



MEMORANDUM

DATE: April 24, 2023
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: N/A Actual Amount: N/A Funding Source: N/A

memo
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

Table with 2 columns: Description and Amount. Rows include 2023 Payroll #8 (\$126,146.72), Total Payroll (\$126,146.72), Paid Claims - 04/01/2023-04/14/2023 (\$400,328.09), Total Accounts Payable (\$400,328.09), and Total Claims (\$526,474.81).

CITY OF ARDEN HILLS

PAYROLL # 8

CHECKS DATED: 04/14/23

Biweekly: 03/25/23 - 04/07/23

EMPLOYEE DEDUCTIONS	AMT.	CITY BENEFIT	Payment Method
FIT	7,785.34		EFT
FICA Oasdi	5,207.20	5,207.20	EFT
FICA Medicare	1,217.82	1,217.82	EFT
SIT	3,548.89		EFT
TOTAL TAXES	17,759.25	6,425.02	
Health Premium	1,544.47	24,304.83	A/P Check*
Dental Premium	67.32	737.24	A/P Check*
FSA Health Care Reimb.	0.00		A/P Check*
FSA Dependent Care Reimb.	0.00		A/P Check*
TOTAL FLEXIBLE SPENDING	1,611.79	25,042.07	
HSA Health Saving	1,161.44	1,375.00	EFT
TOTAL HEALTH SAVINGS	1,161.44	1,375.00	
PERA	5,169.06	5,964.30	EFT
ICMA	3,127.10	447.42	EFT
Central Pension Fund-Union	1,536.00		A/P Check*
MN State Retirement System	1,305.79		EFT
TOTAL RETIREMENT	11,137.95	6,411.72	
AFLAC	22.76		EFT
Life/Addl/Dep Life	47.59	98.90	A/P Check*
Life/Addl non-tax	10.60		A/P Check*
LTD/STD Insurance	1,304.22		A/P Check*
PERA Life Insurance	32.00		A/P Check*
IUOE 49 Dues (Union)	140.00		A/P Check*
UNUM	19.51		A/P Check*
TOTAL VOLUNTARY	1,576.68	98.90	
Total Employee Deductions	33,247.11		
Net Payroll	0.00		
Direct Deposit	53,546.90		EFT
Gross Payroll Tie-Out	86,794.01		
Plus City Paid Benefit	39,352.71		
TOTAL PAYROLL COST	126,146.72		

FICA TIE-OUT	
Gross Payroll	86,794.01
Less Total FSA	1,611.79
Less Total H.SA	1,161.44
Less Voluntary Ins	33.36
Net P/R Subject to FICA	83,987.42
FICA Oasdi @ 6.20%	5,207.20
FICA Medicare @ 1.45%	1,217.82

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: 4/14/2023 3:18 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0189	GOPHER STATE ONE CALL	04/07/2023	
	3030190	Locates-March		23.40
	3030190	Locates-March		23.40
	3030190	Locates-March		23.40
Total for this ACH Check for Vendor 0189:				70.20
ACH	0220	MINNESOTA DEPT OF LABOR & INDU	04/07/2023	
	ABR0304297X	Pressure Vessel Registration		10.00
Total for this ACH Check for Vendor 0220:				10.00
ACH	0243	METROPOLITAN COUNCIL-WASTE W/	04/07/2023	
	0001154463	Waste Water-May		70,447.39
Total for this ACH Check for Vendor 0243:				70,447.39
ACH	0285	XCEL ENERGY	04/07/2023	
	821689787	2/16/23-3/20/23		62.40
	821689787	2/16/23-3/20/23		2,069.14
	821689787	2/16/23-3/20/23		1,810.82
	821689787	2/16/23-3/20/23		2,420.32
	821689787	2/16/23-3/20/23		1,299.45
	821689787	2/16/23-3/20/23		247.71
	821689787	2/16/23-3/20/23		2,554.37
Total for this ACH Check for Vendor 0285:				10,464.21
ACH	0292	OXYGEN SERVICE COMPANY INC	04/07/2023	
	0003550417	March Rental		34.01
Total for this ACH Check for Vendor 0292:				34.01
ACH	0327	STAPLES INC	04/07/2023	
	3533437450	Supplies		19.59
	3533437450	Supplies		42.48
	3533645037	Supplies-Discout		-4.71
	3533645038	Supplies-Discout		-2.29
	3533645039	Supplies-Discout		-25.44
Total for this ACH Check for Vendor 0327:				29.63
ACH	10476	TWIN CITIES COMMERCIAL CLEANEI	04/07/2023	
	0423T112	Janitorial Services-March		2,005.58
Total for this ACH Check for Vendor 10476:				2,005.58
ACH	1054	SHI INTERNATIONAL CORP	04/07/2023	
	B16661039	Printer-PW		375.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor 1054:				375.00
ACH	1223 3626643	ADAM'S PEST CONTROL - MAIN Pest Control-March	04/07/2023	85.83
Total for this ACH Check for Vendor 1223:				85.83
ACH	1363 13109	WATER CONSERVATION SERVICES INC Leak Locate - 3700 Chatham	04/07/2023	350.96
Total for this ACH Check for Vendor 1363:				350.96
ACH	2851 015789	MC TOOL & SAFETY SALES INC gloves	04/07/2023	20.40
Total for this ACH Check for Vendor 2851:				20.40
ACH	5173 80123984 80123985	BADGER METER LTE Serv Units: March Beacon Serv Units: Jan-Mar	04/07/2023	146.30 1,338.92
Total for this ACH Check for Vendor 5173:				1,485.22
ACH	ALPI 168864 168864 168873	ALLEGRA PRINT & IMAGING INC Newsletter-March Postage Newsletter-March Business Cards-EF	04/07/2023	-0.21 2,333.76 144.12
Total for this ACH Check for Vendor ALPI:				2,477.67
ACH	TOII 040123	TOKLE INSPECTIONS INC Electrical Inspections-March	04/07/2023	25,418.76
Total for this ACH Check for Vendor TOII:				25,418.76
51700	0131 698594	BEISSWENGERS DO IT BEST supplies	04/07/2023	49.42
Total for Check Number 51700:				49.42
51701	10483 401333.0323	CENTRAL PENSION FUND Apprenticeship Fund-March	04/07/2023	480.00
Total for Check Number 51701:				480.00
51702	1033 101030.0423	COMCAST Service 4/3-5/2	04/07/2023	108.35
Total for Check Number 51702:				108.35
51703	0176 1648004079 C78522/A C93023/A	FRATTALLONES HARDWARE INC unapplied payment-credit supplies supplies	04/07/2023	-8.99 8.97 12.45
Total for Check Number 51703:				12.43
51704	0447 BP3.0523 NB4.0523	I.U.O.E LOCAL 49 BENEFIT FUND-INSI May Insurance May Insurance	04/07/2023	11,360.00 1,602.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 51704:				12,962.00
51705	0454 2334	LEAGUE OF MN HUMAN RIGHTS COM 2023 Dues	04/07/2023	100.00
Total for Check Number 51705:				100.00
51706	10458 70232	MARUDAS GRAPHICS INC Checks	04/07/2023	208.55
Total for Check Number 51706:				208.55
51707	5443 172812 172991	METRO PRODUCTS INC supplies supplies-cleaner	04/07/2023	257.84 554.10
Total for Check Number 51707:				811.94
51708	10523 1163	METRO-INET IT Support-April	04/07/2023	8,838.00
Total for Check Number 51708:				8,838.00
51709	AR-OMEA DEMO 2020-00797	OMEARA CONSTRUCTION INC. Escrow Refund DEMO 2020-00797; 3426 New	04/07/2023	2,000.00
Total for Check Number 51709:				2,000.00
51710	3100 E0471136.0323	PROVIDENT LIFE AND ACCIDENT INS March Insurance	04/07/2023	39.02
Total for Check Number 51710:				39.02
51711	0811 PRRRV-002072	RAMSEY COUNTY Election Services Q2 2023	04/07/2023	6,850.00
Total for Check Number 51711:				6,850.00
51712	0005 2215496	READY WATT ELECTRIC Siren Service	04/07/2023	225.00
Total for Check Number 51712:				225.00
51713	0282 0899-004154567 0899-004159961	REPUBLIC SERVICES #899 Recycling-March PW Waste-March	04/07/2023	8,534.50 301.82
Total for Check Number 51713:				8,836.32
51714	AR-RICH TEMP CO2015-630	ANTHONY RICHTER Escrow Refund TEMP CO 2016-00630; 1150 In	04/07/2023	1,468.75
Total for Check Number 51714:				1,468.75
51715	10217 7115	SONIC SERVICES Window and Building Washing Down Payment	04/07/2023	2,049.50
Total for Check Number 51715:				2,049.50
51716	0336 68756 68756	T.A. SCHIFSKY & SONS INC Purchases 3/20 Purchases 3/20	04/07/2023	303.93 303.93

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 51716:				607.86
51717	3099	TRI STATE BOBCAT INC-LITTLE CANA	04/07/2023	
	A18399	Bobcat Filters #85460		527.71
	A18528	Backpack Blowers		1,120.00
	A18624	Hoses #85466		281.60
Total for Check Number 51717:				1,929.31
Total for 4/7/2023:				160,851.31
ACH	0320	HEALTH PARTNERS INC	04/14/2023	
	009591856739	May Insurance		871.86
	009591856739	May Insurance		14,431.68
Total for this ACH Check for Vendor 0320:				15,303.54
ACH	0327	STAPLES INC	04/14/2023	
	3533953580	Supplies		60.36
	3533953582	Supplies		7.89
	3533953583	Supplies		29.29
Total for this ACH Check for Vendor 0327:				97.54
ACH	0382	MISSIONSQUARE #106944	04/14/2023	
	PR 23-08	PR Batch 00100.04.2023 ICMA Employee Perce	PR Batch 00100.04.2023 ICM	387.76
	PR 23-08	PR Batch 00100.04.2023 ICMA Employer Perce	PR Batch 00100.04.2023 ICM	447.42
Total for this ACH Check for Vendor 0382:				835.18
ACH	0387	MISSIONSQUARE #302482	04/14/2023	
	PR 23-08	PR Batch 00100.04.2023 ICMA Employee Perce	PR Batch 00100.04.2023 ICM	236.34
	PR 23-08	PR Batch 00100.04.2023 ICMA Employee Dedu	PR Batch 00100.04.2023 ICM	2,503.00
Total for this ACH Check for Vendor 0387:				2,739.34
ACH	0731	MIDWAY FORD	04/14/2023	
	765181	Parts #85320		242.02
Total for this ACH Check for Vendor 0731:				242.02
ACH	10491	JULIE HANSON	04/14/2023	
	040623	Mileage R reimbursement		201.54
Total for this ACH Check for Vendor 10491:				201.54
ACH	1125	BOLTON & MENK INC	04/14/2023	
	0308757	2021 PMP-Glenpaul		4,402.00
	0308758	2022 Snelling Ave Improvements		3,029.00
Total for this ACH Check for Vendor 1125:				7,431.00
ACH	5587	CES IMAGING INC	04/14/2023	
	INV150195	April Rental		60.00
Total for this ACH Check for Vendor 5587:				60.00
ACH	7501	KELLY & LEMMONS PA	04/14/2023	
	60440	March Prosecution		3,839.93

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor 7501:				3,839.93
ACH	8029	MMKR & CORP PA	04/14/2023	
	53839	2022 Audit Services		2,473.00
	53839	2022 Audit Services		2,192.00
	53839	2022 Audit Services		2,192.00
	53839	2022 Audit Services		2,192.00
	53839	2022 Audit Services		1,149.00
	53839	2022 Audit Services		2,192.00
Total for this ACH Check for Vendor 8029:				12,390.00
51718	0131	BEISSWENGERS DO IT BEST	04/14/2023	
	702287	Drill Bit		17.99
	702608	Supplies		18.28
Total for Check Number 51718:				36.27
51719	10244	COMCAST BUSINESS INC	04/14/2023	
	170009027	April Service		495.01
Total for Check Number 51719:				495.01
51720	0849	FRA-DOR INC	04/14/2023	
	2303024	Purchases 3/17-3/31		1,206.55
Total for Check Number 51720:				1,206.55
51721	10218	HR GREEN INC	04/14/2023	
	161743R	Floral Park-March		13,408.87
	161743R	Arden Manor-March		18,031.88
Total for Check Number 51721:				31,440.75
51722	10530	GREGORY JONES	04/14/2023	
	041123	MVHS Trail Temp Easement and Damages		17,850.00
Total for Check Number 51722:				17,850.00
51723	10525	DAVID LAWRENCE	04/14/2023	
	041123	MVHS Trail Permanent Easement		2,250.00
	041123	MVHS Trail Temp Easement and Damages		5,450.00
Total for Check Number 51723:				7,700.00
51724	UB*00640	GENGYUN LE	04/14/2023	
		Refund Check 011404-000, 1395 Arden View D		81.22
Total for Check Number 51724:				81.22
51725	10448	MARCO TECHNOLOGIES LLC	04/14/2023	
	498068824	Service 4/25-5/25		200.35
	498068824	Service 4/25-5/25		35.36
Total for Check Number 51725:				235.71
51726	0257	MINNESOTA DEPT OF HEALTH	04/14/2023	
	14431.2023	Water Supply Operator Renewal-2023		23.00
Total for Check Number 51726:				23.00
51727	10286	MINNESOTA OCCUPATIONAL HEALTH	04/14/2023	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	422586	Drug Screen		136.00
Total for Check Number 51727:				136.00
51728	1208 610207-03-23 613317-03-23	PREMIUM WATERS INC March Water March Water	04/14/2023	32.76 79.14
Total for Check Number 51728:				111.90
51729	0811 PUBW-020197 SHRFL-002139	RAMSEY COUNTY Brine Solution: Jan-Mar Law Enforcement-April	04/14/2023	1,784.36 120,856.63
Total for Check Number 51729:				122,640.99
51730	10526 041123	SCOTT SORENSON MVHS Trail Temp Easement and Damages	04/14/2023	3,800.00
Total for Check Number 51730:				3,800.00
51731	10354 0323572589 0323572589 0323572589 0323572589 0323572589	ST. PAUL PIONEER PRESS Delkor PC 23-005 #663 3/24-3/30 MT Holdings PC 23-003 #676 3/30-3/31 Flaherty's PC 23-007 #692 3/24-3/30 Alatus PC 23-004 #691 3/30-3/31 Lindey's PC 23-006 #694 3/24-3/30	04/14/2023	55.86 83.30 66.64 59.78 56.84
Total for Check Number 51731:				322.42
51732	0336 68818	T.A. SCHIFSKY & SONS INC Purchases 3/26-4/1	04/14/2023	1,597.86
Total for Check Number 51732:				1,597.86
51733	10527 041123	TRAVIS TOTZ MVHS Trail Temp Easement	04/14/2023	450.00
Total for Check Number 51733:				450.00
51734	10529 041123	TOWNHOMES OF LAKE VALENTINE A MVHS Trail Temp Easement and Damages	04/14/2023	1,850.00
Total for Check Number 51734:				1,850.00
51735	1081 13888 13888	UTILITY LOGIC Direct Connection Lead Direct Connection Lead	04/14/2023	46.76 46.76
Total for Check Number 51735:				93.52
51736	1161 31847	VALLEY-RICH CO INC Watermain Repair-3700 Chatham Cir	04/14/2023	4,875.50
Total for Check Number 51736:				4,875.50
51737	9755 OSV000003025192	VERIZON CONNECT NWF INC March Service	04/14/2023	339.99
Total for Check Number 51737:				339.99
51738	10528 041123	JUDITH WEIGEL MVHS Trail Temp Easement	04/14/2023	1,050.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 51738:	1,050.00
			Total for 4/14/2023:	239,476.78
			Report Total (63 checks):	400,328.09