SUNFISH LAKE

*Check Detail Register©

February 2024

		Check Amt	Invoice	Comment	Claim Nbr
1010 CHECKING					
10029	2/28/2024 **EXECUTIVE CONTRACTORS**				
E 101-32-43260	Snow removal - other	$7,500.00	2-24	Snow Service for Feb	12553
	Total	$7,500.00			
10031	2/28/2024 **KELLY & LEMMONS**				
E 101-10-40305	City Attorney - Prosecution	$936.00	013124	January Billing	12555
	Total	$936.00			
10032	2/28/2024 **LEVANDER GILLEN & MILLER**				
E 101-10-40304	City Attorney - Civil	$5,109.00	18305E Jan	Jan Billing	12556
	Total	$5,109.00			
10036	2/28/2024 **TWIN CITIES PIONEER PRESS**				
E 101-01-40350	Publishing-printing & adve	$103.80	0124572448	Jan Billing	12557
	Total	$103.80			
10032	2/28/2024 **LEVANDER GILLEN & MILLER**				
E 101-10-40304	City Attorney - Civil	$12,321.50	18305-Dec	Dec Billing	12558
	Total	$12,321.50			
10026	2/28/2024 **CITY OF LILLYDALE**				
E 201-60-41921	Digitization of records	$1,200.00	2024-06	Annual storage of records	12559
	Total	$1,200.00			
10034	2/28/2024 **OLD TJIKKLO LLC**				
E 101-03-41920	City Forester with 3% rais	$140.58	22224	Jan 15-Feb 15	12560
	Total	$140.58			
10037	2/28/2024 **WSB**				
G 500-2313	SOMMERLAND BRYAN J	$1,376.50	13124	Land use/Engineering review	12561
E 101-12-41910	City Planner	$278.75	13124	Pre Application Questions	12561
E 101-30-43000	City Engineer	$1,723.50	13124	Jan Engineering Services	12561
E 101-12-41910	City Planner	$1,288.00	13124	General Planning	12561
E 101-12-41910	City Planner	$92.00	13124	Pre Application Questions	12561
G 500-2303	MARK SULLIVAN	$41.75	13124	Site plan review	12561
G 500-2312	JEREMY & RACHEL SEG	$989.00	13124	Engineering review	12561
G 500-2311	THOMAS HOCKENSON/	$3,345.75	13124	Land use/Engineering review	12561
	Total	$9,135.25			
10027	2/28/2024 **CITY OF WEST ST PAUL**				
E 101-20-42100	Police	$9,122.32	24-00000005	FEB POLICE SERVICES	12562
E 201-60-40399	Miscellaneous	$1,575.00	24-00000005	TRAKIT IMPLEMENTATION	12562
	Total	$10,697.32			
10024	2/28/2024 **CHARLENE STARK**				
G 101-2200	AP	($184.64)		Tax withholding	12563
E 101-02-40345	Postage	$13.60		POSTAGE STAMPS	12563
E 101-03-41520	Treasurer with 3% raise	$1,218.75		Wages	12563
E 101-03-41520	Treasurer with 3% raise	$91.41		PERA City contribution	12563
E 101-03-41520	Treasurer with 3% raise	$93.23		FICA/Medicare City contribution	12563
G 101-2200	AP	($473.49)		PERA/FICA Medicare/Fed/State WH	12563
	Total	$758.86			

SUNFISH LAKE

*Check Detail Register©

February 2024

			Check Amt	Invoice	Comment	Claim Nbr
10025	2/28/2024	**CHRISTY WILCOX**				
G 101-2200	AP		($153.65)	Feb	Tax Withholding	12564
G 300-2200	AP		($357.65)	Feb	Withholdings	12564
E 101-02-41320	City Administrator		$2,008.50	Feb	Wages	12564
E 101-02-41320	City Administrator		$153.65	Feb	City Contribution	12564
		Total	$1,650.85			
10035	2/29/2024	**PERA**				
G 101-2200	AP		$170.63	Feb	Wire to PERA	12565
		Total	$170.63			
10030	2/29/2024	**INTERNAL REVENUE SERVICE**				
G 101-2200	AP		$901.68	Feb	Wire to IRS	12566
		Total	$901.68			
10033	2/29/2024	**MN DEPT OF REVENUE**				
G 101-2200	AP		$97.13	Feb	Feb Wire	12567
		Total	$97.13			
10028	2/29/2024	**DAKOTA COUNTY FINANCE**				
E 101-02-41410	Elections		$188.00	5501827	Poll pad Cost Sharing Agreement	12568
		Total	$188.00			
		1010 CHECKING	$50,910.60			

President or VP:________________________________

Finance Officer:________________________________

Date:____

SUNFISH LAKE

*Check Detail Register©

1010 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
1010 CHECKING					
10024	02/28/24	**CHARLENE STARK**			
E 101-02-40345		Postage	$13.60		POSTAGE STAMPS
E 101-03-41520		Treasurer with 3% raise	$1,218.75		Wages
E 101-03-41520		Treasurer with 3% raise	$91.41		PERA City contribution
E 101-03-41520		Treasurer with 3% raise	$93.23		FICA/Medicare City contribution
G 101-2200		AP	($473.49)		PERA/FICA Medicare/Fed/State WH
G 101-2200		AP	($184.64)		Tax withholding
		Total	$758.86		
10025	02/28/24	**CHRISTY WILCOX**			
E 101-02-41320		City Administrator	$2,008.50	Feb	Wages
E 101-02-41320		City Administrator	$153.65	Feb	City Contribution
G 300-2200		AP	($357.65)	Feb	Withholdings
G 101-2200		AP	($153.65)	Feb	Tax Withholding
		Total	$1,650.85		
10026	02/28/24	**CITY OF LILLYDALE**			
E 201-60-41921		Digitization of records	$1,200.00	2024-06	Annual storage of records
		Total	$1,200.00		
10027	02/28/24	**CITY OF WEST ST PAUL**			
E 201-60-40399		Miscellaneous	$1,575.00	24-00000005	TRAKIT IMPLEMENTATION
E 101-20-42100		Police	$9,122.32	24-00000005	FEB POLICE SERVICES
		Total	$10,697.32		
10028	02/29/24	**DAKOTA COUNTY FINANCE**			
E 101-02-41410		Elections	$188.00	5501827	Poll pad Cost Sharing Agreement
		Total	$188.00		
10029	02/28/24	**EXECUTIVE CONTRACTORS**			
E 101-32-43260		Snow removal - other	$7,500.00	2-24	Snow Service for Feb
		Total	$7,500.00		
10030	02/29/24	**INTERNAL REVENUE SERVICE**			
G 101-2200		AP	$901.68	Feb	Wire to IRS
		Total	$901.68		
10031	02/28/24	**KELLY & LEMMONS**			
E 101-10-40305		City Attorney - Prosecution	$936.00	013124	January Billing
		Total	$936.00		
10032	02/28/24	**LEVANDER GILLEN & MILLER**			
E 101-10-40304		City Attorney - Civil	$12,321.50	18305-Dec	Dec Billing
E 101-10-40304		City Attorney - Civil	$5,109.00	18305E Jan	Jan Billing
		Total	$17,430.50		
10033	02/29/24	**MN DEPT OF REVENUE**			
G 101-2200		AP	$97.13	Feb	Feb Wire
		Total	$97.13		

SUNFISH LAKE

*Check Detail Register©

1010 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10034	02/28/24	**OLD TJIKKLO LLC**			
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		Total	$140.58		
10035	02/29/24	**PERA**			
G 101-2200		AP	$170.63	Feb	Wire to PERA
		Total	$170.63		
10036	02/28/24	**TWIN CITIES PIONEER PRESS**			
E 101-01-40350		Publishing-printing & adve	$103.80	0124572448	Jan Billing
		Total	$103.80		
10037	02/28/24	**WSB**			
E 101-12-41910		City Planner	$278.75	13124	Pre Application Questions
E 101-30-43000		City Engineer	$1,723.50	13124	Jan Engineering Services
E 101-12-41910		City Planner	$1,288.00	13124	General Planning
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G 500-2311		THOMAS HOCKENSON/	$3,345.75	13124	Land use/Engineering review
G 500-2313		SOMMERLAND BRYAN J	$1,376.50	13124	Land use/Engineering review
		Total	$9,135.25		
		1010 CHECKING	$50,910.60		

Fund Summary

1010 CHECKING	
101 General Fund	$42,740.25
201 ARRPA	$2,775.00
300 Debt	($357.65)
500 Escrows	$5,753.00
	$50,910.60

President or VP:_______________________________

Finance Officer:______________________________

Date:_____________________________________

Hastings
1729 Market Boulevard
Hastings, MN 55033
651-438-1481
Store Director: Jennifer Slattery

Cashier: Britta N
2/10/24 10:03 AM

NON MERCH SALES CBS

BOOK/POSTGE STAMPS	96800	$13.60

SUBTOTAL	$13.60
TOTAL	**$13.60**
CREDIT	$13.60
TOTAL TENDERED	**$13.60**
Change	**$0.00**
NUMBER OF ITEMS	1

Trx:071091 Term:51 Store:1635
2/10/24 10:03 AM

Thank You!

CARD INFORMATION:

Card Type: Visa
Account: 4981
Amount: USD $13.60
Approval #: 010756
Date: 2/10/24
Reference #: 819071091001
AID: A0000000031010
Mode: Issuer
MID: **8133
Card Name: VISA CREDIT

Enter to be a weekly winner of a $100 Cub Gift Card!
Scan the QR code and fill out the survey within 3 days for a chance to win!

>AK1FF78KCGAL1B

Sun fish Lake Hours
Charlene Stark 1690 Northridge Dr
Hastings MN 55033

Rate 75

31-Jan	Scan invoices, Enter into Accounting	2
2/1/2024	Print checks, prepare financial reports and work on bank reconciliation for Jan.	3.5
2/6/2024	Council Meeting	0.5
2/6/2024	Mail checks	1
1/2/1900	Make adjustmets for transactions on bank s	1.5
2/18/2024	Start bank reconcilliation for Feb	1
2/25/2024	Scan invoices/email	2
2/26/2024	Set up access with various agencies	2
2/28/2024	Enter invoices	1
2/28/2024	Process payroll	0.75
2/29/2024	Print checks	0.5
2/29/2024	Run reports	0.5

To Date	Total Hours to date	16.25
Reimbursables	Postage	13.6
	TOTAL	13.6

		ER	EE Tax Rate
Gross	1,218.75		
PERA	79.22	91.41	6.50%
SSI	75.56	75.56	6.20%
Medicare	17.67	17.67	1.45%
	1,046.30		
Federal	227.91		20.00%
State	73.13		6.00%
Net	745.27		
reimbursal	13.60		
Total	758.87		

City of Sunfish Lake

City of Sunfish Lake — Wages and related withholdings

Detail of compensation and related withholdings

		Earned Paid	Annual	Monthly	Earned Paid	Feb Feb
Stark	**Wages-new Treasurer**				$75/hr.	1218.75
	Withholding					
	FICA=7.65%					93.23
	Federal Income Tax					227.91
	State Income Tax					73.13
	Pera-					79.22
	Total Withholdings					473.49
	Reim ursables					13.60
	Net Check					758.86
Wilcox	**Wages - City Clerk/Administrator**					
			24,102	2,008.50		2,008.50
	FICA=7.65%					153.65
	Federal Income Tax					180.00
	State Income Tax					24.00
	Pera-Wilcox - Exempt					
	Total Withholdings					357.65
	Reimbursables					
	Net check					1,650.85

Taxable Wages-minus PERA

Consolidated		
Wages		3,227.25
Withholding		
FICA		246.88
Federal Income Tax		407.91
State Income Tax		97.13
Pera		79.22
Total Withholdings		831.14
Reimbursables		
Net Check		2,396.11
Unemployment-not required-only payment when a claim is filed		
PERA		
PERA-Withholding -6.5%		79.22
PERA-City contribution-7.5%-Stark only		91.41
Total PERA contribution		**170.63**
IRS		
Stark FICA WH		75.56
Wilcox Fica witholding	493.77	124.53
Stark SSI WH		17.67
Wilcox SSI witholding		29.12
FICA-city contribution		246.88
Total IRS deposit		**901.68**
State		
Stark State WH		73.13
Wilcox withholding		24.00
Due State		**97.13**

City of Sunfish Lake

City of Sunfish Lake **Wages and related withholdings**

Detail of compensation and related withholdings

		Earned Paid	Annual	Monthly	Earned Paid	Feb Feb
Stark	**Wages-new Treasurer**				$75/hr.	1218.75
	Withholding					
	FICA=7.65%					93.23
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	State Income Tax					73.13
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			24,102	2,008.50		2,008.50
	FICA=7.65%					153.65
	Federal Income Tax					180.00
	State Income Tax					24.00
	Pera-Wilcox - Exempt					
	Total Withholdings					357.65
	Reimbursables					
	Net check					1,650.85

Taxable Wages-minus PERA

Consolidated		
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PERA-Withholding -6.5%		79.22
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Stark FICA WH		75.56
Wilcox Fica witholding	493.77	124.53
Stark SSI WH		17.67
Wilcox SSI witholding		29.12
FICA-city contribution		246.88
Total IRS deposit		**901.68**
State		
Stark State WH		73.13
Wilcox withholding		24.00
Due State		**97.13**

Lilydale on the Mississippi

INVOICE

City of Lilydale
1011 Sibley Memorial Hwy.
Lilydale, MN 55118
Phone 651-457-2316

INVOICE DATE: February 16, 2024
INVOICE #: 2024-06
DUE DATE: Upon receipt

BILL TO:

City of Sunfish Lake
PO Box 18281
West St. Paul, MN 55118

DESCRIPTION	UNITS	UNIT PRICE	AMOUNT
records storage Jan-Dec 2024			$1,200.00
		TOTAL	$1,200.00

Please make check payable to:
City of Lilydale
1011 Sibley Memorial Hwy.
Lilydale MN 55118

INVOICE
City of West St. Paul
1616 Humboldt Ave
West St. Paul, MN 55118

CUSTOMER #	BILLING DATE	PAST DUE	INVOICE #	TOTAL INVOICE	PREPAYMENT
25	02/05/2024	03/06/2024	2024-00000005	$1,575.00	($0.00)

City of Sunfish Lake
P O BOX 18281

WEST SAINT PAUL, MN 55118

Pay this Amount →	***$1,575.00***

Remit to:
City of West St. Paul
Attn: Finance
1616 Humboldt Ave
West St. Paul, MN 55118

DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT

PLEASE RETAIN BOTTOM PORTION FOR YOUR RECORDS

City of Sunfish Lake
P O BOX 18281

WEST SAINT PAUL, MN 55118

Billing inquiries please contact Finance:
Penny Okane
Phone: 612-552-4124
Fax: 651-552-4190
Email: POkane@wspmn.gov

02/05/2024 | 2024-00000005	Qty	Unit Price	Total Price
Description			
Building Inspections	1	$1,575.0000	$1,575.00

Trakit Implementation. Bldg. Official time 21 hours @ $75.00/hr

Total Invoice
$1,575.00

CUSTOMER #	BILLING DATE	PAST DUE	INVOICE #	CHARGES
25	02/05/2024	03/06/2024	2024-00000005	$1,575.00

Less Pre-Payment ($0.00)
Balance → **$1,575.00**

Please include the Invoice Number with payment. Make checks payable to the City of West St. Paul. Invoice is subjected to 1.5% finance charge if payment is not received within 30 days of invoice date issued.

Police service-SFL

Char Stark <CStark@wspmn.gov>

Thu 2/29/2024 3:05 PM

To:Mama C <char.stark@comcast.net>

Every month pay $9,122.32

Charlene Stark
Finance Director

Office: 651-552-4123
Email: cstark@wspmn.gov

City of West St. Paul
1616 Humboldt Ave
West St. Paul, MN 55118

www.wspmn.gov

Pay this each month Nov-April. October and May $500.00

EXECUTIVE CONTRACTORS INC

INVOICE

PO BOX 2473
Inver grove heights
MN, 55076

Invoice #: 1
Date: 1/24/24
Job: Snow Removal

Bill to: City of Sunfish

Description	Price
Snow Service for January	$7,500.00
	Total: 7,500.00

Please make all checks payable to ECI

Please make checks payable to Kelly & Lemmons. Payments received after 01/31/2024 are not reflected on this statement. We appreciate your business.

To remit payment by eCheck or credit card - please visit:
https://secure.lawpay.com/pages/kellylemmonspa/operating

KELLY & LEMMONS, P.A.

2350 Wycliff Street - Suite 200
Saint Paul, MN 55114-1331

Federal ID 41-1228060
(651) 224-3781

Billing Through 01/31/2024

City of Sunfish Lake
PO Box 18281
West St. Paul, MN 55118

Statement Date:	January 31, 2024
Account No:	13260.100000
Statement No:	62370

ATTN: Char Stark

RE: Prosecution Services

		Previous Balance		$780.00

Fees

			Hours	
01/02/2024	JAK	draft complaint	1.00	120.00
		Joseph A. Kelly	1.00	120.00
01/16/2024	KJB	prepare files for upcoming hearings, review discovery, prepare offers	0.50	60.00
01/17/2024	KJB	Attend Court Calendar	0.50	60.00
01/23/2024	KJB	prepare files for upcoming hearings, review discovery, prepare offers	0.50	60.00
01/24/2024	KJB	attend Arraignment Hearing	0.50	60.00
01/25/2024	KJB	receive/respond to correspondence re: scheduling continued hearing	0.30	36.00
		Kristina J. Borgen	2.30	276.00
		For Current Services Rendered	3.30	396.00
		Total Current Work		396.00

Payments

01/09/2024	Payment Received - Thank You	-240.00
	Balance Due	$936.00

LGM LeVANDER GILLEN & MILLER P.A.
ATTORNEYS AT LAW

City of Sunfish Lake
P.O. Box 18281
West St. Paul MN 55118

December 31, 2023
Client # 18305-00000E
Statement # 399

General Business

		RATE	HOURS	
11/27/2023	Telephone call from landowner concerning road easement.	130.00	0.30	39.00
	Budget tax levy; electrical permit; Council meeting dates; Planning Commission meeting dates; treasurer contract; resignation of employee; review City Clerk contract; review Administrator contract; review PERA check list; draft of amendment to building inspection contract.	130.00	4.00	520.00
11/28/2023	Telephone conference with West St. Paul Building Official and follow-up.	130.00	0.40	52.00
	Review bank depository information.	130.00	0.30	39.00
	Review information with Building Official concerning process of issuance of electrical inspections and permits.	130.00	0.50	65.00
	Review of electrical inspection process; redraft of contract between West St. Paul and Sunfish Lake; further conference with Building Official.	130.00	3.00	390.00
11/29/2023	Research agenda items; telephone call with citizen concerning easement dispute; check Secretary of State filing for Vermillion State Bank.	130.00	0.40	52.00
	Review contract dealing with building permit expanded to electrical permits.	130.00	1.80	234.00
	Two conference calls with Building Official.	130.00	0.40	52.00
12/01/2023	Address pending items concerning budget tax levy; electrical permits; Council meeting dates; Planning Commission meeting dates; Treasurer contract; resignation of Treasurer; revision of Clerk/Administrator Contract; parking restrictions; recycling agreement.	130.00	5.00	650.00
12/04/2023	Address pending items concerning budget tax levy; electrical permits; Council meeting dates; Planning Commission meeting dates; treasurer contract; resignation of Treasurer; revision of Clerk/Administrator Contract; parking restrictions; recycling agreement.	130.00	3.00	390.00
12/05/2023	Respond to email inquiries.	130.00	0.30	39.00

General Business

		RATE	HOURS	
	Preparation of materials for Council meeting.	130.00	2.50	325.00
	Sunfish Lake Council meeting and follow-up.	130.00	2.40	312.00
12/07/2023	Draft of electrical inspector ordinance contract with West St. Paul; resolution approving inspection changes.	130.00	3.00	390.00
12/08/2023	Follow-up on Sunfish Lake agenda items.	130.00	2.50	325.00
12/11/2023	Draft ordinance and background materials relating to substitution of inspectors and electrical inspection program.	130.00	3.50	455.00
	Draft documents relating to changes in building code procedures and building permit issues for electrical matters.	130.00	3.50	455.00
12/12/2023	Telephone call from citizen relating to variance issues and follow-up.	130.00	0.30	39.00
	Redraft of documents concerning electrical inspections.	130.00	5.00	650.00
12/13/2023	Telephone conference with Mayor concerning upcoming agenda items.	130.00	0.40	52.00
12/14/2023	Research on electrical inspection ordinance.	130.00	3.00	390.00
	Correspondence on electrical inspection ordinance.	130.00	1.00	130.00
	Draft Forester Agreement.	130.00	1.30	169.00
	Draft of electrical inspection materials concerning Amendment No. 1 to draft Building Services Inspection.	130.00	1.50	195.00
	Telephone conference with Mayor.	130.00	0.60	78.00
	Draft inspection ordinance and related documents.	130.00	1.30	169.00
12/15/2023	Preparation of agenda items.	130.00	2.00	260.00
12/19/2023	Preparation of agenda items.	130.00	3.50	455.00
12/20/2023	Prepare agenda items.	130.00	1.00	130.00
	Timothy J. Kuntz		57.70	7,501.00
12/01/2023	Conference and analysis of issues re employment agreement.	130.00	0.70	91.00
	Angela M.L. Amann		0.70	91.00
11/27/2023	Finalize Resolutions and memorandum for 2024 Budget and Tax Levy matters; email memorandum to Council and staff with same; research re State electrical code inspections; draft Amendment No. 1 to Building Inspections Agreement.	85.00	3.40	289.00

		RATE	HOURS	
11/28/2023	Draft Amendment No. 1 to Building Inspections Agreement; draft Resolution of same.	85.00	1.70	144.50
11/29/2023	Research re bank depository regulations; draft Resolution directing official depository; email memorandum to City Council and staff re same; research and provide LMCIT memo re Investments and Collateral; email memo re same; Memorandum to Mayor and Clerk re 3M Class Action Lawsuits; revise Amendment No. 1 to Building Inspections Agreement;.	85.00	2.50	212.50
12/01/2023	Draft Employment Agreement for City Treasurer; email response to Mayor re snow removal brining machine; email memorandum re electrical inspections.	85.00	3.00	255.00
12/04/2023	Prepare Council agenda items; revise Treasurer contract; draft resignation of Ann Lanoue; email memo re building/electrical inspections.	85.00	3.10	263.50
12/05/2023	Preparation of Council meeting items; research re electrical inspections.	85.00	1.00	85.00
12/11/2023	Meeting recap; email re insurance coverage for Treasurer; revisions to Chapter 1002 of City Code re Electrical Code.	85.00	2.50	212.50
12/12/2023	Revise ordinance re electrical inspections; draft summary publication; draft Notice of Public Hearing; email to Clerk with Notice of Public Hearing for publication; email memo to State of Minnesota representatives with electrical inspection documents for review and comment.	85.00	1.80	153.00
12/13/2023	Property research re properties requiring recording of Resolutions; record two resolutions with Dakota County; review outstanding City matters.	85.00	2.50	212.50
12/14/2023	Review and revise Electrical Inspections ordinance; draft email memo to City and State representatives; email to Christy Wilcox and Mike Hovey re posting of Public Hearing Notices.	85.00	1.40	119.00
	Nicole D. Foote		22.90	1,946.50
11/27/2023	Review PFAS 3M class action settlement materials and Mendota Heights sewer and water agreement in preparation for meeting with Plaintiff's class counsel regarding the city's eligibility for inclusion in class settlement.	130.00	1.00	130.00
	Attend video conference with Plaintiff's class counsel in PFAS 3M class action for discussion regarding city's inclusion in class action settlement.	130.00	0.80	104.00
	Review PFAS 3M class action lawsuit settlement agreement; draft, review and revise memorandum regarding city's eligibility for inclusion in the PFAS 3M class action settlement.	130.00	1.90	247.00
11/28/2023	Review PFAS 3M settlement agreement and exhibits for map of confirmed PFAS contamination; perform additional research regarding the same; review and revise memorandum regarding city's eligibility for inclusion in PFAS 3M class action settlement.	130.00	1.30	169.00

		RATE	HOURS	
11/29/2023	Attend meeting for discussion on electrical inspection procedures; perform research regarding the requirements for designating City of West St. Paul to perform electrical inspections for Sunfish Lake and the termination of the State of Minnesota Department of Labor and Industry performing the same; review Minnesota Statutes, Section 326B.31 through 326B.399 regarding electrical inspections; perform research regarding municipal ordinances regarding electrical inspections.	130.00	1.50	195.00
	Perform research regarding Minnesota Department of Labor and Industry electrical licensing and permitting; review Minnesota Statute, Section 326B regarding electrical inspections and draft correspondence to Department of Labor and Industry regarding the same.	130.00	0.50	65.00
12/15/2023	Perform research regarding septic sewer and subsurface sewer treatment system regulations; review Minnesota Administrative Rules, Section 7080, City Code, Section 402 regarding the same.	130.00	2.30	299.00
	Attend meeting for discussion on subsurface sewer treatment system regulations, Minnesota Administrative Rules, Section 7080 and City Code, Section 402.	130.00	1.20	156.00
	Perform research and review Dakota County Ordinance No. 113 regarding subsurface sewer treatment systems.	130.00	0.70	91.00
	Aaron Price		11.20	1,456.00
	FOR CURRENT SERVICES RENDERED		92.50	10,994.50
12/13/2023	Dakota County - copy charges; search charges			4.50
12/18/2023	Simplifile - recording fees Dakota County			50.25
12/19/2023	Simplifile - recording fees Dakota County			50.25
	TOTAL COSTS			105.00
	BALANCE DUE			$11,099.50

LEVANDER GILLEN & MILLER P.A.
ATTORNEYS AT LAW

December 31, 2023
Client # 18305-00030E
Statement # 1

City of Sunfish Lake
P.O. Box 18281
West St. Paul MN 55118

345 Salem Church Road - Septic

		RATE	HOURS	
12/15/2023	Research concerning 345 Salem Church Road septic system; in-office meeting concerning septic system regulations; research state and county requirements; research enforcement responsibility; research septic system standards.	130.00	3.50	455.00
12/20/2023	Telephone conference with Mayor concerning septic system.	130.00	0.40	52.00
	Legal research concerning septic system regulations.	130.00	4.00	520.00
12/21/2023	Septic system research.	130.00	1.50	195.00
	Timothy J. Kuntz		9.40	1,222.00
	FOR CURRENT SERVICES RENDERED		9.40	1,222.00
	BALANCE DUE			$1,222.00

LeVANDER GILLEN & MILLER P.A.
ATTORNEYS AT LAW

City of Sunfish Lake
P.O. Box 18281
West St. Paul MN 55118

January 30, 2024
Client # 18305E

	FEES	EXPENSES	COSTS	BALANCE
18305-00000 General Business				
	2,275.00	0.00	0.00	$2,275.00
18305-00030 345 Salem Church Road - Septic				
	2,834.00	0.00	0.00	$2,834.00
	5,109.00	0.00	0.00	$5,109.00

LEVANDER GILLEN & MILLER P.A.
ATTORNEYS AT LAW

January 30, 2024
Client # 18305-00000E
Statement # 400

City of Sunfish Lake
P.O. Box 18281
West St. Paul MN 55118

General Business

For Services Through 01/25/24

		RATE	HOURS	
.2/27/2023	Preparation of agenda items and drafts of employment contracts.	130.00	4.40	572.00
1/02/2024	Preparation for Council meeting; review all documents and agenda items; outline of septic system research.	130.00	3.30	429.00
	Telephone conference with Mayor concerning agenda items.	130.00	0.40	52.00
	Draft Council resolution concerning resignation and filling vacancy.	130.00	1.30	169.00
	Council meeting and follow-up.	130.00	2.00	260.00
1/03/2024	Telephone conference with City Clerk and follow-up to meeting agenda items.	130.00	0.50	65.00
	Prepare final documents on electrical inspection ordinance and related documents.	130.00	0.60	78.00
	Follow-up to agenda items.	130.00	2.00	260.00
01/16/2024	Review Sunfish Lake pending matters re future agenda items.	130.00	3.00	390.00
			17.50	2,275.00
	Timothy J. Kuntz		17.50	2,275.00
	FOR CURRENT SERVICES RENDERED			$2,275.00
	BALANCE DUE			

345 Salem Church Road - Septic

		RATE	HOURS	
12/26/2023	Septic system research; regulation research.	130.00	4.00	520.00
12/27/2023	Research of septic system regulations and remedial actions; conference call with League of Cities.	130.00	3.70	481.00
12/28/2023	Septic system regulation research.	130.00	5.00	650.00
12/29/2023	Septic system research.	130.00	4.00	520.00
01/02/2024	Septic system research.	130.00	2.80	364.00
	Research and follow-up concerning septic system.	130.00	1.30	169.00
	Timothy J. Kuntz		20.80	2,704.00
01/02/2024	Attend meeting for discussion of individual sewage disposal requirements related to noncompliant septic tank; review City Code, Section 402 and Minnesota Administrative Rules, Chapter 7080 regarding the same.	130.00	1.00	130.00
	Aaron Price		1.00	130.00
			21.80	2,834.00
	FOR CURRENT SERVICES RENDERED			$2,834.00
	BALANCE DUE			$5,109.00
	TOTAL BALANCE DUE			

Old Tjikko LLC

5900 Zehnder Road
Sunfish Lake, Minnesota 55077

February 22, 2024

Char Stark
P.O. Box 18281
Sunfish Lake, Minnesota 55118

Invoice for Sunfish Lake City Forester Consultant 1 15 2024 through 2 15 2024

1/27	Surveyed all City streets for possible tree issues and checked all lake levels with respect to outflow – 1 hr	$70.29
2/6	Preparation for and participation in City Council meeting - 1 hr	$70.29
		_______
Total due		**$140.58**

Regards,
Jim Nayes

February 22, 2024

Char Stark
City of Sunfish Lake
8010 Corey Path
Inver Grove Heights, MN 55076

Re: January 2024 Invoices

Dear Char:

Enclosed are the invoices for professional engineering and planning services during the month of January for the City of Sunfish Lake.

If you have any questions, please contact me at (612) 388-9652.

Sincerely,

WSB & Associates, Inc.

Justin Messner
Principal

Enclosure(s)

cc: Mayor Daniel O'Leary

kc

701 XENIA AVENUE S | SUITE 300 | MINNEAPOLIS, MN | 55416 | 763.541.4800 | WSBENG.COM

TwinCities.com PIONEER PRESS
PO Box 8015 Willoughby, OH 44096-8015
Return Service Requested

BILLING PERIOD	ADVERTISER/CLIENT NAME	
1/1/2024 - 1/31/2024	CITY OF SUNFISH LAKE LEGALS	
TOTAL AMOUNT DUE	CURRENT AMOUNT	TERMS OF PAYMENT
$103.80	$66.56	Net 30
PAGE	INVOICE NUMBER	BILLED ACCOUNT NUMBER
Page 1 of 1	0124572448	572448

2.2

ADVERTISING INVOICE AND STATEMENT

BILLING ACCOUNT NAME AND ADDRESS

6432000044 <B>

CITY OF SUNFISH LAKE LEGALS
CITY TREASURER CHAR STARK
PO BOX 18281
WEST ST PAUL MN 55118-0281

REMITTANCE ADDRESS

ST PAUL PIONEER PRESS
PO BOX 8015
WILLOUGHBY, OH 44096-8015

PLEASE DETACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE

Date	Ad Reference No.	Advertisement Description	Size/Ad	Times Ran	Total Rate	Gross Amount	Net Amount
		Balance Forward					$76.44
01/10	P655108	Payment - Check 0000009331					($39.20)
01/10 - 01/16	0071512747	S Legals S Full Run Ordinance 24-1	2.00 x 64 Li	1.00		$66.56	$66.56

CURRENT NET AMOUNT DUE	30 DAYS	60 DAYS	Over 90 DAYS	TOTAL AMOUNT DUE
$66.56	$37.24	$0.00	$0.00	$103.80

2.2

TwinCities.com PIONEER PRESS

Please call 860-241-3050 for billing inquiries

PO Box 8015 Willoughby, OH 44096-8015
FED. ID # 76-0425553

Sales Representative/Phone Number
True Lee / 651-228-2166

INVOICE NUMBER	BILLING PERIOD	BILLED ACCOUNT NUMBER	ADVERTISER/CLIENT CODE	ADVERTISER/CLIENT NAME
0124572448	1/1/2024 - 1/31/2024	572448	572448	CITY OF SUNFISH LAKE LEGALS

ADVERTISING INVOICE

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416

wsb

City of Sunfish Lake
Attn: Char Stark, City Treasurer
PO Box 12821
West St. Paul, MN 55118

February 22, 2024
Project/Invoice: R-021666-000 - 16
Reviewed by: Justin Messner
Project Manager: Lori Johnson

2023 PRE-Application Questions/Concerns

Professional Services from January 1, 2024 to January 31, 2024

Phase 001 PRE-Application Questions/Concern

Resident PRE-Application Questions

		Hours	Rate	Amount	
Johnson, Lori	1/16/2024	.25	184.00	46.00	
call/question from resident on slopes/driveways					
Johnson, Lori	1/19/2024	.25	184.00	46.00	
email regarding steep slope questions on the Mulberry property					
Messner, Justin	1/4/2024	.75	249.00	186.75	
Response to property located on the north side of 60th Street West and west of 494					
Totals		1.25		278.75	
Total Labor					**278.75**

Total this Task	**$278.75**
Total this Phase	**$278.75**
Total this Invoice	**$278.75**

Billings to Date

	Current	Prior	Total
Labor	278.75	9,626.50	9,905.25
Totals	**278.75**	**9,626.50**	**9,905.25**

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416

wsb

City of Sunfish Lake
Attn: Char Stark, City Treasurer
PO Box 12821
West St. Paul, MN 55118

February 22, 2024
Project/Invoice: R-023875-000 - 1
Reviewed by: Justin Messner
Project Manager: Justin Messner

2024 City Engineering Services

Professional Services from January 1, 2024 to January 31, 2024

Phase 001 City Engineering Services

City Engineering

		Hours	Rate	Amount	
Buckley, Susan	1/29/2024	.75	140.00	105.00	
1. February ER. 2. Update email contacts list.					
Messner, Justin	1/2/2024	2.50	249.00	622.50	
Council Meeting + Drivetime					
Messner, Justin	1/4/2024	.25	249.00	62.25	
Snow Plowing Coordination					
Messner, Justin	1/16/2024	1.25	249.00	311.25	
2024 Boundary and Annexation Survey response					
Messner, Justin	1/26/2024	1.25	249.00	311.25	
Monthly Engineer's Report & Memo & Snow Plow Invoice Discussion					
Messner, Justin	1/29/2024	.50	249.00	124.50	
T Moblie Permit Review and Approval - 2035 Charlton Rd					
Messner, Justin	1/30/2024	.50	249.00	124.50	
Fire sign replacement at Salem Church Rd/Salem Ln					
Messner, Justin	1/31/2024	.25	249.00	62.25	
Fire sign replacement at Salem Church Rd/Salem Ln					
Totals		7.25		1,723.50	
Total Labor					**1,723.50**

Total this Task **$1,723.50**

Total this Phase **$1,723.50**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	1,723.50	0.00	1,723.50
Limit			50,100.00
Remaining			48,376.50

Total this Invoice **$1,723.50**

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416

wsb

City of Sunfish Lake
Attn: Char Stark, City Treasurer
PO Box 12821
West St. Paul, MN 55118

February 22, 2024
Project/Invoice: R-024343-000 - 1
Reviewed by: Justin Messner
Project Manager: Lori Johnson

2024 General Planning Services

Professional Services from January 1, 2024 to January 31, 2024

Phase 001 2024 General Planning Services

General Planning Services

		Hours	Rate	Amount	
Johnson, Lori	1/2/2024	3.50	184.00	644.00	
prep for cc meeting, cc meeting, travel to and from					
Johnson, Lori	1/3/2024	.75	184.00	138.00	
respond to questions regarding an application on 60th street west, resending check to Laurie Tostrud with 3 Sunfish Lane (check forwarded to me by Ann Lanoue)					
Johnson, Lori	1/8/2024	.50	184.00	92.00	
call regarding contractor licensing and call with Steve Kleist on septic issues.					
Johnson, Lori	1/11/2024	.25	184.00	46.00	
correspondence with owner of 116 SCR regarding additional check sent to him in err, correspondence with clerk and treasurer					
Johnson, Lori	1/18/2024	.25	184.00	46.00	
invoices					
Johnson, Lori	1/19/2024	.25	184.00	46.00	
questions from contractor on plumbing and mechanical inspections, response form for proposed Eagan Comp Plan amendment, south of 494.					
Johnson, Lori	1/25/2024	.25	184.00	46.00	
correspondence with treasurer on overpayment from 2022					
Johnson, Lori	1/30/2024	1.00	184.00	184.00	
Planner's report, review of cell tower permit					
Johnson, Lori	1/31/2024	.25	184.00	46.00	
finalize/send Planner's report					
Totals		7.00		1,288.00	
Total Labor					**1,288.00**

Total this Task **$1,288.00**

Total this Phase **$1,288.00**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	1,288.00	0.00	1,288.00
Limit			38,000.00
Remaining			36,712.00

Project	R-024343-000	SFLK - 2024 General Planning Services	Invoice	1

Total this Invoice **$1,288.00**

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416

wsb

City of Sunfish Lake
Attn: Char Stark, City Treasurer
PO Box 12821
West St. Paul, MN 55118

February 22, 2024
Project/Invoice: R-024510-000 - 1
Reviewed by: Justin Messner
Project Manager: Lori Johnson

2024 Pre-Application Questions/Concerns

Professional Services from January 1, 2024 to January 31, 2024

Phase 001 Pre-Application Questions/Concerns

Resident Pre-Application Questions

		Hours	Rate	Amount	
Johnson, Lori	1/24/2024	.50	184.00	92.00	
correspondence/phone calls with regard to vacant property on 60th					
Totals		.50		92.00	
Total Labor					**92.00**
				Total this Task	**$92.00**
				Total this Phase	**$92.00**
				Total this Invoice	**$92.00**

Billings to Date

	Current	Prior	Total
Labor	92.00	0.00	92.00
Totals	**92.00**	**0.00**	**92.00**

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416

wsb

City of Sunfish Lake
Attn: Char Stark, City Treasurer
PO Box 12821
West St. Paul, MN 55118

February 22, 2024
Project/Invoice: R-021665-000 - 13
Reviewed by: Justin Messner
Project Manager: Lori Johnson

205 Salem Church Road

Professional Services from January 1, 2024 to January 31, 2024

Phase 001 Site Plan Review

Planning Review

		Hours	Rate	Amount	
Johnson, Lori	12/18/2023	.25	167.00	41.75	
correspondence with contractors regarding rain garden/storm water issues					
Totals		.25		41.75	
Total Labor					**41.75**

Total this Task **$41.75**

Total this Phase **$41.75**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	41.75	17,270.00	17,311.75
Limit			20,000.00
Remaining			2,688.25

Total this Invoice **$41.75**

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416

wsb

City of Sunfish Lake
Attn: Char Stark, City Treasurer
PO Box 12821
West St. Paul, MN 55118

February 22, 2024
Project/Invoice: R-024203-000 - 2
Reviewed by: Justin Messner
Project Manager: Lori Johnson

2570 Delaware Segal MSP CUP SFL 8

Professional Services from January 1, 2024 to January 31, 2024

Phase 001 Land Use Application Review

Land Use Application Review

		Hours	Rate	Amount	
Johnson, Lori	1/3/2024	.25	184.00	46.00	
email questions from contractor					
Johnson, Lori	1/9/2024	.50	184.00	92.00	
Meeting with contractor end applicant engineer					
Johnson, Lori	1/11/2024	.25	184.00	46.00	
correspondence with applicants contractor regarding submittal requirements					
Williams, Shawn	1/2/2024	2.00	139.00	278.00	
Wetland Notice of Decision.					
Williams, Shawn	1/5/2024	2.00	139.00	278.00	
Wetland Notice of Decision.					
Totals		5.00		740.00	
Total Labor					**740.00**

Total this Task **$740.00**

Total this Phase **$740.00**

Phase 002 Engineering Review

Engineering Review

		Hours	Rate	Amount	
Messner, Justin	1/9/2024	1.00	249.00	249.00	
Preliminary Review Meeting					
Totals		1.00		249.00	
Total Labor					**249.00**

Total this Task **$249.00**

Total this Phase **$249.00**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	989.00	1,421.25	2,410.25
Limit			17,500.00

Remaining	15,089.75	
	Total this Invoice	**$989.00**

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416

City of Sunfish Lake
Attn: Char Stark, City Treasurer
PO Box 12821
West St. Paul, MN 55118

February 22, 2024
Project/Invoice: R-024109-000 - 3
Reviewed by: Justin Messner
Project Manager: Lori Johnson

389 Salem Church Road Tom Hockenson SFL #6

Professional Services from January 1, 2024 to January 31, 2024

Phase 001 Land Use Application Review

Land Use Application Review

		Hours	Rate	Amount	
Johnson, Lori	1/2/2024	.50	184.00	92.00	
review engineering comments, correspondence with applicant					
Johnson, Lori	1/12/2024	.50	184.00	92.00	
incomplete letter					
Johnson, Lori	1/19/2024	.25	184.00	46.00	
call from applicant					
Johnson, Lori	1/22/2024	.75	184.00	138.00	
resubmittal file transfer and review					
Johnson, Lori	1/25/2024	.25	184.00	46.00	
call from applicant					
Johnson, Lori	1/28/2024	.25	184.00	46.00	
response to voice mails					
Johnson, Lori	1/29/2024	.25	184.00	46.00	
correspondence with applicant regarding resubmittal					
Johnson, Lori	1/30/2024	.25	184.00	46.00	
review of resubmittal					
Johnson, Lori	1/31/2024	2.00	184.00	368.00	
complete letter, notices					
Totals		5.00		920.00	
Total Labor					**920.00**

Total this Task **$920.00**

Total this Phase **$920.00**

Phase 002 Engineering Review

Engineering Review

		Hours	Rate	Amount
Fallon, Kendra	1/26/2024	.50	180.00	90.00
Plan Review				
Fallon, Kendra	1/31/2024	.25	180.00	45.00

Plan Review					
Glisky, Robert	1/26/2024	3.25	131.00	425.75	
WR engineering review					
Glisky, Robert	1/30/2024	2.00	131.00	262.00	
WR engineering review					
Glisky, Robert	1/31/2024	1.50	131.00	196.50	
WR review					
Keller, Kris	1/25/2024	1.25	179.00	223.75	
Plan Review/Discussions					
Messner, Justin	1/3/2024	.50	249.00	124.50	
Coorespondance Q&A with proejct engineer					
Messner, Justin	1/23/2024	1.25	249.00	311.25	
Plan review					
Messner, Justin	1/26/2024	.50	249.00	124.50	
Follow up call with Pat Schumaker					
Messner, Justin	1/29/2024	.50	249.00	124.50	
Corresponacne and coordiation					
Messner, Justin	1/29/2024	.25	249.00	62.25	
Correspondance with Applicant					
Messner, Justin	1/30/2024	1.00	249.00	249.00	
Correspondance, legal descrition & plan review					
Messner, Justin	1/30/2024	.75	249.00	186.75	
Engineering Review					
Totals		13.50		2,425.75	
Total Labor					**2,425.75**

Total this Task **$2,425.75**

Total this Phase **$2,425.75**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	3,345.75	3,766.25	7,112.00
Limit			12,500.00
Remaining			5,388.00

Total this Invoice **$3,345.75**

Billings to Date

	Current	**Prior**	**Total**
Labor	3,345.75	3,766.25	7,112.00
Totals	**3,345.75**	**3,766.25**	**7,112.00**

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416

wsb

City of Sunfish Lake
Attn: Char Stark, City Treasurer
PO Box 12821
West St. Paul, MN 55118

February 22, 2024
Project/Invoice: R-024347-000 - 1
Reviewed by: Justin Messner
Project Manager: Lori Johnson

5960 Zehnder Road Sommerland septic variance

Professional Services from January 1, 2024 to January 31, 2024

Phase 001 Land Use Application Review

Land Use Application Review

		Hours	Rate	Amount	
Johnson, Lori	1/9/2024	.50	184.00	92.00	
meeting with City Engineer on submittal requirements					
Johnson, Lori	1/11/2024	.50	184.00	92.00	
incomplete letter					
Johnson, Lori	1/19/2024	.25	184.00	46.00	
response to email					
Johnson, Lori	1/30/2024	.25	184.00	46.00	
response to email from applicant					
Tabarez, Debora	1/9/2024	.50	90.00	45.00	
PMO					
Totals		2.00		321.00	
Total Labor					**321.00**
			Total this Task		**$321.00**
			Total this Phase		**$321.00**

Phase 002 Engineering Review

Engineering Review

		Hours	Rate	Amount	
Johnson, Lori	1/3/2024	.50	184.00	92.00	
5960 Zehnder Road and correspondence with the applicant/engineer.					
Johnson, Lori	1/4/2024	.25	184.00	46.00	
5960 Zehnder Road correspondence with property owner					
Johnson, Lori	1/9/2024	.25	184.00	46.00	
meeting on Zehnder Road app					
Messner, Justin	1/9/2024	2.00	249.00	498.00	
Engineering Review and Memo					
Messner, Justin	1/9/2024	1.50	249.00	373.50	
Plan Review, Meeting, and Response Memo					
Totals		4.50		1,055.50	
Total Labor					**1,055.50**

			Total this Task	**$1,055.50**
			Total this Phase	**$1,055.50**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	1,376.50	0.00	1,376.50
Limit			17,500.00
Remaining			16,123.50

Total this Invoice	**$1,376.50**