



Trail to the Past. Road to the Future.

REGULAR CITY COUNCIL MEETING

MANTORVILLE CITY COUNCIL CHAMBERS

21 5TH STREET E, MANTORVILLE, MN 55955

Monday, September 25, 2023

6:30 PM

1. Call to Order

2. Pledge of Allegiance

3. Adopt the Agenda

4. Consent Agenda *

- A. Accounts Payable (Warrant List) September 25, 2023
- B. Regular Council Minutes 8.14.23
- C. Regular Council Minutes 8.28.23
- D. Mantorville Fire Department meeting minutes for September 2023

5. Proclamations, Presentations and Recognitions-No Items

6. 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 audio and written 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.

7. Public Safety Update

8. Public Hearing – No Items

9. New Business

- A. Discussion of revised 2024 Preliminary Budget & setting the preliminary Levy *

10. Old Business –No items

11. Tabled Items

- A. Council discussion of the year-long moratorium on edible cannabinoid products in the City of Mantorville that will be expiring early January of next year and the passing of the new cannabis use laws in Minnesota.

12. 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, Township
- E. Councilmember Reports
- F. Mayor's Report

13. Executive Session –No Items

14. Adjourn *

<i>Upcoming Meetings and Events in Mantorville:</i>		
<i>September 25, 2023</i>	<i>6:30pm</i>	<i>Regular City Council Meeting</i>
<i>September 26, 2023</i>	<i>6:30pm</i>	<i>Regular Parks & Recreation Board Meeting</i>
<i>October 9, 2023</i>	<i>6:30pm</i>	<i>Regular City Council Meeting</i>
<i>October 18, 2023</i>	<i>7:30pm</i>	<i>Fire Department General Meeting</i>
<i>October 23, 2023</i>	<i>6:30pm</i>	<i>Regular City Council Meeting</i>
<i>October 31, 2023</i>	<i>6:30pm</i>	<i>Regular Parks and Recreation Board Meeting</i>
<i>Members of the City Council and other Boards may be in attendance at all meetings and community events in Mantorville</i>		

* Indicates Council Action Items Requiring Council Approval

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Payments

Current Period: September 2023

Payments Batch 09202023WAR		\$27,033.03	
Refer	0 CMS - CONSTRUCTION MGMT. SE		
Cash Payment	E 101-42400-300 Professional Srvs (GEN Building Permits Approvals		\$490.86
Invoice	234236-8 9/25/2023		
Transaction Date	9/20/2023	MBT Bank Checking 10100	Total \$490.86
Refer	0 DODGE COUNTY TRANSFER STAT		
Cash Payment	E 101-41940-380 Utility Services Garbage from Marigold Days		\$40.50
Invoice	186583 9/25/2023		
Transaction Date	9/20/2023	MBT Bank Checking 10100	Total \$40.50
Refer	0 INTERNAL REVENUE SERVICE	Ck# 005993 9/25/2023	
Cash Payment	G 101-21703 FICA Tax Withholding PR 19 IRS Taxes Payroll		\$1,069.54
Invoice	9/25/2023		
Cash Payment	G 101-21709 Medicare PR 19 IRS Taxes Payroll		\$250.12
Invoice	9/25/2023		
Cash Payment	G 101-21701 Federal Withholding PR 19 IRS Taxes Payroll		\$727.52
Invoice	9/25/2023		
Transaction Date	9/20/2023	MBT Bank Checking 10100	Total \$2,047.18
Refer	0 KENNEDY & GRAVEN, CHARTERE		
Cash Payment	E 101-41600-304 Legal Fees General City Matters		\$2,484.00
Invoice	168996 9/25/2023		
Cash Payment	E 101-41600-304 Legal Fees Legal Claim		\$200.80
Invoice	168996 9/25/2023		
Cash Payment	E 101-41600-304 Legal Fees City Matters		\$112.80
Invoice	176516 9/25/2023		
Cash Payment	E 101-41600-304 Legal Fees EDA Matters		\$332.25
Invoice	176516 9/25/2023		
Cash Payment	E 101-41600-304 Legal Fees HWY 57 Easement		\$2,130.10
Invoice	176516 9/25/2023		
Cash Payment	E 101-41600-304 Legal Fees Buck Variance		\$376.55
Invoice	176516 9/25/2023		
Transaction Date	9/20/2023	MBT Bank Checking 10100	Total \$5,636.50
Refer	0 LINCOLN NATIONAL LIFE INSURA		
Cash Payment	G 101-21711 Life Insurance Payable October Coverage Life Insurance, Disability Insurance		\$201.78
Invoice	9/25/2023		
Transaction Date	9/20/2023	MBT Bank Checking 10100	Total \$201.78
Refer	0 MINNESOTA REVENUE	Ck# 005992 9/25/2023	
Cash Payment	G 101-21702 State Withholding PR 19 MN Withholding Payroll		\$390.41
Invoice	9/25/2023		
Transaction Date	9/20/2023	MBT Bank Checking 10100	Total \$390.41
Refer	0 MN PERA	Ck# 005991 9/25/2023	
Cash Payment	G 101-21704 PERA PR 19 Pera Contribution		\$1,190.18
Invoice	9/25/2023		
Transaction Date	9/20/2023	MBT Bank Checking 10100	Total \$1,190.18
Refer	0 MUSOLF, LYNN		

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Payments

Current Period: September 2023

Cash Payment	E 601-49400-430	Miscellaneous	Reimburse Water/Sewer Charge July 2023	\$20.60
Invoice		9/25/2023		
Cash Payment	E 602-49450-437	Other Miscellaneous	Reimburse Water/Sewer Charge July 2023	\$36.63
Invoice		9/25/2023		
Transaction Date	9/20/2023		MBT Bank Checking 10100	Total \$57.23
Refer	0	ON SITE COMPANIES	-	
Cash Payment	E 101-45200-410	Rentals	Handsanitizers ADA Restrooms	\$127.00
Invoice 1600850		9/25/2023		
Cash Payment	E 101-45200-410	Rentals	Hansanitizer Restroom Mantorfield	\$79.00
Invoice 1600851		9/25/2023		
Cash Payment	E 603-45183-410	Rentals	Handsanitizer Restroom RV Park	\$84.84
Invoice 1600852		9/25/2023		
Transaction Date	9/20/2023		MBT Bank Checking 10100	Total \$290.84
Refer	0	ON-SITE COMPUTERS, INC	-	
Cash Payment	E 601-49400-300	Professional Srvs (GEN	Security License Monthly	\$12.00
Invoice 88252		9/25/2023		
Cash Payment	E 101-41500-300	Professional Srvs (GEN	Monitoring/Backup/Storage	\$386.52
Invoice 88252		9/25/2023		
Transaction Date	9/20/2023		MBT Bank Checking 10100	Total \$398.52
Refer	0	SOUTHEAST SERVICE COOPERAT	Ck# 005995 9/25/2023	
Cash Payment	E 101-41500-120	Benefits	Health Insurance October	\$2,510.94
Invoice		9/25/2023		
Transaction Date	9/20/2023		MBT Bank Checking 10100	Total \$2,510.94
Refer	0	TEIGEN PAPER & SUPPLY	-	
Cash Payment	E 101-45200-200	Supplies	Tissue	\$42.33
Invoice 94618		9/25/2023		
Transaction Date	9/20/2023		MBT Bank Checking 10100	Total \$42.33
Refer	0	WARSAW SOLAR, LLC	-	
Cash Payment	E 101-43160-381	Electric Utilities	Power Sales for August 2023	\$4,841.32
Invoice		9/25/2023		
Transaction Date	9/20/2023		MBT Bank Checking 10100	Total \$4,841.32
Refer	0	WEX HEALTH, INC.	Ck# 005994 9/25/2023	
Cash Payment	G 101-21714	Health Savings Account	HAS Benefits Solution For August	\$8.25
Invoice 1808294		9/25/2023		
Transaction Date	9/20/2023		MBT Bank Checking 10100	Total \$8.25
Refer	0	WEX HEALTH, INC.	Ck# 005990 9/25/2023	
Cash Payment	G 101-21714	Health Savings Account	PR 18 HAS Contributions ER	\$115.38
Invoice		9/25/2023		
Cash Payment	G 101-21714	Health Savings Account	PR 18 HAS Contributions EE	\$80.00
Invoice		9/25/2023		
Transaction Date	9/20/2023		MBT Bank Checking 10100	Total \$195.38
Refer	0	HARBOR FREIGHT	Ck# 005996 9/25/2023	
Cash Payment	E 101-43100-240	Tools and Minor Equipm	Covered Bridge Railing	\$70.20
Invoice		9/25/2023		
Transaction Date	9/20/2023		MBT Bank Checking 10100	Total \$70.20
Refer	0	LOHRBACH, GRETCHEN	-	

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Cash Payment	E 101-43100-229	Safety/OSHA	Food for OSHA Safty class participants	\$88.90
Invoice		9/25/2023		
Transaction Date	9/21/2023		MBT Bank Checking 10100	Total \$88.90
Refer	0	MINNESOTA SECRETARY OF STA	-	
Cash Payment	E 101-41500-437	Other Miscellaneous	Steff Notary Application 2023	\$120.00
Invoice		9/25/2023		
Transaction Date	9/21/2023		MBT Bank Checking 10100	Total \$120.00
Refer	0	WEX HEALTH, INC.	Ck# 005997 9/25/2023	
Cash Payment	G 101-21714	Health Savings Account	HSA ER PR 19	\$173.07
Invoice		9/25/2023		
Cash Payment	G 101-21714	Health Savings Account	HSA EE PR 19	\$90.00
Invoice		9/25/2023		
Transaction Date	9/21/2023		MBT Bank Checking 10100	Total \$263.07
Refer	0	HARBAUGH, DUKE	-	
Cash Payment	E 101-42200-437	Other Miscellaneous	MFSDA Conference lodging	\$1,070.59
Invoice		9/25/2023		
Transaction Date	9/21/2023		MBT Bank Checking 10100	Total \$1,070.59
Refer	0	MN STATE FIRE CHIEFS ASSOCIA	-	
Cash Payment	E 101-42200-437	Other Miscellaneous	Conference Registration and Tickets for MN State Fire Chiefs Assoc	\$880.00
Invoice		9/25/2023		
Transaction Date	9/21/2023		MBT Bank Checking 10100	Total \$880.00
Refer	0	MUNICIPAL EMERGENCY SERVIC	-	
Cash Payment	E 101-42200-217	Other Operating Supplie	Patches, Badges, Equalets, Uniforms	\$1,459.58
Invoice	1929834	9/25/2023		
Transaction Date	9/21/2023		MBT Bank Checking 10100	Total \$1,459.58
Refer	0	MSFDA - TREASURER	-	
Cash Payment	E 101-42200-437	Other Miscellaneous	MSFDA Tickets	\$240.00
Invoice		9/25/2023		
Transaction Date	9/21/2023		MBT Bank Checking 10100	Total \$240.00
Refer	0	NOLTE, ROGER	-	
Cash Payment	E 101-42200-228	Equip. Repair and Maint	Wind Gauge for new tanker	\$70.25
Invoice		9/25/2023		
Transaction Date	9/21/2023		MBT Bank Checking 10100	Total \$70.25
Refer	0	KRAMER, CURT	-	
Cash Payment	E 101-42200-212	Motor Fuels	Non ethenol fuel	\$22.00
Invoice		9/25/2023		
Transaction Date	9/21/2023		MBT Bank Checking 10100	Total \$22.00
Refer	0	BOUND TREE MEDICAL, LLC	-	
Cash Payment	E 101-42200-311	First Responder Train/E	Adult mask, mediport, baq, reservior, etc	\$87.96
Invoice	85081350	9/25/2023		
Transaction Date	9/21/2023		MBT Bank Checking 10100	Total \$87.96
Refer	0	ABEL SIGNS	-	
Cash Payment	E 101-42200-228	Equip. Repair and Maint	Lettering for fire dept tanker and2 other trucks	\$1,800.00
Invoice	12337	9/25/2023		

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Current Period: September 2023

Transaction Date	9/21/2023	MBT Bank Checking	10100	Total	\$1,800.00
Refer	0 <i>SUHR, NATHAN</i>		-		
Cash Payment	E 101-42200-433	Dues and Memberships	Charter fee for explorer program for MFD		\$100.00
Invoice	9/25/2023				
Transaction Date	9/21/2023	MBT Bank Checking	10100	Total	\$100.00
Refer	0 <i>ALERT-ALL CORP</i>		-		
Cash Payment	E 101-42200-217	Other Operating Supplie	Fire Hats, Shields		\$957.00
Invoice w34669	9/25/2023				
Transaction Date	9/21/2023	MBT Bank Checking	10100	Total	\$957.00
Refer	0 <i>FIRE SAFETY USA, INC</i>		-		
Cash Payment	E 101-42200-228	Equip. Repair and Maint	Fire Dept 5" swivel		\$273.00
Invoice	9/25/2023				
Cash Payment	E 101-42200-228	Equip. Repair and Maint	Fire Dept. Quad Gas Cylinder		\$50.00
Invoice	9/25/2023				
Transaction Date	9/21/2023	MBT Bank Checking	10100	Total	\$323.00
Refer	0 <i>HAWKINS, INC</i>		-		
Cash Payment	E 601-49400-210	Tax and Licensing	Chlorine Cylinders for water treatment		\$20.00
Invoice	9/25/2023				
Transaction Date	9/21/2023	MBT Bank Checking	10100	Total	\$20.00
Refer	0 <i>INTERNAL REVENUE SERVICE</i>		-		
Cash Payment	G 101-21701	Federal Withholding	Qtr 2 2023 Adjusted Amount Due		\$1,118.26
Invoice Sept 18, 2023	9/25/2023				
Transaction Date	9/22/2023	MBT Bank Checking	10100	Total	\$1,118.26

Fund Summary

	10100 MBT Bank Checking	
101 GENERAL FUND		\$26,858.96
601 WATER FUND		\$52.60
602 SEWER FUND		\$36.63
603 RV PARK		\$84.84
		<u>\$27,033.03</u>

Pre-Written Checks	\$6,675.61
Checks to be Generated by the Computer	\$20,357.42
Total	<u>\$27,033.03</u>



Trail to the Past. Road to the Future.

REGULAR CITY COUNCIL MEETING MINUTES

MANTORVILLE CITY COUNCIL CHAMBERS

21 5TH STREET E, MANTORVILLE, MN 55955

MONDAY, August 14, 2023

6:30 PM

1. Call to Order

Mayor Bradford called the meeting to order at 6:30pm

Present: Mayor Chuck Bradford
Councilmember Lyle Hoaglund
Councilmember Jeff Ingalls
Councilmember Greg Rud

Absent: Councilmember Jessica Bradford

Others Present: City Clerk-Treasurer Gretchen Lohrbach
Deputy City Clerk Stephanie Arnold
Public Works Lead Joe Adams
Public Works Wade Schroeder
Fire Chief Duke Harbaugh
Scott Huneke & Bill Angerman - WHKS

2. Pledge of Allegiance – Everyone stood and recited the Pledge of Allegiance

3. Adopt the Agenda – Council approved the agenda as presented

4. Consent Agenda

Motion made by Councilmember Hoaglund and seconded by Councilmember Rud to approve the Consent Agenda as presented:

- A.** Accounts Payable August 14, 2023
- B.** County Board Regular Meeting Draft Minutes July 11, 2023
- C.** County Board Regular Meeting Draft Minutes July 25, 2023
- D.** County Board of Commissioners Committee of the Whole Draft Minutes July 25, 2023
- E.** Mantorville Chamber of Commerce Regular Meeting Minutes July 2023

Karen Steele addressed the Council with some questions on the Accounts Payable list.

She feels residents would like more definition of what the items are.

She was wondering about what the Kennedy and Graven attorney fees listed as Annexations/General in the Accounts Payable were for. City Clerk Lohrbach clarified that they were for Annexation costs related to the Wilcox Annexation. Steele asked if this had been advertised in the paper and Lohrbach said that it had been.

Steele had a question about how the Joint Ventures money works. Mayor Bradford stated that each entity contributes (City of Kasson, City of Mantorville, and the K-M School District Board) their dues and a project can be proposed to this group. The group looks at the project and if they'd like to pursue it, the group discusses what cash they have on hand and funding. For example, if the City of Kasson proposes a project, they may pay for half and Joint Ventures may pick up the other half. Joint Ventures does not borrow money. If the project fits the parameters, a vote is taken.

Steele had a few more questions about what some of the Accounts Payable are and Public Works Lead Joe Adams and City Clerk Lohrbach were able to clarify a few more things.

Motion carried: 4 ayes / 0 nays

5. Proclamations, Presentations and Recognitions

None

6. Public Concerns

William Reding said the water is still running across the road by his house and that none is going down the drain. Another look at this will be done and Mayor Bradford said it will not fall off the radar.

7. Public Safety Update

Karen Steele asked for clarification on what the list of calls are in the packet and they are the calls that were responded to by the Sheriff's Departments. Steele inquired if this is something the City has to pay for and Mayor Bradford stated that it is included in our contract with the Sheriff's Department for coverage in Mantorville.

8. Public Hearings

None.

9. New Business

A. Summary of WHKS discussion of their firm and work done for the City.

- Bill Angerman stated that there are 41 employees at their Rochester office and that 13 of them live within 10 miles of Mantorville City Hall.
- According to Minnesota Statutes, as City Engineer, they are an extension of City staff and are construction observers, not managers. These are performance-based contracts that are awarded and the contractor must perform this work. WHKS does not direct them or their staff in how to work. WHKS's duty is to look at what the contractor has done and if it is not completed to satisfaction, the contractor is told to fix it. If it is still not satisfactory, they are told to fix it again until WHKS is happy and they can then be paid.
- Angerman addressed a comment that WHKS doesn't finish their projects. These are the City's projects and the contractor is the one under contract to complete them, not WHKS. There is a "punch list" that must be completed before the contractor can be paid and if areas are deficient, they must first be fixed. Also, there are statutes that cover how it will be paid and how the City has to pay it. Payment cannot be withheld for work done to get a contractor to do some other work. Example: Pipe was put in and completed, but seeding is not completed, therefore we won't pay you for that pipe. This is not allowed by law.



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- Third Street Project talking points
 - Overage of final costs
 - Project has a scope set out by the City Council. WHKS write instructions and specifications for the project. Then the project is publicly bid. WHKS is then required to prepare a construction cost opinion brief and the goal is to be plus/minus 10% of that number. Final cost is determined by the actual dollar amount of every single unit of product put into that project.
 - \$834,750.00 was the cost opinion of the 3rd Street Project. Actual price was \$769,730.16, so the project came in under budget.
 - Angerman addressed the issue that engineer costs should be under 10%, but that the industry standard is typically 15-18% of a projects cost. This is for design, staking, and observation. With MNDOT projects, they dictate the percentages. For example: the HWY 57 MNDOT project percentage is 22%. Fees for WHKS on the 3rd Street project were \$128,446.88, which is 16.6%.
 - Extra costs, such as the ditch fixes, were extra costs that the City Council incurred and WHKS was not paid for.
- 2021 Walnut Street Project talking points
 - Overage of final costs
 - Project estimate was \$341,000.00, bid was \$298,000.00, and actual price was \$309,000.00. Sometimes there are justified changes once a project has begun such as a better way to do something, or if something must be fixed. Engineering fees were \$40,000 which are about 11.7%.
- HWY 57 Project talking points
 - Project began January of 2021 and the previous City Council made the decisions. One of those decisions was the formation of a Technical Advisory Committee, which consisted of Mayor Bradford, Luke Nash, Jane Olive, Terry Eckstein, Don Pappas, and Cami Reber, WHKS staff and MNDOT staff and they went over the concept design and details. A schedule was set out that for the next, almost three, years that there would be a series of project management team meetings, Technical Advisory Committee meetings, and citizen meetings. These included obtaining easements and following MNDOT's plan submittal and review process. MNDOT does not design this project, the provide context, scope, etc. but it is up to the City to design the project.
 - There was a question about the bid date changing to January 2025, but the projected bid letting date is January 25th, 2024 and the project is scheduled for next summer. MNDOT has not changed these plans. WHKS would like to come back and have the Project Manager go more in depth for the Council to have a description of that.
- Third Street Culvert talking points
 - There were concerns that a proper permit was not obtained. WHKS does not obtain permits. A permit was correctly submitted and obtained by the City. There have not been issues with the DNR.
- Bill Angerman wanted to reiterate that WHKS has 6 offices in 3 states and 41 employees at their Rochester office.

- The 2021 and 2022 projects have not been signed off on yet. What recourse does WHKS have? One is that they don't pay them, which makes people unhappy, but how long do you wait; how much time do you give them before you take the next step? The City cannot just withhold money and go hire someone else. You could, but it would void the warranty and you would still have to pay the contractor for the work they did complete. We could call the bond in, but this would result in delays and legal fees. This is a balancing act on how long do we delay before we get so sick and tired that we call the bond in. The contractors have been called multiple times and have been asked to fix things multiple times and WHKS may have to discuss with Joe Adams a "Drop dead date".
- 2019 Project Ditches
 - It had been brought up that the sod wasn't put down for five days and why did the City pay for it? WHKS doesn't have the ability to tell the contractor when to put the sod down. It is a performance-based contract and so if everything looks good and the sod is still growing a year and a half later and looks green, then they would accept the project as completed. In this case, the sod died after the warranty expired.
- Records and Records Retention
 - Anything WHKS has, the City has. But if the City can't find it, WHKS will find it for the City. Since 2000, the City has had 4 City Clerks and 6 Public Works Directors. WHKS tries to provide continuity, history, and context for them.

Lastly, Angerman checks with his staff if there are things that can be changed or things they can do better. They are willing to have Scott Huneke here more often or more in the field if that is necessary.

Mayor Bradford asked if a project has been bid for \$100,00.00 and a bid is accepted, but then we get in there and see the sewer line is old and that now would be the perfect time to replace it, but it will cost \$20,000.00; if that would make us automatically go over 20%? Angerman's answer was that it would, and that you can't add more than 20% on to a project; you can't keep adding more things as the project progresses, the State says the project would have to be re-bid.

Councilmember Ingalls asked how the HWY 57 project would work if we were to get new bids and a different engineering company.

Angerman said that they follow State Statutes and that all plans have to be certified by a professional engineer. If we would start over, the plans that were certified by one engineer cannot be used by another engineering firm. They would have to redo them because they cannot sign off on another's plans.

Councilmember Ingalls asked what the cost of the HWY 57 project will be. WHKS was not certain. The costs that we have paid WHKS for equal about \$335,000.00. Ingalls then asked that if we switched engineers, would we be responsible for all of that plus the new costs? WHKS answered yes and that it would also set our time frame back. Right now everything is on schedule.

Councilmember Hoaglund asked what part of the engineering design WHKS is responsible for and what part is MNDOT (Minnesota Dept. of Transportation) responsible for? Angerman answered that MNDOT gives input but WHKS is responsible 100%, so the City of Mantorville is responsible for 100%. MNDOT leaves it up to the City's Engineers because they know the City's needs the best.



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Councilmember Ingalls suggested that City Clerk Lohrbach gather together any questions that residents may have and they can be passed on to Council and WHKS.

WHKS will work with City Clerk Lohrbach on getting a meeting set in September for discussion of the HWY 57 project.

Virgil Andrist brought up a question about why they would have to go through the City Clerk when WHKS is siting right here and questions could be asked. Mayor Bradford said that questions can be asked and if the information is available at the moment, they will be answered.

Jim Potter addressed WHKS and said that the 3rd Street numbers they used had came directly from City Clerk Lohrbach and WHKS and if they were incorrect to please advise Lohrbach on how to get the correct numbers. Also, the 3rd Street Project waterways were proposed by Tim Hruska, recommended by Tim, and the City Council relied on Tim; but the waterways were unnecessary.

Virgil Andrist said WHKS were overseers of the project on 3rd Street and that he had voiced concerns about the sewer valve by his property to the contactors and WHKS. He feels it was not put in correctly and that is why it cost him \$25,000 when his basement flooded.

Bill Reding had a question for City Council about why they don't hire someone to manage the project that can tell the contractors what to do. He feels this would have saved a lot of problems for the City if there was someone directly managing the project. Angerman said this type of contracting has been experimented with by some cities, but they found that it did drive up the costs and wasn't as successful with street projects; it worked better with construction for buildings.

Virgil Andrist added that he felt the 3rd Street project was a disaster and that it cost the City a lot of money to completely redo it. He wants to know who will take responsibility for the City losing around \$200,000.00. Angerman said that ultimately the responsibility lies with the City's decisions. Mayor Bradford said the project was discussed at length about whether or not to go with curb and gutter and assess the property owners or to go with the ditches, which is what was decided. He said the Council didn't really know what the depth would be with some of the ditches until the contractor's really got in there. At the end, the Council was able to fix the problem instead of just leaving it the way it was so that everyone could be happy with the work.

Councilmember Ingalls wanted to know what they can do as a Council to prevent this type of thing from happening again; if some cities seek independent opinions? Angerman said that most cities have curb and gutter, so it's not as much of an issue. He also said that in hindsight, they are able to look at it and think of what could have been done better.

Bill Reding feels that if the residents were told how deep the ditches would drop, such as 2 feet or 1 ½ feet, it would be easier for everyone to understand. Councilmember Ingalls also said a three-dimensional image that could be put on the large screen in the Council chambers would be helpful.

- B.** Koreen Seim presented the Saloon's plans for Marigold Days. There will be a band Friday night and they would like to close the street around 5 or 6pm. Mayor Bradford asked how the car show is going for them Thursday evenings. Koreen said it is going well and she's cooking between 42-47 burgers those nights.

Councilmember Hoaglund made a motion and Councilmember Rud seconded to allow the Saloon to close the street:

Motion carried: 4 ayes / 0 nays

- C. Will Lambert represented the Marigold Days committee and asked for permission to close the streets for the festivities again this year. He also said the stop signs on 4th Street are working out great.

Motion was made by Councilmember Rud and seconded by Councilmember Hoaglund to give permission for the requested street closures:

Motion carried: 4 ayes / 0 nays

City Clerk Lohrbach will let Sheriff Rose know about the social area where participants can have alcohol.

- D. Karen Steele agreed with Will Lambert about the stop signs. She also had some questions for Council to address. She wondered how long WHKS has been the City's engineers. Bill Angerman said since 2000. She expressed concern that after a long time, in this case 23 years, people can become complacent and wondered if the City has interviewed other engineering firms? Mayor Bradford said early in his career they may have, but was not sure. Angerman said that a long term relationship with an engineering firm can be beneficial because it is a better value and they can be relied upon for getting information and answers to the City.

Steele also asked about if the City can sue WHKS if the job was not done according to the City's standards. Mayor Bradford said that he believed WHKS could be held responsible if they violated professional standards or were negligent.

Steele also had questions about some previous subject matter pertaining to how a contractor who is not doing a good job or completing a project is handled. Angerman said that you keep giving them time until you can't take it, then you can call in the bond. Gary Reihl stated that a general contractor may have sub-contractors doing the seeding and sodding also and this affects a project.

Steele asked what the City's criteria is for selecting an engineering firm; if we just go down a list and check things off? Mayor Bradford said there is not a list or ordinance that states the criteria that must be met for a City Engineer; Council determines what is the best strategy and goes with that. Steele wondered why this is not in an ordinance. Angerman said that he has not seen this done because engineering firms follow the State's Statutes.

Steele asked about the Brewery and, if it was an MRA project, why did the City have to put money towards it? Councilmember Hoaglund said that the City did not put money toward the project, but that the Mantorville Economic Development Authority did put money toward it because of the tourism aspect. She also expressed concern about soil erosion because of the removal of vegetation. The fence was also questioned because people can still go around it if they want to and Councilmember Hoagland said that the fence does deter people.

Steele asked about the cannabis moratorium the City has in place. She asked if Council is going to do a study or gather more research for this. Mayor Bradford said the moratorium is in place through January for us to see how this will all go with the legislature and for us to decide



Trail to the Past. Road to the Future.

what we want to do in our community. Councilmember Hoaglund agrees and that this should go slowly so that the legislature can decide what they're going to do with the new laws.

Steele had some questions about how Joint Ventures operates and about their projects. She wondered why we are looking at spending \$80,000.00 on a basketball/hockey rink. Public Works Lead Joe Adams said that Alexandria from CEDA is looking at getting grants for it and that the Park Board has been setting aside money for this project. He said the City won't be paying for the whole thing. The project also won't be started unless the City has secured funding for it.

- E. Fire Chief Duke Harbaugh said that James Tibbals is retiring and said City Clerk Lohrbach is looking for a plaque to be made for him in appreciation of his 20 years of service.

Motion was made by Councilmember Ingalls and seconded by Councilmember Rud to accept James Tibbals's retirement.

Motion carried: 4 ayes / 0 nays

- F. Fire Chief Harbaugh also asked the Council to approve a Temporary 1-4 Day On-Sale Liquor License Application for the Mantorville Fire Department Relief Association. He also wanted Council to be aware that they will not be letting people leave the dance with alcohol.

Councilmember Rud motioned and Councilmember Ingalls seconded to approve Resolution 2023-22 Approving A Temporary 1-4 Day On-Sale Liquor License for the Mantorville Fire Department Relief Association for September 9-10 at the Mantorville Fire Hall:

Motion carried: 4 ayes / 0 nays

- G. Councilmember Ingalls motioned and Councilmember Rud seconded to approve Resolution 2023-21 Accepting National Night Out Donations from the MRA for hot dogs, brats, and buns and from Casey's General Store for cookies and ice:

Motion carried: 4 ayes / 0 nays

10. Old Business

The year-long moratorium on edible cannabinoid products in the City of Mantorville will be expiring in early January of next year. With the recent passing of Minnesota's new laws regarding cannabis use, City Clerk Lohrbach enclosed Resolution 2023-05 and Ordinance 2023-04, which were passed by Council on the 9th of January this year, for Council to review for future discussion. Also enclosed was a sample cannabis use in public county ordinance. Sheriff Scott Rose will be at the Council Meeting on the 28th of August to talk more about these new laws.

Motion was made by Councilmember Hoaglund and seconded by Councilmember Ingalls to table this until the 28th of August:

Motion carried: 4 ayes / 0 nays

11. Tabled Items – *No Items*

12. Reports

A. Public Works Report

1. Roto Rooter is in town cleaning and televising some mains and so far, no news is good news. Public Works Lead Adams said they should be finished by Wednesday. He will try and do another quarter of our mains next year.
2. At the Park Board Meeting, it was discussed using the \$2800.00 set aside for mulch for concrete at Denneson Park. Council approves.
3. Adams said a resident was first okay with the work the City had done when he and Scott Huneke knocked on their door, but later, their spouse said they were displeased. Unfortunately, the contractor had already completed their additional work. Adams said this has happened about three times with different residents and would like to know how to proceed in the future. Councilmember Rud suggested having the resident sign off on the work. Councilmember Hoaglund suggested taking the Infrastructure Committee along with to check the work. Bill Angerman suggested calling the contractor and getting them to come back and see what they can do. Mayor Bradford said that if it doesn't meet our standards, we should then have them fix it.

B. City Clerk Report

1. City Clerk Lohrbach thanked everyone present who helped with National Night Out.
2. The Workman's Comp Audit was started today and should be done by the end of the week.
3. The preliminary budget for 2024 will be in the next Council meeting packet.
4. City Clerk Lohrbach also presented the quote from On-Site Computers for a new laptop in the office. Council instructed Lohrbach to find out more information regarding mark up and if the licenses are perpetual or charged every year.

C. Consultant Report – *No Items*

D. Committee Reports

1. Chamber – Councilmember Hoaglund said the trolley to Mantorville from Rochester will be starting up again after Labor Day. They are also making plans for Fall Festival and will have a refreshment stand at Marigold Days.
2. EDA – approved payment toward the Marigold Days Fireworks
3. Finance/Budget
4. Fire Department
5. Infrastructure
6. Joint Powers – Short meeting, went over grants and funding for the basketball court.
7. MRA – Merry Hour will be happening in December
8. Park Board – Went over some budget information
9. Personnel
10. Township

E. Mayor's Report – *No Items*

13. Executive Session – *No Items*

14. Adjourn – Councilmember Ingalls moved and Councilmember Rud seconded to adjourn at 8:43pm.



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CITY COUNCIL REGULAR MEETING MINUTES

MANTORVILLE CITY COUNCIL CHAMBERS

21 5TH STREET E, MANTORVILLE, MN 55955

MONDAY, August 28, 2023

6:30 PM

1. Call to Order

Mayor Bradford called the meeting to order at 6:30pm.

Present: Mayor Chuck Bradford

Councilmembers:

Jessica Bradford

Lyle Hoaglund

Jeffrey Ingalls

Greg Rud

Absent: None

Others Present: City Clerk Treasurer Gretchen Lohrbach

Public Works Lead Joe Adams

Public Works Wade Schroeder

Fire Chief Duke Harbaugh

Brandyn Chezick – WHKS

Scott Huneke - WHKS

2. Pledge of Allegiance

Everyone stood and recited the Pledge of Allegiance

3. Adopt the Agenda

Agenda was changed to add approval of Mike Brown to the Mantorville Fire Department.

Councilmember Hoaglund motioned and Councilmember Bradford seconded to approve this addition to the agenda:

Motion carried: 5 ayes / 0 nays

4. Consent Agenda

Motion was made by Councilmember Hoaglund and seconded by Councilmember Bradford to approve the Consent Agenda, as presented:

A. Accounts Payable August 28, 2023

B. City Council Regular Meeting Minutes July 24, 2023

C. County Board of Commissioners Regular Meeting Draft Minutes August 8, 2023

D. Fire Dept. August 2023 General Meeting

Motion carried: 5 ayes / 0 nays

5. Proclamations, Presentations and Recognitions

1. Nick Koverman from SEMMCHRA (Southeastern Minnesota Multi-County Housing and Redevelopment Authority) presented a summary of the community survey that was sent out to the City of Mantorville for a housing rehabilitation grant to the City.

Total surveys sent was 442
Total respondents were 130
Response rate was 30.2%

The number who are interested in this program, own their homes and are low to moderate income was 54 (77.1%)

Average age of respondents was 57.63 years old
Average of those who were low to moderate income was 64.24 years old

7 out of 130 responded needing improvements because of a disability, 5 of these were low to moderate income

Based on the number of substandard units in relation to the low to moderate income survey respondents, 11 units could be rehabilitated in the community. The total grant amount would be \$316,250.00. These numbers may be adjusted following the preliminary application round.

He would like to come back to Council October 23rd to discuss the preliminary application, this would then be finalized in November. The final application with a public hearing would be in February 2024.

The City's cost share of this would be \$10,000.00, but there is no cost if the grant is not awarded.

2. Scott Huneke and Brandyn Chezick presented a summary of the HWY 57 Reconstruction Project updates.

There is a public educational meeting scheduled for Wednesday September 27th at 6-7pm at the Dodge County Government Services building, 721 North Main Street, please enter at the South side of the building.

The project will start just North of the bridge and extend to 9th Street.

The City is responsible for the project design. MNDOT will review the design and then accept bids for the project. MNDOT will perform contract administration and construction observation, the City is responsible for their municipal utilities. State funds will pay up to 3.1 million with the City paying for all their municipal utilities and decorative lighting costs.

When reading the slides, magenta is where the sidewalks will be, tan/yellow is the entry ways, and green is where the grass will be. There will be a bike lane on the east side of the bridge and a sidewalk on the west side. There will be a County Road 12 trail crossing.



Trail to the Past. Road to the Future.

Councilmember Bradford asked if there will be a striped crosswalk from the 4th Street crossing to Casey's because it is frequently a crossing spot for pedestrians. Brandyn Chezick said this falls into MNDOT's jurisdiction. Currently the only area that will be striped will be the trail crossing from County Road 12. WHKS will have a conversation with MNDOT about putting crosswalk striping at all the 4th, 5th, and 7th street crossings. MNDOT will also be at the public meeting on September 27th at the Dodge County Government Services building for residents to ask questions and give their feedback.

There will be ADA improvements at 6th and 7th street sidewalks. The HWY lanes will be 11 feet wide and the bump-outs range from 3-5 feet to give pedestrians a shorter crossing distance and increase visibility when crossing. There was some public concern about wide loads and farm equipment traveling on lanes this narrow.

The lights from 4th Street to 6th Street will be decorative poles, not tall lights. These poles will be maintained by Xcel energy. Councilmember Hoaglund asked if they will get a presentation about the lighting from Xcel because the community wants to be able to hang decorations on these poles. There is a meeting with the Mantorville Restoration Association on September 15th where the streetlights will be discussed. WHKS will look into having Xcel at that meeting.

Emergency vehicles will always have access.

Councilmember Hoaglund asked if there will be an assessment with this and WHKS said that would be up to the City.

6. Public Concerns

None.

7. Public Safety Update

1. Fire Chief Duke Harbaugh said there were 4 fire calls and 1 car vs. deer accident during the month of July.
2. The Mantorville Fire Department calendars are now available for \$20.00 each
3. Ryan Jech is off probation and his turn-out gear has been ordered.
4. The new lettering for the trucks will be done soon.
5. An electric dump switch is going to be installed
6. Harbaugh asked what to do with the old tanker truck. It is no emissions diesel which is wanted. Harbaugh will look into values and Councilmember Bradford advised him to post it where he feels it would be most beneficial.
7. Harbaugh would like approval to accept two explorers into the Fire Department

Councilmember Bradford motioned and Councilmember Ingalls seconded:

Motion carried: 5 ayes / 0 nays

8. Harbaugh would also like approval to accept applicant Mike Brown

Councilmember Ingalls motioned and Councilmember Bradford seconded:

Motion carried: 5 ayes / 0 nays

9. Harbaugh would like approval for the Fire Department to close 5th Street for the Fire Hall dance Saturday night during Marigold Days.

Councilmember Rud motioned and Councilmember Ingalls seconded:

Motion carried: 5 ayes / 0 nays

10. Public Safety funding will be received by the City in December and Harbaugh would like to use some of that to purchase new radios. He will come up with pricing and strategies for this. There is no rush to use this money when it comes in, it doesn't have to be expended by a certain date.

8. Public Hearing – Opened at 7:46pm

Jon Buck addressed the Council about a variance he is requesting for a reduced building setback along 7th Street for his property PID 25.426.1990.

Councilmember Hoaglund wanted to know how close that extra 8 feet from the edge of the garage will be in relation to the road. Buck said it would be 8 feet from his property line which is roughly 28 feet to the road.

Public Hearing closed at 7:50pm

Councilmember Hoaglund made a motion and Councilmember Bradford seconded to approve Resolution 2023-23, A Resolution Granting a Variance for Certain Real Property Located in the City of Mantorville, reducing the setback requirement on 7th Street for PID 25.426.1990:

Motion carried: 5 ayes / 0 nays

9. New Business

City Clerk Lohrbach presented her rough budget to the Council and said that a better version with all the wage and benefits break-outs and levy percentages will be presented at the next Council meeting. The preliminary levy does not have to be set until the end of September.

Councilmember Hoaglund asked Lohrbach if there is anything that sticks out as a large expense. Lohrbach said that there will be costs associated with the HWY 57 project and some lead/copper pipe inventory that must be done by the city next year.

Councilmember Bradford asked about the replacement of trees in the City and Pubic Works Lead Joe Adams said that there will be a grant to help pay for these.

10. Old Business – *No Items*

11. Tabled Items

The year-long moratorium on edible cannabinoid products in the City of Mantorville will be expiring early January of next year. With the recent passing of Minnesota's new laws regarding cannabis use, City Clerk Lohrbach enclosed Resolution 2023-05 and Ordinance 2023-04, which were passed by Council on the 9th of January this year, for Council to review for discussion. Also enclosed was a sample cannabis use in public county ordinance.



Trail to the Past. Road to the Future.

12. Reports

A. **Public Works Report**

1. Councilmember Bradford asked if a garbage can in Riverside Park that is close to the property at 101 3rd Street West could be moved closer to the fire pit so that it is easier to see and people will use it instead of throwing their trash on the ground.
2. Mayor Bradford wondered if it would be a good idea to have a form on the website where people could reserve the fire pit, so that more people know it's there.
3. Adams said there are 3 hydrants along HWY 57 that need to be replaced. Fire Chief Harbaugh is looking into potential grants for this.
4. Adams said there will be costs with replacing lead and galvanized pipe to businesses during the HWY 57 Project, but it would be good to do that at the same time so that the road doesn't have to get torn up again. City Clerk Lohrbach will also look into forgivable loans and grants for the lead and galvanized pipe replacement costs.
5. Adams would like to seal coat all the cracks on the streets next year. Councilmember Bradford asked if there is a preventative maintenance program for our streets. Mayor Bradford said there is a streets survey that is done every year; Adams said it is updated every spring. The Council discussed some streets that are in need of repair.
6. Councilmember Hoaglund asked if the City will bear the costs of the trees that will be removed during HWY 57 project and Adams said that it will be covered by the contractors.
7. Council discussed the 9th Street alley and the properties involved.
8. There were no issues with RotoRooter and Adams is just waiting for the video to come back.
9. The spillway was poured for Bill Reding's driveway. Also, a blanket of straw was put down over the grass that is coming up to help with erosion and the contractor has been watering it. Councilmember Bradford asked about the drains there and if they were working. Adams said they are across from Reding's property and that he and Scott Huneke checked the elevations and are going to come up with a game plan, possibly dropping the inlets. Councilmember Bradford said she will touch base with Reding to see if he is okay with his driveway now. Reding is aware that he must water the grass and sign off on the project.
10. The cement was poured at Denneson Park for the Bench and Picnic table.
11. The shop door needs to be replaced and the quote is \$11,085.00 because it needs to be OSHA approved and have a brake on it because it is so heavy. Adams will get some more quotes.

Councilmember Rud motioned and Councilmember Hoaglund seconded to replace the door but not to exceed \$11,085.00.

Motion carried: 5 ayes / 0 nays

B. **City Clerk's Report**

1. Resolution 2023-04 for acceptance of a wellness grant for \$300.00 from Southeast Service Cooperative.

Councilmember Rud motioned and Councilmember Bradford seconded to pass Resolution 2023-24, a Resolution Authorizing Acceptance of Grant Funds for the City of Mantorville:

Motion carried: 5 ayes / 0 nays

2. City Clerk Lohrbach looked into the On-Site Computers quote for a new office laptop and found that the computers on Amazon and elsewhere were a little cheaper by about a \$20 so, and sometimes a little more expensive. On-Site said they could set up a computer we bought somewhere else, but wouldn't be able to guarantee it if there was a problem. Also, the current license for Microsoft won't allow for transfer to a new computer because it is an OEM (original equipment manufacturer) license, so the costs involved for the Microsoft license are necessary.

Councilmember Bradford motioned and Councilmember Hoaglund seconded to go ahead with the computer and set up purchase from On-Site Computers:

Motion carried: 5 ayes / 0 nays

B. Consultant Report – No Items

C. Committee Reports

1. Chamber-Trolley will start and Jane Olive will be greeting the visitors and handing out two \$5.00 coins to each of them to be used for purchasing items from the local businesses. They are planning Fall Festival.
2. EDA
3. Finance/Budget
4. Fire Department
5. Infrastructure-Council discussed sidewalk maintenance and snow removal policies for the City, also siding replacement that must be done by a resident. City Clerk Lohrbach will send a letter to the resident and let him know that he has until July 1st 2024 to complete this.
6. KM Joint Powers
7. MRA
8. Park Board-meets tomorrow night
9. Personnel
10. Township

D. Councilmember Reports

E. Mayor's Report

1. Had an issue with a trailer in the wrong spot over the weekend, the sheriff deputy was able to help the new visitors find an alternate spot.
2. Was able to attend Mark Matuska's last school board meeting and was able to meet the interim superintendent. There will be a quick Joint Powers meeting scheduled and Matuska will come back for it to get the new superintendent acclimated.

13. Executive Session – No Items

14. Adjourn

Motion was made by Councilmember Ingalls and seconded by Council member Bradford to adjourn the meeting at 8:46pm.

Motion carried: 5 ayes / 0 nays




Hwy 57 Construction
Work zone

Highway 57 Reconstruction

Project update 8-28-2023

whks
engineers + planners + land surveyors

1

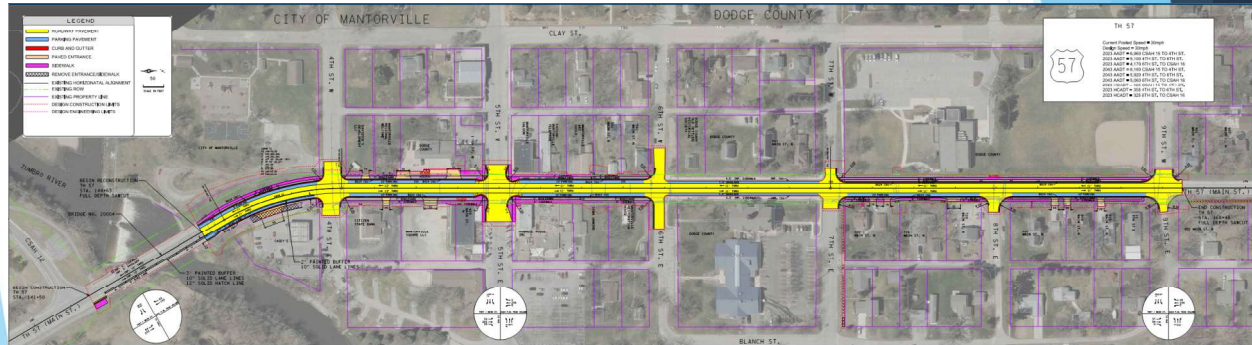
Agenda

- ▶ Project Extents
- ▶ Schedule
- ▶ Funding/Cost
- ▶ Project Goals
- ▶ Proposed Construction
- ▶ 5th Street Intersection
- ▶ Lighting
- ▶ Construction Impacts
- ▶ Proposed Schedule
- ▶ Q & A

whks

2

Project Extents



Bridge to 9th Street

whks

3

Schedule

- ▶ 1/4/2021 - Pre-Design Kickoff Meeting w/ MnDOT
- ▶ 1/26/2021 - Began Preliminary Design for Project
- ▶ Technical Advisory Committee (TAC) Met 5 times from 2/17/2021 to 1/30/2021
- ▶ 1/13/2022 - Held 1st Open House for public
- ▶ 10/24/2022 - MnDOT approval of Geometric Layout
- ▶ 1/10/2023 - 30% Plan Submittal for MnDOT Review
- ▶ 2/3/2023 - Utility Impact Meeting w/ Utility companies
- ▶ 5/3/2023 - Finished temporary/permanent easement acquisition (except Block 16)
- ▶ 6/22/2023 - 60% Plan Submittal for MnDOT Review
- ▶ 8/21/2023 - Environmental CATEX document approved by MnDOT
- ▶ 8/28/2023 - Project Update to City Council

whks

4

Funding/Cost

- ▶ Design Process - City led/MnDOT Let Project
 - ▶ City is responsible for the project design.
 - ▶ MnDOT to review design and advertise/let/award project.
 - ▶ MnDOT to perform Contract Administration and Construction Observation (City in charge of Municipal Utilities).
- ▶ Project Funding
 - ▶ State funds (includes all highway costs except municipal utilities) up to \$3.1 million.
 - ▶ City to pay for all municipal utilities.
 - ▶ City to pay for decorative lighting costs.

whks

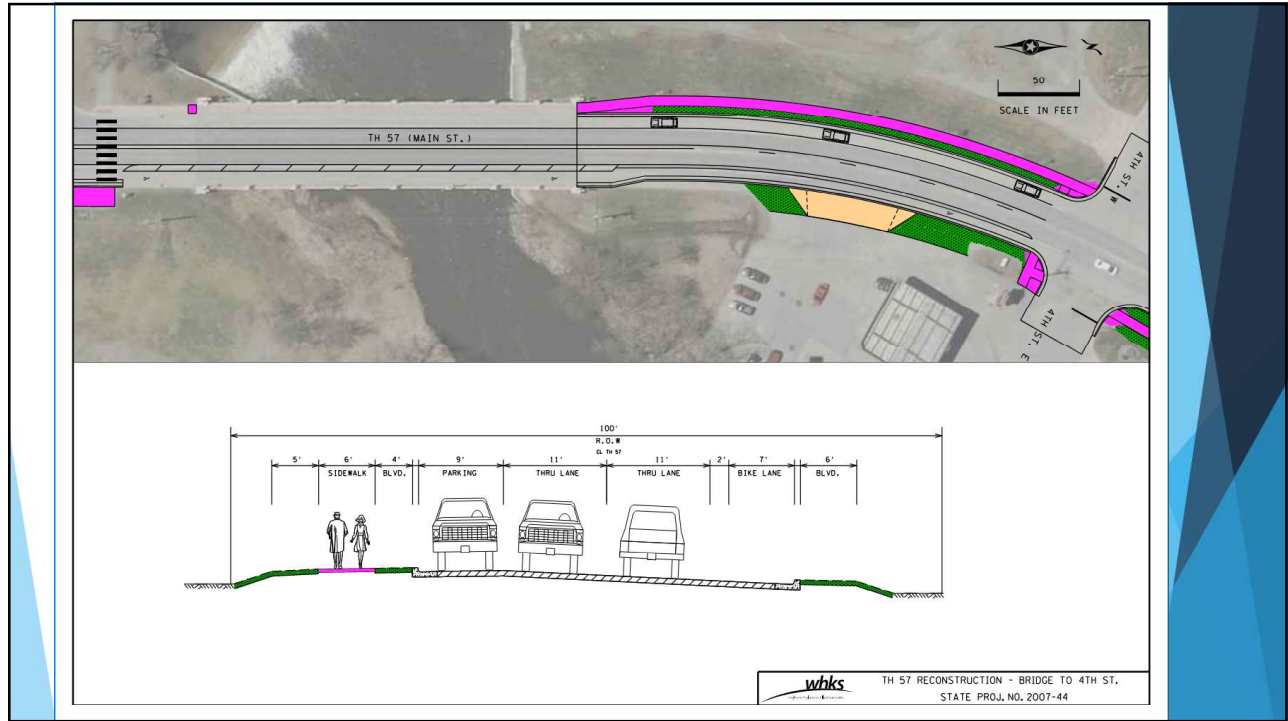
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Project Goals

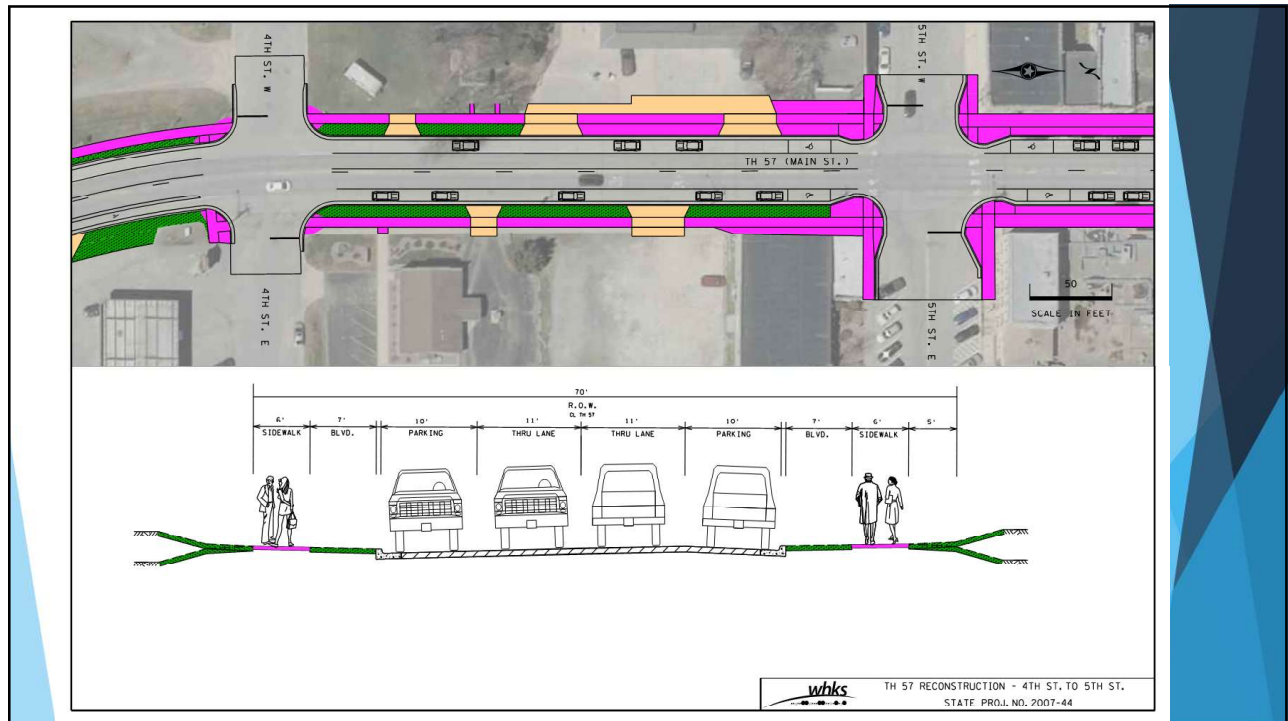
- ▶ Improve road condition
- ▶ Improve sidewalk connectivity
- ▶ Improve pedestrian crossing at 5th street
- ▶ Provide a dedicated bike lane on west side of the Zumbro River Bridge
- ▶ Improve drainage
- ▶ Reconstruct city utilities in roadway

whks

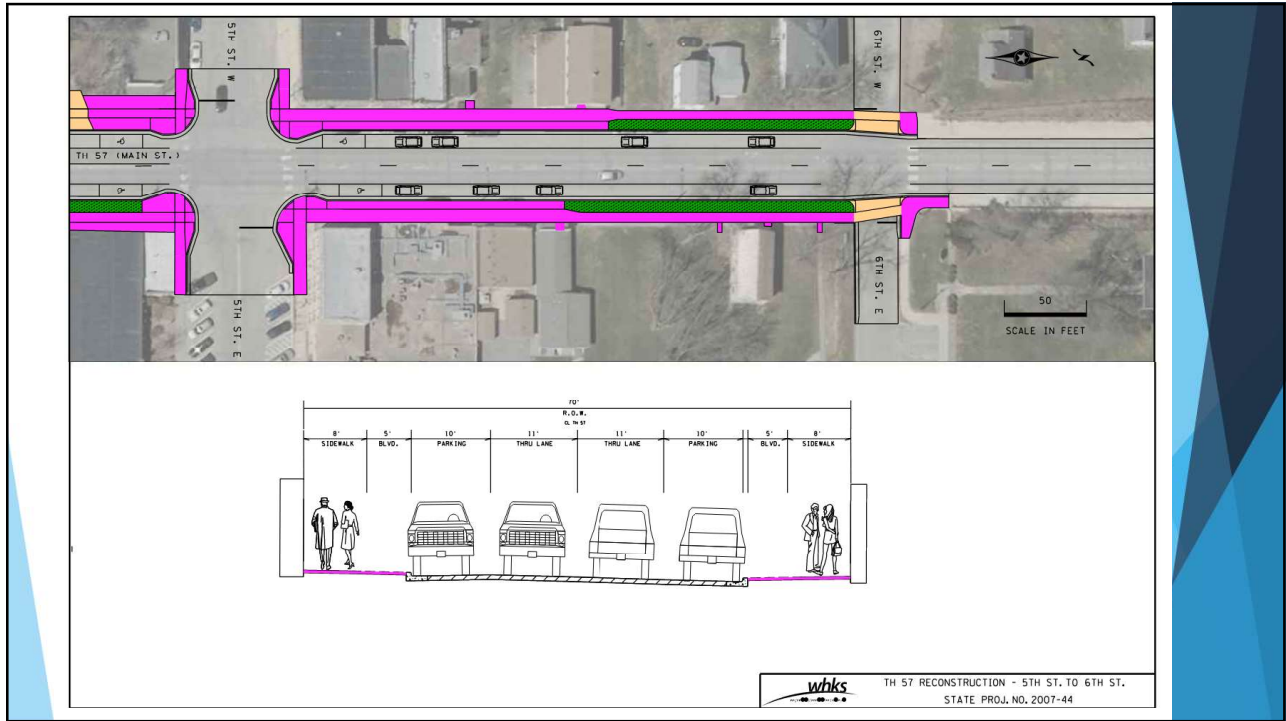
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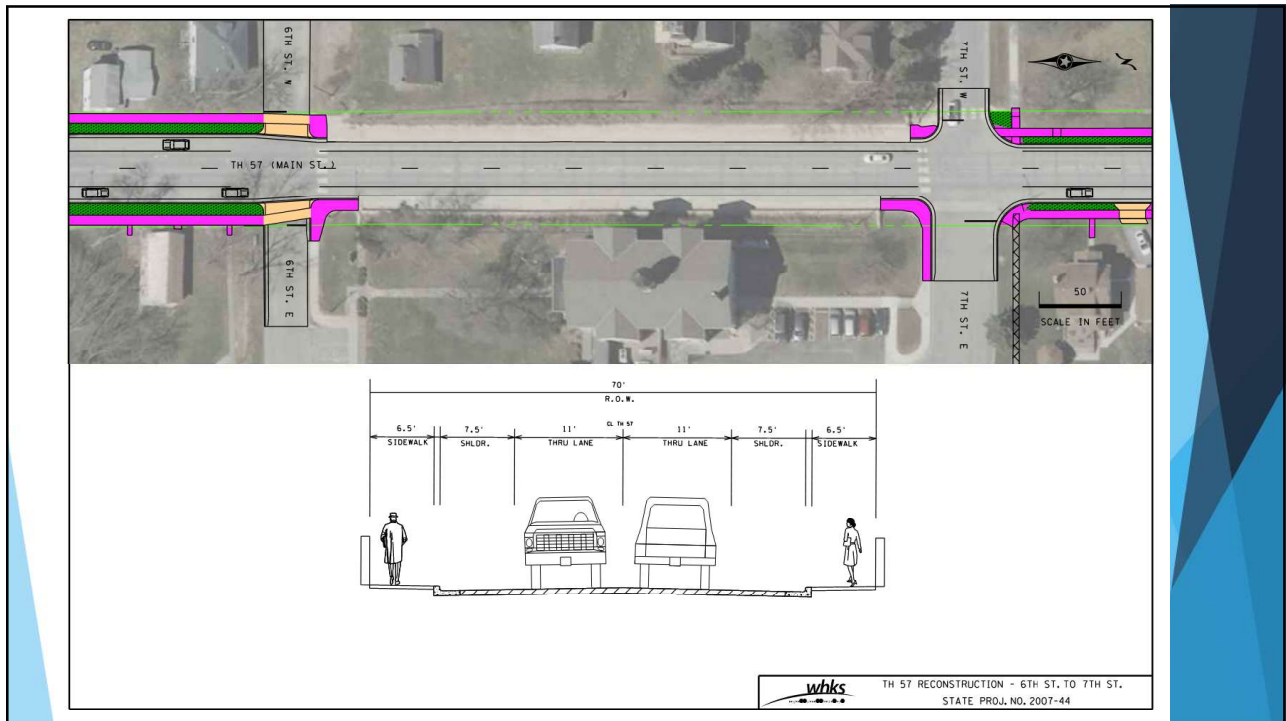
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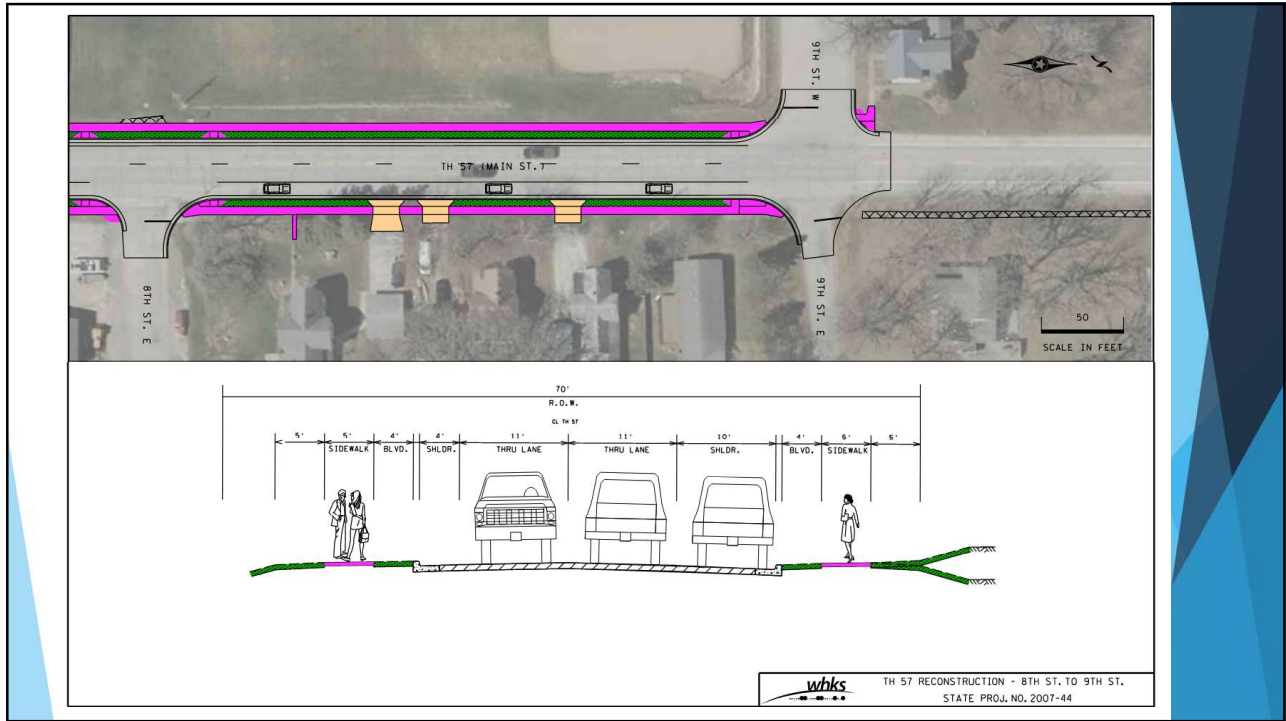
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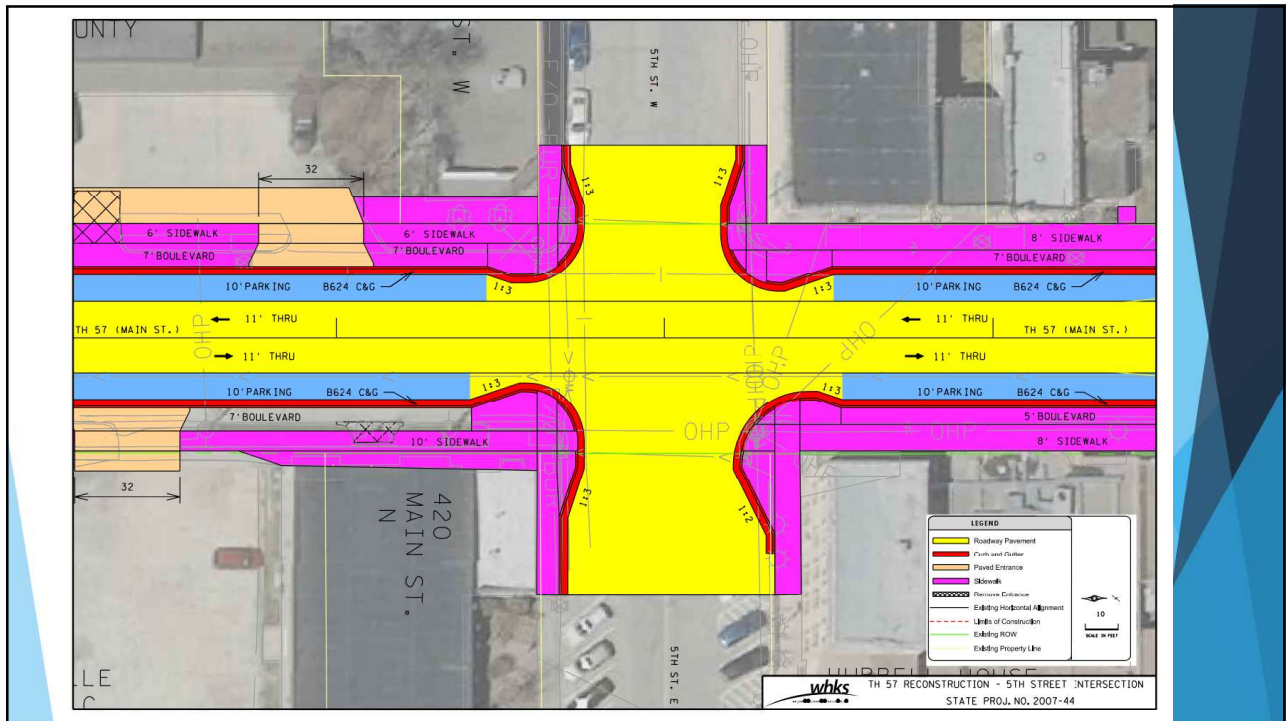
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10



11



12

Lighting

- ▶ Working with Xcel Energy on lighting layout. Light poles & luminaire style selected
- ▶ Working with Excel Energy on Overhead lines and poles relocation to alleyways between 4th Street and 6th Street

LED Luminaire Styles



Acorn

Add historic sophistication with one of the many globes that found their way onto the city streets of North America in the early 20th century.

- Colors: Dark Bronze, Black, Federal Green
- Available on pole styles A (aluminum), B or C

Pole Styles



Style C – Washington

A fluted base mounted pole with a 15-foot fixture mounting height.

- Available in fiberglass and aluminum
- Colors: Bronze, Black and Green

whks

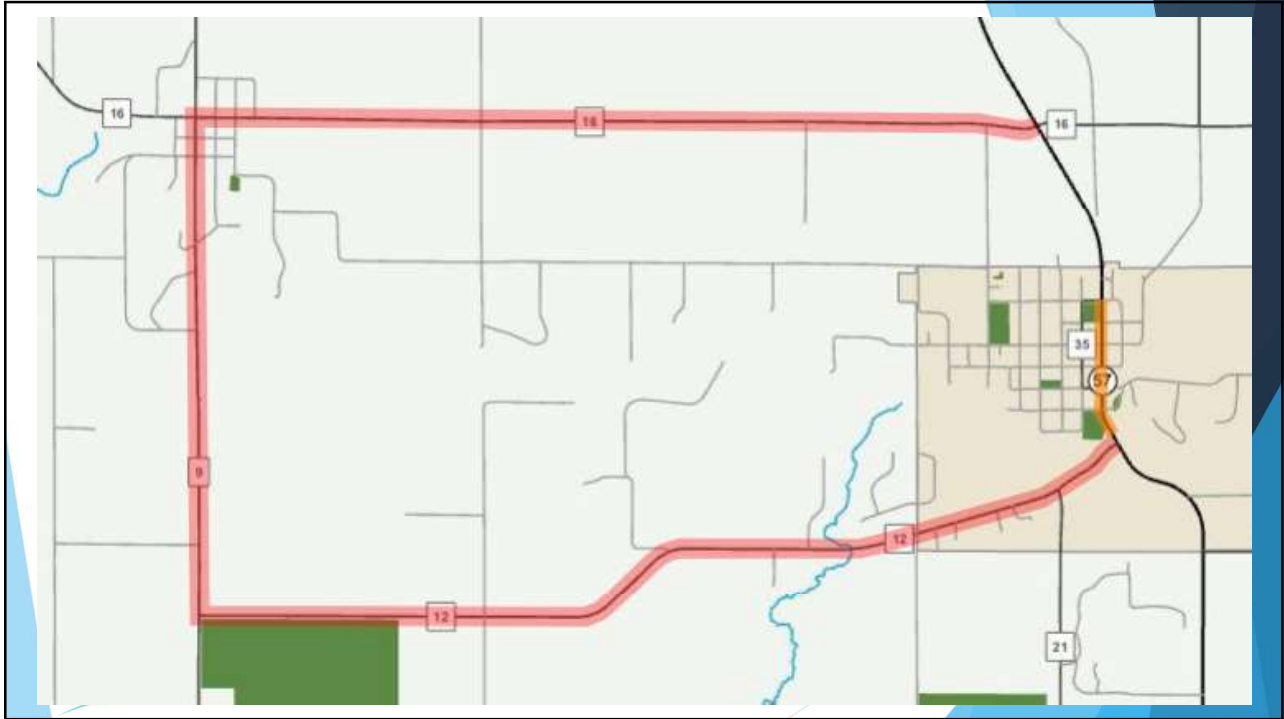
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Construction Impacts

- ▶ Road detour to County Road 9 (map next slide)
- ▶ Bridge to 4th closed during “Bridge” phase
 - ▶ Bridge to 4th open to emergency vehicles at all times
- ▶ Alternate crossing streets to be closed
- ▶ At least three side streets open for crossing during construction
- ▶ 9th Street Intersection closed during “9th Street” Phase
 - ▶ Intersection remain open active work is occurring.
- ▶ Pedestrian access to downtown businesses will be maintained as much as possible.

whks

14



15

Proposed Schedule

- ▶ 90% Plan Submittal - August 29, 2023
- ▶ 2nd Public Open House - September 27, 2023
- ▶ Final Plans Submittal - October 17, 2023
- ▶ Project Letting - January 26, 2024
- ▶ Construction Begins - Late April 2024
- ▶ Construction Ends - Late August 2024

whks

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Questions and Answers

Thank you!

whks

MANTORVILLE FIRE DEPARTMENT

September 2023 General Members Meeting

Call to Order:

- The meeting was called to order at: 19:30

Member's in Attendance:

- JJ, Curt, Jeff, Dave, Rog, Paul, Don, Russ, Scott K., Steve, Nate B., Joey, Troy, Brett, Annabelle, Kyle, Ryan, Logan, Tristan, Annika, Angel, Scott S. Mike

Chief's Report:

Annabelle's Award

- Congrats to Annabelle on receiving Firefighter of the Year for the state of Minnesota at the MSFDA Conference. Thanks to those that attended.

Explorers

- Paige and Serephina...welcome them..
 - Working on boots? Ideas for womens 7-8? Order new ones?
 - See who has the best deal, Scott Allyn though Clarey's might have some discontinued ones in these sizes.

Mike Brown

- New Member for those that have not met him yet, welcome.

Truck

- Any update from Fire Safety?
- Starting price? Spec for advertising it?

DNR Grant

- We were awarded the DNR grant for wildland equip, nozzles, hose, backpack pumps, and a new mobile radio. This was a 50/50 grant thanks to Rog for getting us these funds. Funds for radio will come out of the fire budget.

Sept/Oct general Member Meeting

- I will be out of town for the next two general member meetings

Highway 57 Open House

- WHKS will be holding an open house September 27 at the Dodge County Government Service Building 3-4pm for business and 6-7 for public

Wives Social?

- October 28
- Need members to prepare and cook for this event.

Fire Prevention Open House

- Any other thoughts on activities for the kids
- We will have the extinguisher burn pan again

March 8 immersion day

- We have been asked along with KFD to do activities with school age kids just like last year. There will be more to follow.
- HERT Training

Officer Selection

- Clerk Position will be open

- Truck officer opening..

Assistant Chief:

-

Deputy Chief:

- Active shooter training Oct. 14th 0800- 1700
- Fire Prevention Week @ the school
- Homecoming Parade
- Upcoming officer selections

Fire Marshall:

-

Training Officer:

- Looking to do RIT training with Riverland in Nov.
- Medcompass will be here during our open house. Come clean shaved. Please sign up for a time.

Equipment:

- To bottles are being repaired for leaks.
- When doing maintenance, pick things up and check them.
- Ryan has gear on order.
- Need to order boots for an explorer.
- Looking to buy two small tool boxes one for tanker 2 and one for Pumper.

Vehicles:

- Betsy- In our Shed.
- Pumper 1- Traffic adviser light is out. Getting the foam system repaired.
- Pumper 2 - One scene light is out. Possible looking into converting them to LED, and possibly add one to the other side.
- Chevy Pick Up - Right turn signal is out.
- Tanker 1 -
- Tanker 2 - Headlights are dim compared to other trucks headlights. Look into LED.
- Grass Rig -
- Rescue Truck -

First Responder's:

- Make sure we're looking things over well.
- Look over our First In Bags.
- Make sure you're filling out run reports.
- First responder training going to Oct. 25th.

Treasurer

- Bills: \$9,776.71
- Discussed bills

- Motion made by: Steve to pay bills as stated
- 2nd by: Russ
- 3 Nays
- Motion carries

New Business:

- Motion made to buy a new pair of boots for the explores by: Curt
- Second by: Troy
- Motion Carries
- During Marigold Days we received a donation of \$2500. And during the dance we got another donation for \$1500. Thank You Ross Glazier & The Cindy Glazier Foundation.
- We need more TruFuel.

Old Business:

-

Active Committees

- OSHA/Safety and Accountability: Paul, Russ, Travis, Ryan
- Radios: Paul, Rog, Ryan
- SOG'S: Paul, JJ, Russ, Steve, Rog
- Uniform's: Travis, JJ, Orion, Annabelle, Nate S., Ryan, Tristan
- Explorer program: Nate B., Nate S. Chloe, Kyle, Annika
- Truck/Equipment- Russ, Curt, Paul, Travis, Nate B., Joey, Jim, Nate S.
- Clothing sitting in the corner needs to be gone through.

Point Report:

- Motion made by: Russ to approve the point report
- 2nd by: Nate B.
- Motion approved.

Clerk/ Calendar

- **OCT Lunch: Angel, Ryan, JJ**
- Oct 3 1900 Officer Meeting
- Oct 4 1830 1st Wed Drill
- Oct 8-14 Fire Prevention Week
- Oct 10 10:00 Pre- School Fire Prevention
10:30
1:30
- Oct 11 8:45- 9:05 Kindergarten Fire Prevention
9:10- 9:30
9:35- 9:55
10:00- 10:20
- Oct 12 10:00 Pre- School Fire Prevention
10:30

- Oct 14 0800-1700 Active Shooter Training
- Oct 18 1800 Maintenance
- 1900 Food
- 1930 Members meeting
- Oct 25 1830 First Responder Training
- Oct 28 Haunted Hustle
- Oct 28 significant other Social

- Motion made to adjourn by: Russ
 - 2nd by: Annabelle
- Meeting Adjourned at: 20:15

WAGE DISTRIBUTION

2024 Proposed with Wage Distribution Change Showing Staff Changes

EMPLOYEE	DEPARTMENT	WAGE	Winter %	Summer %	Salary		Benefits
Seasonal Parks	Water		0.00%	0.00%	\$0.00		\$0.00
	Sewer		0.00%	0.00%	\$0.00		\$0.00
	Streets		0.00%	0.00%	\$0.00		\$0.00
Brad Salary \$10,512.00	Parks	\$13,478.40	0.00%	100.00%	\$13,478.40		\$1,592.57
Brian Salary \$2,966.40	Overtime	\$0.00			\$13,478.40		\$1,592.57
	Health						
	Dental						
	Life						
	Pera, SocS,Med	\$1,592.57					
Wade Schroeder	Water	\$53,393.60	16.00%	16.00%	\$9,122.17		\$3,472.22
	Sewer		21.00%	21.00%	\$11,972.84		\$4,557.29
	Streets		39.00%	39.00%	\$22,235.28		\$8,463.54
	Parks		24.00%	24.00%	\$13,683.25		\$5,208.33
	Overtime	\$3,619.94			\$57,013.54		\$21,701.39
	Health	\$10,365.12					
	Dental	\$461.04					
	Life	\$637.68					
	Pera, SocS,Med, HSA	\$10,237.55					
Stephanie Arnold	Water	\$38,563.20	25.00%	25.00%	\$9,779.85		\$4,747.61
	Sewer		25.00%	25.00%	\$9,779.85		\$4,747.61
	Clerk		30.00%	30.00%	\$11,735.82		\$5,697.13
	Campground		20.00%	20.00%	\$7,823.88		\$3,798.09
	Parks				\$39,119.40		\$18,990.43
	Overtime	\$556.20					
	Health	\$10,365.12					
	Dental	\$461.04					
	Life	\$637.68					
	Pera, SocS, Med, HSA	\$7,526.59					
Gretchen Lohrbach	Clerk	\$65,000.00	80.00%	80.00%	\$52,000.00		\$18,329.07
	Water		10.00%	10.00%	\$6,500.00		\$2,291.13
	Sewer		10.00%	10.00%	\$6,500.00		\$2,291.13
	Overtime						
	Health	\$10,365.12			\$65,000.00		\$22,911.34
	Dental	\$461.04					
	Life	\$637.68					
	Pera, SocS,Med, HSA	\$11,447.50					
Joe Adams							
	Water	\$60,174.40	16.00%	16.00%	\$10,350.08		\$3,658.25
	Sewer		21.00%	21.00%	\$13,584.48		\$4,801.45

	Streets		39.00%	39.00%	\$25,228.32				\$8,916.99
	Parks		24.00%	24.00%	\$15,525.12				\$5,487.38
	Overtime	\$4,513.60			\$64,688.00				\$22,864.07
	Health	\$10,365.12							
	Dental	\$461.04							
	Life	\$637.68							
	Pera, SocS,Med, HSA	\$11,400.23							
					\$239,299.34				\$88,059.80
Department Breakdown	Base Salary	Benefits							
Water Utility	\$35,752.10	\$14,169.22							
Sewer Utility	\$41,837.17	\$16,397.49							
Public Works	\$47,463.60	\$17,380.53							
General Gov	\$63,735.82	\$24,026.20							
Campground	\$7,823.88	\$3,798.09							
Parks	\$42,686.77	\$12,288.28							
Portion that is overtime	\$8,689.74								
Total Salary	\$239,299.34	\$88,059.80							
					2023 Hourly	2023 Hourly Council Approved Rates (4% merit + 6% COLA)			
Hourly rates	2024 Hourly 3% COLA		Yearly Hours			4% Increase	3% increase	2% increase	1% increase
Gretchen Lohrbach	\$32.19		2080		\$31.25	\$32.50	\$32.19	\$31.88	\$31.56
Wade Schroeder	\$25.67		2080		\$24.92	\$25.92	\$25.67	\$25.42	\$25.17
Brad Suhr	\$17.52		600		\$17.01	\$17.69	\$17.52	\$17.35	\$17.18
Stephanie Arnold	\$18.54		2080		\$18.00	\$18.72	\$18.54	\$18.36	\$18.18
Joe Adams	\$28.93		2080		\$28.09	\$29.21	\$28.93	\$28.65	\$28.37
Overtime Hours	2022	2023 YTD			Notes: Salary & Benefit Info for 2024 Based on a 3% COLA Increase				
Joe Adams	104	40							
Wade Schroeder	93.25	24.25							
Stephanie Arnold/Gretchen	14.75	9.4							
Brian Hindal									
Brad Suhr									
Gretchen Lohrbach	Salary; not eligible for overtime								

	2024	2023	2022	2021	2020	2019	2018			
PERA	7.50%	7.5	7.50%	7.50%	7.50%	7.50%	7.50%			
Medicare	1.45%	1.45	1.45%	1.45%	1.45%	1.45%	1.45%			
Social Security	6.20%	6.2	6.20%	6.20%	6.20%	6.20%	6.20%			
								2023 Person	2022 Person	2021 Person
								4	4	4
Health	\$41,460.48	\$40,175.04	\$43,877.76	\$41,328.00	\$39,424.00	\$28,002.00	\$27,411.60	\$10,043.76	\$10,969.44	\$10,332.00
Dental	\$1,844.16	\$1,844.16	\$1,571.52	\$2,023.20	\$2,023.20	\$1,472.40	\$2,023.20	\$461.04	\$392.88	\$505.80
Life + STD	\$2,550.72	\$2,600.00	\$2,600.00	\$2,600.00	\$2,800.00	\$1,950.00	\$2,600.00	\$650.00	\$650.00	\$650.00
Insurance Deductible										
Uniform/Boot Allowance	\$1,400.00	\$1,400.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$500.00
								\$200		

Personnel Policy \$500 yr. Uniform/Boot Allowance for Public Works Staff

Personnel Policy \$200/yr. Clothing Allowance for Office Staff

<u>History of Health Premiums</u>				<u>History of Dental Premiums</u>		
<u>Year</u>		<u>Single</u>	<u>Family</u>	<u>Year</u>	<u>Single</u>	<u>Family</u>
2020		\$713.00	\$1,540.50	2020	\$42.15	\$117.90
2021		\$861.00	\$1,621.50	2021	\$42.15	\$117.90
2022-Plan 2		\$891.56	\$1,787.15	2022	\$32.74	\$108.48
2022-Plan 1		\$914.12	\$1,835.79	2022	\$32.74	\$108.48
2023-Plan 2		\$836.98	\$1,804.73	2023	\$38.42	\$139.08
2024-Plan 1		\$863.76	\$1,804.73	2024	\$38.42	\$139.08

Health Insurance cost per person noted above includes the \$1,600 Health Saving Account Contribution in single premium cost

Increase employer contribution to health savings account from \$1,500 to \$1,600 based on:

City pays half of the single deductible to each employee's HSA

Deductible payment history:

<u>Year</u>	<u>Deductible (Single)</u>	<u>City Paid</u>
2020	Unknown	\$1,300.00
2021	\$2,600.00	\$1,300.00
2022	\$2,800.00	\$1,400.00
2023	\$3,000.00	\$1,500.00
2024	\$3,200.00	\$1,600.00

CITY OF MANTORVILLE
2024

BUDGET 2024
Preliminary

Council: September 25, 2023

2024 General Budget w/ 2023 YTD

			2022 Budget	2023 Budget	2024 Budget
LEVY BREAKDOWN			Final	Final	Preliminary
Account			Final Levy Set 4%	Final Levy Set 8%	
			\$551,235.36	\$595,334.19	
31000		Property tax	530,034.00	\$551,235.36	\$595,334.19
		Property tax + 1%	535,334.34	\$556,717.71	\$601,287.53
		Property tax + 2%	540,634.68	\$562,260.07	\$607,240.87
		Property tax + 3%	545,935.02	\$567,772.42	\$613,194.22
		Property tax + 4%	551,235.36	\$573,284.77	\$619,147.56
		Property tax + 5%	556,535.70	\$578,797.13	\$625,100.90
		Property tax + 6%	561,836.04	\$584,309.48	\$631,054.24
		Property tax + 7%	567,136.38	\$589,821.84	\$637,007.58
		Property tax + 8%	572,436.72	\$595,334.19	\$642,960.93
		Property tax + 9%	577,737.06	\$600,846.54	\$648,914.27
		Property tax +10%	583,037.40	\$606,358.90	\$654,867.61
		Property tax + 11%	588,337.74	\$611,871.25	\$660,820.95
		Property tax + 12%	593,638.08	\$617,383.60	\$666,774.29
		Property tax + 13%	593,638.08	\$622,895.96	\$672,727.63
		Property tax + 14%	593,638.08	\$628,408.31	\$678,680.98
		Property tax + 15%	593,638.08	\$633,920.66	\$684,634.32

2024 General Budget w/ 2023 YTD

		2022 YTD	2023 Budget	2023 YTD Have	2024 Budget	COMMENTS
101- REVENUES		Final	Final		Preliminary	
31000	Property Tax	\$593,806.46	\$595,334.00	\$341,027.77		To be determined
32000	Permits & Licenses	\$2,060.00	\$3,000.00	\$165.00	\$550.00	Rental Renewals, Golf Cart Permits, vendors
32110	Liquor Licenses	\$10,775.06	\$8,200.00	\$0.00	\$8,200.00	Liquor License fees
32210	Building Permits	\$13,746.09	\$10,000.00	\$7,761.05	\$10,000.00	Building permit fees
32240	Animal Licenses	\$50.00	\$200.00	\$100.00	\$100.00	Dog tags
32241	Animal Impound Fee	\$0.00	\$250.00	\$0.00	\$0.00	Animal impound fees
33000	Intergovernmental Revenues	\$1,612.95	\$0.00	\$1,660.95	\$0.00	Typically grant dollars (FD DNR grant)
33160	Other Grants - Health	\$0.00	\$0.00	\$75.00	\$0.00	Staff health and wellness dollars
33170	FEMA Grants	\$0.00	\$0.00	\$0.00	\$0.00	
33400	State Grants & Aids	\$66,115.75	\$0.00	\$0.00	\$0.00	ARPA Fund of 64,019.30 received in 2021 and; 64,019.30 received in 2022
33401	Local Government Aid	\$313,414.00	\$316,811.00	\$158,405.50	\$316,949.00	LGA 2nd Deposit in December 2023
33402	Market Value Credit	\$157.27	\$0.00	\$0.00	\$0.00	Revenue offset of property tax
33422	Other State Aid Grants	\$0.00	\$0.00	\$0.00	\$0.00	
33423	PERA Aid	\$0.00	\$1,041.00	\$0.00	\$0.00	Offset to PERA; employee retire
33440	Fire Department Grant	\$4,000.00	\$0.00	\$1,000.00	\$0.00	DNR/Training grants, FD AFG grant for air packs
33610	County Highway Aid	\$5,672.43	\$3,500.00	\$5,666.95	\$5,000.00	Aid dollars to offset highway mtnc
34101	City Property Rent Revenue	\$11,016.00	\$10,800.00	\$9,072.00	\$12,100.00	Tower lease with AT&T
34103	Zoning and Subdivision Fees	\$2,436.00	\$0.00	\$250.00	\$1,000.00	public hearing/other zoning
34107	Assessment Search Fee	\$120.00	\$0.00	\$0.00	\$0.00	Property assessment search requests - City does not charge as of 2022
34202	Fire Department Contracts	\$57,376.00	\$70,585.00	\$70,576.00	\$74,300.00	Based on new rates approved by FD and CC; annual township contracts 2023-2025
34203	Fire Dept. - Fire calls	\$1,705.00	\$250.00	\$9,035.01	\$1,500.00	Fees for fire calls
34780	Park Fees	\$1,020.00	\$750.00	\$805.00	\$800.00	Shelter rental fees
35000	Fines and Forfeits	\$963.82	\$2,500.00	\$599.94	\$700.00	City share of DC issued tickets
36200	Miscellaneous Revenues	\$6,950.23	\$1,500.00	\$960.28	\$1,000.00	Copies, scrap metal, auction items revenue (sale of boom truck Dec 2022) T-shirt sales
36201	Refunds and Reimbursements	\$6,568.43	\$8,000.00	\$208.93	\$6,500.00	Dividend checks LMC, LMCIT, Fire Dept Reimbursements

36210	Interest Earnings	\$18,935.38	\$3,000.00	\$4,688.96	\$48,000.00	Interest on investments, savings, checking. 2023 YTD will change when Interest Allocated
36230	Contributions and Donations	\$3,286.08	\$0.00	\$13,342.45	\$200.00	General for city items; National Night Out
38050	Cable Franchise Fees	\$6,161.55	\$6,500.00	\$4,472.55	\$6,000.00	Cable franchise fees, KM-Tel, Mediacom
39200	Interfund Operating Transfer	\$0.00	\$0.00	\$0.00	\$0.00	
39201	Transfer from General Fund	\$2,540.00	\$0.00	\$0.00	\$0.00	ARPA funds for Laserfiche (\$1,940) and Basement Door (\$600) 2022
39202	Contribution-Enterprise Funds	\$0.00	\$0.00	\$0.00	\$0.00	
39203	Transfer from General Funds	\$0.00	\$0.00	\$188,587.58	\$0.00	Revenue transferred in from General Fund
39301	Capital Lease Proceeds		\$0.00	\$0.00	\$0.00	
	Total Revenues	\$1,130,488.50	\$1,042,221.00	\$818,460.92	\$492,899.00	

2024 General Budget w/ 2022 YTD

			2022 Budget	2022 Actual	2023 Budget	2023 YTD Remaining	2024 Budget	COMMENTS
101- EXPENDITURES			Final		Final		Preliminary	
41110	LEGISLATIVE (MAYOR/COUNCIL)							
	101	Salaries	\$9,200.00	\$9,200.00	\$9,200.00	\$7,828.40	\$9,200.00	Mayor and Council salary
	120	Council Benefits	\$800.00	\$703.80	\$800.00	\$147.32	\$704.00	SS, Medicare
	151	Workers Comp Ins. Premium	\$105.00	\$116.00	\$121.00	\$17.13	\$119.00	Work Comp for Council Members
	208	Training, Mileage	\$500.00	\$380.79	\$1,800.00	(\$344.17)	\$1,000.00	LMC Councilmember Training (LMC), training
	352	Publishing	\$1,800.00	\$1,894.78	\$1,800.00	(\$251.02)	\$2,500.00	Legal Notices Published
	365	Other Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	430	Miscellaneous	\$0.00	\$718.98	\$0.00	(\$262.37)	\$100.00	
	433	Dues and Memberships	\$1,700.00	\$2,006.60	\$2,030.00	\$1,755.00	\$2,100.00	Dues to LMC, SEMM, SESC, MCFOA, IIMC
	490	Donations to Civic Organizations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		TOTAL	\$14,105.00	\$15,020.95	\$15,751.00	\$8,890.29	\$15,723.00	

41200	OPERATING TRANSFERS							
	720	Operating Transfers	\$0.00	\$22,000.00	\$0.00	\$0.00	\$0.00	
		TOTAL		\$22,000.00	\$0.00	\$0.00	\$0.00	

2024 General Budget w/ 2023 YTD

			2022 Budget	2022 Actual	2023 Budget	2023 YTD Remaining	2024 Budget	COMMENTS
101- EXPENDITURES			Final		Final		Preliminary	
41410	ELECTIONS							
	101	Salaries	\$3,000.00	\$3,937.75	\$0.00	\$0.00	\$4,500.00	Training, Election Day Support
	120	Benefits	\$0.00	\$16.07	\$0.00	\$0.00	\$682.00	Soc Sec, Medicare
	430	Miscellaneous	\$300.00	\$438.54	\$0.00	\$0.00	\$300.00	Food
		TOTAL	\$3,300.00	\$4,392.36	\$0.00	\$0.00	\$5,482.00	

41500	Financial Administration							
	101	Salaries	\$69,717.30	\$73,425.80	\$78,716.14	\$56,815.32	\$63,735.82	
	120	Employee Benefits	\$22,392.96	\$21,844.17	\$34,831.60	\$13,014.01	\$24,026.20	SS, Medicare, Health, Dental, etc.
	151	Workers Comp Insurance	\$400.00	\$956.00	\$996.00	\$140.48	\$979.00	
	200	Supplies	\$700.00	\$1,679.88	\$1,500.00	\$880.37	\$1,200.00	City Hall related Supplies (Increased prelim from \$1000 to \$1500 in 2023)
	208	Training, Mileage	\$1,500.00	\$1,513.06	\$1,500.00	(\$183.60)	\$1,500.00	Training/Conference Clerk, Asst Clerk (Decreased prelim from \$2000 to \$1500) in 2023
	300	Professional Services	\$6,000.00	\$7,697.49	\$6,000.00	\$627.55	\$6,000.00	Banyon \$3,960 (2021) + \$135 (increase for 2022)=\$4,095 Laserfiche \$1,940 (reimbursed by ARPA funds 2022)
	312	Animal Impound Fees	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	
	315	Recording Fees	\$200.00	\$409.45	\$300.00	(\$38.00)	\$400.00	Paid to Dodge County Recorder (Increased prelim by \$100 2023)
	322	Postage	\$4,000.00	\$3,978.79	\$4,200.00	\$1,087.44	\$5,500.00	Monthly UB mail, all other correspondence, supplies; additional mailings in 2022
	350	Printing/Binding	\$1,250.00	\$1,881.53	\$1,250.00	(\$107.53)	\$1,800.00	All printing + copier maintenance costs
	437	Other Miscellaneous	\$1,000.00	\$1,860.17	\$1,000.00	\$7.91	\$1,000.00	Misc Items plus \$500 for National Night Out
	444	COVID-19 Emergency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	445	Health & Wellness	\$0.00	\$0.00	\$0.00	\$0.00	\$530.00	Health and Wellness pool participation
	570	Capital Outlay	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$4,000.00	Laserfiche Storage, copier, computers
	700	Funds Transfer	\$0.00	\$1,940.00	\$0.00	\$0.00	\$0.00	Laserfiche - 2 Licenses and Start-up reimbursed by ARPA funds
		Total Financial Administration	\$113,410.26	\$117,186.34	\$136,543.74	\$72,243.95	\$110,671.02	

41530		Accounting						
	301	Accounting & Auditing Services	\$18,550.00	\$19,600.00	\$19,600.00	(\$4,500.00)	\$24,000.00	Yearly Audit Expense/Contract
		Total Accounting & Auditing Services	\$18,550.00	\$19,600.00	\$19,600.00	(\$4,500.00)	\$24,000.00	

41550		Assessing						
	310	Assessing	\$7,206.00	\$6,656.00	\$6,360.00	(\$242.44)	\$6,900.00	Dodge County Contract Yearly & Taxes on Annexed Land - \$569.33 (2023 Contract received at \$6,360)
		Total Assessing	\$7,206.00	\$6,656.00	\$6,360.00	(\$242.44)	\$6,900.00	

41600		Law/Legal Services						
	304	Legal Fees	\$20,750.00	\$14,646.77	\$20,000.00	\$2,630.73	\$20,000.00	Includes \$750 Codification
		Total Law/Legal Services	\$20,750.00	\$14,646.77	\$20,000.00	\$2,630.73	\$20,000.00	

2024 General Budget w/ 2023 YTD

			2022 Budget	2022 Actual	2023 Budget	2023 YTD remaining	2024 Budget	COMMENTS
101- EXPENDITURES			Final		Final		Preliminary	
41940	General Govt. Buildings/Plant							
	200	Supplies	\$1,000.00	\$1,135.69	\$1,100.00	\$509.08	\$800.00	Supplies related to Buildings (lights, furnace, water, flags etc.)
	220	Building Maintenance & Repairs	\$2,500.00	\$5,815.53	\$2,500.00	\$222.53	\$3,500.00	Toolbox for shop included
	228	Equipment Repairs & Maintenance	\$500.00	\$123.76	\$500.00	(\$2,476.35)	\$2,000.00	Repairs to Computers, lights, etc
	321	Communications	\$4,000.00	\$2,706.03	\$4,000.00	\$1,863.76	\$3,500.00	Telephone, Internet, Fax
	362	Property Insurance	\$23,000.00	\$21,718.00	\$23,000.00	(\$1,569.00)	\$26,000.00	Insurance for all City Property
	380	Utilities	\$11,000.00	\$17,267.57	\$13,000.00	\$5,014.68	\$13,000.00	Electric & Gas
	384	Refuse, Garbage	\$2,160.00	\$1,545.00	\$2,000.00	\$769.11	\$2,120.00	City Hall dumpster (split with Fire)
	417	Employee Uniforms	\$1,000.00	\$903.69	\$1,400.00	\$1,312.61	\$1,400.00	\$500/yr non office employees; \$200/yr office employees
	439	Janitors	\$600.00	\$1,780.00	\$1,560.00	\$520.00	\$1,680.00	Janitorial service @ \$65 twice monthly
		Total General Govt. Buildings/Plant	\$45,760.00	\$52,995.27	\$49,060.00	\$6,166.42	\$54,000.00	

41950	Engineering Professional Services							
	303	Engineering Fees	\$20,000.00	\$8,283.43	\$7,000.00	(\$1,230.50)	\$8,500.00	
		Total Engineering Services	\$20,000.00	\$8,283.43	\$7,000.00	(\$1,230.50)	\$8,500.00	

2024 General Budget w/ 2023 YTD

			2022 Budget	2022 Actual	2023 Budget	2023 YTD Remaining	2024 Budget	COMMENTS
101- EXPENDITURES			Final		Final		Preliminary	
42100		Police Protection Contract						
	310	Other Professional Services	\$100,963.20	\$100,963.20	\$104,250.00	\$104,250.00	\$107,850.00	
		Total Police Protection Contract	\$100,963.20	\$100,963.20	\$104,250.00	\$104,250.00	\$107,850.00	

42200	Fire Protection							
	101	Salaries	\$20,000.00	\$20,014.00	\$20,000.00	(\$1,741.00)	\$22,000.00	
	120	Employee Benefits	\$1,650.00	\$2,016.08	\$1,650.00	(\$41.18)	\$1,684.00	Soc Sec, Medicare
	124	Fire Pension Contribution	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	\$4,000.00	
	130	Insurance	\$250.00	\$14.00	\$250.00	\$250.00	\$250.00	
	151	Workman's Comp	\$4,200.00	\$7,018.00	\$7,313.00	\$427.02	\$7,185.00	
	208	Training, Mileage	\$5,000.00	\$9,258.15	\$6,000.00	\$1,081.26	\$6,000.00	Additional Firefighters hired in 2023
	212	Motor Fuels	\$2,500.00	\$2,383.29	\$2,500.00	(\$143.10)	\$3,000.00	
	217	Operating Supplies	\$1,500.00	\$2,407.06	\$2,000.00	(\$1,531.48)	\$2,500.00	
	228	Equipment Repair/Maintenance	\$10,000.00	\$14,348.13	\$10,000.00	\$7,299.94	\$10,000.00	
	240	Tools and Minor Equipment	\$20,000.00	\$16,989.34	\$20,000.00	\$10,777.25	\$20,000.00	Transfers to next year if not used.
	311	First Responder Train/Equip	\$3,000.00	\$9,129.27	\$4,000.00	(\$10.37)	\$4,000.00	
	321	Communications	\$1,000.00	\$1,555.60	\$1,000.00	(\$467.26)	\$1,900.00	
	380	Utilities	\$5,000.00	\$7,693.06	\$5,000.00	(\$1,384.14)	\$10,000.00	
	381	Electric Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	384	Refuse, Garbage	\$510.00	\$455.00	\$510.00	\$142.85	\$720.00	
	433	Dues and Memberships	\$800.00	\$1,850.00	\$2,000.00	(\$180.00)	\$2,000.00	Explorer Program
	437	Miscellaneous	\$800.00	\$0.00	\$800.00	(\$188,010.89)	\$800.00	Tanker Will Be Allocated
	442	Grant Award Related Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Grant Awarded to FD
	570	Capital Outlay	\$10,000.00	\$0.00	\$10,000.00	\$17,000.00	\$15,000.00	
		Turn Out Gear	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$12,500.00	Transfers to truck & equipment next year if not used
		Transfer for Replacement	\$0.00		\$0.00	\$0.00	\$0.00	
	701	Transfer to FD Equipt Fund		(\$28,246.00)				

		Transfer to Fire Truck Bond Fund	\$12,500.00	\$42,646.00	\$12,500.00	\$12,500.00	\$0.00	
		FIRE HALL UPGRADES PROJECT						
		Training & Equipment Grants Received		(\$4,000.00)				Compeer grant \$4000
	720	Operating Transfers	\$0.00		\$0.00		\$0.00	
		Total Fire Protection **	\$117,710.00	\$109,530.98	\$124,523.00	(\$144,031.10)	\$123,539.00	
		** 240 & 570 budget balance carries over to truck/equip fund each year.						

42400		Building Inspections						
	300	Professional Services	\$10,000.00	\$9,300.23	\$10,000.00	\$5,985.70	\$10,000.00	Construction Management Services
	314	Blight Removal (Demo)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		Total Building Inspections	\$10,000.00	\$9,300.23	\$10,000.00	\$5,985.70	\$10,000.00	

2024 General Budget w/ 2023 YTD							
		2022 Budget	2022 Actual	2023 Budget	2023 YTD Remaining	2024 Budget	COMMENTS
101- EXPENDITURES				Final		Preliminary	
43100	Streets Department						
	101 Salaries	\$39,313.38	\$42,531.94	\$45,068.57	\$14,698.25	\$47,463.60	
	120 Employee Benefits	\$14,821.24	\$16,623.07	\$15,439.62	\$3,550.77	\$17,380.53	
	151 Workmans Comp	\$3,500.00	\$3,819.00	\$3,819.00	\$538.41	\$3,753.00	
	200 Supplies	\$1,500.00	(\$96.18)	\$1,500.00	\$556.98	\$1,500.00	
	208 Training/Mileage	\$500.00	\$40.00	\$500.00	\$366.34	\$400.00	
	212 Motor Fuels	\$2,500.00	\$4,181.23	\$4,000.00	(\$831.11)	\$5,500.00	
	224 Street Maintenance Materials	\$7,000.00	\$39,684.25	\$9,000.00	\$2,433.64	\$9,000.00	
	228 Equipment Repair and Maintenance	\$3,000.00	\$10,008.02	\$3,000.00	(\$1,970.50)	\$10,000.00	
	229 Safety/OSHA	\$1,200.00	\$178.66	\$1,200.00	\$900.27	\$1,200.00	
	230 Capital Lease Expense	\$18,331.00	\$0.00	\$18,331.00	\$0.00	\$0.00	
	240 Tools and Minor Equipment	\$1,000.00	\$489.50	\$1,000.00	(\$5,008.24)	\$1,000.00	
	303 Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	443 FEMA Related Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	570 Capital Outlay	\$19,950.00	\$31,479.72	\$19,950.00	\$8,913.00	\$56,000.00	Includes Crack Sealing & Road Scraper
	603 New Wheel Loader Payment (short term debt)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	700 Transfer in from CIP	-\$18,331.00	(\$29,760.00)	-\$18,331.00	\$0.00	\$0.00	
	Additional CIP Items			\$10,800.00		\$0.00	Repair of adjustment rings for manholes on 9th St and Walnut St
	Total Streets Department	\$94,284.62	\$119,179.21	\$115,277.19	\$24,147.81	\$153,197.13	

43125	Ice and Snow Removal						
	212 Motor Fuels	\$2,000.00	\$1,075.86	\$2,000.00	(\$1,251.16)	\$3,500.00	
	404 Repair/Maintenance Machinery	\$3,000.00	\$6,592.73	\$3,000.00	\$824.15	\$3,000.00	Plow Truck, Grader Maint and Repair Costs
	406 Snow/Ice Removal	\$10,000.00	\$11,066.11	\$10,000.00	(\$6,328.63)	\$18,000.00	Costs for Snow Removal
	570 Capital outlay	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Total Ice and Snow Removal	\$17,000.00	\$18,734.70	\$15,000.00	(\$6,755.64)	\$24,500.00	

43160	Street Lighting						
	381 Electric Utilities	\$30,000.00	\$55,893.61	\$35,000.00	(\$14,624.06)	\$70,000.00	Solar was not included last year

	Total Street Lighting	\$30,000.00	\$55,893.61	\$35,000.00	(\$14,624.06)	\$70,000.00	
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2024 General Budget w/ 2023 YTD			2022 Budget	2022 Actual	2023 Budget	2023 YTD Remaining	2024 Budget	COMMENTS
101- EXPENDITURES			Final		Final		Preliminary	
45200	Parks & Recreation							
	101	Salaries	\$34,237.89	\$30,477.34	\$39,152.97	\$14,090.92	\$42,686.77	Staff Portion Related to Parks, includes seasonal
	120	Employee Benefits	\$10,290.05	\$9,422.63	\$10,777.51	\$3,735.82	\$12,288.00	Staff Portion Related to Benefits
	151	Work Comp	\$2,000.00	\$3,285.00	\$3,423.00	\$482.51	\$3,364.00	
	200	Supplies	\$1,500.00	\$1,317.33	\$1,500.00	(\$565.34)	\$2,200.00	Supplies needed for Parks, (TP, Towels, Soap)
	210	Tax & Licensing	\$62.00	\$66.49	\$65.00	\$29.57	\$70.00	Sales & Use Tax on Shelter Rental
	212	Fuel	\$1,000.00	\$2,997.32	\$3,000.00	(\$105.77)	\$3,500.00	
	401	Repairs and Maintenance Buildings	\$6,000.00	\$7,305.72	\$6,000.00	\$4,572.25	\$6,000.00	Maintenance & Supplies to maintain Park Buildings/Ball Fields/Parks; grass seed, weed killer; shakopee rock; paint
	404	Repairs and Maintenance Machinery	\$2,000.00	\$3,265.57	\$2,000.00	(\$2,694.87)	\$5,000.00	Park Equipment, Mowers, Gator, Etc.
	410	Rental	\$1,000.00	\$0.00	\$1,000.00	\$252.05	\$1,000.00	Port a Potty Rental Fees
	430	Miscellaneous	\$7,500.00	\$7,500.00	\$5,000.00	\$285.52	\$5,000.00	Joint Powers Agreement (Addt.\$2500 request) 2023 will go back to \$5K
	437	Other Miscellaneous	\$0.00	\$6,524.69	\$0.00	\$0.00	\$0.00	
	440	Refunds and Reimbursements	\$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	
		Expenses Related to Flood				\$0.00	\$0.00	
	500	Capital Outlay	\$42,382.00	\$44,024.09		\$0.00	\$72,212.13	
		2024 Park Board Wish List for Budget Includes the following items:	\$32,382.00		\$30,910.00	\$22,982.43		\$66,212.13 Wish List
		Mulch \$3000						
		Tractor Lease \$4,360.63 (year 3/5)						
		Hockey/Basketball \$5,000						
		Weed Trimmer \$350						
		Rock for Ball Fields \$3,000						
		Park Tree Management \$10,000						Park Trees - New and Removal
		Denneson Park \$5,000						
		Sprayer Fpr JD Mower \$650						
		Community Tree Management - BLVD	\$10,000.00		\$6,000.00	\$0.00		\$6000.00 in Park Wish List
		Garbage Cans (2) \$1356						
		Redo Mantor Field \$8345.50						
		Rip Rap Covered Bridge \$17,000						
		Replacement Tire Swing \$900						

		Broom For JD Mower \$7250						
	720	Transfers In	\$0.00	\$15,861.80	\$0.00			Unspent 2021 funds, ARPA reimbursement for electrical poles at Riverside Park, and ARPA for costs srelated to 2021 Walnut St project - 2022
		Total Parks and Recreation	\$150,353.94	\$132,047.98	\$108,828.48	\$43,065.09	\$153,320.90	

2024 General Budget w/ 2023 YTD			2022 Budget	2022 Actual	2023 Budget	2023 YTD Remaining	2024 Budget	COMMENTS
101- EXPENDITURES			Final		Final		Preliminary	
46500	EDA							
	101	Salaries	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	
	120	Benefits	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	
	437	Other Miscellaneous	\$30,443.00	\$20,773.27	\$30,443.00	\$14,150.90	\$34,425.00	
		2023 EDA Wish List for Budget included the following:						Waiting on EDA Budget Request for 2024
		\$500 City Branding						
		\$75 Cross-Community Chamber Membership						
		\$1000 Paper and On-Line Brochures						
		\$8000 City-Wide Event Support						Trolley 2024
		\$24,000 Contract with CEDA						
		\$650 Administrative Support						
		\$2000 Misc Items (800#, Legal, SHRPA Subscription, etc.)						
	720	Operating Transfers	\$0.00	\$4,741.00	\$0.00	\$0.00	\$0.00	Unused portion of prior year budget (TBD)
		Total EDA	\$31,093.00	\$25,514.27	\$31,093.00	\$14,150.90	\$34,425.00	

2024 General Budget w/ 2023 YTD							
		2022 Budget	2022 Actual	2023 Budget	2023 YTD	2024 Budget	COMMENTS
310-	EXPENDITURES	Final		Final		Preliminary	
47000	CWRF WW Bond 2017A						
	611 Bond Interest	\$0.00	(\$83.00)	\$0.00	(\$1,855.00)	\$1,740.00	
	Total	\$0.00	(\$83.00)		(\$1,855.00)	\$1,740.00	
311-	EXPENDITURES						
47000	GO Series Bond 2019A						
	601 Debt Srv Bond Principal	\$0.00	\$35,000.00	\$0.00	(\$90,000.00)	\$90,000.00	
	611 Bond Interest	\$0.00	\$15,975.00	\$0.00	(\$16,030.00)	\$36,750.00	
	620 Fiscal Agents Fees	\$0.00	\$495.00	\$0.00	(\$495.00)	\$495.00	
	Total	\$0.00	\$51,470.00	\$0.00	(\$106,525.00)	\$127,245.00	
312-	EXPENDITURES						
47000	GO Eqpmt & Util Note 2021A						
	601 Debt Srv Bond Principal	\$0.00	\$11,999.50	\$0.00	(\$13,000.00)	\$13,000.00	
	611 Bond Interest	\$0.00	\$2,291.50	\$0.00	(\$3,114.00)	\$1,908.00	
	Total	\$0.00	\$14,291.00	\$0.00	(\$16,114.00)	\$14,908.00	
313-	EXPENDITURES						
47000	GO Series Bond 2022A						
	611 Bond Interest	\$0.00	(\$0.22)	\$0.00	(\$7,000.00)	\$6,405.00	
	601 Debt Service Bond Principal	\$0.00	\$0.00	\$0.00	\$0.00	\$41,000.00	
	Total	\$0.00	(\$0.22)	\$0.00	(\$7,000.00)	\$47,405.00	

2024 General Preliminary Budget Revenue/Expense

	2022 Budget	2023 Budget	2024 Budget	COMMENTS
TOTAL REVENUES	Final	Final	Preliminary	
	1,130,488.50	1,042,221.00	492,899.00	Does not include prperty tax levy

TOTAL EXPENDITURES

101.41110	Legislative (Mayor/Council)	14,105.00	15,751.00	15,723.00	
101.41410	Elections	3,300.00	0.00	5,482.00	
101.41500	Financial Administration	113,410.26	136,543.74	110,671.02	
101.41530	Accounting	18,550.00	19,600.00	24,000.00	
101.41550	Assessing	7,206.00	6,360.00	6,900.00	
101.41600	Law/Legal Services	20,750.00	20,000.00	20,000.00	
101.41940	General Govt. Buildings/Plant	45,760.00	49,060.00	54,000.00	
101.41950	Engineering Professional Services	20,000.00	7,000.00	8,500.00	
101.42100	Police Protection Contract	100,963.20	104,250.00	107,850.00	
101.42200	Fire Protection	117,710.00	124,523.00	123,539.00	Need Final Budget
101.42400	Building Inspections	10,000.00	10,000.00	10,000.00	
101.43100	Streets Department	94,284.62	115,277.19	153,197.13	
101.43125	Ice and Snow Removal	17,000.00	15,000.00	24,500.00	
101.43160	Street Lighting	30,000.00	35,000.00	70,000.00	
101.45200	Parks & Recreation	150,353.94	108,828.48	153,320.90	
101.46500	EDA	31,093.00	31,093.00	34,425.00	Need Final Budget
101.49300	Other Financing	259,190.98	244,234.58	191,298.00	

	TOTAL EXPENDITURES	1,053,677.00	1,042,520.99	1,113,406.05	
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TOTAL REVENUE LESS TOTAL EXPENSES	76,811.50	(299.99)	(620,507.05)	Without property tax levy
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	A	B	C	I	J	K	L	M	N	O
1	2024 Budget	ENTERPRISE FUNDS								
2	601 WATER FUND			2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2023 YTD Remaining	2024 Budget
3	601-	REVENUES								Preliminary
4	36100	Special Assessments	Certified Outstanding UB Collected	\$0.00	\$450.00	\$0.00	\$900.00	\$0.00	\$0.00	\$0.00
5	36200	Miscellaneous	Bulk Water Sales; LMCIT pymt for well problems	\$0.00	\$597.33	\$0.00	\$2,997.57	\$0.00	\$447.00	\$0.00
6	36210	Interest Earnings		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7	37100	Water Sales	AVG of YTD + 3%	\$159,982.00	\$164,193.56	\$164,781.00	\$159,848.64	\$169,725.00	\$105,650.33	\$160,000.00
8	37150	Water Connect/Reconnect	New Home Connections	\$0.00	\$614.00		\$1,228.00	\$0.00	\$0.00	\$1,228.00
9	37160	Water Penalty		\$0.00	\$1,625.09		\$1,639.39	\$0.00	\$544.11	\$1,000.00
10	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	\$3,850.35	\$3,762.00	\$3,872.32	\$3,762.00	\$2,461.75	\$3,600.00
11	37180	Commercial Water Tax		\$1,500.00	\$1,122.97	\$1,500.00	\$1,212.19	\$1,500.00	\$763.86	\$1,130.00
12	38051	Gas Franchise Fee	Reallocated from WW	\$10,321.00	\$11,335.98	\$10,321.00	\$10,995.55	\$10,321.00	\$8,330.00	\$11,000.00
13	38052	Electric Franchise Fee	Reallocated from WW	\$12,324.00	\$6,369.22	\$12,324.00	\$12,949.65	\$12,977.00	\$10,621.59	\$12,745.00
14	39202	Contribution - Enterprise Fund		\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
15	39203	Transfer from Other Fund		\$0.00	\$0.00		\$41,400.00	\$0.00	\$0.00	\$0.00
16	39310	Proceeds-Gen Obligation Bonds		\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
17										
18		Total Revenues		\$187,889.00	\$190,158.50	\$192,688.00	\$237,043.31	\$198,285.00	\$128,818.64	\$190,703.00
19										
20										
21	601-	OPERATING EXPENSES								
22	49400									
23	101	Salaries	Staff Wages	\$38,900.00	\$25,082.88	\$40,500.00	\$26,144.94	\$43,126.11	\$1,112.74	\$35,752.10
24	120	Benefits	Staff Benefits	\$15,000.00	\$13,380.18	\$10,100.00	\$6,894.90	\$15,328.64	\$3,152.29	\$14,169.21
25	151	Workmans Comp	Staff Ins.	\$1,000.00	\$2,926.40	\$1,000.00	\$1,559.00	\$1,200.00	\$156.26	\$1,194.00
26	200	Supplies	Marking paint, UB cards	\$1,000.00	\$1,393.47	\$1,000.00	\$944.93	\$1,000.00	-\$14,869.92	\$1,000.00
27	208	Training/Mileage	Staff Training - New Staff	\$800.00	\$1,507.37	\$800.00	\$323.00	\$800.00	-\$599.34	\$1,000.00
28	210	Tax & Licensing	Sales and Use Tax Commercial Water	\$1,500.00	\$1,144.45	\$1,500.00	\$3,243.29	\$2,000.00	\$133.90	\$3,400.00
29	216	Chemicals	Chemicals for water dept	\$10,000.00	\$11,158.49	\$10,000.00	\$7,958.94	\$10,000.00	-\$58.47	\$10,300.00
30	220	Bldg. Repair and Maintenance	Tower/Well House	\$10,000.00	\$2,511.47	\$10,000.00	\$4,239.12	\$10,000.00	\$9,951.57	\$10,000.00
31		Well #2 Pump Inspections	Repairs to Well #2 in 2020	\$0.00	\$0.00	\$0.00				\$0.00
32	228	Equipment Repair and Maintenance	Water Meters; Fluoride Mtr	\$7,000.00	\$1,909.95	\$7,000.00	\$14,154.77	\$10,000.00	\$9,333.64	\$10,000.00
33	240	Tools & Minor Equipment			\$197.83	\$200.00	\$153.00	\$200.00	\$200.00	\$200.00
34	300	Professional Services	Utility Locates, Water Line Repairs, meter calibrations, processing fees for meter program, PSN program	\$10,000.00	\$11,046.83	\$10,000.00	\$4,280.00	\$10,000.00	\$6,196.86	\$10,000.00
35			2020 Wtr Tower Pressure Wash	\$5,500.00	\$0.00					
36	303	Engineering			\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
37	321	Communications	Tower, well house alarm, fiber line	\$850.00	\$685.80	\$700.00	\$698.65	\$700.00	\$285.24	\$700.00
38	362	Property Insurance	N/A							

	A	B	C	I	J	K	L	M	N	O
1	2024 Budget	ENTERPRISE FUNDS								
2	601 WATER FUND			2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2023 YTD Remaining	2024 Budget
39	380	Utility Services	Gas/Electric	\$12,100.00	\$10,311.33	\$7,000.00	\$10,376.06	\$7,000.00	\$6,245.35	\$2,000.00
40	405	Depreciation			\$77,852.00		\$83,599.00	\$0.00	\$0.00	\$0.00
41	430	Miscellaneous	Publishing, wtr sample mailings	\$2,000.00	\$632.44	\$1,000.00	\$86.68	\$1,000.00	\$1,000.00	\$1,000.00
42	433	Dues and Memberships	MMUA	\$900.00	\$332.00	\$900.00	\$348.00	\$900.00	\$552.00	\$900.00
43	441	MDH Fee	Paid to State MN; pass thru	\$3,762.00	\$3,712.00	\$3,762.00	\$3,888.00	\$3,762.00	\$967.75	\$4,000.00
44	570	Capital Outlay - immediate	2024 Upgrade Hydrants	\$0.00	\$284.40	\$0.00	\$3,172.14	\$6,100.00	\$4,863.87	\$4,000.00
45			10th Street Water/Street Project \$24770.78							
46	601	Debt Service Bond Principal	GO Series 2019 A	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$25,000.00	\$0.00
47	611	Bond Interest	GO Series 2019 A	\$14,480.00	\$18,479.00	\$15,000.00	\$14,306.00	\$11,850.00	\$12,682.00	\$873.00
48	720	Operating Transfers	Bond Pymt. Tower (Transfer to 308 Refunding Bond 2011A)		\$0.00		\$0.28			
49		(Less Depreciation)								
50		Total Expenses		\$159,792.00	\$184,548.29	\$145,462.00	\$186,370.70	\$159,966.75	\$66,305.74	\$110,488.31
51		Total Revenue Minus Expenses		\$28,160.00	\$5,610.21	\$47,226.00	\$50,672.61	\$38,318.25	\$62,512.90	\$80,214.69

2024 Budget ENTERPRISE FUND

602 SEWER FUND			2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2023 YTD Remaining	2024 Budget
602-	REVENUES								Preliminary
33400	State Grant and Aids			\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
36100	Special Assessments	Mantor Drive Project	\$5,500.00	\$16,475.00	\$5,500.00	\$8,972.00	\$5,500.00	\$0.00	\$0.00
36200	Miscellaneous Revenue			\$651.50		\$8,336.00			\$0.00
36210	Interest Income			\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
37200	Sewer Sales		\$300,746.00	\$306,500.71	\$300,746.00	\$300,792.29	\$309,768.38	\$197,660.49	\$295,642.00
37250	Sewer Connect/Reconnect			\$2,639.00		\$5,278.00	\$0.00	\$0.00	\$0.00
37251	SEWER CONNECT CHG CEMETERY RD			\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
37260	Swr Penalty			\$3,025.55		\$5,278.00	\$0.00	\$1,011.06	\$1,200.00
38051	Gas Franchise Fee			\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
38052	Electric Franchise Fee			\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
39202	Contribution Enterprise Fund			\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
39203	Transfer From other fund	From General Fund; Required PFA Bond Transfer	\$20,000.00	\$52,319.00	\$20,000.00	\$35,000.00	\$20,000.00	\$0.00	\$0.00
39300	Proceeds-Gen Long Term Debt			\$0.00					
	Total Revenues		\$326,246.00	\$381,610.76	\$326,246.00	\$363,656.29	\$335,268.38	\$198,671.55	\$296,842.00
602-49450-	OPERATING EXPENSES:								
101	Salaries		\$29,500.00	\$34,160.70	\$30,500.00	\$37,033.80	\$32,928.37	-\$11,844.22	\$41,837.17
120	Benefits		\$11,000.00	\$15,932.88	\$11,100.00	\$13,852.76	\$11,366.15	-\$1,964.40	\$16,397.48
151	Workman's Comp		\$1,500.00	\$1,945.40	\$1,500.00	\$1,686.00	\$1,450.00	\$218.19	\$1,409.00
200	Supplies		\$1,500.00	\$574.17	\$1,000.00	\$306.34	\$1,000.00	\$521.68	\$1,000.00
208	Training, Mileage		\$1,000.00	\$1,294.05	\$1,400.00	\$23.00	\$1,400.00	\$415.60	\$1,500.00
210	Tax and Licensing		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
212	Fuel		\$1,700.00	\$3,292.65	\$2,000.00	\$2,888.83	\$3,200.00	\$1,519.79	\$3,500.00
216	Chemicals		\$0.00	\$0.00	\$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	\$16,666.77	\$15,000.00	\$4,213.39	\$15,000.00	\$3,743.02	\$15,000.00
240	Tools Minor Equipment		\$500.00	\$962.97	\$500.00	\$74.07	\$500.00	\$379.17	\$500.00
300	Professional Services	Quality Flow Pump Checks and Meter Calibration; generator, locates, banyon,	\$10,000.00	\$16,264.12	\$11,000.00	\$6,417.29	\$11,000.00	\$3,763.84	\$11,000.00
303	Engineering Fees		\$5,000.00	\$0.00	\$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	\$0.00	\$0.00
321	Communications	Alarm Line; WWTP, Lift station	\$852.00	\$941.60	\$850.00	\$777.30	\$850.00	\$280.48	\$870.00
362	Property Insurance								
380	Utility Services	Gas/Electric to run lift stations	\$15,000.00	\$8,920.11	\$5,000.00	\$7,556.81	\$5,000.00	\$7,658.59	\$3,000.00
405	Depreciation			\$130,610.00		\$130,652.00	\$0.00	\$0.00	\$0.00
433	Dues and Memberships	LMC Yearly	\$300.00	\$60.00	\$300.00	\$0.00	\$300.00	\$300.00	\$300.00
437	Other Miscellaneous		\$3,800.00	\$776.91	\$1,200.00	\$964.89	\$1,200.00	\$1,200.00	\$1,000.00
442	Grant Award Related Expense					\$0.00	\$0.00	\$0.00	\$0.00
530	Construction					\$0.00	\$0.00	\$0.00	\$0.00
570	Capital Outlay	2024 Televising Sewer Main & Impeller Replacement	\$10,000.00	\$426.61	\$10,000.00	\$144.69	\$7,500.00	\$5,645.78	\$10,500.00

2024 Budget ENTERPRISE FUND

602 SEWER FUND			2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2023 YTD Remaining	2024 Budget
585	Kasson WW Processing Fee		\$112,000.00	\$64,807.92	\$112,000.00	\$60,218.00	\$112,000.00	\$77,279.00	\$110,000.00
601	Debt Service Bond Principal	Mantor Drive Bond	\$37,000.00	\$36,296.00	\$25,000.00	\$35,184.64	\$35,000.00	\$35,000.00	\$0.00
605	Clean Water SRF Bond		\$12,000.00	\$0.00	\$12,000.00	\$12,000.00	\$12,750.00	\$12,750.00	\$0.00
608	PFA WW Connection Bond		\$23,000.00	\$0.00	\$23,000.00	\$23,000.00	\$23,000.00	\$23,000.00	\$0.00
611	Bond Interest	Mantor Drive Bond	\$7,170.00	\$19,197.62	\$6,120.00	\$19,274.38	\$6,120.00	-\$9,413.14	\$875.95
620	Fiscal Agent Fees		\$495.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
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			
998	Asset Disposal Loss					\$0.00	\$0.00	\$0.00	\$0.00
999	Asset Retirement								
	Total Expenditures	Not including Depreciation	\$303,423.00	\$353,130.48	\$285,692.00	\$356,268.19	\$286,564.52	\$150,453.38	\$223,689.60
	Total Revenue Minus Expenses		\$22,823.00	\$28,480.28	\$40,554.00	\$7,388.10	\$48,703.86	\$48,218.17	\$73,152.40

2024 Budget ENTERPRISE FUND

603 RV FUND			2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2023 YTD Remaining	2024 Budget
603-	REVENUES								Preliminary
34000	Charges for Services		\$18,000.00	\$24,181.00	\$18,000.00	\$24,211.44	\$18,000.00	\$21,411.00	\$22,000.00
	Misc Revenues	Wood Box & Sewer							
36210	Interest Earnings		\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
	Total Revenues		\$18,000.00	\$24,181.00	\$18,000.00	\$24,211.44	\$18,000.00	\$21,411.00	\$22,000.00
603-45183-	OPERATING EXPENSES								
101	Salaries		\$7,200.00	\$7,325.10	\$7,700.00	\$20,961.42	\$13,000.00	\$10,020.64	\$7,823.88
120	Benefits		\$3,100.00	\$3,189.38	\$3,100.00	\$3,438.39	\$3,100.00	\$2,471.85	\$3,798.09
210	Tax and Licensing	Sales/Use, License Renew	\$1,700.00	\$1,534.58	\$1,700.00	\$2,085.01	\$2,000.00	\$944.71	\$3,000.00
381	Electric Utilities		\$2,500.00	\$1,372.06	\$1,000.00	\$254.28	\$1,000.00	\$568.78	\$900.00
384	Refuse/Garbage Disposal		\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
400	Repairs and Maintenance		\$16,559.00	\$0.00	\$14,325.00	\$2,884.55	\$14,325.00	\$14,070.88	\$10,000.00
410	Rentals	Port a Potty Rental	\$475.00	\$468.58	\$475.00	\$0.00	\$475.00	\$123.79	\$475.00
440	Refunds and Reimbursements		\$500.00	\$305.00	\$500.00	\$4,000.00	\$500.00	\$160.00	\$500.00
720	Operating Transfers								
	Total Expenses		\$32,574.00	\$14,194.70	\$28,800.00	\$33,623.65	\$34,400.00	\$28,360.65	\$26,496.97
	Total Revenue Minus Expenses		-\$14,574.00	\$9,986.30	-\$10,800.00	-\$9,412.21	-\$16,400.00	-\$10,360.65	-\$4,496.97

2024 Budget ENTERPRISE FUND

604 STORM SEWER FUND			2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2023 YTD Remaining	2024 Budget
604-	REVENUES								Preliminary
36100	Special Assessments		\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
36210	Interest Earnings		\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
37500	Storm Sewer Charge Collections		\$18,000.00	\$18,473.34	\$18,000.00	\$18,511.46	\$18,000.00	\$11,792.60	\$18,000.00
37560	Storm Sewer Penalty		\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
39201	Transfer from General Fund		\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
	Total Revenues		\$18,000.00	\$18,473.34	\$18,000.00	\$18,511.46	\$18,000.00	\$11,792.60	\$18,000.00
604-43150-	OPERATING EXPENSES								
300	Professional Services	Rip Rap, Storm Drainage Cleaning; \$500 each time	\$1,500.00	\$2,659.00	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00
303	Engineering		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
352	Publishing		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
400	Repairs/Maint		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
440	Refunds/Reimbursements		\$0.00	\$0.00	\$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	\$0.00	\$0.00
	Total Expenses		\$1,500.00	\$2,659.00	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00
	Total Revenue Minus Expenses		\$16,500.00	\$15,814.34	\$16,500.00	\$18,511.46	\$16,500.00	\$10,292.60	\$16,500.00