



MEMORANDUM

DATE: January 25, 2021
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

2021 Payroll #2		\$99,631.86	
	Total Payroll	\$99,631.86	
Paid Claims--- 12/25/2020 through 1/15/2021 (Check Nos. 49799-49846 and ACH Checks)		\$983,704.24	
	Total Accounts Payable	\$983,704.24	
	Total Claims	\$1,083,336.10	

CITY OF ARDEN HILLS

PAYROLL # 2

CHECKS DATED: 01/22/21

Biweekly: 01/02/21 - 01/15/21

EMPLOYEE DEDUCTIONS	AMT.	CITY BENEFIT	Payment Method
FIT	6,836.71		EFT
SIT	3,132.12		EFT
FICA Oasdi	4,837.84	4,837.84	EFT
FICA Medicare	1,131.46	1,131.46	EFT
TOTAL TAXES	15,938.13	5,969.30	
Health Premium	1,128.38	0.00	A/P Check*
Dental Premium	241.04	0.00	A/P Check*
FSA Health Care Reimb.	0.00		A/P Check*
FSA Dependent Care Reimb.	0.00		A/P Check*
TOTAL FLEXIBLE SPENDING	1,369.42	0.00	
HSA Health Saving	303.33	0.00	
Health Care Savings Plan-Retirement	7,409.22		EFT
Health Care Savings Plan-2%	512.05		EFT
Health Care Savings Plan-4%	484.59		EFT
TOTAL HEALTH SAVINGS	8,709.19	0.00	
PERA	4,763.23	5,496.06	EFT
ICMA	2,826.59	409.50	EFT
Central Pension Fund-Union	614.40		A/P Check*
MN State Retirement System	750.00		EFT
TOTAL RETIREMENT	8,954.22	5,905.56	
IUOE 49 Dues (Union)	140.00		A/P Check*
LTD/STD Insurance	0.00		A/P Check*
PERA Life Insurance	32.00		A/P Check*
Life/Addl/Dep Life	132.94	0.00	A/P Check*
Life/Addl non-tax	35.70		A/P Check*
UNUM	19.51		A/P Check*
AFLAC	22.76		EFT
TOTAL VOLUNTARY	382.91	0.00	
Total Employee Deductions	35,353.87		
Net Payroll	0.00		
Direct Deposit	52,403.13		EFT
Gross Payroll Tie-Out	87,757.00		
Plus City Paid Benefit	11,874.86		
TOTAL PAYROLL COST	99,631.86		

FICA TIE-OUT	
Gross Payroll	87,757.00
Less Total FSA	1,369.42
Less Total H.SA	8,709.19
Less Voluntary Ins	58.46
Plus ICMA Employer	409.50
Net P/R Subject to FICA	78,029.43
FICA Oasdi @ 6.20%	4,837.84
FICA Medicare @ 1.45%	1,131.46

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: 1/20/2021 5:15 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	ACH001	US BANK	12/31/2020	
	ARVIM122020	BEST BUY- Wall Charger		96.63
	BAUMG122020	AMZN MKTP US*SX9R4IOS3 AM-Books		41.39
	BAUMG122020	WILLIAMS SCOTSMAN-Hazelnut Rental-Dec		582.00
	BAUMG122020	AMZN MKTP US*SX9R4IOS3 AM-Headset		108.08
	BAUMG122020	WILLIAMS SCOTSMAN-Hazelnut Rental-Nov		1,520.47
	BEEBT122020	BEISSWENGER-Protectant Wipes		19.30
	CHRM122020	THE HOME DEPOT #2828-Supplies		17.10
	CHRM122020	NORTHERN TOOL+EQUIP-Supplies		35.42
	CHRM122020	BROCK WHITE 180-Concrete Mix		310.36
	GEBAM122020	MENARDS BLAINE MN-Binoculars		35.34
	HANSJ122020	NNA SERVICES LLC-Notary Renewal JH		35.36
	HANSJ122020	WALGREENS #3293-Postage Stamps		22.00
	HANSJ122020	DAVANNIS #10 ARDEN HILLS-CC Worksessi		62.91
	HANSJ122020	ANNAS HALLMARK SHOP-Holiday Cards		16.06
	HOLMF122020	TWIN CITIES NORTH CHAMBE-12/10 Meetin		20.00
	MIKAT122020	COSTCO WHSE #1021-TV		381.16
	MIKAT122020	MENARDS BLAINE MN-Supplies		10.69
	MIKAT122020	APPLE.COM/BILL-iCloud		0.99
	MROSM122020	TWIN CITIES NORTH CHAMBE-12/10 Meetin		25.00
	PERRD122020	EB 2018 IBC BUILDING-Training		65.00
	PERRD122020	JIMMY JOHNS - 1532 - 11/16 Meeting		101.64
	REBATE122020	US BANK REBATE		-120.93
	WARDR122020	U OF M CONTLEARNING-Training		340.00
	WARDR122020	U OF M CONTLEARNING-Training		385.00
Total for this ACH Check for Vendor ACH001:				4,110.97
ACH	ACH002 676179	AFLAC Insurance Premiums- Dec 2020	12/31/2020	45.52
Total for this ACH Check for Vendor ACH002:				45.52
ACH	ACH003 11232020 11232020	PITNEY BOWES INC Nov Postage - Park-Rec brochure Nov Postage - fee	12/31/2020	682.42 19.99
Total for this ACH Check for Vendor ACH003:				702.41
ACH	ACH005 112020 112020	MINNESOTA REVENUE-SALES & USE November Sales/Use Tax November Sales/Use Tax	12/31/2020	-0.19 108.19
Total for this ACH Check for Vendor ACH005:				108.00
Total for 12/31/2020:				4,966.90
ACH	0192 9751316994	GRAINGER INC electrical parts	01/08/2021	308.26

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	9753117465	floodlight		130.00
Total for this ACH Check for Vendor 0192:				438.26
ACH	0243 1117737	METROPOLITAN COUNCIL-WASTE W/ Waste Water-January	01/08/2021	70,596.57
Total for this ACH Check for Vendor 0243:				70,596.57
ACH	0319 229722	CITY OF ROSEVILLE Netmotion License-DS	01/08/2021	578.00
Total for this ACH Check for Vendor 0319:				578.00
ACH	0382 PR 21-01 PR 21-01 PR 21-01 PR 21-01	ICMA RETIREMENT TRUST - 106944 PR Batch 00100.01.2021 ICMA Employer Perce PR Batch 00100.01.2021 ICMA Employer Perce PR Batch 00100.01.2021 ICMA Employee Perce PR Batch 00100.01.2021 ICMA Employee Perce	01/08/2021 PR Batch 00100.01.2021 ICM PR Batch 00100.01.2021 ICM PR Batch 00100.01.2021 ICM PR Batch 00100.01.2021 ICM	361.31 40.95 313.14 35.49
Total for this ACH Check for Vendor 0382:				750.89
ACH	0387 PR 21-01 PR 21-01 PR 21-01 PR 21-01	ICMA RETIREMENT TRUST #302482 PR Batch 00100.01.2021 ICMA Employee Perce PR Batch 00100.01.2021 ICMA Employee Dedu PR Batch 00100.01.2021 ICMA Employee Dedu PR Batch 00100.01.2021 ICMA Employee Perce	01/08/2021 PR Batch 00100.01.2021 ICM PR Batch 00100.01.2021 ICM PR Batch 00100.01.2021 ICM PR Batch 00100.01.2021 ICM	36.99 1,968.66 259.88 258.46
Total for this ACH Check for Vendor 0387:				2,523.99
ACH	0549 222324-001	ABLE HOSE & RUBBER LLC INC parts	01/08/2021	16.75
Total for this ACH Check for Vendor 0549:				16.75
ACH	1125 261656	BOLTON & MENK INC 2021 PMP	01/08/2021	40,910.50
Total for this ACH Check for Vendor 1125:				40,910.50
ACH	1363 10921	WATER CONSERVATION SERVICES INC Leak Locate-4371 Arden Veiw Ct	01/08/2021	302.18
Total for this ACH Check for Vendor 1363:				302.18
ACH	1785 12021 12021 12021	ECOENVELOPES LLC January UB Postage January UB Postage January UB Postage	01/08/2021	296.67 296.66 296.67
Total for this ACH Check for Vendor 1785:				890.00
ACH	2654 4092	GOODPOINTE TECHNOLOGY INC 2021 ICON Support Agreement	01/08/2021	3,595.00
Total for this ACH Check for Vendor 2654:				3,595.00
ACH	4889 106201	COMMUNITY FOOTWORKS January Foot Clinic	01/08/2021	196.00
Total for this ACH Check for Vendor 4889:				196.00
ACH	5587	CES IMAGING INC	01/08/2021	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	INV122134	December Rental		60.00
Total for this ACH Check for Vendor 5587:				60.00
ACH	7084 76106	OMNISITE 2021 Omni Advantage Annual Plan	01/08/2021	7,221.00
Total for this ACH Check for Vendor 7084:				7,221.00
ACH	FPTC 25683	FLEXIBLE PIPE TOOL COMPANY INC cabe/connector	01/08/2021	461.10
Total for this ACH Check for Vendor FPTC:				461.10
ACH	TCCC 2020368	TWIN CITIES NORTH CHAMBER OF C 2021 Membership	01/08/2021	475.00
Total for this ACH Check for Vendor TCCC:				475.00
ACH	TOII 10121	TOKLE INSPECTIONS INC December Electrical Inspections	01/08/2021	11,755.76
Total for this ACH Check for Vendor TOII:				11,755.76
49799	ADVS 44828	ADVANTAGE SIGNS & GRAPHICS INC signs	01/08/2021	41.90
Total for Check Number 49799:				41.90
49800	0131 393271	BEISSWENGERS DO IT BEST hardware supplies	01/08/2021	10.76
Total for Check Number 49800:				10.76
49801	CPF1 184503.1220	CENTRAL PENSION FUND December Pension	01/08/2021	1,224.96
Total for Check Number 49801:				1,224.96
49802	10450 222259	CENTRO PRINT SOLUTIONS Tax Forms	01/08/2021	88.95
Total for Check Number 49802:				88.95
49803	10276 13077	CITY OF COON RAPIDS 2020 sealcoating	01/08/2021	1,790.30
Total for Check Number 49803:				1,790.30
49804	6562 122120	DAVANNI'S 2021 Liquor License Reduction	01/08/2021	1,063.00
Total for Check Number 49804:				1,063.00
49805	6200 122120	FLAHERTY'S ARDEN BOWL 2021 Liquor License Reduction	01/08/2021	3,565.00
Total for Check Number 49805:				3,565.00
49806	1757 2021-00104	HOLIDAY STATIONSTORES Refund tobacco lic overpayment	01/08/2021	300.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 49806:	300.00
49807	3561 122120	HRP ARDEN HILLS LLC 2021 Liquor License Reduction	01/08/2021	3,565.00
			Total for Check Number 49807:	3,565.00
49808	8078 2019-00395	HUNT ELECTRIC CORPORATION partial permit refund	01/08/2021	4,153.00
			Total for Check Number 49808:	4,153.00
49809	0447 NB4.0221	I.U.O.E LOCAL 49 BENEFIT FUND-INSU February Insurance	01/08/2021	1,527.00
			Total for Check Number 49809:	1,527.00
49810	10415 10521	IUOE TRAINING CENTER 2nd payment - training center agreement	01/08/2021	2,080.00
			Total for Check Number 49810:	2,080.00
49811	10401 122120	JIMMIES OLD SOUTHERN BBQ SMOK 2021 Liquor License Reduction	01/08/2021	1,063.00
			Total for Check Number 49811:	1,063.00
49812	1055 KPS0642	KODIAK POWER SYSTEMS INC Lift #11 repair	01/08/2021	589.07
			Total for Check Number 49812:	589.07
49813	0495 779	LAKE JOHANNA FIRE DEPARTMENT I 2021 Fire Contract-1st Half	01/08/2021	328,200.38
			Total for Check Number 49813:	328,200.38
49814	AR-LEE1 GE 2018-01079	STEVEN LEE Escrow Refund: GE 2018-01079, 4367 Lexington	01/08/2021	474.68
			Total for Check Number 49814:	474.68
49815	5331 122120	LHASA CAFE LLC 2021 Liquor License Reduction	01/08/2021	1,000.00
			Total for Check Number 49815:	1,000.00
49816	0850 122120	LINDEY'S PRIME STEAK HOUSE 2021 Liquor License Reduction	01/08/2021	1,832.50
			Total for Check Number 49816:	1,832.50
49817	0422 10000112106	MINNESOTA POLLUTION CONTROL A PBP Reimb. Old Snelling/Cty Rd E	01/08/2021	1,375.00
			Total for Check Number 49817:	1,375.00
49818	10451 122120	NAMASTE INDIA INC 2021 Liquor License Reduction	01/08/2021	929.25
			Total for Check Number 49818:	929.25

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
49819	0600 315800012021	NCPERS GROUP LIFE INS January Insurance	01/08/2021	64.00
Total for Check Number 49819:				64.00
49820	AR-O'ME3 TCO 2018-01045	O'MEARA CUSTOM HOMES Escrow Refund: TCO 2018-01045, 3258 Katie L	01/08/2021	10,000.00
Total for Check Number 49820:				10,000.00
49821	10402 122120	ORCHID BAR & GRILL INC. 2021 Liquor License Reduction	01/08/2021	2,987.50
Total for Check Number 49821:				2,987.50
49822	1074 82413	PRECISION LANDSCAPE & TREE INC 1652 Oak Ave tree removal	01/08/2021	1,000.00
Total for Check Number 49822:				1,000.00
49823	3100 E0471136.1220	PROVIDENT LIFE AND ACCIDENT INS December Insurance	01/08/2021	39.02
Total for Check Number 49823:				39.02
49824	6748 GL154938.0121	RELIANCE STANDARD January Insurance	01/08/2021	1,714.80
Total for Check Number 49824:				1,714.80
49825	6555 2020004522 2020004971	TKDA INC Trunk Watermain-October Trunk Watermain-November	01/08/2021	1,453.88 2,128.49
Total for Check Number 49825:				3,582.37
49826	3099 A81434	TRI STATE BOBCAT INC-LITTLE CANA hardware supplies	01/08/2021	1,355.16
Total for Check Number 49826:				1,355.16
49827	10413 101439	ULTEIG ENGINEERS INC Karth Lake Runoff-December	01/08/2021	1,573.50
Total for Check Number 49827:				1,573.50
49828	4703 122120	WELSCH'S BIG TEN TAVERN 2021 Liquor License Reduction	01/08/2021	2,987.50
Total for Check Number 49828:				2,987.50
Total for 1/8/2021:				520,948.60
ACH	0008 12302020	JOSEPH MOONEY Clothing Reimbursement	01/15/2021	125.73
Total for this ACH Check for Vendor 0008:				125.73
ACH	0243 1118214	METROPOLITAN COUNCIL-WASTE W Waste Water-February	01/15/2021	70,596.57

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor 0243:				70,596.57
ACH	0285	XCEL ENERGY	01/15/2021	
	713826198	11/11/20-12/14/20		1,483.82
	713826198	11/11/20-12/14/20		1,489.78
	713826198	11/11/20-12/14/20		1,987.42
	713826198	11/11/20-12/14/20		1,568.36
	713826198	11/11/20-12/14/20		249.32
	713826198	11/11/20-12/14/20		49.57
	713826198	11/11/20-12/14/20		952.47
Total for this ACH Check for Vendor 0285:				7,780.74
ACH	0319	CITY OF ROSEVILLE	01/15/2021	
	229777	IT Support-January		6,803.72
Total for this ACH Check for Vendor 0319:				6,803.72
ACH	0327	STAPLES INC	01/15/2021	
	3464687660	Supplies		53.20
	3464687660	Supplies		30.59
	3464687661	Supplies		62.77
	3464687662	Supplies		113.18
	3464687663	Supplies		84.58
	3465414393	Supplies		36.98
Total for this ACH Check for Vendor 0327:				381.30
ACH	10363	MINUTE MAKER SECRETARIAL	01/15/2021	
	M1191	December CC Minutes		561.00
Total for this ACH Check for Vendor 10363:				561.00
ACH	1125	BOLTON & MENK INC	01/15/2021	
	262591	Lift Station 10 Rehab		2,570.00
Total for this ACH Check for Vendor 1125:				2,570.00
ACH	1223	ADAM'S PEST CONTROL - MAIN	01/15/2021	
	3243579	Pest Control-January		71.59
Total for this ACH Check for Vendor 1223:				71.59
ACH	5173	BADGER METER	01/15/2021	
	80066060	Q1 2021 Gateway Fees		270.00
Total for this ACH Check for Vendor 5173:				270.00
ACH	7501	KELLY & LEMMONS PA	01/15/2021	
	54584	Prosecution-Decemter		3,276.00
Total for this ACH Check for Vendor 7501:				3,276.00
ACH	8032	PACE ANALYTICAL FIELD SVC INC	01/15/2021	
	1220-4142	Drinking Water Survey-Dec		698.00
Total for this ACH Check for Vendor 8032:				698.00
ACH	ALPI	ALLEGRA PRINT & IMAGING INC	01/15/2021	
	162202	December Newsletter		1,323.79

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor ALPI:				1,323.79
ACH	BOND	BOND TRUST SERVICES CORP	01/15/2021	
	60065	Revenue Bonds 2018A-Debt Svc		5,625.00
	60065	Revenue Bonds 2018A-Debt Svc		30,000.00
	60065	Revenue Bonds 2018A-Debt Svc		35,875.00
	60065	Revenue Bonds 2018A-Debt Svc		180,000.00
	61430	Revenue Bonds 2018A-Paying Agent Fee		64.00
	61430	Revenue Bonds 2018A-Paying Agent Fee		411.00
Total for this ACH Check for Vendor BOND:				251,975.00
ACH	JOHC	JOHNSON CONTROLS INC	01/15/2021	
	1-100525278475	CH Boiler Repair		1,157.83
Total for this ACH Check for Vendor JOHC:				1,157.83
49829	10453	AIR EXPRESS INC	01/15/2021	
	HVAC Pay 1	City Hall HVAC Replacement		14,200.00
	HVAC Pay 1	City Hall HVAC Replacement		-710.00
Total for Check Number 49829:				13,490.00
49830	1033	COMCAST	01/15/2021	
	101030.0121	Service 1/3-2/2		118.35
	101030.1220	Service 12/3-1/2		163.34
	98681.0121	Service 1/5-2/4		109.71
Total for Check Number 49830:				391.40
49831	DMLP	DELL MARKETING LP	01/15/2021	
	10451274541	Laptop-PW Locate Vehicle		1,467.21
Total for Check Number 49831:				1,467.21
49832	0447	I.U.O.E LOCAL 49 BENEFIT FUND-INSU	01/15/2021	
	BP3.0221	February Insurance		10,120.00
Total for Check Number 49832:				10,120.00
49833	10452	INFRASTRCTURE MANAGEMENT SER	01/15/2021	
	50268-1	Professional Services		4,160.40
Total for Check Number 49833:				4,160.40
49834	0390	INT'L UNION OPERATING ENGINEERS	01/15/2021	
	1200.0121	January Dues		280.00
Total for Check Number 49834:				280.00
49835	5138	LEAGUE OF MN CITIES INS TRUST	01/15/2021	
	1042021	2021 Worker's Compensation		43,091.00
Total for Check Number 49835:				43,091.00
49836	10362	MARCO TECHNOLOGIES LLC	01/15/2021	
	INV8303388	Copier 12/25-1/24		117.82
	INV8303388	Copier 12/25-1/24		20.79
Total for Check Number 49836:				138.61
49837	10448	MARCO TECHNOLOGIES LLC	01/15/2021	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	432653418	Copier Contract 12/25-1/25		35.36
	432653418	Copier Contract 12/25-1/25		200.35
Total for Check Number 49837:				235.71
49838	ASSM 713	METRO CITIES 2021 Membership	01/15/2021	4,029.00
Total for Check Number 49838:				4,029.00
49839	0801 3148082	MINNESOTA SAFETY COUNCIL Training	01/15/2021	1,600.00
Total for Check Number 49839:				1,600.00
49840	10271 1040433	MN PEIP February Insurance	01/15/2021	8,995.66
Total for Check Number 49840:				8,995.66
49841	10373 6418.1220	QUADIENT FINANCE USA INC Postage	01/15/2021	1,000.00
Total for Check Number 49841:				1,000.00
49842	0811 EMCOM-008966 EMCOM-009003 EMCOM-009020 PRRRV-001503	RAMSEY COUNTY Fleet Support-December Dispatch-December CAD-December Truth in Taxation Notice	01/15/2021	24.96 3,181.94 616.26 652.68
Total for Check Number 49842:				4,475.84
49843	0282 0899-003653080 0899-003657031	REPUBLIC SERVICES #899 Recycling-December PW Waste Container-Dec	01/15/2021	8,181.00 162.36
Total for Check Number 49843:				8,343.36
49844	6225 SDC1794-IN	SAND CREEK EAP LLC OAP Services-Dec	01/15/2021	822.66
Total for Check Number 49844:				822.66
49845	10354 1220572589 1220572589 1220572589 1220572589	ST. PAUL PIONEER PRESS Pub Notice-PC 19-002 #403 Pub Notice-Ord. 2021 Fee Schedule Public Hearing-UB/False Alarm Pub Notice-PC 20-022 #549	01/15/2021	36.12 20.64 45.58 47.30
Total for Check Number 49845:				149.64
49846	6555 2020005510	TKDA INC Trunk Watermain Assmt-Dec	01/15/2021	7,406.98
Total for Check Number 49846:				7,406.98
Total for 1/15/2021:				457,788.74

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Report Total (82 checks):	983,704.24