



MEMORANDUM

DATE: November 12, 2019
TO: Honorable Mayor and City Councilmembers
 Dave Perrault, City Administrator
FROM: Gayle Bauman, Finance Director
 Pang Silseth, Accounting Analyst
SUBJECT:

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

Council Should Consider

- A. Approve Claims and Payroll
or
- B. Reject Claims and Payroll

Background

Payroll is processed biweekly and accounts payable is processed weekly.

Budget Impact

NA

Attachments

2019 Payroll #22	\$106,398.21
Total Payroll	\$106,398.21
 Paid Claims---10/26/2019 through 11/08/2019 (Check Nos. 48865-48885 and ACH Checks)	 \$ 308,801.19
Total Accounts Payable	\$308,801.19
Total Claims	\$415,199.40

CITY OF ARDEN HILLS

PAYROLL # 22

CHECKS DATED: 11/01/19

Biweekly: 10/12/19 - 10/25/19

EMPLOYEE DEDUCTIONS	AMT.	CITY BENEFIT	Payment Method
FIT	6,961.75		EFT
SIT	3,319.22		EFT
FICA Oasdi	4,562.73	4,562.73	EFT
FICA Medicare	1,067.09	1,067.09	EFT
TOTAL TAXES	15,910.79	5,629.82	
Health Premium	1,512.66	16,806.28	A/P Check*
Dental Premium	168.81	618.54	A/P Check*
FSA Health Care Reimb.	0.00		A/P Check*
FSA Dependent Care Reimb.	208.33		A/P Check*
TOTAL FLEXIBLE SPENDING	1,889.80	17,424.82	
HSA Health Saving	368.33	1,578.13	
Health Care Savings Plan-Retirement	0.00		EFT
Health Care Savings Plan-2%	363.21		EFT
Health Care Savings Plan-4%	403.54		EFT
TOTAL HEALTH SAVINGS	1,135.08	1,578.13	
PERA	4,070.65	4,696.92	EFT
ICMA	2,437.99	378.42	EFT
Central Pension Fund-Union	608.64		A/P Check*
MN State Retirement System	504.56		EFT
TOTAL RETIREMENT	7,621.84	5,075.34	
IUOE 49 Dues (Union)	140.00		A/P Check*
LTD/STD Insurance	1,153.18		A/P Check*
PERA Life Insurance	32.00		A/P Check*
Life/Addl/Dep Life	76.55	103.20	A/P Check*
Life/Addl	25.20		
UNUM	19.51		A/P Check*
AFLAC	53.18		EFT
TOTAL VOLUNTARY	1,499.62	103.20	
Total Employee Deductions	28,057.13		
Net Payroll	0.00		
Direct Deposit	48,529.77		EFT
Gross Payroll Tie-Out	76,586.90		
Plus City Paid Benefit	29,811.31		
TOTAL PAYROLL COST	106,398.21		
FICA TIE-OUT			
Gross Payroll	76,586.90		
Less Total FSA	1,889.80		
Less Total HAS	1,135.08		
Less Voluntary Ins	78.38		
Plus ICMA Employer	378.42		
Net P/R Subject to FICA	73,862.06		
FICA Oasdi @ 6.20%	4,562.73		
FICA Medicare @ 1.45%	1,067.09		

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: 11/6/2019 3:09 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0192 9331126525 9331954439	Grainger, Inc Shop supplies Water supplies	11/01/2019	117.84 49.16
Total for this ACH Check for Vendor 0192:				167.00
ACH	0339 0346205	Ferguson Waterworks 2516 Water supplies	11/01/2019	633.70
Total for this ACH Check for Vendor 0339:				633.70
ACH	0382	ICMA Retirement Trust - 106944 PR Batch 00100.11.2019 ICMA Employee Perce PR Batch 00100.11.2019 ICMA Employer Perce	11/01/2019 PR Batch 00100.11.2019 ICM PR Batch 00100.11.2019 ICM	327.96 378.42
Total for this ACH Check for Vendor 0382:				706.38
ACH	0387	ICMA Retirement Trust- #302482 PR Batch 00100.11.2019 ICMA Employee Dedu PR Batch 00100.11.2019 ICMA Employee Perce	11/01/2019 PR Batch 00100.11.2019 ICM PR Batch 00100.11.2019 ICM	1,853.54 256.49
Total for this ACH Check for Vendor 0387:				2,110.03
ACH	0576 M25124	TimeSaver Off Site Secretarial Inc. Plan Comm mtg 10/9/19	11/01/2019	319.13
Total for this ACH Check for Vendor 0576:				319.13
ACH	0922 2019-199	North Suburban Access Corporation Council chambers upgrade	11/01/2019	17,187.21
Total for this ACH Check for Vendor 0922:				17,187.21
ACH	1125 0240520	Bolton & Menk, Inc. Colleen Ave drainage	11/01/2019	7,128.50
Total for this ACH Check for Vendor 1125:				7,128.50
ACH	12018 22766	Achieve Services Shredding 9/9/19	11/01/2019	31.00
Total for this ACH Check for Vendor 12018:				31.00
ACH	1223 2841704 2845191	Adam's Pest Control, Inc. 10/18 service Exterior treatment	11/01/2019	71.59 450.00
Total for this ACH Check for Vendor 1223:				521.59
ACH	5587 INV106777	CES Imaging Inc. Oct rental	11/01/2019	60.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for this ACH Check for Vendor 5587:	60.00
ACH	8023 15338018-00	Voss Lighting City hall lights	11/01/2019	132.48
			Total for this ACH Check for Vendor 8023:	132.48
48865	0131 238155	Beisswenger's How-To Store Tool box	11/01/2019	29.99
			Total for Check Number 48865:	29.99
48866	10347 Hardcourts.pmt1 Hardcourts.pmt1	Bituminous Roadways, Inc. Hardcourt project pmt 1 Hardcourt project pmt 1	11/01/2019	-6,153.85 123,077.00
			Total for Check Number 48866:	116,923.15
48867	1380 113708-2 113715-1	Gary Carlson Equipment Co Post hole rental Post hole rental	11/01/2019	80.00 80.00
			Total for Check Number 48867:	160.00
48868	6252 2351109694	Office Depot Supplies	11/01/2019	53.62
			Total for Check Number 48868:	53.62
48869	0811 PRRRV-001244 PRRRV-001244 SHRFL-001821	Ramsey County TIF admin costs 2018 TIF admin costs 2018 Sept service	11/01/2019	535.88 483.23 103,437.74
			Total for Check Number 48869:	104,456.85
48870	0327 3426821742 3426821743 3427699289 3427699292 3427975230 3427975232	Staples Business Advantage Supplies Supplies Supplies Supplies Supplies Supplies	11/01/2019	54.67 111.08 279.40 62.09 299.53 62.09
			Total for Check Number 48870:	868.86
			Total for 11/1/2019:	251,489.49
ACH	0189 9100184 9100184 9100184	Gopher State One-Call, Inc. October Locates October Locates October Locates	11/08/2019	115.20 115.20 115.20
			Total for this ACH Check for Vendor 0189:	345.60
ACH	0192 9338094650 9338612543 9338612550 9338612568	Grainger, Inc Supplies Supplies Supplies Supplies	11/08/2019	105.90 63.00 26.60 28.42

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	9342132637	Supplies		54.32
	9342924355	Supplies		140.94
Total for this ACH Check for Vendor 0192:				419.18
ACH	0230 1239139-00	MTI Distributing Co. Inc. Supplies	11/08/2019	34.82
Total for this ACH Check for Vendor 0230:				34.82
ACH	0242 102019 102019	Met Council Environ. Service-SAC October SAC October SAC	11/08/2019	2,485.00 -24.85
Total for this ACH Check for Vendor 0242:				2,460.15
ACH	0285 659398885 659398885 659398885 659398885 659398885 659398885 659398885	Xcel Energy 9/15/19-10/14/19 9/15/19-10/14/19 9/15/19-10/14/19 9/15/19-10/14/19 9/15/19-10/14/19 9/15/19-10/14/19 9/15/19-10/14/19	11/08/2019	1,622.65 1,877.10 1,401.68 454.50 221.40 46.21 968.20
Total for this ACH Check for Vendor 0285:				6,591.74
ACH	0319 0227079 0227108	City of Roseville Adobe Acrobat License 2019 Virtual Server	11/08/2019	1,838.00 4,623.00
Total for this ACH Check for Vendor 0319:				6,461.00
ACH	0453 483385-CRC-1	Continental Research Corp. Waste Water Treatment	11/08/2019	940.00
Total for this ACH Check for Vendor 0453:				940.00
ACH	0478 5343990	Truck Utilities Mfg. Company Inc. Signal Lens	11/08/2019	21.00
Total for this ACH Check for Vendor 0478:				21.00
ACH	0576 M25168	TimeSaver Off Site Secretarial Inc. CC Meeting 10/28	11/08/2019	230.00
Total for this ACH Check for Vendor 0576:				230.00
ACH	1125 0240181	Bolton & Menk, Inc. Services 8/10-9/9	11/08/2019	1,997.50
Total for this ACH Check for Vendor 1125:				1,997.50
ACH	1330 1119NN01	MN CLN SERVICES Inc. Janitorial Service-October & Vents	11/08/2019	1,654.58
Total for this ACH Check for Vendor 1330:				1,654.58
ACH	1408 25090	Supply Solutions LLC CH Supplies	11/08/2019	121.56
Total for this ACH Check for Vendor 1408:				121.56

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	5665 15626	Metering & Technology Solution Inc. Meters	11/08/2019	1,550.00
Total for this ACH Check for Vendor 5665:				1,550.00
ACH	6060 P20495866	Batteries Plus Sewer Supplies	11/08/2019	23.95
Total for this ACH Check for Vendor 6060:				23.95
ACH	A1HY 0120674-IN	A-1 Hydraulic Sales & Service Supplies	11/08/2019	118.64
Total for this ACH Check for Vendor A1HY:				118.64
ACH	ENGE 11052019	Dan Engebretson 2019 Mustang Wrestling League	11/08/2019	626.50
Total for this ACH Check for Vendor ENGE:				626.50
ACH	MNLI 22152	Minnesota Native Landscapes, Inc Weed Control 9/18/19	11/08/2019	220.00
Total for this ACH Check for Vendor MNLI:				220.00
ACH	TOII 11012019	Tokle Inspections, Inc Electrical Inspections October	11/08/2019	1,004.80
Total for this ACH Check for Vendor TOII:				1,004.80
48871	ASSF 087-102019A	Association For Nonsmokers Tobacco Compliance Project	11/08/2019	285.00
Total for Check Number 48871:				285.00
48872	CPF1 184503.1019	Central Pension Fund October Pension	11/08/2019	1,180.32
Total for Check Number 48872:				1,180.32
48873	10276 12734	City of Coon Rapids 2019 Sealcoating	11/08/2019	1,773.26
Total for Check Number 48873:				1,773.26
48874	0176 085993/A 086025/A 086041/A	Frattallone's Hardware, Inc. Supplies Supplies Supplies	11/08/2019	17.75 21.27 27.98
Total for Check Number 48874:				67.00
48875	0447 1219BP3 1219NB4	I.U.O.E Local 49 Benefit Fund-Insurance December Insurance December Insurance	11/08/2019	9,920.00 1,402.00
Total for Check Number 48875:				11,322.00
48876	8081 14285020	Kimley-Horn and Associates, Inc TCAAP June 2019	11/08/2019	3,217.09
Total for Check Number 48876:				3,217.09

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
48877	10330 79210	Klein Underground, LLC Curb Replacement-Grey Fox	11/08/2019	5,324.50
Total for Check Number 48877:				5,324.50
48878	1058 10044575	MIDC Enterprises Inc. Irrigation System Part	11/08/2019	67.11
Total for Check Number 48878:				67.11
48879	0600 315800112019	NCPERS Group Life Ins November Insurance	11/08/2019	64.00
Total for Check Number 48879:				64.00
48880	10349 256867	Pioneer Research Corporation Supplies	11/08/2019	349.50
Total for Check Number 48880:				349.50
48881	3100 E0471136.1019	Provident Life and Accident Ins Co October Insurance	11/08/2019	39.02
Total for Check Number 48881:				39.02
48882	0811 PUBW-018221	Ramsey County Road Striping	11/08/2019	5,982.66
Total for Check Number 48882:				5,982.66
48883	10350 10242019	Smitty's Lawn & Snow Abatement 1870 Glenpaul	11/08/2019	2,000.00
Total for Check Number 48883:				2,000.00
48884	0327 3428330225 3428330225 3428622993 3428775384 3429116899	Staples Business Advantage Supplies Supplies Supplies Supplies Monitor	11/08/2019	49.87 22.99 32.99 264.72 179.98
Total for Check Number 48884:				550.55
48885	0336 65366	T.A. Schifksy & Sons, Inc. Asphalt Purchase 10/20-10/26	11/08/2019	268.67
Total for Check Number 48885:				268.67
Total for 11/8/2019:				57,311.70
Report Total (50 checks):				308,801.19