

**Announcement of Meeting
City Council
Regular Meeting Agenda**

Tuesday, February 11, 2025

5:00 PM

Council Chambers

A. CALL TO ORDER - ROLL CALL

Mayor or Presider will call the meeting to order, state the time, and take roll call.

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA AND SPECIAL ORDERS

Mayor or Presider will ask whether any items are to be added to the agenda. If not, a motion would be in order to approve the agenda and special orders as presented. If an item is added to the agenda, a motion would be in order to approve the agenda and special orders as amended.

D. APPROVAL OF MINUTES OF PRECEDING MEETING(S)

D.1. [2025-47](#) City Council Minutes from January 28, 2025.

E. RECOGNITION OF GUEST(S)

Mayor or Presider will recognize the guests present.

F. PETITIONS, COMMUNICATIONS, COMMITTEE/COMMISSION REPORTS

Motion to receive and file the following reports/minutes:

F.1. [2025-46](#) Luverne Fire Department Minutes from December 30, 2024.

G. STAFF AND CONSULTANT REPORTS

G.1. [2025-45](#) 2024 Annual Report--Rock County Sheriff.

G.2. [2025-33](#) City Administrator Report.

H. FINANCE AND BUDGET

H.1. [2025-31](#) First Claim Report for February 2025 (Check No. 163978-).

- H.2. [2025-48](#)** Application and Certification for Payment No. 10 for \$115,945.05 to Knutson Construction RE: Childcare Facility.

The January payment application includes but is not limited to vinyl flooring, carpet flooring, and walk off flooring installations. Electrical continued devicing out, installing remaining fixtures, fire alarm systems, and lighting control panels. This application also includes labor for miscellaneous specialty items, door hardware, finish carpentry work, as well as glazing and remaining fire sprinkler scopes. As of the date of this application, the project is 94.15 percent complete.

City Administrator Recommendation: City Council Approve Application and Certification for Payment No. 10 for \$115,945.05 to Knutson Construction RE: Childcare Facility.

- H.3. [2025-49](#)** Certificate for Payment No. 2 - Final to Duinick, Inc. for \$2,516.68 and Owner's Acceptance of Contract Construction RE: Trunk Highway 75 Storm Sewer Improvements Project.

This payment request includes the remaining retainage on the storm sewer work on TH 75. The total project cost was \$231,867.90, the City partnered with MnDOT for a 50/50 cost split on construction costs.

City Administrator Recommendation: City Council Approve Certificate for Payment No. 2 - Final to Duinick, Inc. for \$2,516.68 and Owner's Acceptance of Contract Construction RE: Trunk Highway 75 Storm Sewer Improvements Project.

I. PERSONNEL

- I.1. No items under personnel to consider.

J. ORDINANCES AND RESOLUTIONS

None.

K. MOTIONS AND GENERAL BUSINESS

- K.1. [2025-51](#)** Application for Exempt Permit for American Legion Post 123 to Conduct Bingo at Big Top Tents and Events.

Representing American Legion Post 123, Edward Stearns has applied for an application for exempt permit to conduct a bingo fundraising event at Big Top Tents and Events.

City Administrator Recommendation: City Council Approve Application for Exempt Permit for American Legion Post 123 to Conduct Bingo at Big Top Tents.

- K.2.** [2025-57](#) Temporary On-Sale Liquor License for Luverne Brew Partners, DBA Take 16 Brewing for February 16, 2025 at Luverne Lanes.

Representing Take 16, Amanda McDonald has applied for a temporary on-sale liquor license for the sale and consumption of alcohol on February 16, 2025 during an employee event at Luverne Lanes, 117 N Cedar Street. Sales and consumption will be limited to Luverne Lanes. All materials have been submitted including fee and certificate of liability insurance. If approved, an application will be sent to the State for their approval as well.

City Administrator Recommendation: City Council Approve Temporary On-Sale Liquor License for Luverne Brew Partners, DBA Take 16 Brewing for February 16, 2025 at Luverne Lanes.

L. COUNCIL REQUESTS - GENERAL DISCUSSION

Mayor or Presider will ask for council request and/or general discussion items.

M. ADJOURNMENT

A motion to adjourn would be in order.

Staff Report

File #: 2025-47

Agenda Date: 2/11/2025

Agenda #: D.1.

City Council Minutes from January 28, 2025.

**Announcement of Meeting
City Council
Regular Meeting Minutes**

Tuesday, January 28, 2025

5:00 PM

Council Chambers

A. CALL TO ORDER - ROLL CALL

Present: Mayor Patrick Baustian, Council Member Caroline Thorson, Council Member Kevin Aaker, Council Member Dan Nath, and Council Member Marlin Kracht

Additional : Benjamin Vander Kooi, Jessica Mead, Jill Wolf, and Tyler Reisch

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA AND SPECIAL ORDERS

With the addition of Change Order No. 6 for Luverne Aquatics and Fitness Center Expansion Project under H.3. A motion was made by Council Member Nath, seconded by Council Member Aaker, that the Agenda and Special Orders be approved. The motion carried unanimously.

D. APPROVAL OF MINUTES OF PRECEDING MEETING(S)

D.1. [2025-27](#) 2025-01-14 Special City Council Minutes.
2025-01-14 City Council Minutes.

A motion was made by Council Member Thorson, seconded by Council Member Nath, that this Motion be approved. The motion carried by a unanimous vote.

E. RECOGNITION OF GUEST(S)

Larry Nicholson, Randy Hamm, Lori Sorenson and Isaac DeBoer.

F. PETITIONS, COMMUNICATIONS, COMMITTEE/COMMISSION REPORTS

F.1. [2025-28](#) November 18, 2024 EDA Minutes.
November 25, 2024 LFD Minutes.
November 30, 2024 LFD Minutes.
December 9, 2024 LAF Minutes.

A motion was made by Council Member Aaker, seconded by Council Member Thorson, that this Motion be approved. The motion carried by a unanimous vote.

G. STAFF AND CONSULTANT REPORTS

G.1. [2025-30](#) City Administrator Report.

The water and wastewater department is focusing on sewer cleaning and pump maintenance, while the electric team is replacing street light fixtures and fixing heaters. The Aquatics and Fitness Center is concluding January's fitness challenges and preparing for Heart Health Month in February, which includes free blood pressure checks and other heart-healthy activities. Additionally, there is a final call for participants to sign up for an upcoming lifeguard class.

H. FINANCE AND BUDGET

- H.1. [2025-29](#) Second Claim Report for January 2025 (Check No. 163886-163977) for \$1,092,274.39.

A motion was made by Council Member Nath, seconded by Council Member Thorson, that this Claim Report be approved. The motion carried by a unanimous vote.

- H.2. [2025-20](#) Contract Change Order No. 12 for a Contract Increase of \$12,224.09 to Knutson Construction RE: Childcare Facility.

This change order includes the following scope changes: Lowered the bulkhead near employee entrance; Added bulkhead and ceiling scope in loading dock; Added miscellaneous brick patch work throughout; Changed door handles per RFI response; Added data drop for Watch Me Grow monitor; Changed (2) sets of grab bars in kids stalls because of flush valve conflicts.

These changes result in a net increase of \$12,224.09, which will come out of the contingency balance. After this change order, the balance remaining in contingency is \$192,189.14. The guaranteed maximum price remains unchanged.

A motion was made by Council Member Thorson, seconded by Council Member Kracht, that this Motion be approved. The motion carried by a unanimous vote.

- H.3. [2025-32](#) Change Order No. 6 for a Contract Decrease of \$38,000 to Hoogendoorn Construction RE: Luverne Aquatics and Fitness Center Expansion and Remodel Project.

Upon Hoogendoorn's completion of punch list items for the Luverne Aquatics and Fitness Center Remodel project, the contract balance to close the project was \$72,797.11. The City has assessed liquidated damages with this change order in the amount of \$38,000. With the acceptance of this change order, the architect will process final paperwork and payment request in order to close this project out.

A motion was made by Council Member Aaker, seconded by Council Member Nath, that this Motion be approved. The motion

carried by a unanimous vote.

I. PERSONNEL

I.1. No items under personnel to consider.

J. ORDINANCES AND RESOLUTIONS

J.1. [6-25](#) PROPOSED RESOLUTION
A RESOLUTION INCREASING THE FEE CHARGED FOR THE
MARATHON WATER HEATER PROGRAM

The Finance Director proposes a resolution to increase the fee charged for the Marathon Water Heater Program from \$600 plus sales tax to \$1,200 plus tax. The current fee, unchanged since 2015, is insufficient due to the significant increase in the cost of Marathon water heaters. The adjustment ensures the program's financial sustainability. The new fee will be included in section 10, "Rebates and Incentives," of Resolution 42-24 and reviewed annually. Adoption of the resolution is recommended to maintain the program's integrity.

A motion was made by Council Member Thorson, seconded by Council Member Kracht, that this Resolution be adopted. The motion carried by a unanimous vote.

K. MOTIONS AND GENERAL BUSINESS

K.1. [2025-26](#) Annual Liquor, Sunday On-Sale and Optional 2 AM Licenses for Arcade Dining on Main LLC DBA Arcade Dining on Main for February 1, 2025 through December 31, 2025.

The owners of Arcade Dining on Main applied for an annual liquor, Sunday on-sale and optional 2 AM liquor licenses for their new restaurant at 105-107 East Main. The license period requested commences on February 1, 2025 and expires on December 31, 2025. The following materials have been submitted: application and certificate of insurance. The following materials are outstanding: background checks, fee payment and restaurant license from the State of Minnesota. If approved by City Council, applications will be sent to the State for approval as well.

A motion was made by Council Member Nath, seconded by Council Member Aaker, that the licenses be approved contingent upon completed application materials. The motion carried by a unanimous vote.

L. COUNCIL REQUESTS - GENERAL DISCUSSION

M. ADJOURNMENT

A motion was made by Council Member Thorson, seconded by Council Member

Kracht, to adjourn the meeting at 5:24 p.m. The motion carried unanimously.

Jessica Mead, City Clerk

Patrick T. Baustian, Mayor



Luverne, MN

305 E. Luverne St.
Luverne, MN 56156
www.cityofluverne.org

Staff Report

File #: 2025-46

Agenda Date: 2/11/2025

Agenda #: F.1.

Luverne Fire Department Minutes from December 30, 2024.

Luverne Fire Dept.
Meeting Minutes
December 30th, 2024

29 Members present.
7 members absent.
4 members excused.

Meeting called to order by chief Dave Vanbatavia.

Minutes from November meeting were read and approved

Correspondence:

- None

Old Business:

- Drill next month 9th TRT16 Meeting the 30th
- Hours are getting turned in if you want to review them let Seth Know
- Working on a house burn by Beaver creek
- Talked about the new EMS schedule
- New 104 on schedule for delivery
- Christmas at the fire hall Dec 8th

New Business:

- New PERA paper work that needs to be filled out and the new system for filing
- New truck getting closer to being ready to picked up.
- Health physicals are back pick them up and review them
- Drill Jan. 13th TRT 20th and meeting 27th

Calls:

1. 1st 109 Mead Court #13 MRU
2. 8th 500 Phyleon Dr. MRU
3. 10th 513 S Fairview Dr. MRU

4. 14th 1039 61st street rural MRU
5. 17th 204 E Veterans Dr. MRU
6. 17th 1281 160th Ave rural MRU
7. 21st 1518 110th Ave Rural MRU
8. 21st 501 E Barck Ave MRU
9. 25th 409 E Crawford st MRU

Motion to adjourn was made by Aaron Altman and Seconded by Mark Kurtz
Submitted by
Seth Miller LFD Secretary

Staff Report

File #: 2025-45

Agenda Date: 2/11/2025

Agenda #: G.1.

2024 Annual Report--Rock County Sheriff.



SHERIFF'S OFFICE

County of Rock

Sheriff Evan D. Verbrugge
1000 North Bluemound Ave.
P.O. Box 613
Luverne, MN 56156
(507) 283-5000
Fax (507) 283-5003

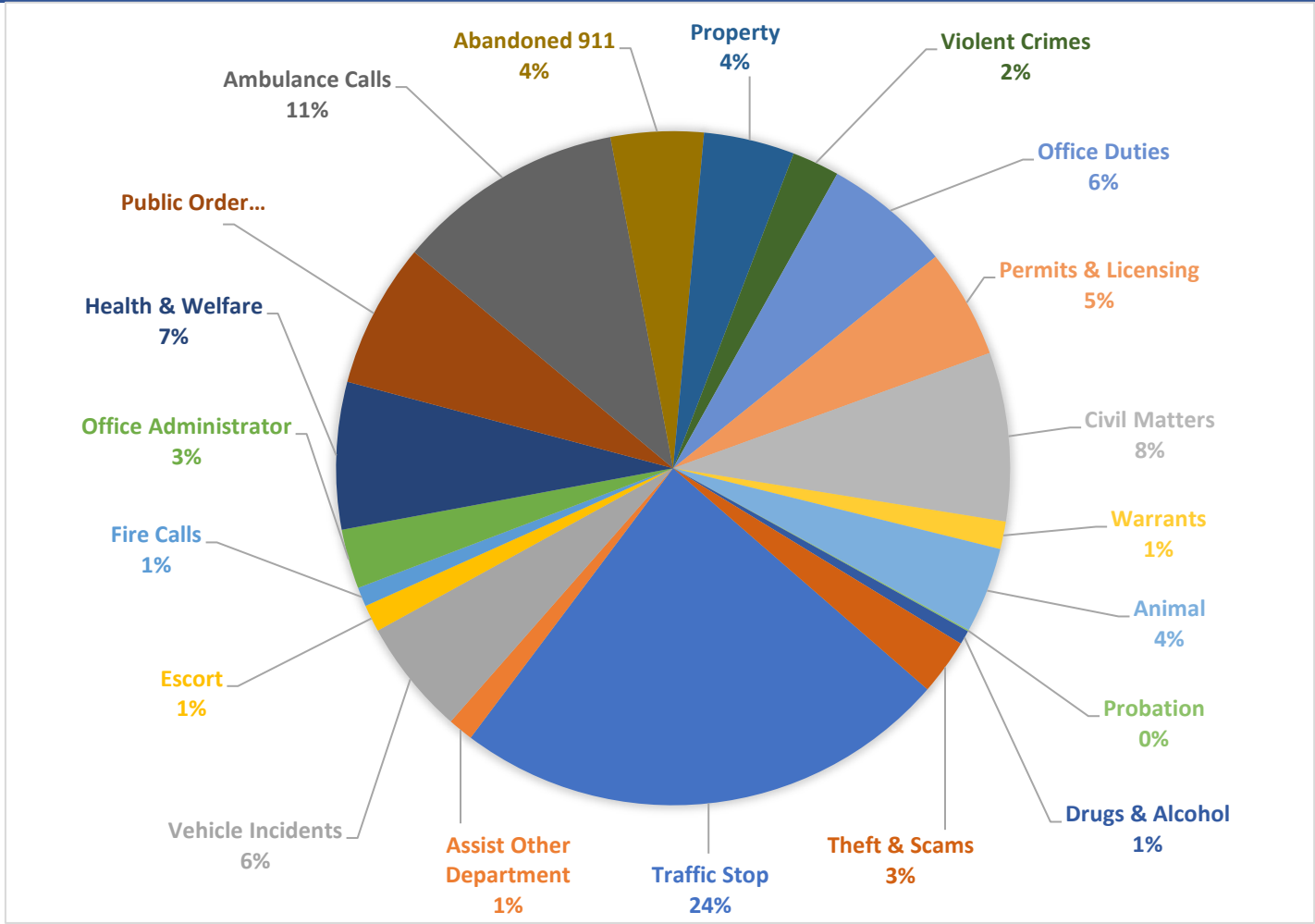


City of Luverne

2024 Report

Call for Service Report

This Quarter :
1093



Group	Q1	Q2	Q3	Q4	Total
Traffic Stop	289	251	231	291	1062
Arrest	0	4	4	4	12
Citation	92	69	64	61	286
Unspecified	19	16	13	13	61
Warning	178	162	150	213	703

Group	Q1	Q2	Q3	Q4	Total
Vehicle & Roadway	55	68	68	55	246
Abandoned Vehicle	1	2	7	1	11
Accident Hit and Run	3	8	6	3	20
Accident Personal Injury	0	1	2	0	3
Accident Prop Damage	14	11	12	14	51
Debris	0	4	2	3	9
Deer Accident	1	0	0	1	2
Impound Release	-	-	-	3	3
Parking	11	1	14	7	33
Road and Drive Laws	9	29	19	14	71
Roadside Assist	6	2	2	2	12
Stalled Vehicle	7	7	3	3	20
Towed Vehicle	0	1	0	2	3
Unlock	1	1	0	2	4
Vehicle in Ditch	2	1	1	0	4

Group	Q1	Q2	Q3	Q4	Total
Abandoned 911	38	59	61	40	198

Ambulance Calls	140	110	104	133	487
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Escort	17	13	15	13	58
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Fire Calls	11	12	7	11	41
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Assist Other Department	11	15	13	15	54
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Group	Q1	Q2	Q3	Q4	Total
Office Administrator	27	30	29	41	127
Attempt to Locate	0	0	2	3	5
Background Check	10	6	4	6	26
Drivers License Check	6	1	0	1	8
Informational	-	-	13	17	30
Garbage Complaint	2	0	2	2	6
Hazardous Material	0	1	1	3	5
Outage	6	7	2	7	22
Road Closed	0	1	0	0	1
Weather	3	14	5	2	24

Group	Q1	Q2	Q3	Q4	Total
Property	43	49	63	39	194
Alarm	18	11	17	12	58
Burning/Smoke	3	3	4	4	14
Extra Patrol	3	0	1	1	5
Door/Window Open	2	1	1	1	5
Property Check	1	0	1	0	2
Property Damage	1	2	5	4	12
Property Found	3	9	10	4	26
Property Lost	3	5	8	2	18
Trespassing	5	14	12	6	37
Vandalism	4	4	4	5	17

Health and Welfare	54	91	98	71	314
Child Maltreatment	14	10	14	16	54
Family and Child	9	26	24	14	73
Lost Child	0	3	3	0	6
Mental Cases	1	17	12	9	39
Missing Person	1	3	3	2	9
Public Health	0	0	0	0	0
Runaway	2	5	7	2	16
Sudden Death	0	0	1	0	1
Suicide Attemp/Threat	3	9	6	1	19
Transient	3	3	0	1	7
Vulnerable Adult	2	1	2	1	6
Welfare Check	19	14	26	25	84

Public Order	43	86	80	100	309
Disorderly Conduct	8	7	5	7	27
Curfew	0	0	0	1	1
Disturbing the Peace	10	19	30	20	79
Harassing Comm	3	10	9	28	50
Pedestrian	2	1	0	1	4
Public Nuisance	1	0	0	0	1
Suspicious Activity	16	46	32	38	132
Threats	2	3	4	5	14
Truancy	1	0	0	0	1

Office & Transport	68	71	86	47	272
Court	0	0	2	4	6
Fingerprint	25	29	29	19	102
POR Registration	3	1	1	2	7
POR Update	12	5	9	3	29
Test Drug/Alcohol	3	1	2	0	6
Transport	2	8	4	2	16

Warrants	13	16	21	9	59
Warrants	10	11	18	8	47
Search Warrants	0	0	0	0	0

Group	Q1	Q2	Q3	Q4	Total
Theft and Scams	21	30	44	24	119
Burglary	0	3	2	1	6
Fraud/Forg/Counterfiet	4	3	6	5	18
Gas Drive Off	0	0	2	0	2
Identity Theft	3	1	1	0	5
Motor Vehicle Theft	0	0	1	0	1
NSF Check	1	0	0	1	2
Possess of Stolen Property	0	0	0	0	0
Robbery	0	0	0	0	0
Scam	5	12	10	4	31
Theft from Motor Vehicle	0	0	3	1	4
Theft/Larceny	8	11	19	12	50

Permits and Licensing	88	43	51	51	233
Burn Permit	9	5	0	1	15
Explosives Permit	0	0	0	0	0
Permit to Carry	43	21	32	33	129
Permit to Purchase	36	17	18	17	88
Solicitor License	0	0	1	0	1

Drugs and Alcohol	5	15	4	6	30
Drunkeness	1	3	0	0	4
Liquor Laws	0	1	0	0	1
Narcotics	4	3	4	4	15
Tobacco Laws	0	8	0	2	10

Violent Crimes	23	26	26	26	101
Arson	0	0	0	0	0
Assault	0	1	4	3	8
Crim Sex Conduct	1	2	2	2	7
Domestic Assault	18	13	10	15	56
Homicide	0	0	0	0	0
Kidnapping/False Imp.	0	0	0	0	0
OFP Violation	3	9	10	5	27
Weapons	1	1	0	1	3

Probation	0	1	2	0	3
Drug Court	0	1	2	0	3
Probation	0	0	0	0	0

Civil Matters	82	107	105	66	360
Civil Issue	12	5	12	24	53
Misc Public Assist	44	74	57	18	193
Paper Service	26	28	36	24	114

Animal Complaint	24	67	60	32	183
Dog & Domestic Animal	24	65	54	29	172
Cattle & Farm Animal	0	2	1	0	3
Wild Animal	-	-	5	3	8

Incident Case Reports

Total: 114

Group	Q1	Q2	Q3	Q4	Total
Accident Fatal	0	0	1	0	
Abandoned 911	0	0	0	0	0
Accident Hit & Run	2	4	1	1	8
Accident Personal Injury	1	1	1	0	3
Accident Prop Damage	9	4	6	6	25
Alarm	1	0	0	0	1
Ambulance	2	4	4	0	10
Assault	0	0	3	3	6
Assist Other Department	2	0	0	1	3
Burglary	0	0	1	0	1
Civil Issue	2	0	0	0	2
Child Maltreatment	0	0	1	1	2
Criminal Sexual Cond	1	2	2	3	8
Disorderly	1	3	1	2	7
Disturbing the Peace	0	1	1	0	2
Dog and Animal	0	2	2	0	4
Domestic	7	8	4	3	22
Drunkenness	0	0	0	0	0
DWI	0	3	3	6	12
Family and Child	1	4	1	1	7
Fire Calls	1	0	0	0	1
Fleeing	0	0	0	0	0
Fraud/Forg/Counter	2	1	4	3	10
Fugitive from Justice	0	0	0	1	1
Garbage Complaint	2	0	1	0	3
Harassing Comm	1	1	0	2	4
Identity Theft	2	0	0	0	2
Informational	0	0	3	0	3
Liquor Laws	0	1	0	0	1
Lost Child	0	1	0	0	1

Group	Q1	Q2	Q3	Q4	Total
Misc Public Assist	0	2	0	1	3
Missing Person	0	1	1	0	2
Mental Cases	1	0	0	0	1
Motor Vehicle Theft	0	0	1	0	1
Narcotics	0	0	0	0	0
NSF Check	1	0	0	0	1
OFF Violation	1	5	1	2	9
Parking	1	0	0	0	1
Public Nuisance	0	0	0	0	0
Property Damage	0	1	0	1	2
Road and Drive Laws	1	0	1	1	3
Runaway	0	0	0	0	0
Scam	0	0	0	0	0
Search Warrant	0	0	0	0	0
Stalled Vehicle	0	1	0	0	1
Sudden Death	1	0	1	0	2
Suicide Attempt/Threat	0	2	0	0	2
Suspicious Activity	0	2	4	3	9
Theft from Vehicle	0	0	2	1	3
Theft/Larceny	4	4	10	0	18
Threats	0	0	0	0	0
Tobacco Laws	0	0	0	0	0
Traffic Stop	98	71	65	63	297
Trespassing	0	1	2	3	6
Vandalism	1	1	1	1	4
Vehicle in Ditch	0	0	0	0	0
Vulnerable Adult	0	0	0	0	0
Warrant	0	3	7	3	13
Weapons	0	0	0	1	1
Welfare Check	1	0	1	1	3

Annual Statistics

Calls for Service	
Quarter 1	1053
Quarter 2	1166
Quarter 3	1158
Quarter 4	1093
Total	4470

Incident Case Reports	
Quarter 1	147
Quarter 2	134
Quarter 3	141
Quarter 4	114
Total	536

Staff Report

File #: 2025-33

Agenda Date: 2/11/2025

Agenda #: G.2.

City Administrator Report.

Staff Report

File #: 2025-31

Agenda Date: 2/11/2025

Agenda #: H.1.

First Claim Report for February 2025 (Check No. 163978-).

Invoices Paid Report By Fund

City of Luverne, MN

Payment Dates 1/30/2025 - 2/11/2025

Vendor Name	Payment Date	Post Date	Description (Item)	Account Number	Amount
Fund: 101 - GENERAL					
Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	101-21231	11.95
Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	101-21231	131.42
Madison National Life Ins Co	02/04/2025	12/20/2024	Long-Term Disability Insurance	101-21231	124.53
Colonial Life & Accident Insur...	01/31/2025	01/03/2025	Colonial Deductions	101-21229	59.47
Colonial Life & Accident Insur...	01/31/2025	01/03/2025	Colonial Deductions	101-21229	50.42
Blue Cross Blue Shield of Min...	01/31/2025	01/03/2025	Employee Health Insurance	101-21226	2,191.18
Blue Cross Blue Shield of Min...	01/31/2025	01/03/2025	Employee Health Insurance	101-21226	142.30
Madison National Life Ins Co	02/04/2025	01/03/2025	Long-Term Disability Insurance	101-21231	121.13
Minn Council 65	01/31/2025	01/03/2025	Union Dues	101-21228	236.29
Colonial Life & Accident Insur...	01/31/2025	01/17/2025	Colonial Deductions	101-21229	59.48
Colonial Life & Accident Insur...	01/31/2025	01/17/2025	Colonial Deductions	101-21229	68.70
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	101-21226	2,209.06
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	101-21226	12,732.43
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	101-21226	142.30
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	101-21226	953.04
Madison National Life Ins Co	02/04/2025	01/17/2025	Long-Term Disability Insurance	101-21231	129.41
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	101-21227	27.82
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	101-21227	68.53
Minn Council 65	01/31/2025	01/17/2025	Union Dues	101-21228	238.02
Colonial Life & Accident Insur...	01/31/2025	01/31/2025	Colonial Deductions	101-21229	59.48
Colonial Life & Accident Insur...	01/31/2025	01/31/2025	Colonial Deductions	101-21229	46.35
HealthEquity	01/31/2025	01/31/2025	Employee HSA Contribution	101-21250	1,312.00
MissionSquare Retirement - 4...	01/31/2025	01/31/2025	Deferred Comp Contributions	101-21225	159.00
Public Employees Retirement	01/31/2025	01/31/2025	PERA Contributions	101-21224	4,940.12
Public Employees Retirement	01/31/2025	01/31/2025	PERA Contributions	101-21224	146.16
MissionSquare Retirement - 4...	01/31/2025	01/31/2025	ROTH Contributions	101-21225	56.46
EFTPS-Federal	01/31/2025	01/31/2025	FICA WITHHOLDING	101-21223	4,474.28
EFTPS-State	01/31/2025	01/31/2025	STATE WITHHOLDING	101-21222	1,729.50
EFTPS-Federal	01/31/2025	01/31/2025	MEDICARE WITHHOLDING	101-21223	1,046.50
EFTPS-Federal	01/31/2025	01/31/2025	FED WITHHOLDING	101-21221	2,941.77
Madison National Life Ins Co	02/04/2025	01/31/2025	Long Term Disability	101-21231	311.34
Madison National Life Ins Co	02/04/2025	01/31/2025	Long Term Disability-Kids Rock	101-21242	57.90
Madison National Life Ins Co	02/04/2025	01/31/2025	Employee Life Insurance	101-21227	76.12
Colonial Life & Accident Insur...	01/31/2025	01/31/2025	Employee Life Insurance	101-21229	-38.35
Madison National Life Ins Co	02/04/2025	01/31/2025	Employee Life Insurance	101-21231	208.10
Madison National Life Ins Co	02/04/2025	01/31/2025	Employee Life Insurance-Kids ...	101-21242	4.06
					37,228.27
Department: 41110 - Mayor & Council					
Baustian, Pat	01/30/2025	01/28/2025	Mileage Reimbursement - LC...	101-41110-3331	57.40
					Department 41110 - Mayor & Council Total: 57.40
Department: 41320 - City Administration					
Environmental Systems Resea...	01/30/2025	01/14/2025	ArcGIS Licenses x 7	101-41320-3497	218.00
Environmental Systems Resea...	01/30/2025	01/14/2025	ArcGIS Licenses x 7	101-41320-3497	381.00
Environmental Systems Resea...	01/30/2025	01/14/2025	ArcGIS Licenses x 7	101-41320-3497	544.00
United States Postal Service	01/30/2025	01/30/2025	Postage for Meter	101-41320-3322	450.00
Madison National Life Ins Co	02/04/2025	01/31/2025	Long Term Disability	101-41320-1135	-62.92
					Department 41320 - City Administration Total: 1,530.08
Department: 41940 - Government Buildings					
Johnson Controls Fire Protecti...	02/05/2025	01/17/2025	Replaced Heat Sensors	101-41940-2221	2,887.35
Bluepeak	02/05/2025	01/26/2025	East Public Restroom	101-41940-3321	147.47
Bluepeak	02/05/2025	01/26/2025	Childcare Building	101-41940-3321	94.99
Bluepeak	02/05/2025	01/26/2025	Public Restroom	101-41940-3321	132.47

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Vendor Name	Payment Date	Post Date	Description (Item)	Account Number	Amount
Alliance Communications	02/05/2025	02/01/2025	Internet - The Lake	101-41940-3321	55.29
Department 41940 - Government Buildings Total:					3,317.57
Department: 42220 - Fire Fighting					
Titan Truck & Trailer Service	02/05/2025	01/16/2025	#104 Coupling/Nipple/Fitting...	101-42220-2228	41.39
Bluepeak	02/05/2025	01/26/2025	Fire Dept	101-42220-3321	184.25
Department 42220 - Fire Fighting Total:					225.64
Department: 42401 - Building/Planning/Zoning					
Environmental Systems Resea...	01/30/2025	01/14/2025	ArcGIS Licenses x 7	101-42401-3497	190.50
Department 42401 - Building/Planning/Zoning Total:					190.50
Department: 43121 - Street					
Stan Houston Equipment Co	01/30/2025	10/24/2024	M18 Fuel 1/2" Drill/Driver Kit	101-43121-2241	289.00
Construction Products & Cons...	01/30/2025	01/07/2025	Street Dept Tools	101-43121-2241	69.85
Steve VanDerBrink LLC	01/30/2025	01/07/2025	#47 Slack Adjusters/Brakes	101-43121-2228	962.85
Hills Stainless Steel & Equip Co...	01/30/2025	01/08/2025	Parts for Street Signs	101-43121-2221	35.28
Environmental Systems Resea...	01/30/2025	01/14/2025	ArcGIS Licenses x 7	101-43121-3497	381.00
Duke Aerial Inc	02/05/2025	01/16/2025	#177 Annual Inspection	101-43121-2221	550.00
K & J Curb Grinding Inc	02/05/2025	01/19/2025	Curb Grinding - 200 S Freema...	101-43121-2224	692.00
Department 43121 - Street Total:					2,979.98
Department: 45129 - Winter Recreation Program					
Bluepeak	02/05/2025	01/26/2025	BMIA	101-45129-3321	306.41
Department 45129 - Winter Recreation Program Total:					306.41
Department: 45204 - Forestry & Nursery					
Bomgaars	02/05/2025	12/24/2024	Winter Bar Oil	101-45204-2241	53.98
Bomgaars	02/05/2025	01/13/2025	Face Mask/Gloves/Helmet Lin...	101-45204-2261	54.72
Department 45204 - Forestry & Nursery Total:					108.70
Department: 46510 - Conservation & Development					
Luverne Convention & Visitors...	01/30/2025	12/31/2024	Lodging Tax	101-46510-3542	3,577.22
Department 46510 - Conservation & Development Total:					3,577.22
Fund 101 - GENERAL Total:					49,521.77
Fund: 208 - CHILDCARE FACILITY					
Department: 46633 - Childcare					
High Point Networks	02/05/2025	01/21/2025	HP Laptops (Daycare Staff)	208-46633-3309	4,244.96
Southwest Health & Human S...	02/05/2025	02/04/2025	2025 Food License Application...	208-46633-3499	280.00
Department 46633 - Childcare Total:					4,524.96
Fund 208 - CHILDCARE FACILITY Total:					4,524.96
Fund: 209 - AIRPORT					
Department: 43186 - 43186					
Alliance Communications	02/05/2025	02/01/2025	Phone/Cable/Internet - Airport	209-43186-3321	159.03
Department 43186 - 43186 Total:					159.03
Fund 209 - AIRPORT Total:					159.03
Fund: 210 - POOL & FITNESS CENTER					
Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	210-21231	4.65
Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	210-21231	25.66
Madison National Life Ins Co	02/04/2025	12/20/2024	Long-Term Disability Insurance	210-21231	25.66
Luverne City of	01/30/2025	12/31/2024	4 Q 2024 Tanning Tax	210-21161	114.06
Colonial Life & Accident Insur...	01/31/2025	01/03/2025	Colonial Deductions	210-21229	20.12
Colonial Life & Accident Insur...	01/31/2025	01/03/2025	Colonial Deductions	210-21229	79.86
Blue Cross Blue Shield of Min...	01/31/2025	01/03/2025	Employee Health Insurance	210-21226	319.70
Madison National Life Ins Co	02/04/2025	01/03/2025	Long-Term Disability Insurance	210-21231	25.66
Colonial Life & Accident Insur...	01/31/2025	01/17/2025	Colonial Deductions	210-21229	20.12
Colonial Life & Accident Insur...	01/31/2025	01/17/2025	Colonial Deductions	210-21229	79.86
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	210-21226	319.70
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	210-21226	1,842.68
Madison National Life Ins Co	02/04/2025	01/17/2025	Long-Term Disability Insurance	210-21231	27.59
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	210-21227	5.16
Colonial Life & Accident Insur...	01/31/2025	01/31/2025	Colonial Deductions	210-21229	20.12

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Vendor Name	Payment Date	Post Date	Description (Item)	Account Number	Amount
Colonial Life & Accident Insur...	01/31/2025	01/31/2025	Colonial Deductions	210-21229	79.86
HealthEquity	01/31/2025	01/31/2025	Employee HSA Contribution	210-21250	184.62
MissionSquare Retirement - 4...	01/31/2025	01/31/2025	Deferred Comp Contributions	210-21225	350.00
Public Employees Retirement	01/31/2025	01/31/2025	PERA Contributions	210-21224	1,261.19
EFTPS-Federal	01/31/2025	01/31/2025	FICA WITHHOLDING	210-21223	1,795.16
EFTPS-State	01/31/2025	01/31/2025	STATE WITHHOLDING	210-21222	479.46
EFTPS-Federal	01/31/2025	01/31/2025	MEDICARE WITHHOLDING	210-21223	419.88
EFTPS-Federal	01/31/2025	01/31/2025	FED WITHHOLDING	210-21221	876.31
					8,377.08

Department: 45124 - Pool & Fitness Center

Bluepeak	02/05/2025	01/26/2025	LAAF - Pool	210-45124-3321	327.84
Department 45124 - Pool & Fitness Center Total:					327.84

Fund 210 - POOL & FITNESS CENTER Total: 8,704.92

Fund: 601 - WATER

Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	601-21231	5.75
Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	601-21231	58.27
Madison National Life Ins Co	02/04/2025	12/20/2024	Long-Term Disability Insurance	601-21231	58.45
Colonial Life & Accident Insur...	01/31/2025	01/03/2025	Colonial Deductions	601-21229	31.39
Colonial Life & Accident Insur...	01/31/2025	01/03/2025	Colonial Deductions	601-21229	3.06
Blue Cross Blue Shield of Min...	01/31/2025	01/03/2025	Employee Health Insurance	601-21226	1,301.61
Blue Cross Blue Shield of Min...	01/31/2025	01/03/2025	Employee Health Insurance	601-21226	206.98
Madison National Life Ins Co	02/04/2025	01/03/2025	Long-Term Disability Insurance	601-21231	65.39
Minn Council 65	01/31/2025	01/03/2025	Union Dues	601-21228	133.10
Colonial Life & Accident Insur...	01/31/2025	01/17/2025	Colonial Deductions	601-21229	31.38
Colonial Life & Accident Insur...	01/31/2025	01/17/2025	Colonial Deductions	601-21229	7.01
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	601-21226	1,283.67
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	601-21226	6,707.85
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	601-21226	207.00
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	601-21226	1,386.24
Madison National Life Ins Co	02/04/2025	01/17/2025	Long-Term Disability Insurance	601-21231	49.98
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	601-21227	13.13
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	601-21227	13.19
Minn Council 65	01/31/2025	01/17/2025	Union Dues	601-21228	131.31
Colonial Life & Accident Insur...	01/31/2025	01/31/2025	Colonial Deductions	601-21229	31.38
Colonial Life & Accident Insur...	01/31/2025	01/31/2025	Colonial Deductions	601-21229	2.19
Blue Cross Blue Shield of Min...	01/31/2025	01/31/2025	Employee Health Insurance	601-21226	119.89
HealthEquity	01/31/2025	01/31/2025	Employee HSA Contribution	601-21250	545.47
MissionSquare Retirement - 4...	01/31/2025	01/31/2025	Deferred Comp Contributions	601-21225	63.00
Public Employees Retirement	01/31/2025	01/31/2025	PERA Contributions	601-21224	2,195.90
MissionSquare Retirement - 4...	01/31/2025	01/31/2025	ROTH Contributions	601-21225	63.54
EFTPS-Federal	01/31/2025	01/31/2025	FICA WITHHOLDING	601-21223	1,843.90
EFTPS-State	01/31/2025	01/31/2025	STATE WITHHOLDING	601-21222	617.50
EFTPS-Federal	01/31/2025	01/31/2025	MEDICARE WITHHOLDING	601-21223	431.26
EFTPS-Federal	01/31/2025	01/31/2025	FED WITHHOLDING	601-21221	1,211.50
					18,820.29

Department: 49415 - Water Production

McClure Electric	02/05/2025	01/18/2025	Elapsed Time Hour Meter	601-49415-2221	305.25
Bluepeak	02/05/2025	01/26/2025	Water	601-49415-3321	173.98
Bluepeak	02/05/2025	01/26/2025	South Water Trmt Plnt	601-49415-3321	87.47
Department 49415 - Water Production Total:					566.70

Department: 49451 - Water Distribution

Henning Construction Inc	01/30/2025	12/31/2024	Repaired Watermain on Hwy ...	601-49451-2221	7,275.00
Environmental Systems Resea...	01/30/2025	01/14/2025	ArcGIS Licenses x 7	601-49451-3497	190.50
Bluepeak	02/05/2025	01/26/2025	South Water Tower	601-49451-3321	87.47
Department 49451 - Water Distribution Total:					7,552.97

Department: 49611 - General Administration

United States Postal Service	01/30/2025	01/30/2025	Postage for Meter	601-49611-3322	750.00
Luverne City of	01/31/2025	01/31/2025	Postage - Water Samples	601-49611-3322	9.90

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Vendor Name	Payment Date	Post Date	Description (Item)	Account Number	Amount
Minn Dept of Health	02/05/2025	02/04/2025	Class B Wtr Supply System Op...	601-49611-3331	32.00
Minn Rural Water Association	02/05/2025	02/04/2025	MRWA Tech Conference Regis...	601-49611-3331	350.00
Department 49611 - General Administration Total:					1,141.90
Fund 601 - WATER Total:					28,081.86

Fund: 602 - SEWAGE

Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	602-21231	3.49
Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	602-21231	29.84
Madison National Life Ins Co	02/04/2025	12/20/2024	Long-Term Disability Insurance	602-21231	30.22
Colonial Life & Accident Insur...	01/31/2025	01/03/2025	Colonial Deductions	602-21229	22.39
Colonial Life & Accident Insur...	01/31/2025	01/03/2025	Colonial Deductions	602-21229	3.45
Blue Cross Blue Shield of Min...	01/31/2025	01/03/2025	Employee Health Insurance	602-21226	538.73
Blue Cross Blue Shield of Min...	01/31/2025	01/03/2025	Employee Health Insurance	602-21226	116.42
Madison National Life Ins Co	02/04/2025	01/03/2025	Long-Term Disability Insurance	602-21231	31.55
Minn Council 65	01/31/2025	01/03/2025	Union Dues	602-21228	50.55
Colonial Life & Accident Insur...	01/31/2025	01/17/2025	Colonial Deductions	602-21229	22.38
Colonial Life & Accident Insur...	01/31/2025	01/17/2025	Colonial Deductions	602-21229	7.89
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	602-21226	538.71
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	602-21226	2,874.60
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	602-21226	116.40
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	602-21226	779.76
Madison National Life Ins Co	02/04/2025	01/17/2025	Long-Term Disability Insurance	602-21231	20.94
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	602-21227	5.98
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	602-21227	12.51
Minn Council 65	01/31/2025	01/17/2025	Union Dues	602-21228	50.54
Colonial Life & Accident Insur...	01/31/2025	01/31/2025	Colonial Deductions	602-21229	22.38
Colonial Life & Accident Insur...	01/31/2025	01/31/2025	Colonial Deductions	602-21229	2.46
Blue Cross Blue Shield of Min...	01/31/2025	01/31/2025	Employee Health Insurance	602-21226	39.96
HealthEquity	01/31/2025	01/31/2025	Employee HSA Contribution	602-21250	241.92
MissionSquare Retirement - 4...	01/31/2025	01/31/2025	Deferred Comp Contributions	602-21225	63.99
Public Employees Retirement	01/31/2025	01/31/2025	PERA Contributions	602-21224	1,119.39
MissionSquare Retirement - 4...	01/31/2025	01/31/2025	ROTH Contributions	602-21225	23.00
EFTPS-Federal	01/31/2025	01/31/2025	FICA WITHHOLDING	602-21223	948.14
EFTPS-State	01/31/2025	01/31/2025	STATE WITHHOLDING	602-21222	363.63
EFTPS-Federal	01/31/2025	01/31/2025	MEDICARE WITHHOLDING	602-21223	221.72
EFTPS-Federal	01/31/2025	01/31/2025	FED WITHHOLDING	602-21221	725.54
					9,028.48

Department: 49416 - Sewage Collection

Bomgaars	02/05/2025	12/27/2024	Gloves	602-49416-2245	49.96
Department 49416 - Sewage Collection Total:					49.96

Department: 49435 - Sewage Disposal

Bomgaars	02/05/2025	12/24/2024	Ceiling Heater	602-49435-2221	199.99
Bomgaars	02/05/2025	01/08/2025	Cable/Cable Ties	602-49435-2221	44.98
Fastenal Company	01/30/2025	01/08/2025	Washers/Split Washers	602-49435-2261	22.63
McClure Electric	02/05/2025	01/13/2025	PLC Power Supply/DAF Control	602-49435-2221	981.06
Bomgaars	02/05/2025	01/13/2025	Gloves/Head Lamp	602-49435-2245	41.73
Hawkins Inc	02/05/2025	01/13/2025	#2 Santoprene Pump Tube/Adj..	602-49435-2216	1,476.95
Environmental Systems Resea...	01/30/2025	01/14/2025	ArcGIS Licenses x 7	602-49435-3497	190.50
Hawkins Inc	02/05/2025	01/15/2025	Chlorine Cylinders/Sulfur Diox...	602-49435-2216	60.00
Hawkins Inc	02/05/2025	01/15/2025	Chlorine Cylinders/Sulfur Diox...	602-49435-2216	70.00
McClure Electric	02/05/2025	01/18/2025	Sola DIN Rail UPS 850 VA/Cont...	602-49435-2221	903.75
Graham Tire SF North	02/05/2025	01/20/2025	#188 Tires	602-49435-2222	692.00
Bluepeak	02/05/2025	01/26/2025	WWTF	602-49435-3321	321.26
Bluepeak	02/05/2025	01/26/2025	Hills Liftstation	602-49435-3321	30.64
Department 49435 - Sewage Disposal Total:					5,035.49

Department: 49611 - General Administration

United States Postal Service	01/30/2025	01/30/2025	Postage for Meter	602-49611-3322	750.00
Department 49611 - General Administration Total:					750.00

Fund 602 - SEWAGE Total: 14,863.93

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Vendor Name	Payment Date	Post Date	Description (Item)	Account Number	Amount
Fund: 603 - REFUSE					
Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	603-21231	3.95
Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	603-21231	19.55
Madison National Life Ins Co	02/04/2025	12/20/2024	Long-Term Disability Insurance	603-21231	19.67
Colonial Life & Accident Insur...	01/31/2025	01/03/2025	Colonial Deductions	603-21229	1.43
Colonial Life & Accident Insur...	01/31/2025	01/03/2025	Colonial Deductions	603-21229	1.53
Blue Cross Blue Shield of Min...	01/31/2025	01/03/2025	Employee Health Insurance	603-21226	441.20
Madison National Life Ins Co	02/04/2025	01/03/2025	Long-Term Disability Insurance	603-21231	19.11
Minn Council 65	01/31/2025	01/03/2025	Union Dues	603-21228	31.03
Colonial Life & Accident Insur...	01/31/2025	01/17/2025	Colonial Deductions	603-21229	1.43
Colonial Life & Accident Insur...	01/31/2025	01/17/2025	Colonial Deductions	603-21229	3.51
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	603-21226	441.20
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	603-21226	2,542.89
Madison National Life Ins Co	02/04/2025	01/17/2025	Long-Term Disability Insurance	603-21231	20.62
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	603-21227	3.57
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	603-21227	34.98
Minn Council 65	01/31/2025	01/17/2025	Union Dues	603-21228	31.03
Colonial Life & Accident Insur...	01/31/2025	01/31/2025	Colonial Deductions	603-21229	1.43
Colonial Life & Accident Insur...	01/31/2025	01/31/2025	Colonial Deductions	603-21229	1.09
HealthEquity	01/31/2025	01/31/2025	Employee HSA Contribution	603-21250	304.77
MissionSquare Retirement - 4...	01/31/2025	01/31/2025	Deferred Comp Contributions	603-21225	4.00
Public Employees Retirement	01/31/2025	01/31/2025	PERA Contributions	603-21224	670.21
EFTPS-Federal	01/31/2025	01/31/2025	FICA WITHHOLDING	603-21223	553.44
EFTPS-State	01/31/2025	01/31/2025	STATE WITHHOLDING	603-21222	193.83
EFTPS-Federal	01/31/2025	01/31/2025	MEDICARE WITHHOLDING	603-21223	129.42
EFTPS-Federal	01/31/2025	01/31/2025	FED WITHHOLDING	603-21221	337.28
					5,812.17

Department: 49418 - Refuse and Recycling

Titan Machinery	01/30/2025	01/09/2025	#52 Change Fuel Filters/Check...	603-49418-2228	1,017.75
Peterbilt of Sioux Falls	02/05/2025	01/14/2025	#52 Filter - Air Primary	603-49418-2228	120.80
United States Postal Service	01/30/2025	01/30/2025	Postage for Meter	603-49418-3322	150.00
Department 49418 - Refuse and Recycling Total:					1,288.55

Fund 603 - REFUSE Total: 7,100.72

Fund: 604 - ELECTRIC

Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	604-21231	3.34
Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	604-21231	37.51
Madison National Life Ins Co	02/04/2025	12/20/2024	Long-Term Disability Insurance	604-21231	34.61
Colonial Life & Accident Insur...	01/31/2025	01/03/2025	Colonial Deductions	604-21229	23.56
Colonial Life & Accident Insur...	01/31/2025	01/03/2025	Colonial Deductions	604-21229	16.13
Blue Cross Blue Shield of Min...	01/31/2025	01/03/2025	Employee Health Insurance	604-21226	482.75
Blue Cross Blue Shield of Min...	01/31/2025	01/03/2025	Employee Health Insurance	604-21226	94.43
Madison National Life Ins Co	02/04/2025	01/03/2025	Long-Term Disability Insurance	604-21231	32.86
Minn Council 65	01/31/2025	01/03/2025	Union Dues	604-21228	20.84
Colonial Life & Accident Insur...	01/31/2025	01/17/2025	Colonial Deductions	604-21229	23.55
Colonial Life & Accident Insur...	01/31/2025	01/17/2025	Colonial Deductions	604-21229	36.86
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	604-21226	482.69
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	604-21226	2,782.44
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	604-21226	94.43
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	604-21226	632.47
Madison National Life Ins Co	02/04/2025	01/17/2025	Long-Term Disability Insurance	604-21231	36.08
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	604-21227	5.61
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	604-21227	28.89
Minn Council 65	01/31/2025	01/17/2025	Union Dues	604-21228	20.81
Stuart C Irby CO	02/05/2025	01/17/2025	3 Phase Pad Mount Transfor...	604-14199	47,743.00
Adams, Peggy	01/30/2025	01/25/2025	PC Purchase Reimbursement ...	604-12626	1,400.00
Colonial Life & Accident Insur...	01/31/2025	01/31/2025	Colonial Deductions	604-21229	23.55
Colonial Life & Accident Insur...	01/31/2025	01/31/2025	Colonial Deductions	604-21229	11.47
HealthEquity	01/31/2025	01/31/2025	Employee HSA Contribution	604-21250	340.06
MissionSquare Retirement - 4...	01/31/2025	01/31/2025	Deferred Comp Contributions	604-21225	108.01

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Payment Dates: 1/30/2025 - 2/11/2025

Vendor Name	Payment Date	Post Date	Description (Item)	Account Number	Amount
Public Employees Retirement	01/31/2025	01/31/2025	PERA Contributions	604-21224	1,172.13
MissionSquare Retirement - 4...	01/31/2025	01/31/2025	ROTH Contributions	604-21225	37.01
EFTPS-Federal	01/31/2025	01/31/2025	FICA WITHHOLDING	604-21223	968.56
EFTPS-State	01/31/2025	01/31/2025	STATE WITHHOLDING	604-21222	368.04
EFTPS-Federal	01/31/2025	01/31/2025	MEDICARE WITHHOLDING	604-21223	226.58
EFTPS-Federal	01/31/2025	01/31/2025	FED WITHHOLDING	604-21221	775.74
					58,064.01
Department: 49417 - Electric Production					
Bomgaars	02/05/2025	01/02/2025	Jack Stand/High Test Chain/Cl...	604-49417-2221	169.93
Bluepeak	02/05/2025	01/26/2025	Power Plant	604-49417-3321	321.26
					Department 49417 - Electric Production Total: 491.19
Department: 49452 - Electric Distribution					
Titan Truck & Trailer Service	02/05/2025	12/20/2024	#86 Winterfront Cover	604-49452-2228	155.34
Missouri River Energy Ser	02/07/2025	12/31/2024	Distribution Maintenance Agr...	604-49452-3312	49,695.35
Environmental Systems Resea...	01/30/2025	01/14/2025	ArcGIS Licenses x 7	604-49452-3497	381.00
Bluepeak	02/05/2025	01/26/2025	West Substation	604-49452-3321	86.99
					Department 49452 - Electric Distribution Total: 50,318.68
Department: 49610 - Energy Conservation					
Shelton, Bonnie	01/30/2025	01/28/2025	Dishwasher Rebate	604-49610-3481	25.00
					Department 49610 - Energy Conservation Total: 25.00
Department: 49611 - General Administration					
United States Postal Service	01/30/2025	01/30/2025	Postage for Meter	604-49611-3322	900.00
					Department 49611 - General Administration Total: 900.00
					Fund 604 - ELECTRIC Total: 109,798.88
Fund: 606 - STORM SEWER					
Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	606-21231	0.16
Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	606-21231	0.87
Madison National Life Ins Co	02/04/2025	12/20/2024	Long-Term Disability Insurance	606-21231	0.94
Blue Cross Blue Shield of Min...	01/31/2025	01/03/2025	Employee Health Insurance	606-21226	15.99
Madison National Life Ins Co	02/04/2025	01/03/2025	Long-Term Disability Insurance	606-21231	0.87
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	606-21226	15.99
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	606-21226	92.13
Madison National Life Ins Co	02/04/2025	01/17/2025	Long-Term Disability Insurance	606-21231	0.93
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	606-21227	0.13
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	606-21227	0.32
HealthEquity	01/31/2025	01/31/2025	Employee HSA Contribution	606-21250	11.15
Public Employees Retirement	01/31/2025	01/31/2025	PERA Contributions	606-21224	30.21
EFTPS-Federal	01/31/2025	01/31/2025	FICA WITHHOLDING	606-21223	25.38
EFTPS-State	01/31/2025	01/31/2025	STATE WITHHOLDING	606-21222	9.76
EFTPS-Federal	01/31/2025	01/31/2025	MEDICARE WITHHOLDING	606-21223	5.94
EFTPS-Federal	01/31/2025	01/31/2025	FED WITHHOLDING	606-21221	18.01
					228.78
					Fund 606 - STORM SEWER Total: 228.78
Fund: 609 - LIQUOR					
Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	609-21231	1.87
Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	609-21231	21.37
Madison National Life Ins Co	02/04/2025	12/20/2024	Long-Term Disability Insurance	609-21231	21.37
Blue Cross Blue Shield of Min...	01/31/2025	01/03/2025	Employee Health Insurance	609-21226	639.40
Madison National Life Ins Co	02/04/2025	01/03/2025	Long-Term Disability Insurance	609-21231	21.49
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	609-21226	639.40
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	609-21226	3,685.36
Madison National Life Ins Co	02/04/2025	01/17/2025	Long-Term Disability Insurance	609-21231	3.54
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	609-21227	5.16
HealthEquity	01/31/2025	01/31/2025	Employee HSA Contribution	609-21250	223.08
Public Employees Retirement	01/31/2025	01/31/2025	PERA Contributions	609-21224	1,051.83
Minn Child Support Payment ...	01/31/2025	01/31/2025	Support Order	609-21230	167.05
EFTPS-Federal	01/31/2025	01/31/2025	FICA WITHHOLDING	609-21223	903.94
EFTPS-State	01/31/2025	01/31/2025	STATE WITHHOLDING	609-21222	256.75

Invoices Paid Report

Payment Dates: 1/30/2025 - 2/11/2025

Vendor Name	Payment Date	Post Date	Description (Item)	Account Number	Amount
EFTPS-Federal	01/31/2025	01/31/2025	MEDICARE WITHHOLDING	609-21223	211.44
EFTPS-Federal	01/31/2025	01/31/2025	FED WITHHOLDING	609-21221	495.15
					8,348.20

Department: 49710 - Merchandise Purchases

Paustis Wine Company	02/05/2025	01/27/2025	Inventory	609-49710-2251	156.00
Southern Glazers of MN	02/05/2025	01/28/2025	Inventory	609-49710-2251	2,225.29
Southern Glazers of MN	02/05/2025	01/28/2025	Inventory	609-49710-2251	61.89
Johnson Brothers	02/05/2025	01/29/2025	Inventory	609-49710-2251	16.42
Johnson Brothers	02/05/2025	01/29/2025	Inventory	609-49710-2251	2,601.12
Artisan Beer Company	02/05/2025	01/29/2025	Inventory	609-49710-2251	125.70
Artisan Beer Company	02/05/2025	01/29/2025	Inventory	609-49710-2251	155.40
Phillips Wine & Spirits	02/05/2025	01/29/2025	Inventory	609-49710-2251	2,288.55
Breakthru Beverage MN Wine...	02/05/2025	01/30/2025	Inventory	609-49710-2251	5,677.36
Doll Distributing LLC	02/05/2025	01/30/2025	Inventory	609-49710-2251	60.00
Doll Distributing LLC	02/05/2025	01/30/2025	Inventory	609-49710-2251	13,142.15
Doll Distributing LLC	02/05/2025	01/30/2025	Inventory	609-49710-2251	7.60
Beverage Wholesalers	02/05/2025	01/30/2025	Inventory	609-49710-2251	6,021.91
The Home City Ice Co	02/05/2025	01/30/2025	Ice	609-49710-2251	567.03
Department 49710 - Merchandise Purchases Total:					33,106.42

Department: 49720 - Liquor Expenses

Computer Clinic	02/05/2025	09/20/2024	USB Printer Cable	609-49720-2261	7.99
Bluepeak	02/05/2025	01/26/2025	Liquor Store	609-49720-3321	148.27
Computer Clinic	02/05/2025	01/28/2025	Toner - BML	609-49720-2209	429.58
Quality Printing Inc	02/05/2025	01/28/2025	Feb 1st EDDM - BML	609-49720-3349	280.00
Department 49720 - Liquor Expenses Total:					865.84

Fund 609 - LIQUOR Total: 42,320.46

Fund: 650 - EDA GENERAL OPERATIONS

Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	650-21231	1.07
Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	650-21231	14.13
Madison National Life Ins Co	02/04/2025	12/20/2024	Long-Term Disability Insurance	650-21231	14.13
Blue Cross Blue Shield of Min...	01/31/2025	01/03/2025	Employee Health Insurance	650-21226	319.70
Madison National Life Ins Co	02/04/2025	01/03/2025	Long-Term Disability Insurance	650-21231	14.41
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	650-21226	319.70
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	650-21226	1,842.68
Madison National Life Ins Co	02/04/2025	01/17/2025	Long-Term Disability Insurance	650-21231	15.27
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	650-21227	2.58
HealthEquity	01/31/2025	01/31/2025	Employee HSA Contribution	650-21250	184.62
MissionSquare Retirement - 4...	01/31/2025	01/31/2025	Deferred Comp Contributions	650-21225	397.06
Public Employees Retirement	01/31/2025	01/31/2025	PERA Contributions	650-21224	505.35
MissionSquare Retirement - 4...	01/31/2025	01/31/2025	ROTH Percent Contributions	650-21225	108.29
EFTPS-Federal	01/31/2025	01/31/2025	FICA WITHHOLDING	650-21223	417.56
EFTPS-State	01/31/2025	01/31/2025	STATE WITHHOLDING	650-21222	155.96
EFTPS-Federal	01/31/2025	01/31/2025	MEDICARE WITHHOLDING	650-21223	97.66
EFTPS-Federal	01/31/2025	01/31/2025	FED WITHHOLDING	650-21221	352.07
					4,762.24

Department: 46515 - Economic Development

Environmental Systems Resea...	01/30/2025	01/14/2025	ArcGIS Licenses x 7	650-46515-3497	190.50
Department 46515 - Economic Development Total:					190.50

Fund 650 - EDA GENERAL OPERATIONS Total: 4,952.74

Fund: 701 - CENTRAL GARAGE

Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	701-21231	0.47
Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	701-21231	2.61
Madison National Life Ins Co	02/04/2025	12/20/2024	Long-Term Disability Insurance	701-21231	2.80
Blue Cross Blue Shield of Min...	01/31/2025	01/03/2025	Employee Health Insurance	701-21226	367.64
Madison National Life Ins Co	02/04/2025	01/03/2025	Long-Term Disability Insurance	701-21231	2.61
Minn Council 65	01/31/2025	01/03/2025	Union Dues	701-21228	31.03
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	701-21226	367.64
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	701-21226	2,119.09

Invoices Paid Report

Payment Dates: 1/30/2025 - 2/11/2025

Vendor Name	Payment Date	Post Date	Description (Item)	Account Number	Amount
Madison National Life Ins Co	02/04/2025	01/17/2025	Long-Term Disability Insurance	701-21231	2.78
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	701-21227	2.96
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	701-21227	0.96
Minn Council 65	01/31/2025	01/17/2025	Union Dues	701-21228	31.03
HealthEquity	01/31/2025	01/31/2025	Employee HSA Contribution	701-21250	256.55
Public Employees Retirement	01/31/2025	01/31/2025	PERA Contributions	701-21224	561.01
EFTPS-Federal	01/31/2025	01/31/2025	FICA WITHHOLDING	701-21223	465.08
EFTPS-State	01/31/2025	01/31/2025	STATE WITHHOLDING	701-21222	163.79
EFTPS-Federal	01/31/2025	01/31/2025	MEDICARE WITHHOLDING	701-21223	108.76
EFTPS-Federal	01/31/2025	01/31/2025	FED WITHHOLDING	701-21221	306.96
					4,793.77

Department: 49810 - Central Garage Operations

Print Express	01/30/2025	10/16/2024	Mechanic Clothing	701-49810-3335	499.01
Bomgaars	02/05/2025	12/16/2024	Hydraulic Hose for Shop Comp...	701-49810-2221	24.99
Bomgaars	02/05/2025	12/17/2024	Jacket	701-49810-2245	170.99
Fastenal Company	01/30/2025	01/08/2025	First Aid Supplies/Batteries/Dri..	701-49810-2221	183.68
Midwest Petroleum Equipment	02/05/2025	01/20/2025	Annual Lift Evaluation	701-49810-2221	234.50
Bluepeak	02/05/2025	01/26/2025	Central Garage	701-49810-3321	117.72
Department 49810 - Central Garage Operations Total:					1,230.89

Fund 701 - CENTRAL GARAGE Total: 6,024.66

Fund: 702 - CENTRAL STORE

Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	702-21231	1.25
Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	702-21231	5.95
Madison National Life Ins Co	02/04/2025	12/20/2024	Long-Term Disability Insurance	702-21231	5.95
Blue Cross Blue Shield of Min...	01/31/2025	01/03/2025	Employee Health Insurance	702-21226	159.89
Madison National Life Ins Co	02/04/2025	01/03/2025	Long-Term Disability Insurance	702-21231	5.97
Minn Council 65	01/31/2025	01/03/2025	Union Dues	702-21228	15.53
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	702-21226	159.86
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	702-21226	921.35
Madison National Life Ins Co	02/04/2025	01/17/2025	Long-Term Disability Insurance	702-21231	6.29
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	702-21227	1.31
Minn Council 65	01/31/2025	01/17/2025	Union Dues	702-21228	15.52
HealthEquity	01/31/2025	01/31/2025	Employee HSA Contribution	702-21250	92.32
Public Employees Retirement	01/31/2025	01/31/2025	PERA Contributions	702-21224	204.42
MissionSquare Retirement - 4...	01/31/2025	01/31/2025	ROTH Contributions	702-21225	50.00
EFTPS-Federal	01/31/2025	01/31/2025	FICA WITHHOLDING	702-21223	169.60
EFTPS-State	01/31/2025	01/31/2025	STATE WITHHOLDING	702-21222	71.53
EFTPS-Federal	01/31/2025	01/31/2025	MEDICARE WITHHOLDING	702-21223	39.70
EFTPS-Federal	01/31/2025	01/31/2025	FED WITHHOLDING	702-21221	118.75
					2,045.19

Fund 702 - CENTRAL STORE Total: 2,045.19

Fund: 705 - DATA PROCESSING

Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	705-21231	2.82
Madison National Life Ins Co	02/04/2025	12/06/2024	Long-Term Disability Insurance	705-21231	32.24
Madison National Life Ins Co	02/04/2025	12/20/2024	Long-Term Disability Insurance	705-21231	32.20
Colonial Life & Accident Insur...	01/31/2025	01/03/2025	Colonial Deductions	705-21229	2.82
Blue Cross Blue Shield of Min...	01/31/2025	01/03/2025	Employee Health Insurance	705-21226	95.77
Blue Cross Blue Shield of Min...	01/31/2025	01/03/2025	Employee Health Insurance	705-21226	216.03
Madison National Life Ins Co	02/04/2025	01/03/2025	Long-Term Disability Insurance	705-21231	32.18
Minn Council 65	01/31/2025	01/03/2025	Union Dues	705-21228	9.14
Colonial Life & Accident Insur...	01/31/2025	01/17/2025	Colonial Deductions	705-21229	2.84
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	705-21226	95.93
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	705-21226	552.78
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	705-21226	216.03
Blue Cross Blue Shield of Min...	01/31/2025	01/17/2025	Employee Health Insurance	705-21226	1,446.89
Madison National Life Ins Co	02/04/2025	01/17/2025	Long-Term Disability Insurance	705-21231	34.48
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	705-21227	4.41
Madison National Life Ins Co	02/04/2025	01/17/2025	Employee Life Insurance	705-21227	3.12
Minn Council 65	01/31/2025	01/17/2025	Union Dues	705-21228	9.25

Invoices Paid Report

Payment Dates: 1/30/2025 - 2/11/2025

Vendor Name	Payment Date	Post Date	Description (Item)	Account Number	Amount
Colonial Life & Accident Insur...	01/31/2025	01/31/2025	Colonial Deductions	705-21229	2.84
HealthEquity	01/31/2025	01/31/2025	Employee HSA Contribution	705-21250	131.97
MissionSquare Retirement - 4...	01/31/2025	01/31/2025	Deferred Comp Contributions	705-21225	22.00
Public Employees Retirement	01/31/2025	01/31/2025	PERA Contributions	705-21224	1,123.95
MissionSquare Retirement - 4...	01/31/2025	01/31/2025	ROTH Contributions	705-21225	19.99
EFTPS-Federal	01/31/2025	01/31/2025	FICA WITHHOLDING	705-21223	978.20
EFTPS-State	01/31/2025	01/31/2025	STATE WITHHOLDING	705-21222	432.22
EFTPS-Federal	01/31/2025	01/31/2025	MEDICARE WITHHOLDING	705-21223	228.68
EFTPS-Federal	01/31/2025	01/31/2025	FED WITHHOLDING	705-21221	1,020.06
					6,748.84
Department: 41920 - Data Processing					
Reisch, Tyler	01/30/2025	01/23/2025	Educational Assistance Progr...	705-41920-3499	3,000.00
Bluepeak	02/05/2025	01/26/2025	DP - City Office	705-41920-3321	843.31
Bluepeak	02/05/2025	01/26/2025	Downtown Wi Fi	705-41920-3321	119.99
Bluepeak	02/05/2025	01/26/2025	Public Restroom #3 203 E Main	705-41920-3321	126.02
Bluepeak	02/05/2025	01/26/2025	Digital Sign @ Rotary Park	705-41920-3321	86.99
Department 41920 - Data Processing Total:					4,176.31
Fund 705 - DATA PROCESSING Total:					10,925.15
Grand Total:					289,253.05

Outstanding Invoices Report

By Fund

City of Luverne, MN

Payable Dates 1/1/2024 - 2/12/2025

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Amount
Fund: 101 - GENERAL					
Department: 41110 - Mayor & Council					
League of Minn Cities	422657	01/31/2025	Member Learn Course-Data P...	101-41110-3331	75.00
Department 41110 - Mayor & Council Total:					75.00
Department: 41320 - City Administration					
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	101-41320-1131	-10.98
Department 41320 - City Administration Total:					-10.98
Department: 41940 - Government Buildings					
Auto Value	803039332	01/23/2025	Magnetic Heater - City Hall El...	101-41940-2221	72.99
Luverne Building Center Inc	254414	01/27/2025	Screws	101-41940-2221	9.90
Dakota Supply Group Inc	5104410463.001	01/28/2025	3-Phase Unit Heater/Mounting..	101-41940-2221	1,075.21
Imperial Bag & Paper Co LLC	4336310	01/29/2025	Foaming Hand Soap/Hand San...	101-41940-2261	2,212.88
Gauquie, Thomas	2817	01/30/2025	City Office Window & Door Cl...	101-41940-2223	43.00
Jensen Management Services ...	20250131	01/31/2025	Brokers Opinion - Bethany Lut...	101-41940-3319	700.00
Presto-X	514053C	01/31/2025	Pest/Rodent Control Maint	101-41940-3312	135.43
Presto-X	514053C	01/31/2025	Pest/Rodent Control Maint	101-41940-3312	105.28
Presto-X	514053C	01/31/2025	Pest/Rodent Control Maint	101-41940-3312	159.97
Department 41940 - Government Buildings Total:					4,514.66
Department: 42120 - Police Crime Control & In					
Rock County Auditor/Treas	1212025	12/31/2024	2024 School Resource Officer	101-42120-3327	38,710.61
Department 42120 - Police Crime Control & In Total:					38,710.61
Department: 42210 - Fire Administration					
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	101-42210-1131	-0.08
Department 42210 - Fire Administration Total:					-0.08
Department: 42220 - Fire Fighting					
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	101-42220-1131	-2.44
Pizza Ranch	12125	01/21/2025	Hog Barn Fire	101-42220-3331	74.80
Hills Stainless Steel & Equip Co...	0014665-IN	01/22/2025	#113 Nipple	101-42220-2228	6.17
Mark's Plumbing & Heating	20250124	01/24/2025	1.5" Ball Valve	101-42220-2228	265.00
Heiman Fire Equipment	0938786-IN	01/27/2025	Poly Tuff 800 Lite - Red/Yello...	101-42220-2207	2,488.00
Department 42220 - Fire Fighting Total:					2,831.53
Department: 42280 - Fire Stations & Buildings					
Bill's & Brandon Water Soften...	118042	01/29/2025	Pump Installed at LFD	101-42280-2223	2,095.00
Presto-X	514053C	01/31/2025	Pest/Rodent Control Maint	101-42280-3312	97.42
Department 42280 - Fire Stations & Buildings Total:					2,192.42
Department: 42401 - Building/Planning/Zoning					
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	101-42401-1131	-7.55
Department 42401 - Building/Planning/Zoning Total:					-7.55
Department: 42450 - Safety Coordinator					
Braun Intertec Corporation	B417279	01/31/2025	Environmental Consulting	101-42450-3312	585.50
Department 42450 - Safety Coordinator Total:					585.50
Department: 42600 - Emergency Management Ser					
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	101-42600-1131	-0.84
Department 42600 - Emergency Management Ser Total:					-0.84
Department: 43121 - Street					
Auto Value	803038743	01/07/2025	#94 Battery	101-43121-2221	121.99
Auto Value	803038994	01/14/2025	Copper Plus Spark	101-43121-2221	3.99
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	101-43121-1131	-18.07
Andersen, Earl F	0138555-IN	01/22/2025	Dead End/No Parking/Children..	101-43121-2226	1,361.20
G & S Auto LLC	1766	01/28/2025	#20 Repair Tire Leak	101-43121-2222	30.00
Customer Contact Services	9523757-020125	02/01/2025	After Hours Answering Service	101-43121-3372	7.98

Outstanding Invoices Report

Payable Dates: 1/1/2024 - 2/12/2025

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Amount
Amazon Capital Services	13T4-WQGY-11H9	02/03/2025	ViewSonic Monitor	101-43121-2261	139.99
Computer Clinic	32418	02/04/2025	QVS DisplayPort to HDMI Cable	101-43121-2261	21.99
Department 43121 - Street Total:					1,669.07
Department: 45200 - Parks					
M-B Companies Inc	279376	01/30/2024	Return Broom Attachment	101-45200-2221	-1,070.44
Butler Machinery Co	04CS0096958	11/09/2024	#91 & #97 Returned Couplers	101-45200-2221	-454.15
M-B Companies Inc	288217	12/06/2024	#10 & #11 Parts for Broom Att...	101-45200-2221	831.58
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	101-45200-1131	-17.98
Department 45200 - Parks Total:					-710.99
Department: 45204 - Forestry & Nursery					
Luverne Building Center Inc	254027	01/06/2025	Gloves	101-45204-2261	169.90
Stan Houston Equipment Co	2589853	01/23/2025	Safety Chaps	101-45204-2241	403.97
Amazon Capital Services	14XM-L3FJ-HRHR	01/28/2025	Chainsaw Scabbards	101-45204-2261	339.98
Department 45204 - Forestry & Nursery Total:					913.85
Department: 46510 - Conservation & Development					
Luverne Building Center Inc	254090	01/08/2025	Lumber - TNT	101-46510-5528	50.30
Luverne Building Center Inc	254172	01/11/2025	Lumber - TNT	101-46510-5528	1,236.48
Luverne Building Center Inc	254214	01/15/2025	Sinkers - TNT	101-46510-5528	33.90
Luverne Building Center Inc	254273	01/17/2025	Returned Lumber - TNT	101-46510-5528	-26.86
Luverne Building Center Inc	254310	01/21/2025	Ice Guard/Felt/Gutter/Starter ...	101-46510-5528	1,836.84
Luverne Building Center Inc	254321	01/22/2025	Lumber/Housewrap/Staples/...	101-46510-5528	738.05
Luverne Building Center Inc	254428	01/27/2025	Sinkers - TNT	101-46510-5528	33.90
Luverne Building Center Inc	254448	01/28/2025	Dap/Wood Shims/Flashing Ta...	101-46510-5528	166.20
Luverne Building Center Inc	254492	01/29/2025	Lumber - TNT	101-46510-5528	1,259.71
Southwest Initiative Foundati...	2025	01/30/2025	SWIF 2025 Investment	101-46510-3503	5,000.00
Big Top Tent Rentals LLC	4930	02/04/2025	Portable Bathroom - TNT NE P...	101-46510-5528	130.00
Department 46510 - Conservation & Development Total:					10,458.52
Fund 101 - GENERAL Total:					61,220.72
Fund: 208 - CHILDCARE FACILITY					
Department: 46633 - Childcare					
Audio Video Integrations	6117	12/31/2024	2nd Half of Audio Equipment	208-46633-5571	12,118.80
Dakota Supply Group Inc	S104376432.001	01/09/2025	Transformer Cabinet	208-46633-2221	3,900.00
Department 46633 - Childcare Total:					16,018.80
Fund 208 - CHILDCARE FACILITY Total:					16,018.80
Fund: 209 - AIRPORT					
Department: 43186 - 43186					
Climate Systems Inc	19229	01/28/2025	Replaced the Motor Bracket	209-43186-3312	578.04
Presto-X	514053C	01/31/2025	Pest/Rodent Control Maint	209-43186-3312	354.13
Dakota Supply Group Inc	S104406530.001	02/03/2025	Radiant Ceiling Panels/Therm...	209-43186-2223	2,983.82
Department 43186 - 43186 Total:					3,915.99
Fund 209 - AIRPORT Total:					3,915.99
Fund: 210 - POOL & FITNESS CENTER					
Department: 45124 - Pool & Fitness Center					
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	210-45124-1131	-8.38
MC&R Pools Inc	1250092-IN	01/21/2025	Valve/O-Ring	210-45124-2221	280.74
Busse Plumbing, Htg & AC Inc	28458	01/21/2025	Repaired Leak at LAF	210-45124-2221	339.48
3D Security, Inc.	60367ER	01/23/2025	Smart KeyFobs - LAF	210-45124-2261	4,015.25
Computer Clinic	32377	01/29/2025	HP Toner - LAF	210-45124-2209	645.90
Presto-X	514053C	01/31/2025	Pest/Rodent Control Maint	210-45124-3312	100.98
Customer Contact Services	9523757-020125	02/01/2025	After Hours Answering Service	210-45124-3372	7.98
Department 45124 - Pool & Fitness Center Total:					5,381.95
Fund 210 - POOL & FITNESS CENTER Total:					5,381.95

Outstanding Invoices Report

Payable Dates: 1/1/2024 - 2/12/2025

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Amount
Fund: 444 - SHARKEES TIF 5-23					
Department: 47289 - TIF Project					
Henning Construction Inc	Proj 370220 #3 - Final	12/31/2024	Luverne Loop Trail Connection...	444-47289-5532	11,881.56
Department 47289 - TIF Project Total:					11,881.56
Fund 444 - SHARKEES TIF 5-23 Total:					11,881.56
Fund: 601 - WATER					
Department: 47273 - 2012 Bond Issue					
Northland Securities Inc	INV-1299	12/31/2024	Disclosure Reporting	601-47273-6621	826.00
Department 47273 - 2012 Bond Issue Total:					826.00
Department: 47276 - 2006/12 L&C Water Revenue Bond Refunded 2021					
Northland Securities Inc	INV-1299	12/31/2024	Disclosure Reporting	601-47276-6621	590.00
Department 47276 - 2006/12 L&C Water Revenue Bond Refunded 2021 Total:					590.00
Department: 47279 - 2014 Water Revenue Bonds Refunded 2020					
Northland Securities Inc	INV-1299	12/31/2024	Disclosure Reporting	601-47279-6621	767.00
Department 47279 - 2014 Water Revenue Bonds Refunded 2020 Total:					767.00
Department: 49411 - Lewis & Clark Wat Purch					
Lewis & Clark Regional Water	107	01/31/2025	January Water Purchased	601-49411-3382	24,231.20
Department 49411 - Lewis & Clark Wat Purch Total:					24,231.20
Department: 49415 - Water Production					
Bowen, Jeff	20250113	01/13/2025	Toilet Rebate	601-49415-3481	75.00
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	601-49415-1131	-2.52
Department 49415 - Water Production Total:					72.48
Department: 49451 - Water Distribution					
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	601-49451-1131	-22.65
Luverne Building Center Inc	254304	01/21/2025	Foam Board	601-49451-2221	144.66
Department 49451 - Water Distribution Total:					122.01
Department: 49611 - General Administration					
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	601-49611-1131	-5.36
Badger Meter Inc	80185354	01/29/2025	426 Beacon/2160 Cellular	601-49611-3312	1,025.40
Gopher State One Call	5010564	01/31/2025	January 2025 Locate Tickets	601-49611-3499	15.20
Customer Contact Services	9523757-020125	02/01/2025	After Hours Answering Service	601-49611-3372	15.97
Department 49611 - General Administration Total:					1,051.21
Department: 49930 - Capital					
Metering & Technologies Solut..	INV6840-B	12/17/2024	Cellular Meters	601-49930-5605	6,411.07
Department 49930 - Capital Total:					6,411.07
Fund 601 - WATER Total:					34,070.97
Fund: 602 - SEWAGE					
Department: 47273 - 2012 Bond Issue					
Northland Securities Inc	INV-1299	12/31/2024	Disclosure Reporting	602-47273-6621	767.00
Department 47273 - 2012 Bond Issue Total:					767.00
Department: 49416 - Sewage Collection					
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	602-49416-1131	-5.87
Department 49416 - Sewage Collection Total:					-5.87
Department: 49435 - Sewage Disposal					
Luverne Building Center Inc	254196	01/14/2025	Screws	602-49435-2261	25.49
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	602-49435-1131	-1.68
Worldwide Express	2501157858	01/22/2025	Shipping Charges	602-49435-3325	48.96
G & S Auto LLC	1751	01/23/2025	#188 Dismount/Mount/Balan...	602-49435-2222	132.00
Hills Stainless Steel & Equip Co..	0014706-IN	01/24/2025	#36 Parts for New Vac Truck	602-49435-2228	266.07
Luverne Building Center Inc	254493	01/29/2025	Pair Photo Eyes	602-49435-2223	45.99
Busse Plumbing, Htg & AC Inc	28529	01/29/2025	Parts for New Water Fill Line f...	602-49435-2223	963.55
MVTL Laboratories Inc	1291204	01/30/2025	Lab Tests	602-49435-3312	584.00
Department 49435 - Sewage Disposal Total:					2,064.38
Department: 49611 - General Administration					
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	602-49611-1131	-5.53
Badger Meter Inc	80185354	01/29/2025	426 Beacon/2160 Cellular	602-49611-3312	1,025.40

Outstanding Invoices Report

Payable Dates: 1/1/2024 - 2/12/2025

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Amount
Gopher State One Call	5010564	01/31/2025	January 2025 Locate Tickets	602-49611-3499	15.20
Customer Contact Services	9523757-020125	02/01/2025	After Hours Answering Service	602-49611-3372	15.97
Department 49611 - General Administration Total:					1,051.04
Department: 49930 - Capital					
Metering & Technologies Solut..	INV6840-B	12/17/2024	Cellular Meters	602-49930-5539	6,411.07
Department 49930 - Capital Total:					6,411.07
Fund 602 - SEWAGE Total:					10,287.62
Fund: 603 - REFUSE					
Department: 49418 - Refuse and Recycling					
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	603-49418-1131	-11.57
Titan Truck & Trailer Service	SO0149804-2	01/23/2025	#52 Brake Shoes	603-49418-2228	517.62
Department 49418 - Refuse and Recycling Total:					506.05
Fund 603 - REFUSE Total:					506.05
Fund: 604 - ELECTRIC					
Department: 47285 - 2018 Electric Revenue Bonds					
Northland Securities Inc	INV-1300	12/31/2024	Disclosure Reporting	604-47285-6621	1,750.00
Department 47285 - 2018 Electric Revenue Bonds Total:					1,750.00
Department: 49417 - Electric Production					
Dakota Supply Group Inc	S104313557.003	01/02/2025	Flex Sealtite	604-49417-2242	745.56
Dakota Supply Group Inc	S104358443.001	01/02/2025	Retuned 100 Ft ELFX - Fuel He...	604-49417-2242	-745.56
Auto Value	803038604	01/03/2025	Brake Parts Cleaner/DA1600 G...	604-49417-2221	35.56
Fastenal Company	SDBRA73051	01/23/2025	Nutsetters/Anti-Fog Lens Wip...	604-49417-2261	99.17
Fastenal Company	SDBRA73132	01/30/2025	First Aid Supplies	604-49417-2261	148.50
Department 49417 - Electric Production Total:					283.23
Department: 49452 - Electric Distribution					
Dakota Supply Group Inc	S104414527.001	01/30/2025	Leather Utility Plus	604-49452-2245	241.00
Department 49452 - Electric Distribution Total:					241.00
Department: 49558 - Maintenance					
Missouri River Energy Ser	SM00000009691	12/31/2024	Misc Scanning/Infrared Inspec...	604-49558-2227	167.80
Border States Electric	929725695	01/20/2025	VFI Lid Kit	604-49558-2227	2,284.46
Department 49558 - Maintenance Total:					2,452.26
Department: 49609 - Luverne Outlook					
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	604-49609-1131	-0.84
Department 49609 - Luverne Outlook Total:					-0.84
Department: 49610 - Energy Conservation					
Dakota Supply Group Inc	S104377616.001	01/14/2025	LED Bulbs/Self Drilling Screws...	604-49610-3465	834.94
Dakota Supply Group Inc	S104377616.002	01/17/2025	Wire/Mini Circuit Breakers	604-49610-3465	311.01
McClure Electric	01272025	01/27/2025	Gary's Repair - Contractor Inst...	604-49610-3482	50.00
Professional Ag Marketing	20250127	01/27/2025	Lighting Retrofit Rebate	604-49610-3482	858.60
Loosbrock Electrical Construct...	20250127	01/27/2025	HVAC Rebate	604-49610-3482	120.00
United Methodist Church	20250127	01/27/2025	Lighting Retrofit Rebate	604-49610-3482	397.44
Big Top Tent Rentals LLC	20250127	01/27/2025	Lighting Retrofit Rebate	604-49610-3482	621.59
McClure Electric	20250127	01/27/2025	Professional Ag Marketing-Co...	604-49610-3482	50.00
Gary's Repair	20250127	01/27/2025	Lighting Retrofit Rebate	604-49610-3482	203.04
McClure Electric	20250131	01/31/2025	United Methodist Church-Con...	604-49610-3482	50.00
Department 49610 - Energy Conservation Total:					3,496.62
Department: 49611 - General Administration					
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	604-49611-1131	-11.82
Missouri River Energy Ser	SM00000009726	01/30/2025	Jan 2025 Meter Count/AMI M...	604-49611-3312	892.60
Gopher State One Call	5010564	01/31/2025	January 2025 Locate Tickets	604-49611-3499	15.20
Customer Contact Services	9523757-020125	02/01/2025	After Hours Answering Service	604-49611-3372	15.97
Department 49611 - General Administration Total:					911.95
Fund 604 - ELECTRIC Total:					12,551.30

Outstanding Invoices Report

Payable Dates: 1/1/2024 - 2/12/2025

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Amount
Fund: 606 - STORM SEWER					
Department: 49592 - General Structures Mainte					
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	606-49592-1131	-0.42
Gopher State One Call	5010564	01/31/2025	January 2025 Locate Tickets	606-49592-3499	15.20
Department 49592 - General Structures Mainte Total:					14.78
Fund 606 - STORM SEWER Total:					14.78
Fund: 609 - LIQUOR					
Department: 49710 - Merchandise Purchases					
Sunshine Foods BML	5745	01/07/2025	Soda/Juice	609-49710-2251	161.84
Sunshine Foods BML	6667	01/15/2025	Soda	609-49710-2251	108.16
Sunshine Foods BML	7963	01/22/2025	Soda/Juice	609-49710-2251	227.43
Sunshine Foods BML	2803	01/29/2025	Soda/Juice	609-49710-2251	136.08
Department 49710 - Merchandise Purchases Total:					633.51
Department: 49720 - Liquor Expenses					
Sunshine Foods BML	5746	01/07/2025	Water	609-49720-2261	3.50
Sunshine Foods BML	6668	01/15/2025	Water	609-49720-2261	3.99
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	609-49720-1131	-16.77
Sunshine Foods BML	7964-25	01/22/2025	Water	609-49720-2261	7.98
Sunshine Foods BML	9123	01/28/2025	Lemonade	609-49720-2261	9.87
Sunshine Foods BML	2804	01/29/2025	Water	609-49720-2261	3.99
Department 49720 - Liquor Expenses Total:					12.56
Fund 609 - LIQUOR Total:					646.07
Fund: 650 - EDA GENERAL OPERATIONS					
Department: 46515 - Economic Development					
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	650-46515-1131	-8.38
Department 46515 - Economic Development Total:					-8.38
Fund 650 - EDA GENERAL OPERATIONS Total:					-8.38
Fund: 701 - CENTRAL GARAGE					
Department: 49810 - Central Garage Operations					
Auto Value	803038959	01/13/2025	Adhesive Cleaner	701-49810-2221	35.99
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	701-49810-1131	-9.64
Dakota Supply Group Inc	S104357075.001	01/21/2025	3-Phase Heater Unit	701-49810-2223	1,654.93
Dakota Supply Group Inc	S104405963.001	01/21/2025	LED T8 Bulbs	701-49810-2223	122.29
Batteries Plus #75	P79744829	01/23/2025	Batteries	701-49810-2223	38.85
Fastenal Company	SDBRA73049	01/23/2025	Hex Screws/First Aid Supplies	701-49810-2221	26.17
Fastenal Company	SDBRA73052	01/23/2025	Glass Cleaner	701-49810-2221	65.52
Clean Sweep	7682	01/28/2025	Push Broom	701-49810-2241	75.00
Crysteel Truck Equipment-Lak...	LP222582	01/28/2025	#82 Low Profile LED Directional	701-49810-2228	237.73
Department 49810 - Central Garage Operations Total:					2,246.84
Fund 701 - CENTRAL GARAGE Total:					2,246.84
Fund: 702 - CENTRAL STORE					
Department: 49820 - Central Store Operations					
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	702-49820-1131	-4.19
Department 49820 - Central Store Operations Total:					-4.19
Fund 702 - CENTRAL STORE Total:					-4.19
Fund: 704 - PROP/CASUALTY INSURANCE					
Department: 49910 - Operating Transfers Out					
Heidebrink & Associates Agen...	4785	01/29/2025	Consulting Fee 1st Qtr 2025	704-49910-3312	4,750.00
Department 49910 - Operating Transfers Out Total:					4,750.00
Fund 704 - PROP/CASUALTY INSURANCE Total:					4,750.00
Fund: 705 - DATA PROCESSING					
Department: 41920 - Data Processing					
Delta Dental of Minnesota	January 2025	01/17/2025	Employee Health Insurance	705-41920-1131	-2.51
League of Minn Cities	421605	01/22/2025	Adobe Acrobat Pro DC - Annual	705-41920-3309	33.10
Allegiant Technology	200009384	01/31/2025	CloudFAX Feb 2025 Billing	705-41920-3321	46.12

Outstanding Invoices Report

Payable Dates: 1/1/2024 - 2/12/2025

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Amount
Tyler Technologies Inc	025-494601	02/01/2025	Time & Attendance 03/01/20...	705-41920-3309	3,262.35
				Department 41920 - Data Processing Total:	3,339.06
				Fund 705 - DATA PROCESSING Total:	3,339.06
				Grand Total:	166,819.14

Staff Report

File #: 2025-48

Agenda Date: 2/11/2025

Agenda #: H.2.

Application and Certification for Payment No. 10 for \$115,945.05 to Knutson Construction RE: Childcare Facility.

The January payment application includes but is not limited to vinyl flooring, carpet flooring, and walk off flooring installations. Electrical continued devicing out, installing remaining fixtures, fire alarm systems, and lighting control panels. This application also includes labor for miscellaneous specialty items, door hardware, finish carpentry work, as well as glazing and remaining fire sprinkler scopes. As of the date of this application, the project is 94.15 percent complete.

City Administrator Recommendation: City Council Approve Application and Certification for Payment No. 10 for \$115,945.05 to Knutson Construction RE: Childcare Facility.

Form RD 1924-18
(Rev. 6-97)

UNITED STATES DEPARTMENT OF AGRICULTURE
RURAL DEVELOPMENT
FARM SERVICE AGENCY

PARTIAL PAYMENT ESTIMATE

CONTRACT NO. _____

PARTIAL PAYMENT ESTIMATE NO. _____

PAGE _____

OWNER: _____

CONTRACTOR: _____

PERIOD OF ESTIMATE

FROM _____ TO _____

CONTRACT CHANGE ORDER SUMMARY

ESTIMATE

No.	Agency Approval Date	Amount		
		Additions	Deductions	
				1. Original Contract
				2. Change Orders
				3. Revised Contract (1 + 2)
				4. Work Completed*
				5. Stored Materials*
				6. Subtotal (4 + 5)
				7. Retainage*
				8. Previous Payments
				9. Amount Due (6-7-8)
TOTALS				* Detailed breakdown attached
NET CHANGE				

CONTRACT TIME

Original (days) _____
Revised _____
Remaining _____

On Schedule

Yes

No

Starting Date _____

Projected Completion _____

CONTRACTOR'S CERTIFICATION:

The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work for which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.

Contractor Callin Bell

By _____

Date _____

APPROVED BY OWNER:

Owner _____

By _____

Date _____

ARCHITECT OR ENGINEER'S CERTIFICATION:

The undersigned certifies that the work has been carefully inspected and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

Architect or Engineer Madeline Newman

By _____

Date _____

ACCEPTED BY AGENCY:

The review and acceptance of this estimate does not attest to the correctness of the quantities shown or that the work has been performed in accordance with the contract documents.

By _____

Title _____

Date _____

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number for this information collection is 0575-0042. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed and completing and reviewing the collection of information.

TYPICAL UNIT PRICE BREAKDOWN *

ITEM	DESCRIPTION	CONTRACT <i>(revised)</i>			THIS PERIOD		TOTAL TO DATE		% COM- PLETE
		QUANTITY	UNIT PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	
	TOTALS								

TYPICAL LUMP SUM PRICE BREAKDOWN *						TYPICAL STORED MATERIALS AND RETAINAGE BREAKDOWN *			
ITEM	DESCRIPTION	SCHEDULED VALUE	WORK COMPLETED		% COM- PLETE	MATERIALS STORED AT END OF THIS PAYMENT PERIOD			
			THIS PERIOD	TO DATE		DESCRIPTION	QUANTITY	UNIT VALUE	AMOUNT
						RETAINAGE			
							THIS ESTIMATE	PERCENT	RETAINED
								%	
						WORK COMPLETED:			
						STORED MATERIALS:			
						OTHER <i>(explain)</i>			
	TOTALS					TOTAL			

* As a minimum, detailed breakdowns should contain this information.

OWNER: City of Luverne
 City of Luverne

PROJECT: Childcare Facility
KCS JOB NO: 2440038

APPLICATION NO: 10

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR
 FIELD
 OTHER

PERIOD TO: 1.31.2025
CONTRACT FOR: [REDACTED]
CONTRACT DATE: 3.26.24
PROJECT NOS: 2440038

CONTRACTOR:
 nutson Construction Services Rochester, Inc.
 985 Bandel Rd NW
 Rochester, MN 55901

VIA ARCHITECT:
 ISG

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

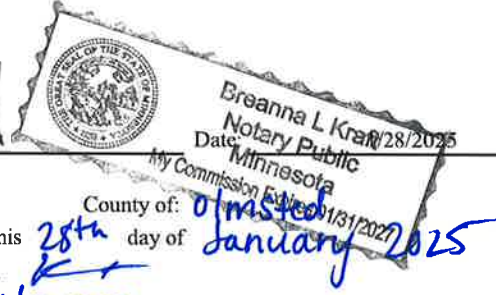
ORIGINAL CONTRACT SUM		\$ 7,228,835.00
NET CHANGE BY CHANGE ORDERS		\$ -
CONTRACT SUM TO DATE (Line 1 ± 2)		\$ 7,228,835.00
TOTAL COMPLETED & STORED TO DATE (Column G on G703)		\$ 6,805,938.00
RETAINAGE:		
a. <u>5</u> % of Completed Work (Column D + E on G703)	\$ 340,296.90	
b. <u>5</u> % of Stored Material (Column F on G703)	\$ -	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)		\$340,296.90
TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)		\$ 6,465,641.10
LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		\$ 6,349,696.05
CURRENT PAYMENT DUE		\$ 115,945.05
BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	\$ 763,193.90

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ -	\$ -
Total approved this Month	\$ -	\$ -
TOTALS	\$ -	\$ -
NET CHANGES by Change Order	\$	-

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: Callin Bell
 State of: MN County of: Olmsted
 Subscribed and sworn to before me this 28th day of January 2025
 Notary Public: Breanna L. Kraft
 My Commission expires: 01/31/2027



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 115,945.05

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)
ARCHITECT:

By: Madeline Newman Date: 2/04/2025

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

KNUTSON CONSTRUCTION

APPLICATION FOR PAYMENT SCHEDULE - G703

Architect: ISG
 Owner: City of Luverne
 Project Name: Childcare Facility

APPLICATION NO: 10
 APPLICATION DATE: 1/28/2025
 PERIOD TO: 1/31/2025
 PROJECT NOS: 2440038

A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS APPLICATION PERIOD					5%
	TP 01A - General Trades	\$688,000.00	\$676,269.00	\$7,200.00		\$683,469.00	99.34%	\$4,531.00	\$34,173.45
	TP 05A - Metal Fabrication	\$56,200.00	\$56,200.00	\$0.00		\$56,200.00	100.00%	\$0.00	\$2,810.00
	TP 05C - Steel Erection	\$27,400.00	\$27,400.00	\$0.00		\$27,400.00	100.00%	\$0.00	\$1,370.00
	TP 06A - Casework Fab	\$163,412.00	\$163,412.00	\$0.00		\$163,412.00	100.00%	\$0.00	\$8,170.60
	TP 07A - Roofing	\$83,064.00	\$83,064.00	\$0.00		\$83,064.00	100.00%	\$0.00	\$4,153.20
	TP 07B - Metal Panels	\$76,728.00	\$76,728.00	\$0.00		\$76,728.00	100.00%	\$0.00	\$3,836.40
	TP 08A - HM Doors, Frames & Hdw	\$108,382.00	\$13,125.00	\$0.00		\$13,125.00	12.11%	\$95,257.00	\$656.25
	TP 08B - Aluminum Entrances & Storefronts	\$145,150.00	\$139,650.00	\$5,000.00		\$144,650.00	99.66%	\$500.00	\$7,232.50
	TP 08F - Sectional Doors	\$20,000.00	\$0.00	\$0.00		\$0.00	0.00%	\$20,000.00	\$0.00
	TP 09A - Gypsum Board Assemblies	\$367,900.00	\$367,900.00	\$0.00		\$367,900.00	100.00%	\$0.00	\$18,395.00
	TP 09B - Tiling	\$85,288.00	\$85,288.00	\$0.00		\$85,288.00	100.00%	\$0.00	\$4,264.40
	TP 09C - Acoustical Treatment	\$138,735.00	\$108,735.00	\$0.00		\$108,735.00	78.38%	\$30,000.00	\$5,436.75
	TP 09D - Flooring	\$208,712.00	\$122,706.41	\$59,696.72		\$182,403.13	87.39%	\$26,308.87	\$9,120.16
	TP 09I - Painting	\$77,600.00	\$77,600.00	\$0.00		\$77,600.00	100.00%	\$0.00	\$3,880.00
	TP 10B - Signage Fab & Install	\$38,881.00	\$38,881.00	\$0.00		\$38,881.00	100.00%	\$0.00	\$1,944.05
	TP 11A - Foodservice Equipment	\$249,719.00	\$249,719.00	\$0.00		\$249,719.00	100.00%	\$0.00	\$12,485.95
	TP 21A - Fire protection	\$93,626.00	\$93,220.30	\$405.70		\$93,626.00	100.00%	\$0.00	\$4,681.30
	TP 23B - HVAC & Plumbing	\$2,155,800.00	\$2,155,800.00	\$0.00		\$2,155,800.00	100.00%	\$0.00	\$107,790.00
	TP 26A - Electrical, Low Voltage & Safety	\$666,000.00	\$619,799.10	\$34,650.00		\$654,449.10	98.27%	\$11,550.90	\$32,722.46
	TP 31A - Earthwork, Utilities & Asphalt	\$279,000.00	\$279,000.00	\$0.00		\$279,000.00	100.00%	\$0.00	\$13,950.00
	TP 32B - Site Concrete	\$118,650.00	\$118,650.00	\$0.00		\$118,650.00	100.00%	\$0.00	\$5,932.50
	TP 32C - Landscaping	\$76,200.00	\$56,200.00	\$0.00		\$56,200.00	73.75%	\$20,000.00	\$2,810.00
	Construction Contingency	\$360,000.00	\$0.00	\$0.00		\$0.00	0.00%	\$360,000.00	\$0.00
	Total General Conditions	\$663,702.00	\$644,742.00	\$11,500.00		\$656,242.00	98.88%	\$7,460.00	\$32,812.10
	Insurance	\$99,293.00	\$96,089.00	\$1,895.00		\$97,984.00	98.68%	\$1,309.00	\$4,899.20
	Building Permit	\$10,000.00	\$10,000.00	\$0.00		\$10,000.00	100.00%	\$0.00	\$500.00
	Bonds	\$48,482.00	\$48,482.00	\$0.00		\$48,482.00	100.00%	\$0.00	\$2,424.10
	CM Fee	\$122,911.00	\$119,644.00	\$1,700.00		\$121,344.00	98.73%	\$1,567.00	\$6,067.20
	Change Orders								\$0.00
	OCO #01	\$124,088.40	\$124,088.40	\$0.00		\$124,088.40	100.00%	\$0.00	\$6,204.42
	OCO #01 Contingency Adjustment	(\$124,088.40)	\$0.00	\$0.00		\$0.00	0.00%	(\$124,088.40)	\$0.00
	OCO #02	\$8,137.99	\$8,137.99	\$0.00		\$8,137.99	100.00%	\$0.00	\$406.90
	OCO #02 Contingency Adjustment	(\$8,137.99)	\$0.00	\$0.00		\$0.00	0.00%	(\$8,137.99)	\$0.00
	OCO #03	\$15,071.78	\$15,071.78	\$0.00		\$15,071.78	100.00%	\$0.00	\$753.59
	OCO #03 Contingency Adjustment	(\$15,071.78)	\$0.00	\$0.00		\$0.00	0.00%	(\$15,071.78)	\$0.00
	OCO #05	(\$1,251.92)	(\$1,251.92)	\$0.00		(\$1,251.92)	100.00%	\$0.00	(\$62.60)
	OCO #05 Contingency Adjustment	\$1,251.92	\$0.00	\$0.00		\$0.00	0.00%	\$1,251.92	\$0.00
	OCO #06	\$2,420.00	\$2,420.00	\$0.00		\$2,420.00	100.00%	\$0.00	\$121.00
	OCO #06 Contingency Adjustment	(\$2,420.00)	\$0.00	\$0.00		\$0.00	0.00%	(\$2,420.00)	\$0.00
	OCO #07	(\$13,215.00)	(\$13,215.00)	\$0.00		(\$13,215.00)	100.00%	\$0.00	(\$660.75)
	OCO #07 Contingency Adjustment	\$13,215.00	\$0.00	\$0.00		\$0.00	0.00%	\$13,215.00	\$0.00
	OCO #08	\$1,150.00	\$1,150.00	\$0.00		\$1,150.00	100.00%	\$0.00	\$57.50
	OCO #08 Contingency Adjustment	(\$1,150.00)	\$0.00	\$0.00		\$0.00	0.00%	(\$1,150.00)	\$0.00
	OCO #09	(\$8,190.00)	(\$8,190.00)	\$0.00		(\$8,190.00)	100.00%	\$0.00	(\$409.50)
	OCO #09 Contingency Adjustment	\$8,190.00	\$0.00	\$0.00		\$0.00	0.00%	\$8,190.00	\$0.00
	OCO #10	\$11,126.52	\$11,126.52	\$0.00		\$11,126.52	100.00%	\$0.00	\$556.33
	OCO #10 Contingency Adjustment	(\$11,126.52)	\$0.00	\$0.00		\$0.00	0.00%	(\$11,126.52)	\$0.00
	OCO #11	\$16,249.00	\$16,249.00	\$0.00		\$16,249.00	100.00%	\$0.00	\$812.45
	OCO #11 Contingency Adjustment	(\$16,249.00)		\$0.00		\$0.00	0.00%	(\$16,249.00)	\$0.00
	TOTAL	\$7,228,835.00	\$6,683,890.58	\$122,047.42	\$0.00	\$6,805,938.00	94.15%	\$422,897.00	\$340,296.90

Staff Report

File #: 2025-49

Agenda Date: 2/11/2025

Agenda #: H.3.

Certificate for Payment No. 2 - Final to Duininck, Inc. for \$2,516.68 and Owner's Acceptance of Contract Construction RE: Trunk Highway 75 Storm Sewer Improvements Project.

This payment request includes the remaining retainage on the storm sewer work on TH 75. The total project cost was \$231,867.90, the City partnered with MnDOT for a 50/50 cost split on construction costs.

City Administrator Recommendation: City Council Approve Certificate for Payment No. 2 - Final to Duininck, Inc. for \$2,516.68 and Owner's Acceptance of Contract Construction RE: Trunk Highway 75 Storm Sewer Improvements Project.

CERTIFICATE FOR PAYMENT NO. 2 - FINAL

**Duininck, Inc.
408 6th Street
Prinsburg, MN 56281**

Project: T.H. 75 Storm Sewer Improvements
Luverne, MN

DGR Project No. 372366

Owner: City of Luverne

For Period From: October 25, 2024 to November 18, 2024

<u>Spec No.</u>	<u>Estimated Units</u>	<u>Description</u>	<u>Unit Price</u>	<u>Contract Price</u>	<u>This Application</u>		<u>Completed to Date</u>	
					<u>Units</u>	<u>Value</u>	<u>Units</u>	<u>Value</u>
2021.501	JOB	Mobilization	L.S.	\$50,000.00		\$0.00	100%	\$50,000.00
2104.502	2 Ea.	Remove Manhole or Catch Basin	750.00	1,500.00		0.00	2.00	1,500.00
2104.503	100 L.F.	Remove Curb and Gutter	10.00	1,000.00		0.00	108.00	1,080.00
2104.504	152 S.Y.	Remove Pavement	65.00	9,880.00		0.00	167.00	10,855.00
2104.518	200 S.F.	Remove Sidewalk	5.00	1,000.00		0.00	300.00	1,500.00
2105.607	60 C.Y.	Select Granular Borrow (CV)	85.00	5,100.00		0.00	60.00	5,100.00
2211.507	50 C.Y.	Aggregate Base (CV) Class 5	100.00	5,000.00		0.00	55.00	5,500.00
2302.502	46 Ea.	Dowel Bar	50.00	2,300.00		0.00	36.00	1,800.00
2302.503	92 L.F.	Full Depth Repair (Type CD-HV)	65.00	5,980.00		0.00	40.00	2,600.00
2302.504	152 S.Y.	Pavement Replacement (Type CX)	165.00	25,080.00		0.00	55.50	9,157.50
2360.509	60 Ton	Type SP 12.5 Bituminous Mixture for Patching	260.00	15,600.00		0.00	70.64	18,366.40
2451.607	10 C.Y.	Trench Stabilization Material (CV)	40.00	400.00		0.00		0.00
2503.503	8 L.F.	12" RC Pipe Sewer Class III	160.00	1,280.00		0.00		0.00
2503.503	24 L.F.	18" RC Pipe Sewer Class III	170.00	4,080.00		0.00		0.00
2503.503	8 L.F.	24" RC Pipe Sewer Class III	200.00	1,600.00		0.00	8.00	1,600.00
2503.503	94 L.F.	30" RC Pipe Sewer Class III	225.00	21,150.00		0.00	94.00	21,150.00
2503.602	5 Ea.	Connect to Existing Storm Sewer	1,250.00	6,250.00		0.00	3.00	3,750.00
2506.502	2 Ea.	Construct Drainage Structure Design Special 1	10,000.00	20,000.00		0.00	2.00	20,000.00
2506.502	2 Ea.	Construct Drainage Structure Design Special 2	14,000.00	28,000.00		0.00	2.00	28,000.00
2521.518	200 S.F.	6" Concrete Walk	13.00	2,600.00		0.00	300.00	3,900.00
2531.503	100 L.F.	Concrete Curb and Gutter Design B624	70.00	7,000.00		0.00	108.00	7,560.00
2563.601	JOB	Traffic Control	L.S.	20,000.00		0.00	100%	20,000.00
2573.502	5 Ea.	Storm Drain Inlet Protection	100.00	500.00	2.00	200.00	5.00	500.00
2573.503	300 L.F.	Sediment Control Log Type Straw	3.00	900.00		0.00	255.00	765.00
2575.501	JOB	Turf Establishment	L.S.	6,000.00		0.00	100%	6,000.00
2575.504	380 S.Y.	Rapid Stabilization Method 4	1.80	684.00		0.00	380.00	684.00
2582.503	180 L.F.	4" Solid Line Multi-Component (WR)	45.00	8,100.00		0.00	160.00	7,200.00
2582.503	65 L.F.	4" Broken Line Multi-Component (WR)	45.00	2,925.00		0.00	20.00	900.00
2582.518	15 S.F.	Pavement Message Multi-Component Ground In (WR)	160.00	<u>2,400.00</u>		<u>0.00</u>	15.00	<u>2,400.00</u>
TOTAL BID				\$256,309.00		\$200.00		\$231,867.90

Total Work Completed		\$231,867.90
Stored Materials		
Less Retainage	<u>0</u> %	<u>0.00</u>
		\$231,867.90
Less Previous Payments		229,351.22
TOTAL AMOUNT DUE THIS PAY REQUEST		<u>\$2,516.68</u>

Payment Requested by:

Duininck, Inc.
(Contractor)


(signature)

Date 1.14.2025

Justin Zylstra, Vice President

Payment Recommended by: DGR Engineering


(signature)

Date 1-24-25

Payment Approved by: City of Luverne

(signature)

Date _____

(signature)

Date _____

**ENGINEER'S STATEMENT OF FINAL COMPLETION
AND
OWNER'S ACCEPTANCE OF CONTRACT CONSTRUCTION**

To: Duininck, Inc.
408 6th Street
Prinsburg, MN 56281

T.H. 75 Storm Sewer Improvements
Project Designation

I, the undersigned Engineer of the above designated project, do hereby state that:

1. The construction provided for pursuant to Construction Contract No. 372366, dated July 23, 2024, including all approved amendments and change orders, (hereinafter called the "Project") between City of Luverne, Minnesota ("Owner") and Duininck, Inc. ("Contractor") has been completed as of October 21, 2024 and to the best of my knowledge, information and belief, based on observations made during the period of construction, is in substantial compliance with the provisions of the Construction Contract, including all plans, specifications and drawings, and modifications thereof.

To the best of my knowledge, information and belief,

2. Defects in workmanship and materials reported during the period of construction of the Project have been corrected.

3. The total cost of the project as completed is Two hundred thirty-one thousand, six hundred sixty seven and 90/100----- dollars (\$ 231,867.90).

4. The Final Inventory as shown on Certificate for Payment No. 2 - Final is a complete and accurate summary of the work performed in accordance with the Construction Contract.

Accepted:

DEWILD GRANT RECKERT AND ASSOCIATES
COMPANY d/b/a DGR ENGINEERING

City of Luverne, Minnesota
Owner

By Matt Vinje
Title Project Manager

By _____

Date 1-24-25

Date _____

Attest _____

Staff Report

File #: 2025-51

Agenda Date: 2/11/2025

Agenda #: K.1.

Application for Exempt Permit for American Legion Post 123 to Conduct Bingo at Big Top Tents and Events.

Representing American Legion Post 123, Edward Stearns has applied for an application for exempt permit to conduct a bingo fundraising event at Big Top Tents and Events.

City Administrator Recommendation: City Council Approve Application for Exempt Permit for American Legion Post 123 to Conduct Bingo at Big Top Tents.

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: American Legion Post 123 Previous Gambling Permit Number: X-[REDACTED]

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: [REDACTED]

Mailing Address: [REDACTED]

City: Luverne State: MN Zip: 56156 County: Rock

Name of Chief Executive Officer (CEO): Edward Stearns

CEO Daytime Phone: [REDACTED] CEO Email: _____
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): [REDACTED]

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted
(for raffles, list the site where the drawing will take place): Big Top Tents

Physical Address (do not use P.O. box): 321 W Hatting St Luverne MN 56156

Check one:

City: Luverne Zip: 56156 County: Rock

Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 3/24/2025

Check each type of gambling activity that your organization will conduct:

Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 20px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: _____
(Signature must be CEO's signature; designee may not sign)

Print Name: Edward Stearns

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
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<p>Complete a separate application for:</p> <ul style="list-style-type: none"> • all gambling conducted on two or more consecutive days; or • all gambling conducted on one day. <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p>Financial report to be completed within 30 days after the gambling activity is done: A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.</p> <p>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p>	<p>Mail application with:</p> <p>_____ a copy of your proof of nonprofit status; and _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150. Make check payable to State of Minnesota.</p> <p>To: Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p> <p>Questions? Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p>
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<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the</p>	<p>application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-</p>	<p>ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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This form will be made available in alternative format (i.e. large print, braille) upon request.

<p align="center">How You May Spend Gambling Funds</p>	<p align="center">How You May Not Spend Gambling Funds</p>
<p>Allowable expenses - Gambling funds may be spent for allowable expenses, such as:</p> <ul style="list-style-type: none"> • gambling equipment (pull-tabs, bingo paper, bingo blower, paddlewheel tickets, tipboard games); • advertising; • printing raffle tickets; or • any services or goods that are directly related to the conduct of your gambling. <p>Charitable contributions - Gambling funds may be spent for the following charitable contributions (lawful purpose):</p> <ul style="list-style-type: none"> • to or by 501(c)(3) organization and 501(c)(4) festival organizations; • relieving the effects of poverty, homelessness, or disability; • problem gambling programs approved by the Minnesota Department of Human Services; • public or private nonprofit school; • scholarships (if a contribution is made to a scholarship fund, it must be made to a nonprofit organization whose primary mission is to award scholarships); • church; • recognition of military service (open to public or active military personnel in need); • activities and facilities benefiting youth under age 21; • citizen monitoring of surface water quality, with data submitted to Minnesota PCA; • unit of government (NOTE: A direct contribution to a law enforcement or prosecutorial agency is not allowed); • wildlife management projects or activities that benefit the public-at-large, with DNR approval; • grooming and maintaining snowmobile or all-terrain trails that are grant-in-aid trails, or other trails open to public use, with DNR approval; • supplies and materials for DNR training and educational programs; • nutritional programs, food shelves, and congregate dining programs primarily for persons who are 62 or older or disabled; • community arts organizations or programs; • humanitarian service recognizing volunteerism or philanthropy; and • acquisition and repair of real property and capital assets (contact the Gambling Control Board for requirements). 	<ol style="list-style-type: none"> 1. Controlled contribution - An organization may not retain any control over any contribution made from gambling funds. The only exception is for expenditures by a 501(c)(3) organization or a 501(c)(4) festival organization to its general fund. 2. Financial gain - A contribution or expenditure may not be made if it results in any monetary, economic, financial, or material benefit to the organization making the contribution or expenditure. 3. Government - An expenditure may not be made for: <ul style="list-style-type: none"> • influencing the nomination or election of a candidate for public office; • promoting or defeating a ballot question; or • any activity intended to influence an election or a governmental decision-making process. 4. Law enforcement - A direct contribution may not be made to a law enforcement or prosecutorial agency. 5. Pension - A contribution may not be made to a government pension or retirement fund, such as a fire relief association. 6. Conflict of interest - A contribution or expenditure may not be made if it is not allowed under the conflict of interest provisions of the Minnesota Nonprofit Corporation Act, Minnesota Statutes, Section 317A.255. 7. Alcohol - An expenditure may not be made for the purchase of any intoxicating liquor, wine, or malt beverages. 8. Fundraising - An expenditure may not be made for fundraising costs, except as allowed for a 501(c)(3) organization or 501(c)(4) festival organization from its general fund. 9. Other organizations - With few exceptions, gambling funds may not be contributed to other organizations or clubs such as veterans, fraternal, Lions, etc. unless it is a 501(c)(3) organization. 10. Other contributions - A contribution may not be made to a 501(c)(3) organization or another entity with the intent or effect of not complying with lawful purpose restrictions or requirements.

BINGO AND RAFFLE – Checklist for Excluded/Exempt Permits

The purpose of this form is to help your organization conduct excluded/exempt gambling in compliance with the requirements listed below. Exempt and Excluded activities cannot be conducted in the same calendar year. The five forms of lawful gambling are bingo, paddlewheels, pull-tabs, raffles and tipboards. Detailed information regarding each requirement is available by clicking on the following links [in blue italics]: 1) applicable statutes and rules; 2) the [Lawful Gambling Manual](#); 3) the online class, [“Conduct of Raffles”](#); and 4) the [phone number and email address](#) of your county’s Licensing (license, permits and leases) and Compliance (conduct and reporting) Specialists.

Check Box	RAFFLES
	1. Tickets are printed in accordance with MN Rule 7861.0310 .
	2. Tickets contain the sequential number of the raffle ticket. Theatre style tickets may be used. (349.173)
	3. A list of prizes and a statement of other relevant information is made available to ticket purchasers. (349.173)
	4. The organization must pay in full or otherwise become the owner of all prizes prior to the raffle drawing, except for raffles with gross receipts of \$60 or less. (7861.0260)
	5. A merchandise certificate is used when a prize requiring registration or licensure (guns, cars, ATVs, etc.) is offered. (7861.0260)
	6. Prizes must not consist of lawful gambling equipment including raffle tickets for another raffle. (7861.0260)
	7. The total value of lawful gambling prizes awarded (use fair market value for donated prizes) does not exceed \$50,000 in a calendar year. (349.166)
	8. Cash must not be substituted for merchandise prizes that have been won. (7861.0260 Subp. 4C(2))
	9. Alcohol is only awarded as a prize to persons who demonstrate that they are 21 years of age or older. (340A.707)
	10. Only cash, personal checks, cashier’s checks, money orders, travelers’ checks, and debit cards may be accepted for the purchase of tickets (NO CREDIT CARDS – NO INTERNET SALES). (349.2127) (7861.0260)
	11. The method of winner selection cannot be manipulated or based on the outcome of an event not under the organization’s control. (349.173)
	12. Persons are not required to be present at a raffle drawing to be eligible to win. (349.173) (7861.0310)
	13. Raffle tickets are not sold to or won by persons under age 18. (349.181) (7861.0310)
	14. Purchasers are not required to buy anything other than the ticket. (349.173) (7861.0310)
	15. Clear and legible house rules in accordance with MN Rule 7861.0310 are prominently posted at the point of winner selection.
	16. An exempt permit financial report (LG220A) must be submitted to the Gambling Control Board within 30 days of the gambling occasion. (349.166)
BINGO	
	1. Clear and legible house rules in accordance with MN Rule 7861.0270 are prominently posted at the point of winner selection.
	2. House rules include the policy on declaring bingo and last number called. (7861.0270 Subp. 2A(1))
	3. House rules include the reasons for potentially cancelling bingo occasions. (7861.0270 Subp. 2A(1))
	4. All sales must be on a cash basis and take place at the permitted premises during or immediately prior to the bingo occasion. (NO CREDIT CARDS – NO INTERNET SALES) (7861.0270 Subp. 5B(1))
	5. Bingo paper must not be offered for free or discounted unless the price is reduced with a coupon. (7861.0270 Subp. 5B(7))
	6. Bingo balls must be available for inspection by at least one player before the occasion begins to determine that all are present and in operating condition. (7861.0270 Subp. 3A)
	7. No reservation of bingo cards or bingo paper for any person (7861.0270 Subp. 3F)
	8. Bingo records (including bingo program) must be kept for 3½ years. (7861.0270 Subp. 11)
BINGO AND RAFFLES	
	1. Gambling records must be kept for 3½ years. (7861.0310)
	2. Gambling funds may only be spent for allowable expenses and lawful purposes. (349.12 Subd. 3a) (349.12 Subd. 25) (mn.gov/gcb/faq-exemptexcluded.html) and (mn.gov/gcb/assets/infosheetspendinggamblingfunds.pdf)

Staff Report

File #: 2025-57

Agenda Date: 2/11/2025

Agenda #: K.2.

Temporary On-Sale Liquor License for Luverne Brew Partners, DBA Take 16 Brewing for February 16, 2025 at Luverne Lanes.

Representing Take 16, Amanda McDonald has applied for a temporary on-sale liquor license for the sale and consumption of alcohol on February 16, 2025 during an employee event at Luverne Lanes, 117 N Cedar Street. Sales and consumption will be limited to Luverne Lanes. All materials have been submitted including fee and certificate of liability insurance. If approved, an application will be sent to the State for their approval as well.

City Administrator Recommendation: City Council Approve Temporary On-Sale Liquor License for Luverne Brew Partners, DBA Take 16 Brewing for February 16, 2025 at Luverne Lanes.



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 1600, St. Paul, MN 55101
 651-201-7507 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization	Date of organization	Tax exempt number
Take 16 Brewing		

Organization Address (No PO Boxes)	City	State	Zip Code
509 E Main St	Luverne		56156

Name of person making application	Business phone	Home phone
Amanda McDonald	6053213706	

Date(s) of event	Type of organization	<input type="checkbox"/> Microdistillery	<input checked="" type="checkbox"/> Small Brewer
#VALUE! - 02/16/2025	<input type="checkbox"/> Club	<input type="checkbox"/> Charitable	<input type="checkbox"/> Religious
	<input type="checkbox"/> Other non-profit		

Organization officer's name	City	State	Zip Code

Organization officer's name	City	State	Zip Code

Organization officer's name	City	State	Zip Code

Location where permit will be used. If an outdoor area, describe.
 117 N Cedar St Luverne, MN 56156
 Luverne Lanes

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
 Buffalo Ridge Insurance - \$1,000,000

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City of Luverne
 City or County approving the license

\$30.00
 Fee Amount

02/12/2025
 Date Approved

02/12/2025
 Permit Date

Event in conjunction with a community festival Yes No

4,946
 Current population of city

mvangrootheest@cityofluverne.org
 City or County E-mail Address

Mandy Van Grootheest
 Please Print Name of City Clerk or County Official

Digital Signature of: Mandy Van Grootheest
 Signature City Clerk or County Official

**CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event
 No Temp Applications faxed or mailed. Only emailed.**

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY
 PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY
 CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**