



CITY OF ST. JOSEPH

STAFF MEMO

Prepared by: City Clerk	Meeting Date: 1-5-26	<input checked="" type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Regular Agenda Item	Agenda Item # 4e
Reviewed by:	Item: Pay Application 7 CSAH 133 Roundabout and Elm St Extension		
Priority:	None		

ACTION REQUESTED

Authorize payment to Stearns County Highway Dept in the amount of \$6,874.33.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION

none

PREVIOUS COUNCIL ACTION

The council approved project management with Stearns County Highway Dept. City Council approved the local portion of funding for the CSAH 133 roundabout and Elm Street extension project.

REFERENCE AND BACKGROUND

Pay Application #7 is for services less 1% retainage. The payment is made to Stearns County Highway Dept. Stearns County pays the contractor, Knife River, for less retainage for the project.

BUDGET IMPACT

\$6,874.33 – construction fund

STAFF RECOMMENDED ACTION

Execute payment for Pay Application #7.

SUPPORTING DATA/ATTACHMENTS

Pay Voucher #7
Invoice 189-2025

STEARNS COUNTY HIGHWAY

P.O. Box 246
 St. Cloud, MN 56302
 320-255-6180 Fax 320-255-6186

INVOICE

INVOICE NO: 189-2025
DATE: 12/18/2025

To: City of St. Joseph
 Attn.: dmurphy@cityofstjoseph.com; lbartlett@cityofstjoseph.com
 ap@cityofstjoseph.com
 P O Box 668
 St. Joseph, MN 56374

SP 073-733-006 - Roundabout and Elm Street
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QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
	SP 073-733-006 #7		
	Work Certified to Date	\$ 3,944,348.87	
	Local Participation	\$ 1,345,767.08	\$ 1,345,767.08
	Less Retainage 1%		\$ (13,457.67)
	Less Paid to Date		\$ (1,325,435.08)
	Total Amount Due		\$ 6,874.33
TOTAL DUE			\$6,874.33

Make all checks payable to: Stearns County Highway.
 If you have any questions concerning this invoice, contact Tracey Worzala, Office Manager 320-255-6180.

THANK YOU FOR YOUR BUSINESS!