Legislature in 1971 to address serious environmental pollution problems in the lower St. Louis River basin. The organization is responsible for the effective and economical treatment of wastewater and management of solid waste for a 530-square-mile region in northeastern Minnesota, providing services to 17 communities and four large industrial facilities. The dual role of managing wastewater and solid waste for the region makes it possible for WLSSD to offer collaborative solutions to the challenges posed by waste in our society. WLSSD programs have been recognized nationally for innovation and effectiveness while preserving and protecting the unique natural characteristics of the region.

<b>Contacts</b>	Marianne Bohren	WLSSD Executive Director	218.740.4805	Marianne.bohren@wlssd.com
	Karen Anderson	Director of Community Relations	218.740.4776	Karen.anderson@wlssd.com
	Carrie Clement	Supervisory Engineer	218.740-4782	Carrie.clement@wlssd.com



PR18-16

7/23/18 - 8/5/18

## CITY OF PROCTOR

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3A

## Payroll Summary - General Funds

Comments: Labor Distribution

FUND Descr	DEPT Descr	ACTIVITY Descr	OBJECT Descr	Amount
General Fund	Tourism	Tourism Expenditures	Full-Time Employee Regular	\$1,672.80
	City Administrator	Municipal Operations	Full-Time Employee Regular	\$3,461.54
	City Administrator	Government Building	Part-Time Employee	\$663.10
	City Clerk	Administrative	Full-Time Employee Regular	\$1,316.88
	City Clerk	Administrative	Full-Time Employee Regular	\$83.13
	City Clerk	Administrative	Full-Time Employee Overtime	\$150.94
	Financial Administration	Accounting	Full-Time Employee Regular	\$2,384.80
	Police	Operations (Police)	Full-Time Employee Regular	\$14,999.99
	Police	Operations (Police)	Full-Time Employee Regular	\$454.88
	Police	Operations (Police)	Full-Time Employee Regular	\$772.80
	Police	Operations (Police)	Full-Time Employee Overtime	\$1,610.39
	Police	Admin Secretary (Police)	Full-Time Employee Regular	\$48.48
	Police	Admin Secretary (Police)	Full-Time Employee Regular	\$1,515.23
	Building Inspection	Operations (Bldg Inspection)	Part-Time Employee	\$192.31
	Streets & Roadways	Street Department	Full-Time Employee Regular	\$197.04
	Streets & Roadways	Street Department	Full-Time Employee Regular	\$4,666.68
	Streets & Roadways	Street Department	Full-Time Employee Regular	\$283.89
	Streets & Roadways	Street Department	Full-Time Employee Regular	\$694.80
	Streets & Roadways	Street Department	Full-Time Employee Regular	\$455.66
	Streets & Roadways	Street Dept Shop Work	Full-Time Employee Regular	\$80.00
	Park	City Parks	Temporary Employees Regular	\$955.00
	Park	Tree Planting	Full-Time Employee Regular	\$210.00
	Recreation	Ball Field Maintenance	Temporary Employees Regular	\$187.50
FUND 100 General Fund				\$37,057.84
Sewer Fund	Public Works	Storm Drainage	Full-Time Employee Regular	\$581.39
	Public Works	Sewer	Full-Time Employee Regular	\$173.70
	Public Works	Pump Station	Full-Time Employee Regular	\$82.53
FUND 500 Sewer Fund				\$837.62
				\$83,895.46

**CITY OF PROCTOR**  
**Payroll Summary - Liquor Fund**

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Page 1

Comments: Labor Distribution

FUND Descr	DEPT Descr	ACTIVITY Descr	OBJECT Descr	Amount
Liquor Fund	Mountain Spirits Liquor	Manager - Off Sale	Full-Time Employee Regular	\$305.90
	Mountain Spirits Liquor	Manager - Off Sale	Full-Time Employee Regular	\$1,442.10
	Mountain Spirits Liquor	Manager - Off Sale	Full-Time Employee Overtime	\$131.10
	Mountain Spirits Liquor	Clerks - Off Sale	Part-Time Employee	\$2,363.88
FUND 600 Liquor Fund				\$4,242.98
				\$4,242.98

**CITY OF PROCTOR**  
**Council Packet - Gen/Liq**  
Pay Group Description: City -BI-wk  
Pay Period: 16

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Location Description	Hours	Shift Multiplier	Amount	Pay Group Description
Location Description CITY HALL				
Shift Multiplier 1.5				
CITY HALL	5.75	1.5	\$150.94	City -BI-wk
Shift Multiplier 1.5	5.75		\$150.94	
Location Description POLICE				
Shift Multiplier 1.5				
POLICE	5.00	1.5	\$264.15	City -BI-wk
POLICE	37.00	1.5	\$47.18	City -BI-wk
POLICE	2.00	1.5	\$103.68	City -BI-wk
POLICE	2.00	1.5	\$91.26	City -BI-wk
POLICE	24.00	1.5	\$1,104.12	City -BI-wk
Shift Multiplier 1.5	70.00		\$1,610.39	
Pay Group Description City -BI-wk	75.75		\$1,761.33	
Location Description Liquor Store				
Shift Multiplier 1.5				
Liquor Store	4.00	1.5	\$131.10	Liq -BI-Wk
Shift Multiplier 1.5	4.00		\$131.10	
Pay Group Description Liq -BI-Wk	4.00		\$131.10	
	79.75		\$1,892.43	



CITY OF PROCTOR

# BEAUTIFICATION PLAN

Prepared by the City of Proctor  
Beautification & Trees Committee

5B

# EXECUTIVE SUMMARY

**Mission of the City of Proctor Beautification & Trees Committee:** *Build community spirit and pride by promoting plant life, local art, and social activity on public property and rights of way.*

In 2018, the City of Proctor Beautification & Trees Committee developed a plan to guide the direction of future beautification efforts in the City of Proctor, Minnesota. The result is this document, which outlines details of realizing five specific projects the Committee wishes to pursue during 2018-2022. In order of priority, these projects include:

1. Second Street
2. City Ball Court
3. Highway Two/Third Avenue
4. TRAIInquility Park
5. Kingsbury Creek

Additional "wish list" projects the Committee would like to pursue as the need and/or opportunity arise are included following the project sheets. Results of a survey administered to inform this plan is appended.



***A Moment of Inspiration: Light Fixtures @ Enger Park, Duluth, MN***

The Committee recommends installing human-scaled street light fixtures that aim light exclusively toward the ground. This type of lighting fits best practices for people-friendly places and night sky preservation.



# PROJECT NO. 1

## SECOND STREET

**Goal:** Enhance the Second Street corridor (from Klang Memorial Park to Proctor High School) to be an attractive, functional public space celebrating the Proctor community and serving transportation needs for community members of all ages.

### Action Steps

1. Conduct a walk audit along Second Street to identify needs in the corridor and to collect a shared vision for streetscape development.
2. Work with city administration to remind homeowners of shared maintenance responsibilities in corridor.
3. Develop a plan outlining the community vision for Second Street, including considerations for updated stormwater management, landscaping, utilities, traffic controls, transportation facilities (i.e. accommodations for pedestrians, bicyclists, public transit users, all-terrain vehicle drivers, and motorists), human-scaled street furniture (i.e. street lighting and benches), wayfinding signage, cultural references (i.e. street banners and interpretive signage), and corridor maintenance; partner with St. Louis County to consider improvements along Second Street east of Fifth Avenue and the City of Duluth to consider coordinated improvements on Orchard Street (especially for students on foot accessing Bay View Elementary School).
4. Implement projects outlined in the Second Street streetscape plan as funding becomes available; work with the City to identify opportunities for match funding to supplement any grant funding opportunities, and consider establishment of an improvement district.
5. Initiate shared responsibility of maintenance efforts, including enforcement of homeowner corridor maintenance responsibilities.
6. Support programming of the street with Walk to School events, parades, and other community gatherings.

**Potential Partners:** Proctor Schools (ISD 704), Proctor Area Historical Society, Proctor Safe Routes to School Team, Streets Department, Public Safety Committee, St. Louis County

**Funding Opportunities:** Streets budget, Local Road Improvement Program, Transportation Alternatives program, REA<sup>3</sup>D, crowdfunding

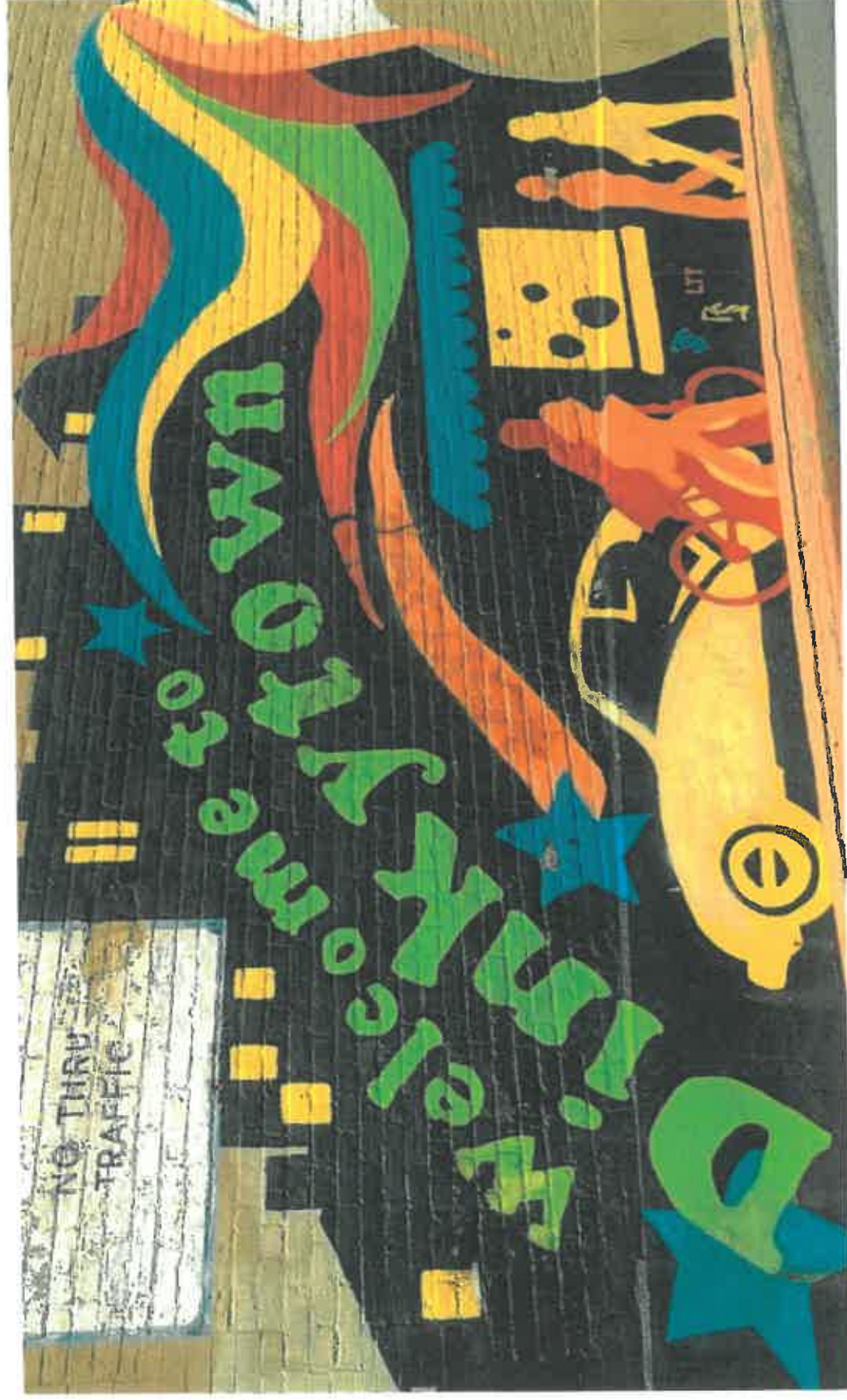
City of Proctor Beautification Plan

Proctor Beautification & Trees Committee - 3



*A Moment of Inspiration: Art and Banners @ Dinkytown, Minneapolis, MN*

The Committee recommends the use of public art and large banners affixed to light poles to help travellers through Proctor easily recognize and connect with the culture of the Proctor community.





# PROJECT NO. 2

## CITY BALL COURT

**Goal:** Develop the City Ball Court (at the corner of 1st Avenue and 3rd Street) into a community gathering space that offers a sense of "place" and "playability" for all ages, and promote the space for community programming.

### Action Steps

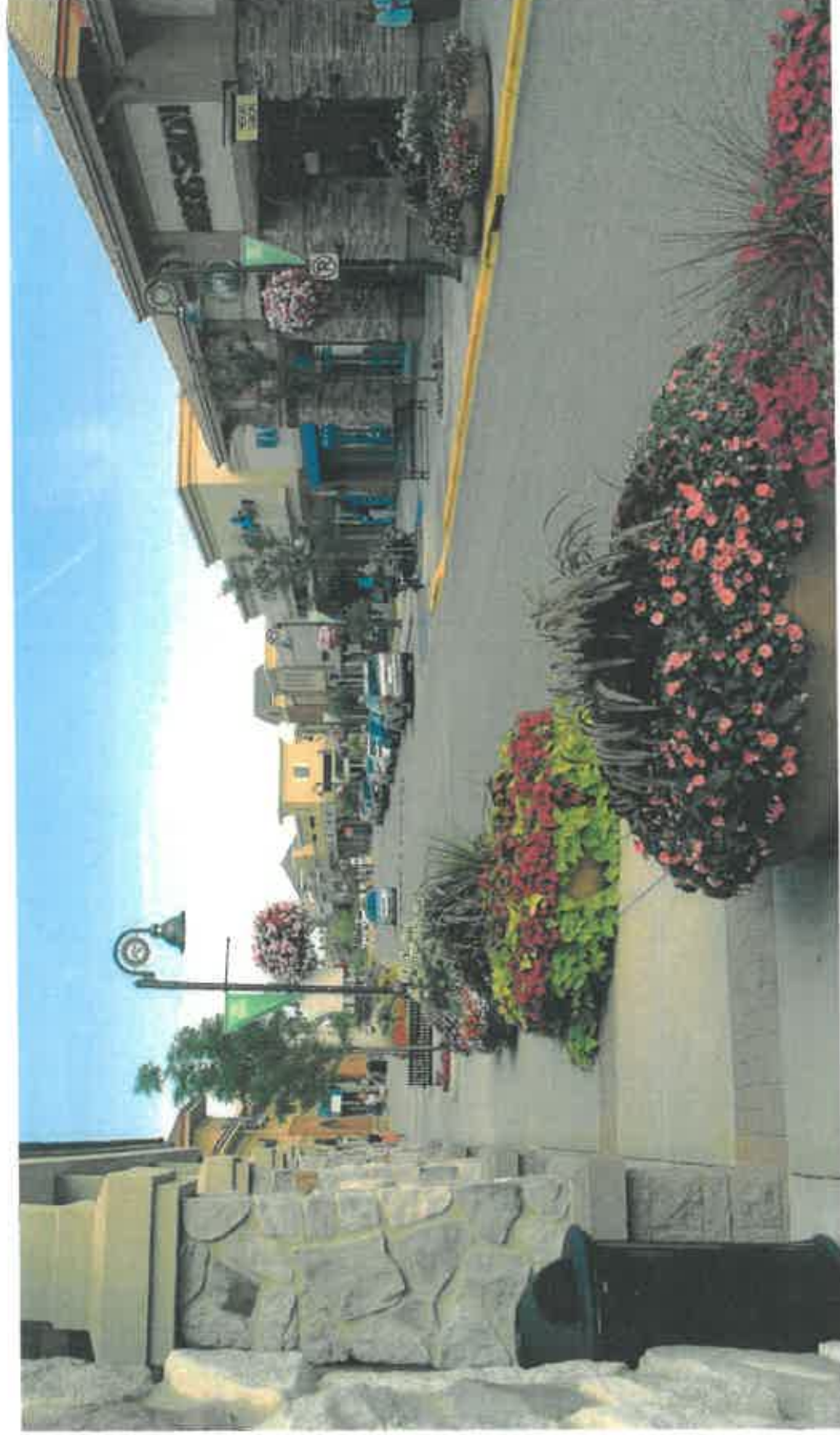
1. Hold a naming contest to bring attention to the Ball Court as a public space ideally located to serve families in the Proctor community.
2. Host a community event at the Ball Court to collect input on what features the community members want to see developed on the property. Give consideration to development of pickleball, tennis, and basketball courts; also give consideration to open-space models supporting multiple activities.
3. If necessary, hire a landscape architect to compile the community's vision into a visual rendering the community can embrace.
4. Seek funding to implement the community's vision of the Ball Court, with necessary features such as improved lighting, new sidewalks, new pavement (or alternative surfacing), and attractive fencing; work with the City to identify opportunities for match funding to supplement any grant funding opportunities.
5. Execute projects to develop the City Ball Court as funding becomes available.
6. Utilize the Ball Court to host events like National Night Out and Farmer's Markets to bring continual attention to the need for funding to continue developing the space.

**Potential Partners:** Parks and Recreation Committee, Botanical Gardens, Sinnott Blacktop, AGE to age

**Funding Opportunities:** Parks and Recreation budget, Blue Cross and Blue Shield of Minnesota Center for Prevention, Minnesota Power, crowdfunding

***A Moment of Inspiration: Landscaping @ Shoppes at Arbor Lakes, Maple Grove, MN***

The Committee recommends the purchase of large planters and the use of native plants and grasses that thrive in our natural climate along the Highway 2/3rd Avenue corridor. Large containers with native plantings will offer the ability to remove planters during winter months and limit the need for landscaping maintenance during summer.



# PROJECT NO. 3

## HIGHWAY TWO/THIRD AVENUE

**Goal:** Continue efforts to maintain and enhance the Highway Two/Third Avenue corridor (from Boundary Avenue to Railroad Avenue) with ongoing beautification programs, and initiate planning efforts which capture a shared community vision for the corridor to advise future highway resurfacing/reconstruction projects.

### Action Steps

1. Contact MnDOT to request thinning/removal of vegetation on the hillside below the F-101 Voodoo Jet monument to restore sightlines of the jet for highway travelers.
2. Continue to apply seasonal beautification efforts (i.e. planted and potted flowers, garlands, wreaths, banners) in the downtown area along Highway 2, with a specific focus on the block between 2nd Street and 3rd Street. Purchase hanging planter baskets with reservoir self-watering systems for manageable maintenance, LED string lights, and benches and bicycle racks (requiring limited use permits from MnDOT) for installation in the downtown area.
3. Work with the Proctor Area Chamber of Commerce and business owners along 3rd Avenue to identify opportunities for partnerships with funding and management of downtown beautification effects. Develop a written memorandum of understanding to outline responsibilities, and consider founding a business improvement district to fund improvements.
4. Work with partners to develop a Downtown Revitalization Plan. Hire a landscape architect if needed and consider installing crosswalks at the intersection of Highway 2 and 2nd Street, installing human-scaled street lighting following "dark sky" practices, widening sidewalks, and planting street trees where possible.
5. Support and, if needed, initiate efforts to develop sidewalks on the north side of Highway 2 between 1st Street and Boundary Avenue, and between 6th Street and 3rd Avenue. Recommend planting of trees along the segment of Highway 2 between 3rd Avenue and 5th Street.
6. Monitor MnDOT's Capital Highway Investment Plan (CHIP) to monitor scheduled construction of the Highway 2 corridor.

**Potential Partners:** MnDOT, businesses, Chamber of Commerce, Public Safety Committee, Canadian National Railway

**Funding Opportunities:** Chamber of Commerce, donations from businesses, City budget, MnDOT, Transportation Alternatives program, crowdfunding

City of Proctor Beautification Plan

Proctor Beautification & Trees Committee - 7

***A Moment of Inspiration: DNE #16 Engine Display @ Fauley Park, Cloquet, MN***

The Committee recommends enhancing the area around the Yellowstone #225 Engine and F-101 Voodoo Jet by constructing sidewalks increasing accessibility to and around the monuments, much like the City of Cloquet did with the addition of sidewalks around their open-air display of the Duluth & Northeastern #16 Engine.



# PROJECT NO. 4

## TRAINQUILITY PARK

**Goal:** Continue efforts to maintain TRAINquility Park, and partner with property stakeholders to develop the site into a wayside rest for tourists.

### Action Steps

1. Partner with the Proctor Area Historical Society to initiate seasonal beautification efforts at the John P. Moody Gazebo, treating the structure as a centerpiece to the park.
2. Eradicate pigeons from roosting on/in the monuments, structures, and buildings in the park. Consider employing chicken wire, bird spikes, bird repellent, or bird control professionals.
3. Recommend enclosure to hide portable toilet available for public use.
4. Collect input on what features community members want to see developed in TRAINquility Park, and hire a landscape architect to incorporate community input into a site plan. Give consideration to development of sidewalks connecting features, stormwater management, landscaping, visibility of monuments from Highway 2, site lighting, and parking accommodations.
5. Work with the City to identify internal streams of funding to implement the community's vision of TRAINquility Park
6. Execute projects to enhance the park as they can be worked into the City budget and supplemented by other grants and fundraising efforts.
7. Utilize TRAINquility Park to host events like the Proctor Winter Carnival and the ecumenical church services on Wednesday nights during summer.

**Potential Partners:** Parks and Recreation Committee, Proctor Area Historical Society, Proctor Golf Board, Proctor Lion's Club

**Funding Opportunities:** Tourism Fund, Parks and Recreation Budget, Proctor Lion's Club, Proctor Area Chamber of Commerce, REA3D, Minnesota's Lake Superior Coastal Program, fundraising



***A Moment of Inspiration: Hanging Flower Baskets @ Chestnut Avenue, Carlton, MN***

The Committee recommends the use of hanging flower baskets in the 3rd Avenue/Highway 2 corridor like those installed on light poles on Chestnut Street in Carlton.



# PROJECT NO. 5

## KINGSBURY CREEK

**Goal:** Define the Kingsbury Creek corridor as an interactive water feature for the Proctor community, and partner with other city committees and community organizations to develop the corridor into a direct access to nature and natural beauty.

### Action Steps

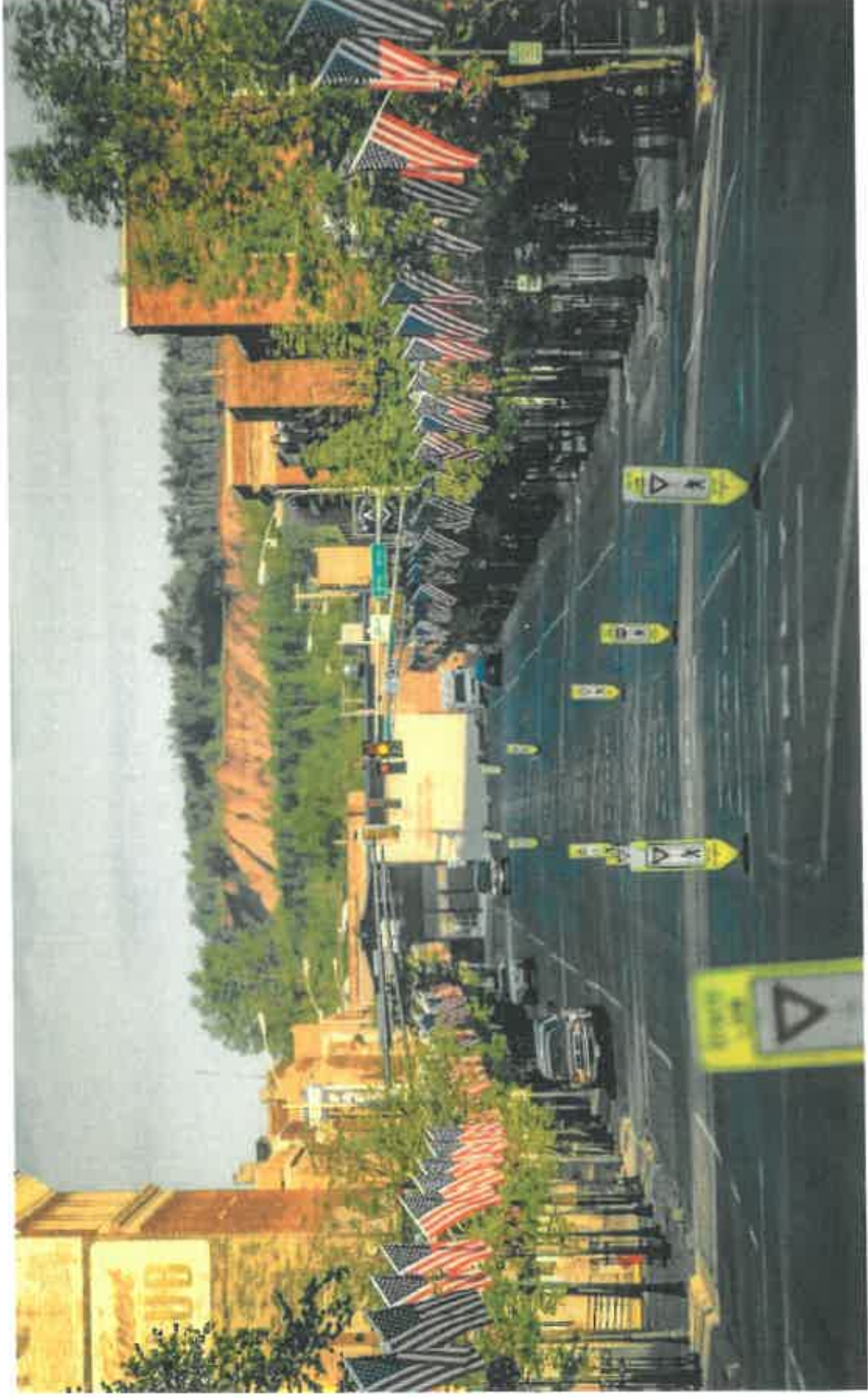
1. Work with the City of Proctor, St. Louis County, and MnDOT to install "Kingsbury Creek" signage at bridge crossings on 2nd Street, Boundary Avenue, Pionk Drive, and Highway 2.
2. Partner with the Parks and Recreation Committee to determine the extent of a shared vision for recreation in the corridor.
3. Approach the Minnesota Department of Natural Resources and other regional stream organizations about the possibility of natural surface trail development in the creek corridor, and inquire about Kingsbury Creek's status as a designated trout stream (and steps for designation removal if necessary) and how upstream efforts can help mitigate flooding in the Lake Superior Zoo area.

**Potential Partners:** Minnesota Department of Natural Resources, Parks and Recreation Committee, Duluth Streams, Regional Stormwater Protection Team, St. Louis County, Lake Superior Zoo

**Funding Opportunities:** Parks and Recreation Budget, Minnesota's Lake Superior Coastal Program, Minnesota Department of Natural Resources, City of Duluth

***A Moment of Inspiration: Beautification @ Howard Street, Hibbing, MN***

The Committee recommends Howard Street in Hibbing, with hanging flower baskets, trees, stylized lighting, painted crosswalks, and more, as a prime regional example of multiple beautification efforts tied into one streetscape.





## “WISH LIST” PROJECTS

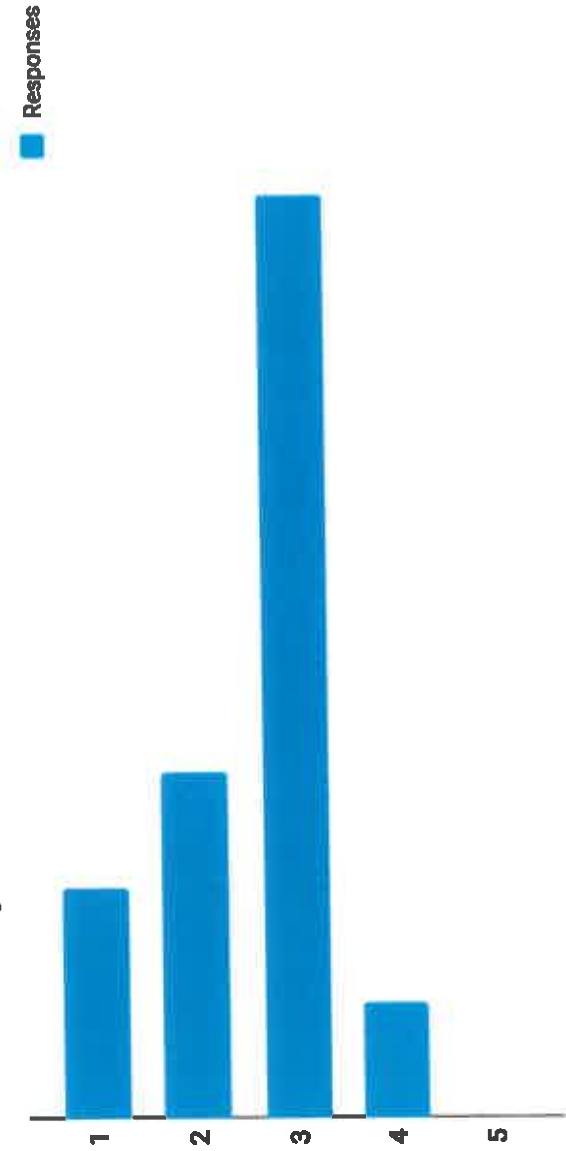
The following projects do not fit into priority geographic areas identified above, but will be addressed by the Committee as the need and/or opportunity arise. The projects are presented alphabetically by category below.

- **Community Clean-ups:** Partner with community organizations and businesses to conduct clean-up efforts each spring, with focused attention on the Highway 2 corridor and community parks. Also consider administering “adopt” programs.
- **Development:** Support development (i.e. housing, business, etc.) that is consistent with the character of existing neighborhoods and districts, and oppose the placement of manufactured housing in residential zones.
- **Gateways and Corridors:** Work with the Proctor Area Chamber of Commerce to develop a Gateways and Corridors Plan to outline a unified identity of signage, lighting, landscaping, banners, street furniture, and other accessories at the Highway 2, Boundary Avenue, and Lavaque Road gateways and corridors. And support efforts to include city branding.
- **Proctor Regional Recreation Area:** Work with the Parks and Recreation Committee to rehabilitate (and develop new) facilities at the Proctor Regional Recreation Area, including welcome and entrance signage. Strongly support efforts to install better lighting in the area, especially along the pathways and near the Playground for EveryBODY.
- **Public Art:** Support efforts to incorporate art into public realms of the community, and take inspiration from regional models of rotating public art like the Bemidji Sculpture Walk.
- **Railyard Aesthetics:** Collaborate with the Canadian National Railway and Sinnott Blacktop to enhance aesthetics of the Proctor Railyard as viewed from the Highway 2 corridor. Specifically address aesthetic issues related to powerline clutter, buffer strip vegetation management, and chain link fencing.
- **Sidewalks:** Conduct sidewalk maintenance evaluation at the beginning of each winter and summer by walking all City sidewalks and submitting recommendations to the City for maintenance and enforcement. Develop a system to distribute friendly reminders to residents of their shared responsibility in maintaining the sidewalk system, especially to ordinance offenders as a first warning. Also support efforts to develop a community pedestrian plan.
- **Trees:** Reinitiate work as the City’s Tree Board and make formal recommendations to the city council on where and when trees should be planted, maintained, and removed, with special consideration for street trees in coordination with streets projects. Develop a Trees Plan to guide the City’s Tree Program, using Tree City USA resources.
- **Vacant and Blighted Properties:** Work with the Proctor Economic Development Authority (PEDA) and the Planning and Zoning Committee to identify underutilized, vacant, blighted, and/or abandoned properties for development, rehabilitation, and/or demolition.

# APPENDIX A: PROCTOR BEAUTIFICATION SURVEY RESULTS

In coordination with development of the 2017 City of Proctor Beautification Plan, the Proctor Beautification & Trees Committee administered a survey to collect input and ideas regarding beautification efforts in the Proctor community. Results from this survey are included below.

On a scale of 1 to 5, please rate how attractive you feel the City of Proctor currently is.



**Which place(s), area(s), and/or feature(s) in the City of Proctor do you feel look attractive? Please be specific.**

- I enjoy the potted flowers and seasonal street light decor on hwy 2.
- 5th street with its large trees and newly paved street
- Pionk drive
- All over including outer areas
- The gazebo, train, and the museum, golf course.
- Flowers downtown
- The area around the train and museum and gazebo
- The garden below the golf course by the historical building, with the signs that hang along Highway two
- The light poles
- Flower beds, historic museum, but our town slogan totally needs to change
- I like the flowers and banners among the businesses on Hwy 2
- The green space by the museum

**Which place(s), area(s), and/or feature(s) in the City of Proctor do you feel need visual improvement? Please be specific.**

- The city ball fields were looking pretty run down when I was there this summer. Trash around, graffiti, worn out paint on buildings. I'm not sure if this falls under your area, but there should also be painted crosswalks at the stop light on hwy 2 downtown.
- main street is dreary and in poor repair, many homes need paint and repairs, sidewalks are often broken and many intersections lack street signs
- Hwy 2 drive through city corridor and along railroad yard
- Better lighting on main drag more attractive lighting
- Hwy2 and the new road that leads to the bars, and also up towards the laundromat, that whole area.
- Buildings are run down
- Highway 2 main corridor
- As you enter Proctor on Highway two and pass the railroad yard it looks so dumpy. I wish they would do something with that area. Lord knows they have the money. Perhaps you could stir them to do something.
- Klang Park
- The entire main drag and buildings need renovation
- There are storefronts that need new paint. Also the sidewalks leading to the HS are very poor on both sides.
- Everywhere else

**What are your ideas to improve the place(s), area(s), and/or feature(s) you listed above as needing improvement? Please be specific.**

- New paint for buildings and trash cans or cleanups.
- exploring grants might provide better signage
- Plant trees/shrubs along roadside. Decorative lighting. Large planters for flowers or plants and large hanging flower baskets.
- Main streets. Boundary lavaque hwy 2
- Flowers, benches, trees, memorials, USA flag, something to do with our history of the railroad.
- New development, landscaping, remodel business
- Huge beautiful plants like in city of Duluth but city needs to water everyday. Update facades of Main Street businesses.
- Plant natural ornamental grasses as in maple grove mn
- As you enter Proctor on Highway two and pass the railroad yard it looks so dumpy. I wish they would do something with that area. Lord knows they have the money. Perhaps you could stir them to do something.
- More of a Park like atmosphere to encourage families to gather. Flowers and trees need to be added. Picnic spots. Better playground and surfaces.
- Fines for outdated dilapidated buildings, no doublewides allowed outside zenith terrace, add charm back to the entire city with planting and loans to offset taxes to business that need to look better
- Help paint and encourage the city to fix sidewalks.

5C



Philip G. Larson  
Mayor

Mark Casey  
Administrator

# City of Proctor

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*You Have A Place In Proctor*

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6A  
COUNCILORS  
Jake P. Benson  
Troy R. DeWall  
Gary Nowak  
James R. Schwarzbauer

100 Pionk Drive • Proctor, Minnesota 55810-1700 • (218) 824-3641 • Fax (218) 824-9459 • email: cityhall@proctormn.gov

## **Resolution No. 31-18 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 are no objection to the issuance of a State of Minnesota Charitable Gambling Permit to The Duluth Softball Players Association - Duluth to conduct pull-tabs and tipboards starting September 1, 2018 at Derailed Bar & Grill Proctor, MN

Passed by a majority vote of the Proctor City Council, this 20th day of August, 2018.

BY: \_\_\_\_\_  
Philip Larson  
Mayor

ATTEST: \_\_\_\_\_  
Mark Casey  
City Administrator

MINNESOTA LAWFUL GAMBLING  
**LG214 Premises Permit Application**

6/15 Page 1 of 2

**Annual Fee \$150 (NON-REFUNDABLE)**

**REQUIRED ATTACHMENTS TO LG214**

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
2. \$150 annual premises permit fee, for each permit (non-refundable). Make check payable to "State of Minnesota."

**Mail the application and required attachments to:**  
Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

**Questions?** Call 651-539-1900 and ask for Licensing.

**ORGANIZATION INFORMATION**

Organization Name: Duluth Softball Players Association

License Number: 02794

Chief Executive Officer (CEO) Ronald Heurung

Daytime Phone: 218-348-8931

Gambling Manager: Richard McArthur

Daytime Phone: 218-310-4553

**GAMBLING PREMISES INFORMATION**

Current name of site where gambling will be conducted: Derailed Bar & Grill Inc

List any previous names for this location:

Iron Horse

Street address where premises is located: 501 3rd Ave

(Do not use a P.O. box number or mailing address.)

City: **OR** Township:

County:

Zip Code:

Proctor

St.Louis

55810

Does your organization own the building where the gambling will be conducted?

☐

Yes

☒

No

If no, attach LG215 Lease for Lawful Gambling Activity.

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site?

☐

Yes

☒

No

☐

Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site?

☒

Yes

☐

No

☐

Don't know

**GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA**

Bank Name: Western Bank

Bank Account Number: 3048824

Bank Street Address: 201 N Central Ave

City: Duluth

State: MN Zip Code: 55807

**ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES**

Address (Do not use a P.O. box number):

City:

State: Zip Code:

1006 N 56th Ave W

Duluth

MN

55807

40th Ave W & Superior St

Duluth

MN

55807

MN



**ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION**

<b>CITY APPROVAL</b> <b>for a gambling premises</b> <b>located within city limits</b>	<b>COUNTY APPROVAL</b> <b>for a gambling premises</b> <b>located in a township</b>
City Name: _____	County Name: _____
Date Approved by City Council: _____	Date Approved by County Board: _____
Resolution Number: _____ (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date Signed: _____	Title: _____ Date Signed: _____
<div style="border: 1px solid black; padding: 10px; width: 80%; margin: 0 auto;"> <b>Local unit of government must sign.</b> </div>	<b>TOWNSHIP NAME:</b> _____  <b>Complete below only if required by the county.</b> On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)  Print Township Name: _____  Signature of Township Officer: _____  Title: _____ Date Signed: _____

**ACKNOWLEDGMENT AND OATH**

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises.</li> <li>2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law.</li> <li>3. I have read this application and all information submitted to the Board is true, accurate, and complete.</li> <li>4. All required information has been fully disclosed.</li> <li>5. I am the chief executive officer of the organization.</li> </ol> | <ol style="list-style-type: none"> <li>6. I assume full responsibility for the fair and lawful operation of all activities to be conducted.</li> <li>7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them.</li> <li>8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect.</li> <li>9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license.</li> <li>10. I understand the fee is non-refundable regardless of license approval/denial.</li> </ol> |
|--|---|

_____ <b>Signature of Chief Executive Officer (designee may not sign)</b>	8-3-18 _____ <b>Date</b>
--	--------------------------------

<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public</p>	<p>Information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information;</p>	<p>Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management &amp; Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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MINNESOTA LAWFUL GAMBLING  
**LG215 Lease for Lawful Gambling Activity**

6/15 Page 1 of 2

**LEASE INFORMATION**

Organization:	License/Site Number:	Daytime Phone:
Duluth Softball Players Association	02794	218-310-4553
Address:	City:	State: Zip:
PO Box 7061	Duluth	MN 55807
Name of Leased Premises:	Street Address:	
Derailed Bar & Grill Inc	501 3rd Ave	
City:	State: Zip:	Daytime Phone:
Proctor	MN 55810	218-628-7181
Name of Legal Owner:	Business/Street Address:	
Nicholas Raymond Greenwood	501 3rd Ave	
City:	State: Zip:	Daytime Phone:
Proctor	MN 55810	218-428-3478
Name of Lessor (If same as legal owner, write "SAME"):	Address:	
SAME		
City:	State: Zip:	Daytime Phone:

Check applicable item:

- ☒ **New or amended lease.** Effective date: 9-1-18. Submit changes at least ten days before the effective date of the change.
- ☐ **New owner.** Effective date: \_\_\_\_\_. Submit new lease within ten days after new lessor assumes ownership.

**CHECK ALL ACTIVITY THAT WILL BE CONDUCTED (no lease required for raffles)**

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Pull-Tabs (paper)                                | <input type="checkbox"/> Electronic Pull-Tabs   |
| <input type="checkbox"/> Pull-Tabs (paper) with dispensing device                    | <input type="checkbox"/> Electronic Linked Bingo  |
| <input type="checkbox"/> Bar Bingo <input type="checkbox"/> Bingo                    | Electronic games may only be conducted:   |
| <input checked="" type="checkbox"/> Tipboards  | 1. at a premises licensed for the on-sale of intoxicating liquor or the on-sale of 3.2% malt beverages; or    |
| <input type="checkbox"/> Paddlewheel <input type="checkbox"/> Paddlewheel with table | 2. at a premises where bingo is conducted as the primary business and has a seating capacity of at least 100. |

**PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT (separate rent for booth and bar ops)**

**BOOTH OPERATION:** Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

**ALL GAMES, including electronic games:** Monthly rent to be paid: \_\_\_\_\_%, not to exceed 10% of gross profits for that month.

- Total rent paid from all organizations for only booth operations at the leased premises may not exceed \$1,750.
- The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.

**BAR OPERATION:** All sales of gambling equipment conducted by the lessor or lessor's employee.

**ELECTRONIC GAMES:** Monthly rent to be paid: \_\_\_\_\_%, not to exceed 15% of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.

**ALL OTHER GAMES:** Monthly rent to be paid: 10%, not to exceed 20% of gross profits from all other forms of lawful gambling.

- If any booth sales conducted by a licensed organization at the premises, rent may not exceed 10% of gross profits for that month and is subject to booth operation \$1,750 cap.

**BINGO RENT (for leased premises where bingo is the primary business conducted, such as bingo hall)**

Bingo rent is limited to one of the following:

- Rent to be paid: \_\_\_\_\_%, not to exceed 10% of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.
- OR -
- Rate to be paid: \$ \_\_\_\_\_ per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
  - ⇒ Rent may not be paid for bar bingo.
  - ⇒ Bar bingo does not include bingo games linked to other permitted premises.

**LEASE TERMINATION CLAUSE (must be completed)**

The lease may be terminated by either party with a written 30 day notice. Other terms:

## LG215 Lease for Lawful Gambling Activity

6/15 Page 2 of 2

**Lease Term:** The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

**Management:** The owner of the premises or the lessor will not manage the conduct of lawful gambling at the premises. The organization may not conduct any activity on behalf of the lessor on the leased premises.

**Participation as Players Prohibited:** The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes, Section 349.181.

**Illegal Gambling:** The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes, Section 349.18, Subd. 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes, Section 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, Item H, or Minnesota Statutes, Section 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or to the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

**Other Prohibitions:** The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

**Access to Permitted Premises:** Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

**Lessor Records:** The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

**Rent All-Inclusive:** Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

- trash removal
- electricity, heat
- snow removal
- storage
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Board. Rent payments may not be made to an individual.

### ACKNOWLEDGMENT OF LEASE TERMS

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

**Other terms of the lease:**

Signature of Lessor:

Date:

Signature of Organization Official (Lessee):

Date:

*[Signature]* 8/3/18

*Ronald J Heurung* 8-3/18

Print Name and Title of Lessor:

Print Name and Title of Lessee:

*Nicholas Greenwood owner*

*Ronald J Heurung President*

**Questions?** Contact the Licensing Section, Gambling Control Board, at 651-539-1900. This publication will be made available in alternative format (i.e. large print, braille) upon request. **Data privacy notice:** The information requested on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

**Mail or fax lease to:**

Minnesota Gambling Control Board  
1711 W. County Road B, Suite 300 South  
Roseville, MN 55113

**Fax:** 651-639-4032

Philip G. Larson  
Mayor

Mark Casey  
Administrator

# City of Proctor

*You Have A Place In Proctor*

63  
COUNCILORS  
Jake P. Benson  
Troy R. DeWall  
Gary Nowak  
James R. Schwarzbauer

100 Plonk Drive • Proctor, Minnesota 55810-1700 • (218) 824-3641 • Fax (218) 824-9459 • email: cityhall@proctormn.gov

**Resolution No. 32-18  
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 are no objection to the issuance of a State of Minnesota Charitable Gambling Permit to Welch Center Inc. dba Valley Youth Center to hold a raffle at Proctor Speedway, 800 N. Boundary Avenue, Proctor, Minnesota on August 30, 2018.

Passed by a majority vote of the Proctor City Council, this 20<sup>th</sup> day of August, 2018.

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

Philip Larson  
Mayor

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

Mark Casey  
City Administrator

MINNESOTA LAWFUL GAMBLING  
**LG220 Application for Exempt Permit**

5/15  
Page 1 of 2

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Welch Center Inc. dba Valley Youth Center

Previous Gambling Permit Number: x-02306

Minnesota Tax ID Number, if any: 22799

Federal Employer ID Number (FEIN), if any: 41-0850223

Mailing Address: 720 N. Central Ave.

City: Duluth State: MN Zip: 55810 County: St. Louis

Name of Chief Executive Officer (CEO): Russ Salgy

Daytime Phone: 218-464-5071 x 100

Email: rsalgy@valleyyouthcenters.org

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

**Attach a copy of one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division  
60 Empire Drive, Suite 100  
St. Paul, MN 55103

Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
651-296-2803, or toll free 1-877-551-6767

☒ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Proctor Speedway

Address (do not use P.O. box): 800 N. Boundary Ave.

City or Township: Proctor Zip: 55810 County: St. Louis

Date(s) of activity (for raffles, indicate the date of the drawing): August 30th, 2018

Check each type of gambling activity that your organization will conduct:

☐ Bingo\* ☐ Paddlewheels\* ☐ Pull-Tabs\* ☐ Tipboards\*

☒ **Raffle (total value of raffle prizes awarded for the calendar year: \$ 3,000.00)**

\* Gambling equipment for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under **List of Licensees**, or call 651-539-1900.



**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**
**CITY APPROVAL  
for a gambling premises  
located within city limits**

- ☐ The application is acknowledged with no waiting period.  
☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).  
☐ The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**The city or county must sign before  
submitting application to the  
Gambling Control Board.**

**COUNTY APPROVAL  
for a gambling premises  
located in a township**

- ☐ The application is acknowledged with no waiting period.  
☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.  
☐ The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**TOWNSHIP (if required by the county)**

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: \_\_\_\_\_

(Signature must be CEO's signature; designee may not sign)

Date:

8-7-18

Print Name:

Russ Selby

**REQUIREMENTS**
**Complete a separate application for:**

- all gambling conducted on two or more consecutive days, or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

**Financial report to be completed within 30 days after the gambling activity is done:**

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**MAIL APPLICATION AND ATTACHMENTS**
**Mail application with:**

- ☒ a copy of your proof of nonprofit status, and
- ☒ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150. Make check payable to **State of Minnesota**.

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

**Questions?**

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

**Data privacy notice:** The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.



Internal Revenue Service  
District Director

Department of the Treasury

Date: 19 JAN 1983

Employer Identification Number:

Accounting Period Ending: December

Form 990 Required: ☒ Yes ☐ No

Person to Contact: L. Henderson

Contact Telephone Number: 612-725-58

CCD 120682 CASE NO 41235110EO  
FFN 410031474 EIN 41-0850223  
THE WELCH CENTER  
605 NORTH CENTRAL AVENUE  
DULUTH, MN 55807

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 509(a)(1) & 170(b)(1)(A)(vi).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. Also, you should inform us of all changes in your name or address.

Generally, you are not liable for social security (FICA) taxes unless you file a waiver of exemption certificate as provided in the Federal Insurance Contributions Act. If you have paid FICA taxes without filing the waiver, you should contact us. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

The box checked in the heading of this letter shows whether you must file Form 990, Return of Organization Exempt from Income tax. If Yes is checked, you are required to file Form 990 only if your gross receipts each year are normally more than \$10,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of \$10 a day, up to a maximum of \$5,000, when a return is filed late, unless there is reasonable cause for the delay.

\* \$25,000 FOR YEARS ENDING ON OR AFTER 12/31/82.  
230 S. Dearborn St., Chicago, Ill. 60604 (over)

Letter 947(DO) (5-77)

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter, we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees.

If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

A handwritten signature in dark ink, appearing to read "J. R. Stalvey". The signature is written in a cursive style with a large initial "J" and a long, sweeping underline.

6C

Philip G. Larson  
Mayor

Mark Casey  
Administrator

# City of Proctor

*You Have A Place In Proctor*

COUNCILORS  
Jake P. Benson  
Troy R. DeWall  
Gary Nowak  
James R. Schwarzbauer

100 Plonk Drive • Proctor, Minnesota 55810-1700 • (218) 824-3641 • Fax (218) 824-9459 • email: cityhall@proctormn.gov

**Resolution No. 33-18  
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 are no objection to the issuance of a State of Minnesota Charitable Gambling Permit to Augustana Lutheran Church to hold a raffle at Derailed Bar and Grill 501 3<sup>rd</sup> Avenue, Proctor, Minnesota on November 24, 2018.

Passed by a majority vote of the Proctor City Council, this 20<sup>th</sup> day of August, 2018.

BY: \_\_\_\_\_  
Philip Larson  
Mayor

ATTEST: \_\_\_\_\_  
Mark Casey  
City Administrator

**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Augustana Lutheran Church

Previous Gambling Permit Number: \_\_\_\_\_

Minnesota Tax ID Number, if any: 4683268

Federal Employer ID Number (FEIN), if any: 41-1501890

Mailing Address: 3251 Midway Road

City: Duluth State: Mn Zip: 55810 County: St. Louis

Name of Chief Executive Officer (CEO): Scott A Haag

CEO Daytime Phone: 218-260-2118

CEO Email: minniesoda@hotmail.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): \_\_\_\_\_

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☐ Fraternal ☒ Religious ☐ Veterans ☐ Other Nonprofit Organization

**Attach a copy of one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☒ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division  
60 Empire Drive, Suite 100  
St. Paul, MN 55103

Secretary of State website, phone numbers:

[www.sos.state.mn.us](http://www.sos.state.mn.us)  
651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Derailed Bar & Grill

Physical Address (do not use P.O. box): 501 3rd Ave

Check one:

☒ City: Proctor Zip: 55810 County: St. Louis

☐ Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): 11/24/2018

Check each type of gambling activity that your organization will conduct:

☒ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

**Gambling equipment** for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

# LG220 Application for Exempt Permit

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Page 2 of 2

## LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

### CITY APPROVAL for a gambling premises located within city limits

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**The city or county must sign before  
submitting application to the  
Gambling Control Board.**

### COUNTY APPROVAL for a gambling premises located in a township

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

### TOWNSHIP (If required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

## CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: \_\_\_\_\_ Date: 8-12-18  
(Signature must be CEO's signature; designee may not sign)

Print Name: Scott Hays

## REQUIREMENTS

### Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

### Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**Data privacy notice:** The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

## MAIL APPLICATION AND ATTACHMENTS

### Mail application with:

- a copy of your proof of nonprofit status; and
- application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150. Make check payable to State of Minnesota.

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

### Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer

**Office of the Minnesota Secretary of State  
Certificate of Good Standing**

I, Steve Simon, Secretary of State of Minnesota, do certify that: The business entity listed below was filed pursuant to the Minnesota Chapter listed below with the Office of the Secretary of State on the date listed below and that this business entity is registered to do business and is in good standing at the time this certificate is issued.

Name:	Swedish Evangelical Lutheran Church of Duluth, County of St. Louis, State of Minnesota
Date Filed:	02/22/1887
File Number:	4490-NPA
Minnesota Statutes, Chapter:	317A
Home Jurisdiction:	Minnesota
This certificate has been issued on:	08/11/2018



*Steve Simon*

Steve Simon  
Secretary of State  
State of Minnesota



**Office of the Minnesota Secretary of State  
Certificate of Existence and Registration**

I, Steve Simon, Secretary of State of Minnesota, do certify that: The entity listed below was filed under the chapter of Minnesota Statutes listed below with the Office of the Secretary of State on the date listed below and that this entity or filing is registered at the time this certificate has been issued.

Name:	Augustana Lutheran Church
Date Filed:	08/01/2018
File Number:	1025814100036
Minnesota Statutes, Chapter:	333
Home Jurisdiction:	Minnesota

This certificate has been issued on: 08/11/2018



*Steve Simon*  
Steve Simon  
Secretary of State  
State of Minnesota

Philip G. Larson  
Mayor

Mark Casey  
Administrator

# City of Proctor

*You Have A Place In Proctor*

6D  
COUNCILORS  
Jake P. Benson  
Troy R. DeWall  
Gary Nowak  
James R. Schwarzbauer

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

## **Resolution 34-18** **ADOPTING A BUDGET AMENDMENT 2018**

CITY OF PROCTOR)  
COUNTY OF ST LOUIS)  
STATE OF MINNESOTA)

**WHEREAS**, the local municipal General Fund Budget for the year 2018 was not approved during the public hearing in December of 2017, and,

**WHEREAS**, it is desired to amend/approve a 2018 budget; and,

**WHEREAS**, the document attached marked Exhibit "A: 2018 Amended Budget is the desired 2018 Revenues and Expenses for the General Fund;

**NOW, THEREFORE BE IT RESOLVED**, by the City Council of the City of Proctor, MN that the attached amendments to the budget of 2018 be made:

Upon vote taken thereon, the following voted

For:

Against:

Whereupon said Resolution was declared duly passed and adopted this 20<sup>th</sup> day of August, 2018.

\_\_\_\_\_  
Philip Larson  
Mayor

Attest: \_\_\_\_\_  
Mark Casey  
Clerk/ Administrator

# Attachment "A" 2018 Amended Budget

2018 Expenditures	2018 Budget	YTD as of 7/30/2018	2017 Budget
<b>General Fund:</b>			
Police	1,044,536	467,412	951,112
Fire	95,531	45,568	95,531
Building Inspection	12,658	3,467	15,470
Streets/Park	569,140	251,345	571,767
Administration	415,005	223,828	347,102
Other	798,314	479,975	709,799
Cable Fund	15,025	4,501	27,794
Total for General Fund:	2,940,289	1,475,863	2,718,596
<b>Enterprise Funds:</b>			
Debt Service	728,149	643,111	725,984
Sewer Fund	567,635	292,243	575,124
Golf Fund	36,528	96,155	157,500
Liquor Fund	982,250	449,841	921,871
Grand Total:	5,249,854	2,921,744	5,128,989
<b>2018 Revenues</b>			
<b>General Fund:</b>	<b>2018 Budget</b>	<b>YTD as of 7/30/2018</b>	<b>2017 Budget</b>
Property Taxes	1,047,800	587,554	982,818
Local Government Aid	1,047,771	-	1,029,530
Lodging Taxes	125,000	58,440	145,000
Sales Tax	315,000	235,989	178,728
F&B Tax	80,000	31,289	80,000
Police	78,800	17,056	73,300
Fire	57,000	32,817	33,000
Building Inspection	18,448	11,520	18,650
Cable Fund	24,040	11,372	23,000
Other	204,667	97,148	192,117
Total for General Fund:	2,978,327	1,083,104	2,714,143
<b>Enterprise Funds:</b>			
Debt Service	465,041	301,850	608,805
Sewer Fund	567,635	133,728	561,000
Golf Fund	89,177	64,177	157,500
Liquor Fund	982,250	507,242	982,250
Grand Total:	5,094,470	2,081,554	5,024,898

2018 budget amounts were approved by Council in December

2018 budget amounts were approved by Council in December

2018 budget amounts were approved by Council in December

2018 budget amounts were approved by Council in December

2018 budget amounts were approved by Council in December

includes city clerk, accounting and city administrator

6E

# compudyne

Quote COMQ28333

Valid through August 25, 2018

**Prepared For:**

City of Proctor  
Mark Casey  
Phone:  
100 Plonk Drive  
Proctor, MN 55810  
mcasey@proctormn.gov

**Prepared By:**

Mark Baron  
Phone: 218-729-0920 x226  
Fax:  
306 West Michigan Street  
Suite 200  
Duluth, MN 55802  
Email: mbaron@compudyne.com



For the full presentation proposal, [click here](#) to view or download the PDF version of this quote. You can sign and fax this in, or you can save time by simply electronically accepting this quote below.

**Line Item Detail**

QTY	Description	Lic. Exp Date	Unit Price	Ext Price
1	RETAINER		\$5,000.00	\$5,000.00
				<b>SubTotal: \$5,000.00</b>
				<b>Shipping: \$0.00</b>
				<b>Sales Tax: \$0.00</b>

**Ready to Accept?**

[Click here for documentation that defines the services for this quote](#)

**Order Confirmation**

The terms of this order are described in the PDF file attachment. We reserve the right to cancel orders arising from errors, inaccuracies, or omissions.

**Terms and Conditions of Sale:**

- Pricing is valid for 10 days from the creation date of this proposal.
- Standard terms are Net 10 from approval.
- Restocking Fees: Unless the product is defective or the return is a direct result of a Compudyne error, Compudyne may charge a restocking fee of up to 30% of the purchase price paid, plus any applicable sales tax.
- Non-standard, special hardware/software purchases are non-returnable.
- For orders above \$5000, a 50% deposit is required.
- Shipping is not included on Quotes/Orders and will be calculated at invoicing.
- Taxes are estimated on Quotes/Orders and will be calculated at invoicing.



65

116 Kingsbury Dr

126 Kingsbury Dr

Libby Cir

Kingsbury Dr

Pineberry Dr

S Ugstad Rd

Aimac Dr

Ugstad Rd

1100

12.8 Acres 7.5 Acres 0.4 Miles  
0.6 Miles

284

1107 Aimac Dr

970 Kirkus St

Kirkus St

400 S Ugstad Rd

402 S Ugstad Rd

404 S Ugstad Rd

46.73991 -92.23758 Degrees ^

**\*Check Summary Register©**

August 2018

Name	Check Date	Check Amt	
<b>10100 First National Gen</b>			
Paid Chk# 037378 FLASHING THUNDER FIREWOR	8/14/2018	\$8,000.00	HOGHEAD FIREWORKS
Paid Chk# 037379 MIKE MOTORS OF MINNESOTA	8/14/2018	\$24,084.00	2018 DODGE CHARGER
Paid Chk# 037380 AMERICAN FAMILY LIFE ASSUR	8/14/2018	\$62.70	AFLAC
Paid Chk# 037381 EQUI-VEST	8/14/2018	\$3,750.57	EQUITABLE - DEWALL & FIRE DEPT
Paid Chk# 037382 NCPERS MINNESOTA	8/14/2018	\$16.00	MN NCPERS
Paid Chk# 037383 AMERITAS	8/14/2018	\$138.19	VISION INSURANCE
Paid Chk# 037384 EMC NATIONAL LIFE COMPANY	8/14/2018	\$451.96	LIFE INSURANCE
Paid Chk# 037385 NORTHERN MN DENTAL	8/14/2018	\$1,106.30	DENTAL INSURANCE
Paid Chk# 037386 AMERIPRIDE SERVICES	8/20/2018	\$218.92	TOWELS, MATS & RAGS - CITY HAL
Paid Chk# 037387 ANDERSON, STEPHEN	8/20/2018	\$1,175.55	MAY INVOICE - ACCOUNTING SERVI
Paid Chk# 037388 ISLAND INVESTMENTS, INC	8/20/2018	\$1,500.00	2019 REIMBURSEMENT VISIT DLH L
Paid Chk# 037389 CASEY, MARK	8/20/2018	\$65.19	ELECTION JUDGES MEAL
Paid Chk# 037390 COMPUDYNE, INC	8/20/2018	\$1,875.11	AGREEMENT BACKUP PRO & CLOUD F
Paid Chk# 037391 CONSOLIDATED COMMUNICATI	8/20/2018	\$381.22	TELEPHONE - JULY CHARGES
Paid Chk# 037392 C W TECHNOLOGY GROUP	8/20/2018	\$129.00	EMAIL ACCOUNT FOR NOELLE LENT
Paid Chk# 037393 CORPORATE PAYMENT SYSTE	8/20/2018	\$791.23	NEON PENCILS
Paid Chk# 037394 GOPHER STATE ONE-CALL	8/20/2018	\$329.55	MAY INVOICE - EMAIL TICKETS
Paid Chk# 037395 GRAND FORKS FIRE EQUIPMEN	8/20/2018	\$1,743.04	FIRE DEPT COAT & TROUSERS
Paid Chk# 037396 GREAT AMERICA FINANCIAL SV	8/20/2018	\$199.12	COPIER AGREEMENT - AUGUST 2018
Paid Chk# 037397 GREAT LAKES OFFICE Solutio	8/20/2018	\$226.91	MARCH INVOICE - 12/29/17-3/28/
Paid Chk# 037398 GUARDIAN PEST SOLUTIONS, I	8/20/2018	\$216.75	PEST CONTROL
Paid Chk# 037399 JOHN BEARGREASE SLED DOG	8/20/2018	\$5,000.00	TOURISM MARKETING - SPONSORSHI
Paid Chk# 037400 LALONDE, RICK	8/20/2018	\$36.25	CLASS B LICENSE AS PER CONTRAC
Paid Chk# 037401 MN.IT SERVICES	8/20/2018	\$205.20	BANDWIDTH CHARGES - JUNE 2018
Paid Chk# 037402 MODERN MARKETING	8/20/2018	\$265.35	STICKERS & BRACELETS FOR NATIO
Paid Chk# 037403 NORTHEAST SERVICE COOPER	8/20/2018	\$200.00	MEMBER DUES JULY 2018-JUNE 201
Paid Chk# 037404 NORTHERN BUSINESS PRODUC	8/20/2018	\$209.19	MANILLA CENTER CUT FILE FOLDER
Paid Chk# 037405 NORTHLAND FIRE & SAFETY IN	8/20/2018	\$196.62	HIGH PRESSURE SEALS, VERIFICAT
Paid Chk# 037406 PETERSON, LOREN W	8/20/2018	\$1,036.48	ACCOUNTING SERVICES - JUL & AU
Paid Chk# 037407 PROCTOR CANVAS PRODUCTS,	8/20/2018	\$16.00	TRIMMED FLAG FROM GOLF COURSE
Paid Chk# 037408 PROCTOR JOURNAL	8/20/2018	\$439.68	ELECTIONS MACHINE PUBLIC ACCUR
Paid Chk# 037409 PROCTOR PUBLIC UTILITIES	8/20/2018	\$2,305.41	CITY OF PROCTOR
Paid Chk# 037410 RANGE PAPER	8/20/2018	\$77.76	PAPER TOWEL FOR DISPENSERS
Paid Chk# 037411 THE KNOX COMPANY	8/20/2018	\$368.00	KNOX BOX, DRK BRZ, HINGED
Paid Chk# 037412 TOWNSQUARE MEDIA DULUTH	8/20/2018	\$995.00	SPEEDWAY ADVERTISING FOR JULY
Paid Chk# 037413 TROY'S SERVICE	8/20/2018	\$470.82	SWAP TIRE - JD MOWER - STREET
Paid Chk# 037414 US BANK VOYAGER FLEET SYS	8/20/2018	\$1,410.37	SUMMARY PAPER FEE - AUGUST 201
Paid Chk# 037415 VERIZON WIRELESS	8/20/2018	\$245.63	POLICE DEPT AIR CARDS
<b>Total Checks</b>		<b>\$57,949.07</b>	
Paid Chk# 1472773 CITY OF PROCTOR	8/1/2018	\$23,794.86	PR18-16 wh
Paid Chk# 1376671 MINNESOTA DEPT OF REVENUE	5/21/2018	\$547.00	GOLF APRIL SALES TAX
Paid Chk# 1929369 MINNESOTA DEPT OF REVENUE	6/20/2018	\$1,532.00	GOLF MAY SALES TAX
Paid Chk# 6519689 MINNESOTA DEPT OF REVENUE	7/20/2018	\$1,770.00	GOLF JUNE SALES TAX
Paid Chk# 2018154 BLUE CROSS BLUE SHIELD OF	7/27/2018	\$31,817.00	HEALTH INSURANCE

**TOTAL: \$117,409.93**



## CITY OF PROCTOR

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**\*Check Summary Register©**

July 2018 to August 2018

Name	Check Date	Check Amt	
<b>10110 First National Liq</b>			
Paid Chk# 028364 CITY OF PROCTOR	8/14/2018	\$1,890.59	PR18-15L wh PERA
Paid Chk# 028365 UFCW Local 1189	8/14/2018	\$101.28	UFCW UNION DUES
Paid Chk# 028366 AMERITAS	8/14/2018	\$4.90	VISION INSURANCE
Paid Chk# 028367 CITY OF PROCTOR	8/14/2018	\$740.50	HEALTH INSURANCE
Paid Chk# 028368 EMC NATIONAL LIFE COMPANY	8/14/2018	\$41.13	LIFE INSURANCE
Paid Chk# 028369 NORTHERN MN DENTAL	8/14/2018	\$26.95	DENTAL INSURANCE
Paid Chk# 028370 ADT SECURITY SERVICES	8/20/2018	\$61.78	
Paid Chk# 028371 AMERICAN BOTTLING COMPAN	8/20/2018	\$229.48	2159
Paid Chk# 028372 ARTISAN BEER COMPANY	8/20/2018	\$223.50	2173
Paid Chk# 028373 BERNICK'S PEPSI	8/20/2018	\$10,643.85	2170
Paid Chk# 028374 BREAKTHRU BEVERAGE	8/20/2018	\$1,114.21	2172
Paid Chk# 028375 CINTAS	8/20/2018	\$70.42	
Paid Chk# 028376 GUARDIAN PEST SOLUTIONS, IN	8/20/2018	\$40.89	
Paid Chk# 028377 JOHNSON BROTHERS INC	8/20/2018	\$3,649.01	2166
Paid Chk# 028378 LAKESHORE ICE	8/20/2018	\$411.01	2163
Paid Chk# 028379 MICHAUD DISTRIBUTING COMP	8/20/2018	\$1,341.00	2161
Paid Chk# 028380 MINNESOTA ENERGY RESOURC	8/20/2018	\$20.81	
Paid Chk# 028381 NORTHLAND FIRE & SAFETY IN	8/20/2018	\$45.00	Maintenance of Fire Extinguish
Paid Chk# 028382 PHILLIPS WINE & SPIRITS CO	8/20/2018	\$2,159.17	2167
Paid Chk# 028383 SOUTHERN GLAZER'S OF MN	8/20/2018	\$2,814.21	2174
Paid Chk# 028384 SUPERIOR BEVERAGE	8/20/2018	\$11,143.35	2162
Paid Chk# 028385 VINOCOPIA	8/20/2018	\$330.00	2160
<b>Total Checks</b>		<b>\$36,902.80</b>	