



MEMORANDUM

**DATE:** July 24, 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 #15	\$110,411.62
<b>Total Payroll</b>	<b>\$110,411.62</b>
Paid Claims - 07/01/2023-07/14/2023 (Check Nos. 51922-51966 and ACH Checks)	\$671,904.51
<b>Total Accounts Payable</b>	<b>\$671,904.51</b>
<b>Total Claims</b>	<b>\$782,316.13</b>

**CITY OF ARDEN HILLS**

**PAYROLL # 15**

**CHECKS DATED:**

**07/21/23**

**Biweekly:**

**07/01/23**

**- 07/14/23**

EMPLOYEE DEDUCTIONS	AMT.	CITY BENEFIT	Payment Method
FIT	8,754.46		EFT
FICA Oasdi	5,764.96	5,764.96	EFT
FICA Medicare	1,348.25	1,348.25	EFT
SIT	3,877.23		EFT
<b>TOTAL TAXES</b>	<b>19,744.90</b>	<b>7,113.21</b>	
Health Premium	1,844.38	409.87	A/P Check*
Dental Premium	95.88	52.66	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>1,940.26</b>	<b>462.53</b>	
HSA Health Saving	1,007.69	125.00	EFT
<b>TOTAL HEALTH SAVINGS</b>	<b>1,007.69</b>	<b>125.00</b>	
PERA	5,461.47	6,301.71	EFT
ICMA	3,175.90	447.42	EFT
Central Pension Fund-Union	1,536.00		A/P Check*
MN State Retirement System	500.00		EFT
<b>TOTAL RETIREMENT</b>	<b>10,673.37</b>	<b>6,749.13</b>	
AFLAC	22.76		EFT
Life/Addl/Dep Life	39.24	0.00	A/P Check*
Life/Addl non-tax	7.60		A/P Check*
LTD/STD Insurance	32.00		A/P Check*
PERA Life Insurance	140.00		A/P Check*
IUOE 49 Dues (Union)	19.51		A/P Check*
UNUM	0.00		A/P Check*
<b>TOTAL VOLUNTARY</b>	<b>261.11</b>	<b>0.00</b>	
Total Employee Deductions	33,627.33		
Net Payroll	0.00		
Direct Deposit	62,334.42		EFT
Gross Payroll Tie-Out	95,961.75		
Plus City Paid Benefit	14,449.87		
<b>TOTAL PAYROLL COST</b>	<b>110,411.62</b>		

<b>FICA TIE-OUT</b>	
Gross Payroll	95,961.75
Less Total FSA	1,940.26
Less Total H.SA	1,007.69
Less Voluntary Ins	30.36
Net P/R Subject to FICA	92,983.44
FICA Oasdi @ 6.20%	5,764.96
FICA Medicare @ 1.45%	1,348.25

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: 7/18/2023 5:27 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0292 0003558274	OXYGEN SERVICE COMPANY INC June Rental	07/07/2023	32.92
Total for this ACH Check for Vendor 0292:				32.92
ACH	0327 3540738148 3540799064 3540799065 3540851979	STAPLES INC Supplies Supplies Supplies Supplies	07/07/2023	31.49 54.08 181.96 245.68
Total for this ACH Check for Vendor 0327:				513.21
ACH	0382 PR 23-14 PR 23-14	MISSIONSQUARE #106944 PR Batch 00001.07.2023 ICMA Employer Perce PR Batch 00001.07.2023 ICMA Employee Perce	07/07/2023 PR Batch 00001.07.2023 ICM PR Batch 00001.07.2023 ICM	447.42 387.76
Total for this ACH Check for Vendor 0382:				835.18
ACH	0387 PR 23-14 PR 23-14	MISSIONSQUARE #302482 PR Batch 00001.07.2023 ICMA Employee Perce PR Batch 00001.07.2023 ICMA Employee Dedu	07/07/2023 PR Batch 00001.07.2023 ICM PR Batch 00001.07.2023 ICM	233.35 2,503.00
Total for this ACH Check for Vendor 0387:				2,736.35
ACH	0706 8267047	CERTIFIED LABORATORIES Pesticide-Cleaner	07/07/2023	557.90
Total for this ACH Check for Vendor 0706:				557.90
ACH	10363 M1711	MINUTE MAKER SECRETARIAL 7/26 CC Meeting Minutes	07/07/2023	273.63
Total for this ACH Check for Vendor 10363:				273.63
ACH	10476 0723T111	TWIN CITIES COMMERCIAL CLEANER Janitorial Services-June	07/07/2023	2,005.58
Total for this ACH Check for Vendor 10476:				2,005.58
ACH	5173 80132041	BADGER METER Beacon & LTE Serv Units-June	07/07/2023	638.47
Total for this ACH Check for Vendor 5173:				638.47
ACH	ALPI 169620 169620 169661	ALLEGRA PRINT & IMAGING INC June Newsletter Postage June Newsletter Business Cards-AR	07/07/2023	-34.94 2,992.87 144.12
Total for this ACH Check for Vendor ALPI:				3,102.05

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
51922	UB*00577 070523	DAVID BARNIER Refund Check 012819-000, 4393 Arden View C	07/07/2023	12.69
Total for Check Number 51922:				12.69
51923	UB*00474 002016-000	CATHERINE CALLAHAN Refund Check 002016-000, 2009 County Road 1	07/07/2023	142.34
Total for Check Number 51923:				142.34
51924	10483 401333.0623	CENTRAL PENSION FUND Apprenticeship-June	07/07/2023	320.00
Total for Check Number 51924:				320.00
51925	10305 070523	DAN DIETZ Floral Park-Graco Donation-Bird Houses	07/07/2023	162.10
Total for Check Number 51925:				162.10
51926	10540 062923	EDUCATION & TRAINING SERVICES Training 10/2-10/4	07/07/2023	499.00
Total for Check Number 51926:				499.00
51927	4999 0021347-IN	HIRSHFIELD'S PAINT MFG INC Field Striping Paint	07/07/2023	2,320.68
Total for Check Number 51927:				2,320.68
51928	UB*00549 070523	IOOF LODGE Refund Check 000091-000, 1174 Edgewater Av	07/07/2023	86.54
Total for Check Number 51928:				86.54
51929	0495 879	LAKE JOHANNA FIRE DEPARTMENT I 2nd Half 2023 Fire Contract	07/07/2023	375,588.50
Total for Check Number 51929:				375,588.50
51930	10523 1334	METRO-INET IT Support-July	07/07/2023	8,838.00
Total for Check Number 51930:				8,838.00
51931	AR-MI-T ROW 2018-00633	MI-TECH SERVICES INC. Escrow Refund ROW 2018-00633; 1931 Stowe A	07/07/2023	1,000.00
Total for Check Number 51931:				1,000.00
51932	UB*00558 070523	JOHN NAUMANN Refund Check 002697-000, 1887 Stowe Avenue	07/07/2023	51.22
Total for Check Number 51932:				51.22
51933	1074 86933	PRECISION LANDSCAPE & TREE INC Tree Removal: 3420 Glen Arden Rd	07/07/2023	850.00
Total for Check Number 51933:				850.00
51934	3100 E0471136.0623	PROVIDENT LIFE AND ACCIDENT INS June Insurance	07/07/2023	39.02

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 51934:	39.02
51935	0811	RAMSEY COUNTY	07/07/2023	
	FLEET-000820	Vehicle Repair Parts-May		40.94
	FLEET-000820	Vehicle Service/ Repair-May		1,616.70
	PRMG-005076	PW Rental Space-July		2,580.26
	PRMG-005076	PW Rental Space-July		2,580.26
	PRMG-005076	PW Rental Space-July		5,160.53
	PRMG-005076	PW Rental Space-July		1,146.78
			Total for Check Number 51935:	13,125.47
51936	0282	REPUBLIC SERVICES #899	07/07/2023	
	0899-004229191	Perry Park Waste-June		59.80
	0899-004229191	Recycling-June		8,847.15
	0899-004233696	PW Waste-June		2,678.02
			Total for Check Number 51936:	11,584.97
51937	UB*00586 070523	BENJAMIN RYALLS Refund Check 013055-000, 3794 McCracken L:	07/07/2023	
				16.18
			Total for Check Number 51937:	16.18
51938	MISC1 23SYMK00	BENJAMIN ERICKSON REFUND: Cummings Mini Kids Club Cancellat	07/07/2023	
				165.00
			Total for Check Number 51938:	165.00
51939	UB*00595 070523	ZACHARY or BRITTANI SPORCIC Refund Check 011270-000, 4337 Old Highway	07/07/2023	
				274.44
			Total for Check Number 51939:	274.44
51940	3099 E34967	TRI STATE BOBCAT INC-LITTLE CANA Loader and Coldplaner Rental 6/7-7/10	07/07/2023	
				6,687.75
			Total for Check Number 51940:	6,687.75
			Total for 7/7/2023:	432,459.19
ACH	0189 3060190 3060190 3060190	GOPHER STATE ONE CALL June Locates June Locates June Locates	07/14/2023 Locates Locates Locates	
				138.60
				138.60
				138.60
			Total for this ACH Check for Vendor 0189:	415.80
ACH	0192 9760428327 9762432988	GRAINGER INC Supplies Supplies	07/14/2023	
				61.76
				108.18
			Total for this ACH Check for Vendor 0192:	169.94
ACH	0214 277555	LTG POWER EQUIPMENT Rotary Blades #85457	07/14/2023	
				950.88
			Total for this ACH Check for Vendor 0214:	950.88
ACH	0230	MTI DISTRIBUTING INC	07/14/2023	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	1387937-00	Flat Blade Service Pack		625.20
	1393294-00	Flat Blade Service Pack-Return		-566.37
	1394800-00	wheel		360.80
Total for this ACH Check for Vendor 0230:				419.63
ACH	0242	MET COUNCIL ENVIRON SERVICES-S.	07/14/2023	
	07062023	June 2023 SAC		-49.70
	07062023	June 2023 SAC		6,970.00
Total for this ACH Check for Vendor 0242:				6,920.30
ACH	0243	METROPOLITAN COUNCIL-WASTE W/	07/14/2023	
	0001160219	Waste Water-August		70,447.39
Total for this ACH Check for Vendor 0243:				70,447.39
ACH	0285	XCEL ENERGY	07/14/2023	
	834294739	5/17/23-6/18/23		2,167.42
	834294739	5/17/23-6/18/23		233.20
	834294739	5/17/23-6/18/23		1,402.50
	834294739	5/17/23-6/18/23		2,051.83
	834294739	5/17/23-6/18/23		226.07
	834294739	5/17/23-6/18/23		59.43
	834294739	5/17/23-6/18/23		1,654.60
Total for this ACH Check for Vendor 0285:				7,795.05
ACH	0320	HEALTH PARTNERS INC	07/14/2023	
	009592982927	August Insurance		981.68
	009592982927	August Insurance		16,065.44
Total for this ACH Check for Vendor 0320:				17,047.12
ACH	0327	STAPLES INC	07/14/2023	
	3541169593	Supplies		171.48
	3541169594	Supplies		39.14
	3541302676	Supplies-Return		-8.49
	3541528642	Supplies		27.49
Total for this ACH Check for Vendor 0327:				229.62
ACH	0922	NINENORTH	07/14/2023	
	2023-113	June Audio/Visual		180.00
	2023-113	June Audio/Visual		1,098.83
Total for this ACH Check for Vendor 0922:				1,278.83
ACH	10497	CINTAS CORP	07/14/2023	
	5166168914	July First Aid		634.94
	5166168914	July First Aid		574.16
Total for this ACH Check for Vendor 10497:				1,209.10
ACH	1125	BOLTON & MENK INC	07/14/2023	
	0314504	2024 PMP		23,984.00
	0314506	2022 PMP Snelling Ave		676.00
Total for this ACH Check for Vendor 1125:				24,660.00
ACH	6129	FAST SIGNS INC	07/14/2023	
	204-60666	Name Tag and Office Sign-AR		54.79

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor 6129:				54.79
ACH	7025 0001564865	ON SITE COMPANIES -OSSTC INC Restrooms 7/8-8/4	07/14/2023	687.09
Total for this ACH Check for Vendor 7025:				687.09
ACH	7501 61043	KELLY & LEMMONS PA June Prosecution	07/14/2023	3,740.33
Total for this ACH Check for Vendor 7501:				3,740.33
ACH	ALPI 07102023	ALLEGRA PRINT & IMAGING INC July Newsletter Postage	07/14/2023	923.37
Total for this ACH Check for Vendor ALPI:				923.37
ACH	BOND 79103 79103	BOND TRUST SERVICES CORP Utility Revenue Bonds 2018A-August 2023 Utility Revenue Bonds 2018A-August 2023	07/14/2023	3,825.00 24,575.00
Total for this ACH Check for Vendor BOND:				28,400.00
ACH	JOHC 1-129782885790 1-129789686683	JOHNSON CONTROLS INC Com Failure Troubles-3/9/23 WC Control Issues- 5/26/2023	07/14/2023	879.00 689.20
Total for this ACH Check for Vendor JOHC:				1,568.20
ACH	MNLI 40049	MINNESOTA NATIVE LANDSCAPES IN Weed Control 6/15/23	07/14/2023	300.00
Total for this ACH Check for Vendor MNLI:				300.00
ACH	TOII 070123	TOKLE INSPECTIONS INC June Electrical Inspections	07/14/2023	1,434.00
Total for this ACH Check for Vendor TOII:				1,434.00
51941	UB*00661	TROY BAUER Refund Check 008443-000, 4135 Norma Circle	07/14/2023	200.00
Total for Check Number 51941:				200.00
51942	AR-BOLD TempCO2021-693	BOLDT CAPITAL LLC Escrow Refund Temp CO 2021-00693; 3565 Pin	07/14/2023	41,500.00
Total for Check Number 51942:				41,500.00
51943	1033 101030.0723 98681.0723	COMCAST Service 7/3-8/2 Service 7/5-8/4	07/14/2023	108.35 111.32
Total for Check Number 51943:				219.67
51944	DMLP 10680946553	DELL MARKETING LP Dell Monitor-Comm Coord	07/14/2023	176.63
Total for Check Number 51944:				176.63
51945	UB*00664	MARK DOMINIK Refund Check 010583-000, 4411 Arden View C	07/14/2023	118.94

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 51945:	118.94
51946	UB*00662	ADAM ENGELHARDT Refund Check 006046-000, 4356 Arden View C	07/14/2023	230.00
			Total for Check Number 51946:	230.00
51947	MISC1 071123	BENJAMIN ERICKSON Reimbursement: Work Boots-Seasonal EE	07/14/2023	95.99
			Total for Check Number 51947:	95.99
51948	UB*00667	BRYAN FOSS Refund Check 012339-000, 1491 Royal Lane	07/14/2023	55.47
			Total for Check Number 51948:	55.47
51949	0176 D31282/A	FRATTALLONES HARDWARE INC Supplies	07/14/2023	3.99
			Total for Check Number 51949:	3.99
51950	UB*00663	SCOTT HAWKINS Refund Check 010388-000, 1992 Glenpaul Ave	07/14/2023	190.00
			Total for Check Number 51950:	190.00
51951	UB*00665	MARY HYNAN Refund Check 000440-000, 1397 Arden View D	07/14/2023	14.40
			Total for Check Number 51951:	14.40
51952	0447 BP3.0823 NB4.0823	I.U.O.E LOCAL 49 BENEFIT FUND-INSI August Insurance August Insurance	07/14/2023	11,360.00 1,602.00
			Total for Check Number 51952:	12,962.00
51953	UB*00660	JHH APPLE LLC Refund Check 013088-000, 1900 Jerrold Avenue	07/14/2023	41.61
			Total for Check Number 51953:	41.61
51954	10448 505309435 505309435	MARCO TECHNOLOGIES LLC Copier 7/25-8/25 Copier 7/25-8/25	07/14/2023	200.35 35.36
			Total for Check Number 51954:	235.71
51955	5443 174922 174951	METRO PRODUCTS INC Supplies Supplies	07/14/2023	42.06 427.77
			Total for Check Number 51955:	469.83
51956	10286 430533	MINNESOTA OCCUPATIONAL HEALTH Drug Screening-Seasonal	07/14/2023	136.00
			Total for Check Number 51956:	136.00
51957	10533 2023-6	MKC INC CDBG-June	07/14/2023	260.00



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 51957:	260.00
51958	UB*00666	KEN or AVERILLE NELSON Refund Check 000254-000, 4410 Arden View C	07/14/2023	34.78
			Total for Check Number 51958:	34.78
51959	UB*00659	DAVID PETERSON Refund Check 001054-000, 4051 Valentine Cou	07/14/2023	26.81
			Total for Check Number 51959:	26.81
51960	0330 51503734.2023	PIONEER PRESS INC Online Subscription-52 weeks	07/14/2023	55.00
			Total for Check Number 51960:	55.00
51961	0811 EMCOM-010932 EMCOM-010968 EMCOM-010984	RAMSEY COUNTY Fleet Support-June CAD Services-June 911 Dispatch-June	07/14/2023	24.96 800.84 4,927.26
			Total for Check Number 51961:	5,753.06
51962	1564 071023	MATTHEW RIESGRAF Track Coach-Valentine Hills Elementary	07/14/2023	1,218.80
			Total for Check Number 51962:	1,218.80
51963	6225 SDC3797-IN	SAND CREEK EAP LLC EAP Annual Contract 7/1/2023-6/30/2024	07/14/2023	2,400.00
			Total for Check Number 51963:	2,400.00
51964	3099 A22926 A22952 E34973	TRI STATE BOBCAT INC-LITTLE CANA Supplies-2023 Paving Project supplies Bobcat Grader-2023 Paving Project	07/14/2023	778.08 63.32 1,995.00
			Total for Check Number 51964:	2,836.40
51965	9755 OSV000003093031	VERIZON CONNECT NWF INC June Service	07/14/2023	339.99
			Total for Check Number 51965:	339.99
51966	10224 071023	HANNAH YOKOM Track Coach-Valentine Hills Elementary	07/14/2023	1,218.80
			Total for Check Number 51966:	1,218.80
			Total for 7/14/2023:	239,445.32
			Report Total (74 checks):	671,904.51