



MEMORANDUM

**DATE:** April 25, 2022

**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.*

Memo

**Background**

Payroll is processed biweekly and accounts payable is processed weekly.

**Budget Impact**

N/A

**Attachments**

2022 Payroll #8	\$86,569.59
<b>Total Payroll</b>	<b>\$86,569.59</b>
Paid Claims - 03/31/2022 ACH & 04/02/2022-04/15/2022 (Check Nos. 50846-50879 and ACH Checks)	\$391,449.97
<b>Total Accounts Payable</b>	<b>\$391,449.97</b>
<b>Total Claims</b>	<b>\$478,019.56</b>

**CITY OF ARDEN HILLS**

**PAYROLL # 8**

**CHECKS DATED: 04/15/22**

**Biweekly: 03/26/22 - 04/08/22**

EMPLOYEE DEDUCTIONS	AMT.	CITY BENEFIT	Payment Method
FIT	6,948.25		EFT
SIT	2,989.50		EFT
FICA Oasdi	4,521.77	4,521.77	EFT
FICA Medicare	1,057.51	1,057.51	EFT
<b>TOTAL TAXES</b>	<b>15,517.03</b>	<b>5,579.28</b>	
Health Premium	1,751.01	0.00	A/P Check*
Dental Premium	200.36	0.00	A/P Check*
FSA Health Care Reimb.	50.00		A/P Check*
FSA Dependent Care Reimb.	0.00		A/P Check*
<b>TOTAL FLEXIBLE SPENDING</b>	<b>2,001.37</b>	<b>0.00</b>	
HSA Health Saving	390.00	0.00	
Health Care Savings Plan-Retirement			EFT
Health Care Savings Plan-2%			EFT
Health Care Savings Plan-4%			EFT
<b>TOTAL HEALTH SAVINGS</b>	<b>390.00</b>	<b>0.00</b>	
PERA	4,507.02	5,200.39	EFT
ICMA	2,399.24	434.40	EFT
Central Pension Fund-Union	1,536.00		A/P Check*
MN State Retirement System	1,302.59		EFT
<b>TOTAL RETIREMENT</b>	<b>9,744.85</b>	<b>5,634.79</b>	
IUOE 49 Dues (Union)	140.00		A/P Check*
LTD/STD Insurance	0.00		A/P Check*
PERA Life Insurance	24.00		A/P Check*
Life/Addl/Dep Life	47.39	0.00	A/P Check*
Life/Addl non-tax	9.60		A/P Check*
UNUM	19.51		A/P Check*
AFLAC	22.76		EFT
<b>TOTAL VOLUNTARY</b>	<b>263.26</b>	<b>0.00</b>	
Total Employee Deductions	27,916.51		
Net Payroll	0.00		
Direct Deposit	47,439.01		EFT
Gross Payroll Tie-Out	75,355.52		
Plus City Paid Benefit	11,214.07		
<b>TOTAL PAYROLL COST</b>	<b>86,569.59</b>		

FICA TIE-OUT	
Gross Payroll	75,355.52
Less Total FSA	2,001.37
Less Total H.SA	390.00
Less Voluntary Ins	32.36
Net P/R Subject to FICA	72,931.79
FICA Oasdi @ 6.20%	4,521.77
FICA Medicare @ 1.45%	1,057.51

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: gayle.bauman  
 Printed: 4/6/2022 3:49 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	ACH001	US BANK	03/31/2022	
	BAUMG32022	AMZN MKTP US*1B2JJ79O2-printer		498.00
	BAUMG32022	INT'L CODE COUNCIL INC-books		214.70
	BAUMG32022	MINNESOTA GOVERNMENT FINA-members		70.00
	BAUMG32022	MINNESOTA GOVERNMENT FINA-members		70.00
	BAUMG32022	AMZN MKTP US*1I0S67SB2-phone case		23.98
	BAUMG32022	WILLSCOT MOBILE MINI-warming house 2/2		907.99
	CHRIM32022	CHETS SHOES - CP CIRCLE P		153.23
	FRIDJ32022	MNAWWA-training		310.00
	FRIDJ32022	MNAWWA-training		310.00
	FRIDJ32022	U OF M CONTLEARNING-tree certification		50.00
	FRIDJ32022	AMZN MKTP US*1I5OF65H2-city hall signs		71.30
	FRIDJ32022	AMERICAN PUBLIC WORKS-poster		22.25
	FRIDJ32022	AMZN MKTP US*8Z7TL4D83-recreation supp		99.95
	HANSJ32022	TWIN CITIES NORTH CHAMBE-training		20.00
	MIKAT32022	ST CLOUD PARKMOBILE-parking		8.25
	MIKAT32022	APPLE.COM/BILL-storage		0.99
	MIKAT32022	ST CLOUD PARKMOBILE-parking		7.25
	MIKAT32022	ST CLOUD PARKMOBILE-parking		7.25
	MOONJ32022	METAL SUPERMARKETS ROSEVI-water sup		71.65
	PERRD32022	TWIN CITIES NORTH CHAMBE-training		20.00
	REBATE32022	US BANK REBATE		-372.27
	VAUGJ32022	WWW.PEACHJAR.COM-online flyer posting		25.00
Total for this ACH Check for Vendor ACH001:				2,589.52
ACH	ACH002 619596	AFLAC Insurance Premiums- Mar 2022	03/31/2022	45.52
Total for this ACH Check for Vendor ACH002:				45.52
ACH	ACH005 22022 22022 22022 22022	MINNESOTA REVENUE-SALES & USE Feb Sales/Use Tax Feb Sales/Use Tax Feb Sales/Use Tax Feb Sales/Use Tax	03/31/2022	0.26 6.61 13.74 -0.61
Total for this ACH Check for Vendor ACH005:				20.00
Total for 3/31/2022:				2,655.04
Report Total (3 checks):				2,655.04

# Accounts Payable

## Checks by Date - Detail by Check Date

User: gayle.bauman  
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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0189 2030185 2030185 2030185	GOPHER STATE ONE CALL March Locates March Locates March Locates	04/08/2022	51.30 51.30 51.30
Total for this ACH Check for Vendor 0189:				153.90
ACH	0220 ABR0281034X	MINNESOTA DEPT OF LABOR & INDU 50430 Pressure Vessel Registration	04/08/2022	10.00
Total for this ACH Check for Vendor 0220:				10.00
ACH	0243 0001137713	METROPOLITAN COUNCIL-WASTE W/ Waste Water - May	04/08/2022	68,098.24
Total for this ACH Check for Vendor 0243:				68,098.24
ACH	0285 773293773 773293773 773293773 773293773 773293773 773293773 773293773	XCEL ENERGY 02/15/22-03/17/22 02/15/22-03/17/22 02/15/22-03/17/22 02/15/22-03/17/22 02/15/22-03/17/22 02/15/22-03/17/22 02/15/22-03/17/22	04/08/2022	269.91 1,755.46 1,274.89 2,621.97 1,920.40 2,569.76 64.50
Total for this ACH Check for Vendor 0285:				10,476.89
ACH	0292 0003519647	OXYGEN SERVICE COMPANY INC March Rental	04/08/2022	31.25
Total for this ACH Check for Vendor 0292:				31.25
ACH	0319 0230805	CITY OF ROSEVILLE IT Support - April	04/08/2022	7,535.16
Total for this ACH Check for Vendor 0319:				7,535.16
ACH	0922 2022-045	NINENORTH March Production	04/08/2022	658.83
Total for this ACH Check for Vendor 0922:				658.83
ACH	10363 M1461	MINUTE MAKER SECRETARIAL 3/21 Council Minutes	04/08/2022	300.00
Total for this ACH Check for Vendor 10363:				300.00
ACH	10476 0422T128	TWIN CITIES COMMERCIAL CLEANER Janitorial Services-March	04/08/2022	2,005.58

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for this ACH Check for Vendor 10476:	2,005.58
ACH	1115 R-017880-000-10	WSB & ASSOCIATES INC GIS Consulting-January	04/08/2022	1,536.00
			Total for this ACH Check for Vendor 1115:	1,536.00
ACH	12018 28926	ACHEIVE SERVICES Document Shredding	04/08/2022	105.50
			Total for this ACH Check for Vendor 12018:	105.50
ACH	1785 040722 040722 040722	ECOTHYNK April UB Statement Processing April UB Statement Processing April UB Statement Processing	04/08/2022	300.00 300.00 300.00
			Total for this ACH Check for Vendor 1785:	900.00
ACH	5587 INV138410	CES IMAGING INC March Rental	04/08/2022	60.00
			Total for this ACH Check for Vendor 5587:	60.00
ACH	7501 57956	KELLY & LEMMONS PA March Prosecution	04/08/2022	4,447.79
			Total for this ACH Check for Vendor 7501:	4,447.79
ACH	8870 LLC13372	CHET'S SHOES INC Clothing Allowance - TM Boots	04/08/2022	200.00
			Total for this ACH Check for Vendor 8870:	200.00
ACH	alpi 040522	ALLEGRA PRINT & IMAGING INC Postage - April Newsletter	04/08/2022	825.00
			Total for this ACH Check for Vendor alpi:	825.00
ACH	FRID 040422	JEFF FRID Mileage Reimbursement	04/08/2022	23.40
			Total for this ACH Check for Vendor FRID:	23.40
ACH	toii 040122	TOKLE INSPECTIONS INC March Electrical Services	04/08/2022	2,138.04
			Total for this ACH Check for Vendor toii:	2,138.04
50846	2597 040522	AARP Driver Safety 4/5	04/08/2022	205.00
			Total for Check Number 50846:	205.00
50847	advs 00051225	ADVANTAGE SIGNS & GRAPHICS INC Street Signs	04/08/2022	826.06
			Total for Check Number 50847:	826.06
50848	1033 0101030.0422 98681.0422	COMCAST Service 04/03-05/02 Sevice 04/05-05/04	04/08/2022	108.35 111.32

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 50848:	219.67
50849	AR-DIMK	DIMKE EXCAVATING INC Escrow refund-ROW 2021-00506-2 Pine Tree D	04/08/2022	8,000.00
			Total for Check Number 50849:	8,000.00
50850	10218 151294R 151294R 151294R 151294R 151295	HR GREEN INC Gen Engineering-February Gen Eng speed limits-February Gen Eng SRTS grant-February Gen Eng streets-February Engineering-Feb PC21-019 #596	04/08/2022	8,924.50 250.00 750.00 125.00 125.00
			Total for Check Number 50850:	10,174.50
50851	10362 INV9800959	MARCO TECHNOLOGIES LLC City Hall Parking Lot Camera Part	04/08/2022	84.05
			Total for Check Number 50851:	84.05
50852	3100 9672443.0322	PROVIDENT LIFE AND ACCIDENT INS March Premium	04/08/2022	39.02
			Total for Check Number 50852:	39.02
50853	10373 6418.033022	QUADIEN FINANCE USA INC Postage	04/08/2022	1,000.00
			Total for Check Number 50853:	1,000.00
50854	0811 SHRFL-002055	RAMSEY COUNTY Law Enforcement - April 2022	04/08/2022	116,177.07
			Total for Check Number 50854:	116,177.07
50855	3099 A01443	TRI STATE BOBCAT INC-LITTLE CANA Bobcat Supplies #85460	04/08/2022	653.50
			Total for Check Number 50855:	653.50
50856	10208 28600	WEST SHORE SERVICES INC Siren Service	04/08/2022	393.71
			Total for Check Number 50856:	393.71
			Total for 4/8/2022:	237,278.16
ACH	0192 9261257001 9262290845 9263858418 9264849556 9265432196 9269176401 9270834972 9271902638	GRAINGER INC Tire Valve Supplies Push Broom Business Card Holder Double Seal Valve Cap Digital Clamp Meter Jack Handle Replacement & Bent Feeler Gauge Wires	04/15/2022	26.57 119.14 144.04 30.84 57.54 279.55 60.14 15.88
			Total for this ACH Check for Vendor 0192:	733.70

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0320 111993079	HEALTH PARTNERS INC May Insurance	04/15/2022	906.38
Total for this ACH Check for Vendor 0320:				906.38
ACH	0327 3503599389 3503599390 3503599391 3504111565	STAPLES INC Supplies Supplies Supplies Supplies	04/15/2022	9.29 62.16 21.98 29.99
Total for this ACH Check for Vendor 0327:				123.42
ACH	0382	ICMA RETIREMENT TRUST - 106944 PR Batch 00200.04.2022 ICMA Employer Perce PR Batch 00200.04.2022 ICMA Employee Perce	04/15/2022 PR Batch 00200.04.2022 ICM PR Batch 00200.04.2022 ICM	434.40 376.48
Total for this ACH Check for Vendor 0382:				810.88
ACH	0387	ICMA RETIREMENT TRUST #302482 PR Batch 00200.04.2022 ICMA Employee Dedu PR Batch 00200.04.2022 ICMA Employee Perce	04/15/2022 PR Batch 00200.04.2022 ICM PR Batch 00200.04.2022 ICM	1,774.54 248.22
Total for this ACH Check for Vendor 0387:				2,022.76
ACH	0453 0034741	CONTINENTAL RESEARCH CORP Degreaser	04/15/2022	255.00
Total for this ACH Check for Vendor 0453:				255.00
ACH	1125 0286348 0286447	BOLTON & MENK INC March Engineering-2022 Snelling Lift Station 10 Rehab March	04/15/2022	19,221.50 262.50
Total for this ACH Check for Vendor 1125:				19,484.00
ACH	2851 013124 013124	MC TOOL & SAFETY SALES INC Clothing Allowance- MG Rain Jackets	04/15/2022	81.25 107.50
Total for this ACH Check for Vendor 2851:				188.75
ACH	4445 01CL0096	PIONEER RIM AND WHEEL CO Breakaway w/ Charger #85306	04/15/2022	187.23
Total for this ACH Check for Vendor 4445:				187.23
ACH	4889 04062022	COMMUNITY FOOTWORKS April Foot Care Clinic	04/15/2022	316.00
Total for this ACH Check for Vendor 4889:				316.00
ACH	491177sm 060799	STEPP MANUFACTURING CO INC Supplies	04/15/2022	124.87
Total for this ACH Check for Vendor 491177sm:				124.87
ACH	5587 INV138672	CES IMAGING INC April Rental	04/15/2022	60.00
Total for this ACH Check for Vendor 5587:				60.00
ACH	5665	METERING & TECHNOLOGY SOLUTIC	04/15/2022	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	22661	Water Meters		2,356.90
	22708	Water Meters		289.76
	22713	Endpoints		268.80
Total for this ACH Check for Vendor 5665:				2,915.46
ACH	6129 204-57551	FAST SIGNS INC Nametag-JJ	04/15/2022	18.00
Total for this ACH Check for Vendor 6129:				18.00
ACH	8029	MMKR & CORP PA	04/15/2022	
	51873	2021 Audit Services		2,185.00
	51873	2021 Audit Services		2,185.00
	51873	2021 Audit Services		2,185.00
	51873	2021 Audit Services		1,146.00
	51873	2021 Audit Services		2,185.00
	51873	2021 Audit Services		2,469.00
Total for this ACH Check for Vendor 8029:				12,355.00
ACH	8032	PACE ANALYTICAL FIELD SVC INC	04/15/2022	
	1222-5748	March Drinking Water Survey		952.50
	1222-5749	February Drinking Water Survey		972.50
Total for this ACH Check for Vendor 8032:				1,925.00
ACH	fptc	FLEXIBLE PIPE TOOL COMPANY INC	04/15/2022	
	27346	Nozzles		670.70
	27346	Nozzles		670.70
	27348	Sewer Parts Reterminate Pathfinder Cable		516.40
Total for this ACH Check for Vendor fptc:				1,857.80
50857	10453 031722	AIR EXPRESS INC HVAC Pmt 9	04/15/2022	13,774.05
Total for Check Number 50857:				13,774.05
50858	0131 561128	BEISSWENGERS DO IT BEST Supplies	04/15/2022	8.98
Total for Check Number 50858:				8.98
50859	10244 143923543	COMCAST BUSINESS INC April Service	04/15/2022	494.05
Total for Check Number 50859:				494.05
50860	10405 220174	DALEY ELECTRIC LLC Hazelnut Warming House Wire Removal	04/15/2022	115.00
Total for Check Number 50860:				115.00
50861	0176 B94910/A	FRATTALLONES HARDWARE INC Gauge Feeler	04/15/2022	9.29
Total for Check Number 50861:				9.29
50862	0447 BP3.0522 NB4.0522	I.U.O.E LOCAL 49 BENEFIT FUND-INSU May Insurance May Insurance	04/15/2022	10,760.00 1,527.00



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 50862:	12,287.00
50863	0390 1200.0422	INT'L UNION OPERATING ENGINEERS April Dues	04/15/2022	280.00
			Total for Check Number 50863:	280.00
50864	UB*00544	KB INVEST LLC Refund Check 012894-000, 1681 Brueberry Lar	04/15/2022	128.00
			Total for Check Number 50864:	128.00
50865	10448 468966320 468966320	MARCO TECHNOLOGIES LLC Copier Contract 3/25-4/25 Copier Contract 3/25-4/25	04/15/2022	35.35 200.36
			Total for Check Number 50865:	235.71
50866	10492 22-02	MG SECURITY GROUP Intruder Training 3/31	04/15/2022	1,000.00
			Total for Check Number 50866:	1,000.00
50867	10271 1185315	MN PEIP May Insurance	04/15/2022	12,717.42
			Total for Check Number 50867:	12,717.42
50868	AR-NORD1 GE 2020-00925	NORD EXCAVATING Escrow refund-GE 2020-00925-1310 County Rd	04/15/2022	2,999.40
			Total for Check Number 50868:	2,999.40
50869	10408 22417	PAULSON & CLARK ENGINEERING Mileage 3/18/22	04/15/2022	14.80
			Total for Check Number 50869:	14.80
50870	0330 0322572589 0322572589 0322572589 0322572589 0322572589 0322572589	PIONEER PRESS INC Snelling Ave Ad for Bids City Hall Parking Lot Ad for Bids Snelling Ave NPH Assessments PC 22-003 AR#634 Arden Oaks NPH Assessments Arden Oaks Ad for Bids	04/15/2022	124.08 112.80 86.01 54.52 75.20 105.75
			Total for Check Number 50870:	558.36
50871	1208 610207-03-22 613317-03-22	PREMIUM WATERS INC March Water March Water	04/15/2022	35.98 71.98
			Total for Check Number 50871:	107.96
50872	0811 ECOM-009949 ECOM-009985 ECOM-010001	RAMSEY COUNTY Fleet Support-March CAD Services-March 2022 911 Dispatch Services-March 2022	04/15/2022	24.96 732.41 4,418.27
			Total for Check Number 50872:	5,175.64
50873	10238	ROADKILL ANIMAL CONTROL	04/15/2022	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	0322	Animal Control-March		119.00
			Total for Check Number 50873:	119.00
50874	AR-ROBE PC17-008 PC17-008 site	ROBERTS MANAGEMENT GROUP LLC Escrow refund-PC17-008 3845 Lexington Ave N Escrow refund-Lex Ph II site improvements 17-C	04/15/2022	8,025.50 20,000.00
			Total for Check Number 50874:	28,025.50
50875	6555 002022001233 002022001234	TKDA INC March Engineering-Arden Oaks St feasibility Arden Oaks St Design & Construction	04/15/2022	4,102.31 13,272.51
			Total for Check Number 50875:	17,374.82
50876	3099 A01629 A01756 A01757	TRI STATE BOBCAT INC-LITTLE CANA Edge 62" Scraper Supplies #85453	04/15/2022	143.96 217.32 1,868.26
			Total for Check Number 50876:	2,229.54
50877	1161 30619	VALLEY-RICH CO INC Water break-4398 Arden View Ct	04/15/2022	9,130.20
			Total for Check Number 50877:	9,130.20
50878	9755 OSV000002728472	VERIZON CONNECT NWF INC March Service	04/15/2022	323.80
			Total for Check Number 50878:	323.80
50879	UB*00543	DAVID or KELLY WALLACE Refund Check 012406-000, 1470 Bussard Court	04/15/2022	124.00
			Total for Check Number 50879:	124.00
			Total for 4/15/2022:	151,516.77
			Report Total (69 checks):	388,794.93