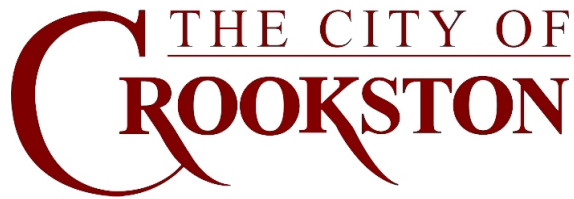


Mayor -Dale Stainbrook

Council Members:

W-1 Kristie Jerde
W-2 Henry Fischer
W-3 Clayton Briggs
At Large – Tim Menard



Council Members:

W-4 Donald R Cavalier
W-5 Joe Kresl
W-6 Dylane Klatt
At Large – Morgan Hibma

CITY COUNCIL AGENDA

April 22, 2024 - 5:30 pm

If you prefer to participate by phone, call (218) 281-4515 and speak during the public forum.

The City's YouTube Channel is <https://www.youtube.com/c/CityofCrookstonChannel>

1. CALL TO ORDER

"I pledge allegiance to the Flag of the United States of America and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

2. ROLL CALL

3. CROOKSTON FORUM - Individuals may address the Council about any item not contained on the regular agenda. A maximum of 15 minutes is allotted for the Forum. If the full 15 minutes are not needed for the Forum, the City Council will continue with the agenda. The City Council will take no official action on items discussed at the Forum, with the exception of referral to staff or Commission for future reports.

4. PRESENTATIONS AND PUBLIC INFORMATION ANNOUNCEMENTS

4.01 Financial update from CliftonLarsonAllen, LLP

5. APPROVE AGENDA - Council Members may add items to the agenda including items contained in the Council Information memorandum for discussion purposes or staff direction only. The Council will not usually take official action on items added to the agenda.

6. CONSENT AGENDA - These items are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests. In that event, the item will be removed from the consent Agenda and placed elsewhere on the agenda.

6.01 Approve proposed City Council Minutes from April 8, 2024.

6.02 Resolution to approve City of Crookston Bills and Disbursements for \$535,056.35 Check Nos 72563-72637.

6.03 Resolution regarding the approval of the license renewals for Cement Mason and Gas Fitters.

6.04 Resolution regarding the Employee Assistance Program (EAP) Benefits from Sand Creek.

7. PUBLIC HEARINGS

8. REGULAR AGENDA

8.01 Resolution regarding a zoning change in the City of Crookston Norcross Subdivision parcel number 82.02978.00.

8.02 Resolution regarding an application with respect to Minnesota State-funded technical assistance grant related to the Federal Infrastructure Investment and Jobs Act (IIJA).

8.03 Resolution regarding the rejection of bids relating to a T-hangar construction, and a request for bids relating to taxi lane pavement and site grading work at the Crookston Municipal Airport.

8.04 Discussion with BakerTilly regarding the City Administrator search and determination of Semi-Finalists.

9. REPORTS AND STAFF RECOMMENDATION

10. ADJOURNMENT



We'll get you there.

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CLA Finance Update



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Introductions



Michelle Hoffman, CPA
Client Accounting Advisory Services Controller
State and Local Government
michelle.hoffman@claconnect.com



Lance Lauinger, CPA
State and Local Government Director
lance.lauinger@claconnect.com



Ongoing Work and Challenges

- Michelle providing day-to-day support to fill in the Finance Director role
- Many areas need catching up and/or additional review to move forward
- Further review and improvements of processes, procedures, and policies
 - Working on tailoring best practice to best meet needs of city
- Will not be an immediate relief as overall resources are still strained



Audit Update

- CLA brought on in late March to do full audit prep
- Estimate of up to 200 hours needed
- Areas needing full reconciliations going back to beginning of 2023 – working to address prior year findings
 - Capital assets
 - Special assessments
 - Taxes
 - Other revenue areas



Audit Update - Timeline

- Detailed audit prep schedule with due dates spanning from mid- to late-May
- Audit fieldwork to be completed in early June
- Draft numbers to be presented second meeting of June
- Issue in July/August, requesting extension from the state
- Timeline also dependent on audit firm availability
 - Original fieldwork had to be rescheduled



Monthly Financial Statement Examples

General Fund

	March 2024			Year-to-Date			
	Budget	Actual (Cash Basis)	Variance	Budget	Actual (Cash Basis)	Variance	% Variance
Receipts							
Taxes and Special Assessments:							
Licenses and Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Intergovernmental Revenues:	-	-	-	-	-	-	0%
Charges for Services:	-	-	-	-	-	-	0%
Fines and Fees	-	-	-	-	-	-	0%
Investment Earnings	-	-	-	-	-	-	0%
Other:	-	-	-	-	-	-	0%
Total Receipts	-	-	-	-	-	-	-



Monthly Financial Statement Examples

General Fund - Continued

	Actual			Actual			
	Budget	(Cash Basis)	Variance	Budget	(Cash Basis)	Variance	% Variance
Disbursements							
General Government:							
Current:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Capital Outlay	-	-	-	-	-	-	0%
Total General Government	-	-	-	-	-	-	0%
Public Safety:							
Current:	-	-	-	-	-	-	0%
Capital Outlay:	-	-	-	-	-	-	0%
Total Public Safety	-	-	-	-	-	-	0%
Streets and Highways:							
Current:	-	-	-	-	-	-	0%
Sanitation:							
Current:	-	-	-	-	-	-	0%
Total Sanitation	-	-	-	-	-	-	0%
Total Disbursements	-	-	-	-	-	-	0%

Beginning Cash Balance	-	-
Change in Cash	-	-
Ending Cash Balance	<u>\$ -</u>	<u>\$ -</u>



Monthly Financial Statement Examples

Major Governmental Funds

	March 2024			SSD Flood Control			
	Actual		Variance	Actual			% Variance
	Budget	(Cash Basis)		Budget	(Cash Basis)	Variance	
Receipts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Disbursements	-	-	-	-	-	-	0%
Beginning Cash Balance		-			-		
Ending Cash Balance		\$ -			\$ -		

	March 2024			Parks And Recreation			
	Actual		Variance	Actual			% Variance
	Budget	(Cash Basis)		Budget	(Cash Basis)	Variance	
Receipts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Disbursements	-	-	-	-	-	-	0%
Beginning Cash Balance		-			-		
Ending Cash Balance		\$ -			\$ -		

Non-Major Governmental Funds

	March 2024			Non-major Special Revenue Funds			
	Actual		Variance	Actual			% Variance
	Budget	(Cash Basis)		Budget	(Cash Basis)	Variance	
Receipts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Disbursements	-	-	-	-	-	-	0%
Beginning Cash Balance		-			-		
Ending Cash Balance		\$ -			\$ -		



Monthly Financial Statement Examples

Proprietary Funds

Water Fund

	March 2024			Year-to-Date			
	Budget	Actual (Cash Basis)	Variance	Budget	Actual (Cash Basis)	Variance	% Variance
Operating Receipts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Operating Disbursements	-	-	-	-	-	-	0%
Net Nonoperating Receipts (Disbursements)	-	-	-				
Beginning Cash Balance		-			-		
Ending Cash Balance		\$ -			\$ -		

Wastewater Fund

	March 2024			Year-to-Date			
	Budget	Actual (Cash Basis)	Variance	Budget	Actual (Cash Basis)	Variance	% Variance
Operating Receipts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Operating Disbursements	-	-	-	-	-	-	0%
Net Nonoperating Receipts (Disbursements)	-	-	-				
Beginning Cash Balance		-			-		
Ending Cash Balance		\$ -			\$ -		



*We are very excited to help
the City of Crookston!*

Thank you!



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OFFICIAL MINUTES OF THE CROOKSTON CITY COUNCIL, POLK COUNTY, MINNESOTA. THE REGULAR COUNCIL MEETING OF APRIL 8, 2024, COUNCIL CHAMBERS, CITY HALL.

Mayor Stainbrook called the meeting to order at 5:30 p.m. and requested all present to stand to recite the Pledge of Allegiance.

ROLL CALL

Council Members present in answer to roll call were: Kristie Jerde, Henry Fischer Clayton Briggs, Donald Cavalier, Joe Kresl, Dylane Klatt, Tim Menard, and Morgan Hibma.

Council Members Absent:

Staff present: Charles Reynolds, Zach Governale, Westin Hilyar, Brandon Carlson, Shane Heldstab, Greg Hefta, Darin Selzler, Jake Solberg, Karie Kirschbaum and Ashley Rystad.

CROOKSTON FORUM

PRESENTATION AND PUBLIC INFORMATION ANNOUNCEMENT

APPROVAL OF AGENDA

Mayor Stainbrook asked if anyone wished to add any item to the agenda hearing none, on a motion by Council Member Klatt, seconded by Council Member Cavalier it was duly carried to approve the agenda.

CONSENT AGENDA

Mayor Stainbrook asked if anyone wished to remove any item from the Consent Agenda. Hearing none, on a motion by Council Member Kresl, seconded by Council Member Cavalier, it was duly carried to approve the consent agenda.

- 6.01** Approve proposed City Council Minutes from March 25, 2024.
- 6.02** Resolution to approve City of Crookston Bills and Disbursements for \$612,820.44 Check Nos 72475-72562. (Res No. 27878)
- 6.03** Resolution regarding the approval of the license renewals for Cement Mason. (Res No. 27879)
- 6.04** Resolution regarding the sale of fireworks at Walmart in the City limits of Crookston. (Res No. 27880)

PUBLIC HEARINGS

REGULAR AGENDA

8.01 Motion made by Council Member Menard, seconded by Council Member Cavalier; City Administrator, Corky Reynolds briefed the Council. Ryan Palm has left the City of Crookston for a new job the consideration of a list of names to fulfill his term on the Development Policy & Review Committee, Nick Nicholas would gladly be appointed to this position. It was duly carried to approve the Resolution regarding the appointment of Nick Nicholas to the Development Policy & Review Committee. (Res No. 27881)

8.02 Motion made by Council Member Briggs, seconded by Council Member Cavalier; City Administrator, Corky Reynolds briefed the Council. The Parks and Recreation department has under some projects for:1.) storage under the new stadium seating and 2.) fencing at the Ray Ecklund Complex. There was a portion of the project budgeted in the amount of \$60,000. The potential cost exceeds that, and the Baseball Association has committed funds on a 50/50 basis for the excess over \$60,000. After discussion, it was duly carried to approve the Resolution regarding purchasing equipment for the Ray Ecklund Complex with reserve funds. (Res No. 27882)

8.03 Motion made by Council Member Menard, seconded by Council Member Jerde; City Administrator, Corky Reynolds briefed the Council. This is a culmination of a fairly lengthy process. The City Council authorized the request for proposals for publication with respect to the position of City Engineer. The City of Crookston did receive 6 proposals from various firms. The committee consisting of the Utilities Director, Public Works Director, Community Development Director,

and City Administrator independently reviewed each of the proposals and then met as a group. After interviews with each of the 6 proposers, the committee discussed the implications of this particular decision. Widseth was not in the top three and the committee discussed the impact on the City of Crookston and made the recommendation for the Council tonight. After a great deal of discussion, the vote was called, and voting for yes were Council Members Jerde, Fischer, Briggs, Cavalier, Kresl, Menard, and Hibma. Voting for Nay was Council Member Klatt. Motion carried to approve the Resolution regarding the engagement of Advance Engineering & Environmental Services, LLC (AE2S) as the City Engineer. (Res No. 27883)

REPORTS FROM CITY STAFF

Charles "Corky" Reynolds, City Administrator:

- Introduced the new Marking Coordinator, Keenen Devier.
- Number of meetings with Clifton, Larson, and Allen (CLA).
- Attended a meeting at the Polk County Government Center regarding the Tri-Valley building.
- Attended a Teams meeting regarding the Airport and S.E.H
- Four Candidates conducted interviews for the IT Director.
- Met with AE2S regarding the transition if the City Council approved the Engineering services.

Chuck Getsman, Public Works Director:

- Met with a number of residents regarding cleanup week. There are limitation on what items can be put on the berm and you can find that on the City of Crookston website and Facebook Page.
- Received an email from Bolten & Menk which is working with AE2S on the City of Crookston's Pavement Management Plan where they are analyzing the streets. This Friday there will be a specialized camera system driving around the City of Crookston performing pavement condition assessment.

Zach Governale, IT Department:

- M-Files is a new document imaging server and is going to be publicly accessible. The goal with that is City of Crookston Code, once it gets reviewed, will move to M-files and be accessible to the public.
- City Hall has officially moved over to the new phone system.
- The IT Department has been working with Midco to upgrade Channel 3.
- City Hall will be going through a rewire and receiving new drop ports in the walls.

Shane Heldstab, Fire Chief:

- The Fire Department had its first grass fire.
- Firefighters Fun Night will be held on April 12, 2024.
- Participated with Polk County Emergency Management and Riverview and did regional exercises regarding hazmat.
- Been working with Pool Staff updating safety guides at the pool.
- New Firefighter will be starting on April 22, 2024.

Brandon Carlson, Utilities Director:

- The Water Department has received approximately 500 water service images. Thank you to everyone who sent those in.
- Started an aquafer study for the 6 wells outside of the City of Crookston.

Darin Selzler, Police Chief:

- Patrol and investigations remain extremely busy.
- The Police Department recently hosted the annual awards ceremony where several officers and staff were recognized for their achievements in 2023. Specifically, Sergeant Heath Hanson was awarded the Medal of Valor for an incredible Act of courage and bravery and a lifesaving incident. As a result of that Chief Selzler nominated Sergeant Hansen for a State award and he was approved for a lifesaving award.
- Recently replaced the tasers throughout the Police Department.

Greg Hefta, Building Official:

- The Planning Commission meeting will be next Tuesday, April 16, 2024, regarding rezoning and a variance.

Kaire Kirshbaum, Community Development:

- Small Minnesota Cities Grant and working with the University Design Center from St. Paul and been working on our Thursday meeting and have been productive. Every Thursday Morning the meetings will be at the Cove.
- There will be more pop-up meetings coming just to hear what the community wants to see.
- The whole goal of this emerging grant is to find the funding to carry out the projects.

Jake Solberg, Parks & Recreations Director:

- The Parks and Recreation Department has now moved to the Sports Center.
- Staff has been working on numerous projects to get ready for the summer.
- Baseball and Softball have started.
- Open registration has started for all the activities.

REPORTS FROM CITY COUNCIL MEMBERS

Kristie Jerde, Council Member 1st Ward,

- The Community Voice Mobile app is a great tool for individuals from out of town and individuals in town to find a single source of truth to go and check what's going on in the City of Crookston. So I encourage people to utilize that.
- The DCDP has its last Broadway at the Grand event on April 18, 2024, starting at 7:00 PM.

Henry Fischer, Council Member 2nd Ward,

- No report.

Clayton Briggs, Council Member 3rd Ward,

- No report.

Donald R Cavalier, Council Member 4th,

- Ward 4 Committee will be having a meeting on April 18, 2024.
- The Chamber is moving forward and sending out their membership drive.

Joe Kresl, Council Member 5th Ward,

- No report.

Dylane Klatt, Council Member 6th Ward,

- No report.

Tim Menard, Council Member-at-Large,

- Thank you to the constituents who contacted us to voice their concerns regarding the engineering firm. Civil discourse is very important and to engage with our community members in the process. We don't always agree and that's the democratic process.
- Thank you to the City staff. Since Council Member Menard started on Council there has been nothing but chaos and transition. The resilience for the folks that do the hard work for us is outstanding.

Morgan Hibma, Council Member-at-Large,

- No report.

Dale Stainbrook, Mayor,

- Sat through the IT Interviews last week and wanted to thank Darin, Zach, and Westin for helping out with that.
- Welcome to Keenen.
- Thank you, Morgan, for helping out with all your help with the Market Coordinator position.
- Sending condolences to Longtime Council Member Tom Vedbraaten and his family.

ADJOURNMENT

Mayor Stainbrook declared the meeting adjourned at 6:32 PM.

Dale Stainbrook, Mayor

Ashley Rystad, City Clerk

RESOLUTION NO. _____

At a regular meeting of the City Council of the City of Crookston held on the 22th day of April 2024, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

RESOLUTION TO APPROVE THE CITY OF CROOKSTON BILLS AND DISBURSEMENTS

WHEREAS: All bills and disbursement shall be made only upon the order of the City Administrator or designees who have been duly authorized by the City of Crookston Purchasing Policy; and

NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF CROOKSTON, MINNESOTA:
That the Mayor and City Administrator of the City of Crookston be, and the same hereby are, directed to issue warrants of the City of Crookston in favor of the hereinafter named claimants in payment of the following listed bills which have been filed as claims against the City of Crookston and said warrants to be drawn on the fund and in the amounts set opposite each claimant's name respectively, per attached check register.

Upon the call of ayes and nays the vote stood as follows:

Council Members voting in the affirmative:

Council Members in the negative:

Upon this vote, the Mayor declares this resolution _____ and, if passed, effective upon the Mayor's signature this _____ Day of _____, 2024, at

Attest:

Dale Stainbrook Mayor

Ashley Rystad City Clerk

VENDOR SET: 01 City of Crookston
BANK: * ALL BANKS
DATE RANGE: 4/05/2024 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	4/18/2024			072569		
C-CHECK	VOID CHECK	V	4/19/2024			072577		

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	2 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: * TOTALS:	2	0.00	0.00	0.00
BANK: * TOTALS:	2	0.00	0.00	0.00

VENDOR SET: 01 City of Crookston
 BANK: AP BREMER BANK, N.A. - AP
 DATE RANGE: 4/05/2024 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0299	CAPITAL BANK AND TRUST COMPANY							
I-DC3202404045540	DEF COMP WITHHOLDING	D	4/05/2024	450.00		001381		450.00
1550	P.E.R.A.							
C-175896	MORGAN HUBMA REFUND	D	4/05/2024	130.56CR		001382		
I-P-C202404045540	PERA WITHHOLDING	D	4/05/2024	13,030.01		001382		
I-PPF202404045540	PERA WITHHOLDING	D	4/05/2024	22,189.01		001382		35,088.46
2606	EFTPS							
I-T1 202404045540	FEDERAL TAX WITHHOLDING	D	4/05/2024	16,229.39		001383		
I-T3 202404045540	FICA TAX WITHHOLDING	D	4/05/2024	14,244.72		001383		
I-T4 202404045540	MEDICARE TAX WITHHOLDING	D	4/05/2024	5,449.92		001383		35,924.03
2607	MN DEPT OF REVENUE							
I-T2 202404045540	STATE TAX WITHHOLDING	D	4/05/2024	7,877.16		001384		7,877.16
2681	MN STATE RETIREMENT SYSTEM							
I-DC7202404045540	MN DEFERRED COMPENSATION-457B\$	D	4/05/2024	100.00		001385		
I-SP2202404045540	HEALTH CARE SAVINGS PLAN	D	4/05/2024	1,016.21		001385		1,116.21
3047	CAPITAL BANK AND TRUST COMPANY							
I-DC5202404045540	DEF COMP EMPLOYER CONTRIBUTION	D	4/05/2024	66.44		001386		66.44
0650	ELAN FINANCIAL SERVICES							
I-20240405-CITYCARDS	PAYMENT ON CITY CREDIT CARDS	D	4/17/2024	16,719.51		001387		16,719.51
0299	CAPITAL BANK AND TRUST COMPANY							
I-DC3202404185544	DEF COMP WITHHOLDING	D	4/18/2024	1,200.00		001388		1,200.00
1550	P.E.R.A.							
I-P-C202404185544	PERA WITHHOLDING	D	4/18/2024	13,515.15		001389		
I-PDC202404185544	PERA WITHHOLDING	D	4/18/2024	250.00		001389		
I-PPF202404185544	PERA WITHHOLDING	D	4/18/2024	23,109.52		001389		36,874.67
2606	EFTPS							
I-T1 202404185544	FEDERAL TAX WITHHOLDING	D	4/18/2024	16,694.88		001390		
I-T3 202404185544	FICA TAX WITHHOLDING	D	4/18/2024	14,020.54		001390		
I-T4 202404185544	MEDICARE TAX WITHHOLDING	D	4/18/2024	5,577.66		001390		36,293.08
2607	MN DEPT OF REVENUE							
I-T2 202404185544	STATE TAX WITHHOLDING	D	4/18/2024	8,070.32		001391		8,070.32
2681	MN STATE RETIREMENT SYSTEM							
I-DC7202404185544	MN DEFERRED COMPENSATION-457B\$	D	4/18/2024	100.00		001392		
I-SP2202404185544	HEALTH CARE SAVINGS PLAN	D	4/18/2024	429.71		001392		
I-SPA202404185544	HEALTH CARE SAVINGS PLAN	D	4/18/2024	789.84		001392		1,319.55

VENDOR SET: 01 City of Crookston
 BANK: AP BREMER BANK, N.A. - AP
 DATE RANGE: 4/05/2024 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
3047	CAPITAL BANK AND TRUST COMPANY							
I-DC5202404185544	DEF COMP EMPLOYER CONTRIBUTION	D	4/18/2024	66.44		001393		66.44
0048	AMERICAN FAMILY LIFE ASSURANCE							
I-AA1202404045540	AFLAC WITHHOLDING	D	4/18/2024	9.99		001394		
I-AA1202404185544	AFLAC WITHHOLDING	D	4/18/2024	9.99		001394		
I-AA4202404045540	AFLAC WITHHOLDING	D	4/18/2024	102.38		001394		
I-AA4202404185544	AFLAC WITHHOLDING	D	4/18/2024	102.38		001394		
I-AP1202404045540	AFLAC WITHHOLDING	D	4/18/2024	67.56		001394		
I-AP1202404185544	AFLAC WITHHOLDING	D	4/18/2024	67.56		001394		
I-AP2202404045540	AFLAC WITHHOLDING	D	4/18/2024	172.68		001394		
I-AP2202404185544	AFLAC WITHHOLDING	D	4/18/2024	172.68		001394		
I-AP3202404045540	AFLAC WITHHOLDING	D	4/18/2024	55.86		001394		
I-AP3202404185544	AFLAC WITHHOLDING	D	4/18/2024	55.86		001394		
I-AP5202404045540	AFLAC WITHHOLDING	D	4/18/2024	3.25		001394		
I-AP5202404185544	AFLAC WITHHOLDING	D	4/18/2024	3.25		001394		
I-AP6202404045540	AFLAC WITHHOLDING	D	4/18/2024	98.30		001394		
I-AP6202404185544	AFLAC WITHHOLDING	D	4/18/2024	98.30		001394		
I-AP7202404045540	AFLAC WITHHOLDING	D	4/18/2024	23.25		001394		
I-AP7202404185544	AFLAC WITHHOLDING	D	4/18/2024	23.25		001394		1,066.54
0194	NWSC/MEDICA							
I-HD3202404045540	HEALTH INS WITHHOLDING	D	4/18/2024	1,468.04		001395		
I-HD3202404185544	HEALTH INS WITHHOLDING	D	4/18/2024	1,468.04		001395		
I-HD6202404045540	HEALTH INS WITHHOLDING	D	4/18/2024	1,048.66		001395		
I-HD6202404185544	HEALTH INS WITHHOLDING	D	4/18/2024	1,048.66		001395		
I-HD8202404045540	HEALTH INS WITHHOLDING	D	4/18/2024	1,971.24		001395		
I-HD8202404185544	HEALTH INS WITHHOLDING	D	4/18/2024	1,971.24		001395		
I-HF6202404045540	HEALTH INS WITHHOLDING	D	4/18/2024	2,274.84		001395		
I-HF6202404185544	HEALTH INS WITHHOLDING	D	4/18/2024	2,274.84		001395		
I-HF7202404045540	HEALTH INS WITHHOLDING	D	4/18/2024	826.74		001395		
I-HF7202404185544	HEALTH INS WITHHOLDING	D	4/18/2024	826.74		001395		
I-HF8202404045540	HEALTH INS WITHHOLDING	D	4/18/2024	950.28		001395		
I-HF8202404185544	HEALTH INS WITHHOLDING	D	4/18/2024	950.28		001395		
I-HS3202404045540	HEALTH INS WITHHOLDING	D	4/18/2024	6,047.21		001395		
I-HS3202404185544	HEALTH INS WITHHOLDING	D	4/18/2024	6,047.21		001395		
I-HS6202404045540	HEALTH INS WITHHOLDING	D	4/18/2024	6,313.32		001395		
I-HS6202404185544	HEALTH INS WITHHOLDING	D	4/18/2024	6,313.32		001395		
I-HS7202404045540	HEALTH INS WITHHOLDING	D	4/18/2024	724.56		001395		
I-HS7202404185544	HEALTH INS WITHHOLDING	D	4/18/2024	724.56		001395		
I-HS8202404045540	HEALTH INS WITHHOLDING	D	4/18/2024	4,996.92		001395		
I-HS8202404185544	HEALTH INS WITHHOLDING	D	4/18/2024	4,580.51		001395		52,827.21

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2853	DELTA DENTAL							
I-DPF202404045540	DELTA DENTAL WITHHOLDING	D	4/18/2024	790.50		001396		
I-DPF202404185544	DELTA DENTAL WITHHOLDING	D	4/18/2024	790.50		001396		
I-DPT202404045540	DELTA DENTAL WITHHOLDING	D	4/18/2024	740.00		001396		
I-DPT202404185544	DELTA DENTAL WITHHOLDING	D	4/18/2024	721.50		001396		3,042.50
3684	COLONIAL LIFE							
I-CA1202404045540	COLONIAL WITHHOLDING	D	4/18/2024	18.40		001397		
I-CA1202404185544	COLONIAL WITHHOLDING	D	4/18/2024	18.40		001397		
I-CA2202404045540	COLONIAL WITHHOLDING	D	4/18/2024	80.79		001397		
I-CA2202404185544	COLONIAL WITHHOLDING	D	4/18/2024	80.79		001397		
I-CA3202404045540	COLONIAL WITHHOLDING	D	4/18/2024	50.83		001397		
I-CA3202404185544	COLONIAL WITHHOLDING	D	4/18/2024	50.83		001397		
I-CP1202404045540	COLONIAL WITHHOLDING	D	4/18/2024	136.41		001397		
I-CP1202404185544	COLONIAL WITHHOLDING	D	4/18/2024	136.41		001397		
I-CP2202404045540	COLONIAL WITHHOLDING	D	4/18/2024	93.27		001397		
I-CP2202404185544	COLONIAL WITHHOLDING	D	4/18/2024	93.27		001397		
I-CP3202404045540	COLONIAL WITHHOLDING	D	4/18/2024	14.13		001397		
I-CP3202404185544	COLONIAL WITHHOLDING	D	4/18/2024	14.13		001397		
I-CP4202404045540	COLONIAL WITHHOLDING	D	4/18/2024	41.91		001397		
I-CP4202404185544	COLONIAL WITHHOLDING	D	4/18/2024	41.91		001397		871.48
4456	VSP							
I-VC 202404045540	VSP WITHHOLDING	D	4/18/2024	37.28		001398		
I-VC 202404185544	VSP WITHHOLDING	D	4/18/2024	37.28		001398		
I-VE 202404045540	VSP WITHHOLDING	D	4/18/2024	172.86		001398		
I-VE 202404185544	VSP WITHHOLDING	D	4/18/2024	168.84		001398		
I-VF 202404045540	VSP WITHHOLDING	D	4/18/2024	106.96		001398		
I-VF 202404185544	VSP WITHHOLDING	D	4/18/2024	106.96		001398		
I-VS 202404045540	VSP WITHHOLDING	D	4/18/2024	26.01		001398		
I-VS 202404185544	VSP WITHHOLDING	D	4/18/2024	26.01		001398		682.20
1222	LELS							
I-UDP202404185544	UNION DUES WITHHOLDING	R	4/18/2024	1,128.00		072563		1,128.00
1275	LOCAL # L - 3394 FIRE DEPT							
I-UDF202404185544	UNION DUES WITHHOLDING	R	4/18/2024	160.00		072564		160.00
0412	AFSCME COUNCIL 65							
I-UDA202404045540	UNION DUES WITHHOLDING	R	4/18/2024	520.20		072565		
I-UDA202404185544	UNION DUES WITHHOLDING	R	4/18/2024	520.20		072565		1,040.40
1435	MINNESOTA BENEFIT ASSOCIATION							
I-MBA202404045540	INSURANCE WITHHOLDING	R	4/18/2024	71.47		072566		
I-MBA202404185544	INSURANCE WITHHOLDING	R	4/18/2024	71.47		072566		142.94

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1552	NCPERS GROUP LIFE INS.							
I-LIP202404045540	PERA LIFE INS WITHHOLDING	R	4/18/2024	272.00		072567		272.00
1982	MADISON NATIONAL LIFE							
I-LIB202404185544	LIFE INSURANCE BENEFIT	R	4/18/2024	313.50		072568		313.50
2482	UNITED WAY OF CROOKSTON, INC							
I-UW 202404045540	UNITED WAY WITHHOLDING	R	4/18/2024	5.00		072570		
I-UW 202404185544	UNITED WAY WITHHOLDING	R	4/18/2024	21.00		072570		26.00
4689	CROOKSTON POLICE BENEFIT ASSOC							
I-CPB202404045540	CROOKSTON POLICE BENEFIT ASSOC	R	4/18/2024	100.00		072571		
I-CPB202404185544	CROOKSTON POLICE BENEFIT ASSOC	R	4/18/2024	100.00		072571		200.00
0021	ADVANCED TIRE & AUTO SERV. LLC							
I-2932	REPLACE SEAL SQUAD 535	R	4/19/2024	449.83		072572		
I-2933	SERVICE	R	4/19/2024	47.38		072572		497.21
3526	ADVANCED ELEMENTS, INC							
I-94153	PROF. SERVICES 3/2-3/29/24	R	4/19/2024	3,596.00		072573		3,596.00
4726	AIRPORT LIGHTING COMPANY							
I-55174	CPAPI PRINTED CIRCUIT BOARD	R	4/19/2024	2,236.28		072574		2,236.28
3670	AT&T							
I-503213	TRACKING NUMBERS P2P	R	4/19/2024	875.00		072575		875.00
2200	AUTO VALUE OF CROOKSTON							
I-76230890	OIL AND OIL FILTER	R	4/19/2024	36.29		072576		
I-76230956	AIR FILTER	R	4/19/2024	34.49		072576		
I-76231658	SMALL TOOLS	R	4/19/2024	57.89		072576		
I-76231850	PAINT MARKER	R	4/19/2024	19.96		072576		
I-76231943	TRUCK REPAIR	R	4/19/2024	34.92		072576		
I-76232510	CUPS FOR HYDRAULIC LINES	R	4/19/2024	4.58		072576		
I-76232838	PAINT	R	4/19/2024	27.98		072576		
I-76232862	BLASTER PENETRANT	R	4/19/2024	7.99		072576		
I-76232954	UNIT #98 RELAY CON. BELT	R	4/19/2024	6.99		072576		
I-76232966	UNIT #98 RELAY SWITCHES	R	4/19/2024	13.98		072576		245.07
4244	BAKERTILLY							
I-BT2742022	CITY ADMIN JOB	R	4/19/2024	7,800.00		072578		7,800.00
0188	DACIAN BIENEK							
I-20240402	RIFLE	R	4/19/2024	792.19		072579		792.19

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2961	BSN SPORTS, LLC							
I-925367494	CHALKER	R	4/19/2024	423.75		072580		
I-925411182	CLAY AND CHALK	R	4/19/2024	2,868.10		072580		
I-925443256	SAND VB NETS	R	4/19/2024	41.90		072580		3,333.75
3184	CINTAS CORPORATION							
I-4182176140	MATS LIBRARY	R	4/19/2024	11.28		072581		
I-4184335756	RUGS-AIRPORT	R	4/19/2024	76.04		072581		
I-4188656462	UNIFORMS AND LAUNDRY	R	4/19/2024	26.10		072581		
I-4188656607	RUGS, TOWELS	R	4/19/2024	24.15		072581		
I-4189360551	UNIFORMS AND LAUNDRY	R	4/19/2024	26.10		072581		
I-4189360627	LAUNDRY	R	4/19/2024	3.60		072581		
I-4189360648	LAUNDRY	R	4/19/2024	3.84		072581		
I-4189360649	MATS, TOWELS CITY HALL	R	4/19/2024	14.96		072581		186.07
4721	CLEARBROOK TRUCK & TIRE CENTER							
I-0019-2024	F-350 TIRES	R	4/19/2024	1,458.28		072582		1,458.28
3395	CODE 4 SERVICES, INC							
I-9449	NEW SQUAD EQUIPMENT	R	4/19/2024	12,594.15		072583		12,594.15
0337	COLE PAPERS INC.							
I-10423870	CUSTODIAL/ BATHROOM SUPPLIES	R	4/19/2024	286.25		072584		
I-10424086	CITY HALL AND POOL SUPPLIES	R	4/19/2024	280.67		072584		
I-10424087	JANITOR AND CLEANING SUPPLIES	R	4/19/2024	309.01		072584		875.93
0363	CROOKSTON BUILDING CENTER							
I-299923	STAIN FOR PLANTERS AT RIVERSID	R	4/19/2024	61.35		072585		61.35
0380	CROOKSTON FIREFIGHTERS ASSOCIA							
I-2024-3	CFA COVERAGE NIGHTS MARCH	R	4/19/2024	1,250.00		072586		1,250.00
0389	CROOKSTON FUEL CO.							
I-20240331-FIRE	MARCH 2024 FUEL	R	4/19/2024	752.74		072587		
I-20240331-PARK	MARCH 2024 FUEL	R	4/19/2024	697.27		072587		
I-20240331-POLICE	MARCH 2024 FUEL	R	4/19/2024	2,246.14		072587		
I-20240331-STREET	MARCH 2024 FUEL	R	4/19/2024	2,670.36		072587		6,366.51
0465	CROOKSTON WATER DEPARTMENT							
I-20240415	CITY WATER SERVICE 2/13-3/14	R	4/19/2024	3,050.57		072588		3,050.57
0470	CROOKSTON WELDING INC.							
I-080844	SHIPPING	R	4/19/2024	15.13		072589		
I-080847	BOLT TIGHTNER	R	4/19/2024	3.24		072589		
I-080860	PARK DEPT FABRICATE STRING	R	4/19/2024	44.15		072589		
I-081207	HOSE BARB PORT	R	4/19/2024	11.98		072589		
I-081255	SERVICE TRUCK AIR COMPRESSOR	R	4/19/2024	502.05		072589		
I-081256	UNIT #51 SERVICE TRUCK	R	4/19/2024	9.49		072589		
I-081594	NOZZLE TEE NUT	R	4/19/2024	2.54		072589		588.58

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0487	DAKOTA SUPPLY GROUP							
I-S103583955.001	6 SEWER LID O-RING	R	4/19/2024	1,333.20		072590		
I-S103602069.001	RIPCORDER SMOKE TESTER	R	4/19/2024	3,263.57		072590		4,596.77
1415	DOCU SHRED, INC							
I-98311	SHREDDING SERVICES	R	4/19/2024	20.00		072591		20.00
4723	ELY BASEBALL ASSOCIATION							
I-20240409	LEGION BASEBALL TOURNEY	R	4/19/2024	350.00		072592		350.00
4596	NICHOLAS FLADLAND							
I-20240405	SHIRTS	R	4/19/2024	109.98		072593		109.98
0753	FLAHERTY & HOOD, P.A.							
I-21083	HR ISSUES	R	4/19/2024	2,976.60		072594		2,976.60
0875	FLEET SUPPLY							
I-139471	MISC SUPPLIES	R	4/19/2024	15.58		072595		
I-140228	CORRAL PANELS	R	4/19/2024	885.94		072595		901.52
0877	FLEXIBLE PIPE TOOLS & EQUIPMEN							
I-29938	LEADER HOSE	R	4/19/2024	348.00		072596		348.00
0721	GALSTAD, JENSEN & MCCANN, P.A.							
I-20511	CRIMINAL CASES	R	4/19/2024	371.25		072597		371.25
0909	GARDEN VALLEY TELEPHONE COMPAN							
I-101323601	CSC COMMUNICATION	R	4/19/2024	49.00		072598		49.00
4606	GRANT LARSON							
I-20240409	LEGION BASEBALL TOURNEY FEE	R	4/19/2024	425.00		072599		425.00
0987	GREAT PLAINS NATURAL GAS CO.							
I-20240403	SERVICE 3/2-4/2/2024	R	4/19/2024	2,796.62		072600		2,796.62
1000	GROVE MECHANICAL INC.							
I-42122-2	INSTALL VAPORIZER AT WELL SITE	R	4/19/2024	1,383.12		072601		1,383.12
1017	HALSTAD TELEPHONE CO.							
I-100486732	AIRPORT ACCESS AND OAK COURT	R	4/19/2024	376.91		072602		376.91
1848	HARBOTT, KNUTSON & LARSON & HO							
I-2024-0690	CIVIL MATTERS MARCH 2024	R	4/19/2024	700.25		072603		
I-2024-0697	CRIMINAL MARCH 2024	R	4/19/2024	7,881.00		072603		8,581.25

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3400	CROOKSTON HARDWARE HANK							
I-74167/2	ELBOW, GALVANIZED PIPE	R	4/19/2024	51.60		072604		
I-F36890/2	STREET SIGNS TRAFFIC	R	4/19/2024	93.92		072604		145.52
1043	HAWKINS, INC							
I-6723760	CHEMICALS FOR POOL	R	4/19/2024	724.10		072605		
I-6731756	CHEMICALS	R	4/19/2024	20.00		072605		744.10
4229	GREG HEFTA							
I-20240405	MEETING DUES, MILEAGE	R	4/19/2024	150.96		072606		150.96
9193	HUMANE SOCIETY OF POLK CO INC							
I-20240305	IMPOUND FEE, MONTHLY LEASE	R	4/19/2024	1,016.00		072607		1,016.00
4268	HYDRO KLEAN							
I-20240411	MANHOLE REHABILITATION	R	4/19/2024	21,265.00		072608		21,265.00
4724	JOHN DEERE FINANCIAL							
I-2894684	LEASE MOWERS, PARK	R	4/19/2024	728.36		072609		728.36
1240	LAKE AGASSIZ REGIONAL LIBRARY							
I-805	2024 Q2 LARL APPROPRIATION	R	4/19/2024	59,637.50		072610		59,637.50
4000	LAKES COMMUNITY COOPERATIVE							
I-20240331	AIRPORT SERVICES 2/28-3/28/24	R	4/19/2024	312.85		072611		312.85
2788	MARCO - NW 7128							
I-INV12392081	EMAIL SECURITY	R	4/19/2024	402.00		072612		
I-INV12402922	POOL PRINTER	R	4/19/2024	700.00		072612		1,102.00
1333	MARSHALL AND POLK RURAL WATER							
I-20240329	WATER	R	4/19/2024	31.20		072613		31.20
1397	MILLER AIRCRAFT SERVICE INC.							
I-23422	FEB. 2024 AIRPORT FUEL	R	4/19/2024	3,683.53		072614		
I-23447	MARCH 2024 AIRPORT FUEL	R	4/19/2024	2,016.20		072614		5,699.73
3608	MINNESOTA PUMP WORKS							
I-INV023914	LIFTSTATION 4 INSTALLATION	R	4/19/2024	42,822.25		072615		42,822.25
1439	MN CHIEFS OF POLICE ASSN							
I-15722	PERMIT TO PURCHASE CARDS	R	4/19/2024	137.00		072616		137.00

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0784	MN DEPT OF LABOR & INDUSTRY							
I-ABR0327480X	PRESSURE VESSEL	R	4/19/2024	10.00		072617		
I-ALR0161245X	CITY HALL ELEVATOR	R	4/19/2024	100.00		072617		110.00
1780	MNSCU- MOORHEAD							
I-040410	5 FFS TRAINING SCHOOL	R	4/19/2024	660.00		072618		660.00
4483	NT AUTO REPAIR, LLC							
I-640	SQUAD REPAIRS	R	4/19/2024	250.33		072619		250.33
2404	OK TIRE STORE INC.							
I-23-2041	UNIT #51 NEW TIRES SERVICE	R	4/19/2024	957.23		072620		957.23
1861	OTTERTAIL POWER COMPANY-FF							
I-20240408	SERVICE 3/5-4/5/24	R	4/19/2024	62.49		072621		
I-65702	SERVICE FOR POOL	R	4/19/2024	1,496.21		072621		1,558.70
1879	PALMER MASONRY & CONCRETE							
I-164261	FOUNDATION WORK, CENTRAL PARK	R	4/19/2024	29,885.00		072622		
I-164262	BATH-HOUSE FOUNDATON	R	4/19/2024	24,885.00		072622		54,770.00
1872	PKM ELECTRIC							
I-20240401	SERVICE 2/29-4/1/24	R	4/19/2024	32.00		072623		32.00
1935	POLK COUNTY TRANSFER STATION							
I-49153	WEIGHT CHARGE	R	4/19/2024	5.00		072624		
I-49163	TRANSFER STATION LOAD	R	4/19/2024	10.31		072624		
I-49170	TRANSFER STATION LOAD	R	4/19/2024	8.42		072624		
I-49489	TRANSFER STATION LOAD	R	4/19/2024	5.00		072624		
I-49495	TRANSFER STATION LOAD	R	4/19/2024	5.00		072624		
I-49500	TRANSFER STATION LOAD	R	4/19/2024	5.00		072624		
I-49753	TRANSFER STATION	R	4/19/2024	5.00		072624		
I-49928	POLK COUNTY TRANSFER STATION	R	4/19/2024	42.12		072624		85.85
2057	RED LAKE ELECTRIC COOP							
I-20240405	SERVICE 2/29-3/31/24	R	4/19/2024	18,870.61		072625		18,870.61
2100	REGIONAL SANITATION SERV INC							
I-20240308	GARBAGE	R	4/19/2024	198.56		072626		198.56
4725	RICH, COREY							
I-20240405	SHIRTS	R	4/19/2024	114.98		072627		114.98

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3834	RMB ENVIRONMENTAL LABORATORIES							
I-D057766	CHEMICALS	R	4/19/2024	130.63		072628		130.63
4720	RYSTAD, BRIAN							
I-20240320	1ST RESPONDER CARD	R	4/19/2024	6.00		072629		6.00
2437	SCOTT'S TRUE VALUE HARDWARE							
I-A251317	BOLTS	R	4/19/2024	1.00		072630		
I-A251550	PAINT MATERIAL FOR REC	R	4/19/2024	26.27		072630		
I-A251638	SHOP JANITOR SUPPLIES	R	4/19/2024	45.35		072630		
I-A251661	MISC. SUPPLIES	R	4/19/2024	7.00		072630		79.62
4442	SRF CONSULTING GROUP, INC							
I-16092.01-5	DOWNTOWN TA PROJECT ADA RETROF	R	4/19/2024	1,235.14		072631		1,235.14
2315	STREICHER'S							
I-I1690015	NON-LETHAL PROJECTILE	R	4/19/2024	635.00		072632		635.00
2372	TEAM LAB CHEMICAL CORP.							
I-INV0040437	MEGA BUGS WINTER BLEND, PLUS	R	4/19/2024	8,603.50		072633		8,603.50
2060	TITAN PRODUCTIVITY PLUS ACCOUN							
C-20230605	CREDIT ON DOUBLE PAID INVOICE	R	4/19/2024	151.00CR		072634		
I-18776992GP	BOLTS, WASHERS	R	4/19/2024	18.84		072634		
I-18850197GP	OIL AND FILTER	R	4/19/2024	98.48		072634		
I-19375919GP	BATTERY SEWER TRACTOR	R	4/19/2024	395.61		072634		361.93
2401	TK ELEVATOR CORPORATION							
I-3007834499	ELEVATOR MAINTENANCE CITY HALL	R	4/19/2024	242.01		072635		
I-3007834621	ELEVATOR MAINTENANCE	R	4/19/2024	248.98		072635		490.99
0400	VALLEY PLAINS EQUIPMENT							
I-4220959	MOWER REPAIR	R	4/19/2024	117.21		072636		117.21
2585	YE OLE PRINT SHOPPE INC							
I-43294	BUSINESS CARDS	R	4/19/2024	64.00		072637		64.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	73	295,500.55	0.00	295,500.55
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	18	239,555.80	0.00	239,555.80
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01 City of Crookston
 BANK: AP BREMER BANK, N.A. - AP
 DATE RANGE: 4/05/2024 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
				INVOICE AMOUNT	DISCOUNTS			CHECK AMOUNT
VENDOR SET: 01	BANK: AP	TOTALS:	91	535,056.35	0.00			535,056.35
BANK: AP	TOTALS:		91	535,056.35	0.00			535,056.35
REPORT TOTALS:			91	535,056.35	0.00			535,056.35

RESOLUTION NO. _____

At a regular meeting of the City Council of the City of Crookston held on the 8th day of April 2024, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

RESOLUTION TO APPROVE 2024 LICENSE RENEWALS - GAS FITTING & CEMENT MASON

WHEREAS: The City of Crookston issues a license to install, alter, service, or repair gas piping, appliances; and

WHEREAS: The City of Crookston issues a license to any person who constructs, reconstructs, or repairs concrete, sidewalks, curbs, or gutters upon the public streets of the City and,

NOW, THEREFORE, IT IS RESOLVED: that licenses of the City for the year 2024, as set forth upon and made a part hereof by reference, be and the same hereby are, granted subject to the following conditions and terms.

1. That each and all applicants shall in all respect with the terms and provisions of the Ordinances of the City of Crookston under which authority said licenses are issued.
2. That each and all applicants shall pay the City of Crookston license fees in full for their respective licenses.

IT IS FURTHER RESOLVED: That the City Clerk of said City of Crookston is hereby authorized and directed to issue the licenses granted upon compliance by the license with the terms hereof.

GAS FITTING LICENSE
CHS

CEMENT MASON LICENSE
JD Concrete, LLC

Upon the call of ayes and nays the vote stood as follows:

Council Members voting in the affirmative:

Council Members in the negative:

Upon this vote, the Mayor declares this resolution _____ and, if passed, effective upon the Mayor's

signature this _____ Day of _____, 2024, at

Attest: _____ Mayor
Dale Stainbrook

Ashley Rystad
City Clerk

RESOLUTION NO. _____

At a regular meeting of the City Council of the City of Crookston held on the 22th day of April 2024, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

RESOLUTION REGARDING THE EMPLOYEE ASSISTANCE PROGRAM(EAP) BENEFITS

WHEREAS: The City of Crookston desires to continue to provide Employee Assistance Program (EAP) Benefits to its employees; and

WHEREAS: The City of Crookston desires Employee Assistance Program (EAP) Benefits provided to the City of Crookston employees include mental health, legal, and financial consultation as well as life coaching, personal assistance, and medical advocacy; and

WHEREAS: Sand Creek a health company has the personnel, training, and experience to provide the desired professional Employee Assistance Program (EAP) Benefits service; and

WHEREAS: Sand Creek has the personnel to assist with program planning, implementation, ongoing program management, utilization review, and strategic planning; and

WHEREAS: Sand Creek has the ability to develop policies involving Employee Assistance Program (EAP) Benefits, formal referral policies, and drug and alcohol policies; and

WHEREAS: Sand Creek has the ability and uses best practices in the Employee Assistance Program (EAP) Benefits to achieve maximum utilization; and

WHEREAS: Sand Creek will ensure the confidentiality of the City of Crookston employees and their family members; and

WHEREAS: Sand Creek has provided Employee Assistance Program (EAP) Benefits to the City of Crookston for 20 years; and

NOW THEREFORE, BE IT RESOLVED, BY THE CITY OF CROOKSTON, MINNESOTA: Sand Creek an All One Health company is retained to provide Employee Assistance Program (EAP) Benefits to the City of Crookston employees for a period commencing March 1, 2024, and continuing through February 28, 2026.

IT IS FURTHER RESOLVED, the Mayor and City Administrator for the City of Crookston are authorized to sign and execute a contract and any amendments thereto as the contract attached hereto .

Upon the call of ayes and nays the vote stood as follows:

Council Members voting in the affirmative:

Council Members in the negative:

Upon this vote, the Mayor declares this resolution _____ and, if passed, effective upon the Mayor's

signature this _____ Day of _____, 2024, at

Attest: _____ Mayor
Dale Stainbrook

Ashley Rystad
City Clerk

RESOLUTION NO. _____

At a regular meeting of the City Council of the City of Crookston held on the 22th day of April 2024, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

**RESOLUTION REGARDING A ZONING CHANGE IN THE CITY OF CROOKSTON NORCROSS SUBDIVISION
PARCEL NUMBER 82.02978.00.**

WHEREAS: on April 16, 2024, the legal owner of lots twenty (20) through twenty-four (24) parcel number (82.02978.00), located in Norcross Subdivision to the City of Crookston prepared and filed with the Public Official for the City of Crookston, a rezoning application; and

WHEREAS: the rezoning application requested a rezoning of lots twenty (20) through twenty-four (24), located in Norcross Subdivision to the City of Crookston from One and Two Family Residential (R-2) to Light Industrial (I-2); and

WHEREAS: In accordance with Minnesota Statutes, identified individual landowners, who may be affected by the requested zoning changes in Norcross Subdivision to the City of Crookston were notified of a Planning Commission meeting which Planning Commission meeting would address the requested zoning change; and

WHEREAS: on April 16, 2024, consistent with Minnesota Statutes and City Ordinances, at 7:00 PM, the Planning Commission of the City of Crookston met and considered the information, images, files, records, documents, and evidence presented with respect to the requested change of zoning within Norcross Subdivision from One and Two Family Residential (R-2) to Light Industrial (I-2); and

WHEREAS: After discussion and consideration of the evidence presented the Planning Commission recommends to the City Council of the City of Crookston zoning changes to lots twenty (20) through twenty-four (24) within Section (36) Township (150) North Range (47) of Norcross Subdivision to the City of Crookston parcel number (82.02978.00) from One and Two family residential (R-2) to Light Industrial (I-2); and

WHEREAS: The zoning change is consistent with the City of Crookston Comprehensive Plan; and

NOW THEREFORE, BE IT RESOLVED BY: the City Council of Crookston, Minnesota, the zoning of lots twenty (20) through twenty-four (24) within section (36) Township (150), North Range (47) Norcross Addition to the City of Crookston parcel number (82.02978.00) be changed from One and Two family residential (R-2) to Light Industrial (I-2).

FURTHER BE IT RESOLVED: The Mayor, City Administrator and appropriate City of Crookston official is authorized to execute any and all documents necessary to effectuate the zoning change set forth within this resolution with respect to lots twenty (20) through twenty-four (24) Section (36) Township, (150), North range (47) Norcross Subdivision to the City of Crookston.

Upon the call of ayes and nays the vote stood as follows:

Council Members voting in the affirmative:

Council Members in the negative:

Upon this vote, the Mayor declares this resolution _____ and, if passed, effective upon the Mayor’s

signature this _____ Day of _____, 2024, at

Attest: _____ Mayor
Dale Stainbrook

Ashley Rystad
City Clerk

RESOLUTION NO. _____

At a regular meeting of the City Council of the City of Crookston held on the 22th day of April 2024, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

**RESOLUTION REGARDING AN APPLICATION WITH RESPECT TO THE MINNESOTA STATE-FUNDED
TECHNICAL ASSISTANCE GRANT RELATED TO THE FEDERAL INFRASTRUCTURE INVESTMENT AND JOBS ACT
(IIJA)**

WHEREAS: The 2023 Minnesota legislative session appropriated general funds to be available for grants to among other entities, small cities and state aid cities, to hire consultants to provide technical assistance in identifying and applying for transportation-related Federal Discretionary Grants.; and

WHEREAS: The state-funded Technical Assistance Grants are available primarily for hiring consultants to develop Federal IIJA Discretionary Grant applications; and

WHEREAS: The IIJA provides a historic investment in infrastructure and the economy over the federal fiscal years 2022 to 2026 inclusive of repairing and rebuilding roads and bridges, improving transportation options, upgrading airports, investing in safe, efficient, and climate-friendly alternatives for moving people and building a network of electric vehicle chargers. ; and

WHEREAS: The citizens of Crookston would benefit from the receipt of a Minnesota state-funded Technical Assistance Grant and its application to the Federal IIJA grant funds; and

NOW THEREFORE, BE IT RESOLVED, BY THE CITY OF CROOKSTON, MINNESOTA: The City Council authorizes Chuck Getsman, Public Works Director for the City of Crookston to prepare, present and submit a grant application to the State of Minnesota with respect to the State-funded Technical Assistance Grant program related to the Federal Infrastructure Investment and Jobs Act (IIJA)

Upon the call of ayes and nays the vote stood as follows:

Council Members voting in the affirmative:

Council Members in the negative:

Upon this vote, the Mayor declares this resolution _____ and, if passed, effective upon the Mayor's

signature this _____ Day of _____, 2024, at

Attest: _____ Mayor
Dale Stainbrook

Ashley Rystad
City Clerk

RESOLUTION NO. _____

At a regular meeting of the City Council of the City of Crookston held on the 22th day of April 2024, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

RESOLUTION REGARDING THE REJECTION OF BIDS RELATING TO A T-HANGAR CONSTRUCTION, AND A REQUEST FOR BIDS RELATING TO TAXI LANE PAVEMENT AND SITE GRADING WORK AT THE CROOKSTON MUNICIPAL AIRPORT.

WHEREAS: The Crookston Municipal Airport is a participant in the Federal Aviation Administration (FAA) National Plan of Integrated Airport Systems (NPIAS); and

WHEREAS: The City of Crookston sponsors the Crookston Municipal Airport and as a result of Crookston Municipal Airport participation in NPIAS the Crookston Municipal Airport has allocated annually the sum of \$150,000; and

WHEREAS: The annual allocation of \$150,000 may be accumulated during a period of four years, for a total of \$600,000; and

WHEREAS: Airport Improvement Program (AIP) funding may be the source of payment for any eligible FAA Airport project; and

WHEREAS: The Crookston Municipal Airport (AIP) has an eligible project which is the construction of a taxi lane payment, and site grading work; and

WHEREAS: Airport Improvement Program(AIP) funding with respect to The Crookston Municipal Airport will expire if not used within a four-year period which the four-year period ends in May 2024; and

WHEREAS: Airport Improvement Program(AIP) funding with respect to The Crookston Municipal Airport may be accessed by a grant application; and

WHEREAS: Short Elliot Hendrickson (SEH) as the authorized representative of the City of Crookston advertised for bids for the construction of a new T-Hangar and taxi lane pavement at the Crookston Municipal Airport; and

WHEREAS: Two bids were received, reviewed and analyzed by the members of the Crookston Airport Commission and the two bids exceeded the funds available, therefore, the members of the Crookston Airport Commission unanimously recommended the Crookston City Council reject each of the bids with respect to the T hanger and taxi lane pavement construction.

WHEREAS: The construction of a new T hanger and taxi Lane pavement is not financially feasible, and the Crookston Airport has an alternate eligible project, which is the construction of a taxi lane pavement, and site grading work associated with the potential construction of a reconfigured T hangar.

WHEREAS: Short Elliot Hendrickson (SEH) is ready willing and able to provide the professional services of advertising for bids with respect to the taxi lane pavement and site grading work; and

NOW THEREFORE, BE IT RESOLVED, BY THE CITY OF CROOKSTON, MINNESOTA: The City Council rejects the bids for the construction of a new T hangar and taxi lane pavement.

IT IS FURTHER RESOLVED, Short Elliot Hendrickson (SEH) shall advertise for bids with respect to the construction of a taxi lane pavement and site grading work.

Upon the call of ayes and nays the vote stood as follows:

Council Members voting in the affirmative:

Council Members in the negative:

Upon this vote, the Mayor declares this resolution _____ and, if passed, effective upon the Mayor's

signature this _____ Day of _____, 2024, at

Attest: _____ Mayor
Dale Stainbrook

Ashley Rystad City Clerk