

**CITY OF CIRCLE PINES, MINNESOTA  
REGULAR CITY COUNCIL MEETING**

**August 25, 2020  
7:00 P.M.**

**AGENDA**

1. Call to Order
2. Roll Call

*Dave Bartholomay, Mayor  
Matt Percy, Council Member  
Jennifer Rauner, Council Member  
Dean Goldberg, Council Member  
Steve McChesney, Council Member  
Patrick Antonen, City Administrator*

3. Setting of Agenda **Note:** Consent Agenda items will be acted on with one motion unless a council member requests their placement on the regular agenda -
4. a. Taxpayer Comments  
b. Council Member Comments  
c. Mayor Comments  
d. COVID-19 Update

**5. COMMITTEE REPORTS**

- a. Utilities Commission
- b. Fire Steering Committee
- c.

**6. COUNCIL BUSINESS**

- a. Consent Agenda

<u>Item</u>	<u>Action</u>
1. Minutes - 08/12/20 Regular Council Meeting (Enclosed)	Approve
2. General Fund Disbursements (Enclosed)	Approve
3. Police Disbursements (Enclosed)	Approve
4. Fire Disbursements (Enclosed)	Approve
5.	Approve

Council Action \_\_\_\_\_

- b. Mayor's Award – Jim Coan, former CLPD Police Chief (Verbal)

Council Action \_\_\_\_\_

- c. Resolution No. 2020-15 Proclaiming September 17-23 as Constitution Week (Enclosed)

Council Action \_\_\_\_\_

- d. Resolution No. 2020-16 Accepting CARES Act Grant Funding for Elections (Memo)

Council Action \_\_\_\_\_

- e. Approval to Negotiate Contract for Garbage and Recycling (Verbal)

Council Action \_\_\_\_\_

- f. \_\_\_\_\_

Council Action \_\_\_\_\_

**7. ADJOURNMENT**

**CITY OF CIRCLE PINES, MINNESOTA  
REGULAR CITY COUNCIL MEETING**

**Wednesday, August 12, 2020  
7:00 p.m.**

**1. CALL TO ORDER**

Mayor Bartholomay called the meeting to order at 7:00 p.m. It was noted the meeting is live and is also being conducted for one council member via online video means pursuant to Minnesota Statutes Section 13D.021.

**2. ROLL CALL**

Present in Council chambers were Mayor Bartholomay, Council Members Rauner, Percy and McChesney and Finance Director Manson. Council Member Goldberg was present via video conferencing.

**3. SETTING OF AGENDA**

There were no changes to the agenda.

**4. COMMENTS**

**a. Taxpayer Comments**

Lloyd Keller, 9 Hillcrest Lane, presented audio of machinery sounds from a neighbor's property where work was being conducted on a driveway. He said the sound has gone on since April, almost every weekend and into weekdays. Keller commented that the excessive noise from the equipment and length of time the equipment was used was unacceptable to neighbors. He said he contacted the police department and an officer explained the city's noise ordinance allows construction work within those hours.

Keller cited wording from the city's noise ordinance and asked why it cannot be enforced. He said it is difficult for neighbors to be outside when the work is going on and it is annoying. Keller mentioned that the city administrator spoke with the owners of the property with the construction and Keller now believes the loud part of the construction is done. He asked what rights residents have to enjoy their property if something like this happens in the future.

Keller added that Blaine and Lino Lakes have ordinances with more limited hours for construction – earlier end time on Saturday and not allowed on Sunday.

Council Member Rauner asked if Keller had contacted the city earlier in the summer about this. He said no because initially the neighbor was removing stain from their driveway and he didn't realize the project would continue past that and he had no idea it would go on as long as it did.

Council Member Percy asked if there was an attempt to ask the neighbor to "tone it down." Keller said his wife asked if the neighbor would do something about the concrete dust and their response was "Go in your house and close your windows." He added that the neighbor screamed profanities at his wife.

Keller commented that sludge from the concrete also ran into the gutter at the street, and the neighbor then contained it by directing it into a hole on their property. Finance Director Manson commented on the importance of calling the police at the time when such things happen so they can be documented and witnessed. She added that the terminology in the ordinance is difficult to enforce and suggested the language be made more specific.

It was noted the city's ordinance allows noise from domestic power equipment between the hours of 7 a.m. and 10 p.m. on weekdays and between 9 a.m. and 9 p.m. on weekends. Council Member McChesney suggested looking at the timeframe as the end hours seem to be too late in the day.

Mayor Bartholomay expressed caution about changing an ordinance to fit one situation when it affects many others. He noted that working hours, duration of a project, and the noise level generated by the work should all be considered when reviewing the noise ordinance. He mentioned the importance of contacting the police and speaking with the city administrator in this case.

Jason Campbell, 6 Hillcrest Lane, commented that type of equipment is also important when a noise is constant and runs for 12 hours a day. He pointed out that many people are working from home during the day and many students will also be home during the day and asked the council to keep that in mind.

Deena Tart, 11 Hillcrest Lane, commented on the extent of the noise from the project and how it affected not just direct neighbors, but those further away.

Bartholomay mentioned that the city administrator, staff and police department will review the ordinance and staff will also look at neighboring communities' ordinances.

Keller commented that the same neighbor has security cameras that are pointed at his property and expressed concern about lack of privacy for his

household. He showed Bartholomay a video of the location of a camera that is directed at his home. He said he did report this to the police department and discussed the issue with them but has heard nothing more. Keller asked that someone from the city contact him to discuss this. Bartholomay responded that the city administrator will be the contact person.

It was noted that the audio for Council Member Goldberg is not clear and has not been clear for past meetings, so microphones in council chambers need to be adjusted.

## **b. Council Member Comments**

Council Member McChesney gave an update on yesterday's election. He said the average turnout for a Primary election in Circle Pines has been about 350 voters and there were 944 voters for this election, with 524, or 55 percent, voting absentee. He thanked election judges who served to make sure people could vote and also thanked Chandra Peterson who coordinated the election. He noted there are about 3,200 registered voters in the city so the turnout was about 30 percent. McChesney spoke about the importance of providing options and encouraging absentee voting by mail to help protect election judges.

Council Member Goldberg provided an update on the 2020 Census. He said census takers began knocking on doors in Anoka County last Monday in an effort to collect information from those who have not yet completed the census. He said the census takers are hired from the local area, have completed COVID-19 training on social distancing and health and safety protocols, and will be wearing masks. He said if nobody is home, census takers will leave a notice on how to respond online or by mail.

Goldberg noted 86 percent of households in Circle Pines have responded to the census. He added that deadlines have been extended due to COVID-19, and it is now requested that work be completed by September 30. He mentioned there was a presidential memo issued July 31 that excluded illegal aliens from the census count as relates to the apportionment base – the assignment of seats in the U.S. House of Representatives. Goldberg said there are federal and state lawsuits filed on this action and challengers are alleging this is a Constitutional violation and administrators are violating an administrative procedure act by making “an arbitrary and capricious decision to exclude unauthorized immigrants from the apportionment count when they don't have the data to reliably do so.”

Goldberg encouraged citizens to complete the 2020 census as it benefits them, the Centennial school system and the City of Circle Pines. He pointed out that information provided in the census is confidential. Mayor Bartholomay thanked Goldberg for his efforts with the census.

**c. Mayor Comments**

Mayor Bartholomay commented on the following:

- Music in the Park
- Utilities Commission meeting August 19

**d. COVID-19 Update**

Finance Director Manson reported the city received CARES Act funding on July 29 and she is reporting monthly on where the city is spending those dollars. Manson said remodel plans are moving forward, architects are drawing up plans and deciding on a contractor.

Manson also reported on the 2020 Street Reconstruction Project. She said all utility work is completed and upcoming work includes finishing of curb and gutter and first layer of asphalt. She added there is also sod work and mailbox placements being done in some areas.

**5. COMMITTEE REPORTS**

**a. Police Governing Board**

Mayor Bartholomay reported the board met Monday, August 10 for a Special Meeting. He said the purpose of the meeting was to discuss the budget for 2021 and it was also the first meeting for new chief Jim Mork.

Bartholomay said the budget has a proposed increase of 2.7 percent. He said if things such as a soft economy or lack of Local Government Aid occur, the Centennial Lakes Police Department does have reserves to help with the budget. He mentioned the governing board did approve the budget that is now presented to the three cities – Circle Pines, Lexington and Centerville – for review and approval.

**6. COUNCIL BUSINESS**

**a. Consent Agenda**

Items included:

1. Minutes – 07/28/20 Regular Council Meeting
2. General Fund Disbursements
3. Police Disbursements
4. Fire Disbursements
5. Licenses

**MOTION:** Percy moved, seconded by Goldberg, to approve the Consent Agenda as presented.

**Motion carried by Roll Call Vote of 5 Ayes and 0 Nays.**

**b. Pay Voucher No. 4 – 2020 Street and Utility Reconstruction Project**

Mayor Bartholomay commented that these pay vouchers are reviewed by staff and the city's engineering group before being presented for approval. He said with this voucher, the project is nearly 80 percent complete.

**MOTION:** Rauner moved, seconded by McChesney, to approve Pay Voucher No. 4 for the 2020 Street and Utility Reconstruction Project in the amount of \$865,028.49.

Council Member Percy commented he is in favor of issuing the payment, but would like to receive an update at the next work session regarding resident concerns about concrete conditions and what the city has done to investigate those complaints. Bartholomay commented that the city administrator has been working with the contractor to resolve the issues. Council Member Rauner noted there is a two-year warranty on the concrete work.

**Motion carried by Roll Call Vote of 5 Ayes and 0 Nays.**

**7. ADJOURNMENT**

**MOTION:** McChesney moved, seconded by Percy, to adjourn the meeting at 8:03 p.m.

**Motion carried by Roll Call Vote of 5 Ayes and 0 Nays.**

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**Mayor**

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**Clerk**

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Per
<b>08/16/2020</b>						
<b>50105 EHLERS</b>						
84078	7	Invoice	2020 Continuing Disclosure Fee	08/25/2020	251.00	08/20
84078	8	Invoice	2020 Continuing Disclosure Fee	08/25/2020	262.00	08/20
84078	9	Invoice	2020 Continuing Disclosure Fee	08/25/2020	371.00	08/20
84078	10	Invoice	2020 Continuing Disclosure Fee	08/25/2020	252.00	08/20
84078	11	Invoice	2020 Continuing Disclosure Fee	08/25/2020	199.00	08/20
84078	12	Invoice	2020 Continuing Disclosure Fee	08/25/2020	171.00	08/20
84078	13	Invoice	2020 Continuing Disclosure Fee	08/25/2020	80.00	08/20
84078	14	Invoice	2020 Continuing Disclosure Fee	08/25/2020	367.00	08/20
84078	15	Invoice	2020 Continuing Disclosure Fee	08/25/2020	188.00	08/20
84078	16	Invoice	2020 Continuing Disclosure Fee	08/25/2020	296.00	08/20
Total 84078:					2,437.00	
Total 50105 EHLERS:					2,437.00	
<b>110204 KNOWLAN'S SUPER MARKETS</b>						
82520	1	Invoice	Coffee	08/25/2020	1.60	08/20
82520	2	Invoice	Coffee	08/25/2020	1.60	08/20
Total 82520:					3.20	
Total 110204 KNOWLAN'S SUPER MARKETS:					3.20	
<b>200215 TOSHIBA AMERICA BUSINESS SOLUTIONS</b>						
5329565	1	Invoice	August Allowance	08/25/2020	21.24	08/20
Total 5329565:					21.24	
Total 200215 TOSHIBA AMERICA BUSINESS SOLUTIONS:					21.24	
Total 08/16/2020:					2,461.44	

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Per
<b>08/17/2020</b>						
<b>10900 ANOKA COUNTY</b>						
082520	1	Invoice	2020 ASSESSMENT CONTRACT	08/25/2020	26,287.00	08/20
Total 082520:					26,287.00	
Total 10900 ANOKA COUNTY:					26,287.00	
<b>30460 CENTENNIAL LAKES POLICE DEPT.</b>						
082520	1	Invoice	AUGUST 2020 CONTRACT	08/25/2020	89,339.33	08/20
082520	2	Invoice	ACCOUNTING SERVICE	08/25/2020	675.00	08/20
082520	3	Invoice	JULY 2020 DENTAL COBRA CL	08/25/2020	84.60	08/20
Total 082520:					88,748.93	
Total 30460 CENTENNIAL LAKES POLICE DEPT.:					88,748.93	
<b>50105 EHLERS</b>						
84194	1	Invoice	ARBITRAGE REPT GO BONDS 2018A	08/25/2020	2,025.00	08/20
Total 84194:					2,025.00	
84378	1	Invoice	TIF 1-4 PREPARATION OF REPORTS	08/25/2020	1,187.50	08/20
84378	2	Invoice	TIF III PREPARATION OF REPORTS	08/25/2020	1,187.50	08/20
Total 84378:					2,375.00	
Total 50105 EHLERS:					4,400.00	
<b>160520 PRESS PUBLICATIONS INC</b>						
676423	1	Invoice	TIF 1-4 PUBLICATION	08/25/2020	39.40	08/20
676423	2	Invoice	TIF III PUBLICATION	08/25/2020	39.40	08/20
Total 676423:					78.80	
Total 160520 PRESS PUBLICATIONS INC:					78.80	
<b>180700 RUM RIVER CONST. CONSULTANTS</b>						
282	1	Invoice	BLDG INSPECTIONS JULY	08/25/2020	2,701.38	08/20
282	2	Invoice	CALL LOG JULY	08/25/2020	97.50	08/20
Total 282:					2,798.88	
Total 180700 RUM RIVER CONST. CONSULTANTS:					2,798.88	
<b>240100 XCEL ENERGY</b>						
082520	1	Invoice	STREET LIGHT ELEC JULY	08/25/2020	131.08	08/20
Total 082520:					131.08	
Total 240100 XCEL ENERGY:					131.08	
Total 08/17/2020:					122,444.69	

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Per
<b>08/19/2020</b>						
<b>30640 CINTAS</b>						
4059186104	1	Invoice	Shop Cleaning	08/25/2020	9.33	08/20
4059186104	2	Invoice	Shop Cleaning	08/25/2020	9.33	08/20
Total 4059186104:					18.66	
4059186174	1	Invoice	CH Cleaning	08/25/2020	76.90	08/20
Total 4059186174:					76.90	
Total 30640 CINTAS:					95.56	
<b>31137 CONNEXUS ENERGY</b>						
82520	1	Invoice	July Electric	08/25/2020	150.20	08/20
82520	2	Invoice	July Electric	08/25/2020	395.88	08/20
82520	3	Invoice	July Electric	08/25/2020	109.55	08/20
82520	4	Invoice	July Electric	08/25/2020	109.55	08/20
82520	5	Invoice	July Electric	08/25/2020	637.78	08/20
82520	6	Invoice	July Electric	08/25/2020	1,522.01	08/20
Total 82520:					2,924.97	
Total 31137 CONNEXUS ENERGY:					2,924.97	
<b>150180 OPTUM BANK</b>						
9510061990	1	Invoice	July Service Fee	08/25/2020	2.25	08/20
9510061990	2	Invoice	July Service Fee	08/25/2020	3.00	08/20
Total 9510061990:					5.25	
Total 150180 OPTUM BANK:					5.25	
Total 08/19/2020:					3,025.78	

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Per
<b>08/20/2020</b>						
<b>10300 ALEXANDRA HOUSE, INC</b>						
240	1	Invoice	2020 COMMUNITY OUTREACH SERVICES	08/25/2020	5,000.00	08/20
Total 240:					5,000.00	
Total 10300 ALEXANDRA HOUSE, INC:					5,000.00	
<b>31238 CORPORATE CONNECTION INC</b>						
55556	1	Invoice	SAFETY VESTS	08/25/2020	2.22	08/20
Total 55556:					2.22	
Total 31238 CORPORATE CONNECTION INC:					2.22	
<b>220200 VIKING ELECTRICAL</b>						
S003812534.	1	Invoice	STREET LIGHT REPAIR PARTS 2 SPLICES	08/25/2020	70.18	08/20
Total S003812534.001:					70.18	
Total 220200 VIKING ELECTRICAL:					70.18	
Total 08/20/2020:					5,072.40	
Grand Totals:					133,004.31	

Report GL Period Summary

Vendor number hash: 0  
 Vendor number hash - split: 0  
 Total number of invoices: 0  
 Total number of transactions: 0

Report Criteria:

Invoice Detail.GL Account = 10110100-506477506710,70210100-702499702730

Report Criteria:  
 Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
08/20	08/12/2020	13343	FRATTALLONES HARDWARE, INC.	HOOKS, DISH SOAP	28.95- V
08/20	08/20/2020	13354	AMAZON	12 TIRES	2,547.16
08/20	08/20/2020	13355	ASPEN MILLS, INC	UNIFORM SHOES CHIEF	149.50
08/20	08/20/2020	13356	AWARDS BY HAMMOND, INC	SIGN CHIEF MORK	18.00
08/20	08/20/2020	13357	AXON ENTERPRISE, INC	BODYCAM, STORAGE PMT, CAMERA	5,276.00
08/20	08/20/2020	13358	CENTENNIAL UTILITIES	UTILITIES JULY	802.16
08/20	08/20/2020	13359	CONNEXUS ENERGY	ELECTRIC JULY	1,815.85
08/20	08/20/2020	13360	DEPUTY REGISTRAR #150	TABS UNMARKED	25.00
08/20	08/20/2020	13361	DON'S CIRCLE SERVICE	#115 EXPLORER FUEL GAUGE & PUM	1,122.67
08/20	08/20/2020	13362	GARY L FISCHLER & ASSOCIATES, PA	PRE-EMP OFFICER AL	650.00
08/20	08/20/2020	13363	MY HOLDINGS INC	TREATMENT FOR VIRUSES/BACTERI	168.00
08/20	08/20/2020	13364	OCCUPATIONAL HEALTH CENTERS	PRE EMP EXAM CP	474.50
08/20	08/20/2020	13365	OPTUM	MONTHLY SERVICE FEE JULY	18.75
08/20	08/20/2020	13366	QUILL LLC	COPY PAPER/ FILE FOLDERS/MISC	92.61
08/20	08/20/2020	13367	SUMMIT COMPANIES	ANNUAL SPRINKLER WET SYS INSP	330.00
08/20	08/20/2020	2020030	DEARBORN NATIONAL	ACH VOL LIFE RB ADJ	941.46
08/20	08/20/2020	2020031	HEALTH PARTNERS	ACH HEALTH INS SEPT	7,468.34
08/20	08/20/2020	2020032	OPTUM	ACH HSA CONTRIBUTION JM	666.68
Grand Totals:					<u>22,537.73</u>

Name	Vendor #	Invoice	Seq	Type	Description	Invoice Date	Pmt Due Date	Total Cost	GL Account	GL Period	GL Activity
<b>08/12/2020</b>											
<b>60650 FRATTALLONES HARDWARE, INC.</b>											
FRATTALL	60650	081120	2	Adju	HOOKS, DISH SOAP	08/11/2020	08/11/2020	28.95-	901-42-2100-202	08/20	0
Total 60650 FRATTALLONES HARDWARE, INC.:								28.95-			
Total 08/12/2020:								28.95-			

8/12/2020 GL Period Summary

GL Period	Amount
08/20	28.95-
Grand Totals:	28.95-

Name	Vendor #	Invoice	Seq	Type	Description	Invoice Date	Pmt Due Date	Total Cost	GL Account	GL Period	GL Activity
<b>08/20/2020</b>											
<b>10400 AMAZON</b>											
AMAZON	10400	082020	1	Invoi	KEYBOARD/MOUSE	08/20/2020	08/20/2020	77.68	901-42-2100-201	08/20	0
AMAZON	10400	082020	2	Invoi	INK CARTRIDGES/MARKERS	08/20/2020	08/20/2020	321.75	901-42-2100-201	08/20	0
AMAZON	10400	082020	3	Invoi	MOUSE PAD	08/20/2020	08/20/2020	11.85	901-42-2100-201	08/20	0
AMAZON	10400	082020	4	Invoi	12 TIRES	08/20/2020	08/20/2020	2,135.88	901-42-2100-404	08/20	0
Total 10400 AMAZON:								2,547.16			
<b>11565 ASPEN MILLS, INC</b>											
ASPEN MIL	11565	259867	1	Invoi	UNIFORM SHOES CHIEF	08/20/2020	08/20/2020	149.50	901-42-2100-218	08/20	0
Total 11565 ASPEN MILLS, INC:								149.50			
<b>11675 AWARDS BY HAMMOND, INC</b>											
AWARDS B	11675	M7349	1	Invoi	SIGN CHIEF MORK	08/20/2020	08/20/2020	18.00	901-42-2100-201	08/20	0
Total 11675 AWARDS BY HAMMOND, INC:								18.00			
<b>11685 AXON ENTERPRISE, INC</b>											
AXON ENT	11685	SI-1674	1	Invoi	2 TASERS, 2 HOLSTERS, BATTERY PA	08/20/2020	08/20/2020	3,268.00	901-42-2100-215	08/20	0
AXON ENT	11685	SI-1674	1	Invoi	BODYCAM, STORAGE PMT, CAMERA	08/20/2020	08/20/2020	2,008.00	901-42-2100-315	08/20	0
Total 11685 AXON ENTERPRISE, INC:								5,276.00			
<b>30480 CENTENNIAL UTILITIES</b>											
CENTENNI	30480	082020	1	Invoi	IRRIGATION JULY	08/20/2020	08/20/2020	579.19	901-42-2100-380	08/20	0
CENTENNI	30480	082020	2	Invoi	UTILITIES JULY	08/20/2020	08/20/2020	222.97	901-42-2100-380	08/20	0
Total 30480 CENTENNIAL UTILITIES:								802.16			
<b>31137 CONNEXUS ENERGY</b>											
CONNEXU	31137	082020	1	Invoi	ELECTRIC JULY	08/20/2020	08/20/2020	1,815.85	901-42-2100-380	08/20	0
Total 31137 CONNEXUS ENERGY:								1,815.85			
<b>40278 DEARBORN NATIONAL</b>											
DEARBOR	40278	082020	1	Invoi	ACH SEPT LIFE/DISAB INS ADJ RB & J	08/20/2020	08/20/2020	772.80	901-42-2100-130	08/20	0
DEARBOR	40278	082020	2	Invoi	ACH VOL LIFE RB ADJ	08/20/2020	08/20/2020	168.66	901-21850	08/20	0
Total 40278 DEARBORN NATIONAL:								941.46			
<b>40345 DEPUTY REGISTRAR #150</b>											
DEPUTY R	40345	813202	1	Invoi	TABS UNMARKED	08/20/2020	08/20/2020	25.00	901-42-2100-404	08/20	0
Total 40345 DEPUTY REGISTRAR #150:								25.00			
<b>40700 DON'S CIRCLE SERVICE</b>											
DON'S CIR	40700	221283	1	Invoi	#115 EXPLORER OIL CHG	08/20/2020	08/20/2020	28.00	901-42-2100-404	08/20	0
DON'S CIR	40700	221322	1	Invoi	#115 EXPLORER FUEL GAUGE & PUM	08/20/2020	08/20/2020	1,094.67	901-42-2100-404	08/20	0
Total 40700 DON'S CIRCLE SERVICE:								1,122.67			
<b>70335 GARY L FISCHLER &amp; ASSOCIATES, PA</b>											
GARY L FIS	70335	GFA-00	1	Invoi	PRE-EMP OFFICER AL	08/20/2020	08/20/2020	650.00	901-42-2100-306	08/20	0
Total 70335 GARY L FISCHLER & ASSOCIATES, PA:								650.00			

Name	Vendor #	Invoice	Seq	Type	Description	Invoice Date	Pmt Due Date	Total Cost	GL Account	GL Period	GL Activity
<b>80250 HEALTH PARTNERS</b>											
HEALTH PA	80250	990018	1	Invoi	ACH HEALTH INS ADJ AUG RB	08/20/2020	08/20/2020	934.83-	901-42-2100-130	08/20	0
HEALTH PA	80250	990018	2	Invoi	ACH HEALTH INS SEPT	08/20/2020	08/20/2020	8,403.17	901-42-2100-130	08/20	0
Total 80250 HEALTH PARTNERS:								<u>7,468.34</u>			
<b>131265 MY HOLDINGS INC</b>											
MY HOLDI	131265	3874	1	Invoi	TREATMENT FOR VIRUSES/BACTERI	08/20/2020	08/20/2020	168.00	901-42-2100-401	08/20	0
Total 131265 MY HOLDINGS INC:								<u>168.00</u>			
<b>150060 OCCUPATIONAL HEALTH CENTERS</b>											
OCCUPATI	150060	103221	1	Invoi	PRE EMP EXAM CP	08/20/2020	08/20/2020	474.50	901-42-2100-306	08/20	0
Total 150060 OCCUPATIONAL HEALTH CENTERS:								<u>474.50</u>			
<b>150400 OPTUM</b>											
OPTUM	150400	081920	1	Invoi	ACH HSA CONTRIBUTION JM	08/19/2020	08/20/2020	666.68	901-15501	08/20	0
OPTUM	150400	951006	1	Invoi	MONTHLY SERVICE FEE JULY	08/20/2020	08/20/2020	18.75	901-42-2100-130	08/20	0
Total 150400 OPTUM:								<u>685.43</u>			
<b>170165 QUILL LLC</b>											
QUILL LLC	170165	918927	1	Invoi	COPY PAPER/ FILE FOLDERS/MISC	08/20/2020	08/20/2020	92.61	901-42-2100-201	08/20	0
Total 170165 QUILL LLC:								<u>92.61</u>			
<b>190925 SUMMIT COMPANIES</b>											
SUMMIT C	190925	154782	1	Invoi	ANNUAL SPRINKLER WET SYS INSP	08/20/2020	08/20/2020	330.00	901-42-2100-401	08/20	0
Total 190925 SUMMIT COMPANIES:								<u>330.00</u>			
Total 08/20/2020:								<u>22,566.68</u>			

8/20/2020 GL Period Summary

GL Period	Amount
08/20	<u>22,566.68</u>
Grand Totals:	<u><u>22,566.68</u></u>

Grand Totals: 22,537.73

Report GL Period Summary

GL Period	Amount
08/20	<u>22,537.73</u>
Grand Totals:	<u><u>22,537.73</u></u>

Vendor number hash: 1435100

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Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Vendor number hash - split:	1617308		
Total number of invoices:	20		
Total number of transactions:	26		

  

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	22,537.73	.00	22,537.73
Grand Totals:	<u>22,537.73</u>	<u>.00</u>	<u>22,537.73</u>

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Report Criteria:  
 Report type: Summary

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Check Amount
08/20	08/25/2020	8886	30480	CENTENNIAL UTILITIES	AUG Gas, Water (Station 1)	411.20
08/20	08/25/2020	8887	31137	CONNEXUS ENERGY	7/7-8/6 Electric (for Station 1)	450.24
08/20	08/25/2020	8888	50135	EMERGENCY RESPONSE SOLU	Shipping for Warranty repair of Lat	12.28
08/20	08/25/2020	8889	120443	THE LINCOLN NATL LIFE INS C	AUG & SEPT EMS Coord. Life Ins	8.28
08/20	08/25/2020	8890	30280	CAPSTONE	Consultation/Interim Fire Chief for	5,468.40
08/20	08/25/2020	2020021	40045	DELTA DENTAL	AUG Dental Ins Prem (Peil-FT)	42.15
Grand Totals:						<u>6,392.55</u>

Name	Vendor Number	Invoice	Seq	Type	Description	Invoice Date	Payment Due Date	Total Cost	GL Account	GL Period
<b>08/20/2020</b>										
<b>50135 EMERGENCY RESPONSE SOLUTIONS</b>										
EMERGEN	50135	15786	1	Invoi	Shipping for Warranty repair of Lat	08/25/2020	08/25/2020	12.28	801-42-2210-495	08/20
Total 50135 EMERGENCY RESPONSE SOLUTIONS:								12.28		
Total 08/20/2020:								12.28		

8/20/2020 GL Period Summary

GL Period	Amount
08/20	12.28
Grand Totals:	12.28

Name	Vendor Number	Invoice	Seq	Type	Description	Invoice Date	Payment Due Date	Total Cost	GL Account	GL Period
<b>08/25/2020</b>										
<b>30280 CAPSTONE</b>										
CAPSTONE	30280	1098	1	Invoi	Consultation/Interim Fire Chief for	08/25/2020	08/25/2020	5,468.40	801-42-2210-101	08/20
Total 30280 CAPSTONE:								<u>5,468.40</u>		
<b>30480 CENTENNIAL UTILITIES</b>										
CENTENNI	30480	08 25 202	1	Invoi	AUG Gas, Water (Station 1)	08/25/2020	08/25/2020	411.20	801-42-2210-380	08/20
Total 30480 CENTENNIAL UTILITIES:								<u>411.20</u>		
<b>31137 CONNEXUS ENERGY</b>										
CONNEXU	31137	08 25 202	1	Invoi	7/7-8/6 Electric (for Station 1)	08/25/2020	08/25/2020	450.24	801-42-2210-380	08/20
Total 31137 CONNEXUS ENERGY:								<u>450.24</u>		
<b>40045 DELTA DENTAL</b>										
DELTA DEN	40045	08 25 202	1	Invoi	AUG Dental Ins Prem (Peil-FT)	08/25/2020	08/25/2020	42.15	801-42-2210-130	08/20
Total 40045 DELTA DENTAL:								<u>42.15</u>		
<b>120443 THE LINCOLN NATL LIFE INS CO</b>										
THE LINCO	120443	08 25 202	1	Invoi	AUG Life Ins Prem (Chief & Asst.	08/25/2020	08/25/2020	152.40	801-42-2210-130	08/20
THE LINCO	120443	08 25 202	2	Invoi	AUG & SEPT EMS Coord. Life Ins	08/25/2020	08/25/2020	160.68	801-42-2240-130	08/20
Total 120443 THE LINCOLN NATL LIFE INS CO:								<u>8.28</u>		
Total 08/25/2020:								<u>6,380.27</u>		

8/25/2020 GL Period Summary

GL Period	Amount
08/20	<u>6,380.27</u>
Grand Totals:	<u><u>6,380.27</u></u>

Grand Totals: 6,392.55

Report GL Period Summary

GL Period	Amount
08/20	<u>6,392.55</u>
Grand Totals:	<u><u>6,392.55</u></u>

Vendor number hash: 302520  
 Vendor number hash - split: 422963  
 Total number of invoices: 6  
 Total number of transactions: 7

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<u>Terms Description</u>	<u>Invoice Amount</u>	<u>Discount Amount</u>	<u>Net Invoice Amount</u>
Open Terms	6,392.55	.00	6,392.55
Grand Totals:	<u>6,392.55</u>	<u>.00</u>	<u>6,392.55</u>

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**RESOLUTION NO. 2020-15**

**STATE OF MINNESOTA  
COUNTY OF ANOKA  
CITY OF CIRCLE PINES**

**September 17 – 23, 2020  
is Proclaimed as**

**CONSTITUTION WEEK**

**WHEREAS:** It is the privilege and duty of the American people to commemorate the two hundred and thirty-second anniversary of the drafting of the Constitution of the United States of America with appropriate ceremonies and activities; and

**WHEREAS:** Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

**NOW, THEREFORE I,** Dave Bartholomay, by virtue of the authority vested in me as Mayor of the City of Circle Pines and the entire Circle Pines City Council, do hereby proclaim the week of September 17 through 23 as

**CONSTITUTION WEEK**

and urge all citizens to study the Constitution, and reflect on the privilege of being an American with all the rights and responsibilities which that privilege involves.

**NOW THEREFORE BE IT RESOLVED** that the Circle Pines City Council proclaims the week of September 17 through 23, 2020 as Constitution Week.

Adopted this 25th day of August, 2020.

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**David Bartholomay, Mayor**

**(SEAL)**

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**Patrick Antonen, City Administrator**



200 Civic Heights Circle  
Circle Pines, MN 55014  
Office: (763) 784-5898  
TDD: (763) 784-9724

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# CIRCLE PINES

Fax: (763) 785-2859  
[www.circle-pines.mn.us](http://www.circle-pines.mn.us)

TO: City Council Members

FROM: Chandra Peterson *CP*

DATE: August 18, 2020

RE: CARES Act Election Funds

The Office of the Secretary of State (OSS) received funding through the 2020 CARES Act “to prevent, prepare for, and respond to coronavirus, domestically or internationally, for the 2020 Federal election cycle.” Minnesota Laws 2020, Chapter 77, authorized the use of these funds within Minnesota, including allowing for distributing these funds to local governments for use consistent with the state and federal requirements. Note that this a separate pool of funds from the larger CARES Act money that we already received. These funds can only be spent on elections-related costs.

Anoka County was awarded our full county share – \$272,782.08. The OSS will provide these funds as a block-grant to counties, with the instruction that counties work with their municipalities to determine a fair, equitable, and mutually-agreeable method for allocating the funds within the county and between municipalities. There is also a default allocation mechanism provided by the OSS, based on a formula using various election-related factors. **Anoka County will distribute the CARES Act funds to municipalities based on the default OSS allocations.**

In order to move things along, the city will need to pass a resolution accepting CARES Act Grant Funding. Attached to this memo you will find Resolution 2020-16 for your review. Staff recommends approval of Resolution 2020-16.

**RESOLUTION NO. 2020-16**

**STATE OF MINNESOTA  
COUNTY OF ANOKA  
CITY OF CIRCLE PINES**

**RESOLUTION ACCEPTING CARES ACT GRANT FUNDING**

**WHEREAS**, the City of Circle Pines City Council hereby acknowledges that \$2,990.83 will be provided by the county to the municipality under the CARES Act grant to which the county is the Grantee; and

**WHEREAS**, the municipality acknowledges that it is subject to the provisions of paragraphs 1 through 5, 7 through 11 and 13 through 15 of the 2020 CARES Act Grant Agreement as if it were the Grantee.

**NOW THEREFORE LET IT BE RESOLVED** by the City Council of the City of Circle Pines, Minnesota hereby accepts the CARES Act Grant Funding of \$2,990.83 to be used to prevent, prepare for, and respond to coronavirus for the 2020 Federal election cycle.

Adopted this 25<sup>th</sup> day of August, 2020 by the City Council of the City of Circle Pines.

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**Dave Bartholomay, Mayor**

(SEAL)

**ATTEST:**

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**Patrick Antonen, City Administrator**