

DISBURSEMENT REPORT

City of Dundas
Council Meeting November 23, 2020

DATE	PAYABLE	AMOUNT
11/19/2020	PERA	\$32,672.60
11/19/2020	State of MN	\$950.00
11/19/2020	MN Dept of Revenue	\$1,153.96
11/19/2020	IRS	\$5,838.51
11/19/2020	Payroll PP# 24 Employees	\$15,913.61
11/19/2020	ACH Payroll PP#24 Employee	\$106.97
	Total Paid Payroll and Sales Liabilities	\$56,635.65
11/23/2020	Bills paid (Claims Register)	\$50,476.86
TOTAL	Disbursements for November 23, 2020	<u>\$107,112.51</u>

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Payments

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Payments Batch 112320AP \$50,476.86				
Refer	0	AEM FINANCIAL SOLUTIONS, LLC	-	
Cash Payment	E 101-41000-301	Auditing and Acct g Servi	October 2020	\$1,698.75
Invoice	434748		9/30/2020	
Cash Payment	E 101-41000-301	Auditing and Acct g Servi	October 2020	\$375.00
Invoice	434751		9/30/2020	
Cash Payment	E 101-41000-301	Auditing and Acct g Servi	November 2020	\$168.69
Invoice	436628		10/31/2020	
Transaction Date	11/18/2020	Due	12/18/2020	Total \$2,242.44
Refer	0	ALBERS A & A PORTABLE SVCS	-	
Cash Payment	E 101-45200-413	Rental	Portable Restroom Rental	\$200.00
Invoice				
Transaction Date	11/18/2020	Due	12/18/2020	Total \$200.00
Refer	0	AMAZON CAPTIAL SERVICES	-	
Cash Payment	E 101-41000-200	Supplies	return	-\$49.99
Invoice	1DNK-TJPH-7T3		10/22/2020	
Transaction Date	11/18/2020	Due	12/18/2020	Total -\$49.99
Refer	0	AMAZON CAPTIAL SERVICES	-	
Cash Payment	E 601-49400-200	Supplies	Eaton battery backup & surge protector	\$114.25
Invoice	17MQ-MH14-3Y9		11/9/2020	
Cash Payment	E 602-49450-200	Supplies	Eaton battery backup & surge protector	\$114.25
Invoice	17MQ-MH14-3Y9		11/9/2020	
Transaction Date	11/18/2020	Due	12/18/2020	Total \$228.50
Refer	0	ARNOLDS SUPPLY & KLEENIT CO.	-	
Cash Payment	E 101-41000-200	Supplies	office supplies	\$180.00
Invoice	635958-1		11/5/2020	
Transaction Date	11/18/2020	Due	12/18/2020	Total \$180.00
Refer	0	ARNOLDS SUPPLY & KLEENIT CO.	-	
Cash Payment	E 601-49400-200	Supplies	supplies	\$268.00
Invoice	635958		10/29/2020	
Cash Payment	E 101-45200-200	Supplies	supplies	\$268.00
Invoice	635958		10/29/2020	
Cash Payment	E 101-41000-200	Supplies	supplies	\$268.00
Invoice	635958		10/29/2020	
Cash Payment	E 602-49450-200	Supplies	supplies	\$268.00
Invoice	635958		10/29/2020	
Transaction Date	11/18/2020	Due	12/18/2020	Total \$1,072.00
Refer	0	AXON ENTERPRISE, INC	-	
Cash Payment	E 101-42100-200	Supplies	Taser subscription plan year 2	\$1,140.00
Invoice	SI-1690896		10/15/2020	
Transaction Date	11/18/2020	Due	12/18/2020	Total \$1,140.00
Refer	0	CALLIES LAW, PLLC	-	
Cash Payment	E 101-41000-304	Legal Fees	General Legal	\$1,432.00
Invoice	2459		11/15/2020	
Transaction Date	11/18/2020	Due	12/18/2020	Total \$1,432.00

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Refer <u>0 CALLIES LAW, PLLC</u> -				
Cash Payment	E 101-41000-304 Legal Fees	Development legal		\$210.00
Invoice	2460	11/15/2020		
Transaction Date	11/18/2020	Due 12/18/2020	Total	\$210.00
Refer <u>0 CUMMINS SALES AND SERVICE</u> -				
Cash Payment	E 602-49450-400 Repairs and Maintenanc	Lift station #2 service		\$663.45
Invoice	E4-99733	11/5/2020		
Transaction Date	11/18/2020	Due 12/18/2020	Total	\$663.45
Refer <u>0 CUMMINS SALES AND SERVICE</u> -				
Cash Payment	E 602-49450-400 Repairs and Maintenanc	Wells #2 service		\$1,045.72
Invoice	E4-99440	11/4/2020		
Transaction Date	11/18/2020	Due 12/18/2020	Total	\$1,045.72
Refer <u>0 CUMMINS SALES AND SERVICE</u> -				
Cash Payment	E 602-49450-400 Repairs and Maintenanc	Lift station #1 service		\$542.68
Invoice	E4-99435	11/4/2020		
Transaction Date	11/18/2020	Due 12/18/2020	Total	\$542.68
Refer <u>0 ECKBERG LAMMERS</u> -				
Cash Payment	E 101-42100-304 Legal Fees	Dundas Prosecution for the month of October		\$641.80
Invoice	10 2020	10/31/2020		
Transaction Date	11/18/2020	Due 12/18/2020	Total	\$641.80
Refer <u>0 FLOM DISPOSAL INC</u> -				
Cash Payment	E 801-45130-400 Repairs and Maintenanc	Dundas Baseball Association		\$810.76
Invoice		10/1/2020		
Transaction Date	11/18/2020	Due 12/18/2020	Total	\$810.76
Refer <u>0 JOHNS SNOW AND MOW LLC</u> -				
Cash Payment	E 101-45200-406 Grounds Maintenance	Parks		\$820.00
Invoice				
Cash Payment	E 101-43100-406 Grounds Maintenance	Streets		\$385.00
Invoice				
Cash Payment	E 601-49400-406 Grounds Maintenance	Water		\$35.00
Invoice				
Cash Payment	E 602-49450-406 Grounds Maintenance	Sewer		\$90.00
Invoice				
Transaction Date	11/18/2020	Due 12/18/2020	Total	\$1,330.00
Refer <u>0 JOHNS SNOW AND MOW LLC</u> -				
Cash Payment	E 101-45200-406 Grounds Maintenance	Parks		\$200.00
Invoice				
Cash Payment	E 225-43150-406 Grounds Maintenance	SW Fee		\$1,150.00
Invoice				
Cash Payment	E 101-43100-406 Grounds Maintenance	Streets		\$250.00
Invoice				
Cash Payment	E 601-49400-406 Grounds Maintenance	Water		\$375.00
Invoice				
Cash Payment	E 602-49450-406 Grounds Maintenance	Sewer		\$50.00
Invoice				
Transaction Date	11/18/2020	Due 12/18/2020	Total	\$2,025.00

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Refer	0 <i>KWIK TRIP</i>		-	
Cash Payment	E 101-42100-418 Vehicle Fuels		fuel - PD	\$438.23
Invoice				
Transaction Date	11/18/2020	Due 12/18/2020	Total	\$438.23
Refer	0 <i>MARCO, INC</i>		-	
Cash Payment	E 101-41000-413 Rental		Printer Lease-11/10/2020-12/9/2020	\$120.50
Invoice 28172775	11/11/2020			
Transaction Date	11/18/2020	Due 12/18/2020	Total	\$120.50
Refer	0 <i>MENARD, INC</i>		-	
Cash Payment	E 101-45200-200 Supplies		Parks	\$19.31
Invoice 99867	10/27/2020			
Cash Payment	E 101-41000-200 Supplies		City Hall	\$21.63
Invoice 236	11/2/2020			
Transaction Date	11/18/2020	Due 12/18/2020	Total	\$40.94
Refer	0 <i>MIDWEST WATER SPECIALTY, INC</i>		-	
Cash Payment	E 101-41000-200 Supplies		water	\$24.87
Invoice 174855	11/6/2020			
Cash Payment	E 101-42100-200 Supplies		water	\$12.44
Invoice 174855	11/6/2020			
Cash Payment	E 101-43100-200 Supplies		water	\$12.44
Invoice 174855	11/6/2020			
Transaction Date	11/18/2020	Due 12/18/2020	Total	\$49.75
Refer	0 <i>NAC, INC.</i>		-	
Cash Payment	E 101-41000-313 Planning Fee s		October 2020 Technical Assistance-City Projects	\$643.50
Invoice 25007	11/6/2020			
Transaction Date	11/18/2020	Due 12/18/2020	Total	\$643.50
Refer	0 <i>MN PEIP</i>		-	
Cash Payment	G 101-21712 Life Insurance		Employees	\$52.33
Invoice 1016032	11/10/2020			
Cash Payment	G 101-21711 Dental Insurance		Employees	\$79.10
Invoice 1016032	11/10/2020			
Cash Payment	G 101-21706 Hospitalization/Medical Ins		Employees	\$1,935.30
Invoice 1016032	11/10/2020			
Transaction Date	11/18/2020	Due 12/18/2020	Total	\$2,066.73
Refer	0 <i>QUADIENT FINANCE USA, INC</i>		-	
Cash Payment	E 101-41000-322 Postage		postage	\$700.00
Invoice 10637345	10/26/2020			
Transaction Date	11/18/2020	Due 12/18/2020	Total	\$700.00
Refer	0 <i>TF CONCRETE & MASONRY LLC</i>		-	
Cash Payment	E 801-45130-400 Repairs and Maintenanc		Dundas Baseball Association	\$26,490.28
Invoice	11/10/2020			
Transaction Date	11/18/2020	Due 12/18/2020	Total	\$26,490.28
Refer	0 <i>VESSCO, INC.</i>		-	
Cash Payment	E 602-49450-400 Repairs and Maintenanc		Chlorine inspection & troubleshoot-Well #1	\$695.00
Invoice 81575	10/26/2020			
Transaction Date	11/18/2020	Due 12/18/2020	Total	\$695.00

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Refer	0 XCEL ENERGY			
Cash Payment Invoice	E 101-41000-381	Electricity	City Hall	\$360.57
Cash Payment Invoice	E 101-42100-381	Electricity	PD	\$90.85
Cash Payment Invoice	E 101-43100-381	Electricity	PW	\$90.84
Cash Payment Invoice	E 101-43124-381	Electricity	Streets Lights	\$29.30
Cash Payment Invoice	E 101-43124-381	Electricity	Street Lights	\$1,877.99
Cash Payment Invoice	E 101-45200-381	Electricity	Parks	\$244.09
Cash Payment Invoice	E 602-49450-381	Electricity	Sewer	\$641.66
Cash Payment Invoice	E 601-49400-381	Electricity	Water	\$2,182.27
Transaction Date	11/18/2020	Due	12/18/2020	Total <u>\$5,517.57</u>

Fund Summary

101 GENERAL FUND	\$14,940.54
225 STORM SEWER	\$1,150.00
601 WATER	\$2,974.52
602 SEWER	\$4,110.76
801 DUNDAS BASEBALL ASS.	\$27,301.04
	<u>\$50,476.86</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$50,476.86
Total	<u>\$50,476.86</u>



REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council

FROM: Jenelle Teppen, City Administrator

SUBJECT: Consider Closing City Hall on Christmas Eve

DATE: For the City Council Meeting of November 23, 2020

PURPOSE/ACTION REQUESTED

Consider a motion to close City Hall on Christmas Eve.

SUMMARY

Christmas Eve is already designated as a half-day paid holiday for City staff. Administrative staff have taken vacation hours to be off the full day, therefore, staff requests that the Council approve closing City Hall those additional four hours.

RECOMMENDATION

Staff recommends the Council approve a motion closing City Hall for the entire day of Thursday, December 24, 2020