



MEMORANDUM

DATE: May 10, 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 #9	\$76,595.55
Total Payroll	\$76,595.55

Paid Claims--- 04/17/2021 through 04/30/2021 (Check Nos. 50017-50046 and ACH Checks)	\$251,489.57
Total Accounts Payable	\$251,489.57

Total Claims	\$328,085.12
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CITY OF ARDEN HILLS

PAYROLL # 9

CHECKS DATED: 04/30/21

Biweekly: 04/10/21 - 04/23/21

EMPLOYEE DEDUCTIONS	AMT.	CITY BENEFIT	Payment Method
FIT	6,454.06		EFT
SIT	2,845.75		EFT
FICA Oasdi	4,075.43	4,075.43	EFT
FICA Medicare	953.13	953.13	EFT
TOTAL TAXES	14,328.37	5,028.56	
Health Premium	0.00	0.00	A/P Check*
Dental Premium	0.00	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	0.00	0.00	
HSA Health Saving	0.00	0.00	
Health Care Savings Plan-Retirement	0.00		EFT
Health Care Savings Plan-2%	392.25		EFT
Health Care Savings Plan-4%	448.93		EFT
TOTAL HEALTH SAVINGS	841.18	0.00	
PERA	3,961.79	4,571.31	EFT
ICMA	2,404.31	421.74	EFT
Central Pension Fund-Union	614.40		A/P Check*
MN State Retirement System	750.00		EFT
TOTAL RETIREMENT	7,730.50	4,993.05	
IUOE 49 Dues (Union)	0.00		A/P Check*
LTD/STD Insurance	0.00		A/P Check*
PERA Life Insurance	0.00		A/P Check*
Life/Addl/Dep Life	0.00	0.00	A/P Check*
Life/Addl non-tax	0.00		A/P Check*
UNUM	0.00		A/P Check*
AFLAC	0.00		EFT
TOTAL VOLUNTARY	0.00	0.00	
Total Employee Deductions	22,900.05		
Net Payroll	0.00		
Direct Deposit	43,673.89		EFT
Gross Payroll Tie-Out	66,573.94		
Plus City Paid Benefit	10,021.61		
TOTAL PAYROLL COST	76,595.55		
FICA TIE-OUT			
Gross Payroll	66,573.94		
Less Total FSA	0.00		
Less Total H.S.A	841.18		
Less Voluntary Ins	0.00		
Net P/R Subject to FICA	65,732.76		
FICA Oasdi @ 6.20%	4,075.43		
FICA Medicare @ 1.45%	953.13		

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.

Checks may be paid this week or the following week.

Accounts Payable

Checks by Date - Detail by Check Date

User: pang.silseth
Printed: 5/3/2021 11:19 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0192	GRAINGER INC	04/23/2021	
	9867431711	Supplies		97.66
	9870365328	Supplies		83.64
Total for this ACH Check for Vendor 0192:				181.30
ACH	0230	MTI DISTRIBUTING CO INC	04/23/2021	
	1296279-00	Parts-Equip #85458		153.49
	1296570-00	Parts-Large Area Mower		75.85
Total for this ACH Check for Vendor 0230:				229.34
ACH	0320	HEALTH PARTNERS INC	04/23/2021	
	104251084	Dental Insurance-May		826.57
Total for this ACH Check for Vendor 0320:				826.57
ACH	0327	STAPLES INC	04/23/2021	
	3473871897	Supplies		61.98
	3473871918	Supplies		7.99
	3474237520	Supplies		84.85
	3474237521	Supplies		21.48
	3474237522	Supplies		49.17
	3474237522	Supplies		21.10
	3474297081	Supplies		15.98
Total for this ACH Check for Vendor 0327:				262.55
ACH	0453	CONTINENTAL RESEARCH CORP	04/23/2021	
	25137	Master Blaster		211.00
Total for this ACH Check for Vendor 0453:				211.00
ACH	0706	CERTIFIED LABORATORIES	04/23/2021	
	7329243	Rainwear-Seasonal		125.05
	7329243	Eyewear-Seasonal		86.19
Total for this ACH Check for Vendor 0706:				211.24
ACH	0750	VERIZON WIRELESS	04/23/2021	
	9877382196	Service 4/11-5/10		916.16
Total for this ACH Check for Vendor 0750:				916.16
ACH	0761	ELECTRIC PUMP INC	04/23/2021	
	0070696-IN	Lift Station #14		714.45
Total for this ACH Check for Vendor 0761:				714.45
ACH	0940	ZEE MEDICAL SERVICES INC	04/23/2021	
	54053454	First Aid Supplies		153.80

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor 0940:				153.80
ACH	10363	MINUTE MAKER SECRETARIAL	04/23/2021	
	M1256	4/12 Council Minutes		223.00
	M1256	4/7 Planning Minutes		321.50
Total for this ACH Check for Vendor 10363:				544.50
ACH	1183	BAUER BUILT INC	04/23/2021	
	180269789	Spare Tires		729.64
Total for this ACH Check for Vendor 1183:				729.64
ACH	1252	CAMPBELL KNUTSON - ATTORNEYS /	04/23/2021	
	3231G-0321	March Legal Services		511.50
	3231G-0321	March Legal Services		33.20
	3231G-0321	March Legal Services		635.50
	3231G-0321	March Legal Services		201.50
	3231G-0321	March Legal Services		1,085.00
	3231G-0321	March Legal Services		589.70
	3231G-0321	March Legal Svcs PC 21-001 #553		46.50
	3231G-0321	March Legal Svcs PC 19-002 #403		93.00
	3231G-0321	March Legal Svcs PC 21-004 #556		155.00
	3231G-0321	March Legal Svcs PC 20-022 #549		279.00
Total for this ACH Check for Vendor 1252:				3,629.90
ACH	1785	ECOENVELOPES LLC	04/23/2021	
	1904	April UB Processing		294.90
	1904	April UB Processing		294.90
	1904	April UB Processing		294.90
Total for this ACH Check for Vendor 1785:				884.70
ACH	2851	MC TOOL & SAFETY SALES INC	04/23/2021	
	10389	Safety Supplies-Seasonal		234.24
Total for this ACH Check for Vendor 2851:				234.24
ACH	ALPI	ALLEGRA PRINT & IMAGING INC	04/23/2021	
	162718	April Newsletter		1,824.60
Total for this ACH Check for Vendor ALPI:				1,824.60
50017	5593	AMERICAN LEGAL PUBLISHING COR	04/23/2021	
	7713	Internet Renewal 5/2021-5/2022		495.00
Total for Check Number 50017:				495.00
50018	UB*00468	Nathaniel Anderson	04/23/2021	
		Refund Check 012371-000, 1418 Indian Oaks T		73.15
Total for Check Number 50018:				73.15
50019	UB*00467	David & Susan Bachman	04/23/2021	
		Refund Check 000832-000, 1441 Colleen Avenu		55.69
Total for Check Number 50019:				55.69
50020	UB*00469	Trevor & Katie Boehne	04/23/2021	
		Refund Check 011047-000, 4397 Arden View C		8.44

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 50020:	8.44
50021	0719 IN44990	CITY OF ST PAUL Asphalt Purchase-March	04/23/2021	269.26
			Total for Check Number 50021:	269.26
50022	10244 120312437	COMCAST BUSINESS INC Service 4/1-4/30	04/23/2021	497.93
			Total for Check Number 50022:	497.93
50023	AR-EXPE PC 19-008	EXPEDITE THE DIEHL Escrow Refund PC 19-008, 1313 W County Rd 1	04/23/2021	839.25
			Total for Check Number 50023:	839.25
50024	1193 15662336	FURTHER INC Participant Fees-April	04/23/2021	41.25
			Total for Check Number 50024:	41.25
50025	UB*00466	Vicki Haupt Refund Check 002605-000, 3327 Katie Lane	04/23/2021	50.52
			Total for Check Number 50025:	50.52
50026	4999 0009670-IN	HIRSHFIELD'S PAINT MFG INC Field Striping	04/23/2021	1,581.30
			Total for Check Number 50026:	1,581.30
50027	0390 1200.0421	INT'L UNION OPERATING ENGINEERS April Dues	04/23/2021	280.00
			Total for Check Number 50027:	280.00
50028	0222 340438	LEAGUE OF MINNESOTA CITIES 2021 Stormwater Coalition	04/23/2021	780.00
			Total for Check Number 50028:	780.00
50029	0155 W21030586	OFFICE OF MN IT SERVICES March Phones	04/23/2021	736.14
			Total for Check Number 50029:	736.14
50030	1208 610207-03-21 613317-03-21	PREMIUM WATERS INC March Water March Water	04/23/2021	9.99 66.96
			Total for Check Number 50030:	76.95
50031	0811 FLEET-000630 PRK-001914	RAMSEY COUNTY March Fuel Q1 2021 Inspections	04/23/2021	1,915.33 1,421.16
			Total for Check Number 50031:	3,336.49
50032	6748 GL154938.0521	RELIANCE STANDARD May Insurance	04/23/2021	1,393.54

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 50032:	1,393.54
50033	UB*00465	Eric Sanford Refund Check 008490-000, 3731 New Brighton	04/23/2021	41.78
			Total for Check Number 50033:	41.78
50034	3099 A86028	TRI STATE BOBCAT INC-LITTLE CANA 22" Toro Mower	04/23/2021	350.00
			Total for Check Number 50034:	350.00
50035	9755 OSV000002404180	VERIZON CONNECT March Service	04/23/2021	323.80
			Total for Check Number 50035:	323.80
			Total for 4/23/2021:	22,784.48
ACH	0243 1123252	METROPOLITAN COUNCIL-WASTE W/ 2021 Permit Fee	04/30/2021	425.00
			Total for this ACH Check for Vendor 0243:	425.00
ACH	0319 230030	CITY OF ROSEVILLE Q1 2021 Water Purchase	04/30/2021	185,826.16
			Total for this ACH Check for Vendor 0319:	185,826.16
ACH	0381 45309	ICMA RETIREMENT CORPORATION Q2 2021 Plan Fee	04/30/2021	250.00
			Total for this ACH Check for Vendor 0381:	250.00
ACH	0382 PR 21-09 PR 21-09	ICMA RETIREMENT TRUST - 106944 PR Batch 00300.04.2021 ICMA Employer Perce PR Batch 00300.04.2021 ICMA Employee Perce	04/30/2021 PR Batch 00300.04.2021 ICM PR Batch 00300.04.2021 ICM	421.74 365.51
			Total for this ACH Check for Vendor 0382:	787.25
ACH	0387 PR 21-09 PR 21-09	ICMA RETIREMENT TRUST #302482 PR Batch 00300.04.2021 ICMA Employee Dedu PR Batch 00300.04.2021 ICMA Employee Perce	04/30/2021 PR Batch 00300.04.2021 ICM PR Batch 00300.04.2021 ICM	1,811.54 227.26
			Total for this ACH Check for Vendor 0387:	2,038.80
ACH	10365 4262021	JENNIFER SHULL Mileage Reimbursement	04/30/2021	11.20
			Total for this ACH Check for Vendor 10365:	11.20
ACH	1115 R-017451-000-3 R-017667-000-2	WSB & ASSOCIATES INC Esri Cloud EA Migration-March Traffic Svcs-March	04/30/2021	1,489.25 148.00
			Total for this ACH Check for Vendor 1115:	1,637.25
ACH	1125 0266969 0266969	BOLTON & MENK INC O'Meara Construct PC 20-018 #531 Kunze PC 21-006 #565	04/30/2021	212.00 371.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	0266969	ISG Inc PC 21-007 #563		265.00
	0266969	2/6/21-3/19/21 Planning Services		960.00
	0266969	Summit Develop PC 19-002 #403		765.50
	0266969	U&B ARCHITECTURE PC-21-009 #562		477.00
	0266969	IMKD3 LLC PC 21-004 #556		1,633.00
	0266969	2/6/21-3/19/21 Planning Services		60.00
	0266969	Chick-Fil-A PC 21-003 #564		1,671.00
	0266969	Bethel PC 21-002 #554		661.50
	0266969	Grove Church PC 21-005 #566		1,823.50
	0266969	2/6/21-3/19/21 Planning Services		7,155.00
	0266969	2/6/21-3/19/21 Planning Services		290.50
	0266969	Ilazi PC 20-022 #549		1,156.00
	0266969	Samuelson PC 20-017 #543		106.00
	0266969	Boston Scientific PC 21-001 #553		1,892.00
	0266969	2/6/21-3/19/21 Planning Services		180.00
Total for this ACH Check for Vendor 1125:				19,679.00
ACH	8032 1221-4470	PACE ANALYTICAL FIELD SVC INC Drinking Water Survey-March	04/30/2021	780.00
Total for this ACH Check for Vendor 8032:				780.00
50036	CPF1 184503-0421	CENTRAL PENSION FUND April Pension	04/30/2021	1,843.20
Total for Check Number 50036:				1,843.20
50037	UB*00471	Kurt & Anne Christensen Refund Check 012004-000, 1320 Wynridge Dri	04/30/2021	3.83
Total for Check Number 50037:				3.83
50038	1033 44271.0521	COMCAST Service 4/21-5/20	04/30/2021	6.57
Total for Check Number 50038:				6.57
50039	UB*00470	Natalie Giacomini Refund Check 009412-000, 1911 Grant Road	04/30/2021	3.43
Total for Check Number 50039:				3.43
50040	AR-HEGG GE 2020-00381	MARK & JILL HEGGESTAD Escrow Refund GE 2020-00381, 3385 Snelling /	04/30/2021	551.57
Total for Check Number 50040:				551.57
50041	10218 142661 142661 142662 142663	HR GREEN INC Engineering Svcs-March Engineering-March PC21-004 #556 Engineering-March PC21-002 #554 Engineering-March PC19-010 #466	04/30/2021	2,161.25 2,161.25 2,588.75 1,238.75
Total for Check Number 50041:				8,150.00
50042	10362 INV8673523 INV8673523	MARCO TECHNOLOGIES LLC Copier Usage 4/25-5/24 Copier Usage 4/25-5/24	04/30/2021	13.62 77.18
Total for Check Number 50042:				90.80

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
50043	0245 24548	MIDWEST FIRE PROTECTION INC Annual Fire Sprinkler Test	04/30/2021	305.00
Total for Check Number 50043:				305.00
50044	0600 315800052021	NCPERS GROUP LIFE INS May Insurance	04/30/2021	64.00
Total for Check Number 50044:				64.00
50045	0811 4262021 4262021 4262021 4262021 FLEET-000635 FLEET-000635 PRRRV-001565 PRRRV-001567	RAMSEY COUNTY Recording Fee Recording Fee PC20-003 #499 Recording Fee PC20-005 #502 Recording Fee PC20-011 #510 Equipment Service& Parts-March Equipment Service& Parts-March Debt Report Taxpayer Report	04/30/2021	92.00 184.00 138.00 46.00 3,375.00 2,281.93 30.00 65.00
Total for Check Number 50045:				6,211.93
50046	UB*00472	Kris & Stephanie Rydberg Refund Check 001208-000, 1435 County Road]	04/30/2021	40.10
Total for Check Number 50046:				40.10
Total for 4/30/2021:				228,705.09
Report Total (54 checks):				251,489.57