



MEMORANDUM

DATE: July 11, 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 #14	\$126,137.13
Total Payroll	\$126,137.13
Paid Claims - 06/18/2022-07/01/2022 (Check Nos. 51049-51064 and ACH Checks)	\$230,642.28
Total Accounts Payable	\$230,642.28
Total Claims	\$356,779.41

CITY OF ARDEN HILLS

PAYROLL # 14

CHECKS DATED: 07/08/22

Biweekly: 06/18/22 - 07/01/22

EMPLOYEE DEDUCTIONS	AMT.	CITY BENEFIT	Payment Method
FIT	8,314.33		EFT
SIT	3,688.16		EFT
FICA Oasdi	5,466.99	5,466.99	EFT
FICA Medicare	1,278.57	1,278.57	EFT
TOTAL TAXES	18,748.05	6,745.56	
Health Premium	2,029.62	20,945.07	A/P Check*
Dental Premium	225.62	455.13	A/P Check*
FSA Health Care Reimb.	50.00		A/P Check*
FSA Dependent Care Reimb.	0.00		A/P Check*
TOTAL FLEXIBLE SPENDING	2,305.24	21,400.20	
HSA Health Saving	440.00	1,000.00	
Health Care Savings Plan-Retirement	0.00		EFT
Health Care Savings Plan-2%	0.00		EFT
Health Care Savings Plan-4%	0.00		EFT
TOTAL HEALTH SAVINGS	440.00	1,000.00	
PERA	4,771.23	5,505.26	EFT
ICMA	2,517.13	434.40	EFT
Central Pension Fund-Union	1,536.00		A/P Check*
MN State Retirement System	1,302.59		EFT
TOTAL RETIREMENT	10,126.95	5,939.66	
IUOE 49 Dues (Union)	140.00		A/P Check*
LTD/STD Insurance	1,271.05		A/P Check*
PERA Life Insurance	24.00		A/P Check*
Life/Addl/Dep Life	47.39	94.60	A/P Check*
Life/Addl non-tax	11.75		A/P Check*
UNUM	19.51		A/P Check*
AFLAC	22.76		EFT
TOTAL VOLUNTARY	1,536.46	94.60	
Total Employee Deductions	33,156.70		
Net Payroll	0.00		
Direct Deposit	57,800.41		EFT
Gross Payroll Tie-Out	90,957.11		
Plus City Paid Benefit	35,180.02		
TOTAL PAYROLL COST	126,137.13		

FICA TIE-OUT	
Gross Payroll	90,957.11
Less Total FSA	2,305.24
Less Total H.SA	440.00
Less Voluntary Ins	34.51
Net P/R Subject to FICA	88,177.36
FICA Oasdi @ 6.20%	5,466.99
FICA Medicare @ 1.45%	1,278.57

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: 7/6/2022 1:29 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0319 0231020	CITY OF ROSEVILLE 1st Quarter Water Purchase	06/24/2022	204,581.47
Total for this ACH Check for Vendor 0319:				204,581.47
ACH	0327 3509835259 3509835260 3509835260	STAPLES INC Supplies Supplies Supplies	06/24/2022	25.99 3.99 48.16
Total for this ACH Check for Vendor 0327:				78.14
ACH	0382	ICMA RETIREMENT TRUST - 106944 PR Batch 00200.06.2022 ICMA Employer Perce PR Batch 00200.06.2022 ICMA Employee Perce	06/24/2022 PR Batch 00200.06.2022 ICM PR Batch 00200.06.2022 ICM	434.40 376.48
Total for this ACH Check for Vendor 0382:				810.88
ACH	0387	ICMA RETIREMENT TRUST #302482 PR Batch 00200.06.2022 ICMA Employee Dedu PR Batch 00200.06.2022 ICMA Employee Perce	06/24/2022 PR Batch 00200.06.2022 ICM PR Batch 00200.06.2022 ICM	1,924.54 267.38
Total for this ACH Check for Vendor 0387:				2,191.92
ACH	0750 9908542124	VERIZON WIRELESS Service 6/11-7/10	06/24/2022	1,009.28
Total for this ACH Check for Vendor 0750:				1,009.28
ACH	10259 061722	JOE VAUGHAN Mileage Reimbursement	06/24/2022	43.54
Total for this ACH Check for Vendor 10259:				43.54
ACH	10363 M1502 M1502	MINUTE MAKER SECRETARIAL 6/13 Council Minutes 6/8 Planning Commission Minutes	06/24/2022	190.50 227.00
Total for this ACH Check for Vendor 10363:				417.50
ACH	10365 060822 060822	JENNIFER SHULL Mileage Reimbursement PW City Letter Postage	06/24/2022	8.66 7.38
Total for this ACH Check for Vendor 10365:				16.04
ACH	10502 061622	ZAIRA MUNOZ Mileage Reimbursement	06/24/2022	18.55
Total for this ACH Check for Vendor 10502:				18.55
ACH	10503	BENJAMIN ERICKSON	06/24/2022	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	061422	Seasonal Staff Clothing Allowance-BE		84.99
Total for this ACH Check for Vendor 10503:				84.99
ACH	1125	BOLTON & MENK INC	06/24/2022	
	0290897	04/16/22-05/13/22 Planning Services		648.00
	0290897	Planning and Zoning		2,320.50
	0290897	04/16/22-05/13/22 Planning Services		121.50
	0290897	04/16/22-05/13/22 Planning Services		40.50
	0290897	Guelker PC 22-004 #635		863.50
Total for this ACH Check for Vendor 1125:				3,994.00
ACH	1252	CAMPBELL KNUTSON - ATTORNEYS	06/24/2022	
	3231G-0522	May legal		2,466.67
	3231G-0522	May legal		263.50
	3231G-0522	May legal		279.00
	3231G-0522	May legal		695.80
	3231G-0522	May legal PC 22-006 #636		33.20
	3231G-0522	May legal PC 22-003 #634		49.80
Total for this ACH Check for Vendor 1252:				3,787.97
ACH	1785	ECOTHYNK	06/24/2022	
	062322	July UB Statement Processing		300.00
	062322	July UB Statement Processing		300.00
	062322	July UB Statement Processing		300.00
Total for this ACH Check for Vendor 1785:				900.00
ACH	alpi 166303	ALLEGRA PRINT & IMAGING INC June Newsletter	06/24/2022	
Total for this ACH Check for Vendor alpi:				1,563.57
51049	1053	ALLIED BLACKTOP COMPANY INC	06/24/2022	
	8139	Road Oil PW in-house street project		658.35
	8150	Road Oil PW in-house street project		411.35
	8160	Road Oil PW in-house street project		245.58
	8183	Road Oil PW in-house street project		479.75
Total for Check Number 51049:				1,795.03
51050	0131 599772	BEISSWENGERS DO IT BEST Roller Covers & Paint Brushes	06/24/2022	
Total for Check Number 51050:				49.92
51051	0719 IN49582	CITY OF ST PAUL Asphalt Mix 4/27-4/29	06/24/2022	
Total for Check Number 51051:				602.37
51052	10218 153468 153468 153468 153468	HR GREEN INC State Aid Traffic Counts General Engineering- May 2024 PMP Engineering/Design 2026 PMP Engineering/Design	06/24/2022	
Total for Check Number 51052:				1,122.50
51053	UB*00563	DAVID MCCLUNG ESTATE	06/24/2022	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
		Refund Check 010311-000, 1416 Arden View D		7.76
			Total for Check Number 51053:	7.76
51054	5443 167308	METRO PRODUCTS INC Supplies	06/24/2022	75.02
			Total for Check Number 51054:	75.02
51055	0600 315800072022	NCPERS GROUP LIFE INS July Insurance	06/24/2022	48.00
			Total for Check Number 51055:	48.00
51056	10504 061422	ANA NORGON Hazelnut Kids Club refund 22SYKC01	06/24/2022	360.00
			Total for Check Number 51056:	360.00
51057	UB*00564	SHARDAE OKELEYE Refund Check 007082-000, 4416 Arden View C	06/24/2022	61.86
			Total for Check Number 51057:	61.86
51058	0811 FLEET-000729	RAMSEY COUNTY May Fuel	06/24/2022	3,068.06
			Total for Check Number 51058:	3,068.06
51059	6748 GL154938.0722	RELIANCE STANDARD July Insurance	06/24/2022	1,483.93
			Total for Check Number 51059:	1,483.93
51060	0335 563273	SCHERER BROS LUMBER CO Wood Laths	06/24/2022	15.37
			Total for Check Number 51060:	15.37
51061	6555 002022002687	TKDA INC Arden Oaks St Improvements-Design & Constru	06/24/2022	290.91
			Total for Check Number 51061:	290.91
51062	1300 0900702437	UNIFIRST CORPORATION June Mats	06/24/2022	147.36
			Total for Check Number 51062:	147.36
51063	AR-UNIV3	UNIVERSAL SERVICES INC Escrow refund ROW 2021-01120 #619 Escrow refund ROW 2021-01310 #625	06/24/2022	1,000.00 1,000.00
			Total for Check Number 51063:	2,000.00
51064	UB*00565	IAONG YANG Refund Check 010036-000, 4104 Valentine Cres	06/24/2022	16.34
			Total for Check Number 51064:	16.34
			Total for 6/24/2022:	230,642.28

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Report Total (30 checks):	230,642.28