

LAMBERTON CITY COUNCIL
REGULAR MEETING • CITY HALL
July 8, 2024 • 6:30 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

A. Additions/Deletions to Agenda

2. CONSENT AGENDA

A. Approval of Minutes (can all be done in one motion)

1. 5-29-2024 EDA Meeting Minutes
2. 6-10-2024 Regular CC Minutes
3. 6-18-2024 Special CC Minutes

3. GENERAL BUSINESS

A. Bollig Engineering – Scott Kuhlman

B. Petitions, Request, Communications

1. Citizen Complaints & Concerns
 - a. Parking on Birch St. & 9th Ave.
2. Building/Zoning Permit Requests
 - a. 2024-07 – 800 S. Cherry Street – Addition on Garage
 - b. 2024-08 – 204 2nd Ave W - Fence
3. Request for Council Action
 - a. RCA – Ambulance Billing
 - b. RCA – CSO Hire Recommendation
 - c. RCA – Full-Time Police Chief Position Advertisement

C. Department Reports

1. Library –
 - a. Bylaws Attached – A Vogel will have the Library Board review advertising requirements for open positions.
2. Ambulance Department –
3. Fire Department –
4. Police Department –
5. Maintenance Department -
6. Administration/EDA Department –

D. Ordinances and Resolutions (can all be done in one motion)

1. 2024-08 – Resolution Declaring Seats for Election
2. 2024-09 – Resolution for EDA Grant Application
 - a. Info on Sources of 50% match
3. 2024-10 – Resolution for Joint Powers Agreement
 - a. Agreements attached
4. 2024-11 - Resolution Accepting Donations

E. Financial Report & Approval of Claims

1. July 2024 Financial Report
2. Approval of Claims

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. Lion's Club Walking Path
2. DOT Information

5. NEXT MEETING DATES

A. Council Meeting August 12, 2024

6. ADJOURNMENT

**LAMBERTON EDA
REGULAR MEETING MINUTES • CITY HALL
May 29, 2024 • 5:15 PM**

1. CALL TO ORDER/ADOPT AGENDA

- Meeting called to order at 5:15 PM on May 29, 2024
- Present: R. Arkell, P. Mattison, E. Blomgren, L. Sik, L. Bittner (came late)
- Staff Present: V. Halter

A. Additions/Deletions to Agenda

- Addition under new business Froehlich Lot/Jenny Steen
- UCAP House

Motion/Second/Pass (Sik/Blomgren/unanimous 4/0) to approve the agenda amended.

2. CONSENT AGENDA *(if multiple, can all be done in one motion)*

A. Approval of Minutes of the:

- March 28, 2024
- No Meeting Held 4-24-24 – Lack of Quorum

Motion/Second/Pass (Mattison/Sik/unanimous 4/0) to approve the minutes.

B. Treasurer's Report

- March 2024
- April 2024
- Loan Balances

Motion/Second/Pass (Sik/Blomgren/unanimous 4/0) to approve the treasurer's report.

3. OLD BUSINESS – Updates

- A. Day Care – Halter and Debbie Vollmer will be hosting a childcare provider appreciation supper at the Legion on June 13th. All current childcare providers in the Sanborn, Lambertton and Revere were invited. The intention is to say thank you, see if there anything we can do to support them, and see if they have any ideas to attract new providers.
- B. Assisted Living – No Update
- C. Current School Campus – The City Council had a work session and discussed having a community meeting to get input on if the city should take over the current school site or let it go on the open market. A date will be set at the next council meeting. Sik explained that because of the financial burden to the city, there should be community input. Halter has been getting quotes for asbestos removal, insurance, and has been talking to Schefflers.
- D. Southside Addition Lots – No Update
- E. Twin Home Development – Halter created an RFP for twin home development. Halter went to an twin home open house in Mountain Lake. A builder from that area, Robert Machacek, reached out to Halter about the possibility of building twin homes in Lambertton. Halter is sending him information and will begin discussions.
- F. County Housing Study – Halter and Arkell went to the work session for the countywide housing study.
- G. Business Inquiry – No Update

4. NEW BUSINESS

- A. Billboard - Halter explained the Ambulance Service will be putting up a billboard on the southside of Hwy 14 when you head east out of town. There is nothing on the back side of the billboard and she

is wondering if we should do one promoting Lambertton development. Cost is \$175 Set Up and \$600/month. Halter gave idea examples.

Motion/Second/Pass (Arkell/Blomgren/unanimous 5/0) to contract the westbound side of the billboard for 2 months.

- B. Froehlich Lot – Froehlich purchased the lot from the city intending to build a new house. With the post-covid prices and whatnot, he is no longer able to build. Jenny Steen who lives next to the vacant lot would like to buy the lot. Discussion was held. Because the goal is to add to the tax base, it was decided to hold onto the lot at this time.
- C. UCAP Housing – UCAP has built houses in Walnut Grove and Marshall. They build a house for X and if it is sold for less UCAP takes the loss. There are income requirements for the people buying the house and the buyers need to secure their own financing. Halter has a call into UCAP to see if they would be interested in building a house in Lambertton.

5. EDA BOARD REPORTS & COMMUNICATIONS

- Discussion was held on vacant houses in town.

6. NEXT MEETING –

- Wednesday, June 26, 2024 at 5:15PM

7. ADJOURNMENT

Motion/Second/Pass (Mattison/Stavnes/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 5:58PM.

Respectfully Submitted,

Valerie Halter
Clerk

Lydell Sik
Mayor

**LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES • CITY HALL
June 10, 2024 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM June 10, 2024.
- Present: Mayor L. Sik, L. Pfarr, L. Bittner, D. Irlbeck, D. Knutson
- Staff in Attendance: V. Halter, J. Thram

A. Additions/Deletions to Agenda

1. RCA – Library Board Appointment
2. RCA – Fire Association By-Laws
3. Citizen Complaint and Concern - Crosswalk

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to approve the agenda as amended.

2. CONSENT AGENDA

A. Approval of Minutes (can all be done in one motion)

1. 3-27-2024 Regular EDA Meeting
2. 5-13-2024 Regular CC Meeting Minutes
3. 5-28-2024 CC Work Session

Motion/Second/Pass (Bittner/Knutson/unanimous 5/0) to approve the minutes as listed.

3. GENERAL BUSINESS

- A. Bollig Engineering – Scott Kuhlman was present to give an update work being done. No funding updates as no bonding bill passed at the state level. Income Survey is underway 40% have been returned. Kuhlman explained that Lambertton has several projects on the on the State's list for funding. Lead Service line inventory is getting completed and encouraged those who haven't contact them to get their house properly inventoried. The report is due to DHS by July 15, 2024. The results will be put online by DHS for the entire state.

Halter brought up the RCA for EDA Grant Application. Halter explained that Lambertton can still file for EDA funding for the well project under our per capita income. The requirements would be a 50% match of the proposed \$2 million dollar project. The Preliminary Engineering Report, pricing and letters from business would have to be updated. Robin Weis with SWRDC talked to the EDA people and they are encouraging us to apply by the end of July. Discussion was held. The council stated they would like to try for the funding. Halter will prepare a resolution for the July meeting.

B. Petitions, Request, Communications

1. Citizen Complaints & Concerns

Halter received a complaint today about removing a tree on the corner of Ilex & 2nd Street. Halter and Thram met with the county sign person about placing a crosswalk across Ilex Street at 2nd Street. Owners of 601 2nd Ave W were notified that a tree will have to be taken down that is in the boulevard so signs can be installed for a crosswalk. They are asking that the crosswalk be put the next block south so the tree can be spared. Discussion was held.

Motion/Second/Pass (Irlbeck/Knutson/unanimous 5/0) to approve the crosswalks for 2nd Ave. & Ilex and Douglas & 9th Ave.

2. Building/Zoning Permit Requests

- a. 2024-06 – 206 4th Ave E – Kim Robinson – Shed

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve building permit 2024-06 – Kim Robinson for shed.

3. Request for Council Action

- a. RCA – Pool Staff

Motion/Second/Pass (Pfarr/Irlbeck/unanimous 5/0) to approve the list of pool employees for the 2024 season.

- b. RCA – Community Service Officer

Motion/Second/Pass (Pfarr/Irlbeck/unanimous 5/0) to advertising for a seasonal part-time Community Service Officer.

- c. RCA – School Site Community Meeting – Mayor Sik explained that the city and the school have been talking about what will happen with the current school site once RRC vacates it. It was decided there should be a community meeting to get public input.

Motion/Second/Pass (Irlbeck/Pfarr/unanimous 5/0) to hold a special meeting on Tuesday, June 18, 2028 at 7:00PM at the Community Center to seek public input on the current school site and city involvement.

- d. RCA – Fiscal Host – Halter explained that the Lamberton Cemetery Association applied for the Lamberton Foundation community grant. They need a fiscal host for the funds. It is \$750 that will come in and out for their project.

Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to be the fiscal host for the Lamberton Cemetery Association's grant funds from the Lamberton Foundation.

- e. RCA – EDA Position – Halter explained there is an opening on the EDA board that needs to be filled.

Motion/Second/Pass (Bittner/Knutson/unanimous 5/0) to approve advertising for the open EDA position.

- f. RCA - Portable Audio-Video (Body Cameras) Policy – Halter was wrong last month. The council needs to pass a motion approving the Portable Audio-Video (Body Cameras) Policy after last month's hearing on it.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve the Portable Audio-Video (Body Cameras) Policy .

- g. RCA – Library Board appointment. There is an open position on the Library Board and James Rains has applied for the position. Discussion was held.

Motion/Second/Pass (Knutson/Irlbeck/unanimous 5/0) to approve James Rains to the Library Board.

- h. RCA – Fire By-Laws - Halter explained the Fire Relief Association has to submit signed By-Laws up to the State each year. Halter could not find the by-laws that had the correct retirement amount in it. Halter did find in previous council minutes where the council passed the new amount. Halter needs a signed copy of the correct amount. Any additional changes would need to come to council for approval.

Motion/Second/Pass (Knutson/Bittner/unanimous 5/0) to approve the By-Laws of the Lamberton Fire Relief Association.

C. Department Reports

1. Library – Library report submitted.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve the Library report.

2. Ambulance Department – No report given. Halter did state the EMT billboard is up.

3. Fire Department – No report given. Thram was asked by Chief Neperman if the water department can pay for half of the cement needed for the new fill station at the water plant. Estimate is \$15,000. It will benefit the water department as well. Halter mentioned the one-time safety money from the state cannot be used on this type of project.

Motion/Second/Pass (Irlbeck/Knutson/unanimous 5/0) to approve the installation of cement at the water plant to be paid for by the Fire and water departments.

4. Police Department – No report.

5. Maintenance Department – Thram explained they will be coming to install the new board at the water plant June 24 & 25. This will remedy water overflows from the plant. The new sidewalk has been installed in the park. Thram received bids for the seal coating. Fuller is at \$479,067.75; Allied Blacktop is at \$95,306.60; and M&R is at \$100,256.30. M&R is using a higher oil and rock application rate compared to Allied. Work would be done this season. Discussion was held.

Motion/Second/Pass (Knutson/Irlbeck/unanimous 5/0) to approve M&R's bid of \$100,256.30 for seal coating and that it will put the city over budget in this area.

The pool is up and running. Thram and Halter have been working on getting information on a pool liner.

Motion/Second/Pass (Pfarr/Bittner/unanimous 5/0) to approve the maintenance report.

6. Administration/EDA Department – Report Submitted. Halter reviewed. The minutes and financials have been moved to the safe from the storage room along with some historical documents. The pool employees will be using an online time

clock and it worked well for payroll. Halter notified the council that she has changed the credit card bill to auto pay because the checks not reaching the company on-time.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve the Administration/EDA report.

- D. Ordinances and Resolutions (can all be done in one motion)
 - 1. 2024-07 – Resolution Accepting Donations
- E. Financial Report & Approval of Claims
 - 1. June 2024 Financial Report
 - 2. Approval of Claims
 - 3. YTD Account Balances

Motion/Second/Pass (Knutson/Bittner/unanimous 5/0) to approve the resolution 2024-07, May 2024 Financial Report and Approval of Claims.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

- A. Information for Council
 - 1. State Demographics Information – The City of Lambertton is estimated to have a population of 780 with 345 households.

5. NEXT MEETING DATES

- A. Community Meeting on School Site – June 18, 2024 at 7PM at the community center.
- B. Council Meeting July 8, 2024

6. ADJOURNMENT

Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 7:38PM.

Respectfully Submitted,

Valerie Halter
Clerk

Lydell Sik
Mayor

LAMBERTON CITY COUNCIL
SPECIAL MEETING • COMMUNITY CENTER
June 18,2024 • 7:00 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 7:00 PM June 18, 2024 at the Lambertton Community Center
 - Present: Mayor L. Sik, L. Pfarr, L. Bittner, D. Irlbeck, D. Knutson
 - Staff in Attendance: V. Halter, J. Thram, K. Vollmer
 - Others in Attendance – See attached sign in sheet.
- A. Additions/Deletions to Agenda

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve the agenda presented.

2. GENERAL BUSINESS

- A. Opening Statements from Mayor Sik – Mayor Sik explained to the attendees that the city and school have been discussing what will happen to the old school site once the new school is complete. Mayor Sik also stated the council has no agenda and is looking for ideas and opinions on the site and the role the city should have with the site.
- B. Informational Power Point from Clerk Halter – Halter presented a power point with information on ideas discussed for the school site, what the city and EDA has done so far, estimated costs of keeping portions of the old building, carrying costs of keeping the old building, reasons to take on the site and reasons not to take on the site.
- C. Citizen Input and Questions – Mayor Sik explained that each person has a chance to speak and asked that no one interrupt them during their time. There would be a Q & A time after everyone spoke. Many comments of concern were made about the site and city involvement. There were comments of potential and possibility for the site. Mayor Sik asked those present by a show of hands how many think the city should tell the school no and how many think the city should pursue for \$1. About 6 people rose their hand for each option. The rest felt more information was needed.

3. NEXT MEETING DATES

- A. July 8, 2024 – 6:30 PM Regular Council Meeting – City Hall

4. ADJOURNMENT

Motion/Second/Pass (Pfarr/Bittner/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 8:35PM.

Respectfully Submitted,

Valerie Halter
Clerk

Lydell Sik
Mayor

Lamberton City Council
Meeting Date: 6-18-2024
Official Record of Attendees

	Name - Printed
1	DEBRA JELLEMA
2	Mike Vollmer
3	Sandy Polken
4	Roger Polkow
5	MICHELLE ANDERSON
6	Shari Keper
7	Julie Lent
8	Bundy Hess
9	Joe H
10	Kathy Batalden Smith
11	Justin Tram
12	Kiki Hubert
13	Marchele Walz
14	Toy Harms
15	Tom Anderson
16	Rich Arkell
17	Culby Pack
18	Cheryl VanMeuzen
19	Kopper Kremm
20	Kelly Steffen

Lamberton City Council
Meeting Date: 6-18-2024
Official Record of Attendees

Name - Printed	
1	Derrel Graff
2	Cathy Graff
3	Brian Pfarr
4	Perry Snyder
5	Eric Cameron
6	Kari Redman
7	Mike Adam
8	Sennie Steen
9	Stephanne Steen
10	Janet Steen
11	Chad Stans
12	Randi Hubert
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Lamberton City Council
Meeting Date: 6-18-2024
Official Record of Attendees

Name - Printed	
1	Colie Anderson
2	Allison Sauer
3	Karen Neperman
4	Carol Walker
5	Paul Gutter
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Lamberton City Council
Meeting Date: 6-18-2024
Official Record of Attendees

Name - Printed	
1	Barb Lenning
2	Jenny Stavnes
3	Stephanie Stavnes
4	Clayton Hubert
5	Lee Schaffner
6	Sara Rains
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ORDINANCE VIOLATION
COMPLAINT FORM

City of
Lamberton

Person Reporting: Community Member

Complaint Type:

Weeds/Overgrowth

Junk/Garbage

Vehicles

Animal

Other: _____

Address of Violation: 808 SOUTH BIRCH ST. LAMBERTON, MN

Violation Date: Daily 6/19/24 Violation Time: Overnight & during the day

Visual Observations:

Parking a Semi Truck along the main roadway is a safety concern. Recently on the same side of town. A local bus driver was told he could not park the bus in the dead end of a non busy road. The sheriff contacted the bus service.

OFFICE USE ONLY

Property Owner: _____ Renter: X _____

Mailing Address: _____

Contact Phone: _____ Date Received: 6-20-24

Employee Handling the Complaint: Kris took. Val emailed.

Action Taken: emailed to Lambertton PD, Chief & Matt Novak.



BUILDING/ZONING PERMIT APPLICATION

City of
Lamberton

Office of Clerk/Treasurer • 112 2nd Ave West • PO Box 356 • Lamberton, MN 56152 • (507) 752-7601

Property Owner: Douglas Moody

Mailing Address: 1215 Pine Ridge ST

City, State Zip: Wichita KS 67218

Phone: 316-655-5931

Email: dmoodysr@yahoo.com

PROPERTY INFORMATION

Property Address: <u>800 South Cherry</u>	Parcel Number: <u>83-023-3430</u>	
Property Type: <input checked="" type="radio"/> Residential	<input type="radio"/> Commercial	<input type="radio"/> Industrial

PROJECT INFORMATION

Type of Project: <input type="radio"/> New Structure <input checked="" type="radio"/> Addition	<input type="radio"/> Alteration/Repair <input type="radio"/>	Dimensions of Project: Length: <u>12</u> Width: <u>16</u> Height: _____ Area: _____
Project Description: <u>Add on to South side of garage</u>		
Estimated Construction Cost (including materials and labor): <u>2500.00</u>		

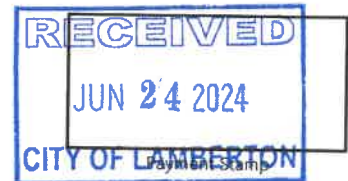
All Building/Zoning Permit Applications must include a detailed site plan drawn to scale.

APPLICANT STATEMENT

I hereby apply for a building permit and I acknowledge that the information provided above and on the submitted site plan is complete and accurate and that all work will be in conformance with the approved plan and codes, covenants & ordinances of the City of Lamberton and with Minnesota State Building Codes.

I understand that this is a permit application and work is not to start without a permit.

Application Fee: \$40



Applicant Signature: Douglas Moody

Date: 24 Jun 2024

Permit Number: 2024-07

This Application has been Reviewed and Approved by:

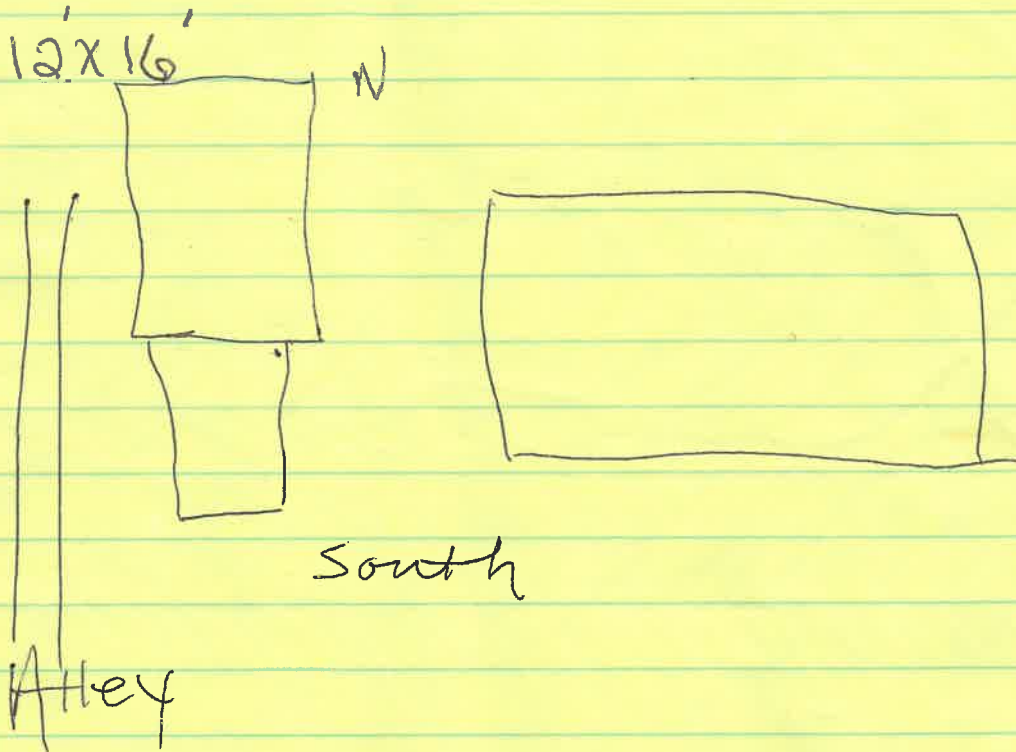
[Signature]
Public Works Supervisor

Building/Zoning Administrator

Douglas Moody

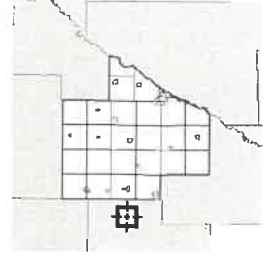
800 South Cherry St

Addition on garage -





Overview



Legend

-  Municipal Boundaries
-  Surrounding Counties
-  Townships
-  Parcels
- Major Roads**
 -  State/Federal
 -  County
 -  County/Twp/City
 -  Minor Roads

Parcel ID	83-023-3430	Alternate ID	n/a	Owner Address	MOODY/DOUGLAS J&
Sec/Twp/Rng	23-109-37	Class	RESIDENTIALSINGLE UNIT		DIANE M MARTIN
Property Address	800 CHERRY ST LAMB S CITY OF LAMBERTON	Acreage	n/a		1215 PINERIDGE ST WICHITA KS 67218-3433
District	n/a				
Brief Tax Description	TR 75' X 140' IN NE COR OUTLOT P (Note: Not to be used on legal documents)				

Date created: 6/24/2024
Last Data Uploaded: 6/20/2024 9:54:20 PM

Developed by  Schneider
GEOSPATIAL

BUILDING/ZONING PERMIT APPLICATION

City of
Lamberton

Office of Clerk/Treasurer • 112 2nd Ave West • PO Box 356 • Lamberton, MN 56152 • (507) 752-7601

Property Owner: ROBERT & SUSAN SERREYN

Mailing Address: 204 2ND AVE WEST

Phone: 507-626-6280 / 6224

City, State Zip: LAMBERTON, MN 56152

Email: gulfarmyvet@yahoo.com
SSERREYN@YAHOO.COM

PROPERTY INFORMATION

Property Address: <u>204 2ND AVE WEST</u>	Parcel Number: _____	
Property Type: <input checked="" type="radio"/> Residential	<input type="radio"/> Commercial	<input type="radio"/> Industrial

PROJECT INFORMATION

Type of Project: <input checked="" type="radio"/> New Structure <input type="radio"/> Alteration/Repair <input type="radio"/> Addition <input type="radio"/> _____	Dimensions of Project: <u>- SEE DIAGRAM</u> Length: _____ Width: _____ Height: _____ Area: _____
Project Description: <u>FENCE</u>	
Estimated Construction Cost (including materials and labor): <u>\$4,000.00</u>	

All Building/Zoning Permit Applications must include a detailed site plan drawn to scale.

APPLICANT STATEMENT

I hereby apply for a building permit and I acknowledge that the information provided above and on the submitted site plan is complete and accurate and that all work will be in conformance with the approved plan and codes, covenants & ordinances of the City of Lamberton and with Minnesota State Building Codes.

I understand that this is a permit application and work is not to start without a permit.

Application Fee: \$40
RECEIVED
JUL 01 2024
CITY OF LAMBERTON
Payment Stamp

Applicant Signature: Robert Serrey

Date: 6-22-24

Permit Number: 2024-08

This Application has been Reviewed and Approved by:

[Signature]
Public Works Supervisor

Building/Zoning Administrator

The City of Lamberton is an Equal Opportunity Provider and Employer

Application for Building/Zoning Permit

Applications for a Building/Zoning Permit shall be made to the City Clerk together with the required fees as set in the current fee schedule.

FILING INSTRUCTIONS

The application must be fully completed with true and accurate information. The property owners signature is required for all applications. Incomplete applications or applications with insufficient information will delay the processing. Applications shall be submitted to:

City of Lamberton
112 Second Ave West
PO Box 356
Lamberton, MN 56152-0356

PROCESS DESCRIPTION

Completed applications will be examined for compliance with applicable ordinances and laws. The application will then be submitted to the City Council for review and approval. Approval of a Building/Zoning Permit requires passage by a majority vote of the full City Council. Once a Building/Zoning Permit is approved the permit will be mailed to the applicant. Building permits are valid for one (1) year from the date of issue.

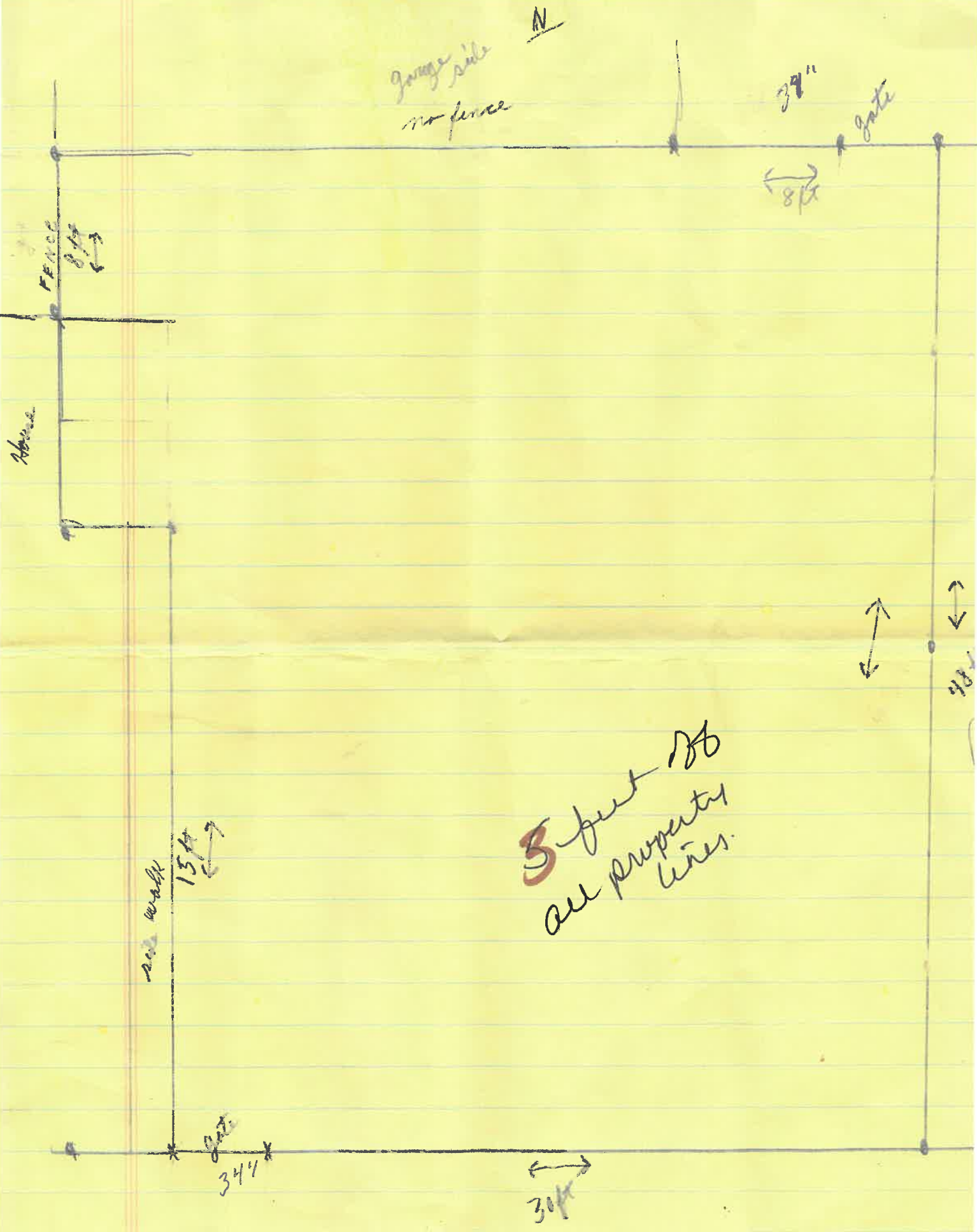
W 2nd Ave

DRIVE

HOV

Garage





7-8-2024	REQUEST FOR COUNCIL ACTION																																																																																								
TO:	HONORABLE MAYOR & CITY COUNCIL																																																																																								
FROM:	Valerie Halter – Tim Birkemeyer																																																																																								
SUBJECT:	Ambulance Billing																																																																																								
ISSUE/REQUEST/ BACKGROUND:	<p>Historically ambulance has been billing at the end of the year for the past years' service coverage. (December 2023 bill was for coverage for the year 2023.) Rates were determined per capita.</p> <p>Tim and I have been talking about this and would like to change how ambulance coverage is being billed.</p> <ol style="list-style-type: none"> 1. We would like to change it to bill per section covered not per capita. The number of people living in each section or township is an estimate and that number can change frequently. Sections covered does not change. We would like a consistent value to base annual coverage fees on. 2. We would like to bill at the beginning of the year for the year of service. Meaning we will bill in December 24 /January 25 for 2025 coverage. 3. This year will be the exception. We would like to bill now for the 2024 year. Then 2025 would be billed Dec 24/Jan 25. 4. A letter will be sent to the townships and towns that we provide coverage of. 5. We would also like to propose a slight rate increase that will net \$3,092.50. We have not raised ambulance rates since I have been here. <div style="text-align: right; margin-top: 20px;">PROPOSED 2024</div> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;"></th> <th style="width: 25%;"></th> <th style="width: 10%;"></th> <th style="width: 15%;">2023 Billed</th> <th style="width: 25%;">BILLING</th> </tr> <tr> <th>Town/ Township</th> <th>Section Numbers</th> <th>Billable Sections</th> <th>Billed at \$75/section Cities \$17.50/capita</th> <th>\$75/section</th> </tr> </thead> <tbody> <tr> <td>Ann Township</td> <td>1-3, 10-15</td> <td>9</td> <td>\$ 585.00</td> <td>\$ 675.00</td> </tr> <tr> <td>Highwater Township</td> <td>1-36</td> <td>36</td> <td>\$ 2,220.00</td> <td>\$ 2,700.00</td> </tr> <tr> <td>Germantown Township</td> <td>2-11, 14-23, 26-35</td> <td>30</td> <td>\$ 2,175.00</td> <td>\$ 2,250.00</td> </tr> <tr> <td>North Hero Township</td> <td>1, 12, 13, 24, 25, 36</td> <td>6</td> <td>\$ 390.00</td> <td>\$ 450.00</td> </tr> <tr> <td>Lamberton Township</td> <td>1-36</td> <td>36</td> <td>\$ 2,970.00</td> <td>\$ 2,700.00</td> </tr> <tr> <td>Charlestown Township</td> <td>2-11, 14-23, 26-35</td> <td>30</td> <td>\$ 2,205.00</td> <td>\$ 2,250.00</td> </tr> <tr> <td>Johnsonville Township</td> <td>23-26, 35, 36</td> <td>6</td> <td>\$ 315.00</td> <td>\$ 450.00</td> </tr> <tr> <td>Waterbury Township</td> <td>19-36</td> <td>18</td> <td>\$ 1,275.00</td> <td>\$ 1,350.00</td> </tr> <tr> <td>Willow Lake Township</td> <td>19-23, 26-35</td> <td>15</td> <td>\$ 1,290.00</td> <td>\$ 1,125.00</td> </tr> <tr> <td>Storden Township</td> <td>1-6, 10-12</td> <td>9</td> <td>\$ 630.00</td> <td>\$ 675.00</td> </tr> <tr> <td>Amboy Township</td> <td>2-11</td> <td>10</td> <td>\$ 615.00</td> <td>\$ 750.00</td> </tr> <tr> <td>City of Lamberton</td> <td>Population 789 - 17.50/capita</td> <td>789</td> <td>\$ 11,775.00</td> <td>\$ 13,807.50</td> </tr> <tr> <td>City of Revere</td> <td>Population 90 - 17.50/capita</td> <td>90</td> <td>\$ 1,320.00</td> <td>\$ 1,575.00</td> </tr> <tr> <td>City of Wanda</td> <td>Population 70 - 17.50/capita</td> <td>70</td> <td>\$ 1,125.00</td> <td>\$ 1,225.00</td> </tr> <tr style="background-color: #00aaff; color: white;"> <td colspan="2" style="text-align: center;">Totals</td> <td style="text-align: center;">1154</td> <td style="text-align: center;">\$ 28,890.00</td> <td style="text-align: center;">\$ 31,982.50</td> </tr> </tbody> </table>							2023 Billed	BILLING	Town/ Township	Section Numbers	Billable Sections	Billed at \$75/section Cities \$17.50/capita	\$75/section	Ann Township	1-3, 10-15	9	\$ 585.00	\$ 675.00	Highwater Township	1-36	36	\$ 2,220.00	\$ 2,700.00	Germantown Township	2-11, 14-23, 26-35	30	\$ 2,175.00	\$ 2,250.00	North Hero Township	1, 12, 13, 24, 25, 36	6	\$ 390.00	\$ 450.00	Lamberton Township	1-36	36	\$ 2,970.00	\$ 2,700.00	Charlestown Township	2-11, 14-23, 26-35	30	\$ 2,205.00	\$ 2,250.00	Johnsonville Township	23-26, 35, 36	6	\$ 315.00	\$ 450.00	Waterbury Township	19-36	18	\$ 1,275.00	\$ 1,350.00	Willow Lake Township	19-23, 26-35	15	\$ 1,290.00	\$ 1,125.00	Storden Township	1-6, 10-12	9	\$ 630.00	\$ 675.00	Amboy Township	2-11	10	\$ 615.00	\$ 750.00	City of Lamberton	Population 789 - 17.50/capita	789	\$ 11,775.00	\$ 13,807.50	City of Revere	Population 90 - 17.50/capita	90	\$ 1,320.00	\$ 1,575.00	City of Wanda	Population 70 - 17.50/capita	70	\$ 1,125.00	\$ 1,225.00	Totals		1154	\$ 28,890.00	\$ 31,982.50
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7-8-2024	REQUEST FOR COUNCIL ACTION
TO:	HONORABLE MAYOR & CITY COUNCIL
FROM:	Valerie Halter
SUBJECT:	Community Service Officer (CSO) Hire Recommendation
ISSUE/REQUEST/ BACKGROUND:	<p>Two Applications were received and both were interviewed by Police Chief Walker, Clerk Halter, And HR Committee Rep David Irlbeck.</p> <p>It is their recommendation to offer the position to Kelly Birkemeyer.</p> <p>Starting Pay would be Grade 4 starting step of \$18.19/hour This would be a part-time seasonal position. (10-15 hours a week.)</p>

7-3-2024	REQUEST FOR COUNCIL ACTION
TO:	HONORABLE MAYOR & CITY COUNCIL
FROM:	Valerie Halter – Chief Walker
SUBJECT:	Advertising for Full-Time Police Chief
ISSUE/REQUEST/ BACKGROUND:	<p>Chief Walker and myself have been discussing the Police Department and what to do to get coverage.</p> <p>He again has expressed the desire to cut back, which means giving up Lamberton. He does not want to do that until we have the coverage we need.</p> <p>Obviously we have not gotten any response with our ad. Chief Walker would like the council to put out an ad that states full-time, starting wage of _____, list benefits, and desired experience.</p> <p>The reasoning is there is so much competition and open positions, that potential candidates are not going to apply with the need to have to figure out or negotiate wages. We need to capture their interest right away.</p> <p>I ran a report from LMC Wage Comp Study from 2023. It is for populations 500-1000 in SW and Central regions of MN. It is attached.</p> <p>SAMPLE:</p> <p>Help Wanted: Full -Time - Chief of Police - Lamberton, MN</p> <p>The City of Lamberton, MN, is seeking a dedicated and experienced individual to serve as our next Chief of Police. This is a full-time position with a flexible schedule, though some weekends and nights will be required.</p> <p>Starting Wage Range: \$65,000-\$75,000 (based on experience)</p> <p>Benefits:</p> <ul style="list-style-type: none"> • 100% paid health insurance • Partial family compensation available • Public Employees Retirement Association (PERA) • Sick and vacation days • Annual Health Savings Account (HSA) contributions <p>Preferred Qualifications</p> <ul style="list-style-type: none"> • A minimum of five years of previous police patrol and investigative experience. <p>Requirements:</p> <ul style="list-style-type: none"> • Must reside within a reasonable response time from Lamberton, MN. • Current POST license <p>This position offers a fantastic opportunity for an experienced law enforcement professional to take the next step in their career and lead our police department. Lamberton is located in southwest Minnesota with a population of just under 800 residents.</p>

Southwest & Central Region
 Pop. 500-1000

MN Local Governments Salary & Benefits Survey

Average Compensation

x 2080 hrs. - annual salary

Organization Name	Job Title	Count Of Hourly Rate	Avg Of Hourly Rate (\$)	Avg Of Range Minimum (\$)	Avg Of Range Maximum (\$)
City of Adrian	Police Chief	1	43.65	28.88	43.65
City of Appleton	Police Chief	1	35.52		
City of Atwater	Police Chief	1	30.12	25.23	31.69
City of Braham	Police Chief	1	39.82	32.16	39.82
City of Brownton	Police Chief	1	29.79		
City of Dawson	Police Chief	1	37.10		
City of Deerwood	Police Chief	1	29.19		
City of Dundas	Police Chief	1	36.39	34.05	45.96
City of Eden Valley	Police Chief	1	29.14	25.90	38.34
City of Fairfax	Police Chief	1	37.06	28.40	37.06
City of Fulda	Police Chief	1	34.82	30.82	34.82
City of Gibbon	Police Chief	1	31.20		
City of Heron Lake	Police Chief	1	29.48		
City of Isle	Police Chief	1	35.88	30.00	40.00
City of Lake Shore	Police Chief	1	47.49	35.18	47.49
City of Mottley	Police Chief	1	32.37	27.11	38.66
City of New York Mills	Police Chief	1	33.07	27.73	34.22
City of Onamia	Police Chief	1	29.95		
City of Pierz	Police Chief	1	39.00	21.84	30.85
City of Renville	Police Chief	1	35.13		

Handwritten values for Avg Of Hourly Rate (\$):
 90,789
 73,881
 69,649
 82,835
 61,963
 77,168
 64,715
 75,691
 100,611
 117,584
 72,425
 64,896
 61,318
 74,630
 98,779
 67,329
 68,785
 62,296
 81,120
 73,070

Truman \$ 64,958

AVG = 72,046

BY-LAWS FOR THE LAMBERTON PUBLIC
LIBRARY BOARD OF TRUSTEES

ARTICLE I
Identification

The name of the organization is the Lamberton Public Library, located in Lamberton, MN

ARTICLE II
Oath of Office and Purpose

Do you swear to support the Constitution of the United States, to discharge faithfully the duties of this office to the best of your judgment and ability; to represent the library both to the people and the governing officials; to see that adequate funds are obtained for good library service; to promote the best possible use of all library resources in the area; to improve existing library service to those not previously served. So help you God?

ARTICLE III
Board of Directors

Section 1. Number and qualifications.

The governing body of the library is composed of seven (7) members as appointed by the City Council and representing the public.

Section 2. Term of Office

If seven members are appointed, three shall hold office for one year, two for two years, and two for three years. All terms shall end with the fiscal year. No trustee shall serve more than two full consecutive terms. A former board member can be reappointed after a lapse of one year. If a member is appointed to serve an unexpired term of office and serves more than half of the term, it shall be considered a full term of office.

Section 3. Disqualification, vacancies.

Any member who resigns their position on the board must notify the President of the Board of Trustees. Upon receipt of such notification the position shall be declared vacant.

When any trustee fails to attend at least three consecutive meetings of the board, the board shall

declare his/her position vacant. It shall be the duty of the president to notify the appointing official of the vacancy, and, by direction of the board, suggest three to five names to the appointing official of the persons which may qualify to fill the position.

Section 4. Officers

Officers of the board shall be President, Vice-President and Secretary. Officers shall be elected at the regular annual meeting. An officer may succeed himself. Vacancies in office shall be filled by vote at the next regular meeting of the board after vacancy occurs.

The duties of the Officers are as follows:

The President shall preside at meetings and perform such other duties as custom and law devolve upon the president. In the absence or disability of the president, the vice-president shall assume the duties of the president.

The secretary shall keep an accurate record of all proceedings of the board meetings (or the librarian may be designated as executive secretary to keep true and accurate account...., the librarian has no vote on the board.)

ARTICLE IV
Meetings

Section 1. The library board shall meet on the second Tuesday of every other month at 6:00 p.m. at the library or at the place designated at the preceding meeting. The February meeting shall be the annual meeting.

Section 2. Special meetings

Special meetings of the board of trustees may be called by the President, or upon written request of four (4) members for the transaction of business as stated in the meeting request. Notice stating the time and place of any special meeting and the purpose for which called shall be given each member of the board of trustees at least two days in advance of the meeting.

Section 3. Quorum

A quorum for transaction of business shall consist of a simple majority.

Section 4. Order of business

1. Call to order
2. Minutes
3. President's report
4. Librarians report
5. Old business
6. New business
7. Committee reports
8. Adjournment

ARTICLE V Committees

Section 1. Ad Hoc Committees

Ad hoc committees for the study of special problems will be appointed by the president, with the approval of the board to serve until the final report of the work for which they were appointed had been filled. Many of these committees may also include staff representatives. Ad hoc committees may include Long Range plan, Automation, etc.

ARTICLE VI Duties of the Board of Trustees

1. Determine the policy of the library and develop the highest possible degree of operating efficiency in the library.
2. Select and appoint a competent administrator or librarian.
3. Advise in the preparation of the budget, approve it and make sure that adequate funds are provided to finance the approved budget
4. Through the librarian, supervise and maintain buildings and grounds, as well as regularly review various physical and building needs to see that they meet the requirements of the total library program.
5. Study and support legislation which will bring about the greatest good to the greatest number of libraries.

ARTICE VII Librarian

The librarian shall be considered the executive officer of the board and shall have sole charge of the administration of the library under the direction and review of the board. The librarian shall be held responsible for the care of the buildings and equipment, for the employment and direction of the staff, for the efficiency of the library's service to the public and for the operation of the library under the financial conditions set forth in the annual budget. The librarian shall attend all board meetings.

ARTICLE VIII Amendments

These by-laws may be amended at any regular meetings of the board with a quorum present, by majority vote of the members present, providing the amendment was stated at the preceding meeting (or "issued in the call to order," or was sent to the members at least thirty days prior to the meeting).

These by-laws will be in force upon adoption by the library board of the Lambertson Public Library on the 13th day of July 2010.

CITY OF LAMBERTON
Resolution No. 2024-08
A Resolution Declaring Seats Up for Election in the City of Lambertton

WHEREAS, the City of Lambertton will hold its general election on November 12, 2024; and

WHEREAS, the positions of Mayor and two City Council seats (seats 2 & 4) are available for election; and

WHEREAS, candidates interested in running for these positions may file their candidacy by submitting an affidavit of candidacy;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAMBERTON:

1. The positions of Mayor and two City Council seats (seats 2 & 4) are hereby declared open for election on November 12, 2024.
2. The filing period for candidates will open on July 30, 2024, and will close on August 13, 2024.
3. Interested candidates must submit an affidavit of candidacy to the City Clerk's office during the filing period.

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to publish and post notices of the election and the filing period in accordance with state and local regulations.

Adopted by the City Council of the City of Lambertton this 8th day of July, 2024.

CITY OF LAMBERTON, MINNESOTA

By: _____

Mayor

ATTEST:

By: _____

City Clerk

CITY OF LAMBERTON
RESOLUTION 2024-09

RESOLUTION AUTHORIZATION TO SUBMIT A GRANT APPLICATION TO THE ECONOMIC DEVELOPMENT ADMINISTRATION (EDA) FOR A SUPPLEMENTAL GRANT RELATED TO CITY WATER SOURCE

WHEREAS the City of Lambertton (hereinafter referred to as the “City”), in the County of Redwood in the State of Minnesota, is organized and existing under the law and the Constitution of the State of Minnesota (the “State”); and

WHEREAS the City recognizes the critical importance of a reliable and safe well source for providing clean drinking water to its residents and businesses; and

WHEREAS the City has diligently assessed and has determined that it lacks the necessary financial resources to fully address the well source issue without assistance; and

WHEREAS the City has explored the potential for Economic Development Administration (EDA) funding as the City is eligible under per capita criteria to apply for an EDA grant which is essential for safeguarding public health, ensuring economic vitality, and maintaining the overall well-being of the community; and

WHEREAS the estimated project cost will be up to \$2,000,000 and a requirement of the application is for the City to guarantee they have the financial ability to provide 50% or \$1,000,000 of the project cost; and

WHEREAS the City will follow all Davis-Bacon and requirements set forth by the U.S. EDA.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LAMBERTON, MINNESOTA:

1. Hereby endorses and fully supports the application to be submitted to the U.S. Economic Development Administration for funding for a water well source.
2. Authorizes the City Clerk to act on behalf of the City in all matters related to the EDA funding application.
3. Hereby certifies it has available and commits 50% of the projected project cost as a local match for the EDA funding, as required by the U.S. EDA from the following sources:
 - a. \$200,000 from the Water Capital Improvement Fund
 - b. \$100,000 from the Water General Fund
 - c. \$700,000 from the City’s General 4M Fund
4. The City is committed to the successful completion of the well source project.

Passed and Adopted by the City Council this 8th day of July 2024.

CITY OF LAMBERTON, MINNESOTA

By: _____
Mayor

ATTEST:

By: _____
City Clerk

7-8-2024	COUNCIL INFORMATION
TO:	HONORABLE MAYOR & CITY COUNCIL
FROM:	Valerie Halter
SUBJECT:	Source of EDA Matching Funds
ISSUE/REQUEST/ BACKGROUND:	<p>We do not have the final numbers in as to what the 50% match will be if we were to get the EDA grant for well source improvements, but I need to get the application before the end of July. I am using the numbers we used for the disaster grant application – the difference is this one would be a 50% match and we have to prove that we have these funds and where it is coming from.</p> <p>What I am proposing as source of these funds:</p> <ul style="list-style-type: none"> • \$200,000 from the Water Capital Improvement Fund (Balance after 2024 transfer is \$236,000) • \$100,000 from the Water General Fund (Balance as of 7/1/2024 is \$106,451.85) • \$700,000 from the City's General 4M Fund (Balance as of 7/1/2024 is \$1,414,005.13) <p>When we know we will not need the full \$1,000,000 my first intention would be take less money from the Water general fund, then less from the Water CIP fund, the less from the 4M general fund. We can decide on that when we get there, but I just want you to have what I am thinking as of now.</p>

RESOLUTION NO. 2024-10

RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF LAMBERTON ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT

WHEREAS, the City of Lambertton on behalf of its Prosecuting Attorney and Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the City to pay the costs for the network connection.

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

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Lambertton on behalf of its Prosecuting Attorney and Police Department, are hereby approved.
2. That the Chief of Police -, Josh Walker, or his or her successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.
3. That the Lambertton City Attorney -, Matt Novak, or his or her successor, is designated the Authorized Representative for the Prosecuting Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.
4. That Lydell Sik -, the Mayor for the City of Lambertton, and Valerie Halter , the City Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

Passed and Adopted by the Council on this 8th day of June 2024.

CITY OF LAMBERTON

By: Lydell Sik
Its Mayor

ATTEST: _____
By: Valerie Halter
Its City Clerk



State of Minnesota Joint Powers Agreement

This Agreement is between the State of Minnesota, acting through its Department of Public Safety on behalf of the Bureau of Criminal Apprehension ("BCA"), and the City of Lambert on behalf of its Police Department ("Governmental Unit"). The BCA and the Governmental Unit may be referred to jointly as "Parties."

Recitals

Under Minn. Stat. § 471.59, the BCA and the Governmental Unit are empowered to engage in agreements that are necessary to exercise their powers. Under Minn. Stat. § 299C.46, the BCA must provide a criminal justice data communications network to benefit political subdivisions as defined under Minn. Stat. § 299C.46, subd. 2 and subd. 2(a). The Governmental Unit is authorized by law to utilize the criminal justice data communications network pursuant to the terms set out in this Agreement. In addition, BCA either maintains repositories of data or has access to repositories of data that benefit authorized political subdivisions in performing their duties. The Governmental Unit wants to access data in support of its official duties.

The purpose of this Agreement is to create a method by which the Governmental Unit has access to those systems and tools for which it has eligibility, and to memorialize the requirements to obtain access and the limitations on the access.

Agreement

1 Term of Agreement

- 1.1 **Effective Date.** This Agreement is effective on the date the BCA obtains all required signatures under Minn. Stat. § 16C.05, subdivision 2.
- 1.2 **Expiration Date.** This Agreement expires five years from the date it is effective.

2 Agreement Between the Parties

- 2.1 **General Access.** BCA agrees to provide Governmental Unit with access to the Minnesota Criminal Justice Data Communications Network (CJDN) and those systems and tools which the Governmental Unit is authorized by law to access via the CJDN for the purposes outlined in Minn. Stat. § 299C.46.

2.2 Methods of Access.

The BCA offers three (3) methods of access to its systems and tools. The methods of access are:

- A. **Direct access** occurs when individual users at the Governmental Unit use the Governmental Unit's equipment to access the BCA's systems and tools. This is generally accomplished by an individual user entering a query into one of BCA's systems or tools.
- B. **Indirect Access** occurs when individual users at the Governmental Unit go to another Governmental Unit to obtain data and information from BCA's systems and tools. This method of access generally results in the Governmental Unit with indirect access obtaining the needed data and information in a physical format like a paper report.
- C. **Computer-to-Computer System Interface** occurs when the Governmental Unit's computer exchanges data and information with BCA's computer systems and tools using an interface. Without limitation, interface types include: state message switch, web services, enterprise service bus and message queuing.

For purposes of this Agreement, Governmental Unit employees or contractors may use any of these methods to use BCA's systems and tools as described in this Agreement. Governmental Unit will select a

method of access and can change the methodology following the process in Clause 2.10.

- 2.3 Federal Systems Access.** In addition, pursuant to 28 CFR §20.30-38 and Minn. Stat. §299C.58, BCA may provide Governmental Unit with access to the Federal Bureau of Investigation (FBI) National Crime Information Center.
- 2.4 Governmental Unit Policies.** Both the BCA and the FBI's Criminal Justice Information Systems (FBI-CJIS) have policies, regulations and laws on access, use, audit, dissemination, hit confirmation, logging, quality assurance, screening (pre-employment), security, timeliness, training, use of the system, and validation. Governmental Unit has created its own policies to ensure that Governmental Unit's employees and contractors comply with all applicable requirements. Governmental Unit ensures this compliance through appropriate enforcement. These BCA and FBI-CJIS policies and regulations, as amended and updated from time to time, are incorporated into this Agreement by reference. The policies are available at <https://bcanextest.x.state.mn.us/launchpad/>.
- 2.5 Governmental Unit Resources.** To assist Governmental Unit in complying with the federal and state requirements on access to and use of the various systems and tools, information is available at <https://sps.x.state.mn.us/sites/bcaservicecatalog/default.aspx>. Additional information on appropriate use is found in the Minnesota Bureau of Criminal Apprehension Policy on Appropriate Use of Systems and Data available at <https://bcanextest.x.state.mn.us/launchpad/cjisdocs/docs.cgi?cmd=FS&ID=795&TYPE=DOCS>.
- 2.6 Access Granted.**
- A. Governmental Unit is granted permission to use all current and future BCA systems and tools for which Governmental Unit is eligible. Eligibility is dependent on Governmental Unit (i) satisfying all applicable federal or state statutory requirements; (ii) complying with the terms of this Agreement; and (iii) acceptance by BCA of Governmental Unit's written request for use of a specific system or tool.
 - B. To facilitate changes in systems and tools, Governmental Unit grants its Authorized Representative authority to make written requests for those systems and tools provided by BCA that the Governmental Unit needs to meet its criminal justice obligations and for which Governmental Unit is eligible.
- 2.7 Future Access.** On written request from the Governmental Unit, BCA also may provide Governmental Unit with access to those systems or tools which may become available after the signing of this Agreement, to the extent that the access is authorized by applicable state and federal law. Governmental Unit agrees to be bound by the terms and conditions contained in this Agreement that when utilizing new systems or tools provided under this Agreement.
- 2.8 Limitations on Access.** BCA agrees that it will comply with applicable state and federal laws when making information accessible. Governmental Unit agrees that it will comply with applicable state and federal laws when accessing, entering, using, disseminating, and storing data. Each party is responsible for its own compliance with the most current applicable state and federal laws.
- 2.9 Supersedes Prior Agreements.** This Agreement supersedes any and all prior agreements between the BCA and the Governmental Unit regarding access to and use of systems and tools provided by BCA.
- 2.10 Requirement to Update Information.** The parties agree that if there is a change to any of the information whether required by law or this Agreement, the party will send the new information to the other party in writing within 30 days of the change. This clause does not apply to changes in systems or tools provided under this Agreement.

This requirement to give notice additionally applies to changes in the individual or organization serving the Governmental Unit as its prosecutor. Any change in performance of the prosecutorial function must be provided to the BCA in writing by giving notice to the Service Desk, BCA.ServiceDesk@state.mn.us.

- 2.11 Transaction Record.** The BCA creates and maintains a transaction record for each exchange of data utilizing its systems and tools. In order to meet FBI-CJIS requirements and to perform the audits described in Clause 7, there must be a method of identifying which individual users at the Governmental Unit conducted a

particular transaction.

If Governmental Unit uses either direct access as described in Clause 2.2A or indirect access as described in Clause 2.2B, BCA's transaction record meets FBI-CJIS requirements.

When Governmental Unit's method of access is a computer-to-computer interface as described in Clause 2.2C, the Governmental Unit must keep a transaction record sufficient to satisfy FBI-CJIS requirements and permit the audits described in Clause 7 to occur.

If a Governmental Unit accesses data from the Driver and Vehicle Services Division in the Minnesota Department of Public Safety and keeps a copy of the data, Governmental Unit must have a transaction record of all subsequent access to the data that are kept by the Governmental Unit. The transaction record must include the individual user who requested access, and the date, time and content of the request. The transaction record must also include the date, time and content of the response along with the destination to which the data were sent. The transaction record must be maintained for a minimum of six (6) years from the date the transaction occurred and must be made available to the BCA within one (1) business day of the BCA's request.

2.12 Court Information Access. Certain BCA systems and tools that include access to and/or submission of Court Records may only be utilized by the Governmental Unit if the Governmental Unit completes the Court Data Services Subscriber Amendment, which upon execution will be incorporated into this Agreement by reference. These BCA systems and tools are identified in the written request made by the Governmental Unit under Clause 2.6 above. The Court Data Services Subscriber Amendment provides important additional terms, including but not limited to privacy (see Clause 8.2, below), fees (see Clause 3 below), and transaction records or logs, that govern Governmental Unit's access to and/or submission of the Court Records delivered through the BCA systems and tools.

2.13 Vendor Personnel Screening. The BCA will conduct all vendor personnel screening on behalf of Governmental Unit as is required by the FBI CJIS Security Policy. The BCA will maintain records of the federal, fingerprint-based background check on each vendor employee as well as records of the completion of the security awareness training that may be relied on by the Governmental Unit.

3 Payment

The Governmental Unit currently accesses the criminal justice data communications network described in Minn. Stat. §299C.46. The bills are sent annually for a total annual cost of Six Hundred Dollars (\$600.00).

The Governmental Unit will identify its contact person for billing purposes, and will provide updated information to BCA's Authorized Representative within ten business days when this information changes.

If Governmental Unit chooses to execute the Court Data Services Subscriber Amendment referred to in Clause 2.12 in order to access and/or submit Court Records via BCA's systems, additional fees, if any, are addressed in that amendment.

4 Authorized Representatives

The BCA's Authorized Representative is the person below, or her successor:

Name:	Dana Gotz, Deputy Superintendent
Address:	Minnesota Department of Public Safety; Bureau of Criminal Apprehension 1430 Maryland Avenue Saint Paul, MN 55106
Telephone:	651.793.1007

Email Address: Dana.Gotz@state.mn.us

The Governmental Unit's Authorized Representative is the person below, or his/her successor:

Name: Chief Joshua Walker
Address: 200 S Douglas Street, PO Box 61
Lamberton, MN 56152
Telephone: 507.752.7971
Email Address: policechief@lambertonmn.com

5 Assignment, Amendments, Waiver, and Agreement Complete

- 5.1 **Assignment.** Neither party may assign nor transfer any rights or obligations under this Agreement.
- 5.2 **Amendments.** Any amendment to this Agreement, except those described in Clauses 2.6 and 2.7 above must be in writing and will not be effective until it has been signed and approved by the same parties who signed and approved the original agreement, their successors in office, or another individual duly authorized.
- 5.3 **Waiver.** If either party fails to enforce any provision of this Agreement, that failure does not waive the provision or the right to enforce it.
- 5.4 **Agreement Complete.** This Agreement contains all negotiations and agreements between the BCA and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

6 Liability

Each party will be responsible for its own acts and behavior and the results thereof and shall not be responsible or liable for the other party's actions and consequences of those actions. The Minnesota Torts Claims Act, Minn. Stat. § 3.736 and other applicable laws govern the BCA's liability. The Minnesota Municipal Tort Claims Act, Minn. Stat. Ch. 466 and other applicable laws, governs the Governmental Unit's liability.

7 Audits

- 7.1 Under Minn. Stat. § 16C.05, subd. 5, the Governmental Unit's books, records, documents, internal policies and accounting procedures and practices relevant to this Agreement are subject to examination by the BCA, the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

Under Minn. Stat. § 6.551, the State Auditor may examine the books, records, documents, and accounting procedures and practices of BCA. The examination shall be limited to the books, records, documents, and accounting procedures and practices that are relevant to this Agreement.

- 7.2 Under applicable state and federal law, the Governmental Unit's records are subject to examination by the BCA to ensure compliance with laws, regulations and policies about access, use, and dissemination of data.
- 7.3 If the Governmental Unit accesses federal databases, the Governmental Unit's records are subject to examination by the FBI and BCA; the Governmental Unit will cooperate with FBI and BCA auditors and make any requested data available for review and audit.
- 7.4 If the Governmental Unit accesses state databases, the Governmental Unit's records are subject to examination by the BCA; the Governmental Unit will cooperate with the BCA auditors and make any requested data available for review and audit.
- 7.5 To facilitate the audits required by state and federal law, Governmental Unit is required to have an inventory of the equipment used to access the data covered by this Agreement and the physical location of each.

8 Government Data Practices

- 8.1 BCA and Governmental Unit.** The Governmental Unit and BCA must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data accessible under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The remedies of Minn. Stat. §§ 13.08 and 13.09 apply to the release of the data referred to in this clause by either the Governmental Unit or the BCA.
- 8.2 Court Records.** If Governmental Unit chooses to execute the Court Data Services Subscriber Amendment referred to in Clause 2.12 in order to access and/or submit Court Records via BCA's systems, the following provisions regarding data practices also apply. The Court is not subject to Minn. Stat. Ch. 13 but is subject to the *Rules of Public Access to Records of the Judicial Branch* promulgated by the Minnesota Supreme Court. All parties acknowledge and agree that Minn. Stat. § 13.03, subdivision 4(e) requires that the BCA and the Governmental Unit comply with the *Rules of Public Access* for those data received from Court under the Court Data Services Subscriber Amendment. All parties also acknowledge and agree that the use of, access to or submission of Court Records, as that term is defined in the Court Data Services Subscriber Amendment, may be restricted by rules promulgated by the Minnesota Supreme Court, applicable state statute or federal law. All parties acknowledge and agree that these applicable restrictions must be followed in the appropriate circumstances.

9 Investigation of Alleged Violations; Sanctions

For purposes of this clause, "Individual User" means an employee or contractor of Governmental Unit.

- 9.1 Investigation.** The Governmental Unit and BCA agree to cooperate in the investigation and possible prosecution of suspected violations of federal and state law referenced in this Agreement. Governmental Unit and BCA agree to cooperate in the investigation of suspected violations of the policies and procedures referenced in this Agreement. When BCA becomes aware that a violation may have occurred, BCA will inform Governmental Unit of the suspected violation, subject to any restrictions in applicable law. When Governmental Unit becomes aware that a violation has occurred, Governmental Unit will inform BCA subject to any restrictions in applicable law.
- 9.2 Sanctions Involving Only BCA Systems and Tools.**
The following provisions apply to BCA systems and tools not covered by the Court Data Services Subscriber Amendment. None of these provisions alter the Governmental Unit internal discipline processes, including those governed by a collective bargaining agreement.
- 9.2.1** For BCA systems and tools that are not covered by the Court Data Services Subscriber Amendment, Governmental Unit must determine if and when an involved Individual User's access to systems or tools is to be temporarily or permanently eliminated. The decision to suspend or terminate access may be made as soon as alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. Governmental Unit must report the status of the Individual User's access to BCA without delay. BCA reserves the right to make a different determination concerning an Individual User's access to systems or tools than that made by Governmental Unit and BCA's determination controls.
- 9.2.2** If BCA determines that Governmental Unit has jeopardized the integrity of the systems or tools covered in this Clause 9.2, BCA may temporarily stop providing some or all the systems or tools under this Agreement until the failure is remedied to the BCA's satisfaction. If Governmental Unit's failure is continuing or repeated, Clause 11.1 does not apply and BCA may terminate this Agreement immediately.
- 9.3 Sanctions Involving Only Court Data Services**
The following provisions apply to those systems and tools covered by the Court Data Services Subscriber Amendment, if it has been signed by Governmental Unit. As part of the agreement between the Court and the BCA for the delivery of the systems and tools that are covered by the Court Data Services Subscriber

Amendment, BCA is required to suspend or terminate access to or use of the systems and tools either on its own initiative or when directed by the Court. The decision to suspend or terminate access may be made as soon as an alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. The decision to suspend or terminate may also be made based on a request from the Authorized Representative of Governmental Unit. The agreement further provides that only the Court has the authority to reinstate access and use.

9.3.1 Governmental Unit understands that if it has signed the Court Data Services Subscriber Amendment and if Governmental Unit's Individual Users violate the provisions of that Amendment, access and use will be suspended by BCA or Court. Governmental Unit also understands that reinstatement is only at the direction of the Court.

9.3.2 Governmental Unit further agrees that if Governmental Unit believes that one or more of its Individual Users have violated the terms of the Amendment, it will notify BCA and Court so that an investigation as described in Clause 9.1 may occur.

10 Venue

Venue for all legal proceedings involving this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

11 Termination

11.1 Termination. The BCA or the Governmental Unit may terminate this Agreement at any time, with or without cause, upon 30 days' written notice to the other party's Authorized Representative.

11.2 Termination for Insufficient Funding. Either party may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written notice to the other party's authorized representative. The Governmental Unit is not obligated to pay for any services that are provided after notice and effective date of termination. However, the BCA will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. Neither party will be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. Notice of the lack of funding must be provided within a reasonable time of the affected party receiving that notice.

12 Continuing Obligations

The following clauses survive the expiration or cancellation of this Agreement: Liability; Audits; Government Data Practices; 9. Investigation of Alleged Violations; Sanctions; and Venue.

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The Parties indicate their agreement and authority to execute this Agreement by signing below.

1. GOVERNMENTAL UNIT

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

2. DEPARTMENT OF PUBLIC SAFETY, BUREAU OF CRIMINAL APPREHENSION

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

3. COMMISSIONER OF ADMINISTRATION

As delegated to the Office of State Procurement

By: _____

Date: _____

COURT DATA SERVICES SUBSCRIBER AMENDMENT TO CJDN SUBSCRIBER AGREEMENT

This Court Data Services Subscriber Amendment (“Subscriber Amendment”) is entered into by the State of Minnesota, acting through its Department of Public Safety, Bureau of Criminal Apprehension, (“BCA”) and the City of Lamberton on behalf of its Police Department (“Agency”), and by and for the benefit of the State of Minnesota acting through its State Court Administrator’s Office (“Court”) who shall be entitled to enforce any provisions hereof through any legal action against any party.

Recitals

This Subscriber Amendment modifies and supplements the Agreement between the BCA and Agency, SWIFT Contract number 216984, of even or prior date, for Agency use of BCA systems and tools (referred to herein as “the CJDN Subscriber Agreement”). Certain BCA systems and tools that include access to and/or submission of Court Records may only be utilized by the Agency if the Agency completes this Subscriber Amendment. The Agency desires to use one or more BCA systems and tools to access and/or submit Court Records to assist the Agency in the efficient performance of its duties as required or authorized by law or court rule. Court desires to permit such access and/or submission. This Subscriber Amendment is intended to add Court as a party to the CJDN Subscriber Agreement and to create obligations by the Agency to the Court that can be enforced by the Court. It is also understood that, pursuant to the Master Joint Powers Agreement for Delivery of Court Data Services to CJDN Subscribers (“Master Authorization Agreement”) between the Court and the BCA, the BCA is authorized to sign this Subscriber Amendment on behalf of Court. Upon execution the Subscriber Amendment will be incorporated into the CJDN Subscriber Agreement by reference. The BCA, the Agency and the Court desire to amend the CJDN Subscriber Agreement as stated below.

The CJDN Subscriber Agreement is amended by the addition of the following provisions:

1. **TERM; TERMINATION; ONGOING OBLIGATIONS.** This Subscriber Amendment shall be effective on the date finally executed by all parties and shall remain in effect until expiration or termination of the CJDN Subscriber Agreement unless terminated earlier as provided in this Subscriber Amendment. Any party may terminate this Subscriber Amendment with or without cause by giving written notice to all other parties. The effective date of the termination shall be thirty days after the other party's receipt of the notice of termination, unless a later date is specified in the notice. The provisions of sections 5 through 9, 12.b., 12.c., and 15 through 24 shall survive any termination of this Subscriber Amendment as shall any other provisions which by their nature are intended or expected to survive such termination. Upon termination, the Subscriber shall perform the responsibilities set forth in paragraph 7(f) hereof.

2. **Definitions.** Unless otherwise specifically defined, each term used herein shall have the meaning assigned to such term in the CJDN Subscriber Agreement.

a. **“Authorized Court Data Services”** means Court Data Services that have been authorized for delivery to CJDN Subscribers via BCA systems and tools pursuant to an Authorization Amendment to the Joint Powers Agreement for Delivery of Court Data Services to CJDN Subscribers (“Master Authorization Agreement”) between the Court and the BCA.

b. **“Court Data Services”** means one or more of the services set forth on the Justice Agency Resource webpage of the Minnesota Judicial Branch website (for which the current address is www.courts.state.mn.us) or other location designated by the Court, as the same may be amended from time to time by the Court.

c. **“Court Records”** means all information in any form made available by the Court to Subscriber through the BCA for the purposes of carrying out this Subscriber Amendment, including:

- i. **“Court Case Information”** means any information in the Court Records that conveys information about a particular case or controversy, including without limitation Court Confidential Case Information, as defined herein.
- ii. **“Court Confidential Case Information”** means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access and that conveys information about a particular case or controversy.
- iii. **“Court Confidential Security and Activation Information”** means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access and that explains how to use or gain access to Court Data Services, including but not limited to login account names, passwords, TCP/IP addresses, Court Data Services user manuals, Court Data Services Programs, Court Data Services Databases, and other technical information.
- iv. **“Court Confidential Information”** means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access, including without limitation both i) Court Confidential Case Information; and ii) Court Confidential Security and Activation Information.

d. **“DCA”** shall mean the district courts of the state of Minnesota and their respective staff.

e. **“Policies & Notices”** means the policies and notices published by the Court in connection with each of its Court Data Services, on a website or other location designated by the Court, as the same may be amended from time to time by the Court. Policies & Notices for each Authorized Court Data Service identified in an approved request form under section 3, below, are hereby made part of this Subscriber Amendment by this reference and provide additional terms and conditions that govern Subscriber’s use of Court Records accessed through such services, including but not limited to provisions on access and use limitations.

f. **“Rules of Public Access”** means the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court, as the same may be amended from time to time, including without limitation lists or tables published from time to time by the Court entitled *Limits on Public Access to Case Records or Limits on Public Access to Administrative Records*, all of which by this reference are made a part of this Subscriber Amendment. It is the obligation of Subscriber to check from time to time for updated rules, lists, and tables and be familiar with the contents thereof. It is contemplated that such rules, lists, and tables will be posted on the Minnesota Judicial Branch website, for which the current address is www.courts.state.mn.us.

g. **“Court”** shall mean the State of Minnesota, State Court Administrator's Office.

h. **“Subscriber”** shall mean the Agency.

i. **“Subscriber Records”** means any information in any form made available by the Subscriber to the Court for the purposes of carrying out this Subscriber Amendment.

3. REQUESTS FOR AUTHORIZED COURT DATA SERVICES. Following execution of this Subscriber Amendment by all parties, Subscriber may submit to the BCA one or more separate requests for Authorized Court Data Services. The BCA is authorized in the Master Authorization Agreement to process, credential and approve such requests on behalf of Court and all such requests approved by the BCA are adopted and incorporated herein by this reference the same as if set forth verbatim herein.

a. **Activation.** Activation of the requested Authorized Court Data Service(s) shall occur promptly following approval.

b. **Rejection.** Requests may be rejected for any reason, at the discretion of the BCA and/or the Court.

c. **Requests for Termination of One or More Authorized Court Data Services.** The Subscriber may request the termination of an Authorized Court Data Services previously requested by submitting a notice to Court with a copy to the BCA. Promptly upon receipt of a request for termination of an Authorized Court Data Service, the BCA will deactivate the service requested. The termination of one or more Authorized Court Data Services does not terminate this Subscriber Amendment. Provisions for termination of this Subscriber Amendment are set forth in section 1. Upon termination of Authorized Court Data Services, the Subscriber shall perform the responsibilities set forth in paragraph 7(f) hereof.

4. SCOPE OF ACCESS TO COURT RECORDS LIMITED. Subscriber's access to and/or submission of the Court Records shall be limited to Authorized Court Data Services identified in an approved request form under section 3, above, and other Court Records necessary for Subscriber to use Authorized Court Data Services. Authorized Court Data Services shall only be used according to the instructions provided in corresponding Policies & Notices or other materials and only as necessary to assist Subscriber in the efficient performance of Subscriber's duties

required or authorized by law or court rule in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body. Subscriber's access to the Court Records for personal or non-official use is prohibited. Subscriber will not use or attempt to use Authorized Court Data Services in any manner not set forth in this Subscriber Amendment, Policies & Notices, or other Authorized Court Data Services documentation, and upon any such unauthorized use or attempted use the Court may immediately terminate this Subscriber Amendment without prior notice to Subscriber.

5. GUARANTEES OF CONFIDENTIALITY. Subscriber agrees:

a. To not disclose Court Confidential Information to any third party except where necessary to carry out the Subscriber's duties as required or authorized by law or court rule in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body.

b. To take all appropriate action, whether by instruction, agreement, or otherwise, to insure the protection, confidentiality and security of Court Confidential Information and to satisfy Subscriber's obligations under this Subscriber Amendment.

c. To limit the use of and access to Court Confidential Information to Subscriber's bona fide personnel whose use or access is necessary to effect the purposes of this Subscriber Amendment, and to advise each individual who is permitted use of and/or access to any Court Confidential Information of the restrictions upon disclosure and use contained in this Subscriber Amendment, requiring each individual who is permitted use of and/or access to Court Confidential Information to acknowledge in writing that the individual has read and understands such restrictions. Subscriber shall keep such acknowledgements on file for one year following termination of the Subscriber Amendment and/or CJDN Subscriber Agreement, whichever is longer, and shall provide the Court with access to, and copies of, such acknowledgements upon request. For purposes of this Subscriber Amendment, Subscriber's bona fide personnel shall mean individuals who are employees of Subscriber or provide services to Subscriber either on a voluntary basis or as independent contractors with Subscriber.

d. That, without limiting section 1 of this Subscriber Amendment, the obligations of Subscriber and its bona fide personnel with respect to the confidentiality and security of Court Confidential Information shall survive the termination of this Subscriber Amendment and the CJDN Subscriber Agreement and the termination of their relationship with Subscriber.

e. That, notwithstanding any federal or state law applicable to the nondisclosure obligations of Subscriber and Subscriber's bona fide personnel under this Subscriber Amendment, such obligations of Subscriber and Subscriber's bona fide personnel are founded independently on the provisions of this Subscriber Amendment.

6. APPLICABILITY TO PREVIOUSLY DISCLOSED COURT RECORDS.

Subscriber acknowledges and agrees that all Authorized Court Data Services and related Court Records disclosed to Subscriber prior to the effective date of this Subscriber Amendment shall be subject to the provisions of this Subscriber Amendment.

7. **LICENSE AND PROTECTION OF PROPRIETARY RIGHTS.** During the term of this Subscriber Amendment, subject to the terms and conditions hereof, the Court hereby grants to Subscriber a nonexclusive, nontransferable, limited license to use Court Data Services Programs and Court Data Services Databases to access or receive the Authorized Court Data Services identified in an approved request form under section 3, above, and related Court Records. Court reserves the right to make modifications to the Authorized Court Data Services, Court Data Services Programs, and Court Data Services Databases, and related materials without notice to Subscriber. These modifications shall be treated in all respects as their previous counterparts.

a. **Court Data Services Programs.** Court is the copyright owner and licensor of the Court Data Services Programs. The combination of ideas, procedures, processes, systems, logic, coherence and methods of operation embodied within the Court Data Services Programs, and all information contained in documentation pertaining to the Court Data Services Programs, including but not limited to manuals, user documentation, and passwords, are trade secret information of Court and its licensors.

b. **Court Data Services Databases.** Court is the copyright owner and licensor of the Court Data Services Databases and of all copyrightable aspects and components thereof. All specifications and information pertaining to the Court Data Services Databases and their structure, sequence and organization, including without limitation data schemas such as the Court XML Schema, are trade secret information of Court and its licensors.

c. **Marks.** Subscriber shall neither have nor claim any right, title, or interest in or use of any trademark used in connection with Authorized Court Data Services, including but not limited to the marks "MNCIS" and "Odyssey."

d. **Restrictions on Duplication, Disclosure, and Use.** Trade secret information of Court and its licensors will be treated by Subscriber in the same manner as Court Confidential Information. In addition, Subscriber will not copy any part of the Court Data Services Programs or Court Data Services Databases, or reverse engineer or otherwise attempt to discern the source code of the Court Data Services Programs or Court Data Services Databases, or use any trademark of Court or its licensors, in any way or for any purpose not specifically and expressly authorized by this Subscriber Amendment. As used herein, "trade secret information of Court and its licensors" means any information possessed by Court which derives independent economic value from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use. "Trade secret information of Court and its licensors" does not, however, include information which was known to Subscriber prior to Subscriber's receipt thereof, either directly or indirectly, from Court or its licensors, information which is independently developed by Subscriber without reference to or use of information received from Court or its licensors, or information which would not qualify as a trade secret under Minnesota law. It will not be a violation of this section 7, sub-section d, for Subscriber to make up to one copy of training materials and configuration documentation, if any, for each individual authorized to access, use, or configure Authorized Court Data Services, solely for its own use in connection with this Subscriber Amendment. Subscriber will take all steps reasonably necessary to protect the copyright, trade secret, and trademark rights of Court and its licensors and Subscriber will advise its bona fide personnel who are permitted access to any of the Court Data Services Programs and Court Data Services Databases, and trade secret information of Court and its licensors, of the restrictions upon duplication, disclosure and use contained in this Subscriber Amendment.

e. Proprietary Notices. Subscriber will not remove any copyright or proprietary notices included in and/or on the Court Data Services Programs or Court Data Services Databases, related documentation, or trade secret information of Court and its licensors, or any part thereof, made available by Court directly or through the BCA, if any, and Subscriber will include in and/or on any copy of the Court Data Services Programs or Court Data Services Databases, or trade secret information of Court and its licensors and any documents pertaining thereto, the same copyright and other proprietary notices as appear on the copies made available to Subscriber by Court directly or through the BCA, except that copyright notices shall be updated and other proprietary notices added as may be appropriate.

f. Title; Return. The Court Data Services Programs and Court Data Services Databases, and related documentation, including but not limited to training and configuration material, if any, and logon account information and passwords, if any, made available by the Court to Subscriber directly or through the BCA and all copies, including partial copies, thereof are and remain the property of the respective licensor. Except as expressly provided in section 12.b., within ten days of the effective date of termination of this Subscriber Amendment or the CJDN Subscriber Agreement or within ten days of a request for termination of Authorized Court Data Service as described in section 4, Subscriber shall either: (i) uninstall and return any and all copies of the applicable Court Data Services Programs and Court Data Services Databases, and related documentation, including but not limited to training and configuration materials, if any, and logon account information, if any; or (2) destroy the same and certify in writing to the Court that the same have been destroyed.

8. INJUNCTIVE RELIEF. Subscriber acknowledges that the Court, Court's licensors, and DCA will be irreparably harmed if Subscriber's obligations under this Subscriber Amendment are not specifically enforced and that the Court, Court's licensors, and DCA would not have an adequate remedy at law in the event of an actual or threatened violation by Subscriber of its obligations. Therefore, Subscriber agrees that the Court, Court's licensors, and DCA shall be entitled to an injunction or any appropriate decree of specific performance for any actual or threatened violations or breaches by Subscriber or its bona fide personnel without the necessity of the Court, Court's licensors, or DCA showing actual damages or that monetary damages would not afford an adequate remedy. Unless Subscriber is an office, officer, agency, department, division, or bureau of the state of Minnesota, Subscriber shall be liable to the Court, Court's licensors, and DCA for reasonable attorneys fees incurred by the Court, Court's licensors, and DCA in obtaining any relief pursuant to this Subscriber Amendment.

9. LIABILITY. Subscriber and the Court agree that, except as otherwise expressly provided herein, each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. Liability shall be governed by applicable law. Without limiting the foregoing, liability of the Court and any Subscriber that is an office, officer, agency, department, division, or bureau of the state of Minnesota shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes, section 3.376, and other applicable law. Without limiting the foregoing, if Subscriber is a political subdivision of the state of Minnesota, liability of the Subscriber shall be governed by the provisions of Minn. Stat. Ch. 466 (Tort Liability, Political Subdivisions) or other applicable law. Subscriber and Court further acknowledge that the liability, if any, of the BCA is governed by a separate agreement between the Court and the BCA dated December 13, 2010 with DPS-M -0958.

10. AVAILABILITY. Specific terms of availability shall be established by the Court and communicated to Subscriber by the Court and/or the BCA. The Court reserves the right to terminate this Subscriber Amendment immediately and/or temporarily suspend Subscriber's Authorized Court Data Services in the event the capacity of any host computer system or legislative appropriation of funds is determined solely by the Court to be insufficient to meet the computer needs of the courts served by the host computer system.

11. [reserved]

12. ADDITIONAL USER OBLIGATIONS. The obligations of the Subscriber set forth in this section are in addition to the other obligations of the Subscriber set forth elsewhere in this Subscriber Amendment.

a. Judicial Policy Statement. Subscriber agrees to comply with all policies identified in Policies & Notices applicable to Court Records accessed by Subscriber using Authorized Court Data Services. Upon failure of the Subscriber to comply with such policies, the Court shall have the option of immediately suspending the Subscriber's Authorized Court Data Services on a temporary basis and/or immediately terminating this Subscriber Amendment.

b. Access and Use; Log. Subscriber shall be responsible for all access to and use of Authorized Court Data Services and Court Records by Subscriber's bona fide personnel or by means of Subscriber's equipment or passwords, whether or not Subscriber has knowledge of or authorizes such access and use. Subscriber shall also maintain a log identifying all persons to whom Subscriber has disclosed its Court Confidential Security and Activation Information, such as user ID(s) and password(s), including the date of such disclosure. Subscriber shall maintain such logs for a minimum period of six years from the date of disclosure, and shall provide the Court with access to, and copies of, such logs upon request. The Court may conduct audits of Subscriber's logs and use of Authorized Court Data Services and Court Records from time to time. Upon Subscriber's failure to maintain such logs, to maintain accurate logs, or to promptly provide access by the Court to such logs, the Court may terminate this Subscriber Amendment without prior notice to Subscriber.

c. Personnel. Subscriber agrees to investigate, at the request of the Court and/or the BCA, allegations of misconduct pertaining to Subscriber's bona fide personnel having access to or use of Authorized Court Data Services, Court Confidential Information, or trade secret information of the Court and its licensors where such persons are alleged to have violated the provisions of this Subscriber Amendment, Policies & Notices, Judicial Branch policies, or other security requirements or laws regulating access to the Court Records.

d. Minnesota Data Practices Act Applicability. If Subscriber is a Minnesota Government entity that is subject to the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, Subscriber acknowledges and agrees that: (1) the Court is not subject to Minn. Stat. Ch. 13 (see section 13.90) but is subject to the Rules of Public Access and other rules promulgated by the Minnesota Supreme Court; (2) Minn. Stat. section 13.03, subdivision 4(e) requires that Subscriber comply with the Rules of Public Access and other rules promulgated by the Minnesota Supreme Court for access to Court Records provided via the

BCA systems and tools under this Subscriber Amendment; (3) the use of and access to Court Records may be restricted by rules promulgated by the Minnesota Supreme Court, applicable state statute or federal law; and (4) these applicable restrictions must be followed in the appropriate circumstances.

13. FEES; INVOICES. Unless the Subscriber is an office, officer, department, division, agency, or bureau of the state of Minnesota, Subscriber shall pay the fees, if any, set forth in applicable Policies & Notices, together with applicable sales, use or other taxes. Applicable monthly fees commence ten (10) days after notice of approval of the request pursuant to section 3 of this Subscriber Amendment or upon the initial Subscriber transaction as defined in the Policies & Notices, whichever occurs earlier. When fees apply, the Court shall invoice Subscriber on a monthly basis for charges incurred in the preceding month and applicable taxes, if any, and payment of all amounts shall be due upon receipt of invoice. If all amounts are not paid within 30 days of the date of the invoice, the Court may immediately cancel this Subscriber Amendment without notice to Subscriber and pursue all available legal remedies. Subscriber certifies that funds have been appropriated for the payment of charges under this Subscriber Amendment for the current fiscal year, if applicable.

14. MODIFICATION OF FEES. Court may modify the fees by amending the Policies & Notices as provided herein, and the modified fees shall be effective on the date specified in the Policies & Notices, which shall not be less than thirty days from the publication of the Policies & Notices. Subscriber shall have the option of accepting such changes or terminating this Subscriber Amendment as provided in section 1 hereof.

15. WARRANTY DISCLAIMERS.

a. WARRANTY EXCLUSIONS. EXCEPT AS SPECIFICALLY AND EXPRESSLY PROVIDED HEREIN, COURT, COURT'S LICENSORS, AND DCA MAKE NO REPRESENTATIONS OR WARRANTIES OF ANY KIND, INCLUDING BUT NOT LIMITED TO THE WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE OR MERCHANTABILITY, NOR ARE ANY WARRANTIES TO BE IMPLIED, WITH RESPECT TO THE INFORMATION, SERVICES OR COMPUTER PROGRAMS MADE AVAILABLE UNDER THIS AGREEMENT.

b. ACCURACY AND COMPLETENESS OF INFORMATION. WITHOUT LIMITING THE GENERALITY OF THE PRECEDING PARAGRAPH, COURT, COURT'S LICENSORS, AND DCA MAKE NO WARRANTIES AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION CONTAINED IN THE COURT RECORDS.

16. RELATIONSHIP OF THE PARTIES. Subscriber is an independent contractor and shall not be deemed for any purpose to be an employee, partner, agent or franchisee of the Court, Court's licensors, or DCA. Neither Subscriber nor the Court, Court's licensors, or DCA shall have the right nor the authority to assume, create or incur any liability or obligation of any kind, express or implied, against or in the name of or on behalf of the other.

17. NOTICE. Except as provided in section 2 regarding notices of or modifications to Authorized Court Data Services and Policies & Notices, any notice to Court or Subscriber

hereunder shall be deemed to have been received when personally delivered in writing or seventy-two (72) hours after it has been deposited in the United States mail, first class, proper postage prepaid, addressed to the party to whom it is intended at the address set forth on page one of this Agreement or at such other address of which notice has been given in accordance herewith.

18. NON-WAIVER. The failure by any party at any time to enforce any of the provisions of this Subscriber Amendment or any right or remedy available hereunder or at law or in equity, or to exercise any option herein provided, shall not constitute a waiver of such provision, remedy or option or in any way affect the validity of this Subscriber Amendment. The waiver of any default by either Party shall not be deemed a continuing waiver, but shall apply solely to the instance to which such waiver is directed.

19. FORCE MAJEURE. Neither Subscriber nor Court shall be responsible for failure or delay in the performance of their respective obligations hereunder caused by acts beyond their reasonable control.

20. SEVERABILITY. Every provision of this Subscriber Amendment shall be construed, to the extent possible, so as to be valid and enforceable. If any provision of this Subscriber Amendment so construed is held by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable, such provision shall be deemed severed from this Subscriber Amendment, and all other provisions shall remain in full force and effect.

21. ASSIGNMENT AND BINDING EFFECT. Except as otherwise expressly permitted herein, neither Subscriber nor Court may assign, delegate and/or otherwise transfer this Subscriber Amendment or any of its rights or obligations hereunder without the prior written consent of the other. This Subscriber Amendment shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns, including any other legal entity into, by or with which Subscriber may be merged, acquired or consolidated.

22. GOVERNING LAW. This Subscriber Amendment shall in all respects be governed by and interpreted, construed and enforced in accordance with the laws of the United States and of the State of Minnesota.

23. VENUE AND JURISDICTION. Any action arising out of or relating to this Subscriber Amendment, its performance, enforcement or breach will be venued in a state or federal court situated within the State of Minnesota. Subscriber hereby irrevocably consents and submits itself to the personal jurisdiction of said courts for that purpose.

24. INTEGRATION. This Subscriber Amendment contains all negotiations and agreements between the parties. No other understanding regarding this Subscriber Amendment, whether written or oral, may be used to bind either party, provided that all terms and conditions of the CJDN Subscriber Agreement and all previous amendments remain in full force and effect except as supplemented or modified by this Subscriber Amendment.

IN WITNESS WHEREOF, the Parties have, by their duly authorized officers, executed this Subscriber Amendment in duplicate, intending to be bound thereby.

1. SUBSCRIBER (AGENCY)

Subscriber must attach written verification of authority to sign on behalf of and bind the entity, such as an opinion of counsel or resolution.

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

**2. DEPARTMENT OF PUBLIC SAFETY,
BUREAU OF CRIMINAL APPREHENSION**

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

3. COMMISSIONER OF ADMINISTRATION
delegated to Materials Management Division

By: _____

Date: _____

4. COURTS

Authority granted to Bureau of Criminal Apprehension

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with authorized authority)

Date: _____

**CITY OF LAMBERTON
RESOLUTION 2024-11**

A Resolution Accepting Donations to the City of Lamberton

WHEREAS, the City of Lamberton, Minnesota is generally authorized to accept donations pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens; and

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below with the terms and conditions to the City of Lamberton:

DONTAION #	NAME OF DONOR	TERMS,CONDITION OR USE	AMOUNT
POS82646	Bolliq Engineering	Iron Pour Event	300.00
POS82649	Lamberton Legion	Ambulance	1250.00

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LAMBERTON, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Passed and Adopted by the City Council this 8th day of July 2024.

CITY OF LAMBERTON, MINNESOTA

By: _____
Mayor

ATTEST:

By: _____
City Clerk



FINANCIAL REPORT
July 2024

NEW VENDORS

FINANCIALS

Claims for Approval:

	Start #	End#	Total
Checks	46643	46668	\$161,150.65
eChecks	1358e	1385e	\$19,288.99
Payroll	0502403	0502434	\$23,926.29
Claims Total			\$204,365.93

Voided Checks: 046665-Jammed in Printer

Approved: _____
Mayor

Date: _____

Approved: _____
Clerk

Date: _____



CITY OF LAMBERTON

*Check Detail Register©

July 2024

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 Checking					
46643	07/08/24	AMAZON CAPITAL SERVICES, INC.			
E 211-45501-214		Library Books	\$27.51		BILLS 070824
E 211-45501-216		DVD and Multimedia	\$69.36		BILLS 070824
E 100-45124-250		Merchandise for Resale	\$483.31		BILLS 070824
E 100-45124-210		Operating Supplies & Post	\$99.26		BILLS 070824
		Total	\$679.44		
46644	07/08/24	LEAH BITTNER			
E 100-45124-315		Travel Conference School	\$130.00		BILLS 070824 INSTRUCT CPR POOL X2
		Total	\$130.00		
46645	07/08/24	BOLLIG, INC			
E 100-41700-305		Other Contractual Service	\$212.50	7804	BILLS 070824 CONSULTING
E 100-41700-305		Other Contractual Service	\$1,093.75	7909	BILLS 070824 CONSULTING
		Total	\$1,306.25		
46646	07/08/24	CENTER POINT LARGE PRINT			
E 211-45501-214		Library Books	\$46.74	2091278	BILLS070824
E 211-45501-214		Library Books	\$46.74	2097757	BILLS070824
		Total	\$93.48		
46647	07/08/24	COMPUTERS & BEYOND			
E 100-42110-210		Operating Supplies & Post	\$9,626.15	24111	BILLS 070824 COMPUTER
E 100-42110-210		Operating Supplies & Post	\$31.50	24116	BILLS 070824 TICKET WORK JOSH
E 100-41425-210		Operating Supplies & Post	\$42.30	24658	BILLS 070824 ERROR ON KRIS COMPUTER
		Total	\$9,699.95		
46648	07/08/24	FERGUSON WATERWORKS, INC #2516			
E 601-49400-210		Operating Supplies & Post	\$97.19	0491246	BILLS 070824 METER PARTS
		Total	\$97.19		
46649	07/08/24	FUCHS, ADAM			
G 601-22700		Unallocated Payments	\$100.00		BILLS 070824 DEPOSIT REFUND REISSUED
		Total	\$100.00		
46650	07/08/24	GLENS AUTO PARTS			
E 100-45124-210		Operating Supplies & Post	\$15.91	867170	BILLS 070824 GASKET POOL
		Total	\$15.91		
46651	07/08/24	HAWKINS, INC.			
E 601-49400-210		Operating Supplies & Post	\$40.00	6783677	BILLS 070824 CHLORINE
		Total	\$40.00		
46652	07/08/24	MINDI E HESSE			
E 100-45124-250		Merchandise for Resale	\$81.54		BILLS 070824 REIMB POOL CONCESSIONS
		Total	\$81.54		
46653	07/08/24	HOMETOWN BILLING			
E 201-42153-305		Other Contractual Service	\$196.00		BILLS070824 AMBU BILLING JUNE 7 PATIENTS
		Total	\$196.00		



CITY OF LAMBERTON

*Check Detail Register©

July 2024

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
46654	07/08/24	JOHN DEERE FINANCIAL			
E 100-45202-210		Operating Supplies & Post	\$116.94	12783376	BILLS 070824 OIL, FILTER JDMOWER
		Total	\$116.94		
46655	07/08/24	KIDS REFERENCE COMPANY, INC.			
E 211-45501-214		Library Books	\$228.55	KRC06-1327	BILLS 070824
E 211-45501-214		Library Books	\$64.95	KRC06-1327	BILLS 070824
		Total	\$293.50		
46656	07/08/24	LAMBERTON HANDI-MART			
E 601-49400-211		Motor Fuel & Lubricants	\$79.56		BILLS 070824 GAS WATER
E 602-49450-210		Operating Supplies & Post	\$8.37		BILLS 070824 ICE FOR SAMPLES
E 100-43120-211		Motor Fuel & Lubricants	\$103.26		BILLS 070824 GAS STREETS
E 100-45202-211		Motor Fuel & Lubricants	\$7.07		BILLS 070824 GAS PARKS
		Total	\$198.26		
46657	07/08/24	LAMBERTON HTG & PLMBG, INC.			
E 100-42220-401		Rep & Maint-Bldg	\$1,636.41	21593	BILLS 070824 FIRE DEPT
E 100-45400-210		Operating Supplies & Post	\$62.16	22541	BILLS 070824 COMM CENTER BATHROOM
E 100-45124-210		Operating Supplies & Post	\$407.09	22684	BILLS 070824 POOL REPAIRS
E 100-45202-210		Operating Supplies & Post	\$201.61	22696	BILLS 070824 PARK REPAIRS
E 601-49400-210		Operating Supplies & Post	\$14.73	22702	BILLS 070824 WATER TOWER
		Total	\$2,322.00		
46658	07/08/24	LINDE GAS & EQUIPMENT, INC			
E 201-42153-210		Operating Supplies & Post	\$166.50		BILLS 070824 OXYGEN
		Total	\$166.50		
46659	07/08/24	MAYNARDS FOOD CENTER			
E 100-45124-250		Merchandise for Resale	\$172.31		BILLS 070824 CONCESSIONS POOL
E 100-45124-210		Operating Supplies & Post	\$129.24		BILLS 070824 SUPPLIES POOL
E 601-49400-210		Operating Supplies & Post	\$2.99		BILLS 070824 CUPS WATER SAMPLES
E 100-42220-210		Operating Supplies & Post	\$9.64		BILLS 070824 CLEANING SUPPLY FIRE
E 100-42110-210		Operating Supplies & Post	\$9.64		BILLS 070824 CLEANING SUPPLY POLICE
E 201-42153-210		Operating Supplies & Post	\$9.64		BILLS 070824 CLEANING SUPPLY AMBU
E 211-45501-210		Operating Supplies & Post	\$19.29		BILLS 070824 CLEANING SUPPLY LIB
E 100-45400-210		Operating Supplies & Post	\$24.11		BILLS 070824 CLEANING SUPPLY COMM CENTER
E 100-41425-210		Operating Supplies & Post	\$24.11		BILLS 070824 CLEANING SUPPLY CITY HALL
		Total	\$400.97		
46660	07/08/24	MID-AMERICA BACKFLOW PREVENTER			
E 100-45124-305		Other Contractual Service	\$235.00	24-0227	BILLS 070824 CERTIFY POOL
		Total	\$235.00		
46661	07/08/24	MN VALLEY TESTING LABS, INC			
E 602-49450-210		Operating Supplies & Post	\$152.75	1255057	BILLS 070824 WASTE WATER TESTING
E 602-49450-210		Operating Supplies & Post	\$25.00	1257140	BILLS 070824 WASTE WATER TESTING
E 602-49450-210		Operating Supplies & Post	\$25.00	1257337	BILLS 070824 WASTE WATER TESTING
E 602-49450-210		Operating Supplies & Post	\$75.25	1257737	BILLS 070824 WASTE WATER TESTING
E 602-49450-210		Operating Supplies & Post	\$97.75	1257758	BILLS 070824 WASTE WATER TESTING



CITY OF LAMBERTON

*Check Detail Register©

July 2024

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$375.75		
46662	07/08/24	NORTHLAND SECURITIES			
E 601-47001-611		Debt: Bond Interest	\$1,404.00		BILLS 070824 INT GEN OBLIGATION WATER REV BOND
E 601-47001-305		Other Contractual Service	\$395.00		BILLS 070824 PAYING AGENT ANNUAL FEE
E 310-47001-611		Debt: Bond Interest	\$64,381.25		BILLS 070824 INT GEN OBLIGATION IMPROVEMENT BOND
E 310-47001-305		Other Contractual Service	\$495.00		BILLS 070824 PAYING AGENT ANNUAL FEE
E 309-47001-611		Debt: Bond Interest	\$12,760.00		BILLS 070824 INT GEN OBLIGATION FEFUNDING BONDS
E 309-47001-305		Other Contractual Service	\$495.00		BILLS 070824 PAYING AGENT ANNUAL FEE
Total			\$79,930.25		
46663	07/08/24	RUNNINGS SUPPLY, INC.			
E 100-41940-210		Operating Supplies & Post	\$10.10	3388555	BILLS 070824 FLOWERS CITY HALL
E 100-43120-210		Operating Supplies & Post	\$92.50	3392644	BILLS 070824 TOOL, BATTERY
E 601-49400-210		Operating Supplies & Post	\$92.50	3392644	BILLS 070824 TOOL, BATTERY
E 602-49450-210		Operating Supplies & Post	\$92.49	3392644	BILLS 070824 TOOL, BATTERY
E 100-45202-210		Operating Supplies & Post	\$92.49	3392644	BILLS 070824 TOOL, BATTERY
E 100-45124-210		Operating Supplies & Post	\$32.99	7150025	BILLS 070824 LATCH POOL
E 100-45124-210		Operating Supplies & Post	\$11.98	7151562	BILLS 070824 MURATIC ACID
Total			\$425.05		
46664	07/08/24	TACTICAL SOLUTIONS			
E 100-42110-210		Operating Supplies & Post	\$33.00	10184	BILLS 070824 CERTIFY RADAR
Total			\$33.00		
46666	07/08/24	TELEMETRY AND PROCESS CONTROLS, INC			
E 601-49400-510		Equip & Improvements	\$342.75	116516	BILLS 070824 SET UP WATER TOWER PANEL
E 601-49400-510		Equip & Improvements	\$61,372.00	116756	BILLS 070824 REPLACEMENT OF PARTS WELL1&2
Total			\$61,714.75		
46667	07/08/24	TRACY AMB SERVICE EDUCATION			
E 201-42153-305		Other Contractual Service	\$200.00		BILLS 070824 INTERCEPT RH
E 201-42153-305		Other Contractual Service	\$200.00		BILLS 070824 INTERCEPT RS
Total			\$400.00		
46668	07/08/24	WEST CENTRAL SANITATION, INC.			
E 603-49500-305		Other Contractual Service	\$1,168.65	13129396	BILLS 070824 MAY GARBAGE
E 100-43210-305		Other Contractual Service	\$930.27	13129397	BILLS 070824 MAY CLEANUP DAY
Total			\$2,098.92		
10100			\$161,150.65		



CITY OF LAMBERTON

*Check Detail Register©

July 2024

Check # Check Date Vendor Name Amount Invoice Comment

Fund Summary

10100 Checking

100 General Fund	\$16,158.14
201 Ambulance	\$772.14
211 Library	\$503.14
309 2021A Refunding Bond-was 2013B	\$13,255.00
310 2019A GO Imp	\$64,876.25
601 Water	\$63,940.72
602 Sewer	\$476.61
603 Garbage Collection	\$1,168.65
	\$161,150.65

Valerie Halter, Clerk

Date

Lydell Sik, Mayor

Date



CITY OF LAMBERTON

*Check Detail Register©

June 2024

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 Checking					
1358 e	06/05/24	USABLE LIFE			
	G 100-21713	Health Insurance Withhold		\$31.40	060524 ECHECK
		Total		\$31.40	
1359 e	06/07/24	EFTPS			
	G 100-21701	Federal Withholding		\$746.37	PP12 - 6-7-24 PAYROLL DEDUCTION
	G 100-21703	FICA Withholding		\$1,382.12	PP12 - 6-7-24 PAYROLL DEDUCTION
	G 100-21704	Medicare Withholding		\$372.70	PP12 - 6-7-24 PAYROLL DEDUCTION
		Total		\$2,501.19	
1360 e	06/07/24	PERA			
	G 100-21705	PERA Coord Withholding		\$1,271.66	PP12 - 6-7-24 PAYROLL DEDUCTION
	G 100-21706	PERA Police Withholding		\$503.66	PP12 - 6-7-24 PAYROLL DEDUCTION
		Total		\$1,775.32	
1361 e	06/07/24	MN DEPARTMENT OF REVENUE			
	G 100-21702	State Withholding		\$450.00	PP12 - 6-7-24 PAYROLL DEDUCTION
		Total		\$450.00	
1365 e	06/06/24	FIRST DATA MERCHANT SVCS LLC			
	E 100-45202-305	Other Contractual Service		\$45.00	5-1-2024 FEES
	E 100-45202-305	Other Contractual Service		\$108.79	5-1-2024 FEES
		Total		\$153.79	
1366 e	06/06/24	REDWOOD ELECTRIC COOPERATIVE			
	E 201-42153-381	Utilities		\$32.00	APRIL SERVICE- ELECTRIC SVC 060624
	E 100-42110-381	Utilities		\$44.00	APRIL SERVICE- ELECTRIC SVC 060624
	E 100-45400-381	Utilities		\$87.00	APRIL SERVICE- ELECTRIC SVC 060624
	E 211-45501-381	Utilities		\$87.00	APRIL SERVICE- ELECTRIC SVC 060624
	E 100-43160-381	Utilities		\$1,278.00	APRIL SERVICE- ELECTRIC SVC 060624
	E 601-49400-381	Utilities		\$1,225.37	APRIL SERVICE- ELECTRIC SVC 060624
	E 602-49450-381	Utilities		\$121.49	APRIL SERVICE- ELECTRIC SVC 060624
	E 100-45202-381	Utilities		\$139.18	APRIL SERVICE- ELECTRIC SVC 060624
	E 100-43120-381	Utilities		\$36.46	APRIL SERVICE- ELECTRIC SVC 060624
	E 100-45124-381	Utilities		\$56.28	APRIL SERVICE- ELECTRIC SVC 060624
	E 100-42501-381	Utilities		\$66.00	APRIL SERVICE- ELECTRIC SVC 060624
	E 100-42220-381	Utilities		\$72.13	APRIL SERVICE- ELECTRIC SVC 060624
	E 100-41940-381	Utilities		\$72.13	APRIL SERVICE- ELECTRIC SVC 060624
		Total		\$3,317.04	
1367 e	06/03/24	REZPLOT SYSTEMS, LLC			
	E 100-45202-305	Other Contractual Service		\$51.80	060324 WEB PAYMENT FEES
	E 100-45202-305	Other Contractual Service		\$101.99	060324 WEB PAYMENT FEES
	E 100-45202-305	Other Contractual Service		(\$51.80)	060324 WEB PAYMENT FEES
	E 100-45202-305	Other Contractual Service		(\$101.99)	060324 WEB PAYMENT FEES
		Total		\$0.00	
1368 e	06/11/24	MN ENERGY RESOURCES CORP.			
	E 601-49400-381	Utilities		\$202.66	061124 UTILITY PAYMENT



CITY OF LAMBERTON

*Check Detail Register©

June 2024

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-43120-381		Utilities	\$40.03		061124 UTILITY PAYMENT
E 100-42220-381		Utilities	\$46.62		061124 UTILITY PAYMENT
E 100-41940-381		Utilities	\$46.61		061124 UTILITY PAYMENT
E 201-42153-381		Utilities	\$25.18		061124 UTILITY PAYMENT
E 100-42110-381		Utilities	\$25.18		061124 UTILITY PAYMENT
E 100-45400-381		Utilities	\$35.78		061124 UTILITY PAYMENT
E 211-45501-381		Utilities	\$35.77		061124 UTILITY PAYMENT
E 100-45124-381		Utilities	\$78.32		061124 UTILITY PAYMENT
		Total	\$536.15		
1369 e	06/11/24	REZPLOT SYSTEMS, LLC			
E 100-45202-305		Other Contractual Service	\$100.00		WEB PAYMENT FEES 061124 MONTHLY FEE
E 100-45202-305		Other Contractual Service	\$19.20		WEB PAYMENT FEES 061124 BOOKING FEES
		Total	\$119.20		
1370 e	06/11/24	CARDMEMBER SERVICE			
E 100-42110-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 100-41425-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 100-42220-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 100-43120-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 100-45124-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 100-41110-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 100-45400-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 601-49400-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 602-49450-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 201-42153-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 603-49500-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 211-45501-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 207-46501-210		Operating Supplies & Post	\$3.70		BILLS ADOBE
E 100-41940-381		Utilities	\$10.00		BILLS PREMIUM WATER
E 100-42110-210		Operating Supplies & Post	\$3.66		BILLS SR FAX APRIL & MAY
E 100-41425-210		Operating Supplies & Post	\$3.66		BILLS SR FAX
E 100-42220-210		Operating Supplies & Post	\$3.66		BILLS SR FAX
E 100-43120-210		Operating Supplies & Post	\$3.66		BILLS SR FAX
E 100-45124-210		Operating Supplies & Post	\$3.66		BILLS SR FAX
E 100-41110-210		Operating Supplies & Post	\$3.66		BILLS SR FAX
E 100-45400-210		Operating Supplies & Post	\$3.66		BILLS SR FAX
E 601-49400-210		Operating Supplies & Post	\$3.66		BILLS SR FAX
E 602-49450-210		Operating Supplies & Post	\$3.66		BILLS SR FAX
E 201-42153-210		Operating Supplies & Post	\$3.66		BILLS SR FAX
E 603-49500-210		Operating Supplies & Post	\$3.66		BILLS SR FAX
E 211-45501-210		Operating Supplies & Post	\$3.66		BILLS SR FAX
E 207-46501-210		Operating Supplies & Post	\$3.78		BILLS SR FAX
E 100-42110-210		Operating Supplies & Post	\$3.00		BILLS LATE FEE
E 100-41425-210		Operating Supplies & Post	\$3.00		BILLS LATE FEE
E 100-42220-210		Operating Supplies & Post	\$3.00		BILLS LATE FEE
E 100-43120-210		Operating Supplies & Post	\$3.00		BILLS LATE FEE
E 100-45124-210		Operating Supplies & Post	\$3.00		BILLS LATE FEE
E 100-41110-210		Operating Supplies & Post	\$3.00		BILLS LATE FEE



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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-45400-210		Operating Supplies & Post	\$3.00		BILLS LATE FEE
E 601-49400-210		Operating Supplies & Post	\$3.00		BILLS LATE FEE
E 602-49450-210		Operating Supplies & Post	\$3.00		BILLS LATE FEE
E 201-42153-210		Operating Supplies & Post	\$3.00		BILLS LATE FEE
E 603-49500-210		Operating Supplies & Post	\$3.00		BILLS LATE FEE
E 211-45501-210		Operating Supplies & Post	\$3.00		BILLS LATE FEE
E 207-46501-210		Operating Supplies & Post	\$3.00		BILLS LATE FEE
E 100-45124-210		Operating Supplies & Post	\$53.97		BILLS MENARDS POOL
E 100-43120-210		Operating Supplies & Post	\$43.97		BILLS MENARDS SHOP
E 100-45202-210		Operating Supplies & Post	\$132.95		BILLS MENARDS PARKS
E 601-49400-210		Operating Supplies & Post	\$19.99		BILLS MENARDS WATER
E 602-49450-210		Operating Supplies & Post	\$20.00		BILLS MENARDS SEWER
E 601-49400-210		Operating Supplies & Post	\$96.76		BILLS UPS STORE WATERSAMPLES
E 100-41425-315		Travel Conference School	\$23.20		BILLS MEALS CLERK SCHOOL
E 100-41425-315		Travel Conference School	\$11.09		BILLS MEALS CLERK SCHOOL
E 100-41425-315		Travel Conference School	\$613.85		BILLS MOTEL CLERK SCHOOL
E 100-45124-305		Other Contractual Service	\$24.95		BILLS HOME BASE SCHED APP
E 100-42110-210		Operating Supplies & Post	\$29.45		BILLS RUNNINGS TOOLS
E 100-42110-210		Operating Supplies & Post	\$18.12		BILLS AMAZON USB
E 211-45501-210		Operating Supplies & Post	\$638.57		BILLS MED SUPPLIES
E 201-42153-210		Operating Supplies & Post	\$1.87		BILLS USPS
E 601-49400-210		Operating Supplies & Post	\$53.00		BILLS USPS
E 602-49450-210		Operating Supplies & Post	\$53.00		BILLS USPS
E 603-49500-210		Operating Supplies & Post	\$53.00		BILLS USPS
E 617-49710-210		Operating Supplies & Post	\$53.00		BILLS USPS
Total			\$2,085.42		

1371 e 06/11/24 CARDMEMBER SERVICE

E 100-42110-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 100-41425-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 100-42220-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 100-43120-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 100-45124-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 100-41110-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 100-45400-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 601-49400-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 602-49450-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 201-42153-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 603-49500-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 211-45501-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 207-46501-210		Operating Supplies & Post	\$3.70		BILLS ADOBE
E 100-42110-210		Operating Supplies & Post	\$1.83		BILLS SR FAX
E 100-41425-210		Operating Supplies & Post	\$1.83		BILLS SR FAX
E 100-42220-210		Operating Supplies & Post	\$1.83		BILLS SR FAX
E 100-43120-210		Operating Supplies & Post	\$1.83		BILLS SR FAX
E 100-45124-210		Operating Supplies & Post	\$1.83		BILLS SR FAX
E 100-41110-210		Operating Supplies & Post	\$1.83		BILLS SR FAX
E 100-45400-210		Operating Supplies & Post	\$1.83		BILLS SR FAX
E 601-49400-210		Operating Supplies & Post	\$1.83		BILLS SR FAX



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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 602-49450-210		Operating Supplies & Post	\$1.83		BILLS SR FAX
E 201-42153-210		Operating Supplies & Post	\$1.83		BILLS SR FAX
E 603-49500-210		Operating Supplies & Post	\$1.83		BILLS SR FAX
E 211-45501-210		Operating Supplies & Post	\$1.83		BILLS SR FAX
E 207-46501-210		Operating Supplies & Post	\$1.89		BILLS SR FAX
E 100-41425-210		Operating Supplies & Post	\$1.63		BILLS051324A POSTAGE CLERK
E 201-42153-210		Operating Supplies & Post	\$103.83		BILLS051324A HOT PACKS, MEGA MOVER
E 100-43120-210		Operating Supplies & Post	\$112.92		BILLS051324A HARBOR FREIGHT TOOLS
E 100-43120-210		Operating Supplies & Post	\$73.03		BILLS051324A MENARDS TOOLS
E 100-42110-315		Travel Conference School	(\$571.05)		BILLS051324A CREDIT WANDA PD
E 100-41425-315		Travel Conference School	\$76.88		BILLS051324A MEALS HOUSE HEARING
E 100-41425-210		Operating Supplies & Post	\$418.56		BILLS051324A OFFICE CHAIR
E 100-41425-315		Travel Conference School	\$260.00		BILLS051324A CLERK SCHOOL
E 601-49400-210		Operating Supplies & Post	\$8.73		BILLS051324A CERT LETTER WATER BILL
E 100-42110-210		Operating Supplies & Post	\$10.75		BILLS051324A PACKAGE
E 100-42110-210		Operating Supplies & Post	\$171.80		BILLS051324A FLASH DRIVES
E 100-42110-210		Operating Supplies & Post	\$62.36		BILLS051324A WEBCAM
E 100-42110-210		Operating Supplies & Post	\$71.15		BILLS051324A SPEAKER, ZIP TIES
E 100-42110-210		Operating Supplies & Post	\$26.98		BILLS051324A FLASH DRIVES
E 100-42110-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 100-41425-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 100-42220-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 100-43120-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 100-45124-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 100-41110-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 100-45400-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 601-49400-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 602-49450-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 201-42153-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 603-49500-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 211-45501-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 207-46501-210		Operating Supplies & Post	(\$3.70)		BILLS ADOBE
E 100-42110-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 100-41425-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 100-42220-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 100-43120-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 100-45124-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 100-41110-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 100-45400-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 601-49400-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 602-49450-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 201-42153-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 603-49500-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 211-45501-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 207-46501-210		Operating Supplies & Post	(\$1.89)		BILLS SR FAX
E 100-41425-210		Operating Supplies & Post	(\$1.63)		BILLS051324A POSTAGE CLERK
E 201-42153-210		Operating Supplies & Post	(\$103.83)		BILLS051324A HOT PACKS, MEGA MOVER
E 100-43120-210		Operating Supplies & Post	(\$112.92)		BILLS051324A HARBOR FREIGHT TOOLS
E 100-43120-210		Operating Supplies & Post	(\$73.03)		BILLS051324A MENARDS TOOLS



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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-42110-315		Travel Conference School	\$571.05		BILLS051324A CREDIT WANDA PD
E 100-41425-315		Travel Conference School	(\$76.88)		BILLS051324A MEALS HOUSE HEARING
E 100-41425-210		Operating Supplies & Post	(\$418.56)		BILLS051324A OFFICE CHAIR
E 100-41425-315		Travel Conference School	(\$260.00)		BILLS051324A CLERK SCHOOL
E 601-49400-210		Operating Supplies & Post	(\$8.73)		BILLS051324A CERT LETTER WATER BILL
E 100-42110-210		Operating Supplies & Post	(\$10.75)		BILLS051324A PACKAGE
E 100-42110-210		Operating Supplies & Post	(\$171.80)		BILLS051324A FLASH DRIVES
E 100-42110-210		Operating Supplies & Post	(\$62.36)		BILLS051324A WEBCAM
E 100-42110-210		Operating Supplies & Post	(\$71.15)		BILLS051324A SPEAKER, ZIP TIES
E 100-42110-210		Operating Supplies & Post	(\$26.98)		BILLS051324A FLASH DRIVES
E 100-42110-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 100-41425-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 100-42220-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 100-43120-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 100-45124-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 100-41110-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 100-45400-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 601-49400-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 602-49450-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 201-42153-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 603-49500-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 211-45501-210		Operating Supplies & Post	(\$3.69)		BILLS ADOBE
E 207-46501-210		Operating Supplies & Post	(\$3.70)		BILLS ADOBE
E 100-42110-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 100-41425-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 100-42220-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 100-43120-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 100-45124-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 100-41110-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 100-45400-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 601-49400-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 602-49450-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 201-42153-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 603-49500-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 211-45501-210		Operating Supplies & Post	(\$1.83)		BILLS SR FAX
E 207-46501-210		Operating Supplies & Post	(\$1.89)		BILLS SR FAX
E 100-41425-210		Operating Supplies & Post	(\$1.63)		BILLS051324A POSTAGE CLERK
E 201-42153-210		Operating Supplies & Post	(\$103.83)		BILLS051324A HOT PACKS, MEGA MOVER
E 100-43120-210		Operating Supplies & Post	(\$112.92)		BILLS051324A HARBOR FREIGHT TOOLS
E 100-43120-210		Operating Supplies & Post	(\$73.03)		BILLS051324A MENARDS TOOLS
E 100-42110-315		Travel Conference School	\$571.05		BILLS051324A CREDIT WANDA PD
E 100-41425-315		Travel Conference School	(\$76.88)		BILLS051324A MEALS HOUSE HEARING
E 100-41425-210		Operating Supplies & Post	(\$418.56)		BILLS051324A OFFICE CHAIR
E 100-41425-315		Travel Conference School	(\$260.00)		BILLS051324A CLERK SCHOOL
E 601-49400-210		Operating Supplies & Post	(\$8.73)		BILLS051324A CERT LETTER WATER BILL
E 100-42110-210		Operating Supplies & Post	(\$10.75)		BILLS051324A PACKAGE
E 100-42110-210		Operating Supplies & Post	(\$171.80)		BILLS051324A FLASH DRIVES
E 100-42110-210		Operating Supplies & Post	(\$62.36)		BILLS051324A WEBCAM
E 100-42110-210		Operating Supplies & Post	(\$71.15)		BILLS051324A SPEAKER, ZIP TIES



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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-42110-210		Operating Supplies & Post	(\$26.98)		BILLS051324A FLASH DRIVES
E 100-41940-381		Utilities	\$32.49	330585947,9	BILLS PREMIUM WATER
E 100-41940-381		Utilities	(\$32.49)	330585947,9	BILLS PREMIUM WATER
E 100-41940-381		Utilities	(\$32.49)	330585947,9	BILLS PREMIUM WATER
		Total	(\$931.89)		
1372 e	06/21/24	EFTPS			
G 100-21701		Federal Withholding	\$976.89		PP13 - 6-21-24 - PAYROLL DEDUCTION
G 100-21703		FICA Withholding	\$1,928.50		PP13 - 6-21-24 - PAYROLL DEDUCTION
G 100-21704		Medicare Withholding	\$517.06		PP13 - 6-21-24 - PAYROLL DEDUCTION
		Total	\$3,422.45		
1373 e	06/21/24	PERA			
G 100-21705		PERA Coord Withholding	\$1,279.01		PP13 - 6-21-24 - PAYROLL DEDUCTION
G 100-21706		PERA Police Withholding	\$671.43		PP13 - 6-21-24 - PAYROLL DEDUCTION
		Total	\$1,950.44		
1374 e	06/21/24	MN DEPARTMENT OF REVENUE			
G 100-21702		State Withholding	\$594.00		PP13 - 6-21-24 - PAYROLL DEDUCTION
		Total	\$594.00		
1375 e	06/17/24	FIRST SECURITY BANK			
E 100-42110-210		Operating Supplies & Post	\$5.39		061724 - ACH BANK FEES
E 100-41425-210		Operating Supplies & Post	\$5.39		061724 - ACH BANK FEES
E 100-42220-210		Operating Supplies & Post	\$5.39		061724 - ACH BANK FEES
E 100-43120-210		Operating Supplies & Post	\$5.39		061724 - ACH BANK FEES
E 100-45124-210		Operating Supplies & Post	\$5.39		061724 - ACH BANK FEES
E 100-41110-210		Operating Supplies & Post	\$5.39		061724 - ACH BANK FEES
E 100-45400-210		Operating Supplies & Post	\$5.39		061724 - ACH BANK FEES
E 601-49400-210		Operating Supplies & Post	\$5.39		061724 - ACH BANK FEES
E 602-49450-210		Operating Supplies & Post	\$5.39		061724 - ACH BANK FEES
E 201-42153-210		Operating Supplies & Post	\$5.39		061724 - ACH BANK FEES
E 603-49500-210		Operating Supplies & Post	\$5.39		061724 - ACH BANK FEES
E 211-45501-210		Operating Supplies & Post	\$5.39		061724 - ACH BANK FEES
E 207-46501-210		Operating Supplies & Post	\$5.37		061724 - ACH BANK FEES
E 617-49710-210		Operating Supplies & Post	\$0.00		061724 - ACH BANK FEES
		Total	\$70.05		
1376 e	06/20/24	MN DEPARTMENT OF REVENUE			
G 601-21000		Sales Taxes Payable	\$210.86		MAY 2024 - Sales Tax Payment
G 601-21001		Local Sales Tax Payable	\$15.34		MAY 2024 - Sales Tax Payment
G 603-21000		Sales Taxes Payable	\$175.21		MAY 2024 - Sales Tax Payment
E 100-45124-445		Licenses & Taxes	\$45.36		MAY 2024 - Sales Tax Payment
E 100-42110-445		Licenses & Taxes	\$0.00		MAY 2024 - Sales Tax Payment
E 100-42220-445		Licenses & Taxes	\$0.00		MAY 2024 - Sales Tax Payment
E 100-41425-445		Licenses & Taxes	\$17.18		MAY 2024 - Sales Tax Payment
E 100-45202-445		Licenses & Taxes	\$246.76		MAY 2024 - Sales Tax Payment
E 100-45400-445		Licenses & Taxes	\$14.38		MAY 2024 - Sales Tax Payment
E 100-43120-445		Licenses & Taxes	\$5.53		MAY 2024 - Sales Tax Payment
E 211-45501-445		Licenses & Taxes	\$2.07		MAY 2024 - Sales Tax Payment



CITY OF LAMBERTON

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 603-49500-445		Licenses & Taxes	\$185.79		MAY 2024 - Sales Tax Payment
E 601-49400-445		Licenses & Taxes	\$182.80		MAY 2024 - Sales Tax Payment
E 601-49400-445		Licenses & Taxes	(\$0.28)		MAY 2024 - Sales Tax Payment
		Total	\$1,101.00		
1377 e	06/20/24	AFLAC			
G 100-21712		AFLAC Withholding	\$328.40		MAY PREMIUM
		Total	\$328.40		
1378 e	06/20/24	BLUE CROSS BLUE SHIELD			
G 100-21713		Health Insurance Withhold	\$1,122.70		JULY BCBS
		Total	\$1,122.70		
1379 e	06/24/24	CITY OF LAMBERTON			
E 201-42153-381		Utilities	\$18.90		062424 Utility Bill
E 100-42110-381		Utilities	\$18.90		062424 Utility Bill
E 100-45400-381		Utilities	\$32.43		062424 Utility Bill
E 211-45501-381		Utilities	\$32.43		062424 Utility Bill
E 100-43160-381		Utilities	\$0.00		062424 Utility Bill
E 100-45124-381		Utilities	\$0.00		062424 Utility Bill
E 100-42220-381		Utilities	\$23.45		062424 Utility Bill
E 100-41940-381		Utilities	\$23.44		062424 Utility Bill
		Total	\$149.55		
1380 e	06/26/24	VERIZON WIRELESS			
E 201-42153-210		Operating Supplies & Post	\$40.01		062624- WIRELESS SVC
E 100-43120-210		Operating Supplies & Post	\$41.22		062624- WIRELESS SVC
E 601-49400-210		Operating Supplies & Post	\$41.22		062624- WIRELESS SVC
E 100-42110-210		Operating Supplies & Post	\$41.22		062624- WIRELESS SVC
E 100-42110-210		Operating Supplies & Post	\$75.02		062624- WIRELESS SVCHOT SPOT & TOUGHBOOK
		Total	\$238.69		
1381 e	06/25/24	CENTURYLINK			
E 201-42153-210		Operating Supplies & Post	\$8.57		062524 - PHONE & INTERNET SVCS
E 100-42110-210		Operating Supplies & Post	\$8.57		062524 - PHONE & INTERNET SVCS
E 100-41425-210		Operating Supplies & Post	\$38.62		062524 - PHONE & INTERNET SVCS
E 100-42220-210		Operating Supplies & Post	\$8.57		062524 - PHONE & INTERNET SVCS
E 601-49400-210		Operating Supplies & Post	\$8.57		062524 - PHONE & INTERNET SVCS
E 602-49450-210		Operating Supplies & Post	\$8.57		062524 - PHONE & INTERNET SVCS
E 100-43120-210		Operating Supplies & Post	\$8.57		062524 - PHONE & INTERNET SVCS
E 207-46501-210		Operating Supplies & Post	\$8.57		062524 - PHONE & INTERNET SVCS
E 603-49500-210		Operating Supplies & Post	\$8.57		062524 - PHONE & INTERNET SVCS
E 211-45501-210		Operating Supplies & Post	\$71.60		062524 - PHONE & INTERNET SVCS
E 100-45124-210		Operating Supplies & Post	\$69.55		062524 - PHONE & INTERNET SVCS
E 100-45400-210		Operating Supplies & Post	\$8.57		062524 - PHONE & INTERNET SVCS
E 617-49710-210		Operating Supplies & Post	\$8.57		062524 - PHONE & INTERNET SVCS
E 100-41110-210		Operating Supplies & Post	\$8.58		062524 - PHONE & INTERNET SVCS
		Total	\$274.05		
1385 e	06/03/24	FIRST SECURITY BANK			



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*Check Detail Register©

June 2024

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 601-49400-210		Operating Supplies & Post		\$0.04	060324 BANKCARD MERCH FEES
		Total		\$0.04	
		10100		\$19,288.99	

Fund Summary

10100 Checking

100 General Fund	\$15,594.12
201 Ambulance	\$32.92
207 EDA	\$18.83
211 Library	\$877.66
601 Water	\$2,057.82
602 Sewer	\$213.28
603 Garbage Collection	\$432.79
617 Storm Sewer	\$61.57
	\$19,288.99

Valerie Halter, Clerk

Date

Lydell Sik, Mayor

Date

CITY OF LAMBERTON

Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
0502403	000000007	THRAM, JUSTIN R	12	Biweekly		6/7/2024	Outstanding
0502404	000000008	VOGEL, ALICIA M	12	Biweekly		6/7/2024	Outstanding
0502407	000000019	FENGER, CHARLES D	12	Biweekly		6/7/2024	Outstanding
0502408	000000023	STEVENSON, DEREK	12	Biweekly		6/7/2024	Outstanding
0502409	000000025	WALKER, JOSH	12	Biweekly		6/7/2024	Outstanding
0502406	000000012	BEERMANN, TYLER	12	Biweekly		6/7/2024	Outstanding
0502412	000000406	IRLBECK, ADDISON JOAN	12	Biweekly		6/7/2024	Outstanding
0502413	000000422	WILLHITE, DELANEY	12	Biweekly		6/7/2024	Outstanding
0502410	000000026	MATTER, ERICA	12	Biweekly		6/7/2024	Outstanding
0502405	000000010	VOLLMER, KRISTI	12	Biweekly		6/7/2024	Outstanding
0502411	000000404	HESSE, MINDI E	12	Biweekly		6/7/2024	Outstanding
0502414	000000433	STAVNES, STEPHANIE	12	Biweekly		6/7/2024	Outstanding
0502415	000000434	HESSE, BOWEN	12	Biweekly		6/7/2024	Outstanding
0502416	000000435	EVANS, ABIGALE	12	Biweekly		6/7/2024	Outstanding
0502417	000000436	HUBERT, CARLY	12	Biweekly		6/7/2024	Outstanding
0502418	000000437	HUBERT, MORGAN	12	Biweekly		6/7/2024	Outstanding
0502419	000000438	BERANEK, JADYN	12	Biweekly		6/7/2024	Outstanding
0502402	000000004	HALTER, VALERIE	12	Biweekly		6/7/2024	Outstanding
0502420	000000439	MATTER, SAMANTHA	12	Biweekly		6/7/2024	Outstanding
0502421	000000440	WILLHITE, MARSHAL	12	Biweekly		6/7/2024	Outstanding
0502423	000000007	THRAM, JUSTIN R	13	Biweekly		6/21/2024	Outstanding
0502435	000000425	BEDNER, COURTNEY	13	Biweekly		6/21/2024	Outstanding
0502430	000000026	MATTER, ERICA	13	Biweekly		6/21/2024	Outstanding
0502425	000000010	VOLLMER, KRISTI	13	Biweekly		6/21/2024	Outstanding
0502432	000000404	HESSE, MINDI E	13	Biweekly		6/21/2024	Outstanding
0502436	000000433	STAVNES, STEPHANIE	13	Biweekly		6/21/2024	Outstanding
0502437	000000434	HESSE, BOWEN	13	Biweekly		6/21/2024	Outstanding
0502438	000000435	EVANS, ABIGALE	13	Biweekly		6/21/2024	Outstanding
0502439	000000436	HUBERT, CARLY	13	Biweekly		6/21/2024	Outstanding
0502440	000000437	HUBERT, MORGAN	13	Biweekly		6/21/2024	Outstanding
0502441	000000438	BERANEK, JADYN	13	Biweekly		6/21/2024	Outstanding
0502444	000000441	WEIS, MIKAYLA	13	Biweekly		6/21/2024	Outstanding
0502422	000000004	HALTER, VALERIE	13	Biweekly		6/21/2024	Outstanding
0502442	000000439	MATTER, SAMANTHA	13	Biweekly		6/21/2024	Outstanding
0502443	000000440	WILLHITE, MARSHAL	13	Biweekly		6/21/2024	Outstanding
0502445	000000442	TIMM, BROOKE	13	Biweekly		6/21/2024	Outstanding
0502424	000000008	VOGEL, ALICIA M	13	Biweekly		6/21/2024	Outstanding
0502427	000000019	FENGER, CHARLES D	13	Biweekly		6/21/2024	Outstanding
0502428	000000023	STEVENSON, DEREK	13	Biweekly		6/21/2024	Outstanding
0502431	000000403	LENNING, ELIZABETH S	13	Biweekly		6/21/2024	Outstanding
0502429	000000025	WALKER, JOSH	13	Biweekly		6/21/2024	Outstanding
0502426	000000012	BEERMANN, TYLER	13	Biweekly		6/21/2024	Outstanding
0502433	000000406	IRLBECK, ADDISON JOAN	13	Biweekly		6/21/2024	Outstanding
0502434	000000422	WILLHITE, DELANEY	13	Biweekly		6/21/2024	Outstanding


CITY OF LAMBERTON

Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
					\$23,926.29		

Explanation of Difference: _____

City Clerk Date Mayor Date

7-8-2024	COUNCIL INFORMATION
TO:	HONORABLE MAYOR & CITY COUNCIL
FROM:	Valerie Halter
SUBJECT:	Lion's Club Walking Path
ISSUE/REQUEST/ BACKGROUND:	<p>The Lions Club has spearheaded a project to install a walking path by the new school campus. The path will be established as a gravel path and when enough funds are saved, the path will be paved.</p> <p>Below is the estimated location of the path in red.</p>  <p>They will need to cross the swimming pool lot. I want the council to be aware and think about if there is anything we need like easement or anything. The church granted them permission to “use” the church parking lot as part of their path.</p>

May 13, 2024

RE: MnDOT District 8 Utility Meeting

Dear Stephan Flaig,

The annual Utility Meeting for District 8 will be available online at <http://www.dot.state.mn.us/d8/>. The website will be active as of today. On the website, you will find a map which identifies highway projects that are currently scheduled between 2024 and 2028. If you have any questions or are unable to view the presentation, please contact me through the information located below.

The purpose of this meeting is to share information about upcoming MnDOT highway projects with utility companies that may be affected by these projects. Utility companies may reach out to project managers to discuss potential impacts as well as opportunities for cooperation and coordination.

The Presentation provides project maps that identify highway projects that are currently scheduled between 2024 and 2028. The map includes project year, project limits, and project manager.

If your utilities may be affected by any of the projects, your utility contact person is encouraged to contact the Project Manager to discuss any potential impact. If your utilities will not be affected, we still encourage you to view the presentation online.

Please call or e-mail me with any questions. You can reach me by phone at (320) 214-6359 or by email at nathan.barta@state.mn.us.

Sincerely,
Nathan Barta
D8 Utility Contact