

1. Agenda And Packet

Documents:

[MARCH\\_26\\_2020 EMERGENCYMEETINGAGENDA.PDF](#)  
[MARCH\\_26\\_2020\\_EMERGENCY\\_MEETING\\_PACKET.PDF](#)

City of Excelsior  
Notice of Emergency Meeting  
of the Excelsior City Council

NOTICE IS HEREBY GIVEN that the City Council of the City of Excelsior will hold an emergency meeting on Thursday, March 26, 2020 at 5:00 p.m. via a telephonic and/or electronic meeting. The agenda for the meeting is attached hereto.

In accordance with the requirements of Minn. Stat. Section 13D.021, the Mayor, the City Manager, and the City Attorney have determined that an in-person meeting is not practical or prudent because of the "COVID-19 Health Pandemic" emergency declared under Chapter 12 of the Minnesota Statutes. Due to the measures necessary to contain and mitigate the impacts of the Pandemic Emergency, it has been determined that attendance at the regular meeting location by members of the public is not feasible and that the physical presence at the regular meeting location by at least one member of the body, chief legal counsel or chief administrative officer is not feasible. Therefore, all staff and City Council members will be participating by telephone or other electronic means.

Members of the public may attend the meeting by joining via Zoom either online or by telephone at:

Join Zoom Meeting

<https://zoom.us/j/742932660>

Meeting ID: 742 932 660

Dial by your location

+1 312 626 6799 US (Chicago)

+1 301 715 8592 US

Meeting ID: 742 932 660

City of Excelsior  
Emergency Council Meeting

Agenda

March 26, 2020

5:00 p.m.

1. CALL TO ORDER
2. ROLL CALL
3. LOCAL STATE OF EMERGENCY
4. MODIFIED PANDEMIC PLAN
5. APPROVE VERIFIED CLAIMS – APPROVE FOR PAYMENT MANUAL CHECKS #086300-#086329
6. ADJOURNMENT

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CITY OF EXCELSIOR  
RESOLUTION NO. 2020-20

**RESOLUTION ENACTED UNDER AUTHORITY OF  
MINNESOTA STATUTES §§ 12.29 AND 12.37 TO EXTEND  
THE PERIOD OF A MAYOR-DECLARED LOCAL EMERGENCY**

**WHEREAS**, on March 25, 2020, Todd Carlson, the Mayor of the City of Excelsior, declared a local emergency pursuant to authority in Minn. Stat. § 12.29 based on finding articulated in the Proclamation and Declaration of Local Emergency dated March 25, 2020; and

**WHEREAS**, the City Council of the City of Excelsior agrees with the Mayor's findings, and further finds that the Situation will last for more than three (3) days.

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

1. The City Council declares that existing circumstances require the declaration of a local emergency continuing until federal or state action declaring an end to the state of emergency or subsequent determination of the Excelsior City Council.
2. This local emergency declaration invokes all available disaster planning and authority and authorizes deployment of appropriate community containment and mitigation strategies consistent with Executive Orders issued by Governor Walz since March 13, 2020. To the extent that existing state laws and city policies and procedures impede efficient response to and compliance with federal and state directives or recommendations, the City Manager and her designees are hereby authorized to suspend compliance with those existing laws and pertinent policies and procedures as authorized by the Governor's Declaration in Executive Order 20-01 and subsequent Executive Orders and Minn. Stat. § 12.32 and to take actions necessary to protect the public health, safety, and welfare.

Adopted by the Council of the City of Excelsior this 26<sup>th</sup> day of March, 2020.

\_\_\_\_\_  
Todd Carlson, Mayor

ATTEST:

\_\_\_\_\_  
Lynette Peterson, City Clerk

\_\_\_\_\_  
Kristi Luger, City Manager



# MEMORANDUM

Item 4

**Re:** Modified Pandemic Plan

**Date:** March 26, 2020

**To:** City Council

**From:** Kristi Luger, City Manager

At the March 16<sup>th</sup> City Council meeting, the Council approved the Pandemic Response Plan. Staff is recommending the following changes to the Plan:

- Added a response plan (Section 2), which provides recommended actions on how to respond to a pandemic as it progresses. It also gives the City Manager, in conjunction with the Mayor, flexibility to address staffing needs (such as split scheduling and reduced hours of operation) and implement any necessary contracts to continue operations.
- Created a separate section on meetings (Section 3), which mostly consists of existing language. This section now allows the Mayor and City Manager to determine whether a suspension of the Council by-laws is necessary.
- Added a new section on purchasing authority (Section 4), which authorizes the City Manager to spend up to \$100,000 on emergency purchases that are necessary to prevent or minimize serious disruption in City services.
- Deleted sections on reporting to work and the closure of schools and daycare facilities. It has quickly become apparent that the language outlined in these sections is unrealistic during the type of pandemic we are now experiencing.

A clean and redlined version of the March 25<sup>th</sup> Pandemic Response Plan is included in the packet. The draft is still being vetted by the City Attorney and City Manager; staff will report on any additional modifications at the Council meeting.

**Recommended Council Motion – Approve the Pandemic Response Plan dated March 25, 2020.**



## Overview

The City of Excelsior is responsible for providing services to the residents and businesses of Excelsior. A potential pandemic could disrupt the continuity of operations for provision of essential and other community services, including governmental and business functions. Should that occur, the Governor may declare a statewide public health emergency, or the Mayor/City Council may declare a local emergency pursuant to authority granted under Minn. Stat. Ch. 12 and this plan would go into effect.

This plan provides procedures for the City of Excelsior to address a pandemic emergency. This plan cannot, nor is it expected to, provide a solution to every question or problem that may arise in a pandemic emergency.

## Section 1 – Priority Designations for City Functions and Services

The City of Excelsior is using the following priority designations to categorize all City functions and services:

- **Priority 1 Services – Public Safety and Security**

Activities that must remain uninterrupted and pose an immediate threat to public health and/or safety if disturbed.

- Sewer/water system operations
- Snow and ice control
- Emergency road repair

- **Priority 2 Services – Essential and Core Services**

Activities that can be disrupted temporarily, but must be re-established within a few days, otherwise economic impact and turmoil may occur.

- Payroll
- Accounts payable and receivable
- Workers compensation
- Facility and equipment maintenance and repair
- Disaster recovery assistance



- City Council meeting
- Public information/communications
- **Priority 3 Services – Necessary Services**

Activities required by law or rule that can be disrupted temporarily (a few days or weeks) but must be re-established sometime before the pandemic is over.

  - Finance functions
  - Permits
  - Mail services
  - Vehicle maintenance
- **Priority 4 Services – Nonessential Services**

Activities that can be suspended during an emergency and are not required by law or rule.

  - Reception desks
  - General maintenance

Departments shall determine the minimum number of staff necessary to perform these functions and identify other personnel who may be available to complete priority tasks. Such personnel may include retired employees, former employees, temporary workers, and contract workers.

## **Section 2 – Response Plan**

Depending on the severity of the outbreak, some of these response plan measures may be implemented gradually or not at all. The City Manager, in conjunction with the Mayor, will determine the City's level of response at any given time during a pandemic emergency.

- **Level 1 Response** – Prepare with basic hygiene measures to help prevent introduction and spread of the virus.

Recommended Actions:

- Active messaging around hygiene best practices.
- Make hand hygiene and sanitation wipes available to departments.
- Communicate human resources best practices and policies (i.e. use sick time if not feeling well).

- **Level 2 Response** – Introduce increased social distancing to mitigate spread of virus.

Recommended Actions:

- Active messaging around hygiene best practices.
  - Make hand hygiene and sanitation wipes available to departments.
  - Communicate human resources best practices and policies (i.e. use sick time if not feeling well).
  - Close/restrict access to City Hall; implement measures to continue City operations using utility payment box, mail, and email.
  - Limit non-essential travel.
  - Establish notification requirements from employees who have potentially been exposed to the infectious disease.
  - Enact community mitigation recommendations from Minnesota Department of Health (MDH), to include social distancing practices. Cancel meetings and events as necessary.
  - Suspend Priority 4 Services and modify delivery of Priority 3 Services.
- **Level 3 Response** – Implement department continuity plans to allow for limited operations with a reduced staff.

Recommended Actions:

- Enact full social distancing measures in the workplace, per MDH guidance. Cancel meetings and events as necessary.
- Close/restrict access to City Hall; implement measures to continue City operations using utility payment box, mail, and email.
- Implement preventive health measures and pandemic-related employment policies and notify employees they are in effect (including the possible extension of sick leave benefits).
- Notify residents, businesses, and other stakeholders of potential cutbacks in city services.
- Implement telecommuting or remote work policies for designated positions as appropriate and devote resources to most critical functions.

- Implementing back-up staffing plans as needed, such as split scheduling, reduced hours of operation, and minimum staffing levels.
  - Suspend Priority 4 Services and conduct Priority 3 and 2 Services on an as-needed basis.
- **Level 4 Response** – Extensive outbreak in City staffing and resources are exhausted.

Recommended Actions:

- Close/discontinue all non-essential functions.
- Reduce to minimal staffing levels.
- Implement quarantine measures as recommended by MDH.
- Implement mutual aid, contracted services, and other emergency contracts to continue operations.
- Notify residents, businesses, and other stakeholders of potential cutbacks in city services.
- Suspend Priority 4 Services, conduct Priority 3 and 2 Services on an as-needed basis with alternative staffing arrangements, and continue Priority 1 Services using whatever means necessary.

### **Section 3 – Meetings**

If the Mayor and City Manager determine that a meeting in a public location is not practical or prudent based on public health information, the Mayor and City Manager have the authority to cancel public meeting(s) and approve the verified claims. Meetings may be conducted by telephone or other electronic means as necessary and permitted by state law. The Mayor and City Manager will determine whether a suspension of Council by-laws is necessary (i.e. the audio recording serving as the official City Council minutes and the form of the agenda).

### **Section 4 – Purchasing Authority**

In the event an immediate expenditure is necessary to prevent or minimize serious disruption in City services, the City Manager is authorized to spend up to \$100,000. The City Council will be notified of any emergency purchasing situation as soon as feasible.

## **Section 5 – Telecommuting**

Telecommuting means that an employee is working from home instead of commuting to their centrally located worksite. Departments shall identify priority functions that could be accomplished remotely. Telecommuting may be used to accomplish social distancing for a pandemic emergency.

Employees authorized for telecommuting may be allowed to provide limited dependent/childcare during a pandemic emergency if providing care does not impact the ability of the employee to accomplish assigned tasks.

## **Section 6 – Changes in Employee Schedules and Notification Timelines**

While employees who have accrued compensatory time off have a right to use it within a reasonable time of their request, such may not be the case in the event of an emergency, such as a pandemic, where an employee's absence would disrupt City business operations. Managers, supervisors, and employees should understand that the following actions may need to be taken during an emergency:

- Previously approved vacation, compensatory time, leave of absences (other than for sick or family leave purposes) may be rescinded with minimal notice.
- Employees may be required to report for work with minimal notice.
- Employees' work schedules and/or hours of work may change with minimal notice.
- Employees may be directed not to report to work.
- Employees may be required to work at other locations or telecommute with minimal notice.
- Employees may be assigned overtime with minimal notice.
- Employees may be assigned to work other duties or to work in other departments with minimal notice.

## **Section 7 – Sending Employees Home**

If an employee appears ill during a pandemic emergency, supervisors have the authority to require the employee leave the workplace. As a safety consideration, management should look to the physical wellbeing of its employees and whether the health of fellow employees is endangered by the health of an ill employee.

In the event an employee is sent home because of pandemic symptoms or is required to be quarantined (doctor's note or some other official notice required), employees may use their sick leave accruals, vacation accruals, and compensatory time off accruals. During a pandemic emergency, the City Manager may allow sick leave accruals to go into deficit provided the employee signs a Leave Advanced Agreement.



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**Section 4 – Purchasing Authority**

In the event an immediate expenditure is necessary to prevent or minimize serious disruption in City services, the City Manager is authorized to spend up to \$100,000. The City Council will be notified of any emergency purchasing situation as soon as feasible.

**Section 2 – Reporting to Work**

The Priority Services categories outlined in the previous section provide the guidelines for who must report to work, and when, during a pandemic emergency. The City Manager, in conjunction with the Mayor, will determine the City's priority level at any given time during a pandemic emergency. If the Mayor and City Manager determine that a meeting in a public location is not practical or prudent based on public health information, the Mayor and City Manager have the authority to cancel public meeting(s) and approve the verified claims. Meetings may be conducted by telephone or other electronic means as necessary and permitted by state law.

### **Closure of Schools and Daycare Facilities**

To minimize the effect of any disease outbreak, the Minnesota Department of Health may order disease control measures that include a broad array of actions. Isolation and quarantine orders and social distancing measures are likely to be used in a pandemic event. In addition to closing large social gatherings, such as sporting events, theater shows, concerts, and other venues, the State may close schools and daycare centers as a social distancing strategy.

School and daycare closures are expected to have a significant effect on staff absenteeism. The City of Excelsior must be prepared for a reduction in its staff resulting from healthy parents staying home to take care of healthy children or other healthy dependents. If schools and daycare centers are closed, employees will not be allowed to bring their children to work.

- **Personnel Responsible for Priority 1 Services** must report to work, notwithstanding school and daycare closures. The Public Works Superintendent may be able to implement flexible working arrangements if it is determined there are adequate resources to sustain Priority 1 Services.
- **Personnel Responsible for Priority 2 Services** must report to work within four days, notwithstanding school and daycare closures. This requirement may be waived by the City Manager if employees are able to maintain Priority 2 services by telecommuting.
- **Personnel Responsible for Priority 3 Services** should make every effort to report to work in the event of school and daycare closures and must report to work within

~~eight days, notwithstanding school and daycare closures. This requirement may be waived by the City Manager if employees are able to maintain Priority 3 services by telecommuting.~~

- ~~• **Personnel Responsible for Priority 4 Services** should make every effort to report to work in the event of school and daycare closures, unless directed otherwise.~~

~~All personnel, regardless of priority level designation, should have a family care plan in place. If child and dependent care coverage becomes impossible, personnel may use their sick leave accruals, vacation leave accruals, and compensatory time off accruals.~~

### **Section 5 – Telecommuting**

Telecommuting means that an employee is working from home instead of commuting to their centrally located worksite. Departments shall identify priority functions that could be accomplished remotely. Telecommuting may be used to accomplish social distancing for a pandemic emergency.

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**\*Check Detail Register©**

MARCH 2020

Check Amt Invoice Comment

**10100 CASH**

Paid Chk# 086300 3/19/2020 HENNEPIN COUNTY TREAS/PUB WKS

G 620-20805	Res Solid Waste Mgmt Fee	\$2,561.83	FEB SWMF	FEB SWMF
G 620-20806	NonRes Solid Waste Mgmt Fee	\$23.50	FEB SWMF	FEB SWMF

<b>Total HENNEPIN COUNTY TREAS/PUB WKS</b>		<b>\$2,585.33</b>		
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Paid Chk# 086302 3/25/2020 ABDO EICK &amp; MEYERS

E 101-41940-311	Accounting & Auditing Srvc	\$5,108.00	426678	2019 AUDIT
E 205-43110-311	Accounting & Auditing Srvc	\$664.00	426678	2019 AUDIT
E 601-49440-311	Accounting & Auditing Srvc	\$1,711.00	426678	2019 AUDIT
E 610-49490-311	Accounting & Auditing Srvc	\$1,788.00	426678	2019 AUDIT
E 620-49510-311	Accounting & Auditing Srvc	\$511.00	426678	2019 AUDIT
E 620-49515-311	Accounting & Auditing Srvc	\$306.00	426678	2019 AUDIT
E 630-49590-311	Accounting & Auditing Srvc	\$306.00	426678	2019 AUDIT
E 670-45183-311	Accounting & Auditing Srvc	\$664.00	426678	2019 AUDIT
E 670-45184-311	Accounting & Auditing Srvc	\$613.00	426678	2019 AUDIT
E 670-45185-311	Accounting & Auditing Srvc	\$664.00	426678	2019 AUDIT
E 680-43490-311	Accounting & Auditing Srvc	\$665.00	426678	2019 AUDIT

<b>Total ABDO EICK &amp; MEYERS</b>		<b>\$13,000.00</b>		
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Paid Chk# 086303 3/25/2020 BERGERSON CASWELL WELLS

E 601-49440-404	Repair & Maint - Equip	\$30,730.00	28562	WELL #3 REHAB - CIP
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<b>Total BERGERSON CASWELL WELLS</b>		<b>\$30,730.00</b>		
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Paid Chk# 086304 3/25/2020 CCP INDUSTRIES INC

E 101-45200-220	Maint Supplies	\$960.29	IN02489606	PARK BATHROOM SUPPLIES
E 101-43100-220	Maint Supplies	\$157.36	IN02489757	SHOP SUPPLIES (BRAKE CLEANER, WATERMELON AIR)
E 101-43100-220	Maint Supplies	\$80.92	IN02489790	ENGINE STARTER CANS

<b>Total CCP INDUSTRIES INC</b>		<b>\$1,198.57</b>		
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Paid Chk# 086305 3/25/2020 CUSTOMER FIRST CONTRACTORS, LL

E 101-41940-360	Insurance	\$700.00	2020100	350 SECOND STREET - DAMAGED SIDING - REPAIR CLAIM
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<b>Total CUSTOMER FIRST CONTRACTORS, LL</b>		<b>\$700.00</b>		
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Paid Chk# 086306 3/25/2020 DPC INDUSTRIES INC

E 601-49440-216	Chemicals and Chem Products	\$179.03	827000287-20	POTASSIUM FOR WTP
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<b>Total DPC INDUSTRIES INC</b>		<b>\$179.03</b>		
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Paid Chk# 086307 3/25/2020 ECM PUBLISHERS INC.

E 101-41940-350	Printing & Publishing	\$71.40	764311	GEORGE ST VAR AND CUP - PH
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<b>Total ECM PUBLISHERS INC.</b>		<b>\$71.40</b>		
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Paid Chk# 086308 3/25/2020 ERRAND BOY SERVICES INC

E 101-45200-403	Repair & Maint - Other	\$120.00	24313	SNOW REMOVAL 2/7, 2/9, 2/18
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<b>Total ERRAND BOY SERVICES INC</b>		<b>\$120.00</b>		
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Paid Chk# 086309 3/25/2020 EXCELSIOR FIRE DISTRICT

E 101-42200-300	Professional Srvc	\$34,097.03	#020-006	Q2 2020 - OPERATIONS
E 101-42200-614	Facilities Debt Service	\$23,603.58	#020-006	Q2 2020 - DEBT SVC
E 101-42200-300	Professional Srvc	\$98.00	#020-006	ID'S FOR PW EE'S

<b>Total EXCELSIOR FIRE DISTRICT</b>		<b>\$57,798.61</b>		
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Paid Chk# 086310 3/25/2020 FERGUSON WATERWORKS

E 601-49440-500	Capital Outlay	\$8,223.02	0349283	MRX - WATER METER READER - CIP ITEM
E 601-49440-500	Capital Outlay	\$2,998.98	0349283-1	BELT CLIP FOR MRX - CIP ITEM
E 420-43102-500	Capital Outlay	\$28,929.74	0450269	METERS FOR INSTALL
E 420-43102-500	Capital Outlay	(\$1,500.00)	CUST 21501	CREDIT MEMO

**\*Check Detail Register©**

MARCH 2020

			Check Amt	Invoice	Comment
E 601-49440-319	Other Professional Services		\$3,570.00	PV1	METER INSTALL PAY VOUCHER #1
<b>Total FERGUSON WATERWORKS</b>			\$42,221.74		
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Paid Chk# 086311	3/25/2020	<b>GRAYSCALE</b>			
E 101-43100-319	Other Professional Services		\$16.87	1150	PW LOGO DESIGN
E 101-45200-319	Other Professional Services		\$16.87	1150	PW LOGO DESIGN
E 601-49440-319	Other Professional Services		\$16.87	1150	PW LOGO DESIGN
E 610-49490-319	Other Professional Services		\$16.89	1150	PW LOGO DESIGN
<b>Total GRAYSCALE</b>			\$67.50		
<hr/>					
Paid Chk# 086312	3/25/2020	<b>KENNEDY &amp; GRAVEN, CHARTERED</b>			
E 101-41940-304	Legal Fees		\$2,980.60	41-1225694	I810 EXCELSIOR - LEGAL THRU 2/29/20
<b>Total KENNEDY &amp; GRAVEN, CHARTERED</b>			\$2,980.60		
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Paid Chk# 086313	3/25/2020	<b>KRISTI LUGER</b>			
E 101-41940-200	Supplies		\$8.98	TARGET	REIMBURSEMENT FOR CLOROX WIPES
<b>Total KRISTI LUGER</b>			\$8.98		
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Paid Chk# 086314	3/25/2020	<b>MEDIACOM</b>			
E 601-49440-321	Telephone		\$482.06	0698	PW INTERNET 3/13 - 4/12
E 101-41940-321	Telephone		\$601.02	3912	CH INTERNET 3/13 - 4/12
<b>Total MEDIACOM</b>			\$1,083.08		
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Paid Chk# 086315	3/25/2020	<b>MID AMERICA METER INC</b>			
E 601-49440-404	Repair & Maint - Equip		\$705.00	020-2795	WELL #3 METER REPAIR
<b>Total MID AMERICA METER INC</b>			\$705.00		
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Paid Chk# 086316	3/25/2020	<b>MINNESOTA DEPT OF HEALTH</b>			
E 601-49440-433	Dues and Subscriptions		\$23.00	PEARSON	PEARSON - CLASS D WATER LICENSE
<b>Total MINNESOTA DEPT OF HEALTH</b>			\$23.00		
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Paid Chk# 086317	3/25/2020	<b>NCPERS GROUP LIFE INS</b>			
G 101-21731	PERA Life Insurance Premium		\$32.00	455800042020	APR EE LIFE INS PREMS
<b>Total NCPERS GROUP LIFE INS</b>			\$32.00		
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Paid Chk# 086318	3/25/2020	<b>OFFICE TEAM</b>			
E 101-41320-103	Part-Time Employees		\$667.11	55565093	WEEK END 3/13/20
E 101-41320-103	Part-Time Employees		\$185.34	55573016	WEEK END 3/20/20
<b>Total OFFICE TEAM</b>			\$852.45		
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Paid Chk# 086319	3/25/2020	<b>PARAGON</b>			
E 101-41940-200	Supplies		\$212.41	119099	ID BADGES FOR COUNCIL, STAFF
<b>Total PARAGON</b>			\$212.41		
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Paid Chk# 086320	3/25/2020	<b>SEACHANGE</b>			
E 101-41410-220	Maint Supplies		\$68.04	511338	BALLOT TRANSFER CASES
<b>Total SEACHANGE</b>			\$68.04		
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Paid Chk# 086321	3/25/2020	<b>SHOREWOOD TRUE VALUE</b>			
E 601-49440-220	Maint Supplies		\$10.53	143542	SHARPIE AND REFLECTIVE LETTERS
E 610-49490-220	Maint Supplies		\$3.87	143563	ROPE CLIP
E 601-49440-220	Maint Supplies		\$15.36	143565	WTP - PARTS
E 101-45200-220	Maint Supplies		\$16.57	143580	PARK SUPPLIES - ROPE AND BUNGIE CORD
E 601-49440-220	Maint Supplies		\$17.99	143589	SPRAY NOZZLE FOR WTP
E 101-43100-220	Maint Supplies		\$6.60	143595	SHOP SUPPLIES - NUTS AND BOLTS
<b>Total SHOREWOOD TRUE VALUE</b>			\$70.92		
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Paid Chk# 086322	3/25/2020	<b>SUN LIFE FINANCIAL</b>			
G 101-21734	Sun Life Ins. Premium		\$202.60	APR	APRIL EE LIFE PREM

**\*Check Detail Register©**

MARCH 2020

		Check Amt	Invoice	Comment
<b>Total SUN LIFE FINANCIAL</b>		\$202.60		
Paid Chk# 086323	3/25/2020 THE PLANNING COMPANY LLC			
E 101-41910-300	Professional Srvc	\$450.00	5977	FEB RETAINER
<b>Total THE PLANNING COMPANY LLC</b>		\$450.00		
Paid Chk# 086324	3/25/2020 TREECARE			
E 420-41940-300	Professional Srvc	\$15,450.00	1418	TREE TRIMMING IN ZONE 2 - CIP ITEM
<b>Total TREECARE</b>		\$15,450.00		
Paid Chk# 086325	3/25/2020 UNIQUE PAVING MATERIALS CORP			
E 101-43100-224	Street Maint Materials	\$178.20	51041	COLD MIX ASPHALT (1.32T @ \$135/T)
<b>Total UNIQUE PAVING MATERIALS CORP</b>		\$178.20		
Paid Chk# 086326	3/25/2020 US BANK EQUIP FINANCE			
E 101-41940-413	Office Equipment Rental	\$638.07	409745429	COPIER LEASE 3/10 - 4/10/20
<b>Total US BANK EQUIP FINANCE</b>		\$638.07		
Paid Chk# 086327	3/25/2020 USABLUEBOOK			
E 601-49440-220	Maint Supplies	\$81.82	169769	TUBING FOR CHEM PIPES
<b>Total USABLUEBOOK</b>		\$81.82		
Paid Chk# 086328	3/25/2020 VERIZON WIRELESS			
E 610-49490-321	Telephone	\$92.42	9850301873	ON CALL PHONE AND PW IPAD
<b>Total VERIZON WIRELESS</b>		\$92.42		
Paid Chk# 086329	3/25/2020 ZEE MEDICAL SERVICE			
E 101-43100-220	Maint Supplies	\$94.78	54099030	MEDIAL SUPPLIES FOR PW AND WTP CABINETS
E 101-45200-220	Maint Supplies	\$94.28	54099030	MEDIAL SUPPLIES FOR PW AND WTP CABINETS
E 601-49440-220	Maint Supplies	\$94.28	54099030	MEDIAL SUPPLIES FOR PW AND WTP CABINETS
E 610-49490-220	Maint Supplies	\$94.31	54099030	MEDIAL SUPPLIES FOR PW AND WTP CABINETS
<b>Total ZEE MEDICAL SERVICE</b>		\$377.65		
<b>10100 CASH</b>		\$172,179.42		

Fund Summary

<b>10100 CASH</b>	
101 GENERAL FUND	\$71,466.92
205 PARKING LOT MTC SPECIAL REV	\$664.00
420 CAPITAL IMPROVEMENT FUND	\$42,879.74
601 WATER	\$48,858.94
610 SEWER	\$1,995.49
620 SOLID WASTE	\$3,402.33
630 STREET LIGHTING	\$306.00
670 LEASED DOCKS	\$1,941.00
680 SURFACE WATER MGMT	\$665.00
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	\$172,179.42