



MEMORANDUM

**DATE:** November 28, 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.*

**Background**

Payroll is processed biweekly and accounts payable is processed weekly.

**Budget Impact**

N/A

**Attachments**

2022 Payroll #24	\$91,901.36
<b>Total Payroll</b>	<b>\$91,901.36</b>
Paid Claims - 11/05/2022-11/18/2022 (Check Nos. 51383-51425 and ACH Checks)	\$791,893.82
<b>Total Accounts Payable</b>	<b>\$791,893.82</b>
<b>Total Claims</b>	<b>\$883,795.18</b>

**CITY OF ARDEN HILLS**

**PAYROLL # 24**

**CHECKS DATED: 11/25/22**

**Biweekly: 11/05/22 - 11/18/22**

EMPLOYEE DEDUCTIONS	AMT.	CITY BENEFIT	Payment Method
FIT	7,810.91		EFT
FICA Oasdi	4,805.05	4,805.05	EFT
FICA Medicare	1,123.76	1,123.76	EFT
SIT	3,368.51		EFT
<b>TOTAL TAXES</b>	<b>17,108.23</b>	<b>5,928.81</b>	

Health Premium	1,750.88	0.00	A/P Check*
Dental Premium	200.32	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>2,001.20</b>	<b>0.00</b>	

HSA Health Saving	440.00	0.00	
<b>TOTAL HEALTH SAVINGS</b>	<b>440.00</b>	<b>0.00</b>	

PERA	4,821.87	5,563.71	EFT
ICMA	2,886.34	434.40	EFT
Central Pension Fund-Union	1,536.00		A/P Check*
MN State Retirement System	1,304.18		EFT
<b>TOTAL RETIREMENT</b>	<b>10,548.39</b>	<b>5,998.11</b>	

AFLAC	22.76		EFT
Life/Addl/Dep Life	47.39	0.00	A/P Check*
Life/Addl non-tax	9.60		A/P Check*
LTD/STD Insurance	0.00		A/P Check*
PERA Life Insurance	24.00		A/P Check*
IUOE 49 Dues (Union)	140.00		A/P Check*
UNUM	19.51		A/P Check*
<b>TOTAL VOLUNTARY</b>	<b>263.26</b>	<b>0.00</b>	

Total Employee Deductions	30,361.08
Net Payroll (payroll checks)	0.00
Direct Deposit	49,613.36
Gross Payroll Tie-Out	79,974.44
Plus City Paid Benefit	11,926.92
<b>TOTAL PAYROLL COST</b>	<b>91,901.36</b>

FICA TIE-OUT	
Gross Payroll	79,974.44
Less Total FSA	2,001.20
Less Total H.SA	440.00
Less Voluntary Ins	32.36
Net P/R Subject to FICA	77,500.88
FICA Oasdi @ 6.20%	4,805.05
FICA Medicare @ 1.45%	1,123.76

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: 11/21/2022 3:36 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0189	GOPHER STATE ONE CALL	11/11/2022	
	2100190	October Locates		103.05
	2100190	October Locates		103.05
	2100190	October Locates		103.05
Total for this ACH Check for Vendor 0189:				309.15
ACH	0243	METROPOLITAN COUNCIL-WASTE W/	11/11/2022	
	0001147742	Waste Water-December		68,098.24
Total for this ACH Check for Vendor 0243:				68,098.24
ACH	0285	XCEL ENERGY	11/11/2022	
	802367426	9/14/22-10/13/22		570.63
	802367426	9/14/22-10/13/22		1,967.03
	802367426	9/14/22-10/13/22		63.45
	802367426	9/14/22-10/13/22		246.74
	802367426	9/14/22-10/13/22		1,937.69
	802367426	9/14/22-10/13/22		1,330.36
	802367426	9/14/22-10/13/22		1,832.01
Total for this ACH Check for Vendor 0285:				7,947.91
ACH	0292	OXYGEN SERVICE COMPANY INC	11/11/2022	
	0003537392	October Rental		32.55
Total for this ACH Check for Vendor 0292:				32.55
ACH	0319	CITY OF ROSEVILLE	11/11/2022	
	0231359	Q3 Water		424,887.46
	0231364	IT Support Services-November		7,535.16
Total for this ACH Check for Vendor 0319:				432,422.62
ACH	0320	HEALTH PARTNERS INC	11/11/2022	
	009599712993	December Insurance		855.81
Total for this ACH Check for Vendor 0320:				855.81
ACH	0327	STAPLES INC	11/11/2022	
	3521242303	Supplies		19.59
	3521242303	Supplies		67.23
	3521242305	Supplies		32.58
	3521242306	Supplies		15.96
	3521331553	Supplies-Headphones		27.49
Total for this ACH Check for Vendor 0327:				162.85
ACH	0382	MISSIONSQUARE #106944	11/11/2022	
	PR 22-23	PR Batch 00100.11.2022 ICMA Employer Perce	PR Batch 00100.11.2022 ICM	434.40
	PR 22-23	PR Batch 00100.11.2022 ICMA Employee Perce	PR Batch 00100.11.2022 ICM	376.48

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor 0382:				810.88
ACH	0387	MISSIONSQUARE #302482	11/11/2022	
	PR 22-23	PR Batch 00100.11.2022 ICMA Employee Dedu	PR Batch 00100.11.2022 ICM	2,288.00
	PR 22-23	PR Batch 00100.11.2022 ICMA Employee Perce	PR Batch 00100.11.2022 ICM	218.04
Total for this ACH Check for Vendor 0387:				2,506.04
ACH	0706	CERTIFIED LABORATORIES	11/11/2022	
	7986751	Lubricating Oils & Protective Spray		936.20
Total for this ACH Check for Vendor 0706:				936.20
ACH	0761	ELECTRIC PUMP INC	11/11/2022	
	0074603-IN	LiftStation #3 Low Level Lockout Float Repair		695.25
Total for this ACH Check for Vendor 0761:				695.25
ACH	0922	NINENORTH	11/11/2022	
	2022-202	October Production		838.83
Total for this ACH Check for Vendor 0922:				838.83
ACH	10363	MINUTE MAKER SECRETARIAL	11/11/2022	
	M1579	10/24 CC Meeting Minutes		154.00
Total for this ACH Check for Vendor 10363:				154.00
ACH	10422	MATTHEW SEIFERT	11/11/2022	
	110722	Mileage Reimbursement-Training 10/24-10/28		518.75
Total for this ACH Check for Vendor 10422:				518.75
ACH	10476	TWIN CITIES COMMERCIAL CLEANEI	11/11/2022	
	1122T119	October Janitorial Services		2,005.58
Total for this ACH Check for Vendor 10476:				2,005.58
ACH	1115	WSB & ASSOCIATES INC	11/11/2022	
	R-020947-000-2	2022 Chip Seal Inspection-September		575.00
Total for this ACH Check for Vendor 1115:				575.00
ACH	1125	BOLTON & MENK INC	11/11/2022	
	0299674	2021 PMP Hazelnut/Glenpaul		329.50
	0299681	2022 PMP Snelling Ave Improvements		2,085.50
Total for this ACH Check for Vendor 1125:				2,415.00
ACH	5665	METERING & TECHNOLOGY SOLUTIC	11/11/2022	
	INV816	4" Compound Meter-Land O'Lakes		52.70
	INV816	4" Compound Meter-Land O'Lakes		4,557.00
Total for this ACH Check for Vendor 5665:				4,609.70
ACH	7501	KELLY & LEMMONS PA	11/11/2022	
	59353	October Prosecution		3,510.00
Total for this ACH Check for Vendor 7501:				3,510.00
ACH	ADV5	ADVANTAGE SIGNS & GRAPHICS INC	11/11/2022	
	00054881	Trail Closed Sign		21.05

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor ADVS:				21.05
51383	7804 221031	BARTON SAND & GRAVEL CO 10/18 Disposal Fee	11/11/2022	100.00
Total for Check Number 51383:				100.00
51384	0131 649143	BEISSWENGERS DO IT BEST Supplies	11/11/2022	12.18
Total for Check Number 51384:				12.18
51385	10347 16729	BITUMINOUS ROADWAYS INC 2021 CIPP Lining	11/11/2022	14,456.00
Total for Check Number 51385:				14,456.00
51386	10483 401333.1022	CENTRAL PENSION FUND October Apprentice Fund	11/11/2022	256.00
Total for Check Number 51386:				256.00
51387	0342 ASII1122	CITY OF SHOREVIEW Afterschool Sports Instructor	11/11/2022	176.00
Total for Check Number 51387:				176.00
51388	1033 101030.1122 98681.1122	COMCAST Service 11/3-12/2 Service 11/5-12/4	11/11/2022	108.35 111.32
Total for Check Number 51388:				219.67
51389	1032 221031	COMMERCIAL ASPHALT CO INC Asphalt Purchase 10/25	11/11/2022	451.93
Total for Check Number 51389:				451.93
51390	10446 5676914	FINANCE & COMMERCE INC 1 Year Subscription Renewal	11/11/2022	139.00
Total for Check Number 51390:				139.00
51391	0447 BP3.1222 NB4.1222	I.U.O.E LOCAL 49 BENEFIT FUND-INSU December Insurance December Insurance	11/11/2022	10,760.00 1,527.00
Total for Check Number 51391:				12,287.00
51392	IDAI 54154	IDEAL ADVERTISING INC Staff Shirts	11/11/2022	265.00
Total for Check Number 51392:				265.00
51393	10330 55596	KLEIN UNDERGROUND LLC 1260 Grey Fox	11/11/2022	1,858.85
Total for Check Number 51393:				1,858.85
51394	10448 486168693 486168693	MARCO TECHNOLOGIES LLC Copier Contract 10/25-11/25 Copier Contract 10/25-11/25	11/11/2022	200.35 35.36

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 51394:	235.71
51395	0811 SHRFL-002104	RAMSEY COUNTY Law Enforcement Services-November	11/11/2022	116,177.07
			Total for Check Number 51395:	116,177.07
51396	0336 68561 68586	T.A. SCHIFSKY & SONS INC Asphalt Purchases 10/16-10/22 Asphalt Purchases 10/23-10/29	11/11/2022	1,333.50 1,127.25
			Total for Check Number 51396:	2,460.75
51397	1579 454282	TOW MASTER INC Service Job to Truck #85128	11/11/2022	2,860.00
			Total for Check Number 51397:	2,860.00
51398	3099 A11366	TRI STATE BOBCAT INC-LITTLE CANA Supplies #85457	11/11/2022	45.16
			Total for Check Number 51398:	45.16
51399	1161 31394	VALLEY-RICH CO INC 1260 Grey Fox Road-Hydrant Install	11/11/2022	11,350.00
			Total for Check Number 51399:	11,350.00
51400	1557 ADH-2022-10 ADH-2022-10 ADH-2022-10 ADH-2022-10 ADH-2022-10	VAN IWAARDEN ASSOCIATES GASB 75 Alternative GASB 75 Alternative GASB 75 Alternative GASB 75 Alternative GASB 75 Alternative	11/11/2022	400.00 400.00 400.00 400.00 400.00
			Total for Check Number 51400:	2,000.00
			Total for 11/11/2022:	694,775.73
ACH	0008 110722	JOSEPH MOONEY Reimbursement-shirts	11/18/2022	4.00
			Total for this ACH Check for Vendor 0008:	4.00
ACH	0192 9503675390 9509669728	GRAINGER INC Impact Sockets Marking Paint	11/18/2022	142.98 12.81
			Total for this ACH Check for Vendor 0192:	155.79
ACH	0453 0040108	CONTINENTAL RESEARCH CORP Cleaning Solution	11/18/2022	176.00
			Total for this ACH Check for Vendor 0453:	176.00
ACH	0638 555943	BRO-TEX INC Shop Towels	11/18/2022	520.40
			Total for this ACH Check for Vendor 0638:	520.40

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	10442	SPRINGBROOK HOLDING COMPANY I	11/18/2022	
	INV-010799	2023 Maintenance Agreement		7,307.31
	INV-010799	2023 Maintenance Agreement		7,307.31
	INV-010799	2023 Maintenance Agreement		4,056.72
	INV-010799	2023 Maintenance Agreement		7,307.30
	INV-010799	2023 Maintenance Agreement		4,056.77
Total for this ACH Check for Vendor 10442:				30,035.41
ACH	1223	ADAM'S PEST CONTROL - MAIN	11/18/2022	
	3566733	November Pest Control		78.03
Total for this ACH Check for Vendor 1223:				78.03
ACH	6555	TKDA INC	11/18/2022	
	002022005552	Arden Oaks Street Improvements 9/25-10/29		315.61
Total for this ACH Check for Vendor 6555:				315.61
ACH	ZARN	ZARNOTH BRUSH WORKS INC	11/18/2022	
	0191525-IN	Broom Refill and Gutter Broom		1,614.00
Total for this ACH Check for Vendor ZARN:				1,614.00
51401	10244	COMCAST BUSINESS INC	11/18/2022	
	158814141	November Service		493.79
Total for Check Number 51401:				493.79
51402	10405	DALEY ELECTRIC LLC	11/18/2022	
	220685	Light Bulb Change		224.00
Total for Check Number 51402:				224.00
51403	2501	DAVIS LOCK AND SAFE	11/18/2022	
	6620	Repair Men's Bathroom Lock		320.49
Total for Check Number 51403:				320.49
51404	0849	FRA-DOR INC	11/18/2022	
	2210135	City Hall Mulch		37.80
Total for Check Number 51404:				37.80
51405	0176	FRATTALLONES HARDWARE INC	11/18/2022	
	C64831/A	Cleaning Products		20.98
Total for Check Number 51405:				20.98
51406	10218	HR GREEN INC	11/18/2022	
	152330	CH Parking Lot-April; Mgmt/Staking & Observ		8,352.50
	154757	CH Parking Lot-July; Staking & Observation		68.75
	157452	Comp Drainage Survey-October; Grant App		1,351.00
	157458	P8 Modeling-October: BMP Retrofit Analysis		7,931.25
Total for Check Number 51406:				17,703.50
51407	0390	INT'L UNION OPERATING ENGINEERS	11/18/2022	
	1200.1122	November Dues		280.00
Total for Check Number 51407:				280.00
51408	AR-VOLT	LIBBY LAW OFFICE	11/18/2022	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	PC 22-017	Escrow Refund PC 22-017, 3787 Lexington Ave		425.00
			Total for Check Number 51408:	425.00
51409	UB*00610	DEBRA LOY Refund Check 000506-000, 1300 Nursery Hill L	11/18/2022	189.84
			Total for Check Number 51409:	189.84
51410	AR-LUME ROW 2022-00378	LUMEN Escrow Refund ROW 2022-00378; 3610 Snellin	11/18/2022	3,000.00
			Total for Check Number 51410:	3,000.00
51411	AR-MAST ROW 2020-01089	MASTEC NORTH AMERICA Escrow Refund ROW 2020-01089; 1220 County	11/18/2022	1,000.00
			Total for Check Number 51411:	1,000.00
51412	AR-MEIE ROW 2022-00658	MEIER REGENSCHEID INC Escrow Refund ROW 2022-00658; 1901 Lake V	11/18/2022	1,000.00
			Total for Check Number 51412:	1,000.00
51413	AR-MI-T ROW 2018-00633	MI-TECH SERVICES INC. Escrow Refund ROW 2018-00633; 1931 Stowe	11/18/2022	1,000.00
			Total for Check Number 51413:	1,000.00
51414	10271 1233579	MN PEIP December Insurance	11/18/2022	12,159.96
			Total for Check Number 51414:	12,159.96
51415	1208 610207-10-22 613317-10-22	PREMIUM WATERS INC October Water October Water	11/18/2022	38.50 52.00
			Total for Check Number 51415:	90.50
51416	0811 EMCOM-010406 EMCOM-010442 EMCOM-010459	RAMSEY COUNTY Fleet Support-October 911 Dispatch-October CAD Services-October	11/18/2022	24.96 4,418.27 732.41
			Total for Check Number 51416:	5,175.64
51417	7064 2285	ROTARY CLUB OF ARDEN HILLS-SHO Q4 2022 Dues	11/18/2022	127.50
			Total for Check Number 51417:	127.50
51418	MISC1 HYD 2022-00334 HYD 2022-00334 HYD 2022-00633 HYD 2022-00633	SHAFER CONTRACTING CO INC Hydrant Rental 2022-00334 Hydrant Rental 2022-00334 Hydrant Rental 2022-00633 Hydrant Rental 2022-00633	11/18/2022	-2,280.22 2,000.00 2,000.00 -652.61
			Total for Check Number 51418:	1,067.17
51419	SRFC 14320.00-10	SRF CONSULTING GROUP INC MVHS Trail Improvements-October	11/18/2022	4,732.50



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 51419:	4,732.50
51420	10354	ST. PAUL PIONEER PRESS	11/18/2022	
	1022572589	PC 22-021 Ch 13 Zoning Amendment		49.82
	1022572589	PC 22-018 #662 RC Sherriff Concept/Site/Cond		47.00
	1022572589	PC 22-019 #679 Ali Variance		56.40
			Total for Check Number 51420:	153.22
51421	AR-TELC	TELCOM CONSTRUCTION INC.	11/18/2022	
	ROW 2020-00708	Escrow Refund ROW 2020-00708; 1220 County		1,000.00
	ROW 2022-00739	Escrow Refund ROW 2022-00739; 4200 Round		1,000.00
			Total for Check Number 51421:	2,000.00
51422	1300	UNIFIRST CORPORATION	11/18/2022	
	090 0729403	November Mats		163.91
			Total for Check Number 51422:	163.91
51423	1081	UTILITY LOGIC	11/18/2022	
	13713	Battery Holders		14.66
			Total for Check Number 51423:	14.66
51424	1161	VALLEY-RICH CO INC	11/18/2022	
	31382	Watermain Break-1953 Thom Dr		5,029.50
	31390	Watermain Break-Cty Rd E/Indian Pl		7,485.09
			Total for Check Number 51424:	12,514.59
51425	9755	VERIZON CONNECT NWF INC	11/18/2022	
	OSV000002905996	October Service		323.80
			Total for Check Number 51425:	323.80
			Total for 11/18/2022:	97,118.09
			Report Total (71 checks):	791,893.82