



CITY OF LE SUEUR
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council

FROM: Jasper Kruggel, City Administrator

SUBJECT: Capital Lease Item Approvals

DATE: For the City Council Meeting of Monday, February 11, 2019

PURPOSE/ACTION REQUESTED

Consider approval to submit payment request forms to Kinetic Leasing, Inc for a Ditch Witch Mini-Skid Loader and reimbursement for a pre-payment made to Identisys for a card access door system.

SUMMARY

City staff would like to submit payment request forms for the following items that have been budgeted for and included in the 2019 – 2023 Capital Improvement/Capital Equipment Plan.

B2018 MI Mini Grapple Skid Loader (\$2,848.00)

- Electric Division
- Allows for access in tight locations for electrical work

Access Control/CCTV System Pre-Payment (\$22,014.80)

- City wide application
- Replaces current door system that is no longer supported

PURPOSE/ACTION REQUESTED

Staff is recommending that City Council approve the execution of the payment request forms attached to this agenda item. If approved, these funds will be disbursed to the vendors from Kinetic Leasing, Inc.

PAYMENT REQUEST FORM

The Escrow Agent is hereby requested to pay from the Equipment Acquisition Fund established by the Escrow Agreement dated as of December 10, 2018 by and among the Escrow Agent, the Lessor and the Lessee, to the person or corporation designated below as Payee, the sum set forth below in payment (of all/of a portion) of the Purchase Price described below. The amount shown below is due and payable under a purchase order or contract with respect to the Equipment described below and has not formed the basis of any prior request for payment.

Description of Equipment (including serial no(s).
of equipment for which Purchase Price to be Paid: 2018 MI MINI GRAPPLE
Serial #: 1099804

Payee: Ditch Witch of Minnesota
Address: 12826 Emery Way
Shakopee, MN 55379
Attention: Kevin Kollos

Purchase Price to be paid from Equipment Acquisition Fund: \$2,848.00

Dated: 1/31/2019

LESSEE: CITY OF LE SUEUR, MINNESOTA

By: _____

Name/Title: _____

PAYMENT FROM EQUIPMENT
ACQUISITION FUND APPROVED:

LESSOR: KINETIC LEASING, INC.

By: _____

Name/Title: _____



Parts Department: parts@dwmn.com
 Service Department: service@dwmn.com
 Shakopee, MN (952) 445-3066 Fergus Falls, MN (218) 736-5688
 Huxley, IA (515) 685-3521 Davenport, IA (563) 391-4656

Ship To: SAME AS BELOW

Invoice To: CITY OF LE SUEUR*
 ELECTRIC DEPT
 505 BORIGHT ST
 LESUEUR MN 56058

Branch 01 - SHAKOPEE		*REPRINT*
Date 12/27/2018	Time 8:41:17 (O)	Page 1
Account No. LESUE001	Phone No. 5076653338	Invoice No. 024332
Ship Via	Purchase Order JUSTIN VERBAL	
8023426	41-6005314	
Salesperson KEVIN KOLLOS		08 / 08

EQUIPMENT INVOICE

Description	Amount
Stock #: E008906 Serial #: DWPSK155KK0000880 New 2019 DW SK1550 DITCH WITCH SK1550 Mini Skid	42602.00
Stock #: E006749 Serial #: MHB481724 New 2017 MI 48" BUCKET 48" BUCKET	4250.00
Stock #: E008486 Serial #: 1099804 New 2018 MI MINI GRAPPLE MINI GRAPPLE	2848.00
Stock #: E009263 Serial #: CMW410SXJE0001081 410SX	20550.00
MS1227	
Subtotal:	29150.00
DITCH WITCH A/R:	29150.00

JA
 Received 1-16-19
 OK to pay
 2848.00
~~2915.78~~
~~2604.80~~
 PK

PLEASE CALL STACY AT 952-278-8834 WITH ANY QUESTIONS ABOUT YOUR ACCOUNT. *\$26,302.00*

PLEASE REMIT PAYMENT TO:
 DITCH WITCH OF MINNESOTA AND IOWA
 12826 EMERY WAY
 SHAKOPEE, MN 55379

TERMS AND CONDITIONS
 This invoice is subject to all of the terms, provisions, conditions and limitations of the parts and sales agreement concerning the goods, services or equipment sold or leased as described therein. Examine the invoice carefully as it will be deemed correct unless errors are reported within 10 days of the date hereof. The purchaser or lessee shall pay a service charge of 1.5% (18% Annual Rate) on all amounts not paid within 30 days following the date of such sale or lease and all costs of collection or enforcement including reasonable attorney's fees.
RETURNED ITEMS ARE SUBJECT TO A SERVICE AND RESTOCKING CHARGE.

TERMS: NET
 X _____
 Received By

ALL CLAIMS AND RETURNED GOODS MUST BE WITHIN 10 DAYS AND MUST BE ACCOMPANIED BY THIS BILL.

PAYMENT REQUEST FORM

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Description of Equipment (including serial no(s).
of equipment for which Purchase Price to be Paid: Access Control/CCTV System
Pre-Payment

Payee: City of Le Sueur
Address: 203 South 2nd Street
Le Sueur, MN 56058

Attention: _____

Purchase Price to be paid from Equipment Acquisition Fund: \$22,014.80

Dated: 1/25/2019

LESSEE: CITY OF LE SUEUR, MINNESOTA

By: _____

Name/Title: _____

PAYMENT FROM EQUIPMENT
ACQUISITION FUND APPROVED:

LESSOR: KINETIC LEASING, INC.

By: _____

Name/Title: _____



INVOICE

IdentiSys Inc.
 7630 Commerce Way, Eden Prairie, MN 55344
 Remit to: P.O. Box 1086, Minnetonka, MN 55345-0086
 P: 952.294.1200 Toll-free: 888.437.9783 F: 952.975.0660
 Fed ID# 41-1938567 D&B# 0-14080468

Invoice No: 400147
Date: 10/9/2018
Account No: CO200

Bill To: City of LeSueur
 Attn: Accounts Payable
 1500 North Commerce Street
 LeSueur, MN 56058

Ship To: City of LeSueur
 Attn: Receiving
 1500 North Commerce Street
 LeSueur, MN 56058

Sales Order No	P. O. Number	Ship Method	Payment Terms	Payment Date					
	pre-pay	UPSGND	Due upon receipt	10/9/2018					
Remarks				Sales Person:					
				Jennifer Gerster					
Item No	Description	Serial No	Order	Ship	BkO	UM	Price	Disc	Amount
DOWN/PRE-PAYMENT	Access Control/CCTV System Pre-Payment		1.0	1.0	0.0	EA	\$22,014.80		\$22,014.80
	Tracking Number:								

420-49250-580 - \$3144.97
 420-49250-570 - \$3144.97
 420-49250-560 - \$3144.97
 420-49250-500 - \$3144.97
 601-49440-500 - \$3144.97
 602-49490-500 - \$3144.97

604-49590-500 - \$3144.80
 Door lock system
 JGW

Subtotal	\$22,014.80
Discount	\$0.00
Freight	\$0.00
Sales Tax	\$0.00
Invoice Total	\$22,014.80
Balance Due	\$22,014.80

This instrument when signed by the Mayor and City Administrator shall become a check payable to the order of the payee named for the amount stated.

75-1239
919

CITY OF LE SUEUR

203 S. SECOND ST.
LE SUEUR, MN 56058

NO. 59468

FIRST FARMERS & MERCHANTS
LE SUEUR, MN

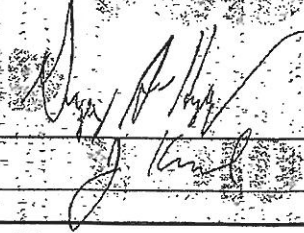
DATE
11/13/2018

CHECK NO.
59468

AMOUNT
\$22,014.70

Twenty Two Thousand Fourteen Dollars and 70/100 Cents

PAY TO THE ORDER OF IDENTISYS
PO BOX 1086
MINNETONKA, MN 55345-0086



CITY ADMINISTRATOR

MAYOR

⑈059468⑈ ⑆091912330⑆ 00 712 2⑈

SIGNATURE OF PAYEE

"THE UNDERSIGNED PAYEE, IN ENDORSING THIS ORDER-CHECK, DECLARES THAT THE SAME IS RECEIVED IN PAYMENT OF A JUST AND CORRECT CLAIM AGAINST THE CITY OF LE SUEUR, AND THAT NO PART OF THE CLAIM HAS HERE TO FORE BEEN PAID."