



AGENDA
CLEARWATER CITY COUNCIL MEETING
MONDAY, SEPTEMBER 14, 2020

- 1. Call to Order: 7:00 p.m. via Zoom Web Conference**
- 2. Approval of Agenda**
- 3. Wright County Sheriff's Report**
- 4. Public Forum**
 - a. Lindsey Luhmann – Speed Limit Bluff Street**
- 5. Consent Agenda**
 - a. Claims/Accounts Payable in the Amount of \$ 114,998.24**
 - b. Approval of Minutes from 08-10-2020 Regular City Council Meeting**
 - c. Approval of Minutes from 08-24-2020 Special City Council Meeting**
 - d. Adopting Fire Department Social Media Policy**
 - e. Res 2020-56 - Extending COVID-19 Emergency Order**
 - f. Res 2020-57 - Amending 2020 Sewer Fund Budget**
 - g. Approving Special Event Permit for Disc Golf Course**
- 6. Old Business**
 - a. Mosquito Control Discussion**
- 7. New Business**
 - a. Res 2020-55 – Accepting Donation to Fire Department**
 - b. 2021 Preliminary Budget Review**
 - c. Res 2020-58 – Adopting 2021 Preliminary Levy**
 - d. Fire Department Request for use of CARES funds**
 - e. Authorizing 2020 Seal Coat Project**
- 8. Committee Reports**
 - a. Mayor and Council**
 - i. Revisit Food Truck Ordinance**
 - b. Boards**
 - c. Staff**
 - i. Ord 2020-03 - Compost Ordinance - Proposed**
- 9. Other Business**
 - a. Next Meeting Date – October 12, 2020 at 7:00 p.m.**
- 10. Adjournment**



To: Honorable Mayor Lawrence and Members of the Clearwater City Council

From: Annita Smythe, City Administrator

Date: September 14, 2020

Re: City Council Meeting September 14, 2020

1. **Call to Order: 7:00 p.m. Zoom Web Conference**
2. **Approval of Agenda**
3. **Wright County Sheriff's Report**
4. **Public Forum**
 - a. **Lindsey Luhmann – Speed Limit Bluff Street**
Ms. Luhmann plans to address the Council on behalf of the residents of Bluff Street to request a reduction to the speed limit in their neighborhood.
5. **Consent Agenda (please see attached Consent Agenda)**
 - a. **Claims/Accounts Payable in the Amount of \$ 114,998.24**
 - b. **Approval of Minutes from 08-10-2020 Regular City Council Meeting**
 - c. **Approval of Minutes from 08-24-2020 Special City Council Meeting**
 - d. **Adopting Fire Department Social Media Policy**
 - e. **Res 2020-56 - Extending COVID-19 Emergency Order**
 - f. **Res 2020-57 - Amending 2020 Sewer Fund Budget**
 - g. **Approving Special Event Permit for Disc Golf Course**
6. **Old Business**
 - a. **Mosquito Control Discussion**
Please see attached materials related to the mosquito control contract. Rob Olson from Clarke Mosquito Control will be available to answer questions at the meeting.
7. **New Business**
 - a. **Res 2020-55 – Accepting Donation to Fire Department**
Please see attached resolution accepting a donation to the Fire Department in memory of former Mayor and Fire Chief Curtis Heaton.
 - b. **2021 Preliminary Budget Review**
Please see attached preliminary budget and levy for consideration.
 - c. **Res 2020-58 – Adopting 2021 Preliminary Levy**
Please see attached resolution adopting a preliminary levy based on the budget.
 - d. **Fire Department Request for use of CARES funds**

The Fire Chief has requested use of CARES Act grant funds to purchase a secondary set of turnout gear for Fire Department members. This secondary set would replace the disposable gear that is now being used to respond to calls that have a COVID-19 component, as the traditional gear is too heavy and not easy to sanitize. This new gear is lighter weight and able to be easily sanitized following use. The estimated cost of the gear is around \$30,000.

e. Authorizing 2020 Seal Coat Project

Public Works has requested authorization to proceed with the planned 2020 seal coat project for chip sealing the Cedar South neighborhood. The expected cost is about \$60,000. The costs would be covered by the remaining Small Cities Funds, with remaining costs coming from the regular maintenance budget.

8. Committee Reports

a. Mayor and Council

i. Discussion of Food Truck Ordinance

The Jimmy's Pizza food truck has left the former premises on County Road 75. Member Kruchten would like the Council to discuss possible amendments to or repeal of the food truck ordinance.

b. Boards

c. Staff

i. Compost Ordinance

Staff have been having regular issues with compost both at the curb and at the compost facility. After consultation with the sheriff, we are asking the Council to consider the attached proposed ordinance for discussion at the October meeting.

ii. FYI - Building Permit Summary Report

iii. FYI - Park Project Status Report

9. Other Business

a. Next Meeting Date – October 12, 2020 at 7:00 p.m.

10. Adjournment



Wright County Sheriff's Office

Sheriff Sean Deringer

3800 Braddock Ave. NE, Buffalo, MN 55313
1-800-362-3667 Fax: 763-682-7610



Clearwater Monthly Report 2020

Printed on September 1, 2020

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
911 Hang-up Total: 1					
08/10/20 02:11	911 Hang-up	2020062174	911 Hang-up	WP20022249	911
911 Open Line Total: 2					
08/02/20 03:19	911 Open Line	2020059644			911
08/10/20 03:48	911 Open Line	2020062185			911
Agency Assist Total: 1					
08/11/20 15:43	Agency Assist	2020062609	Agency Assist	WP20022425	Phone
Animal Total: 2					
08/04/20 10:18	Animal	2020060293	Animal	WP20021627	Phone
08/11/20 20:27	Animal	2020062706	Animal	WP20022454	Phone
Animal - Bites - Attacks Total: 1					
08/17/20 18:14	Animal - Bites - Attacks	2020064627	Animal - Bites - Attacks	WP20023078	Phone
Check Welfare Total: 4					
08/02/20 18:33	Check Welfare	2020059811	Check Welfare	WP20021460	Phone
08/19/20 16:40	Check Welfare	2020065276	Check Welfare	WP20023298	Phone
08/20/20 08:56	Check Welfare	2020065464	Check Welfare	WP20023359	Phone
08/27/20 14:13	Check Welfare	2020067962	Check Welfare	WP20024123	Phone
Citizen Aid Total: 1					
08/06/20 15:54	Citizen Aid	2020061095			Phone
Civil Complaint Total: 1					
08/09/20 18:03	Civil Complaint	2020062077	Civil Child Custody	WP20022215	911
Civil Complaint; Citizen Aid Total: 1					
08/26/20 00:24	Civil Complaint; Citizen	2020067496	Civil Complaint	WP20023982	911
Civil Process Total: 13					
08/06/20 07:33	Civil Process	2020060942			Officer
08/07/20 09:13	Civil Process	2020061333			Officer
08/10/20 11:57	Civil Process	2020062254			Officer
08/11/20 09:33	Civil Process	2020062476			Officer
08/11/20 09:38	Civil Process	2020062479			Officer
08/15/20 16:03	Civil Process	2020063929			Officer
08/18/20 14:23	Civil Process	2020064892			Officer
08/20/20 08:38	Civil Process	2020065459			Officer
08/20/20 14:05	Civil Process	2020065571			Officer
08/24/20 14:05	Civil Process	2020066947			Officer

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
08/26/20 09:27	Civil Process	2020067550			Officer
08/26/20 09:44	Civil Process	2020067555			Officer
08/31/20 09:44	Civil Process	2020069291			Officer
Disorderly Total: 1					
08/01/20 17:57	Disorderly	2020059511	Disorderly	WP20021354	911
DNR Wildlife Violations Total: 1					
08/07/20 17:44	DNR Wildlife Violations	2020061509			911
Domestic Disturbance Total: 1					
08/13/20 17:49	Domestic Disturbance	2020063289	Domestic Disturbance	WP20022637	911
Drugs Total: 1					
08/28/20 21:34	Drugs	2020068487	Drugs	WP20024276	Phone
Dumping Total: 1					
08/18/20 12:32	Dumping	2020064855	Dumping	WP20023160	
Extra Patrol Total: 1					
08/17/20 15:37	Extra Patrol	2020064562	Extra Patrol	WP20023056	Phone
Fire - Other Total: 1					
08/31/20 07:30	Fire - Other	2020069248	Fire - Other	WP20024527	Phone
Fire - Structure Total: 1					
08/29/20 02:05	Fire - Structure	2020068571	Residential Fire Alarm	WP20024300	911
Fraud - Checks - Cards Total: 2					
08/13/20 16:16	Fraud - Checks - Cards	2020063248	Counterfeit Currency	WP20022624	Phone
08/13/20 16:18	Fraud - Checks - Cards	2020063250	Counterfeit Currency	WP20022625	Phone
Fraud - Forgery Total: 2					
08/16/20 17:17	Fraud - Forgery	2020064297	Counterfeit Currency	WP20022954	Phone
08/18/20 14:14	Fraud - Forgery	2020064889	Suspicious - Circumstances	WP20023170	Phone
Funeral Escort Total: 1					
08/14/20 09:10	Funeral Escort	2020063465			Phone
Info Total: 1					
08/12/20 22:34	Info	2020063053			Phone
Juvenile - Complaint Total: 5					
08/02/20 17:01	Juvenile - Complaint	2020059793	Juvenile - Complaint	WP20021450	Phone
08/11/20 11:55	Juvenile - Complaint	2020062523	Juvenile - Complaint	WP20022393	Phone
08/14/20 15:35	Juvenile - Complaint	2020063576	Juvenile - Complaint	WP20022730	Phone
08/16/20 23:01	Juvenile - Complaint	2020064386	Suspicious - Circumstances	WP20022990	Phone
08/27/20 19:41	Juvenile - Complaint	2020068086	Neighborhood Dispute	WP20024158	Phone
Lost - Found Property Total: 1					
08/15/20 19:31	Lost - Found Property	2020064005	Lost - Found Property	WP20022852	Phone

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
Medical - Allergies - Stings Total: 1					
08/19/20 15:24	Medical - Allergies -	2020065248			Phone
Medical - Breathing Problems Total: 1					
08/15/20 21:16	Medical - Breathing	2020064059	Medical - Breathing Problems	WP20022873	911
Medical - Carbon Monoxide Inhalation Total: 1					
08/15/20 23:24	Medical - Carbon	2020064106	Medical - Carbon Monoxide	WP20022892	911
Medical - Chest Pain Total: 1					
08/27/20 05:50	Medical - Chest Pain	2020067841			911
Medical - Fall Over 6 Feet Total: 1					
08/12/20 18:32	Medical - Fall Over 6	2020062983	Medical - Fall Over 6 Feet	WP20022547	911
Medical - Headache Total: 1					
08/16/20 21:20	Medical - Headache	2020064361			911
Medical - Psychiatric - Behavioral Total: 2					
08/30/20 19:52	Medical - Psychiatric -	2020069151	Medical - Psychiatric -	WP20024487	Phone
08/30/20 23:45	Medical - Psychiatric -	2020069217	Medical - Psychiatric -	WP20024515	Phone
Medical - Seizure Total: 1					
08/04/20 10:39	Medical - Seizure	2020060298			911
Medical - Sick Total: 2					
08/02/20 15:58	Medical - Sick	2020059783			911
08/14/20 17:56	Medical - Sick	2020063627	Death Investigation - Natural	WP20022747	911
Medical - Stroke Total: 1					
08/26/20 18:46	Medical - Stroke	2020067765	Medical - Unknown	WP20024061	911
Motorist Aid Total: 2					
08/04/20 22:30	Motorist Aid	2020060541			Phone
08/29/20 00:27	Motorist Aid	2020068547			Phone
MVA - Injuries Total: 1					
08/06/20 21:59	MVA - Injuries	2020061255	MVA - Car Deer	WP20021947	
MVA - No Injuries Total: 3					
08/01/20 17:54	MVA - No Injuries	2020059509	MVA - No Injuries	WP20021357	911
08/02/20 18:57	MVA - No Injuries	2020059816	MVA - No Injuries	WP20021462	
08/17/20 18:03	MVA - No Injuries	2020064624	MVA - No Injuries	WP20023076	
Noise Total: 4					
08/01/20 23:47	Noise	2020059615	Noise	WP20021391	
08/05/20 14:48	Noise	2020060712	Noise	WP20021770	
08/14/20 10:25	Noise	2020063476	Noise	WP20022696	
08/28/20 18:42	Noise	2020068430	Noise	WP20024253	
Phone Call Total: 1					
08/19/20 16:01	Phone Call	2020065263			Other

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
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Phone Call; Info Total: 1

08/21/20 15:33	Phone Call; Info	2020065970			Other
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Robbery; Suspicious - Circumstances Total: 1

08/07/20 01:59	Robbery; Suspicious -	2020061301	Suspicious - Person - Vehicle	WP20021958	911
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SIA Business Walk Through Total: 1

08/12/20 20:42	SIA Business Walk	2020063019			
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SIA City Council - City Hall Total: 1

08/10/20 17:59	SIA City Council - City	2020062339			Officer
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SIA Other Total: 4

08/20/20 14:33	SIA Other	2020065577			
08/22/20 01:25	SIA Other	2020066146			
08/23/20 02:09	SIA Other	2020066527			
08/28/20 10:49	SIA Other	2020068253			

SIA Parks Total: 7

08/06/20 13:43	SIA Parks	2020061046			
08/09/20 15:17	SIA Parks	2020062044			
08/14/20 22:08	SIA Parks	2020063711			
08/19/20 23:54	SIA Parks	2020065405			
08/20/20 12:13	SIA Parks	2020065519			
08/21/20 16:11	SIA Parks	2020065992			
08/31/20 08:10	SIA Parks	2020069257			

Suspicious - Circumstances Total: 7

08/07/20 17:04	Suspicious -	2020061492	Suspicious - Circumstances	WP20022008	Phone
08/12/20 21:14	Suspicious -	2020063035	Suspicious - Circumstances	WP20022559	Phone
08/16/20 21:01	Suspicious -	2020064351	Suspicious - Circumstances	WP20022980	Phone
08/18/20 18:07	Suspicious -	2020064959	Suspicious - Circumstances	WP20023199	Phone
08/20/20 23:10	Suspicious -	2020065757	Suspicious - Circumstances	WP20023449	911
08/26/20 18:10	Suspicious -	2020067750	Noise	WP20024054	911
08/29/20 06:41	Suspicious -	2020068600	Suspicious - Circumstances	WP20024313	Phone

Suspicious - Person - Vehicle Total: 7

08/01/20 17:06	Suspicious - Person -	2020059485	Suspicious - Person - Vehicle	WP20021345	Phone
08/03/20 23:19	Suspicious - Person -	2020060208	Suspicious - Person - Vehicle	WP20021599	Phone
08/04/20 20:35	Suspicious - Person -	2020060513	Suspicious - Person - Vehicle	WP20021703	Phone
08/17/20 10:36	Suspicious - Person -	2020064459	Suspicious - Person - Vehicle	WP20023018	Phone
08/24/20 20:19	Suspicious - Person -	2020067088	Intoxicated Person	WP20023859	Phone
08/28/20 21:09	Suspicious - Person -	2020068479	Suspicious - Person - Vehicle	WP20024271	Phone
08/30/20 07:53	Suspicious - Person -	2020068942	Suspicious - Person - Vehicle	WP20024428	Phone

Theft - From Vehicle Total: 1

08/18/20 17:19	Theft - From Vehicle	2020064940	Theft - From Vehicle	WP20023194	Phone
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Theft - Shoplifting Total: 2

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
08/13/20 15:40	Theft - Shoplifting	2020063242	Theft - Shoplifting	WP20022622	Phone
08/13/20 16:54	Theft - Shoplifting	2020063263	Theft - Shoplifting	WP20022628	

Threats Total: 1

08/10/20 11:23	Threats	2020062249	Threats	WP20022276	Phone
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Traffic - Complaint Total: 4

08/04/20 17:36	Traffic - Complaint	2020060447	Traffic - Complaint	WP20021683	Phone
08/12/20 17:24	Traffic - Complaint	2020062965	Traffic - Complaint	WP20022539	Phone
08/14/20 07:59	Traffic - Complaint	2020063447	Traffic - Complaint	WP20022687	Phone
08/14/20 13:03	Traffic - Complaint	2020063524	Traffic - Complaint	WP20022708	

Traffic Stop Total: 52

08/01/20 17:34	Traffic Stop	2020059499			Officer
08/03/20 22:47	Traffic Stop	2020060199			Officer
08/03/20 23:51	Traffic Stop	2020060215			Officer
08/04/20 23:56	Traffic Stop	2020060564			Officer
08/05/20 21:10	Traffic Stop	2020060849			Officer
08/06/20 23:52	Traffic Stop	2020061275			Officer
08/07/20 23:08	Traffic Stop	2020061619			Officer
08/09/20 23:13	Traffic Stop	2020062157			Officer
08/10/20 23:19	Traffic Stop	2020062418			Officer
08/13/20 00:19	Traffic Stop	2020063073			Officer
08/14/20 20:54	Traffic Stop	2020063691			Officer
08/14/20 21:45	Traffic Stop	2020063705	Traffic Stop	WP20022762	Officer
08/14/20 23:18	Traffic Stop	2020063735			Officer
08/15/20 15:57	Traffic Stop	2020063926			Officer
08/15/20 17:53	Traffic Stop	2020063969	Traffic Stop	WP20022845	Officer
08/17/20 14:55	Traffic Stop	2020064541			Officer
08/17/20 15:02	Traffic Stop	2020064544			Officer
08/17/20 15:25	Traffic Stop	2020064556			Officer
08/18/20 05:08	Traffic Stop	2020064750			Officer
08/19/20 18:47	Traffic Stop	2020065318			Officer
08/19/20 21:22	Traffic Stop	2020065372	Traffic Stop	WP20023333	Officer
08/19/20 22:43	Traffic Stop	2020065389	Traffic Stop	WP20023336	Officer
08/20/20 19:33	Traffic Stop	2020065698			Officer
08/21/20 00:34	Traffic Stop	2020065773	Traffic Stop	WP20023455	Officer
08/21/20 01:14	Traffic Stop	2020065785			Officer
08/21/20 20:26	Traffic Stop	2020066078			Officer
08/21/20 22:31	Traffic Stop	2020066121			Officer
08/21/20 22:45	Traffic Stop	2020066124			Officer
08/22/20 00:43	Traffic Stop	2020066141			Officer
08/22/20 02:39	Traffic Stop	2020066155	Traffic Stop	WP20023564	Officer
08/22/20 21:03	Traffic Stop	2020066443			Officer
08/22/20 21:40	Traffic Stop	2020066459	Traffic Stop	WP20023659	Officer
08/23/20 01:44	Traffic Stop	2020066523			Officer
08/24/20 02:02	Traffic Stop	2020066825	Drugs	WP20023768	Officer
08/24/20 02:44	Traffic Stop	2020066827			Officer

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
08/24/20 17:11	Traffic Stop	2020067003			Officer
08/24/20 17:27	Traffic Stop	2020067016			Officer
08/25/20 23:06	Traffic Stop	2020067483			Officer
08/26/20 23:04	Traffic Stop	2020067814	Traffic Stop	WP20024077	Officer
08/27/20 18:34	Traffic Stop	2020068058	Traffic Stop	WP20024145	Officer
08/27/20 23:35	Traffic Stop	2020068156			Officer
08/28/20 18:10	Traffic Stop	2020068419			Officer
08/29/20 01:16	Traffic Stop	2020068561	Traffic Stop	WP20024297	Officer
08/29/20 18:10	Traffic Stop	2020068783			Officer
08/29/20 22:34	Traffic Stop	2020068881			Officer
08/30/20 01:58	Traffic Stop	2020068918			Officer
08/30/20 21:46	Traffic Stop	2020069187	Traffic Stop	WP20024508	Officer
08/30/20 23:13	Traffic Stop	2020069215			Officer
08/31/20 20:50	Traffic Stop	2020069505	Traffic Stop	WP20024615	Officer
08/31/20 21:09	Traffic Stop	2020069514			Officer
08/31/20 21:31	Traffic Stop	2020069529	DUI	WP20024624	Officer
08/31/20 22:49	Traffic Stop	2020069551			Officer

Trespass Total: 1

08/25/20 12:36	Trespass	2020067279	Suspicious - Circumstances	WP20023916	911
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Unwanted Person Total: 1

08/02/20 23:25	Unwanted Person	2020059880	Unwanted Person	WP20021484	911
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Warrant - Attempt Total: 1

08/19/20 18:31	Warrant - Attempt	2020065312			
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Total Records: 162

CITY OF CLEARWATER

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Payments

Current Period: September 2020

Payment Batch 09/13/20 PAY \$90,065.78

Refer	11562 <u>ALLINA</u>	Ck# 022646	9/14/2020		
Cash Payment	E 230-42200-209 Medical Training	3RD QTRQ			\$1,005.07
Invoice	II10026935	7/31/2020			
Transaction Date	9/3/2020	Due 0	LAKE CENTRAL BA	10100	Total \$1,005.07
Refer	11558 <u>ALLSTATE PARTS OF SAUK RAPID</u>	Ck# 022647	9/14/2020		
Cash Payment	E 100-43210-414 02 Sterling Plow Truck	MUDFLAP			\$26.22
Invoice					
Transaction Date	9/3/2020	Due 0	LAKE CENTRAL BA	10100	Total \$26.22
Refer	184 <u>ANGELA MAJESKI</u>	Ck# 022648	9/14/2020		
Cash Payment	E 240-45300-906 Contractual Reimb Fine/	Rental Deposit Reimb8/8/20			\$100.00
Invoice					
Transaction Date	8/13/2020	Due 0	LAKE CENTRAL BA	10100	Total \$100.00
Refer	11566 <u>ANNITA SMYTHE</u>	Ck# 022649	9/14/2020		
Cash Payment	E 100-41410-331 Travel Expenses	election travel			\$25.07
Invoice					
Cash Payment	E 100-41410-123 Operating Supplies	election breakfast			\$10.98
Invoice					
Transaction Date	9/8/2020	Due 0	LAKE CENTRAL BA	10100	Total \$36.05
Refer	11577 <u>ARNOLDS EQUIPMENT</u>	Ck# 022650	9/14/2020		
Cash Payment	E 240-45300-307 Repair & Maintenance C	INVOICE # P12928, P13154, P13957			\$264.33
Invoice					
Transaction Date	9/9/2020	Due 0	LAKE CENTRAL BA	10100	Total \$264.33
Refer	176 <u>BETTY LOEHR</u>	Ck# 022651	9/14/2020		
Cash Payment	E 100-41410-331 Travel Expenses	election judge travel			\$25.07
Invoice					
Cash Payment	E 100-41410-111 Other Wages	election judge/training			\$121.00
Invoice					
Transaction Date	8/13/2020	Due 0	LAKE CENTRAL BA	10100	Total \$146.07
Refer	195 <u>BEUNING, LLC</u>	Ck# 022652	9/14/2020		
Cash Payment	E 100-45200-126 Rental/Lease	LIBRARY RENT			\$1,390.00
Invoice					
Cash Payment	E 100-45200-205 Taxes and Assessments	TAXES			\$232.31
Invoice					
Cash Payment	E 100-45200-305 Contracted Services	LAWN CARE			\$100.00
Invoice					
Cash Payment	E 100-45200-362 Property Ins	INSURANCE			\$119.91
Invoice					
Cash Payment	E 100-45200-382 Utilities	UTILITIES			\$18.56
Invoice					
Transaction Date	8/18/2020	Due 0	LAKE CENTRAL BA	10100	Total \$1,860.78
Refer	193 <u>BIG STATE INDUSTRIAL SUPPLY</u>	Ck# 022653	9/14/2020		
Cash Payment	E 100-43200-123 Operating Supplies	safety glasses			\$561.92
Invoice					
Cash Payment	E 100-43200-240 Small Tools and Minor E	drill set, ear plugs			\$623.46
Invoice					

CITY OF CLEARWATER

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Payments

Current Period: September 2020

Transaction Date	8/13/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$1,185.38
Refer	11531 <u>BOLTON & MENK, INC.</u>		<u>Ck# 022654 9/14/2020</u>			
Cash Payment	E 100-41700-303 Engineering Fees		CE PLAT 8			\$1,575.00
Invoice	0255372	8/17/2020				
Cash Payment	E 100-41700-303 Engineering Fees		BLAINE BROS			\$87.50
Invoice	0255371	8/17/2020				
Cash Payment	E 416-43100-303 Engineering Fees		SE STREET IMPROVEMENT			\$165.00
Invoice	0255369	8/17/2020				
Transaction Date	8/31/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$1,827.50
Refer	185 <u>BRIAN WESSEL</u>		<u>Ck# 022655 9/14/2020</u>			
Cash Payment	E 240-45300-906 Contractual Reimb Fine/		Rental Deposit Reimb 8/9/20			\$100.00
Invoice						
Transaction Date	8/13/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$100.00
Refer	11578 <u>CENTRAL MCGOWAN</u>		<u>Ck# 022656 9/14/2020</u>			
Cash Payment	E 100-43200-123 Operating Supplies		CYLINDRAL RENTAL			\$9.30
Invoice	00092332	8/31/2020				
Transaction Date	9/9/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$9.30
Refer	197 <u>CINTAS</u>		<u>Ck# 022657 9/14/2020</u>			
Cash Payment	E 100-43200-305 Contracted Services		PW CLEANING SVCS JUNE			\$185.42
Invoice						
Cash Payment	E 100-41000-125 Cleaning Service-Unifor		CITY HALL CLEANING SVC RUGS			\$0.00
Invoice						
Cash Payment	E 800-45200-125 Cleaning Service-Unifor		LIBRARY CLEANING SVCS RUGS			\$0.00
Invoice						
Cash Payment	E 100-43200-305 Contracted Services		PW CLEANING SVCS JULY			\$354.99
Invoice						
Cash Payment	E 100-41000-125 Cleaning Service-Unifor		CITY HALL CLEANING SVCS			\$0.00
Invoice						
Cash Payment	E 800-45200-125 Cleaning Service-Unifor		LIBRARY CLEANING SVCS			\$0.00
Invoice						
Cash Payment	E 100-43200-305 Contracted Services		PW CLEANING SVCS 8/31			\$264.64
Invoice						
Cash Payment	E 100-43200-305 Contracted Services		PW CLEANING SVS\CS			\$75.12
Invoice						
Transaction Date	8/18/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$880.17
Refer	213 <u>CITY OF CLEARWATER</u>		<u>Ck# 022658 9/14/2020</u>			
Cash Payment	E 100-41000-307 Repair & Maintenance C		door permit C20-074			\$90.10
Invoice						
Transaction Date	8/24/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$90.10
Refer	170 <u>CLEAR LAKE/CLWTER SEWER AU</u>		<u>Ck# 022659 9/14/2020</u>			
Cash Payment	E 601-49450-300 Sewer Usage		Sewer Flow July 2020			\$31,755.88
Invoice						
Cash Payment	E 601-49450-300 Sewer Usage		Sewer Flow Aug 2020			\$29,076.80
Invoice						
Transaction Date	8/13/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$60,832.68
Refer	188 <u>CLEARWATER PARTS CITY AUTO</u>		<u>Ck# 022660 9/14/2020</u>			

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Cash Payment	E 100-43210-416 94 Dodge 1 Ton	AIR FILTER/15-04 CAS	\$50.01
Invoice	00620461845	8/6/2020	
Cash Payment	E 100-43210-415 2004 CHEV	AIR MASS SENSOR	\$106.65
Invoice	00620462675	8/13/2020	
Cash Payment	E 601-49450-123 Operating Supplies	U BT	\$2.99
Invoice	00620462690	8/13/2020	
Cash Payment	E 240-45300-123 Operating Supplies	FUEL MIX	\$23.99
Invoice	00620463288	8/18/2020	
Cash Payment	E 100-41000-307 Repair & Maintenance C	LOCK LUBE, GRAPHITE	\$15.47
Invoice	00620464348	8/26/2020	
Cash Payment	E 100-41000-123 Operating Supplies	KEYS	\$11.16
Invoice	00620463613	8/20/2020	
Cash Payment	E 100-43200-123 Operating Supplies	SYRINGE	\$8.49
Invoice	00620464517	8/27/2020	
Cash Payment	E 100-43200-123 Operating Supplies	HARDWARE 1 PC	\$1.00
Invoice	00620464518	8/27/2020	
Cash Payment	E 100-43200-123 Operating Supplies	HAZMAT	\$82.25
Invoice	00620464530	8/27/2020	
Transaction Date	8/13/2020	Due 0 LAKE CENTRAL BA 10100	Total \$302.01
Refer	203 CLEARWATER RENTAL CENTER Ck# 022661 9/14/2020		
Cash Payment	E 601-49450-307 Repair & Maintenance C	MANHOLE REPAIR BY BLAINE	\$240.00
Invoice		8/4/2020	
Transaction Date	8/20/2020	Due 0 LAKE CENTRAL BA 10100	Total \$240.00
Refer	192 CLEARWATER TRAVEL PLAZA Ck# 022662 9/14/2020		
Cash Payment	E 100-43200-212 Motor Fuels		\$62.24
Invoice			
Cash Payment	E 240-45300-212 Motor Fuels		\$33.77
Invoice			
Cash Payment	E 240-45300-212 Motor Fuels		\$26.54
Invoice			
Cash Payment	E 100-43200-212 Motor Fuels		\$72.51
Invoice			
Cash Payment	E 600-49400-212 Motor Fuels		\$62.53
Invoice			
Cash Payment	E 601-49450-212 Motor Fuels		\$58.31
Invoice			
Cash Payment	E 601-49450-212 Motor Fuels		\$30.78
Invoice			
Cash Payment	E 600-49400-212 Motor Fuels		\$17.39
Invoice			
Cash Payment	E 601-49450-212 Motor Fuels		\$102.23
Invoice			
Cash Payment	E 600-49400-212 Motor Fuels		\$55.33
Invoice			
Cash Payment	E 100-43200-212 Motor Fuels		\$14.61
Invoice			
Cash Payment	E 601-49450-212 Motor Fuels		\$59.39
Invoice			

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Cash Payment	E 600-49400-212 Motor Fuels					\$33.39
Invoice						
Cash Payment	E 230-42200-212 Motor Fuels					\$28.38
Invoice						
Cash Payment	E 600-49400-212 Motor Fuels					\$58.80
Invoice						
Cash Payment	E 601-49450-212 Motor Fuels					\$54.00
Invoice						
Cash Payment	E 230-42200-212 Motor Fuels					\$28.98
Invoice						
Cash Payment	E 601-49450-212 Motor Fuels					\$60.79
Invoice						
Cash Payment	E 600-49400-212 Motor Fuels					\$64.41
Invoice						
Cash Payment	E 100-43100-212 Motor Fuels					\$62.79
Invoice						
Cash Payment	E 100-43200-212 Motor Fuels					\$94.29
Invoice						
Transaction Date	8/13/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$1,081.46
Refer	11559 CLEARWATER TRUCK CENTER		Ck# 022663	9/14/2020		
Cash Payment	E 100-43200-123 Operating Supplies		NYLON TUBING			\$1.36
Invoice	485784	8/20/2020				
Transaction Date	9/3/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$1.36
Refer	202 COBORNS INC.		Ck# 022664	9/14/2020		
Cash Payment	E 230-42200-123 Operating Supplies		SUPPLIES june			\$268.73
Invoice		8/1/2020				
Cash Payment	E 230-42200-123 Operating Supplies		supplies august			\$66.77
Invoice		9/1/2020				
Transaction Date	8/20/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$335.50
Refer	11576 COILS FLAGS AND FLAGPOLES		Ck# 022665	9/14/2020		
Cash Payment	E 100-41000-123 Operating Supplies		US FLAG			\$35.50
Invoice	5355	9/2/2020				
Transaction Date	9/9/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$35.50
Refer	11580 CONTINENTAL RESEARCH CORP		Ck# 022666	9/14/2020		
Cash Payment	E 601-49450-307 Repair & Maintenance C		BACTO DOSE			\$545.00
Invoice	0018382	9/2/2020				
Transaction Date	9/9/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$545.00
Refer	222 DALES CONTRACTING		Ck# 022667	9/14/2020		
Cash Payment	E 240-45300-307 Repair & Maintenance C		BOULDER			\$3,446.74
Invoice	31972	8/12/2020				
Transaction Date	8/31/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$3,446.74
Refer	11530 DAVID NELSON		Ck# 022668	9/14/2020		
Cash Payment	E 240-45300-906 Contractual Reimb Fine/		RENTAL DEP REIMB 8-15-20			\$100.00
Invoice						
Transaction Date	8/31/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$100.00
Refer	182 DONNA MAE HEATON		Ck# 022669	9/14/2020		

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Cash Payment	E 100-41410-111 Other Wages	election judge/training			\$209.00
Invoice					
Transaction Date	8/13/2020	Due 0	LAKE CENTRAL BA	10100	Total \$209.00
Refer	205 DYNA SYSTEMS		Ck# 022670	9/14/2020	
Cash Payment	E 100-43200-123 Operating Supplies	CRYOSTEP REAMER			\$107.15
Invoice 23571615 8/4/2020					
Cash Payment	E 100-43200-123 Operating Supplies	BANDSAW BLADE			\$281.21
Invoice 23576970 8/19/2020					
Transaction Date	8/20/2020	Due 0	LAKE CENTRAL BA	10100	Total \$388.36
Refer	183 ECKERMAN, HEIDI		Ck# 022671	9/14/2020	
Cash Payment	E 100-41410-111 Other Wages	election judge/training/setup			\$306.00
Invoice					
Transaction Date	8/13/2020	Due 0	LAKE CENTRAL BA	10100	Total \$306.00
Refer	11561 EMERGENCY RESPONSE SOLUTI		Ck# 022672	9/14/2020	
Cash Payment	E 230-42200-230 Repairs & Maint - Bldg	GAS MONITOR/MSA			\$325.96
Invoice 15873 8/27/2020					
Transaction Date	9/3/2020	Due 0	LAKE CENTRAL BA	10100	Total \$325.96
Refer	221 FIDELITY SECURITY LIFE		Ck# 022673	9/14/2020	
Cash Payment	E 100-41400-131 Employer Paid Health	VISION PREMIUM DP			\$4.32
Invoice					
Cash Payment	E 100-43200-131 Employer Paid Health	VISION PREMIUM PW			\$41.25
Invoice					
Cash Payment	E 100-41100-131 Employer Paid Health	VISION PREMIUM AS			\$11.23
Invoice					
Cash Payment	E 100-41400-131 Employer Paid Health	VISION PREMIUM SJ			\$4.32
Invoice					
Transaction Date	8/31/2020	Due 0	LAKE CENTRAL BA	10100	Total \$61.12
Refer	11563 GOPHER STATE ONE-CALL		Ck# 022674	9/14/2020	
Cash Payment	E 601-49450-151 W/S Locates	FAX TICKETS			\$22.95
Invoice 0080293 8/31/2020					
Transaction Date	9/3/2020	Due 0	LAKE CENTRAL BA	10100	Total \$22.95
Refer	206 GRANITE WATER WORKS INC.		Ck# 022675	9/14/2020	
Cash Payment	E 600-49400-307 Repair & Maintenance C	HYD GREASE			\$37.45
Invoice 120187 8/5/2020					
Transaction Date	8/20/2020	Due 0	LAKE CENTRAL BA	10100	Total \$37.45
Refer	219 HACH COMPANY		Ck# 022676	9/14/2020	
Cash Payment	E 600-49400-123 Operating Supplies	PIPET TIP			\$54.36
Invoice 12078895 8/14/2020					
Cash Payment	E 600-49400-123 Operating Supplies	SPADNS REAGANT SOLN			\$30.95
Invoice 12078895 8/14/2020					
Cash Payment	E 600-49400-123 Operating Supplies	DPD FREE CHLORINE			\$22.69
Invoice 12078895 8/14/2020					
Cash Payment	E 600-49400-123 Operating Supplies	FREIGHT			\$28.59
Invoice 12078895 8/14/2020					
Transaction Date	8/31/2020	Due 0	LAKE CENTRAL BA	10100	Total \$136.59
Refer	11579 HANDYMANS, INC		Ck# 022677	9/14/2020	

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Cash Payment	E 240-45300-307 Repair & Maintenance C	LIONS TOILET REPAIR				\$48.42
Invoice	220081	8/31/2020				
Transaction Date	9/9/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$48.42
Refer	217 HAWKINS, INC	Ck# 022678	9/14/2020			
Cash Payment	E 600-49400-123 Operating Supplies	water dpmt LPC-5, HYDRO ACID				\$755.30
Invoice	4773607	8/12/2020				
Transaction Date	8/31/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$755.30
Refer	11551 JOYLEENE STAHL	Ck# 022679	9/14/2020			
Cash Payment	E 100-41000-120 Refunds & Reimburseme	FOOD TRUCK REFUND				\$210.00
Invoice						
Transaction Date	9/2/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$210.00
Refer	179 JULYANN GRANZOW	Ck# 022680	9/14/2020			
Cash Payment	E 100-41410-111 Other Wages	election judge/training				\$198.00
Invoice						
Transaction Date	8/13/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$198.00
Refer	212 LANDFORM PROFESSIONAL SVC	Ck# 022681	9/14/2020			
Cash Payment	E 100-41920-313 City Planner Fees	CE Plat 8				\$669.50
Invoice	30756	8/6/2020				
Cash Payment	E 100-41920-313 City Planner Fees	1100 Main St				\$51.50
Invoice	30756	8/6/2020				
Cash Payment	E 100-41920-313 City Planner Fees	City Meetings				\$103.00
Invoice	30756	8/6/2020				
Transaction Date	8/24/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$824.00
Refer	181 LANGVA, KATHRYN	Ck# 022682	9/14/2020			
Cash Payment	E 100-41410-111 Other Wages	election judge/training				\$115.50
Invoice						
Transaction Date	8/13/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$115.50
Refer	11568 LEIVISKA DISC GOLF DESIGN LLC	Ck# 022683	9/14/2020			
Cash Payment	E 100-41000-120 Refunds & Reimburseme	LIQOUR LICENSE REIMB				\$761.25
Invoice						
Transaction Date	9/8/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$761.25
Refer	11555 MARKLOWITZ, BECKY	Ck# 022684	9/14/2020			
Cash Payment	E 100-41000-305 Contracted Services	CITY HALL CLEANING SVC				\$250.00
Invoice						
Cash Payment	E 100-45200-305 Contracted Services	LIBRARY CLEANING SVC				\$185.00
Invoice						
Cash Payment	E 240-45300-305 Contracted Services	LIONS PARK CLEANING SVC				\$50.00
Invoice						
Cash Payment	E 230-42200-305 Contracted Services	FIRE DEPT CLEANING SVC				\$60.00
Invoice						
Cash Payment	E 240-45300-305 Contracted Services	SPORTSMANS PARK CLEANING				\$120.00
Invoice						
Transaction Date	9/3/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$665.00
Refer	180 MARY WILSON	Ck# 022685	9/14/2020			
Cash Payment	E 100-41410-111 Other Wages	election judge/training				\$198.00
Invoice						

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Transaction Date	8/13/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$198.00
Refer	210 <u>MENARDS - ST.CLOUD</u>		<u>Ck# 022686 9/14/2020</u>			
Cash Payment	E 601-49450-307	Repair & Maintenance C	MANHOLE REPAIR			\$88.80
Invoice	47995	8/4/2020				
Cash Payment	E 240-45300-123	Operating Supplies	FACE MASK			\$0.79
Invoice	47992	8/4/2020				
Transaction Date	8/24/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$89.59
Refer	11564 <u>MICHAEL HOLMSTROM JR</u>		<u>Ck# 022687 9/14/2020</u>			
Cash Payment	E 601-49450-120	Refunds & Reimburseme	M. HOLMSTROM			\$139.49
Invoice						
Cash Payment	E 600-49400-120	Refunds & Reimburseme	M. HOLMSTROM			\$93.00
Invoice						
Transaction Date	9/3/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$232.49
Refer	198 <u>MIDWEST MACHINERY CO</u>		<u>Ck# 022688 9/14/2020</u>			
Cash Payment	E 240-45300-123	Operating Supplies	MOWER BLADES			\$69.30
Invoice	2204979	7/30/2020				
Cash Payment	E 240-45300-307	Repair & Maintenance C	SPINDLE, V-BELT			\$356.61
Invoice	2161824	6/3/2020				
Cash Payment	E 240-45300-123	Operating Supplies	MOWER BLADES			\$207.90
Invoice	2210436	8/6/2020				
Transaction Date	8/18/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$633.81
Refer	11584 <u>MIMBACH FLEET SUPPLY</u>		<u>Ck# 022689 9/14/2020</u>			
Cash Payment	E 100-43200-123	Operating Supplies	PVC, CEMENT			\$14.98
Invoice	168494	8/25/2020				
Cash Payment	E 100-43200-123	Operating Supplies	VAC FILTER, TEST PLUG			\$18.98
Invoice	168494	8/25/2020				
Cash Payment	E 100-43200-307	Repair & Maintenance C	JD BLADE			\$119.94
Invoice	168494	8/25/2020				
Cash Payment	E 100-43200-123	Operating Supplies	AMINE, ACRR, PESTICIDE, GOPHER KILLER			\$221.64
Invoice	168494	8/25/2020				
Cash Payment	E 100-43200-123	Operating Supplies	OTHER			\$262.31
Invoice	168494	8/25/2020				
Transaction Date	9/9/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$637.85
Refer	11569 <u>MOTOROLA</u>		<u>Ck# 022690 9/14/2020</u>			
Cash Payment	E 230-42200-123	Operating Supplies	BATT IMPRES			\$330.00
Invoice						
Transaction Date	9/8/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$330.00
Refer	11560 <u>MUNICIPAL EMERGENCY SERVIC</u>		<u>Ck# 022691 9/14/2020</u>			
Cash Payment	E 230-42200-123	Operating Supplies	GEAR			\$1,601.97
Invoice	IN1491467	8/26/2020				
Transaction Date	9/3/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$1,601.97
Refer	11528 <u>NCPERS</u>		<u>Ck# 022692 9/14/2020</u>			
Cash Payment	G 100-21708	Life Insurance	9/1/20 - 9/30/20 COVERAGE			\$48.00
Invoice	389600092020	8/13/2020				
Transaction Date	8/31/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$48.00
Refer	186 <u>NELSON SANITATION & RENTAL I</u>		<u>Ck# 022693 9/14/2020</u>			

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Cash Payment	E 240-45300-383 Sanitation	LIONS PARK		\$99.00
Invoice A-58634	8/7/2020			
Cash Payment	E 240-45300-383 Sanitation	SPRING PARK		\$99.00
Invoice A-58635	8/7/2020			
Cash Payment	E 240-45300-383 Sanitation	RIVER PARK + DELIVERY CHARGE		\$119.00
Invoice A-58636	8/7/2020			
Cash Payment	E 240-45300-383 Sanitation	RIVER PARK		\$99.00
Invoice A-59556	8/27/2020			
Cash Payment	E 240-45300-383 Sanitation	LIONS PARK		\$99.00
Invoice A-59554	8/27/2020			
Cash Payment	E 240-45300-383 Sanitation	SPRING PARK		\$99.00
Invoice A-59555	8/27/2020			
Transaction Date	8/13/2020	Due 0 LAKE CENTRAL BA 10100	Total	\$614.00
Refer	<u>187 NORTHERN TOOL & EQUIPMENT</u>	<u>Ck# 022694 9/14/2020</u>		
Cash Payment	E 100-43200-123 Operating Supplies	SAFETY VESTS (2)		\$36.57
Invoice 4162048628	8/12/2020			
Transaction Date	8/13/2020	Due 0 LAKE CENTRAL BA 10100	Total	\$36.57
Refer	<u>208 NOW IT CONNECTS, INC</u>	<u>Ck# 022695 9/14/2020</u>		
Cash Payment	E 100-41000-305 Contracted Services	new user setup 8/4		\$27.50
Invoice 20491	8/21/2020			
Cash Payment	E 100-41000-305 Contracted Services	new user setup 8/11		\$55.00
Invoice 20491	8/21/2020			
Cash Payment	E 100-41000-305 Contracted Services	MANAGED SERVICES		\$159.97
Invoice 20635	9/1/2020			
Cash Payment	E 100-41000-305 Contracted Services	ONLINE BACKUP		\$115.15
Invoice 20635	9/1/2020			
Cash Payment	E 100-41000-305 Contracted Services	MISC SERVICES		\$226.00
Invoice 20635	9/1/2020			
Transaction Date	8/24/2020	Due 0 LAKE CENTRAL BA 10100	Total	\$583.62
Refer	<u>11582 PREMIUM WATERS, INC.</u>	<u>Ck# 022696 9/14/2020</u>		
Cash Payment	E 100-43200-123 Operating Supplies	BOTTLED WATER		\$14.40
Invoice 300444324	8/31/2020			
Transaction Date	9/9/2020	Due 0 LAKE CENTRAL BA 10100	Total	\$14.40
Refer	<u>200 QUADIENT INC.</u>	<u>Ck# 022697 9/14/2020</u>		
Cash Payment	E 100-41000-322 Postage	LEASE PMT		\$107.39
Invoice N8425746	8/6/2020			
Cash Payment	E 601-49450-322 Postage	LEASEPMT		\$150.35
Invoice N8425746	8/6/2020			
Cash Payment	E 603-43200-322 Postage	LEASE PMT		\$21.48
Invoice N8425746	8/6/2020			
Cash Payment	E 600-49400-322 Postage	LEASE PMT		\$150.35
Invoice N8425746	8/6/2020			
Transaction Date	8/18/2020	Due 0 LAKE CENTRAL BA 10100	Total	\$429.57
Refer	<u>171 QUILL CORPORATION</u>	<u>Ck# 022698 9/14/2020</u>		
Cash Payment	E 100-41000-123 Operating Supplies	quill pen		\$6.58
Invoice 9109438	7/30/2020			
Cash Payment	E 100-41000-123 Operating Supplies	staples		\$3.50
Invoice 9109438	7/30/2020			

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Cash Payment	E 100-41000-123 Operating Supplies	3.5 exp pocket folders		\$17.41
Invoice	9109438	7/30/2020		
Cash Payment	E 100-41000-123 Operating Supplies	pocket poly		\$20.71
Invoice	9109438	7/30/2020		
Cash Payment	E 100-41000-123 Operating Supplies	gold sticker		\$4.19
Invoice	9291494	8/6/2020		
Cash Payment	E 100-41000-123 Operating Supplies	80 lb white paper		\$17.49
Invoice	9248710	8/5/2020		
Cash Payment	E 100-41000-123 Operating Supplies	cream bistol cardstock		\$13.79
Invoice	9289587	8/6/2020		
Cash Payment	E 100-41000-123 Operating Supplies	clorox wipes		\$30.30
Invoice	9542441	8/13/2020		
Cash Payment	E 100-43200-123 Operating Supplies	INK - PW		\$37.75
Invoice	9731732	8/19/2020		
Cash Payment	E 240-45300-123 Operating Supplies	TRASH BAGS - PARKS		\$16.74
Invoice	9731732	8/19/2020		
Cash Payment	E 100-41000-123 Operating Supplies	BATH TISSUE		\$27.10
Invoice	9731732	8/19/2020		
Cash Payment	E 100-41000-123 Operating Supplies	BINDER CLIPS		\$24.62
Invoice	9731732	8/19/2020		
Cash Payment	E 100-41410-123 Operating Supplies	CLASSIC ROAST - ELECTION		\$12.58
Invoice	9731732	8/19/2020		
Cash Payment	E 240-45300-123 Operating Supplies	PAPER TOWELS - PARKS		\$32.91
Invoice	9731732	8/19/2020		
Cash Payment	E 100-41000-123 Operating Supplies	clorox wipes		\$21.12
Invoice	10095673	9/1/2020		
Transaction Date	8/13/2020	Due 0	LAKE CENTRAL BA 10100	Total \$286.79
Refer	11581 S & A REPAIR		Ck# 022699 9/14/2020	
Cash Payment	E 240-45300-307 Repair & Maintenance C	TIRES FOR JOHN DEERE 1455		\$116.41
Invoice	J006181	8/24/2020		
Transaction Date	9/9/2020	Due 0	LAKE CENTRAL BA 10100	Total \$116.41
Refer	11529 SANDY SCHREINER		Ck# 022700 9/14/2020	
Cash Payment	E 240-45300-906 Contractual Reimb Fine/	RENTAL DEP REIMB 8/16/20		\$100.00
Invoice				
Transaction Date	8/31/2020	Due 0	LAKE CENTRAL BA 10100	Total \$100.00
Refer	11527 STATE OF MINNESOTA		Ck# 022701 9/14/2020	
Cash Payment	E 600-49400-306 MDS TEST FEE	QTR 3 FEE		\$1,618.00
Invoice				
Transaction Date	8/31/2020	Due 0	LAKE CENTRAL BA 10100	Total \$1,618.00
Refer	11575 SYLVA CORPORATION INC		Ck# 022702 9/14/2020	
Cash Payment	E 270-41000-305 Contracted Services	FALL PROTECT EQUIP SPORTSMANS		\$2,052.50
Invoice	64350	8/26/2020		
Transaction Date	9/9/2020	Due 0	LAKE CENTRAL BA 10100	Total \$2,052.50
Refer	204 TRAUT WELLS, INC		Ck# 022703 9/14/2020	
Cash Payment	E 600-49400-902 Water or WW Testing Fe	WATER TEST 201463		\$25.00
Invoice	329042	8/13/2020		
Cash Payment	E 600-49400-902 Water or WW Testing Fe	WATER TEST 201540		\$25.00
Invoice	329236	8/18/2020		

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Payments

Current Period: September 2020

Transaction Date	8/20/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$50.00
Refer	11557 TRI-COUNTY LUMBER		Ck# 022704 9/14/2020			
Cash Payment	E 240-45300-307	Repair & Maintenance C	CONCRETE MIX			\$58.52
Invoice	2007-611505					
Cash Payment	E 240-45300-307	Repair & Maintenance C	DRYWALL			\$122.78
Invoice	2008-613180					
Cash Payment	E 240-45300-307	Repair & Maintenance C	CDX			\$40.91
Invoice						
Transaction Date	9/3/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$222.21
Refer	175 WILLIAM SCHINDELE		Ck# 022705 9/14/2020			
Cash Payment	E 100-41100-331	Travel Expenses	election judge travel			\$29.10
Invoice						
Cash Payment	E 100-41410-111	Other Wages	election judge/training			\$242.00
Invoice						
Transaction Date	8/13/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$271.10
Refer	11583 WRIGHT COUNTY AUDITOR/TREA		Ck# 022706 9/14/2020			
Cash Payment	E 417-41410-123	Operating Supplies	PROTECTIVE SHIELDS			\$157.78
Invoice	ELECT 20-9 8/25/2020					
Transaction Date	9/9/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$157.78
Refer	11565 ZIEGLER		Ck# 022707 9/14/2020			
Cash Payment	E 100-41410-123	Operating Supplies	AIR CONDITIONER RENTAL			\$225.00
Invoice	F2460001 8/25/2020					
Transaction Date	9/3/2020	Due 0	LAKE CENTRAL BA	10100	Total	\$225.00

Fund Summary

	10100 LAKE CENTRAL BANK	
800 LIBRARY FUND		\$0.00
603 REFUSE (GARBAGE) FUND		\$21.48
601 SEWER FUND		\$62,387.76
600 WATER FUND		\$3,132.54
417 CARES ACT FUND		\$157.78
416 SE AREA PROJECT		\$165.00
270 LOCAL OPTION SALES TAX		\$2,052.50
240 PARKS AND RECREATION		\$6,050.66
230 FIRE AND RESCUE		\$3,715.86
100 GENERAL FUND		\$12,382.20
		<u>\$90,065.78</u>

Pre-Written Checks	\$90,065.78
Checks to be Generated by the Computer	\$0.00
Total	\$90,065.78

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Payments

Current Period: August 2020

Payment Batch EFT AUG 2020 \$24,932.46

Refer 0 ADVANCED DISPOSAL

Cash Payment E 240-45300-383 Sanitation PARK REFUSE/RECYCLE \$43.37
Invoice

Cash Payment E 603-49500-383 Sanitation RECYCLE \$1,956.00
Invoice

Cash Payment E 603-43200-383 Sanitation REFUSE \$5,515.00
Invoice

Cash Payment E 100-43200-383 Sanitation MAINT REFUSE/RECYCLE \$53.82
Invoice

Transaction Date 8/13/2020 Due 0 LAKE CENTRAL BA 10100 Total \$7,568.19

Refer 0 AFLAC

Cash Payment G 100-21706 Hospitalization/Medical Ins EMPLOYEE PAID INS JS \$33.70
Invoice

Transaction Date 8/13/2020 Due 0 LAKE CENTRAL BA 10100 Total \$33.70

Refer 11533 ANNANDALE STATE BANK

Cash Payment E 100-49000-182 Bank Fees SAFE DEPOSIT BOX \$60.00
Invoice

Cash Payment E 100-41000-433 Dues and Subscriptions ZOOM AUG \$16.16
Invoice

Cash Payment E 100-41410-123 Operating Supplies ELECTION JUDGE DINNER \$70.05
Invoice

Cash Payment E 100-41410-123 Operating Supplies ELECTION JUDGE LUNCH SUBWAY \$50.15
Invoice

Cash Payment E 240-45300-307 Repair & Maintenance C SWINGSET PARTS \$83.96
Invoice

Cash Payment E 100-41000-322 Postage MAIL81220 \$4.60
Invoice

Cash Payment E 100-41000-322 Postage MAIL TO MN DEPT OF HEALTH \$11.56
Invoice

Cash Payment E 230-42200-208 Training and Instruction int'l code council inc \$235.00
Invoice

Cash Payment E 100-41000-322 Postage MAIL 82020 \$4.60
Invoice

Cash Payment E 100-41000-182 Bank Fees LCB CHECK CARD FEE \$45.00
Invoice

Transaction Date 8/31/2020 Due 0 LAKE CENTRAL BA 10100 Total \$581.08

Refer 0 DELTA DENTAL

Cash Payment E 100-43200-131 Employer Paid Health DENTAL PREMIUM PW \$84.15
Invoice

Cash Payment E 100-41400-131 Employer Paid Health DENTAL PREMIUM DP \$21.18
Invoice

Cash Payment E 100-41100-131 Employer Paid Health DENTAL PREMIUM AS \$51.64
Invoice

Cash Payment E 230-42200-131 Employer Paid Health DENTAL PREMIUM AS \$10.33
Invoice

Cash Payment E 100-43100-131 Employer Paid Health DENTAL PREMIUM PW \$84.14
Invoice

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Payments

Current Period: August 2020

Cash Payment Invoice	E 600-49400-131 Employer Paid Health	DENTAL PREMIUM PW	\$107.29
Cash Payment Invoice	E 601-49450-131 Employer Paid Health	DENTAL PREMIUM PW	\$107.29
Cash Payment Invoice	E 603-43200-131 Employer Paid Health	DENTAL PREMIUM DP	\$2.49
Cash Payment Invoice	E 603-49500-131 Employer Paid Health	DENTAL PREMIUM DP	\$2.49

Transaction Date	8/13/2020	Due 0	LAKE CENTRAL BA 10100	Total	\$471.00
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Refer 0 FRONTIER COMMUNICATIONS

Cash Payment Invoice	E 100-41000-321 Communications	Bill Period 07/25/20-08/24/20	\$326.96
	7/25/2020		
Cash Payment Invoice	E 230-42200-321 Communications	Bill Period 07/25/20-08/24/20	\$65.43
	7/25/2020		
Cash Payment Invoice	E 100-43200-321 Communications	Bill Period 07/25/20-08/24/20	\$128.99
	7/25/2020		
Cash Payment Invoice	E 601-49450-321 Communications	Bill Period 07/25/20-08/24/20	\$54.38
	7/25/2020		

Transaction Date	8/13/2020	Due 0	LAKE CENTRAL BA 10100	Total	\$575.76
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Refer 0 HEALTH PARTNERS

Cash Payment Invoice	E 100-43200-131 Employer Paid Health	August Billing	\$1,111.50
Cash Payment Invoice	E 100-43100-131 Employer Paid Health	August Billing	\$1,111.50
Cash Payment Invoice	E 100-41400-131 Employer Paid Health	August Billing	\$1,171.21
Cash Payment Invoice	E 100-41100-131 Employer Paid Health	August Billing	\$1,570.59
Cash Payment Invoice	E 600-49400-131 Employer Paid Health	August Billing	\$1,111.50
Cash Payment Invoice	E 601-49450-131 Employer Paid Health	August Billing	\$1,111.50
Cash Payment Invoice	E 603-43200-131 Employer Paid Health	August Billing	\$136.42
Cash Payment Invoice	E 603-49500-131 Employer Paid Health	August Billing	\$136.42
Cash Payment Invoice	E 230-42200-131 Employer Paid Health	August Billing	\$314.11

Transaction Date	8/13/2020	Due 0	LAKE CENTRAL BA 10100	Total	\$7,774.75
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Refer 0 LINCOLN NATIONAL LIFE INSURA

Cash Payment Invoice	E 100-43200-134 Employee Paid Life	PW LIFE INS PREMIUM	\$215.73
Cash Payment Invoice	E 100-41400-134 Employee Paid Life	DP LIFE INS PREMIUM	\$60.40
Cash Payment Invoice	E 100-41100-134 Employee Paid Life	AS LIFE INS PREMIUM	\$87.12

Transaction Date	8/13/2020	Due 0	LAKE CENTRAL BA 10100	Total	\$363.25
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Refer 0 MIDCO BUSINESS

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Payments

Current Period: August 2020

Cash Payment Invoice	E 240-45300-321 Communications	BUSINESS INTERNET LIONS PARK		\$125.00
Transaction Date	8/13/2020	Due 0 LAKE CENTRAL BA 10100	Total	\$125.00
Refer	0 MINNESOTA REVENUE			
Cash Payment Invoice	E 600-49400-345 Sales and Use Tax	GENERAL WATER SALES TAX		\$318.00
Cash Payment Invoice	E 603-43200-345 Sales and Use Tax	RESIDENTIAL REFUSE SALES TAX		\$668.00
Cash Payment Invoice	E 603-43200-345 Sales and Use Tax	COMMERICAL REFUSE SALES TAX		\$12.00
Cash Payment Invoice	G 600-21715 Accrued Local Tax	LOCAL SALES TAX		\$115.00
Cash Payment Invoice	G 600-21715 Accrued Local Tax	COUNTY SALES TAX		\$0.00
Cash Payment Invoice	E 600-49400-182 Bank Fees	LATE FEE		\$0.00
Transaction Date	8/13/2020	Due 0 LAKE CENTRAL BA 10100	Total	\$1,113.00
Refer	0 PSN			
Cash Payment Invoice	E 100-49000-182 Bank Fees	PSN SERVICE FEES		\$49.95
Cash Payment Invoice	E 600-49400-182 Bank Fees	PSN SERVICE FEES		\$214.34
Cash Payment Invoice	E 601-49450-182 Bank Fees	PSN SERVICE FEES		\$165.50
Transaction Date	8/13/2020	Due 0 LAKE CENTRAL BA 10100	Total	\$429.79
Refer	167 US BANK CORP PAYMENT SYSTE			
Cash Payment Invoice	E 230-42200-123 Operating Supplies	OneTouch Ultra 2		\$32.50
Cash Payment Invoice	E 230-42200-123 Operating Supplies	safety gear		\$282.04
Cash Payment Invoice	E 230-42200-123 Operating Supplies	past due/late charge		\$34.34
Transaction Date	8/13/2020	Due 0 LAKE CENTRAL BA 10100	Total	\$348.88
Refer	211 VERIZON WIRELESS			
Cash Payment Invoice	E 100-43200-321 Communications	JOHN PHONE JULY		\$80.39
Transaction Date	8/24/2020	Due 0 LAKE CENTRAL BA 10100	Total	\$80.39
Refer	0 WRIGHT HENNEPIN COOP ELECT			
Cash Payment Invoice	E 601-49450-382 Utilities	COUNTY ROAD 7		\$66.05
Cash Payment Invoice	E 240-45300-382 Utilities	KELSEY AVE		\$97.37
Cash Payment Invoice	E 100-43100-382 Utilities	CEDAR SOUTH		\$393.38
Transaction Date	8/13/2020	Due 0 LAKE CENTRAL BA 10100	Total	\$556.80
Refer	168 XCEL ENERGY OUTDOOR LIGHTIN			

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Payments

Current Period: August 2020

Cash Payment Invoice	E 100-43100-382 Utilities	STREET LIGHTS	\$56.90
Cash Payment Invoice	E 100-43100-382 Utilities	STREET LIGHTS	\$662.56
Cash Payment Invoice	E 100-43100-382 Utilities	STREET LIGHTS	\$709.57
Transaction Date	8/13/2020	Due 0 LAKE CENTRAL BA 10100	Total \$1,429.03
Refer	0 XCEL ENERGY		
Cash Payment Invoice	E 800-45200-382 Utilities	740 CLEARWATER CENTER LIBRARY	-\$204.33
Cash Payment Invoice	E 100-45200-382 Utilities	740 CLEARWATER CENTER LIBRARY	\$204.33
Cash Payment Invoice	E 240-45300-382 Utilities	1100 CR 75-LIONS PAV-GAS	\$434.88
Cash Payment Invoice	E 240-45300-382 Utilities	1100 CR 75-LIONS PAV-ELEC	\$30.46
Cash Payment Invoice	E 601-49450-382 Utilities	1038 MAIN - LIFT	\$417.36
Cash Payment Invoice	E 100-43100-382 Utilities	540 HWY 24-STREET LIGHTS	\$43.85
Cash Payment Invoice	E 600-49400-382 Utilities	1047 PORTER-PUMP	\$1,868.04
Cash Payment Invoice	E 240-45300-382 Utilities	20802 27TH -BALL PARK	\$160.17
Cash Payment Invoice	E 100-41000-382 Utilities	605 CR 75-CITY HALL	\$294.82
Cash Payment Invoice	E 230-42200-382 Utilities	605 CR 75-FIRE HALL	\$0.00
Cash Payment Invoice	E 100-45200-382 Utilities	740 CLEARWATER CENTER LIBRARY	\$310.49
Cash Payment Invoice	E 600-49400-382 Utilities	1002 MAIN-WELL	\$64.64
Cash Payment Invoice	E 100-43200-382 Utilities	1275 CR 75-MAINT	-\$182.61
Cash Payment Invoice	E 100-43100-382 Utilities	MAIN ST-STREET LIGHTS	\$46.13
Cash Payment Invoice	E 100-43200-382 Utilities	NON-RECUR - ELEC COMBO REFUND	-\$6.39
Transaction Date	8/13/2020	Due 0 LAKE CENTRAL BA 10100	Total \$3,481.84

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Payments

Current Period: August 2020

Fund Summary

	10100 LAKE CENTRAL BANK
800 LIBRARY FUND	(\$204.33)
603 REFUSE (GARBAGE) FUND	\$8,428.82
601 SEWER FUND	\$1,922.08
600 WATER FUND	\$3,798.81
240 PARKS AND RECREATION	\$975.21
230 FIRE AND RESCUE	\$973.75
100 GENERAL FUND	\$9,038.12
	<hr/>
	\$24,932.46

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$24,932.46
Total	<hr/>
	\$24,932.46

**CLEARWATER CITY COUNCIL MEETING MINUTES
REGULAR CITY COUNCIL MEETING
AUGUST 10, 2020**

1. Call to Order: 7:00 p.m. via Zoom Web Conference

- Mayor Lawrence called the Clearwater City Council to order Monday, August 10, 2020 at 7:06 p.m. via Zoom Web Conference. Members present were Mayor Lawrence, Council Members Scott, Crandall, Petty, and Kruchten. Also present were members of the Public, Staff and Press.

2. Approval of Agenda

- Staff requested three additions to the agenda; 1) Add \$34.32 to the claims, 2) Add Fire Department Social Media Policy as item 7(c), and 3) Add two guests to the Public Forum. Members requested that item 6(c) be moved ahead of item 6(a) because there is a guest attending for this item.
- **MOTION** by Crandall to approve agenda with the requested changes, seconded by Scott, all voted aye. **MOTION CARRIED.**

3. Wright County Sheriff's Report

- Sheriff's office was not present. Current monthly report is attached in the agenda packet.

4. Public Forum

a. Lynne Crandall – Golf Course Property

- Ms. Crandall, on behalf of a real estate client, outlined a proposal to split the golf course property, currently several parcels totaling 113 acres, into 5-10 acre building parcels that would be serviced by private well and septic systems. She understands that platting would be needed to create any building entitlements, however, wanted to test the level of support from the Council before proceeding further. Council members were generally supportive of the overall concept of development of the golf course property, however, stated that they did not have sufficient information to be able to give a concrete answer. The platting process is the mechanism for submitting information for consideration by the City Council.

b. Lester German – Mosquito Control

- Mr. German expressed concerns about the chemicals used by the company that conducts mosquito spraying under a contract with the city. Mr. German outlined several areas of general health concerns and specific issues experienced by his family. He would like the Council to discontinue the program and suggested his family would have to move out of town if spraying continues. He also expressed concern that he is paying for the spraying through his utility bill. He thought it unfair to have to pay for a service he does not want due to the health concerns. Members requested that Mr. German and the staff provide additional information about the health risks and the city's contract/costs to be considered at a future meeting.

c. Addison Smart – Scout Troop #1018

- Ms. Smart gave a report of her Scout Troop's recent community service project completed for the city. The troop had 5-6 members work 8 or more hours removing weeds and re-mulching the boulevard area of Kelsey Blvd. Members expressed their appreciation for the work that was completed and took note of the improvement to the area.

5. Consent Agenda

- a. **Claims/Accounts Payable in the Amount of \$75,914.61**
- b. **Approval of Minutes from 07-13-2020 Regular City Council Meeting**
- c. **Approval of Minutes from 07-27-2020 Special City Council Meeting**
- d. **Res 2020-49 – Accepting Donation for Library**
 - **MOTION** by Crandall to approve Consent Agenda, seconded by Kruchten, all voted aye. **MOTION CARRIED.**

6. Old Business

- a. **El Dorado Concrete**
 - Ray Hogrefe from R&D Concrete explained the different types of crack filling tests that were done. Administrator Smythe showed photos of some of the test sites. Members' consensus was that routing appeared to fill the cracks better and provide a smoother surface.
 - Members had several questions, including how the product would work in freeze/thaw cycles, what the lifetime of the repairs would be, and what the plan was for completing the repairs. Mr. Hogrefe noted that the plan would be to router and fill cracks larger than 1/16 inches. The product is intended for outdoor use and should be able to handle freeze and thaw cycles. The product will not last as long as the regular concrete. It likely will require some additional maintenance earlier than the other concrete. Engineer Kannas suggested it would have a life of 10-20 years, depending on weather and usage.
 - Members expressed concern that the city is receiving a final product with so many issues instead of the clean, new surface that was expected. There were also concerns about the repair costs. Members do not believe the city should bear the costs of the repairs and suggested the city engineer and contractor should work together to determine a plan for the repair costs.
 - **MOTION** by Lawrence to **TABLE** discussion until the next meeting so that members can view the test strips in person and so the engineer and contractor can work out a plan for the repair costs, seconded by Crandall, all voted aye. **MOTION CARRIED.**
- b. **Closed Session Summary – Administrator 6-Month Review**
 - Mayor Lawrence stated that the overall result was that Smythe was generally meeting or exceeding expectations. In accordance with her contract when hired, Smythe is eligible for a step increase. Members asked if Smythe would have another step increase at her one-year anniversary. Lawrence stated that she would be eligible for another step at the one-year anniversary, but then would move to annual reviews after that.
 - **MOTION** by Petty to approve an increase for Administrator Smythe to step 9, seconded by Kruchten, all voted aye. **MOTION CARRIED.**
- c. **Res 2020-50 – Extending COVID-19 Emergency Order**
 - Members have been receiving questions from residents about various COVID-19 restrictions at the state level and would like to clarify the reasons behind our local orders. Member Petty wanted it noted for the record that the emergency order is intended to address items that are within the city's control, such as late fees on utility bills and waiving some liquor license fees. Because we are a statutory city, we are subject to the governor's orders and do not have legal authority to override the governor. Mayor Lawrence noted the difficulties of trying to comply with social distancing mandates with the limited size of our Council Chambers.
 - **MOTION** by Scott to approve Resolution 2020-50, seconded by Crandall, all voted aye. **MOTION CARRIED.**

d. Consider Amended Fire Contract

- The two townships sent back the contract approved by the City Council in June with several requested changes. Members were willing to consider some of the changes, but rejected some, and had some additional changes of their own in response to the township changes.
- Members removed language added by the townships that would allow them to call meetings during the year and hold multiple meetings. Members preferred to have an annual meeting but included language so that additional special meetings could be called if needed.
- Members wanted clarification added that if the city collects revenue from emergency calls that are billed out in our jurisdiction, those revenues would be used as an offset to the city’s share of the contract costs. Members also wanted limits on the data that would be provided under this provision to the townships for calls in their jurisdiction. The city will provide the name, address, and type of call to the townships. Townships are responsible to obtain additional information, if needed.
- Members removed the budget cap the townships had added in Exhibit A. Member Petty suggested that if the townships want cost certainty we could set a 2021 budget of \$350,000 with a 2% escalator for 2022 and eliminate all of the other contract provisions. It would be a simple fee for service agreement.
- Members suggested that each entity provide its service area map for its own jurisdiction for Exhibit B.
- Members directed staff to make the proposed changes and send back to the townships with a requested response by September 14, which is the date the city plans to set our preliminary levy. Staff are to copy the townships’ attorney. Mayor Lawrence suggested that, if we don’t have agreement with the townships by that date, we may need to set a levy for the Fire Department that anticipates proceeding without a contract, as we are not able to increase our levy when the final levy is set in December.

e. Consider Alternate Dates for City Clean-up Day

- Members selected October 10, 2020 for the city’s Clean-up Day, provided the refuse contractor is able to conduct the event.

7. New Business

a. Recognizing Retirement of Firefighter Travis Miller

b. Recognizing Retirement of Firefighter Jayson Boon

- Council congratulated our retiring firefighters.

c. Consider Social Media Policy for Fire Department

- Council wanted more time to review the suggested policy. It will be revisited at the September meeting.

8. Committee Reports

a. Mayor and Council

i. Facility Committee Report

- Member Kruchten gave the Council an overview of the preliminary needs report put together by the Facility Committee. The general response was favorable. However, some Members expressed a preference for keeping Lions Park with its existing facilities and building a new Community Center for City Hall, the Library, a Senior Center, and some recreational facilities, such as a basketball court, walking area, climbing wall, in a new location using Sales Tax funds. Member Kruchten explained that the proposal was meant to contain costs. Member Petty

agreed that a large-scale facility could be \$12 million, which is not feasible. He stated our target is a \$2-3 million facility. Member Kruchten had additional questions about location. Mayor Lawrence suggested that the Committee focus on our most urgent needs first and build our plan from there. Council would like additional details and specifics of each proposal with a prioritization of needs.

b. Boards

- Members Petty and Scott explained that the Park Commission is recommending approval to purchase 9 disc-golf baskets from the city of St. Cloud to complete our putting course at Sportsman’s Park.
- **MOTION** by Crandall to approve purchase up to \$1,440 for disc-golf baskets, seconded by Petty, all voted aye. **MOTION CARRIED.**
- Park Commission noted delivery of boulders at Riverside Park. Commissioners will visit once installed and discuss further next month.
- Commissioners noted that the levers are missing at El Dorado and Lions Park for raising and lowering basketball hoops. Smythe explained that the staff had removed them due to safety and damage concerns. Council Members noted that those issues had been considered and directed staff to return the levers to the parks.
- There was discussion about the unfinished pavilion at El Dorado Park. After consideration, Members decided to move the pavilion to a temporary location, leave concrete unfinished for now, and install some picnic tables under the pavilion. The final location will be decided when the larger pavilion gets built.

c. Staff

- Smythe reported that there had been no chicken permits issued to date.
 - i. Building Permit Summary Report**
 - No comments.
 - ii. Park Project Status Report**
 - No comments.
 - iii. Staffing Request**
 - Part-time staffer Mike Flynn is considering retirement. However, he would like the ability to return following his official retirement on a seasonal basis at the same rate of pay. Members did not have any concerns with this plan.

9. Other Business

a. Next Meeting Date

- Special meeting scheduled for August 24, 2020 at 7:00 p.m.

10. Adjournment

- **MOTION** to adjourn by Crandall, seconded by Scott, all voted aye. **MOTION CARRIED.**
- Meeting adjourned at 10:28 p.m.

ATTEST

APPROVED

Annita M. Smythe, City Administrator

Andrea Lawrence, Mayor

CLEARWATER CITY COUNCIL MEETING MINUTES
SPECIAL CITY COUNCIL MEETING
AUGUST 24, 2020

1. Call to Order: 7:00 p.m. via Zoom Web Conference

- Mayor Lawrence called the Clearwater City Council to order Monday, August 24, 2020 at 7:00 p.m. via Zoom Web Conference. Members present were Mayor Lawrence, Council Members Kruchten, Scott, Petty, and Crandall. Also present was Administrator Smythe and other guests.

2. Res 2020-51 – Approval of Final Plat – Clearwater Estates Plat 8 (Phase I)

- City Planner Kevin Shay provided an overview of the plat application.
- Most of the discussion centered around the Development Agreement/SIPA. Developer Mike Gohman requested to provide a performance bond rather than a Letter of Credit (LOC) or cash-in-lieu, as called for in the SIPA. There was a lot of discussion about the ordinance requirements and what was permitted. Mr. Gohman does not agree with the ordinance, as most of the improvements being placed are private rather than public. The general consensus of the Council was that the ordinance could be revisited by Planning Commission in the future. Following the discussion, Mr. Gohman withdrew his request on this item.
- Member Scott had questions about an easement, which is shown on the plat.
- Mayor Lawrence clarified that this approval is only for Phase I, which covers the 7 lots on the west end of Goldfinch Lane.
- Members had additional discussion about why the WAC and SAC charges are set in the SIPA. Following discussion, it was decided to amend the SIPA so that the WAC and SAC charges will be those in effect in the current fee schedule at the time the building permit is issued. Mr. Gohman had no objections.
- Administrator Smythe asked for clarification of what is needed for communication to the Homeowners Association related to our responsibilities. Members were okay with a letter to the HOA. Members would like Mr. Gohman to review and provide input to the letter as well.
- **MOTION** by Crandall to approve Resolution 2020-51 – Approval of Final Plat – Clearwater Estates Plat 8, Phase I, seconded by Kruchten, all voted aye. **MOTION CARRIED.**
- **MOTION** by Petty to approve SIPA with the engineer’s changes and the updates to the WAC and SAC fees, seconded by Scott, all voted aye. **MOTION CARRIED.**

3. El Dorado Concrete

- Engineer Justin Kannas explained that Bolton & Menk and R&D Concrete have proposed an agreement whereby the cracks in the basketball court would get routed and filled per the proposal from Mr. Hogrefe at the last meeting (all cracks larger than 1/16 inch), and their two entities would share the costs. The only costs to the city would be to pay the remaining retainage amounts under the original contract after the repairs were completed.
- Member Kruchten questioned whether the engineer would accept the concrete as completed if it was on his property. He also expressed concerns about the longevity of the final product.
- There was discussion about the level of repairs needed and how they would hold up to moisture and ice if used for hockey.
- Smythe pointed out that the contractor refuses to replace the concrete, and that the alternative to this proposal may be litigation. Members prefer to avoid the costs of litigation.
- **MOTION** by Lawrence to reluctantly accept the proposal for repairs, seconded by Crandall. Crandall noted he is also unhappy, but thinks we need to proceed.
- **DISCUSSION ON THE MOTION** – Member Kruchten stated that the work was not satisfactory and that the contractor should agree to a 10% discount on the price. There was additional discussion on other possible discount options.

- **AMENDMENT** offered by Kruchten to accept the repair proposal but to include a 10% reduction to the contract price, seconded by Crandall.
- **VOTE ON AMENDED MOTION** – Voting aye – Lawrence, Crandall, Petty, and Kruchten. Voting nay – Scott. **MOTION CARRIED 4-1**

4. Res 2020-52 – Approving Temporary Liquor License

- **MOTION** by Lawrence to approve Resolution 2020-52, seconded by Petty, all voted aye. **MOTION CARRIED.**

5. Res 2020-53 – Declining Waiver of Statutory Tort Limits

- **MOTION** by Lawrence to approve Resolution 2020-53, seconded by Scott, all voted aye. **MOTION CARRIED.**

6. Res 2020-54 – Transferring CARES Act Funds to Clearwater EDA

- **MOTION** by Lawrence to approve Resolution 2020-54, seconded by Crandall, all voted aye. **MOTION CARRIED.**

7. Preliminary Budget and Levy Review – Part I

- Smythe explained that Part I of the budget was completed for their review, discussion to be held at the next meeting.

8. Adjournment

- **MOTION** to adjourn by Crandall, seconded by Kruchten, all voted aye. **MOTION CARRIED.**
- **Meeting** adjourned at 8:42 p.m.

ATTEST

APPROVED

Annita M. Smythe, City Administrator

Andrea Lawrence, Mayor

Social Media and Digital Images

Purpose

The purpose of this policy is to protect nonpublic employee data, medical patients, the public, the operations of the Fire Department, and public confidence in the Fire Department and its employees. This policy is not intended to limit the right to freedom of speech or expression, but is intended to protect the rights of this organization, its members, and the public they are sworn to protect. Employees and volunteers are advised that their speech, directly or by means of instant technology either on or off duty and in the course of their official duties that has a connection to their professional duties and responsibilities, may not be protected speech under the First Amendment. Speech that impairs or impedes the performance of the Fire Department, undermines discipline and harmony among co-workers, or negatively affects the public perception of the Fire Department may be sanctioned.

This policy supplements the City's general social media policy in order to provide more specific guidance on unique Fire Department issues. To the extent that the policies contradict one another, the more specific guidance of the Fire policy should apply, unless otherwise specified.

Ownership of Work-Related Images

All photos, videos, digital images, or recordings taken by any employee or agent of Clearwater Fire Department (CWFD) while responding to any fire or other emergency or while engaged in any training are "work-related images" and are the property of CWFD. Work-related images include, but are not limited to, any written, auditory, and/or visual messages communicated via or on Fire Department resources or via or on personal devices and/or social media, videos, or pictures gathered while on Fire Department/City business.

Permission to Take Work-Related Images

Work-related images shall not be taken of any emergency response, training exercise, or fire except as permitted by policy or as directed by the Chief or his delegate. All work-related images shall be taken using Fire Department-issued equipment, unless otherwise directed by the officer in charge of the scene. Work-related images taken by Fire Department employees using privately owned equipment are also governed by this policy.

Reasons for Taking Work-Related Images

Photos or other recordings may be taken to assist in the diagnosis or treatment of accident/fire victims. Such images should be forwarded to the appropriate medical care provider and then be deleted from Fire Department/City files. Work-related images, including recordings showing possible evidence of a crime, must be forwarded to law enforcement. Other work-related images used for internal, departmental purposes such as training or publicity shall be taken in a manner that minimizes the possibility of identifying accident victims.

Control and Dissemination of Work-Related Images

All work-related images shall be stored in the Fire Department's or city-designated computer system and be governed by the City's records management policies and procedures. Work-related images shall not be stored, retained, or disseminated in any manner by anyone other than

the officer(s) appointed to review all images and approve retention, release, or dissemination and cannot be used for personal profit or business interests or to participate in personal political activity.

Professionalism and Public Confidence

The appearance of professionalism is important to public safety and the public's confidence and trust. Accordingly, a CWFD member's personal use of social media shall not use any work-related images, department logos, or any images which depict an employee in any uniform or in which the employee uses their job title or is otherwise identified as an employee of the department, without prior approval from an officer appointed to review all images and approve release and dissemination of such images. Similarly, in order to maintain the appearance of professionalism and public confidence, no member shall post any material on any social media that is detrimental to the Fire Department/City's effective operation. Employees shall not disseminate protected, private, nonpublic, or confidential information including, but not limited to, the following:

- (a) Matters that are under investigation.
- (b) Patient and employee information protected by HIPAA/medical confidentiality laws.
- (c) Personnel matters/data that are protected from disclosure by law.

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, 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.

Reporting Violations

Any employee becoming aware of, or having knowledge of, a posting or of any website or webpage in violation of this policy may anonymously report possible violations to any department officer or supervisor.

Policy Violations

Violation of this policy may be considered an extraordinary breach of the public's expectation of privacy and of Fire Department rules and regulations regarding the use of social media and may subject the offender to discipline and possible termination of employment.

**CITY OF CLEARWATER
WRIGHT AND STEARNS COUNTIES, MINNESOTA**

A regular meeting of the City Council of the City of Clearwater, Minnesota, was called to order by Mayor Lawrence at 7:00 p.m. via Zoom Web Conference on Monday, September 14, 2020.

The following Council Members were present: Lawrence, Scott, Crandall, Petty, and Kruchten.

The following Council Members were absent: None.

A motion to adopt the following resolution was made by _____ and seconded by _____.

.....

**RESOLUTION 2020-56
EXTENDING COVID-19 EMERGENCY ORDER**

WHEREAS, at the June 8, 2020 City Council Meeting, the Council adopted Resolution 2020-38, extending the Mayor’s local emergency declaration pursuant to Mn Statutes Section 13D.021; and

WHEREAS, the Emergency Declaration was continued under Resolution 2020-45 adopted by the City Council on July 13, 2020 and Resolution 2020-50 adopted August 10, 2020; and

WHEREAS, Governor Walz has recently extended the emergency at the state level; and

WHEREAS, the City Council desires at this time to continue the emergency provisions previously adopted.

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby extends the COVID-19 Emergency Order and leaves in place the provisions previously adopted.

Council members voting in favor:

Opposed or Abstained:

Adopted by the City Council this 14th day of September, 2020.

ATTEST:

APPROVED BY:

Annita M. Smythe, City Administrator

Andrea Lawrence, Mayor

**CITY OF CLEARWATER
WRIGHT AND STEARNS COUNTIES, MINNESOTA**

A regular meeting of the City Council of the City of Clearwater, Minnesota, was called to order by Mayor Lawrence at 7:00 p.m. via Zoom Web Conference on Monday, September 14, 2020.

The following Council Members were present: Lawrence, Kruchten, Crandall, Petty, and Scott.

The following Council Members were absent: None.

A motion to adopt the following resolution was made by _____ and seconded by _____.

.....

**RESOLUTION 2020-57
AMENDING 2020 BUDGET FOR SEWER FUND 601**

WHEREAS, on December 9, 2019, the City Council adopted an expenditure budget in the amount of \$778,947 for the Sewer Fund 601 based on the recommendation of the city’s consulting accountant; and

WHEREAS, while creating the preliminary budget for 2021, staff observed that the 2020 budget for the Sewer Fund 601 had a typographical error in the amount entered for debt service payments whereby the actual debt service amount is \$433,000 but the budget reflected an amount of \$43,300; and

WHEREAS, staff recommends that the City Council amend the 2020 Sewer Fund expenditure budget to \$1,168,647 to reflect the correct amount of debt service paid.

NOW, THEREFORE, BE IT RESOLVED, that the Clearwater City Council hereby amends the 2020 expenditure budget for Sewer Fund 601 to \$1,168,647 to reflect the correct debt service payment amount.

Council members voting in favor:

Opposed or Abstained:

Adopted by the City Council this 14th day of September, 2020.

ATTEST:

APPROVED BY:

Annita M. Smythe, City Administrator

Andrea Lawrence, Mayor

Special Event Permit Application

APPLICANT AND SPONSERING ORGANIZATION INFORMATION

NAME OF BUSINESS/ORGANIZATION: Leiviska Disc Golf (Airborn Preserve)
 APPLICANT NAME (CONTACT): Cale Leiviska
 ADDRESS: 113 Goldfinch Lane Clearwater 55320
 DAYTIME PH: (651) 399-7245 CELL () _____ EMAIL: cale@prodigydisc.com

Any change in the above information, please notify City Hall immediately.

SPECIAL EVENT INFORMATION

Type of Event:

- CONCERT/SHOW PARADE FAIR/CARNIVAL FESTIVAL RALLY
 OUTDOOR PARTY FILMING OF MOVIE/VIDEO/SHOW MOTORCADE RUN/WALK/RACE
 PARKING LOT/STREET DANCE BIKE-A-THON ATHLETIC EVENT
 OTHER (Specify) Camping

EVENT TITLE: Haunting at the Preserve

ACTIVITIES TO TAKE PLACE AT EVENT: Camping on our grounds. Tents only
(Use back of this sheet if necessary)

WILL THIS BE AN AMPLIFIED EVENT? No EVENT DATE(S): 10/30 - 11/1

PROPOSED LOCATION: Airborn Disc Golf Preserve NUMBER OF EVENT STAFF: 4

IS FOOD OR ALCOHOL BEING SERVED? No ESTIMATED ATTENDANCE: 20-30

HOURS OF EVENT: _____ AM/PM TO _____ AM/PM SET UP TIME: _____ AM/PM TO _____ AM/PM

TAKE DOWN: _____ AM/PM TO _____ AM/PM

ADMISSION FEE OR REQUESTED DONATION AMOUNT FOR ATTENDEES (If Applicable): \$ 0

Please attach the following:

- Map of the proposed area to be used which shows any barricades, street route plans or perimeter/security fencing
 Any public health plans, including supplying water to the site, solid waste collection and provision of toilet facilities
 Any fire prevention and emergency medical service plans
 Any security plans
 If event is planned within a residential area in which a street is to be closed, attach a list of signatures from all properties whose vehicular access to their properties will be affected consenting to the street closure

Cale Leiviska
Applicant's Signature

9/2/20
Date

City Administrator



Sherburne

104W

GOLDFINCH LN

BLUEBIRD LN

EAGLE DR

MAIN ST

PORTER ST

SUNRISE CT

75

Camping/parking

Camping/parking

104022000012

104019000061

104019000100

104019000150

104019000130

75 NW

204100022402

204R 94

7 NW

204136001020

7

204100024302

204100024402

204100024301

204100024400

204100013204

104019000140

94

SPECIAL EVENT INDEMNIFICATION AGREEMENT

THIS INDEMNIFICATION AGREEMENT ("Agreement") is made as of 9-2-20 2020, by and between the CITY OF CLEARWATER, a Minnesota municipal corporation ("City") and Leiviska Disc Golf Design, LLC ("Event Host").

RECITALS

A. The Event Host intends to conduct an event in which participants will be overnight camping on the premises during the event ("Special Event") at 1 Eagle Drive, Disc Golf Course on ~~July 2-5, 2020~~: Oct. 30 - Nov. 1, 2020

AGREEMENT

1. The Event Host agrees to conduct the Special Event in accordance with applicable government regulations and utilize usual and customary safety procedures.

2. **Indemnification and Insurance.**

(a) The Event Host agrees that it will at all times defend, protect, indemnify, and hold harmless the City and its agents, officials, servants, contractors and employees from and against any and all claims for damages and other remedies, including but not limited to, costs and attorneys' fees, arising from or by reason of the conduct of the Special Event. Nothing in this Agreement is to be construed as a waiver by the City of any immunities, defenses, or other limitations on liability to which the City is entitled to by law, including, but not limited to, the maximum monetary limits on liability established by Minnesota Statutes, Chapter 466.

(b) The Event Host, at his/her/its sole cost and expense agrees that it will maintain in full force and effect during the term of this Agreement liability insurance in the minimum amounts stated in the City's Special Events Ordinance. A certificate of insurance evidencing compliance with the Special Events Ordinance must be provided to the City by the Event Host prior to the Special Event. The City must be named as an additional insured on the insurance policy, and the policy must contain a stipulation that the Club's insurer will provide ten (10) days' prior written notice of cancellation of such insurance to the City. The insurance shall be carried by a solvent and responsible insurance company that is licensed to do business in the State of Minnesota.

3. **Miscellaneous Provisions.**

(a) Any titles of the several Paragraphs of the Agreement are inserted for convenience of reference only and are to be disregarded in construing or interpreting any of its provisions.

(b) Any notice, demand, or other communication under this Agreement by either party to the other will be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally; and

- (i) in the case of the Event Host, is addressed to or delivered personally to *[insert name and address of Event Host]*; and
Cale Leiviska
- (ii) in the case of the City, is addressed to or delivered personally to the City Administrator at City of Clearwater, 605 County Road 75, P.O. Box 9, Clearwater MN 55320

or at such other address with respect to either such party as that party may, from time to time, designate in writing and forward to the other as provided in this paragraph.

(c) This Agreement may be executed in any number of counterparts, each of which will constitute one and the same instrument.

(d) This Agreement constitutes the entire agreement between the Event Host and the City and supersedes any other written or oral agreements between the parties. This Agreement can be modified only in a writing signed by the parties.

(e) The Agreement is effective at *[insert time of special event]* on *[insert date of special event]*, and terminates at *[insert time and date of termination of special event]*.

(f) Except as specifically set forth herein, nothing in this Agreement is to be construed to exempt the Event Host from or waive the application of any federal, state, or local law, rule, or regulation.

IN WITNESS WHEREOF, the Event Host and the City have, by their duly-authorized representatives, executed this Agreement this *9* day of *Sept*, 20*20*.

CITY OF CLEARWATER

By: *Deb Petty*
 Its: ~~City Administrator~~ *Deputy Clerk*

EVENT HOST

X By: *Cale Leiviska*
 Its: *Owner of Airborn Preserve*

To: Honorable Mayor Lawrence and Members of the Clearwater City Council

From: Annita Smythe, City Administrator

Date: September 14, 2020

Re: Mosquito Control Contract

Background

At the August 10, 2020 City Council meeting, a local resident appeared at the Public Forum to raise concerns about the city’s mosquito spraying contract. He expressed concerns about the chemicals used and potential health impacts, personal stories about his family’s allergies, and concerns that residents were paying for this service when they did not want it.

The Council discussed the concerns and determined that more information was needed before any action could be considered. The resident offered to send more information. The data he sent is attached. The Council also asked staff to research information related to our current contract, including its renewal date, pricing, cost per utility bill, and information on the chemical used.

Research - Finance

The City of Clearwater has a contract with Clarke Mosquito Control to conduct spraying during the summer months. It is a three-year contract for 2018, 2019, and 2020. It terminates December 31, 2020 unless extended. The charges incurred were as follows:

2018 - \$9,450.00	2019 - \$9,450.00	2020 - \$9,733.50
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City properties that receive a utility bill for water and sewer services pay an additional \$3.65 per month for four months of the year for the mosquito spraying services. We currently have about 660 utility accounts that pay this fee. So, annual revenues run about \$9,600 per year. For the most recent three-year period, the city’s revenues appear to have covered the costs of the program.

The vendor has not yet offered pricing to renew the contract for 2021.

Research - Chemical

The chemical used under the contract is Biomist synthetic pyrethroid insecticide. The primary chemical in Biomist is permethrin. Clarke Mosquito Control maintains a permit from NPDES to conduct mosquito spraying in Minnesota. I have attached several brochures and studies that analyze the use of permethrin.

Conclusion

Based on the available data, permethrin has been widely used in the United States for many years. However, it does not appear that there are many recent studies about the long-term effects of exposure to humans. The available studies seem to indicate risk to humans is low, provided the level of exposure is within recommended guidelines. There are indications of allergic reactions by humans. The evidence seems to indicate that this chemical is effective at treating mosquitos, however, it is also toxic to other insects, including honeybees.

From a financial perspective, the city has been able to collect sufficient fee revenue to cover the cost of the program. However, it is understandable for a resident that suffers health effects from the program to object to paying these costs.

Recommendations

It is my understanding that the city originally began this program to address concerns about West Nile Virus, which is transmitted by mosquitos. The city is located at the convergence of the Clearwater River and the Mississippi River, creating large areas of mosquito breeding grounds in the city. Given that the program is effective at controlling the mosquito population, the program appears to be working as intended. It is a policy decision for the City Council to decide if the benefits of the program outweigh the risks and costs.

It's possible that the city could mitigate some of the concerns from residents with health issues by modifying the current program to only spray targeted public areas or by modifying the spraying schedule.

If the City Council decides to continue the program, the city may want to consider funding the costs of the program through the general levy rather than through residential utility bills. Since all properties share in the benefits of the program, it would make sense for all properties to share costs in the same manner.

From: [Lester German](#)
To: alawrence.cityofclearwater@gmail.com
Cc: rpetty.cityofclearwater@gmail.com; kcrandall.cityofclearwater@gmail.com; [Wayne Kruchten](#); [Vern Scott](#); [Annita Smythe](#)
Subject: Mosquito Spray Followup
Date: Tuesday, August 11, 2020 12:46:07 AM
Attachments: [Biomist 4+4 SDS.pdf](#)

Madame Mayor, et al.

Thank you for taking the time for the last minute addition to the council meeting tonight. I would like to take a moment to follow up with some additional information in regards to Andrea's question about the particular pesticides used in the spray.

Attached to the email is the safety data sheet for the "Biomist" product used in Clearwater.

The three primary ingredients are Permethrin, Piperonyl Butoxide, and White Mineral Oil.

Permethrin is the actual pesticide at work. The 'National Pesticide Information Center' has a nice concise general factsheet for the chemical: <http://npic.orst.edu/factsheets/PermGen.pdf>

- In regards to the carcinogenic properties, it has been inconclusive, "Permethrin was classified by the International Agency for Research on Cancer (IARC) as 'not classifiable as to its carcinogenicity to humans' in 1991. This means that IARC could not decide whether or not permethrin can cause cancer. The U.S. EPA decided that permethrin was "likely to be carcinogenic to humans" if it was eaten. This decision was based on the structure of permethrin, what happens to it in the body, laboratory tests that caused tumors in mice and evidence of tumors in rats."
- In regards to other health issues, I can at least attest to some of the symptoms within my family: "People that have breathed in permethrin have had irritation in the nose and lungs, difficulty breathing, headaches, dizziness, nausea and vomiting." I quite consistently get headaches the morning following the spray, while my wife's asthmatic symptoms flare up.

Piperonyl Butoxide is an assisting agent that helps boost the efficacy of pesticides to which it is combined: <http://npic.orst.edu/factsheets/pbogen.pdf>

- In regards to the carcinogenic properties, it is more condemning than Permethrin, but still inconclusive, "Laboratory studies have mixed results. Rats fed very high doses of PBO in their diet for almost two years had an increase in liver cancers. Mice fed high doses of PBO for one year also had an increase in liver tumors. Two other studies detected cancer-related effects in the intestines and thyroid glands in laboratory animals. However, increases in cancer were not detected in studies with rats and mice performed by the National Toxicology Program. Based on these studies, the U.S. EPA has classified PBO as a possible human carcinogen. However, the Internal Agency for Research on Cancer (IARC) evaluated PBO and reported that it is "not classifiable as to its carcinogenicity to humans."
- In regards to other health issues, "in one study, rats inhaled very large doses of PBO for four hours. Symptoms included tearing, drooling, runny nose, and difficulty breathing." Again, the potential for breathing difficulties are shown to be a factor for my wife.

Lastly, White Mineral Oil (refined petroleum based compound), is the base used to form the

mixture to then be sprayed from the trucks:

- White Mineral Oil is not carcinogenic as long as it has gone through a medical grade refinement. If it has not, it can actually be highly [carcinogenic](#). I would assume that the Biomist product is using medical grade Mineral Oil.
- While likely not carcinogenic or toxic for most people, studies have shown Mineral Oil to build up in the lungs of people. <https://onlinelibrary.wiley.com/doi/full/10.1002/3527600418.mb804247kske5917> While this has not shown to have long term health effects in people, it has shown to contribute to certain types of pneumonia. Additionally, for any who might be sensitive, or allergic, to petroleum based products (like my family), these sprays would be affecting their everyday lives.

Measures we have taken as a family:

- We have purchased a Medical Grade HEPA Air Filter to the tune of \$500. We run the filter on its highest setting every Thursday night in the bedroom area of our home. We turn off the fan and central air of this home so as to not circulate the air in the home and keep the air just in the bedrooms as filtered as possible. This has indeed reduced the intensity of our reaction about 30%-40%, but we have been unable to find other ways to avoid the reaction.
- We have recently stayed in a hotel out of town on a spray night to confirm the reaction is linked to the spray. Upon returning home on Friday afternoon, none of else felt the ill effects that we normally felt on Fridays at this time.

Paths forward for our family:

1. We move. We have made Clearwater our home for the last five years and it is the only home our children know. As much as we do not want to move, remaining in a spray zone for these pesticides is not in the cards for my family. I do not expect the world to bend for us and we have already begun the preparatory processes leading towards the eventual listing of our home. If spraying is to continue next spring, then we will be listing our home this fall/winter.
2. The spraying ceases and we stay. Again, I do not expect the world to bend for us. My assumption is there would be more complaining than cheering from the town's citizens about the spraying going away.

I have tried to be as unbiased as I could and found simple straight forward overviews from a government agency. My conclusion is that it is not a matter of whether or not there are health risks involved, it is a matter of whether or not the benefits outway the health risks. In my case, I fully support the personal freedom to spray one's own property, but it would certainly be nice if I did not have to spend my own money to spray allergens on my family's household.

Again, thank you for taking your time to add me to the meeting, and for listening and reading what I have to say.

Sincerely,
Lester German

651-243-1150



SAFETY DATA SHEET

BIOMIST[®] 4 + 4 ULV

Effective Date: 1 June 2015

v.01

Page 1 of 8

SECTION 1. Identification of the Substance/Mixture and of the Company

1.1 Product Identifier

Formulation Identifier: BIOMIST[®] 4 + 4 ULV

EPA Registration Number: 8329-35

1.2 Relevant Identified Uses of the Substance or Mixture and Uses Advised Against

Relevant identified uses: Insecticide for control of adult mosquitoes, biting and non-biting midges, and blackflies

Uses advised against: See product label for use restrictions

1.3 Details of the Supplier of the Safety Data Sheet

Clarke Mosquito Control Products, Inc.
675 Sidwell Court
St. Charles, IL 60174 U.S.A.
+1 (630) 894-2000
Email: Clarke@clarke.com

1.4 Emergency Telephone Number

24-Hour Medical Emergency: POISON CONTROL Toll-free (800) 214 – 7753

24-Hour Transportation Emergency: INFOTRAC (800) 535-5053

SECTION 2. Hazards identification

United States (US)

According to OSHA 29 CFR 1910.1200 HCS (2012)

2.1 Classification of the Substance or Mixture

Aspiration Hazard: Category 1

Pictogram:



Signal Word: Danger

Hazard Statements: May be fatal if swallowed and enters airways.

Precautionary Statements:

PREVENTION: None

RESPONSE: If swallowed: Immediately call a poison control center or doctor. Do NOT induce vomiting.

STORAGE: Store locked up.

DISPOSAL: Dispose of contents and container in accordance with local/regional/national regulations.

2.2 Other Hazards Not Classifiable Under OSHA 2012 HCS

See product label for any additional hazards



SAFETY DATA SHEET

BIOMIST[®] 4 + 4 ULV

Effective Date: 1 June 2015

v.01

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SECTION 3. Composition/Information on Ingredients

3.1 Components

Substance Name	CAS No.	Concentration % w/w
Permethrin	52645-53-1	4.00
Piperonyl Butoxide	51-03-6	4.00
White Mineral Oil	8042-47-5	< 92.0

Ingredients not identified are non-hazardous and/or are not required to be disclosed pursuant to 29 CFR 1910.1200 (2012), and are withheld as trade secret.

SECTION 4. First Aid Measures

4.1 Description of First Aid Measures

If swallowed: Call a poison control center or doctor immediately for treatment advice. Do not induce vomiting unless told to do so by a poison control center or doctor. Do not give anything by mouth to an unconscious person.

4.2 Most Important Symptoms and Effects, Both Acute and Delayed.

See section 2 and/or section 11.

4.3 Indication of Immediate Medical Attention and Special Treatment

Treatment: Contains petroleum distillate. Gastric lavage is indicated if material was taken internally. May pose an aspiration pneumonia hazard. Appropriate supportive and symptomatic treatment is indicated by the patient's condition is recommended. For medical treatment information, contact the poison control hotline at 1-800-214-7753. Have the product container or label with you when calling a poison control center or doctor, or going for treatment.

SECTION 5. Fire-Fighting Measures

5.1 Extinguishing Media

Suitable Extinguishing Media: Carbon Dioxide (CO₂), Dry Chemical, Foam

Unsuitable Extinguishing Media: Water jet

5.2 Special Hazards Arising From the Substance or Mixture

Specific Hazards: Under fire conditions some components may decompose. Combustion products may include CO and NOx.

5.3 Special Protective Equipment and Precautions for Fire-Fighters

Protection Against Fire: Wear positive pressure, self-contained breathing apparatus and protective firefighting clothing (includes fire-fighting helmet, coat, pants, boots, and gloves).

Special Procedures: Treat as oil fire. Move container from fire area if it can be done without risk. Do not scatter spilled material with high-pressure water streams. Dike for later disposal. Use extinguishing agents appropriate for surrounding fire. Avoid inhalation of material or combustion by-products. Stay upwind and keep out of low areas.

SECTION 6. Accidental Release Measures

6.1 Personal Precautions, Protective Equipment and Emergency Procedures



SAFETY DATA SHEET

BIOMIST[®] 4 + 4 ULV

Effective Date: 1 June 2015

v.01

Page 3 of 8

General Precautions: Use appropriate protection (see section 8)

Environmental Precautions: Prevent product from entering into drains and waterways. Do not contaminate surface or ground water by cleaning equipment or disposal of wastes, including equipment wash water. Collect and dispose of this material and its container in accordance with national and regional regulations. If the product has contaminated surface water, inform the appropriate authorities. See Section 12 for additional ecological information.

6.2 Methods and Material for Containment and Cleaning Up

Clean Up Methods: Soak up with absorbent, non-combustible material, such as sand, silica gel, clay, or sawdust, while using appropriate personal protection equipment. Collect material in appropriate container for disposal.

SECTION 7. Handling and Storage

7.1 Precautions for Safe Handling

Handling: Keep out of reach of children. Do not take internally. Avoid contact with skin and eyes. Avoid inhalation of vapors from product. Do not take internally.

Hygiene Measures: Remove Personal Protective Equipment (PPE) immediately after handling this product. Wash thoroughly with soap and water after handling and before eating, drinking, chewing gum, using tobacco or using the toilet. Remove soiled clothing immediately and clean thoroughly before using again.

7.2 Conditions for Safe Storage, Including Any Incompatibilities

Storage: Product should be stored in compliance with local regulations. Store in a cool, dry, well-ventilated place in the original container. Protect from excessive heat and cold. Do not store near food, drink, animal feeding stuffs, pharmaceuticals, cosmetics or fertilizers. Keep out of reach of children.

SECTION 8. Exposure Controls / Personal Protection

These precautions are suggested for conditions where the potential for exposure exists. Emergency conditions may require additional precautions.

8.1 Control Parameters

Component Name	CAS No.	List/Source	Type	Value
Permethrin	52645-53-1	ACGIH	TWA	5 mg/m ³
		NIOSH	REL	5 mg/m ³
		OSHA	PEL	5 mg/m ³
White Mineral Oil	8042-47-5	ACGIH	TLV	5 mg/m ³ inhalable fraction
		NIOSH	REL	5 mg/m ³ form: mist
		OSHA	PEL	5 mg/m ³

8.2 Exposure controls

Engineering Controls: Use with adequate ventilation. Local exhaust ventilation may be necessary for some operations. Wash hands thoroughly after handling. Wash clothing before re-using.

Individual Protection Measures, such as Personal Protection Equipment:

Eye Protection: Safety Glasses, Goggles or Face Shield



SAFETY DATA SHEET

BIOMIST[®] 4 + 4 ULV

Effective Date: 1 June 2015

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Skin Protection:	Wear suitable protective clothing including long-sleeve shirt, long pants, shoes and socks. Body protection must be chosen depending on activity and possible exposure, e.g. head protection, apron.
Hand Protection:	Protective glove selection must be based on the user's assessment of the workplace hazards. Suitable protective chemical resistant materials include barrier laminate, nitrile, neoprene or Viton.
Respiratory Protection:	Not usually required. In instances where exposure limits are exceeded, wear a NIOSH-approved pesticide respirator with an organic-vapor removing cartridge with a prefilter approved for pesticides.

SECTION 9. Physical and Chemical Properties

9.1 Information on Basic Physical and Chemical Properties

Appearance:	Liquid
Color:	Pale Yellow
Odor:	Odorless
Odor Threshold:	Not Available
pH:	Not Available
Melting Point:	Not Applicable
Freezing Point:	Not Determined
Initial Boiling Point:	Not Determined
Flash Point:	>199° F
Evaporation Rate:	Not Determined
Flammability:	Not Determined
Explosion limits [U/L]:	Not Applicable
Vapor Pressure:	Not Determined
Vapor Density:	Not Determined
Relative Density:	7.28 lbs/gal
Solubility:	Not Determined
Partition Coefficient:	Not Determined
Auto-Ignition Temperature:	Not Determined
Viscosity:	28.54 cSt at 20° C (16.64 cSt at 40 °C)
Decomposition Temperature:	Not Available
Explosive Properties:	Not Available
Oxidizing Properties:	Not Available

SECTION 10. Stability and Reactivity

10.1 Reactivity

Not Available

10.2 Chemical Stability

Stable under normal conditions

10.3 Possibility of Hazardous Reactions

Hazardous Reactions: None under normal conditions



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Hazardous Polymerization: Not known to occur

10.4 Conditions to avoid

Protect from direct sunlight and excessive heat.

10.5 Incompatible materials

Avoid contact with strong oxidizing agents, strong acids, strong bases

10.6 Hazardous decomposition products

None known under normal conditions of storage and use

SECTION 11. Toxicological information

11.1 Information on Likely Routes of Exposure

Ingestion: May be fatal if swallowed and enters airways due to petroleum distillate. Vomiting may cause aspiration pneumonia.

11.2 Information on Toxicological Effects

Acute Toxicity

Oral, Rat LD₅₀ > 5,000 mg/kg-bw

Dermal, Rat LD₅₀ > 2,000 mg/kg-bw

Inhalation, Rat LC₅₀ > 5.1 mg/L

Skin Corrosion/Irritation: Not corrosive or irritating to the skin on acute exposure. Mild skin irritation or cracking may occur from prolonged or repeated exposure to this product.

Serious Eye Damage/Irritation: Mild (transient) eye irritation may occur from direct exposure of the product in the eyes.

Skin Sensitization: Not a skin sensitizer

STOT – Single exposure

No data is available to indicate product or any components present at greater than 0.1% present a specific target organ toxicity hazard from single exposure.

Chronic Toxicity/Effects

Germ Cell Mutagenicity

This product has not been tested. No data is available to indicate product or any components present at greater than 0.1% are mutagenic or genotoxic. For permethrin and for piperonyl butoxide, no mutagenic effect was found in various tests with microorganisms and mammalian cell culture.

Carcinogenicity

This product does not contain any carcinogens or potential carcinogens as listed by OSHA, IARC or NTP. Permethrin and Piperonyl Butoxide are classified by IARC as Group 3: Not classifiable as to carcinogenicity to humans.

Permethrin caused at high dose levels an increased incidence of tumors in mice in the following organ(s): liver, Lungs. The mechanism that triggers tumors in rodents is not relevant for the low exposures encountered under normal use conditions. Piperonyl butoxide was not carcinogenic in lifetime feeding studies in rats and mice.

Reproductive Effects:

No data is available to indicate product or any components present at greater than 0.1% cause reproductive or teratogenic toxicity. Permethrin did not cause reproductive toxicity in a two-generation study in rats. Piperonyl butoxide did not cause reproductive toxicity in a two-generation study in rats.



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STOT – Repeated exposure

No data is available to indicate product or any components present at greater than 0.1% present a specific target organ toxicity hazard from repeat exposure. Permethrin did not cause specific target organ toxicity in experimental animal studies. Piperonyl butoxide did not cause specific target organ toxicity in experimental animal studies..

Piperonyl butoxide did not cause specific target organ toxicity in experimental animal studies.

SECTION 12. Ecological Information

12.1 Ecotoxicity

Product specific data is not available. Data referenced is in relation to the active ingredients, Permethrin and Piperonyl Butoxide.

Toxicity to Fish: Permethrin: 96-hr Acute LC₅₀ 0.79 ppb, Bluegill Sunfish (*Lepomis macrochirus*)
Piperonyl Butoxide: 96-hr Acute LC₅₀ 6.12 ppm, Rainbow Trout (*Oncorhynchus mykiss*)

Toxicity to Aquatic Invertebrates: Permethrin: 96-hr LC₅₀ 0.019 ppb, Mysid Shrimp (*Americamysis bahia*)
Piperonyl Butoxide: 96-hr LC₅₀ 0.49 ppm, Mysid Shrimp (*Americamysis bahia*)

Toxicity to Aquatic Plants: Permethrin: 72-hr EC₅₀ 0.5 mg/L, Algae
Piperonyl Butoxide: 72-hr EC₅₀ > 9.1 mg/L, Algae

12.1 Persistence and Degradability

Product specific data not available. Data referenced is in relation to the active ingredients, Permethrin and Piperonyl Butoxide.

Biodegradability: Not rapidly biodegradable.

Partition Coefficient, K_{oc}: Permethrin: 100,000
Piperonyl Butoxide: 399 - 830

Bioaccumulation: Bioconcentration (BCF) Permethrin: 300
Bioconcentration (BCF) Piperonyl Butoxide: 2,175

Mobility in Soil: Permethrin: Immobile in soil
Piperonyl Butoxide: Moderately mobile in soil

SECTION 13. Disposal Considerations

13.1 Waste Treatment and Disposal methods

Pesticide wastes are regulated. Consult product label for chemical substance and container disposal instructions. Avoid release to the environment. Improper disposal of excess product or rinsate is a violation of Federal law. If these wastes cannot be disposed or by use according to label instructions, contact your State Pesticide or Environmental Control Agency, or the Hazardous Waste Representative at the nearest EPA regional office for guidance.

Container disposal: Rinse thoroughly in accordance with label instructions.

SECTION 14. Transport Information

14.1 DOT (US)

Not regulated (Bulk and Non-Bulk Quantities)



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14.2 IMDG (Vessel)

UN Number: 3082
Hazard Class: 9
Packing Group: III
Proper Shipping Name: ENVIRONMENTALLY HAZARDOUS SUBSTANCE LIQUID, N.O.S. (PERMETHRIN)
Marine Pollutant: Yes

14.3 ICAO/IATA (Air transport)

UN Number: 3082
Hazard Class: 9
Packing Group: III
Proper Shipping Name: ENVIRONMENTALLY HAZARDOUS SUBSTANCE LIQUID, N.O.S. (PERMETHRIN)
Environmental Hazard: Yes

SECTION 15. Regulatory Information

FIFRA Information: This chemical is a pesticide product regulated by the Environmental Protection Agency and is subject to certain labeling requirements under federal pesticide law. These requirements differ from the classification criteria and hazard information for safety data sheet, and for workplace labels of non-pesticide chemicals. Following is the hazard information as required on the pesticide label:

Signal Word: CAUTION

KEEP OUT OF REACH OF CHILDREN

FIRST AID	
Have product container or label with you when calling a poison control center or doctor, or going for treatment. For Medical Emergencies, call the International Poison Control Center at 1-800-214-7753.	
IF IN EYES:	Hold eye open and rinse slowly and gently with water for 15-20 minutes. Remove contact lenses, if present, after the first 5 minutes, then continue rinsing the eye. Call a poison control center or doctor for treatment advice.
IF SWALLOWED:	Immediately call a poison control center or doctor. Do not induce vomiting unless told to do so by a poison control center or doctor. Do not give any liquid to the person. Do not give anything by mouth to an unconscious person.
IF ON SKIN OR CLOTHING:	Take off contaminated clothing. Rinse skin immediately with plenty of water for 15-20 minutes. Call a poison control center or doctor for treatment advice.
IF INHALED:	Move person to fresh air. If person is not breathing, call 911 or an ambulance, then give artificial respiration, preferably mouth-to-mouth. Call a poison control center or doctor for further treatment advice.
NOTE TO PHYSICIAN: Product contains a petroleum distillate. Vomiting may cause aspiration pneumonia.	

PRECAUTIONARY STATEMENTS: HAZARDS TO HUMANS AND DOMESTIC ANIMALS

CAUTION. Harmful if swallowed. Causes moderate eye irritation. Avoid contact with eyes or clothing. Prolonged or frequently repeated skin contact may cause allergic reactions in some individuals.

Personal Protective Equipment (PPE): Some materials that are chemical-resistant to this product are: barrier laminate, nitrile rubber, neoprene rubber, or Viton. Mixers, loaders, applicators, and other handlers must wear long-sleeve shirt and long pants, shoes plus socks. In addition, all handlers except for applicators using motorized ground equipment, pilots and flaggers, must wear chemical-resistant gloves. In addition, mixers/loaders, persons cleaning equipment, and other persons exposed to the concentrate must wear a chemical-resistant apron. See engineering controls for additional requirements.

User Safety Requirements: Follow manufacturer's instructions for cleaning/maintaining PPE. If no such instructions for washables exist, use detergent and hot water. Keep and wash PPE separately from other laundry. Discard clothing and other absorbent materials that have been drenched or heavily contaminated with the product's concentrate. Do not reuse them.



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Engineering Controls: Pilots must use an enclosed cockpit that meets the requirements listed in the Worker Protection Standard (WPS) for agricultural pesticides [40 CFR 170.240(d)(6)]. Human flagging is prohibited. Flagging to support aerial application is limited to use of the Global Positioning System (GPS) or mechanical flaggers.

USER SAFETY RECOMMENDATIONS: Users should wash hands before eating, drinking, chewing gum, using tobacco, or using the toilet. Users should remove clothing/PPE immediately if pesticide gets inside. Then wash thoroughly and put on clean clothing. Users should remove PPE immediately after handling this product. Wash the outside of gloves before removing. As soon as possible, wash thoroughly and change into clean clothing.

Other Federal Regulations

SARA TITLE III CLASSIFICATION

Section 302: None

Section 311/312: Immediate (acute) hazard

Section 313: This product contains the following toxic chemicals subject to the reporting requirements of section 313 of Title III of the Superfund Amendments and Reauthorization Act of 1986 and 40 CFR Part 372

Permethrin	CAS# 52645-53-1	4.0%
Piperonyl Butoxide	CAS# 51-03-6	4.0%

CERCLA RQ: None

OSHA HAZARD COMMUNICATION STANDARD: This product is a "Hazardous Chemical" as defined by the OSHA Hazard Communication Standard, 29 CFR 1910.1200.

U.S. California Proposition 65: Not listed

STATE RIGHT-TO-KNOW : National, state, provincial or local emergency planning, community right-to-know or other laws, regulations or ordinances may be applicable--consult applicable national, state, provincial or local laws.

SECTION 16. Other Information

DISCLAIMER OF LIABILITY The information in this SDS was obtained from sources we believe to be reliable. However, the information is provided without any warranty, express or implied, regarding its correctness. The conditions or methods of handling, storage, use or disposal of the product are beyond our control and may be beyond our knowledge. For this and other reasons, we do not assume responsibility and expressly disclaim liability for loss, damage or expense arising out of or in any way connected with the handling, storage, use or disposal of the product. This SDS was prepared as is to be used only for this product. If the product is used as a component in another product, this SDS information may not be applicable.

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End of document



Biomist Adulticide FAQs

1. What is Biomist?

Biomist is a mosquito control product designed for use in Integrated Pest Management nuisance and public health mosquito management programs. The active ingredient in Biomist is permethrin, a synthetic pyrethroid that mimics the insect-killing (insecticidal) properties of natural substances called pyrethrins, found in chrysanthemum flowers.

The Biomist product line is available in various formulation versions, with varying ratios of active ingredient (permethrin) and piperonyl butoxide (PBO), a chemical synergist that enhances the efficacy of permethrin against mosquito populations.

The Biomist brand of adulticides have been registered with the U.S. EPA since 1989 to help control adult mosquito populations that may transmit disease.

2. How is Biomist applied?

Biomist is applied in an ultra-low volume (ULV) non-thermal aerosol spray by ground or air, most typically through truck-mounted equipment. Some formulations are labeled for use in truck-mounted or hand-carried thermal fog sprayers. Biomist is approved for application in residential and in recreational areas such as parks, campsites, woodlands, athletic fields, golf courses, gardens and playgrounds. It is also approved for use over and around certain crops and range grasses (please see product label for complete list).

3. How much is typically applied?

Biomist is applied at a very low rate, typically less than 3 ounces per acre. This low application rate equates to a maximum of approximately 3 grams permethrin per acre. An acre is approximately the size of a football field.

4. Does Biomist pose a health risk to humans?

When applied as indicated on the label for adult mosquito control, Biomist does not endanger human health.

Prior to registering a public health mosquito control product, the EPA evaluates products

thoroughly to be sure there is no significant risk to humans, animals and the environment from their responsible use. Biomist and its ingredients have been thoroughly evaluated in rigorous tests required by the EPA, and have been approved for ground and aerial application in outdoor, residential and recreational areas, and other similar areas.

5. Will application of this product harm my children and/or pets? Can they be outdoors during the application?

People and pets can be outdoors during the application, and there are no re-entry restrictions or limitations for Biomist. If you choose to remain indoors during an application, the spray (mist) will dissipate quickly through the treatment area (in 5-30 minutes, depending on weather conditions).

6. Will this chemical harm the finish on my car and/or house? Do I need to rinse off outdoor toys?

No. The ingredients in Biomist are not corrosive or staining and therefore should cause no chemical harm to the finish of a car and/or house. There is no need to wash off outdoor toys but if that's preferred, use a mild detergent such as dish soap and water to clean toys, other objects and/or surfaces.

7. Do I need to close my doors and windows during the applications?

No. It is not necessary to close doors or windows. The spray will dissipate from the treated area quickly (within 5-30 minutes).

8. I have an air conditioner. Should I turn it off if spraying is scheduled in my area?

No. There is no need to take any precautions with air conditioning systems.

9. Do vegetables and fruits need to be harvested before the spraying? Or is there a certain amount of time I need to wait?

No. The EPA has evaluated Biomist and determined that using it in residential areas, which can include gardens, does not pose a risk to people or animals. Fruits and vegetables from gardens may be harvested according to their normal schedules after application. It is good common sense to rinse all fruits and vegetables with water prior to eating.

10. Do I need to cover my fish pond prior to a spraying?

No. The spraying should not pose a risk for a healthy pond.

11. Do horses and livestock need to be sheltered during the application?

No. Horses and livestock should not be adversely affected by applications of Biomist. This product has very low mammalian toxicity. However, the EPA does require that any exposed drinking water sources, water fountains, and animal feed be covered before a Biomist application. Consult with the product label for full list of application requirements and use directions.

12. How does Biomist affect non-target insects?

Because of how and when Biomist is applied, it should not affect beneficial insects, like bees and butterflies. Biomist is applied via ultra-low volume spray in very small droplets, which break down quickly in the environment. Since the product must hit a mosquito while it is in flight to have an effect, it is sprayed at night when mosquitoes are actively flying and when other insects, such as bees and butterflies, are not active.

However, Biomist is an insecticide and may be toxic in cases of direct exposure to bees active outside the hive. Beekeepers can protect their bees by sheltering the hives during the spraying operation. Per the product label, applicators should also take all necessary precautions to avoid applying the product when bees are active in the treatment area and prevent drift onto blooming crops or weeds.

13. How does Biomist affect the environment?

Mosquito control formulations of permethrin break down quickly in the environment, and high temperatures and sunlight further accelerate this process.

Biomist has very low mammalian toxicity and has been found to be practically non-toxic to birds. Like many insecticides, Biomist may be toxic to bees upon direct exposure, as well as some aquatic organisms, including fish and invertebrates. However, the small amount of product, manner and time of day at which Biomist is applied greatly reduces these risks.

14. Will Biomist treatments eliminate mosquito populations?

No, this will not completely eliminate all mosquitoes. Killing adult mosquitoes (adulticiding) – or spraying – helps to control the size of mosquito populations and prevent the spread of disease. Mosquito populations are constantly dying off and regenerating, and adulticiding will not eliminate all of the adult mosquitoes in the community. Adulticiding is needed because source reduction (reducing unnecessary standing water), surveillance and larviciding

(killing the mosquito population at the larval stage) alone are not enough to control mosquito populations.

Biomist is effective in controlling nuisance and disease-spreading mosquitoes. A specific problem area is identified and treated, but the spraying in this targeted area is not reaching an entire habitat of mosquitoes. Sometimes mosquitoes move into the spray zone from outside of it after it is treated, which is called “reinfestation” (i.e., they drift in on wind currents from areas that have not been treated).

When mosquito reinfestation occurs, additional sprayings may need to be considered to control the spread of mosquitoes that transmit disease. Effectively controlling an adult mosquito population through spraying also depends on a number of external factors, including timing, the level of reinfestation, methodology used during the application and weather conditions.

What You Need to Know About Truck Spraying



Mosquito control districts or local government departments track mosquito populations to learn where viruses, like Zika or West Nile, are spreading in a community. Spraying insecticides from a truck is one way to safely kill mosquitoes in an area, especially when people in the community are getting sick from mosquito bites. There are different types of sprayers that can be put on a truck.

Truck spraying is used to:

- ◆ Control and reduce the number of mosquitoes that can spread viruses.
- ◆ Reduce your chances of getting infected with viruses.

What are mosquito control trucks spraying?

Mosquito control trucks spray very small amounts of insecticide into the air to kill mosquitoes. This spray is a fine mist that acts as a fogger in the area. Mosquito control districts or local government departments will choose what type of insecticide to use in an area.

What does the insecticide spray do?

Adulticide sprays immediately kill flying mosquitoes. Larvicide sprays kill mosquito larvae that hatch from eggs and lasts longer than adulticide sprays. Both products will temporarily reduce mosquito populations in an area, but will not permanently get rid of them.

When does spraying occur?

Spraying takes place in the early evening when mosquitoes are more active. Often, local government agencies or mosquito control districts announce the dates and times of spraying in the local newspaper, on district websites, through public service announcements, by telephone, or through door-to-door notices.

How often do communities spray?

After spraying, mosquito control districts or local government departments will track mosquito populations and treat an area again as necessary to reduce the chances of people getting bitten by mosquitoes that can spread viruses.

Is the spray harmful to people, pets, animals, or the environment?

No, when done correctly, truck spraying will not harm people, pets, animals, or the environment.

What should I do during or after spraying?

Spraying is safe. You do not need to leave an area when truck spraying for mosquito control takes place. If you prefer to stay inside and close windows and doors when spraying takes place you can, but it is not necessary. If you are having any type of health problems after spraying, contact your doctor or healthcare provider. The spray does not harm pets, but you may choose to bring them inside when spraying occurs.



Mosquito control truck spraying insecticide into the air
Photo courtesy of Ed Freytag, City of New Orleans Mosquito & Termite Control Board



A truck with a different type of sprayer on the back.

Information on Insecticides and Health:

- ◆ The [US Environmental Protection Agency](#) oversees the registration of these chemicals.
- ◆ The [National Pesticide Information Center \(NPIC\)](#) provides information online or through a toll-free number, 1-800-858-7378.

If you are experiencing health problems for any reason, see your doctor or healthcare provider.



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- Biomist Adulcicide

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BIOMIST

Biomist® adulcicides are specially formulated to fit into your Integrated Pest Management mosquito control program. It contains permethrin, that retains the rapid knockdown qualities associated with natural pyrethrins and is scientifically synergized to maximize the effectiveness of permethrin against mosquito populations. And with this synergism the amount of active ingredient needed is minimized, helping to reduce impact on the environment.

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What is permethrin?

Permethrin is an insecticide in the pyrethroid family. Pyrethroids are synthetic chemicals that act like natural extracts from the chrysanthemum flower. Permethrin is used in a number of ways to control insects. Products containing permethrin may be used in public health mosquito control programs. They may be used on food and feed crops, on ornamental lawns, on livestock and pets, in structures and buildings, and on clothing. Permethrin may also be used in places where food is handled, such as restaurants. Permethrin was first registered with the United States Environmental Protection Agency (U.S. EPA) in 1979, and was re-registered in 2006.



What are some products that contain permethrin?

Products containing permethrin may be liquids, powders, dusts, aerosol solutions, sprays, and treated clothing. Permethrin is used in cattle ear tags and flea collars, or in spot-on treatments for dogs. There are currently more than 1400 registered products containing permethrin. Some products are used to treat scabies and head lice on people. These products are drugs and are regulated by the U.S. Food and Drug Administration (FDA).

Always follow label instructions and take steps to avoid exposure. If any exposures occur, be sure to follow the First Aid instructions on the product label carefully. For additional treatment advice, contact the Poison Control Center at 1-800-222-1222. If you wish to discuss a pesticide problem, please call 1-800-858-7378.



How does permethrin work?

Permethrin can affect insects if they eat it or touch it. Permethrin affects the nervous system in insects, causing muscle spasms, paralysis and death. Permethrin is more toxic to insects than it is to people and dogs. This is because insects can't break it down as quickly as people and dogs. Cats are more sensitive to permethrin than dogs or people because it takes their bodies a long time to break it down.

How might I be exposed to permethrin?

People can be exposed to pesticides by eating them, breathing them in, getting them on their skin, or getting them in their eyes. Permethrin may be breathed in if a spray or fogger is used indoors, or if wind causes a spray or dust to be blown in someone's face. Dogs may be exposed to permethrin in products that are applied to their skin for flea and tick treatments. People can have skin exposure or breathe in products containing permethrin while applying the products, or during public health mosquito control efforts. Permethrin may be eaten if people forget to wash their hands after using products that contain permethrin. Exposure to permethrin can be limited by reading the pesticide label and following all of the directions.

NPIC General Fact Sheets are designed to provide scientific information to the general public. This document is intended to promote informed decision-making. Please refer to the Technical Fact Sheet for more information.

What are some signs and symptoms from a brief exposure to permethrin?

Health effects from permethrin will depend on how someone is exposed to it. Dogs and cats that have permethrin on their skin may act strangely, and flick their paws, twitch their skin or ears, or roll on the ground. Animals that have licked treated skin may drool a lot or smack their lips. Cats that have been exposed by accident to products with high (45-65%) levels of permethrin may seem anxious and can't walk normally. They may also have muscle tremors and seizures and they may die from the exposure.

When people get permethrin on their skin, they may have irritation or tingling, burning and itching at that spot. If permethrin gets in the eyes it can cause redness, pain or burning. If people eat permethrin it could cause sore throat, abdominal pain, nausea and vomiting. People that have breathed in permethrin have had irritation in the nose and lungs, difficulty breathing, headaches, dizziness, nausea and vomiting.



What happens to permethrin when it enters the body?

Less than 1% of the permethrin put on the skin of people was taken into the body. If permethrin is eaten, most of it is quickly absorbed. The pyrethroids easily pass through the lungs into the body if inhaled, but no specific data on permethrin was found.

Once permethrin is absorbed, it quickly moves throughout the body. The greatest amounts of permethrin have been found 3 to 4 hours after it was eaten. Permethrin leaves the body mainly in the urine, but may also be in the feces. In laboratory tests in rats, half of the permethrin was gone from the animals' bodies within a day.

Is permethrin likely to contribute to the development of cancer?

Permethrin was classified by the International Agency for Research on Cancer (IARC) as "not classifiable as to its carcinogenicity to humans" in 1991. This means that IARC could not decide whether or not permethrin can cause cancer. The U.S. EPA decided that permethrin was "likely to be carcinogenic to humans" if it was eaten. This decision was based on the structure of permethrin, what happens to it in the body, laboratory tests that caused tumors in mice and evidence of tumors in rats.

Has anyone studied non-cancer effects from long-term exposure to permethrin?

Researchers fed dogs and mice permethrin for up to 2 years and found that their livers increased in weight. The dogs fed permethrin had more tremors than dogs that did not eat it. Rabbits that had permethrin on their skin for 21 days had skin irritation, but no other signs of toxicity. Researchers are not sure whether long-term exposure to permethrin can affect the body's hormone system.

A group of women used a product containing 4% permethrin over their entire bodies to treat a scabies problem during pregnancy. Another group of pregnant women used a product containing 1% permethrin to treat head lice. Exposure to permethrin did not affect the pregnancies of any of the women in either group.

Rats that were fed permethrin when they were pregnant had offspring that weighed less, and some of their offspring developed extra ribs more often than control rats. Pregnant rabbits that were fed permethrin lost their fetuses more often and the offspring that lived had less bone growth.

Are children more sensitive to permethrin than adults?

While [children may be especially sensitive to pesticides](#) compared to adults, there are currently no data showing that children have increased sensitivity specifically to permethrin.

What happens to permethrin in the environment?

If permethrin gets into the soil, it is broken down by microorganisms. Sunlight may also break down permethrin on the soil surface and on the surface of water. Permethrin does not mix well with water. When permethrin gets into surface water like lakes or streams, it sticks very strongly to sediment and can stay there for more than a year. Since permethrin sticks to sediment and does not mix well with water, it won't usually contaminate groundwater. Permethrin does not evaporate very easily when it is applied to surfaces. Permethrin was applied indoors near a window in an experiment where it was exposed to daylight. After 20 days, 60% of the permethrin that was applied was still on the surface.



If permethrin is applied to plants, it may stay on the leaves for between 1 and 3 weeks. Scientists applied permethrin to soil and then planted sugar beets, wheat, lettuce and cotton in the soil. Scientists found trace amounts of the permethrin residue in the edible parts of the plants at 30 and 120 days after planting. Trace amounts of permethrin have been found in foods including bananas, collard greens, squash and watermelon. However, less than 1% of the more than 1700 food samples tested had detectable levels of permethrin.

Can permethrin affect birds, fish, or other wildlife?

Permethrin is highly toxic to fish and other animals that live in either salt water or fresh water. Permethrin is low in toxicity to birds, but some aerosol products made with permethrin may also contain other ingredients that can harm birds if they inhale it. Permethrin is highly toxic to bees and other beneficial insects.

Where can I get more information?

For more detailed information call the National Pesticide Information Center, Monday - Friday, between 8:00 AM and 12:00 PM Pacific Time (11:00 AM to 3:00 PM Eastern Time) at 1-800-858-7378 or visit us on the web at www.npic.orst.edu. NPIC provides objective, science-based answers to questions about pesticides.

Date Reviewed: July 2009

NPIC is a cooperative agreement between Oregon State University and the U.S. Environmental Protection Agency (U.S. EPA, cooperative agreement # X8-83458501). The information in this publication does not in any way replace or supersede the restrictions, precautions, directions, or other information on the pesticide label or any other regulatory requirements, nor does it necessarily reflect the position of the U.S. EPA.

Permethrin Facts (Reregistration Eligibility Decision (RED) Fact Sheet)

EPA 738-F-06-012

June 2006

Contents

Permethrin Facts :

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[Permethrin Reregistration Eligibility Decision \(RED\)](#) (PDF, 195 pp, 3.2 MB, [About PDF](#))

Pesticide Reregistration

All pesticides sold or distributed in the United States must be registered by the Environmental Protection Agency (EPA), based on scientific studies showing that they can be used without posing unreasonable risks to people or the environment. Because of advances in scientific knowledge, the law requires that pesticides, which were first registered before November 1, 1984, be reregistered to ensure that they meet today's more stringent standards.

In evaluating pesticides for reregistration, EPA obtains and reviews a complete set of studies from pesticide producers, describing the human health and environmental effects of each pesticide. To implement provisions of the Food Quality Protection Act (FQPA) of 1996, EPA considered the special sensitivity of infants and children to pesticides, as well as aggregate exposure of the public to pesticide residues from all sources, and the cumulative effects of pesticides and other compounds with common mechanisms of toxicity. The Agency develops any mitigation measures or regulatory controls needed to effectively reduce each pesticide's risks. EPA then registers pesticides that meet the safety standard of the FQPA and can be used without posing unreasonable risks to human health or the environment.

When a pesticide is eligible for reregistration, EPA explains the basis for its decision in a Reregistration Eligibility Decision (RED) document. This fact sheet summarizes the information in the RED document for the pesticide permethrin, case 2510.

Regulatory History

Permethrin was first registered and tolerances established in the United States in 1979 for use on cotton (April 29, 1979 44FR 24287). The registration was made conditional due to the need for additional toxicology and ecological effects data to fully evaluate carcinogenicity and aquatic risk, respectively. After additional toxicity data were reviewed, EPA concluded that permethrin was a weak carcinogen. Further, laboratory studies indicated that permethrin was highly toxic to fish and aquatic invertebrates; therefore, it was classified as Restricted Use pesticide (RUP) for the cotton use. From 1982 to 1989, an additional 55 + crop tolerances were approved for a wide variety of crops, including various fruits and vegetables, meat, milk and eggs.

In 1985 a Data Call-In (DCI) for ecological effects data for permethrin was issued. After evaluation of this data EPA concluded that the current RUP classification be maintained for all products for wide area agricultural uses (except livestock and premises uses) and outdoor wide area non-crop uses because of the possible adverse effects on aquatic organisms from spray drift and runoff. In 1988 a comprehensive DCI was issued requiring additional residue chemistry, environmental fate and toxicological data. In 1994 the producers of products containing permethrin for use on cotton requested voluntary cancellation of this use. From 1994 thru 2000 permethrin was subject to specific DCIs requesting data to assess agricultural and residential exposure, agricultural re-entry, and mosquito ULV products.

Uses

- Permethrin is registered for use on/in numerous food/feed crops, livestock and livestock housing, modes of transportation, structures, buildings (including food handling establishments), Public Health Mosquito abatement programs, and numerous residential use sites including use in outdoor and indoor spaces, pets, and clothing (impregnated and ready to use formulations).
- According to Agency data, approximately 2 million pounds of permethrin are applied annually to agricultural, residential and public health uses sites. The majority of permethrin, over 70%, is used in non-agricultural settings; 55% is applied by professionals, 41% is applied by homeowners on residential areas, and 4% is applied on mosquito abatement areas.
- Permethrin is a restricted use pesticide for crop and wide area applications (i.e., nurseries, sod farms) due to high toxicity to aquatic organisms, except for wide area mosquito adulticide use. It is a general use pesticide for residential and industrial applications.
- Permethrin also has non-FIFRA pharmaceutical uses as a pediculicide for the treatment of head lice and scabies. The Food and Drug Administration (FDA) approves use of the pesticide-containing pharmaceutical under FFDCa.

Health Effects

Permethrin is a member of the pyrethroid class of pesticides. Similar to other pyrethroids, permethrin alters nerve function by modifying the normal biochemistry and physiology of nerve membrane sodium channels. However, EPA is not currently following a cumulative risk approach based on a common mechanism of toxicity for the pyrethroids. Although all pyrethroids interact with sodium channels, there are multiple types of sodium channels and it is currently unknown whether the pyrethroids have similar effects on all channels. Nor do we have a clear understanding of effects on key downstream neuronal function e.g., nerve excitability, nor do we understand how these key events interact to produce their compound specific patterns of neurotoxicity. There is ongoing research by the EPA's Office of Research and Development and pyrethroid registrants to evaluate the differential biochemical and physiological actions of pyrethroids in mammals. This research is expected to be completed by 2007. When available, the Agency will consider this research and make a determination of common mechanism as a basis for assessing cumulative risk. Therefore, the human health risk assessment and RED document only considered the effects of permethrin.

Additionally, the Agency classified permethrin as "Likely to be Carcinogenic to Humans" by the oral route. This classification was based on two reproducible benign tumor types (lung and liver) in the mouse, equivocal evidence of carcinogenicity in Long- Evans rats, and supporting structural activity relationship information.

Risks

Dietary

- Acute, chronic non-cancer, and cancer dietary (food and drinking water) risks from permethrin were below the Agency's level of concern (LOC).

Residential

- All non-cancer (dermal and inhalation) risks for individuals handling permethrin products in a residential setting were below the Agency's LOC. All cancer risk estimates were also below the Agency's LOC, except for the following scenario: mixing/loading/applying the EC formulation via sponge to horses.
- The non-cancer post-application risk estimates for adults and youth aged children exposed to an environment treated with permethrin were below the Agency's LOC; however, the risk estimate for toddlers exposed to permethrin treated indoor surfaces (carpets) were above the Agency's LOC. The cancer risk estimates for adults exposed to indoor surfaces treated with permethrin from directed surface sprays or total release foggers were also above the Agency's LOC.
- The Agency considered post-application exposure to both outdoor residential misting systems and permethrin treated clothing. All scenarios were below the Agency's non-cancer and cancer LOCs.

Aggregate Risks

- The acute aggregate risk non-cancer and cancer estimate from food and drinking water does not exceed the Agency's LOC.
- Aggregate short-term (1-30 days) non-cancer risk estimates, which include the contribution of risk from chronic dietary sources (food + drinking water) and short-term residential sources, exceeded the Agency's LOC for toddlers exposed to permethrin through food and drinking water, and through post-application exposure during high contact activities on lawns and indoor surfaces. The risk driver for the aggregate non-cancer risk estimate was post-application exposure to permethrin on treated indoor surfaces (carpets).
- The aggregate cancer risk estimate exceeded the Agency's LOC for adults exposed to permethrin through food and drinking water, and through postapplication exposure during high contact activity on lawns and indoor surfaces. Similar to the non-cancer aggregate risk assessment, post-application exposure to treated indoor carpets was the risk driver.
- All residential/recreational exposures are expected to be short-term in duration. Therefore, no intermediate-term (1-6 months) or long-term (>6 months) aggregate risk was assessed.
- EPA believes that the appropriate way to consider the pharmaceutical use of permethrin in its risk assessment is to examine the impact that the additional nonoccupational pesticide exposures would have to a pharmaceutical patient exposed to a related (or, in some cases, the same) compound. Based on a worse case scenario assessment, EPA estimates that the permethrin exposure a patient is expected to receive from a typical single application of a 1% and 5% permethrin pharmaceutical cream, respectively, is 450 to 2300 times greater than the combined exposure from the dietary and other non-occupational sources of permethrin. FDA has reviewed these estimates and determined that pesticide exposure in patients receiving treatment with a pharmaceutical permethrin drug product would fall within the expected range of exposure following treatment with permethrin drug product alone, and would not present an increased safety risk.

Occupational

- The majority of occupational handler risk estimates were below the Agency's non-cancer LOC at baseline personal protective equipment (PPE) (long-sleeve shirt, long pants, no gloves, and no respirator). For all other scenarios where the LOC was exceeded considering just baseline PPE, all occupational risk estimates were below the Agency's non-cancer LOC with additional PPE or engineering controls.
- The estimated cancer risks for the majority of grower scenarios were also within the negligible risk range ($\leq 3 \times 10^{-6}$) or less with baseline PPE and gloves. However, a number of scenarios result in risk in the 10^{-5} to 10^{-6} range at this level of PPE, and either require additional PPE before the cancer risk estimates were below the negligible risk range, have no data available to estimate risk, or further mitigation measures were not feasible.
- For all agricultural post-application scenarios assessed, the non-cancer risks do not exceed the LOC (MOEs > 100) on the day of application, approximately 12 hours following application. Most of the post-application cancer risk estimated for both hired hands and commercial/migratory farm workers were in the 10^{-5} to 10^{-7} range. The highest risk estimates, in the 10^{-4} range, were for conifer seed cone harvesting and thinning of certain fruit trees.
- All non-cancer post-application exposure scenarios for military personnel and garment workers exposed to permethrin-impregnated battle dress or fabric, respectively, do not exceed the Agency's LOC. Further, all of the postapplication cancer risk estimates for both populations were in the 10^{-6} range.

Ecological Risks

- Permethrin is highly toxic to both freshwater and estuarine aquatic organisms. Most agricultural, public health, and down-the-drain scenarios modeled resulted in exceedances in the acute risk quotient (RQ) for freshwater and estuarine fish, invertebrates, and sediment organisms. The agricultural and public health scenarios also showed the potential for chronic risks to estuarine and/or freshwater organisms. Further, there is a potential concern for direct effects to a variety of aquatic organisms.
 - The acute and chronic RQs for terrestrial avian species are below the Agency's levels of concern. The acute RQs for terrestrial mammals were also below the Agency's acute LOCs; however, some chronic RQs exceeded the Agency's LOC. However, the Agency believes the chronic RQs for mammals are based on a conservative estimate of toxicity, and therefore, may represent an overestimation of risk.
 - The potential for risk to terrestrial and aquatic plants from exposure to permethrin cannot be assessed because toxicity data are not available. However, any toxicity to plants would occur for reasons other than permethrin's insecticidal mode of action because permethrin works as a neural toxin, and unlike insects, plants do not have neural networks that could be affected.
 - Permethrin toxicity data show that the compound is highly toxic to honeybees, as well as other beneficial insects.
-

Risk Mitigation

To address assessed risks of concern, the following mitigation measures will be implemented.

Residential Risk

- Discontinue use of sponge application method for formulations applied as liquids. Ready to use (RTU) products, such as wipes and trigger pump sprays will still be available for this use pattern.
- Discontinue use of all directed broadcast and crack and crevice sprays (i.e., low pressure handwand, backpack sprayer, cold fogger) on all residential indoor surfaces, except for aerosol sprays.
 - Limit concentration of RTU aerosol consumer sprays to 0.5% ai of permethrin. The Agency will consider products with higher concentrations if the registrants for these products are able to provide justification or data to the Agency which demonstrate that little to no exposure will occur due to the specialized use of the product.
- Limit all total release fogger formulations to 0.25% ai of permethrin.
 - The Agency will consider products with higher concentrations if the registrants are able to provide justification or data that an equivalent indoor surface residue of 2.4 $\mu\text{g}/\text{cm}^2$, or less, will result in a room size of 2000 ft^3 or less.
- Amend all liquid and wettable powder products registered for outdoor residential use to either prohibit use in outdoor residential misting systems, or provide specific use directions.
- Efficacy data for all finished pre-treated permethrin products, and wash-off data to support efficacy claims is required.

Occupational Risk

Handler

- Require wettable powder formulations to be packed in water soluble packaging.
- Require all aerial applications to be in closed cab aircraft.
- Discontinue the use of high pressure handwands in mushroom houses.
- Add PPE requirement to labels as follows:
 - Wettable Powders- baseline PPE (long pants, long sleeved shirt, and shoes), and chemical-resistant gloves for mixers, loaders, and applicators.
 - Emulsifiable Concentrations- baseline PPE and chemical-resistant gloves for mixers, loader, and applicators. Additional chemical-resistant apron is required for applicators performing animal dip applications.
 - Dry Flowables- baseline PPE and chemical-resistant gloves.
 - Dust- Double layer (coveralls over baseline PPE), chemical-resistant gloves, and a PF5 respirator for loaders and applicators.
 - RTU Formulations- Baseline PPE and chemical-resistant gloves.
 - Applicators of liquids via cold foggers and fog mister/generators.
 - Require applicators to wear double layers, chemical-resistant gloves, and PF10 respirator.

Post-Application

- Increase REI for conifer cone seed harvesting to 30 days.
- Amend agricultural labels to include new use patterns (rate reductions, seasonal maximum reductions, and minimum retreatment intervals) identified for the selected crop uses specified Appendix A.

Ecological Risks

- Include standard pyrethroid specific spray drift language, including a 25 foot aquatic buffer zone for ground applications, 100-foot for aerial application, and 450 foot for ULV applications.
- Amend agricultural labels to include new use pattern (rate reductions, seasonal maximum reductions, and minimum retreatment interval) identified for the selected crop uses specified in Appendix A.
- Include the following statement in the environmental hazard section of the end use products:
 - This pesticide is highly toxic to bees exposed to direct treatment on blooming crops or weeds. Do not apply this product or allow it to drift to blooming crops or weeds while bees are actively visiting the treatment area.
- For all wide area mosquito abatement products:
 - Remove 100 foot buffer zone restriction;
 - Specify a maximum application rate of 0.007 lb ai/A per day or 0.18 lb ai/A per year.
 - Specify minimum release height of 100 feet for fixed wing aircraft, and 75 feet for helicopter applications.
 - Require droplet size <60 microns for aerial application, and <30 microns for ground application.
- Include stewardship language in the directions for use section of all products registered for outdoor use in residential areas.

Risk/Benefit Balance Analysis

The Agency also assessed the significance of permethrin use, and conducted a risk/benefit balancing analysis. Given the significance of the use of permethrin and the mitigated nature of the risks of permethrin, the Agency believes, on balance, that the benefits of permethrin outweigh the risks. With respect to the ecological risks, the Agency has reduced those risks by imposing various conditions that should reduce exposure of aquatic species to permethrin. With respect to the benefits, permethrin offers substantial benefits to users. In the agricultural area, permethrin provides a high benefit to the agricultural industry because of its broad label and 1 day PHI. According to comments received from various growers, the broad spectrum of pests that permethrin targets makes its use highly beneficial since the agricultural industry has been losing a number of insecticides, and the newer insecticides replacing them have chemistries that target specific insects and are narrow in their spectrum. Further, permethrin has a 1 day pre-harvest interval, which allows for effective pest control near harvest of registered crops. Also alternatives to permethrin, such as the fourth generation pyrethroids, may pose a greater risk to aquatic organisms because of their persistence in the environment.

For the public health use, permethrin is the most widely used mosquito adulticide in the United States because of its low cost, high efficacy, and low incidence of pest resistance. Although permethrin alternatives are comparably priced and are likely to be as effective as permethrin in many situations, they are not likely to universally substitute for all permethrin uses because of labeling constraints or resistance concerns. The Agency believes that the loss of permethrin would adversely affect the ability of mosquito abatement professionals to control mosquitoes in some situation, such as agricultural-urban interface and areas with known resistance to alternatives. With regard to the treatment of fabrics, permethrin is the only pesticide registered to pre-treat fabrics, which the AFPMB strongly supports as a method of preventing many diseases that might afflict military personnel in the field. On other uses, such as residential uses, where there may be a potential for ecological effects due to urban runoff, the Agency intends to identify steps which can be taken to allow a greater understanding of potential ecological risk from urban uses of pyrethroid as a whole during Registration Review.

Data Requirements

The Agency has identified data necessary to confirm the reregistration eligibility decision for permethrin. These studies are listed below and will be included in the generic DCI for this RED, which the Agency intends to issue at a future date.

Toxicology:

870.6300	Developmental Neurotoxicity Study
870.1300	Acute Inhalation Toxicity Study

Residue Chemistry:

860.1200	Directions for Use
860.1340	Enforcement Analytical Method-Animals
860.1380	Storage Stability
860.1500	Magnitude of the Residue in Crop Plants (leaf lettuce, collards, and cabbage)

Occupational Exposure

875.1200	Dermal Exposure Indoors (ULV Cold Fogger)
875.1400	Inhalation Exposure Indoors (ULV Cold Fogger)

Environmental Toxicology

850.1735	Whole sediment acute toxicity for estuarine/marine invertebrates
850.1740	Whole sediment acute toxicity for estuarine/marine invertebrates
EPA/600/R-99/064 (ORD Study Method)	Chronic Freshwater Sediment Testing
EPA/600/R01/020 (ORD Study Method)	Chronic Estuarine/Marine Sediment Testing

Regulatory Conclusion

The Agency has determined that permethrin containing products are eligible for reregistration provided that the risk mitigation measures are adopted and labels are amended to reflect these measures.

For More Information

Electronic copies of the Permethrin RED and all supporting documents are available in the public docket EPA-HQ-OPP-2004-0385 located on-line in the Federal Docket management System (FDMC) at <http://www.regulations.gov>.

For more information about EPA's pesticide reregistration program, the Permethrin RED, or reregistration of individual products containing permethrin, please contact the Special Review and Reregistration Division (7508P), Office of Pesticide Programs, U.S. EPA, Washington, D.C. 20460, telephone 703-308-8000.

For information about the health affects of pesticides, or for assistance in recognizing and managing pesticide poisoning symptoms, please contact the National Pesticide Information Center (NPIC). Call toll-free 1-800-858-7378, from 6:30 am to 4:30 am Pacific Time, or 9:30 am to 7:30 pm Eastern Standard Time, seven days a week. The NPIC internet address is <http://npic.orst.edu>.

Appendix A: Amended Agricultural Use Patterns

	Current Labels			Mitigation Per the RED		
Crop	Max. Rate per application (lb ai/A)	Minimum retreatment interval (days)	Seasonal Maximum Application Rate (lb ai/A)	New Maximum rate per application (lb ai/A)	New Minimum retreatment interval (days)	New Seasonal Maximum Application Rate (lb ai/A)
Alfalfa	0.2	14	0.2 per cutting	0.2	30	0.2 per cutting
Almonds	0.4	3	2	0.25	10	0.75
Hazelnuts	0.4	As needed	1.6	0.25	10	0.75
Pistachios	0.4	As needed	1.6	0.3	10	0.9
Walnuts	0.4	As needed	1.6	0.25	10	0.75
Apples	0.4	As needed	0.6	0.25	10	0.5
Pears	0.4	As needed	0.8	0.25 (0.4 dormant)	10	0.65

				only)		
Cherries	0.2	As needed	1.2	0.2	10	0.6
Peaches/Nectarines	0.3	7	1.5	0.25	10	0.75
Artichokes	0.3	As needed	1.5	0.3	10	0.9
Asparagus	0.1	As needed	0.4	0.1	7	0.4
Avocados	0.2	7	1.2	0.2	7	0.8
Broccoli	0.2	As needed	0.8	0.2	5	0.8
Brussels Sprouts	0.2	As needed	0.8	0.1	5	0.4
Cabbage	0.2	5	1	0.2	5	0.4 (0.8 in HI)
Cauliflower	0.2	As needed	0.8	0.1	5	0.4 (0.6 in HI)
Cantaloupes	0.2	7	1.6	0.2	7	0.8 (1.2 in HI)
Cucumbers	0.2	As needed	1.6	0.2	7	1.2

Pumpkins	0.2	As needed	1.6	0.2	7	1.2
Squash (summer, winter)	0.2	As needed	1.6	0.2	7	1.2
Watermelon	0.2	As needed	1.6	0.2	7	1.2
Eggplant	0.21	3	2	0.15	7	0.6 (1.0 in HI)
Peppers, bell	0.2	As needed	1.6	0.2	5	0.8
Tomatoes	0.2	5	1.2	0.2	7	0.6 (0.8 in HI)
Celery	0.2	As needed	2	0.2	7	1.0 (1.2 in HI)
Lettuce	0.2	3	2	0.2	7	0.8 (1.2 in HI)
Spinach	0.2	As needed	2	0.2	3	0.6
Collards	0.2	As needed	0.8 (0.4 in SC, GA, FL, WA)	0.15	3	0.45
Greens, Turnip	0.2	As needed	0.8 (0.4 in SC, GA, FL,	0.15	3	0.45

			WA)			
Corn, Field	0.2	6	0.6	0.15	7	0.45
Sweet Corn	0.25	3	1.2	0.2	3	0.8
Garlic	0.3	As needed	2	0.2	10	0.8
Onions	0.3	As needed	2	0.3	7	1.0
Horseradish	0.21	As needed	0.6	0.15	10	0.45
Papaya	0.4	7	1.2	0.15	10	0.75
Potatoes	0.2	As needed	1.6	0.2	10	0.8
Soybeans	0.2	As needed	0.4	0.2	10	0.4

**CITY OF CLEARWATER
WRIGHT AND STEARNS COUNTIES, MINNESOTA**

A regular meeting of the City Council of the City of Clearwater, Minnesota, was called to order by Mayor Lawrence at 7:00 p.m. via Zoom Web Conference on Monday, September 14, 2020.

The following Council Members were present: Lawrence, Kruchten, Crandall, Petty, and Scott.

The following Council Members were absent: None.

A motion to adopt the following resolution was made by _____ and seconded by _____.

.....
**RESOLUTION 2020-55
ACCEPTING DONATION TO FIRE DEPARTMENT**

WHEREAS, the City of Clearwater has received a donation in the amount of \$50 from the Mueller Family; and

WHEREAS, the donation is made in memory of Curtis Heaton, who passed away on August 9, 2020. Mr. Heaton served the City of Clearwater for many years as the Mayor from 1971 to 1980 and also served as its Fire Chief.

NOW, THEREFORE, BE IT RESOLVED, that the Clearwater City Council hereby acknowledges the passing of former Mayor Heaton and expresses condolences to the Heaton family.

BE IT FURTHER RESOLVED that the Clearwater City Council hereby accepts the donation in the amount of \$50 for the Clearwater Fire Department.

BE IT FURTHER RESOLVED that the City Council and the Clearwater Fire Department express their thanks and appreciation for the donated funds.

Council members voting in favor:

Opposed or Abstained:

Adopted by the City Council this 14th day of September, 2020.

ATTEST:

APPROVED BY:

Annita M. Smythe, City Administrator

Andrea Lawrence, Mayor

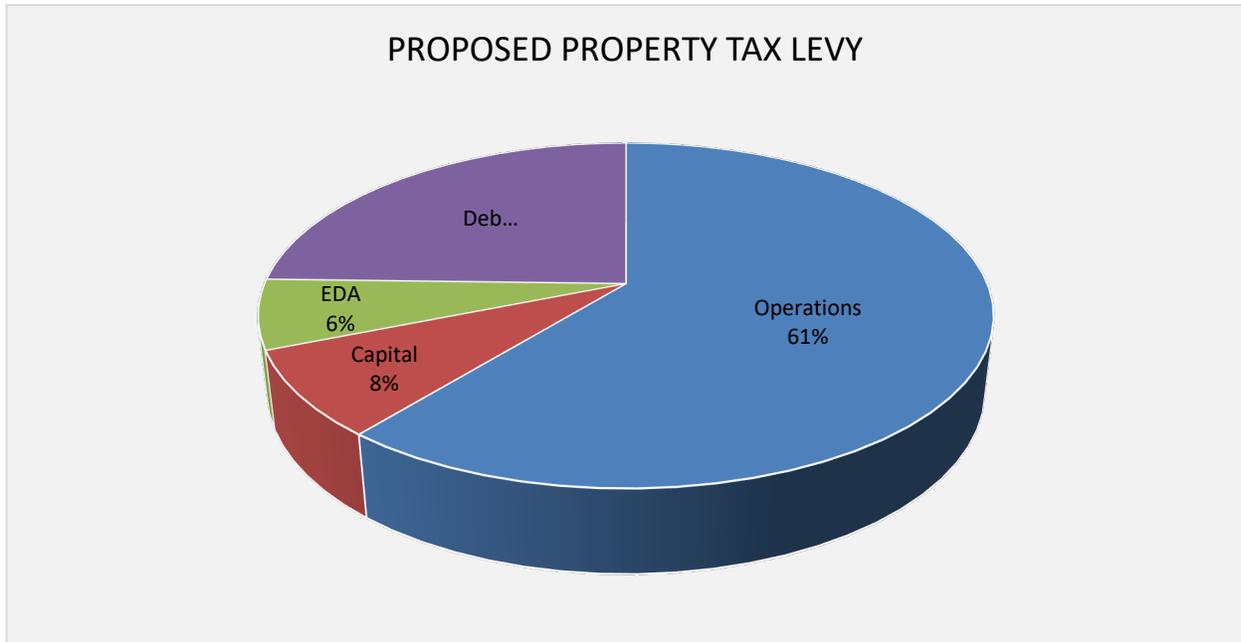


2021 Levy / Budget Documents

Preliminary Budget
September 14, 2020

City of Clearwater
Proposed Property Tax Levy

	2019 for Collection 2020	2020 for Collection 2021	Increase (Decrease)	Percent Change (Prior Year)
General	\$ 513,388	\$ 528,790	\$ 15,402	3.00%
Fire	167,105	151,450	(15,655)	-9.37%
Parks	90,021	79,340	(10,681)	-11.87%
EDA	83,759	81,270	(2,489)	-2.97%
Capital	150,000	100,000	(50,000)	-33.33%
GO Bonds 2015A	101,404	99,724	(1,680)	-1.66%
GO Bonds 2019A	56,827	54,306	(2,521)	-4.44%
Reclass 2015A Water Fd	-	53,513	53,513	n/a
GO Equip Cert 2020A	-	99,032	99,032	n/a
Total City Tax Levy	\$ 1,162,504	\$ 1,247,424	\$ 84,921	7.30%
Total Excl New Debt Svc	\$ 1,162,504	\$ 1,094,879	\$ (67,625)	-5.82%



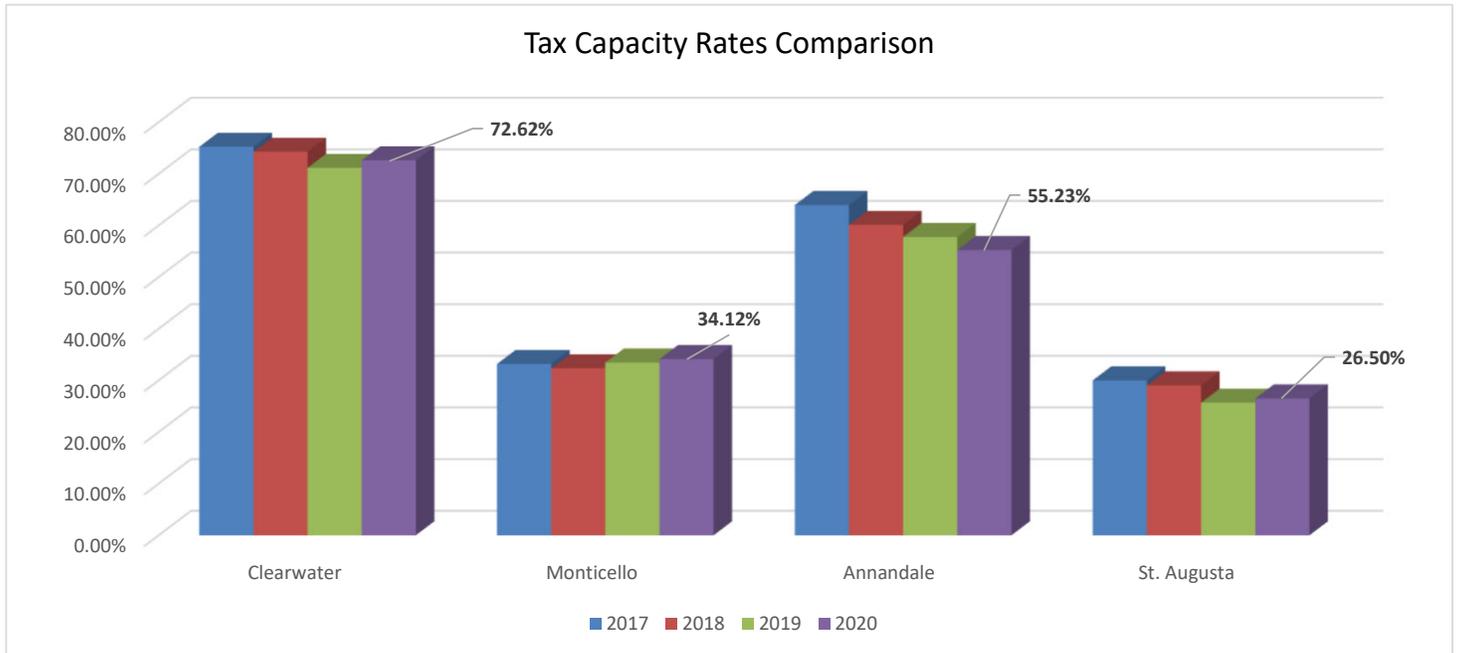
Tax Capacity by Property Type - 2020

	Pay 2019	Pay 2020	Percent Change From Pay 2019
Residential Homestead	\$ 743,905	\$ 829,987	12%
Agriculture	3,563	1,931	-46%
Commercial Industrial	469,921	461,838	-2%
Residential non-homestead	252,080	270,017	7%
Residential Seasonal/Rec	1,695	1,768	4%
Personal property	35,167	35,360	1%
Total Tax Capacity	\$ 1,506,331	\$ 1,600,901	6%

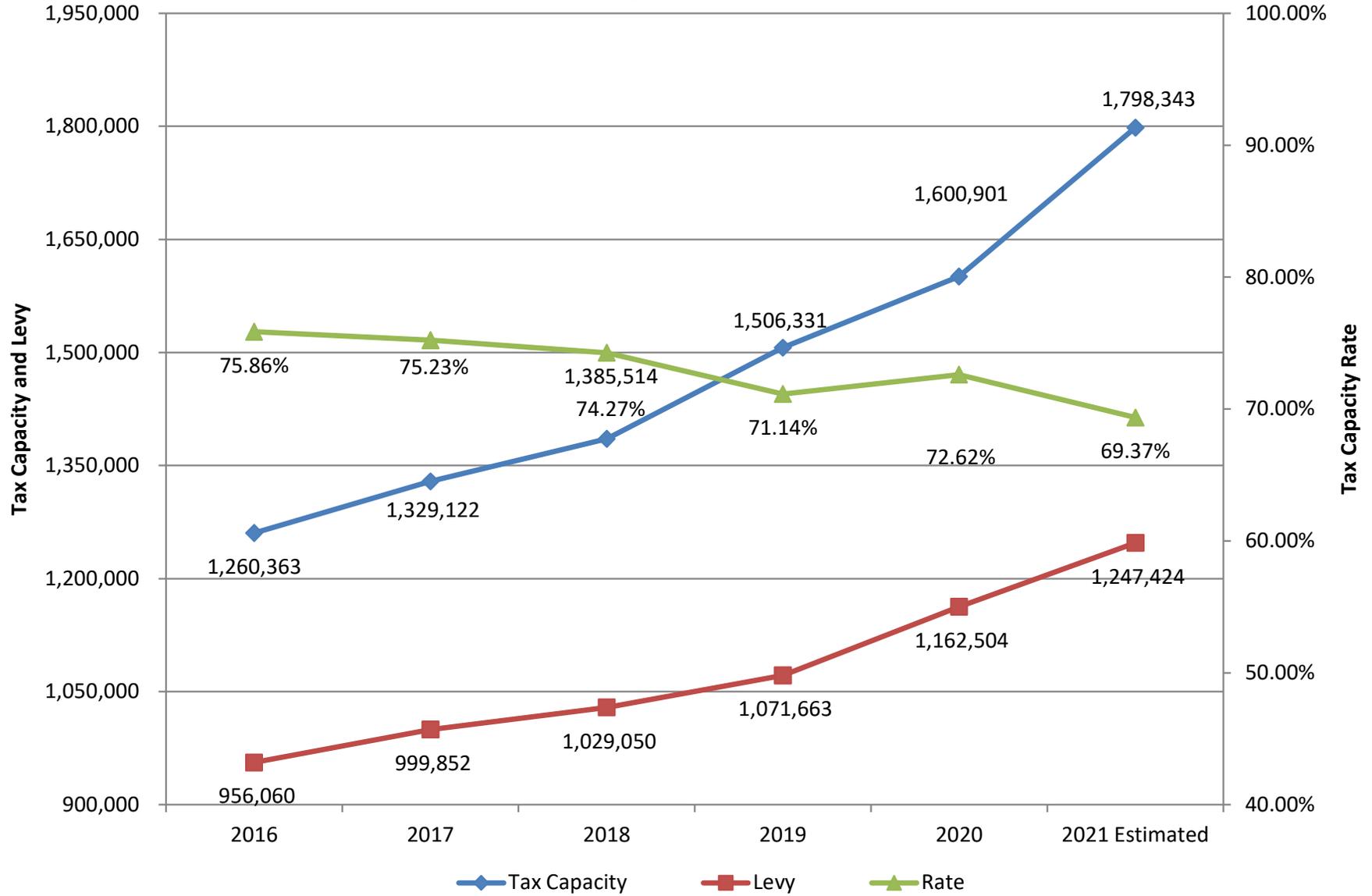
	Clearwater	Monticello	Annandale	St. Augusta
Total Tax Capacity	1,600,901	30,610,815	2,701,833	4,227,903
Tax Levy	1,162,504	10,445,000	1,492,280	1,120,503

Tax Capacity Rates Comparison

	Clearwater	Monticello	Annandale	St. Augusta
2017	75.23%	33.17%	63.96%	30.00%
2018	74.27%	32.33%	60.11%	29.02%
2019	71.14%	33.45%	57.76%	25.67%
2020	72.62%	34.12%	55.23%	26.50%



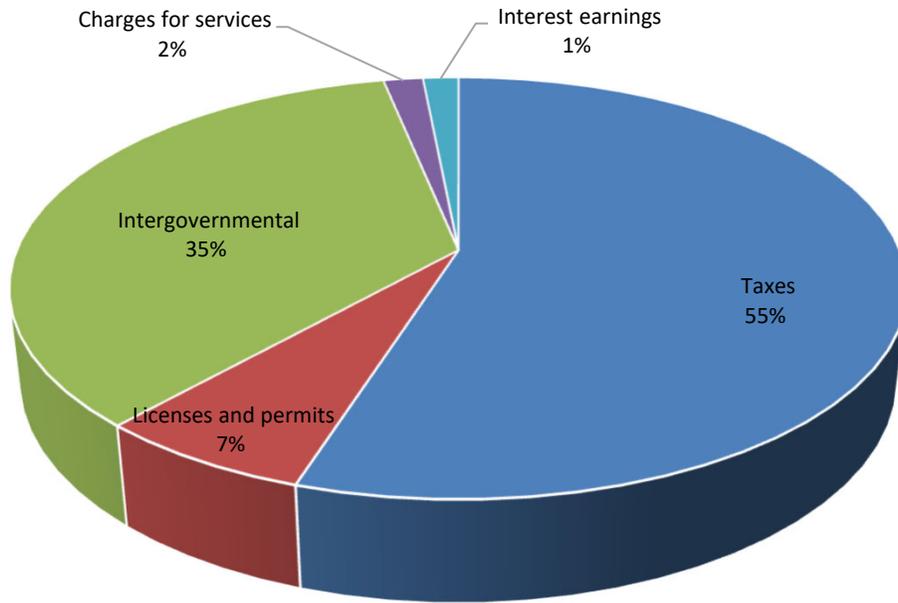
Tax Capacity, Levy and Rates



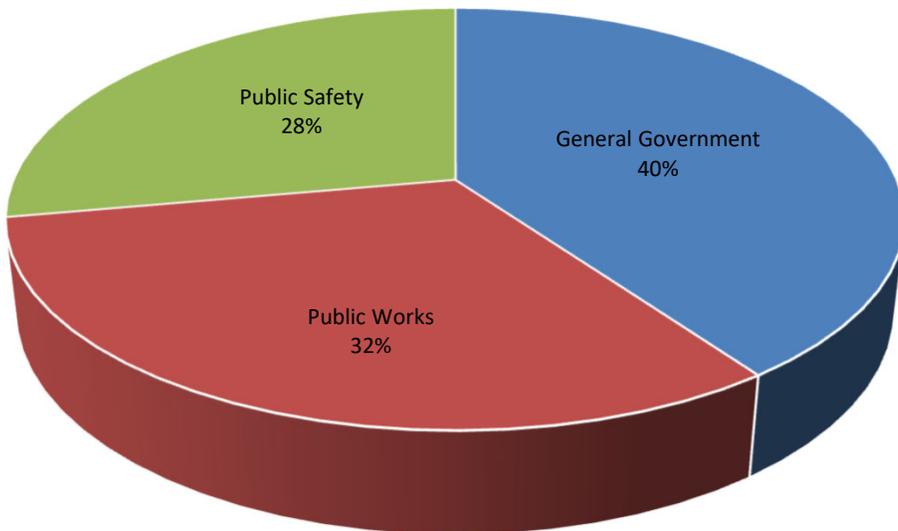
Statement of Revenues and Expenditures -
 Summary Budget - General Fund
 Actual for the Year Ended December 31, 2018 and 2019, Period to Date July 31, 2020 and
 Budget for the Years Ended December 31, 2020 and 2021

	Actual		YTD Actual	Budget	
	2018	2019	7/31/2020	2020	2021
Revenue					
Taxes	\$ 521,182	\$ 649,634	\$ 295,102	\$ 529,954	\$ 538,790
Licenses and permits	25,380	119,250	97,784	56,395	66,000
Intergovernmental revenues	315,947	325,390	10,362	353,520	346,888
Charges for services	11,150	36,077	17,845	12,278	16,200
Fines and forfeitures	-	1,125	2,748	1,500	-
Special assessments	7,994	1,634	1,286	10,000	3,000
Interest earnings	7,000	18,155	12,223	7,000	15,000
Other	9,000	9,267	25,287	3,000	500
Total Revenues	897,653	1,160,533	462,635	973,647	986,378
Expenditures					
General government	82,123	83,545	49,236	48,493	48,490
City Council	15,692	26,567	9,775	34,222	34,220
City Hall	197,924	216,380	91,382	199,610	193,590
Elections	6,283	2,705	3,540	6,500	-
Assessor	10,063	10,572	11,414	11,124	11,500
Auditor	24,550	25,050	25,675	27,500	27,500
Law/Legal Services	8,984	12,891	11,386	12,000	12,000
Engineering	12,334	27,628	10,564	15,000	15,000
Mosquito Control	9,450	9,450	6,489	9,500	9,500
Planning and Zoning	7,026	17,107	6,044	10,145	12,030
Police Administration	215,774	223,826	136,580	233,795	233,800
Animal Control	-	-	-	250	250
Building Inspection	32,672	28,705	42,469	40,530	40,530
Fire Department	-	-	-	-	-
Hwys, streets and roads	281,320	251,945	120,040	268,839	291,568
Library	25,800	-	7,003	27,371	27,600
Insurance	22,086	22,868	-	28,248	28,800
Transfers out	2,770	36,467	-	-	-
Total Expenditures	954,852	995,705	531,597	973,127	986,378
Net Revenue Over (Under) Expense	\$ (57,199)	\$ 164,828	\$ (68,962)	\$ 520	\$ -

2021 GENERAL FUND REVENUES



2021 GENERAL FUND EXPENDITURES



Summary Budgets for all other budgeted funds

	Actual		YTD Actual	Budget	
	2018	2019	7/31/2020	2020	2021
FIRE FUND					
Revenues	\$ 211,020	\$ 339,397	\$ 193,654	\$ 328,860	376,980
Expenditures	204,020	297,848	117,947	328,860	376,980
Net Change to Fund Balance	\$ 94,680	\$ 41,549	\$ 75,706	\$ -	\$ -

	Actual		YTD Actual	Budget	
	2018	2019	7/31/2020	2020	2021
PARKS FUND					
Revenues	\$ 66,815	\$ 69,840	\$ 53,781	\$ 103,711	93,440
Expenditures	58,326	79,344	18,200	103,711	93,440
Net Change to Fund Balance	\$ (9,505)	\$ (9,504)	\$ 35,580	\$ -	\$ -

	Actual		YTD Actual	Budget	
	2018	2019	7/31/2020	2020	2021
EDA FUND					
Revenues	\$ 6,878	\$ 13,889	\$ 42,423	\$ 83,759	81,770
Expenditures	8,862	41,157	872	83,759	81,770
Net Change to Fund Balance	\$ (1,985)	\$ (27,268)	\$ 41,551	\$ -	\$ -

	Actual		YTD Actual	Budget	
	2018	2019	7/31/2020	2020	2021
LOCAL OPTION SALES TAX					
Revenues	\$ 239,496	\$ 284,009	\$ 148,590	\$ 244,000	250,000
Expenditures	142,411	158,938	45,789	244,000	244,000
Net Change to Fund Balance	\$ 97,086	\$ 125,071	\$ 102,802	\$ -	\$ 6,000

	Actual		YTD Actual	Budget	
	2018	2019	7/31/2020	2020	2021
WATER FUND					
Revenues	\$ 227,767	\$ 231,832	\$ 132,112	\$ 190,879	218,800
Expenditures	265,335	227,683	142,593	284,055	218,800
Net Change to Fund Balance	\$ (37,567)	\$ 4,149	\$ (10,481)	\$ (93,176)	\$ -

	Actual		YTD Actual	Budget	
	2018	2019	7/31/2020	2020	2021
SEWER FUND					
Revenues	\$ 1,097,800	\$ 995,409	\$ 532,645	\$ 1,005,720	979,000
Expenditures	1,024,076	987,296	777,612	1,168,647	979,000
Net Change to Fund Balance	\$ 73,724	\$ 8,113	\$ (244,966)	\$ (162,927)	\$ -

	Actual		YTD Actual	Budget	
	2018	2019	7/31/2020	2020	2021
REFUSE/RECYCLE FUND					
Revenues	\$ 105,083	\$ 106,246	\$ 71,458	\$ 111,981	112,520
Expenditures	111,230	111,719	69,043	127,484	112,520
Net Change to Fund Balance	\$ (6,146)	\$ (5,473)	\$ 2,415	\$ (15,503)	\$ -

	Actual		YTD Actual	Budget	
	2018	2019	7/31/2020	2020	2021
STORM SEWER FUND					
Revenues	\$ 7,940	\$ 7,927	\$ 5,305	\$ 7,250	7,600
Expenditures	-	266	9,538	-	7,600
Net Change to Fund Balance	\$ 7,940	\$ 7,661	\$ (4,232)	\$ 7,250	\$ -

Overview of Budget Changes 2021 Versus 2020

General Fund - 100

General Fund Revenues and Expenditures are up overall by about \$13,000. The levy was increased by 3%, accounting for the revenue increase. Major Expenditure changes are as follows:

Elections	(\$6,500)	No election in 2021
City Hall Salaries	(\$6,400)	Staff turnover, replacement staff at lower salaries
PW Salaries	\$24,000	Reallocated salaries from Utilities to reduce deficits
PW Street Patch	\$4,500	Added funds for street patching
Other Misc	<u>(\$2,500)</u>	Misc. reductions to match historical averages
Total	\$13,100	

Special Revenue Funds

Park Dedication Fund – no changes.

Fire Department Fund – Staff salaries declined due to staff turnover and reallocation of city hall staff back to general fund. Operating supplies were increased to reflect actual usage. Other expenditures reduced to reflect historical averages. Overall, total expenditures increased by \$48,000 due to addition of \$99,000 for the debt levy on the new fire truck. Net of debt service, expenditures declined \$51,000.

Park & Recreation Fund – adjusted expenditures to match historical averages, removed contracted services from a special project. Overall decline of 9.9%.

EDA Fund – adjusted estimated costs for website down 2.4%.

Local Option Sales Tax Fund – no changes.

Debt Service Funds

Overall debt levy increased by \$153,000 due to the new fire truck bond and the increase to the 2015A GO Bond levy to assume the share that the water fund is unable to pay.

Enterprise Funds

Water Fund – overall fund expenditures declined \$65,000, due to removal of 2015A GO Bond debt service of \$53,000 and a reallocation of some staff salaries to general fund. Debt service for the I94 Water Main project added \$26,000 to expenditures. Water sales revenue increased by \$22,000 by including a 10% rate increase.

Sewer Fund – overall fund expenditures declined by 16.2% or \$190,000 by removing capital outlay. This allows fund expenditures to balance with revenues.

Refuse/Recycling Fund – overall fund expenditures declined 11.7% due to reallocation of staff salaries.

Storm Sewer Fund – expenditures adjusted up \$5,000 – previously had no budgeted expenses.

Staff Salaries/Payroll

Salaries - The budget includes a COLA increase of 3% for all staff. Half of our staff are capped out at their maximum step scale, so the COLA increase is the only increase those folks will receive. CPI has been trending around 2%. These amounts can be revisited before the budget is finalized in December and adjusted if needed based on market conditions.

Health Benefits – Our health and benefit plan renewals have come in with about a 3% increase, which is reflected in the budgeted numbers.

Boards and Commissions – There were no stipend increases added for City Council, Boards, or Commissions.

General Fund Revenues - Fund 100
2021 Preliminary Budget

<u>Account</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 YTD</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>Chg</u>
100-41000-30010	Escrow Agreements	-	7,100	15,123	-	-	
100-41000-31010	Current Ad Valorem Taxes	505,537	634,622	287,517	513,388	528,790	3%
100-41000-31300	General Sales and Use Tax	-	527	-	-	-	
100-41000-32000	Liquor Licenses	14,675	11,350	2,509	14,675	10,000	
100-41000-32075	Cable Franchise Fees	15,115	10,402	6,220	16,036	10,000	
100-41000-32090	Filing Fees	-	-	-	-	-	
100-41000-32100	Business Licenses/Permits	-	-	-	-	-	
100-41000-32180	Other Licenses/Permits	520	4,260	2,688	1,720	2,000	
100-41000-32210	Building Permits	10,185	103,332	35,692	40,000	50,000	
100-41000-32215	Fence Permits	-	225	90	-	-	
100-41000-32220	Rental Licenses	-	-	-	-	-	
100-41000-32230	Sign Permits	-	-	52,400	-	-	
100-41000-32240	Animal Licenses	-	-	30	-	-	
100-41000-32500	Inspections	-	83	1,729	-	1,500	
100-41000-33400	State Grants and Aids	13,996	22,405	10,362	20,396	-	
100-41000-33401	Local Government Aid (LGA)	301,951	302,985	-	333,124	346,888	
100-41000-34104	Plan Check Fees	-	-	2,645	-	2,500	
100-41000-34107	Assessment Search Fees	832	2,150	1,006	1,200	1,200	
100-41000-34109	Certification Fees	1,196	990	-	1,078	-	
100-41000-34406	Admin Fines/Fees	-	1,125	-	1,500	-	
100-41000-34953	Charges for Services	9,110	31,992	16,838	10,000	15,000	
100-41000-36100	Special Assessments	7,994	1,634	1,286	10,000	3,000	
100-41000-36210	Interest Earnings	7,000	18,155	12,223	7,000	15,000	
100-41000-36230	Contributions/Donations	-	-	2,000	-	-	
100-41000-36260	Refunds and Reimbursements	9,000	2,167	441	3,000	500	
100-41000-36280	Copies	12	946	-	-	-	
100-41000-37190	State Surcharges	530	4,083	1,366	530	-	
100-41000-39101	Sales of Fixed Assets	-	-	-	-	-	
100-41000-39200	Operating Transfers	-	-	7,723	-	-	
100-41000-39321	Fines/Fees	-	-	2,748	-	-	
Total Revenues		897,653	1,160,533	462,635	973,647	986,378	1.3%

General Fund Expenditures - Fund 100
2021 Preliminary Budget

<u>Account</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 YTD</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>Chg</u>
General Government							
100-41000-120	Refunds & Reimbursements	6,749	2,959	5,436	3,435	3,500	
100-41000-123	Operating Supplies	1,202	1,409	(5)	-	-	
100-41000-125	Cleaning Service - Uniform	3,345	3,736	2,290	4,509	4,500	
100-41000-126	Rental/Lease	1,008	417	120	2,122	2,100	
100-41000-150	Software & Support	953	940	892	1,697	1,700	
100-41000-182	Bank Fees	529	1,698	1,546	690	690	
100-41000-200	Office Supplies	1,095	4,225	961	2,800	2,800	
100-41000-205	Taxes and Assessments	49	-	-	50	50	
100-41000-305	Contracted Services	44,965	45,897	23,755	12,800	12,800	
100-41000-307	Repair & Maintenance	2,826	705	686	3,183	3,200	
100-41000-321	Communications	3,876	3,262	3,102	4,429	4,400	
100-41000-322	Postage	746	758	619	750	750	
100-41000-323	Website	981	975	975	1,500	1,500	
100-41000-351	Legal Notices Publishing	899	144	1,474	1,167	1,100	
100-41000-382	Utilities	3,246	3,015	2,099	4,100	4,100	
100-41000-430	Miscellaneous	416	35	89	200	200	
100-41000-433	Dues and Subscriptions	4,494	3,971	175	4,000	4,000	
100-41000-560	Furniture and Office Equipment	3,849	9,398	5,021	-	-	
100-41000-903	Community Events	895		-	1,061	1,100	
100-41000-720	Operating Transfers	2,770	36,467	-	-	-	
City Council							
100-41110-100	Wages and Salaries	11,705	22,150	8,700	22,501	22,500	
100-41110-122	FICA/Medicare	1,153	1,695	666	1,721	1,720	
100-41110-208	Training and Instruction	2,723	1,952	409	6,500	6,500	
100-41110-331	Travel Expenses	112	770	-	3,500	3,500	
City Hall							
100-41400-101	Full-Time Employee	124,355	133,351	44,047	91,099	126,070	
100-41400-103	Part-Time Employee	17,087	22,220	23,535	57,604	-	
100-41400-121	PERA	10,478	10,552	4,941	11,153	9,460	

100-41400-122	FICA/Medicare	12,203	11,938	5,010	11,376	9,640
100-41400-131	Employer Paid Health	30,787	33,383	11,481	23,378	33,920
100-41400-134	Employee Paid Life	1,572	1,572	727	-	-
100-41400-208	Training and Instruction	982	1,173	709	4,500	8,500
100-41400-331	Travel Expenses	317	1,916	-	-	1,000
100-41400-433	Dues and Subscriptions	145	275	931	500	5,000

Elections

100-41410-111	Other Wages	3,290	100	1,291	3,600	-
100-41410-121	PERA	74		11	100	-
100-41410-122	FICA/Medicare	75		22	100	-
100-41410-123	Operating Supplies	355	12	308	500	-
100-41410-208	Training and Instruction	79		-	150	-
100-41410-307	Repair & Maintenance	1,633	595	305	1,150	-
100-41410-331	Travel Expenses	569	54	246	600	-
100-41410-351	Legal Notices Publishing	209	1,944	1,357	300	-

Other Contracted Services

100-41420-344	Assessor	10,063	10,572	11,414	11,124	11,500
100-41530-308	Auditor Fees	24,550	25,050	25,675	27,500	27,500
100-41600-304	Legal Fees	8,984	12,891	11,386	12,000	12,000
100-41700-303	Engineering Fees	12,334	27,628	10,564	15,000	15,000
100-41800-305	Contracted Services	9,450	9,450	6,489	9,500	9,500
100-42100-305	Contracted Services	215,774	223,826	136,580	233,795	233,800
100-42400-305	Contracted Services	29,264	24,957	41,990	40,000	40,000
100-42400-410	State Building Surcharges	3,408	3,748	479	530	530
100-42500-305	Contracted Services	-	-	-	250	250

Planning & Zoning

100-41910-100	Wages and Salaries	200	1,000	1,400	1,500	3,000
100-41910-122	FICA/Medicare	15	61	107	115	230
100-41910-311	Recording Fee	-	46	184	-	300
100-41910-313	City Planner Fees	6,392	15,417	4,155	8,000	8,000
100-41910-353	Ordinance Publication	419	583	198	530	500

Public Works Maintenance

100-43100-101	Full-Time Employee Wages	62,480	81,556	53,987	90,405	119,060
100-43100-102	Full-Time Employee OT	1,969	861	-	-	-
100-43100-103	Part-Time Employee	28,993	6,490	2,210	23,616	-

100-43100-121	PERA	5,772	6,577	4,129	8,552	8,930	
100-43100-122	FICA/Medicare	6,310	7,361	4,304	8,722	9,110	
100-43100-123	Operating Supplies	14,710	22,836	5,324	19,516	21,218	
100-43100-131	Employer Paid Health	17,338	27,655	16,237	28,333	36,740	
100-43100-134	Employee Paid Life	1,856	2,540	1,294	-	-	
100-43100-135	Physicals/Drug Tests	183	397	5	300	-	
100-43100-137	Signs & Sign Materials		20	-	2,000	1,000	
100-43100-150	Software & Support	291	329	-	300	250	
100-43100-200	Office Supplies	301	357	15	100	50	
100-43100-208	Training and Instruction	638	70	50	1,500	1,500	
100-43100-212	Motor Fuels	3,581	8,153	2,468	6,800	6,800	
100-43100-240	Small Tools and Equipment	3,639	3,259	1,125	2,500	2,500	
100-43100-305	Contracted Services	46,310	10,199	1,336	4,352	5,000	
100-43100-307	Repair & Maintenance	31,243	36,214	8,158	27,670	31,760	
100-43100-321	Communications	2,426	2,220	1,217	2,500	2,500	
100-43100-322	Postage	232	236	25	150	150	
100-43100-325	Crack Filling	13,524		-	10,000	10,000	
100-43100-327	Street Patching	3,318	4,240	2,825	500	5,000	
100-43100-382	Utilities	29,399	26,580	15,330	31,023	30,000	
100-43100-597	Capital Outlay	6,808	3,796	-	-	-	
Library							
100-45200-123	Operating Supplies			80	-	100	
100-45200-125	Cleaning Service - Uniform			1,123	-	2,000	
100-45200-126	Rental/Lease			9,730	-	19,000	
100-45200-205	Taxes and Assessments			1,626	-	-	
100-45200-305	Contracted Services			1,801	-	2,000	
100-45200-362	Property Insurance			839	-	-	
100-45200-382	Utilities			2,158	-	4,500	
100-45200-390	Donation	25,800		(10,355)	27,371	-	
Insurance							
100-49100-152	Workers Comp Insurance	6,966	6,639	-	8,091	8,000	
100-49100-361	General Liability Insurance	5,320	5,195	-	11,670	12,000	
100-49100-362	Property Insurance	4,661	5,745	-	6,365	6,300	
100-49100-363	Automotive Insurance	5,139	5,289	-	2,122	2,500	
Total Expenditures		954,852	995,705	531,597	973,127	986,378	1.4%

Summary of 2021 Capital Requests

<u>Fund</u>	<u>Fund ID</u>	<u>Capital Request</u>	<u>Requested Amount</u>	<u>Project Year</u>	<u>Source of Funds</u>
Street Capital	415	Smith Street Repairs	\$ 13,000	2022	Levy
Street Capital	415	Pavement Mgmt Plan	\$ 12,000	2021	Levy
Fire Capital	420	Fire Truck	\$ 771,714	2020-21	Bond
Local Option Sales Tax	270	Community Ctr	\$ 234,000	2023	Sales Tax
PW Equipment Capital	430	1-Ton Truck with Plow	\$ 75,000	2021	Levy
Water	600	Tower #2 Circulation Pump	\$ 7,500	2021	Fee Revenue
Sewer	601	None			
City Hall	100	None			
Total 2021 Capital Requests			\$ 1,113,214		

By Source of Funds

Levy Total	\$ 100,000
Bond Total	\$ 771,714
Sales Tax Total	\$ 234,000
Utility Revenue Total	\$ 7,500
Total	\$ 1,113,214

2021 PAYROLL ALLOCATION

EMPLOYEE	POSITION	HOURS/YR	2021 RATE	2021 TOTAL	%	DEPARTMENT	7.50% PERA	6.20% SS	1.45% MEDICARE	Health	Dental	STD/LTD/Life	Total Compensation
COUNCIL	Mayor	Annual	\$ 5,940.00	\$ 5,940.00	100%	Council		\$ 368.28	\$ 86.13				\$ 6,394.41
	Council member	Annual	4,140.00	4,140.00	100%	Council		\$ 256.68	\$ 60.03				\$ 4,456.71
	Council member	Annual	4,140.00	4,140.00	100%	Council		\$ 256.68	\$ 60.03				\$ 4,456.71
	Council member	Annual	4,140.00	4,140.00	100%	Council		\$ 256.68	\$ 60.03				\$ 4,456.71
	Council member	Annual	4,140.00	4,140.00	100%	Council		\$ 256.68	\$ 60.03				\$ 4,456.71
FIRE DEPARTMENT	Fire Chief - Ryan Pridgeon	Annual	6,000.00	6,000.00	100%	Fire		\$ 372.00	\$ 87.00				\$ 6,459.00
	Asst Chief	Annual	2,500.00	2,500.00	100%	Fire		\$ 155.00	\$ 36.25				\$ 2,691.25
	Capt 1	Annual	1,000.00	1,000.00	100%	Fire		\$ 62.00	\$ 14.50				\$ 1,076.50
	Capt 2	Annual	250.00	250.00	100%	Fire		\$ 15.50	\$ 3.63				\$ 269.13
	Lt 1	Annual	250.00	250.00	100%	Fire		\$ 15.50	\$ 3.63				\$ 269.13
	Lt 2	Annual	250.00	250.00	100%	Fire		\$ 15.50	\$ 3.63				\$ 269.13
	Lt 3	Annual	250.00	250.00	100%	Fire		\$ 15.50	\$ 3.63				\$ 269.13
	Lt 4	Annual	250.00	250.00	100%	Fire		\$ 15.50	\$ 3.63				\$ 269.13
	Secretary	Annual	300.00	300.00	100%	Fire		\$ 18.60	\$ 4.35				\$ 322.95
	Fire Marshall	Annual	600.00	600.00	100%	Fire		\$ 37.20	\$ 8.70				\$ 645.90
	Drill Pay	Trng Based	13,000.00	13,000.00	100%	Fire		\$ 806.00	\$ 188.50				\$ 13,994.50
	Call Pay	Call Based	39,000.00	39,000.00	100%	Fire		\$ 2,418.00	\$ 565.50				\$ 41,983.50
	Total Fire		63,650.00	63,650.00				\$ 3,946.30	\$ 922.93				\$ 68,519.23
BOARDS	(5) EDA Members	12	50.00	3,000.00	100%	EDA		\$ 186.00	\$ 43.50				\$ 3,229.50
	(5) Park Commission Members	12	50.00	3,000.00	100%	Parks		\$ 186.00	\$ 43.50				\$ 3,229.50
	(5) Planning Commission Members	12	50.00	3,000.00	100%	Planning		\$ 186.00	\$ 43.50				\$ 3,229.50
	(2) Sewer Authority Members	6	50.00	600.00		Sewer		\$ 37.20	\$ 8.70				\$ 645.90
Smythe, Annita	City Administrator/Clerk/Treasurer/SA	2,080	96,896.37	62,007.64	65%	City Hall	4,650.57	\$ 3,844.47	\$ 899.11	17,890.78	805.35	679.54	\$ 90,777.47
Smythe, Annita	City Administrator/Clerk/Treasurer/SA	2,080	96,896.37	14,309.46	15%	Water	1,073.21	\$ 887.19	\$ 207.49	4,128.64	185.85	156.82	\$ 20,948.65
Smythe, Annita	City Administrator/Clerk/Treasurer/SA	2,080	96,896.37	19,079.27	20%	Sewer	1,430.95	\$ 1,182.91	\$ 276.65	5,504.86	247.80	209.09	\$ 27,931.53
Smythe, Annita	City Administrator/Clerk/Treasurer/SA	2,080	96,896.37	1,500.00	flat	Fire	-	\$ -	\$ -	-	-	-	\$ 1,500.00
Petty, Deb	UB Clerk/Zoning/Deputy Clerk	1,872	27.31	34,253.29	67%	City Hall	2,569.00	\$ 2,123.70	\$ 496.67	9,868.70	250.45	485.62	\$ 50,047.43
Petty, Deb	UB Clerk/Zoning/Deputy Clerk	1,872	27.31	5,112.43	10%	Water	383.43	\$ 316.97	\$ 74.13	1,472.94	37.38	72.48	\$ 7,469.77
Petty, Deb	UB Clerk/Zoning/Deputy Clerk	1,872	27.31	7,668.65	15%	Sewer	575.15	\$ 475.46	\$ 111.20	2,209.41	56.07	108.72	\$ 11,204.65
Petty, Deb	UB Clerk/Zoning/Deputy Clerk	1,872	27.31	2,044.97	4%	Refuse	153.37	\$ 126.79	\$ 29.65	589.18	14.95	28.99	\$ 2,987.91
Petty, Deb	UB Clerk/Zoning/Deputy Clerk	1,872	27.31	2,044.97	4%	Recycling	153.37	\$ 126.79	\$ 29.65	589.18	14.95	28.99	\$ 2,987.91
Johnson, Sarah	Accountant	1,872	23.77	29,813.28	67%	City Hall	2,236.00	\$ 1,848.42	\$ 432.29	3,289.57	250.45	402.00	\$ 38,272.01
Johnson, Sarah	Accountant	1,872	23.77	4,449.74	10%	Water	333.73	\$ 275.88	\$ 64.52	490.98	37.38	60.00	\$ 5,712.24
Johnson, Sarah	Accountant	1,872	23.77	6,674.62	15%	Sewer	500.60	\$ 413.83	\$ 96.78	736.47	56.07	90.00	\$ 8,568.36
Johnson, Sarah	Accountant	1,872	23.77	1,779.90	4%	Refuse	133.49	\$ 110.35	\$ 25.81	196.39	14.95	24.00	\$ 2,284.90
Johnson, Sarah	Accountant	1,872	23.77	1,779.90	4%	Recycling	133.49	\$ 110.35	\$ 25.81	196.39	14.95	24.00	\$ 2,284.90
Knowles, Abraham	Maintenance I	2,080	21.60	26,956.80	60%	Maintenance	2,021.76	\$ 1,671.32	\$ 390.87	13,768.99	743.40	353.45	\$ 45,906.60
Knowles, Abraham	Maintenance I	2,080	21.60	8,985.60	20%	Water	673.92	\$ 557.11	\$ 130.29	4,589.66	247.80	117.82	\$ 15,302.20
Knowles, Abraham	Maintenance I	2,080	21.60	8,985.60	20%	Sewer	673.92	\$ 557.11	\$ 130.29	4,589.66	247.80	117.82	\$ 15,302.20
Schmidt, John	PW Supervisor	2,080	31.13	35,612.72	55%	Maintenance	2,670.95	\$ 2,207.99	\$ 516.38	-	681.45	445.37	\$ 42,134.87
Schmidt, John	PW Supervisor	2,080	31.13	12,950.08	20%	Water	971.26	\$ 802.90	\$ 187.78	-	247.80	161.95	\$ 15,321.77
Schmidt, John	PW Supervisor	2,080	31.13	16,187.60	25%	Sewer	1,214.07	\$ 1,003.63	\$ 234.72	-	309.75	202.44	\$ 19,152.21
Kirchenbauer, James	Maintenance II	2,080	25.82	29,538.08	55%	Maintenance	2,215.36	\$ 1,831.36	\$ 428.30	8,209.21	429.33	330.00	\$ 42,981.64
Kirchenbauer, James	Maintenance II	2,080	25.82	10,741.12	20%	Water	805.58	\$ 665.95	\$ 155.75	2,985.17	156.12	120.00	\$ 15,629.69
Kirchenbauer, James	Maintenance II	2,080	25.82	13,426.40	25%	Sewer	1,006.98	\$ 832.44	\$ 194.68	3,731.46	195.15	150.00	\$ 19,537.11
Schmidt, Nicholas	Maintenance I	2,080	21.60	26,956.80	60%	Maintenance	2,021.76	\$ 1,671.32	\$ 390.87	10,952.71	468.36	353.95	\$ 42,815.78
Schmidt, Nicholas	Maintenance I	2,080	21.60	8,985.60	20%	Water	673.92	\$ 557.11	\$ 130.29	3,650.90	156.12	117.98	\$ 14,271.93
Schmidt, Nicholas	Maintenance I	2,080	21.60	8,985.60	20%	Sewer	673.92	\$ 557.11	\$ 130.29	3,650.90	156.12	117.98	\$ 14,271.93
Flynn, Michael	PT Public Works	640	15.38	9,843.20	100%	Parks & Rec	738.24	\$ 610.28	\$ 142.73	-	-	-	\$ 11,334.44
Schindele, William	PT Seasonal Public Works	640	14.48	9,267.20	100%	Parks & Rec		\$ 574.57	\$ 134.37	-	-	-	\$ 9,976.14
TOTALS				579,340.53			30,688.00	35,826.11	8,378.69	103,292.16	6,025.80	4,959.00	\$ 768,510.29

Park Dedication Fees - Fund 200
2021 Preliminary Budget

Revenues

<u>Account</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 YTD</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>Chg</u>
200-45300-34780	Park Dedication Fees	-	-	-	-	-	-
200-45300-36210	Interest Earnings	2.45	2.37	2.07	-	-	-
Total Revenues		2.45	2.37	2.07	-	-	-

Expenditures

<u>Account</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 YTD</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>Chg</u>
No Active Accounts	-	-	-	-	-	-
Total Expenditures		-	-	-	-	-

Fire Department - Fund 230

2021 Preliminary Budget

Revenues

Account	Description	2018 Actual	2019 Actual	2020 YTD	2020 Budget	2021 Budget	Chg
230-42200-31010	Current Ad Valorem Taxes	91,770.00	92,162.00	73,552.50	147,105.00	151,450.00	3.0%
230-42200-33100	Federal Grants and Aids			-	-	-	
230-42200-33400	State Grants and Aids	2,635.90	12,900.00	1,000.00	6,000.00	-	
230-42200-33404	Mn State Fire Relief 2% Aid		46,812.58	-	22,500.00	23,000.00	
230-42200-33405	Mn State Fire Relief Suppl Aid		10,985.44	-	5,400.00	5,500.00	
230-42200-33600	County Grants and Aids			-	-	-	
230-42200-34956	Service Billings - Fire	1,990.00	550.00	7,896.08	-	-	
230-42200-34958	Fire Contracts - Lynden Twp	54,583.00	36,408.00	70,558.56	72,816.00	98,100.00	
230-42200-34959	Fire Contracts - Clearwater Twp	58,931.01	74,039.90	37,423.32	74,039.00	98,930.00	
230-42200-36200	Misc Revenues	100.00		-	-	-	
230-42200-36210	Interest Earnings	-	118.60	8.08	-	-	
230-42200-36230	Contributions/Donations/Grants	1,000.00	25,190.00	1,865.00	1,000.00	-	
230-42200-36260	Refunds and Reimbursements	10.00		1,350.00	-	-	
230-42200-39101	Sales of Fixed Assets/Equipment			-	-	-	
230-42200-39200	Operating Transfers		40,230.00	-	-	-	
Total Revenues		211,019.91	339,396.52	193,653.54	328,860.00	376,980.00	14.6%

Expenditures

Account		2018 Actual	2019 Actual	2020 YTD	2020 Budget	2021 Budget	Chg
230-42200-100	Wages and Salaries (General)	48,218.61	62,671.87	33,208.84	99,758.00	65,150.00	
230-42200-101	Full Time Employee	-	-	4,604.18	-	-	
230-42200-120	Reimbursement	970.00	1,418.00	1,201.20	1,040.00	1,000.00	
230-42200-121	PERA		-	351.36	803.00	-	
230-42200-122	FICA/Medicare	3,683.09	4,743.49	2,874.19	7,631.00	5,000.00	
230-42200-123	Operating Supplies	51,158.03	52,593.62	18,407.26	29,253.00	55,000.00	
230-42200-124	Fire Relief	-	-	-	12,500.00	12,500.00	
230-42200-125	Cleaning Service - Uniform	2,204.67	935.00	410.00	1,200.00	1,000.00	
230-42200-126	Rental/Lease	-	-	-	-	-	
230-42200-129	Mn State Fire Relief 2% Aid	-	23,801.38	23,011.20	22,500.00	23,000.00	
230-42200-130	Mn State Fire Relief Suppl Aid	-	5,510.04	5,475.40	5,400.00	5,500.00	
230-42200-131	Employer Paid Health		-	1,455.10	6,524.00	-	
230-42200-135	Physicals/Drug Testing	2,345.00	2,717.00	2,820.00	3,300.00	3,300.00	
230-42200-152	Workers Comp Ins	4,797.76	6,367.24	-	8,487.00	6,500.00	
230-42200-208	Training & Instruction	11,660.69	11,735.10	1,350.00	13,000.00	12,000.00	
230-42200-209	Medical Training	5,884.52	8,220.32	2,312.28	7,500.00	7,500.00	
230-42200-212	Motor Fuels	3,230.57	3,034.98	1,085.62	4,000.00	3,500.00	
230-42200-307	Repairs & Maintenance Charges	9,322.01	14,391.14	16,453.29	15,914.00	16,000.00	
230-42200-321	Communications	727.94	629.45	509.30	850.00	700.00	
230-42200-363	Automotive Insurance	2,215.00	2,279.00	-	6,200.00	4,000.00	
230-42200-382	Utilities	3,313.74	3,015.40	2,208.24	4,500.00	3,500.00	
230-42200-433	Dues & Subscriptions	680.75	344.00	210.00	2,500.00	1,000.00	
230-42200-550	Capital Outlay - Vehicles	-	-	-	-	-	
230-42200-560	Capital Outlay - Furniture & Office Equip	-	534.73	-	-	-	
230-42200-598	Capital Outlay - Equipment	53,607.74	92,906.23	-	76,000.00	50,000.00	
230-42200-599	Capital Outlay - Building	-	-	-	-	-	
230-42200-720	Operating Transfers	-	-	-	-	-	
Capital Outlay	Bonded Debt Payments - Principal	-	-	-	-	86,100.00	
Capital Outlay	Bonded Debt Payments - Interest	-	-	-	-	12,930.00	
Total Expenditures		204,020.12	297,847.99	117,947.46	328,860.00	376,980.00	14.6%

Contract Amounts		300,960.00	348,480.00	Split
	City of Clearwater		151,450.00	43.46%
	Clearwater Township		98,930.00	28.39%
	Lynden Township		98,100.00	28.15%

Parks & Recreation - Fund 240

2021 Preliminary Budget

Revenues

<u>Account</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 YTD</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>Chg</u>
240-45300-31010	Current Ad Valorem Taxes	48,764.00	52,795.00	45,106.27	90,021.00	79,340.00	-11.9%
240-45300-31311	Wright County Sales Tax	195.31	197.25	7.00	-	-	
240-45300-34800	Lease Agreement Proceeds	11,149.30	10,075.59	5,280.19	9,690.00	10,000.00	
240-45300-36210	Interest Earnings	53.43	138.17	0.61	-	100.00	
240-45300-36230	Contributions & Donations	2,300.00	100.00	-	-	-	
240-45300-36260	Refunds and Reimbursements	1,753.94	3,900.00	2,000.00	2,000.00	2,000.00	
240-45300-39323	Rental/Lease Agreements	2,599.29	2,633.87	1,386.49	2,000.00	2,000.00	
Total Revenues		66,815.27	69,839.88	53,780.56	103,711.00	93,440.00	-9.9%

Expenditures

<u>Account</u>		<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 YTD</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>Chg</u>
240-45300-100	Wages and Salaries (General)	2,100.00	-	1,750.00	4,500.00	3,000.00	
240-45300-101	Full Time Employee	-	-	-	-	-	
240-45300-103	Part Time Employee	2,889.44	15,014.80	1,719.35	21,029.00	19,110.00	
240-45300-121	PERA	296.79	299.31	119.06	514.00	740.00	
240-45300-122	FICA/Medicare	1,940.03	1,148.64	257.77	1,953.00	1,690.00	
240-45300-123	Operating Supplies	2,986.09	5,085.81	697.79	3,972.00	4,000.00	
240-45300-125	Cleaning Service - Uniforms	1,360.00	1,330.00	490.00	743.00	1,300.00	
240-45300-152	Workers Comp Ins	1,069.85	1,019.67	-	1,300.00	1,100.00	
240-45300-212	Motor Fuels	4,508.41	5,160.80	1,190.04	5,000.00	5,000.00	
240-45300-305	Contracted Services	2,530.00	6,945.00	-	21,700.00	10,000.00	
240-45300-307	Repairs & Maintenance Charges	6,206.25	5,954.03	3,387.04	7,500.00	7,500.00	
240-45300-321	Communications	411.81	1,380.00	1,005.00	-	1,500.00	
240-45300-345	Sales & Use Tax	-	1.00	-	-	-	
240-45300-362	Property Insurance	16,187.00	20,867.00	-	17,000.00	20,000.00	
240-45300-382	Utilities	6,230.77	5,909.31	3,722.72	7,000.00	7,000.00	
240-45300-383	Sanitation	4,342.73	5,279.26	1,724.30	4,500.00	4,500.00	
240-45300-596	Capital Outlay - Other Impr	1,106.86	163.57	-	5,000.00	5,000.00	
240-45300-597	Capital Outlay - Vehicles	-	-	-	-	-	
240-45300-598	Capital Outlay - Equipment	250.00	-	-	-	-	
240-45300-599	Capital Outlay - Buildings	-	-	-	-	-	
240-45300-906	Contractual Reimb Fine/Fee	3,909.84	3,785.53	2,137.38	2,000.00	2,000.00	
Total Expenditures		58,325.87	79,343.73	18,200.45	103,711.00	93,440.00	-9.9%

Economic Development Authority - Fund 250
2021 Preliminary Budget

Revenues

<u>Account</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 YTD</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>Chg</u>
250-41200-31010	Current Ad Valorem Taxes	5,838.00	12,904.00	41,879.50	83,759.00	81,270.00	-3.0%
250-41200-33601	Other Grants	-	-	-	-	-	
250-41200-33800	Municipal Contributions	-	-	-	-	-	
250-41200-36210	Interest Earnings	1,039.67	984.52	543.42	-	500.00	
250-41200-37310	Penalties	-	-	-	-	-	
250-41200-39350	EDA Loan Repayments	-	-	-	-	-	
Total Revenues		6,877.67	13,888.52	42,422.92	83,759.00	81,770.00	-2.4%

Expenditures

<u>Account</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 YTD</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>Chg</u>
250-41200-100	Wages and Salaries (General)	-	-	-	3,000.00	3,000.00	
250-41200-101	Full Time Employee	-	-	-	-	-	
250-41200-121	PERA	-	-	-	-	-	
250-41200-122	FICA/Medicare	-	-	-	230.00	230.00	
250-41200-123	Operating Supplies	-	-	-	-	-	
250-41200-137	Signs & Sign Material	-	-	-	40,000.00	45,000.00	
250-41200-182	Bank Fees	-	-	-	40.00	40.00	
250-41200-208	Training & Instruction	-	-	-	-	-	
250-41200-305	Contracted Services	-	-	-	-	-	
250-41200-306	MDS Test Fee	-	-	-	-	-	
250-41200-323	Website	-	-	-	27,199.00	10,000.00	
250-41200-331	Travel Expenses	-	-	-	-	-	
250-41200-340	Advertising/Marketing	-	-	-	-	10,000.00	
250-41200-351	Legal Notices Publishing	-	-	-	-	-	
250-41200-430	Miscellaneous	-	-	-	-	-	
250-41200-433	Dues and Subscriptions	798.30	822.00	872.00	1,249.00	1,000.00	
250-41200-596	Capital Outlay - Oth Impr	-	-	-	-	-	
250-41200-650	Loan Fund Distribution	-	-	-	-	-	
250-41200-720	Operating Transfers	-	-	-	-	-	
250-41200-721	Contributions to Enterprise Funds	8,064.00	40,335.00	-	12,041.00	12,500.00	
Total Expenditures		8,862.30	41,157.00	872.00	83,759.00	81,770.00	-2.4%

Local Option Sales Tax - Fund 270
2021 Preliminary Budget

Revenues

<u>Account</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 YTD</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>Chg</u>
270-41000-31310	Local Sales Tax	228,430.40	272,473.56	137,668.73	240,000.00	240,000.00	
270-41000-31850	Excise Taxes	-	20.00	-	-	-	
270-41000-36210	Interest Earnings	11,066.07	11,515.41	10,921.65	4,000.00	10,000.00	
Total Revenues		239,496.47	284,008.97	148,590.38	244,000.00	250,000.00	

Expenditures

<u>Account</u>		<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 YTD</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>Chg</u>
270-41000-179	Administrative Fees	6,970.98	6,927.32	3,461.77	10,000.00	10,000.00	
270-41000-303	Engineering Fees	-	-	700.00	-	-	
270-41000-305	Contracted Services	14,925.35	86,581.59	4,587.06	-	-	
270-41000-596	Capital Outlay	120,514.60	65,428.99	37,040.00	234,000.00	234,000.00	
270-41000-720	Operating Transfers	-	-	-	-	-	
Total Expenditures		142,410.93	158,937.90	45,788.83	244,000.00	244,000.00	

Debt Service Funds - Funds 315, 316, 317

2021 Preliminary Budget

Fund 315 - 2015 Imp Bond - NE Street Project	Payoff Date: 12/01/2035
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<u>Revenues</u>							
<u>Account</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 YTD</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>Chg</u>
315-47000-31010	Current Ad Valorem Taxes	104,765.00	103,084.00	50,702.00	101,404.00	99,724.00	
315-47000-36100	Special Assessments	40,081.58	49,892.84	22,996.62	35,909.00	34,912.00	
315-47000-36210	Interest Earnings	787.21	1,348.70	1,452.34	-	-	
Total Revenues		145,633.79	154,325.54	75,150.96	137,313.00	134,636.00	-1.9%

<u>Expenditures</u>							
<u>Account</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 YTD</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>Chg</u>
315-47000-600	Debt Service Principal	85,000.00	85,000.00	-	85,000.00	85,000.00	
315-47000-610	Debt Service Interest	50,875.00	48,325.50	22,887.50	45,775.00	43,225.00	
Total Expenditures		135,875.00	133,325.50	22,887.50	130,775.00	128,225.00	-1.9%

Fund 316 - 2019 Imp Bond - SE Area Street Project	Payoff Date: 12/15/2039
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<u>Revenues</u>							
<u>Account</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 YTD</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>Chg</u>
315-47000-31010	Current Ad Valorem Taxes	-	-	28,413.50	56,827.00	54,306.00	
315-47000-36100	Special Assessments	-	32,552.40	10,178.19	19,195.00	19,194.00	
315-47000-36210	Interest Earnings	-	-	296.45	-	-	
Total Revenues		-	32,552.40	38,888.14	76,022.00	73,500.00	-3.3%

<u>Expenditures</u>							
<u>Account</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 YTD</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>Chg</u>
315-47000-600	Debt Service Principal	-	-	-	30,000.00	40,000.00	
315-47000-610	Debt Service Interest	-	-	26,951.66	42,402.00	30,000.00	
Total Expenditures		-	-	26,951.66	72,402.00	70,000.00	-3.3%

Fund 317 - 2020 Equip Cert - Fire Truck	Payoff Date: 12/15/2029
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<u>Revenues</u>							
<u>Account</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 YTD</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>Chg</u>
317-47000-31010	Current Ad Valorem Taxes	-	-	-	-	99,032.00	
317-47000-36210	Interest Earnings	-	-	-	-	-	
Total Revenues		-	-	-	-	99,032.00	n/a

<u>Expenditures</u>							
<u>Account</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 YTD</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>Chg</u>
317-47000-600	Debt Service Principal	-	-	-	-	82,000.00	
317-47000-610	Debt Service Interest	-	-	-	-	12,317.00	
Total Expenditures		-	-	-	-	94,317.00	n/a

Water Utility - Fund 600

2021 Preliminary Budget

Revenues

Account	Description	2018 Actual	2019 Actual	2020 YTD	2020 Budget	2021 Budget	Chg
600-49400-31300	General Sales an	2,608	3,858	2,077	3,000	3,200	
600-49400-34800	Lease Agreement	1,800	2,000	1,400	1,800	2,400	
600-49400-36100	Special Assessments	3,819	2,706	1,541	486	-	
600-49400-36210	Interest Earnings	7,957	7,292	6,163	3,000	7,000	
600-49400-37100	Water Sales	165,012	159,886	102,387	156,136	178,200	
600-49400-37130	Water Meter Sales	8,307	10,632	5,543	2,700	9,000	
600-49400-37135	Maintenance Wa	-	-	50	-	-	
600-49400-37150	Water Connect/Reconnect/WAC	15,578	20,595	9,566	14,818	15,000	
600-49400-37170	MDS Test Fee	2,698	3,951	3,385	4,000	4,000	
600-49400-37190	State Surcharge	3	3	1	-	-	
600-49400-39200	Operating Transfers	15,806	-	-	-	-	
600-49400-39201	Contributions from	4,179	20,910	-	4,939	-	
Total Revenues		227,767.24	231,831.89	132,112.29	190,879.00	218,800.00	14.6%

Expenditures

Account	Description	2018 Actual	2019 Actual	2020 YTD	2020 Budget	2021 Budget	Chg
600-49400-101	Full Time Employees Regular	46,348	55,883	43,511	81,511	65,530	
600-49400-102	Full Time Employees Overtime	73	114	-	-	-	
600-49400-103	Part Time Employees	2,010	2,617	2,735	6,777	-	
600-49400-120	Reimbursement	434	46	73	-	-	
600-49400-121	PERA	3,014	4,304	3,369	6,622	4,920	
600-49400-122	FICA/Medicare	3,100	4,468	3,527	6,754	5,010	
600-49400-123	Operating Supplies	19,425	16,426	17,698	21,000	21,000	
600-49400-131	Employer Paid Health	6,980	11,542	12,117	20,959	19,190	
600-49400-150	Software & Support	1,306	3,158	175	1,500	1,500	
600-49400-151	W/S Locates	175	260	130	250	200	
600-49400-152	Workers Comp Insurance	1,201	1,144	-	1,300	1,300	
600-49400-182	Bank Fees	2,286	2,420	1,563	2,300	2,400	
600-49400-200	Office Supplies	1,011	733	329	1,000	1,000	
600-49400-208	Training and Instruction	1,958	443	1,000	2,500	2,000	
600-49400-212	Motor Fuels	1,343	1,932	617	2,000	2,000	
600-49400-303	Engineering Fees	4,800	14,621	25,150	10,000	10,000	
600-49400-304	Legal Fees	-	-	51	-	-	
600-49400-305	Contracted Services	-	1,282	-	5,000	2,000	
600-49400-306	MDS Test Fee	4,556	5,172	3,906	5,000	5,000	
600-49400-307	Repair & Maintenance Charges	4,134	8,609	4,460	15,000	15,000	
600-49400-310	Other Professional Services	-	-	-	-	-	
600-49400-322	Postage	1,624	1,656	1,030	1,500	1,600	
600-49400-345	Sales & Use Tax	3,966	3,657	1,817	3,200	3,600	
600-49400-351	Legal Notices Publishing	-	-	-	-	-	
601-49400-361	General Liability Insurance	-	-	-	-	-	
600-49400-362	Property Insurance	3,704	4,441	-	4,000	4,370	
600-49400-382	Utilities	14,600	13,675	8,572	18,000	17,000	
600-49400-433	Dues and Subscriptions	573	581	733	620	700	
600-49400-590	Capital Outlay - Water Main	71,436	12,100	-	-	-	
600-49400-598	Capital Outlay - Equipment	7,916	-	-	12,000	7,500	
600-49400-600	Debt Srv Principal	35,000	35,000	-	35,000	16,350	
600-49400-610	Debt Srv Interest	21,663	20,612	9,781	19,562	9,630	
600-49400-902	Water or Wastewater Testing Fees	698	786	250	700	700	
Total Expenditures		265,334.60	227,683.16	142,593.28	284,055.00	218,800.00	-23.0%

Sewer Utility - Fund 601

2021 Preliminary Budget

Revenues

Account	Description	2018 Actual	2019 Actual	2020 YTD	2020 Budget	2021 Budget	Chg
601-49450-33401	Local Government Aid	50,000	-	-	-	-	
601-49450-33700	Debt Pmt from CL	7,047	7,047	-	-	-	
601-49450-36100	Special Assessments	11,933	8,625	4,006	10,000	8,500	
601-49450-36210	Interest Earnings	6,645	7,766	6,443	1,500	6,000	
601-49450-37201	Sewer Sales - Residential Base	263,953	271,054	155,067	269,999	268,000	
601-49450-37202	Sewer Sales - Commercial Base	104,128	94,684	54,895	102,000	100,000	
601-49450-37203	Sewer Sales - Residential Demand	279,603	273,902	165,654	307,270	280,000	
601-49450-37204	Sewer Sales - Commercial Demand	274,969	250,014	122,119	270,000	262,000	
601-49450-37250	Sewer Connect/Reconnect/SAC	38,313	49,770	20,559	24,713	30,000	
601-49450-37260	Sewer Penalty	12,469	13,122	3,902	12,000	12,000	
601-49450-39200	Operating Transfers	44,856	-	-	8,238	-	
601-49450-39201	Contributions from EDA	3,885	19,425	-	-	12,500	
Total Revenues		1,097,800	995,409	532,645	1,005,720	979,000	-2.7%

Expenditures

Account		2018 Actual	2019 Actual	2020 YTD	2020 Budget	2021 Budget	Chg
601-49450-101	Full Time Employees Regular	46,348	55,880	43,511	60,087	81,010	
601-49450-102	Full Time Employees Overtime	73	114	-	-	-	
601-49450-103	Part Time Employees	2,010	2,617	2,735	6,777	600	
601-49450-120	Reimbursement	263	-	-	300	-	
601-49450-121	PERA	3,014	4,304	3,369	6,622	5,500	
601-49450-122	FICA/Medicare	3,100	4,468	3,527	6,754	6,200	
601-49450-123	Operating Supplies	144	764	84	1,000	1,000	
601-49450-131	Employer Paid Health	6,980	11,542	12,117	20,959	22,690	
601-49450-150	Software & Support	674	868	775	800	1,000	
601-49450-151	W/S Locates	175	270	130	285	280	
601-49450-152	Workers Comp Insurance	1,128	1,075	-	1,200	1,200	
601-49450-182	Bank Fees	2,286	2,420	1,459	2,300	2,800	
601-49450-200	Office Supplies	1,011	529	329	1,500	1,000	
601-49450-208	Training and Instruction	345	240	-	500	440	
601-49450-212	Motor Fuels	1,687	1,944	582	1,600	1,600	
601-49450-300	Sewer Usage	337,219	340,463	207,921	328,879	340,000	
601-49450-303	Engineering Fees	(0)	-	-	2,500	1,000	
601-49450-305	Contracted Services	-	1,068	614	3,000	1,000	
601-49450-306	MDS Test Fee	45	6	-	-	-	
601-49450-307	Repair & Maintenance Charges	5,919	4,207	-	10,000	6,250	
601-49450-321	Communications	668	583	477	775	700	
601-49450-322	Postage	1,624	1,651	1,001	2,000	1,600	
601-49450-361	General Liability Insurance	1,592	1,478	-	2,200	1,500	
601-49450-362	Property Insurance	248	294	-	275	300	
601-49450-382	Utilities	5,731	5,179	3,600	6,200	6,200	
601-49450-433	Dues and Subscriptions	23	-	-	100	100	
601-49450-596	Capital Outlay - Other Improv	5,570	-	-	-	-	
601-49450-598	Capital Outlay - Equipment	-	-	-	214,000	-	
601-49450-600	Debt Srv Principal	516,922	475,214	433,000	433,000	440,000	
601-49450-610	Debt Srv Interest	79,278	70,116	62,382	55,034	55,030	
Total Expenditures		1,024,076	987,296	777,612	1,168,647	979,000	-16.2%

Refuse & Recycling Utility - Fund 603

2021 Preliminary Budget

Revenues

Account	Description	2018 Actual	2019 Actual	2020 YTD	2020 Budget	2021 Budget	Chg
603-43200-34109	Refuse - Cerification Fee	-	-	-	-	-	
603-43200-36100	Refuse - Special Assessments	2,261.88	1,649.36	775.30	1,800.00	1,500.00	
603-43200-36210	Refuse - Interest Earnings	33.55	18.99	2.95	50.00	20.00	
603-43200-37190	Refuse - State Surcharges	4,079.67	6,176.17	4,362.47	6,000.00	6,000.00	
603-43200-37300	Refuse - Fees	63,845.05	64,909.24	45,875.89	79,531.00	75,000.00	
603-43200-37310	Refuse - Penalties	-	-	-	-	-	
603-49500-33600	Recycle - County Grants and Aids	4,305.50	4,846.60	773.40	4,000.00	4,000.00	
603-49500-34109	Recycle - Certification Fee	-	-	-	-	-	
603-49500-34953	Recycle - Charges for Services	-	-	-	-	-	
603-49500-36100	Recycle - Special Assessments	-	-	-	-	-	
603-49500-36260	Recycle - Refunds & Reimb	5,767.95	-	-	-	-	
603-49500-37190	Recycle - State Surcharges	29.06	42.11	21.86	-	-	
603-49500-37310	Recycle - Penalties	-	-	-	-	-	
603-49500-37320	Recycle - Fees	24,760.53	28,603.85	19,645.85	20,600.00	26,000.00	
Total Revenues		105,083.19	106,246.32	71,457.72	111,981.00	112,520.00	0.5%

Expenditures

Account	Description	2018 Actual	2019 Actual	2020 YTD	2020 Budget	2021 Budget	Chg
603-43200-101	Full Time Employees Regular	4,701.13	4,235.05	2,263.24	4,419.00	3,820.00	
603-43200-103	Part Time Employees	2,010.19	2,616.67	2,735.00	6,776.00	-	
603-43200-121	PERA	333.97	476.78	374.80	839.00	290.00	
603-43200-122	FICA/Medicare	339.80	511.93	381.58	856.00	290.00	
603-43200-123	Operating Supplies	-	-	-	-	800.00	
603-43200-131	Employer Paid Health	-	-	809.74	1,215.00	870.00	
603-43200-150	Software & Support	87.85	116.16	63.25	100.00	-	
603-43200-152	Workers Comp Insurance	563.26	536.83	-	-	-	
603-43200-200	Office Supplies	204.95	138.87	118.94	400.00	-	
603-43200-322	Postage	116.02	117.96	117.96	200.00	-	
603-43200-345	Sales & Use Tax	7,319.78	6,676.00	4,708.00	6,200.00	7,000.00	
603-43200-383	Sanitation	64,014.74	65,427.84	37,479.60	70,620.00	70,000.00	
Total Refuse		79,691.69	80,854.09	49,052.11	91,625.00	83,070.00	
603-49500-101	Full Time Employees Regular	4,701.05	4,234.97	2,263.31	4,416.00	3,820.00	
603-49500-102	Full Time Employees Overtime	-	-	-	-	-	
603-49500-103	Part Time Employees	2,010.19	2,583.15	2,679.37	6,776.00	-	
603-49500-121	PERA	333.81	471.86	367.35	839.00	290.00	
603-49500-122	FICA/Medicare	339.72	506.59	374.00	856.00	290.00	
603-49500-123	Operating Supplies	(141.00)	-	-	-	730.00	
603-49500-131	Employer Paid Health	-	-	809.73	1,215.00	870.00	
603-49500-150	Software & Support	97.60	119.49	-	100.00	-	
603-49500-200	Office Supplies	204.95	138.87	107.67	300.00	-	
603-49500-322	Postage	116.02	117.96	25.00	125.00	-	
603-49500-351	Legal Notices Publishing	-	171.00	-	232.00	250.00	
603-49500-383	Sanitation	23,875.65	22,521.00	13,364.00	21,000.00	23,200.00	
Total Recycling		31,537.99	30,864.89	19,990.43	35,859.00	29,450.00	
Total Expenditures		111,229.68	111,718.98	69,042.54	127,484.00	112,520.00	-11.7%

Storm Sewer Utility - Fund 651
2021 Preliminary Budget

Revenues

<u>Account</u>	<u>Description</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 YTD</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>Chg</u>
651-43100-36210	Interest Earnings	385.07	437.02	385.37	50.00	400.00	
651-43100-37280	Storm Sewer Fees	7,554.59	7,489.49	4,919.99	7,200.00	7,200.00	
651-43100-37310	Penalties	-	-	-	-	-	
651-43100-39200	Operating Transfers	-	-	-	-	-	
Total Revenues		7,939.66	7,926.51	5,305.36	7,250.00	7,600.00	4.8%

Expenditures

<u>Account</u>		<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 YTD</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>Chg</u>
651-43100-212	Motor Fuels	-	100.27	-	-	-	
651-43100-303	Engineering Fees	-	-	9,537.50	-	5,000.00	
651-43100-305	Contracted Services	-	-	-	-	2,600.00	
651-43100-307	Repairs & Maintenance Charges	-	-	-	-	-	
651-43100-351	Legal Notices Publishing	-	165.69	-	-	-	
651-43100-591	Capital Outlay - Streets	-	-	-	-	-	
651-43100-598	Capital Outlay - Equipment	-	-	-	-	-	
Total Expenditures		-	265.96	9,537.50	-	7,600.00	n/a

**CITY OF CLEARWATER
WRIGHT AND STEARNS COUNTIES, MINNESOTA**

A regular meeting of the City Council of the City of Clearwater, Minnesota, was called to order by Mayor Lawrence at 7:00 p.m. via Zoom Web Conference on Monday, September 14, 2020.

The following Council Members were present: Lawrence, Kruchten, Crandall, Petty, and Scott.

The following Council Members were absent: None.

A motion to adopt the following resolution was made by _____ and seconded by _____.



**RESOLUTION 2020-58
ADOPTING 2021 PRELIMINARY LEVY**

WHEREAS, Minnesota Statutes require that all local units of government must formally adopt a preliminary tax levy for the succeeding fiscal year on or before September 30, 2020; and

WHEREAS, the Clearwater City Council and City Staff have prepared a preliminary budget based on the demands for goods and services to be provided by the City in 2021.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Clearwater hereby adopts a preliminary levy amount of \$1,247,424 as shown:

	2019 for Collection 2020	2020 for Collection 2021	Increase (Decrease)	Percent Change (Prior Year)
General	\$ 513,388	\$ 528,790	\$ 15,402	3.00%
Fire	167,105	151,450	(15,655)	-9.37%
Parks	90,021	79,340	(10,681)	-11.87%
EDA	83,759	81,270	(2,489)	-2.97%
Capital	150,000	100,000	(50,000)	-33.33%
GO Bonds 2015A	101,404	99,724	(1,680)	-1.66%
GO Bonds 2019A	56,827	54,306	(2,521)	-4.44%
Reclass 2015A Water Fd	-	53,513	53,513	n/a
GO Equip Cert 2020A	-	99,032	99,032	n/a
Total City Tax Levy	\$ 1,162,504	\$ 1,247,424	\$ 84,921	7.30%

BE IT FURTHER RESOLVED, that the levies related to debt service shall be adjusted as follows:

- Add \$99,032 to the debt service levy for newly issued GO Equipment Certificate 2020A.
- Add \$53,513 to the debt service levy for the portion of GO Bond 2015A that was being paid by the Water Fund, as the Water Fund does not have sufficient revenues to cover the debt service.

BE IT FURTHER RESOLVED, that the City Administrator is hereby authorized and directed to transmit this information to the Wright County Auditor/Treasurer and the Minnesota Department of Revenue, if applicable, in the format requested as required by law.

Council members voting in favor:

Opposed or Abstained:

Adopted by the City Council this 14th day of September, 2020.

ATTEST:

APPROVED BY:

Annita M. Smythe, City Administrator

Andrea Lawrence, Mayor

ORDINANCE NO. 2017-05

AN ORDINANCE ESTABLISHING LICENSING AND REGULATIONS
FOR MOBILE FOOD UNITS AND FOOD CARTS.

THE CITY COUNCIL OF THE CITY OF CLEARWATER HEREBY ORDAINS:

SECTION 1. Chapter 18 of the Clearwater City Code is hereby amended to add Article V, which shall read as follows:

Article V. Mobile Food Units and Food Carts

Sec. 18-118. Purpose.

This ordinance is designed to permit the reasonable use of mobile food units while preventing any adverse consequences to residents, businesses and public property.

Sec. 18-119. Definitions.

The following words and terms, when used for this license, shall have the following meanings unless the context clearly indicates otherwise.

- (a) **Mobile Food Unit.** (1) A self-contained food service operation, located in a motorized, wheeled or towed vehicle, that is readily movable without disassembling and that is used to store, prepare, display, or serve food intended for individual portion service; or (2) a mobile food unit as defined in Minnesota Statutes Section 157.15, Subdivision. 9.
- (b) **Food Cart.** A food and beverage service establishment that is a non-motorized vehicle that is self-propelled by the operator.

Section 18-120. License Requirement.

- (a) **Type of License.** An annual license allows Mobile Food Unit or Food Cart operations in the city for any number of days over 21 days during any calendar year. A Mobile Food Unit or Food Cart operating 21 days or less shall follow state and county regulations. No city license is necessary to operate for 21 days or less in any calendar year.

- (b) License fees. Fees for annual licenses are set forth in the City's fee schedule.
- (c) License Application Requirements. It is unlawful for any person to operate a Mobile Food Unit or a Food Cart in the city without first obtaining a license from the city. An application for a license shall be filed, along with the required fee, with the City Clerk. The applicant must be the owner of the Mobile Food Unit or Food Cart. The application shall be made on a form supplied by the city and shall contain the information requested by the City, including the following:
 - (1) Name of the owner and operator, if different than the owner, of the mobile food unit or food cart and permanent and temporary home and business addresses;
 - (2) The applicant's full legal name, date of birth, and driver's license number;
 - (3) A description of the nature of the business, the goods to be sold and the license plate number and description for any motorized or unmotorized vehicle to be used in conjunction with the activity;
 - (4) A phone number and email address of the applicant, with a designation of a preferred mailing address for notices related to the license;
 - (5) The name, address and contact information for the commissary with which the mobile food unit or food cart is affiliated, if applicable;
 - (6) A certificate of insurance by an insurance company authorized to do business in the State of Minnesota, evidencing the following forms of insurance:
 - (i) Commercial general liability insurance, with a limit of not less than one million dollars (\$1,000,000) each occurrence. If such insurance contains an annual aggregate limit, the annual aggregate limit shall be not less than two million dollars (\$2,000,000).
 - (ii) Automobile liability insurance with a limit of not less than two million dollars (\$2,000,000) combined single limit. The insurance shall cover liability arising out of any auto, including owned, hired and non-owned vehicles;

- (iii) Food products liability insurance, with a limit of not less than one million dollars (\$1,000,000) each occurrence;
 - (iv) Public liability insurance, with a limit of not less than one million dollars (\$1,000,000) each occurrence;
 - (v) Property damage insurance, with a limit of not less than one million dollars (\$1,000,000) each occurrence;
 - (vi) Workers compensation insurance (statutory limits) or evidence of exemption from state law; and,
 - (vii) The City shall be endorsed as an additional insured on the certificate of insurance and the umbrella/excess insurance if the applicant intends to operate its Mobile Food Unit or Food Cart on public property.
- (7) The certificate of insurance must contain a provision requiring notification be sent to the City should the policy be canceled before its stated expiration date.
 - (8) Written consent of each private property owner from which Mobile Food Unit or Food Cart sales will be conducted;
 - (9) If the Mobile Food Unit or Food Cart will be located on city property or public right-of-way, a signed statement that the licensee shall hold harmless the city and its officers and employees, and shall indemnify the city and its officers and employees for any claims for damage to property or injury to persons which may be occasioned by any activity carried on under the terms of the license;
 - (10) A copy of each related license or permit if applicable issued by Wright County/Stearns and the State of Minnesota required to operate a Mobile Food Unit or Food Cart; and,
 - (11) A copy of the applicant's state sales tax ID number.

Sec. 18-121. Conditions of Licensing. A Mobile Food Unit or Food Cart may only operate if compliant with the following:

- (a) **Locations.** A Mobile Food Unit or Food Cart may only operate in the locations set forth in this subpart. A mobile food unit or food cart may only operate in commercial and industrial zoning districts, with the written consent of the private property owner and must be placed on either concrete or bituminous

unless otherwise approved by the City. When operations occur on private residential property, Mobile Food Unit or Food Cart sales may only be for catering purposes (such as a private graduation party or wedding) and may not be open for sales to the general public. A mobile food unit or food cart may only operate in a city park or on city property with the prior written approval of the City; additional permits may be required for such operations.

- (b) Performance Standards. A Mobile Food Unit or Food Cart licensee is subject to the following performance standards.
- (1) The applicable license fee shall be paid and a site plan will be approved by the Planning and Zoning Commission.
 - (2) A Mobile Food Unit or Food Cart shall be operated in strict compliance with the laws, rules, and regulations of the United States, State of Minnesota, Wright County and the City of Clearwater.
 - (3) Wastewater may not be drained into City stormwater drains.
 - (4) A Mobile Food Unit or Food Cart shall provide and maintain at least one clearly designated waste container for customer use per each Food Cart or Mobile Food Unit. The operator of a Mobile Food Unit or Food Cart is responsible for daily removal of trash, litter, recycling and refuse. Public trash cans shall not be used to dispose of waste generated by the operation. The operator shall provide a garbage receptacle with a tight-fitting lid. The receptacle shall be easily accessible for customer use, and located within 5 feet of the unit.
 - (5) A Mobile Food Unit must provide a power supply that is screened from public view and that complies with pertinent City noise regulations. Alternate power sources may be approved during site plan approval.
 - (6) A Mobile Food Unit or Food cart may operate between 7 a.m. and 10 p.m. and must not create any unnecessary noise, disturbances or disrupt public traffic or safety in any way. An exemption to hours may be authorized by City Council on a per event basis.
 - (7) A Mobile Food Unit or Food Cart may have a maximum footprint of 300 square feet unless otherwise approved by the City.
 - (8) Operators must clean around their Mobile Food Unit or Food Cart at the end of each day and the mobile food unit or food cart must be kept in good repair and have a neat appearance.

- (9) A Mobile Food Unit or Food Cart operator must be licensed by the Minnesota Department of Health and Proof of the Minnesota Department of Health licensing must be provided and posted on the mobile food unit or food cart.
 - (10) A Mobile Food Unit or Food Cart must comply with any applicable Fire Department Food Truck Requirements.
 - (11) An out of service Mobile Food Unit or Food Cart stored within the City must comply with all applicable zoning ordinance requirements.
 - (12) A Mobile Food Unit or Food Cart may operate on private property in any residentially zoned districts for a “one-time” event for catering purposes only.
 - (13) A Mobile Food Unit or Food Cart may not operate within 100 feet from the public entrance to any restaurant and/or any portion of a restaurant’s outdoor dining area during that restaurant’s hours of operation unless the licensee obtains written permission from the restaurant owner/manager.
 - (14) A mobile food unit or food cart may not operate in city-owned parking lots, except those parking lots adjacent to or inside a city park with the approval of a special event permit.
- (c) Non-Transferable License. A Mobile Food Unit or Food Cart license is non-transferable. Proof of license shall be displayed at all times in the Mobile Food Unit or Food Cart.
- (d) Practices Prohibited. It is unlawful for any person engaged in the business of a Mobile Food Unit or Food Cart operation to do any of the following:
- (1) Call attention to that licensee’s business by crying out, blowing a horn, ringing a bell, loud music or by any loud or unusual noise, or by use of an amplifying device;
 - (2) Fail to display proof of license and produce valid identification when requested;
 - (3) Leave a Mobile Food Unit or Food Cart unattended or at an authorized location outside allowed hours of operation;
 - (4) Operate the Mobile Food Unit or Food Cart in or on public sidewalks or trails;

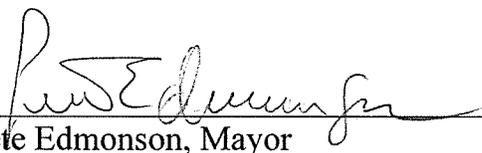
- (5) Allow a Mobile Food Unit or Food Cart to remain on the property of another when asked to leave;
- (6) Obstruct the ingress or egress from commercial buildings during the building hours of operation;
- (7) Claim endorsements by the City; or
- (8) Conduct business in any manner as to create a threat to the health, safety, and welfare of a specific individual or the general public.

Sec. 18-122. Suspension or Revocation of a License.

A license issued pursuant to this Article may be suspended by the City if the licensee has violated the terms of this ordinance, or is otherwise conducting business in such a manner as to constitute a breach of the peace, fraudulent conduct, or any other conduct that is prohibited by local, state or federal laws or regulations. Falsification of information required for a license is also grounds for denial, suspension or revocation of a license. The license shall be automatically revoked if the licensee does not file an appeal pursuant to this Section. When taking action on any license issued under this Section, the City shall provide the licensee with verbal or written notice of the violation. The notice shall inform the licensee of its right to be heard before the City Council. The notice shall also inform the licensee that the license shall be automatically revoked if no appeal is filed within twenty-one (21) days of the date of the notice by the city. Verbal notice shall be confirmed within five (5) days by a mailed written notice to the licensee. The City Council shall not conduct a hearing on a suspension or revocation unless a request is made by the next City Council meeting. No City Council resolution or other notice calling for a hearing shall be required.

SECTION 2. This Ordinance shall take place upon its passage and publication according to law.

PASSED AND ADOPTED by the City Council of the City of Clearwater, Minnesota, this 11th day of December, 2017.



Pete Edmonson, Mayor

ATTEST:



Kevin Kress, City Administrator

Proposed Compost Ordinance

City Compost Facility

The City operates and maintains a compost site for use by residents of the city. The following regulations govern the use of the city's compost facility.

- A) The compost site is available for use by city residents only. Residents of other nearby cities or surrounding townships are not authorized to use the facility.
- B) Commercial use is prohibited.
- C) Authorized compost means leaves, grass clippings, or small brush three inches in diameter or smaller. All other items are prohibited.
- D) Materials must be disposed of in an orderly manner in accordance with the signage at the facility. Leaves, grass clippings, or small brush shall be placed as indicated by the signage at the facility. No stumps are allowed.
- E) Any materials or items left at the facility other than leaves, grass clippings, or small brush is prohibited and is considered illegal dumping.
- F) Facility hours of operation are: xxxxxxxxxxxxxxxxx
- G) Security cameras may be used to monitor activity at the site and identify unauthorized or inappropriate use of the facility.

Penalty

Any person who violates any provision of this chapter shall be guilty of a misdemeanor and upon conviction thereof, shall be punished by a fine and/or imprisonment as set forth in M. S. § 609.03 as it may be amended. Additionally, the city may seek restitution for actual damages for staff time and other actual costs incurred in remediating the unlawful use of the compost facility.

Curb-side Compost

The City operates a curb-side compost program for benefit of city residents. Eligible compost may be placed next to the curb for city pick-up and removal. The following regulations govern the City's curb-side compost program.

- A) Authorized compost means leaves, grass clippings, or small brush three inches in diameter or smaller. No stumps are allowed.
- B) Authorized compost materials eligible for removal include compost generated by maintenance of the owner's city property. Materials from other properties outside of city limits or from other non-residences may not be brought to the residence for removal.
- C) Commercial use is prohibited.

- D) Authorized compost may be placed by the curb of the residence no earlier than the day prior to pick-up.
- E) City staff will pick up compost materials on the first Wednesday of each month from May through October. Some pick-up may occur on the first Thursday of the month if staff are unable to complete the pick-up route on Wednesday.
- F) No curbside pickup occurs from November through April, and compost should not be left on the curb during these months.

Penalty

Any unauthorized items left on the curb will not be picked up by city staff but must be removed and properly disposed of by the property owner. The property owner may be liable for the city's repair or replacement costs if unauthorized items are placed by the curb or inside of compost bags which results in damage to city equipment.