MANTORVILLE
MINNESOTA

Trail to the Past. Road to the Future.

CITY COUNCIL MEETING

MANTORVILLE CITY COUNCIL CHAMBERS
21 5TH STREET E, MANTORVILLE, MN 55955
MONDAY, NOVEMBER 28, 2022
6:30 PM

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Amendments/Adoption of Agenda**

4. **Consent Agenda**
   A. Accounts Payable Claims List for November 28, 2022
   B. Special City Council Meeting Minutes of November 14, 2022
   C. Planning Commission Meeting Minutes of October 24, 2022
   D. Dodge County Board of Commissioners Minutes of November 8, 2022
   E. Delta Dental Rates for 2023
   F. Rental License Renewals for 2023
   G. Trash Hauler License Renewals for 2023

5. **Public Concerns**
   Individuals may address the City Council about any item not included on the regular agenda. Speakers are requested to come to the podium and state their name and address for the Clerk's record. Generally, the City Council will not take official action on items discussed at this time but may, typically, refer the matter to Staff for a future report or direct that the matter be scheduled on an upcoming agenda.

6. **Old Business/New Business**
   A. 2023 Preliminary Budget Discussion
   B. 2023 Enterprise Funds Discussion

7. **Reports**
   A. Public Works Report
   B. City Clerk Report
   C. Consultant Report
   D. Committee Reports
   Chamber, EDA, Finance/Budget, Fire Department, Infrastructure, KM Joint Powers, MRA, Park Board, Personnel, Relief, Township
   E. Councilmember Reports
   F. Mayor's Report

8. **Tabled Items –** *These are items that the Council has previously discussed and voted to table, take action on, or continue discussion of at a later date. These items may be brought back by the Council for discussion at any future meeting.*
   A. Area 15 Preliminary Plat Application (PID 130210401)

9. **Adjourn**

Upcoming Meetings and Events in Mantorville (through end of year):		
November 29, 2022	*6:30 pm*	*Parks & Recreation Committee Meeting*
December 6, 2022	*6:30 pm*	*Economic Development Authority Meeting*
December 7, 2022	*6:30 pm Training* *8:30 pm Members Meeting*	*Mantorville Fire and Rescue* *General Meeting*
December 12, 2022	*6:30 pm*	*Regular City Council Meeting;* *Truth in Taxation Meeting*
December 19, 2022	*6:30 pm*	*Continuation of* *Truth in Taxation Meeting (TBD)*
December 26, 2022	*City Offices Closed for the Christmas Holiday*	
Members of the City Council and other Boards ***may be in attendance at all meetings and community events in Mantorville***		

MANTORVILLE,MN

Payments

Current Period: November 2022

Payments Batch 112222PAY $29,959.67

Refer	0 *AFLAC*			
Cash Payment	G 101-21710 AFLAC	Acct P8873		$33.12
Invoice 629413	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$33.12
Refer	0 *CULLIGAN - DRIESSEN WATER, IN*			
Cash Payment	E 101-41940-200 Supplies	Acct 22069509		$12.50
Invoice 3083933	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$12.50
Refer	0 *INTERNAL REVENUE SERVICE*	Ck# 005785 11/28/2022		
Cash Payment	G 101-21703 FICA Tax Withholding	Social Security PR 24		$988.44
Invoice Q4 2022	11/28/2022			
Cash Payment	G 101-21709 Medicare	Medicare PR 24		$231.16
Invoice Q4 2022	11/28/2022			
Cash Payment	G 101-21701 Federal Withholding	Federal Withholding PR 24		$652.57
Invoice Q4 2022	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$1,872.17
Refer	0 *LINCOLN NATIONAL LIFE INS. CO.*			
Cash Payment	G 101-21711 Life Insurance Payable	Acct ATCMNTRVL-BL-1557985		$207.15
Invoice 12/01/22	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$207.15
Refer	0 *MINNESOTA DEPARTMENT OF HE*			
Cash Payment	E 603-45183-210 Tax and Licensing	RV Park License Renewal for 2023		$110.00
Invoice	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$110.00
Refer	0 *MINNESOTA POLLUTION CONTRO*			
Cash Payment	E 602-49450-208 Training, Mileage	Wastewater Certification Renewal for Joe 2023		$23.00
Invoice	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$23.00
Refer	0 *MINNESOTA DEPARTMENT OF HE*			
Cash Payment	E 601-49400-208 Training, Mileage	Water Supply System operator Renewal for Joe 2023		$23.00
Invoice	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$23.00
Refer	0 *MINNESOTA ENERGY*			
Cash Payment	E 101-41940-380 Utility Services	4016467-5 STREETS		$0.00
Invoice 4355195727	11/28/2022			
Cash Payment	E 101-41940-380 Utility Services	4300149-4 STREETS		$34.30
Invoice 4355195727	11/28/2022			
Cash Payment	E 101-41940-380 Utility Services	4028156-0 STREETS		$0.00
Invoice 4355195727	11/28/2022			
Cash Payment	E 101-42200-380 Utility Services	4229566-7 FIRE DEPT		$0.00
Invoice 4355195727	11/28/2022			
Cash Payment	E 602-49450-380 Utility Services	4299022-6 WWTP		$58.05
Invoice 4355195727	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$92.35

MANTORVILLE,MN

Payments

Current Period: November 2022

Refer	0 *MN PERA*	Ck# 005783 11/28/2022		
Cash Payment	G 101-21704 PERA	PR 24		$1,207.66
Invoice ID 608900	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$1,207.66
Refer	0 *MINNESOTA REVENUE*	Ck# 005784 11/28/2022		
Cash Payment	G 101-21702 State Withholding	Withholding Tax		$388.06
Invoice PR 24	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$388.06
Refer	0 *NAPA*	-		
Cash Payment	E 101-42200-228 Equip. Repair and Mainte	Betsy		$32.95
Invoice 813934	11/28/2022			
Cash Payment	E 101-45200-404 Repairs/Maint Machinery	Lawn Mower		$26.00
Invoice 448596	11/28/2022			
Cash Payment	E 101-43125-404 Repairs/Maint Machinery	Cleaner, Grease, WHT LITH GRS Low VOC		$64.66
Invoice 449299	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$123.61
Refer	0 *NCPERS GROUP LIFE INS.*	-		
Cash Payment	G 101-21711 Life Insurance Payable	Nov Life Ins		$32.00
Invoice 608900112022	11/28/2022			
Cash Payment	G 101-21711 Life Insurance Payable	Dec Life Ins		$32.00
Invoice 608900122022	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$64.00
Refer	0 *ON-SITE COMPUTERS, INC*	-		
Cash Payment	E 101-41500-300 Professional Srvs (GENE	Remote Support		$77.05
Invoice CW82423	11/28/2022			
Cash Payment	E 601-49400-300 Professional Srvs (GENE	Subscription License		$12.00
Invoice CW82541	11/28/2022			
Cash Payment	E 101-41500-300 Professional Srvs (GENE	Nevember Billing		$233.00
Invoice CW82541	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$322.05
Refer	0 *CITY OF MANTORVILLE PETTY CA*	-		
Cash Payment	E 101-43100-120 Benefits	Wade Schroeder		$20.00
Invoice	11/28/2022			
Cash Payment	E 101-41500-208 Training, Mileage	Mileage Jul-Dec 2022 Shirley Buecksler		$22.38
Invoice	11/28/2022			
Cash Payment	E 101-41110-433 Dues and Memberships	Gretchen Lohrbach Notary Cert Fee		$20.00
Invoice	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$62.38
Refer	0 *SCHROEDER, WADE*	-		
Cash Payment	E 101-41940-417 Uniforms	Sweatshirt Purchase Reimbursement with Clothing Allowance		$25.75
Invoice	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$25.75
Refer	0 *SIMPLY TIDY, LLC*	-		
Cash Payment	E 101-41940-439 Janitors	Cleaning Services11/14/22		$65.00
Invoice 3676	11/28/2022			

MANTORVILLE,MN

Payments

Current Period: November 2022

Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$65.00
Refer	0 *WHKS & COMPANY*	-		
Cash Payment	E 313-47000-303 Engineering Fees	2022 Street improvements		$9,950.60
Invoice 46936	11/28/2022			
Cash Payment	E 101-41950-303 Engineering Fees	2022 Engineering Services		$2,150.00
Invoice 46935	11/28/2022			
Cash Payment	E 457-41950-303 Engineering Fees	TH 57 Improvements		$12,336.75
Invoice 46937	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$24,437.35
Refer	0 *HAWKINS, INC*	-		
Cash Payment	E 601-49400-216 Chemicals and Chem Pr	Chlorine Cylindars		$20.00
Invoice 6336794	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$20.00
Refer	0 *AVESIS*	-		
Cash Payment	G 101-21715 Employee Paid Vision Plan	Group 30912-1066 Vision		$58.92
Invoice 2935349	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$58.92
Refer	0 *MENARDS - NORTH ROCHESTER*	-		
Cash Payment	E 601-49400-220 Bldg.Repair and Mainten	Acct 33140256 2"-4x8 Extruded R-10		$198.20
Invoice 14216	11/28/2022			
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	Acct 33140256 Bar & Chain Lube		$17.96
Invoice 14216	11/28/2022			
Cash Payment	E 101-45200-200 Supplies	Acct 33140256 marker, Towels, 10x3, 9x2-1/2		$48.03
Invoice 14119	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$264.19
Refer	0 *SANCO EQUIPMENT*	-		
Cash Payment	E 101-43125-404 Repairs/Maint Machinery	Cust BP0000630 Stump Grinder		$311.39
Invoice RS2004088-1	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$311.39
Refer	0 *USA BLUE BOOK*	-		
Cash Payment	E 601-49400-200 Supplies	Cust 531272 Flouride, Deionized H2O, Sample Cells		$236.02
Invoice 164321	11/28/2022			
Transaction Date	11/22/2022	Citizens State Bank 10100	**Total**	$236.02

MANTORVILLE,MN

Payments

Current Period: November 2022

Fund Summary

	10100 Citizens State Bank
101 GENERAL FUND	$6,992.05
313 GO SERIES BOND 2022A	$9,950.60
457 STATE HIGHWAY 57 PROJECT	$12,336.75
601 WATER FUND	$489.22
602 SEWER FUND	$81.05
603 RV PARK	$110.00
	$29,959.67

Pre-Written Checks	$3,467.89
Checks to be Generated by the Computer	$26,491.78
Total	$29,959.67

City of Mantorville
Special City Council Minutes
November 14, 2022

1. **Call to Order**
   Mayor Bradford called the meeting to order at 6:30 p.m.

Present:	Mayor Chuck Bradford Councilmembers Lyle Hoaglund, Jeffrey Ingalls, Kent Keller and Bill Kinney
Absent:	None
Others Present:	City Clerk-Treasurer Shirley Buecksler Public Works Lead Joe Adams City Engineer Tim Hruska, WHKS

2. **Adopt the Agenda**
   Council approved the agenda, as presented.

   Vote: 5 ayes / 0 nays. Motion carried.

3. **New Business**
   A. Canvass Election Results from the 2022 General Election

   Council reviewed the Abstract of Votes Cast in the Precinct of the City of Mantorville, State of Minnesota, at the State General Election Held on Tuesday, November 8, 2022.

   There were 815 registered voters as of 7:00 a.m. on Election Day, November 8, 2022. Another 26 persons registered to vote on Election Day. A total of 607 persons voted during the 2022 General Election – a 72% turnout of our Mantorville voters.

   Election Results:

   Mayor:
   Chuck Bradford with 305 votes

   Councilmember, 4-Year Term:
   Jeffrey Ingalls with 359 votes
   Greg Rud with 407 votes

   Councilmember, 2-Year Term:
   Jessica Bradford with 469 votes

Motion was made by Councilmember Ingalls and seconded by Councilmember Keller to adopt Resolution No. 2022-47 Canvassing the 2022 Municipal General Election Results.

Vote: 5 ayes / 0 nays. Motion carried.

4. **Adjourn**

The Special City Council Meeting was adjourned at 6:31 p.m.

Vote: 5 ayes / 0 nays. Meeting adjourned.

Respectfully Submitted,

Shirley R Buecksler
City Clerk-Treasurer

City of Mantorville
Planning and Zoning Commission Minutes
October 24, 2022

1. **Call to Order**
   Chair Bradford called the meeting to order at 6:30 p.m.

Present:	Chair Chuck Bradford Commissioners Lyle Hoaglund, Jeffrey Ingalls, Kent Keller, and Bill Kinney
Absent:	None
Others Present:	City Clerk-Treasurer Shirley Buecksler Public Works Joe Adams

2. **New Business/Public Hearing**
   A. Area 15 Preliminary Plat Application (PID 130210401)

   Bigelow Homes, LLC, submitted a preliminary plat application for PID 130210401, referred to as Area 15, to plat the land into 36 single family residential lots (R-1). Neighboring property owners and other interested parties were notified of the public hearing scheduled for tonight. Notice was also published in the Dodge County Independent.

   Although further discussion between the Developer, WHKS and the City is necessary at this time, the Planning Commission reviewed the application materials submitted by Bigelow Homes and took public comment.

   Motion was made by Commissioner Kinney and seconded by Commissioner Ingalls to open the public hearing at 6:31 p.m.

   Vote: 5 ayes / 0 nays. Motion carried.

   Discussion:
   - Where will water drain in the southeast part of the development? We currently get a ton of water.
     - Chair Bradford stated that the preliminary plat has a design that water coming onto the development will skirt around the development. They have included a retention pond.
     - Commissioner Kinney added that the retention pond is next to properties at County Road 15 and Highway 57. Just east of there will be the

retention pond. One of the points of contention is how we are going to handle water and sewer. And discussion on where water will go.

- I am concerned about water to my property.
    - Chair Bradford said the developer cannot make drainage worse for adjoining properties, so they will have to address that issue.
    - Commissioner Kinney added that we are in the process of discussing this with the engineer and the developer.
- In 2019, we came close to Kasson shutting off Mantorville. Has anyone looked at the capacity of this plant?
    - Chair Bradford said we have surplus capacity.
- Is it true that Kasson can shut us down?
    - Commissioner Ingalls believes our agreement with Kasson was oversized.
- At what point is that surplus consumed? How much more surplus do we have?
    - Chair Bradford said we are estimating one third to one half of our surplus. Backflow is a pressurized line that will never flow back to Mantorville.
- We need to be concerned about our burden on it.
- The big development by the school, homes east of the City shop, have put more into the sewer system and wastewater system.
    - Chair Bradford said we are doing a lot of I/I (Inflow and Infiltration) work to minimize the flow. We have the ability based on contract, as does Kasson, to buy or sell surplus capacity.
- How much is that costing for stormwater into the sewer system?
    - Joe Adams said we are working to get a grasp on I/I.
    - Chair Bradford said the biggest issue with I/I Was sump pumps dumping into the storm sewer system. Lining manholes, televising lines for leaks, etc. We continue to work on I/I. The goal is to minimize it.
    - Joe Adams stated that when the new water meters were installed, we inspected all of them for sump pumps.
    - Chair Bradford added that some of our feedback to the developer was to identify what type of building will be constructed in each area, grading, walk-out, etc. For the final plat, we want to see which lots will have which type of home.
- What about grading?
    - Chair Bradford said these are some of the issues we are discussing.
    - Commissioner Kinney said we will be meeting with them this week. I will be bringing all of your questions to the table.
    - Chair Bradford said the next step of this process is ironing out some of the issues and coming to the next public hearing.
    - Commissioner Keller asked for current elevations to be in the next packet for review.
- It looks like two culverts are draining to one property.
- Chair Bradford recommended that the City Clerk send out ‘Save the Date’ cards for everyone who was notified prior to tonight’s meeting (surrounding property

owners, et al) so they are aware of the public hearing continuation to November 14th.

- Commissioner Keller said we have experienced people in Mantorville who can review plans and asked if Virgil Andrist or any others would be interested. Mr. Andrist said he would be interested in reviewing them.
- Comment – think Bigelow and the City Engineer should go door-to-door of those involved.
- Will there be a convenance?
- What is their timeframe?
    - Chair Bradford said we haven't heard but anticipate in the spring.
- Chair Bradford said he asked if these would be spec or custom homes. Our Engineer didn't have an answer at our Infrastructure Meeting. We are waiting for an answer.

Motion was made by Commissioner Hoaglund and seconded by Commissioner Kinney to recess the public hearing to the Planning Commission Meeting on November 14, 2022.

Vote: 5 ayes / 0 nays. Motion carried.

3 <u>Adjourn</u>

Meeting adjourned at 7:10 p.m.

Respectfully Submitted,

Shirley R Buecksler
City Clerk-Treasurer

UNAPPROVED MINUTES OF THE DODGE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING HELD NOVEMBER 8, 2022

Chair

Convene County Board Meeting

The Dodge County Commissioners met in regular session November 8, 2022, in the Commissioner's Room at the Dodge County Government Services Building, Mantorville, MN, at 9:30 a.m. Chair Tim Tjosaas called the meeting to order at 9:30 a.m.

Attendee Name	Title	Status	Arrived
John Allen	District 1	Present	9:30 AM
Tim Tjosaas	District 2	Present	9:30 AM
Rodney Peterson	District 3	Present	9:30 AM
Rhonda Toquam	District 4	Present	9:30 AM
David Kenworthy	District 5	Present	9:30 AM

Pledge of Allegiance

The pledge of allegiance was recited.

Determine Quorum

The Chair acknowledged those present and established there was a quorum.

Also present:

Jim Elmquist	County Administrator
Becky Lubahn	Deputy Clerk

Establish Agenda

Agenda Approved

Motion by Toquam seconded by Kenworthy to approve and adopt the agenda as presented.

Motion Adopted [Unanimous]

New Employee Introductions

Public Health Director Amy Evans introduced Alyssa Butterfield who is the new Health Educator. The Board welcomed Ms. Butterfield.

Consent Agenda

Motion by Peterson seconded by Kenworthy to approve the following Consent Agenda items:

Motion Adopted [Unanimous]

1.1. Committee of the Whole - Committee Meeting - Oct 25, 2022 4:30 PM

1.2. Board of Commissioners - Regular Meeting - Oct 25, 2022 5:00 PM

1.3. Tobacco License Fees

Jim Elmquist, County Administrator

Personnel Agenda Reviewed

Mr. Elmquist presented the Personnel Agenda for the Board's consideration.

Motion by Peterson seconded by Allen to approve the following personnel actions:

A. Administration

A.1 Sarah Johnson - Account Technician
Step increase from B23 step 6 $23.85 to B23 step 5 $24.30.
Effective Date: 10/27/22

B. Land Records

B.1 Laura Bollum - Deputy Recorder
Step increase from B22 step 9 $19.20 to B22 step 8 $19.83.
Effective Date: 11/2/22

C. Fairview Care Center

C.1 Amy Thompson - Fairview Care Center Administrator
Authorization to hire at E82 (between steps) $109,000 to fill approved vacancy.
Effective Date: 11/14/22

D. Public Health

D.1 Christie Agerter - PHN II
Authorization to change from .1 FTE to .5 FTE after temporary decrease.
Effective Date: 11/8/22

D.2 Brenda Gullickson - Business Office Manager
Step increase from C42 step 10 $28.26 to C42 step 9 $29.39.
Effective Date: 11/9/22

E. Highway

E.1 Dylan Miner - Equipment Operator III
Change from Equipment Operator II B22 Hire $22.75 to Equipment Operator III B23 36 month $24.78.
Effective Date: 11/1/22

E.2 Jared Golombeski - Equipment Operator II
Authorization to hire at B22 Hire step $22.75 to fill approved vacancy.
Effective Date: 11/14/22

F. Sheriff's Office

F.1 Scott Prins - Patrol Sergeant
Step increase from C43 step 4 $39.86 to C43 step 5 $40.66.
Effective Date: 10/31/22

G. Non-Union Pay Scale

G.1 Authorization to approve Non-Union Pay Scale.

Effective Date: 12/1/22

Motion Adopted [Unanimous]

Ryan DeCook, Director of Land Records

2023 Assessment Agreements

Mr. DeCook presented for the Board's consideration the 2023 Assessment Agreements. Included in the Board packet was a 2023 assessment agreement summary for the 18 jurisdictions in Dodge County. The Land Record's Office is contracted by each of the 18 jurisdictions to provide assessment service. As in the past, there are currently no local assessors with contracts in Dodge County. The total amount proposed for the 2023 assessment fees is $139,894.

Motion by Allen seconded by Peterson to acknowledge and approve the Assessment Agreements for Land Records services in 2023 and authorize the Chair and County Administrator to sign the agreements as proposed.

Motion Adopted [Unanimous]

Lisa Kramer, Finance Director

Bills Reviewed

Ms. Kramer reviewed bills with the Board.

Motion by Peterson seconded by Toquam to approve the bills as discussed in the following amounts from the appropriate funds as determined by Finance:

01	Revenue Fund	$	86,634.64
13	Road and Bridge Fund	$	71,048.36
16	Environmental Quality Fund	$	131,927.11
80	Agency Fund	$	7,794.90
	Total	$	297,405.01

Motion Adopted [Unanimous]

Public Health Committee Report - Commissioner Kenworthy

Commissioner Kenworthy presented a summary of the Public Health Committee report and action items.

Public Health Update

Commissioner Kenworthy briefly discussed the following Public Health Committee items:

Provide update on COVID-19.
Provide an update on tobacco ordinance revisions.
Provide general update on public health operations as follow-up to previous public health

updates.

Motion No Vote

Public Health Expansion of Services for Care Coordination

This is a request to approve expansion of services with Blue Plus to include care coordination for our 65+ population as required by DHS. Public Health currently provides care coordination for South Country Health Alliance and UCare. This will be similar work to what they are providing for the two health plans they currently have.

Motion by Kenworthy seconded by Peterson to approve and authorize Public Health Expansion of Services for Care Coordination with Blue Plus as recommended.

Motion Adopted [Unanimous]

Scott Rose, Sheriff & Jeff Espinosa, Operations Captain

Shotgun Armorer Training

Mr. Rose and Mr. Espinosa met with the Board to discuss Shotgun Armorer Training. The Sheriff reported there seems to have been some misunderstanding at the last Board meeting regarding their out-of-state training request - the question of cleaning shotguns and maintaining versus repairing and servicing.

The Sheriff's Office currently has firearms instructors on staff certified as armorers for their rifles and Glock handguns. This certifies them to be able to maintain those firearms - making sure they are functioning properly and safe to use, it also gives them the training necessary to handle repairs. With this training they can inspect their firearms, and do any necessary repairs right away without having to wait for and pay an armorer for the service.

The Sheriff's Office Lexipol Policy, which they have recently adopted, requires them to use a certified armorer or gunsmith in repair of their firearms. The Sheriff's Office currently has two firearms instructors certified as armors for their Glock handguns and their rifles. With nearly 30 shotguns maintained within the Sheriff's Office, they do not have an armorer on staff certified to modify or repair shotguns.

The following is the Lexipol Policy which has been adopted by the Sheriff's Office:

307.4.1 REPAIRS OR MODIFICATIONS

Each member shall be responsible for promptly reporting any damage or malfunction of an assigned firearm to a supervisor or a Firearms Instructor(s). Firearms that are the property of the Office or personally owned firearms that are approved for office use may be repaired or modified only by a person who is office-approved and certified as an armorer or gunsmith in the repair of the specific firearm. Such modification or repair must be authorized in advance by a Firearms Instructor(s). Any repairs or modifications to the member's personally owned firearm shall be done at his/her expense and must be approved by a Firearms Instructor.

Captain Loring Guenther was the Sheriff's Office armorer that did all this work when he was still here. Mr. Guenther would go through and inspect all firearms periodically. While this has been done with their rifles and handguns, it hasn't been done with their shotguns since Captain Guenther passed away. This has been an oversight on their part that the Sheriff's Office is trying to remedy. With these being the oldest guns in their agency, they believe it's important for the safety of their staff and the public - that their firearms instructors are trained as armorers on all the guns they train staff on to make sure they continue to be in safe working order.

The Sheriff's Office has researched certified armorer classes for law enforcement - unfortunately there are only a few companies that provide this training and their classes this year and next year are all scheduled in Iowa and Wisconsin to cover our area, not in Minnesota. It appears these companies hold their classes in areas closer to the larger metro agencies like Chicago, Milwaukee, etc.

The Sheriff's Office costs to go through a local armorer for their shotgun work is as follows:

Approximately $750 - annually to check all their shotguns
$75/hour to service them plus parts (plus parts mark-up)

If they send their own firearms instructors for training, their one-time cost is as follows:

$1,100 - train and certify 2 firearms instructors to be shotgun armorers
$830 - hotel for 2 nights and travel

Even if the Sheriff's Office only had a handful of shotguns that required repair, those costs would add up using an outside armorer. Having their firearms instructors certified as armorers for all their firearms (handgun, shotgun, rifle) will allow the Sheriff's Office to do annual inspections inhouse and ensure that their equipment is safe.

While they agree it's unfortunate that there are no classes available in Minnesota, they are fortunate that there is one close, around 3 hours away in Cedar Rapids, Iowa.

It was their hope that this explanation helps clears up any questions and they can get the Board's approval to get this training done in November.

Commissioner Allen clarified that it will cost the county $2,000 to do this training and wanted to know how often the Sheriff's Office would have to do this training.

Sheriff Rose reported thankfully they haven't had to use the shot guns and that the $2,000 that would be spent on the training is a one-time fee for these two Deputies and is the county's security in knowing that the guns are working and safe. Mr. Rose stated hopefully they will never have to use the shotguns.

Motion by Peterson seconded by Kenworthy to approve and authorize out-of-state training for Deputy Justin Classon and Deputy Chris Purdue to a two-day Law Enforcement Shotgun Armorer Course in Cedar Rapids, Iowa November 21-22, 2022 at a cost of $550 per person plus $830 for hotel and travel.

Motion Adopted [4 to 1]

Paul Kiltinen, County Attorney

Mr. Kiltinen was not available to provide the Board with a legal update.

Motion No Vote

Administration Committee Report - Commissioner Tim Tjosaas

Commissioner Tjosaas presented a summary of the Administration Committee report and action items.

The County Administrator provided the Board with a County Administrator update.

Motion No Vote

Commissioners provided their agency reports. Commissioner Allen didn't have any meetings to report. Commissioner Kenworthy attended a Public Health Committee meeting. Commissioner Peterson attended a State Advisory Council on Mental Health, a MnPrairie Personnel Committee meeting, a District 9 AMC meeting and union negotiations. Commissioner Tjosaas attended a virtual MnPrairie Finance meeting. Commissioner Toquam attended a Fairview Care Center meeting, a County Board meeting, a SCHA Finance meeting, a SCHA Executive Committee meeting, a SCHA Compliance meeting and a SCHA Joint Powers Board meeting.

Motion No Vote

There were no Other Deferred Business items to discuss.

Motion No Vote

Adjourn

Motion by Peterson seconded by Allen to adjourn the meeting at 10:02 a.m.

Meeting Adjourned

The next meeting of the Dodge County Board of Commissioners will be held on November 22, 2022 at 5:00 p.m.

Motion No Vote

City Council Report

To: Mayor and Council

From: Shirley Buecksler, City Clerk-Treasurer

Date: November 28, 2022

Delta Dental Rates for 2023

BACKGROUND INFORMATION:
At this time last year, the City of Mantorville received a reduction on dental rates for 2022. For 2023, however, the rates have increased considerably for policies including spouse and children. Enclosed for Council review is the renewal received from Delta Dental.

As part of the employee benefit package, the City covers the single/subscriber only portion of the monthly fee for each full-time employee covered by dental insurance. For 2023, this rate is $38.42 (up from $32.74 in 2022). If an employee takes a policy for subscriber/spouse, or subscriber/children, or subscriber/spouse/ children, the City only pays $38.42 towards the policy and the employee picks up the rest of the fee.

STAFF RECOMMENDATION:
By motion, approve the renewal with Delta Dental for 2023.

Delta Dental of Minnesota
Delta Dental of Minnesota
Attn: Delta Dental Connect℠
500 Washington Ave. South, Ste. 2060
Minneapolis, MN 55415
www.DeltaDentalMN.org

September 15, 2022

Shirley Buecksler
City Clerk-Treasurer
City of Mantorville
21 5th St E
PO Box 188
Mantorville, MN 55955-8086

RE: Dental Plan Contract Renewal including contract documents
Renewal Period: January 1, 2023 - December 31, 2023, Client Number: 891209

Dear Shirley Buecksler,

Thank you for choosing Delta Dental of Minnesota. We are pleased to be your partner in your employee's wellness. As the nation's leading dental benefits provider, we know that good oral health is crucial to overall health.

City of Mantorville's contract is scheduled to renew on January 1, 2023. We have completed a comprehensive review of your dental plan and for your budgeting purposes, your updated contract documents are enclosed.

Rates per subscriber per month	**Current Rate(s)** January 1, 2022 through December 31, 2022	**Renewal Rate(s)** January 1, 2023 through December 31, 2023
Subscriber only	$32.74	$38.42
Subscriber and spouse	$67.47	$73.80
Subscriber and child(ren)	$68.34	$89.40
Subscriber, spouse and child(ren)	$108.48	$139.08

*Please note: As part of the annual review of our dental policies, and in response to the impact of inflation on overall dental costs, Delta Dental of Minnesota will implement new rates for plans renewing on or after December 1, 2022.

After review of the enclosed contract documents, please have your group's authorized representative sign the contract and return it to our Group Administration Team at:

Delta Dental of Minnesota
Attn: Group Administration
P.O. Box 30416
Lansing, MI 48909-7916
GroupAdministration@MyDeltaDental.com

If we do not receive the signed contract by the effective date, we will consider remittance of payment as acceptance of the contract and will begin administering your dental benefits accordingly. By permitting us to do so, you accept the terms of this contract in full and agree that this contract is binding, even if a signed copy of the contract is not returned to Delta Dental of Minnesota.

When your dental plan renews, your plan will now pay out of network services at a level similar to our in-network dentists. Dental plan members who utilize an out of network provider may notice a reduction to the reimbursement for some covered procedures. Member questions related to future dental coverage and claims may be directed to our Customer Service team at 800-448-3815.

Please contact us if you would like to make any changes to your plan designs and we can provide a comprehensive analysis of how any changes would affect your premiums.

Delta Dental appreciates your ongoing business and we look forward to continuing our commitment to excellent service and quality dental benefits for you and your employees. If you have any questions please contact Allan Roth or the Delta Dental Connect Team at 1-800-906-5250, DeltaDentalConnect@DeltaDentalMN.org.

Sincerely,

Stephanie A. Albert

Tom Bellamy
Senior Vice President, Chief Sales and Retention Officer
Delta Dental of Minnesota

Stephanie A. Albert
Assistant Secretary

Copy: Allan Roth, A.T. Group LLC
David Bortnem, Direct Benefits, an Alera Group Agency, LLC
Delta Dental Connect

Delta Dental of Minnesota
500 Washington South Avenue
Suite 2060
Minneapolis, MN 55415-1163

Telephone: 612-224-3300
Toll Free: 1-877-268-3384
www.DeltaDentalMN.org

MANTORVILLE MINNESOTA

City Council Report

0To: Mayor and Council

From: Shirley Buecksler, City Clerk-Treasurer

Date: November 28, 2022

Rental License Renewals for 2023

BACKGROUND INFORMATION:
The following Rental License renewals have been submitted for approval:

Owner Name	Rental Property
Clark	120 5th Street West
Guenthner	916 Walnut Street
Elm Care Inc.	81 County Road 21
Fjerstad	414 6th Street West
Fjerstad	606 Washington Street
Heublein	601 Monroe Street
Legacy Property Investors LLC	102 North Main Street
Legacy	600 Washington Street, Lot #8
Legacy	600 Washington Street, Lot #12
Overson	817 & 817 ½ West Street
Overson	821 & 821 ½ West Street
SEMMCHRA	220 3rd Street West
Fjerstad	616 West Street

STAFF RECOMMENDATION:
Staff recommends Council approval of the enclosed rental license renewals for 2023.

CITY OF MANTORVILLE
RENTAL CERTIFICATE RENEWAL

City of Mantorville
21 5th Street East PO BOX 188
Mantorville, MN. 55955
507-635-5170

Property Name/Address (Legal Name) 120 5th street west			
Property Owner **First/MI/Last** Brady Clark & Meghan Clark		**Telephone**	
Address 120 5th Street West	**City** Mantorville	**State** MN	**Zip** 55955

I hereby certify no changes have been made in my rental unit/s since the original Rental Certificate Application or the previous renewal and the unit/s is/are in Compliance with the City code.

10-28-22

Signature of Property Owner (Applicant) **Date**

Renewal Fees

X $25.00 – 1 Building/Site Less than four (4) units

______ $30.00 – 1 Building/Site Four (4) to eight (8) units

Make check payable to the City of Mantorville.

CITY OF MANTORVILLE
RENTAL CERTIFICATE RENEWAL

City of Mantorville
21 5th Street East PO BOX 188
Mantorville, MN. 55955
507-635-5170

Property Name/Address (Legal Name)			
916 Walnut Street · Mantorville, MN 55955			
Property Owner **First/MI/Last**		**Telephone**	
Deborah Guenthner			
Address	**City**	**State**	**Zip**
1621 29th St. SE	Rochester	MN	55904

I hereby certify no changes have been made in my rental unit/s since the original Rental Certificate Application or the previous renewal and the unit/s is/are in Compliance with the City code.

[signature] 10/26/22

Signature of Property Owner (Applicant) **Date**

Renewal Fees

X $25.00 – 1 Building/Site Less than four (4) units

_____ $30.00 – 1 Building/Site Four (4) to eight (8) units

Make check payable to the City of Mantorville.

CITY OF MANTORVILLE
RENTAL CERTIFICATE RENEWAL

City of Mantorville
21 5th Street East PO BOX 188
Mantorville, MN. 55955
507-635-5170

Property Name/Address (Legal Name)			
ELM Care Inc 81 County Rd 21 Mantorville 55955			
Property Owner **First/MI/Last**		**Telephone**	
Eugene L Miller			
Address	**City**	**State**	**Zip**
204 2nd St SW	Waseca	MN	56093

I hereby certify no changes have been made in my rental unit/s since the original Rental Certificate Application or the previous renewal and the unit/s is/are in Compliance with the City code.

Signature of Property Owner (Applicant) **Date** 10/19/20

Renewal Fees

✓ $25.00 – 1 Building/Site Less than four (4) units

______ $30.00 – 1 Building/Site Four (4) to eight (8) units

Make check payable to the City of Mantorville.

CITY OF MANTORVILLE
RENTAL CERTIFICATE RENEWAL

City of Mantorville
21 5th Street East PO BOX 188
Mantorville, MN. 55955
507-635-5170

Property Name/Address (Legal Name)			
414 6th St. W Mantorville MN			
Property Owner **First/MI/Last**		**Telephone**	
Travis + Amber Fjerstad			
Address	**City**	**State**	**Zip**
25003 590th St.	Mantorville	MN	55955

I hereby certify no changes have been made in my rental unit/s since the original Rental Certificate Application or the previous renewal and the unit/s is/are in Compliance with the City code.

Amber J. Fjerstad 11-9-2022

Signature of Property Owner (Applicant) **Date**

Renewal Fees

X $25.00 – 1 Building/Site Less than four (4) units

______ $30.00 – 1 Building/Site Four (4) to eight (8) units

Make check payable to the City of Mantorville.

CITY OF MANTORVILLE
RENTAL CERTIFICATE RENEWAL

City of Mantorville
21 5th Street East PO BOX 188
Mantorville, MN. 55955
507-635-5170

Property Name/Address (Legal Name)			
606 Washington St. Mantorville, MN			
Property Owner **First/MI/Last**		**Telephone**	
Travis + Amber Fjerstad			
Address	**City**	**State**	**Zip**
25003 590th St.	Mantorville	MN	55955

I hereby certify no changes have been made in my rental unit/s since the original Rental Certificate Application or the previous renewal and the unit/s is/are in Compliance with the City code.

Amber J. Fjerstad 11-9-2022
Signature of Property Owner (Applicant) **Date**

Renewal Fees

X $25.00 – 1 Building/Site Less than four (4) units

______ $30.00 – 1 Building/Site Four (4) to eight (8) units

Make check payable to the City of Mantorville.

CITY OF MANTORVILLE
RENTAL CERTIFICATE RENEWAL

City of Mantorville
21 5th Street East PO BOX 188
Mantorville, MN. 55955
507-635-5170

Property Name/Address (Legal Name)			
601 Monroe Mantorville			
Property Owner **First/MI/Last**		**Telephone**	
Karl & Brigitte Hamblin			
Address	**City**	**State**	**Zip**
6408 75th St. N.W	ORonoco	MN	55960

I hereby certify no changes have been made in my rental unit/s since the original Rental Certificate Application or the previous renewal and the unit/s is/are in Compliance with the City code.

Karl Hamblin ______________________ 10/26/22 ________
Signature of Property Owner (Applicant) **Date**

Renewal Fees __X__ $25.00 – 1 Building/Site Less than four (4) units

_______ $30.00 – 1 Building/Site Four (4) to eight (8) units

Make check payable to the City of Mantorville.

CITY OF MANTORVILLE
RENTAL CERTIFICATE RENEWAL

City of Mantorville
21 5th Street East PO BOX 188
Mantorville, MN. 55955
507-635-5170

Property Name/Address (Legal Name)
102 W main

Property Owner	**First/MI/Last**	**Telephone**	
Legacy Property Investers LLC			
Address	**City**	**State**	**Zip**
PO Box 6348	Roch.	MN	55903

I hereby certify no changes have been made in my rental unit/s since the original Rental Certificate Application or the previous renewal and the unit/s is/are in Compliance with the City code.

[signature] 10-20-22

Signature of Property Owner (Applicant) **Date**

Renewal Fees

1 $25.00 – 1 Building/Site Less than four (4) units

______ $30.00 – 1 Building/Site Four (4) to eight (8) units

Make check payable to the City of Mantorville.

CITY OF MANTORVILLE
RENTAL CERTIFICATE RENEWAL

City of Mantorville
21 5th Street East PO BOX 188
Mantorville, MN. 55955
507-635-5170

Property Name/Address (Legal Name)			
600 Washington St. Lot 8			
Property Owner	**First/MI/Last**	**Telephone**	
Legacy	Property Investors LLC		
Address	**City**	**State**	**Zip**
PO Box 6348	Roch	MN	55903

I hereby certify no changes have been made in my rental unit/s since the original Rental Certificate Application or the previous renewal and the unit/s is/are in Compliance with the City code.

______________________ 10-20-22
Signature of Property Owner (Applicant) **Date**

Renewal Fees

✓ $25.00 – 1 Building/Site Less than four (4) units

_______ $30.00 – 1 Building/Site Four (4) to eight (8) units

Make check payable to the City of Mantorville.

CITY OF MANTORVILLE
RENTAL CERTIFICATE RENEWAL

City of Mantorville
21 5th Street East PO BOX 188
Mantorville, MN. 55955
507-635-5170

Property Name/Address (Legal Name)			
600 Washington St Lot 12			
Property Owner First/MI/Last		**Telephone**	
Legacy Property Investors LLC			
Address	**City**	**State**	**Zip**
PO Box 6348	Roch	MN	55903

I hereby certify no changes have been made in my rental unit/s since the original Rental Certificate Application or the previous renewal and the unit/s is/are in Compliance with the City code.

[signature] 10-20-22

Signature of Property Owner (Applicant) **Date**

Renewal Fees

1 $25.00 – 1 Building/Site Less than four (4) units

_____ $30.00 – 1 Building/Site Four (4) to eight (8) units

Make check payable to the City of Mantorville.

CITY OF MANTORVILLE
RENTAL CERTIFICATE RENEWAL

City of Mantorville
21 5th Street East PO BOX 188
Mantorville, MN. 55955
507-635-5170

Property Name/Address (Legal Name)			
817 + 817½ West ST, Mantorville			
Property Owner First/MI/Last		**Telephone**	
Lowell + Kathryn Overson			
Address	**City**	**State**	**Zip**
25848 615 ST	Mantorville	MN	55955

I hereby certify no changes have been made in my rental unit/s since the original Rental Certificate Application or the previous renewal and the unit/s is/are in Compliance with the City code.

Kathryn Overson 11-7-22
Signature of Property Owner (Applicant) **Date**

Renewal Fees

__1__ $25.00 – 1 Building/Site Less than four (4) units

______ $30.00 – 1 Building/Site Four (4) to eight (8) units

Make check payable to the City of Mantorville.

CITY OF MANTORVILLE
RENTAL CERTIFICATE RENEWAL

City of Mantorville
21 5th Street East PO BOX 188
Mantorville, MN. 55955
507-635-5170

Property Name/Address (Legal Name)			
821 & 821 1/2 West ST, Mantorville			
Property Owner **First/MI/Last**		**Telephone**	
Lowell & Kathryn Overson			
Address	**City**	**State**	**Zip**
25848 615 ST	Mantorville	MN	55955

I hereby certify no changes have been made in my rental unit/s since the original Rental Certificate Application or the previous renewal and the unit/s is/are in Compliance with the City code.

Kathryn Overson 11-7-22
Signature of Property Owner (Applicant) **Date**

Renewal Fees

1 $25.00 – 1 Building/Site Less than four (4) units

_____ $30.00 – 1 Building/Site Four (4) to eight (8) units

Make check payable to the City of Mantorville.

CITY OF MANTORVILLE
RENTAL CERTIFICATE RENEWAL

City of Mantorville
21 5th Street East PO BOX 188
Mantorville, MN. 55955
507-635-5170

Property Name/Address (Legal Name)			
Southeastern Minnesota Multi-County Housing + Redevelopment Authority (SEMMCHRA)			
Property Owner	**First/MI/Last**	**Telephone**	
SEMMCHRA	Lindsey Kaiser/Property Manager		
Address	**City**	**State**	**Zip**
220 3rd Street West,	Mantorville,	MN	55955

(Owner address: 134 East Second St, Wabasha, MN 55981)

I hereby certify no changes have been made in my rental unit/s since the original Rental Certificate Application or the previous renewal and the unit/s is/are in Compliance with the City code.

[signature] 10-23-22

Signature of Property Owner (Applicant) **Date**

Renewal Fees

X $25.00 – 1 Building/Site Less than four (4) units

______ $30.00 – 1 Building/Site Four (4) to eight (8) units

Make check payable to the City of Mantorville.

CITY OF MANTORVILLE
RENTAL CERTIFICATE RENEWAL

City of Mantorville
21 5th Street East PO BOX 188
Mantorville, MN. 55955
507-635-5170

Property Name/Address (Legal Name)			
616 West Street Mantorville, MN			
Property Owner First/MI/Last		**Telephone**	
Travis + Amber Fjerstad			
Address	**City**	**State**	**Zip**
25003 590th St.	Mantorville	MN	55955

I hereby certify no changes have been made in my rental unit/s since the original Rental Certificate Application or the previous renewal and the unit/s is/are in Compliance with the City code.

Amber J. Fjerstad 11-9-2022
Signature of Property Owner (Applicant) **Date**

Renewal Fees

X $25.00 – 1 Building/Site Less than four (4) units

______ $30.00 – 1 Building/Site Four (4) to eight (8) units

Make check payable to the City of Mantorville.

City Council Report

0To: Mayor and Council

From: Shirley Buecksler, City Clerk-Treasurer

Date: November 28, 2022

Trash Hauler License Renewals for 2023

BACKGROUND INFORMATION:
The following Trash Hauler License renewals have been submitted for approval:

Company Name
Hometown Haulers LLC
Waste Management of Rochester

Approval is contingent on receipt of Certificate of Liability Insurance and payment. Typically, insurance is not updated until nearer to the expiration date (January 1st) of their current policy, and payment is made from their corporate office, so it's not unusual to have these items at this time.

STAFF RECOMMENDATION:
Staff recommends Council approval of the enclosed trash hauler license renewals for 2023, contingent on receipt of payment and insurance.

CITY OF MANTORVILLE
LICENSE APPLICATION FORM – GARBAGE/REFUSE HAULERS

$500

Company Name: Hometown Haulers, LLC

Address: P.O. Box 45 9 3rd Ave SW

City: Dodge Center State: MN Zip: 55927

Phone: 507-633-6000 Fax: ____

Contact Person's Name: Jody Kyes

Contact Person's Phone: 507-633-6000

The City of Mantorville issues multiple licenses for refuse hauling. Refuse haulers must be licensed with the County of Dodge as well as the City of Mantorville. The license period is for one (1) year from January 1st through December 31st. Collection is not allowed before 7:00 AM. The annual license fee is $500 and a Certificate of Insurance must be on file with the City of Mantorville. Licenses are non-transferable.

Are you licensed in Dodge County? Yes ✓ No ____ Please attach a copy of the current Dodge County approval. The City will not issue a license to a non County approved hauler.

This license is for curbside collection of refuse and recyclables. Recyclables will include, but are not limited to: paper products, cans, plastic bottles and glass bottles.

Please indicate your schedule for collection of the following materials:

Commercial Garbage: M-W- Thurs or Friday

Commercial Recyclables: M-W- Thurs or Friday

Residential Garbage: M-W

Residential Recyclables: M-W

List your prices per month for the following: (Container size is approximate.)

Bags		1 yd. Dumpster	
~~20~~ 35 Gal. Container	28.00 G+R	1.5 yd. Dumpster	
~~64~~ 65 Gal. Container	31.34 G+R	3 yd. Dumpster	
~~96~~ 95 Gal. Container	34.67 G+R	4 yd. Dumpster	

Other: ____

Is collection of recyclables included in the above prices? Y

If no, what are the additional charges? ____________________

Please identify what primary equipment used to collect refuse and/or recyclables.

Trucks - Front load

Rear Load

Side auto arm

Roll off Truck

* New Insurance. COI will be mailed after it renews on January 16th.

Jody Kyes
Signature

11/2/22
Date

DO NOT WRITE BELOW THIS LINE – OFFICE USE ONLY

****

Applicant has supplied the following:

Certificate of Insurance ________
Copy of County License ________
Fee Paid ________

Council Approval Date: ____________________

____
Mayor

____
Date

____
City Clerk Treasurer

____
Date

CITY OF MANTORVILLE
LICENSE APPLICATION FORM – GARBAGE/REFUSE HAULERS

$500

Company Name: Waste Management of Rochester

Address: 6670 11th Ave SW

City: Rochester State: Mn Zip: 55902

Phone: 507-513-6943 Fax: ______

Contact Person's Name: Leanne Miller

Contact Person's Phone: 507-513-6943

The City of Mantorville issues multiple licenses for refuse hauling. Refuse haulers must be licensed with the County of Dodge as well as the City of Mantorville. The license period is for one (1) year from January 1st through December 31st. Collection is not allowed before 7:00 AM. The annual license fee is $500 and a Certificate of Insurance must be on file with the City of Mantorville. Licenses are non-transferable.

Are you licensed in Dodge County? Yes X No Please attach a copy of the current Dodge County approval. The City will not issue a license to a non County approved hauler.

This license is for curbside collection of refuse and recyclables. Recyclables will include, but are not limited to: paper products, cans, plastic bottles and glass bottles.

Please indicate your schedule for collection of the following materials:

Commercial Garbage: Tuesday and Friday

Commercial Recyclables: Tuesday and Friday

Residential Garbage: Wednesday

Residential Recyclables: Wednesday

List your prices per month for the following: (Container size is approximate.)

Bags	n/a	1 yd. Dumpster	
20 Gal. Container	$20.20	1.5 yd. Dumpster	
64 Gal. Container	$22.60	3 yd. Dumpster	
96 Gal. Container	$23.60	4 yd. Dumpster	

Other: All rates subject to change

Is collection of recyclables included in the above prices? yes

If no, what are the additional charges? ______

Please identify what primary equipment used to collect refuse and/or recyclables.

See Attached

DocuSigned by:

Jason Dauer

9744CC0D49C1429...

Signature

Date

DO NOT WRITE BELOW THIS LINE - OFFICE USE ONLY

****

Applicant has supplied the following:

Certificate of Insurance pending

Copy of County License ✓

Fee Paid pending

Council Approval Date: ______

Mayor

Date

City Clerk Treasurer

Date

BOARD OF COUNTY COMMISSIONERS
DODGE COUNTY, MINNESOTA

DATE: February 8, 2022 **Resolution # 2022-7**

Department: Environmental Services
Name: Hauler Licenses

Motion by: Allen

Seconded by: Toquam

WHEREAS, the following waste haulers have applied for a license to collect and transport solid waste in Dodge County:

Veit Disposal Systems; Freeborn County Coop Oil; LRS of MN, LLC; Hometown Haulers; Waste Management of Rochester; Sunshine Sanitation; Skjeveland Enterprises; Kruckeberg Services

WHEREAS, the Dodge County Environmental Services Department has reviewed the hauler's application and supplemental information and finds that it meets requirements set forth in Dodge County Solid Waste General Ordinance No. 1.

THEREFORE, BE IT RESOLVED, that the Dodge County Board of Commissioners grants a license to collect and transport solid waste in Dodge County for a period from February 8, 2022 through February 8, 2023 to the following haulers:

> Veit Disposal Systems; Freeborn County Coop Oil; LRS of MN, LLC; Hometown Haulers; Waste Management of Rochester; Sunshine Sanitation; Skjeveland Enterprises; Kruckeberg Services.

BE IT FURTHER RESOLVED that the enforceable conditions of each license are as follows:

- The licensee will comply with all provisions of Dodge County Ordinance and state law.
- The licensee will pay Transfer Station Tipping Fee and Waste-to-Energy Service Charge as determined by Dodge County.

ATTEST:

DocuSigned by:

B3324D254B32408...

Tim Tjosaas - Chair

DocuSigned by:

Becky Lubahn

981F33E8E085444...

Becky Lubahn, Deputy Clerk

AYES: Allen, Tjosaas, Peterson, Toquam, Kenworthy

CITY OF MANTORVILLE
2023

BUDGET 2023
DRAFT

Council: November 28, 2022

TABLE OF CONTENTS

2023 General Budget w/ 2022 YTD

Updated 11.22.22

			2021 Budget	2021 Actual	2022 Budget	2022 YTD	% of Budget	2023 Budget	COMMENTS
		LEVY BREAKDOWN						**Preliminary**	
Account			Final Levy Set		Final Levy Set				
			$530,034.00		$551,235.36			$600,847.00	
31000		**Property tax**		$308,639.55	**530,034.00**			$551,235.36	
		Property tax + 1%			**535,334.34**			$556,747.71	
		Property tax + 2%			**540,634.68**			$562,260.07	
		Property tax + 3%			**545,935.02**			$567,772.42	
		Property tax + 4%			**551,235.36**	$340,874.95	61.84%	$573,284.77	
		Property tax + 5%			**556,535.70**			$578,797.13	
		Property tax + 6%			**561,836.04**			$584,309.48	
		Property tax + 7%			**567,136.38**			$589,821.84	
		Property tax + 8%			**572,436.72**			$595,334.19	
		Property tax + 9%			**577,737.06**			$600,846.54	Preliminary budget set at 9% for 2023
		Property tax +10%			**583,037.40**			$606,358.90	
		Property tax + 11%			**588,337.74**			$611,871.25	
		Property tax + 12%			**593,638.08**			$617,383.60	
		Property tax + 13%			**593,638.08**			$622,895.96	
		Property tax + 14%			**593,638.08**			$628,408.31	
		Property tax + 15%			**593,638.08**			$633,920.66	

2023 Preliminary Budget Analysis
Impacts on Budget

REVENUES

1. Local Government Aid: $316,811 (Increase of $3,397)
2. Proposed Utility Increases:

EXPENSES

1. Payroll: 6% COLA Increase; 4% Merit Increase for Full-Time Staff (approved Oct 2022)
2. Health Insurance: 5%
3. Dental Insurance: 17% Single; 9% Single+Spouse; 31% Single+Child(ren); 28% Single, Spouse+Child(ren)
4. Liability Insurance: see enclosed information from LMCIT (League of Minnesota Cities Insurance Trust)
5. Workers Comp: see enclosed from LMCIT

2023 General Budget w/ 2022 YTD

Updated 11.22.22

			2021 Budget	2021 Actual	2022 Budget	2022 YTD	% of Budget	2023 Budget	COMMENTS
101-		REVENUES						Preliminary	
31000		Property Tax	$530,034.00	$528,995.91	$551,235.00	$340,874.95	61.84%	$600,846.54	Preliminary budget for 2023 set at 9%
32000		Permits & Licenses	$3,000.00	$3,200.96	$3,000.00	$1,560.00	52.00%	$3,000.00	Contractor, rental, fireworks
32110		Liquor Licenses	$5,500.00	$5,500.00	$8,200.00	$2,575.06	31.40%	$8,200.00	Liquor License fees
32210		Building Permits	$5,000.00	$25,534.72	$10,000.00	$13,691.09	136.91%	$10,000.00	Building permit fees
32240		Animal Licenses	$200.00	$100.00	$200.00	$50.00	25.00%	$200.00	Dog tags
32241		Animal Impound Fee	$500.00	$0.00	$250.00	$0.00	0.00%	$250.00	Animal impoundt fees
33000		Intergovernmental Revenues		$0.00	$0.00	$1,612.95	0.00%	$0.00	Typically grant dollars (FD DNR grant)
33160		Other Grants - Health		$0.00	$0.00	$0.00	0.00%	$0.00	Staff health and wellness dollars
33170		FEMA Grants	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00	
33400		State Grants & Aids	$0.00	$66,115.76	$64,019.00	$66,115.75	103.28%	$0.00	2020 COVID Relief Funds; ARPA Fund of 64,019.30 received in 2021 and; 64,019.30 received in 2022
33401		Local Government Aid	$308,732.00	$308,702.00	$313,414.00	$156,707.00	50.00%	$316,811.00	LGA Amount Expected for 2022
33402		Market Value Credit	$0.00	$154.42	$0.00	$78.64	0.00%	$0.00	Revenue offset of property tax
33422		Other State Aid Grants		$29,338.00	$0.00	$0.00	0.00%	$0.00	
33423		PERA Aid	$1,041.00	$0.00	$1,041.00	$0.00	0.00%	$1,041.00	Offset to PERA; employee retire
33440		Fire Department Grant	$0.00	$11,336.69	$0.00	$4,000.00	0.00%	$0.00	DNR/Training grants, FD AFG grant for air packs
33610		County Highway Aid	$3,500.00	$4,646.46	$3,500.00	$5,672.43	162.07%	$3,500.00	Aid dollars to offset highway mtnc
34101		City Property Rent Revenue	$10,800.00	$10,800.00	$10,800.00	$10,008.00	92.67%	$10,800.00	Tower lease with AT&T
34103		Zoning and Subdivision Fees	$1,000.00	$0.00	$0.00	$2,436.00	0.00%	$0.00	PZ public hearing/other zoning
34107		Assessment Search Fee	$750.00	$900.00	$750.00	$120.00	16.00%	$0.00	Property assessment search requests - City does not charge as of 2022
34202		Fire Department Contracts	$64,768.00	$65,648.00	$64,768.00	$57,376.00	88.59%	$70,585.00	Based on new 2023 rates approved by FD and CC; annual township contracts. Wasioja's 2022 payment of $7,392 was paid Dec 2021.
34203		Fire Dept. - Fire calls	$500.00	$0.00	$250.00	$1,605.00	642.00%	$250.00	Fees on fire calls
34780		Park Fees	$750.00	$995.00	$750.00	$1,020.00	136.00%	$750.00	Shelter rental fees
35000		Fines and Forfeits	$2,500.00	$2,234.05	$2,500.00	$897.16	35.89%	$2,500.00	City share of DC issued tickets
36200		Miscellaneous Revenues	$1,500.00	-$7,305.77	$1,500.00	$2,186.48	145.77%	$150.00	Copies, scrap metal, auction items revenue
36201		Refunds and Reimbursements	$8,000.00	$9,155.35	$8,000.00	$3,125.43	39.07%	$8,000.00	Dividend checks LMC, LMCIT hail damage claim $173,600
36210		Interest Earnings	$3,000.00	$1,233.48	$3,000.00	$73.28	2.44%	$3,000.00	Interest on investments, savings, checking
36230		Contributions and Donations	$0.00	$300.00	$0.00	$1,286.08	0.00%	$0.00	General for city items; NNO
38050		Cable Franchise Fees	$6,500.00	$6,014.67	$6,500.00	$5,058.76	77.83%	$6,500.00	Cable franchise fees, KM-Tel, Mediacom
39200		Interfund Operating Transfer		$0.00	$0.00	$0.00	0.00%	$0.00	
39201		Transfer from General Fund		$0.00	$0.00	$2,540.00	0.00%	$0.00	ARPA funds for Laserfiche ($1,940) and Basement Door ($600)
39202		Contribution-Enterprise Funds		$0.00	$0.00	$0.00	0.00%	$0.00	
39203		Transfer from General Funds	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00	Revenue transferred in from General Fund
39301		Capital Lease Proceeds		$0.00				$0.00	
		Total Revenues	**$427,541.00**	**$544,603.79**	**$1,053,677.00**	**$680,670.06**	**64.25%**	**$1,046,383.54**	

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			2021 Budget	2021 Actual	2022 Budget	2022 YTD	% of Budget	2023 Budget	COMMENTS
101-		EXPENDITURES						Preliminary	
41110		LEGISLATIVE (MAYOR/COUNCIL)							
	101	Salaries	$9,200.00	$9,300.00	$9,200.00	$0.00	0.00%	$9,200.00	
	120	Council Benefits	$800.00	$703.80	$800.00	$0.00	0.00%	$800.00	Tax, SS, Medicare, etc.
	151	Workers Comp Ins. Premium	$105.00	$201.14	$105.00	$121.00	115.24%	$121.00	Work Comp for Council Members
	208	Training, Mileage	$1,000.00	$450.00	$500.00	$257.00	51.40%	$1,500.00	LMC Council Member Training (LMC)
	352	Publishing	$2,000.00	$1,641.41	$1,800.00	$1,894.78	105.27%	$1,800.00	Legal Notices Published
	365	Other Insurance		$0.00	$0.00	$0.00	0.00%	$0.00	
	430	Miscellaneous	$0.00	$49.86	$0.00	$0.00	0.00%	$0.00	
	433	Dues and Memberships	$1,600.00	$2,620.27	$1,700.00	$1,886.60	110.98%	$2,030.00	Dues to LMC, SEMM, SESC, MCFOA, IIMC
	490	Donations to Civic Organizations	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00	
		TOTAL	$14,705.00	$14,966.48	$14,105.00	$4,159.38	29.49%	$15,451.00	

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			2021 Budget	2021 Actual	2022 Budget	2022 YTD	% of Budget	2023 Budget	COMMENTS
101-		**EXPENDITURES**						**Preliminary**	
41410		**ELECTIONS**							
	101	Salaries	$0.00	$0.00	$3,000.00	$3,937.75	131.26%	$0.00	2020: City was reimbursed $1648 for the PNP (Mar 2020 Primary) which included costs for new election equipment. 2022: Increased EJ pay from $10 to $12/hr and HJ from $11 to $12.50/hr. The May 24, 2022 Special Election was scheduled after the budget was complete. 41410 will be over budget.
	120	Benefits		$0.00	$0.00	$16.07	0.00%	$0.00	
	430	Miscellaneous	$0.00	$0.00	$300.00	$373.73	124.58%	$0.00	
		TOTAL	**$0.00**	**$0.00**	**$3,300.00**	**$4,327.55**	**131.14%**	**$0.00**	

			2021 Budget	2021 Actual	2022 Budget	2022 YTD	% of Budget	2023 Budget	COMMENTS
41500		**Financial Administration**							
	101	Salaries	$69,550.00	$70,425.80	$69,717.30	$12,251.85	17.57%	$78,716.14	Clerk and Deputy Clerk's wages; need to check coding/posting in payroll for 2022 wages
	120	Employee Benefits	$22,500.00	$20,590.75	$22,392.96	$22,406.70	100.06%	$34,831.60	Tax WH, SS, Medicare, Health, Dental, etc.
	151	Workers Comp Insurance	$400.00	$802.56	$400.00	$996.00	249.00%	$996.00	Workers comp rate higher for 2022
	200	Supplies	$700.00	$1,363.92	$700.00	$1,619.89	231.41%	$1,000.00	City Hall related Supplies
	208	Training, Mileage	$1,500.00	$1,488.33	$1,500.00	$1,490.68	99.38%	$2,000.00	Training/Conference Clerk, Asst Clerk
	300	Professional Services	$1,800.00	$5,587.56	$6,000.00	$6,406.24	106.77%	$6,000.00	Banyon $3,960 (2021) + $135 (increase for 2022)=$4,095
	312	Animal Impound Fees	$500.00	$0.00	$250.00	$0.00	0.00%	$250.00	
	315	Recording Fees	$200.00	$230.00	$200.00	$409.45	204.73%	$200.00	Paid to Dodge County Recorder
	322	Postage	$3,700.00	$4,235.92	$4,000.00	$3,731.26	93.28%	$4,200.00	Monthly UB mail, all other correspondence, supplies; additional mailings in 2022
	350	Printing/Binding	$1,250.00	$2,143.89	$1,250.00	$1,881.53	150.52%	$1,250.00	All printing + copier maintenance costs
	437	Other Miscellaneous	$1,000.00	$1,568.82	$1,000.00	$1,804.24	180.42%	$1,000.00	Misc Items plus $500 for National Night Out
	444	COVID-19 Emergency	$0.00	$263.20	$0.00	$4,816.00	0.00%	$0.00	
	445	Health & Wellness	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00	Funded through SESC
	570	Capital Outlay	$6,000.00	$3,116.36	$6,000.00	$0.00	0.00%	$6,000.00	Paperless Project, copier, computers; 2020 Wage and Compensation Study
	700	Funds Transfer	$0.00	$0.00	$0.00	($1,940.00)	0.00%	$0.00	Laserfiche - 2 Licenses and Start-up reimbursed by ARPA funds
		Total Financial Administration	**$109,100.00**	**$111,817.11**	**$113,410.26**	**$55,873.84**	**49.27%**	**$136,443.74**	

			2021 Budget	2021 Actual	2022 Budget	2022 YTD	% of Budget	2023 Budget	COMMENTS
41530		**Accounting**							
	301	Accounting & Auditing Services	$18,550.00	$18,300.00	$18,550.00	**$19,600.00**	**105.66%**	$19,600.00	Yearly Audit Expense/Contract
		Total Accounting & Auditing Services	**$18,550.00**	**$18,300.00**	**$18,550.00**	**$19,600.00**	**105.66%**	**$19,600.00**	

			2021 Budget	2021 Actual	2022 Budget	2022 YTD	% of Budget	2023 Budget	COMMENTS
41550		**Assessing**							
	310	Assessing	$6,506.00	$6,156.00	$7,206.00	$6,656.00	92.37%	$7,000.00	Dodge County Contract Yearly
		Total Assessing	**$6,506.00**	**$6,156.00**	**$7,206.00**	**$6,656.00**	**92.37%**	**$7,000.00**	

			2021 Budget	2021 Actual	2022 Budget	2022 YTD	% of Budget	2023 Budget	COMMENTS
41600		**Law/Legal Services**							
	304	Legal Fees	$24,000.00	$25,871.80	$20,750.00	$11,193.12	53.94%	$20,000.00	Includes $750 Codification
		Total Law/Legal Services	**$24,000.00**	**$25,871.80**	**$20,750.00**	**$11,193.12**	**53.94%**	**$20,000.00**	

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			2021 Budget	2021 Actual	2022 Budget	2022 YTD	% of Budget	2023 Budget	COMMENTS
101-		**EXPENDITURES**						**Preliminary**	
41940		**General Govt. Buildings/Plant**							
	200	Supplies	$700.00	$799.01	$1,000.00	$1,011.70	101.17%	$1,100.00	Supplies related to Buildings (lights, furnace, water, flags etc.)
	220	Building Maintenance & Repairs	$2,500.00	$64,462.71	$2,500.00	$4,323.99	172.96%	$2,500.00	Repairs to all govt bldgs; reroof from hail damage.
	228	Equipment Repairs & Maintenance	$500.00	$6,209.50	$500.00	$123.76	24.75%	$500.00	Repairs to Computers
	321	Communications	$4,000.00	$4,752.85	$4,000.00	$2,441.45	61.04%	$4,000.00	Telephone, Internet, Fax
	362	Property Insurance	$23,000.00	$22,883.00	$23,000.00	$21,824.00	94.89%	$23,000.00	Insurance for all City Property
	380	Utilities	$11,000.00	$12,756.35	$11,000.00	$9,676.35	87.97%	$11,000.00	Electric Gas
	384	Refuse, Garbage	$1,600.00	$1,722.98	$2,160.00	$1,402.50	64.93%	$2,000.00	Added $510 for City Hall dumpster (split with Fire)
	417	Employee Uniforms	$1,000.00	$998.20	$1,000.00	$38.22	3.82%	$1,400.00	$500/yr non office employees; $200/yr office employees
	439	Janitors	$800.00	$312.50	$600.00	$1,365.00	227.50%	$1,560.00	Janitorial service @ $65 twice monthly
		Total General Govt. Buildings/Plant	**$45,100.00**	**$114,897.10**	**$45,760.00**	**$42,206.97**	**92.24%**	**$47,060.00**	

41950		**Engineering Professional Services**							
	303	Engineering Fees	$5,000.00	$1,278.58	$20,000.00	$24,618.15	123.09%	$25,000.00	Smoke Testing in 2020, City Maps Revisions, 2020 Street Proj.
		Total Engineering Services	**$5,000.00**	**$1,278.58**	**$20,000.00**	**$24,618.15**	**123.09%**	**$25,000.00**	

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			2021 Budget	2021 Actual	2022 Budget	2022 YTD	% of Budget	2023 Budget	COMMENTS
101-		**EXPENDITURES**						**Preliminary**	
42100		**Police Protection Contract**							
	310	Other Professional Services	$98,226.00	$98,910.30	$100,963.20	$75,722.40	75.00%	$104,250.00	2023 Contract Rate
		Total Police Protection Contract	**$98,226.00**	**$98,910.30**	**$100,963.20**	**$75,722.40**	**75.00%**	**$104,250.00**	

			2021 Budget	2021 Actual	2022 Budget	2022 YTD	% of Budget	2023 Budget	COMMENTS
42200		**Fire Protection**							
	101	Salaries	$20,000.00	$20,017.00	$20,000.00	$20,014.00	100.07%	$20,000.00	
	120	Employee Benefits	$1,650.00	$490.84	$1,650.00	$2,016.08	122.19%	$1,650.00	
	124	Fire Pension Contribution	$4,000.00	$4,000.00	$4,000.00	$4,000.00	100.00%	$4,000.00	
	130	Insurance	$250.00	$56.00	$250.00	$14.00	5.60%	$250.00	
	151	Workman's Comp	$4,200.00	$8,028.60	$4,200.00	$7,313.00	174.12%	$7,313.00	Workers' Comp insurance increased for 2022-23
	208	Training, Mileage	$5,000.00	$5,440.00	$5,000.00	$9,275.15	185.50%	$6,000.00	Additional Firefighters hired in 2022
	212	Motor Fuels	$2,500.00	$2,420.83	$2,500.00	$1,954.77	78.19%	$2,500.00	
	217	Operating Supplies	$1,500.00	$949.77	$1,500.00	$1,861.08	124.07%	$2,000.00	
	228	Equipment Repair/Maintenance	$15,000.00	$10,068.06	$10,000.00	$3,595.35	35.95%	$10,000.00	
	240	Tools and Minor Equipment	$18,000.00	$19,388.35	$20,000.00	$15,751.59	78.76%	$20,000.00	
	311	First Responder Train/Equip	$3,000.00	$3,192.14	$3,000.00	$7,847.21	261.57%	$4,000.00	Line to be looked at by Fire - some charges may be moved to another line item
	321	Communications	$650.00	$1,138.55	$1,000.00	$936.82	93.68%	$1,000.00	
	380	Utilities	$7,000.00	$6,602.27	$5,000.00	$3,703.77	74.08%	$5,000.00	
	381	Electric Utilities			$0.00	$0.00	0.00%	$0.00	
	384	Refuse, Garbage			$510.00	$412.50	80.88%	$510.00	
	433	Dues and Memberships	$800.00	$600.00	$800.00	$1,850.00	231.25%	$2,000.00	Explorer Program
	437	Miscellaneous	$800.00	$15,562.95	$800.00	$0.00	0.00%	$800.00	
	442	Grant Award Related Expenses	$0.00	$1,857.50	$0.00	$0.00	0.00%	$0.00	Grant Awarded to FD
	570	Capital Outlay	$25,000.00	$0.00	$10,000.00	$0.00	0.00%	$10,000.00	
		Turn Out Gear			$15,000.00	$0.00	0.00%	$15,000.00	NFPA compliance replacement 2018.
		Transfer for Replacement			$0.00			$0.00	Bottle Replacement
	701	Transfer to FD Equipt Fund				($28,246.00)			ARPA fund transfers and previous year amount (need to move $21,246 unspent 2021 dollars to 570)
		Transfer to Fire Truck Bond Fund	$12,500.00	$12,500.00	$12,500.00	$0.00	0.00%	$12,500.00	
		FIRE HALL UPGRADES PROJECT							
		Training & Equipment Grants Received				($4,000.00)			Compeer grant $4000
	720	Operating Transfers		$0.00	$0.00		0.00%	$0.00	
		Total Fire Protection **	**$121,850.00**	**$112,312.86**	**$117,710.00**	**$48,299.32**	**41.03%**	**$124,523.00**	
		** 240 & 570 budget balance carries over to truck/equip fund each year.							

			2021 Budget	2021 Actual	2022 Budget	2022 YTD	% of Budget	2023 Budget	COMMENTS
42400		**Building Inspections**							
	300	Professional Services	$5,000.00	$11,521.37	$10,000.00	$9,035.80	90.36%	$10,000.00	
	314	Blight Removal (Demo)	$7,000.00	$0.00	$0.00	$0.00	0.00%	$0.00	Demo of Old Shop Building in 2020 + Asbestos Report
		Total Building Inspections	**$12,000.00**	**$11,521.37**	**$10,000.00**	**$9,035.80**	**90.36%**	**$10,000.00**	

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			2021 Budget	2021 Actual	2022 Budget	2022 YTD	% of Budget	2023 Budget	COMMENTS
101-		**EXPENDITURES**						**Preliminary**	
43100		**Streets Department**							
	101	Salaries	$37,800.00	$42,774.27	$39,313.38	$28,716.36	73.04%	$45,068.57	
	120	Employee Benefits	$14,600.00	$15,379.44	$14,821.24	$11,694.46	78.90%	$15,439.62	
	151	Workmans Comp	$3,500.00	$5,017.50	$3,500.00	$3,819.00	109.11%	$3,819.00	
	200	Supplies	$1,500.00	$1,421.07	$1,500.00	($96.18)	-6.41%	$1,500.00	
	208	Training/Mileage	$500.00	$215.00	$500.00	$40.00	8.00%	$500.00	
	212	Motor Fuels	$2,500.00	$2,907.77	$2,500.00	$3,920.85	156.83%	$2,500.00	
	224	Street Maintenance Materials	$7,000.00	$9,662.99	$7,000.00	$38,981.75	556.88%	$8,000.00	$29,760 for 3rd St ditch repair under 700
	228	Equipment Repair and Maintenance	$3,000.00	$6,607.18	$3,000.00	$1,802.42	60.08%	$3,000.00	
	229	Safety/OSHA	$1,200.00	$1,557.37	$1,200.00	$178.66	14.89%	$1,200.00	
	230	Capital Lease Expense	$18,331.00	$0.00	$18,331.00	$0.00	0.00%	$18,331.00	$18,331 for 2021 and 2022
	240	Tools and Minor Equipment	$1,000.00	$750.41	$1,000.00	$489.50	48.95%	$1,000.00	
	303	Engineering Fees	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00	Street project
	443	FEMA Related Expenses	$0.00	$16,350.00	$0.00	$0.00	0.00%	$0.00	Hail damage repairs
	570	Capital Outlay	$13,000.00	$22,777.00	$19,950.00	$1,900.00	9.52%	$19,950.00	Includes proposal for striping; Minor Patching/Repairs, Striping, Sweeping; painting of City curbs $700
	603	New Wheel Loader Payment (short term debt)		$36,664.00	$0.00	$0.00	0.00%	$0.00	Last payment was in 2021; Payments start 2017 = $31,320.13 Principal, $5,342.40 Interest; Last pmt in 2021
	700	Transfer in from CIP	-$18,331.00	-$18,331.00	-$18,331.00	($29,760.00)	162.35%	-$18,331.00	Transfer from CIP for Capital Lease Expense. Has ($18,331.00) been transferred
		Additional CIP Items						$10,800.00	Insert Joe's items
		Total Streets Department	**$85,600.00**	**$143,753.00**	**$94,284.62**	**$61,686.82**	**65.43%**	**$112,777.19**	

43125		**Ice and Snow Removal**							
	212	Motor Fuels	$3,500.00	$595.64	$2,000.00	$967.77	48.39%	$2,000.00	
	404	Repair/Maintenance Machinery	$3,000.00	$1,263.58	$3,000.00	$4,561.60	152.05%	$3,000.00	Plow Truck, Grader Maint and Repair Costs
	406	Snow/Ice Removal	$10,000.00	$18,617.38	$10,000.00	$6,549.98	65.50%	$10,000.00	Costs to Swenke for Snow Removal
	570	Capital outlay	$5,300.00	$0.00	$2,000.00	$0.00	0.00%	$2,000.00	Large Machinery Equipement Replacement, Blades
		Total Ice and Snow Removal	**$21,800.00**	**$20,476.60**	**$17,000.00**	**$12,079.35**	**71.06%**	**$17,000.00**	

43160		**Street Lighting**							
	381	Electric Utilities	$23,000.00	$24,995.00	$30,000.00	$44,695.86	148.99%	$35,000.00	All Streets Lighting; 2021 actual expenses were recoded by auditor; expect same for 2022 (solar/electric)
		Total Street Lighting	**$23,000.00**	**$24,995.00**	**$30,000.00**	**$44,695.86**	**148.99%**	**$35,000.00**	

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			2021 Budget	2021 Actual	2022 Budget	2022 YTD	% of Budget	2023 Budget	COMMENTS
101-		**EXPENDITURES**						**Preliminary**	
45200		**Parks & Recreation**							
	101	Salaries	$33,000.00	$32,049.68	$34,237.89	$22,563.42	65.90%	$39,152.97	Staff Portion Related to Parks, includes seasonal
	120	Employee Benefits	$10,500.00	$9,701.32	$10,290.05	$7,012.74	68.15%	$10,777.51	Staff Portion Related to Benefits
	151	Work Comp	$500.00	$2,007.40	$2,000.00	$3,423.00	171.15%	$3,423.00	
	200	Supplies	$1,500.00	$6,636.62	$1,500.00	$1,506.40	100.43%	$1,500.00	Supplies needed for Parks, (TP, Towels, Soap)
	210	Tax & Licensing	$62.00	$173.39	$62.00	$66.49	107.24%	$65.00	Sales & Use Tax on Shelter Rental
	212	Fuel	$1,000.00	$1,947.66	$1,000.00	$2,997.32	299.73%	$3,000.00	
	401	Repairs and Maintenance Buildings	$8,500.00	$13,470.71	$6,000.00	$5,957.92	99.30%	$6,000.00	Maintenance & Supplies to maintain Park Buildings/Ball Fields/Parks; grass seed, weed killer; shakopee rock; paint
	404	Repairs and Maintenance Machinery	$1,000.00	$3,489.04	$2,000.00	$3,321.31	166.07%	$2,000.00	Park Equipment, Mowers, Gator, Etc.
	410	Rental	$1,000.00	$894.24	$1,000.00	$0.00	0.00%	$1,000.00	Port a Potty Rental Fees
	430	Miscellaneous	$7,500.00	$7,500.00	$7,500.00	$7,500.00	100.00%	$5,000.00	Joint Powers Agreement (Addt.$2500 request) 2023 will go back to $5K
	437	Other Miscellaneous	$0.00	$0.00	$0.00	$6,524.69	0.00%	$0.00	
						($2,454.89)			SHIP Grant received Nov 2021 for bench and picnic tables (Tree Top Products invoice of 6/29/22 $2,454.89)
	440	Refunds and Reimbursements	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00	Park Shelter Refunds
	443	FEMA Related Expenses	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00	ZWP Related Expenses (Reimburseable)
		Expenses Related to Flood							June, July, August (Reimbursed in 2020 from FEMA 75%)
	500	Capital Outlay	$45,900.00	$9,143.73	$42,382.00	$30,046.37	70.89%		
		2023 Park Board Wish List for Budget Includes the following items:			$32,382.00			$33,911.00	Park Wish List - less 10K for tree removal (entered in K22). Park Board wish list total 09.26.22 was 39,910.63 which includes the 6,000 for community tree removal (39,911-6,000=33,911)
		Mulch $2,800.00							
		Tractor Lease $4,360.63 (year 2/5)							
		Hockey/Basketball $5,000							
		Pole Saw $750							
		Covered Bridge $3,000+$2,000 carryover = $5,000							
		Rock for Ball Fields $3,000							
		Park Tree Management $10,000							Park Trees - New and Removal
		Denneson Park $5,000							
		Community Tree Management - BLVD			$10,000.00			$6,000.00	
	720	Transfers In		$0.00	~~$0.00~~	($15,861.80)	0.00%	$0.00	Unspent 2021 funds, ARPA reimbursement for electrical poles at Riverside Park, and ARPA for costs srelated to 2021 Walnut St project
		Total Parks and Recreation	**$110,462.00**	**$87,013.79**	**$150,353.94**	**$72,602.97**	**48.29%**	**$111,829.49**	

2023 General Budget w/ 2022 YTD									Updated 11.22.22		
			2021 Budget	2021 Actual	2022 Budget	2022 YTD	% of Budget	2023 Budget	COMMENTS
101-		EXPENDITURES						Preliminary	
46500		EDA							
	101	Salaries	$700.00	$173.01	$500.00	$0.00	0.00%	$500.00	Staff time to EDA
	120	Benefits	$150.00	$54.43	$150.00	$0.00	0.00%	$150.00	Tax WH
	437	Other Miscellaneous	$21,500.00	$17,435.65	$30,443.00	$15,601.52	51.25%	$30,443.00	Oct 2022 EDA approved 2023 budget same as 2022 in the amount of $31,093.00
	720	Operating Transfers	$0.00	$0.00	$0.00	($4,741.00)	0.00%	$0.00	Unused portion of prior year budget (TBD)
		Total EDA	$22,350.00	$17,663.09	$31,093.00	$10,860.52	34.93%	$31,093.00	

2023 General Budget w/ 2022 YTD									Updated 11.22.22		
			2021 Budget	2021 Actual	2022 Budget	2022 YTD	% of Budget	2023 Budget	COMMENTS
101-		EXPENDITURES						Preliminary	
49300		Other Financing Uses							
	701	Transfers to Other Funds	$208,126.00	$92,986.00	$336,922.00	$0.00	0.00%	$229,356.12	$208,126 to CIP in 2021
									to put cash away for future projects; INCLUDES $128,038.60 OF ARPA FUNDS (64,014.30 received in 2021)
					$20,000.00			$20,000.00	Transfer for Sewer Bond Project; Required
					$10,000.00			$10,000.00	Transfer for Sidewalks Replacement/Repair Fund
									Transfer to FD Equip Fund - unspent budget
					$0.00	$0.00		$0.00	Transfer to Dam Fund
		35,000+16,200 interest		$35,000.00	**$35,000.00**			$51,200.00	GO Bonds 2019A - 5th St Phase II Roadwork, Bond Payment
									Transfers to PB and EDA unused previous years budget funds
			$30,595.00		**$46,759.00**			$44,948.00	GO Bonds 2019 A - Tax Levy - new for 2020/updated for 2021
			$40,667.00		**$40,667.00**			$40,668.00	Tax Abatement - new for 2020 for 2019A
		312.47000.601 and 611			**$14,993.00**			$28,086.00	New loan Sep 2021 This amount is confirmed 10.06.21 GO Bonds 2021A - Equipment and Utility Revenue Note - new (Sep 2021) (amount of payment confirmed 10.06.21)
								$14,777.78	GO Bonds 2022A Street Reconstruction
		Total		**$92,986.00**		**$0.00**		**$229,356.12**	Total of Other Financing Uses (L5-L16)

2023 General Budget w/ 2022 YTD

Updated 11.22.22

			2021 Budget	2021 Actual	2022 Budget	2022 YTD	% of Budget	2023 Budget	COMMENTS
TOTAL REVENUES								**Preliminary**	
			427,541.00	544,603.79	1,053,677.00	680,670.06		1,046,383.54	
TOTAL EXPENDITURES									
101.41110		Legislative (Mayor/Council)	14,705.00	14,966.48	14,105.00	4,159.38		15,451.00	
101.41410		Elections	0.00	0.00	3,300.00	4,327.55		0.00	
101.41500		Financial Administration	109,100.00	111,817.11	113,410.26	55,873.84		136,443.74	
101.41530		Accounting	18,550.00	18,300.00	18,550.00	19,600.00		19,600.00	
101.41550		Assessing	6,506.00	6,156.00	7,206.00	6,656.00		7,000.00	
101.41600		Law/Legal Services	24,000.00	25,871.80	20,750.00	11,193.12		20,000.00	
101.41940		General Govt. Buildings/Plant	45,100.00	114,897.10	45,760.00	42,206.97		47,060.00	
101.41950		Engineering Professional Services	5,000.00	1,278.58	20,000.00	24,618.15		25,000.00	
101.42100		Police Protection Contract	98,226.00	98,910.30	100,963.20	75,722.40		104,250.00	
101.42200		Fire Protection	121,850.00	112,312.86	117,710.00	48,299.32		124,523.00	
101.42400		Building Inspections	12,000.00	11,521.37	10,000.00	9,035.80		10,000.00	
101.43100		Streets Department	85,600.00	143,753.00	94,284.62	61,686.82		112,777.19	
101.43125		Ice and Snow Removal	21,800.00	20,476.60	17,000.00	12,079.35		17,000.00	
101.43160		Street Lighting	23,000.00	24,995.00	30,000.00	44,695.86		35,000.00	
101.45200		Parks & Recreation	110,462.00	87,013.79	150,353.94	72,602.97		111,829.49	
101.46500		EDA	22,350.00	17,663.09	31,093.00	10,860.52		31,093.00	
101.49300		Other Financing Uses	0.00	92,986.00	259,190.98	0.00		229,356.12	
		TOTAL EXPENDITURES	718,249.00	902,919.08	1,053,677.00	503,618.05		1,046,383.54	
TOTAL REVENUE LESS TOTAL EXPENSES					0.00	177,052.01		0.00	

Mantorville EDA								
City-Funded Budget Request								
	Budget	Final		Final		Notes for 2022	2023 Preliminary	
Line Item	Source	2021 Budget	2021 Actual	2022 Budget	2022 YTD		Budget	Comments
City Branding	City	$500	$0	$500			$500	Branding initiating new logo, tagline, and overall City image; One Time initiative on the EDA side
EDA Commissioner Education	City	$0	$0	$0			$0	For opportunities for EDA commissioners to learn how to serve community better.
Cross-Community Chamber Membership	City	$75	$0	$75			$75	Removed Participation in Rochester Chamber and list only local Chamber
Consulting Fees for Grant Applications	City	$0	$0	$0			$0	Grant activity to be associated with bike trails
Cycle and Pedestrian Pathways	City	$0	$0	$0			$0	Inner City Trails
Paper and on-line Brochures	City	$1,500	$427	$1,000	$340	199 entertainment guide, 80 Larger than life poster, 61 SCD poster	$1,000	For Tourism Printing walking tour brochures and tri folds, StageCoach Days posters, entertainment guide, banner
City-wide event support	City	$5,500	$2,191	$6,000	$4,211	500 Fall Festival, 500 Olde Fashioned Christmas, 4280 SCD costs, 3931 LTL costs -5000 LTL grant	$6,000	$500 for Old Fashioned Christmas, $500 for Fall Festival, $1,500 for Marigold Days, $2500 for Stage Coach Days; $500 Art Guild; Adding for 2022: $500 Larger Than Life
Contract with CEDA for Economic Development	City	$20,085	$15,064	$20,868	$10,344	1st & 2nd Qtr paid to date	$20,868	Contract with CEDA for 2022 to continue 3 days per month
Administrative support	City	$500	$228	$500	$0		$650	City Clerk Treasurer (2021 only includes Cami's time and not Shirley's) salary and w/h
Misc. Items Paid for Now a Contingency Line Item	City	$2,000	$325	$2,000	$398	376 Facebook boost, 2 for 800#, 20 check stock, 125 GEM plaque,	$2,000	800#, Legal, SHRPA subscription, Facebook boost for StageCoach Days
MISC NOTES		**-$7,810**		**-$4,741**				**EDA to utilize carry over funds and fund balance dollars to make up the shortage in City requested funds**
City-Funded subtotal		**$22,350**	**$18,235**	**$26,202**	**$15,293**		**$31,093**	**←This number may be adjusted based on carry over funds at the end of the year (Fall Festival has not occurred, and some invoices have not been received, by the time of the preliminary budget meeting)**

Shirley

From: Fredericks, Sarah <SFredericks@lmc.org>
Sent: Monday, November 21, 2022 7:05 PM
To: Fredericks, Sarah
Subject: League of Minnesota Cities Insurance Trust: 2022-23 Coverages, Rates, and Dividend Amount

Dear Member,

The League of Minnesota Cities Insurance Trust Board of Trustees recently approved premium rates and several coverage changes for the coming year. A copy of this communication will also be sent to your insurance agent.

Additionally, the Trust is returning $10 million to members of the property/casualty program. A check for your entity's share of the dividend will be mailed on December 7. Learn more about this year's dividend at:

2022 Property/Casualty Dividend

Post-traumatic stress disorder (PTSD) claims costs in law enforcement continue to result in increasing workers' compensation rates, and the Trust remains committed to addressing that trend. Read more about PTSD and what steps Trust members can take to help mitigate rate increases at:

PTSD and Mental Health Toolkit Offers Resources to Promote Well-Being of Public Safety Officers

The toolkit is constantly updated to include the most current available information about PTSD awareness, prevention, and treatment.

General information about the coming year's rate and coverage changes is available at:

2022-23 Premium Rates
2022-23 Coverage Changes

Thank you for your continued partnership with the Trust. If you have any questions about the changes taking place this year, feel free to contact your agent or underwriter.

Have a wonderful and safe Thanksgiving holiday!

Sarah Fredericks | LMCIT Program Assistant
Phone: (651) 281-1228 | Fax: (651) 281-1298
sfredericks@lmc.org | www.lmc.org

League of Minnesota Cities | 145 University Ave. West | St. Paul, MN 55103

LEAGUE of MINNESOTA CITIES

2022-2023 Premium Rates

The Board of Trustees evaluates loss projections every year to ensure premium rates are adequately set to respond to future claims experienced by the Trust's members. Here is information about premium rates going into effect for property/casualty coverages renewing on or after Nov. 15, 2022, and for workers' compensation coverages renewing on or after Jan. 1, 2023.

Property/casualty rates

What does property/casualty coverage include?

The Trust's coverage is tailored specifically for Minnesota cities and related entities like HRAs, joint powers organizations, and other special districts and instrumentalities, and it's generally broader than commercial policies. It includes coverage for things like loss or damage to city buildings, liability claims resulting from actions or incidents involving staff or elected officials, land use, sewer back-up liability, auto liability and auto physical damage, and cyber-related claims.

How does the Trust set rates?

Rates are set at a level to generate enough premium to cover 1) projected administrative expenses for the program; 2) expected claim costs for the year based on actuaries' calculations; and 3) a contingency margin to protect the Trust and its members from the possibility that losses will be higher than expected.

What do property/casualty rates look like for 2023?

Property/casualty rates will increase by an average rate of 5%.

Specific rate changes by coverage are as follows:

- Property rates will increase 5%.
- Liability rates will increase 5%.
- Auto physical damage rates will increase 5%.
- Auto liability rates will increase 5%.
- Excess liability (optional coverage) rates will increase 15%.
- No-fault sewer backup (optional coverage) rates will increase 20%.

What about other variables?

Members should note their premiums will be affected by other individual factors such as changes in expenditures, property values, payroll, experience ratings, and others. Contact the Trust's underwriting specialists for questions about your specific rates.

Workers' compensation rates

What is workers' compensation coverage?

Workers' compensation provides coverage for members that have employees who are injured while in the course and scope of employment.

How does the Trust set rates?

Rates are set at a level to generate enough premium to cover 1) projected administrative expenses for the program; 2) expected claim costs for the year based on actuaries' calculations; and 3) a contingency margin to protect the Trust and its members from the possibility that losses will be higher than expected.

What are the rate changes for 2023?

Workers' compensation rates will increase by an average of 3% for renewals occurring in 2023. There will be an additional rate increase of 3% for the volunteer firefighter job class (for a total 6% rate increase), because rates for this class of employees is based on population served, which does not increase with inflation in the same manner that payroll does. Payroll is the rating base used for all other job classes.

Members and agents can contact their underwriter for member-specific details.

What about other variables?

Individual member premiums for the workers' compensation program will also be affected by other factors like changes in member expenditures, payrolls, experience rating, and other exposure measures. It's especially important to keep an eye on your experience mod if budgeting for workers' compensation premiums.

Learn how experience ratings are used to adjust members' future premiums

What role does PTSD play in workers' compensation rate increases?

PTSD claims now make up about 31% of the Trust's annual workers' compensation claim costs, with most of that arising from police claims. The majority of PTSD costs are attributable to covering lost wages for employees who do not return to work after their diagnosis.

What is the Trust doing to address PTSD costs?

The Trust understands pressures on city budgets faced with rising premium rates. The Trust and its members have taken a leading role — along with public safety professional organizations, other local government insurance pools across the country, and other significant stakeholders — to address workers' compensation costs associated with PTSD.

The Trust's PTSD specialist, hired in 2020, continues to work with Trust staff and external stakeholders on outreach and educational efforts with members to promote PTSD prevention and treatment among public safety personnel. The League of Minnesota Cities will continue to seek workable state legislative solutions that would relieve pressure on the workers' compensation system.

What can members do?

In addition to the financial burden posed on the workers' compensation system, PTSD has a dramatic impact on law enforcement staffing, departmental morale, and the well-being of affected employees and their families, friends, and communities. For tips on preventing, recognizing, and acknowledging PTSD within your city's law enforcement and first responder communities, please visit the Trust's PTSD and Mental Health Toolkit.

Understanding and implementing the action steps described in these resources can play significant roles in mitigating costly PTSD claims. Even more important, it will help return injured employees to a full and healthy life.

Your LMC Resource

Underwriters are available to assist with questions about coverages and more.

Connect with Underwriters
choose "Underwriting" under "Department"

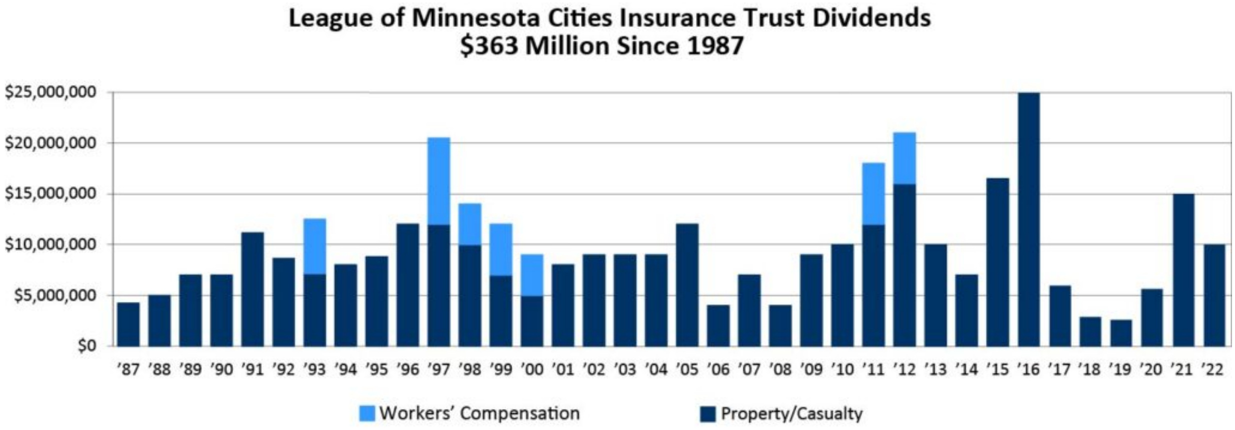
2022 Dividend

If the League of Minnesota Cities Insurance Trust's fund balance reaches a level where it's more than sufficient to pay claims and plan for contingencies, the Trust is able to return funds to the members. The Board of Trustees undertakes this evaluation every year based on losses experienced by members, actuarial projections, investment results, legislative and coverage changes, reinsurance costs, and the Trust's long-term strategic direction.

How much will the Trust return to members this year?

The property/casualty program will return a total dividend amount of $10 million to members this year. Dividend checks will be mailed to members in mid-December of 2022.

The Trust's property/casualty program has returned dividend checks to members every year for the past 35 years. Since 1987, the property/casualty program has returned a total of $315 million in dividends, and the workers' compensation program has returned an additional $38 million.



Is there any pattern or trend to the amount of dividend to expect in the future?

Members should not include dividend returns in their yearly budget projections, since the amount will fluctuate from year to year based on the factors described above. The amount of a given year's dividend return has no bearing on the amount returned the following year.

Key elements of the dividend formula:

- Dividends are distributed only to cities and other entities that are members as of Dec. 1 in the year the dividend is being returned. Former participants do not share in the dividend distributions.
- Each member's share is proportionate to the difference between the member's total premiums and total losses as of May 31 for the past 20 years.
- Individual losses are capped at the lesser of $200,000 or 200% of the member's annual premium for the year of the loss.

Your LMC Resource

Laura Honeck

LMCIT Operations Manager

(651) 281-1280 or (800) 925-1122
lhoneck@lmc.org

	ENTERPRISE FUNDS			Updated 12.06.21		Updated 11.23.22	
601 WATER FUND			**2021 Budget**	**2021 Actual**	**2022 Budget**	**2022 YTD**	**2023 Budget**
601-	**REVENUES**						
36100	Special Assessments	Certified Outstanding UB Collected	$0.00	$0.00	$0.00	$0.00	$0.00
36200	Miscellaneous	Bulk Water Sales; LMCIT pymt for well problems	$0.00	$597.33	$0.00	$2,997.57	$0.00
36210	Interest Earnings		$0.00	$0.00	$0.00	$0.00	$0.00
37100	Water Sales	AVG of YTD + 3%	$159,982.00	$147,966.55	$164,781.46	$149,269.56	$169,724.90
37150	Water Connect/Reconnect	New Home Connections	$0.00	$614.00		$1,228.00	
37160	Water Penalty		$0.00	$1,446.25		$1,397.71	
37170	MDH Fee (Safe Drinking Water/Service Connection Fee)	2020 increase from $6.36 to $9.72 per connection per year; 2021 $9.72	$3,762.00	$3,521.96	$3,762.00	$3,543.41	$3,762.00
37180	Commercial Water Tax		$1,500.00	$1,027.02	$1,500.00	$1,110.63	$1,500.00
38051	Gas Franchise Fee	Reallocated from WW	$10,321.00	$11,335.98	$10,321.00	$10,995.55	$10,321.00
38052	Electric Franchise Fee	Reallocated from WW	$12,324.00	$6,369.22	$12,324.00	$19,288.65	$12,324.00
39202	Contribution - Enterprise Fund		$0.00	$0.00		$0.00	
39203	Transfer from Other Fund		$0.00	$0.00		$21,400.00	
39310	Proceeds-Gen Obligation Bonds		$0.00	$0.00		$0.00	
						$0.00	
	Total Revenues		**$187,889.00**	**$172,878.31**	**$192,688.46**	**$211,231.08**	**$197,631.90**
601-49400-	**OPERATING EXPENSES**						
101	Salaries	Staff Wages	$38,900.00	$28,388.35	$40,500.00	$13,536.51	$40,500.00
120	Benefits	Staff Benefits	$15,000.00	$9,845.98	$10,100.00	$4,874.28	$10,100.00
151	Workmans Comp	Staff Ins.	$1,000.00	$2,041.40	$1,000.00	$1,215.00	$1,215.00
200	Supplies	Marking paint, UB cards	$1,000.00	$1,046.81	$1,000.00	$708.91	$1,000.00
208	Training/Mileage	Staff Training - New Staff	$800.00	$1,507.37	$800.00	$300.00	$800.00
210	Tax & Licensing	Sales and Use Tax Commercial Water	$1,500.00	$1,144.45	$1,500.00	$2,693.83	$1,500.00
216	Chemicals	Chemicals for water dept	$10,000.00	$7,704.27	$10,000.00	$7,918.94	$10,000.00
220	Bldg. Repair and Maintenance	Tower/Well House	$10,000.00	$8,151.48	$10,000.00	$0.00	$10,000.00
	Well #2 Pump Inspections	Repairs to Well #2 in 2020	$0.00		$0.00	$0.00	$0.00
228	Equipment Repair and Maintenance	Water Meters; Fluoride Mtr	$7,000.00	$1,413.93	$7,000.00	$14,541.06	$7,000.00
240	Tools & Minor Equipment			$197.83	$200.00	$0.00	$200.00
300	Professional Services	Utility Locates, Water Line Repairs, meter calibrations, processing fees for meter program, PSN program	$10,000.00	$10,681.81	$10,000.00	$3,406.55	$10,000.00
		2020 Wtr Tower Pressure Wash	$5,500.00	$0.00		$0.00	
303	Engineering			$0.00		$0.00	
321	Communications	Tower, well house alarm, fiber line	$850.00	$580.32	$700.00	$653.21	$700.00
380	Utility Services	Gas/Electric	$12,100.00	$1,599.62	$7,000.00	$1,696.03	$7,000.00
405	Depreciation			$0.00		$0.00	
430	Miscellaneous	Publishing, wtr sample mailings	$2,000.00	$632.44	$1,000.00	$86.68	$1,000.00

	ENTERPRISE FUNDS			Updated 12.06.21		Updated 11.23.22	
601 WATER FUND			**2021 Budget**	**2021 Actual**	**2022 Budget**	**2022 YTD**	**2023 Budget**
433	Dues and Memberships	MMUA	$900.00	$332.00	$900.00	$348.00	$900.00
441	MDH Fee	Paid to State MN; pass thru	$3,762.00	$2,784.00	$3,762.00	$2,916.00	$3,762.00
570	Capital Outlay - immediate	2020 Water Meter Project	$0.00	$284.40	$0.00	$644.14	$0.00
		10th Street Water/Street Project $24770.78					
601	Debt Service Bond Principal	GO Series 2019 A	$25,000.00	$25,000.00	$25,000.00	$0.00	$25,000.00
611	Bond Interest	GO Series 2019 A	$14,480.00	$13,350.00	$15,000.00	$0.00	$15,000.00
720	Operating Transfers	Bond Pymt. Tower (Transfer to 308 Refunding Bond 2011A)		$0.00		$152.72	
	(Less Depreciation)						
	Total Expenses		**$159,792.00**	**$116,686.46**	**$145,462.00**	**$55,691.86**	**$145,677.00**
	Total Revenue Minus Expenses		**$28,097.00**	**$56,191.85**	**$47,226.46**	**$155,539.22**	**$51,954.90**

ENTERPRISE FUND

602 SEWER FUND			2021 Budget	2021 Actual	2022 Budget	2022 YTD	2023 Budget
				Updated 12.06.21		Updated 11.23.22	
602-	**REVENUES**						
33400	State Grant and Aids			$0.00		$0.00	
36100	Special Assessments	Mantor Drive Project	$5,500.00	$0.00	$5,500.00	$0.00	$5,500.00
36200	Miscellaneous Revenue	Dump Station Revenue		$651.50		$0.00	
36210	Interest Income			$0.00		$0.00	
37200	Sewer Sales	AVG of YTD + 3%	$300,746.00	$275,152.72	$300,746.00	$280,602.10	$300,746.00
37250	Sewer Connect/Reconnect			$2,639.00		$5,278.00	
37251	SEWER CONNECT CHG CEMETERY RD			$0.00		$0.00	
37260	Swr Penalty			$2,688.48		$2,666.97	
38051	Gas Franchise Fee			$0.00		$0.00	
38052	Electric Franchise Fee			$0.00		$0.00	
39202	Contribution Enterprise Fund			$0.00		$0.00	
39203	Transfer From other fund	From General Fund; Required PFA Bond Transfer	$20,000.00	$0.00	$20,000.00	$0.00	$20,000.00
39300	Proceeds-Gen Long Term Debt			$0.00			
	Total Revenues		**$326,246.00**	**$281,131.70**	**$326,246.00**	**$288,547.07**	**$326,246.00**
602-49450-	**OPERATING EXPENSES:**						
101	Salaries		$29,500.00	$21,445.56	$30,500.00	$59,896.80	$30,500.00
120	Benefits		$11,000.00	$7,566.46	$11,100.00	$20,386.47	$11,100.00
151	Workman's Comp	Based on Wages allocated to sewer department	$1,500.00	$2,041.40	$1,500.00	$1,434.00	$1,434.00
200	Supplies		$1,500.00	$543.63	$1,000.00	$306.34	$1,000.00
208	Training, Mileage		$1,000.00	$1,294.05	$1,400.00	$0.00	$1,400.00
210	Tax and Licensing	Need to maintain until Decommission is completed	$0.00	$0.00	$0.00	$0.00	$0.00
212	Fuel		$1,700.00	$2,436.61	$2,000.00	$2,684.46	$2,000.00
216	Chemicals		$0.00	$0.00	$0.00	$0.00	$0.00
220	Building Repair/Maintenance	Repairs/Maint. To bldg/structures related to WW/lift station pumps; grinder pumps	$10,000.00	$12,748.32	$15,000.00	$3,718.39	$15,000.00
240	Tools Minor Equipment		$500.00	$962.97	$500.00	$74.07	$500.00
300	Professional Services	Quality Flow Pump Checks and Meter Calibration; generator, locates, banyon,	$10,000.00	$10,198.57	$11,000.00	$4,352.09	$11,000.00
303	Engineering Fees	WWTP Project; Sewer extension Phase 1 - Cemetery Road; general engineering in 2020; No projects 2021?	$5,000.00	$0.00	$5,000.00	$0.00	$5,000.00
304	Legal Fees		$0.00	$0.00	$0.00	$0.00	$0.00
321	Communications	Alarm Line; WWTP, Lift station	$852.00	$790.64	$850.00	$706.42	$850.00
362	Property Insurance					$0.00	
380	Utility Services	Gas/Electric to run lift stations	$15,000.00	-$2,358.81	$5,000.00	$0.00	$5,000.00
405	Depreciation					$0.00	
433	Dues and Memberships	LMC Yearly	$300.00	$60.00	$300.00	$0.00	$300.00
437	Other Miscellaneous		$3,800.00	$776.91	$1,200.00	$964.89	$1,200.00

ENTERPRISE FUND Updated 12.06.21 Updated 11.23.22

602 SEWER FUND			2021 Budget	2021 Actual	2022 Budget	2022 YTD	2023 Budget
442	Grant Award Related Expense					$0.00	
530	Construction	Cemetery Road - 2019, 2020				$0.00	
570	Capital Outlay	Meter project 2020; no CIP plans for 2020	$10,000.00	$426.61	$10,000.00	$1,026.69	$10,000.00
585	Kasson WW Processing Fee		$112,000.00	$77,402.92	$112,000.00	$35,594.00	$112,000.00
601	Debt Service Bond Principal	Mantor Drive Bond	$37,000.00	$25,000.00	$25,000.00	$35,184.64	$25,000.00
605	Clean Water SRF Bond		$12,000.00	$1,200.00	$12,000.00	$12,000.00	$12,000.00
608	PFA WW Connection Bond		$23,000.00	$35,000.00	$23,000.00	$23,000.00	$23,000.00
611	Bond Interest	Mantor Drive Bond	$7,170.00	$6,570.62	$6,120.00	$6,124.38	$5,700.00
620	Fiscal Agent Fees		$495.00	$495.00		$0.00	$495.00
720	Operating Transfers	Transfer from Sewer to CIP after Audit was completed; payment to 2019A GO Bond/Sewer portion	$10,106.00		$11,222.00	$0.00	$11,222.00
998	Asset Disposal Loss					$0.00	
999	Asset Retirement					$0.00	
	Total Expenditures	Not including Depreciation	**$303,423.00**	**$204,601.46**	**$285,692.00**	**$207,453.64**	**$285,701.00**
	Total Revenue Minus Expenses		**$22,823.00**	**$76,530.24**	**$40,554.00**	**$81,093.43**	**$40,545.00**

ENTERPRISE FUND Updated 12.06.21 Updated 11.23.22

603 RV FUND			2021 Budget	2021 ActuaL	2022 Budget	2022 YTD	2023 Budget
603-	**REVENUES**						
34000	Charges for Services		$18,000.00	$23,881.00	$18,000.00	$24,211.44	$18,000.00
	Misc Revenues	Wood Box					
36210	Interest Earnings		$0.00	$0.00		$0.00	
	Total Revenues		**$18,000.00**	**$23,881.00**	**$18,000.00**	**$24,211.44**	**$18,000.00**
603-45183-	**OPERATING EXPENSES**						
101	Salaries		$7,200.00	$4,624.91	$7,700.00	$12,298.05	$7,700.00
120	Benefits		$3,100.00	$2,075.27	$3,100.00	$2,012.09	$3,100.00
210	Tax and Licensing	Sales/Use, License Renew	$1,700.00	$1,534.58	$1,700.00	$1,862.47	$1,700.00
381	Electric Utilities		$2,500.00	$614.31	$1,000.00	$367.49	$1,000.00
384	Refuse/Garbage Disposal		$540.00	$0.00	$0.00	$0.00	$0.00
400	Repairs and Maintenance	2019 - bathhouse expense, electric/sewer line, rip rap 2020 - Benches, Tables, bushes, w/s extension to upper part plus addition of electrical	$16,559.00	$0.00	$14,325.00	$2,884.55	$14,325.00
410	Rentals	Port a Potty Rental	$475.00	$468.58	$475.00	$0.00	$475.00
440	Refunds and Reimbursements		$500.00	$305.00	$500.00	$4,810.00	$500.00
720	Operating Transfers						
	Total Expenses		**$32,574.00**	**$9,622.65**	**$18,000.00**	**$24,234.65**	**$18,000.00**
	Total Revenue Minus Expenses		**-$14,574.00**	**$14,258.35**	**$0.00**	**-$23.21**	**$0.00**

ENTERPRISE FUND Updated 12.06.21 Updated 11.23.22

604 STORM SEWER FUND			2021 Budget	2021 Actual	2022 Budget	2022 YTD	2023 Budget
604-	**REVENUES**						
36100	Special Assessments		$0.00	$0.00		$0.00	
36210	Interest Earnings		$0.00	$0.00		$0.00	
37500	Storm Sewer Charge Collections		$18,000.00	$16,922.62	$18,000.00	$16,954.39	$18,000.00
37560	Storm Sewer Penalty		$0.00	$0.00		$0.00	
39201	Transfer from General Fund		$0.00	$0.00		$0.00	
	Total Revenues		**$18,000.00**	**$16,922.62**	**$18,000.00**	**$16,954.39**	**$18,000.00**
604-43150-	**OPERATING EXPENSES**						
300	Professional Services	Rip Rap, Storm Drainage Cleaning; $500 each time	$1,500.00	$2,159.00	$1,500.00	$0.00	$1,500.00
303	Engineering		$0.00	$0.00	$0.00	$0.00	$0.00
352	Publishing		$0.00	$0.00	$0.00	$0.00	$0.00
400	Repairs/Maint		$0.00	$0.00	$0.00	$0.00	$0.00
440	Refunds/Reimbursements		$0.00	$0.00	$0.00	$0.00	$0.00
700	Transfers from Other Funds		$0.00	$0.00	$0.00	$0.00	$0.00
	Total Expenses		**$1,500.00**	**$2,159.00**	**$1,500.00**	**$0.00**	**$1,500.00**
	Total Revenue Minus Expenses		**$16,500.00**	**$14,763.62**	**$16,500.00**	**$16,954.39**	**$16,500.00**