



MEMORANDUM

**DATE:** May 22, 2023

**TO:** Honorable Mayor and City Councilmembers  
Dave Perrault, City Administrator

**FROM:** Gayle Bauman, Finance Director  
Pang Silseth, Accounting Analyst

**SUBJECT:** Claims and Payroll Listing

Budgeted Amount:	Actual Amount:	Funding Source:
N/A	N/A	N/A

**Council Should Consider**

Motion to approve, table or deny the following:

- Claims and Payroll Listing

*All items need a simple majority for action unless otherwise noted.*

**Background**

Payroll is processed biweekly and accounts payable is processed weekly.

**Budget Impact**

N/A

**Attachments**

2023 Payroll #10	\$138,908.33
<b>Total Payroll</b>	<b>\$138,908.33</b>
Paid Claims - 05/02/2023-05/12/2023 (Check Nos. 51763-51803 and ACH Checks)	\$387,572.36
<b>Total Accounts Payable</b>	<b>\$387,572.36</b>
<b>Total Claims</b>	<b>\$526,480.69</b>

**CITY OF ARDEN HILLS**

**PAYROLL # 10**

**CHECKS DATED: 05/12/23**

**Biweekly: 04/22/23 - 05/05/23**

EMPLOYEE DEDUCTIONS	AMT.	CITY BENEFIT	Payment Method
FIT	9,085.02		EFT
FICA Oasdi	5,909.23	5,909.23	EFT
FICA Medicare	1,382.02	1,382.02	EFT
SIT	3,884.61		EFT
<b>TOTAL TAXES</b>	<b>20,260.88</b>	<b>7,291.25</b>	
Health Premium	1,694.47	24,368.16	A/P Check*
Dental Premium	67.32	737.24	A/P Check*
FSA Health Care Reimb.	0.00		A/P Check*
FSA Dependent Care Reimb.	0.00		A/P Check*
<b>TOTAL FLEXIBLE SPENDING</b>	<b>1,761.79</b>	<b>25,105.40</b>	
HSA Health Saving	867.69	1,500.00	EFT
<b>TOTAL HEALTH SAVINGS</b>	<b>867.69</b>	<b>1,500.00</b>	
PERA	5,230.73	6,035.48	EFT
ICMA	3,120.12	447.42	EFT
Central Pension Fund-Union	1,536.00		A/P Check*
MN State Retirement System	1,305.79		EFT
<b>TOTAL RETIREMENT</b>	<b>11,192.64</b>	<b>6,482.90</b>	
AFLAC	22.76		EFT
Life/Addl/Dep Life	55.94	103.20	A/P Check*
Life/Addl non-tax	13.60		A/P Check*
LTD/STD Insurance	1,363.64		A/P Check*
PERA Life Insurance	32.00		A/P Check*
IUOE 49 Dues (Union)	140.00		A/P Check*
UNUM	19.51		A/P Check*
<b>TOTAL VOLUNTARY</b>	<b>1,647.45</b>	<b>103.20</b>	
Total Employee Deductions	35,730.45		
Net Payroll	0.00		
Direct Deposit	62,695.13		EFT
Gross Payroll Tie-Out	98,425.58		
Plus City Paid Benefit	40,482.75		
<b>TOTAL PAYROLL COST</b>	<b>138,908.33</b>		

FICA TIE-OUT	
Gross Payroll	98,425.58
Less Total FSA	1,761.79
Less Total H.SA	867.69
Less Voluntary Ins	36.36
Less Non Taxable Tech Reimb	450.00
Net P/R Subject to FICA	95,309.74
FICA Oasdi @ 6.20%	5,909.23
FICA Medicare @ 1.45%	1,382.02

Note: Federal and State Payroll Tax obligations are satisfied by means of utilizing the US Bank Easy Tax Deposit Service. Transfers are typically made up to two days after the payroll date.

\* A/P Checks can be found on the ACCOUNTS PAYABLE Check Approval report.  
Checks may be paid this week or the following week.

# Accounts Payable

## Checks by Date - Detail by Check Date

User: pang.silseth  
 Printed: 5/15/2023 3:05 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0242 05032023 05032023	MET COUNCIL ENVIRON SERVICES-S. April 2023 SAC April 2023 SAC	05/05/2023	-24.85 2,485.00
Total for this ACH Check for Vendor 0242:				2,460.15
ACH	0292 0003553075	OXYGEN SERVICE COMPANY INC April Rental	05/05/2023	32.92
Total for this ACH Check for Vendor 0292:				32.92
ACH	0327 3535837646 3535837646 3535984987	STAPLES INC Supplies Supplies Supplies	05/05/2023	12.09 17.18 94.76
Total for this ACH Check for Vendor 0327:				124.03
ACH	0761 0075722-IN	ELECTRIC PUMP INC Repair: Mix Flush Valves	05/05/2023	268.75
Total for this ACH Check for Vendor 0761:				268.75
ACH	0922 2023-045 2023-065	NINENORTH March Audio Visual Services April Audio Visual Services	05/05/2023	968.83 1,278.83
Total for this ACH Check for Vendor 0922:				2,247.66
ACH	10422 042823	MATTHEW SEIFERT Mileage Reimbursement-Training	05/05/2023	440.16
Total for this ACH Check for Vendor 10422:				440.16
ACH	10433 042723	STEVEN BAAR Mileage Reimbursement-Training	05/05/2023	440.16
Total for this ACH Check for Vendor 10433:				440.16
ACH	10476 0523T111	TWIN CITIES COMMERCIAL CLEANEI Janitorial Services-April	05/05/2023	2,005.58
Total for this ACH Check for Vendor 10476:				2,005.58
ACH	1125 0310995	BOLTON & MENK INC 2024 PMP	05/05/2023	3,528.50
Total for this ACH Check for Vendor 1125:				3,528.50
ACH	1597 37664	MIDWEST LOCK & SAFE INC Front door power operator diagnosis	05/05/2023	218.55

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for this ACH Check for Vendor 1597:	218.55
ACH	5173 80126684	BADGER METER Beacon & LTE Serv Units-April	05/05/2023	605.29
			Total for this ACH Check for Vendor 5173:	605.29
ACH	5493 050223 050223	JOLENE TRAUBA Expense Reimbursement Mileage Reimbursement 3/9-4/20	05/05/2023	8.03 36.75
			Total for this ACH Check for Vendor 5493:	44.78
ACH	6077 261072	CIVICPLUS Applicant Tracking Renewal 3/23-3/24	05/05/2023	1,005.07
			Total for this ACH Check for Vendor 6077:	1,005.07
ACH	7025 0001520057	ON SITE COMPANIES -OSSTC INC Restrooms 04/20-5/12	05/05/2023	408.10
			Total for this ACH Check for Vendor 7025:	408.10
ACH	7501 60648	KELLY & LEMMONS PA April Prosecution	05/05/2023	3,821.93
			Total for this ACH Check for Vendor 7501:	3,821.93
ACH	TCCC 2021839	TWIN CITIES NORTH CHAMBER OF C Manufacturing Cohort	05/05/2023	1,000.00
			Total for this ACH Check for Vendor TCCC:	1,000.00
ACH	TOII 050323	TOKLE INSPECTIONS INC Electrical Inspections-April	05/05/2023	2,153.60
			Total for this ACH Check for Vendor TOII:	2,153.60
51763	10532 S45609	APPLE FORD SHAKOPEE 2023 Ford F450	05/05/2023	56,220.39
			Total for Check Number 51763:	56,220.39
51764	0131 711548	BEISSWENGERS DO IT BEST Supplies	05/05/2023	9.98
			Total for Check Number 51764:	9.98
51765	10483 401333.0423	CENTRAL PENSION FUND Apprenticeship Fund-April	05/05/2023	320.00
			Total for Check Number 51765:	320.00
51766	CPF1 184503.0423	CENTRAL PENSION FUND SOURCE A April Pension	05/05/2023	3,072.00
			Total for Check Number 51766:	3,072.00
51767	UB*00646	JAMES CHRISTIANSEN Refund Check 013074-000, 1891 Lake Lane	05/05/2023	38.21

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 51767:	38.21
51768	1033 101030.0523	COMCAST Service 05/08-06/02	05/05/2023	108.35
			Total for Check Number 51768:	108.35
51769	9045 042823	HAPPY FEET DANCE COMPANY LLC Winter/Spring Dance	05/05/2023	2,240.00
			Total for Check Number 51769:	2,240.00
51770	UB*00645	ALLAN HILGERS Refund Check 000896-000, 1536 Briarknoll Dri	05/05/2023	65.89
			Total for Check Number 51770:	65.89
51771	0447 BP3.0623 NB4.0623	I.U.O.E LOCAL 49 BENEFIT FUND-INSU June Insurance June Insurance	05/05/2023	11,360.00 1,602.00
			Total for Check Number 51771:	12,962.00
51772	1055 KPS1252 KPS1252	KODIAK POWER SYSTEMS INC Generator Inspection: Booster Generator Inspection: Lifts 8 and 11	05/05/2023	1,303.75 3,911.25
			Total for Check Number 51772:	5,215.00
51773	UB*00644	BRITT LUNDGREN Refund Check 001079-000, 1777 Gramsie Road	05/05/2023	195.54
			Total for Check Number 51773:	195.54
51774	10362 INV11136268 INV11136268	MARCO TECHNOLOGIES LLC Copier Service 4/25-5/24 Copier Service 4/25-5/24	05/05/2023	13.62 77.18
			Total for Check Number 51774:	90.80
51775	10523 1209	METRO-INET IT Support-May	05/05/2023	8,838.00
			Total for Check Number 51775:	8,838.00
51776	1058 10049642	MIDC ENTERPRISES INC Supplies	05/05/2023	183.16
			Total for Check Number 51776:	183.16
51777	10533 2023-2 2023-4	MKC INC CDBG Services-February CDBG Services-April	05/05/2023	97.50 130.00
			Total for Check Number 51777:	227.50
51778	UB*00643	CONNOR or ELLIE O'NEILL Refund Check 010534-000, 4195 Norma Avenu	05/05/2023	43.83
			Total for Check Number 51778:	43.83
51779	3100	PROVIDENT LIFE AND ACCIDENT INS	05/05/2023	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	E0471136.0423	April Insurance		39.02
Total for Check Number 51779:				39.02
51780	0811	RAMSEY COUNTY	05/05/2023	
	FLEET-000805	Equipment Labor-March		3,991.90
	FLEET-000805	Equipment Parts-March		3,400.50
	PUBW-020239	2022 Bridge Inspection #L9232		190.00
Total for Check Number 51780:				7,582.40
51781	0282	REPUBLIC SERVICES #899	05/05/2023	
	0899-004183244	Recycling-April		8,534.50
	0899-004187145	PW Waste-April		2,591.31
Total for Check Number 51781:				11,125.81
51782	MISC1	ASTECH	05/05/2023	
	2023-00312	Hydrant Meter Rental Refund 2023-00312		2,000.00
	2023-00312	Hydrant Meter Rental 2023-00312 Usage		-8.90
Total for Check Number 51782:				1,991.10
51783	misc2	VALLEY-RICH CO	05/05/2023	
	2022-00281	Hydrant Meter Rental Refund 2022-00281		2,000.00
	2022-00281	Hydrant Meter Rental 2022-00281 Rental & Usa		-665.59
Total for Check Number 51783:				1,334.41
51784	AR-TRIP	TRIPLE E WATER AND SEWER	05/05/2023	
	ROW 2023-00307	Escrow Refund ROW 2023-00307; 4425 Pleasar		3,100.00
Total for Check Number 51784:				3,100.00
Total for 5/5/2023:				135,808.62
ACH	0189	GOPHER STATE ONE CALL	05/12/2023	
	3040190	Locates-April	Locates	81.90
	3040190	Locates-April	Locates	81.90
	3040190	Locates-April	Locates	81.90
Total for this ACH Check for Vendor 0189:				245.70
ACH	0192	GRAINGER INC	05/12/2023	
	9654812875	Supplies		12.80
	9694365553	Supplies		145.08
	9696003228	Supplies		90.72
	9696795757	Supplies		61.92
Total for this ACH Check for Vendor 0192:				310.52
ACH	0220	MINNESOTA DEPT OF LABOR & INDU	05/12/2023	
	ABR0305161X	Boiler Inspection		10.00
Total for this ACH Check for Vendor 0220:				10.00
ACH	0285	XCEL ENERGY	05/12/2023	
	826168962	3/20/23-4/18/23		58.01
	826168962	3/20/23-4/18/23		224.77
	826168962	3/20/23-4/18/23		1,896.47
	826168962	3/20/23-4/18/23		1,447.77

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	826168962	3/20/23-4/18/23		1,160.65
	826168962	3/20/23-4/18/23		1,786.10
	826168962	3/20/23-4/18/23		2,076.12
Total for this ACH Check for Vendor 0285:				8,649.89
ACH	0320	HEALTH PARTNERS INC	05/12/2023	
	009598012533	June Insurance		18,217.67
	009598012533	June Insurance		1,091.50
Total for this ACH Check for Vendor 0320:				19,309.17
ACH	0327	STAPLES INC	05/12/2023	
	3536340753	Supplies		17.69
	3536340756	Supplies		14.28
	3536340756	Supplies		61.19
	3536340758	Supplies		20.39
	3536340759	Supplies		10.88
	3536340759	Supplies		53.85
	3536806730	Supplies		49.98
Total for this ACH Check for Vendor 0327:				228.26
ACH	0382	MISSIONSQUARE #106944	05/12/2023	
	PR 23-10	PR Batch 00100.05.2023 ICMA Employee Perce	PR Batch 00100.05.2023 ICM	387.76
	PR 23-10	PR Batch 00100.05.2023 ICMA Employer Perce	PR Batch 00100.05.2023 ICM	447.42
Total for this ACH Check for Vendor 0382:				835.18
ACH	0387	MISSIONSQUARE #302482	05/12/2023	
	PR 23-10	PR Batch 00100.05.2023 ICMA Employee Perce	PR Batch 00100.05.2023 ICM	229.36
	PR 23-10	PR Batch 00100.05.2023 ICMA Employee Dedu	PR Batch 00100.05.2023 ICM	2,503.00
Total for this ACH Check for Vendor 0387:				2,732.36
ACH	0761	ELECTRIC PUMP INC	05/12/2023	
	0075841-IN	Repair Flygt Mix Flush Valve		789.50
	0075842-IN	Replacement Flygt Mix Flush		2,695.55
	0075843-IN	Repair Flygt Mix Flush Valve		789.50
Total for this ACH Check for Vendor 0761:				4,274.55
ACH	10363	MINUTE MAKER SECRETARIAL	05/12/2023	
	M1676	CC Minutes 4/24/23		413.88
Total for this ACH Check for Vendor 10363:				413.88
ACH	10365	JENNIFER SHULL	05/12/2023	
	050923	Mileage Reimbursement		7.86
	050923	Expense Reimbursement		4.60
Total for this ACH Check for Vendor 10365:				12.46
ACH	10497	CINTAS CORP	05/12/2023	
	5156283887	First Aid-Truck Kits		358.07
Total for this ACH Check for Vendor 10497:				358.07
ACH	1125	BOLTON & MENK INC	05/12/2023	
	0310793	LS 10 Rehab-Final		5,311.00
	0310939	3/18-4/14 Planning Svcs PC 23-003 #676		405.00
	0310939	3/18/23-4/14/23 Planning Services		31.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	0310939	3/18/23-4/14/23 Planning Services		94.50
	0310939	3/18/23-4/14/23 Planning Services		2,632.50
	0310939	3/18-4/14 Planning Svcs PC 23-006 #694		202.50
	0310939	3/18/23-4/14/23 Planning Services		504.00
	0310939	3/18-4/14 Planning Svcs PC 23-007 #692		157.50
	0310939	3/18-4/14 Planning Svcs PC 23-005 #663		480.00
	0310939	3/18-4/14 Planning Svcs PC 23-008 #695		52.50
		Total for this ACH Check for Vendor 1125:		9,871.00
ACH	1162 35443	LINE-X PROS Spray On Bedliner #85603	05/12/2023	599.00
		Total for this ACH Check for Vendor 1162:		599.00
ACH	12018 32060	ACHIEVE SERVICES Document Shredding 4/5/23	05/12/2023	54.00
		Total for this ACH Check for Vendor 12018:		54.00
ACH	1363 13191	WATER CONSERVATION SERVICES INC Leak Locate-3775 Dunlap Ave	05/12/2023	350.31
		Total for this ACH Check for Vendor 1363:		350.31
ACH	1595 0906836947	STANLEY ACCESS TECH LLC Repair ADA door push pad	05/12/2023	1,307.25
		Total for this ACH Check for Vendor 1595:		1,307.25
ACH	2490 S657044	CORE & MAIN LP Misc Supplies	05/12/2023	4,345.60
		Total for this ACH Check for Vendor 2490:		4,345.60
ACH	4889 05032023	COMMUNITY FOOTWORKS May Foot Care Clinic	05/12/2023	325.60
		Total for this ACH Check for Vendor 4889:		325.60
ACH	8870 LLC18183	CHET'S SHOES INC Boots-MC	05/12/2023	161.50
		Total for this ACH Check for Vendor 8870:		161.50
51785	UB*00647	ARDEN HILLS NORTH HOMES ASSN Refund Check 013033-000, 1393 Arden View D	05/12/2023	146.08
		Total for Check Number 51785:		146.08
51786	MISC1 2022-00785 2022-00785 2022-00785	ASTECH Hydrant Meter 2022-00785 Usage Hydrant Meter 2022-00785 Usage Hydrant Meter Refund 2022-00785	05/12/2023	247.30 -247.30 2,000.00
		Total for Check Number 51786:		2,000.00
51787	1033 98681.0523	COMCAST Service 5/5-6/4	05/12/2023	111.32
		Total for Check Number 51787:		111.32
51788	10536	DOG WASTE DEPOT	05/12/2023	



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	543052	Dog Waste Bags		228.47
			Total for Check Number 51788:	228.47
51789	0176 D02681/A	FRATTALLONES HARDWARE INC Supplies	05/12/2023	36.00
			Total for Check Number 51789:	36.00
51790	0390 1200.0523	INT'L UNION OPERATING ENGINEERS May Dues	05/12/2023	280.00
			Total for Check Number 51790:	280.00
51791	10448 500528526 500528526	MARCO TECHNOLOGIES LLC Copier Contract 5/25-6/25 Copier Contract 5/25-6/25	05/12/2023	200.36 35.35
			Total for Check Number 51791:	235.71
51792	1058 10049693	MIDC ENTERPRISES INC Measuring Wheel	05/12/2023	298.00
			Total for Check Number 51792:	298.00
51793	0422 10000153651 10000153786	MINNESOTA POLLUTION CONTROL A PBP Reimb-Old Snelling & Cty Rd E VIC Reimb-Old Snelling & Cty Rd E	05/12/2023	525.00 525.00
			Total for Check Number 51793:	1,050.00
51794	NSCC 2023-609	NORTH SUBURBAN COMMUNICATIO Q2 2023 Contribution	05/12/2023	6,209.01
			Total for Check Number 51794:	6,209.01
51795	NWFS 546	NORTHEAST YOUTH & FAMILY SERVI 2023 Agreement	05/12/2023	16,661.25
			Total for Check Number 51795:	16,661.25
51796	0811 EMCOM-010802 EMCOM-010838 EMCOM-010854 PUBW-020238 SHRFL-002146	RAMSEY COUNTY Fleet Support-April CAD-April Dispatch-April Bulk Road Salt: Jan-Apr 2023 Law Enforcement-May	05/12/2023	24.96 800.84 4,927.26 32,665.25 120,856.63
			Total for Check Number 51796:	159,274.94
51797	UB*00648	KATHLEEN SMITH Refund Check 001319-000, 4109 Valentine Cres	05/12/2023	51.78
			Total for Check Number 51797:	51.78
51798	SRFC 14320.00-16	SRF CONSULTING GROUP INC MVHS Trail Improvements-April	05/12/2023	1,268.72
			Total for Check Number 51798:	1,268.72
51799	3535 23048	SWEEPER SERVICES LLC Repair-Elgin Sweeper #85122	05/12/2023	959.75

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 51799:	959.75
51800	3099 E34681	TRI STATE BOBCAT INC-LITTLE CANA Rotary Tiller Rental	05/12/2023	200.00
			Total for Check Number 51800:	200.00
51801	MISC2 2023-00360	VALLEY-RICH CO Hydrant Meter Refund 2023-00360	05/12/2023	2,000.00
			Total for Check Number 51801:	2,000.00
51802	1161 31927	VALLEY-RICH CO INC Water Main Repair-3773 Dunlap Ave	05/12/2023	6,018.42
			Total for Check Number 51802:	6,018.42
51803	9755 OSV000003048078	VERIZON CONNECT NWF INC April Service	05/12/2023	339.99
			Total for Check Number 51803:	339.99
			Total for 5/12/2023:	251,763.74
			Report Total (78 checks):	387,572.36