



MEMORANDUM

**DATE:** August 28, 2023  
**TO:** Honorable Mayor and City Councilmembers  
 Dave Perrault, City Administrator  
**FROM:** 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 #17	\$120,112.74
<b>Total Payroll</b>	<b>\$120,112.74</b>
Paid Claims - 08/05/2023-08/18/2023 (Check Nos. 52012-52053 and ACH Checks)	\$389,971.83
<b>Total Accounts Payable</b>	<b>\$389,971.83</b>
<b>Total Claims</b>	<b>\$510,084.57</b>

**CITY OF ARDEN HILLS**

**PAYROLL # 17**

**CHECKS DATED:**

**08/18/23**

**Biweekly:**

**07/29/23 - 08/11/23**

EMPLOYEE DEDUCTIONS	AMT.	CITY BENEFIT	Payment Method
FIT	9,699.79		EFT
FICA Oasdi	6,346.26	6,346.26	EFT
FICA Medicare	1,484.21	1,484.21	EFT
SIT	4,341.42		EFT
<b>TOTAL TAXES</b>	<b>21,871.68</b>	<b>7,830.47</b>	
Health Premium	1,844.38	0.00	A/P Check*
Dental Premium	95.88	0.00	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>0.00</b>	
HSA Health Saving	1,007.69	0.00	EFT
<b>TOTAL HEALTH SAVINGS</b>	<b>1,007.69</b>	<b>0.00</b>	
PERA	5,552.01	6,406.17	EFT
ICMA	2,903.11	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>10,491.12</b>	<b>6,853.59</b>	
AFLAC	22.76		EFT
Life/Addl/Dep Life	40.44	0.00	A/P Check*
Life/Addl non-tax	9.40		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>264.11</b>	<b>0.00</b>	
Total Employee Deductions	35,574.86		
Net Payroll	0.00		
Direct Deposit	69,853.82		EFT
Gross Payroll Tie-Out	105,428.68		
Plus City Paid Benefit	14,684.06		
<b>TOTAL PAYROLL COST</b>	<b>120,112.74</b>		

FICA TIE-OUT	
Gross Payroll	105,428.68
Less Total FSA	1,940.26
Less Total H.SA	1,007.69
Less Voluntary Ins	32.16
Less Non Taxable Tech Reimb	90.00
Net P/R Subject to FICA	102,358.57
FICA Oasdi @ 6.20%	6,346.26
FICA Medicare @ 1.45%	1,484.21

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: 8/24/2023 9:16 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0189	GOPHER STATE ONE CALL	08/11/2023	
	3070190	July Locates		103.50
	3070190	July Locates		103.50
	3070190	July Locates		103.50
Total for this ACH Check for Vendor 0189:				310.50
ACH	0230	MTI DISTRIBUTING INC	08/11/2023	
	1392618-00	Spring & Pulley-Idler #85457		86.34
Total for this ACH Check for Vendor 0230:				86.34
ACH	0243	METROPOLITAN COUNCIL-WASTE W/	08/11/2023	
	0001160585	Waste Water-September		70,447.39
Total for this ACH Check for Vendor 0243:				70,447.39
ACH	0285	XCEL ENERGY	08/11/2023	
	838351742	6/18/23-7/18/23		298.56
	838351742	6/18/23-7/18/23		2,439.61
	838351742	6/18/23-7/18/23		239.35
	838351742	6/18/23-7/18/23		61.85
	838351742	6/18/23-7/18/23		2,111.09
	838351742	6/18/23-7/18/23		1,762.24
	838351742	6/18/23-7/18/23		1,591.72
Total for this ACH Check for Vendor 0285:				8,504.42
ACH	0292	OXYGEN SERVICE COMPANY INC	08/11/2023	
	0003560949	July Rental		34.01
Total for this ACH Check for Vendor 0292:				34.01
ACH	0320	HEALTH PARTNERS INC	08/11/2023	
	009597933656	September Insurance		1,139.66
	009597933656	September Insurance		17,295.05
Total for this ACH Check for Vendor 0320:				18,434.71
ACH	0327	STAPLES INC	08/11/2023	
	3543273122	Supplies		51.98
	3543273122	Supplies		21.56
	3543347368	Supplies-Return		-21.56
	3543411686	Supplies		10.79
	3543495084	Supplies		112.09
Total for this ACH Check for Vendor 0327:				174.86
ACH	0453	CONTINENTAL RESEARCH CORP	08/11/2023	
	0046750	Wasp-Away		243.00
	0046750	Cleaning Products		581.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor 0453:				824.00
ACH	0922	NINENORTH	08/11/2023	
	2023-134	July Audio/Visual		180.00
	2023-134	July Audio/Visual		1,077.83
Total for this ACH Check for Vendor 0922:				1,257.83
ACH	10363	MINUTE MAKER SECRETARIAL	08/11/2023	
	M1725	7/24 CC Minutes		196.75
Total for this ACH Check for Vendor 10363:				196.75
ACH	10476	TWIN CITIES COMMERCIAL CLEANER	08/11/2023	
	07231003	Janitorial Services-July		2,005.58
Total for this ACH Check for Vendor 10476:				2,005.58
ACH	10497	CINTAS CORP	08/11/2023	
	5170043343	First Aid		553.64
	5170043343	First Aid		83.34
Total for this ACH Check for Vendor 10497:				636.98
ACH	1125	BOLTON & MENK INC	08/11/2023	
	0316496	2024 PMP		19,788.00
Total for this ACH Check for Vendor 1125:				19,788.00
ACH	1223	ADAM'S PEST CONTROL - MAIN	08/11/2023	
	3702129	Premier Fall Invaders		539.55
	3707844	Pest Control-August		85.83
Total for this ACH Check for Vendor 1223:				625.38
ACH	2490	CORE & MAIN LP	08/11/2023	
	INV0002369	Manhole Sleeve Lifter		801.91
Total for this ACH Check for Vendor 2490:				801.91
ACH	4889	COMMUNITY FOOTWORKS	08/11/2023	
	08022023	August Foot Clinic		355.20
Total for this ACH Check for Vendor 4889:				355.20
ACH	5587	CES IMAGING INC	08/11/2023	
	INV154075	August Rental		60.00
Total for this ACH Check for Vendor 5587:				60.00
ACH	7025	ON SITE COMPANIES -OSSTC INC	08/11/2023	
	0001547371	Restrooms 6/10-7/7		-5.09
	0001564865	Restrooms 7/8-8/4		-5.09
	0001583135	Restrooms 8/5-9/1		682.00
Total for this ACH Check for Vendor 7025:				671.82
ACH	7501	KELLY & LEMMONS PA	08/11/2023	
	61221	July Prosecution		4,140.83
Total for this ACH Check for Vendor 7501:				4,140.83

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	7804 39791041 39792451 39792451 39907373 39909029	MARTIN MARIETTA MATERIALS INC 2023 Paving Project Rubble Disposal Rubble Disposal Asphalt Rock	08/11/2023	1,456.91 225.00 225.00 111.96 1,093.84
Total for this ACH Check for Vendor 7804:				3,112.71
ACH	ALPI 080223	ALLEGRA PRINT & IMAGING INC Fall Rec Guide Postage	08/11/2023	924.21
Total for this ACH Check for Vendor ALPI:				924.21
ACH	TOII 080323	TOKLE INSPECTIONS INC July Electrical Inspections	08/11/2023	7,483.38
Total for this ACH Check for Vendor TOII:				7,483.38
52012	0131 764752	BEISSWENGERS DO IT BEST Box Connectors	08/11/2023	10.58
Total for Check Number 52012:				10.58
52013	AR-BRAU PC23-012 PC23-012 fee	BRAUSEN ENTERPRISES Escrow refund PC23-012 1310 W Cty Rd E Refund PC23-012 1310 W Cty Rd E land use apj	08/11/2023	1,500.00 300.00
Total for Check Number 52013:				1,800.00
52014	10483 401333.0723	CENTRAL PENSION FUND Apprenticeship-July	08/11/2023	320.00
Total for Check Number 52014:				320.00
52015	UB*00679	DAVID CLARK Refund Check 001080-000, 1748 Venus Avenue	08/11/2023	47.78
Total for Check Number 52015:				47.78
52016	1033 101030.0823 98681.0823	COMCAST Service 8/3-9/2 Service 8/5-9/4	08/11/2023	108.35 111.32
Total for Check Number 52016:				219.67
52017	10536 563036	DOG WASTE DEPOT Floral & Arden Manor Dog Waste Stations	08/11/2023	509.97
Total for Check Number 52017:				509.97
52018	UB*00680	KATHLEEN or ANTHONY HARSH Refund Check 012571-000, 1894 Stowe Avenue	08/11/2023	101.13
Total for Check Number 52018:				101.13
52019	3351 310031510	HIGHLAND PRODUCTS GROUP LLC City Hall Picnic Tables	08/11/2023	2,534.00
Total for Check Number 52019:				2,534.00
52020	0447 BP3.0923	I.U.O.E LOCAL 49 BENEFIT FUND-INSI September Insurance	08/11/2023	11,360.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	NB4.0923	September Insurance		1,602.00
Total for Check Number 52020:				12,962.00
52021	0390 1200.0823	INT'L UNION OPERATING ENGINEERS August Dues	08/11/2023	280.00
Total for Check Number 52021:				280.00
52022	UB*00677	PHILIP LARSEN Refund Check 000432-000, 1310 Nursery Hill I	08/11/2023	344.02
Total for Check Number 52022:				344.02
52023	10448 507568335 507568335	MARCO TECHNOLOGIES LLC Copier 8/25-9/25 Copier 8/25-9/25	08/11/2023	200.35 35.36
Total for Check Number 52023:				235.71
52024	5696 3481	MAYER ARTS INC Drama Camp	08/11/2023	1,100.00
Total for Check Number 52024:				1,100.00
52025	10523 1392	METRO-INET IT Support-August	08/11/2023	8,838.00
Total for Check Number 52025:				8,838.00
52026	UB*00676	LYNDA MILINE Refund Check 011814-000, 1821 Venus Avenue	08/11/2023	24.01
Total for Check Number 52026:				24.01
52027	10286 435116	MINNESOTA OCCUPATIONAL HEALTH Drug Screen	08/11/2023	68.00
Total for Check Number 52027:				68.00
52028	UB*00675	KAITLIN PETERSON Refund Check 009676-000, 3170 New Brighton	08/11/2023	69.77
Total for Check Number 52028:				69.77
52029	1074 87192 87231 87233	PRECISION LANDSCAPE & TREE INC Tree Removal: 1391 Floral Drive Tree Removal: 1669 Glenview Court Tree Removal: 3700 New Brighton Road	08/11/2023	2,750.00 1,000.00 1,583.00
Total for Check Number 52029:				5,333.00
52030	3100 E0471136.0723	PROVIDENT LIFE AND ACCIDENT INS July Insurance	08/11/2023	39.02
Total for Check Number 52030:				39.02
52031	0811 EMCOM-010997 EMCOM-011033 EMCOM-011049 SHRFL-002167	RAMSEY COUNTY Fleet Support-July CAD Services-July 911 Dispatch-July Law Enforcement-August	08/11/2023	24.96 800.84 4,927.26 120,856.63

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 52031:	126,609.69
52032	10545 13338	REHBEINS BLACK DIRT 2023 Paving Project	08/11/2023	994.00
			Total for Check Number 52032:	994.00
52033	UB*00674	MARY REIERSON Refund Check 002358-000, 1918 Noble Road	08/11/2023	28.15
			Total for Check Number 52033:	28.15
52034	10354 0723572589 0723572589 0723572589	ST. PAUL PIONEER PRESS Ch 13 Zoning Code-Low Potency Hemp Ch 2 Youth Commissioner Ch 13 Zoning Code-Fencing	08/11/2023	61.74 55.86 50.96
			Total for Check Number 52034:	168.56
52035	UB*00678	TRAVIS or JENNA TOTZ Refund Check 012701-000, 1748 Lake Valentin	08/11/2023	8.97
			Total for Check Number 52035:	8.97
52036	1300 1410772384	UNIFIRST CORPORATION June Mats	08/11/2023	126.77
			Total for Check Number 52036:	126.77
52037	1161 32299	VALLEY-RICH CO INC Water Main Repair-1496 Arden Oaks Drive	08/11/2023	5,746.65
			Total for Check Number 52037:	5,746.65
52038	1557 ADH-2023-07 ADH-2023-07 ADH-2023-07 ADH-2023-07 ADH-2023-07	VIA ACTUARIAL SOLUTIONS GASB 75 Reporting GASB 75 Reporting GASB 75 Reporting GASB 75 Reporting GASB 75 Reporting	08/11/2023	150.00 150.00 150.00 150.00 150.00
			Total for Check Number 52038:	750.00
			Total for 8/11/2023:	310,146.26
ACH	0192 9796669555 9799436119 9799436127 9799436135 9799774949 9799774956 9800939952 9803238444	GRAINGER INC Tape Filters Filters Fuel Filters Hitch Pin Inflator Guages & Impact Socket Sets Fuel Filters Poly Bags	08/18/2023	39.75 27.30 148.84 37.16 26.30 337.57 293.34 42.00
			Total for this ACH Check for Vendor 0192:	952.26
ACH	0234 P51943 P51980	MACQUEEN EQUIPMENT INC Dirt Shoe #85122 Deflector Baffle #85122	08/18/2023	152.30 105.10

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	P52000	Parts #85122		58.85
	P52043	Deflector Baffle #85122		178.87
Total for this ACH Check for Vendor 0234:				495.12
ACH	0382	MISSIONSQUARE #106944	08/18/2023	
	PR 23-17	PR Batch 00200.08.2023 ICMA Employee Perce	PR Batch 00200.08.2023 ICM	387.76
	PR 23-17	PR Batch 00200.08.2023 ICMA Employer Perce	PR Batch 00200.08.2023 ICM	447.42
Total for this ACH Check for Vendor 0382:				835.18
ACH	0387	MISSIONSQUARE #302482	08/18/2023	
	PR 23-17	PR Batch 00200.08.2023 ICMA Employee Dedu	PR Batch 00200.08.2023 ICM	2,303.00
	PR 23-17	PR Batch 00200.08.2023 ICMA Employee Perce	PR Batch 00200.08.2023 ICM	212.35
Total for this ACH Check for Vendor 0387:				2,515.35
ACH	0706	CERTIFIED LABORATORIES	08/18/2023	
	8345880	Gloves		238.60
Total for this ACH Check for Vendor 0706:				238.60
ACH	10497	CINTAS CORP	08/18/2023	
	4164780286	August Mats		94.89
Total for this ACH Check for Vendor 10497:				94.89
ACH	5665	METERING & TECHNOLOGY SOLUTIC	08/18/2023	
	INV3124	Dial and Endpoint-U of Northwestern		523.20
Total for this ACH Check for Vendor 5665:				523.20
ACH	ALPI	ALLEGRA PRINT & IMAGING INC	08/18/2023	
	169973	Fall Rec Guide		3,787.22
Total for this ACH Check for Vendor ALPI:				3,787.22
52039	1053	ALLIED BLACKTOP COMPANY INC	08/18/2023	
	10370	2023 PW Paving Project		11,195.46
Total for Check Number 52039:				11,195.46
52040	10244	COMCAST BUSINESS INC	08/18/2023	
	179339869	August Service		504.19
Total for Check Number 52040:				504.19
52041	0841	EHLERS & ASSOCIATES INC.	08/18/2023	
	94846	TIF Reporting-2022 (5/3-7/31)		1,038.00
	94846	TIF Reporting-2022 (5/3-7/31)		1,037.75
	94846	TIF Reporting-2022 (5/3-7/31)		1,038.00
	95035	Abritrage Reporting-07/18/23-Revenue Bonds 2t		430.00
	95035	Abritrage Reporting-07/18/23-Revenue Bonds 2t		70.00
Total for Check Number 52041:				3,613.75
52042	IDAI	IDEAL ADVERTISING INC	08/18/2023	
	54945	Summer Rec T-shirts		1,365.00
Total for Check Number 52042:				1,365.00
52043	AR-JAB	JAB REAL ESTATE LLC	08/18/2023	
	PC 21-014	Escrow Refund PC 21-014; 1150 County Rd E		31,209.75



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 52043:	31,209.75
52044	1058 10050648	MIDC ENTERPRISES INC Irrigation Supplies-Perry Park	08/18/2023	493.37
			Total for Check Number 52044:	493.37
52045	5610 081023	MINNESOTA RURAL WATER ASSOCIA 2023 MRWA Conference-Gebauer/Mikacevich/C	08/18/2023	450.00
			Total for Check Number 52045:	450.00
52046	NSSC 2023-618	NORTH SUBURBAN COMMUNICATIO Q3 2023 Contribution	08/18/2023	6,262.06
			Total for Check Number 52046:	6,262.06
52047	0155 W23070570	OFFICE OF MN IT SERVICES July Phones	08/18/2023	750.62
			Total for Check Number 52047:	750.62
52048	1208 610207-07-23 613317-07-23	PREMIUM WATERS INC July Water July Water	08/18/2023	33.48 75.54
			Total for Check Number 52048:	109.02
52049	10471 466773	RAINBOW TREECARE EAB Tree Treatment 8/7/23	08/18/2023	1,048.82
			Total for Check Number 52049:	1,048.82
52050	10546 152552	SPECIALTY SOLUTIONS LLC 2023 PW Paving Project-Mulch & Lawn Starter	08/18/2023	509.93
			Total for Check Number 52050:	509.93
52051	SRFC 16750.00-2	SRF CONSULTING GROUP INC Old Hwy 10 Trail Improvements-July	08/18/2023	12,509.32
			Total for Check Number 52051:	12,509.32
52052	9755 OSV000003114774	VERIZON CONNECT NWF INC July Service	08/18/2023	339.99
			Total for Check Number 52052:	339.99
52053	UB*00681	KATHLEEN WEINBENDER Refund Check 007121-000, 4375 Arden View C	08/18/2023	22.47
			Total for Check Number 52053:	22.47
			Total for 8/18/2023:	79,825.57
			Report Total (72 checks):	389,971.83