



CITY COUNCIL AGENDA
AFTON CITY COUNCIL CHAMBERS
3033 St. Croix Trail South
TUESDAY, April 16, 2019
7:00 P.M.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

- 3. ROLL CALL** _____ Mayor Palmquist
 _____ Council Member Nelson
 _____ Council Member Ross
 _____ Council Member Wroblewski
 _____ Council Member Perkins

4. APPROVAL OF AGENDA

- A. Approval of the Agenda for the Regular City Council Meeting of April 16, 2019 -

5. APPROVAL OF MINUTES

- A. Minutes of the March 19, 2019 Regular City Council Meeting-
B. Minutes of the March 25, 2019 Special Council Meeting-
C. Minutes of the March 25, 2019 Council Work Session-

6. PUBLIC INPUT

Citizens may share their comments or concerns on any issue that is a responsibility or function of the Afton City Council, whether or not the issue is on the Agenda. Persons who wish to address the Council must fill out a Comment Card before the meeting begins and give it to the City Administrator or Council Chair. The Council Chair will request you to come to the podium, state your full name and address and present your comments. You are encouraged to limit your presentation to no more than 3 minutes. The Council Chair reserves the right to limit an individual's presentation if it becomes redundant, repetitive, overly argumentative, or if it is not relevant to an issue that is part of the City of Afton's responsibilities. The Council Chair may also limit the number of individual presentations to accommodate the scheduled agenda items.

7. REPORTS/PRESENTATIONS

- A. Sheriff's Monthly Report –
B. Tom Niedzwiecki, Budget Report -
C. Lower St. Croix Fire District Report –

8. CONSENT AGENDA

All matters listed on the Consent Agenda are considered to be routine by City Council and will be enacted in one motion. If a member wishes to discuss an item, that item will be removed from the Consent Agenda and considered separately. (Roll Call for Consent Agenda approval if Resolutions included):

- A. Just and Correct Claims
B. 4M Fund Transfers – MARCH – **Resolution 2019-21**

9. CITY COUNCIL BUSINESS

A. Planning Commission Report – (PC Chair Report & Draft PC Minutes)

1. Gary Swanson Application for Minor Subdivision and Variance at 5550 Neal Avenue – **Resolution 2019-22**
2. Election of Officers - Update
3. PLCD Ordinance Review - Update

B. Engineering Report – (Engineer Staff Report & Council Update)

1. There is no Engineer's Report separate from information and materials provided for items under the Administration section of the agenda.

C. Administration –

1. Road Improvements for 2020 and Related Road Coring
2. Soil Borings on 60th Street
3. Bridge Repairs Update
4. Town Square Park Drainage Improvement
5. Ditch at 50th Street and St. Croix Trail
6. City Dock Structure Improvements
7. Sale of Flood Pumps
8. Maintenance of St. Croix Trail Boulevard Turf
9. Purchase of Mower
10. Accounting Services Update
11. Removal of Trees at Rinta Park
12. Social Media Policy
13. Firearms Ordinance
14. Light Pole Banners
15. Parks Committee Recommendations regarding Bees and Pollinators and Large Planted Pots at Town Square Park – **Resolution 2019-23**
16. Large Planted Pots at 33rd Street and St. Croix Trail
17. Referral of Sanitary Sewer Ordinance Amendments to the Planning Commission
18. City Council Audio/Video System Improvements
19. Planning Commission Member Reappointments (Bowman, Langan)
20. Appointment of Grant Jensen to the Parks Committee
21. Appointment of Cole Cernohous to Seasonal Maintenance Employee Position
22. Excess Liability Coverage and Statutory Liability Limits
23. Schedule Council Work Sessions

D. Committee Reports -

1. Public Works
2. Personnel
3. Parks
4. Heritage Preservation Commission / Design Review
5. Natural Resources and Groundwater

10. COUNCIL, CONSULTANT AND STAFF REPORTS, ANNOUNCEMENTS AND UPDATES

- A. Ward 1 Council Member Perkins
- B. Ward 2 Council Member Wroblewski
- C. Ward 3 Council Member Ross
- D. Ward 4 Council Member Nelson
- E. Mayor Palmquist
- F. City Attorney Knaak
- G. City Administrator Moorse

11. ADJOURN

A quorum of the City Council or Other Commissions may be present to receive information at, but not limited to, any of the following meetings: Planning Commission; the Public Works Committee; Parks Committee; Design Review and Historic Preservation Commission; Lower St. Croix Cable Commission; LSCWMO; MSCWMO; I-94 Corridor Coalition and the 5-City Mayor's Alliance.

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**PROCEEDINGS OF THE AFTON CITY COUNCIL
CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA**

DRAFT City Council Regular Meeting Minutes
March 19, 2019
Afton City Hall
3033 St. Croix Trail
Afton, MN 55001
7:00 P.M.

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1. **THE MEETING WAS CALLED TO ORDER** at 7:00 P.M. by Mayor Bill Palmquist
2. **THE PLEDGE OF ALLEGIANCE** – was recited.
3. **ROLL CALL:** Mayor Palmquist, Council Members Wroblewski, Ross, Nelson. **A Quorum was Present.**
Absent was Perkins (excused)
- ALSO PRESENT:** Nick Guilliams (City Engineer), City Administrator Ron Moorse, City Attorney Fritz Knaak, Planning Commission Chair Kris Kopitzke, Accountant Tom Niedzwiecki
4. **APPROVAL OF AGENDA –**
Motion/Second Ross/Palmquist to approve agenda with addition of item C11 “appointment to the NRGC”. Passed 4-0.
5. **APPROVAL OF MINUTES**
- A. Minutes of January 15, 2019 Regular City Council meeting
Motion/Second Nelson/Ross to approve the minutes of January 15, 2019 with change to lines 179-180. Passed 4-0.
- B. Minutes of February 19, 2019 Regular City Council meeting
Motion/Second Nelson/Ross to approve the minutes of February 19, 2019 with change in lines 101 and 130. Passed 4-0 .
- C. Minutes of February 11, 2019 Council Work Session
Motion/Second Palmquist/Ross to approve minutes of the February 11, 2019 Council work session. Passed 4-0.
- D. Minutes of February 11, 2019 Special council meeting
Motion/Second Ross/Wroblewski to approve minutes of the February 11, 2019 Special Council meeting. Passed 4-0.
6. **PUBLIC INPUT –**
- Marcus Benson 12115 8th St S – Commented on a business being run in a residential zone. Traffic got worse over the winter and landscaping that was done has created problems now that things are thawing out. Brought this issue to the council last summer/fall.
- Perry Eggers 13379 50th St S – Commented that the developer of the Carlson development has ignored recommendations of the NRGC and city ordinances. Any development should be following the comprehensive plan, and this is not. It is going against zoning ordinances. Previous mayor was wrong, council has to stand up and follow city laws.
7. **REPORTS/PRESENTATIONS –**

54 **A. Sheriff's Monthly Report**
55 Sgt. Lonnie Van Klei was present from the Washington County Sherriff's office
56 Council member Wroblewski asked about the monthly report and if more detail could be provided for
57 items. (yes, any deputy can look up further information)
58 Council member Ross stated that there is a planned ribbon cutting event in May and he would like to be
59 sure the sheriff is aware of it. An organization meeting will be held in April.
60 Sgt. Van Klei stated that in regards to flooding, the sheriff's office has been planning for the past 3 weeks.
61 Updates will be posted on social media and Code Red. Citizens also can call the office for information.
62 Code Red notifications go to cell or home phone, as the residents specify when they sign up.

63
64 **B. Jill Lucas - Valley Branch Watershed District Report**
65 Lucas gave a presentation on the VBWD which explained how the watershed is organized, the area it
66 covers, and regular work and projects that are being done.
67 Council member Wroblewski asked about cost share programs and how residents can find out more about
68 them?
69 Lucas stated that the information is on the website, and that the watershed is part of the regular permitting
70 process in Afton. Individual and community grants are available.
71 Mayor Palmquist asked about the lake level lowering and the 107 project and possibility that it conveyed
72 PFAs to the area. (possible, difficult to change at this point).
73 Mayor Palmquist asked about Kells creek and possible work there
74 Lucas replied any access there is very difficult and may cause more damage to try to get in than the
75 erosion. The VBWD is watching it.
76 Mayor Palmquist asked about a private dam off 40th that appears to be causing problems in the area.
77 Lucas recommended contacting the DNR as it is old and holding back water.

78
79 **C. Tom Niedzwiecki, Budget Report**
80 Tom provided an overview of the contingency fund and how he's tracked flood expenses in the past.
81 He also provided an overview of the January/February financial reports.

82
83 **D. Lower St. Croix Fire District Report**
84 none

86 **8. CONSENT AGENDA**

87 **A. Just and Correct Claims**

88 **B. 4M Fund Transfer January and February – Resolution 2019-15**

89 **Motion/Second Ross/Nelson to approve Resolution 2019-15 approving the 4M fund transfer for**
90 **January and February. All aye, passed 4-0.**

92 **9. CITY COUNCIL BUISINESS**

93 **A. Planning Commission Report – (PC report & Draft PC minutes)**

94 1. Kathy Bolton Iverson Application for minor subdivision and variance at 3632 St. Croix Trail
95 Administrator Moore provided additional information which the planning commission did not
96 receive (the applicant was unable to attend the PC meeting). The applicant plans to build a new house
97 on the western lot and live there while the other house is having new foundation and remodeling work
98 done. Then the shed will be moved.

99 Mayor Palmquist proposed additional findings and conditions

100 **Motion/Second Palmquist/Wroblewski to approve Resolution 2019-16 regarding the Kathy**
101 **Bolton-Iverson application for a subdivision and variance at 3632 St. Croix Trail, with findings**
102 **and conditions below.**

103 **Findings**

- 104 **1. The subject property is located in the VHS-R zone, as are the surrounding**
- 105 **properties, and contains a historically significant homestead built in 1860**
- 106 **requiring major work to its foundation to preserve the structure.**
- 107 **2. The VHS-R zone allows single-family residential use with 22,500 sq. ft.**
- 108 **minimum lot size**
- 109 **3. There are a house and garage on the eastern half of the existing 1.033-acre lot,**
- 110 **and a shed that straddles the proposed new boundary line.**
- 111 **4. The subdivision meets the subdivision requirements**
- 112 **5. The proposed new boundary line that creates the two lots is a rear lot line for**
- 113 **the existing lot and a side lot line for the additional lot. While the existing**
- 114 **garage is currently conforming to required setbacks, the proposed garage**
- 115 **would not meet the new required rear yard setback.**
- 116 **6. The subdivision meets the subdivision requirements**
- 117 **7. The property has been assessed for a sewer unit for each of the two lots.**
- 118 **8. The two newly created lots will remain under common ownership until such**
- 119 **time as the structural renovations of the historic structure are complete.**
- 120 **9. Major structural renovations to the existing historic structure cannot**
- 121 **commence until the owner of both contiguous parcels has completed**
- 122 **construction of a new dwelling on the newly created lot.**

123
124 **Conditions**

- 125 **1. Easements as required by the City Engineer shall be granted**
- 126 **2. Park dedication requirements shall be satisfied at the time of final subdivision**
- 127 **approval in accordance with Section 12-1270 of the Subdivision Ordinance**
- 128 **3. The driveway to serve the additional lot shall comply with Section 12-84 of the**
- 129 **Zoning Ordinance and be subject to review and approval by the City Engineer.**
- 130 **4. Both lots shall be connected to the municipal sanitary sewer system as required by**
- 131 **the sanitary sewer ordinance.**
- 132 **5. The existing outbuilding shall be moved or removed prior to recording of the**
- 133 **subdivision.**
- 134 **6. The existing outbuilding shall be relocated to the western lot, meeting all required**
- 135 **setbacks, to comply with current ordinances related to outbuildings in the VHS-R**
- 136 **district.**
- 137 **7. Both lots shall meet all impervious surface requirements.**

138 **Discussion**

139 Council member Ross added condition #7 regarding impervious surface requirements
140 Council member Ross asked about historical significance of the house (it was built in 1860 by the
141 local shingle maker) and asked if the foundation being raised will have implications with water flow.
142 (Guilliams stated it will be looked at)
143 Council member Nelson asked when the new house will be built (subdivide first, build new, renovate,
144 move shed)
145 Council member Wroblewski asked about shed movement (will likely be moved sooner rather than
146 later, could be done prior to construction). Wroblewski stated she would like the shed to be moved
147 prior to subdivision
148 Administrator Moorse suggested the subdivision can be approved but not recorded until shed is moved
149 (Condition #5 changed to reflect).

150 **Roll call vote: All Aye, Passed 4-0**

151
152 **2. Tim and Jacqueline Leba Application for Variance**

153 Administrator Moorse provided the following information: Tim and Jacqueline Leba have applied
154 for a variance to the 300 foot driveway separation requirement to allow a driveway to serve one

155 house on an 80-acre property east of Neal Avenue at 22nd Street. The variance is to enable the
156 driveway to be located 215 feet from the nearest driveway on the same side of Neal Avenue vs. the
157 required 300 foot separation. The subject 80-acre parcel has an existing driveway that serves the
158 40-acre parcel to the south through a private driveway easement. The proposed driveway would be
159 separated by a distance of 215 feet from the existing private easement driveway.
160 Council member Wroblewski stated she had a concern that they were not planning to build
161 immediately, would just be a farm access. Would like to have a condition that states if the location of
162 the driveway changes they need to come back for approval.
163 Mayor Palmquist asked if we grant a variance, what is enough to build initially?
164 Todd Erickson, Engineer for applicant stated that the owner would like to build later, lease property
165 for farming for now.
166 Administrator Moorse stated that the variance is for a driveway closer than 300' to the next driveway.
167 If they build 50' is that sufficient?
168 Attorney Knaak replied that if the city says you will accept 50' as substantial enough to meet
169 requirements, then it is sufficient. However, there are considerations to accepting it before it is final.
170 Council member Nelson stated he hated to approve a driveway without a final plan
171 Council member Wroblewski asked if the applicant just wants to be sure they can get variance? She
172 is also not comfortable approving without a plan.
173 Mayor Palmquist stated the variance would be to eventually put driveway here
174 Council member Ross asked what a farm access road requires (it just needs a culvert and an apron)
175 Administrator Moorse stated that we have allowed driveway to be built without a house in the past.
176 Council could approve the variance and require a driveway permit at time of construction that will
177 meet requirements. The variance is not approving a plan or design. The regular process would be to
178 get a driveway permit ,
179 Mayor Palmquist asked if a variance is approved, do we worry about 1 yr timeframe?
180 Administrator Moorse suggested making a finding in that the farm access drive meets the timing
181 requirement for the variance, but will still need to go through the driveway permit process.
182 Council member Wroblewski stated this is for one house on 80 acres that they can't access unless
183 they get a variance to put in driveway.
184 Council member Ross asked if in the ag zone, a farmer needs to get to a field, what is the process for
185 the farmer to get access? Do they come to the city?
186 Administrator Moorse replied that they should to be sure they have proper drainage.
187 Council member Ross asked about the purchase agreement?
188 Tim Leba, the applicant replied the buyer's agreement states they need to have county and watershed
189 approval, along with city.
190 Administrator Moorse suggested an additional finding that the driveway they are currently going to
191 build would meet the 1 yr requirement; and a condition that at the time the driveway for home is built,
192 a permit will be required from the city and watershed district.
193 Mayor Palmquist stated that erosion control has been planned for this parcel with grant money; would
194 like to be sure the property owner is aware of (yes).
195 Mayor Palmquist suggested adding condition "Applicant agrees to work cooperatively with the
196 watershed district on the best way to implement the ravine stabilization project".
197 Council member Wroblewski would like to make sure the 3 PIDs are combined into one (condition
198 #2).
199 **Motion/Second Ross/Palmquist to approve Resolution 2019-17 approving the Tim & Jacqueline**
200 **Leba application for a variance at the parcel east of Neal at 22nd St with findings and conditions**
201 **as discussed. Roll call: All Aye, Passed 4-0**
202 **Findings**
203 **1. The subject property, as well as the surrounding properties, is zoned Ag**
204 **2. The proposed driveway would be separated from the nearest driveway on the same**
205 **side of Neal Avenue by 215 feet, vs. the required separation distance of 300 feet**

3. A property can have more than one driveway, subject to approval by the Zoning Administrator
4. The proposal would enable one house on 80 acres of property.
5. The proposed house is planned to be located approximately 2500 feet east of Neal Avenue, and would be difficult or impossible to see from Neal Avenue
6. The proposed driveway is approximately 2,500 feet in length
7. The applicants do not plan to build a house on the property for approximately two years. While the variance expires if construction does not commence within one year, the construction of an intermediate short driveway for farm access within one year of the variance approval will be deemed to meet the one year construction requirement.

Conditions

1. A turnaround, meeting the requirements of Sec. 12-84. E., shall be provided at the end of the driveway to enable public safety vehicles to turn around to exit the property
 2. The three parcels that make up the 80- acre property shall be combined
 3. A driveway permit is required and the driveway shall meet all driveway standards and shall be subject to review and approval by the City.
 4. The driveway is subject to a permit from the Valley Branch Watershed District, the approval of which shall be obtained
 5. The driveway is subject to an access permit from Washington County, the approval of which shall be obtained
 6. Separate driveway permitting will be required for the intermediate farm access driveway and the driveway to serve a house on the property.
 7. The applicants shall work cooperatively with the Valley Branch Watershed District regarding the implementation of the second stage of the ravine stabilization project in the eastern portion of the property.
3. Gary Narducci application for variance and conditional use permit at 3475 Neal ave
Administrator Moorse provided the following summary: Gary Narducci has applied for a variance to the front yard setback and a Conditional Use Permit to enable the construction of a 1,480 sq. ft. accessory building at 3475 Neal Avenue.
Council member Wroblewski asked about the location of the secondary septic
Administrator Moorse replied that the location is further to the east of the slope
Mayor Palmquist stated he would like the revegetation plan to mitigate water be approved by the city engineer. (add as condition #4)
Council member Wroblewski asked about using gutters (owners will do whatever is best option, including gutters and river rock)
- Motion/Second Palmquist/Ross to approve Resolution 2019-18 approving the Variance and Conditional Use Permit at 3475 Neal Avenue with Findings and Conditions below.**

Findings

1. The subject property is located in the Ag zone, as are the surrounding properties.
2. While the subject parcel is 8 acres in size, it is a long, narrow parcel with a lot width of 264 feet vs. the required 300 feet
3. The subject property has limited buildable area, due to steep topography on the north, northwest and east portions of the property and the septic system located southeast of the house
4. The existing house is nonconforming in relation to the front yard setback, due to the steep topography to the east. The front yard setback is 120 feet vs. the required 150 feet.

- 257 **5. The planned accessory building is proposed to have a front yard setback of 126**
258 **feet vs. the required 150 feet**
259 **6. The northeast corner of the proposed building is located as close as 11 feet from**
260 **the crest of an 18% slope.**
261 **7. The applicant has provided an erosion control plan that includes the elements**
262 **required by the City Engineer, including silt fencing between the proposed**
263 **building and the crest of the slope and the protection and revegetation of**
264 **disturbed soils near the crest of the slope.**
265

266 **Conditions**

- 267 **1. The drainage and erosion control plan shall be reviewed and approved by the**
268 **City Engineer to prevent erosion during construction and to provide long term**
269 **erosion control**
270 **2. The applicant shall demonstrate a suitable location for a secondary septic system**
271 **site that is not adversely affected by the proposed accessory building**
272 **3. A revegetation/landscape plan to mitigate run-off, including from the roof of the**
273 **building, shall be provided and shall be subject to review and approval by the**
274 **City Engineer.**
275 **4. A performance bond or Letter of Credit, equal to 125% of the total cost of the**
276 **erosion control plan shall be provided for a period of two (2) years beginning at**
277 **the time of completion to ensure the applicant adheres to the erosion control,**
278 **landscaping and revegetation plan.**
279

280 **Motion Vote: Roll call, All Aye, Passed 4-0.**
281

282
283 **B. Engineering Report – (Engineer Staff Report & Council Update)**

284 No report
285

286 **C. Administration –**

287 1. Flood Preparations

288 Administrator Moorse reported that Washington County removed snow and opened drains prior to
289 melting. The system has been working. Ken was out opening local streets drains. Flood pumps and
290 generators have been tested. The stop log structure was installed today, manufacturer will be checking it
291 tomorrow. Items: new levy protects to 695', a few areas only to 692' (near 32nd & pike) St Croix Tr from
292 36 – 37th also at 692'. Jersey barriers will be used there if needed, coordinate with county. If it goes over
293 695' barriers will be placed along top of levy to raise up 3'. Will need to sandbag along Kelles Creek and
294 a few on levy.

295 The County has access to volunteers and resources.

296 Community Thread is organizing Stillwater volunteers, they may have assistance and bags available also.
297 Mayor Palmquist stated that Cottage Grove called for use of our pump until their equipment got fixed.

298 WSB has resources for jersey barriers and have a plan in place if needed.

299 Attorney Knaak recommended declaring a flood emergency as it allows for flexibility in emergency
300 meetings, contracts, etc .

301 Council member Nelson mentioned it is important to keep track of any money spent

302 Knaak you can spend now and figure it out later.

303 Administrator Moorse stated the flood emergency could be declared at the work session and special
304 meeting
305

306 Jim Clemens, Windmill Marina, stated he has been de-icing and plowing, will be moving boats up to ice
307 rink. The river still has ice so he cannot put city docks out. Temporarily he will move city docks, move

308 other docks to Steamboat pond, move 20 large boats into water. If unable to get the boats into water, he
309 would like to move up to Pike St on bike path. River elevation of 690' is flood for the marina.
310 Council member Ross asked if we've heard what Afton marina is planning to do? (no)
311 Council member Ross asked what if the asphalt gets damaged (mitigate as much as possible) Engineer
312 Guilliams stated that Pike St is built to road standards
313 Mayor Palmquist expressed concern that area is part of the levy, as well as concern over the bike path
314 Clemens stated that this is his 3rd contingency plan.
315 Administrator Moore stated that if we need to work along Pike St to get barriers in, whatever is there
316 will have to be moved.
317 Mayor Palmquist suggested parking on west side of Pike
318 **Motion/Second Nelson/Palmquist move to allow Windmill Marina to temporary store docks in pond**
319 **area and agree they can use Pike St for storage with the understanding that if there is any damage**
320 **they will remedy. Passed 4-0.**
321
322 2. Selection of Accounting services provider
323 Moore provided a summary of the applicants
324 Mayor Palmquist stated he would like to table; each are so different
325 Niedzwiecki stated he would be willing to extend his contract through June 30 for \$2000/month plus \$100
326 mtg fee.
327 Council member Ross asked how long it took to get proposals (3 weeks) Chances for others? (Moore
328 would try to find other avenues for finding, CPA firms, retired)
329 Council member Ross stated they need experience with fund base accounting and municipalities
330 Council member Nelson asked about adverse opinion on the audit – did it affect interest? When will
331 current audit be done? (April 15-16 is field work)
332 Council member Nelson mentioned that the small firm has little experience with municipal accounting.
333 He is disappointed in Perkins emailed comments on this.
334 Mayor Palmquist agreed that her comments were disappointing, this is not negligent
335 Council member Nelson would like to have a shorter term deal (they proposed 3 yr)
336 Council member Wroblewski stated that the Abdo proposal only includes quarterly reports in their format,
337 with extra reports 21k per year more
338 Niedzwiecki stated that River Bluff can deliver what he has been doing. She knows fund accounting.
339 Council member Ross asked about a transitional period? (2 months, then consultation and review for a
340 year) with River Bluff. Abdo will need assistance also. They will do cookie cutter reports their way.
341 Mayor Palmquist pointed out that the River Bluff option only exists because Tom is willing to train.
342 Council member Ross is supportive of small business; however what is coverage of a 2 person shop vs
343 large firm
344 Niedzwiecki agreed that is a risk
345 Mayor Palmquist stated we have been getting a great deal for years and don't want it to cloud what is a
346 fair price now
347 **Motion/Second Ross/Nelson to select Abdo, Eick and Meyers as the city's accounting firm with a 1**
348 **yr term.**
349 Discussion
350 Administrator Moore stated they will likely have to put in more time the first year, could affect price
351 Mayor Palmquist stated he won't vote for it, as he wants more information and options to be sure we are
352 paying fair price
353 **Motion withdrawn**
354 **Motion/Second Ross/Nelson to direct staff to spend 30 days looking for an alternative and if not**
355 **successful to extend offer to Abdo, Eick and Meyers with shorter term.**
356 **Friendly Amendment (Nelson) to contact both and extend to 30 days for quotes while advertising**
357 **for others (accepted)**
358 **Passed 4-0**
359

- 360 3. Memorandum of agreement with the MN Land Trust
361 Administrator Moore provided the following summary: Because the City will be a co-holder with the
362 Minnesota Land Trust of the conservation easement for the Afton Creek Preserve PLCD subdivision open
363 space outlots, a Memorandum of Agreement (MOA) is needed to outline the roles of each of the co-
364 holders.
365 Attorney Knaak has reviewed
366 **Motion/Second Ross/Nelson to approve the Memorandum of Agreement with the Minnesota Land**
367 **Trust regarding co-holding of the Conservation Easement for the Afton Creek Preserve PLCD**
368 **Subdivision. Passed 4-0.**
369
- 370 4. Purchase additional user licenses for Laserfiche
371 Additional licenses are needed for the Building Inspector and Public works to be able to access the system.
372 **Motion/Second Palmquist/Wroblewski to approve purchase of two additional user licenses for**
373 **Laserfiche. Passed 4-0.**
374
- 375 5. Council chambers A/V equipment replacement/upgrades
376 Council member Ross provided a summary of equipment upgrades; all existing equipment would be
377 replaced with two cameras including a ceiling mount camera, more microphones, computer and software
378 to control and provide the ability to livestream.
379 Mayor Palmquist asked if the work could be done incrementally
380 Council member Ross said it is possible to approve a dollar figure and see how much could be done
381 Administrator Moore suggested prioritizing the camera and what goes with it
382 **Motion/Second Palmquist/Nelson to direct staff to not exceed \$6000 including labor, to get a**
383 **camera, wirecast and installation.**
384 Discussion
385 Council member Wroblewski asked if the speakers are wireless ?
386 Council member Ross stated the speakers would be both wireless and connected. A second camera could
387 be added next year
388 **Motion Vote: Passed 4-0**
389
- 390 6. Flood insurance for Afton Historic Museum building
391 Council member Ross provided an overview. The main concern is water in the basement which would
392 affect the sheetrock walls. It sounds like insurance won't cover the walls.
393
- 394 7. Contract with Tom Niedzwiecki for transitional services
395 Discussed earlier
396
- 397 8. Schedule River Road neighborhood meeting
398 New date will be April 15 at 6:00PM
399
- 400 9. Schedule work session
401 Will plan two sessions due to number of items
402
- 403 10. Options for use of house at wastewater treatment site
404 The Council has discussed a number of options for the use of the area of the wastewater treatment site
405 that has an existing house. One option is to do a land exchange with the Gehrke's who are currently
406 planning to build a house on their vacant parcel on St. Croix Trail, just south of the Butler property. Mr.
407 Gehrke is interested in the house on the treatment site property. Mr. Gehrke understands the City may
408 not be able to do a land exchange until 2020. However, due to his plans to build a house on his vacant
409 parcel this year, he would like an indication regarding whether the Council is supportive of this option
410 for the property.
411

412 City Engineer Guilliams stated he would be hesitant to do anything until project is complete
413 Mayor Palmquist stated that Mr Gehrke is interested in this site and would like to know if council thinks
414 it's a good idea, good use of property
415 Council member Nelson stated he is not willing to say it's a go
416 Council member Wroblewski stated the treatment site is a nice parcel
417 Mayor Palmquist stated that the DNR purchased part of the parcel
418 Council member Nelson stated that this is ancillary piece
419 Mayor Palmquist stated there is a greater public use at the southern parcel with the bike trail and potential
420 for flood staging. He is supportive of an exchange.
421 Council member Nelson stated that we have already spent a lot of money downtown
422 **Motion/Second Palmquist/Ross move to express that city is interested in exploring a land exchange.**
423 Discussion
424 Council member Nelson stated he didn't recall discussion about bike trail or flood staging when we
425 purchased easements in that area
426 Council member Ross stated we can explore without further commitment
427 Council member Wroblewski suggested tabling the item
428 **Motion Vote: 2-2 motion failed**
429 Council member Nelson stated the DNR still has to sign off on it
430 Mayor Palmquist asked that staff share this conversation with Mr Gerhke

431
432 11. Applicant for NRG

433 **Motion/Second Palmquist/Wroblewski to appoint Valerie Stoehr to the Natural Resources and**
434 **Groundwater Committee. Passed 4-0.**

435
436 **D. Committee Reports**

- 437 1. Public Works – meeting soon
438 2. Personnel – no report
439 3. Parks – survey for public input – working on
440 4. Heritage Preservation Commission / Design Review – submitted grant applications for several projects
441 5. Natural Resources and Groundwater – no report

442
443 **10. COUNCIL, CONSULTANT, AND STAFF REPORTS, ANNOUNCEMENTS, AND UPDATES**

- 444 A. Ward 1 Council Member Perkins –
445 B. Ward 2 Council Member Wroblewski – met with Nick; attended Water Consortium meeting and learned
446 they are doing pollinator mapping
447 C. Ward 3 Council Member Ross – will begin planning for ribbon cutting event
448 D. Ward 4 Council Member Nelson – Learned there may be an option for ambulance service from Lakeview,
449 Hudson
450 E. Mayor Palmquist –Attended the 3M meeting on the 11th. Would like city to have a facebook page and a
451 Twitter account.
452 F. City Attorney Knaak – no report
453 G. City Administrator Moorse – no report

454
455 **11. ADJOURN**

456 **Motion/Second Nelson/Ross to adjourn. Passed 4-0.**

457
458 Meeting adjourned at 10:55 PM.

459
460
461
462 Respectfully submitted by:
463

464 _____

465 Julie Yoho, City Clerk

466

467

468 Approved by Council April 16, 2019 as (check one): Presented: _____ Amended: _____

469

470

471 Mayor Bill Palmquist _____ Date _____

472

PROCEEDINGS OF THE AFTON CITY COUNCIL
CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

DRAFT City Council Special Meeting Minutes
March 25, 2019
Afton City Hall
3033 St. Croix Trail
Afton, MN 55001
6:33 P.M.

- 1. **THE MEETING WAS CALLED TO ORDER** at 6:33 P.M. by Mayor Palmquist.
- 2. **ROLL CALL:** Council Members Nelson, Wroblewski and Perkins and Mayor Palmquist. **Quorum Present.** Members Absent: Stan Ross.

ALSO PRESENT: City Administrator Ron Moorse and City Attorney Fritz Knaak

- 3. **APPROVAL OF AGENDA**
Motion/Second. Nelson/Wroblewski. To approve the agenda as written. Motion carried 4-0-0.

4. CITY COUNCIL BUSINESS

A. Emergency Declaration – Resolutions 2019-19 and 2019-20

Mayor Palmquist declared a local emergency related to flooding of the St. Croix River through a proclamation set out in resolution 2019-19.

Fritz Knaak, City Attorney, presented information related to the declaration of a local emergency. The Council then extended the local emergency declaration for 30 days through the adoption of resolution 2019-20.

Motion/second: Nelson/Wroblewski. To adopt resolution 2019-20 extending the period of a Mayor-declared local emergency. Motion carried 4-0-0.

B. Tom Niedzwiecki Accounting Services Contract Extension

The Council reviewed an agreement for a temporary extension of the contract with Tom Niedzwiecki for accounting services through June 30, 2019.

Motion/second: Wroblewski/Palmquist. To approve the agreement with Tom Niedzwiecki for a temporary contract extension through June 30 of 2019. Motion carried 4-0-0.

5. ADJOURN –

Motion/Second: Nelson/Perkins. To adjourn the meeting at 7:14 p.m. Motion carried 4-0-0.

Respectfully submitted by:

Ronald J. Moorse, City Administrator

Approved by Council (on April 16, 2019) as (check one): Presented: _____ Amended: _____

Signed by Mayor Bill Palmquist _____ Date _____

**PROCEEDINGS OF THE AFTON CITY COUNCIL
CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA**

**DRAFT City Council Work Session Minutes
March 25, 2019
5:00 P.M.**

- 1
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3
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7
8
- 9 **1. THE MEETING WAS CALLED TO ORDER** at 5:00 P.M. by Mayor Palmquist.
 - 10
 - 11 **2. ROLL CALL:** Council Members Nelson, Wroblewski and Perkins and Mayor Palmquist. **Quorum**
 - 12 **Present.**
 - 13 **ALSO PRESENT:** City Administrator Ron Moose and City Attorney Fritz Knaak.
 - 14
 - 15 **3. APPROVAL OF AGENDA**
 - 16 **Motion/Second: Nelson/Wroblewski. To approve the agenda as amended to move item C to item A.**
 - 17 **Motion carried 4-0-0.**
 - 18

19 **4. CITY COUNCIL BUSINESS**

20 **A. Discharge of Firearms**

21

22 Moose indicated the City has received a complaint regarding the discharge of firearms on a lot of 2.5 acres.

23 The property owner is using the backyard as a shooting range. The City does not have an ordinance that

24 addresses the discharge of firearms, and particularly on small lots. Moose reviewed with the Council an

25 ordinance from the City of Woodbury.

26

27 The Council discussed the need for an ordinance and the Woodbury ordinance and directed staff to review

28 ordinances from additional cities and talk with former Mayor Richard Bend about standards he has drafted, and

29 provide a draft ordinance at the April 16 Council meeting.

30

31 **B. 2019 Goal setting**

32

33 The Council members first participated in a long range planning activity in which they identified the strengths

34 of Afton, and threats to Afton's philosophy and rural character. The Council then identified priority goals for

35 2019.

36

37 **C. Vacant Commercial Storefronts**

38 The Council discussed recommendations from the Heritage Preservation Commission regarding vacant

39 storefronts, including fire inspections for vacant buildings and an ordinance to encourage/require property

40 owners to facilitate new uses in vacant buildings.

41 City Attorney Fritz Knaak indicated these could both be accomplished through a licensing process for vacant

42 buildings, and he would provide information regarding licensing requirements.

43

44 **5. ADJOURN –**

45

46 **Motion/Second: Nelson/Wroblewski. To adjourn the meeting at 6:31 p.m. Motion carried 4-0-0.**

47

48 Respectfully submitted by:

49

50 _____

51 Ronald J. Moose, City Administrator

52

53 **Approved by Council (on April 16, 2019 as (check one): Presented: _____ Amended: _____**

54

55 **Signed by Mayor Bill Palmquist _____ Date _____**

Citations for: Afton

3/1/2019 To 3/31/2019

Agcy	Date	Citation Number	Badge	Officer Name	Citation Type	Block	Street Name	Str Sfx	Cross Street Name	Cross St Sfx	City	Literal Description	Statute
WCSO	3/7/2019	820012906601	WC129 64	S. Heinen	Citation	2100	MANNING AVE S				Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	3/14/2019	820030907302	WC115	M. Tellez	Citation	0	MANNING AVE S		40TH ST S		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	3/16/2019	820012907501	WC129 64	S. Heinen	Citation	13800	HUDSON RD S				Afton	DL-Drive After Revocation/DAR	171.24.2
WCSO	3/20/2019	820030907902	WC126 2	N. Davis	Citation	0	40TH ST S		NEAL AVE S		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	3/21/2019	820087908001	WC115	M. Tellez	Citation	0	MANNING AVE S		50TH ST S		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	3/21/2019	820087908002	WC115	M. Tellez	Citation	0	MANNING AVE S		VALLEY CREEK RD		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	3/22/2019	820030908103	WC115	M. Tellez	Citation	0	70TH ST S		NEAL AVE S		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	3/25/2019	820012908401	WC141	K. Land	Citation	0	MANNING AVE S		40TH ST S		Afton	MOV-Stop Sign Violation	169.30(b)
WCSO	3/27/2019	820040908601	WC191	T. Jacobson	Citation	0	SAINT CROIX TRL S		12TH ST S		Afton	DL-Drive After Suspension/DAS	171.24.1
WCSO	3/29/2019	820087908801	WC115	M. Tellez	Citation	0	MANNING AVE S		22ND ST S		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	3/29/2019	820087908802	WC115	M. Tellez	Citation	0	MANNING AVE S		60TH ST S		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	3/30/2019	820087908903	WC115	M. Tellez	Citation	0	NEAL AVE S		100TH ST S		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	3/31/2019	820087909001	WC115	M. Tellez	Citation	0	MANNING AVE S		22ND ST S		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	3/31/2019	820087909002	WC115	M. Tellez	Citation	0	MANNING AVE S		LAKE RD		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)
WCSO	3/31/2019	820087909003	WC115	M. Tellez	Citation	0	MANNING AVE S		60TH ST S		Afton	MOV-Speed-Exceed 55 mph	169.14.2(a)(3)

Incident Summary Report

From:3/1/2019 12:00:00 AM To:3/31/2019 11:59:59 PM



WASHINGTON COUNTY SHERIFFS OFFICE

AFTON

3/1/2019 3:29:13 PM	WC19008572	4XXX Neal Ave S, AFTON	CITIZEN/PUBLIC ASSIST
3/1/2019 3:52:43 PM	WC19008575	Indian Trl S / Hudson Rd S, AFTON	ACCIDENT
3/1/2019 4:04:06 PM	WC19008580	194 Eb Jeo Manning Ave S, AFTON	ACCIDENT
3/1/2019 4:52:37 PM	WC19008584	5XXX Trading Post Trl S, AFTON	TRAFFIC COMPLAINT
3/1/2019 7:02:28 PM	WC19008604	Hudson Rd S / Indian Trl S, AFTON	CITIZEN/PUBLIC ASSIST
3/2/2019 10:18:36 AM	WC19008677	Unknown, AFTON	ASSIST OTHER AGENCY
3/2/2019 12:42:26 PM	WC19008689	13XXX Hudson Rd S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/2/2019 11:09:50 PM	WC19008754	194 Eb At Neal Ave S, AFTON	ACCIDENT
3/3/2019 12:17:54 PM	WC19008797	14XXX Valley Creek Trl S, AFTON	MEDICAL
3/3/2019 5:00:24 PM	WC19008833	13XXX 50th St S, AFTON	CITIZEN/PUBLIC ASSIST
3/3/2019 7:04:39 PM	WC19008841	12XXX Hudson Rd S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/4/2019 5:37:51 PM	WC19008973	2XXX Neal Ave S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/4/2019 5:59:39 PM	WC19008977	2XXX Nybeck Ave S, AFTON	FRAUD/SCAM
3/4/2019 6:38:44 PM	WC19008986	2XXX Neal Ave S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/4/2019 11:00:31 PM	WC19009015	12XXX Hudson Rd S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/6/2019 8:51:21 PM	WC19009320	3XXX Saint Croix Trl S, AFTON	SNOWMOBILE COMPLAINT
3/7/2019 12:52:51 PM	WC19009401	Manning Ave S / Hudson Rd S, AFTON	TRAFFIC COMPLAINT
3/8/2019 12:25:48 PM	WC19009541	1XXX MANNING AVE S, AFTON	CIVIL MATTER/DISPUTE
3/8/2019 5:41:58 PM	WC19009575	12XXX 8th St S, AFTON	SUSPICIOUS PERSON/ACTIVITY
3/8/2019 6:43:19 PM	WC19009585	194 Eb At Neal Ave S, AFTON	DRIVING COMPLAINT
3/8/2019 8:53:23 PM	WC19009595	1XXX Stagecoach Trl S, AFTON	INJURED CAT
3/8/2019 11:27:17 PM	WC19009607	Saint Croix Trl S / 50th St S, AFTON	DRIVING COMPLAINT
3/9/2019 6:23:08 AM	WC19009628	1XXX Quant Ave S, AFTON	DEATH
3/9/2019 7:04:08 AM	WC19009630	14XXX Hudson Rd S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/9/2019 12:37:30 PM	WC19009656	Unknown, AFTON	DRIVING COMPLAINT
3/10/2019 6:15:30 AM	WC19009719	194 Eb At Neal Ave S, AFTON	ACCIDENT
3/10/2019 9:36:32 AM	WC19009727	Manning Ave S / 30th St S, AFTON	ACCIDENT
3/10/2019 2:01:46 PM	WC19009744	12XXX 8th St S, AFTON	SUSPICIOUS PERSON/ACTIVITY
3/10/2019 3:02:17 PM	WC19009747	1XXX Neal Ave S, AFTON	MEDICAL
3/10/2019 9:49:49 PM	WC19009782	37XXX -4499 SAINT CROIX TRL S, AFTON	SUSPICIOUS PERSON/ACTIVITY
3/11/2019 12:48:36 AM	WC19009796	3XXX Saint Croix Trl S, AFTON	follow up
3/12/2019 4:41:07 AM	WC19009945	12XXX Hudson Rd S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/12/2019 10:01:52 AM	WC19009966	XXX Minar Ave S, AFTON	MEDICAL
3/12/2019 3:51:16 PM	WC19010011	194 Eb Jeo Manning Ave S, AFTON	TRAFFIC COMPLAINT
3/13/2019 3:06:28 AM	WC19010094	Stagecoach Trl S / Putnam Blvd S, AFTON	vehicle off roadway

Incident Summary Report

From:3/1/2019 12:00:00 AM To:3/31/2019 11:59:59 PM

3/13/2019 4:53:00 AM	WC19010072	40th St S / Neal Ave S, AFTON	traffic hazzard
3/13/2019 6:26:29 AM	WC19010111	50th St S / Saint Croix Trl S, AFTON	road conditions
3/13/2019 7:48:53 AM	WC19010121	45th St S / Oxbow Cir S, AFTON	TRAFFIC COMPLAINT
3/13/2019 8:03:31 AM	WC19010131	XXX Indian Trl S, AFTON	TRAFFIC COMPLAINT
3/13/2019 8:25:39 AM	WC19010136	12XXX 30th St S, AFTON	TRAFFIC COMPLAINT
3/13/2019 8:34:14 AM	WC19010138	50th St S / Saint Croix Trl S, AFTON	TRAFFIC COMPLAINT
3/13/2019 9:09:35 AM	WC19010147	Indian Trl S / Fahlstrom Pl, AFTON	INCIDENT
3/13/2019 9:26:02 AM	WC19010149	15XXX Upper 34th St S, AFTON	TRAFFIC COMPLAINT
3/13/2019 9:28:16 AM	WC19010148	15th St S / Stagecoach Trl S, AFTON	TRAFFIC COMPLAINT
3/13/2019 10:46:46 AM	WC19010162	2XXX Trading Post Trl S, AFTON	ACCIDENT
3/13/2019 12:12:31 PM	WC19010168	Stagecoach Trl S / Putnam Blvd S, AFTON	CITIZEN/PUBLIC ASSIST
3/13/2019 12:13:17 PM	WC19010170	194 Wb At Neal Ave S, AFTON	ACCIDENT
3/13/2019 7:24:41 PM	WC19010217	3XXX Trading Post Trl S, AFTON	911 ABANDONED/HANGUP/OPEN LINE
3/13/2019 11:21:30 PM	WC19010247	40th St S / Neal Ave S, AFTON	TRAFFIC HAZZARD
3/14/2019 10:53:29 AM	WC19010316	Manning Ave S / Bailey Rd, AFTON	INCIDENT
3/14/2019 11:54:19 AM	WC19010323	1XXX Stagecoach Trl S, AFTON	CITIZEN/PUBLIC ASSIST
3/14/2019 1:02:03 PM	WC19010331	12XXX 3rd St S, AFTON	MEDICAL
3/14/2019 1:10:39 PM	WC19010337	12XXX Hudson Rd S, AFTON	OFFICER INFORMATION
3/14/2019 1:55:42 PM	WC19010348	3XXX Saint Croix Trl S, AFTON	VICTIM NOTIFICATION
3/14/2019 3:40:52 PM	WC19010370	40th St S / Neal Ave S, AFTON	TRAFFIC COMPLAINT
3/15/2019 4:30:00 AM	WC19010461	13XXX 50th St S, AFTON	MEDICAL
3/15/2019 8:48:46 AM	WC19010477	13XXX 50th St S, AFTON	MEDICAL
3/15/2019 9:57:43 AM	WC19010487	4XXX Neal Ave S, AFTON	TRAFFIC COMPLAINT
3/15/2019 12:20:09 PM	WC19010501	13XXX 40th St S, AFTON	CITIZEN/PUBLIC ASSIST
3/15/2019 3:20:29 PM	WC19010523	1XXX Quant Ave S, AFTON	SEARCH WARRANT
3/15/2019 5:21:40 PM	WC19010547	12XXX 22nd St S, AFTON	MEDICAL
3/15/2019 5:57:39 PM	WC19010552	13XXX 50th St S, AFTON	SUSPICIOUS PERSON/ACTIVITY
3/15/2019 7:06:31 PM	WC19010562	194 Eb Jeo Manning Ave S, AFTON	TRAFFIC COMPLAINT
3/15/2019 10:13:36 PM	WC19010582	1XXX Majestic Pines Trl, AFTON	DRIVING COMPLAINT
3/16/2019 3:49:38 PM	WC19010695	13XXX 40th St S, AFTON	CITIZEN/PUBLIC ASSIST
3/16/2019 11:47:14 PM	WC19010757	Neal Ave S / 10th St S, AFTON	vehicle fire
3/17/2019 8:56:18 AM	WC19010801	Unknown, AFTON	CITIZEN/PUBLIC ASSIST
3/17/2019 10:19:14 AM	WC19010813	10TH ST S, AFTON	CITIZEN/PUBLIC ASSIST
3/17/2019 11:48:30 AM	WC19010827	4XXX Neal Ave S, AFTON	ANIMAL COMPLAINT
3/17/2019 2:37:51 PM	WC19010841	14XXX 57th St S, AFTON	MEDICAL
3/17/2019 3:54:25 PM	WC19010847	4XXX Neal Ave S, AFTON	CITIZEN/PUBLIC ASSIST
3/17/2019 4:55:49 PM	WC19010854	3XXX Pasture Ridge Rd S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/17/2019 6:13:20 PM	WC19010874	12XXX 8th St S, AFTON	SUSPICIOUS PERSON/ACTIVITY
3/17/2019 6:19:16 PM	WC19010873	Unknown, AFTON	CITIZEN/PUBLIC ASSIST
3/17/2019 6:56:36 PM	WC19010880	31st St S / Saint Croix Trl S, AFTON	911 ABANDONED/HANGUP/OPEN LINE
3/17/2019 8:35:13 PM	WC19010891	14XXX 42nd St S, AFTON	WELFARE CHECK

Incident Summary Report

From:3/1/2019 12:00:00 AM To:3/31/2019 11:59:59 PM

3/18/2019 11:03:39 AM	WC19010976	Neal Ave S / 10th St S, AFTON	CITIZEN/PUBLIC ASSIST
3/18/2019 11:30:20 AM	WC19010979	4XXX Neal Ave S, AFTON	ANIMAL COMPLAINT
3/18/2019 3:49:51 PM	WC19011009	Unknown, AFTON	SUSPICIOUS PERSON/ACTIVITY
3/18/2019 6:20:57 PM	WC19011030	12XXX Hudson , AFTON	CITIZEN/PUBLIC ASSIST
3/19/2019 8:18:02 AM	WC19011094	14XXX 57th St S, AFTON	SUSPICIOUS PERSON/ACTIVITY
3/19/2019 3:43:25 PM	WC19011143	Saint Croix Trl S / 35th St S, AFTON	ANIMAL COMPLAINT
3/19/2019 8:25:16 PM	WC19011188	12XXX 50th St S, AFTON	CITIZEN/PUBLIC ASSIST
3/21/2019 7:53:37 AM	WC19011413	Neal Ave S / Hudson Rd S, AFTON	OFFICER INFORMATION
3/21/2019 8:06:35 AM	WC19011414	Manning Ave S / 50th St S, AFTON	INCIDENT
3/21/2019 12:29:29 PM	WC19011448	15th St S / Manning Ave S, AFTON	INCIDENT
3/21/2019 3:51:56 PM	WC19011473	XX Coulee Ridge Rd S, AFTON	CITIZEN/PUBLIC ASSIST
3/21/2019 5:37:50 PM	WC19011488	45th St S / Saint Croix Trl S, AFTON	911 ABANDONED/HANGUP/OPEN LINE
3/21/2019 8:54:24 PM	WC19011510	13XXX 50th St S, AFTON	FRAUD/SCAM
3/21/2019 9:25:18 PM	WC19011516	2XXX Stagecoach Trl S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/22/2019 2:52:00 AM	WC19011549	Unknown, AFTON	WELFARE CHECK
3/22/2019 9:40:10 AM	WC19011570	1XXX Stagecoach Trl S, AFTON	WELFARE CHECK
3/22/2019 11:15:04 AM	WC19011586	I94 Eb At Neal Ave S, AFTON	FIRE
3/22/2019 1:11:41 PM	WC19011596	2XXX Neal Ave S, AFTON	ANIMAL COMPLAINT
3/22/2019 5:58:26 PM	WC19011641	Hudson Rd S / Neal Ave S, AFTON	ANIMAL COMPLAINT
3/22/2019 8:07:25 PM	WC19011674	I94 Eb At Manning Ave S, AFTON	TRAIN COMPLAINT
3/23/2019 2:04:41 PM	WC19011779	15XXX Afton Hills Dr S, AFTON	SUSPICIOUS PERSON/ACTIVITY
3/23/2019 7:18:46 PM	WC19011826	2XXX Meadow Vista Way, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/23/2019 8:40:01 PM	WC19011836	12XXX Hudson Blvd, AFTON	CITIZEN/PUBLIC ASSIST
3/24/2019 12:52:59 PM	WC19011912	12XXX HUDSON RD S, AFTON	HARASSMENT
3/24/2019 4:13:49 PM	WC19011934	I94 Eb Jeo Neal Ave N, AFTON	VEHICLE FIRE
3/24/2019 11:48:20 PM	WC19011976	Bailey Rd / Manning Ave S, AFTON	ANIMAL COMPLAINT
3/25/2019 4:01:12 AM	WC19011995	13XXX 60th St S, AFTON	ALARM-BUSINESS/RES/FIRE/MEDICAL/ETC
3/25/2019 10:58:43 AM	WC19012024	16XXX 32nd St S, AFTON	MEDICAL
3/25/2019 1:14:18 PM	WC19012048	1XXX Stagecoach Trl S, AFTON	CITIZEN/PUBLIC ASSIST
3/25/2019 1:49:44 PM	WC19012054	Manning Ave S / 40th St S, AFTON	TRAFFIC STOP
3/25/2019 4:59:11 PM	WC19012089	5XXX Odell Ave S, AFTON	DOMESTIC-VERBAL ABUSE
3/26/2019 1:42:39 PM	WC19012202	40th St S / Afton Blvd S, AFTON	ANIMAL COMPLAINT
3/26/2019 6:20:20 PM	WC19012236	13XXX TOMAHAWK DR S, AFTON	MAARC REPORT
3/27/2019 8:59:39 AM	WC19012312	16XXX 32nd St S, AFTON	911 ABANDONED/HANGUP/OPEN LINE
3/27/2019 10:19:07 AM	WC19012322	Unknown, AFTON	CITIZEN/PUBLIC ASSIST
3/27/2019 11:00:25 AM	WC19012328	Afton Blvd S / Saint Croix Trl S, AFTON	TRAFFIC COMPLAINT
3/27/2019 11:32:46 AM	WC19012331	XX I94 Wb To Manning Ave N Ramp, AFTON	WELFARE CHECK
3/28/2019 9:31:57 AM	WC19012470	Manning Ave S / 40th St S, AFTON	ACCIDENT
3/29/2019 10:19:13 AM	WC19012634	3XXX Perrot Ave S, AFTON	MEDICAL
3/29/2019 12:08:17 PM	WC19012649	Manning Ave S / 40th St S, AFTON	MOTORIST ASSIST
3/29/2019 1:51:28 PM	WC19012658	Manning Ave S / 50th St S, AFTON	INCIDENT

Incident Summary Report

From:3/1/2019 12:00:00 AM To:3/31/2019 11:59:59 PM

3/29/2019 5:23:00 PM	WC19012689	4XXX Neal Ave S, AFTON	911 ABANDONED/HANGUP/OPEN LINE
3/30/2019 12:22:45 PM	WC19012769	Neal Ave S / 10th St S, AFTON	INCIDENT
3/30/2019 5:05:23 PM	WC19012789	194 Eb At Neal Ave S, AFTON	TRAFFIC HAZARD
3/30/2019 7:11:03 PM	WC19012811	3XXX Saint Croix Trl S, AFTON	MEDICAL
3/31/2019 7:51:51 AM	WC19012874	Manning Ave S / 22nd St S, AFTON	INCIDENT
3/31/2019 9:30:51 AM	WC19012884	Manning Ave S / Lake Rd, AFTON	INCIDENT
3/31/2019 10:05:35 AM	WC19012890	15th St S / Neal Ave S, AFTON	ACCIDENT
3/31/2019 10:29:54 AM	WC19012895	XXX Neal Ave S, AFTON	MEDICAL
3/31/2019 11:44:58 AM	WC19012906	Manning Ave S / 50th St S, AFTON	INCIDENT
3/31/2019 6:50:13 PM	WC19012954	15XXX 50th St S, AFTON	FOUND PROPERTY/ITEM

City of Afton – Financial Reports

March 2019

Ref	Description	Pages
A.	Balance Sheet	A1 to A2
B.	Statement of Changes in Fund Balance: Year to Date	B1 to B3
C.	Statement of Revenue and Expenditures: General Fund Summary plus Detail for All Other Funds	C1 to C14
D.	Detail Statement of Revenue and Expenditures: General Fund Only	D1 to D6
E.	#550, 560 & 600 Summary of Special Activity & MN Investment Funds - YTD	E1
F.	#550 Detail of General Special Activity Funds - YTD	F1
G.	#560 Detail of Other Special Activity Funds - YTD	G1
H.	#115 Building and Land Fund: YTD Detail	H1
I.	#410 Sanitary Sewer Utility Oper Fund: LTD Summary & YTD Detail	I1 to I3
J.	#120 Street Improvement Fund: YTD Detail	J1
K.	#122 Bridge Replacement Fund: YTD Detail	K1
L.	#200 Park Reserve Fund – YTD Detail	L1
M.	#805 City Infra-Structure Imp Fund: LTD Summary & YTD 2018 Detail	M1 to M3
N.	#806 PFA Loans & #807 Tmp Imp Bond Debt Serv Funds: LTD	N1
O.	#725 2014A & #726 2017B Road Bond Debt Serv Funds: Five Year Summary	O1
P.	#810 City Dock Fund: YTD Detail by Account	P1
Q.	General Fund Streets, Rehab and Public Works: YTD Detail	Q1
R.	Customer Receipts & Other Deposits – Current Month	R1 to R2
S.	Building Inspection Fees – YTD	S1

Comments:

- The 805 fund now has a positive cash balance of \$992,324. You can see the LTD (Life to Date) summary of the Fund on Sch M1. Total Receipts of \$23,222,756, Total Expenditures of \$22,915,184 plus Transfers In from 120 Street Imp Fd of \$684,752.
- Acct 5830 for Snow & Ice Control in the General Fd is at \$74,747 thru 3/31/19, 66% of the Annual Budget.
- The 807 Debt Serv Fd for the Tmp Imp Bond is at \$49,599. This includes the \$40,000 Trf fr the General Fd in 2018 plus the “redirection” of \$43,000 of the \$70,000 PFA Levy in 2018. Without those actions, the fund would have a negative balance of \$33,401.


 Prepared by Thomas H. Niedzwiecki, Accountant

**City of Afton
Balance Sheet
March 31, 2019**

Account #	Account Description	#100 General Fund	#550 Spec Act Fd - General	#100 + #550 Total General Fund	#115 Bldg & Land Fund	#410 Sanitary Sewer Oper Fund	#120 Street Imp Capital Fund	#122 Bridge Replacement Fund	#700 2017 Road Projects	#200 Park Reserve Fund	#250 Special Reserve Fund	#400 201 Project Fund
Assets												
100	4M Fund: General Fund	182,332		182,332								
100.8	Petty Cash	256		256								
115	4M Fund: Bldg & Land Capital Fund			0	10,970							
120	4M Fund: Street Imp Fd - Regular			0			783,330					
120	4M Fund: Street Imp Fd - Downtown			0								
122	4M Fund: Bridge Replacement			0				39,392				
700	4M Fund: 2017 Pavement Project			0								
200	4M Fund: Park Reserve Fund			0						76,929		
250	4M Fund: Special Reserve Fund			0							475,105	
400	4M Fund: 201 Project Fund			0								936
410	4M Fund: Sanitary Sewer Operations			0		49,753						
500	4M Fund: Fire Station Debt Serv Fund			0								
550	4M Fd: Spec Activities Fd - General		397,441	397,441								
560	4M Fd: Spec Activities Fd - Other			0								
600	4M Fund: MN Investment Fund			0								
700	4M Fund: Road Construction Fund			0								
725	4M Fund: 2014A Road Debt Serv Fd			0								
726	4M Fund: 2017B Road Debt Serv Fd			0								
805	4M Fund: City Infrastructure Fund			0								
806	4M Fund: PFA Loan Debt Serv Fd			0								
807	4M Fd: Dwtwn Tmp Imp Debt Serv Fd			0								
810	4M Fund: City Dock Fund			0								
	Total Cash and Investments	182,588	397,441	580,030	10,970	49,753	783,330	39,392	0	76,929	475,105	936
1170	Taxes Receivable from County			0								
11xx	Fees & Other Receivables	(500)		(500)								
1110	Grants Receivable			0								
1115	Special Assessments Receivable			0								
Various	Year End Transfers			0								
1407/2407	Due (Owed): Street Imp Fd & City Infrastr Fd			0								
	Total Assets and Other Debits	182,088	397,441	579,530	10,970	49,753	783,330	39,392	0	76,929	475,105	936
Liabilities and Fund Balances												
2001	Permit Escrow & Fees (net payable)	35,148		35,148								
2005	Accounts Payable	68,828		68,828								
2121	Bldg Surcharges Payable	0		0								
2022	Accrued Expenses			0								
	Total Accounts and Other Payables	103,976	0	103,976	0	0	0	0	0	0	0	0
2510	Deferred Revenue - Grants			0								
2115	Deferred Revenue - Special Assessments			0								
Various	Fund Balance - Beginning of Year	335,849	395,559	731,407	10,912	53,143	783,276	40,226	0	76,514	472,535	1,181
Various	Current Year Net Increase (Decrease)	(257,736)	1,882	(255,854)	59	(3,390)	54	(834)	0	415	2,571	(245)
Various	Fund Balance - End of Period	78,112	397,441	475,554	10,970	49,753	783,330	39,392	0	76,929	475,105	936
	Total Liabilities and Fund Balances	182,088	397,441	579,530	10,970	49,753	783,330	39,392	0	76,929	475,105	936

A1

City of Afton
Balance Sheet
March 31, 2019

Account #	Account Description	#500 Fire Station: Debt Serv Fund	#560 Spec Act Fd - Other	#805 City Infrastructure Imp Fund	#806 PFA Loan Debt Serv Fund	#807 Dwntrwn Tmp Imp Debt Serv Fund	#725 2014A Road Debt Serv Fd	#726 2017B Road Debt Serv Fd	#810 City Dock Fund	Total All Governmental Funds	#600 MN Investment Fd (Fiduciary)
Assets											
100	4M Fund: General Fund									182,332	
100.8	Petty Cash									256	
115	4M Fund: Bldg & Land Capital Fund									10,970	
120	4M Fund: Street Imp Fd - Regular									783,330	
120	4M Fund: Street Imp Fd - Downtown									0	
122	4M Fund: Bridge Replacement									39,392	
700	4M Fund: 2017 Pavement Project									0	
200	4M Fund: Park Reserve Fund									76,929	
250	4M Fund: Special Reserve Fund									475,105	
400	4M Fund: 201 Project Fund									936	
410	4M Fund: Sanitary Sewer Operations									49,753	
500	4M Fund: Fire Station Debt Serv Fund	2,526								2,526	
550	4M Fd: Spec Activities Fd - General									397,441	
560	4M Fd: Spec Activities Fd - Other		(1,473)							(1,473)	
600	4M Fund: MN Investment Fund									0	107,755.03
700	4M Fund: Road Construction Fund									0	
725	4M Fund: 2014A Road Debt Serv Fd						101,289			101,289	
726	4M Fund: 2017B Road Debt Serv Fd							33,122		33,122	
805	4M Fund: City Infrastructure Fund			992,324						992,324	
806	4M Fund: PFA Loan Debt Serv Fd				304,544					304,544	
807	4M Fd: Dwntrwn Tmp Imp Debt Serv Fd					49,599				49,599	
810	4M Fund: City Dock Fund								65,941	65,941	
	Total Cash and Investments	2,526	(1,473)	992,324	304,544	49,599	101,289	33,122	65,941	3,564,317	107,755.03
1170	Taxes Receivable from County									0	
11xx	Fees & Other Receivables									(500)	
1110	Grants Receivable									0	
1115	Special Assessments Receivable									0	
Various	Year End Transfers									0	0.00
1407/2407	Due (Owed): Street Imp Fd & City Infrastr F									0	0.00
	Total Assets and Other Debits	2,526	(1,473)	992,324	304,544	49,599	101,289	33,122	65,941	3,563,817	107,755.03
Liabilities and Fund Balances											
2001	Permit Escrow & Fees (net payable)									35,148	
2005	Accounts Payable									68,828	
2121	Bldg Surcharges Payable									0	
2022	Accrued Expenses									0	
	Total Accounts and Other Payables	0	0	0	0	0	0	0	0	103,976	0.00
2510	Deferred Revenue - Grants									0	
2115	Deferred Revenue - Special Assessments									0	
Various	Fund Balance - Beginning of Year	2,512	2	(815,949)	324,615	64,801	339,215	389,387	65,581	2,539,359	107,167.55
Various	Current Year Net Increase (Decrease)	14	(1,475)	1,808,273	(20,072)	(15,202)	(237,926)	(356,265)	360	920,482	587.48
Various	Fund Balance - End of Period	2,526	(1,473)	992,324	304,544	49,599	101,289	33,122	65,941	3,459,841	107,755.03
	Total Liabilities and Fund Balances	2,526	(1,473)	992,324	304,544	49,599	101,289	33,122	65,941	3,563,817	107,755.03

A2

**City of Afton - Statement of Changes in Fund Balances
for Year to Date March 31, 2019**

Description	#100 General Fund	#550 Spec Act Fd - General	#100 + #550 Total General Fund	#115 Bldg & Land Fund	#410 Sanitary Sewer Oper Fund	#120 Street Imp Capital Fund	#122 Bridge Replacement Fund
Beginning Fund Balances	335,849	395,559	731,407	10,912	53,143	783,276	40,226
Section I. Revenues							
Property Taxes	0	0	0	0	0	0	0
Intergovernmental Revenues	(2,545)	0	(2,545)	0	0	0	0
Charges for Services	500	0	500	0	9,650	0	0
Fines and Forfeitures	1,988	0	1,988	0	0	0	0
Licenses, Fees and Permits	29,638	0	29,638	0	0	0	0
Special Assessments	0	0	0	0	0	0	0
Misc Revenue/Gaming Tax	0	0	0	0	0	0	0
DNR Flood Improvement Project	0	0	0	0	0	0	0
Other Grants/State Fire Aid	0	0	0	0	0	0	0
Interest Income	2,604	2,097	4,702	59	285	2,295	216
TIF District/MN Invest Fund Proceeds	0	0	0	0	0	0	0
Park Fees	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Revenue	32,185	2,097	34,283	59	9,935	2,295	216
Other Financing Sources/Transfers	0	0	0	0	0	0	0
Section II. Expenditures							
General and Administrative							
Wages and Benefits	61,381	0	61,381	0	0	0	0
Professional Services	42,253	838	43,091	0	0	0	0
Other Expenditures	6,911	(2,228)	4,683	0	0	0	0
Total General and Administrative	110,545	(1,390)	109,155	0	0	0	0
Public Safety/State Fire Aid	67,266	0	67,266	0	0	0	0
Public Health/Cons of Natural Resources	0	0	0	0	13,325	0	0
Streets	94,242	0	94,242	0	0	0	0
Downtown Improvement Projects	0	0	0	0	0	0	0
Other Street Imp/Road Paving Project	648	1,605	2,253	0	0	2,241	1,050
Buildings and Land/City Dock	4,241	0	4,241	0	0	0	0
TIF District/MN Inv Fund Loan Disb	0	0	0	0	0	0	0
Parks and Recreation	12,978	0	12,978	0	0	0	0
Debt Service - Int Exp, Issue, Admin	0	0	0	0	0	0	0
Debt Service - Principal Retirement	0	0	0	0	0	0	0
Total Expenditures	289,922	215	290,137	0	13,325	2,241	1,050
Other Financing Uses/Transfers	0	0	0	0	0	0	0
Revenues Over (Under) Expenditures	(257,736)	1,882	(255,854)	59	(3,390)	54	(834)
Ending Fund Balances	78,112	397,441	475,554	10,970	49,753	783,330	39,392


Prepared by Thomas H. Bedziewicki, Accountant

**City of Afton - Statement of Changes in Fund Balances
for Year to Date March 31, 2019**

Description	#700 2017 Road Project Fd	#200 Park Reserve Fund	#250 Special Reserve Fund	#400 201 Project Fund	#500 Fire Station: Debt Service Fund	#560 Spec Act Fd - Other	#805 City Infrastructure Imp Fund
Beginning Fund Balances	0.00	76,514	472,535	1,181	2,512	2	(815,949)
Section I. Revenues							
Property Taxes	0	0	0	0	0	0	0
Intergovernmental Revenues	0	0	0	0	0	0	0
Charges for Services	0	0	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0	0	0
Licenses, Fees and Permits	0	0	0	0	0	0	0
Special Assessments	0	0	0	0	0	0	0
Misc Revenue/Gaming Tax	0	0	0	0	0	0	0
DNR Flood Improvement Project	0	0	0	0	0	0	1,280,016
Other Grants/State Fire Aid	0	0	0	0	0	1,000	0
Interest Income	0	415	2,571	6	14	0	3,612
TIF District/MN Invest Fund Proceeds	0	0	0	0	0	0	0
Park Fees	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Revenue	0	415	2,571	6	14	1,000	1,283,628
Other Financing Sources/Transfers	0	0	0	0	0	0	265,508
Section II. Expenditures							
General and Administrative							
Wages and Benefits	0	0	0	0	0	0	0
Professional Services	0	0	0	0	0	0	0
Other Expenditures	0	0	0	0	0	1,475	0
Total General and Administrative	0	0	0	0	0	1,475	0
Public Safety/State Fire Aid	0	0	0	0	0	1,000	0
Public Health/Cons of Natural Resources	0	0	0	0	0	0	0
Streets	0	0	0	0	0	0	0
Downtown Improvement Projects	0	0	0	0	0	0	(259,138)
Other Street Imp/Road Paving Project	0	0	0	252	0	0	0
Buildings and Land/City Dock	0	0	0	0	0	0	0
TIF District/MN Inv Fund Loan Disb	0	0	0	0	0	0	0
Parks and Recreation	0	0	0	0	0	0	0
Debt Service - Int Exp, Issue, Admin	0	0	0	0	0	0	0
Debt Service - Principal Retirement	0	0	0	0	0	0	0
Total Expenditures	0	0	0	252	0	2,475	(259,138)
Other Financing Uses/Transfers	0	0	0	0	0	0	0
Revenues Over (Under) Expenditures	0	415	2,571	(245)	14	(1,475)	1,808,273
Ending Fund Balances	0	76,929	475,105	936	2,526	(1,473)	992,324

TH
Prepared by Thomas H. Niedzwiecki, Accountant

B2

**City of Afton - Statement of Changes in Fund Balances
for Year to Date March 31, 2019**

Description	#806 PFA Loan Debt Serv Fund	#807 Downtwn Tmp Imp Debt Serv Fund	#725 2014A Road Debt Serv Fd	#726 2017B Road Debt Serv Fd	#810 City Dock Fund	Total Governmental Funds	#600 MN Investment Fd (Fiduciary)
Beginning Fund Balances	324,615	64,801	339,215	389,387	65,581	2,539,358.65	107,168
Section I. Revenues							
Property Taxes	0	0	0	0	0	0	0
Intergovernmental Revenues	0	0	0	0	0	(2,545)	0
Charges for Services	0	0	0	0	0	10,150	0
Fines and Forfeitures	0	0	0	0	0	1,988	0
Licenses, Fees and Permits	0	0	0	0	0	29,638	0
Special Assessments	0	0	0	0	0	0	0
Misc Revenue/Gaming Tax	0	0	0	0	0	0	0
DNR Flood Improvement Project	0	0	0	0	0	1,280,016	0
Other Grants/State Fire Aid	0	0	0	0	0	1,000	0
Interest Income	1,713	143	849	623	360	17,860	587
TIF District/MN Invest Fund Proceeds	0	0	0	0	0	0	0
Park Fees	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Total Revenue	1,713	143	849	623	360	1,338,107	587
Other Financing Sources/Transfers	0	0	0	0	0	265,508	0
Section II. Expenditures							
General and Administrative							
Wages and Benefits	0	0	0	0	0	61,381	0
Professional Services	0	0	0	0	0	43,091	0
Other Expenditures	10,526	0	0	0	0	16,683	0
Total General and Administrative	10,526	0	0	0	0	121,156	0
Public Safety/State Fire Aid	0	0	0	0	0	68,266	0
Public Health/Cons of Natural Resources	0	0	0	0	0	13,325	0
Streets	0	0	0	0	0	94,242	0
Downtown Improvement Projects	0	0	0	0	0	(259,138)	0
Other Street Imp/Road Paving Project	0	0	0	0	0	5,796	0
Buildings and Land/City Dock	0	0	0	0	0	4,241	0
TIF District/MN Inv Fund Loan Disb	0	0	0	0	0	0	0
Parks and Recreation	0	0	0	0	0	12,978	0
Debt Service - Int Exp, Issue, Admin	11,259	15,345	43,775	36,888	0	107,267	0
Debt Service - Principal Retirement	0	0	195,000	320,000	0	515,000	0
Total Expenditures	21,785	15,345	238,775	356,888	0	683,133	0
Other Financing Uses/Transfers	0	0	0	0	0	0	0
Revenues Over (Under) Expenditures	(20,072)	(15,202)	(237,926)	(356,265)	360	920,482	587
Ending Fund Balances	304,544	49,599	101,289	33,122	65,941	3,459,841	107,755

TH
Prepared by Thomas H. Niedzwiecki, Accountant

B3

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 3/31/19

	Audited 2016	Audited 2017	UnAudited 2018	Month(s) of Mar-19	YTD Actual 3/31/19	Annual Budget 2019	Remaining Budget \$	YTD Act as % of Annual Budget
#100 GENERAL FUND								
A: REVENUES								
1-PROPERTY TAXES	1,861,437	2,020,162	2,127,129	0	0	2,251,291	2,251,291	0.0%
2-INTERGOVERNMENTAL REVENUES	9,076	9,854	9,327	0	(2,545)	2,734	5,279	-93.1%
3-CHARGES FOR SERVICES	114	68	653	0	500	135	(365)	370.4%
4-FINES AND FORFEITURES	15,086	11,061	8,700	1,117	1,988	12,250	10,262	16.2%
5-LICENSES, FEES, PERMITS	281,870	279,359	175,415	3,142	29,638	153,400	123,762	19.3%
7-MISCELLANEOUS REVENUE	4,357	1,832	1,462	0	0	2,500	2,500	0.0%
9-OTHER GRANTS	8,410	8,710	8,410	0	0	8,290	8,290	0.0%
10-INTEREST INCOME	955	12,772	10,330	543	2,604	1,000	(1,604)	260.4%
11-TIF DISTRICT	0	0	0	0	0	0	0	
TOTAL REVENUES	2,181,305	2,343,817	2,341,426	4,802	32,185	2,431,600	2,399,415	1.3%
B: EXPENDITURES								
GENERAL AND ADMINISTRATIVE								
1-WAGES & BENEFITS	241,650	242,814	258,043	22,451	61,381	303,949	242,568	20.2%
2-PROFESSIONAL SERVICES	193,329	210,229	193,126	15,824	42,253	174,870	132,617	24.2%
4-OTHER EXPENDITURES	47,538	46,974	64,660	1,862	6,911	63,500	56,589	10.9%
TOTAL GENERAL & ADMINISTRATIVE	482,517	500,017	515,829	40,136	110,545	542,319	431,774	20.4%
5-PUBLIC SAFETY	413,237	420,994	440,440	422	67,266	455,307	388,041	14.8%
6-PUBLIC HEALTH	1,784	1,270	641	0	0	1,500	1,500	0.0%
7-STREETS	162,992	241,863	224,201	20,872	94,242	265,000	170,758	35.6%
9-OTHER PUBLIC WORKS	1,910	1,864	3,217	436	648	5,050	4,402	12.8%
10-BUILDINGS & LAND	8,296	8,823	11,882	1,590	4,241	11,500	7,259	36.9%
11-TIF DISTRICT	0	0	0	0	0	0	0	
12-PARKS & RECREATION	13,181	15,459	16,118	1,877	12,978	14,100	1,122	92.0%
TOTAL EXPENDITURES	1,083,917	1,190,291	1,212,328	65,333	289,922	1,294,776	1,004,854	22.4%
C: OTHER FINANCING SOURCES (USES)								
	(1,096,493)	(1,148,933)	(1,126,055)	0	0	(1,136,824)	(1,136,824)	
Net GENERAL FUND	895	4,594	3,043	(60,531)	(257,736)	0	257,736	

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 3/31/19

	Audited 2016	Audited 2017	UnAudited 2018	Month(s) of Mar-19	YTD Actual 3/31/19	Annual Budget 2019	Remaining Budget \$	YTD Act as % of Annual Budget
#115 BUILDINGS AND LAND CAPITAL FUND								
A: Revenues								
4012	6,000	6,000	6,000	0	0	6,000	6,000	0.0%
4022	15,000	15,000	0	0	0	0	0	
4023	0	0	0	0	0	0	0	
4216	0	0	600	0	0	0	0	
4600	750	0	0	0	0	0	0	
4831	0	0	0	0	0	0	0	
4832	0	0	104,250	0	0	0	0	
6910	25,000	25,000	0	0	0	0	0	
4906	158	696	561	20	59	0	0	
TOTAL REVENUE	46,908	46,696	111,411	20	59	6,000	5,941	1.0%
B: Expenditures								
6003	17,091	1,200	0	0	0	0	0	
6004	0	221	9,971	0	0	0	0	
6005	0	0	0	0	0	0	0	
6007	0	113,980	73,367	0	0	0	0	
6060	0	0	0	0	0	0	0	
6065	0	2,254	0	0	0	0	0	
6083	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	17,091	117,655	83,338	0	0	0	0	
Net BLDG & LAND CAPITAL FUND	29,817	(70,959)	28,073	20	59	6,000	5,941	1.0%

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 3/31/19

		Audited	Audited	UnAudited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2016	2017	2018	Mar-19	3/31/19	2019	Budget \$	% of Annual Budget
#120 STREET IMP CAPITAL FUND									
A: Revenues									
4013	Current Tax Levy - Street Improvements	200,000	275,000	70,000	0	0	120,500	120,500	0.0%
4018	Tax Levy - Downtown Projects	0	100,000	0	0	0	0	0	
4907	Interest - Street Imp Fund	1,078	4,437	10,416	963	2,295	0	(2,295)	
4016	MN Small City Assistance for Streets	0	38,913	39,716	0	0	0	0	
TOTAL REVENUE		201,078	418,350	120,132	963	2,295	120,500	118,206	1.9%
B: Expenditures									
7935	Pennington Av Improvements	0	0	0	0	0	0	0	
7937	Bridge Repair & Replacement	2,902	1,910	0	0	0	0	0	
7938	Culvert Repair & Replacement	0	0	22,723	0	0	0	0	
7936	General Street Projects (Various)	31,886	0	0	0	0	0	0	
7943	2017 Street Projects	0	0	179,892	0	0	0	0	
7944	2018 Street Projects	0	0	27,135	0	0	0	0	
7981	Village Local Road Improvements	86,205	29,240	0	0	0	0	0	
7982	CR21 Improvement Project	3,527	1,191	(325)	0	0	0	0	
7984	River Road Sanitary Options	0	0	3,419	1,660	2,241	0	(2,241)	
TOTAL EXPENDITURES		124,520	32,341	232,844	1,660	2,241	0	(2,241)	
C: Oth Fin Sources (Uses)/Transfers									
6910	Oper Trf fr General Fd (Non Budgeted)	230,000	100,000	0	0	0	0	0	
6926	Trf to 805 City Infrastructure Fund	0	0	120,745	0	0	0	0	
6848	Oper Trf from Road Construction Fund	0	(805,497)	284,513	0	0	0	0	
TOTAL OTH FIN SOURCES (USES)		230,000	(705,497)	405,259	0	0	0	0	
Net 120 STREET IMP CAPITAL FUND		306,558	(319,488)	292,546	(697)	54	120,500	120,446	0.0%
#122 BRIDGE REPLACEMENT FUND									
A: Revenues									
4017	Levy - Bridge Replacement	0	0	49,671	0	0	50,000	50,000	0.0%
xxxx	Interest Income - 4M Fund	0	0	2	74	216	0	(216)	
xxxx		0	0	0	0	0	0	0	
TOTAL REVENUE		0	0	49,673	74	216	50,000	49,784	0.4%
B: Expenditures/Transfers									
7771	Engineering - Bridge Replacement	0	0	9,447	1,050	1,050	0	(1,050)	
7772	Construction - Bridge Replacement	0	0	0	0	0	0	0	
xxxx		0	0	0	0	0	0	0	
TOTAL EXPENDITURES		0	0	9,447	1,050	1,050	0	(1,050)	
Net 122 BRIDGE REPLACEMENT FUND		0	0	40,226	(976)	(834)	50,000	50,834	-1.7%

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		Audited	Audited	UnAudited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2016	2017	2018	Mar-19	3/31/19	2019	Budget \$	% of Annual Budget
#200 PARK RESERVE FUND									
A: Revenues									
4425	Park Dedication Fees	56,360	10,000	30,000	0	0	0	0	
4426	Afton Donation Program - Parks	0	2,400	2,400	0	0	0	0	
4903	Interest Income - 4M Fund	229	878	1,160	143	415	0	(415)	
		0	0	0	0	0	0	0	
	TOTAL REVENUE	56,589	13,278	33,560	143	415	0	(415)	
B: Expenditures									
6115	Park & Open Space Public Works	0	2,474	12,418	0	0	0	0	
6116	Town Square Park Restroom	1,450	115,854	448	0	0	0	0	
6117	Grant - Lucy Winton Bell Athletic Fields	0	0	0	0	0	0	0	
6125	Bike Trail Improvements	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	1,450	118,328	12,866	0	0	0	0	
C: Oth Fin Sources (Uses)/Transfers									
	Transfer to City Infrastructure Imp Fund	0	0	0	0	0	0	0	
	TOTAL OTH FIN SOURCES (USES)	0	0	0	0	0	0	0	
Net PARK RESERVE FUND		55,139	(105,050)	20,694	142.9	415	0	(415)	
#250 SPECIAL RESERVE FUND									
A: Revenues									
6936	Levy/Trf from Genl Fd - Special Reserve	88,000	9,500	5,000	0	0	100	100	0.0%
4912	Interest - Spec Reserve 4M Fund	955	2,862	7,249	887	2,571	0	(2,571)	
	TOTAL REVENUE	88,955	12,362	12,249	887	2,571	100	(2,471)	2570.5%
B: Expenditures									
6918	Trf to General/Special Act Funds	0	75,000	0	0	0	0	0	
	TOTAL EXPENDITURES	0	75,000	0	0	0	0	0	
Net SPECIAL RESERVE FUND		88,955	(62,638)	12,249	887	2,571	100	(2,471)	2570.5%

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		Audited	Audited	UnAudited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2016	2017	2018	Mar-19	3/31/19	2019	Budget \$	% of Annual Budget
#400 201 PROJECT FUND									
A: Revenues									
4625	201 Project Revenue	6,450	5,891	470	0	0	0	0	
4904	Interest - 201 Project	1	10	28	2	6	0	(6)	
	TOTAL REVENUE	6,451	5,901	498	2	6	0	(6)	
B: Expenditures									
5915	201 Project maintenance	5,718	2,884	1,068	84	252	0	(252)	
5918	201 Project Mgmt	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	5,718	2,884	1,068	84	252	0	(252)	
	Net 201 PROJECT FUND	734	3,018	(571)	(82)	(245)	0	245	
#410 SANITARY SEWER UTILITY FD									
A: Revenues									
4022	Levy - Sanitary Sewer Operations	0	0	15,000	0	0	15,000	15,000	0.0%
4023	Fees - Sanitary Sewer Operations	0	0	29,850	2,500	9,650	0	(9,650)	
xxxx	Interest Income - 4M Fund	0	0	13	97	285	0	(285)	
xxxx		0	0	0	0	0	0	0	
	TOTAL REVENUE	0	0	44,863	2,597	9,935	15,000	5,065	66.2%
B: Expenditures									
6062	Contract Services - Other	0	0	782	195	195	0	(195)	
6065	Oper & Mgmt Fees	0	0	20,509	1,508	5,134	0	(5,134)	
6066	Chemical & Lab Fees	0	0	10,582	608	2,026	0	(2,026)	
6068	Electricity - Lift Stations	0	0	15,004	1,588	4,062	0	(4,062)	
6083	Sanitary Sewer Spec Assessments	0	0	2,590	1,909	1,909	0	(1,909)	
	TOTAL EXPENDITURES	0	0	49,467	5,808	13,325	0	(13,325)	
	Net 410 SANITARY SEWER UTILITY FD	0	0	(4,604)	(3,211)	(3,390)	15,000	18,390	-22.6%

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City of Afton
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		Audited	Audited	UnAudited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2016	2017	2018	Mar-19	3/31/19	2019	Budget \$	% of Annual Budget
#500 FIRE STATION DEBT SERV FUND									
A: Revenues									
4050	Fire Station Curr Tax Levy	49,893	49,833	49,784	0	0	49,625	49,625	0.0%
4904	Interest - Fire Station 4M Fund	30	91	236	5	14	0	(14)	
	TOTAL REVENUE	49,923	49,924	50,020	5	14	49,625	49,611	0.0%
B: Expenditures									
6850	Fire Station Debt Service Expense	49,898	49,833	49,784	0	0	49,625	49,625	0.0%
		0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	49,898	49,833	49,784	0	0	49,625	49,625	0.0%
Net FIRE STATION DEBT SERV FUND		25	91	236	5	14	0	(14)	

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	Audited 2016	Audited 2017	UnAudited 2018	Month(s) of Mar-19	YTD Actual 3/31/19	Annual Budget 2019	Remaining Budget \$	YTD Act as % of Annual Budget
#550 SPECIAL ACTIVITIES FD - GENERAL								
A. 4914 Interest - Spec Activity Fd (Unallocated)	464	1,706	6,272	722	2,097	0	(2,097)	
B. Cable Comm/4th of July Reserve/CC Contingency/Comm Garden								
4816 Community Garden	0	0	0	0	0	0	0	
4817 MN Historic Preservation Design Guidelines	(8,225)	0	0	0	0	0	0	
4818 City Share High Speed Internet	0	124,850	0	0	0	0	0	
4819 Afton Residents for Preservation & Conservation	0	1,500	0	0	0	0	0	
6910 Oper Trf fr Gen'l Fd/City Council Contingency	0	0	4,000	0	0	0	0	
6366 City Council Contingency Reserve	(5,006)	5,461	(13,377)	0	3,783	0	(3,783)	
Total B. Cable Comm/4th of July Reserve	(13,231)	131,811	(9,377)	0	3,783	0	(3,783)	
C. Codification/Comp Plan/Moratoria								
6934 Oper Trf fr Gen'l Fd - Codification + Oth Rev	100	100	100	0	0	500	500	0.0%
6935 Oper Trf fr Gen'l Fund - Comprehensive Plan	3,000	14,000	4,000	0	0	4,000	4,000	
6958 Comm Growth Options (1000 Friends Grant)	0	0	0	0	0	0	0	
6356 Comprehensive Plan Expenses	0	0	(5,049)	0	(838)	0	838	
6358 Community Growth Options: Expense	0	0	0	0	0	0	0	
Total C. Codification of Ordinances	3,100	14,100	(949)	0	(838)	4,500	5,338	-18.6%
D. Flood & Storm Water Control and Mitigation								
6931 Oper Trf fr Gen'l Fund (Flood Control)	3,500	5,500	5,500	0	0	5,500	5,500	0.0%
6932 Oper Trf fr Gen'l Fund (Storm Water Run-off)	5,500	3,500	5,500	0	0	3,500	3,500	0.0%
6942 LSCV Water Mgmt Org Revenue	0	0	0	0	0	0	0	
7833 TAG re. Wastewater Community Assessment	0	0	0	0	0	0	0	
7836 Flood & Storm Water Exp - General	(200)	0	0	(1,605)	(1,605)	0	1,605	
7842 Engineering Exp re. Old Village Public Process	0	0	0	0	0	0	0	
7843 Snow & Ice Reserve	0	15,000	0	0	0	0	0	
Total D. Flood Control & Mitigation	8,800	24,000	11,000	(1,605)	(1,605)	9,000	10,605	-17.8%
E. Charitable Gaming Fund								
4950 10% Charitable Gaming Tax	84	411	250	0	0	0	0	
5450 Charitable Gaming Expenditures	0	0	0	0	0	0	0	
Total E. Charitable Gaming Fund	84	411	250	0	0	0	0	
G. TIF District No. 1 (Afton Market Square)								
4924 TIF District #1 Taxes	0	0	0	0	0	0	0	
5424 TIF District #1 Distributions/Expenses	0	0	0	0	0	0	0	
Total G. TIF District No. 1 (Afton Market Square)	0	0	0	0	0	0	0	

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	Audited 2016	Audited 2017	UnAudited 2018	Month(s) of Mar-19	YTD Actual 3/31/19	Annual Budget 2019	Remaining Budget \$	YTD Act as % of Annual Budget
I. City Vehicles/Equipment								
69xx Oper Trf fr Gen'l - City Vehicles	2,500	2,500	2,500	0	0	2,500	2,500	0.0%
5508 City Equipment	0	(2,435)	(1,319)	0	0	0	0	
5977 John Deere X749 Tractor	0	0	0	0	0	0	0	
Total I. City Vehicles	2,500	65	1,181	0	0	2,500	2,500	0.0%
K. Audit/Legal Reserve								
4842 Oper Trf fr Gen'l - Audit/Legal	1,000	1,000	1,000	0	0	100	100	0.0%
6342 Legal Exp - Deductible/CoPays	0	0	(5,817)	0	0	0	0	
Total K. Audit/Legal Reserve	1,000	1,000	(4,817)	0	0	100	100	0.0%
L. MN Unemployment Claims								
4843 Oper Trf fr Gen'l - MN Unemployment	1,000	1,000	1,000	0	0	1,000	1,000	0.0%
4844 Oper Trf fr Gen'l - Severance & Oth PTO	0	0	0	0	0	0	0	
6343 MN Unemployment Claim Expense	0	0	0	0	0	0	0	
6344 Severance Pay	0	0	0	0	0	0	0	
6345 Vacation, Sick & Other PTO	0	0	0	0	0	0	0	
Total L. MN Unemployment Claims	1,000	1,000	1,000	0	0	1,000	1,000	0.0%
M. Parks Capital Repairs/Trail & Ped Bridge & Sidewalk								
4844 Oper Trf fr Gen'l - Parks Capital Repairs/Trail & Ped Brid	5,500	5,500	5,500	0	0	5,500	5,500	0.0%
4846 Oper Trf fr Gen'l - Sidewalk	2,000	2,000	2,000	0	0	500	500	0.0%
6348 Parks Capital Repairs/Trail & Ped Bridge Expense	0	(5,000)	0	0	0	0	0	
Total M. Parks Capital Repairs/Trail & Ped Bridge & Sidewalk	7,500	2,500	7,500	0	0	6,000	6,000	0.0%
N. Election Expense Reserve								
4847 Oper Trf fr Gen'l - Election Levy	5,500	5,500	16,500	0	0	5,500	5,500	0.0%
6347 Election Expenses	(7,207)	(1,550)	(24,591)	0	(1,555)	0	1,555	
Total N. Election Expense Reserve	(1,707)	3,950	(8,091)	0	(1,555)	5,500	7,055	-28.3%
Net 550 SPECIAL ACTIVITIES FD - GENERAL	9,510	180,544	3,970	(883)	1,882	28,600	26,718	6.6%

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		Audited	Audited	UnAudited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2016	2017	2018	Mar-19	3/31/19	2019	Budget \$	% of Annual Budget
#560 SPEC ACTIVITIES FUND - OTHER									
A: Revenues									
4940	State Fire Aid Received	49,011	43,475	50,414	1,000	1,000	45,000	44,000	2.2%
4815	Cable Distributions Received	6,253	10,881	12,391	0	0	0	0	
xxxx	Interest Income - 4M Fund	0	0	2	0	0	0	0	
xxxx		0	0	0	0	0	0	0	
	TOTAL REVENUE	55,264	54,356	62,807	1,000	1,000	45,000	44,000	2.2%
B: Expenditures									
5440	State Fire Aid Distributed	(49,011)	(43,475)	50,414	1,000	1,000	45,000	44,000	2.2%
5561	Communications Expenses	(17,594)	(12,346)	24,475	1,475	1,475	0	(1,475)	
xxxx		0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	(66,605)	(55,821)	74,888	2,475	2,475	45,000	42,525	5.5%
Net 560 SPEC ACTIVITIES FUND - OTHER		121,869	110,177	(12,082)	(1,475)	(1,475)	0	1,475	
#600 MN INVESTMENT FUND									
A: Revenues									
4886	Chandler Exhibits Loan Repayment	0	0	0	0	0	0	0	
4904	Interest - MN Invest 4M Fund	226	743	1,790	201	587	0	(587)	
	TOTAL REVENUE	226	743	1,790	201	587	0	(587)	
B: Expenditures									
8986	Chandler Exhibits Repay MN Invest Fd	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	0	0	0	0	0	0	0	
Net MN INVESTMENT FUND		226	743	1,790	201	587	0	(587)	

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		Audited	Audited	UnAudited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2016	2017	2018	Mar-19	3/31/19	2019	Budget \$	% of Annual Budget
#700 2017 ROAD PAVING CONSTRUCTION FD									
A: Revenues									
4716	2017B Road Bond Proceeds	0	0	0	0	0	0	0	
xxxx	Interest Income - 4M Fund	0	0	0	0	0	0	0	
xxxx		0	0	0	0	0	0	0	
	TOTAL REVENUE	0	0	0	0	0	0	0	
B: Expenditures/Transfers									
7741	2017B Road Bond Issue Exp	0	0	0	0	0	0	0	
6948	Trf to Street Imp Fund for Construction Costs	0	0	284,513	0	0	0	0	
xxxx		0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	0	0	284,513	0	0	0	0	
Net 700 2017 ROAD PAVING CONSTRUCTION FD		0	0	(284,513)	0	0	0	0	
#725 2014A ROAD DEBT SERVICE FUND									
A: Revenues									
4725	Road Paving Debt Levy Proceeds	260,000	260,000	170,000	0	0	275,000	275,000	0.0%
4716	2017B Road Bond Proceeds	0	3,500,000	0	0	0	0	0	
4916	Interest - Road Debt Service 4M Fund	513	2,489	7,169	190	849	0	(849)	
	TOTAL REVENUE	260,513	3,762,489	177,169	190	849	275,000	274,151	0.3%
B: Expenditures									
6948	Oper Trf to Street Imp Fd re. 2017 Pavement Project	0	3,211,458	0	0	0	0	0	
7715	2014A Road Bond Principal	0	165,000	180,000	0	195,000	0	(195,000)	
7735	Interest Expense - 2014A Refunding Bonds	97,250	94,425	89,250	0	43,275	0	(43,275)	
7736	2014A Refunding Bonds Admin Expense	1,900	0	0	0	500	0	(500)	
7741	2017B Road Tax Abate Bds Issue/Admin Expense	0	4,029	1,882	0	0	0	0	
7742	Interest Expense - 2017B Road Tax Abate Bds	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	99,150	3,474,912	271,132	0	238,775	0	(238,775)	
Net 725 2014A ROAD PAVING DEBT SERV FD		161,363	287,577	(93,963)	190	(237,926)	275,000	512,926	-86.5%

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		2016	2017	2018	Mar-19	3/31/19	2019	Budget \$	% of Annual Budget
#726 2017B ROAD DEBT SERV FD									
A: Revenues									
4726	Levy 2017B Road Bond	0	0	480,000	0	0	390,000	390,000	0.0%
xxxx	Interest Income - 4M Fund	0	0	58	61	623	0	(623)	
xxxx		0	0	0	0	0	0	0	
	TOTAL REVENUE	0	0	480,058	61	623	390,000	389,377	0.2%
B: Expenditures									
7742	2017B Road Bond Int Exp	0	0	88,735	0	36,888	0	(36,888)	
7747	2017B Road Bond Admin Exp	0	0	1,936	0	0	0	0	
7716	2017B Road Bond Principal	0	0	0	0	320,000	0	(320,000)	
	TOTAL EXPENDITURES	0	0	90,671	0	356,888	0	(356,888)	
Net 726 2017B ROAD DEBT SERV FD		0	0	389,387	61	(356,265)	390,000	746,265	-91.3%

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	Audited 2016	Audited 2017	UnAudited 2018	Month(s) of Mar-19	YTD Actual 3/31/19	Annual Budget 2019	Remaining Budget \$	YTD Act as % of Annual Budget
#805 CITY INFRASTRUCTURE IMP FD								
A: Revenues								
4917 Interest Income	4,602	3,306	1,821	2,234	3,612	0	(3,612)	
4829 2017A Dwtwn Tmp Bond Proceeds	0	1,980,000	0	0	0	0	0	
4849 DNR BWSR Grant	0	0	84,710	0	0	0	0	
4852 VBWD Grant \$50M/Yr for 10 Yrs	50,000	50,000	100,000	0	0	50,000	50,000	0.0%
4853 Wash Cty Share Downtown/Village Road Project	0	4,092,589	33,610	0	0	0	0	
486x CWRf and PSIG Grant & Loan Proceeds	0	6,788,796	1,191,225	0	265,508	0	(265,508)	
4894 DNR Flood Imp Grant	0	1,611,106	500	0	1,280,016	0	(1,280,016)	
4895 PFA/Imp Bd Levy	98,000	98,000	0	0	0	0	0	
4896 DNR Flood Imp Grant Match - Tax Levy	95,000	95,000	95,000	0	0	95,000	95,000	0.0%
TOTAL REVENUE	247,602	14,718,797	1,506,866	2,234	1,549,135	145,000	(1,404,135)	1068.4%
B: Expenditures								
8871 Wetland Credits	0	51,748	0	0	0	0	0	
8891 Downtown Property Purchase/Expense	1,727	541	368	51	118	0	(118)	
8892 Dwtown Imp - Easements & Damages	9,200	33,121	0	0	5,000	0	(5,000)	
8893 Single Audit Expense			2,000	1,600	1,600	0	(1,600)	
8894 Septic Permits, Fees, Admin	85,087	116,239	4,177	1,908	3,278	0	(3,278)	
8895 DNR Flood Imp Proj - Engineering	67,891	14,066	0	0	0	0	0	
8896 Sanitary Sewer Improvements	152,851	73,817	14,580	0	0	0	0	
8897 Septic Construction Engineering	8,545	151,858	39,660	632	3,484	0	(3,484)	
8898 Flood Mitigation/ROW Services	18,935	14,086	0	0	0	0	0	
8899 Village Improvements	22,670	1,305,268	431,585	12,388	18,725	0	(8,545)	
8901 Septic Construction	0	12,047,009	1,596,291	0	(291,344)	0	(8,545)	
TOTAL EXPENDITURES	366,905	13,807,751	2,088,660	16,579	(259,138)	0	(30,572)	
C: Oth Fin Sources (Uses)/Trfs incl Debt Service								
4848 Trf from Park Reserve Fd	0	805,497	0	0	0	0	0	
6913 Trf fr 120 Street Imp Fund	(1,608)	(47,856)	(120,745)	0	0	0	0	
TOTAL OTH FIN SOURCES (USES)	(1,608)	757,642	(120,745)	0	0	0	0	
Net 800 CITY INFRASTRUCTURE IMP FD	(120,911)	1,668,687	(702,539)	(14,345)	1,808,273	145,000	(1,373,564)	1247.1%

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#806 PFA LOAN DEBT SERV FUND									
A: Revenues									
4879	Sanitary Sewer Spec Assessments	0	0	295,941	0	0	0	0	
4899	Levy PFA Loan Debt Serv	0	0	27,000	0	0	70,000	70,000	0.0%
xxxx	Interest Income - 4M Fund	0	0	19	579	1,713	0	(1,713)	
xxxx		0	0	0	0	0	0	0	
	TOTAL REVENUE	0	0	322,960	579	1,713	70,000	68,287	2.4%
B: Expenditures									
7744	2017 L054 Storm Wtr PFA Int Exp	0	0	7,052	0	4,624	0	(4,624)	
7745	2017 L055 Sanitary Sewer PFA Int Exp	0	0	11,739	0	5,786	0	(5,786)	
7746	2017 Sanitary Sewer PFA Issue/Admin Exp	0	0	0	850	850	0	(850)	
7749	Dwntwn Imp - Special Assessmt Exp	0	0	54,595	6,000	10,526	0	(10,526)	
7754	2017 L054 Storm Wtr PFA Principal	0	0	24,815	0	0	0	0	
7755	2017 L055 Sanitary Sewer PFA Principal	0	0	28,959	0	0	0	0	
xxxx		0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	0	0	127,159	6,850	21,785	0	(21,785)	
Net 806 PFA LOAN DEBT SERV FUND		0	0	195,801	(6,271)	(20,072)	70,000	90,072	-28.7%
#807 DOWNTWN TMP IMP DEBT SERV FD									
A: Revenues									
4898	Levy Dwntwn Tmp Imp Bond	0	0	73,000	0	0	37,000	37,000	0.0%
4926	Interest Income - 4M Fund	0	0	2	56	143	0	(143)	
6854	Trf fr General Fund	0	0	40,000	0	0	0	0	
	TOTAL REVENUE	0	0	113,002	56	143	37,000	36,857	0.4%
B: Expenditures									
7724	2017A Dwntwn Imp Bond Admin Exp	0	0	2,332	0	0	0	0	
7739	2017A Dwntwn Imp Bond Int Exp	0	0	30,690	0	15,345	0	(15,345)	
xxxx		0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	0	0	33,022	0	15,345	0	(15,345)	
Net 807 DOWNTOWN TMP IMP DEBT SERV FUN		0	0	79,980	56	(15,202)	37,000	52,202	-41.1%

City of Afton
Statement of Revenue and Expenditures
General Fund Summary plus Detail for All Other Funds
Year to Date 3/31/19

		Audited	Audited	UnAudited	Month(s) of	YTD Actual	Annual Budget	Remaining	YTD Act as
		2016	2017	2018	Mar-19	3/31/19	2019	Budget \$	% of Annual Budget
#810 CITY DOCK FUND									
A: Revenues									
4812	Lease of City Docks	3,850	3,850	3,850	0	0	3,850	3,850	0.0%
4909	Interest Income - 4M Fund	125	435	1,133	123	360	0	(360)	
	TOTAL REVENUE	3,975	4,285	4,983	123	360	3,850	3,490	9.3%
B: Expenditures									
8930	Dock Improvements	0	0	3,920	0	0	0	0	
	TOTAL EXPENDITURES	0	0	3,920	0	0	0	0	
Net 810 CITY DOCK FUND		3,975	4,285	1,063	123	360	3,850	3,490	9.3%

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City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 3/31/19

	Audited 2014	Audited 2015	Audited 2016	Audited 2017	UnAudited 2018	Month(s) of Mar-19	YTD Actual 3/31/19	Annual Budget 2019	Remaining Budget \$	YTD Act as % of Annual Budget	Annual Budget 2018	Annual Budget 2017
#100 GENERAL FUND												
1-PROPERTY TAXES:												
4000 Current Tax Levy	860,094	899,578	961,378	974,335	984,222	0	0	1,051,047	1,051,047	0.0%	1,007,067	1,003,443
4005 Fiscal Disparity	47,649	44,904	44,674	46,265	54,350	0	0	63,420	63,420	0.0%	55,664	49,525
4015 Delinq Taxes, Penalties, Int & Adj	17,950	5,456	23,892	10,629	17,503	0	0	0	0	0.0%	0	0
4013 Street Improvement Capital Fund	200,000	200,000	200,000	375,000	70,000	0	0	120,500	120,500	0.0%	70,000	375,000
6928 Special Reserve Fund	294	5,000	3,000	9,500	5,000	0	0	100	100	0.0%	5,000	9,500
6932 Stormwater Fund	3,500	3,500	3,500	3,500	3,500	0	0	3,500	3,500	0.0%	3,500	3,500
6933 Vehicle/Equipment Replacement Fund	2,500	2,500	2,500	2,500	2,500	0	0	2,500	2,500	0.0%	2,500	2,500
6935 Comprehensive Plan	2,000	2,000	3,000	4,000	4,000	0	0	4,000	4,000	0.0%	4,000	4,000
6936 Flood Fund	5,500	5,500	5,500	5,500	5,500	0	0	5,500	5,500	0.0%	5,500	5,500
6937 DNR Grant Match	95,000	95,000	95,000	95,000	95,000	0	0	95,000	95,000	0.0%	95,000	95,000
6934 Codification	100	100	100	100	100	0	0	500	500	0.0%	100	100
4843 MN Unemployment Claims	3,000	3,000	1,000	1,000	1,000	0	0	1,000	1,000	0.0%	1,000	1,000
4847 Election Fund	5,500	5,500	5,500	5,500	5,500	0	0	5,500	5,500	0.0%	5,500	5,500
6910 City Council Contingency Fund	0	0	0	0	0	0	0	0	0	0.0%	0	0
4842 Audit and Legal Reserve	100	100	1,000	1,000	1,000	0	0	100	100	0.0%	1,000	1,000
4844 Parks Capital Repairs/Trail & Ped Bridge	5,500	5,500	5,500	5,500	5,500	0	0	5,500	5,500	0.0%	5,500	5,500
4022 Afton Septic System - City Bldgs	15,000	15,000	15,000	15,000	15,000	0	0	15,000	15,000	0.0%	15,000	15,000
4017 Bridge Replacement Fund	0	0	0	0	49,671	0	0	50,000	50,000	0.0%	49,671	0
4846 Sidewalk	2,000	2,000	2,000	2,000	2,000	0	0	500	500	0.0%	2,000	2,000
4012 Bldg & Land Capital Fund	6,000	6,000	6,000	6,000	6,000	0	0	6,000	6,000	0.0%	6,000	6,000
4818 City Share High Speed Internet	0	0	75,000	50,000	0	0	0	0	0	0.0%	0	50,000
4050 Debt Service Levy, Fire Hall Remodclng	57,356	57,933	49,893	49,833	49,784	0	0	49,624	49,624	0.0%	49,784	49,833
4898 Debt Serv Levy - Downtown Imp Tmp Bond	0	0	28,000	28,000	30,000	0	0	37,000	37,000	0.0%	30,000	28,000
4899 Debt Serv Levy - Downtown Imp PFA Loans	0	8,000	70,000	70,000	70,000	0	0	70,000	70,000	0.0%	70,000	70,000
4726 Debt Serv Levy - 2017B Road Bond	0	0	0	0	390,000	0	0	390,000	390,000	0.0%	390,000	0
4725 Debt Serv Levy - 2014A Road Bond	305,000	310,000	260,000	260,000	260,000	0	0	275,000	275,000	0.0%	260,000	260,000
TOTAL PROPERTY TAXES	1,634,042	1,676,572	1,861,437	2,020,162	2,127,129	0	0	2,251,291	2,251,291	0.0%	2,133,786	2,041,901
2-INTERGOVERNMENTAL REVENUE:												
4100 Gravel Tax/West Lakeland Cent College	(2,374)	(2,333)	(2,160)	(2,267)	(2,510)	0	(2,545)	(2,400)	145		(2,400)	(2,400)
4108 Market Value Credit - Ag	5,797	10,033	9,596	10,423	10,635	0	0	4,000	4,000	0.0%	4,000	4,000
4112 PERA Rate Increase Aid	634	634	634	634	634	0	0	634	634	0.0%	634	634
4175 Agricultural perserve credit	659	663	1,005	1,064	568	0	0	500	500	0.0%	500	500
TOTAL INTERGOVT REVENUES	4,715	8,998	9,076	9,854	9,327	0	(2,545)	2,734	5,279	-93.1%	2,734	2,734
3-CHARGES FOR SERVICES:												
4205 Assessment Search	50	20	80	60	80	0	0	35	35	0.0%	35	35
4210 Sale of City Data (Various Media)	20	117	34	8	73	0	0	100	100	0.0%	100	100
4215 Rent of City Garage	0	0	0	0	500	0	500	0	(500)		0	0
TOTAL CHARGES FOR SERVICES	70	137	114	68	653	0	500	135	(365)	370.4%	135	135

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 3/31/19

	Audited 2014	Audited 2015	Audited 2016	Audited 2017	UnAudited 2018	Month(s) of Mar-19	YTD Actual 3/31/19	Annual Budget 2019	Remaining Budget \$	YTD Act as % of Annual Budget	Annual Budget 2018	Annual Budget 2017
4-FINES & FORFEITURES:												
4300 County Fines & Fees	10,359	15,861	14,422	11,061	8,700	1,117	1,988	12,000	10,012	16.6%	14,000	14,000
4305 Other Fines & Forfeitures	0	0	664	0	0	0	0	250	250	0.0%	250	250
TOTAL FINES & FORFEITURES	10,359	15,861	15,086	11,061	8,700	1,117	1,988	12,250	10,262	16.2%	14,250	14,250
5-LICENSES, FEES, PERMITS:												
4400 Building Permit Fees - Afton	86,885	117,818	206,416	193,823	105,130	3,071	23,128	86,000	62,873	26.9%	86,000	86,000
4401 Building & Eng'g Inspection Fees	800	1,050	1,550	2,390	1,445	0	500	1,000	500	50.0%	250	250
4404 4th of July permits	250	0	0	0	0	0	0	0	0	0.0%	0	0
4405 Pet License & Impound Fees	335	1,025	325	1,055	230	45	160	300	140	53.3%	300	300
4410 Liquor Licenses	3,000	3,000	5,023	3,500	1,750	0	3,350	3,000	(350)	111.7%	2,600	2,600
4415 Other Licenses	413	260	589	1,119	1,496	26	26	350	324	7.5%	350	350
4435 Street Opening & Utility Permit Fees	750	500	2,250	3,500	500	0	0	1,750	1,750	0.0%	1,750	1,750
4437 Utility Franchise Fees	59,438	59,554	57,833	62,497	59,174	0	974	58,000	57,026	1.7%	58,000	58,000
4440 Zoning Fees & Permits	10,248	6,965	7,886	11,475	5,690	0	1,500	3,000	1,500	50.0%	3,000	3,000
TOTAL LICENSES, FEES, PERMITS	162,119	190,172	281,870	279,359	175,415	3,142	29,638	153,400	123,762	19.3%	152,250	152,250
7-MISCELLANEOUS REVENUE:												
4601 Insurance dividend	3,208	3,271	3,972	998	471	0	0	2,000	2,000	0.0%	2,000	2,000
4604 Park rental & cleaning fees	825	560	225	225	275	0	0	500	500	0.0%	500	500
4615 Settlements/Other Income/Transfer	10	869	160	609	716	0	0	0	0	0.0%	0	0
TOTAL MISCELLANEOUS REVENUE	4,043	4,700	4,357	1,832	1,462	0	0	2,500	2,500	0.0%	2,500	2,500
9-OTHER GRANTS:												
4810 County Grant-recycling grant	7,178	7,210	7,210	7,210	7,210	0	0	7,090	7,090	0.0%	7,090	7,090
4815 Cable Commission Grant	1,200	1,200	1,200	1,500	1,200	0	0	1,200	1,200	0.0%	1,200	1,200
TOTAL OTHER GRANTS	8,378	8,410	8,410	8,710	8,410	0	0	8,290	8,290	0.0%	8,290	8,290
10-INTEREST REVENUES:												
4901 Interest - 4M Fund General	54	144	955	12,772	10,330	543	2,604	1,000	(1,604)	260.4%	1,000	50
TOTAL INTEREST REVENUES	54	144	955	12,772	10,330	543	2,604	1,000	(1,604)	260.4%	1,000	50
TOTAL REVENUES	1,823,780	1,904,993	2,181,305	2,343,817	2,341,426	4,802	32,185	2,431,600	2,399,415	1.3%	2,314,945	2,222,110

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 3/31/19

		Audited	Audited	Audited	Audited	UnAudited	Month(s) of	YTD Actual		Remaining	YTD Act as		
		2014	2015	2016	2017	2018	Mar-19	3/31/19	Annual	Budget \$	% of Annual	Annual	Annual
									Budget 2019		Budget	Budget 2018	Budget 2017
B: EXPENDITURES													
1-WAGES & BENEFITS:													
5002	Mayor & Council	13,200	13,400	13,200	13,200	13,200	900	2,700	13,200	10,500	20.5%	13,200	13,200
5004	Administrator	81,575	88,150	91,483	92,150	92,150	7,963	23,890	102,100	78,210	23.4%	99,700	97,759
5005	Intern (s)	0	0	0	0	0	0	0	500	500	0.0%	500	4,500
5007	Office Assistant	17,717	16,059	18,272	21,793	23,705	1,948	5,082	26,800	21,718	19.0%	20,500	16,556
5008	Office Manager/Clerk	38,593	38,922	38,798	28,930	39,171	3,866	10,117	54,600	44,483	18.5%	51,535	44,150
5115	Contract Office - Administration	0	0	0	5,221	300	0	0					
5020	Maintenance Personnel incl Vehicle Allowance	17,849	17,300	18,816	24,076	27,916	2,800	4,712	40,000	35,288	11.8%	25,400	24,669
5014	FICA & Medicare	13,425	17,702	17,854	18,047	18,133	1,419	3,873	18,146	14,273	21.3%	16,129	15,364
5018	Insurance Benefits (Disability)	642	646	648	227	463	47	141	720	579	19.6%	720	720
5037	Other Financial Benefits	16,200	26,400	26,400	26,400	26,400	2,255	6,765	26,400	19,635	25.6%	26,400	26,400
5053	PERA	11,416	12,178	13,008	12,771	13,913	1,253	4,102	18,383	14,281	22.3%	16,340	15,063
5024	Workers Comp Insurance	2,530	3,689	3,171	0	2,691	0	0	3,100	3,100	0.0%	3,100	3,100
	TOTAL WAGES & BENEFITS	213,147	234,446	241,650	242,814	258,043	22,451	61,381	303,949	242,568	20.2%	273,524	261,481
2-PROFESSIONAL SERVICES:													
5120	Contract - Videographer	606	710	1,807	2,475	3,691	278	848	4,000	3,153	21.2%	2,800	2,000
5302	Assessor Fees	20,191	20,716	21,269	22,215	23,592	0	657	24,000	23,343	2.7%	22,700	21,850
5304	Accounting fees	13,365	14,375	15,247	17,130	17,637	2,325	4,977	17,350	12,373	28.7%	16,850	16,500
5305	Auditing fees	5,350	5,450	5,350	6,600	10,875	0	1,375	15,000	13,625	9.2%	8,900	8,700
5310	Engineering Fees	12,722	17,707	23,561	24,410	34,079	3,468	6,568	20,600	14,032	31.9%	20,000	20,000
5315	Recording fees	151	46	0	0	552	0	0	300	300	0.0%	300	300
5320	Legal fees - Prosecution	29,698	25,140	23,160	27,943	26,374	2,329	7,072	29,800	22,728	23.7%	28,000	28,000
5321	Legal fees - General/Civil	13,772	20,447	21,951	19,082	21,652	1,645	5,427	22,000	16,573	24.7%	22,000	22,000
5330	Planning Fees	0	0	0	6,200	5,368	0	429	4,120	3,691	10.4%	4,000	4,000
5335	Other Fees for Service	0	0	(433)	1,150	0	0	0	1,500	1,500	0.0%	1,500	1,500
5350	Building Inspection Fees - Stensland	36,910	48,921	80,054	82,429	47,634	5,780	14,304	34,400	20,096	41.6%	34,400	34,400
5360	Misc Dev Fees	(200)	(345)	0	0	0	0	0	0	0		0	0
5370	Well Monitoring Program	144	0	768	0	1,075	0	0	1,200	1,200	0.0%	1,200	1,000
5380	Watershed Management	488	488	595	596	596	0	596	600	4	99.4%	600	500
	TOTAL PROFESSIONAL SERVICES	133,198	153,655	193,329	210,229	193,126	15,824	42,253	174,870	132,617	24.2%	163,250	160,750

City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 3/31/19

	Audited 2014	Audited 2015	Audited 2016	Audited 2017	UnAudited 2018	Month(s) of Mar-19	YTD Actual 3/31/19	Annual Budget 2019	Remaining Budget \$	YTD Act as % of Annual Budget	Annual Budget 2018	Annual Budget 2017
4-OTHER EXPENDITURES:												
5500 Office Equipment	176	1,612	576	0	0	0	0	700	700	0.0%	700	700
5505 Bank/IRS Fecs/Penalties/Sales Tax	135	347	262	314	873	23	144	400	256	36.0%	400	400
5510 Comp Svc (All Hard/Software, GIS, Web, Email)	4,825	5,396	5,610	6,900	16,830	752	2,319	9,500	7,181	24.4%	9,500	9,500
5516 Copier Lease	6,424	6,796	3,243	2,760	2,521	230	690	3,500	2,810	19.7%	7,000	7,000
5520 Equipment Maintenance	62	0	0	0	0	0	0	500	500	0.0%	1,000	1,000
5525 Insurance-General Liability	18,377	17,886	17,250	15,962	21,705	0	0	21,600	21,600	0.0%	21,000	21,000
5535 Misc. Expense	230	956	21	574	111	0	0	1,500	1,500	0.0%	2,000	2,000
5540 Office Supplies	2,673	2,953	2,631	3,563	3,230	184	637	4,000	3,363	15.9%	4,000	4,000
5545 Other Administration	475	713	400	320	120	0	0	500	500	0.0%	500	500
5550 Postage	4,816	3,439	3,281	3,847	4,266	0	300	3,500	3,200	8.6%	3,500	3,500
5555 Publishing & Printing	2,336	3,656	2,201	407	1,143	0	197	2,000	1,803	9.8%	2,800	2,800
5560 Newsletter	5,281	6,058	5,339	4,804	4,144	373	1,243	6,000	4,757	20.7%	6,000	6,000
5565 Telephone	2,759	2,682	2,703	3,051	3,595	300	899	3,500	2,601	25.7%	3,500	3,500
5575 Travel & Mileage	180	0	132	186	162	0	33	500	467	6.6%	500	500
5580 Membership & Dues	2,987	3,158	3,207	3,229	3,384	0	0	3,200	3,200	0.0%	3,000	3,000
5585 Seminars & Education	1,932	2,364	682	1,059	2,576	0	450	2,600	2,150	17.3%	2,500	2,500
TOTAL OTHER EXPENDITURES	53,668	58,017	47,538	46,974	64,660	1,862	6,911	63,500	56,589	10.9%	67,900	67,900
SUBTOTAL GENERAL & ADMINISTRATIVE	400,012	446,119	482,517	500,017	515,829	40,136	110,545	542,319	431,774	20.4%	504,674	490,131
5-PUBLIC SAFETY:												
5605 Animal Control	1,899	2,823	1,959	1,280	2,884	422	1,966	4,000	2,034	49.1%	4,000	4,000
5625 Fire & Ambulance Service	213,705	219,953	232,893	243,296	249,166	0	65,074	260,296	195,222	25.0%	249,166	243,296
5626 Fire Relief Association	0	0	0	0	0	0	0	0	0		0	0
5636 Police Service - Additional Patrols	0	0	0	0	2,044	0	0	2,000	2,000	0.0%	5,000	0
5635 Police Service - County	168,494	169,289	178,385	176,419	186,346	0	227	189,011	188,784	0.1%	180,000	175,000
TOTAL PUBLIC SAFETY	384,098	392,065	413,237	420,994	440,440	422	67,266	455,307	388,041	14.8%	438,166	422,296
6-PUBLIC HEALTH:												
5705 Recycling - Afton	150	268	1,076	525	(304)	0	0	500	500	0.0%	500	500
5720 Refuse Hauling - City Hall	1,630	819	708	745	945	0	0	1,000	1,000	0.0%	1,500	1,500
TOTAL PUBLIC HEALTH	1,780	1,087	1,784	1,270	641	0	0	1,500	1,500	0.0%	2,000	2,000

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City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 3/31/19

	Audited 2014	Audited 2015	Audited 2016	Audited 2017	UnAudited 2018	Month(s) of Mar-19	YTD Actual 3/31/19	Annual Budget 2019	Remaining Budget \$	YTD Act as % of Annual Budget	Annual Budget 2018	Annual Budget 2017
7-STREETS:												
5820 Gravel Road Maintenance	1,755	3,530	7,944	13,721	10,348	0	0	4,000	4,000	0.0%	4,000	4,000
5825 Crackseal/Seal Coat/Gravel Shouldering	90,685	51,829	11,701	33,098	50,469	0	0	75,000	75,000	0.0%	75,000	75,000
5830 Snow & Ice Control	115,692	62,431	78,910	76,152	107,572	15,409	74,747	113,000	38,253	66.1%	110,000	110,000
5835 Surf maint/Sweeping/Pothole Repair	29,844	49,873	33,139	28,672	2,262	1,615	1,615	10,000	8,385	16.2%	10,000	46,000
5845 Brush,Tree,Mow,Bridge,Culvert,Guardrail	25,502	40,117	21,136	80,978	45,273	3,553	13,230	52,000	38,770	25.4%	50,000	39,000
5850 Street Lighting	3,982	4,286	3,164	4,494	3,397	183	583	5,500	4,917	10.6%	12,000	5,000
5855 Gas Lamps - Operating Costs	2,851	2,491	1,889	1,236	1,393	0	0	0	0		0	2,700
5856 Gas Lamps - Capital	0	0	0	0	0	0	0	0	0		0	0
5860 Signs & Signals	2,977	3,247	3,413	2,624	1,879	95	3,995	3,500	(495)	114.1%	4,000	4,000
5870 Other - Road Maint.	758	605	1,696	888	1,608	17	73	2,000	1,927	3.6%	2,000	2,000
TOTAL STREETS	274,047	218,410	162,992	241,863	224,201	20,872	94,242	265,000	170,758	35.6%	267,000	287,700
9-OTHER PUBLIC WORKS EXPENDITURES:												
5910 Flood Control (Operate Pump/Dike)	803	0	0	0	0	0	0	1,600	1,600	0.0%	1,600	1,600
5920 Repair & Maint - Equipment	1,312	1,080	1,324	1,506	2,481	436	648	1,500	852	43.2%	1,500	1,500
5925 Fuel & Lubricants	478	558	311	263	361	0	0	1,000	1,000	0.0%	1,000	1,000
5930 Tools & Minor Equipment	243	277	275	95	375	0	0	950	950	0.0%	950	950
TOTAL OTHER PUBLIC WORKS	2,836	1,914	1,910	1,864	3,217	436	648	5,050	4,402	12.8%	5,050	5,050
SUBTOTAL STREETS, REHAB & PUBLIC WORKS	276,883	220,324	164,902	243,727	227,418	21,308	94,891	270,050	175,159	35.1%	272,050	292,750
9-BUILDINGS & LAND:												
6010 Gas Heat	2,060	1,937	1,071	533	0	0	0	2,200	2,200	0.0%	2,200	2,200
6020 Electricity	1,822	1,731	1,635	2,039	2,750	411	1,363	2,000	637	68.1%	2,000	2,000
6030 Miscellaneous Expense	777	1,036	944	910	229	33	87	800	713	10.9%	800	800
6035 Cleaning	1,031	874	273	13	7	0	0	500	500	0.0%	2,000	2,000
6040 Repair & Maintenance	898	1,910	902	2,644	2,789	60	202	2,000	1,798	10.1%	2,000	2,000
6045 City Garage Expense	3,264	2,557	3,182	2,147	4,588	1,027	2,463	2,500	37		2,500	2,500
xxxx Deputy Facility/PW Garage	0	0	0	0	0	0	0	1,000	1,000	0.0%	1,000	0
6050 Supplies	594	288	289	536	1,519	59	126	500	374	25.2%	500	500
TOTAL BUILDINGS & LAND	10,446	10,334	8,296	8,823	11,882	1,590	4,241	11,500	7,259	36.9%	13,000	12,000

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City of Afton
Detail Statement of Revenue and Expenditures - General Fund Only
Year to Date 3/31/19

	Audited 2014	Audited 2015	Audited 2016	Audited 2017	UnAudited 2018	Month(s) of Mar-19	YTD Actual 3/31/19	Annual Budget 2019	Remaining Budget \$	YTD Act as % of Annual Budget	Annual Budget 2018	Annual Budget 2017
12-PARKS & RECREATION:												
6105 4th of July Celebration	3,691	3,500	3,500	3,500	3,500	1,750	3,500	3,500	0	100.0%	3,500	3,500
6135 Park Maintenance	1,275	359	569	2,587	3,380	127	478	1,300	822	36.8%	1,200	1,200
6140 Miscellaneous expense	52	62	112	18	238	0	0	300	300	0.0%	300	300
6205 Cemetery maintenance	0	0	9,000	9,354	9,000	0	9,000	9,000	0	100.0%	9,000	9,000
TOTAL PARKS & RECREATION	5,018	3,921	13,181	15,459	16,118	1,877	12,978	14,100	1,122	92.0%	14,000	14,000
OVERALL TOTAL EXPENDITURES	1,078,237	1,073,850	1,083,917	1,190,291	1,212,328	65,333	289,922	1,294,776	1,004,854	22.4%	1,243,890	1,233,177
C: OTHER FINANCING SOURCES (USES)												
4725 Tax Levy to 2014A Road Bond	(305,000)	(310,000)	(260,000)	(260,000)	(260,000)	0	0	(275,000)	(275,000)		(260,000)	(260,000)
4726 Tax Levy to 2017B Road Bond	0	0	0	0	(390,000)	0	0	(390,000)	(390,000)		(390,000)	0
4898 Tax Levy to Dwtwn Imp Tmp Bonds	0	0	(28,000)	(28,000)	(30,000)	0	0	(37,000)	(37,000)		(30,000)	(28,000)
4899 Tax Levy to Dwtwn Imp PFA Loans	0	0	(70,000)	(70,000)	(70,000)	0	0	(70,000)	(70,000)		(70,000)	(70,000)
4050 Tax Levy to Fire Hall Debt Service Fund	(57,356)	(57,933)	(49,893)	(49,833)	(49,784)	0	0	(49,624)	(49,624)		(49,784)	(49,833)
6920 Oper trf to Bldg & Land Fund - Budgeted	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	0	0	(6,000)	(6,000)		(6,000)	(6,000)
6920 Oper trf to Bldg & Land Fund - UnBudgeted	0	(20,000)	(25,000)	(25,000)	0	0	0	0	0		0	0
6921 Oper trf to Street Imp -UnBudgeted	0	(43,500)	(230,000)	(100,000)	0	0	0	0	0		0	0
6925 Oper trf to Street Imp -Budgeted	(200,000)	(200,000)	(200,000)	(375,000)	(70,000)	0	0	(120,500)	(120,500)		(70,000)	(375,000)
6928 Oper Trf from(to) Special Reserve Fund	(294)	(5,000)	(3,000)	(9,500)	(5,000)	0	0	(100)	(100)		(5,000)	(9,500)
6932 Oper Trf to Stormwater Fund	(3,500)	(3,500)	(3,500)	(3,500)	(3,500)	0	0	(3,500)	(3,500)		(3,500)	(3,500)
6933 Oper Trf to Vehicle Fund	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	0	0	(2,500)	(2,500)		(2,500)	(2,500)
6935 Oper Trf to Comprehensive Plan	(2,000)	(2,000)	(3,000)	(4,000)	(4,000)	0	0	(4,000)	(4,000)		(4,000)	(4,000)
6936 Oper Trf to Flood Mitigation & Control	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)	0	0	(5,500)	(5,500)		(5,500)	(5,500)
6937 Oper Trf to DNR Grant Match	(95,000)	(95,000)	(95,000)	(95,000)	(95,000)	0	0	(95,000)	(95,000)		(95,000)	(95,000)
6934 Oper trf to Codification (Spec Act Fd)	(100)	(100)	(100)	(100)	(100)	0	0	(500)	(500)		(100)	(100)
4843 Oper Trf to MN Unemployment Claims	(3,000)	(3,000)	(1,000)	(1,000)	(1,000)	0	0	(1,000)	(1,000)		(1,000)	(1,000)
4847 Oper Trf to Election Expense Fund	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)	0	0	(5,500)	(5,500)		(5,500)	(5,500)
6910 City Council Contingency Fund	0	0	0	(10,000)	0	0	0	0	0		0	0
4842 Oper Trf to Audit and Legal Reserve	(100)	(100)	(1,000)	(1,000)	(1,000)	0	0	(100)	(100)		(1,000)	(1,000)
4844 Oper Trf to Parks Capital Repairs/Trail & Ped Bridge	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)	0	0	(5,500)	(5,500)		(5,500)	(5,500)
4022 Oper Trf to Afton Septic System - City Bldgs	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	0	0	(15,000)	(15,000)		(15,000)	(15,000)
4818 Oper Trf to Spec Act Fd re High Speed Internet	0	(8,000)	(75,000)	(50,000)	0	0	0	0	0		0	(50,000)
4846 Oper Trf to Sidewalk	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	0	0	(500)	(500)		(2,000)	(2,000)
4017 Oper Trf to Bridge Replacement Fund	0	0	0	0	(49,671)	0	0	(50,000)	(50,000)		(49,671)	0
6954 Oper Trf to 807 Tmp Bond Debt Fund	0	0	0	0	(40,000)	0	0	0	0		0	0
6929 Trf (to)/from Special Activities Fund (Various)	0	(15,000)	(10,000)	(25,000)	(15,000)	0	0	0	0		0	0
TOTAL OTH FINANCING/TRANSFERS	(708,350)	(805,133)	(1,096,493)	(1,148,933)	(1,126,055)	0	0	(1,136,824)	(1,136,824)		(1,071,055)	(988,933)
REVENUES OVER (UNDER) EXPENDITURES	37,193	26,010	895	4,594	3,043	(60,531)	(257,736)	\$0	257,736		\$0	\$0
Fund Balance - Beginning of Period	264,114	301,307	327,317	327,317	328,212		\$331,255					
Fund Balance - End of Period	301,307	327,317	328,212	331,911	331,255		\$73,519					

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City of Afton
Summary of Special Activities and MN Investment Funds
YTD 3/31/19

	Balance 12/31/2013	Balance 12/31/2014	Balance 12/31/2015	Balance 12/31/2016	Balance 12/31/2017	Balance 12/31/2018	Receipts	Disbursements	Transfers	Balance 3/31/2019
#550 Special Activities Fund - General										
A. Interest (unallocated)	3,848.46	3,871.67	3,930.92	4,394.61	6,100.51	12,372.80	2,097.35			14,470.15
B2. 4th of July Reserve	0.00	0.00	0.00	0.00	0.00	0.00				0.00
B3. City Council Contingency Reserve	13,452.60	10,975.00	9,775.00	4,768.56	10,229.76	853.12	4,183.00	400.00		4,636.12
B4. Community Garden	(87.88)	(87.88)	(0.00)	(0.00)	(0.00)	(0.00)				(0.00)
B4. MN Historic Preservation Design Guidelines	0.00	0.00	8,000.00	(225.00)	(225.00)	(225.00)				(225.00)
B5. Afton Residents for Preservation & Conservation	0.00	0.00	0.00	0.00	1,500.00	1,500.00				1,500.00
C1. Codification	3,650.20	3,750.20	3,850.20	3,950.20	4,050.20	4,150.20				4,150.20
C2. Comprehensive Plan	7,673.28	8,155.36	1,947.36	4,947.36	18,947.36	17,898.61		838.00		17,060.61
D1. Flood Control (Acct 7836)	8,445.20	5,063.99	17,004.27	22,304.27	27,804.27	33,304.27		1,605.00		31,699.27
D2. Storm Water Control	17,933.70	21,433.70	24,933.70	28,433.70	31,933.70	37,433.70				37,433.70
D3. Snow & Ice Reserve	0.00	0.00	15,000.00	15,000.00	30,000.00	30,000.00				30,000.00
D6. TAG Wastewater Comm Assessmnt (Acct 7833)	(15,982.34)	(15,982.34)	0.00	0.00	0.00	0.00				0.00
E. Charitable Gaming Fund	0.00	0.00	0.00	84.47	495.80	746.17				746.17
F. Applicant Pass-Thru Expenses	0.00	0.00	0.00	0.00	0.00	0.00				0.00
G. TIF Dist No. 1 (Afton Market Square)	849.01	849.01	0.00	0.00	0.00	0.00				0.00
I. City Vehicles	1,648.96	4,148.96	6,648.96	9,148.96	9,214.39	10,395.39				10,395.39
K. Audit/Legal Reserve	38,336.57	38,436.57	38,536.57	39,536.57	40,536.57	35,719.38				35,719.38
L. MN UI Claims, Severance & Oth PTO	20,788.53	23,788.53	26,788.53	27,788.53	28,788.53	29,788.53				29,788.53
M. Parks Capital, Pedestrian Bike Trail & Bridge	10,959.94	16,459.94	21,959.94	27,459.94	27,959.94	33,459.94				33,459.94
N. Election Expense	6,402.20	5,780.27	11,159.33	9,452.67	13,402.67	5,311.65		1,554.90		3,756.75
O. Sidewalk	8,000.00	10,000.00	12,000.00	14,000.00	16,000.00	18,000.00				18,000.00
P. High Speed Internet	0.00	0.00	0.00	0.00	124,850.00	124,850.00				124,850.00
Total #550 Special Activities Fund - General	125,918.43	136,642.98	201,534.78	211,044.84	391,588.70	395,558.76	6,280.35	4,397.90	0.00	397,441.21
#560 Special Activities Fund - Other										
A. State Fire Aid (Pass-Thru)	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00		0.00
B. Community Communications	23,978.90	18,378.87	24,889.73	13,549.11	12,083.74	(0.00)		1,474.75		(1,474.75)
C. Interest (Unallocated)	0.00	0.00	0.00	0.00	0.00	2.13				2.13
Total #560 Special Activities Fund	23,978.90	18,378.87	24,889.73	13,549.11	12,083.74	2.13	1,000.00	2,474.75	0.00	(1,472.62)
#600 MN Investment Fund										
4886/8986 Chandler Exhibits	100,985.08	104,361.13	104,409.10	104,635.25	105,377.87	107,167.55	587.48		0.00	107,755.03
Total #600 MN Investment Fund	100,985.08	104,361.13	104,409.10	104,635.25	105,377.87	107,167.55	587.48	0.00	0.00	107,755.03

City of Afton
#550 General Special Activities Fund - Detail by Account
 January through March 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4914 · Special Activity - Interest							
Gene...	01/31/2019	interest		Interest Income		723.48	723.48
Gene...	02/28/2019	interest		Interest Income		652.10	1,375.58
Gene...	03/31/2019	interest		Interest Income		721.77	2,097.35
Total 4914 · Special Activity - Interest					0.00	2,097.35	2,097.35
6347 · Elections Expense							
Payc...	01/14/2019	23040	Arco, Laurie		35.00		(35.00)
Payc...	01/14/2019	23040	Arco, Laurie		4.90		(39.90)
Gene...	01/14/2019	Wages	100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Ben...	2018 Accrual: Laurie Arco		35.00	(4.90)
Bill	01/31/2019	151940	Wash Cty (Elections)	2019 Automark Ext Maint Fees	1,550.00		(1,554.90)
Total 6347 · Elections Expense					1,589.90	35.00	(1,554.90)
6356 · Comp Plan Expenses							
Bill	02/28/2019	6	WSB (SWMP Updates)	SWMP update R-011680-000	838.00		(838.00)
Total 6356 · Comp Plan Expenses					838.00	0.00	(838.00)
6366 · City Council Contingency Exp							
Bill	02/27/2019	AcctRFPa	Niedzwiecki, Thomas H.	Assistance re. Acct RFP including prep and attendance at interviews	400.00		(400.00)
Depo...	02/28/2019	10016548		LMCIT: Claim 68150 Lightning damage less \$250 deductible		4,183.00	3,783.00
Total 6366 · City Council Contingency Exp					400.00	4,183.00	3,783.00
7800 · Flood, Storm Wtr & Snow Ice							
7836 · Flood & Storm Wtr Exp - Gen'l							
Bill	03/31/2019	601	Tri-County Services (Streets, Other)	Dig out pumps old shop move to shop. install new battery for pump getting sold	955.00		(955.00)
Bill	03/31/2019	600	Tri-County Services (Streets, Other)	install flood gate	650.00		(1,605.00)
Total 7836 · Flood & Storm Wtr Exp - Gen'l					1,605.00	0.00	(1,605.00)
Total 7800 · Flood, Storm Wtr & Snow Ice					1,605.00	0.00	(1,605.00)
TOTAL					4,432.90	6,315.35	1,882.45

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04/09/19

City of Afton
#560 Other Special Activities Fund - Detail by Account
 January through March 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4940 · State Fire Aid Received							
Depo...	03/14/2019	6708773		St of MN: Firefighters Relief Assoc 2019		1,000.00	1,000.00
Total 4940 · State Fire Aid Received					0.00	1,000.00	1,000.00
5440 · State Fire Aid Paid							
Bill	03/31/2019	StateFireAid219SBR	LSCV Fire Relief Assn (State Aid)	2019 State Fire Aid Supplemental	1,000.00		(1,000.00)
Total 5440 · State Fire Aid Paid					1,000.00	0.00	(1,000.00)
5561 · Communications							
Bill	03/31/2019	45370	Cities Digital	Laserfiche Avante software	1,474.75		(1,474.75)
Total 5561 · Communications					1,474.75	0.00	(1,474.75)
TOTAL					2,474.75	1,000.00	(1,474.75)

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04/09/19

City of Afton
#115 Bldg & Land Fund - Detail by Account
January through March 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4906 · Bldg & Land Interest Earnings							
Gene...	01/31/2019	interest		Interest Income		20.25	20.25
Gene...	02/28/2019	interest		Interest Income		18.30	38.55
Gene...	03/31/2019	interest		Interest Income		20.04	58.59
Total 4906 · Bldg & Land Interest Earnings					0.00	58.59	58.59
TOTAL					0.00	58.59	58.59

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City of Afton
410 Sanitary Sewer Utility Operations - LTD Summary
 January 2014 through March 2019

	<u>Jan - Dec 14</u>	<u>Jan - Dec 15</u>	<u>Jan - Dec 16</u>	<u>Jan - Dec 17</u>	<u>Jan - Dec 18</u>	<u>Jan - Mar 19</u>	<u>TOTAL</u>
410 Sanitary Sewer Utility							
A. Rev							
4022 Sanitary Sewer - Levy	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	0.00	75,000.00
4023 Sanitary Sewer Oper - Fees	0.00	0.00	0.00	0.00	29,850.00	9,650.00	39,500.00
4919 Sanitary Sewer Interest	0.00	0.00	0.00	0.00	12.88	285.01	297.89
Total A. Rev	15,000.00	15,000.00	15,000.00	15,000.00	44,862.88	9,935.01	114,797.89
B. Exp							
6060 Sanitary Sewer Oper - Exp							
6062 Oth Contract Services	0.00	0.00	0.00	0.00	(781.75)	(195.00)	(976.75)
6065 Oper & Mgmt Fees	0.00	0.00	0.00	(1,508.33)	(20,508.65)	(5,133.80)	(27,150.78)
6066 Lab Fees	0.00	0.00	0.00	0.00	(10,582.28)	(2,025.65)	(12,607.93)
6068 Electric - Lift Stations	0.00	0.00	0.00	0.00	(15,004.05)	(4,061.58)	(19,065.63)
6060 Sanitary Sewer Oper - Exp - Other	0.00	0.00	0.00	(745.19)	0.00	0.00	(745.19)
Total 6060 Sanitary Sewer Oper - Exp	0.00	0.00	0.00	(2,253.52)	(46,876.73)	(11,416.03)	(60,546.28)
6083 Sanitary Sewer Spec Assessments	0.00	0.00	0.00	0.00	(2,589.77)	(1,908.93)	(4,498.70)
Total B. Exp	0.00	0.00	0.00	(2,253.52)	(49,466.50)	(13,324.96)	(65,044.98)
Total 410 Sanitary Sewer Utility	15,000.00	15,000.00	15,000.00	12,746.48	(4,603.62)	(3,389.95)	49,752.91
TOTAL	15,000.00	15,000.00	15,000.00	12,746.48	(4,603.62)	(3,389.95)	49,752.91

City of Afton
410 Sanitary Sewer Fund - Detail by Account
 January through March 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance	
4023 · Fees Sanitary Sewer Oper								
Depo...	01/22/2019	44198		Afton St Croix		1,750.00	1,750.00	
Depo...	01/22/2019	995122		John Thompson and Diane Benike		50.00	1,800.00	
Depo...	01/22/2019	18299		Roger Larson		250.00	2,050.00	
Depo...	01/22/2019	5600		Scott Anderson		50.00	2,100.00	
Depo...	01/22/2019	2690		Elaine Mucciacciaro		150.00	2,250.00	
Depo...	01/22/2019	5659		Jessica Mulle		100.00	2,350.00	
Depo...	01/22/2019	1347		Lone Star on St Croix LLC		200.00	2,550.00	
Depo...	01/22/2019	5448		Calla Lili: David and Kathleen Feehan-Schmidt		250.00	2,800.00	
Depo...	01/22/2019	2654		Elaine Mucciacciaro		50.00	2,850.00	
Depo...	02/28/2019	10411		George and Kathine Weed		600.00	3,450.00	
Depo...	02/28/2019	5604		Scott Anderson		50.00	3,500.00	
Depo...	02/28/2019	6596		Bill Palmquist		50.00	3,550.00	
Depo...	02/28/2019	5673		Jessica Mulle		100.00	3,650.00	
Depo...	02/28/2019	995123		John Thompson and Diane Benike		50.00	3,700.00	
Depo...	02/28/2019	5602		Scott Anderson		50.00	3,750.00	
Depo...	02/28/2019	6590		Bill Palmquist		50.00	3,800.00	
Depo...	02/28/2019	3731		Paul Nickerson		600.00	4,400.00	
Depo...	02/28/2019	5452		Kathleen and David Feehan-Schmidt		250.00	4,650.00	
Depo...	02/28/2019	44225		Afton St Croix		1,750.00	6,400.00	
Depo...	02/28/2019	1352		Lone Star on St Croix		200.00	6,600.00	
Depo...	02/28/2019	18302		Roger Larson		50.00	6,650.00	
Depo...	02/28/2019	1356		Lone Star on St Croix		200.00	6,850.00	
Depo...	02/28/2019	5456		Kathleen and David Feehan-Schmidt		250.00	7,100.00	
Depo...	02/28/2019	18306		Roger Larson		50.00	7,150.00	
Depo...	03/25/2019	5639		Jessica Mulle		100.00	7,250.00	
Depo...	03/25/2019	6601		Bill Palmquist		50.00	7,300.00	
Depo...	03/25/2019	2695		Elaine Mucciacciaro		100.00	7,400.00	
Depo...	03/25/2019	5461		Kathleen and David Feehan Schmidt		250.00	7,650.00	
Depo...	03/25/2019	6158		Kevin Shosten		50.00	7,700.00	
Depo...	03/25/2019	44266		Afton St Croix		1,750.00	9,450.00	
Depo...	03/25/2019	995124		John Thompson and Diane Benike		50.00	9,500.00	
Depo...	03/25/2019	3609		Thorn Butler		100.00	9,600.00	
Depo...	03/25/2019	5605		Scott Anderson		50.00	9,650.00	
Total 4023 · Fees Sanitary Sewer Oper						0.00	9,650.00	9,650.00
4919 · Sanitary Sewer - Interest								
Gene...	01/31/2019	Interest		Interest Income		99.12	99.12	
Gene...	02/28/2019	Interest		Interest Income		88.65	187.77	
Gene...	03/31/2019	Interest		Interest Income		97.24	285.01	
Total 4919 · Sanitary Sewer - Interest						0.00	285.01	285.01
6060 · Sanitary Sewer Expenses								
6062 · Other Contract Services								
Bill	03/31/2019	6062	Get Connected Tech	Quarterly Monitoring of Afton Sewage Site, 1st qtr 2019: 3 months @ \$65	195.00		(195.00)	
Total 6062 · Other Contract Services					195.00	0.00	(195.00)	
6065 · Oper & Mgmt Fees								
Bill	01/31/2019	100019	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Jan2019	1,508.33		(1,508.33)	
Bill	02/28/2019	100464	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Feb2019	1,508.33		(3,016.66)	
Bill	02/28/2019	100678	Petersen Mgmt (Lab Fees)	2/13/19 service work on generator	608.81		(3,625.47)	
Bill	03/31/2019	100849	Petersen Mgmt (Oper & Mgmt Fees)	Operations and management fees Mar2019	1,508.33		(5,133.80)	
Total 6065 · Oper & Mgmt Fees					5,133.80	0.00	(5,133.80)	
6066 · Lab Fees								
Bill	02/28/2019	100485	Petersen Mgmt (Lab Fees)	Lab Fees 1/9/19	295.35		(295.35)	
Bill	02/28/2019	100308	Petersen Mgmt (Lab Fees)	Lab Fees 1/16/19 and 1/24/19	503.80		(799.15)	
Bill	02/28/2019	100678	Petersen Mgmt (Lab Fees)	Lab Fees 1/31/19	227.70		(1,026.85)	
Bill	02/28/2019	100678	Petersen Mgmt (Lab Fees)	Lab Fees 2/13/19	391.05		(1,417.90)	
Bill	03/31/2019	100846	Petersen Mgmt (Lab Fees)	Lab Fees 2/7/19	64.35		(1,482.25)	
Bill	03/31/2019	100846	Petersen Mgmt (Lab Fees)	Lab Fees 3/4/19	282.70		(1,764.95)	
Bill	03/31/2019	101038	Petersen Mgmt (Lab Fees)	Lab Fees 3/13/19	260.70		(2,025.65)	

City of Afton
410 Sanitary Sewer Fund - Detail by Account
 January through March 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Total 6066 · Lab Fees					2,025.65	0.00	(2,025.65)
6068 · Electricity - Lift Stations							
Bill	01/31/2019	013119	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	586.77		(586.77)
Bill	01/31/2019	013119	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7 Pumphouse for Water Treatment: 2318 St Croix Trl S. Meter 15491212 Pre...	1,250.72		(1,837.49)
Bill	02/28/2019	022819	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	635.95		(2,473.44)
Bill	03/31/2019	033119	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7 Pumphouse for Water Treatment: 2318 St Croix Trl S. Meter 15491212 Pre...	1,016.65		(3,490.09)
Bill	03/31/2019	033119	Xcel Energy {EFT} (51-11957 8190)	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter 21647908 Premises 304699630	571.49		(4,061.58)
Total 6068 · Electricity - Lift Stations					4,061.58	0.00	(4,061.58)
Total 6060 · Sanitary Sewer Expenses					11,416.03	0.00	(11,416.03)
6083 · Sanitary Sewer Spec Assessments							
Bill	03/31/2019	CityHall2019...	Wash Cty (Prop Records & Taxpayer Serv)	Full Year 2019 Special Assessment 3033 St Croix Trl S City Hall 22.028.20.11.0017	840.20		(840.20)
Bill	03/31/2019	HistSociety2...	Wash Cty (Prop Records & Taxpayer Serv)	Full Year 2019 Special Assessment Historical Society 22.028.20.11.0004	1,068.73		(1,908.93)
Total 6083 · Sanitary Sewer Spec Assessments					1,908.93	0.00	(1,908.93)
TOTAL					13,324.96	9,935.01	(3,389.95)

City of Afton
#120 Street Improvement Fund - Detail by Account
 January through March 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4907 · Pub Wks 4M Fd Interest Earnings							
General Jo...	01/31/2019	Interest		Interest Income		580.62	580.62
General Jo...	02/28/2019	Interest		Interest Income		751.27	1,331.89
General Jo...	03/31/2019	Interest		Interest Income		962.61	2,294.50
Total 4907 · Pub Wks 4M Fd Interest Earnings					0.00	2,294.50	2,294.50
7900 · Street Imp Capital Projects							
7984 · River Road Sanitary Options							
Bill	02/28/2019	1	WSB (City Engineer)	River Road Sanitary Sewer	581.00		(581.00)
Bill	03/31/2019	2	WSB (City Engineer)	River Road Sanitary Sewer	1,659.50		(2,240.50)
Total 7984 · River Road Sanitary Options					2,240.50	0.00	(2,240.50)
Total 7900 · Street Imp Capital Projects					2,240.50	0.00	(2,240.50)
TOTAL					2,240.50	2,294.50	54.00

04/09/19

City of Afton
K. #122 Bridge Replacement Fund - Detail by Account
 January through March 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4918 · Bridge Replacement - Interest							
General Jo...	01/31/2019	Interest		Interest Income		74.50	74.50
General Jo...	02/28/2019	Interest		Interest Income		67.41	141.91
General Jo...	03/31/2019	Interest		Interest Income		73.95	215.86
Total 4918 · Bridge Replacement - Interest					0.00	215.86	215.86
7770 · Bridge Replacement Expense							
7771 · Bridge Replacement - Engineer							
Bill	03/31/2019	2	WSB (Bridge Inspections)	Bridge Safety Inspections	1,050.00		(1,050.00)
Total 7771 · Bridge Replacement - Engineer					1,050.00	0.00	(1,050.00)
Total 7770 · Bridge Replacement Expense					1,050.00	0.00	(1,050.00)
TOTAL					1,050.00	215.86	(834.14)

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04/09/19

City of Afton
200 Park Reserve Fund Stmt of Rev & Exp - Detail
January through March 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
200 Park Reserve Fd							
A. Rev							
4903 Interest Income - 4M Fund							
General Journal	01/31/2019	interest		Interest Income		141.90	141.90
General Journal	02/28/2019	interest		Interest Income		129.88	271.78
General Journal	03/31/2019	interest		Interest Income		142.88	414.66
Total 4903 Interest Income - 4M Fund					0.00	414.66	414.66
Total A. Rev					0.00	414.66	414.66
Total 200 Park Reserve Fd					0.00	414.66	414.66
TOTAL					0.00	414.66	414.66

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City of Afton
805 City Infra-Structure Improvement Fund - LTD Summary
 April 2011 through March 2019

	Apr - Dec 11	Jan - Dec 12	Jan - Dec 13	Jan - Dec 14	Jan - Dec 15	Jan - Dec 16	Jan - Dec 17	Jan - Dec 18	Jan - Mar 19	TOTAL
805 City InfraStructure Imp Fd										
A. Rev										
4917 Interest Income	0.00	2.04	2.55	3.26	395.48	4,602.22	3,305.81	1,820.97	3,611.74	13,744.07
4828 2015A Dwtwn Tmp Bond Proceeds	0.00	0.00	0.00	0.00	3,755,000.00	0.00	0.00	0.00	0.00	3,755,000.00
4829 2017A Dwtwn Tmp Bond Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	1,980,000.00	0.00	0.00	1,980,000.00
4849 DNR BWSR Grant	0.00	0.00	129,850.00	0.00	0.00	0.00	0.00	84,710.07	0.00	214,560.07
4850 Park Reserve Trf re. Dwtwn Imp	0.00	0.00	100,000.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00
4851 VBWD Easement	0.00	0.00	0.00	0.00	5,800.00	0.00	0.00	0.00	0.00	5,800.00
4852 VBWD Grant S50M/Yr 10 Yrs	0.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00	100,000.00	0.00	200,000.00
4853 County Share Dwtwn/Septic Proj	0.00	0.00	0.00	0.00	0.00	0.00	4,092,588.89	33,609.96	0.00	4,126,198.85
4861 CWRf G 054 Grant Stormwater	0.00	0.00	0.00	0.00	0.00	0.00	349,938.00	0.00	0.00	349,938.00
4862 CWRf L 054 Ln Proceeds Stormwtr	0.00	0.00	0.00	0.00	0.00	0.00	656,371.52	233,935.55	16,227.63	906,534.70
4863 CWRf G 055 Grant Sanitary Sewer	0.00	0.00	0.00	0.00	0.00	0.00	398,320.00	0.00	0.00	398,320.00
4864 CWRf L 055 Ln Proceeds Sanitary Swr	0.00	0.00	0.00	0.00	0.00	0.00	1,001,173.03	150,278.31	3,349.83	1,154,801.17
4865 PSIG G 056 Sanitary Sewer	0.00	0.00	0.00	0.00	0.00	0.00	4,382,993.48	807,011.35	245,930.21	5,435,935.04
4871 Rental Inc - Flood Levee Prop	0.00	850.00	1,700.00	0.00	0.00	0.00	0.00	0.00	0.00	2,550.00
4894 MnDNR Grant - Other	0.00	9,247.38	10,024.53	0.00	35,137.00	0.00	1,611,106.29	499.81	1,280,016.00	2,946,031.01
4895 MnDNR Grant - Land Purchase	0.00	351,673.70	616,669.52	0.00	0.00	0.00	0.00	0.00	0.00	968,343.22
4896 Flood Levy Imp Proj - Tax Levy	0.00	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00	0.00	665,000.00
Total A. Rev	0.00	456,773.12	953,246.60	95,003.26	3,891,332.48	149,602.22	14,620,797.02	1,506,866.02	1,549,135.41	23,222,756.13
B. Exp										
7728 2015A Dwtwn Tmp Bond Principal	0.00	0.00	0.00	0.00	0.00	0.00	(3,755,000.00)	0.00	0.00	(3,755,000.00)
7738 2015A Dwtwn Tmp Imp Bond Issue Exp	0.00	0.00	0.00	0.00	(53,263.75)	(1,608.00)	(575.00)	0.00	0.00	(55,446.75)
7740 2017A Dwtwn Tmp Imp Bond Issue Exp	0.00	0.00	0.00	0.00	0.00	0.00	(31,219.80)	0.00	0.00	(31,219.80)
8871 Wetland Credits	0.00	0.00	0.00	0.00	0.00	0.00	(51,747.88)	0.00	0.00	(51,747.88)
8891 Dwtown Prop Purch/Exp	0.00	(372,221.16)	(780,944.33)	(933.95)	(2,481.58)	(1,726.95)	(540.66)	(367.77)	(118.36)	(1,159,334.76)
8892 Dwtown Imp - Easemnts & Damages	0.00	0.00	0.00	(11,700.00)	(633,200.00)	(9,200.00)	(33,120.68)	0.00	(5,000.00)	(692,220.68)
8893 Single Audit Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(2,000.00)	(1,600.00)	(3,600.00)
8894 Septic Permits, Fees, Admin	0.00	0.00	0.00	(10,558.00)	(42,355.31)	(85,086.73)	(116,238.58)	(4,177.00)	(3,277.99)	(261,693.61)
8895 DNR Flood Imp Proj - Engineer	(6,673.00)	(54,384.11)	(29,242.00)	(157,437.85)	(198,277.10)	(67,890.74)	(14,066.00)	0.00	0.00	(527,970.80)
8896 Sanitary Sewer Imp	0.00	(395.00)	(87,311.07)	(293,780.46)	(194,199.55)	(152,850.73)	(73,817.14)	(14,579.82)	0.00	(816,933.77)
8897 Septic Construction Eng'g	0.00	0.00	0.00	(540.77)	(9,048.00)	(8,545.49)	(151,858.16)	(39,659.80)	(3,484.28)	(213,136.50)
8898 Flood Mitigation/ROW Serv	0.00	(9,754.75)	(4,480.00)	(19,787.25)	(87,667.80)	(18,935.00)	(14,085.50)	0.00	0.00	(154,710.30)
8899 Village Improvements	0.00	0.00	(33,513.00)	(28,452.75)	0.00	(22,669.68)	(1,305,268.17)	(431,584.90)	(18,725.25)	(1,840,213.75)
8901 Septic Construction	0.00	0.00	0.00	0.00	0.00	0.00	(12,047,008.52)	(1,596,291.03)	291,343.82	(13,351,955.73)
Total B. Exp	(6,673.00)	(436,755.02)	(935,490.40)	(523,191.03)	(1,220,493.09)	(368,513.32)	(17,594,546.09)	(2,088,660.32)	259,137.94	(22,915,184.33)
C. Transfers										
6913 Trf fr 120 Street Improvements	0.00	0.00	0.00	0.00	0.00	0.00	805,497.42	(120,745.17)	0.00	684,752.25
Total C. Transfers	0.00	0.00	0.00	0.00	0.00	0.00	805,497.42	(120,745.17)	0.00	684,752.25
Total 805 City InfraStructure Imp Fd	(6,673.00)	20,018.10	17,756.20	(428,187.77)	2,670,839.39	(218,911.10)	(2,168,251.65)	(702,539.47)	1,808,273.35	992,324.05
TOTAL	(6,673.00)	20,018.10	17,756.20	(428,187.77)	2,670,839.39	(218,911.10)	(2,168,251.65)	(702,539.47)	1,808,273.35	992,324.05

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City of Afton
#805 City Infra-Structure Imp Projects - Detail by Account
 January through March 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4862 · CWRFL 054 Loan Proceeds							
Deposit	01/28/2019	1500006227		MPFA CWRFL 054 FY 2017 19		475.81	475.81
Deposit	02/26/2019	1500006301		MPFA CWRFL 054 FY 2017 20		15,751.82	16,227.63
Total 4862 · CWRFL 054 Loan Proceeds					0.00	16,227.63	16,227.63
4864 · CWRFL 055 Loan Proceeds							
Deposit	01/28/2019	1500006228		MPFA CWRFL 055 FY 2017 9		3,349.83	3,349.83
Total 4864 · CWRFL 055 Loan Proceeds					0.00	3,349.83	3,349.83
4865 · PSIG G 056 Grant							
Deposit	02/26/2019	1500006302		MPFA PSIG G 056 FY 2017 17		245,930.21	245,930.21
Total 4865 · PSIG G 056 Grant					0.00	245,930.21	245,930.21
4894 · MnDNR Grant - Other							
Deposit	02/06/2019	FM00548814		DNR OMB Pay Request #15: 651-259-5566		1,280,016.00	1,280,016.00
Total 4894 · MnDNR Grant - Other					0.00	1,280,016.00	1,280,016.00
4917 · Int Inc - City Infrastructr Fd							
General Jou...	01/31/2019	interest		Interest Income		0.43	0.43
General Jou...	01/31/2019	interest		Interest Income		1.28	1.71
General Jou...	02/28/2019	interest		Interest Income		1,376.06	1,377.77
General Jou...	03/01/2019	Bank Diff		Bank difference		0.01	1,377.78
General Jou...	03/31/2019	interest		Interest Income		2,233.96	3,611.74
Total 4917 · Int Inc - City Infrastructr Fd					0.00	3,611.74	3,611.74
8800 · DNR Flood Imp Expense							
8891 · DNR Flood Imp - Prop Purch/Exp							
Bill	02/28/2019	022819	Xcel Energy (EFT) (51-0895 3451)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises #302409557	67.07		(67.07)
Bill	03/31/2019	033119	Xcel Energy (EFT) (51-0895 3451)	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises #302409557	51.29		(118.36)
Total 8891 · DNR Flood Imp - Prop Purch/Exp					118.36	0.00	(118.36)
8892 · Dwtwn Imp - Easemnts & Damages							
Bill	02/28/2019	Appraisal re Easemnt	Aron St. Croix Company	Reimb for Afton St Croix obtaining its own appraisal re. Easement for Downtown Village Imp Proj	5,000.00		(5,000.00)
Total 8892 · Dwtwn Imp - Easemnts & Damages					5,000.00	0.00	(5,000.00)
8893 · Single Audit Expense							
Bill	03/31/2019	252431	CarlsonSV (Single Audit)	Final billing on 2017 single audit	1,600.00		(1,600.00)
Total 8893 · Single Audit Expense					1,600.00	0.00	(1,600.00)
8894 · Septic Permits, Fees, Admin							
Bill	02/27/2019	2017ATmpBds	Niedzwiecki, Thomas H.	Assistance with Cash Flow re. Repayment of 2017A Temp Imp Bonds	535.00		(535.00)
Bill	02/28/2019	Feb2019	Holstad & Knaak, PLC	Condemnation	834.93		(1,369.93)
Bill	03/31/2019	March2019	Holstad & Knaak, PLC	Condemnation	1,825.06		(3,194.99)
Bill	03/31/2019	2	WSB (City Engineer)	Condemnation	83.00		(3,277.99)
Total 8894 · Septic Permits, Fees, Admin					3,277.99	0.00	(3,277.99)
8897 · Septic Construction Eng'g							
Bill	01/31/2019	11900195	Wenck Associates Inc.	Afton LSTS - bidding, construction and post construction services	1,012.08		(1,012.08)
Bill	02/28/2019	11900979	Wenck Associates Inc.	Afton LSTS - bidding, construction and post construction services	1,050.20		(2,062.28)
Bill	02/28/2019	11900196	Wenck Associates Inc.	Afton LSTS - bidding, construction and post construction services	790.00		(2,852.28)
Bill	03/31/2019	11901631	Wenck Associates Inc.	Afton LSTS - bidding, construction and post construction services	632.00		(3,484.28)
Total 8897 · Septic Construction Eng'g					3,484.28	0.00	(3,484.28)
8899 · Village Improvements							
General Jou...	01/01/2019	Dwtn Imp	805 City InfraStructure Imp Fd:B. Exp:8899 Vi...	Great Northern Landscaping - 12/31/18 Retainage on Downtown Imp		4,655.75	4,655.75
Bill	02/28/2019	26	WSB (Downtown Village Imp Proj)	Downtown Village Improvement Project No. 01856-520	10,993.50		(6,337.75)
Bill	03/31/2019	27	WSB (Downtown Village Imp Proj)	Downtown Village Improvement Project No. 01856-520	12,387.50		(18,725.25)
Total 8899 · Village Improvements					23,381.00	4,655.75	(18,725.25)

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04/09/19

City of Afton
#805 City Infra-Structure Imp Projects - Detail by Account
January through March 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
8901 - Septic Construction							
General Jou...	01/01/2019	Sewer Retng	805 City InfraStructure Imp Fd:B. Exp:8901 Se...	Reverse Geislinger - 12/31/18 Retainage on Sanitary Sewer (Pay Voucher #19)		291,343.82	291,343.82
Total 8901 - Septic Construction					0.00	291,343.82	291,343.82
Total 8800 - DNR Flood Imp Expense					36,861.63	295,999.57	259,137.94
TOTAL					36,861.63	1,845,134.98	1,808,273.35

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City of Afton
806 PFA Loans & 807 Tmp Imp Bond Debt Serv Fds - LTD Summary
 January 2015 through March 2019

	Jan - Dec 15	Jan - Dec 16	Jan - Dec 17	Jan - Dec 18	Jan - Mar 19	TOTAL
806 PFA Loan Debt Serv						
4879 Sanitary Sewr Spec Assessments	0.00	0.00	102,054.25	295,940.95	0.00	397,995.20
4899 Levy PFA Loan Debt Serv	8,000.00	70,000.00	70,000.00	27,000.00	0.00	175,000.00
4925 PFA Loan Debt Serv Interest	0.00	0.00	0.00	19.31	1,713.38	1,732.69
7743 2017 Storm Wtr PFA Issue Exp	0.00	0.00	(8,000.00)	0.00	0.00	(8,000.00)
7744 2017 L054 Storm Wtr PFA Int Exp	0.00	0.00	0.00	(7,052.13)	(4,623.78)	(11,675.91)
7745 2017 L055 Sanitary Sewer PFA Int Exp	0.00	0.00	0.00	(11,738.68)	(5,785.63)	(17,524.31)
7746 2017 Sanitary Sewer PFA Issue Exp	0.00	0.00	(8,060.93)	0.00	(850.00)	(8,910.93)
7749 Dwtwn Imp - Special Assess Exp	0.00	0.00	(105,179.00)	(54,594.60)	(10,525.50)	(170,299.10)
7754 2017 L054 Storm Wtr PFA Principal	0.00	0.00	0.00	(24,815.00)	0.00	(24,815.00)
7755 2017 L055 Sanitary Sewer PFA Princpl	0.00	0.00	0.00	(28,959.00)	0.00	(28,959.00)
Total 806 PFA Loan Debt Serv	8,000.00	70,000.00	50,814.32	195,800.85	(20,071.53)	304,543.64
807 Downtwn Tmp Imp Debt Service						
4898 Levy Dwtwn Imp 2017A Tmp Imp Bd	0.00	28,000.00	28,000.00	73,000.00	0.00	129,000.00
4926 Tmp Imp Bd Debt Serv Interest	0.00	0.00	0.00	1.51	143.30	144.81
6854 Trf fr Genl re Tmp Bond Debt	0.00	0.00	0.00	40,000.00	0.00	40,000.00
7724 2017A Dwtwn Imp Bd Admin Exp	0.00	0.00	0.00	(2,332.00)	0.00	(2,332.00)
7737 Int Exp 2015A Dwtwn Tmp Imp Bd	(19,948.45)	(28,162.50)	(7,040.61)	0.00	0.00	(55,151.56)
7739 Int Exp 2017A Dwtwn Tmp Imp Bd	0.00	0.00	(16,027.00)	(30,690.00)	(15,345.00)	(62,062.00)
Total 807 Downtwn Tmp Imp Debt Service	(19,948.45)	(162.50)	4,932.39	79,979.51	(15,201.70)	49,599.25
TOTAL	(11,948.45)	69,837.50	55,746.71	275,780.36	(35,273.23)	354,142.89

City of Afton
#725 2014A & #726 2017B Road Bond Debt Fds - 5 Year Summary
January 2015 through March 2019

	<u>Jan - Dec 15</u>	<u>Jan - Dec 16</u>	<u>Jan - Dec 17</u>	<u>Jan - Dec 18</u>	<u>Jan - Mar 19</u>	<u>TOTAL</u>
725 2014A Road Debt Serv Fd						
4715 2014A Road Bond Proceeds	2,950,000.00	0.00	0.00	0.00	0.00	2,950,000.00
4725 2014A Debt Serv Levy - Road Bond	310,000.00	260,000.00	260,000.00	170,000.00	0.00	1,000,000.00
4916 Interest Inc - Road Debt Serv	98.88	512.99	2,488.98	7,168.93	848.98	11,118.76
7715 2014A Road Bond Principal	0.00	(140,000.00)	(165,000.00)	(180,000.00)	(195,000.00)	(680,000.00)
7725 Interest Expense - 2005A Road Bonds	(10,852.71)	0.00	0.00	0.00	0.00	(10,852.71)
7726 2005A Bond Admin Expense	0.00	0.00	0.00	0.00	0.00	0.00
7735 2014A Refund Bds Int Exp	(62,625.83)	(99,000.00)	(94,425.00)	(89,250.00)	(43,275.00)	(388,575.83)
7736 2014A Refund Bd Admin Exp	234,040.24	(1,900.00)	0.00	(1,882.00)	(500.00)	229,758.24
Total 725 2014A Road Debt Serv Fd	3,420,660.58	19,612.99	3,063.98	(93,963.07)	(237,926.02)	3,111,448.46
726 2017B Road Debt Serv Fd						
4726 2017B Debt Serv Levy - Road Bond	0.00	0.00	0.00	480,000.00	0.00	480,000.00
4923 2017B Road Debt Interest	0.00	0.00	0.00	58.09	622.64	680.73
7716 2017B Road Bond Principal	0.00	0.00	0.00	0.00	(320,000.00)	(320,000.00)
7742 2017B Int Exp \$3.5MM Road Bond	0.00	0.00	0.00	(88,734.94)	(36,887.50)	(125,622.44)
7747 2017B \$3.5MM Road Bd Admin Exp	0.00	0.00	0.00	(1,936.00)	0.00	(1,936.00)
Total 726 2017B Road Debt Serv Fd	0.00	0.00	0.00	389,387.15	(356,264.86)	33,122.29
TOTAL	3,420,660.58	19,612.99	3,063.98	295,424.08	(594,190.88)	3,144,570.75

04/09/19

City of Afton
#810 City Dock Fund - Detail by Account
January through March 2019

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
4909 · Dock 4M Fd - Interest Earnings							
Gen...	01/31/2019	Interest		Interest Income		124.51	124.51
Gen...	02/28/2019	Interest		Interest Income		111.83	236.34
Gen...	03/31/2019	Interest		Interest Income		123.23	359.57
Total 4909 · Dock 4M Fd - Interest Earnings					0.00	359.57	359.57
TOTAL					0.00	359.57	359.57

PI

City of Afton
General Fd Streets, Rehab & Public Works - Detail by Account
 January through March 2019

Type	Date	Num	Source Name	Memo	Amount
5830 · Snow & Ice Control					
Bill	01/31/2019	578	Tri-County Services (Snow Ice)	Snow & Ice Control 1/17/19 to 2/5/19	(11,560.00)
Bill	02/28/2019	Snow Feb 2019	Jason Lee Johnson	Snow Removal 23.5 hours @ \$18	(423.00)
Bill	02/28/2019	10108	M.R.I.	Vacuum excavator with Crew - cleaned ice out of culvert	(750.00)
Bill	02/28/2019	587	Tri-County Services (Snow Ice)	Snow & Ice Control 2/6/19 to 2/28/19	(37,251.25)
Bill	02/28/2019	152530	Wash Cty (Rd & Bridge)(Trans & Phys Dev)	snow & ice control 2018 sand and salt	(9,353.64)
Bill	03/31/2019	487878	Holst Excavating	Sand and Salt 35.23 @ \$39.00	(1,373.97)
Bill	03/31/2019	10113	M.R.I.	Vacuum excavator with Crew - cleaned ice out of culvert 3/1/19	(1,200.00)
Bill	03/31/2019	596	Tri-County Services (Snow Ice)	Snow & Ice Control 2/28/19 to 3/15/19	(12,835.00)
Total 5830 · Snow & Ice Control					(74,746.86)
5835 · Surf Maint/Bit Patch/Sweeping					
Bill	03/31/2019	595	Tri-County Services (Streets, Other)	tar trailer pot hole patching	(1,615.00)
Total 5835 · Surf Maint/Bit Patch/Sweeping					(1,615.00)
5845 · Brush/Tree/Sod/Seed					
Bill	01/31/2019	577	Tri-County Services (Streets, Other)	Tree trimming, chipping and brushing: 40th to 30 street, 50th & Trading Post	(9,677.50)
Bill	03/31/2019	599	Tri-County Services (Streets, Other)	vac steam culverts: all trading post, river road, 42 street, 50 street	(3,552.50)
Total 5845 · Brush/Tree/Sod/Seed					(13,230.00)
5850 · Street Lighting					
Bill	01/31/2019	013119	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(121.18)
Bill	01/31/2019	013119	Xcel Energy {EFT} (51-11957 7713)	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901 Premises 304699626 Street Li...	(131.58)
Bill	02/28/2019	022819	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(0.63)
Bill	02/28/2019	022819	Xcel Energy {EFT} (51-11957 7713)	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901 Premises 304699626 Street Li...	(146.15)
Bill	03/31/2019	033119	Xcel Energy {EFT} (51-6223 9212)	Street Lighting Service	(62.02)
Bill	03/31/2019	033119	Xcel Energy {EFT} (51-11957 7713)	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901 Premises 304699626 Street Li...	(121.24)
Total 5850 · Street Lighting					(582.80)
5860 · Signs & Signals					
Bill	01/31/2019	190104	Safety Signs, LLC	Traffic Signs	(3,900.00)
Bill	03/31/2019	602	Tri-County Services (Streets, Other)	pick up road closed signs	(95.00)
Total 5860 · Signs & Signals					(3,995.00)
5870 · Other Road Maintenance					
Bill	01/30/2019	9000156	Gopher State One Call	2019 Facility Operator Fee	(50.00)
Bill	01/31/2019	8120154	Gopher State One Call	Cafton01 FTP Tickets	(2.70)
Bill	01/31/2019	9010157	Gopher State One Call	Cafton01 FTP Tickets	(2.70)
Bill	03/31/2019	95746	Menards - Hudson	pothole patch	(15.78)
Bill	03/31/2019	9030162	Gopher State One Call	Cafton01 FTP Tickets	(1.35)
Total 5870 · Other Road Maintenance					(72.53)
5920 · Repair & Maint Equipment					
Bill	01/31/2019	w68100	Frontier Ag & Turf (New Richmond)	Lawn Mower 749	(212.57)
Bill	03/31/2019	w69792	Frontier Ag & Turf (New Richmond)	Snowblower 54 inch	(435.76)
Total 5920 · Repair & Maint Equipment					(648.33)
TOTAL					(94,890.52)

City of Afton
Customer Receipts and Other Deposits - Sorted by Account

04/09/19

March 2019

Type	Date	Num	Name	Memo	Class	Debit	Credit
100 · 4M 101/USB 2934 - General Fund							
Deposit	03/13/2019			Fines&Fees		1,117.26	
Deposit	03/14/2019			Fire Aid		1,000.00	
Deposit	03/25/2019			Deposit		5,690.00	
Total 100 · 4M 101/USB 2934 - General Fund						7,807.26	0.00
2120 · Building Surcharges Payable							
2121 · Afton Bldg Surcharges Payable							
Sales Rece...	03/25/2019	B19-32	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Peine, Mark 571 Neal Av S		1.00
Sales Rece...	03/25/2019	B19-30	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Morris, John 3250 Pennington Av		52.50
Sales Rece...	03/25/2019	B19-28	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Niswanger 2770 Trading Pst Trl		12.50
Sales Rece...	03/25/2019	B19-26	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Denny, John 14505 50th St S		1.00
Sales Rece...	03/25/2019	B19-25	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Wade, James & Marj 13506 Vly Cr		1.00
Sales Rece...	03/25/2019	B19-22	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:McDowell, Erin 15601 36th St S		1.00
Sales Rece...	03/25/2019	B19-31	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Leasure, Mark & Scaramuzzp, Tin		1.00
Sales Rece...	03/25/2019	B19-27	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Hinz, Tom 4787 Manning Av S		1.00
Sales Rece...	03/25/2019	B19-21	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Afton Hist Mus 3165 St Cr Trl S		1.00
Sales Rece...	03/25/2019	B19-29	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Lantz, Fontaine 1801 Manning Av		1.00
Sales Rece...	03/25/2019	B19-23	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Surcharges	Afton Bldg Insp Fees:Bibritsch Family Trust 15677 Af		1.00
Total 2121 · Afton Bldg Surcharges Payable						0.00	74.00
Total 2120 · Building Surcharges Payable						0.00	74.00
4023 · Fees Sanitary Sewer Oper							
Deposit	03/25/2019	5639	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Jessica Mulle			100.00
Deposit	03/25/2019	6601	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Bill Palmquist			50.00
Deposit	03/25/2019	2695	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Elaine Mucciacciaro			100.00
Deposit	03/25/2019	5461	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Kathleen and David Feehan Schmidt			250.00
Deposit	03/25/2019	6158	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Kevin Shosten			50.00
Deposit	03/25/2019	44266	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Afton St Croix			1,750.00
Deposit	03/25/2019	995124	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	John Thompson and Diane Benike			50.00
Deposit	03/25/2019	3609	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Thorn Butler			100.00
Deposit	03/25/2019	5605	410 Sanitary Sewer Utility:A. Rev:4023 Sanitary Sewer Oper - ...	Scott Anderson			50.00
Total 4023 · Fees Sanitary Sewer Oper						0.00	2,500.00
4300 · County Fines & Fees							
Deposit	03/13/2019	8200870848	100 Genl Fd.A. Rev:A04 Fines & Forfeitures:4300 Cty Fines &...	MN Dept of Finance: Wash Cty Fines and Fees Feb19			1,117.26
Total 4300 · County Fines & Fees						0.00	1,117.26
4400 · Afton Bldg Inspection Fees							
Sales Rece...	03/25/2019	B19-32	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Peine, Mark 571 Neal Av S		109.00
Sales Rece...	03/25/2019	B19-30	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Morris, John 3250 Pennington Av		1,732.50
Sales Rece...	03/25/2019	B19-28	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Niswanger 2770 Trading Pst Trl		412.50
Sales Rece...	03/25/2019	B19-26	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Denny, John 14505 50th St S		109.00
Sales Rece...	03/25/2019	B19-25	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Wade, James & Marj 13506 Vly Cr		109.00
Sales Rece...	03/25/2019	B19-22	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:McDowell, Erin 15601 36th St S		109.00
Sales Rece...	03/25/2019	B19-31	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Leasure, Mark & Scaramuzzp, Tin		54.00
Sales Rece...	03/25/2019	B19-27	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Hinz, Tom 4787 Manning Av S		109.00
Sales Rece...	03/25/2019	B19-21	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Afton Hist Mus 3165 St Cr Trl S		109.00
Sales Rece...	03/25/2019	B19-29	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Lantz, Fontaine 1801 Manning Av		109.00
Sales Rece...	03/25/2019	B19-23	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4400 Afton Bldg ...	Afton Building Permit Fees	Afton Bldg Insp Fees:Bibritsch Family Trust 15677 Af		109.00
Total 4400 · Afton Bldg Inspection Fees						0.00	3,071.00
4405 · Pet License & Impound Fees							
Deposit	03/25/2019	3593	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4405 Pet License...	Alison Gilmore and Cari Miller			5.00
Deposit	03/25/2019	7854	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4405 Pet License...	Chad and Lisa Fredkove			10.00
Deposit	03/25/2019	8662	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4405 Pet License...	Eric and Fontaine Lantz			5.00
Deposit	03/25/2019	11628	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4405 Pet License...	Susan Green an Armand Cohen			5.00
Deposit	03/25/2019	3302	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4405 Pet License...	Karleigh and Nick Trkla			10.00
Deposit	03/25/2019	15700	100 Genl Fd.A. Rev:A05 Lic, Fees & Permits:4405 Pet License...	Laura and Joel Jensen			10.00
Total 4405 · Pet License & Impound Fees						0.00	45.00

R1

04/09/19

City of Afton
Customer Receipts and Other Deposits - Sorted by Account
March 2019

Type	Date	Num	Name	Memo	Class	Debit	Credit
4940 · State Fire Aid Received Deposit	03/14/2019	6708773	S60 Spec Act Fd - Other:A. State Fire Aid:4940 State Fire Aid ...	St. of MN: Firefighters Relief Assoc 2019			1,000.00
Total 4940 · State Fire Aid Received						0.00	1,000.00
TOTAL						7,807.26	7,807.26

R2

04/09/19

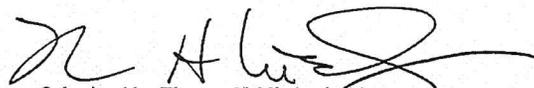
City of Afton
Building Inspection Fees by Account - Detail Afton
 January through March 2019

Date	Num	Valuation/Memo	Class	Class	Amount
Jan 19					
01/22/2019	B19-02	na	mech	Afton Bldg Insp Fees:Weed, katherine & George 15895	109.00
01/22/2019	B19-03	na	mech	Afton Bldg Insp Fees:Morri, Jake & Jenn 1073 Indian	109.00
01/22/2019	B19-01	\$14,500	Plumb	Afton Bldg Insp Fees:Lang Builders 1073 Indian Trl P	247.50
01/22/2019	B18-207	\$19,637	mech	Afton Bldg Insp Fees:Wipperfurth, Casandra & Joel 43	330.00
01/24/2019	B19-05	na	mech	Afton Bldg Insp Fees:Bibritsch Family Trust 15677 Af	109.00
01/24/2019	B19-04	\$90,000	Garage	Afton Bldg Insp Fees:Bailey, Steve 14701 42nd St S	1,485.00
					2,389.50
Jan 19					
Feb 19					
02/28/2019	B19-16	na	bldg	Afton Bldg Insp Fees:Stransky, Jerome 14220 15th St	109.00
02/28/2019	B19-17	na	bldg	Afton Bldg Insp Fees:Agen, Jeff & Jennifer 1023 Indi	109.00
02/28/2019	B19-12	\$18,000	bldg	Afton Bldg Insp Fees:Larson, Trevor & Greta 989 Indi	297.00
02/28/2019	B19-10	\$250,000	SFD	Afton Bldg Insp Fees:Distinctive 12234 Meadow Bluff	4,950.00
02/28/2019	B19-08	\$690,000	SFD	Afton Bldg Insp Fees:Wandschneider, ToddSarah 15356	11,385.00
02/28/2019	B19-20	na	bldg	Afton Bldg Insp Fees:Anderson, Paul; 14935 45th St S	109.00
02/28/2019	B19-06	na	mech	Afton Bldg Insp Fees:Sales, Greg 15196 Aft Hills Dr	109.00
02/28/2019	B19-07	na	mech	Afton Bldg Insp Fees:Hager, Dean 2903 Nybeck Av S	109.00
02/28/2019	B19-14	na	mech	Afton Bldg Insp Fees:Lang Builders 1073 Indian Trl P	109.00
02/28/2019	B19-13	na	mech	Afton Bldg Insp Fees:Lang Builders 1073 Indian Trl P	109.00
02/28/2019	B19-15	na	mech	Afton Bldg Insp Fees:Inspiri Design 16100 45th St	54.00
02/28/2019	B19-18	na	mech	Afton Bldg Insp Fees:Boomer, George 615 Indian Tr S	109.00
02/28/2019	B19-19	na	mech	Afton Bldg Insp Fees:Corcoran, William 13404 15th St	109.00
					17,667.00
Feb 19					
Mar 19					
03/25/2019	B19-32	na	Remodel	Afton Bldg Insp Fees:Peine, Mark 571 Neal Av S	109.00
03/25/2019	B19-30	\$105,000	Remodel	Afton Bldg Insp Fees:Morris, John 3250 Pennington Av	1,732.50
03/25/2019	B19-28	\$25,200	Garage	Afton Bldg Insp Fees:Niswanger 2770 Trading Pst Trl	412.50
03/25/2019	B19-26	na	windows, door	Afton Bldg Insp Fees:Denny, John 14505 50th St S	109.00
03/25/2019	B19-25	na	bldg	Afton Bldg Insp Fees:Wade, James & Marj 13506 Vly Cr	109.00
03/25/2019	B19-22	na	bldg	Afton Bldg Insp Fees:McDowell, Erin 15601 36th St S	109.00
03/25/2019	B19-31	na	mech	Afton Bldg Insp Fees:Leasure, Mark & Scaramuzzp, Tin	54.00
03/25/2019	B19-27	na	mech	Afton Bldg Insp Fees:Hinz, Tom 4787 Manning Av S	109.00
03/25/2019	B19-21	na	mech	Afton Bldg Insp Fees:Afton Hist Mus 3165 St Cr Trl S	109.00
03/25/2019	B19-29	na	plumb	Afton Bldg Insp Fees:Lantz, Fontaine 1801 Manning Av	109.00
03/25/2019	B19-23	na	plumb	Afton Bldg Insp Fees:Bibritsch Family Trust 15677 Af	109.00
					3,071.00
Mar 19					
TOTAL					23,127.50

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City of Afton
Claims to be Approved
March 20, 2019 thru April 16, 2019

<u>Checks Numbered</u>			
From	To	Description	To Be Approved
23154	23164	Routine Vendor Bills	\$6,743.70
23165	23166	Fire Relief Assn State Aid (Pass Thru) + One Applicant Refund	\$1,500.00
23167	23184	Significant Vendor Bills by Size or Nature	\$64,074.43
23185		Fire District: 2nd Qtr 2019 Fire & Ambulance Services	\$65,074.00
23186	23194	More Routine Vendor Bills + Council Pay	\$3,593.99
201904001	201904011	EFT/Direct Deposit: 3/31/19 Staff Payroll + Videographer + PERA & Payroll Taxes	\$11,302.53
201904012	201904031	EFT: Quickbooks, Phone, Postage, Copier Lease, Utility Bills	\$4,348.41
201904032	201904044	EFT/Dir Dep: 4/15/19 Staff & Council Pay/Exp + PERA, Payroll Taxes & Bldg Surcharges	\$11,404.73
Claims to be approved at 4/16/19 meeting			<u>\$168,041.79</u>



Submitted by Thomas H. Niedzwiedzki, Accountant
 File: Afton 2019 Claim Summary.xlsm Worksheet: Mar19 4/9/2019

City of Afton
Claims to be Approved
March 20 through April 16, 2019

Type	Date	Num	Name	Memo	Account	Original Amount
Liability Che...	03/31/2019	23154	Madison National Life	103815000000000	100 · 4M 101/USB 2934 - General Fund	(191.78)
				103815000000000	2325 · Madison Life ST & LT Disability	144.68
				103815000000000	2325 · Madison Life ST & LT Disability	47.10
TOTAL						191.78
Bill Pmt -Ch...	03/31/2019	23155	Briggs	Client Number 17707	100 · 4M 101/USB 2934 - General Fund	(850.00)
Bill	03/31/2019	632456	806 PFA Loan Debt Serv:7746 2017 Sanitary Sewer PFA Issue Exp	GO Sanitary Sewer improvement note of 2017 (PFA)	7746 · 2017 Sanit Swr PFA Issue Exp	850.00
TOTAL						850.00
Bill Pmt -Ch...	03/31/2019	23156	Frontier Ag & Turf (New Richmond)	Acct No. AFTON002	100 · 4M 101/USB 2934 - General Fund	(435.76)
Bill	03/31/2019	w69792	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.3 Oth Pub Wrks:5920 Repairs...	Snowblower 54 inch	5920 · Repair & Maint Equipment	435.76
TOTAL						435.76
Bill Pmt -Ch...	03/31/2019	23157	Get Connected Tech		100 · 4M 101/USB 2934 - General Fund	(195.00)
Bill	03/31/2019	6062	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6062 Oth Contra...	Quarterly Monitoring of Afton Sewage Site, 1st qtr 2019: 3 months @ \$65	6062 · Other Contract Services	195.00
TOTAL						195.00
Bill Pmt -Ch...	03/31/2019	23158	Holst Excavating	Cust No. CityAfton	100 · 4M 101/USB 2934 - General Fund	(1,373.97)
Bill	03/31/2019	487878	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5830 Snow & Ice C...	Sand and Salt 35.23 @ \$39.00	5830 · Snow & Ice Control	1,373.97
TOTAL						1,373.97
Bill Pmt -Ch...	03/31/2019	23159	Innovative Office Solutions LLC	customer # V105001	100 · 4M 101/USB 2934 - General Fund	(114.07)
Bill	03/31/2019	in2446227	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	office supplies	5540 · Office Supplies	114.07
TOTAL						114.07
Bill Pmt -Ch...	03/31/2019	23160	M.R.I.		100 · 4M 101/USB 2934 - General Fund	(1,200.00)
Bill	03/31/2019	10113	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5830 Snow & Ice C...	Vacuum excavator with Crew - cleaned ice out of culvert 3/1/19	5830 · Snow & Ice Control	1,200.00
TOTAL						1,200.00
Bill Pmt -Ch...	03/31/2019	23161	Menards - Hudson		100 · 4M 101/USB 2934 - General Fund	(120.34)
Bill	03/31/2019	94938	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6050 Supplies	supplies	6050 · Supplies - Bldg & Land	17.53
Bill	03/31/2019	95614	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6040 Repairs & Maintenance	safety cone	6040 · City Property Maintenance	59.96
Bill	03/31/2019	95746	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5870 Other Road M...	pothole patch	5870 · Other Road Maintenance	15.78
Bill	03/31/2019	96114	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6050 Supplies	supplies	6050 · Supplies - Bldg & Land	27.07
TOTAL						120.34
Bill Pmt -Ch...	03/31/2019	23162	Petersen Mgmt (Lab Fees)	Cust No. 3477	100 · 4M 101/USB 2934 - General Fund	(347.05)
Bill	03/31/2019	100846	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6066 Lab Fees	Lab Fees 2/7/19	6066 · Lab Fees	64.35
			410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6066 Lab Fees	Lab Fees 3/4/19	6066 · Lab Fees	282.70
TOTAL						347.05

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Bill Pmt -Ch...	03/31/2019	23163	Petersen Mgmt (Oper & Mgmt Fees)	Cust No. 3477	100 · 4M 101/USB 2934 - General Fund	(1,508.33)
Bill	03/31/2019	100849	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6065 Oper & M...	Operations and management fees Mar2019	6065 · Oper & Mgmt Fees	1,508.33
TOTAL						1,508.33
Bill Pmt -Ch...	03/31/2019	23164	StarTech Computing, Inc		100 · 4M 101/USB 2934 - General Fund	(407.40)
Bill	03/31/2019	48878	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Software	Flexnet Maintenance and Support	5510 · Computer Service/Software	407.40
TOTAL						407.40
Bill Pmt -Ch...	04/16/2019	23165	LSCV Fire Relief Assn (State Aid)	State Fire Aid	100 · 4M 101/USB 2934 - General Fund	(1,000.00)
Bill	03/31/2019	StateFireAid21...	560 Spec Act Fd - Other:A. State Fire Aid:5440 State Fire Aid Paid	2019 State Fire Aid Supplemental	5440 · State Fire Aid Paid	1,000.00
TOTAL						1,000.00
Check	03/31/2019	23166	Junker, Mervin Z17-05 1069 Manning Av S	Final Refund Z17-05 1171 Manning	100 · 4M 101/USB 2934 - General Fund	(500.00)
			Junker, Mervin Z17-05 1069 Manning Av S	Final Refund Z17-05 1171 Manning	2001 · Permit Escrow & Fees	500.00
TOTAL						500.00
Bill Pmt -Ch...	04/16/2019	23167	Afton Parade Committee		100 · 4M 101/USB 2934 - General Fund	(1,750.00)
Bill	03/31/2019	2019_01	100 Gen'l Fd:B. Exp:B05 Parks & Recreation:6105 4th of July Celebration	Second Half 2019 Afton Parade Committee	6105 · 4th of July Celebration	1,750.00
TOTAL						1,750.00
Bill Pmt -Ch...	04/16/2019	23168	CarlsonSV (Single Audit)	Client ID M03987	100 · 4M 101/USB 2934 - General Fund	(1,600.00)
Bill	03/31/2019	252431	805 City InfraStructure Imp Fd:B. Exp:8893 Single Audit Expense	Final billing on 2017 single audit	8893 · Single Audit Expense	1,600.00
TOTAL						1,600.00
Bill Pmt -Ch...	04/16/2019	23169	Cities Digital		100 · 4M 101/USB 2934 - General Fund	(1,474.75)
Bill	03/31/2019	45370	560 Spec Act Fd - Other:B. Community Communications:5561 Communications Ex...	Laserfiche Avante software	5561 · Communications	1,474.75
TOTAL						1,474.75
Bill Pmt -Ch...	04/16/2019	23170	Felhaber Larson	File No. 0299687,00001	100 · 4M 101/USB 2934 - General Fund	(6,000.00)
Bill	03/31/2019	642734	806 PFA Loan Debt Serv:7749 Dwrtn Imp - Special Assess Exp	Village Wastewater Treatment Facility: Special assessment	7749 · Dwrtn Imp - Special Assess Exp	6,000.00
TOTAL						6,000.00
Bill Pmt -Ch...	04/16/2019	23171	Holstad & Knaak, PLC	Legal Services	100 · 4M 101/USB 2934 - General Fund	(5,798.75)
Bill	03/31/2019	March2019	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5321 General - Legal Fees 100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5320 Prosecution - Legal Fees 805 City InfraStructure Imp Fd:B. Exp:8894 Septic Permits, Fees, Admin	Civil Criminal Condemnation	5321 · Legal Fees - General 5320 · Legal Fees - Prosecution 8894 · Septic Permits, Fees, Admin	1,644.74 2,328.95 1,825.06
TOTAL						5,798.75
Bill Pmt -Ch...	04/16/2019	23172	Stensland Inspection Services	Building Inspection Services	100 · 4M 101/USB 2934 - General Fund	(5,780.00)
Bill	03/31/2019	March2019	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5350 Bldg Insp Fees - Stensland	Bldg Permits	5350 · Building Insp Fees - Stensland	5,780.00

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TOTAL						5,780.00
Bill Pmt -Ch...	04/16/2019	23173	Tri-County Services (Snow Ice)		100 · 4M 101/USB 2934 - General Fund	(12,835.00)
Bill	03/31/2019	596	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5830 Snow & Ice C...	Snow & Ice Control 2/28/19 to 3/15/19	5830 · Snow & Ice Control	12,835.00
TOTAL						12,835.00
Bill Pmt -Ch...	04/16/2019	23174	Tri-County Services (Streets, Other)		100 · 4M 101/USB 2934 - General Fund	(1,605.00)
Bill	03/31/2019	601	550 Special Activities Fd - General:D. Flood, Storm Wtr & Snow Ice:7836 Flood & ...	Dig out pumps old shop move to shop. install new battery for pump getting ...	7836 · Flood & Storm Wtr Exp - Gen'l	955.00
Bill	03/31/2019	600	550 Special Activities Fd - General:D. Flood, Storm Wtr & Snow Ice:7836 Flood & ...	install flood gate	7836 · Flood & Storm Wtr Exp - Gen'l	650.00
TOTAL						1,605.00
Bill Pmt -Ch...	04/16/2019	23175	Tri-County Services (Streets, Other)		100 · 4M 101/USB 2934 - General Fund	(1,710.00)
Bill	03/31/2019	595	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5835 Surf Maint/Bit...	tar trailer pot hole patching	5835 · Surf Maint/Bit Patch/Sweeping	1,615.00
Bill	03/31/2019	602	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5860 Signs & Signals	pick up road closed signs	5860 · Signs & Signals	95.00
TOTAL						1,710.00
Bill Pmt -Ch...	04/16/2019	23176	Tri-County Services (Streets, Other)		100 · 4M 101/USB 2934 - General Fund	(3,552.50)
Bill	03/31/2019	599	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5845 Brush/Tree/M...	vac steam culverts: all trading post, river road, 42 street, 50 street	5845 · Brush/Tree/Sod/Seed	3,552.50
TOTAL						3,552.50
Bill Pmt -Ch...	04/16/2019	23177	Wash Cty (Prop Records & Taxpayer Serv)	PROP ID 22.028.20.11.0017	100 · 4M 101/USB 2934 - General Fund	(840.20)
Bill	03/31/2019	CityHall2019P...	410 Sanitary Sewer Utility:B. Exp:6083 Sanitary Sewer Spec Assessments	Full Year 2019 Special Assessment 3033 St Croix Trl S City Hall 22.028.20...	6083 · Sanitary Sewer Spec Assessments	840.20
TOTAL						840.20
Bill Pmt -Ch...	04/16/2019	23178	Wash Cty (Prop Records & Taxpayer Serv)	PROP ID 22.028.20.11.0004	100 · 4M 101/USB 2934 - General Fund	(1,068.73)
Bill	03/31/2019	HistSociety20...	410 Sanitary Sewer Utility:B. Exp:6083 Sanitary Sewer Spec Assessments	Full Year 2019 Special Assessment Historical Society 22.028.20.11.0004	6083 · Sanitary Sewer Spec Assessments	1,068.73
TOTAL						1,068.73
Bill Pmt -Ch...	04/16/2019	23179	Wenck Associates Inc.	project 2656-04	100 · 4M 101/USB 2934 - General Fund	(632.00)
Bill	03/31/2019	11901631	805 City InfraStructure Imp Fd:B. Exp:8897 Septic Construction Eng'g	Afton LSTS - bidding, construction and post construction services	8897 · Septic Construction Eng'g	632.00
TOTAL						632.00
Bill Pmt -Ch...	04/16/2019	23180	WSB (3M Working Groups)	R-011907-000 3M Working Groups	100 · 4M 101/USB 2934 - General Fund	(1,295.00)
Bill	03/31/2019	7	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees	Engineering Services for 3M Working Groups	5310 · Engineering Fees	1,295.00
TOTAL						1,295.00
Bill Pmt -Ch...	04/16/2019	23181	WSB (Applicants)	Customer No. 01856	100 · 4M 101/USB 2934 - General Fund	(220.50)
Bill	03/31/2019	17	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees	Afton Creek Preserve Plan Review	5310 · Engineering Fees	220.50
TOTAL						220.50
Bill Pmt -Ch...	04/16/2019	23182	WSB (Bridge Inspections)	Project # 01856	100 · 4M 101/USB 2934 - General Fund	(1,050.00)

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Bill	03/31/2019	2	122 Bridge Replacement Fd:7770 Bridge Replacemnt Exp:7771 Bridge Replacemnt ...	Bridge Safety Inspections	7771 · Bridge Replacement - Engineer	1,050.00
TOTAL						1,050.00
Bill Pmt -Ch...	04/16/2019	23183	WSB (City Engineer)	R-013251-000 City Engineer	100 · 4M 101/USB 2934 - General Fund	(4,474.50)
Bill	03/31/2019	2	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees 120 Street Imp Capital Fd:B. Exp:7984 River Road Sanitary Options 100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees 100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees 100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5310 Engineering Fees 805 City InfraStructure Imp Fd:B. Exp:8894 Septic Permits, Fees, Admin	City engineer River Road Sanitary Sewer Leba, Tim Z19-06 Gasser, Thomas Z18-26 Narducci Z19-08 Variance Condemnation	5310 · Engineering Fees 7984 · River Road Sanitary Options 5310 · Engineering Fees 5310 · Engineering Fees 5310 · Engineering Fees 8894 · Septic Permits, Fees, Admin	2,172.50 1,659.50 124.50 83.00 352.00 83.00
TOTAL						4,474.50
Bill Pmt -Ch...	04/16/2019	23184	WSB (Downtown Village Imp Proj)	Downtown Village Imp Proj No. 01856-520	100 · 4M 101/USB 2934 - General Fund	(12,387.50)
Bill	03/31/2019	27	805 City InfraStructure Imp Fd:B. Exp:8899 Village Improvements	Downtown Village Improvement Project No. 01856-520	8899 · Village Improvements	12,387.50
TOTAL						12,387.50
Bill Pmt -Ch...	04/16/2019	23185	LSCV Fire District (Regular)	Fire Protection Services	100 · 4M 101/USB 2934 - General Fund	(65,074.00)
Bill	04/16/2019	fd2ndqtr19	100 Gen'l Fd:B. Exp:B02 Public Safety & Health:B2.1 Public Safety:5625 Fire & A...	2nd Quarter 2019	5625 · Fire & Ambulance Services	65,074.00
TOTAL						65,074.00
Bill Pmt -Ch...	04/16/2019	23186	CNA Surety (Valley Agencies)	Company # 0601, Policy # 69721463	100 · 4M 101/USB 2934 - General Fund	(225.00)
Bill	03/31/2019	Bond #697214...	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5304 Accounting Fees	CNA Surety Bond thru Valley Agencies \$50,000: Thomas H. Niedzwiecki P...	5304 · Accounting Fees	225.00
TOTAL						225.00
Bill Pmt -Ch...	04/16/2019	23187	Croix Crystal Water Treatment	cooler lease and water	100 · 4M 101/USB 2934 - General Fund	(33.25)
Bill	03/31/2019	60117	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6030 Misc Expense	rent on hot & cold cooler, bottled water	6030 · Misc Exp - Bldg & Land	33.25
TOTAL						33.25
Bill Pmt -Ch...	04/16/2019	23188	Gopher State One Call	Acct No. MN00128	100 · 4M 101/USB 2934 - General Fund	(1.35)
Bill	03/31/2019	9030162	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5870 Other Road M...	Cafon01 FTP Tickets	5870 · Other Road Maintenance	1.35
TOTAL						1.35
Bill Pmt -Ch...	04/16/2019	23189	Kathi Pelnar	Humane Animal Control Service	100 · 4M 101/USB 2934 - General Fund	(421.92)
Bill	03/31/2019	March2019	100 Gen'l Fd:B. Exp:B02 Public Safety & Health:B2.1 Public Safety:5605 Animal C...	animal control	5605 · Animal Control	421.92
TOTAL						421.92
Bill Pmt -Ch...	04/16/2019	23190	Menards - Hudson	Account No. 30890280	100 · 4M 101/USB 2934 - General Fund	(14.02)
Bill	03/31/2019	96304	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6050 Supplies	supplies	6050 · Supplies - Bldg & Land	14.02
TOTAL						14.02
Bill Pmt -Ch...	04/16/2019	23191	Petersen Mgmt (Lab Fees)	Cust No. 3477	100 · 4M 101/USB 2934 - General Fund	(260.70)

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Bill	03/31/2019	101038	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6066 Lab Fees	Lab Fees 3/13/19	6066 · Lab Fees	260.70
TOTAL						260.70
Bill Pmt -Ch...	04/16/2019	23192	Niedzwiecki, Thomas H.	Accounting Services	100 · 4M 101/USB 2934 - General Fund	(2,170.00)
Bill	03/31/2019	033119	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5304 Accounting Fees 100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies 100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5540 Office Supplies	Monthly charge for Accounting Services per Contract Extension Monthly charge for QB Pro software including Payroll Service & Forms Mailing envelopes, copies of invoices, misc postage	5304 · Accounting Fees 5540 · Office Supplies 5540 · Office Supplies	2,100.00 30.00 40.00
TOTAL						2,170.00
Paycheck	04/15/2019	23193	Nelson, Randall P		100 · 4M 101/USB 2934 - General Fund	(187.10)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...		5002 · Mayor & Council Wages 2303 · PERA Payable - Council 5053 · PERA Contribution - Employer 2303 · PERA Payable - Council 5052 · Medicare Tax - Employer 2213 · Medicare Payable - Employer 2212 · Medicare W/H - Employee	200.00 (10.00) 10.00 (10.00) 2.90 (2.90) (2.90)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...			
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...			
TOTAL						187.10
Paycheck	04/15/2019	23194	Pnlmquist, William B		100 · 4M 101/USB 2934 - General Fund	(280.65)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...		5002 · Mayor & Council Wages 2303 · PERA Payable - Council 5053 · PERA Contribution - Employer 2303 · PERA Payable - Council 5052 · Medicare Tax - Employer 2213 · Medicare Payable - Employer 2212 · Medicare W/H - Employee	300.00 (15.00) 15.00 (15.00) 4.35 (4.35) (4.35)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...			
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...			
TOTAL						280.65
Bill Pmt -Ch...	03/28/2019	201904001	Spencer D Klover (DD)	Videographer \$30.00/hour	100 · 4M 101/USB 2934 - General Fund	(277.50)
Bill	03/28/2019	030419 031919	100 Gen'l Fd:B. Exp:B01 G & A:B1.2 Prof Serv:5120 Contract - Video Meetings	Videographer 9.25 hours @ \$30	5120 · Contract - Video Meetings	277.50
TOTAL						277.50
Paycheck	03/28/2019	201904002	Pahl, Thomas W	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5020 · Maintenance Person 2302 · PERA Payable - Staff 5053 · PERA Contribution - Employer 2302 · PERA Payable - Staff 5051 · Social Security Tax - Employer 2205 · Soc Sec Payable - Employer 2204 · Social Security W/H - Employee 5052 · Medicare Tax - Employer 2213 · Medicare Payable - Employer 2212 · Medicare W/H - Employee 2110 · Direct Deposit Liabilities	47.81 (3.11) 3.59 (3.59) 2.96 (2.96) (2.96) 0.69 (0.69) (0.69) (41.05)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit		
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit		
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit		
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit		
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit		
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit		
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit		
TOTAL						0.00
Paycheck	03/28/2019	201904003	Yoho, Julie D	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5008 · Office Manager Wages	1,944.94

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			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	2302 - PERA Payable - Staff	(126.42)
				Direct Deposit	5053 - PERA Contribution - Employer	145.87
				Direct Deposit	2302 - PERA Payable - Staff	(145.87)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	2325 - Madison Life ST & LT Disability	(35.87)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5018 - Insurance Benefits	18.75
				Direct Deposit	2325 - Madison Life ST & LT Disability	(18.75)
				Direct Deposit	2210 - Federal Withholding	(122.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5051 - Social Security Tax - Employer	120.58
				Direct Deposit	2205 - Soc Sec Payable - Employer	(120.58)
				Direct Deposit	2204 - Social Security W/H - Employee	(120.58)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5052 - Medicare Tax - Employer	28.20
				Direct Deposit	2213 - Medicare Payable - Employer	(28.20)
				Direct Deposit	2212 - Medicare W/H - Employee	(28.20)
				Direct Deposit	2208 - MN State Withholding	(68.00)
				Direct Deposit	2110 - Direct Deposit Liabilities	(1,443.87)
TOTAL						0.00
Paycheck	03/28/2019	201904004	Moorse, Ronald J	Direct Deposit	100 - 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5004 - Administrator Salary	3,981.67
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5053 - PERA Contribution - Employer	298.63
				Direct Deposit	2302 - PERA Payable - Staff	(298.63)
				Direct Deposit	2302 - PERA Payable - Staff	(258.81)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5037 - Flexible Benefits	1,127.50
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5018 - Insurance Benefits	28.35
				Direct Deposit	2325 - Madison Life ST & LT Disability	(28.35)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	2325 - Madison Life ST & LT Disability	(108.81)
				Direct Deposit	2210 - Federal Withholding	(864.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5051 - Social Security Tax - Employer	316.77
				Direct Deposit	2205 - Soc Sec Payable - Employer	(316.77)
				Direct Deposit	2204 - Social Security W/H - Employee	(316.77)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5052 - Medicare Tax - Employer	74.09
				Direct Deposit	2213 - Medicare Payable - Employer	(74.09)
				Direct Deposit	2212 - Medicare W/H - Employee	(74.09)
				Direct Deposit	2208 - MN State Withholding	(288.00)
				Direct Deposit	2110 - Direct Deposit Liabilities	(3,198.69)
TOTAL						0.00
Paycheck	03/28/2019	201904005	Meade, Debra J	Direct Deposit	100 - 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5007 - Intern/Office Assistant Wages	1,023.75
				Direct Deposit	2302 - PERA Payable - Staff	(66.54)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5053 - PERA Contribution - Employer	76.78
				Direct Deposit	2302 - PERA Payable - Staff	(76.78)
				Direct Deposit	2210 - Federal Withholding	(107.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5051 - Social Security Tax - Employer	63.47
				Direct Deposit	2205 - Soc Sec Payable - Employer	(63.47)
				Direct Deposit	2204 - Social Security W/H - Employee	(63.47)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5052 - Medicare Tax - Employer	14.84
				Direct Deposit	2213 - Medicare Payable - Employer	(14.84)
				Direct Deposit	2212 - Medicare W/H - Employee	(14.84)
				Direct Deposit	2208 - MN State Withholding	(31.00)
				Direct Deposit	2110 - Direct Deposit Liabilities	(75.00)
				Direct Deposit	2110 - Direct Deposit Liabilities	(665.90)
TOTAL						0.00
Paycheck	03/28/2019	201904006	Johnson, Kenneth L	Direct Deposit	100 - 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5020 - Maintenance Person	1,248.00
				Direct Deposit	2302 - PERA Payable - Staff	(81.12)

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Type	Date	Num	Name	Memo	Account	Original Amount
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5053 · PERA Contribution - Employer	93.60
				Direct Deposit	2302 · PERA Payable - Staff	(93.60)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5020 · Maintenance Person	450.00
				Direct Deposit	2210 · Federal Withholding	(113.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5051 · Social Security Tax - Employer	77.37
				Direct Deposit	2205 · Soc Sec Payable - Employer	(77.37)
				Direct Deposit	2204 · Social Security W/H - Employee	(77.37)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5052 · Medicare Tax - Employer	18.10
				Direct Deposit	2213 · Medicare Payable - Employer	(18.10)
				Direct Deposit	2212 · Medicare W/H - Employee	(18.10)
				Direct Deposit	2208 · MN State Withholding	(57.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(1,351.41)
TOTAL						0.00
Liability Che...	03/31/2019	201904007	PERA (Staff)	3030-01 210990	100 · 4M 101/USB 2934 - General Fund	(1,154.47)
				3030-01 210990	2302 · PERA Payable - Staff	536.00
				3030-01 210990	2302 · PERA Payable - Staff	618.47
TOTAL						1,154.47
Liability Che...	03/31/2019	201904008	IRS (US Treasury)	41-1290668	100 · 4M 101/USB 2934 - General Fund	(2,640.14)
				41-1290668	2210 · Federal Withholding	1,206.00
				41-1290668	2213 · Medicare Payable - Employer	135.92
				41-1290668	2212 · Medicare W/H - Employee	135.92
				41-1290668	2205 · Soc Sec Payable - Employer	581.15
				41-1290668	2204 · Social Security W/H - Employee	581.15
TOTAL						2,640.14
Liability Che...	03/31/2019	201904009	MN Dept of Revenue	5050730	100 · 4M 101/USB 2934 - General Fund	(444.00)
				5050730	2208 · MN State Withholding	444.00
TOTAL						444.00
Check	03/27/2019	201904010	QuickBooks Payroll Service	Created by Direct Deposit Service on 03/25/2019	100 · 4M 101/USB 2934 - General Fund	(1.75)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5505 Bank/IRS Fees/Sales Tax	Fee for 1 direct deposit(s) at \$1.75 each	5505 · Bank/IRS/Sales Tax	1.75
TOTAL						1.75
Liability Che...	03/27/2019	201904011	QuickBooks Payroll Service	Created by Payroll Service on 03/25/2019	100 · 4M 101/USB 2934 - General Fund	(6,784.67)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5505 Bank/IRS Fees/Sales Tax	Fee for 5 direct deposit(s) at \$1.75 each	5505 · Bank/IRS/Sales Tax	8.75
			QuickBooks Payroll Service	Created by Payroll Service on 03/25/2019	2110 · Direct Deposit Liabilities	6,775.92
TOTAL						6,784.67
Bill Pmt -Ch...	03/20/2019	201904012	Intuit Software		100 · 4M 101/USB 2934 - General Fund	(1.75)
Bill	03/01/2019	1722616679	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5505 Bank/IRS Fees/Sales Tax	QB Fee	5505 · Bank/IRS/Sales Tax	1.75
TOTAL						1.75
Bill Pmt -Ch...	03/20/2019	201904013	Intuit Software		100 · 4M 101/USB 2934 - General Fund	(345.00)
Bill	03/01/2019	QB 1722616679	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5510 Computer Serv/Software	QB Software	5510 · Computer Service/Software	345.00

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Type	Date	Num	Name	Memo	Account	Original Amount
TOTAL						345.00
Bill Pmt -Ch...	03/31/2019	201904014	Comcast {City Hall} 877 2105 720001508	Account # 8772 10 572 0001508	100 - 4M 101/USB 2934 - General Fund	(299.55)
Bill	03/31/2019	033119	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5565 Telephone	Comcast Business Internet and Voice	5565 - Telephone	299.55
TOTAL						299.55
Bill Pmt -Ch...	03/31/2019	201904015	Comcast {Garage} 720011622 S139.22		100 - 4M 101/USB 2934 - General Fund	(139.32)
Bill	03/31/2019	033119	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Expense	Sheriff Phone and Internet (three months)	6045 - City Garage Expense	139.32
TOTAL						139.32
Bill Pmt -Ch...	03/31/2019	201904016	CP Energy {EFT} 528 0051		100 - 4M 101/USB 2934 - General Fund	(201.45)
Bill	03/31/2019	033119	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Expense	3033 St Croix Trl S Meter: M20111533249 Acct# 5280051-3	6045 - City Garage Expense	201.45
TOTAL						201.45
Bill Pmt -Ch...	03/31/2019	201904017	CP Energy {EFT} 621 7601	Meter # M19702480474 Account No. 6217601-1	100 - 4M 101/USB 2934 - General Fund	(424.39)
Bill	03/31/2019	033119	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Expense	1675 Stagecoach Trl S: City Garage	6045 - City Garage Expense	424.39
TOTAL						424.39
Bill Pmt -Ch...	03/31/2019	201904018	CP Energy {EFT} 1080 5248	Acct#10805248-1	100 - 4M 101/USB 2934 - General Fund	(108.76)
Bill	03/31/2019	033119	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Expense	Acct#10805248-1 M20171727088 3033 St Croix Trl S Sheriff Garage (need...	6045 - City Garage Expense	108.76
TOTAL						108.76
Bill Pmt -Ch...	03/31/2019	201904019	US Bank {EFT} Equip Finance	Acct# 1473396 Contract # 500-0466085-000	100 - 4M 101/USB 2934 - General Fund	(230.00)
Bill	03/31/2019	033119	100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5516 Copier Lease	Ricoh C4503 copier lease S/N E175MC60291	5516 - Copier Lease	230.00
TOTAL						230.00
Bill Pmt -Ch...	03/31/2019	201904020	Xcel Energy {EFT} (51-0895 3451)	Acct: 51-0895345-1 Meter# 000071246886	100 - 4M 101/USB 2934 - General Fund	(51.29)
Bill	03/31/2019	033119	805 City InfraStructure Imp Fd:B. Exp:8891 Dwtown Prop Purch/Exp	Eastwood - Septic Property 2318 St Croix Trl S Meter# 96987678 Premises...	8891 - DNR Flood Imp - Prop Purch/Exp	51.29
TOTAL						51.29
Bill Pmt -Ch...	03/31/2019	201904021	Xcel Energy {EFT} (51-11935 1802)		100 - 4M 101/USB 2934 - General Fund	(127.11)
Bill	03/31/2019	033119	100 Gen'l Fd:B. Exp:B05 Parks & Recreation:6135 Park Maintenance	Acct No. 51-0011119351802 Park Restroom: 3418 St Croix Trl S. Meter 2...	6135 - Park Maintenance	127.11
TOTAL						127.11
Bill Pmt -Ch...	03/31/2019	201904022	Xcel Energy {EFT} (51-11957 7713)		100 - 4M 101/USB 2934 - General Fund	(121.24)
Bill	03/31/2019	033119	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5850 Street Lighting	Acct No. 51-0011957771-3 : 3293 SAINT CROIX TRL S. Meter 7626901...	5850 - Street Lighting	121.24
TOTAL						121.24
Bill Pmt -Ch...	03/31/2019	201904023	Xcel Energy {EFT} (51-11957 8190)		100 - 4M 101/USB 2934 - General Fund	(571.49)

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Type	Date	Num	Name	Memo	Account	Original Amount
Bill	03/31/2019	033119	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6068 Electric - ...	Acct No. 51-00119578190 : Lift Station 15995 UPPER 34TH ST S. Meter ...	6068 · Electricity - Lift Stations	571.49
TOTAL						571.49
Bill Pmt -Ch...	03/31/2019	201904024	Xcel Energy {EFT} (51-11983 9027)	Acct No. 51-0011983902-7	100 · 4M 101/USB 2934 - General Fund	(1,016.65)
Bill	03/31/2019	033119	410 Sanitary Sewer Utility:B. Exp:6060 Sanitary Sewer Oper - Exp:6068 Electric - ...	Acct No. 51-0011983902-7 Pumphouse for Water Treatment: 2318 St Croi...	6068 · Electricity - Lift Stations	1,016.65
TOTAL						1,016.65
Bill Pmt -Ch...	03/31/2019	201904025	Xcel Energy {EFT} (51-5247 6229)	201 Project: 4105 River Rd Meter No. 0098359441	100 · 4M 101/USB 2934 - General Fund	(84.31)
Bill	03/31/2019	033119	400 201 Project Fund:B. Exp:5915 201 Project Maintenance	201 Project: 4105 River Rd Meter No. 0098359441	5915 · 201 Project Maintenance	84.31
TOTAL						84.31
Bill Pmt -Ch...	03/31/2019	201904026	Xcel Energy {EFT} (51-5371 3569)	15891 34th St. S: Automatic Protective Lighting Service	100 · 4M 101/USB 2934 - General Fund	(17.82)
Bill	03/31/2019	033119	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	15891 34th St. S: Automatic Protective Lighting Service	6020 · Electricity	17.82
TOTAL						17.82
Bill Pmt -Ch...	03/31/2019	201904027	Xcel Energy {EFT} (51-5700 4296)	Acct #51-5700429-6 Meter #0077765464	100 · 4M 101/USB 2934 - General Fund	(212.67)
Bill	03/31/2019	033119	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	3033 St. Croix Trail S Meter #77765464 Premises #303084797 City Hall &...	6020 · Electricity	212.67
TOTAL						212.67
Bill Pmt -Ch...	03/31/2019	201904028	Xcel Energy {EFT} (51-6223 9212)	Acct No. 51-6223921-2 Street Lighting	100 · 4M 101/USB 2934 - General Fund	(62.02)
Bill	03/31/2019	033119	100 Gen'l Fd:B. Exp:B03 Strts, Rehab & Pub Wks:B3.1 Streets:5850 Street Lighting	Street Lighting Service	5850 · Street Lighting	62.02
TOTAL						62.02
Bill Pmt -Ch...	03/31/2019	201904029	Xcel Energy {EFT} (51-6257 8029)	3420 St. Croix Trl S Meter #0096987678	100 · 4M 101/USB 2934 - General Fund	(150.37)
Bill	03/31/2019	033119	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	Town Square Park 3420 St. Croix Trl S Meter #96987678 Premises 30332...	6020 · Electricity	150.37
TOTAL						150.37
Bill Pmt -Ch...	03/31/2019	201904030	Xcel Energy {EFT} (51-6852 6052)	Acct #51-6852605-2 Install No. 184509 & 184508	100 · 4M 101/USB 2934 - General Fund	(30.58)
Bill	03/31/2019	033119	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6020 Electricity - Xcel Energy	Automatic Protective Light Service Install No. 184509 & 184508	6020 · Electricity	30.58
TOTAL						30.58
Bill Pmt -Ch...	03/31/2019	201904031	Xcel Energy {EFT} (51-7576 3714)	Acct#51-7576371-4 Meter #19818068	100 · 4M 101/USB 2934 - General Fund	(152.64)
Bill	03/31/2019	033119	100 Gen'l Fd:B. Exp:B04 Bldgs & Land:6045 City Garage Expense	City Garage 1675 Stagecoach Trl S: Acct#51-7576371-4 Meter #19818068 ...	6045 · City Garage Expense	152.64
TOTAL						152.64
Paycheck	04/15/2019	201904032	Johnson, Kenneth L	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5020 · Maintenance Person	936.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	2302 · PERA Payable - Staff	(60.84)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5053 · PERA Contribution - Employer	70.20
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	2302 · PERA Payable - Staff	(70.20)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	2210 · Federal Withholding	(78.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5051 · Social Security Tax - Employer	58.03

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Type	Date	Num	Name	Memo	Account	Original Amount
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	2205 · Soc Sec Payable - Employer	(58.03)
				Direct Deposit	2204 · Social Security W/H - Employee	(58.03)
				Direct Deposit	5052 · Medicare Tax - Employer	13.57
				Direct Deposit	2213 · Medicare Payable - Employer	(13.57)
				Direct Deposit	2212 · Medicare W/H - Employee	(13.57)
				Direct Deposit	2208 · MN State Withholding	(41.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(684.56)
TOTAL						0.00
Paycheck	04/15/2019	201904033	Meade, Debra J	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5007 · Intern/Office Assistant Wages	924.00
				Direct Deposit	2302 · PERA Payable - Staff	(60.06)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5053 · PERA Contribution - Employer	69.30
				Direct Deposit	2302 · PERA Payable - Staff	(69.30)
				Direct Deposit	1190 · Other Receivables	31.55
				Direct Deposit	2210 · Federal Withholding	(97.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5051 · Social Security Tax - Employer	57.29
				Direct Deposit	2205 · Soc Sec Payable - Employer	(57.29)
				Direct Deposit	2204 · Social Security W/H - Employee	(57.29)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5007 Intern/Office Asst W...	Direct Deposit	5052 · Medicare Tax - Employer	13.40
				Direct Deposit	2213 · Medicare Payable - Employer	(13.40)
				Direct Deposit	2212 · Medicare W/H - Employee	(13.40)
				Direct Deposit	2208 · MN State Withholding	(26.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(75.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(626.80)
TOTAL						0.00
Paycheck	04/15/2019	201904034	Pahl, Thomas W	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5020 · Maintenance Person	51.00
				Direct Deposit	2302 · PERA Payable - Staff	(3.32)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5053 · PERA Contribution - Employer	3.83
				Direct Deposit	2302 · PERA Payable - Staff	(3.83)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5051 · Social Security Tax - Employer	3.17
				Direct Deposit	2205 · Soc Sec Payable - Employer	(3.17)
				Direct Deposit	2204 · Social Security W/H - Employee	(3.17)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5020 Gen'l Maint Wages &...	Direct Deposit	5052 · Medicare Tax - Employer	0.74
				Direct Deposit	2213 · Medicare Payable - Employer	(0.74)
				Direct Deposit	2212 · Medicare W/H - Employee	(0.74)
				Direct Deposit	2110 · Direct Deposit Liabilities	(43.77)
TOTAL						0.00
Paycheck	04/15/2019	201904035	Yoho, Julie D	Direct Deposit	100 · 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5008 · Office Manager Wages	1,913.57
				Direct Deposit	2302 · PERA Payable - Staff	(124.38)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5053 · PERA Contribution - Employer	143.52
				Direct Deposit	2302 · PERA Payable - Staff	(143.52)
				Direct Deposit	1190 · Other Receivables	40.60
				Direct Deposit	2210 · Federal Withholding	(119.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5051 · Social Security Tax - Employer	118.65
				Direct Deposit	2205 · Soc Sec Payable - Employer	(118.65)
				Direct Deposit	2204 · Social Security W/H - Employee	(118.65)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5008 Office Manager Wag...	Direct Deposit	5052 · Medicare Tax - Employer	27.75
				Direct Deposit	2213 · Medicare Payable - Employer	(27.75)
				Direct Deposit	2212 · Medicare W/H - Employee	(27.75)
				Direct Deposit	2208 · MN State Withholding	(66.00)
				Direct Deposit	2110 · Direct Deposit Liabilities	(1,498.39)

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Type	Date	Num	Name	Memo	Account	Original Amount
TOTAL						0.00
Paycheck	04/15/2019	201904036	Moorse, Ronald J	Direct Deposit	100 - 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5004 - Administrator Salary	3,981.67
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5053 - PERA Contribution - Employer	298.63
				Direct Deposit	2302 - PERA Payable - Staff	(298.63)
				Direct Deposit	2302 - PERA Payable - Staff	(258.81)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5037 - Flexible Benefits	1,127.50
				Direct Deposit	2210 - Federal Withholding	(864.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5051 - Social Security Tax - Employer	316.77
				Direct Deposit	2205 - Soc Sec Payable - Employer	(316.77)
				Direct Deposit	2204 - Social Security W/H - Employee	(316.77)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5004 Administrator Wages...	Direct Deposit	5052 - Medicare Tax - Employer	74.08
				Direct Deposit	2213 - Medicare Payable - Employer	(74.08)
				Direct Deposit	2212 - Medicare W/H - Employee	(74.08)
				Direct Deposit	2208 - MN State Withholding	(288.00)
				Direct Deposit	2110 - Direct Deposit Liabilities	(3,307.51)
TOTAL						0.00
Paycheck	04/15/2019	201904037	Ross, Stanley A	Direct Deposit	100 - 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5002 - Mayor & Council Wages	200.00
				Direct Deposit	2303 - PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5053 - PERA Contribution - Employer	10.00
				Direct Deposit	2303 - PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5052 - Medicare Tax - Employer	2.90
				Direct Deposit	2213 - Medicare Payable - Employer	(2.90)
				Direct Deposit	2212 - Medicare W/H - Employee	(2.90)
				Direct Deposit	2110 - Direct Deposit Liabilities	(187.10)
TOTAL						0.00
Paycheck	04/15/2019	201904038	Wroblewski, Lucina B	Direct Deposit	100 - 4M 101/USB 2934 - General Fund	0.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5002 - Mayor & Council Wages	200.00
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5053 - PERA Contribution - Employer	10.00
				Direct Deposit	2303 - PERA Payable - Council	(10.00)
				Direct Deposit	2303 - PERA Payable - Council	(10.00)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.1 Wages & Benefits:5002 Mayor & Council Wa...	Direct Deposit	5052 - Medicare Tax - Employer	2.90
				Direct Deposit	2213 - Medicare Payable - Employer	(2.90)
				Direct Deposit	2212 - Medicare W/H - Employee	(2.90)
				Direct Deposit	2110 - Direct Deposit Liabilities	(187.10)
TOTAL						0.00
Liability Che...	04/12/2019	201904039	QuickBooks Payroll Service	Created by Payroll Service on 04/08/2019	100 - 4M 101/USB 2934 - General Fund	(6,622.48)
			100 Gen'l Fd:B. Exp:B01 G & A:B1.4 Oth Exp:5505 Bank/IRS Fees/Sales Tax	Fee for 7 direct deposit(s) at \$1.75 each	5505 - Bank/IRS/Sales Tax	12.25
			QuickBooks Payroll Service	Created by Payroll Service on 04/08/2019	2110 - Direct Deposit Liabilities	6,610.23
TOTAL						6,622.48
Liability Che...	04/16/2019	201904040	PERA (Council)	3030-51 207620	100 - 4M 101/USB 2934 - General Fund	(90.00)
				3030-51 207620	2303 - PERA Payable - Council	45.00
				3030-51 207620	2303 - PERA Payable - Council	45.00
TOTAL						90.00

04/09/19

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Type	Date	Num	Name	Memo	Account	Original Amount
Liability Che...	04/16/2019	201904041	PERA (Staff)	3030-01 210990	100 · 4M 101/USB 2934 - General Fund	(1,092.89)
				3030-01 210990	2302 · PERA Payable - Staff	507.41
				3030-01 210990	2302 · PERA Payable - Staff	585.48
TOTAL						1,092.89
Liability Che...	04/16/2019	201904042	IRS (US Treasury)	41-1290668	100 · 4M 101/USB 2934 - General Fund	(2,551.00)
				41-1290668	2210 · Federal Withholding	1,158.00
				41-1290668	2213 · Medicare Payable - Employer	142.59
				41-1290668	2212 · Medicare W/H - Employee	142.59
				41-1290668	2205 · Soc Sec Payable - Employer	553.91
				41-1290668	2204 · Social Security W/H - Employee	553.91
TOTAL						2,551.00
Liability Che...	04/16/2019	201904043	MN Dept of Revenue	5050730	100 · 4M 101/USB 2934 - General Fund	(421.00)
				5050730	2208 · MN State Withholding	421.00
TOTAL						421.00
Bill Pmt -Ch...	04/16/2019	201904044	MN Dept of Labor & Ind (Bldg Surchg)	Building Surcharges Cert #2164	100 · 4M 101/USB 2934 - General Fund	(627.36)
Bill	03/31/2019	BldgSurcharge...		1st Quarter 2019 Building Surcharges Cert #2164	2121 · Afton Bldg Surcharges Payable	627.36
TOTAL						627.36

RESOLUTION 2019-21

CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA

**A RESOLUTION APPROVING 4M FUND TRANSFERS
FOR MARCH OF 2019**

BE IT RESOLVED THAT the City Council of the City of Afton, County of Washington, Minnesota, authorizes the transfer of the following sums of money between the City's 4M Fund Accounts, as detailed in Exhibit A – 4M Fund Transfers – Month of MARCH, 2019.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 16TH DAY OF APRIL, 2019.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:

Second by:

Ross:

Nelson:

Wroblewski:

Perkins:

Palmquist:

City of Afton
Exhibit A: 4M Fund Transfers

A	B	C	D	E
1	Month of:			Mar-19
2	4M Fund Accounts			
3	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Comments</u>
4	1 805 - 4M114 City Infra-Structure Improvement Fund	100 - 4M101 General	\$16,578.85	805 Downtown Project Expenses
5	2 550 - 4M106 - Spec Activities General	100 - 4M101 General	\$1,605.00	Expenses: 550 Special Act - General
6	3 560 - 4M119 - Spec Activities Other	100 - 4M101 General	\$1,474.75	Expenses: 560 Special Act - Other
7	4 100 - 4M101 General	410 - 4M118 - Sanitary Sewer	\$2,500.00	410 Sanitary Sewer Utility - Revenue
8	5 410 - 4M118 - Sanitary Sewer	100 - 4M101 General	\$5,808.15	410 Sanitary Sewer Utility - Expenses
9	6 120 - 4M116 - Street Improvement	100 - 4M101 General	\$1,659.50	120 Street Imp Fd Expenses
10	7 122 - 4M117 - Bridge Replacement Fund	100 - 4M101 General	\$1,050.00	122 Bridge Replacement Fund Expenses
11	8 201 - 4M103 Project Fund	100 - 4M101 General	\$84.31	201 Project Expense
12	9 806 - 4M122 - PFA Loan Debt Serv	100 - 4M101 General	\$6,850.00	806 PFA Loan/Assessment Expenses
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 Recommended by Thomas H. Niedzwiecki, Accountant
 File: Afton 2019 Bank Transfers.xlsm - Worksheet: Mar19 4/9/2019

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1. **CALL TO ORDER** – Chair Kris Kopitzke called the meeting to order at 7:00 PM
 2. **PLEDGE OF ALLEGIANCE** – was recited.
 3. **ROLL CALL** – Present: Kris Kopitzke, James Langan, Christian Dawson, Doug Parker, Roger Bowman, Justin Sykora. A Quorum was present. Absent were Scott Patten & Sally Doherty (excused).
ALSO IN ATTENDANCE – Mayor Palmquist, City Administrator Ron Moore
 4. **APPROVAL OF AGENDA** –
Motion/Second Parker/Dawson To approve the agenda for the April 1, 2019 Planning Commission meeting. Passed 6-0.
 5. **APPROVAL OF MINUTES** –
A. March 4, 2019
Motion/Second Parker/Bowman To approve the minutes of March 4, 2019 with corrections noted. Passed 6-0.
 6. **REPORTS AND PRESENTATIONS** - None
 7. **PUBLIC HEARINGS** –
A. Gary Swanson application for a Minor Subdivision and Variance at 5550 Neal Ave
Chair Kopitzke opened the public hearing at 7:08 PM.
Administrator Moore provided the following summary: The applicant owns an 80 acre parcel at 5468 Neal Avenue that includes a house and accessory buildings, and an adjacent 1-acre parcel to the south on which are located a number of accessory buildings. The applicant also owns the 79 acre parcel at 5550 Neal Avenue, on which are also located a house and multiple accessory buildings. The applicant operates a farm using all three parcels. The applicant has applied for a minor subdivision at 5550 Neal Avenue to divide a 5-acre parcel that includes a house and 3 accessory buildings, from the existing 79-acre parcel. The proposed 5-acre parcel has 300 feet of frontage on Neal Avenue and has direct access to Neal Avenue. The variance is to allow the existing agricultural building to remain for use as part of the farm operation on the remaining large parcel.

No other comments were received
Motion/Second Sykora/Parker To close the public hearing. Passed 6-0.
Public hearing closed at 7:15 PM.

Bowman asked about the setbacks on the other remaining buildings? (Moore replied that they are fine)
Bowman asked about the access to the property? (Mr Swanson replied that the access is located south of the pole barn, do not need another access)
Sykora asked if the variance is needed due to the 59.8' setback? (Yes, can't move the lot line north because of other buildings).
Kopitzke stated that a variance requires uniqueness that is not created by applicant. Have to explain in findings why this is unique and this is the only solution.
Moore stated that if a 10 acre lot was created, all of the Ag buildings would be on a small, non-agricultural parcel.
Bowman asked about the purpose of the subdivision? (to sell the house)
Moore stated that there are a large number of existing ag buildings in the homestead area. Having 4 large Ag buildings on a small non Ag use lot would be substantially non-conforming. The 2 large buildings to the south are beneficial to the Ag use on the large parcel.
Sykora stated that uniqueness does apply in this respect.
Dawson stated that the buildings will be Ag use on an Ag lot.

56 **Motion/Second Sykora/Bowman to recommend approval of the Gary Swanson application for a**
57 **subdivision and variance at 5550 Neal Avenue, with findings and conditions including additional**
58 **finding regarding the uniqueness of the variance (11 findings, 3 conditions):**

59 **Findings**

- 60 1. The subject property is located in the Ag zone, as are the surrounding properties.
- 61 2. The Ag zone allows single-family residential use with a 5-acre minimum lot size
- 62 3. The applicant owns the 80-acre parcel at 5468 Neal Avenue immediately north of
- 63 5550 Neal Avenue
- 64 4. There are a house and 3 accessory buildings on the area proposed as a 5-acre lot,
- 65 one of which does not meet the side yard setback requirement
- 66 5. The applicant has agreed to remove the accessory building on the 5-acre lot that
- 67 does not meet the side yard setback requirement
- 68 6. The total square footage of the two accessory buildings to remain on the 5-acre lot is
- 69 2,200
- 70 7. While the zoning code limits the number of accessory buildings on a 5-acre lot to a
- 71 maximum of two with a total square footage of 2,000 sq. ft., Sec. 12-187 of the code
- 72 also exempts agricultural buildings that are existing at the time of a subdivision
- 73 from the limits on maximum square footage and total number of accessory
- 74 buildings.
- 75 8. There is an existing agricultural building greater than 1500 sq. ft., located south of
- 76 the proposed 5-acre lot, that would be located 59.8 feet from the proposed south side
- 77 yard property line vs. the required 100 feet. The building is proposed to remain for
- 78 use as part of the farm operation on the remaining large parcel.
- 79 9. The applicant has agreed to combine the three parcels under common ownership
- 80 into one parcel, which would result in an overall reduction in the number of parcels
- 81 from three to two.
- 82 10. The proposed 5-acre lot meets the requirements of 300 feet of frontage on a public
- 83 road and direct access to the public road.
- 84 11. The uniqueness of the proposed 5-acre lot is that it creates a viable lot while
- 85 maintaining the viability of agricultural uses on the remaining large parcel.

86 **Conditions**

- 87 1. Easements as required by the City Engineer shall be granted
- 88 2. The three lots under common ownership shall be combined at the time the subdivision is
- 89 recorded.
- 90 3. The applicant shall remove the pole barn located on the 5-acre lot near the south property
- 91 line prior to the recording of the subdivision

92 **Motion Vote: Passed 6-0.**

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95 **8. NEW BUSINESS – none**

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98 **10. OLD BUSINESS –**

99 **A. Election of Officers**

100 **Motion/Second Bowman/Parker To nominate the three current officers – Kopitzke Chair, Doherty**
101 **Vice-Chair, Patten Secretary to continue in their roles.**

102 Langan stated he would prefer to table until all of the nominees have been talked too.

103 Sykora stated that Patten has been absent a lot, we should be sure he wants to do it.

104 **Langan offered Friendly Amendment (accepted) To nominate Kopitzke as Chair and Doherty as Vice**
105 **Chair. Passed 5-0-1 (Kopitzke abstain).**

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107 **Motion/Second Sykora/Langan To table Secretary vote until next month. Passed 6-0.**

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B. Review & clarification of elements of PLCD ordinance language

c. Clarify the maximum density allowed in a PLCD

1) Clarify how to determine density when a portion of a qtr-qtr section extends beyond the PLCD

Kopitzke stated that the intent of the languages was to protect people there, not make it first-come, first-served.

Parker stated that dividable land should not be determined just by size; land that is not buildable shouldn't count

Moose stated it could be left at 4 lots per qtr-qtr and require the neighbors to work with each other

Sykora stated that the qtr-qtr language could encourage a developer to purchase a larger tract and result in more protected land.

Sykora stated it will become more difficult to work with qtr-qtr sections over time. Go by total amount of land.

Dawson stated that the comprehensive plan says we discourage land prospecting, this language does that.

Kopitzke stated that the PLCD is a way to conserve land and way for landowners to sell land.

Bowman suggested if a development was to deprive other owners in the qtr-qtr their right to subdivide in the future, then the application could require a signature from others

d. Clarify definition of a cul de sac

Discussion was held on why the language is unclear and what needs to be clarified

Bowman stated that any road that is the only egress from an area can only serve 9 homes.

Parker suggested language to clarify prohibiting cul de sacs branching from cul de sacs

Bowman asked about the separation of driveways in a PLCD? (Moose replied that in the Ag zone it is 300').

It was decided the current language is sufficient

e. Clarify maximum cul de sac length

Length is variable in a PLCD, there will be cases where it can be lengthened under PLCD language

Langan suggested stating a cul de sac can't exceed 1320' without a certain amount of property (large minimum)

Kopitzke suggested adding cross references in the PLCD language.

Langan suggested adding terms that imply intent.

f. Clarify the number of lots allowed on a cul de sac

Kopitzke stated that this version of the language gave the city council the opportunity to be flexible.

Moose stated the general language limiting to 9 lots applies to PLCD and everywhere.

Mayor Palmquist stated that a PLCD is an exception.

PLCD can only occur in Ag

The concept of having loop roads as an unintended consequence needs to be considered.

Sykora noted it is very site specific.

C. Pervious Pavers

Motion/Second Sykora/Bowman to table item "pervious pavers" until next meeting. Passed 6-0.

D. Planning Commission Dinner gathering

It was decided Bowman will grill and others will bring items for potluck. Plan for 18 people. Start at 6:00, May 6.

E. Update on City Council actions

Mayor Palmquist provided a summary of the March city council meeting. He noted that the river crested at 688.48'.

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11. ADJOURN

Motion/Second Sykora/Dawson To adjourn. Passed 6-0.

Meeting adjourned at 9:31 PM.

Respectfully submitted by:

Julie Yoho, City Clerk

To be approved on May 6, 2019 as (check one): Presented: _____ or Amended: _____

DRAFT

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moore, City Administrator

Date: April 8, 2019

Re: Gary Swanson Application of Minor Subdivision and Variance at 5550 Neal Avenue – **Resolution-2019-22**

Minor Subdivision

The applicant owns an 80 acre parcel at 5468 Neal Avenue that includes a house and accessory buildings, and an adjacent 1-acre parcel to the south on which are located a number of accessory buildings. The applicant also owns the 79 acre parcel at 5550 Neal Avenue, on which are also located a house and multiple accessory buildings. The applicant operates a farm using all three parcels. The applicant has applied for a minor subdivision at 5550 Neal Avenue to divide a 5-acre parcel, that includes a house and 3 accessory buildings, from the existing 79-acre parcel. The proposed 5-acre parcel has 300 feet of frontage on Neal Avenue and has direct access to Neal Avenue.

Existing Accessory Buildings

The applicant has removed a number of agricultural buildings from the 79 acre parcel, and will remove an existing pole barn that is located on the proposed southern lot line of the 5-acre parcel. This leaves two accessory buildings with a total of approximately 2,200 sq. ft. While the zoning code limits the number of accessory buildings on a 5-acre lot to a maximum of two with a total square footage of 2,000 sq. ft., the code also exempts agricultural buildings that are existing at the time of a subdivision from the limits on maximum square footage and total number of accessory buildings. (See Sec. 12-187. paragraph 5 below.) This code language allows the two accessory buildings to remain on the 5-acre parcel.

Sec. 12-187. Types of accessory buildings

5. Existing agricultural buildings at the time of a subdivision are exempt from the limits on the maximum square footage and on the total number of accessory buildings imposed by Subsection (B) of this section. Any additions to or expansions of accessory buildings shall thereafter be subject to requirements of this section with the existing agricultural buildings being included in both the square footage and building number calculations.

Combining of Three Parcels

To address a number of issues that arose as part of the review of the subdivision application, the applicant has agreed to combine the three parcels under common ownership into one parcel. The three parcels are the 80 acre parcel at 5468 Neal Avenue, the 1 acre parcel immediately south of the 5468 Neal Avenue parcel and the 74 acre parcel that remains after the 5 acre parcel is subdivided from the 79 acre parcel at 5550 Neal Avenue. The subdivision then would be a lot line rearrangement that results in an overall reduction in the number of parcels from three parcels to two parcels. Please see the attached survey that shows the total 155-acre parcel and the proposed 5-acre parcel outlined in black.

Variance

As indicated above, there are currently several existing accessory buildings located on and adjacent to the proposed 5-acre lot. Two of the buildings are located south of the proposed 5-acre lot. One of those buildings is located 59.8 feet from the south side property line of the proposed 5-acre lot. Because the building is greater than 1500 sq. ft., the

required setback is 100 feet vs. the 50 foot setback for buildings less than 1500 sq. ft.. The variance is to allow the existing agricultural building to remain for use as part of the farm operation on the remaining large parcel.

Drainage and Utility Easements

The City Engineer has indicated that 10 foot wide drainage and utility easements are required along the perimeter of the 5-acre parcel. The dedication of drainage and utility easements as required by the City Engineer should be a condition of approval.

Findings

The following are recommended findings. They include staff recommended findings (1-10) and Planning Commission recommended findings (11-13). The Council may revise or add findings.

1. The subject property is located in the Ag zone, as are the surrounding properties.
2. The Ag zone allows single-family residential use with a 5-acre minimum lot size
3. The applicant owns the 80-acre parcel at 5468 Neal Avenue immediately north of 5550 Neal Avenue
4. There are a house and 3 accessory buildings on the area proposed as a 5-acre lot, one of which does not meet the side yard setback requirement
5. The applicant has agreed to remove the accessory building on the 5-acre lot that does not meet the side yard setback requirement
6. The total square footage of the two accessory buildings proposed to remain on the 5-acre lot is 2,200
7. While the zoning code limits the number of accessory buildings on a 5-acre lot to a maximum of two with a total square footage of 2,000 sq. ft., Sec. 12-187 of the code also exempts agricultural buildings that are existing at the time of a subdivision from the limits on maximum square footage and total number of accessory buildings.
8. There is an existing agricultural building greater than 1500 sq. ft., located south of the proposed 5-acre lot, that would be located 59.8 feet from the proposed south side yard property line vs. the required 100 feet. The building is proposed to remain for use as part of the farm operation on the remaining large parcel.
9. The applicant has agreed to combine the three parcels under common ownership into one parcel, which would result in an overall reduction in the number of parcels from three to two.
10. The proposed 5-acre lot meets the requirements of 300 feet of frontage on a public road and direct access to the public road.
11. There were a large number of existing large accessory buildings on the 5550 Neal parcel, of which a substantial number were removed by the property owner
12. The proposed 5-acre lot excludes two large accessory buildings that would not be compatible with a residential use.
13. The proposed combination of three parcels into one large parcel, and the retention of the two large agricultural buildings on the new large parcel, is beneficial to maintaining the viability of agricultural uses in the City.

Conditions

It is recommended that the following conditions be placed on the approval, as well as additional conditions the Council may want to include.

1. Easements as required by the City Engineer shall be granted
2. The three lots under common ownership shall be combined at the time the subdivision is recorded.
3. The applicant shall remove the pole barn located on the 5-acre lot near the south property line prior to the recording of the subdivision

Planning Commission Recommendation:

The Planning Commission, on a vote of 6-0-0, recommended approval of the Gary Swanson application for minor subdivision and variance at 5550 Neal Avenue, with the findings and conditions listed above.

Resolutions

Attached are a resolution of approval reflecting the Planning Commission's recommendation and a resolution of denial for the Council's consideration.

COUNCIL ACTION REQUESTED:

Motion regarding the adoption of resolution 2019-22 regarding the Gary Swanson application for minor subdivision and variance at 5550 Neal Avenue.

RESOLUTION 2019-22

**CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA**

**A RESOLUTION APPROVING THE GARY SWANSON APPLICATION FOR A MINOR
SUBDIVISION AND VARIANCE AT 5550 NEAL AVENUE**

- WHEREAS,** the City of Afton is a municipal corporation organized and existing under the laws of the State of Minnesota; and
- WHEREAS,** the City Council of the City of Afton has adopted zoning, subdivision, and building regulations as part of the Afton Code of Ordinances, to promote the orderly, economic, and safe development and utilization of land within the City; and
- WHEREAS,** Gary Swanson has applied for a minor subdivision and variance to create a five-acre parcel; and
- WHEREAS,** City staff reviewed the request and drafted a report for consideration; and
- WHEREAS,** the Planning Commission held a public hearing on the application at its regular meeting of April 1, 2019 and recommended APPROVAL of the minor subdivision and variance on a vote of 6-0-0; and
- WHEREAS,** the legal description of the property is attached as Exhibit A, and
- WHEREAS,** the City Council heard the request at its regular meeting on April 16, 2019, at which it considered all of the comments, concerns and recommendations of the Planning Commission, Zoning Administrator and the applicant;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Afton does hereby APPROVE the Gary Swanson application for a minor subdivision and variance at 5550 Neal Avenue, based on the findings listed below and subject to the conditions listed below.

Findings

1. The subject property is located in the Ag zone, as are the surrounding properties.
2. The Ag zone allows single-family residential use with a 5-acre minimum lot size
3. The applicant owns the 80-acre parcel at 5468 Neal Avenue immediately north of 5550 Neal Avenue
4. There are a house and 3 accessory buildings on the area proposed as a 5-acre lot, one of which does not meet the side yard setback requirement
5. The applicant has agreed to remove the accessory building on the 5-acre lot that does not meet the side yard setback requirement
6. The total square footage of the two accessory buildings proposed to remain on the 5-acre lot is 2,200
7. While the zoning code limits the number of accessory buildings on a 5-acre lot to a maximum of two with a total square footage of 2,000 sq. ft., Sec. 12-187 of the code also exempts agricultural buildings that are existing at the time of a subdivision from the limits on maximum square footage and total number of accessory buildings.
8. There is an existing agricultural building greater than 1500 sq. ft., located south of the proposed 5-acre lot, that would be located 59.8 feet from the proposed south side yard

property line vs. the required 100 feet. The building is proposed to remain for use as part of the farm operation on the remaining large parcel.

9. The applicant has agreed to combine the three parcels under common ownership into one parcel, which would result in an overall reduction in the number of parcels from three to two.
10. The proposed 5-acre lot meets the requirements of 300 feet of frontage on a public road and direct access to the public road.
11. There were a large number of existing large accessory buildings on the 5550 Neal parcel, of which a substantial number were removed by the property owner
12. The proposed 5-acre lot excludes two large accessory buildings that would not be compatible with a residential use.
13. The proposed combination of three parcels into one large parcel, and the retention of the two large agricultural buildings on the new large parcel, is beneficial to maintaining the viability of agricultural uses in the City.

Conditions

1. Easements as required by the City Engineer shall be granted
2. The three lots under common ownership shall be combined at the time the subdivision is recorded.
3. The applicant shall remove the pole barn located on the 5-acre lot near the south property line prior to the recording of the subdivision

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 16TH DAY OF APRIL, 2019.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moore, City Administrator

Motion by:
Second by:
Nelson:
Ross:
Wroblewski:
Perkins:
Palmquist:

RESOLUTION 2019-22XX

**CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA**

**A RESOLUTION DENYING THE GARY SWANSON APPLICATION FOR A MINOR
SUBDIVISION AND VARIANCE AT 5550 NEAL AVENUE**

- WHEREAS,** the City of Afton is a municipal corporation organized and existing under the laws of the State of Minnesota; and
- WHEREAS,** the City Council of the City of Afton has adopted zoning, subdivision, and building regulations as part of the Afton Code of Ordinances, to promote the orderly, economic, and safe development and utilization of land within the City; and
- WHEREAS,** Gary Swanson has applied for a minor subdivision and variance to create a five-acre parcel; and
- WHEREAS,** City staff reviewed the request and drafted a report for consideration; and
- WHEREAS,** the Planning Commission held a public hearing on the application at its regular meeting of April 1, 2019 and recommended APPROVAL of the minor subdivision and variance on a vote of 6-0-0; and
- WHEREAS,** the legal description of the property is attached as Exhibit A, and
- WHEREAS,** the City Council heard the request at its regular meeting on April 16, 2019, at which it considered all of the comments, concerns and recommendations of the Planning Commission, Zoning Administrator and the applicant;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Afton does hereby DENY the Gary Swanson application for a minor subdivision and variance at 5550 Neal Avenue, based on the findings listed below.

Findings

1. The subject property is located in the Ag zone, as are the surrounding properties.
2. The Ag zone allows single-family residential use with a 5-acre minimum lot size
3. There are a house and 3 accessory buildings on the area proposed as a 5-acre lot, one of which does not meet the side yard setback requirement
4. The total square footage of the two accessory buildings proposed to remain on the 5-acre lot is 2,200, while the zoning code limits the number of accessory buildings on a 5-acre lot to a maximum of two with a total square footage of 2,000 sq. ft.
5. There is an existing agricultural building greater than 1500 sq. ft., located south of the proposed 5-acre lot that would be located 59.8 feet from the proposed south side yard property line vs. the required 100 feet, due to the creation of the 5-acre parcel.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 16TH DAY OF APRIL,
2019.**

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorese, City Administrator

Motion by:
Second by:
Nelson:
Ross:
Wroblewski:
Perkins:
Palmquist:

Applicant(s): GARY + LORI SWANSON
 Phone: 657-230-4598
 Mailing Address: 5468 NEAL AVE S
 Property Address for variance: 5520 NEAL AVE S

Variance request description: side lot line distance 60' vs. 100'

City Ordinance Section number(s), that variance is requested for: _____

Answer the following questions to the best of your ability - based on the criteria found in section 12-77 of Afton's Code (Land Use, Appeals and Variances). Completing this questionnaire will help the Planning Commission and the City of Afton evaluate your application in light of the requirements of Afton's Variance Ordinance. It does not guarantee that your variance request will be approved. If needed use a separate page.

Background: This questionnaire is designed to help you and the City of Afton determine whether a variance should be granted. Please consult with the City Administrator who can help you with your variance application and explain the Variance Ordinance to you. The City Administrator will work with you to ensure that the variance you request is the minimum variance required to provide the same rights commonly enjoyed by other properties in the same zoning district. Because of special provisions for certain types of construction, the City Administrator will also determine whether the property is in the Flood Plain District. There are also special provisions for earth-sheltered construction.

Criteria #1 *The requested use, must be a reasonable use in order to receive a variance. Applicant - Please explain why the proposed use which requires a variance is a reasonable use for this property?*

existing structures on property

Criteria #2 *Exceptional or extraordinary circumstances apply to the property which do not apply generally to other properties in the same zone or vicinity, and result from lot size, shape, topography, or other circumstances over which the property owner, since enactment of this Ordinance, have had no control. Applicant - What exceptional or extraordinary circumstances related to the property do not apply generally to other properties in the same zone or vicinity? Extraordinary circumstances would include lot size, irregular lot shape or topography. Are there other circumstances over which you, as the property owner, have no control?*

Explain? was an existing home stead
with multiple structures

Criteria #3 That literal interpretation of the provisions of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this Ordinance.

Applicant - How does the literal interpretation of the provisions of the Afton ordinance (from which you are requesting a variance) deprive you of rights commonly enjoyed by other properties in the same zoning district? Explain: _____

Criteria #4 The special conditions or circumstances do not result from actions of the applicant.

Applicant - How did these exceptional circumstances related to the property come about? Did actions by you create these circumstances? Explain: Existing structures

Criteria #5 That granting the variance requested will not confer on the applicant any special privilege that is denied by this Ordinance to owners of other lands, structures, or buildings in the same district.

Applicant - Will the granting of the requested variance confer on you, the applicant, any special privilege that is denied by this ordinance to owners of other lands, structures, or buildings in the same zoning district? Explain: _____

Criteria #6 The variance requested is the minimum variance which would alleviate the hardship.

Applicant - Is the variance you are requesting the minimum variance which would alleviate the practical difficulty or hardship for your property? Explain: _____

Criteria #7 The variance would not be materially detrimental to the purposes of this Ordinance, or to property in the same zone. Applicant (Optional) - Will the variance be materially detrimental to the purposes of this Ordinance, or to property in the same zone? How would the use of the property, if allowed by the variance, affect other properties in the vicinity?

Explain: _____

Criteria #8 Economic conditions or circumstances alone shall not be considered in the granting of a variance request if a reasonable use of the property exists under the terms of the ordinance. Applicant -

Is the requested variance for economic reasons?

Explain: _____

Criteria #9 In the Flood Plain District, no variance shall be granted which permits a lower degree of flood protection than the Regulatory Flood Protection Elevation for the particular area or permits standards lower than those required by state law. Applicant (optional), PC - Is the property in a Flood Plain District? Yes No

Criteria #10 Variances shall be granted for earth-sheltered construction by state statutes when in harmony with this Ordinance. Applicant - Is the variance for earth-sheltered construction? Yes No

ADDITIONAL CRITERIA THAT MAY BE CONSIDERED BY THE PLANNING COMMISSION (PC) AND/OR CITY COUNCIL(CC)- Applicant responses to criteria #11 and criteria #12 are optional.

Criteria #11 *Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance. Applicant (Optional), PC* - Is the requested variance in harmony with the Afton ordinances and code? How will this variance if granted (and the proposed use of the property allowed) affect the essential character of the area?

Explain: _____

Criteria #12 *Variances shall only be permitted when they are in harmony with the general purposes and intent of the Afton Comprehensive Plan. Applicant (Optional), PC* - Is the requested variance in harmony with the Afton comprehensive plan?

Explain: _____



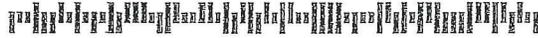
Department of
Property Records
and Taxpayer Services

14949 62nd Street North - PO Box 6
Stillwater, MN 55082-0006
(651) 430-6175
www.co.washington.mn.us

TAXPAYER(S):
GARY L SWANSON REV TRS & LORIA
SWANSON REV TRS
5550 NEAL AVE S
AFTON MN 55001-9612



01000630



PROPERTY INFORMATION:

PN: 31.028.20.42.0001

Property Address:
5550 NEAL AVE S
AFTON MN 55001

Property Description:

Section 31 Township 028 Range 020 N1/2-SE1/4 EXCEPT PT NE1/4-NE1/4 BEG AT NE COR OF SD NE1/4-SE1/4 THN N89DEG56'15"W (BRG BASED ON WACO CORD SYS S ZONE) ALG N LN OF SD NE1/4-SE1/4 DIST 412.5FT (25 RODS) THN S00DEG03'45"W AT RT ANG TO SD N LN OF NE1/4- SE1/4 DIST OF 105FT THN S89DEG56'15"

PROPOSED TAXES 2019

THIS IS NOT A BILL - DO NOT PAY

VALUES AND CLASSIFICATION			
Taxes Payable Year	2018	2019	
Estimated Market Value	1,332,900	1,342,900	
Homestead Exclusion			
Other Exclusion/Deferral	479,000	479,000	
Taxable Market Value	853,900	863,900	
Class	Ag Hstd Frac. Ag Non-Hstd Res Non-Hstd	Ag Hstd Frac. Ag Non-Hstd Res Non-Hstd	Ag Hstd Frac. Ag Non-Hstd Res Non-Hstd

PROPOSED TAX	
Property Taxes before credits	\$8,179.04
School building bond credit	\$290.00
Agricultural market value credit	\$771.04
Other credits	\$0.00
Property Taxes after credits	\$7,118.00

PROPERTY TAX STATEMENT	
Step 3	Coming in March, 2019

**The time to provide feedback on
PROPOSED LEVIES is NOW**
It is too late to appeal your value without going to Tax Court.

Proposed Property Taxes and Meetings by Jurisdiction for Your Property

Contact Information	Meeting Information	Actual 2018	Proposed 2019	% Chg
State General Tax	No Public Meeting	\$0.00	\$0.00	
WASHINGTON COUNTY 14949 62ND ST N PO BOX 6 STILLWATER MN 55082 651-430-6175 www.co.washington.mn.us	DECEMBER 4, 2018 6:00 PM COUNTY BOARDROOM GOVERNMENT CENTER	\$1,798.67	\$1,806.29	
CITY OF AFTON PO BOX 219 AFTON MN 55001 651-436-5090 www.ci.afton.mn.us	DECEMBER 18, 2018 7:00 PM CITY HALL 3033 ST CROIX TRL S	\$1,908.13	\$1,989.84	
ISD 833 SOUTH WASHINGTON 7362 E POINT DOUGLAS RD S COTTAGE GROVE MN 55016 651-425-6300 www.sowashco.org	DECEMBER 13, 2018 6:30 PM DISTRICT SERVICE CENTER 7362 E POINT DOUGLAS RD S	Voter approved Levies \$2,066.39 Other Local Levies \$937.72	\$2,109.06 \$1,014.08	
Metro Special Taxing Districts 390 ROBERT ST N SAINT PAUL MN 55101 651-602-1738 www.metrocouncil.org	DECEMBER 12, 2018 6:00 PM METROPOLITAN COUNCIL CHAMBERS 390 ROBERT ST N	\$74.28	\$64.57	
Other Special Taxing Districts	No Public Meeting	\$135.33	\$134.16	
Tax Increment Tax	No Public Meeting	\$0.00	\$0.00	
Fiscal Disparity Tax	No Public Meeting	\$0.00	\$0.00	
TOTAL Excluding Special Assessments		\$ 6,920.52	\$ 7,118.00	2.9%

RECEIVED

MAR 11 2019

CITY OF AFTON

219-10

CITY OF AFTON
MINOR SUBDIVISION PERMIT APPLICATION

Owner Address City State Zip Phone
Gary L. Swanson 5468 Neal Avenue South Afton MN 55001 (651) 230-4598

Applicant Address City State Zip Phone
(if different than owner)

Project Address
5550 Neal Avenue South AFTON MN 55001

Zoning Classification Existing Use of Property PID# or Legal Description
Agricultural Agricultural 31.028.20.42.0001

Description of Request
To Split a 5.00 acres parcel from a 78.18 acres parcel

By signing this application, the applicant agrees to pay all expenses incurred by the City of Afton. In connection with this request, your signature constitutes permission for a representative of the City of Afton to enter your property, during business hours, to evaluate this request. This may involve minor excavating or soil borings. If you would like to be present during this evaluation, please contact the City.

Signature of Gary Swanson

3-11-19

Signature of Owner/Applicant Date

Make checks payable to City of Afton:

FEES: Escrow:
Minor Subdivision \$250.00 Minor Subdivision \$1,500.00 TOTAL: \$1,750.00
DATE PAID: 3-11-19
CHECK #: 7896
RECVD. BY: [Signature]

ATTACH COPY OF DEED OR PROOF OF OWNERSHIP TO APPLICATION

RECEIVED

MAR 11 2013

CITY OF AFTON

Z19-11

CITY OF AFTON
VARIANCE APPLICATION

(Reference Sections: 12-55, 12-77, 12-328 12-835, 12-1020, 12-1266, 12-1955, 12-2228)

Owner GARY LYIZ SWANSON Lori Ann Swanson	Address 5468 Neal Ave S	City Afton	State Mn	Zip 55001	Phone 651-230-4598
--	----------------------------	---------------	-------------	--------------	-----------------------

Applicant (if different than owner)	Address	City	State	Zip	Phone
--	---------	------	-------	-----	-------

Project Address 5550	NEAL AVE S	AFTON	MN	55001
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Zoning Classification Aq	Existing Use of Property Aq	PID# or Legal Description 31.028.20.42.0001
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Please list the section(s) of the code from which the variance(s) are requested.

Description of Request
side lot distance variance for a structure over 1500 ft² less than 100' ft from side lot line 2700 ft² 68' 60'

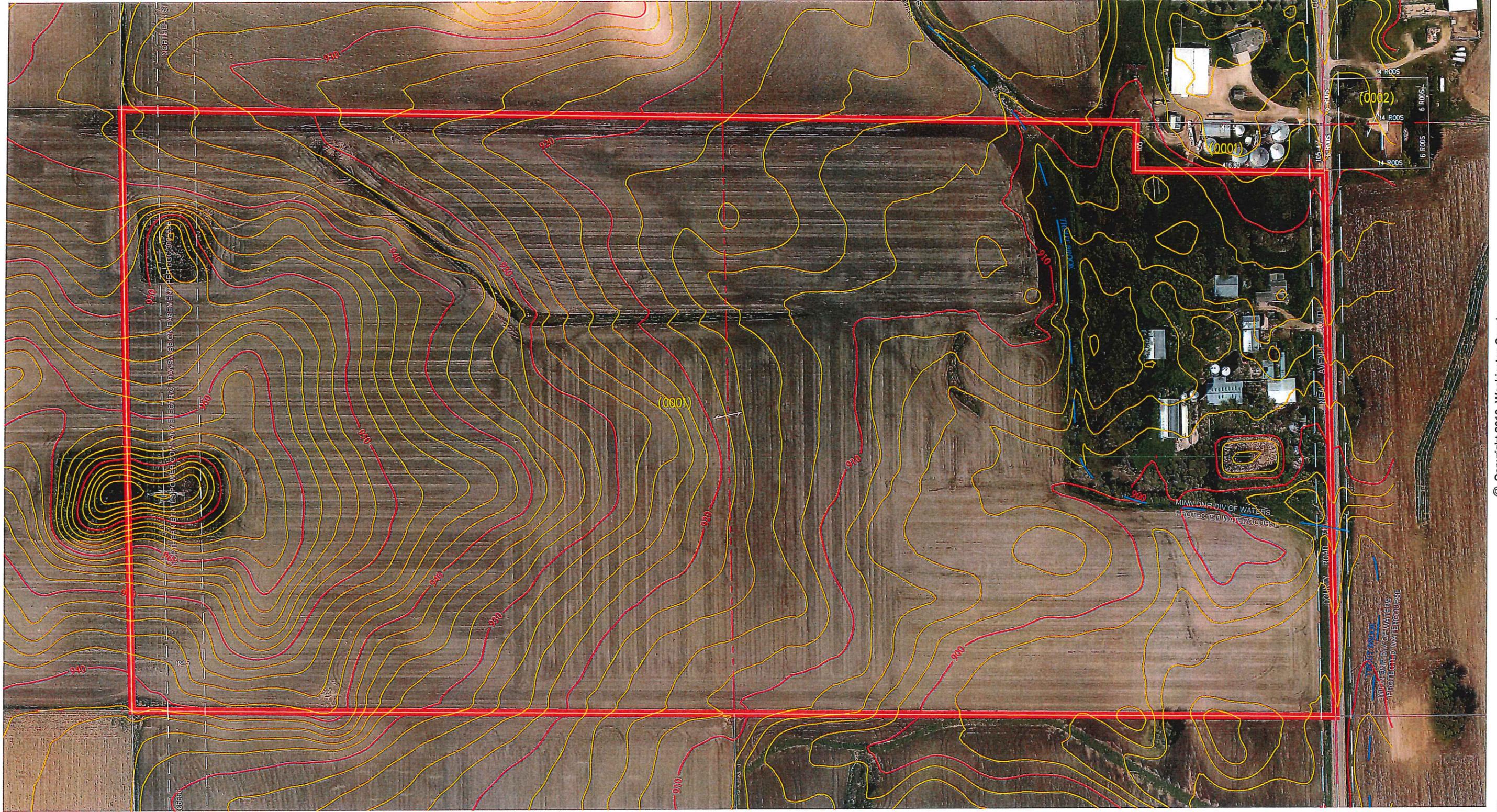
By signing this application, the applicant agrees to pay all expenses incurred by the City of Afton. In connection with this request, your signature constitutes permission for a representative of the City of Afton to enter your property, during business hours, to evaluate this request. This may involve minor excavating or soil borings. If you would like to be present during this evaluation, please contact the City.

Signature of Owner/Applicant Dawn Swanson	Date 3-11-19
--	-----------------

Make checks payable to: **City of Afton**

If multiple variances are necessary from the applicant only one fee is required. However, the deposit fee must be multiplied by the number of variances sought.

FEES:	ESCROWS:	TOTAL: \$850
Variance \$250	\$600	DATE PAID: 3-11-19
Renewal/Extension \$250	\$350	CHECK #: 7897
		RECVD BY: <i>du</i>



Washington County
 PUBLIC WORKS DEPARTMENT
 SURVEY DIVISION
 11660 Myron Road North
 Stillwater, Minnesota 55082
 (651) 430-4300
 publicworks@co.washington.mn.us
 www.co.washington.mn.us/surveyor

CONTOUR LEGEND

- 10 FOOT INTERVAL CONTOUR
- 2 FOOT INTERVAL CONTOUR

Contours are provided courtesy of the Minnesota Department of Natural Resources (DNR). The Minnesota DNR makes no representation or warranties, express or implied, with respect to the reuse of data provided herewith, regardless of its format or the means of transmission. There is no guarantee or representation to the user as to the accuracy, currency, suitability, or reliability of this data for any purpose. The user accepts the data 'as is', and assumes all risks associated with its use. The Minnesota DNR assumes no responsibility for actual or consequential damage incurred as a result of any user's reliance on this data.

LEGEND

- DNR PROTECTED WATERS
- DNR PROTECTED WETLAND
- DNR PROTECTED WATERCOURSE
- MUNICIPAL BOUNDARY
- PARK BOUNDARY



SECTION-TOWNSHIP-RANGE INDEX

2502821	3002820	2902820
3602821	3102820	3202820
0102721	0602720	0502720

COUNTY VICINITY MAP



SECTION VICINITY MAP

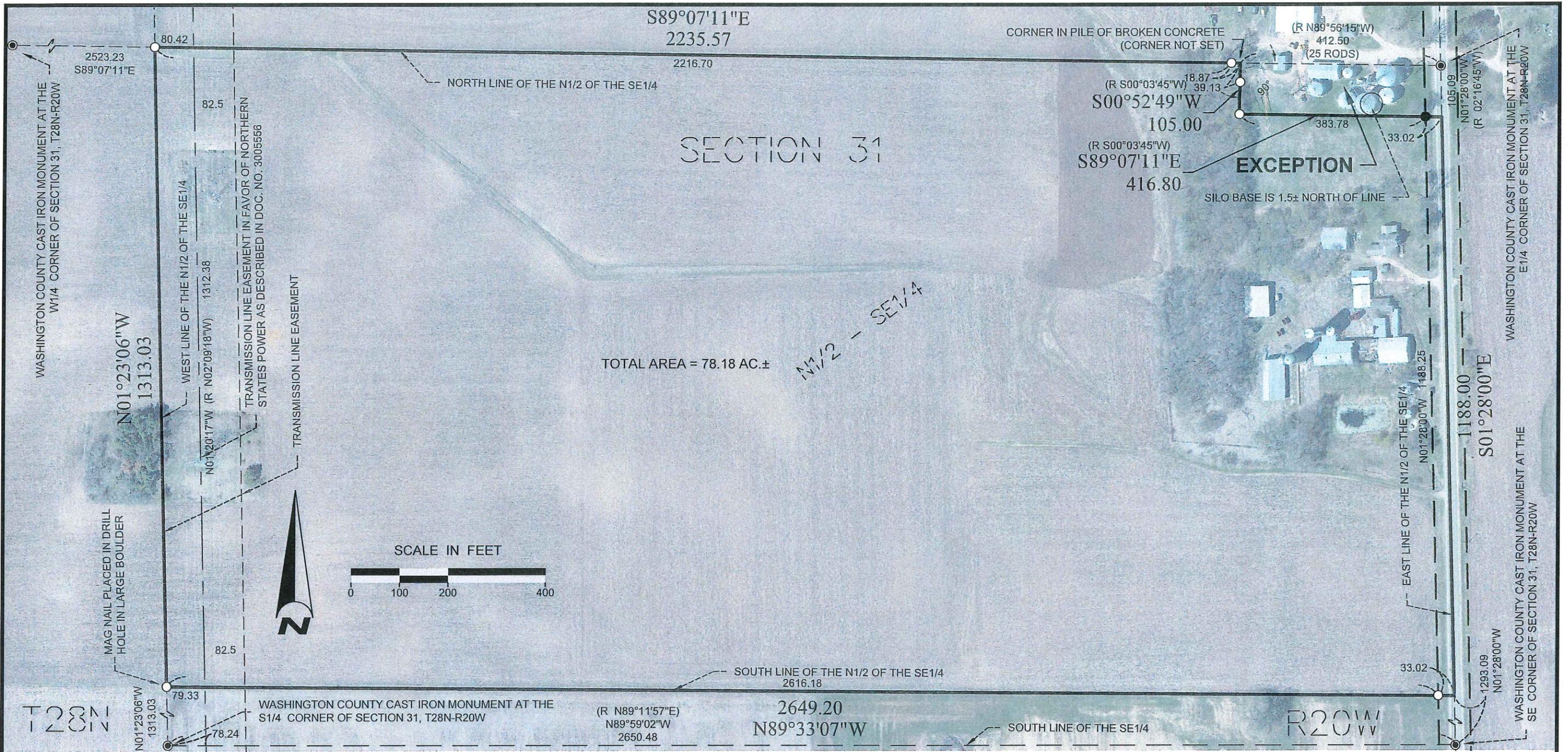
22	21	12	11
NW		NE	
23	24	13	14
32	31	42	41
SW		SE	
33	34	43	44

PROPERTY IDENTIFICATION NUMBER FORMAT (GEOCODE)

SECTION NUMBER	TOWNSHIP NUMBER	RANGE NUMBER	QUARTER	SPECIFIC PARCEL
##	##	##	##	####

(0001) = LAST FOUR DIGITS OF PROPERTY IDENTIFICATION NUMBER

THIS DRAWING IS THE RESULT OF A COMPILATION AND REPRODUCTION OF LAND RECORDS AS THEY APPEAR IN VARIOUS WASHINGTON COUNTY OFFICES. WASHINGTON COUNTY IS NOT RESPONSIBLE FOR ANY INACCURACIES.
 PROPERTY LINES AS SHOWN ARE FOR REFERENCE PURPOSES AND MAY NOT REPRESENT ACTUAL LOCATIONS.
 MAP LAST UPDATED: December 15, 2017
 NO ADDITIONAL CHANGES HAVE BEEN REPORTED TO DATE
 DATE OF CONTOURS: November, 2011 DATE OF PHOTOGRAPHY: April, 2017



LEGAL DESCRIPTION
 The North One-Half of the Southeast Quarter (N1/2 of SE1/4) of Section Thirty-one (31), Township Twenty-eight (28) North, Range Twenty (20) West, **EXCEPT** that part thereof described as follows: Beginning at the Northeast corner of the Southeast Quarter; thence North 89 degrees 56 minutes 15 seconds West, (bearings based on the Washington County Coordinate System, South Zone) along the north line of the Northeast Quarter of the Southeast Quarter, a distance of 412.50 feet (25 rods); thence South 00 degrees 03 minutes 45 seconds West, at a right angle to said north line of the Northeast Quarter of the Southeast Quarter a distance of 105.00 feet; thence south 89 degrees 56 minutes 15 seconds East, parallel with said north line of the Northeast Quarter of the Southeast Quarter a distance of 416.80 feet, more or less, to its intersection with the East line of said Northeast Quarter of the Southeast Quarter; thence North 02 degrees 16 minutes 45 seconds West a distance of 105.00 feet, more or less, to the point of beginning.

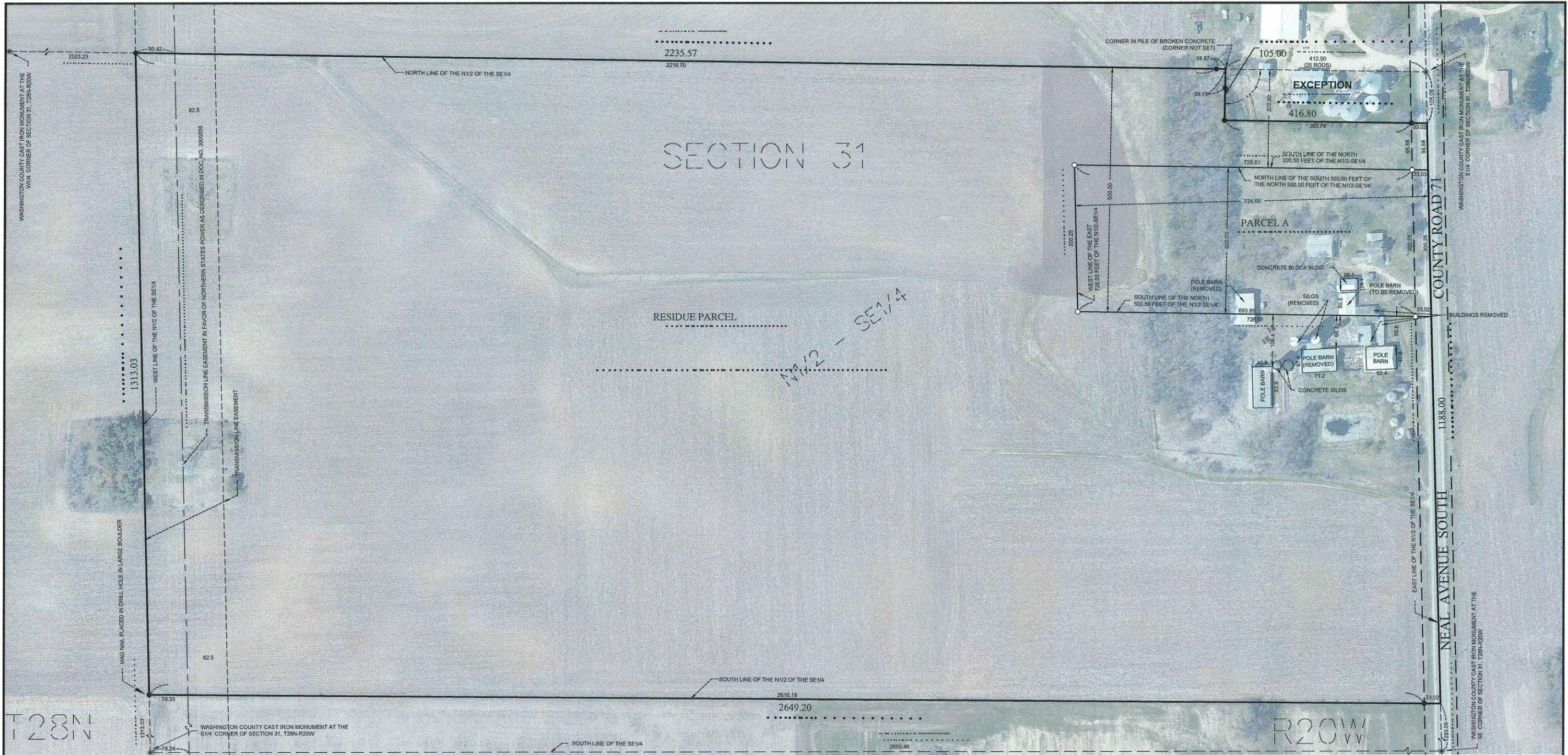
Total area of this parcel is 78.18 acres, more or less.

Subject to Neal Avenue South along the easterly line thereof. Also, subject to a transmission line easement along the westerly line thereof as described in Document No. 3005556, as recorded in the Office of the County Recorder, Washington County, Minnesota.

LEGEND	
○ DENOTES 1/2 INCH IRON PIPE MONUMENT SET AND MARKED WITH A PLASTIC CAP INSCRIBED "RLS 9294."	ORIENTATION OF THIS BEARING SYSTEM IS THE WASHINGTON COUNTY COORDINATE SYSTEM, NAD83.
● DENOTES 1/2 INCH IRON PIPE MONUMENT FOUND.	AERIAL PHOTOGRAPHY SHOWN HEREON WAS OBTAINED FROM THE MINNESOTA GEOSPACIAL WEB SITE AND IS BASED ON SPRING 2013 FLIGHTS.
⊙ DENOTES WASHINGTON COUNTY CAST IRON MONUMENT.	
R DENOTES RECORD DIMENSION	

Plot Date: 12/15/2017
 Drawing name: X:\0117_Dwyer\076_Nelson_After\08_CAD_Nelson\Nelson.dwg
 Title:

<table border="1"> <tr><td>6</td><td></td><td></td><td></td></tr> <tr><td>5</td><td></td><td></td><td></td></tr> <tr><td>4</td><td></td><td></td><td></td></tr> <tr><td>3</td><td></td><td></td><td></td></tr> <tr><td>2</td><td></td><td></td><td></td></tr> <tr><td>1</td><td></td><td></td><td></td></tr> <tr> <th>NO</th> <th>DATE</th> <th>BY</th> <th>REVISION</th> </tr> </table>	6				5				4				3				2				1				NO	DATE	BY	REVISION	I HEREBY CERTIFY THAT THIS SURVEY, PLAN, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA. JOHN F. DWYER DATE: 12/15/2017 LICENSE # 9294	DESIGN BY JFD DRAWN BY JLD	DWYER & ASSOCIATES, INC. Land Surveyors P.O. BOX 233 HASTINGS, MN 55033 (651) 398-7808	 WALLACE A. NELSON 13496 - 60TH STREET SOUTH AFTON, MN 55001	BOUNDARY SURVEY 5550 NEAL AVENUE SOUTH AFTON, MN 5501	CERTIFICATE OF SURVEY SHEET 01 OF 01 SHEETS
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LEGAL DESCRIPTIONS

ORIGINAL PARCEL

(eCRV number: 843950)
 The North One-Half of the Southeast Quarter (N1/2 of SE1/4) of Section Thirty-one (31), Township Twenty-eight (28) North, Range Twenty (20) West,

EXCEPT that part thereof described as follows: Beginning at the Northeast corner of the Southeast Quarter; thence North 89 degrees 56 minutes 15 seconds West, (bearings based on the Washington County Coordinate System, South Zone) along the north line of the Northeast Quarter of the Southeast Quarter, a distance of 412.50 feet (25 rods); thence South 00 degrees 03 minutes 45 seconds West, at a right angle to said north line of the Northeast Quarter of the Southeast Quarter a distance of 105.00 feet; thence South 89 degrees 56 minutes 15 seconds East, parallel with said north line of the Northeast Quarter of the Southeast Quarter a distance of 416.80 feet, more or less, to its intersection with the East line of said Northeast Quarter of the Southeast Quarter, thence North 02 degrees 16 minutes 45 seconds West a distance of 105.00 feet, more or less, to the point of beginning.

Total area of this parcel is 78.18 acres, more or less.

Subject to Neal Avenue South along the easterly line thereof. Also, subject to a transmission line easement along the westerly line thereof as described in Document No. 3005556, as recorded in the Office of the County Recorder, Washington County, Minnesota.

PARCEL A

The South 300.00 feet of the North 500.50 feet of the East 726.00 feet of the North One-Half of the Southeast Quarter of Section 31, Township 28 North, Range 20 West, Washington County, Minnesota, containing 5.00 acres, more or less.

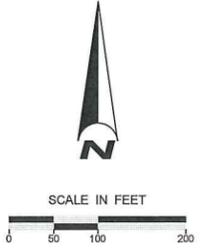
Subject to Neal Avenue South along the easterly line thereof.

LEGEND

- DENOTES 1/2 INCH IRON PIPE MONUMENT SET AND MARKED WITH A PLASTIC CAP INSCRIBED "DUPAY/RLS 17252"
- DENOTES 1/2 INCH IRON PIPE MONUMENT FOUND AND MARKED WITH A PLASTIC CAP INSCRIBED "RLS 9294" (J. DWYER), UNLESS SHOWN OTHERWISE.
- ⊙ DENOTES WASHINGTON COUNTY CAST IRON MONUMENT.
- R DENOTES RECORD DIMENSION

ORIENTATION OF THIS BEARING SYSTEM IS THE WASHINGTON COUNTY COORDINATE SYSTEM, NAD83, 1986 ADJUSTMENT.

AERIAL PHOTOGRAPHY SHOWN HEREON WAS OBTAINED FROM THE MINNESOTA GEOSPACIAL WEB SITE AND IS BASED ON SPRING 2013 FLIGHTS.



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NO	DATE	BY	REVISION

I HEREBY CERTIFY THAT THIS SURVEY, PLAN, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

DAVID L. DUPAY
 DATE: 03/05/2019 LICENSE # 17252

DESIGN BY DLD DRAWN BY DLD

BDI PROJECT NO. 0117-075-S

BEARTOOTH DESIGN, INC.

10048 HONEYSUCKLE AVENUE NORTH
 BROOKLYN PARK, MN 55443-1584
 (651) 436-1787 davedupay@comcast.net

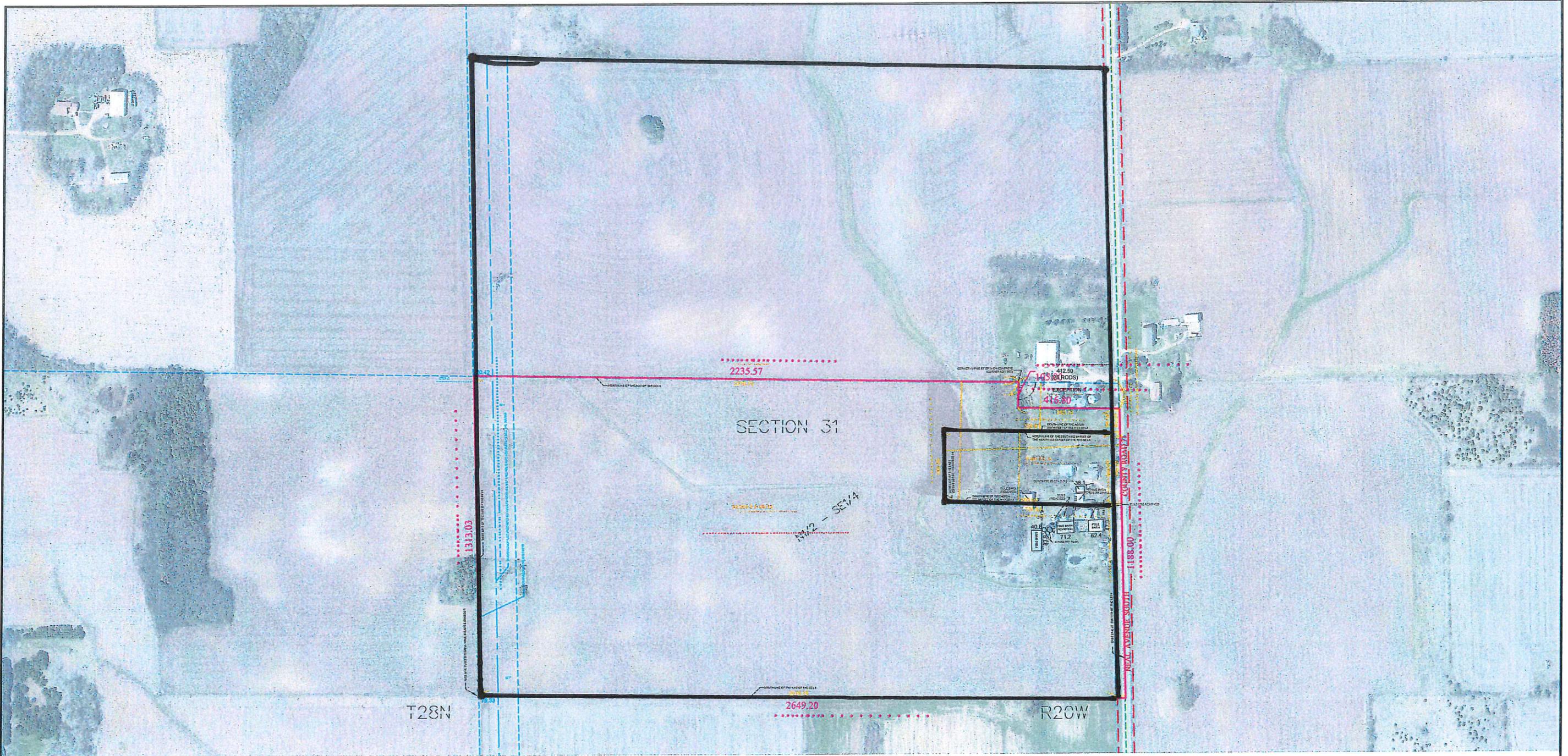
GARY L. & LORI A. SWANSON
 5468 NEAL AVENUE SOUTH
 AFTON, MN 55001

BOUNDARY SURVEY
 FOR MINOR SUBDIVISION

CERTIFICATE OF SURVEY

SHEET 01 OF 01 SHEETS

Plot Date: 04/04/2019
 Drawing name: X:\0170_Swanson_Afton01_Cad_Swanson\Swanson.dwg
 User: dswanson



LEGAL DESCRIPTIONS

ORIGINAL PARCEL

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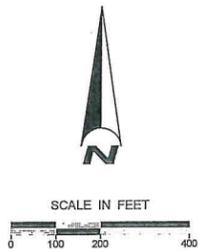
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- R DENOTES RECORD DIMENSION

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NO	DATE	BY	REVISION

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David L. Dupay
 DAVID L. DUPAY
 DATE: 04/04/2019 LICENSE # 17252

DESIGN BY DLD DRAWN BY DLD

BDI PROJECT NO. 0117-075-S

BEARTOOTH DESIGN, INC.
 10048 HONEYSUCKLE AVENUE NORTH
 BROOKLYN PARK, MN 55443-1584
 (651) 438-1787 davedupay@comcast.net

GARY L. & LORI A. SWANSON
 5468 NEAL AVENUE SOUTH
 AFTON, MN 55001

ADJOINING PROPERTY

CERTIFICATE OF SURVEY
 SHEET 01 OF 01 SHEETS

Plot Date: 04/04/2019
 Drawing Name: A31070_Swanson_Afton09_CAD_Swanson(Swanson).dwg
 Author: dswan
 Title: dswan

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 11, 2019
Re: Road Improvements for 2020 and Related Road Coring

Attached is a spreadsheet showing the roads recommended for improvements in 2020 by the Public Works Committee. Also attached is the Street Improvement Funding spreadsheet showing the funds available for the planned improvements. It is also recommended that core samples be taken on the roads to determine if the depth of asphalt is sufficient to enable a mill and overlay vs. a reclamation. Attached is a proposal from WSB for the road coring at a cost of \$2,848. The proposal includes a map showing the roads to be improved.

COUNCIL ACTION REQUESTED:

Motion regarding the proposal from WSB for coring of the roads recommended for improvement in 2020, at a cost not to exceed \$2,848.



April 8, 2019

Mr. Nick Guilliams
City of Afton
3033 St Croix Trail S
Afton, MN 55001

Re: Pavement Coring
City of Afton

Dear Mr. Guilliams:

I am pleased to submit this work plan on behalf of WSB to implement a pavement forensics study for the City of Afton. The pavement forensics to be performed will include taking and analyzing pavement cores on the segments in the proposed project area. The number and location of cores will be determined upon a review of the roadway segments. Several factors are considered such as the type of proposed work, pavement condition, and the variability of pavement depth and condition. Coring as part of a pavement forensics study is a way to show what exists under the visible layer of the pavement and can give a wealth of information including depths of the pavement layers, signs of bonding or de-bonding and distresses that might not be visible from the road surface.

Project Timeline

Pavement cores taken	TBD
Pavement core analysis and forensics report finalized	TBD

Cost Summary

It is proposed that this project be billed on a cost not to exceed basis, with total cost not exceeding **\$2848**. It is proposed that roughly 15 cores with aggregate depths will be taken as part of this study. Depending on what the cores show, this number can be increased to ensure a firm understanding of what exists underneath the pavement is gathered or decreased if similar conditions are found throughout a roadway. This cost is based on a 2-man crew taking the cores at a rate of \$265/hour, an analysis of the cores performed at a rate of \$112/hour and time needed to write up a pavement forensics report. If you are in agreement with the terms as outlined above, please sign where indicated below and return one copy to our office.

Thank you for this opportunity to perform this pavement forensics study for the City of Afton. I am confident that the level of service on this project will meet or exceed your expectations. If you should have any questions regarding this proposal, please contact me at 612-518-1313.

Sincerely,

WSB

Andrea Blanchette, PE
Pavement Engineer

Mr. Nick Guilliams
April 8, 2019
Page 2

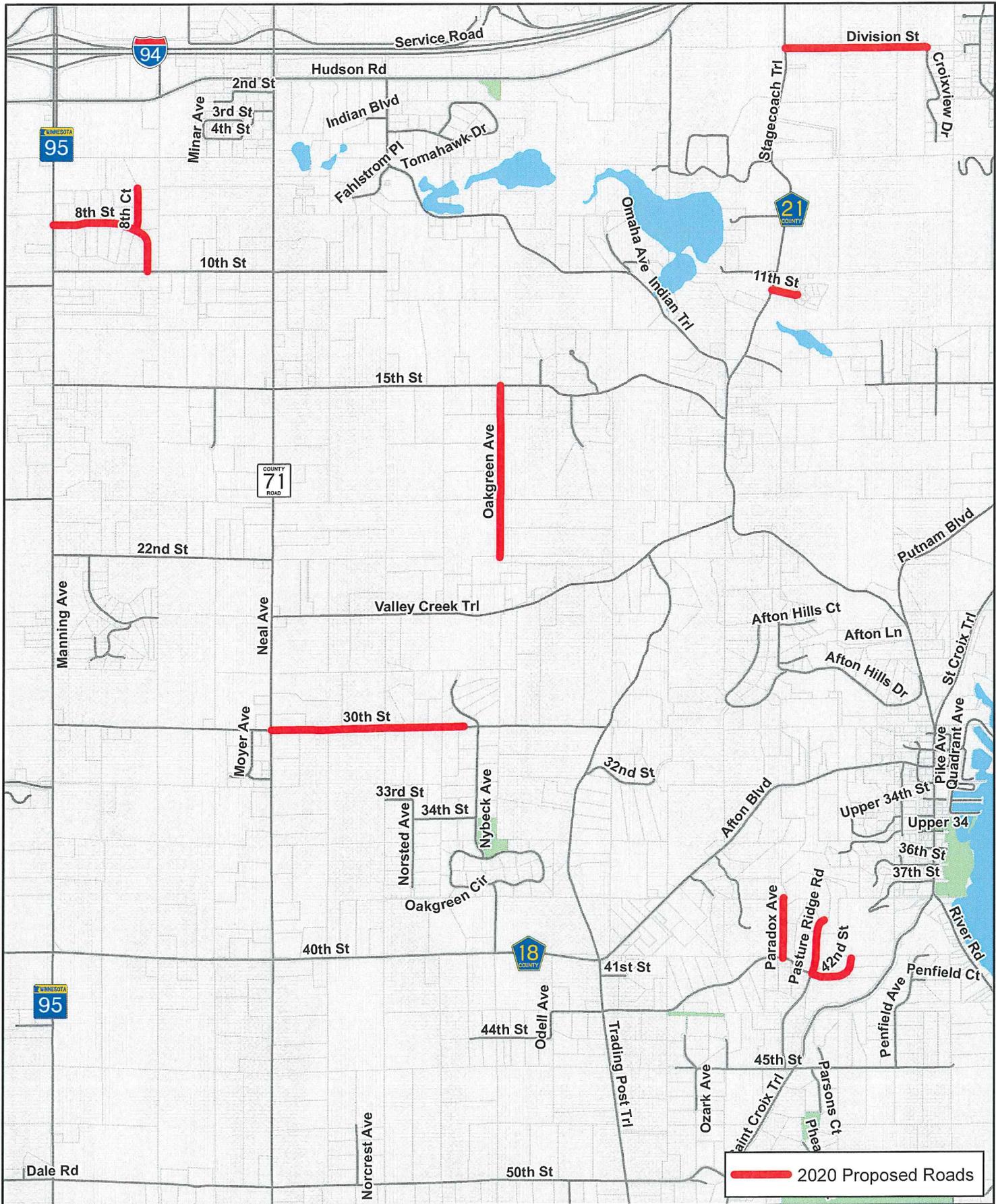
Accepted by:

The City of Afton

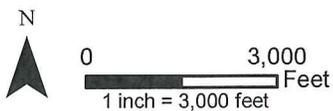
By: _____

Title: _____

Date: _____



Project Location Map
 2020 Proposed Road Rehabilitation Project
 Afton, MN



City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: April 11, 2019

Re: Soil Borings on 60th Street

The portion of 60th Street from Trading Post Trail to Neal Avenue, which is currently gravel, is going to be paved by the developer of the Afton Creek Preserve subdivision. To determine if the existing gravel base is adequate for paving, soil borings are needed along the road. Attached is a proposal from WSB for the soil borings. The cost is a not-to-exceed amount of \$4,500.

COUNCIL ACTION REQUESTED:

Motion regarding the proposal from WSB for soil borings on 60th Street in an amount not to exceed \$4,500.



April 10, 2019

Mr. Nick Guilliams
WSB
178 E. 9th Street, Suite 200
St. Paul, MN 55101

**Re: Proposal for:
A Geotechnical Report
Proposed 60th Street South Improvements
Afton, MN**

Dear Mr. Guilliams:

Thank you for the opportunity to provide professional services for a geotechnical evaluation for the above referenced project. This lump sum fee proposal is in response to request from you on April 8, 2019. In this proposal, we present a description of our understanding of the project, an outline of the scope of work, and an estimate of charges for our services.

The project traverses 60th Street South from Neal Avenue South to Trading Post Trail South in Afton, Minnesota. It is our understanding that this project consists of improving 60th Street South from a gravel surfaced road to a bituminous paved road. No utilities will be constructed and the road will maintain its current vertical and horizontal alignments.

A. Project Objectives

Based upon our experience with similar projects the objectives of our geotechnical services are to describe below grade soil and groundwater conditions, and develop recommendations for subgrade preparation and construction of a new pavement section.

B. Scope of Basic Services

Based on our understanding of the project we proposed the following scope of services:

1. Site Access

Based on a review of the information provided, the site will be accessible to a truck-mounted auger drill. It is our understanding that traffic levels along this residential road are low and speed limits are 40 miles per hour or less. We will use traffic signs, cones and flashing lights on our vehicles to alert the traveling public to our work zone and allow vehicles to self-regulate around our crew. However, should an elevated level of traffic control be necessary, additional costs will be incurred.

2. Bore Hole Locating and Gopher State One Call

We will stake the boring locations using existing site features as guides. Ground surface elevations at the bore hole locations will not be determined.

Prior to sending a drill rig to the site, WSB will contact Gopher State One Call (GSOC) and have them request public underground utility owners mark and clear our proposed bore hole location of their utilities. If there are private underground utilities that are not located by GSOC, please notify WSB immediately. WSB will take reasonable precautions to avoid underground facilities.

3. Subsurface Test Borings

We propose to complete 14 standard penetration test (SPT) borings (approximately 1 boring/500 feet) to a depth of about 5 feet along the roadway. In the standard penetration test borings, we will sample and record blow counts at 2 ½ foot intervals to the borings termination depth.

If unsuitable soils (existing fill, organic soils, etc...) are encountered at the proposed boring termination depth, it will be necessary to extend the borings into more competent materials. This will allow us to better define potential construction issues.

An additional charge of \$25 per lineal foot will be assessed for borings extended beyond their proposed termination depths.

In Minnesota, a boring that is 15 feet deep or greater must be sealed per Minnesota Well Code. Based on our scope of services, bore hole sealing will not be necessary. However, if the bore holes are extended additional charges will apply.

4. Schedule, Bore Hole Samples and Laboratory Testing

Based on our current drilling backlog, we anticipate that we can mobilize our truck-mounted auger drill to the site in about 3 to 5 weeks from the time we receive the signed authorization from you. If requested, boring logs and a verbal discussion can be provided to you shortly after the completion of the drilling. This will enable you to proceed with your planning and design work. Report preparation will be completed following completion of the field and laboratory work. It should be noted that this schedule may change based on timing of authorization, site conditions and other factors. Should our anticipated schedule change we will let you know. This estimate is based on our work being completed during daylight hours Monday through Friday.

Samples retrieved during drilling will be returned to our laboratory where they will be reviewed, classified using the Unified Soil Classification System (USCS) and logged by a geotechnical engineer. Select samples will be set aside for laboratory testing. We may perform routine laboratory tests on selected soil samples obtained from the exploration. This may include determinations of natural moisture content and unconfined compressive strength with a calibrated penetrometer, if cohesive soils are encountered. Such tests will aid in determining soil classification.

5. Geotechnical Engineering Report

Information gathered for this project will be used to prepare a geotechnical report. The report will summarize our findings and provide a discussion of subsurface soil and groundwater conditions encountered in our borings and how they may affect the proposed construction. The report will also provide recommendations for subgrade preparation, site grading, a discussion of soils for use as backfill and fill and a recommended pavement section.

We will provide you and any identified members of your design/project team with a PDF copy of our geotechnical report. If requested, we will also provide you with an original hard copy.

This geotechnical proposal is presented for engineering services to determine the structural properties of the soil at the specified site. It does not cover an environmental assessment of the site, or environmental testing of the soil or groundwater.

6. Fee

We will provide our aforementioned professional services for a lump sum fee of \$4,500. If you have any questions regarding our scope of services or how they may be modified to meet your project needs please feel free to give us a call to discuss.

If additional borings or deeper borings are needed, or if engineering and testing are requested beyond that necessary for preparation of our report (post-report consultation, report revision due to changes in building design or location, specification review, or pre-construction meetings), the increase in our fees will be in accordance with the rates previously indicated or at the unit prices shown on the enclosed Rate Schedule for hourly services.

C. Closure

This letter represents our complete understanding of the proposed scope of services. If you are in agreement with the scope of services, proposed fee and attached General Contract Provisions please sign in the appropriate space below and return one copy to my attention. If you have any questions about this proposal, please feel free to call Darin Hyatt at 952.737.4662 or email at dhyatt@wsbeng.com. This fee proposal is valid for ninety (90) days from the creation date noted in the header. WSB may reissue a revised Proposal upon request if the indicated time period has lapsed. Should the scope of work change in nature or be expanded to include additional services, we will renegotiate the fees with you.

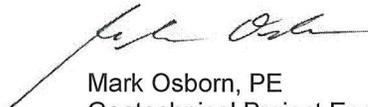
WSB appreciates the opportunity of being considered for this project and we look forward to providing our professional services to you.

Sincerely,

WSB



Darin E. Hyatt, PE
Senior Geotechnical Engineer



Mark Osborn, PE
Geotechnical Project Engineer

Attachments:

- WSB & Associates, Inc. 2019 Rate Schedule
- WSB & Associates, Inc. Exhibit A General Contract Provisions 11.01.16

ACCEPTED BY:

Name (print) _____

Signature _____

Company _____

Title _____

Date _____

2019 Rate Schedule



	Billing Rate/Hour
PRINCIPAL	\$166-\$185
ASSOCIATE SR. PROJECT MANAGER SR. PROJECT ENGINEER	\$150-\$185
PROJECT MANAGER	\$132-\$146
PROJECT ENGINEER	\$116-\$146
GRADUATE ENGINEER	\$88-\$109
SR. LANDSCAPE ARCHITECT SR. PLANNER SR. GIS SPECIALIST	\$116-\$146
LANDSCAPE ARCHITECT PLANNER GIS SPECIALIST	\$69-\$109
ENGINEERING SPECIALIST SR. ENVIRONMENTAL SCIENTIST	\$99-\$143
ENGINEERING TECHNICIAN ENVIRONMENTAL SCIENTIST	\$57-\$94
CONSTRUCTION OBSERVER	\$93-\$118
SURVEY	
One-Person Crew	\$145
Two-Person Crew	\$190
Three-Person Crew	\$205
OFFICE TECHNICIAN	\$52-\$92

Costs associated with word processing, cell phones, reproduction of common correspondence, and mailing are included in the above hourly rates. Vehicle mileage is included in our billing rates [excluding geotechnical and construction materials testing (CMT) service rates]. Mileage can be charged separately, if specifically outlined by contract. | Reimbursable expenses include costs associated with plan, specification, and report reproduction; permit fees; delivery costs; etc. | Multiple rates illustrate the varying levels of experience within each category. | Rate Schedule is adjusted annually.

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 11, 2019
Re: Bridge Repairs Update

Attached is a spreadsheet showing bridge repairs needed, based on bridge inspections by the City Engineer. The City Engineer is in the process of working with the Valley Branch Watershed District to determine whether permitting is needed for the repair work and what conditions will be required to be met for the repair work. The City Engineer will provide this information at the May 21 Council meeting.

COUNCIL ACTION REQUESTED:
No Action Required.

Afton Bridge Inspections

010981-000

Bridge	Description	Notes	Last Inspection	Recommendation	Priority	Estimated Cost	Comments
L8167	TRADG PT TR S (22) over STREAM	Tuckpointing repair has started to come loose.	2018	Perform tuckpoint repair	High	\$ 3,000.00	
L8170	VALLEY CRK TR (53) over VALLEY CRK (TRIBUTARY)	Bridge remains posted. Continued heavy steel corrosion and severe misalignment throughout many steel beams.	2018	Full Replacement	High	\$ 100,000.00	If feasible to replace with a box culvert. Otherwise, \$500,000
82505	MUN 53 over VALLEY CREEK	Nearly all wooden posts are completely rotted and make the railing non-effective during a crash, recommend replacing all posts, possibly even an entire new railing system (that style of railing is substandard for all speeds. Heavy debris build up in 2 of 3 barrels, should be removed on an annual basis, likely after the spring flood events. Lots of tree debris in channel, likely within right of way that could be removed.	2017	Replace guardrail to current standards. Remove debris in channel and barrels. Perform annual maintenance to prevent debris backup.	High priority on Guardrail Other maintenance is Low	\$ 25,000.00	
82J01	60 ST S (MUN44) over TROUT BROOK	Upstream dam, just beyond inlet end treatment, should be removed. Heavy tree debris strewn across inlet, should be removed. Heavy vegetation growing amongs end treatments, should be removed.	2017	Perform maintenance to remove upstream blockage, remove heavy vegetation near end treatments	Low	\$ 2,000.00	
91976	VALLEY CRK TR (53) over VALLEY CREEK	Nearly all wooden posts have heavy end checking, continued amounts of water inside these check (currently not protected) will result in rot from the inside out, resulting in the end condition of posts on Br 82505. 2 of 3 barrels complete silted in, should be cleaned out.	2017	Remove silt in barrel	Low	\$ 1,000.00	
L8173	26(PUTNAM BD S) over VALLEY CREEK	Bridge remains closed and is properly barricaded. ~ 12" fill on top of roadway. Heavy silting of channel against abutment, likely causing scour against the opposite abutment.	2017	Full Replacement	Low	\$ 500,000.00	

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

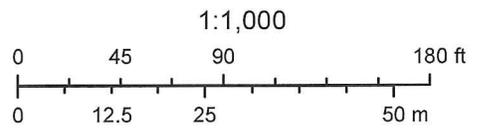
To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 11, 2019
Re: Town Square Park Drainage Improvement

During heavy rain events, Town Square Park experiences substantial pooling of water in the area south of the ballfield. This can have an adverse impact on events in the park. A low-cost solution was tried in 2018, but it did not solve the drainage problem. The City Engineer has prepared a drainage solution that involves a drain and a storm sewer line connecting to the storm sewer in St. Croix Trail. A sketch of the proposed solution is attached, along with a detailed cost estimate that reflects a total cost of \$22,940. This cost could be funded with Park Dedication funds.

COUNCIL ACTION REQUESTED:

Motion regarding the Town Square Park drainage solution at a cost of \$22,940, to be funded with Park Dedication funds.

Washington County, MN



MNDOT No.	Description	Unit	Quantity	Unit Price	Total Price
2021.501	MOBILIZATION	EACH	1	<u>\$5,000.00</u>	<u>\$5,000.00</u>
2104.501	REMOVE CONCRETE CURB	LF	20	<u>\$10.00</u>	<u>\$200.00</u>
2104.503	REMOVE CONCRETE WALK	SF	60	<u>\$4.00</u>	<u>\$240.00</u>
2105.601	SITE GRADING	LS	1	<u>\$7,500.00</u>	<u>\$7,500.00</u>
2502.602	30" PVC DRAIN BASIN W/GRATE	EACH	1	<u>\$3,000.00</u>	<u>\$3,000.00</u>
2503.511	8" PVC PIPE SEWER	LF	60	<u>\$45.00</u>	<u>\$2,700.00</u>
2503.602	CONNECT TO EXISTING STORM SEWER	EACH	1	<u>\$600.00</u>	<u>\$600.00</u>
2521.501	4" CONCRETE WALK	SF	60	<u>\$10.00</u>	<u>\$600.00</u>
2531.501	CONCRETE CURB DESIGN B624	LF	20	<u>\$30.00</u>	<u>\$600.00</u>
2563.601	TRAFFIC CONTROL	LS	1	<u>\$2,500.00</u>	<u>\$2,500.00</u>
TOTAL					<u>\$22,940.00</u>

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 11, 2019
Re: Ditch at 50th Street and St. Croix Trail

The ditch in the southeast quadrant of 50th Street and St. Croix Trail is deep and narrow. This could be problematic if a vehicle was to go off the road. The Public Works Committee inspected the ditch for possible improvements. There is not enough space for a guardrail. The deepest portion of the ditch is in the County's right-of-way. The County is also in the process of reviewing possible improvements. The City will continue to work with the County regarding improvements to the ditch area.

COUNCIL ACTION REQUESTED:
No Action Required.

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: April 11, 2019

Re: City Dock Structure Improvements

The stabilizers for the City Dock structure are in need of replacement and upgrading due to becoming weakened and twisted over time. The replacement is needed to prevent further damage to the dock structure. The cost of the materials is \$26,730. The cost of the labor for installation is not yet known. Both Windmill Marina and Afton Marina are preparing proposals for the installation. Once the proposals are received, staff will bring the total cost to the Council for consideration of doing the work next winter. The City Dock Fund, which would be used to fund the improvements, currently has a balance of \$65,941.

COUNCIL ACTION REQUESTED:

No Action Required.

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 9, 2019
Re: Sale of Flood Pumps

The Council has authorized the sale of one of its two diesel-powered flood pumps by auction at a minimum price of \$8,000. Bids are currently being accepted for the pump, and will continue to be accepted through April 22. Staff will advise the Council of the highest bid received once the bidding is closed.

The Council has also discussed the possible sale of the second diesel-powered flood pump. This pump is mounted on a trailer, similar to the pump being offered at auction. However, the pump itself is owned by the DNR, so cannot be sold. The pump can be transferred to another public entity. The trailer and accessories can be sold to the public entity to which the pump is transferred. The City of Lake St. Croix Beach had been expressing a strong interest in purchasing the trailer with the pump, but they are no longer interested. The value of the trailer and accessories is estimated at about \$4,500. Staff is requesting direction from the Council regarding whether the pump and trailer should be retained or whether the pump should be transferred back to the DNR and the trailer sold.

COUNCIL ACTION REQUESTED:

Motion regarding the whether to retain or dispose of the DNR-owned flood pump and related trailer and accessories.

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: April 9, 2019

Re: Maintenance of St. Croix Trail Boulevard Grass

The new grass in the boulevard area along St. Croix Trail will need to be adequately watered particularly at key times of the summer, in order for it to survive and thrive. It will also need to be regularly mowed. Staff recommends an early effort to strongly encourage the property owners along St. Croix Trail to adequately maintain the grass, including watering and mowing. The City may also want to have a plan for quickly dealing with situations where the grass is not being adequately watered. While staff recommends the City not be involved in watering the grass, the City may be the provider of last resort in some cases. If that is a possibility, staff recommends the Council consider putting in place a fee for this service that can be assessed to the property if not paid.

COUNCIL ACTION REQUESTED:

Motion regarding the maintenance of the St. Croix Trail Boulevard Grass.

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: April 9, 2019

Re: Purchase of Mower

The City currently has a John Deere tractor mower that is used for all mowing needs, including the parks and the levee. In 2018, it also began to be used for snowblowing of the new sidewalks in the Downtown Village area. Ken Johnson, Public Works Supervisor, is concerned that both the mowing and snowblowing workload will reduce the life of the current mower. He also would like a mower that is more efficient in the parks and on the levee. Ken has recommended that a zero turn mower be purchased to increase the efficiency of mowing, and to reduce the use of the current mower to extend its life. The replacement cost for the current mower would be \$16,000. The cost of the John Deere zero turn mower is \$9,900. The price quote is attached. Also attached is the price quote for a Cub Cadet zero turn mower. The cost of the Cub Cadet mower is \$11,399. The replacement of Public Works motorized equipment is funded in the City Vehicles account of the Special Activities Fund. There is currently a balance of \$10,395 in that account.

COUNCIL ACTION REQUESTED:

Motion regarding the purchase of the John Deere Z950M ZTrak mower at a cost of \$9,900.



Quote Summary

Prepared For:

City Of Afton
3033 Saint Croix Trl S
Afton, MN 55001
Business: 651-387-6587
publicworks@ci.afton.mn.us

Prepared By:

Bruce Speirs
Frontier Ag & Turf
12040 Point Douglas Dr South
Hastings, MN 55033
Phone: 651-437-7747
Mobile: 651-319-2547
bruces@frontieragturf.com

Quote Id: 19331022
Created On: 09 April 2019
Last Modified On: 09 April 2019
Expiration Date: 09 May 2019

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE Z950M ZTrak	\$ 13,018.00	\$ 9,389.81 X	1 =	\$ 9,389.81
Z-GLIDE FRONT SUSPENSION SET	\$ 525.00	\$ 510.19 X	1 =	\$ 510.19
Equipment Total				\$ 9,900.00

Quote Summary

Equipment Total	\$ 9,900.00
SubTotal	\$ 9,900.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 9,900.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 9,900.00

Salesperson : X _____

Accepted By : X _____



JOHN DEERE

Selling Equipment



Quote Id: 19331022

Customer: CITY OF AFTON

JOHN DEERE Z950M ZTrak				
Hours:				Suggested List
Stock Number:				\$ 13,018.00
				Selling Price
				\$ 9,389.81
Code	Description	Qty	Unit	Extended
0692TC	Z950M ZTrak	1	\$ 11,479.00	\$ 11,479.00
Standard Options - Per Unit				
001A	United States/Canada	1	\$ 0.00	\$ 0.00
1038	24x12N12 Michelin X Tweel Turf for 54 In. and 60 In. Decks	1	\$ 879.00	\$ 879.00
1504	60 In. Side Discharge Mower Deck	1	\$ 0.00	\$ 0.00
2002	Fully Adjustable Suspension Seat with Armrests	1	\$ 495.00	\$ 495.00
Standard Options Total				\$ 1,374.00
Value Added Services Total				\$ 0.00
Other Charges				
	EnviroCrate	1	\$ 40.00	\$ 40.00
	Setup	1	\$ 125.00	\$ 125.00
Other Charges Total				\$ 165.00
Suggested Price				\$ 13,018.00
Customer Discounts				
Customer Discounts Total			\$ -3,628.19	\$ -3,628.19
Total Selling Price				\$ 9,389.81

Z-GLIDE FRONT SUSPENSION SET				
Hours:		0		Suggested List
Stock Number:				\$ 525.00
				Selling Price
				\$ 510.19
Code	Description	Qty	Unit	Extended
ZGLD	FRONT SUSPENSION SET (INSTALLED)	1	\$ 525.00	\$ 525.00
Suggested Price				\$ 525.00
Customer Discounts				
Customer Discounts Total			\$ -14.81	\$ -14.81



JOHN DEERE

Selling Equipment

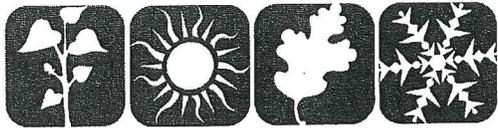


Quote Id: 19331022

Customer: CITY OF AFTON

Total Selling Price

\$ 510.19



ALL SEASONS RENTAL

1714 CRESTVIEW DR.
HUDSON, WI 54016
715-386-2354

**WEB SITE:
WWW.ASRENTAL.COM**

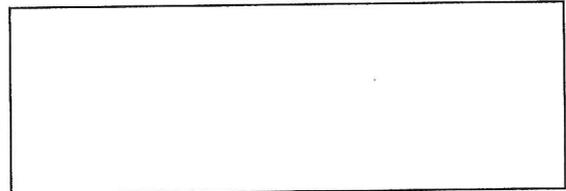
4/9/2019
KELSY REA
Page 1 of 1

INVOICE NUMBER
71543

Charge Sale

CITY OF AFTON
3033 ST. CROIX TRAIL SOUTH
AFTON MN 55001

(651) 436-5090 00-006920



Part Number	Description	Rental Status	Quantity	Price	Total
PRO Z 760 S KW	CUB CADET COMMERCIAL ZERO TURN STEERING RIDER, 31 HP KAWASAKI FX921V (999 CC), W/ 60" FAB DECK, (53RIHKUV050)		1	11,399.99	11,399.99
	S/N 1B137H70005				
45	SET UP AND DELIVERY INCLUDED		1	0.00	0.00

ALL SPECIAL ORDER PARTS WILL HAVE 20% RESTOCKING FEE & ELECTRICAL PARTS ARE NOT RETURNABLE

SIGNATURE: _____

Sub Total	\$11,399.99
Sales Tax 5.5%	\$0.00
Damage Waiver 8%	\$0.00
Total	\$11,399.99
Paid	\$0.00
Balance	\$11,399.99

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 9, 2019
Re: Accounting Services Update

Background

Due to the retirement of Tom Niedzwiecki as City Accountant, the City requested proposals for professional accounting services. The City received two proposals and interviewed the two firms on March 6. The two firms are RiverBluff Accounting and Abdo, Eick and Meyers (AEM). The two firms are substantially different. RiverBluff Accounting is substantially smaller, has fund accounting experience but no municipal accounting experience and has a significantly lower cost structure. AEM is a larger firm, has substantial experience in both fund accounting and municipal accounting, and has a significantly higher cost structure.

The Council, at its March 19, 2019 regular meeting, expressed concern about receiving only two accounting services proposals and that the two firms are significantly different. The Council questioned whether there were other firms somewhere between the two in terms of pricing, but also with the ability to provide high quality municipal accounting services. Tom Niedzwiecki, indicated he believed he could identify one or more CPA firms who could provide the necessary accounting services at a lower cost than AEM. City Administrator Moorse indicated he would contact city administrator colleagues regarding retired accountants or finance directors who may be interested in providing accounting services to Afton. The Council directed Niedzwiecki and Moorse to make efforts to identify additional options within 30 days.

Additional Options

Tom Niedzwiecki has identified two CPA firms who appear to be qualified to provide quality municipal accounting services. Both have indicated they are interested in providing accounting services to Afton. But both have been very busy as it is tax season, and have not yet been able to provide a proposal.

One of the firms, Slachta Accounting and Consulting, has offices in Lake Elmo and Bloomington. They have one partner and 5 staff in Lake Elmo. They have experience in Quickbooks, MS Excel, Payroll, Fund Accounting and Financial Reporting.

The other firm is Ahola, Mack & Associates. They have two partners and eleven staff. They have experience in fund accounting, QuickBooks, Payroll and Microsoft Excel. While they do not have any municipal clients, one of the partners worked in the State Auditor's Office for four years.

Ahola has indicated they will provide a proposal in time for the April 16 Council meeting. Slachta has indicated they are not able to provide a proposal by April 16, but will do so soon after.

COUNCIL ACTION REQUESTED:

Motion regarding next steps in the selection process.

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: April 9, 2019

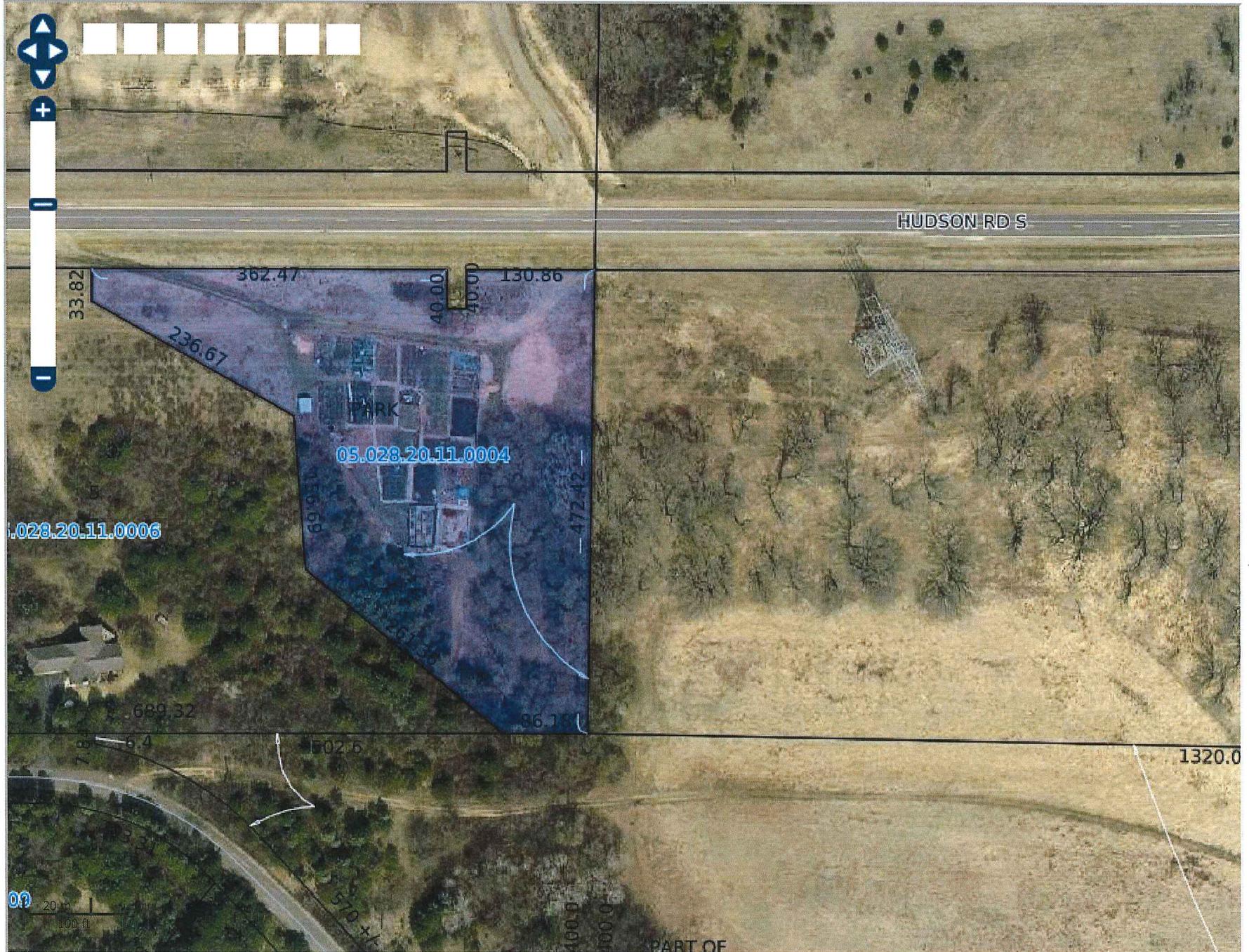
Re: Rinta Park Tree Removals

In 2018, Barbara Ronningen, who coordinates the Rinta Park community gardens, requested the removal of approximately 15 trees along the east edge of the gardens that overshadow the gardens. These trees are on the west edge of a large grove of trees (see the attached aerial photos). Tri County had provided a price quote of \$800 for the tree removals. The cost of the removals would be funded from the Park Maintenance budget. The City Forester has advised that the trees proposed to be removed are not quality trees and he recommends their removal. Tri County has recently indicated the price quote of \$800 is still valid.

Council Action Requested:

Motion regarding the price quote of \$800 from Tri County for the removal of approximately 15 trees along the east edge of the Rinta Park Community Gardens.





City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 9, 2019
Re: Social Media Policy

It has been recommended that, with the City initiating a social media presence, a policy to guide the use of social media should be adopted. The League of Minnesota Cities has a model social media policy. Staff has customized the policy to reflect the City of Afton. The policy is attached for the Council's consideration.

COUNCIL ACTION REQUESTED:

Motion regarding the adoption of the attached social media policy.

City of Afton, Minnesota

Social Media Policy

Purpose

Social networking in government serves two primary functions: to communicate and deliver messages directly to citizens and to encourage citizen involvement, interaction, and feedback. Information which is distributed via social networking must be accurate, consistent, and timely and meet the information needs of the City's customers. Since social media is used for social networking, this policy seeks to ensure proper use of the City of Afton's social media sites by its representatives.

The City of Afton wishes to establish a positive and informative social media presence. City representatives have the responsibility to use the City's social media resources in an efficient, effective, ethical and lawful manner pursuant to all existing City and departmental policies. This policy also provides guidelines and standards for city representatives regarding the use of social media for communication with residents, colleagues and all other followers.

Policy

The City of Afton will determine, at its discretion, how its web-based social media resources will be designed, implemented and managed as part of its overall communication and information sharing strategy. City social media sites may be modified or removed by the City at any time and without notice, as described in this document.

City of Afton social media accounts are considered a City asset and administrator access to these accounts must be securely administered in accordance with the City's Computer Use policy. The City reserves the right to shut down any of its social media sites or accounts for any reason without notice.

All social media web sites created and utilized during the course and scope of an employee's performance of his/her job duties will be identified as belonging to the City of Afton, including a link to the City's official web site.

Scope

This policy applies to any existing or proposed social media web sites sponsored, established, registered or authorized by the City of Afton. This policy also covers the private use of the City's social media accounts by all City representatives, including its employees and agents, Council members, appointed board or commission members and all public safety volunteers to the extent it affects the City. Questions regarding the scope of this policy should be directed to the City Administrator

Definition

Social media are internet and mobile-based applications, websites and functions, other than email, for sharing and discussing information, where users can post photos, video, comments and links to other information to create content on any imaginable topic. This may be referred to as “user-generated content” or “consumer-generated media.”

Social media includes, but is not limited to:

- Social networking sites such as Facebook, LinkedIn, Twitter, Nextdoor, and online dating services/mobile apps
- Blogs
- Social news sites such as Reddit and BuzzFeed
- Video and photo sharing sites such as YouTube, Instagram, SnapChat, and Flickr
- Wikis, or shared encyclopedias such as Wikipedia
- An ever emerging list of new web-based platforms generally regarded as social media or having many of the same functions as those listed above

As used in this policy, “employees and agents” means all City representatives, including its employees and other agents of the city, such as independent contractors or Council members.

Rules of Use

City employees and agents with administrator access are responsible for managing social media websites. Facilities or departments wishing to have a new social media presence must initially submit a request to *the City Administrator* in order to ensure social media accounts are kept to a sustainable number and policies are followed. All approved sites will be clearly marked as the City of Afton site and will be linked with the official City website ([www. ci.afton.mn.us](http://www.ci.afton.mn.us)). No one may establish social media accounts or websites on behalf of the City unless authorized in accordance with this policy.

Administration of all social media web sites must comply with applicable laws, regulations, and policies as well as proper business etiquette.

City social media accounts accessed and utilized during the course and scope of an employee’s performance of his/her job duties may not be used for private or personal purposes or for the purpose of expressing private or personal views on personal, political or policy issues or to express personal views or concerns pertaining to City employment relations matters.

No social media website may be used by the City or any City employee or agent to disclose private or confidential information. No social media web site should be used to disclose sensitive information; if there is any question as to whether information is private, confidential or sensitive, contact the City Administrator.

When using social media sites as a representative of the City, employees and agents will act in a professional manner. Examples include but are not limited to:

- Adhere to all City personnel and Computer Use policies
- Use only appropriate language

Be aware that content will not only reflect on the writer but also on the City of Afton as a whole, including elected officials and other city employees and agents. Make sure information is accurate and free of grammatical errors.

- Not providing private or confidential information, including names, or using such material as part of any content added to a site.
- Not negatively commenting on community partners or their services, or using such material as part of any content added to a site.
- Not providing information related to pending decisions that would compromise negotiations.
- Be aware that all content added to a site is subject to open records/right to know laws and discovery in legal cases.
- Always keep in mind the appropriateness of content.
- Comply with any existing code of ethical behavior established by the City.

Where moderation of comments is an available option, comments from the public will be moderated by City staff, with administrative rights, before posting. Where moderation prior to posting is not an option, sites will be regularly monitored by City staff.

City of Afton's staff with administrative rights will not edit any posted comments. However, comments posted by members of the public will be removed if they are abusive, obscene, defamatory, in violation of the copyright, trademark right or other intellectual property right of any third party, or otherwise inappropriate or incorrect. The following are examples of content that may be removed by City staff before or shortly after being published:

- Potentially libelous comments
- Obscene or racist comments
- Personal attacks, insults, or threatening language
- Plagiarized material
- Private, personal information published without consent
- Comments totally unrelated to the topic of the forum
- Commercial promotions or spam
- Hyperlinks to material that is not directly related to the discussion

Personal Social Media Use

The City of Afton respects employees and agents' rights to post and maintain personal websites, blogs and social media pages and to use and enjoy social media on their own personal devices during non-work hours. The City requires employees and agents to act in a prudent manner with regard to website and internet postings that reference the City of Afton, its personnel, its operation or its property. Employees, agents, and others affiliated with the City may not use a city brand, logo or other city identifiers on their personal sites, nor post information that purports to be the position of the City without prior authorization.

City employees and agents are discouraged from identifying themselves as city employees when responding to or commenting on blogs with personal opinions or views. If an employee chooses

to identify him or herself as a City of Afton employee, and posts a statement on a matter related to City business, a disclaimer similar to the following must be used:

“These are my own opinions and do not represent those of the City.”

Occasional access to personal social media websites during work hours is permitted, but employees and agents must adhere to the guidelines outlined in the City’s Computer Use policy and the City’s Respectful Workplace policy. Employees and agents should also review the Data Ownership section of this policy (below).

There may be times when personal use of social media (even if it is off-duty or using the employee’s own equipment) may spill over into the workplace and become the basis for employee coaching or discipline. Examples of situations where this might occur include:

- Friendships, dating or romance between co-workers
- Cyber-bullying, stalking or harassment
- Release of confidential or private data; if there are questions about what constitute confidential or private data, contact the City Administrator.
- Unlawful activities
- Misuse of city-owned social media
- Inappropriate use of the city’s name, logo or the employee’s position or title
- Using city-owned equipment or city-time for extensive personal social media use

Each situation will be evaluated on a case-by-case basis because the laws in this area are complex. If you have any questions about what types of activities might result in discipline, please discuss the type of usage with the City Administrator

Data Ownership

All social media communications or messages composed, sent, or received on city equipment in an official capacity are the property of the City and will be subject to the Minnesota Government Data Practices Act. This law classifies certain information as available to the public upon request. The City of Afton also maintains the sole property rights to any image, video or audio captured while a City employee is representing the City in any capacity.

The City retains the right to monitor employee’s social media use on city equipment and will exercise its right as necessary. Users should have no expectation of privacy. Social media is not a secure means of communication.

Policy Violations

Violations of the Policy will subject the employee to disciplinary action up to and including discharge from employment.

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 9, 2019
Re: Firearms Ordinance

The Council has directed staff to prepare a draft Firearms Ordinance to regulate the use of firearms in the City, particularly on small lots. Attached is a draft firearms use and discharge ordinance. The ordinance reflects input from former Mayor Richard Bend, who worked with a group of residents to develop recommendation regarding firearms discharge regulations, and from Council member Wroblewski, and review of ordinances from other cities. Staff would like feedback from the Council regarding the ordinance, and particularly regarding the following elements:

- What types of firearms should be allowed to be discharged in the City, i.e. shotguns, shotguns with slugs, rifles, handguns, bows and arrows?
- Should target shooting be allowed outdoors vs. only in an enclosed shooting range?
- Should target shooting be allowed vs. a target shooting range?
- Should target shooting be viewed and defined differently than a target shooting range, in that it has a very limited duration, time of day, type of firearm, and could require advance notification to neighboring property owners?

COUNCIL ACTION REQUESTED:

Motion regarding the draft firearms ordinance.

Sec. 14-1 Use, Discharge of Firearms

- It is unlawful for any person to discharge any firearm* or controlled weapon** in any place or manner so as to endanger any person or property even if no injury or damage results.
- It is unlawful for any person to discharge any controlled weapon** in any residentially zoned area with lots less than 5-acres in size, or in any city park, on any school property, or in any developed business, commercial or industrial area.
- No firearm shall be discharged in the City of Afton on any lot that is smaller than five acres.
- On lots of five acres or more, firearms may not be discharged:
 1. Except by the landowner and his immediate family in residence on the property or another person with the landowner's written permission on his/her person,
 2. Within 1000 feet of a building occupied by humans or livestock on a parcel or parcels under separate ownership from the parcel on which the firearm is discharged.
 3. Before 9:00 am and after one-half hour before sunset, except when hunting game or non-game animals in compliance with Minnesota statutes.
- Discharge of firearms shall also be subject to the following restrictions:
 1. No firearm firing a single projectile shall be discharged in a manner reasonably expected to cause a projectile to cross the boundary of a parcel not under common ownership with the parcel from which the projectile is fired.
 2. No target practice with a firearm firing a single projectile shall take place except in locations having in place natural or manmade ground contours, berms, steel plate with sand trap, fiber containment profile or device designed to reasonably ensure that any projectile fired from the firearm type used is contained within the property boundaries.
 3. Target practice with a forearm is not allowed if it creates noise that is distinctly and loudly audible so as to disturb the peace, quiet, and comfort of any person nearby and/or that interferes unreasonably with the enjoyment of life or property.
 4. Individuals discharging firearms must be adults or under the direct supervision of a responsible adult.
- It is unlawful in areas where the discharge of firearms is not allowed for any person on property not their own to possess, carry, or have under their control any firearm* except:
 1. To carry it between a residence or place of business and a vehicle for transportation in accordance with state law; or
 2. To carry it between a vehicle and a gun dealer or gunsmith shop
- In areas where the discharge of a firearm is allowed, it is unlawful to discharge any firearm* other than a shotgun. The maximum size shot that may be used in such designated areas is a No. 2 steel shot or smaller, or a No. 4 lead/Bismuch/tungsten/Hevi-Shot or smaller (smaller shot sizes smaller actually go up in numbers, i.e., shot 5, 6, 7, 8). The use of appropriate shot is also dictated by Minnesota Department of Natural Resources regulations. The use of shotgun slugs is prohibited. The City, through the Washington County Sheriff's Department, may grant a limited permit to allow the discharge of a firearm* other than a shotgun or a shotgun with slugs for target shooting, or for a reasonable need. (See "Permits" below)

- It is unlawful for any person to possess, carry, or have under their control any firearm* upon the land of another without written permission, or be in the presence of, the landowner or lessee of the land. The person authorized to hunt/shoot must have in their possession the written permission. Written permission must be dated and include the following: the full name, address, date of birth, phone number, and signature of the person authorized to hunt or shoot on identified land; and the full name, address, phone number and signature of the landowner or lessee.
- It is unlawful for any person to possess, carry, or have under their control any controlled weapon** upon the land of another without the written permission, be in the presence of, or have the oral permission of the landowner or the lessee of the land. If the permission is oral, the person must be able to provide immediately the name, address and phone number of the owner or the lessee from which the permission was obtained. If requested, written verification of the oral permission must be produced within 72 hours.
- It is unlawful to hunt under the influence of alcohol or a controlled substance.
- It is unlawful to discharge a firearm* or controlled weapon** across or within the right of way of any public roadway or highway.
- A limited permit is not valid unless it is signed and dated by a Washington County Sheriff's Department representative and in the possession of the authorized person(s) while in the field and at the time of contact.
- It is unlawful to use a controlled weapon**, or discharge a firearm* or controlled weapon**, in any area where the discharge of a firearm is prohibited, without a permit therefore issued by the Washington County Sheriff's Department upon showing of reasonable need.
- Permits

1. Occasional up to 15 days.

Occasional permits valid for a period of 15 days or less may be granted to persons for target shooting.

2. Occasional up to 120 days.

- A. For control of pests in commercial or agricultural situations, permits may be granted up to a maximum of 120 days as established by the city administrator to persons meeting all the following criteria:
- B. For control of pests, vermin, rodents or other animal nuisances, such as deer hunting by bow and arrow during appropriate season, or other animals that are a demonstrated nuisance.
- C. Where there are no other appropriate methods available.
- D. Demonstrated need for a longer duration of time, such as length of game season or protection of crops during the growing season.
- E. The use of bow and arrow under this section will be allowed on an occasional basis to remove problematic animals, including game animals, subject to the following circumstances:

- 1). There is a demonstrated nuisance of that animal to the property owner.

- 2). The property owner has specifically given written permission to a hunter, and that hunter has the appropriate state hunting permit.
- 3). That no discharging is to be done within 100 feet of any property line, within 100 feet of any buildings and within 200 feet of any livestock.
- 4). Discharge for purposes of this section shall only be done from an elevated stand that is a minimum of four feet off the ground.
- 5). Can only be done during the appropriate season.
- 6). The hunter receives no compensation for the removal service apart from the retention of animals killed.

* A "firearm" is defined as any gun from which any projectile is discharged or propelled by means of an explosion, excluding devices used exclusively for the firing of stud cartridges, explosive rivets, or similar industrial apparatus, instruments, or equipment used by construction personnel, licensed physicians or veterinarians in the course or scope of their professions.

** "Controlled weapon" is defined as a gun, or any mechanical device from which a shot or projectile is discharged by means of gas, compressed air, or any other mechanical means capable of launching said projectile or arrow and includes, but is not limited to, pellet and BB guns, archery bows, crossbows, wrist rockets, slingshots and paint ball guns.

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: April 9, 2019

Re: Light Pole Banners

The AABA and the Re-Discover Afton committees would like the city to finance the creation of 26 light pole banners with a summer / pollinator friendly / eco theme that can be used every year during the summer. As a point of reference, the AABA paid for the Christmas banners and the Jessie Diggins committee paid for the red, white and blue light pole banners. The cost would be approximately \$3000. The banners cannot be purchased with Park Dedication funds, because they are not capital items and they are not in a park. A possible source of funding is unallocated interest earnings in the Special Activities Account. The balance of unallocated interest earnings is \$14,470.

COUNCIL ACTION REQUESTED:

Motion regarding the purchase of light pole banners.

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: April 9, 2019

Re: Parks Committee Recommendations Regarding the Purchase of Large Planted Pots for Town Square Park and the Promotion of a Healthy Environment for Bees and Pollinators – **Resolution 2019-23**

The Parks Committee is recommending that the Council consider a resolution to promote a healthy environment for bees and pollinators. A resolution is attached for the Council's consideration. The resolution includes information regarding the need to promote a healthy environment for bees and pollinators and actions the City can take to address that need.

The Parks Committee is also recommending that the Council consider using Park Dedication funds to implement a 3 – 5 year pollinator friendly pilot program.

The Parks Committee is also recommending the purchase of large planted pots, to be placed around the hemisphere at Town Square Park, at a cost of \$500.

COUNCIL ACTION REQUESTED:

1. Motion regarding the adoption of Resolution 2019-23 promoting a healthy environment for bees and pollinators
2. Motion regarding implementing a pollinator-friendly pilot program.
3. Motion regarding the purchase of large planted pots to be placed around the hemisphere at Town Square Park, at a cost of \$500.

RESOLUTION 2019-23

CITY OF AFTON WASHINGTON COUNTY, MINNESOTA

A RESOLUTION PROMOTING A HEALTHY ENVIRONMENT FOR BEES, POLLINATORS, BENEFICIAL INSECTS AND PEOPLE TOO.

WHEREAS, bees and other pollinators are integral to our food system, and pollination provided by honey bees and other essential pollinators account for one in every three bites of food, and contribute over \$19 billion worth of services to U.S. agriculture; and

WHEREAS, pollinators including butterflies, honeybees, bumblebees, and native bees are facing annual declines due to the combined effects of habitat loss, pesticide use, and pathogens; and

WHEREAS research shows a link between neonicotinoid pesticides and pollinator population declines, including honey bees, native bees, butterflies, moths, and other insects; and

WHEREAS, scientific evidence shows neonicotinoid pesticides that are harmful to pollinators are also harmful to other invertebrates, birds, fish and small mammals; and

WHEREAS, we find the promotion of a healthy environment for bees, pollinators, beneficial insects and people to be in the public interest and demonstrate the City's commitment to a safe and healthy community for people as well as pollinators.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF AFTON, WASHINGTON COUNTY, MINNESOTA:

- 1) The City of Afton encourages healthy environments for people and pollinators through existing programs and new opportunities.
- 2) The City of Afton, including its contractors, will consider safe alternatives to pollinator-harming pesticides, cease the use of neonicotinoid insecticides, and will use plants and plant seeds that have not been treated with neonicotinoids in its new plantings.
- 3) The City of Afton will undertake its best efforts to utilize plants favorable to pollinators and free of systemic pesticides on City properties and land.
- 4) The City of Afton will endeavor to use native Minnesota species in all city property planting or landscaping projects going forward.
- 5) The City of Afton will support efforts to educate the community about the importance of creating and maintaining pollinator-friendly habitat and encourage residents and businesses to use similar **pollinator** friendly practices.

- 6) The City of Afton will endeavor to communicate to the public its efforts to enhance habitat for pollinators.
- 7) The City of Afton will transmit copies of this resolution to the Minnesota Department of Agriculture, the Governor of Minnesota, State Representatives and Senators, U.S. Representatives and Senators, U.S.J Environmental Protection Agency and U.S. Department of Agriculture.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 16TH DAY OF APRIL, 2019.

SIGNED:

Bill Palmquist, Mayor

ATTEST:

Ronald J. Moorse, City Administrator

Motion by:

Second by:

Nelson:

Ross:

Wroblewski:

Perkins:

Palmquist:

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: April 9, 2019

Re: Large Planted Pots at 33rd Street and St. Croix Trail

The Park Committee has recommended purchasing large planted pots to be placed around the hemisphere at Town Square Park, at a cost of \$500. The Re-Discover Afton committee would like to piggy back on this and place two to four of the same planted pots at the intersection of 33rd and St. Croix Trail for the event, and is requesting that the City purchase the planted pots at a cost of approximately \$500.

COUNCIL ACTION REQUESTED:

Motion regarding the purchase of large planted pots to be placed at the intersection of 33rd Street and St. Croix Trail, at an amount not to exceed \$500.

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 11, 2019
Re: Referral of Sanitary Sewer Ordinance Amendments to the Planning Commission

Mayor Palmquist has requested that the Council consider a number of additions to strengthen the Sanitary Sewer ordinance. The additions are as follows:

1. The current ordinance requires properties to be connected to the municipal sanitary sewer system if the property's septic system is nonconforming. It is suggested that the properties also be required to connect to the municipal sewer system at such time as the property is sold, transferred or otherwise disposed of. Also, if a property owner cannot demonstrate a compliant septic system, i.e. with an approved septic permit, a compliance inspection is required. If the inspection does not find that the system is compliant, the property must connect to the sanitary sewer system.
2. With the recent high water levels along the St. Croix River and Valley Creek, septic systems in the flood plain were most likely underwater and not adequately treating wastewater. It is suggested that language be added requiring that properties with septic systems in the flood plain and/or subject to flooding, shall be prohibited from using their septic systems during periods when the system does not meet the required 3 foot separation from groundwater that is necessary to properly treat wastewater. (Please see the attached materials regarding flooding and septic systems from Washington County.)
3. Also with the high water levels, it was found that a property was allowing a substantial amount of stormwater to flow from its flooded basement into the sanitary sewer system. This discharge requires substantially more pumping by the sanitary sewer lift station and substantially more treatment by the wastewater treatment system. This is costly, due to additional electricity for the pumps and more chemicals for the treatment. It also requires the pumps to be used substantially more than normal. The current sanitary sewer ordinance prohibits the discharge of stormwater, groundwater and surface water into the sanitary sewer system and also enables inspections of sanitary sewer connections, but it does not specifically allow a program of inspections to determine whether a property has made an illegal connection to the sanitary sewer system or is illegally discharging into the sanitary sewer system. This language should be added to the ordinance. The ordinance does authorize a penalty fee for illegal discharge, and indicates the fee is to be established in the City's fee schedule.

Because the sanitary sewer ordinance is in Chapter 12 of the City Code, the land use chapter, an amendment to the ordinance requires a public hearing at the Planning Commission. If the Council is supportive of the changes described above, an ordinance amendment reflecting the changes needs to be referred to the Planning Commission for a public hearing and recommendation.

COUNCIL ACTION REQUESTED:

Motion regarding referring an amendment to the sanitary sewer ordinance regarding triggers for required connections to the sanitary sewer system, septic systems in the floodplain, and illegal discharge into the sanitary sewer system to the Planning Commission for a public hearing and recommendation..



Fact Sheet

Department of Public Health and Environment

**Washington County
Government Center**
14949 62nd ST N • PO Box 6
Stillwater MN 55082-0006
651-430-6655 • TTY 651-430-6246

**Washington County
Service Center – Cottage Grove**
13000 Ravine PKWY
Cottage Grove MN 55016
651-430-4036

**Washington County
Service Center – Forest Lake**
19955 Forest RD N
Forest Lake MN 55025
651-275-7270

SEPTIC SYSTEMS AND FLOODS

Much of Washington County relies on subsurface sewage treatment systems, or septic systems, and also has many areas affected by flooding. This may seem like a undesirable combination, but easy steps can be taken to mitigate both the affect the flood waters has on a septic system and the affect the septic system may have on public health and the environment. This fact sheet will discuss recommendations for a homeowner before, during and after a flood event and also list what is required of septic systems located in a floodplain in Washington County.



Washed away SSTS in eroded stream bank

FLOODING EVENTS

A homeowner can take these steps with a septic system to mitigate damage to the system and the dwelling before, during, and after a flood:

BEFORE A FLOOD

- Install a polyethylene sheet over any below grade drains, such as a floor drain, shower drain, etc. Place a sandbag over the poly sheet. This may prevent sewage from rising flood waters from backing up into the dwelling during the flood event.
- DO NOT pump the contents of the septic system. Pumping the tanks prior to a flood event could create the tanks to become buoyant with the rising groundwater and cause them to pop out of the ground.
- Locate and protect the soil treatment area (drainfield, mound, etc.) from compaction by keeping all traffic off the area.

DURING A FLOOD

- It is required to discontinue discharging wastewater to the system. All water use in the dwelling must cease during the flood.
- If the septic system has a pump tank, the circuit that controls the pump must be disconnected. Otherwise, the pump will run continuously during the flood and could create an electrical hazard.

AFTER A FLOOD

- Conduct a visual inspection of the system to determine if any damage has occurred to the system. This could include physical damage to the system’s components (tanks, drop boxes, pumps, etc.) and damage to the vegetation over the septic tank and soil treatment area. Make sure to check the septic tank and pump tank’s manhole covers are secure and that inspection pipes have not been damaged or blocked.

- Check electrical connections for damage or wear before turning the electricity back on.
- Contact a licensed septic system Maintainer to have all septic tanks and pump tanks pumped to remove any silt and sand that may have entered the tanks. This should occur as soon as possible after the flood recedes and prior to resuming use of the system.
- Contact a licensed septic system installer to make any necessary repairs to the system that may have occurred during the flood.
- Repair erosion damage by sodding or reseeding as necessary to provide a good vegetative cover.



Flood damaged SSTS electrical box

REQUIREMENTS

Section 18 of the Washington County Development Code, Chapter Four, Subsurface Sewage Treatment System Regulations (Washington County Ordinance #206) has the following design, installation, and maintenance requirements for systems located within a floodplain:

- Allowed use of systems in floodplains must be according to state and local floodplain requirements.
- An SSTS must not be located in a floodway and, whenever possible, placement within any part of the floodplain should be avoided. If no alternative exists, a system is allowed to be placed within the flood fringe if the requirements of this section are met.
- There must be no inspection pipe or other installed opening from the distribution media to the soil surface.
- An SSTS must be located on the highest feasible area of the lot and must have the location preference over all other improvements, except the water supply well. If the ten-year flood data are available, the bottom of the distribution media must be at least as high as the elevation of the ten-year flood.
- If a pump is used to distribute effluent to the soil treatment and dispersal system, provisions shall be made to prevent the pump from operating when inundated with floodwaters.
- When it is necessary to raise the elevation of the soil treatment system to meet the vertical separation distance requirements, a mound system is allowed to be used with the following additional requirements:
 - The elevation of the bottom of the mound bed absorption area must be at least on-half foot above the ten-year flood elevation, if ten-year flood data are available.
 - In no case shall the sand fill for the mound exceed 48 inches below the mound bed absorption area.
 - Inspection pipes must not be installed unless the top of the mound is above the 100-year flood elevation.
 - The placement of clean sand and other fill must be done according to any community adopted floodplain management ordinance.
- When the top of a sewage tank is inundated, the dwelling must cease discharging sewage into it.
- Backflow prevention of liquid into the building when the system is inundated must be provided.
- If a holding tank is used to serve a dwelling, the holding tank's capacity must equal 100 gallons times the number of bedrooms times the number of days between the ten-year stage on the rising limb of the 100-year flood hydrograph and the ten-year stage on the falling limb of the hydrograph, of 1,000 gallons, whichever is greater. The holding tank must be accessible for removal of tank contents under flooded conditions.
- Whenever the water level has risen above the top of a sewage tank, the tank must be pumped to remove all solids and liquids after the flood has receded and before use of the system is resumed.

For more information call the Washington County Public Health and Environment Department at 651-430-6655.

Equal Employment Opportunity/Affirmative Action

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 9, 2019
Re: Council Chambers Audio/Video Improvements

At its March 19, 2019 regular meeting, the Council reviewed options for Council Chambers Audio/Video improvements. The Council approved replacement of the existing camera, and the replacement of the existing DVD players with a new software system for recording and for controlling the video inputs during recording, at a total cost not to exceed \$6,000. This package of improvements was a portion of one of the options proposed by the contractor, Z Systems. The contractor has indicated that the cost of this portion of the option, including labor, is \$6,900. In order to move forward with the selected option, the Council needs to authorize the expenditure of an additional \$900.

COUNCIL ACTION REQUESTED:

Motion regarding authorizing the expenditure of \$6,900 for Council Chambers Audio/Video improvements.

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 9, 2019
Re: Planning Commission Reappointments

The terms of Roger Bowman and James Lamgan on the Planning Commission have expired. Both have indicated they are interested in serving an additional three-year term. The Council may reappoint them at this time.

COUNCIL ACTION REQUESTED:

Motion regarding the reappointment of Roger Bowman and James Langan to additional three-year terms on the Planning Commission expiring on February 15, 2022.

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 9, 2019
Re: Appointment of Grant Jensen to the Parks Committee

Grant Jensen has applied to serve on the Parks Committee. His application is attached. The Council may appoint Grant to the Parks Committee at this time.

COUNCIL ACTION REQUESTED:

Motion regarding the appointment of Grant Jensen to the Parks Committee for a three-year term expiring on March 31, 2022.

RECEIVED

APR 03 2019

CITY OF AFTON

CITY OF AFTON
APPLICATION FOR APPOINTMENT TO A CITY
COMMITTEE OR COMMISSION

DATE 4/3/19 PLEASE CHECK ONE: New Application Reappointment

NAME Grant Jensen

ADDRESS 15336 Afton Blvd S, AFTON, MN 55001

(Provide P O Box if applicable)

HOME PHONE (651) 436-3993 _____ CELL (619) 855-7072 _____ WORK Same as cell _____

EMAIL ADDRESS Jensen.grant@gmail.com _____

YEARS AS AFTON RESIDENT 6 _____ WARD # 3 _____

1. COMMITTEE OR COMMISSION YOU ARE APPLYING FOR?

Parks Committee

2. CURRENT OR PREVIOUS PARTICIPATION ON AFTON CITY OR CIVIC
COMMITTEES, COMMISSIONS, PROJECTS: N/A

3. OTHER CITIZEN, PROFESSIONAL OR POLITICAL EXPERIENCE YOU FEEL IS
RELEVANT TO SERVING ON THIS COMMITTEE/COMMISSION:

BA in Urban Studies & Planning UCSD; Founder & Past President of Urban Studies & Planning Club at UCSD; Education and experience in horticulture and landscape architecture; Board member and volunteer coordinator for Blue Sky Ranch in Lakeside, CA; 10+ years professional experience in web design & marketing

4. WHAT DO YOU SEE AS THE CRITICAL OBLIGATION FOR A MEMBER OF THIS
COMMITTEE/COMMISSION? To make parks safe, beautiful and useable, while also keeping them ecologically healthy in relation to both a local ecosystem and to broader regional and planetary ecosystems.

(Please attach additional sheets if more space is needed to comment further regarding your interest or qualifications for this appointment.)

*** Please submit your application to ***

City of Afton
3033 St. Croix Trail South
PO Box 219
Afton, MN 55001

Or email: deputyclerk@ci.afton.mn.us or fax: (651) 436-1453

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: April 9, 2019

Re: Appointment of Cole Cernohous to a Seasonal Maintenance Position

Two seasonal maintenance employees are needed for public works and park maintenance, as well as City Hall maintenance. The seasonal maintenance employee from last year may have limited availability this year. At this time, it is necessary to hire one new employee. It is recommended that Cole Cernohous be appointed to a seasonal maintenance position at a pay rate of \$12.00 per hour. Cole has lived and worked on a farm, so is experienced operating motorized equipment. Because his employment application contains non-public data, the application will be provided to the Council separately.

COUNCIL ACTION REQUESTED:

Motion regarding the appointment of Cole Cernohous to a seasonal maintenance position at a pay rate of \$12.00 per hour, with a start date of May 1, 2019.

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 9, 2019
Re: Excess Liability Coverage and Statutory Liability Limits

Minnesota has statutory tort limits that place a limit on the amount a claimant can recover on a tort liability claim. The City purchases liability insurance in excess of the statutory tort liability limits because the statutory liability limits do not extend to federal liability claims. Because the City purchases excess liability coverage, it is required to make an election as to whether to waive the statutory liability limits to the extent of its liability coverage. Please see the attached Liability Coverage-Waiver Form, which provides information regarding the effects of waiving or not waiving the liability limits. The City, in past years, has not waived the statutory liability limits. Staff recommends the Council again elect not to waive the statutory liability limits.

COUNCIL ACTION REQUESTED:

Motion regarding not waiving the monetary limits on tort liability established by Minnesota Statutes, Section 466.04.



CONNECTING & INNOVATING
SINCE 1913

LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member’s effective date of coverage. Return completed form to your underwriter or email to pstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member’s governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member’s liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: _____

Check one:

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member’s governing body meeting: _____

Signature: _____ Position: _____

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date April 16, 2019

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: April 11, 2019
Re: Schedule Work Sessions

Staff is in the process of scheduling two work sessions in late April or early May. Staff will provide an update on the dates and agenda items at the Council meeting.

COUNCIL ACTION REQUESTED:

Motion regarding the scheduling of work sessions.