

City of Emily

AGENDA

Tuesday, January 10, 2023

6:00 p.m. CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PLEASE TURN OFF ALL CELLPHONES FOR THE DURATION OF THE MEETING.

APPROVE AGENDA *(Council action – motion)*

CONSENT AGENDA: One motion to approve:

- FINANCIAL REPORT: December Checking Beginning Balance \$746,324.22, Ending Balance \$1,099,085.36
- RECEIPTS: General \$497,046.23, Sewer \$30,233.92, Total \$527,280.15
- CLAIMS FOR APPROVAL: \$91,141.79 for Pine River State Bank Checks #60116 to #60183 and automatic withdrawals #330658 to #330665
- INVESTMENTS (Market Value): \$371,289.36
- TOTAL CHECKING/INVESTMENTS: \$1,470,374.72

PUBLIC FORUM (Opportunity for public to address the Council during the Council Meeting.)

FIRE DEPARTMENT

- Confirmation of Fire Department election results as follows: Chief Chad Genz, Assistant Chief Tyson Kinkaid, Treasurer Michael Armbrust, Secretary Josh Rooker, and Training/Safety Officer Brian Foster. *(Council action – motion)*
- Required 2023 municipal contribution to the Emily Firemen's Relief Association of \$28,976. *(Council action – motion)*
- Quotes for replacement of Fire Hall meeting room floor: *(Council action – motion)*
 - GFC Industrial quote for Fire Hall meeting room tile and glue removal, diamond grind, and gold system 2 step process epoxy application, with 50% down payment of \$2793.10 and total of \$5,586.20 from Fire Equipment Fund.
 - Creative Finish quote to remove and dispose of tile flooring; clean, grind and scarify floor to prep for epoxy; epoxy floor with 4' X 4' Emily Fire Department decal in the floor; with 40% down payment of \$1,986 and total of \$4,965 from Fire Equipment Fund; and up charge for filling large cracks.
- Resolution 23-04 Approving Additional Activity for a Lawful Gambling Premises Permit for Emily Firemen's Relief Association with additional activity of electronic linked bingo at Red Pine Cookhouse. *(Council action – motion)*
- Resolution 23-05 Accepting Donation to the City from David and Anne Bonnerup of \$300 for Fire Department equipment. *(Council action – motion)*

FIRST RESPONSE UNIT

- Hands Only CPR and AED Training on Tuesday, March 7, 2023 at 6 p.m. in the City Hall Gym for the public and Clerk's Office staff for no cost. *(Council action – motion)*
- Resolution 23-06 Accepting Donation to the City from Outing Chamber of Commerce of \$2,000 for First Response Unit Equipment. *(Council action – motion)*

**POLICE DEPARTMENT
WASTEWATER**

PLANNING & ZONING

- Greg Kossan bid for SSTS inspection services for \$175 per inspection. (Council action – motion)

ATTORNEY

- Update on collection process for unpaid sewer bill of \$1,212.55 and Invoice 2020-06 for \$1,118. (Information)
- Update on enforcement actions against Jason Quilling regarding an unpermitted septic system. (Information)

ROADS

- MnDOT progress on resolution of 2019 State Highway 6 road construction project issues. (Information)

MAINTENANCE

- Purchase of weatherproof truck bed storage decked drawer system for \$1,556.93 with \$106.94 tax and free shipping for the new Maintenance pickup from decked.com. (Council action – motion)

CITY HALL

CEMETERY

PARKS

LIBRARY

PERSONNEL

- Hiring of part-time Police Officer for 20 hours per week per recommendation of Personnel Committee pending preemployment screenings, background check, and psychological evaluation, or use of recent preemployment screenings/background check/psychological evaluation from another local agency, with position wage of \$20.50 per hour, probationary period of six months, and start date on or before Monday, February 6, 2023 as per drafted Job Offer letter. (Council action – motion)
- Planning Commission Member applications:
 - Patrick Rheume - Planning Commission Member – 3 year term – January 2023 through December 2025. (Council action – motion)
 - Lynn Bartel – Alternate Planning Commission Member – 1 year term - January 2023 through December 2023. (Council action – motion)
- Park Commission Member application from Patrick Rheume – 3 year term – January 2023 through December 2025. (Council action – motion)
- Publication of/Hiring of Intermittent Winter Seasonal Maintenance Worker or Intermittent Winter Seasonal Backup Snowplow Driver position at \$15 per hour pending preemployment screenings and background check. (Council action – motion)
- Deputy Clerk Amy Prokott's attendance of the 2023 year one Minnesota Municipal Clerks Institute in St. Cloud May 8 – May 12 at the cost of up to \$500 for registration, 5 nights in hotel not to exceed \$750, and reimbursement of mileage, parking, and food. (Council action – motion)
- City Clerk Cari Johnson and Deputy Clerk Amy Prokott attendance of the 2023 IIMC Annual Conference in Minneapolis May 14 - May 17 at the cost of up to \$1,150 for registration, 3 nights in hotel not to exceed \$500, and reimbursement of mileage, parking, and food. (Council action – motion)
- Council Member attendance of the Ehlers Public Finance Seminar on February 2 – February 3 in Brooklyn Center at the cost of \$275 per person for registration, 2 nights in hotel not to exceed \$400, and reimbursement of mileage, parking, and food. (Council action – motion)

EMILY WATERS

- Announcement for newspapers and website regarding acceptance period of Emily Lakes and Rivers Fund Appropriation Applications. (Council action – motion)
- Notice requesting applications for Emily Waters Committee members. (Information)

ECONOMIC DEV. (EDA)

CODIFICATION

UNFINISHED BUSINESS:

- North Star Manganese update. (Information)

NEW BUSINESS:

- Crow Wing County Short Term Rental Licensing Ordinance revision with option for contracting with Crow Wing County for licensing. (Council action – motion)

- Verizon request for update to Cell Tower Lease terms: *(Council action – motion)*
 - Rent reduction from \$1,100 per month to \$800 per month with 10% increase every 5 years
 - Eight additional 5 year renewal terms
- 2023 legal newspaper designation quotes: *(Council action – motion)*
 - Crosby-Ironton Courier \$9.85 per column inch for 7 point legals and \$8.85 per column inch for display legals (Current legal newspaper)
 - Northland Press \$9.50 per column inch or \$11.00 per column inch if designated as secondary publication
 - Pineandlakes Echo Journal \$8.50 per column inch.
- Reorganization: Resolution 23-01 Stating Annual Designations (*To be determined*) *(Council action – motion)*
 - *Designation of:*
 - *Place, date and time of regular City Council meetings*
 - *Official newspaper (Courier, Northland, OR Echo), City Attorney (Tom Pearson), City Engineer (SEH), Emergency Management Director (Ken Frank) and Assistant Emergency Management Director (Kenny Roden)*
 - *Hearing Officers for hearings on Administrative Citation appeals are Franz Vancura, Brown, Krueger & Vancura, and Brook Mallak.*
 - *Assignment of Duties (Acting Mayor and Council Liaisons) (change as needed):*
 - *Acting Mayor, Planning Commission, Park Commission, Cemetery, City Hall/Clerk's Office, Fire Department, First Response, Police Department, Wastewater, Library/Library Board Member, Ordinance Review, Emily Waters, Maintenance/Safety, Combination of Fire/1st Response Services Committee, ATV Trails Committee, Land Use Ordinance Review Committee*
 - *Authority/committee members: EDA (full Council and City Clerk), Budget Committee (full Council and City Clerk), Personnel Committee, and Road Committee*
 - *Wastewater Committee (Council Liaison, Roger Brekken, Dave Johnson, and Deputy Clerk)*
 - *Firemen's Relief Association Municipal Trustees (Mayor/Councilmember and City Clerk)*
 - *City Housing Official*
 - *SSTS Inspector*
- Resolution 23-02 Designating a Depository for City Funds. *(Council action – motion)*
- Resolution 23-03 Approving Pine River State Bank and Pershing Wealth Solutions BNY Mellon Account(s) Signers: *(Council action – motion)*
 - Pine River State Bank signers Tracy Jones, Gerhart Hanson, and alternate, Cari Johnson, and Amy Prokott
 - Pershing Wealth Solutions BNY Mellon signers Tracy Jones, Gerhart Hanson, and Cari Johnson
- Pine River State Bank pledged securities for City of Emily checking account. *(Council action – motion)*
- 2023 IRS standard federal mileage rate set at \$.655 per mile. *(Council action – motion)*
- Bond Trust Services payments for a total of \$156,260 plus \$575 in agent fees as follows: *(Council action – motion)*
 - 303 Debt Service Fund – 2012 City Hall Improvement - \$43,237.50 and \$575
 - 304 Debt Service Fund – 2014 Road Improvement - \$39,331.25
 - 602 Debt Service Fund – 2013 Sewer - \$73,691.25

CORRESPONDENCE:

- ✓ Crow Wing County re: public comment on Land Use Ordinance revisions.
- ✓ Clasen & Schiessl re: audit responsibility, planned scope, timing, significant risks, and other.

Scheduled Upcoming Meetings:

- Public Hearing for annual Fee Schedule Ordinance update on Tuesday, February 14, 2023.

ADJOURN

ECONOMIC DEVELOPMENT AUTHORITY (EDA) MEETING

Call to Order (Immediately following Council Meeting)

Agenda

- Economic development priorities

ADJOURN

As on 12/31/2022

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	438,385.49	1,237,467.80	272,100.77	0.00	1,086,056.19	270,238.57	485.29	591,174.01	97,707.73	688,881.74
Road and Bridge	51,326.36	15.72	0.00	0.00	0.00	0.00	0.00	51,342.08	0.00	51,342.08
Small Cities Revolving Loan Fund	6,458.20	1,228.92	0.00	0.00	0.00	0.00	0.00	7,687.12	0.00	7,687.12
Small Cities Housing Rehabilitation Fund	(2,898.50)	49,158.32	0.00	0.00	46,255.41	0.00	0.00	4.41	0.00	4.41
American Rescue Plan Fund	0.00	45,908.01	0.00	0.00	0.00	0.00	0.00	45,908.01	0.00	45,908.01
Library	798.22	356.62	0.00	0.00	0.00	0.00	0.00	1,154.84	0.00	1,154.84
Firemens equip fund 225	56,244.17	77,525.51	39,524.93	0.00	27,255.72	40,376.34	0.00	105,662.55	14,656.16	120,318.71
1st Resp. equip fund 226	25,966.28	11,870.13	105,399.90	0.00	2,170.23	107,398.82	0.00	33,667.26	39,083.09	72,750.35
Emily Area Recycling 227	(0.87)	417.49	0.00	485.29	902.03	0.00	0.00	(0.12)	0.00	(0.12)
Police Fund 228	2,122.60	0.77	0.00	0.00	0.00	0.00	0.00	2,123.37	0.00	2,123.37
FORFEITURE FUND 229	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
General Debt Service (Identify)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service PRI 2007 302	0.00	4,090.60	0.00	0.00	0.00	0.00	4,090.60	0.00	0.00	0.00
Debt Service GOCIP 2012 303 and 305	26,685.74	49,300.86	0.00	0.00	47,500.00	0.00	0.00	28,486.60	0.00	28,486.60
Debt Service PRI 2014 304	10,581.46	55,809.79	0.00	11,432.24	44,622.50	0.00	0.00	33,200.99	0.00	33,200.99
Debt Service PRI 2004 305	0.00	951.13	0.00	0.00	0.00	0.00	951.13	0.00	0.00	0.00
Debt Service PRI 2005 306	0.00	6,390.51	0.00	0.00	0.00	0.00	6,390.51	0.00	0.00	0.00
Park Acquisition and Development (Optional) CITY HALL CD 406	51,122.07	4,990.05	189,585.26	0.00	9,284.55	188,077.50	0.00	48,335.33	68,395.41	116,730.74
CEMETERY CD 407	14,981.84	2,882.69	313,919.28	0.00	95,095.63	236,688.18	0.00	0.00	0.00	0.00
SMALL CITIES CD 408	3,300.55	1,737.20	92,224.89	0.00	1,784.74	94,152.92	0.00	1,324.98	34,197.70	35,522.68
POLICE DEPART. 409	4,719.48	1,241.67	65,874.99	0.00	1,356.40	67,170.54	0.00	3,309.20	24,426.93	27,736.13
SEWER EQUIP. 410	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EDA CD 412	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REHAB. PROJ. CD 413	10,060.42	3.47	0.00	0.00	0.00	0.00	0.00	10,063.89	0.00	10,063.89
CAP. PROJ. FIRE CD 414	5,007.43	1.77	0.00	0.00	0.00	0.00	0.00	5,009.20	0.00	5,009.20
CAP PROJ. RD CD 415	21,104.78	2,487.39	132,040.18	0.00	2,712.77	134,341.03	0.00	18,578.55	48,853.86	67,432.41
FUT. CITY DEV. CD 416	61.94	1,736.53	91,934.59	0.00	1,898.94	94,038.73	0.00	(2,204.61)	34,197.71	31,993.10

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
SHOP BLDG CD 417	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sewage Collection and Disposal SEWER 617	75,567.85	155,073.50	27,469.78	0.00	133,560.18	26,868.19	0.00	97,682.76	9,770.77	107,453.53
Small Cities Grant 801	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Donor pass thru 851	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total:	801,595.51	1,710,646.45	1,330,074.57	11,917.53	1,500,455.29	1,259,350.82	11,917.53	1,082,510.42	371,289.36	1,453,799.78

For the Period: 12/1/2022 To 12/31/2022

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$318,441.15	\$403,802.03	\$131,069.17	\$591,174.01	\$0.00	\$16,510.94	\$607,684.95
Road and Bridge	\$51,339.92	\$2.16	\$0.00	\$51,342.08	\$0.00	\$0.00	\$51,342.08
Small Cities Revolving Loan Fund	\$6,460.21	\$1,226.91	\$0.00	\$7,687.12	\$0.00	\$0.00	\$7,687.12
Small Cities Housing Rehabilitation Fund	\$4.41	\$0.00	\$0.00	\$4.41	\$0.00	\$0.00	\$4.41
American Rescue Plan Fund	\$45,906.08	\$1.93	\$0.00	\$45,908.01	\$0.00	\$0.00	\$45,908.01
Library	\$1,154.80	\$0.04	\$0.00	\$1,154.84	\$0.00	\$0.00	\$1,154.84
Firemens equip fund 225	\$102,741.70	\$6,628.49	\$3,707.64	\$105,662.55	\$0.00	\$0.00	\$105,662.55
1st Resp. equip fund 226	\$33,665.84	\$4,332.14	\$4,330.72	\$33,667.26	\$0.00	\$0.00	\$33,667.26
Emily Area Recycling 227	(\$556.52)	\$584.44	\$28.04	(\$0.12)	\$0.00	\$0.00	(\$0.12)
Police Fund 228	\$2,123.28	\$0.09	\$0.00	\$2,123.37	\$0.00	\$0.00	\$2,123.37
FORFEITURE FUND 229	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
General Debt Service (Identify)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service PRI 2007 302	\$2,807.23	\$1,283.37	\$4,090.60	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service GOCIP 2012 303 and 305	\$8,959.49	\$19,527.11	\$0.00	\$28,486.60	\$0.00	\$0.00	\$28,486.60
Debt Service PRI 2014 304	(\$1,314.71)	\$34,515.70	\$0.00	\$33,200.99	\$0.00	\$0.00	\$33,200.99
Debt Service PRI 2004 305	\$230.43	\$720.70	\$951.13	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service PRI 2005 306	\$5,250.65	\$1,139.86	\$6,390.51	\$0.00	\$0.00	\$0.00	\$0.00
Park Acquisition and Development (Optional)	\$48,333.30	\$7,580.81	\$7,578.78	\$48,335.33	\$0.00	\$0.00	\$48,335.33
CITY HALL CD 406	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CEMETERY CD 407	\$1,324.95	\$3,789.42	\$3,789.39	\$1,324.98	\$0.00	\$0.00	\$1,324.98
SMALL CITIES CD 408	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
POLICE DEPART. 409	\$3,309.06	\$2,706.84	\$2,706.70	\$3,309.20	\$0.00	\$0.00	\$3,309.20
SEWER EQUIP. 410	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EDA CD 412	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
REHAB. PROJ. CD 413	\$10,063.48	\$0.41	\$0.00	\$10,063.89	\$0.00	\$0.00	\$10,063.89
CAP. PROJ. FIRE CD 414	\$5,008.97	\$0.23	\$0.00	\$5,009.20	\$0.00	\$0.00	\$5,009.20
CAP PROJ. RD CD 415	\$18,577.77	\$5,414.17	\$5,413.39	\$18,578.55	\$0.00	\$0.00	\$18,578.55
FUT. CITY DEV. CD 416	(\$2,204.59)	\$3,789.38	\$3,789.40	(\$2,204.61)	\$0.00	\$0.00	(\$2,204.61)
SHOP BLDG CD 417	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sewage Collection and Disposal	\$73,006.92	\$30,233.92	\$5,558.08	\$97,682.76	\$0.00	\$64.00	\$97,746.76
SEWER 617	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Small Cities Grant 801	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Total
 Per Bank
 Statement
 \$0.00
 \$1,099,085.36
 11/6/2023

Plus
 Outstanding
 Checks
 \$0.00
 \$16,574.94

Less
 Deposits
 In Transit
 \$0.00
 \$0.00

Ending
 Balance
 \$0.00
 \$1,082,510.42

Total
 Disbursed
 \$0.00
 \$179,403.55

Total
 Receipts
 \$0.00
 \$527,280.15

Beginning
 Balance
 \$0.00
 \$734,633.82

Name of Fund

Donor pass thru 851

Total

Bryce L Butcher	City Council/Town Board	Date
GERHART L. HANSON, JR	City Council/Town Board	Date
Mary Frances Eppen	City Council/Town Board	Date
TRACY ALLEN JONES	City Council/Town Board, Mayor	Date
Wesley Michael Friesner	City Council/Town Board	Date

As of 1/6/2023

Fiscal Year: 2022

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursements</u>	<u>Ending Balance</u>
General Fund	\$438,385.49	\$1,509,568.57	\$1,356,780.05	\$591,174.01
Road and Bridge	\$51,326.36	\$15.72	\$0.00	\$51,342.08
Small Cities Revolving Loan Fund	\$6,458.20	\$1,228.92	\$0.00	\$7,687.12
Small Cities Housing Rehabilitation Fund	(\$2,898.50)	\$49,158.32	\$46,255.41	\$4.41
American Rescue Plan Fund	\$0.00	\$45,908.01	\$0.00	\$45,908.01
Library	\$798.22	\$356.62	\$0.00	\$1,154.84
Firemens equip fund 225	\$56,244.17	\$117,050.44	\$67,632.06	\$105,662.55
1st Resp. equip fund 226	\$25,966.28	\$117,270.03	\$109,569.05	\$33,667.26
Emily Area Recycling 227	(\$0.87)	\$902.78	\$902.03	(\$0.12)
Police Fund 228	\$2,122.60	\$0.77	\$0.00	\$2,123.37
FORFEITURE FUND 229	\$0.00	\$0.00	\$0.00	\$0.00
General Debt Service (Identify)	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service PRI 2007 302	\$0.00	\$4,090.60	\$4,090.60	\$0.00
Debt Service GOCIP 2012 303 and 305	\$26,685.74	\$49,300.86	\$47,500.00	\$28,486.60
Debt Service PRI 2014 304	\$10,581.46	\$67,242.03	\$44,622.50	\$33,200.99
Debt Service PRI 2004 305	\$0.00	\$951.13	\$951.13	\$0.00
Debt Service PRI 2005 306	\$0.00	\$6,390.51	\$6,390.51	\$0.00
Public Acquisition and Development (Optional)	\$51,122.07	\$194,575.31	\$197,362.05	\$48,335.33
CITY HALL CD 406	\$14,981.84	\$316,801.97	\$331,783.81	\$0.00
CEMETERY CD 407	\$3,300.55	\$93,962.09	\$95,937.66	\$1,324.98
SMALL CITIES CD 408	\$0.00	\$0.00	\$0.00	\$0.00
POLICE DEPART. 409	\$4,719.48	\$67,116.66	\$68,526.94	\$3,309.20
SEWER EQUIP. 410	\$0.00	\$0.00	\$0.00	\$0.00
EDA CD 412	\$0.00	\$0.00	\$0.00	\$0.00
REHAB. PROJ. CD 413	\$10,060.42	\$3.47	\$0.00	\$10,063.89
CAP. PROJ. FIRE CD 414	\$5,007.43	\$1.77	\$0.00	\$5,009.20
CAP PROJ. RD CD 415	\$21,104.78	\$134,527.57	\$137,053.80	\$18,578.55
FUT. CITY DEV. CD 416	\$61.94	\$93,671.12	\$95,937.67	(\$2,204.61)
SHOP BLDG CD 417	\$0.00	\$0.00	\$0.00	\$0.00
Sewage Collection and Disposal	\$75,567.85	\$182,543.28	\$160,428.37	\$97,682.76
SEWER 617	\$0.00	\$0.00	\$0.00	\$0.00
Small Cities Grant 801	\$0.00	\$0.00	\$0.00	\$0.00
Donor pass thru 851	\$0.00	\$0.00	\$0.00	\$0.00
Total:	\$801,595.51	\$3,052,638.55	\$2,771,723.64	\$1,082,510.42

Date of Report : 1/6/2023

Outstanding Checks

<u>Date of Check</u>	<u>Check Number</u>	<u>To Whom Paid</u>	<u>Check Amount</u>
08/31/2022	59759	Cary LeBlanc	\$64.40
12/07/2022	60059	Payroll Period Ending 12/07/2022	\$2,972.68
12/07/2022	60036	Payroll Period Ending 12/07/2022	\$1,357.54
12/07/2022	60063	Payroll Period Ending 12/07/2022	\$1,158.99
12/07/2022	60072	Payroll Period Ending 12/07/2022	\$1,267.18
12/07/2022	60080	Payroll Period Ending 12/07/2022	\$637.21
12/13/2022	60097	Minnesota Ambulance Association	\$75.00
12/13/2022	60107	PIKE PLUMBING & HEATING OF BRAINERD	\$988.41
12/15/2022	60111	Payroll Period Ending 12/15/2022	\$340.09
12/15/2022	60112	Payroll Period Ending 12/15/2022	\$36.94
12/15/2022	60113	Payroll Period Ending 12/15/2022	\$392.49
12/21/2022	60124	QUILL	\$77.75
12/21/2022	60128	Sourcewell	\$1,072.50
12/21/2022	60129	CUYUNA REGIONAL MEDICAL CENTER	\$51.00
12/21/2022	60131	A W RESEARCH LABORATORIES	\$64.00
12/21/2022	60132	CARI JOHNSON	\$63.75
12/21/2022	60118	Payroll Period Ending 12/21/2022	\$1,943.43
12/21/2022	60133	Payroll Period Ending 12/21/2022	\$97.22
12/28/2022	60134	GREAT PLAINS FIRE	\$1,006.95
12/28/2022	60135	AUTO VALUE	\$366.92
12/28/2022	60136	Wex Bank	\$2,277.00
12/28/2022	60137	American Legal Publishing Corp.	\$2,000.00
12/28/2022	60138	Colonial Life	\$76.72
Total			\$16,574.94

Schedule 8 - Investment Activity

1/6/2023

For the period: 12/1/2022 To 12/31/2022

Investment Type	Description	Beginning Balance	Date	Deposits	Withdrawals	Ending Balance
Money Market/Bonds	MMMF/Municipal Bonds:Varying Maturities	370,756.94	12/01/2022			
			12/31/2022	5,256.69		376,013.63
			12/31/2022	788.50		376,802.13
			12/31/2022	2,102.67		378,904.80
			12/31/2022	3,679.68		382,584.48
			12/31/2022	1,839.84		384,424.32
			12/31/2022	1,314.17		385,738.49
			12/31/2022	2,628.34		388,366.83
			12/31/2022	1,839.84		390,206.67
			12/31/2022	525.67		390,732.34
			12/31/2022	226.77		390,959.11
			12/31/2022	34.02		390,993.13
			12/31/2022	90.70		391,083.83
			12/31/2022	158.74		391,242.57
			12/31/2022	79.37		391,321.94
			12/31/2022	56.69		391,378.63
			12/31/2022	113.38		391,492.01
			12/31/2022	79.37		391,571.38
			12/31/2022	22.68		391,594.06
			12/31/2022		5,256.69	386,337.37
			12/31/2022		788.50	385,548.87
			12/31/2022		2,102.67	383,446.20
			12/31/2022		3,679.68	379,766.52
			12/31/2022		1,839.84	377,926.68
			12/31/2022		1,314.17	376,612.51
			12/31/2022		2,628.34	373,984.17
			12/31/2022		1,839.84	372,144.33
			12/31/2022		525.67	371,618.66
			12/31/2022		86.66	371,532.00
			12/31/2022		13.00	371,519.00
			12/31/2022		34.66	371,484.34
			12/31/2022		60.66	371,423.68
			12/31/2022		30.33	371,393.35
			12/31/2022		21.66	371,371.69

For the period: 12/1/2022 To 12/31/2022

Investment Type	Description	Beginning Balance	Date	Deposits	Withdrawals	Ending Balance
			12/31/2022		43.33	371,328.36
			12/31/2022		30.33	371,298.03
			12/31/2022		8.67	371,289.36
			12/31/2022	0.02		371,289.38
			12/31/2022	0.01		371,289.39
			12/31/2022	0.02		371,289.41
			12/31/2022		0.02	371,289.39
			12/31/2022		0.02	371,289.37
			12/31/2022		0.01	371,289.36
Total				20,837.17	20,304.75	371,289.36
Total All Investments				20,837.17	20,304.75	371,289.36

	MMMF Investments	Dreyfus Treas Money Market Deposit Account	Money Market Total	Bbalance	Re-Investments	Interest	Gain/Loss	Ebalance	Bond Earned Interest	Deposited in MMDA12	
132033GS4	Cambria County PA			\$ 14,686.40			\$ (11.10)	\$ 14,685.30			
842471BY9	Southern CA Pub Pwr Auth			\$ 5,045.70			\$ (3.15)	\$ 5,042.55			
952347WQ1	West Contra Costa CA			\$ 158,592.90			\$ (593.65)	\$ 157,999.25			
509262FD8	Lake Cnty ILL Cmnty Unit Sch Bds			\$ 19,786.60			\$ (28.60)	\$ 19,760.00			
941647P94	Waterloo Iowa Taxable GO Bds			\$ 49,793.50			\$ 50.50	\$ 49,844.00		\$ 833.33	
912796Y78	US Treasury Bills			\$ 49,483.50			\$ 183.00	\$ 49,666.50			
3130ATZ42	Federal Home Ln Bks Cons			\$ 50,020.50			\$ 54.50	\$ 50,075.00			
3130AU6T6	Federal Home Ln Bks Cons			\$ -	\$ 19,975.40		\$ 17.20	\$ 19,992.60			
	Municipal Bonds Total			\$ 347,419.10	\$ 19,975.40	\$ -	\$ (329.30)	\$ 367,055.20			
	TOTAL INVESTMENTS			\$ 370,756.94	\$ -	\$ 861.72	\$ (329.30)	\$ 371,289.36			
						\$ (19,975.40)	\$ 861.72	\$ -	\$ 19,975.40	\$ -	\$ (329.30)
											\$ 371,289.36

Balance 1-5-23

	Original Investment	Beginning Balance	MMMF Reinvest	MMMF Interest	MMMF Gain/Loss	Muni Bonds Reinvest	Muni Bonds Interest	Muni Bonds Gain/Loss	Ending Balance	Market Value Totals
100 General Fund	\$ 100,000.00	\$ 97,567.62	\$ (5,256.69)	\$ 226.77	\$ -	\$ 5,256.69	\$ -	\$ (86.66)	\$ 97,707.73	\$ 97,707.73
225 Firemens Equipment Fund	\$ 15,000.00	\$ 14,635.14	\$ (788.50)	\$ 34.02	\$ -	\$ 788.50	\$ -	\$ (13.00)	\$ 14,656.16	\$ 14,656.16
226 1st Resp. Equipment Fund	\$ 40,000.00	\$ 39,027.05	\$ (2,102.67)	\$ 90.70	\$ -	\$ 2,102.67	\$ -	\$ (34.66)	\$ 39,083.09	\$ 39,083.09
404 Park Acquisition and Dev't	\$ 70,000.00	\$ 68,297.33	\$ (3,679.68)	\$ 158.74	\$ -	\$ 3,679.68	\$ -	\$ (60.66)	\$ 68,395.41	\$ 68,395.41
407 Cemetery	\$ 35,000.00	\$ 34,148.66	\$ (1,839.84)	\$ 79.37	\$ -	\$ 1,839.84	\$ -	\$ (30.33)	\$ 34,197.70	\$ 34,197.70
409 Police Department	\$ 25,000.00	\$ 24,391.90	\$ (1,314.17)	\$ 56.69	\$ -	\$ 1,314.17	\$ -	\$ (21.66)	\$ 24,426.93	\$ 24,426.93
415 Capital Project Roads	\$ 50,000.00	\$ 48,783.81	\$ (2,628.34)	\$ 113.38	\$ -	\$ 2,628.34	\$ -	\$ (43.33)	\$ 48,853.86	\$ 48,853.86
416 Future City Development	\$ 35,000.00	\$ 34,148.67	\$ (1,839.84)	\$ 79.37	\$ -	\$ 1,839.84	\$ -	\$ (30.33)	\$ 34,197.71	\$ 34,197.71
602 Sewage Collection and Disp.	\$ 10,000.00	\$ 9,756.76	\$ (525.67)	\$ 22.68	\$ -	\$ 525.67	\$ -	\$ (8.67)	\$ 9,770.77	\$ 9,770.77
Total	\$ 380,000.00	\$ 370,756.94	\$ (19,975.40)	\$ 861.72	\$ -	\$ 19,975.40	\$ -	\$ (329.30)	\$ 371,289.36	\$ 371,289.36

CITY OF EMILY

Receipts Register

1/6/2023

Fund Name: All Funds

Date Range: 12/01/2022 To 12/31/2022

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
12/01/2022	Verizon	12654	Monthly Cell Tower Lease	(12/05/2022) -	N	Verizon Rental	100-34951-	\$ 1,100.00
								<u>\$ 1,100.00</u>
12/01/2022	Sweets N Such	12655	Small Cities Revolving Loan Fund Small Business Loan	(12/05/2022) -	N	State MIF Business Loans COVID-19	204-36203-15	\$ 167.51
								<u>\$ 167.51</u>
12/01/2022	MN Fire Training	12656	Fire Training Reimbursement	(12/02/2022) -	N	Fire Training Reimbursement	100-33431-	\$ 650.00
								<u>\$ 650.00</u>
12/05/2022	Crow Wing County	12658	Curr&DelPropTax, MobileHom e, P&I, FiscDisp, SpecAssts, SpecAsstsP&I	(12/05/2022) -	N	Current Ad Valorem Taxes	100-31010-	\$ 376,408.34
						Delinquent Ad Valorem Taxes	100-31020-	\$ 6,281.24
						Mobile Home Tax	100-31030-	\$ 9.96
						Fiscal Disparities	100-31040-	\$ (693.11)
						Penalties and Interest on Ad valorem Taxes	100-31910-	\$ 2,705.54
						Principal on Special Assessments	302-31951-	\$ 1,276.05
						Penalties and Interest on Special Assessments	302-31952-	\$ 7.32
						Current Ad Valorem Taxes	303-31010-	\$ 19,340.58
						Delinquent Ad Valorem Taxes	303-31020-	\$ 220.45
						Mobile Home Tax	303-31030-	\$ 0.50
						Fiscal Disparities	303-31040-	\$ (35.62)
						Current Ad Valorem Taxes	304-31010-	\$ 14,141.66
						Delinquent Ad Valorem Taxes	304-31020-	\$ 52.32
						Mobile Home Tax	304-31030-	\$ 0.38
						Fiscal Disparities	304-31040-	\$ (26.04)
						Principal on Special Assessments	304-31951-	\$ 3,276.59
						Principal on Special Assessments	304-31951-	\$ 5,626.74
						Penalties and Interest on Special Assessments	304-31952-	\$ 10.43
						Principal on Special Assessments	305-31951-	\$ 401.10
						Principal on Special Assessments	305-31951-	\$ 224.64
						Penalties and Interest on Special Assessments	305-31952-	\$ 94.96

Fund Name: All Funds

Date Range: /01/2022 To 12/31/2022

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
12/06/2022	Pat Kelehan	12662	Copies X 22	(12/14/2022) -	N	Delinquent Ad Valorem Taxes	306-31020-	\$ 189.49
						Principal on Special Assessments	306-31951-	\$ 601.74
						Penalties and Interest on Special Assessments	306-31952-	\$ 348.63
						Current Ad Valorem Taxes	602-31010-	\$ 25,673.47
						Delinquent Ad Valorem Taxes	602-31020-	\$ 331.71
						Delinquent Ad Valorem Taxes	602-31020-	\$ 202.31
						Mobile Home Tax	602-31030-	\$ 0.68
						Fiscal Disparities	602-31040-	\$ (47.28)
						Principal on Special Assessments	602-31951-	\$ 755.84
						Principal on Special Assessments	602-31951-	\$ 487.76
						Principal on Special Assessments	602-31951-	\$ 870.29
						Penalties and Interest on Special Assessments	602-31952-	\$ 64.89
						Penalties and Interest on Special Assessments	602-31952-	\$ 275.91
								\$ 459,079.47
12/06/2022	Pat Kelehan	12662	Copies X 22	(12/14/2022) -	N	Copies/Faxes	100-34112-	\$ 5.50
12/08/2022	Anonymous	12663	Copy X 1	(12/14/2022) -	N	Copies/Faxes	100-34112-	\$ 0.25
								\$ 0.25
12/09/2022	Minnetonka Title	12664	Assessment #22-59	(12/14/2022) -	N	Assessment Searches	100-34107-	\$ 25.00
								\$ 25.00
12/12/2022	Log Cabin Bar	12665	Small Cities Revolving Loan Fund Small Business Loan	(12/14/2022) -	N	State MIF Business Loans COVID-19	204-36203-15	\$ 167.51
12/12/2022	Lakes Area Title	12666	Assessment Search 22-24	(12/14/2022) -	N	Assessment Searches	100-34107-	\$ 25.00
								\$ 25.00
12/12/2022	Lakes Area Title	12667	Assessment Search 22-25	(12/14/2022) -	N	Assessment Searches	100-34107-	\$ 25.00
								\$ 25.00
12/14/2022	Oil Recycling	12668	Oil Recycling Collection - Cash	(12/15/2022) -	N	Oil Recycling	227-37311-	\$ 99.15
								\$ 99.15

Fund Name: All Funds

Date Range: /01/2022 To 12/31/2022

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void Account Name</u>	<u>F-A-P</u>	<u>Total</u>
12/28/2022	Ruth Lake Retreat	12677	2023 Rental Dwelling License #5	(12/29/2022) -	N Rental Dwelling License	100-32111-	\$ 100.00
12/29/2022	UTILITY BILLING	12678	Sewer Charges	(12/29/2022) -	N Rate Class I Penalties and Forfeited Discounts	602-37210- 602-37260-	\$ 100.00
12/29/2022	Jodi Ciskovsky	12679	2023 Rental Dwelling License Renewal #37	(12/29/2022) -	N Rental Dwelling License	100-32111-	\$ 50.00
12/29/2022	Jodi Ciskovsky	12680	2023 Rental Dwelling License Inspection #37	(12/29/2022) -	N Rental Dwelling License	100-32111-	\$ 50.00
12/29/2022	Pam Roden	12681	2023 Rental Dwelling License Renewal #34	(12/29/2022) -	N Rental Dwelling License	100-32111-	\$ 100.00
12/29/2022	Greg Harms	12682	2023 Rental Dwelling License #43	(12/29/2022) -	N Rental Dwelling License	100-32111-	\$ 125.00
12/29/2022	Diners Chicken Shack	12683	Small Cities Revolving Loan Fund Small Business Loan Dec 22 and Jan 23	(12/29/2022) -	N State MIF Business Loans COVID-19	204-36203-15	\$ 724.06
12/29/2022	Sweets N Such	12684	Small Cities Revolving Loan Fund Small Business Loan Jan 23	(12/29/2022) -	N State MIF Business Loans COVID-19	204-36203-15	\$ 167.51
12/30/2022	Laura and Douglas Leckband	12685	2023 Rental Dwelling License Renewal #26	(12/30/2022) -	N Rental Dwelling License	100-32111-	\$ 100.00
							\$ 100.00

Fund Name: All Funds

Date Range: 12/01/2022 To 12/31/2022

Date	Remitter	Receipt #	Description	Deposit ID	Void	Account Name	F-A-P	Total
12/30/2022	KOOP FUNERAL HOME	12686	Winter Casket Burial- Lester Goodman	(12/30/2022) -	N	Cemetery -Grave openings	100-34941-	\$ 600.00
								\$ 600.00
12/30/2022	Jim and Tammy Freeman	12687	2023 Rental Dwelling License Renewal #1	(12/30/2022) -	N	Rental Dwelling License	100-32111-	\$ 50.00
12/31/2022	Pershing	12690	Int CR Investments- MMMF and Muni Bonds	(12/31/2022) -	N	Interest Earning	100-36210-	\$ 226.77
						Interest Earning	225-36210-	\$ 34.02
						Interest Earning	226-36210-	\$ 90.70
						Interest Earning	404-36210-	\$ 158.74
						Interest Earning	407-36210-	\$ 79.37
						Interest Earning	409-36210-	\$ 56.69
						Interest Earning	415-36210-	\$ 113.38
						Interest Earning	416-36210-	\$ 79.37
						Interest Earning	602-36210-	\$ 22.68
								\$ 861.72
12/31/2022	Pershing	12691	Sale of Investments - Reinvestment	(12/31/2022) -	N	Sale of Investment	100-39990-	\$ 5,256.69
						Sale of Investment	225-39990-	\$ 788.50
						Sale of Investment	226-39990-	\$ 2,102.67
						Sale of Investment	404-39990-	\$ 3,679.68
						Sale of Investment	407-39990-	\$ 1,839.84
						Sale of Investment	409-39990-	\$ 1,314.17
						Sale of Investment	415-39990-	\$ 2,628.34
						Sale of Investment	416-39990-	\$ 1,839.84
						Sale of Investment	602-39990-	\$ 525.67
								\$ 19,975.40
12/31/2022	Pershing	12692	Year End Adjustments Due to Rounding.	(12/31/2022) -	N	Unrealized Investment Gain	225-39103-	\$ 0.05
12/31/2022	PINE RIVER STATE BANK	12694	Int CR Checking	(12/31/2022) -	N	Interest Earning	100-36210-	\$ 25.39
						Interest Earning	201-36210-	\$ 2.16
						Interest Earning	204-36210-	\$ 0.32
						Interest Earning	206-36210-	\$ 1.93
						Interest Earning	211-36210-	\$ 0.04

Fund Name: All Funds

Date Range: /01/2022 To 12/31/2022

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
12/31/2022	Money Market/Bonds	IAW10679	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	100-39990-	\$ 5,256.69
12/31/2022	Money Market/Bonds	IAW10680	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	225-39990-	\$ 788.50
12/31/2022	Money Market/Bonds	IAW10681	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	226-39990-	\$ 2,102.67
12/31/2022	Money Market/Bonds	IAW10682	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	404-39990-	\$ 3,679.68
12/31/2022	Money Market/Bonds	IAW10683	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	407-39990-	\$ 1,839.84
12/31/2022	Money Market/Bonds	IAW10684	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	409-39990-	\$ 1,314.17
12/31/2022	Money Market/Bonds	IAW10685	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	415-39990-	\$ 2,628.34
								\$ 46.08
								\$ 5,256.69
								\$ 788.50
								\$ 2,102.67
								\$ 3,679.68
								\$ 1,839.84
								\$ 1,314.17
								\$ 2,628.34

Fund Name: All Funds

Date Range: 12/01/2022 To 12/31/2022

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
12/31/2022	Money Market/Bonds	IAW10686	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	416-39990-	\$ 2,628.34
12/31/2022	Money Market/Bonds	IAW10687	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	602-39990-	\$ 1,839.84
12/31/2022	Money Market/Bonds	IAW10688	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	100-39990-	\$ 1,839.84
12/31/2022	Money Market/Bonds	IAW10689	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	225-39990-	\$ 525.67
12/31/2022	Money Market/Bonds	IAW10690	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	226-39990-	\$ 525.67
12/31/2022	Money Market/Bonds	IAW10691	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	404-39990-	\$ 86.66
12/31/2022	Money Market/Bonds	IAW10692	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	407-39990-	\$ 86.66
12/31/2022	Money Market/Bonds	IAW10693	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	409-39990-	\$ 60.66
12/31/2022	Money Market/Bonds	IAW10694	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	415-39990-	\$ 60.66
12/31/2022	Money Market/Bonds	IAW10694	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	415-39990-	\$ 30.33
12/31/2022	Money Market/Bonds	IAW10694	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	415-39990-	\$ 30.33
12/31/2022	Money Market/Bonds	IAW10694	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	415-39990-	\$ 21.66
12/31/2022	Money Market/Bonds	IAW10694	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	415-39990-	\$ 21.66
12/31/2022	Money Market/Bonds	IAW10694	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	415-39990-	\$ 43.33
12/31/2022	Money Market/Bonds	IAW10694	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	415-39990-	\$ 43.33

All Funds

./01/2022 To 12/31/2022

Total for Selected Receipts

Date Range: 1/5/2023 To 1/10/2023

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
01/10/2023	GAMMELLO - PEARSON, PLLC	90594,90595,90596,906 01:Retainer,Manganese Mine,Planning/Zoning,Q uillingsSTS	70504	\$897.00	100-41425-304- 100-41910-304- 100-41910-304- 100-41910-304-	Clerk Planning and Zoning Planning and Zoning Planning and Zoning	\$182.00 \$338.00 \$117.00 \$260.00
01/10/2023	EMILY ACE HARDWARE	Inv.12-31:ShopSupplies,S hopSmallTools,Cemetery Supplies,FireShopMateri als	70505	\$1,067.68	100-43110-215- 100-49010-221- 100-42220-215- 100-43110-240-	Maintenance-Shop Cemetery Fire Fighting Maintenance-Shop	\$105.77 \$18.58 \$51.97 \$891.36
01/10/2023	Cardmember Service	Dec22:PZ/ClerkPostage,S hop/RdEquipSmTools,Fir eStatnSmTools,CityHallO ffcSupp,PatrolRepSupp	70506	\$831.79	100-43126-240- 100-43110-240- 225-42280-240- 100-41425-322- 100-41941-201- 100-41910-322- 100-42123-221-	Road and Bridge Equipment Maintenance-Shop Fire Stations and Buildings Clerk City Hall Planning and Zoning Patrol	\$173.64 \$161.77 \$243.73 \$184.56 \$35.99 \$7.85 \$24.25
01/10/2023	PINE RIVER STATE BANK	Safety Deposit Box #5638 - 5X10 - 1-1-23 Inv.	70507	\$45.00	100-41940-415-	General Government Buildings and Plant	\$45.00
01/10/2023	League of MN Cities Insurance Trust	Inv. 7732 - Deductible for claimaint for fall	70508	\$70.97	100-41941-152-	City Hall	\$70.97
01/10/2023	Sadusky Renovations, Inc.	Inv. 13 - Complaint and Rental Inspections, letters, reports	70509	\$1,050.00			

Date Range : 1/5/2023 To 1/10/2023

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
01/10/2023	Sourcewell	Planning and Zoning Services for December - Inv. 00001500	70510	\$398.75	100-42401-310- 100-42411-310-	Building Inspections Administration Rental Inspections	\$512.50 \$537.50
01/10/2023	Aramark	Rugs and Towels - Invs.2530090206,253009 0205- CityHall/FireHall	70511	\$166.91	100-41910-311-	Planning and Zoning	\$398.75
01/10/2023	QUILL	Inv. 29879657 - Council Office Supplies	70512	\$35.98	100-42280-418- 100-41941-418-	Fire Stations and Buildings City Hall	\$37.02 \$129.89
01/10/2023	Momentum Truck Group	12/31/22 Statement: Invs. X500010119;01, X500010142:01 - 94 Ford L8000 Dump Truck	70513	\$106.23	100-41110-201-	Council/Town Board	\$35.98
01/10/2023	The Office Shop, Inc.	1/3/23 Statement for Inv. 1120763-0 - Clerk's Office Supplies	70514	\$115.00	100-43126-221-	Road and Bridge Equipment	\$106.23
01/10/2023	FERRELLGAS	Statement 5007482138: Broadway Shop Propane	70515	\$1,406.13	100-41425-201-	Clerk	\$115.00
01/10/2023	Ehlers Investment Partners, LLC	November 2022 Investment Account Management Fee	70516	\$60.76	100-43110-383-	Maintenance-Shop	\$1,406.13
01/10/2023	Thomson Reuters - West	Investigative Suite Subscription - Inv. 847633916	70517	\$113.52	100-49350-307-	Purchase of Investments	\$60.76
					100-42110-309-	Police Administration	\$113.52

Date Range : 1/5/2023 To 1/10/2023

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
01/10/2023	I.U.O.E. LOCAL 49 FRINGE BENEFIT FU	Health Insurance February 2023	70518	\$5,380.00	100-41425-101- 100-41425-131- 100-43110-101- 100-43110-131-	Clerk Clerk Maintenance-Shop Maintenance-Shop	\$555.00 \$2,135.00 \$555.00 \$2,135.00
01/10/2023	Crow Wing County Attorney's Office	Annual cost of Prosecution for 2023 - 12/28/22 Invoice	70519	\$2,500.00			
01/10/2023	MINNESOTA STATE FIRE DEPT. ASSOC.	2023 membership dues	70520	\$175.00	100-42110-304-	Police Administration	\$2,500.00
01/10/2023	OmniSite	1 Year Wireless Service - Emily Main, White Pine liftstation2, and liftstation3	70521	\$870.00	100-42210-433-	Fire Administration	\$175.00
01/10/2023	CUYUNA REGIONAL MEDICAL CENTER	Inv. 4020 - EMR Course - Kira Floisand	70522	\$700.00	602-49470-309- 100-42860-308-	Sewer Utilities - Sewer Lift Stations Other Protection-1st Response	\$870.00 \$700.00
Total For Selected Claims				\$15,990.72			\$15,990.72

For the payroll period ending: 01/10/2023

<u>Account #</u>	<u>Employee #</u>	<u>Employee Name</u>	<u>Amount</u>
100-41110-103	323	Butcher, Bryce L	2.4
	18	Eppen, Mary Frances	2.4
	902	Friesner, Wesley Michael	300.14
	428	HANSON, JR, GERHART L.	300.14
		Account Total	1,153.06
100-41310-103	643	JONES, TRACY ALLEN	461.75
		Account Total	461.75
100-42501-103	170	Roden, Kenneth W	36.94
		Account Total	36.94
100-45187-103	623	Davis, Jane M	138.52
		Account Total	138.52
100-43110-101			
		Unallocated (Due to rounding)	\$0.00
		Total For Period	\$1,790.27

Bryce L Butcher

City Council/Town Board

Date

GERHART L. HANSON, JR

City Council/Town Board

Date

Mary Frances Eppen

City Council/Town Board

Date

TRACY ALLEN JONES

City Council/Town Board, Mayor

Date

Wesley Michael Friesner

City Council/Town Board

Date

Date Range : 12/29/2022 To 1/4/2023

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
01/04/2023	Minnesota Child Support Payment Ctr	Garnishment: ID 0014019010 Locator Code 27 Pay Date 1/4/2023	70496	\$287.03	100-42123-101-	Patrol	\$287.03
01/04/2023	POWERPLAN	JD Tractor 210 Lens - McCoy Construction Parts Inv 2180494	70497	\$75.83	100-43126-221- 100-43240-221- 100-49010-221-	Road and Bridge Equipment Waste (Refuse) Disposal Cemetery	\$25.27 \$25.28 \$25.28
01/04/2023	American Legal Publishing Corp.	Inv. 22113 - Annual Web Hosting Fee 2023	70498	\$450.00	100-41130-309-	Ordinances and Proceedings	\$450.00
01/04/2023	Verizon	Police - Inv. #9923703755	70499	\$29.27	100-42110-321-	Police Administration	\$29.27
01/04/2023	CULLIGAN	Invs:150X01389006,150X 01396704 Softener equip rental and Shop water	70500	\$113.41	100-43110-416- 100-41941-416-	Maintenance-Shop City Hall	\$16.11 \$97.30
01/04/2023	Tremolo Communications	City Phone Service - 1/1/2023 Invoices	70501	\$935.25	100-42210-321- 100-41425-321- 100-41941-321- 100-42110-321- 100-41910-321- 100-43110-321- 100-41425-321-	Fire Administration Clerk City Hall Police Administration Planning and Zoning Maintenance-Shop Clerk	\$144.57 \$39.03 \$38.69 \$123.99 \$49.57 \$106.11 \$433.29
01/04/2023	Canon Financial Services, Inc.	COPIER LEASE- 12/21/22 Inv. #29739778	70502	\$148.93	100-41425-413-	Clerk	\$148.93
01/04/2023	AutoSmith Service Group	Inv. 22-29585 - Towing of Police Car	70503	\$130.20			

Date Range : 12/29/2022 To 1/4/2023

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
					100-42123-436-	Patrol	\$130.20
Total For Selected Claims				\$2,169.92			\$2,169.92

Bryce L Butcher	City Council/Town Board			Date
GERHART L. HANSON, JR	City Council/Town Board			Date
Mary Frances Eppen	City Council/Town Board			Date
TRACY ALLEN JONES	City Council/Town Board, Mayor			Date
Wesley Michael Friesner	City Council/Town Board			Date

For the payroll period ending: 01/04/2023

<u>Account #</u>	<u>Employee #</u>	<u>Employee Name</u>	<u>Amount</u>
100-43110-101	722	JOHNSON, DAVID P	36.94
	724	Koch, Gregory A	36.94
	718	SPIESS, WILLIAM F	36.94
	87	Vukelich, Denise L	36.94
		Account Total	147.76

100-43110-101

Unallocated (Due to rounding)

\$0.00

Total For Period**\$147.76**

Bryce L Butcher

City Council/Town Board

Date

GERHART L. HANSON, JR

City Council/Town Board

Date

Mary Frances Eppen

City Council/Town Board

Date

TERRY ALLEN JONES

City Council/Town Board, Mayor

Date

Wesley Michael Friesner

City Council/Town Board

Date

For the payroll period ending: 01/04/2023

<u>Account #</u>	<u>Employee #</u>	<u>Employee Name</u>	<u>Amount</u>
100-41425-101	85	Johnson, Cari E.	1,511.49
	914	Prokott, Amy J	911.49
Account Total			2,265.75
100-41425-103	623	Davis, Jane M	16.62
	909	Fahrendorff, Susan E	192.48
Account Total			209.10
100-41910-103	909	Fahrendorff, Susan E	751.05
Account Total			751.05
100-41941-101	451	Foster, Brian D	123.67
	502	Spindler, Calen Chris	58.57
Account Total			182.24
100-42110-101	301	Stalker, Damien R.	81.76
Account Total			81.76
100-42123-101	301	Stalker, Damien R.	1,268.67
Account Total			1,268.67
100-42140-101	301	Stalker, Damien R.	12.26
Account Total			12.26
100-43110-101	451	Foster, Brian D	720.49
	502	Spindler, Calen Chris	1,097.39
Account Total			1,817.88
100-43121-101	451	Foster, Brian D	824.44
	502	Spindler, Calen Chris	1,097.39
Account Total			1,921.83
100-49010-101	451	Foster, Brian D	123.67
	502	Spindler, Calen Chris	115.60
Account Total			239.27
602-49490-101	914	Prokott, Amy J	137.40
Account Total			137.40
100-43110-101			
Unallocated (Due to rounding)			\$0.00
Total For Period			\$8,059.54

Fund Name: All Funds

Date Range: 12/21/2022 To 12/31/2022

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
12/21/2022	MINNESOTA REVENUE	330662	State Withholding - 12/21/22 Payroll	N	Council/Town Board	100-41110-172-	\$ 42.30
		330662			Clerk	100-41425-172-	\$ 168.82
		330662			Planning and Zoning	100-41910-172-	\$ 5.26
		330662			City Hall	100-41941-172-	\$ 26.62
		330662			Police Administration	100-42110-172-	\$ 10.39
		330662			Patrol	100-42123-172-	\$ 63.84
		330662			Fire Stations and Buildings	100-42280-172-	\$ 2.86
		330662			Maintenance-Shop	100-43110-172-	\$ 37.52
		330662			Paved Streets	100-43121-172-	\$ 156.39
		330662			Waste (Refuse) Disposal	100-43240-172-	\$ 6.86
		330662			Cemetery	100-49010-172-	\$ 45.28
		330662			Sewer Utilities - Sanitary Sewer Maintenance	602-49450-172-	\$ 10.42
Total For Check 330662							\$ 576.56
12/21/2022	Payroll Period Ending 12/21/2022	60116	Regular Payroll - 12-7 to 12-20	N	Clerk	100-41425-103-	\$ 376.32
		60116			Planning and Zoning	100-41910-103-	\$ 500.89
Total For Check 60116							\$ 877.21
12/21/2022	Payroll Period Ending 12/21/2022	60117	Regular Payroll - 12-7 to 12-20	N	City Hall	100-41941-101-	\$ 221.55
		60117			Fire Stations and Buildings	100-42280-101-	\$ 21.94
		60117			Maintenance-Shop	100-43110-101-	\$ (0.01)
		60117			Paved Streets	100-43110-101-	\$ 285.16
		60117			Waste (Refuse) Disposal	100-43121-101-	\$ 1,241.55
		60117			Cemetery	100-43240-101-	\$ 41.68
		60117			Sewer Utilities - Sanitary Sewer Maintenance	100-49010-101-	\$ 340.00
		60117				602-49450-101-	\$ 41.68
Total For Check 60117							\$ 2,193.55
12/21/2022	Payroll Period Ending 12/21/2022	60118	Regular Payroll - 12-7 to 12-20	N	Clerk	100-41425-101-	\$ 1,943.43
Total For Check 60118							\$ 1,943.43
12/21/2022	Payroll Period Ending 12/21/2022	60119	Regular Payroll - 12-7 to 12-20	N	Clerk	100-41425-101-	\$ 1,136.15
Total For Check 60119							\$ 1,136.15
12/21/2022	Payroll Period Ending 12/21/2022	60120	Regular Payroll - 12-7 to 12-20	N	City Hall	100-41941-101-	\$ 164.38
		60120			Fire Stations and Buildings	100-42280-101-	\$ 20.05

Fund Name: All Funds

Date Range: 12/21/2022 To 12/31/2022

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		60120			Maintenance-Shop	100-43110-101-	\$ 0.01
		60120				100-43110-101-	\$ 266.62
		60120			Paved Streets	100-43121-101-	\$ 1,042.42
		60120			Waste (Refuse) Disposal	100-43240-101-	\$ 62.14
		60120			Cemetery	100-49010-101-	\$ 326.76
		60120			Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 122.28
		Total For Check 60120					\$ 2,004.66
12/21/2022	Payroll Period Ending 12/21/2022	60121	Regular Payroll - 12-7 to 12-20	N	Police Administration	100-42110-101-	\$ 182.17
		60121			Patrol	100-42123-101-	\$ 1,119.05
		Total For Check 60121					\$ 1,301.22
12/21/2022	Minnesota Child Support Payment Ctr	60122	Garnishment: ID 0014019010 Locator Code 27 Pay Date 12/21/2022	N	Patrol	100-42123-101-	\$ 287.03
		Total For Check 60122					\$ 287.03
12/21/2022	Verizon	60123	Police and Shop - Inv. #9922900776	N	Police Administration	100-42110-321-	\$ 80.02
		60123			Maintenance-Shop	100-43110-321-	\$ 103.76
		Total For Check 60123					\$ 183.78
12/21/2022	QUILL	60124	Inv. 29505193 - Clerk's Office Supplies	N	Clerk	100-41425-201-	\$ 77.75
		Total For Check 60124					\$ 77.75
12/21/2022	CROW WING POWER	60125	Monthly - 12-7-22 Invoices	N	City Hall	100-41941-381-	\$ 1,838.36
		60125				100-41941-381-	\$ 27.27
		60125			Fire Stations and Buildings	100-42280-381-	\$ 125.37
		60125			Maintenance-Shop	100-43110-381-	\$ 25.53
		60125				100-43110-381-	\$ 106.41
		60125				100-43110-381-	\$ 70.65
		60125			Street Lighting	100-43160-381-	\$ 306.00
		60125			Park Areas	100-45202-381-	\$ 24.65
		60125				100-45202-381-	\$ 24.00
		60125			Cemetery	100-49010-381-	\$ 35.88
		60125			Sewer Utilities - Sewer Lift Stations	602-49470-381-	\$ 31.74
		60125				602-49470-381-	\$ 31.52
		60125				602-49470-381-	\$ 44.06
		Total For Check 60125					\$ 2,691.44

Fund Name: All Funds

Date Range: /21/2022 To 12/31/2022

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
12/21/2022	Minnesota Life Insurance Company	60126	Jan 2023 Life Ins - Billing Date 12-16-22 - Policy #0023198	N	Clerk	100-41425-101-	\$ 23.50
		60126				100-41425-133-	\$ 11.90
		60126			Maintenance-Shop	100-43110-133-	\$ 11.90
	Total For Check 60126						\$ 47.30
12/21/2022	PEOPLESERVICE, INC.	60127	Inv. 0041872 - January 2023 Wastewater Operating Services	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-407-	\$ 2,030.00
	Total For Check 60127						\$ 2,030.00
12/21/2022	Sourcewell	60128	Planning and Zoning Services for November - Inv. 00001418	N	Planning and Zoning	100-41910-311-	\$ 1,072.50
	Total For Check 60128						\$ 1,072.50
12/21/2022	CUYUNA REGIONAL MEDICAL CENTER	60129	Guarantor #80002493: Prokott Preemployment Drug Test- Fire Dept	N	Fire Fighting	100-42220-306-	\$ 51.00
	Total For Check 60129						\$ 51.00
12/21/2022	AFLAC	60130	Monthly employee ins coverage Inv. #932537	N	Maintenance-Shop	100-43110-101-	\$ 31.68
	Total For Check 60130						\$ 31.68
12/21/2022	A W RESEARCH LABORATORIES	60131	SEWER SAMPLE TESTING - Inv. #53250	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-315-	\$ 64.00
	Total For Check 60131						\$ 64.00
12/21/2022	CARI JOHNSON	60132	Mileage: To Staples for Clerk's Leaders Network Meeting	N	Clerk	100-41425-331-	\$ 63.75
	Total For Check 60132						\$ 63.75
12/21/2022	Payroll Period Ending 12/21/2022	60133	Spindler 2022 Clothing Allowance	N	Maintenance-Shop	100-43110-101-	\$ 97.22
	Total For Check 60133						\$ 97.22
12/22/2022	FEDERAL WITHHOLDING/ON LINE	330661	Federal Withholding - 12/21/22 Payroll	N	Council/Town Board	100-41110-103-	\$ 130.04
		330661				100-41110-122-	\$ 105.40
		330661				100-41110-135-	\$ 24.64
		330661				100-41110-171-	\$ 21.25
		330661			Mayor	100-41310-103-	\$ 45.90
		330661				100-41310-122-	\$ 37.20

Fund Name: All Funds

Date Range: 12/21/2022 To 12/31/2022

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		330661				100-41310-135-	8.70
		330661			Elections	100-41410-101-	0.20
		330661				100-41410-122-	0.16
		330661				100-41410-135-	0.04
		330661			Clerk	100-41425-101-	334.55
		330661				100-41425-103-	34.46
		330661				100-41425-122-	27.93
		330661				100-41425-122-	271.14
		330661				100-41425-135-	63.41
		330661				100-41425-135-	6.53
		330661				100-41425-171-	6.44
		330661				100-41425-171-	266.20
		330661			Planning and Zoning	100-41910-103-	45.87
		330661				100-41910-122-	37.17
		330661				100-41910-135-	8.70
		330661			City Hall	100-41910-171-	8.57
		330661				100-41941-101-	44.48
		330661				100-41941-122-	36.05
		330661				100-41941-135-	8.43
		330661				100-41941-171-	48.41
		330661			Police Administration	100-42110-101-	4.30
		330661				100-42110-135-	4.30
		330661				100-42110-171-	24.24
		330661			Patrol	100-42123-101-	26.38
		330661				100-42123-135-	26.38
		330661				100-42123-171-	148.91
		330661			Fire Stations and Buildings	100-42280-101-	4.76
		330661				100-42280-122-	3.86
		330661				100-42280-135-	0.90
		330661				100-42280-171-	5.02
		330661			Civil Defense Expenditures	100-42501-103-	3.06
		330661				100-42501-122-	2.48
		330661				100-42501-135-	0.58
		330661			Maintenance-Shop	100-43110-101-	72.76
		330661				100-43110-122-	58.98
		330661				100-43110-135-	13.78
		330661				100-43110-171-	65.52
		330661			Paved Streets	100-43121-101-	252.99
		330661				100-43121-122-	205.03
		330661				100-43121-135-	47.96
		330661				100-43121-171-	278.38
		330661			Waste (Refuse) Disposal	100-43240-101-	12.39
		330661				100-43240-122-	10.04

Fund Name: All Funds

Date Range: /21/2022 To 12/31/2022

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		330661				100-43240-135-	\$ 2.35
		330661				100-43240-135-	\$ 2.18
		330661				100-43240-171-	\$ 10.93
		330661			Library	100-45187-103-	\$ 11.48
		330661				100-45187-122-	\$ 9.30
		330661			Park Areas	100-45202-101-	\$ 0.58
		330661				100-45202-122-	\$ 0.47
		330661			Cemetery	100-45202-135-	\$ 0.11
		330661				100-49010-101-	\$ 72.28
		330661				100-49010-122-	\$ 58.58
		330661				100-49010-135-	\$ 13.70
		330661			Waste (Refuse) Collection	100-49010-171-	\$ 78.66
		330661				227-43230-101-	\$ 0.06
		330661				227-43230-122-	\$ 0.05
		330661			Sewer Utilities - Sanitary Sewer	227-43230-135-	\$ 0.01
		330661			Maintenance	602-49450-101-	\$ 17.50
							\$ 3,205.07
12/28/2022	GREAT PLAINS FIRE	60134	Invoice 7260 - Fire - Cairns 664 helmet x 3	N	Fire Fighting	100-42220-217-	\$ 1,006.95
							\$ 1,006.95
12/28/2022	AUTO VALUE	60135	12/25/22 Statement: maint & fire hall supplies	N	Fire Fighting	100-42220-212-	\$ 149.94
		60135			Maintenance-Shop	100-43110-215-	\$ 216.98
							\$ 366.92
12/28/2022	Wex Bank	60136	Inv. 85701673 - Fuel - Road Equip, Police, Fire	N	Patrol	100-42123-212-	\$ 949.53
		60136			Fire Fighting	100-42220-212-	\$ 90.43
		60136			Road and Bridge Equipment	100-43126-212-	\$ 1,220.81
							\$ 2,260.77
12/28/2022	American Legal Publishing Corp.	60137	Inv. 20191 - 2022 S-4 Supplement Pages	N	Ordinances and Proceedings	100-41130-312-	\$ 203.00
							\$ 203.00

Fund Name: All Funds

Date Range: 12/21/2022 To 12/31/2022

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
12/28/2022	Colonial Life	60138	Employee paid insurance - Inv # 47086731205501	N	Clerk	100-41425-101-	\$ 76.72
Total For Check 60138							\$ 76.72
12/31/2022	Pershing	330663	Purchase of Investments - Reinvestments	N	Purchase of Investments	100-49350-800-	\$ 5,256.69
		330663				225-49350-800-	\$ 788.50
		330663				226-49350-800-	\$ 2,102.67
		330663				404-49350-800-	\$ 3,679.68
		330663				407-49350-800-	\$ 1,839.84
		330663				409-49350-800-	\$ 1,314.17
		330663				415-49350-800-	\$ 2,628.34
		330663				416-49350-800-	\$ 1,839.84
		330663				602-49350-800-	\$ 525.67
Total For Check 330663							\$ 19,975.40

12/31/2022	Pershing	330664	Muni Bonds Loss	N	Unrealized Investment Loss	100-49301-800-	\$ 86.66
		330664				225-49301-800-	\$ 13.00
		330664				226-49301-800-	\$ 34.66
		330664				404-49301-800-	\$ 60.66
		330664				407-49301-800-	\$ 30.33
		330664				409-49301-800-	\$ 21.66
		330664				415-49301-800-	\$ 43.33
		330664				416-49301-800-	\$ 30.33
		330664				602-49301-800-	\$ 8.67
Total For Check 330664							\$ 329.30

12/31/2022	Pershing	330665	Year End Adjustment Due to Rounding	N	Unrealized Investment Loss	226-49301-800-	\$ 0.02
		330665				404-49301-800-	\$ 0.02
		330665				409-49301-800-	\$ 0.01
Total For Check 330665							\$ 0.05

12/31/2022	Money Market/Bonds	IAD2664	Deposit Into Money Market/Bonds	N	Purchase of Investments	100-49350-800-	\$ 5,256.69
Total For Check IAD2664							\$ 5,256.69

12/31/2022	Money Market/Bonds	IAD2665	Deposit Into Money Market/Bonds	N	Purchase of Investments	225-49350-800-	\$ 788.50
Total For Check IAD2665							\$ 788.50

12/31/2022	Money Market/Bonds	IAD2666	Deposit Into Money Market/Bonds	N	Purchase of Investments	226-49350-800-	\$ 2,102.67
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Fund Name: All Funds

Date Range: /21/2022 To 12/31/2022

<u>Date</u>	<u>Vendor</u>	<u>Total For Check</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
12/31/2022	Money Market/Bonds		IAD2666	Deposit Into Money Market/Bonds	N	Purchase of Investments	404-49350-800-	\$ 2,102.67
		Total For Check	IAD2667					\$ 3,679.68
12/31/2022	Money Market/Bonds		IAD2668	Deposit Into Money Market/Bonds	N	Purchase of Investments	407-49350-800-	\$ 1,839.84
		Total For Check	IAD2668					\$ 1,839.84
12/31/2022	Money Market/Bonds		IAD2669	Deposit Into Money Market/Bonds	N	Purchase of Investments	409-49350-800-	\$ 1,314.17
		Total For Check	IAD2669					\$ 1,314.17
12/31/2022	Money Market/Bonds		IAD2670	Deposit Into Money Market/Bonds	N	Purchase of Investments	415-49350-800-	\$ 2,628.34
		Total For Check	IAD2670					\$ 2,628.34
12/31/2022	Money Market/Bonds		IAD2671	Deposit Into Money Market/Bonds	N	Purchase of Investments	416-49350-800-	\$ 1,839.84
		Total For Check	IAD2671					\$ 1,839.84
12/31/2022	Money Market/Bonds		IAD2672	Deposit Into Money Market/Bonds	N	Purchase of Investments	602-49350-800-	\$ 525.67
		Total For Check	IAD2672					\$ 525.67
12/31/2022	Money Market/Bonds		IAD2673	Deposit Into Money Market/Bonds	N	Purchase of Investments	100-49350-800-	\$ 226.77
		Total For Check	IAD2673					\$ 226.77
12/31/2022	Money Market/Bonds		IAD2674	Deposit Into Money Market/Bonds	N	Purchase of Investments	225-49350-800-	\$ 34.02
		Total For Check	IAD2674					\$ 34.02
12/31/2022	Money Market/Bonds		IAD2675	Deposit Into Money Market/Bonds	N	Purchase of Investments	226-49350-800-	\$ 90.70
		Total For Check	IAD2675					\$ 90.70
12/31/2022	Money Market/Bonds		IAD2676	Deposit Into Money Market/Bonds	N	Purchase of Investments	404-49350-800-	\$ 158.74
		Total For Check	IAD2676					\$ 158.74

Fund Name: All Funds

Date Range: 12/21/2022 To 12/31/2022

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
12/31/2022	Money Market/Bonds	IAD2677	Deposit Into Money Market/Bonds	N	Purchase of Investments	407-49350-800-	\$ 79.37
		Total For Check	IAD2677				\$ 79.37
12/31/2022	Money Market/Bonds	IAD2678	Deposit Into Money Market/Bonds	N	Purchase of Investments	409-49350-800-	\$ 56.69
		Total For Check	IAD2678				\$ 56.69
12/31/2022	Money Market/Bonds	IAD2679	Deposit Into Money Market/Bonds	N	Purchase of Investments	415-49350-800-	\$ 113.38
		Total For Check	IAD2679				\$ 113.38
12/31/2022	Money Market/Bonds	IAD2680	Deposit Into Money Market/Bonds	N	Purchase of Investments	416-49350-800-	\$ 79.37
		Total For Check	IAD2680				\$ 79.37
12/31/2022	Money Market/Bonds	IAD2681	Deposit Into Money Market/Bonds	N	Purchase of Investments	602-49350-800-	\$ 22.68
		Total For Check	IAD2681				\$ 22.68
12/31/2022	Money Market/Bonds	IAD2682	Deposit Into Money Market/Bonds	N	Purchase of Investments	225-49350-800-	\$ 0.02
		Total For Check	IAD2682				\$ 0.02
12/31/2022	Money Market/Bonds	IAD2683	Deposit Into Money Market/Bonds	N	Purchase of Investments	407-49350-800-	\$ 0.01
		Total For Check	IAD2683				\$ 0.01
12/31/2022	Money Market/Bonds	IAD2684	Deposit Into Money Market/Bonds	N	Purchase of Investments	416-49350-800-	\$ 0.02
		Total For Check	IAD2684				\$ 0.02
		Total For Selected Checks					\$ 64,991.58

12/31/2022

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Current Ad Valorem Taxes	1,170,757.00	971,684.90	(199,072.10)
Delinquent Ad Valorem Taxes	17,500.00	17,126.73	(373.27)
Mobile Home Tax	10.00	9.96	(0.04)
Fiscal Disparities	5,500.00	4,998.87	(501.13)
Total Acct 310	1,193,767.00	993,820.46	(199,946.54)
Franchise Taxes	4,000.00	4,045.19	45.19
Severed Mineral Tax	220.00	218.77	(1.23)
Total Acct 318	4,220.00	4,263.96	43.96
Penalties and Interest on Ad valorem Taxes	1,620.00	4,325.67	2,705.67
Forfeited Tax Sale Apportionments	9,285.00	9,478.70	193.70
Principal on Special Assessments	0.00	0.00	0.00
Penalties and Interest on Special Assessments	35.00	0.00	(35.00)
Total Acct 319	10,940.00	13,804.37	2,864.37
Licenses & Permits	100.00	110.00	10.00
Alcoholic Beverages	4,570.00	7,256.50	2,686.50
Rental Dwelling License	2,000.00	4,700.00	2,700.00
Right-of-Way Management	250.00	0.00	(250.00)
Total Acct 321	6,920.00	12,066.50	5,146.50
Building Permits (Excludes surcharge)	20,400.00	22,895.00	2,495.00
Animal Licenses	35.00	47.00	12.00
Total Acct 322	20,435.00	22,942.00	2,507.00
Federal Payments in Lieu of Taxes	2.00	0.00	(2.00)
Federal Grants - COVID	0.00	0.00	0.00
Total Acct 331	2.00	0.00	(2.00)
Homestead and Agricultural Credit Aid (HACA)	47,500.00	42,367.84	(5,132.16)
Taconite Municipal Aid	0.00	0.00	0.00
Police Training Reimbursement	1,000.00	100.00	(900.00)
Agricultural Market Value Credit	350.00	740.22	390.22
Fire Training Reimbursement	8,500.00	2,100.00	(6,400.00)
State Fire Aid	11,000.00	23,570.08	12,570.08
Supp. Fire State Aid	2,400.00	4,850.61	2,450.61
State Police Aid	16,000.00	17,463.06	1,463.06
Total Acct 334	86,750.00	91,191.81	4,441.81
Grants & Aids from Other LGUs	5,000.00	0.00	(5,000.00)
Total Acct 336	5,000.00	0.00	(5,000.00)
City/Town Hall Rent	250.00	520.00	270.00
Zoning and Subdivision Fees	2,100.00	5,150.00	3,050.00
Assessment Searches	1,550.00	1,050.00	(500.00)
Candidate Filing Fee	10.00	18.00	8.00
Copies/Faxes	40.00	97.30	57.30
Total Acct 341	3,950.00	6,835.30	2,885.30
Special Police Services	2,400.00	2,400.00	0.00
Special Fire Protection Services	34,000.00	32,813.47	(1,186.53)
Accident Reports	0.00	5.00	5.00
First Responder Charges	6,065.00	7,667.04	1,602.04
Total Acct 342	42,465.00	42,885.51	420.51
Sale of Culverts	700.00	1,539.60	839.60
Contractor Water Use	50.00	0.00	(50.00)
Total Acct 343	750.00	1,539.60	789.60
Refuse Collection Charges	1,220.00	1,220.72	0.72
Total Acct 344	1,220.00	1,220.72	0.72
Cemetery Revenues	500.00	500.00	0.00

12/31/2022

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Cemetery -Grave openings	6,200.00	5,500.00	(700.00)
Cemetery -Sale of lots	10,000.00	15,960.00	5,960.00
Misc. Rents	50.00	11.00	(39.00)
Verizon Rental	13,200.00	13,200.00	0.00
Total Acct 349	29,950.00	35,171.00	5,221.00
Court Fines	840.00	801.51	(38.49)
Administrative Fines (Penalties)	900.00	125.00	(775.00)
Total Acct 351	1,740.00	926.51	(813.49)
Interest Earning	2,365.00	4,871.02	2,506.02
Contributions and Donations from Private Sources	1,500.00	0.00	(1,500.00)
Refunds	9,000.00	5,583.01	(3,416.99)
Total Acct 362	12,865.00	10,454.03	(2,410.97)
Total Revenues	1,420,974.00	1,237,121.77	(183,852.23)
Other Financing Sources:			
Unrealized Investment Gain	4,350.00	242.46	(4,107.54)
Total Acct 391	4,350.00	242.46	(4,107.54)
Capital Contributions	0.00	103.57	103.57
Total Acct 397	0.00	103.57	103.57
Sale of Investment	200,000.00	272,100.77	72,100.77
Total Acct 399	200,000.00	272,100.77	72,100.77
Total Other Financing Sources	204,350.00	272,446.80	68,096.80

12/31/2022

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Council/Town Board	19,285.00	20,005.30	(720.30)
Ordinances and Proceedings	7,350.00	1,647.17	5,702.83
Total Acct 411	26,635.00	21,652.47	4,982.53
Mayor	7,785.00	7,503.23	281.77
Total Acct 413	7,785.00	7,503.23	281.77
Elections	6,215.00	5,852.55	362.45
Clerk	196,130.00	177,810.46	18,319.54
Total Acct 414	202,345.00	183,663.01	18,681.99
Internal Auditing	12,560.00	11,775.04	784.96
Total Acct 415	12,560.00	11,775.04	784.96
Planning and Zoning	59,335.00	54,605.32	4,729.68
General Government Buildings and Plant	4,010.00	3,137.00	873.00
City Hall	89,768.58	86,601.28	3,167.30
Total Acct 419	153,113.58	144,343.60	8,769.98
Police Administration	67,122.00	58,175.21	8,946.79
Patrol	128,931.00	111,002.76	17,928.24
Police Training	13,715.00	403.01	13,311.99
Police Stations and Buildings	0.00	0.00	0.00
Total Acct 421	209,768.00	169,580.98	40,187.02
Fire Administration	57,806.00	71,830.70	(14,024.70)
Fire Fighting	74,929.20	72,533.10	2,396.10
Fire Training	11,082.00	8,120.29	2,961.71
Fire Stations and Buildings	17,791.00	11,194.33	6,596.67
Total Acct 422	161,608.20	163,678.42	(2,070.22)
Building Inspections Administration	4,700.00	1,267.00	3,433.00
Rental Inspections	1,500.00	1,958.50	(458.50)
Total Acct 424	6,200.00	3,225.50	2,974.50
Civil Defense Expenditures	553.00	1,099.65	(546.65)
Total Acct 425	553.00	1,099.65	(546.65)
Traffic Engineering Expenditures	11,000.00	7,063.09	3,936.91
Total Acct 426	11,000.00	7,063.09	3,936.91
Other Protection-1st Response	52,961.00	33,097.80	19,863.20
Total Acct 428	52,961.00	33,097.80	19,863.20
Maintenance-Shop	144,623.00	96,796.67	47,826.33
Paved Streets	69,745.00	74,610.83	(4,865.83)
Unpaved Streets	13,700.00	10,403.92	3,296.08
Ice and Snow Removal	4,500.00	4,117.06	382.94
Road and Bridge Equipment	75,475.00	79,160.26	(3,685.26)
Bridges, Viaducts and Grade Separations	34,800.00	1,841.00	32,959.00
Street Lighting	3,730.00	3,640.60	89.40
Total Acct 431	346,573.00	270,570.34	76,002.66
Waste (Refuse) Disposal	10,790.00	13,535.37	(2,745.37)
Total Acct 432	10,790.00	13,535.37	(2,745.37)
Historical Society	100.00	100.00	0.00
Total Acct 450	100.00	100.00	0.00
Library	4,403.00	2,336.70	2,066.30
Total Acct 451	4,403.00	2,336.70	2,066.30
Park Areas	31,103.22	21,971.35	9,131.87
Total Acct 452	31,103.22	21,971.35	9,131.87
Water Resources	1,000.00	1,000.00	0.00

12/31/2022

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Emily Waters	14,750.00	11,166.83	3,583.17
Total Acct 461	15,750.00	12,166.83	3,583.17
Economic Development and Assistance	1,306.00	450.42	855.58
Total Acct 465	1,306.00	450.42	855.58
Food Shelf	250.00	250.00	0.00
Cemetery	17,420.00	12,566.85	4,853.15
Taxes	0.00	0.00	0.00
Total Acct 490	17,670.00	12,816.85	4,853.15
Total Disbursements	1,272,224.00	1,080,630.65	191,593.35
Other Financing Uses:			
Unrealized Investment Loss	6,500.00	5,425.54	1,074.46
Purchase of Investments	201,000.00	270,238.57	(69,238.57)
Transfer To Governmental Fund	0.00	485.29	(485.29)
Total Acct 493	207,500.00	276,149.40	(68,649.40)
Total Other Financing Uses	207,500.00	276,149.40	(68,649.40)
Beginning Cash Balance		438,385.49	
Total Receipts and Other Financing Sources		1,509,568.57	
Total Disbursements and Other Financing Uses		1,356,780.05	
Cash Balance as of 12/31/2022		591,174.01	

As on 12/31/2022

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Current Ad Valorem Taxes	1,170,757.00	971,684.90	(199,072.10)
Delinquent Ad Valorem Taxes	17,500.00	17,126.73	(373.27)
Mobile Home Tax	10.00	9.96	(0.04)
Fiscal Disparities	5,500.00	4,998.87	(501.13)
Total Acct 310	1,193,767.00	993,820.46	(199,946.54)
Franchise Taxes	4,000.00	4,045.19	45.19
Severed Mineral Tax	220.00	218.77	(1.23)
Total Acct 318	4,220.00	4,263.96	43.96
Penalties and Interest on Ad valorem Taxes	1,620.00	4,325.67	2,705.67
Forfeited Tax Sale Apportionments	9,285.00	9,478.70	193.70
Principal on Special Assessments	0.00	0.00	0.00
Penalties and Interest on Special Assessments	35.00	0.00	(35.00)
Total Acct 319	10,940.00	13,804.37	2,864.37
Licenses & Permits	100.00	110.00	10.00
Alcoholic Beverages	4,570.00	7,256.50	2,686.50
Rental Dwelling License	2,000.00	4,700.00	2,700.00
Right-of-Way Management	250.00	0.00	(250.00)
Total Acct 321	6,920.00	12,066.50	5,146.50
Building Permits (Excludes surcharge)	20,400.00	22,895.00	2,495.00
Animal Licenses	35.00	47.00	12.00
Total Acct 322	20,435.00	22,942.00	2,507.00
Federal Payments in Lieu of Taxes	2.00	0.00	(2.00)
Federal Grants - COVID	0.00	0.00	0.00
Total Acct 331	2.00	0.00	(2.00)
Homestead and Agricultural Credit Aid (HACA)	47,500.00	42,367.84	(5,132.16)
Taconite Municipal Aid	0.00	0.00	0.00
Police Training Reimbursement	1,000.00	100.00	(900.00)
Agricultural Market Value Credit	350.00	740.22	390.22
Fire Training Reimbursement	8,500.00	2,100.00	(6,400.00)
State Fire Aid	11,000.00	23,570.08	12,570.08
Supp. Fire State Aid	2,400.00	4,850.61	2,450.61
State Police Aid	16,000.00	17,463.06	1,463.06
Total Acct 334	86,750.00	91,191.81	4,441.81
Grants & Aids from Other LGUs	5,000.00	0.00	(5,000.00)
Total Acct 336	5,000.00	0.00	(5,000.00)
City/Town Hall Rent	250.00	520.00	270.00
Zoning and Subdivision Fees	2,100.00	5,150.00	3,050.00
Assessment Searches	1,550.00	1,050.00	(500.00)
Candidate Filing Fee	10.00	18.00	8.00
Copies/Faxes	40.00	97.30	57.30
Total Acct 341	3,950.00	6,835.30	2,885.30
Special Police Services	2,400.00	2,400.00	0.00
Special Fire Protection Services	34,000.00	32,813.47	(1,186.53)
Accident Reports	0.00	5.00	5.00
First Responder Charges	6,065.00	7,667.04	1,602.04
Total Acct 342	42,465.00	42,885.51	420.51
Sale of Culverts	700.00	1,539.60	839.60
Contractor Water Use	50.00	0.00	(50.00)
Total Acct 343	750.00	1,539.60	789.60
Refuse Collection Charges	1,220.00	1,220.72	0.72

As on 12/31/2022

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Total Acct 344	1,220.00	1,220.72	0.72
Cemetery Revenues	500.00	500.00	0.00
Cemetery -Grave openings	6,200.00	5,500.00	(700.00)
Cemetery -Sale of lots	10,000.00	15,960.00	5,960.00
Misc. Rents	50.00	11.00	(39.00)
Verizon Rental	13,200.00	13,200.00	0.00
Total Acct 349	29,950.00	35,171.00	5,221.00
Court Fines	840.00	801.51	(38.49)
Administrative Fines (Penalties)	900.00	125.00	(775.00)
Total Acct 351	1,740.00	926.51	(813.49)
Interest Earning	2,365.00	4,871.02	2,506.02
Contributions and Donations from Private Sources	1,500.00	0.00	(1,500.00)
Refunds	9,000.00	5,583.01	(3,416.99)
Total Acct 362	12,865.00	10,454.03	(2,410.97)
Total Revenues	1,420,974.00	1,237,121.77	(183,852.23)
Other Financing Sources:			
Unrealized Investment Gain	4,350.00	242.46	(4,107.54)
Total Acct 391	4,350.00	242.46	(4,107.54)
Capital Contributions	0.00	103.57	103.57
Total Acct 397	0.00	103.57	103.57
Sale of Investment	200,000.00	272,100.77	72,100.77
Total Acct 399	200,000.00	272,100.77	72,100.77
Total Other Financing Sources	204,350.00	272,446.80	68,096.80

As on 12/31/2022

al Fund	Budget	Actual	Variance
Disbursements:			
Council/Town Board			
Employee Paid: Income Tax	15.00	0.00	15.00
Professional Services: Instructors' Fees	500.00	0.00	500.00
Transportation: Travel Expense	400.00	0.00	400.00
Wages and Salaries: Part-time Employees	15,500.00	16,931.17	(1,431.17)
Employer Contributions for Retirement: FICA Contributions	1,000.00	1,088.10	(88.10)
Employer Paid Insurance: Medicare	240.00	254.42	(14.42)
Worker's Compensation: Insurance Premiums	950.00	1,112.78	(162.78)
Employee Paid: Federal Income Tax	175.00	208.75	(33.75)
Employee Paid: State Income Tax	405.00	410.08	(5.08)
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	100.00	0.00	100.00
Ordinances and Proceedings			
Professional Services: EDP, Software and Design	450.00	0.00	450.00
Professional Services: Legal Fees	2,000.00	104.00	1,896.00
Professional Services: Codification	4,000.00	992.34	3,007.66
Printing and Binding: Legal Notices Publishing	400.00	277.49	122.51
Printing and Binding: Ordinance Publication	500.00	273.34	226.66
Total Acct 411	26,635.00	21,652.47	4,982.53
Mayor			
Wages and Salaries: Part-time Employees	6,500.00	6,550.00	(50.00)
Employer Contributions for Retirement: FICA Contributions	425.00	406.10	18.90
Employer Paid Insurance: Medicare	100.00	94.99	5.01
Worker's Compensation: Insurance Premiums	410.00	434.15	(24.15)
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	0.00	17.99	(17.99)
Professional Services: Instructors' Fees	175.00	0.00	175.00
Transportation: Travel Expense	175.00	0.00	175.00
Total Acct 413	7,785.00	7,503.23	281.77
Elections			
Wages and Salaries: Part-time Employees	0.00	0.00	0.00
Wages and Salaries: Full-time Employees-Regular	1,750.00	1,323.17	426.83
Election Judge Pay	2,500.00	2,716.01	(216.01)
Employer Contributions for Retirement: PERA Contributions	200.00	153.74	46.26
Employer Contributions for Retirement: FICA Contributions	225.00	177.70	47.30
Employer Paid Insurance: Medicare	55.00	41.55	13.45
Worker's Compensation: Insurance Premiums	275.00	267.18	7.82
Employee Paid: Federal Income Tax	155.00	86.14	68.86
Employee Paid: State Income Tax	80.00	55.39	24.61
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	225.00	15.81	209.19
Transportation: Travel Expense	450.00	836.71	(386.71)
Printing and Binding: Legal Notices Publishing	300.00	179.15	120.85
Clerk			
Wages and Salaries: Full-time Employees-Regular	96,500.00	94,767.78	1,732.22
Wages and Salaries: Part-time Employees	8,820.00	5,298.08	3,521.92
Employer Contributions for Retirement: PERA Contributions	8,500.00	7,628.57	871.43
Employer Contributions for Retirement: FICA Contributions	6,800.00	6,485.83	314.17
Employer Paid Insurance: Health	22,385.00	20,162.50	2,222.50
Employer Paid Insurance: Life	153.00	139.40	13.60

As on 12/31/2022

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Repair and Maintenance Supplies: Equipment Parts	50.00	0.00	50.00
Wages and Salaries: Temporary Employees-Regular	5,400.00	0.00	5,400.00
Employer Paid Insurance: Medicare	1,600.00	1,516.83	83.17
Worker's Compensation: Insurance Premiums	5,750.00	6,700.73	(950.73)
Employee Paid: Federal Income Tax	7,250.00	6,232.61	1,017.39
Employee Paid: State Income Tax	3,800.00	3,715.59	84.41
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	4,000.00	2,253.05	1,746.95
Small Tools and Minor Equipment	500.00	27.91	472.09
Professional Services: Legal Fees	8,500.00	6,843.88	1,656.12
Professional Services: Personnel Testing and Recruitment	150.00	149.00	1.00
Professional Services: Instructors' Fees	1,500.00	284.00	1,216.00
Professional Services: EDP, Software and Design	900.00	1,081.86	(181.86)
Professional Services: Administrative	0.00	46.00	(46.00)
Communications: Telephone	3,750.00	5,452.31	(1,702.31)
Communications: Postage	700.00	510.44	189.56
Transportation: Travel Expense	1,750.00	818.88	931.12
Advertising: Employment	0.00	158.70	(158.70)
Printing and Binding: Legal Notices Publishing	500.00	246.53	253.47
Printing and Binding: General Notices and Public Information	150.00	73.20	76.80
Insurance: General Liability	490.00	458.70	31.30
Insurance: Property	140.00	637.00	(497.00)
Rentals: Office Equipment	4,175.00	4,184.58	(9.58)
Rentals: Other Equipment	122.00	130.00	(8.00)
Miscellaneous: Uncollectible Checks	0.00	50.00	(50.00)
Miscellaneous: Dues and Subscriptions	1,795.00	1,749.00	46.00
Refunds and Reimbursements	0.00	7.50	(7.50)
Total Acct 414	202,345.00	183,663.01	18,681.99
Internal Auditing			
Professional Services: Auditing and Accounting Services	12,000.00	11,150.00	850.00
Professional Services: Legal Fees	130.00	182.00	(52.00)
Professional Services: Administrative	30.00	30.00	0.00
Printing and Binding: Legal Notices Publishing	400.00	413.04	(13.04)
Total Acct 415	12,560.00	11,775.04	784.96
Planning and Zoning			
Wages and Salaries: Part-time Employees	19,000.00	21,559.15	(2,559.15)
P&Z Commission pay	1,300.00	1,720.00	(420.00)
Employer Contributions for Retirement: PERA	1,500.00	1,614.16	(114.16)
Contributions			
Employer Contributions for Retirement: FICA	1,325.00	1,478.18	(153.18)
Contributions			
Employer Paid Insurance: Medicare	325.00	345.76	(20.76)
Worker's Compensation: Insurance Premiums	200.00	1,546.00	(1,346.00)
Employee Paid: Federal Income Tax	2,000.00	325.88	1,674.12
Employee Paid: State Income Tax	1,000.00	197.54	802.46
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	400.00	108.16	291.84
Professional Services: Legal Fees	3,000.00	1,716.00	1,284.00
Professional Services: Instructors' Fees	300.00	15.00	285.00
Professional Services: EDP, Software and Design	225.00	101.78	123.22
Professional Services: Inspections	3,710.00	3,505.00	205.00
Professional Services: Administrative	21,200.00	16,815.75	4,384.25
Communications: Telephone	1,050.00	587.60	462.40
Communications: Postage	150.00	590.50	(440.50)

As on 12/31/2022

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Transportation: Travel Expense	250.00	359.84	(109.84)
Printing and Binding: Legal Notices Publishing	400.00	294.62	105.38
Insurance: General Liability	1,350.00	1,395.90	(45.90)
Miscellaneous: Dues and Subscriptions	0.00	75.00	(75.00)
Refunds and Reimbursements	0.00	253.50	(253.50)
Wages and Salaries: Full-time Employees-Regular	100.00	0.00	100.00
Professional Services: Engineering Fees	500.00	0.00	500.00
Rentals: Towels/Rugs	0.00	0.00	0.00
Small Tools and Minor Equipment	0.00	0.00	0.00
Professional Services: Personnel Testing and Recruitment	50.00	0.00	50.00
General Government Buildings and Plant			
Worker's Compensation: Insurance Premiums	0.00	0.00	0.00
Repair and Maintenance Supplies: Building Repair Supplies	0.00	0.00	0.00
Insurance: General Liability	1,450.00	1,292.00	158.00
Insurance: Property	2,500.00	1,775.00	725.00
Rentals: Other Equipment	45.00	45.00	0.00
Property Tax	15.00	25.00	(10.00)
City Hall			
Wages and Salaries: Full-time Employees-Regular	10,400.00	13,699.38	(3,299.38)
Wages and Salaries: Part-time Employees	600.00	918.87	(318.87)
Employer Contributions for Retirement: PERA Contributions	990.00	1,172.89	(182.89)
Employer Contributions for Retirement: FICA Contributions	785.00	1,018.88	(233.88)
Employer Paid Insurance: Medicare	185.00	238.26	(53.26)
Worker's Compensation: Insurance Premiums	650.00	989.49	(339.49)
Employee Paid: Federal Income Tax	1,265.00	956.69	308.31
Employee Paid: State Income Tax	600.00	704.02	(104.02)
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	150.00	146.32	3.68
Operating Supplies: Cleaning Supplies	700.00	782.33	(82.33)
Repair and Maintenance Supplies: Equipment Parts	600.00	847.20	(247.20)
Small Tools and Minor Equipment	400.00	5.57	394.43
Communications: Telephone	470.00	439.08	30.92
Insurance: Property	4,600.00	7,929.00	(3,329.00)
Utility Services: Electric Utilities	17,000.00	17,094.59	(94.59)
Repairs and Maintenance - Contractual: Machinery and Equipment	11,000.00	7,921.29	3,078.71
Rentals: Machinery and Equipment	750.00	923.87	(173.87)
Rentals: Towels/Rugs	1,700.00	1,875.33	(175.33)
Property Tax	30.00	25.00	5.00
Cap. Out: Investment	36,218.58	28,913.22	7,305.36
Operating Supplies: Chemicals and Chemical Products	0.00	0.00	0.00
Professional Services: Administrative	500.00	0.00	500.00
Miscellaneous: Dues and Subscriptions	10.00	0.00	10.00
Professional Services: EDP, Software and Design	165.00	0.00	165.00
Professional Services: Engineering Fees	0.00	0.00	0.00
Printing and Binding: Legal Notices Publishing	0.00	0.00	0.00
Printing and Binding: General Notices and Public Information	0.00	0.00	0.00
Total Acct 419	153,113.58	144,343.60	8,769.98
Police Administration			
Small Tools and Minor Equipment	0.00	0.00	0.00
Repair and Maintenance Supplies: Equipment Parts	25.00	0.00	25.00
Professional Services: Instructors' Fees	3,000.00	0.00	3,000.00

As on 12/31/2022

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Wages and Salaries: Full-time Employees-Regular	33,622.00	26,093.99	7,528.01
Employer Contributions for Retirement: PERA Contributions	6,350.00	3,961.46	2,388.54
Employer Paid Insurance: Medicare	530.00	415.95	114.05
Unemployment Compensation: Benefit Payments	0.00	4,301.59	(4,301.59)
Worker's Compensation: Insurance Premiums	2,200.00	1,915.05	284.95
Employee Paid: Federal Income Tax	2,700.00	1,545.02	1,154.98
Employee Paid: State Income Tax	1,350.00	745.88	604.12
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	200.00	312.15	(112.15)
Professional Services: Legal Fees	4,000.00	3,670.00	330.00
Professional Services: Personnel Testing and Recruitment	0.00	490.00	(490.00)
Professional Services: EDP, Software and Design	2,500.00	2,416.18	83.82
Professional Services: Administrative	0.00	500.00	(500.00)
Communications: Telephone	3,275.00	3,694.80	(419.80)
Printing and Binding: General Notices and Public Information	0.00	235.70	(235.70)
Insurance: General Liability	4,900.00	4,807.00	93.00
Insurance: Property	0.00	485.50	(485.50)
Insurance: Automotive	2,250.00	2,265.00	(15.00)
Miscellaneous: Dues and Subscriptions	220.00	319.94	(99.94)
Patrol			
Wages and Salaries: Full-time Employees-Regular	64,046.00	57,722.55	6,323.45
Employer Contributions for Retirement: PERA Contributions	14,000.00	10,355.60	3,644.40
Employer Paid Insurance: Medicare	1,250.00	932.87	317.13
Unemployment Compensation: Benefit Payments	0.00	2,867.74	(2,867.74)
Worker's Compensation: Insurance Premiums	3,600.00	4,012.16	(412.16)
Employee Paid: Federal Income Tax	5,200.00	4,639.13	560.87
Employee Paid: State Income Tax	2,500.00	2,046.46	453.54
Operating Supplies: Motor Fuels	9,200.00	10,612.85	(1,412.85)
Operating Supplies: Uniforms	600.00	783.61	(183.61)
Repair and Maintenance Supplies: Equipment Parts	1,000.00	156.31	843.69
Repair and Maintenance Supplies: Tires	0.00	670.00	(670.00)
Small Tools and Minor Equipment	5,200.00	5,447.71	(247.71)
Professional Services: EDP, Software and Design	1,965.00	1,965.00	0.00
Professional Services: Inspections	70.00	35.00	35.00
Repairs and Maintenance - Contractual: Machinery and Equipment	8,000.00	8,755.77	(755.77)
Capital Outlay: Motor Vehicles	12,000.00	0.00	12,000.00
Operating Supplies: Cleaning Supplies	300.00	0.00	300.00
Miscellaneous: Dues and Subscriptions	0.00	0.00	0.00
Professional Services: Personnel Testing and Recruitment	0.00	0.00	0.00
Miscellaneous: Towing Charges	0.00	0.00	0.00
Police Training			
Transportation: Travel Expense	1,500.00	0.00	1,500.00
Wages and Salaries: Full-time Employees-Regular	9,965.00	94.89	9,870.11
Employer Contributions for Retirement: PERA Contributions	1,600.00	22.47	1,577.53
Employer Paid Insurance: Medicare	150.00	1.84	148.16
Worker's Compensation: Insurance Premiums	500.00	6.28	493.72
Employee Paid: Federal Income Tax	0.00	10.39	(10.39)
Employee Paid: State Income Tax	0.00	4.45	(4.45)
Small Tools and Minor Equipment	0.00	62.69	(62.69)
Professional Services: Instructors' Fees	0.00	200.00	(200.00)

As on 12/31/2022

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Police Stations and Buildings			
Rentals: Towels/Rugs	0.00	0.00	0.00
Total Acct 421	209,768.00	169,580.98	40,187.02
Fire Administration			
Wages and Salaries: Full-time Employees-Regular	30.00	0.00	30.00
Employer Contributions for Retirement: PERA	2.00	0.00	2.00
Contributions			
Professional Services: Legal Fees	50.00	0.00	50.00
Professional Services: Personnel Testing and Recruitment	300.00	0.00	300.00
Professional Services: Administrative	500.00	0.00	500.00
Firemens pay	4,500.00	4,460.95	39.05
Employer Contributions for Retirement: FICA	300.00	278.84	21.16
Contributions			
Employer Contributions for Retirement: Fire Pension	35,769.00	35,769.00	0.00
Contributions			
Fire Pension State Aid	11,000.00	23,570.08	(12,570.08)
Supp. Fire State Aid	2,400.00	4,850.61	(2,450.61)
Employer Paid Insurance: Medicare	75.00	65.20	9.80
Worker's Compensation: Insurance Premiums	350.00	300.80	49.20
Employee Paid: Federal Income Tax	30.00	23.17	6.83
Employee Paid: State Income Tax	15.00	13.32	1.68
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	50.00	40.99	9.01
Communications: Telephone	1,735.00	1,731.24	3.76
Insurance: Property	125.00	151.50	(26.50)
Miscellaneous: Dues and Subscriptions	575.00	575.00	0.00
Fire Fighting			
Firemens pay	9,500.00	9,186.65	313.35
Employer Contributions for Retirement: FICA	700.00	577.44	122.56
Contributions			
Employer Paid Insurance: Medicare	200.00	135.09	64.91
Worker's Compensation: Insurance Premiums	400.00	428.69	(28.69)
Employee Paid: Federal Income Tax	150.00	78.16	71.84
Employee Paid: State Income Tax	75.00	48.90	26.10
Operating Supplies: Motor Fuels	1,000.00	1,365.86	(365.86)
Operating Supplies: Shop Materials	100.00	323.95	(223.95)
Operating Supplies: Uniforms	533.00	2,838.95	(2,305.95)
Repair and Maintenance Supplies: Equipment Parts	4,000.00	363.75	3,636.25
Small Tools and Minor Equipment	3,750.00	7,149.47	(3,399.47)
Professional Services: Legal Fees	0.00	208.00	(208.00)
Professional Services: Personnel Testing and Recruitment	1,000.00	350.00	650.00
Professional Services: Inspections	1,000.00	1,050.00	(50.00)
Communications: Postage	0.00	39.15	(39.15)
Communications: Messenger Service	290.00	273.00	17.00
Insurance: Automotive	1,100.00	1,046.00	54.00
Repairs and Maintenance - Contractual: Machinery and Equipment	8,000.00	6,316.30	1,683.70
Miscellaneous: Dues and Subscriptions	125.00	132.75	(7.75)
Sales and Use	20.00	12.00	8.00
Debt Service: Other Long-Term Obligation Principal	36,398.96	34,221.75	2,177.21
Debt Service: Other Long-Term Obligation Interest	6,387.24	6,387.24	0.00
Operating Supplies: Cleaning Supplies	0.00	0.00	0.00
Transportation: Travel Expense	200.00	0.00	200.00
Fire Training			
Firemens pay	4,350.00	4,043.88	306.12

As on 12/31/2022

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Employer Contributions for Retirement: FICA Contributions	280.00	252.90	27.10
Employer Paid Insurance: Medicare	65.00	59.14	5.86
Worker's Compensation: Insurance Premiums	350.00	279.33	70.67
Employee Paid: Federal Income Tax	25.00	20.61	4.39
Employee Paid: State Income Tax	12.00	14.43	(2.43)
Professional Services: Instructors' Fees	6,000.00	3,450.00	2,550.00
Fire Stations and Buildings			
Wages and Salaries: Full-time Employees-Regular	600.00	1,335.57	(735.57)
Employer Contributions for Retirement: PERA Contributions	60.00	112.63	(52.63)
Employer Contributions for Retirement: FICA Contributions	45.00	93.16	(48.16)
Employer Paid Insurance: Medicare	11.00	21.78	(10.78)
Worker's Compensation: Insurance Premiums	50.00	88.82	(38.82)
Employee Paid: Federal Income Tax	65.00	91.39	(26.39)
Employee Paid: State Income Tax	35.00	60.51	(25.51)
Operating Supplies: Cleaning Supplies	20.00	205.74	(185.74)
Small Tools and Minor Equipment	1,750.00	1,750.00	0.00
Insurance: Property	1,300.00	1,972.00	(672.00)
Utility Services: Electric Utilities	1,560.00	1,392.67	167.33
Utility Services: Gas Utilities	2,560.00	2,945.84	(385.84)
Repairs and Maintenance - Contractual: Machinery and Equipment	8,000.00	503.20	7,496.80
Rentals: Towels/Rugs	720.00	596.02	123.98
Property Tax	15.00	25.00	(10.00)
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	0.00	0.00	0.00
Repair and Maintenance Supplies: Equipment Parts	1,000.00	0.00	1,000.00
Total Acct 422	161,608.20	163,678.42	(2,070.22)
Building Inspections Administration			
Professional Services: Legal Fees	500.00	0.00	500.00
Professional Services: Inspections	4,200.00	1,267.00	2,933.00
Rental Inspections			
Professional Services: Inspections	1,500.00	1,958.50	(458.50)
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	0.00	0.00	0.00
Total Acct 424	6,200.00	3,225.50	2,974.50
Civil Defense Expenditures			
Wages and Salaries: Full-time Employees-Regular	0.00	26.46	(26.46)
Wages and Salaries: Part-time Employees	480.00	480.00	0.00
Employer Contributions for Retirement: PERA Contributions	0.00	2.53	(2.53)
Employer Contributions for Retirement: FICA Contributions	30.00	31.75	(1.75)
Employer Paid Insurance: Medicare	8.00	7.43	0.57
Worker's Compensation: Insurance Premiums	35.00	34.07	0.93
Employee Paid: Federal Income Tax	0.00	3.79	(3.79)
Employee Paid: State Income Tax	0.00	1.66	(1.66)
Small Tools and Minor Equipment	0.00	511.96	(511.96)
Total Acct 425	553.00	1,099.65	(546.65)
Traffic Engineering Expenditures			
Repair and Maintenance Supplies: Sign Repair Materials	11,000.00	3,624.09	7,375.91
Repairs and Maintenance - Contractual: Machinery and Equipment	0.00	3,439.00	(3,439.00)

As on 12/31/2022

al Fund	Budget	Actual	Variance
Disbursements:			
Total Acct 426	11,000.00	7,063.09	3,936.91
Other Protection-1st Response			
1st Resp. pay	16,000.00	15,085.68	914.32
Employer Contributions for Retirement: FICA Contributions	1,100.00	970.30	129.70
Employer Paid Insurance: Medicare	280.00	226.94	53.06
Worker's Compensation: Insurance Premiums	875.00	790.39	84.61
Employee Paid: Federal Income Tax	300.00	327.98	(27.98)
Employee Paid: State Income Tax	250.00	236.34	13.66
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	0.00	333.89	(333.89)
Operating Supplies: Motor Fuels	200.00	28.01	171.99
Operating Supplies: Uniforms	500.00	496.00	4.00
Operating Supplies: 1st Resp. Supplies	1,500.00	525.25	974.75
Small Tools and Minor Equipment	25,200.00	12,371.81	12,828.19
Professional Services: Personnel Testing and Recruitment	350.00	180.00	170.00
Professional Services: Instructors' Fees	3,000.00	760.00	2,240.00
Communications: Messenger Service	126.00	135.00	(9.00)
Transportation: Travel Expense	300.00	30.42	269.58
Insurance: Automotive	300.00	274.00	26.00
Repairs and Maintenance - Contractual: Machinery and Equipment	1,000.00	29.00	971.00
Miscellaneous: Dues and Subscriptions	75.00	75.00	0.00
Refunds and Reimbursements	500.00	221.79	278.21
Professional Services: Legal Fees	100.00	0.00	100.00
Sales and Use	5.00	0.00	5.00
Professional Services: Administrative	500.00	0.00	500.00
Repair and Maintenance Supplies: Equipment Parts	500.00	0.00	500.00
Total Acct 428	52,961.00	33,097.80	19,863.20
Maintenance-Shop			
Worker's Compensation: Benefit Payments	500.00	0.00	500.00
Capital Outlay: Other Equipment	2,500.00	0.00	2,500.00
Printing and Binding: Legal Notices Publishing	0.00	0.00	0.00
Miscellaneous: Dues and Subscriptions	0.00	0.00	0.00
Capital Outlay: Buildings and Structures	17,500.00	0.00	17,500.00
Wages and Salaries: Full-time Employees-Regular	42,500.00	33,325.29	9,174.71
Wages and Salaries: Part-time Employees	3,000.00	794.68	2,205.32
Employer Contributions for Retirement: PERA Contributions	3,000.00	2,216.27	783.73
Employer Contributions for Retirement: FICA Contributions	2,600.00	1,899.47	700.53
Employer Paid Insurance: Health	25,000.00	21,290.00	3,710.00
Employer Paid Insurance: Life	153.00	143.65	9.35
Employer Paid Insurance: Medicare	600.00	444.17	155.83
Unemployment Compensation: Benefit Payments	5,500.00	4,402.14	1,097.86
Worker's Compensation: Insurance Premiums	3,000.00	2,291.26	708.74
Employee Paid: Federal Income Tax	5,000.00	1,788.16	3,211.84
Employee Paid: State Income Tax	2,250.00	1,295.52	954.48
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	50.00	81.53	(31.53)
Operating Supplies: Cleaning Supplies	0.00	113.16	(113.16)
Operating Supplies: Motor Fuels	100.00	172.44	(72.44)
Operating Supplies: Shop Materials	3,350.00	3,783.01	(433.01)
Operating Supplies: Uniforms	1,000.00	478.98	521.02
Repair and Maintenance Supplies: Equipment Parts	2,000.00	370.66	1,629.34

As on 12/31/2022

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Small Tools and Minor Equipment	1,000.00	1,757.59	(757.59)
Professional Services: Legal Fees	500.00	2,370.88	(1,870.88)
Professional Services: Personnel Testing and Recruitment	600.00	754.00	(154.00)
Professional Services: Instructors' Fees	200.00	100.00	100.00
Communications: Telephone	3,700.00	3,191.22	508.78
Advertising: Employment	180.00	222.40	(42.40)
Printing and Binding: General Notices and Public Information	100.00	49.80	50.20
Insurance: General Liability	525.00	917.40	(392.40)
Insurance: Property	4,250.00	2,883.00	1,367.00
Utility Services: Electric Utilities	2,850.00	2,432.49	417.51
Utility Services: Gas Utilities	8,210.00	6,366.18	1,843.82
Repairs and Maintenance - Contractual: Machinery and Equipment	2,500.00	405.00	2,095.00
Rentals: Machinery and Equipment	390.00	406.32	(16.32)
Property Tax	15.00	50.00	(35.00)
Paved Streets			
Wages and Salaries: Full-time Employees-Regular	34,000.00	41,330.30	(7,330.30)
Wages and Salaries: Part-time Employees	7,200.00	5,246.95	1,953.05
Employer Contributions for Retirement: PERA Contributions	3,200.00	3,422.37	(222.37)
Employer Contributions for Retirement: FICA Contributions	2,900.00	3,250.84	(350.84)
Employer Paid Insurance: Medicare	700.00	760.24	(60.24)
Worker's Compensation: Insurance Premiums	2,500.00	3,063.42	(563.42)
Employee Paid: Federal Income Tax	4,300.00	3,022.40	1,277.60
Employee Paid: State Income Tax	2,200.00	2,264.25	(64.25)
Repair and Maintenance Supplies: Street Maintenance Materials	1,000.00	5,827.49	(4,827.49)
Repair and Maintenance Supplies: Landscaping Materials	0.00	527.58	(527.58)
Small Tools and Minor Equipment	500.00	679.99	(179.99)
Transportation: Travel Expense	100.00	126.00	(26.00)
Repairs and Maintenance - Contractual: Machinery and Equipment	0.00	3,750.00	(3,750.00)
Rentals: Machinery and Equipment	1,360.00	1,339.00	21.00
Repair and Maintenance Supplies: Equipment Parts	0.00	0.00	0.00
Professional Services: Personnel Testing and Recruitment	0.00	0.00	0.00
Property Tax	15.00	0.00	15.00
Professional Services: Engineering Fees	8,000.00	0.00	8,000.00
Professional Services: Legal Fees	1,300.00	0.00	1,300.00
Printing and Binding: Legal Notices Publishing	120.00	0.00	120.00
Printing and Binding: General Notices and Public Information	350.00	0.00	350.00
Unpaved Streets			
Printing and Binding: Legal Notices Publishing	0.00	0.00	0.00
Repair and Maintenance Supplies: Street Maintenance Materials	200.00	0.00	200.00
Repairs and Maintenance - Contractual: Machinery and Equipment	13,500.00	10,403.92	3,096.08
Ice and Snow Removal			
Repair and Maintenance Supplies: Street Maintenance Materials	4,500.00	4,117.06	382.94
Road and Bridge Equipment			
Operating Supplies: Motor Fuels	9,000.00	14,974.98	(5,974.98)

As on 12/31/2022

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Operating Supplies: Lubricants and Additives	0.00	1,041.33	(1,041.33)
Repair and Maintenance Supplies: Equipment Parts	11,500.00	5,055.87	6,444.13
Repair and Maintenance Supplies: Tires	2,000.00	2,097.74	(97.74)
Small Tools and Minor Equipment	100.00	2,451.51	(2,351.51)
Professional Services: Inspections	300.00	225.00	75.00
Insurance: Automotive	1,475.00	1,464.00	11.00
Repairs and Maintenance - Contractual: Machinery and Equipment	6,000.00	7,415.02	(1,415.02)
Miscellaneous: Dues and Subscriptions	400.00	71.50	328.50
Capital Outlay: Motor Vehicles	35,000.00	34,591.60	408.40
Capital Outlay: Other Equipment	9,700.00	9,684.00	16.00
Refunds and Reimbursements	0.00	87.71	(87.71)
Operating Supplies: Shop Materials	0.00	0.00	0.00
Operating Supplies: Cleaning Supplies	0.00	0.00	0.00
Bridges, Viaducts and Grade Separations			
Repair and Maintenance Supplies: Equipment Parts	50.00	0.00	50.00
Repair and Maintenance Supplies: Sign Repair Materials	250.00	0.00	250.00
Cap. Out: Investment	29,000.00	0.00	29,000.00
Repairs and Maintenance - Contractual: Machinery and Equipment	5,000.00	0.00	5,000.00
Professional Services: Legal Fees	500.00	1,841.00	(1,341.00)
Street Lighting			
Utility Services: Electric Utilities	3,730.00	3,640.60	89.40
Total Acct 431	346,573.00	270,570.34	76,002.66
Waste (Refuse) Disposal			
Wages and Salaries: Full-time Employees-Regular	4,800.00	7,123.91	(2,323.91)
Employer Contributions for Retirement: PERA Contributions	475.00	627.66	(152.66)
Employer Contributions for Retirement: FICA Contributions	380.00	499.35	(119.35)
Employer Paid Insurance: Medicare	90.00	118.98	(28.98)
Worker's Compensation: Insurance Premiums	325.00	478.21	(153.21)
Employee Paid: Federal Income Tax	620.00	506.37	113.63
Employee Paid: State Income Tax	300.00	352.85	(52.85)
Operating Supplies: Motor Fuels	0.00	277.73	(277.73)
Operating Supplies: Shop Materials	0.00	36.78	(36.78)
Repair and Maintenance Supplies: Equipment Parts	0.00	25.00	(25.00)
Small Tools and Minor Equipment	0.00	119.68	(119.68)
Prof. Serv: Laboratory	0.00	74.00	(74.00)
Communications: Postage	0.00	9.65	(9.65)
Utility Services: Refuse Disposal	3,600.00	3,285.20	314.80
Insurance: Worker's Comp	0.00	0.00	0.00
Wages and Salaries: Part-time Employees	200.00	0.00	200.00
Total Acct 432	10,790.00	13,535.37	(2,745.37)
Historical Society			
Miscellaneous: Donations to Civic Organizations (Bands, etc.)	100.00	100.00	0.00
Total Acct 450	100.00	100.00	0.00
Library			
Wages and Salaries: Part-time Employees	1,800.00	1,750.00	50.00
Employer Contributions for Retirement: FICA Contributions	115.00	108.50	6.50
Employer Paid Insurance: Medicare	28.00	23.25	4.75
Worker's Compensation: Insurance Premiums	80.00	113.91	(33.91)
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	325.00	341.04	(16.04)

As on 12/31/2022

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Printing and Binding: General Notices and Public Information	80.00	0.00	80.00
Sales and Use	25.00	0.00	25.00
Repair and Maintenance Supplies: Equipment Parts	200.00	0.00	200.00
Small Tools and Minor Equipment	1,150.00	0.00	1,150.00
Professional Services: Legal Fees	600.00	0.00	600.00
Total Acct 451	4,403.00	2,336.70	2,066.30
Park Areas			
Professional Services: Grant Writing	500.00	0.00	500.00
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	0.00	0.00	0.00
Operating Supplies: Cleaning Supplies	200.00	0.00	200.00
Printing and Binding: General Notices and Public Information	0.00	0.00	0.00
Repairs and Maintenance - Contractual: Improvements Other Than Buildings	300.00	0.00	300.00
Capital Outlay: Improvements Other Than Buildings	850.00	0.00	850.00
Professional Services: Legal Fees	200.00	0.00	200.00
Capital Outlay: Buildings and Structures	7,913.22	0.00	7,913.22
Wages and Salaries: Full-time Employees-Regular	4,000.00	3,094.99	905.01
Wages and Salaries: Part-time Employees	4,800.00	4,239.47	560.53
Park Commission Pay	1,000.00	105.00	895.00
Employer Contributions for Retirement: PERA Contributions	375.00	255.43	119.57
Employer Contributions for Retirement: FICA Contributions	600.00	507.55	92.45
Employer Paid Insurance: Medicare	150.00	118.70	31.30
Worker's Compensation: Insurance Premiums	550.00	501.28	48.72
Employee Paid: Federal Income Tax	575.00	386.34	188.66
Employee Paid: State Income Tax	425.00	335.37	89.63
Operating Supplies: Motor Fuels	0.00	277.74	(277.74)
Operating Supplies: Shop Materials	0.00	26.76	(26.76)
Operating Supplies: Chemicals and Chemical Products	250.00	53.92	196.08
Repair and Maintenance Supplies: Equipment Parts	1,000.00	675.28	324.72
Repair and Maintenance Supplies: Landscaping Materials	2,000.00	27.59	1,972.41
Small Tools and Minor Equipment	800.00	104.80	695.20
Professional Services: Administrative	0.00	150.00	(150.00)
Insurance: Property	2,700.00	1,194.00	1,506.00
Utility Services: Electric Utilities	340.00	588.69	(248.69)
Repairs and Maintenance - Contractual: Machinery and Equipment	0.00	7,148.44	(7,148.44)
Rentals: Other Equipment	1,575.00	2,180.00	(605.00)
Total Acct 452	31,103.22	21,971.35	9,131.87
Water Resources			
Professional Services: Administrative	1,000.00	1,000.00	0.00
Emily Waters			
Misc: Lakes/Rivers Prot.	14,500.00	11,166.83	3,333.17
Professional Services: Legal Fees	250.00	0.00	250.00
Total Acct 461	15,750.00	12,166.83	3,583.17
Economic Development and Assistance			
Wages and Salaries: Full-time Employees-Regular	200.00	0.00	200.00
Wages and Salaries: Part-time Employees	0.00	0.00	0.00
EDA Commission pay	500.00	0.00	500.00
Employee Paid: Federal Income Tax	12.00	0.00	12.00
Employee Paid: State Income Tax	14.00	0.00	14.00

As on 12/31/2022

al Fund			
	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Employer Contributions for Retirement: PERA Contributions	25.00	0.00	25.00
Employer Contributions for Retirement: FICA Contributions	60.00	0.00	60.00
Employer Paid Insurance: Medicare	15.00	0.00	15.00
Worker's Compensation: Insurance Premiums	30.00	0.42	29.58
Miscellaneous: Donations to Civic Organizations (Bands, etc.)	450.00	450.00	0.00
Total Acct 465	1,306.00	450.42	855.58
Food Shelf			
Miscellaneous: Donations to Civic Organizations (Bands, etc.)	250.00	250.00	0.00
Cemetery			
Wages and Salaries: Full-time Employees-Regular	7,150.00	5,602.22	1,547.78
Wages and Salaries: Part-time Employees	3,600.00	2,716.39	883.61
Employer Contributions for Retirement: PERA Contributions	725.00	424.06	300.94
Employer Contributions for Retirement: FICA Contributions	800.00	581.86	218.14
Employer Paid Insurance: Medicare	200.00	136.05	63.95
Worker's Compensation: Insurance Premiums	580.00	513.93	66.07
Employee Paid: Federal Income Tax	950.00	549.07	400.93
Employee Paid: State Income Tax	550.00	406.26	143.74
Operating Supplies: Motor Fuels	0.00	277.73	(277.73)
Repair and Maintenance Supplies: Equipment Parts	600.00	187.78	412.22
Repair and Maintenance Supplies: Landscaping Materials	550.00	101.96	448.04
Small Tools and Minor Equipment	100.00	81.71	18.29
Professional Services: EDP, Software and Design	195.00	295.00	(100.00)
Insurance: Property	325.00	172.00	153.00
Utility Services: Electric Utilities	645.00	430.83	214.17
Miscellaneous: Dues and Subscriptions	0.00	75.00	(75.00)
Refunds and Reimbursements	0.00	15.00	(15.00)
Printing and Binding: General Notices and Public Information	0.00	0.00	0.00
Repairs and Maintenance - Contractual: Improvements Other Than Buildings	150.00	0.00	150.00
Operating Supplies: Cleaning Supplies	0.00	0.00	0.00
Operating Supplies: Chemicals and Chemical Products	300.00	0.00	300.00
Taxes			
Utility Services: Refuse Disposal	0.00	0.00	0.00
Total Acct 490	17,670.00	12,816.85	4,853.15
Total Disbursements	1,272,224.00	1,080,630.65	191,593.35
Other Financing Uses:			
Unrealized Investment Loss			
Investments Purchased	6,500.00	5,425.54	1,074.46
Purchase of Investments			
Professional Services: Management Fees	1,000.00	1,556.34	(556.34)
Investments Purchased	200,000.00	268,682.23	(68,682.23)
Transfer To Governmental Fund			
Interfund Transfers	0.00	485.29	(485.29)
Total Acct 493	207,500.00	276,149.40	(68,649.40)
Total Other Financing Uses	207,500.00	276,149.40	(68,649.40)

As on 12/31/2022

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Beginning Cash Balance		438,385.49	
Total Receipts and Other Financing Sources		1,509,568.57	
Total Disbursements and Other Financing Uses		1,356,780.05	
Cash Balance as of 12/31/2022		<u>591,174.01</u>	

Fund Name: 602 - Sewage Collection and Disposal

Date Range: 12/01/2022 To 12/31/2022

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
12/05/2022	Crow Wing County	12658	Curr&DelPropTax, MobileHome, P&I, FiscDisp, SpecAssts, SpecAsstsP&I	(12/05/2022) -	N	Current Ad Valorem Taxes	602-31010-	\$ 25,673.47
						Delinquent Ad Valorem Taxes	602-31020-	\$ 331.71
						Delinquent Ad Valorem Taxes	602-31020-	\$ 202.31
						Mobile Home Tax	602-31030-	\$ 0.68
						Fiscal Disparities	602-31040-	\$ (47.28)
						Principal on Special Assessments	602-31951-	\$ 755.84
						Principal on Special Assessments	602-31951-	\$ 487.76
						Principal on Special Assessments	602-31951-	\$ 870.29
						Penalties and Interest on Special Assessments	602-31952-	\$ 64.89
						Penalties and Interest on Special Assessments	602-31952-	\$ 275.91
								<u>\$ 28,615.58</u>
12/29/2022	UTILITY BILLING	12678	Sewer Charges	(12/29/2022) -	N	Rate Class I	602-37210-	\$ 480.06
						Penalties and Forfeited Discounts	602-37260-	\$ 51.49
								<u>\$ 531.55</u>
12/31/2022	Pershing	12690	Int CR Investments - MMMF and Muni Bonds	(12/31/2022) -	N	Interest Earning	602-36210-	\$ 22.68
								<u>\$ 22.68</u>
12/31/2022	Pershing	12691	Sale of Investments - Reinvestment	(12/31/2022) -	N	Sale of Investment	602-39990-	\$ 525.67
								<u>\$ 525.67</u>
12/31/2022	PINE RIVER STATE BANK	12694	Int CR Checking	(12/31/2022) -	N	Interest Earning	602-36210-	\$ 4.10
								<u>\$ 4.10</u>
12/31/2022	Money Market/Bonds	IAW10687	Deposit from Money Market/Bonds	(12/31/2022) -	N	Sale of Investment	602-39990-	\$ 525.67
								<u>\$ 525.67</u>

Fund Name: 602 - Sewage Collection and Disposal

Date Range: 12/01/2022 To 12/31/2022

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
12/31/2022	Money Market/Bonds	IAW10696	Deposit from Money Market/Bonds	(12/31/2022)-	N	Sale of Investment	602-39990-	\$ 8.67
Total for Selected Receipts								\$ 8.67
								\$ 30,233.92

Fund Name: 602 - Sewage Collection and Disposal

Date Range: 12/21/2022 To 12/31/2022

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
12/21/2022	MINNESOTA REVENUE	330662	State Withholding - 12/21/22 Payroll	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-172-	\$ 10.42
		Total For Check 330662					\$ 10.42
12/21/2022	Payroll Period Ending 12/21/2022	60117	Regular Payroll - 12-7 to 12-20	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 41.68
		Total For Check 60117					\$ 41.68
12/21/2022	Payroll Period Ending 12/21/2022	60120	Regular Payroll - 12-7 to 12-20	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 122.28
		Total For Check 60120					\$ 122.28
12/21/2022	CROW WING POWER	60125	Monthly - 12-7-22 Invoices	N	Sewer Utilities - Sewer Lift Stations	602-49470-381-	\$ 31.74
		60125				602-49470-381-	\$ 31.52
		60125				602-49470-381-	\$ 44.06
		Total For Check 60125					\$ 107.32
12/21/2022	PEOPLESERVICE, INC.	60127	Inv. 0041872 - January 2023 Wastewater Operating Services	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-407-	\$ 2,030.00
		Total For Check 60127					\$ 2,030.00
12/21/2022	A W RESEARCH LABORATORIES	60131	SEWER SAMPLE TESTING - Inv. #53250	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-315-	\$ 64.00
		Total For Check 60131					\$ 64.00
12/22/2022	FEDERAL WITHHOLDING/ON LINE	330661	Federal Withholding - 12/21/22 Payroll	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 17.50
		330661				602-49450-122-	\$ 14.18
		330661				602-49450-135-	\$ 3.32
		330661				602-49450-171-	\$ 14.46
		Total For Check 330661					\$ 49.46
12/31/2022	Pershing	330663	Purchase of Investments - Reinvestments	N	Purchase of Investments	602-49350-800-	\$ 525.67
		Total For Check 330663					\$ 525.67
12/31/2022	Pershing	330664	Muni Bonds Loss	N	Unrealized Investment Loss	602-49301-800-	\$ 8.67
		Total For Check 330664					\$ 8.67

Fund Name: 602 - Sewage Collection and Disposal

Date Range: 12/21/2022 To 12/31/2022

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
12/31/2022	Money Market/Bonds	IAD2672	Deposit Into Money Market/Bonds	N	Purchase of Investments	602-49350-800-	\$ 525.67
Total For Check IAD2672							\$ 525.67
12/31/2022	Money Market/Bonds	IAD2681	Deposit Into Money Market/Bonds	N	Purchase of Investments	602-49350-800-	\$ 22.68
Total For Check IAD2681							\$ 22.68
Total For Selected Checks							\$ 3,507.85

REPORT FOR EMILY CITY COUNCIL MEETING
JANUARY 10 2023

EMILY VOLUNTEER FIRE DEPARTMENT

- We had 15 members at our meeting
- 1 Call since the last meeting
- Checked equipment / SCBA'S
- We held the elections and there were no changes
- We are working on plan to update meeting room

Respectfully submitted,

A handwritten signature in black ink that reads "Chad Genz". The signature is written in a cursive, flowing style.

Chad Genz
Chief - Emily Fire Dept.

EMILY VOLUNTEER FIRE DEPARTMENT OFFICERS

FIRE CHIEF	Chad Genz
ASSISTANT FIRE CHIEF	Tyson Kinkaid
SECRETARY	Josh Rooker
TREASURER	Michael Armbrust
TRAINING/SAFETY OFFICER	Brian Foster

EMILY FIREMEN'S RELIEF ASSOCIATION BOARD OF TRUSTEES

PRESIDENT	Bill Philstrom
VICE-PRESIDENT	Calen Spindler
SECRETARY	Josh Rooker
TREASURER	Michael Armbrust
TRUSTEES	Chad Wosmek
	<u>To be Determined By Fire Relief</u>
FIRE CHIEF	Chad Genz
COUNCILMEMBER	<u>Mary Eppen</u>
CITY CLERK	Cari Johnson

OFFICE OF THE STATE AUDITOR

Financial Projections

	2022	2023
Total Active Member Liabilities	433,739	472,779
Total Deferred Member Liabilities	12,240	12,240
Total Unpaid Installments	0	0
Grand Total Special Fund Liability	A 445,979	B 485,019
Normal Cost (Cell B minus Cell A)		C 39,040

Projection of Net Assets for Year Ending December 31, 2022

Special Fund Assets at December 31, 2021 (FIRE-21 Form ending assets) 1 351,380

Projected Income for 2022

Fire State Aid (2021 fire state aid of \$11,316 may be increased by up to 3.5%)	D.	11,316
Supplemental State Aid (actual 2021 supplemental state aid)	E.	2,378
Municipal / Independent Fire Dept. Contributions	F.	32,218
Interest / Dividends	G.	4,800
Appreciation / (Depreciation)	H.	
Member Dues	I.	
Other Revenues	J.	
Total Projected Income for 2022 (Add Lines D through J)	2	50,712

Projected Expenses for 2022

Service Pensions (fill in individual pension amounts below)	K.	0
Names:	\$ Amounts:	
Other Benefits	L.	
Administrative Expenses	M.	3,400
Total Projected Expenses for 2022 (Add Lines K through M)	3	3,400
Projected Net Assets at December 31, 2022 (Add Lines 1 and 2, subtract Line 3)	4	398,692

Projection of Surplus or (Deficit) as of December 31, 2022

Projected Assets (Line 4)	5	398,692
2022 Accrued Liability (Page 4, cell A)	6	445,979
Surplus or (Deficit) (Line 5 minus Line 6)	7	(47,287)

OFFICE OF THE STATE AUDITOR
Calculation of Required Contribution

Deficit Information - Original			Deficit Information - Adjusted		
Year Incurred	Original Amount	Amount Retired as of 12/31/2021	Original Amount	Amount Retired as of 12/31/2022	Amount Left to Retire 1/1/2023
2013	0	0			
2014	0	0			
2015	0	0			
2016	125,118	103,635	125,118	125,118	
2017	0	0			
2018	0	0			
2019	23,799	4,760	23,799	17,611	6,188
2020	0	0			
2021	45,666	0	45,666	4,567	41,099
2022					
Totals	194,583	108,395	194,583	147,296	47,287

Normal Cost	8	39,040
Projected Administrative Expense	9	4,107
Amortization of Deficit (Total of Original Amount column x 0.10)	10	19,458
10% of Surplus	11	0
Fire and Supplemental State Aid	12	13,694
Member Dues	13	0
5% of Projected Assets at December 31, 2022	14	19,935
Required Contribution (Add Lines 8, 9 and 10, subtract Lines 11, 12, 13 and 14. If negative, zero is displayed.)	15	28,976

The required contribution must be made during 2023.



6701 W 23rd Street
 St. Louis Park, MN 55426
 Phone: 763-559-8732
 Fax: 763-559-8070
 Email: info@gfcmn.com
www.GFCIndustrialcoatings.com

Emily Fire Dept.
 Emily Fire Dept. ~ Meeting Room ~ Gold System Option ~ 20837 CR 1 Emily, MN
 20837 CR 1
 Emily, MN 56447
 (218) 380-1596
 (218) 763-8104

Bid Date: December 6, 2022
Sales Rep: Joseph Gabriel

Coating Type: Interior
 Color Choice:
 Coating Color:

Chip Type: 1/8
 **Additional Fee for 1/8" Chip
 Moisture Testing Results: 1

Completed Floor Texture and Color may vary from Sample

Job	Description	Size/Qty	Price Per Unit	Gold 10-Year Limited Warranty
Travel Fee - to be calculated by miles and size	***INSTALL MAY TAKE 2-4 DAYS TO COMPLETE ~ A ONE TIME MOBILIZATION FEE APPLIED ~ ONE WAY DRIVE TIME = 2 hr 31 min (140 miles)***	1	\$1,564.00	\$1,564.00
VCT Tile Removal (500-1000 sq ft)	TILES TO BE REMOVED ~ CUSTOMER WILL PROVIDE DUMPSTER	540	\$2.00	\$1,080.00
Glue Removal (500 - 1000 sq ft)	GLUE TO BE REMOVED	540	\$1.00	\$540.00
Diamond Grind (351-750 sq ft)	FLOOR PREP WITH DIAMOND GRINDERS FOR MAXIMUM ADHESION	540	\$1.25	\$675.00
Gold System: 2-Step Process: Epoxy Primer, Tinted Urethane Top Coat with light distribution of 1/8 inch vinyl chip and antislip	*****GOLD SYSTEM OPTION ~ 2 LAYER APPLICATION ~ LITE SPREAD OF 1/8" UV PROTECTED CHIPS APPLIED ~ 10 YEAR WARRANTY	540	\$4.50	\$2,430.00
SUBTOTAL				\$6,289.00
15% DISCOUNT (financed projects not eligible)				\$943.35
DISPOSAL FEE				\$240.55
ESTIMATE TOTAL				\$5,586.20
DEPOSIT DUE (50% Down Payment - 50% Final Payment)				\$2,793.10
BALANCE DUE UPON COMPLETION				\$2,793.10

Comments: *****LIMITED TIME SPECIAL OFFER ~ 15% DISCOUNT APPLIED*****

*****AFTER TILES ARE REMOVED IF ANY UNFORESEEN REPAIRS ARE NEEDED ADDITIONAL FEES WILL APPLY*****

IMPERFECTIONS in floor may still be visible after coating is applied. Client has been made aware of this

CHANGE ORDER: Unless indicated above, Stem Walls and Steps would be an additional fee as they are a line-item option. Only items listed above will be performed. Any additional tasks would be subject to additional fees. All work to be performed on a steady, uninterrupted basis during regular straight-time hours. Any variation will be back charged via change order.

PROJECT INTERRUPTION: Once project is started, there may be unforeseen circumstances that prevent a process from continuing. Most common reason is concrete failure. If it is determined that the process cannot be completed, client will be contacted and alternative options will be discussed. Client may be responsible for all labor and material fees performed up until production was ceased.

WARRANTY: I agree to the conditions of the warranty offered with the system selected above.

FINANCIAL RESPONSIBILITY: I further agree to pay all finance charges, collection cost, attorney's fees, and any other cost that may be incurred to enforce collection of any amount outstanding. Per my cardholder agreement, I agree to pay any and all credit card fees in accordance with the terms of my cardholder agreement.

Finance projects not eligible for Cash Discount

HAZARDOUS DISPOSAL FEE: There will be a disposal fee of 4.5% added to the total bid.

ACCEPTANCE: The above prices, specifications, and conditions are satisfactory and are hereby accepted, GFC Industrial is authorized to complete the contract as specified. I understand that a fifty-dollar (\$50) surcharge will be assessed for any returned checks. **If GFC Industrial has not received payment in full after job is complete, a late payment charge of 10% monthly is applied after 30 days. All payments are due upon completion unless otherwise stated in contract.**

CANCELLATION TERMS: Once a job has been accepted and a deposit has been paid, any cancelled jobs will be subject to a 20% administrative/restocking fee on the sold amount. Contract may be cancelled within three (3) business days from the date originally signed without any penalty or obligation. Cancellation must be presented in writing to GFC Industrial. After (3) business days, any cancelled project will be subject to a 20% cancellation fee on the



6701 W 23rd Street
St. Louis Park, MN 55426
Phone: 763-559-8732
Fax: 763-559-8070
Email: info@gfcmn.com
www.GFCIndustrialcoatings.com

Sold price and will be deducted from monies to be refunded.

CONTRACTOR'S NOTICE TO OWNER:

- (a) Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions.
- (b) Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount due from us until 120 day after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or material from the improvement and who gave you timely notice.

By signing this contract, I agree to, and understand the conditions and acceptance described on this contract, warranty, information forms, and the attached terms and conditions.

GFC INDUSTRIAL REP SIGNATURE
FULLY INSURED

DATE

CUSTOMER SIGNATURE
PRICE VALID THROUGH 01/09/2023

DATE

Disclosure Agreement

In order to ensure that your coating experience is a pleasurable one, we would like you to be informed about some items.

→ **Access to Area Being Coated:** Customer is responsible to provide GFC access to area being coated **MON - FRI** (access code, open door, keys, door opener, etc). Customer is not required to be present during coating process. Due to unforeseeable changes in crew schedules, **making arrangements to be present is discouraged and is not an acceptable form of access.**

Removal of Items: Installers do not move or remove any items from the area being coated, unless otherwise prearranged. It is the responsibility of the customer to have all items removed prior to installation.

Floor Style, Color & Size: Customer has reviewed and approves square footage measurements, floor color, and style. Customer also understands that there may be slight variations in colors from the samples provided.

Floor Texture: The finished texture of your floor may be rougher than the samples shown or our showroom floor. Samples do not have antislip on them. Finished floor will have antislip & more chip texture to prevent falling.

Mats: Mats should not be applied to coating until 72- hour cure time has expired. Discoloration from use of non-approved mats can occur. Recoating these areas would be at the Customer's expense.

Water: If needed, customer is responsible for providing an adequate water source. Installers have the customer's permission to use water. Customer understands that water may splash on baseboards, walls and cabinets.

→ **Anti-Slip Aggregate:** If a customer chooses to exclude an anti-slip aggregate additive, the floor may be extremely slippery when wet. Customer also understands that the coating may be slippery under certain conditions **WITH or WITHOUT** aggregate additive. Floor will have a noticeable, somewhat rough, texture & will not be glass-like.

→ **Curing Time:** Recommended cure time for **summer projects (April – October):** walk on the coating 24 hours after last clear coat has been applied. Park your vehicles or move heavy items back into the space 48 hours after last clear coat has been applied. Recommended cure time for **winter projects (November – March):** walk on coating 48 hours after last clear coat has been applied and park or move heavy items into space 72 hours after last clear coat has been applied. Please refer to specific instructions provided for your project at the time of completion.

Large / Heavy Items: When moving in large appliances or other heavy items, never be drag them across the floor. The use of a dolly or hand truck is recommended to prevent damage to the coating.

→ **Dust:** During the preparation process it may be necessary to grind or sand the floor, which may create considerable dust. Please expect dust to be present upon completion of your project. Depending upon the condition of your concrete, the dust may even be excessive. It is the responsibility of the customer to ensure that any dust sensitive items are removed from the area or covered with plastic.

→ **Odors:** In order to provide the highest quality coating, we may use materials that contain high odor content. These materials emit odors that may cause temporary discomfort. GFC makes every effort to minimize the odors from entering the property. If you have any questions, please contact our office.

Health Issues: By signing this form, you have indicated you have no health issues related to respiratory or sensitivity to smell. GFC is not responsible for any discomfort that may occur during the process or after. If any health issues exist, it is the customer's responsibility to make GFC aware before the project starts & sign a health waiver to proceed.

Damages / Reimbursements: GFC will not issue any reimbursements without prior arrangements.

Gas Water Heaters: GFC may use leaf blowers in the cleaning/drying process. While every precaution is taken, it is possible that the blower may extinguish the pilot light. **On newer water heaters, the vapor sensor may trigger your heater to shut off. GFC does not cover any charges that may result from water heater shutting down.**

Water Softener: GFC will coat around the water softener unless homeowner has the softener removed.

Cabinets: GFC will not be responsible for pre-existing damages to cabinets.

Plastic Protection & Caution Tape: To protect your new floor from early use, inclement weather, unwanted animals or debris, **we will leave plastic up upon completion of your project.** Please feel free to remove after your full cure time has expired & discard.

I have read and understand the above information:

→ **Signature:** _____

Date: _____



Non-Transferrable Limited Coating Warranty

(Warranty does not cover concrete failure or moisture related issues)

6701 W 23rd Street
St Louis Park, MN 55426
Phone: 763-559-8732
email: info@GFCMN.com

GFC Industrial guarantees against any surface delamination (peeling) due to product failure

PLATINUM SYSTEM: LIFETIME

DIAMOND SYSTEM: 20 YEARS

GOLD SYSTEM: 10 YEARS

SILVER SYSTEM: 5 YEARS

2. **Customer Negligence:** (Non-warranty: Requires Repair Fee)
 - a. GFC Industrial does not guarantee coating against damages caused by customer negligence or abuse.
 - b. GFC Industrial does not guarantee against staining caused by, but not limited to, hot tires, grease, oil, gasoline, transmission fluid, battery acid, or other chemical spills.
 - c. GFC Industrial does not guarantee against discoloration/dullness due to improper care which includes but is not limited to lack of cleaning, heavy use, harsh chemical cleaning, or cleaning with abrasive materials and/or chemicals, or the use of scrubbing / buffing machines. Regular cleaning with vinegar & water is required to ensure life of floor.
 - d. GFC Industrial does not guarantee against scratches due to negligence. Clear Coat is scratch and impact resistant. Clear coat will, however, scratch and/or chip if heavy or sharp objects are dropped onto or slid/dragged across floor.
 - e. Rust Stains: Metal items need to have protection between the floor coating and the metal item to ensure against staining.
 - f. Mats: Breathable Mats are the only approved mats to use with coating. Non-breathable mats will cause discoloration in coating which is not a warranty item. After install, customer must wait 72 hours before applying mats over coating.
3. **Concrete Failure:** (Non-warranty: Requires Repair Fee)
 - a. Cracks: GFC Industrial does not guarantee against cracking /recracking of coating caused by concrete heaving, shifting, popping, settling, or ground movement. Areas can be repaired for an additional charge.
 - b. Aggregate Pops: GFC Industrial does not guarantee that aggregate pops will not occur. A coating cannot prevent aggregate pops. If aggregate pops occur or concrete fails under coating, area can be repaired for a fee.
 - c. Moisture: Moisture intrusion, hydrostatic pressure (water pressure from the water table beneath the concrete – traditionally, a water barrier beneath the concrete is required to avoid this type of pressure), or other moisture related issues are not warrantied, however can be repaired for an additional charge.
 - d. Rust Stains: GFC Industrial does not warranty against rust stains that appear from concrete substrate beneath the coating. This is a result of a rusting substance in the concrete such as rebar and cannot be prevented by a coating.
 - e. Any exposed edges - such as where driveway and coating meet - are not under warranty. These areas are subject to extreme conditions such as harsh weather conditions & constant tire impact.
4. **Waterproofing/Pooling:** (Non-warranty: May Require Fee)
 - a. SpanCrete: While application of our system greatly increases protection from water & moisture intrusion, it is not intended to be a waterproofing solution. Shifting and movement of the SpanCrete may occur. GFC Industrial does not guarantee against water leakage/intrusion to areas below SpanCrete or to the actual surface coated
 - b. Low Spots / Pooling / Drainage: While every attempt to fill low areas will be made, pooling may still occur. Our coating is not designed/sold as a concrete leveling system. Excess water will collect on the surface of your floor as there is no longer a porous surface for water to drain. The coating will not redirect drainage of water but will protect the concrete from its absorption and consequent deterioration.
 - c. Basements and High Moisture Content Areas: Our standard moisture mitigation product is effective up to 15 lbs pressure. After the max pressure is met, the product is no longer effective against moisture intrusion. To ensure no moisture issues will occur, we **recommend** an application of our **Industrial Moisture Mitigation** be applied instead of the Standard Mitigation. This recommendation is stated on the original contract as a preferred option along with the additional cost per sq ft. If the Standard Moisture Mitigation product fails and the Industrial Moisture Mitigation is required, the customer is responsible for fees associated with new Industrial Moisture application and recoat costs.
5. **Appearance:**
 - a. Concrete Cracks: Every attempt will be made to disguise cracks in the concrete slab; however, GFC Industrial does not guarantee that these cracks will no longer be visible or retrack.
 - b. Expansion Joints: Expansion joints and saw cuts will be filled but may still be visible after final clear coat. Expansion joints are seams designed to move and shift with the concrete. Each joint is filled with a flexible polymer filler designed to move and shift along with the concrete. However, in cases of shifting, the coating may crack as it is being stressed by the moving concrete. This is normal and may be expected.
 - c. Damaged Floors: This coating is only cosmetic in nature. While every attempt will be made to conceal existing damage, some flaws / imperfections may be seen after the final coat.
 - d. Stem Walls: Coated stem wall appearance may vary from floor finish; however, every attempt will be made toward uniformity
 - e. Finish Texture: Due to the uneven nature and variation in the coarseness of concrete at the outset, the final finish and/or texture may vary upon completion. Final coating may also vary from sample provided or showroom floor.
6. **Repairs:** All repair calls, warranty and nonwarranty, are subject to a nonrefundable mobilization fee. Warranty work will not be done if balance of project has not been paid in full. Any unpaid balance may constitute warranty being voided.
 - a. Fees: Non-warranty repairs can be performed for a fee. Mobilization fee is an outside cost above and beyond the repair fee.
 - b. Touchups / repairs: Although GFC Industrial will make every attempt to blend the repair work, variation in the coating and/or chip colors may be noticeable.

By signing this contract, I understand, agree to and accept all conditions of the warranty as stated:

Signature _____

Date: _____



6701 W 23rd Street
St. Louis Park, MN 55426
Phone: 763-559-8732
Fax: 763-559-8070
Email: info@gfcmn.com
www.GFCIndustrialcoatings.com

ANTI-SLIP SELECTION

Customer Name: Emily Fire Dept.
Project Address: 20837 CR 1
City, State, Zip: Emily, MN 56447

My anti-slip selection is:

You may select more than one type of antislip.

Example: Standard on Garage and Coarse on Step.

In this instance, select both antislip types and enter instructions in comments otherwise enter NA.

STANDARD:
COARSE:
EXTRA COARSE:

Comments:

Customer Signature: _____

Date: _____

My signature indicates that I have seen, felt, and confirmed the texture level of the anti-slip and I take full responsibility for chosen texture. Any changes after the work has been performed would be at the owner's expense.

NETWORK - FLOORS - ANTISLIP SIGNOFF FORMS - ANTI SLIP CUSTOMER SIGNOFF

GENERAL TERMS AND CONDITIONS FOR SERVICES

1. Applicability.

(a) These terms and conditions for services (these “**Terms**”) are the only terms that govern the provision of services by GFC Industrial Coatings, LLC (“**GFC**”) to Emily Fire Dept. (“**Customer**”).

(b) The accompanying work order (the “**Work Order**”), these Terms, and the other attachments to the Work Order (collectively, this “**Agreement**”) comprise the entire agreement between the parties, and supersede all prior or contemporaneous understandings, agreements, negotiations, representations and warranties, and communications, both written and oral, regarding the scope of work set forth in the Work Order. In the event of any conflict between these Terms and the Work Order, these Terms will govern. Customer’s acceptance of the Work Order will operate as Customer’s acceptance of these Terms.

(c) These Terms prevail over any of Customer’s general terms and conditions regardless whether or when Customer has submitted its request for proposal, order, or such terms. Provision of services to Customer does not constitute acceptance of any of Customer’s terms and conditions and does not serve to modify or amend these Terms.

2. Services. GFC will provide the services to Customer as described in the Work Order (the “**Services**”) in accordance with these Terms. GFC is responsible only for providing the Services. GFC will not be held responsible for the work or services of other parties.

3. Performance Dates. GFC will use reasonable efforts to meet any performance dates specified in the Work Order, and any such dates will be estimates only.

4. Customer’s Obligations. Customer will:

(a) cooperate with GFC in all matters relating to the Services and provide such access to Customer’s premises, and such office accommodation and other facilities as may reasonably be requested by GFC, for the purposes of performing the Services;

(b) respond promptly to any GFC request to provide direction, information, approvals, authorizations or decisions that are reasonably necessary for GFC to perform Services in accordance with the requirements of this Agreement;

(c) provide such customer materials or information as GFC may request to carry out the Services in a timely manner and ensure that such customer materials or information are complete and accurate in all material respects; and

(d) obtain and maintain all necessary licenses and consents and comply with all applicable laws in relation to the Services before the date on which the Services are to start.

5. Customer’s Acts or Omissions. If GFC’s performance of its obligations under this Agreement is prevented or delayed by any act or omission of Customer or its agents, subcontractors, consultants or employees, GFC will not be deemed in breach of its obligations under this Agreement or otherwise liable for any costs, charges or losses sustained or incurred by Customer, in each case, to the extent arising directly or indirectly from such prevention or delay.

6. Safety. GFC shall only be responsible for the safety of its employees. The safety of all others shall be the responsibility of Customer or other parties.

7. Change Orders.

(a) If either party wishes to change the scope or performance of the Services, it will submit details of the requested change to the other party in writing. GFC will, within a reasonable time after such request, provide a written estimate to Customer of:

(i) the likely time required to implement the change;

(ii) any necessary variations to the fees and other charges for the Services arising from the change;

(iii) the likely effect of the change on the Services; and

(iv) any other impact the change might have on the performance of this Agreement.

(b) Promptly after receipt of the written estimate, the parties will negotiate and agree in writing on the terms of such change (a "**Change Order**"). Neither party will be bound by any Change Order unless mutually agreed upon in writing.

(c) Notwithstanding Section 6(a) and Section 6(b), GFC may, from time to time change the Services without the consent of Customer provided that such changes do not materially affect the nature or scope of the Services, or the fees or any performance dates set forth in the Work Order.

(d) GFC may charge for the time it spends assessing and documenting a change request from Customer on a time and materials basis in accordance with the Work Order.

7. Fees and Expenses; Payment Terms; Interest on Late Payments.

(a) In consideration of the provision of the Services by GFC and the rights granted to Customer under this Agreement, Customer will pay the fees set forth in the Work Order.

(b) Customer will pay all invoiced amounts due to GFC on receipt of GFC's invoice. Customer will make all payments hereunder in US dollars.

(c) In the event payments are not received by GFC within 30 days after becoming due, GFC may:

(i) charge interest on any such unpaid amounts at a rate of 1% per month or, if lower, the maximum amount permitted under applicable law, from the date such payment was due until the date paid; and

(ii) suspend performance for all Services until payment has been made in full.

(d) Customer shall not withhold any retainage from the amounts paid or due to GFC.

8. Taxes. Customer will be responsible for all sales, use and excise taxes, and any other similar taxes, duties and charges of any kind imposed by any federal, state or local governmental entity on any amounts payable by Customer hereunder.

9. Representation and Warranty.

(a) Any warranties from GFC are set forth in a separate sheet which is part of this Agreement.

(b) The GFC will not be liable for a breach of any warranty unless Customer gives written notice of the defective Services, reasonably described, to GFC within 30 days of the time when Customer discovers or ought to have discovered that the Services were defective.

(c) Subject to Section 11(b), GFC will, in its sole discretion, either:

(i) repair or re-perform such Services (or the defective part); or

(ii) credit or refund the price of such Services at the pro rata contract rate.

(d) **THE REMEDIES SET FORTH IN SECTION 11(c) WILL BE THE CUSTOMER'S SOLE AND EXCLUSIVE REMEDY AND GFC'S ENTIRE LIABILITY FOR ANY BREACH OF THE LIMITED WARRANTY SET FORTH IN SECTION 11(a).**

10. Disclaimer of Warranties. **EXCEPT FOR THE WARRANTY SET FORTH IN THIS AGREEMENT, GFC MAKES NO WARRANTY WHATSOEVER WITH RESPECT TO THE SERVICES, INCLUDING ANY (A) WARRANTY OF MERCHANTABILITY; OR (B) WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE; OR (C) WARRANTY OF TITLE; OR (D) WARRANTY AGAINST INFRINGEMENT OF INTELLECTUAL PROPERTY RIGHTS OF A THIRD PARTY; WHETHER EXPRESS OR IMPLIED BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE OR OTHERWISE.**

11. Limitation of Liability.

(a) IN NO EVENT WILL GFC BE LIABLE TO CUSTOMER OR TO ANY THIRD PARTY FOR ANY LOSS OF USE, REVENUE OR PROFIT, OR FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL OR PUNITIVE DAMAGES WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGES WERE FORESEEABLE AND WHETHER OR NOT GFC HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE.

(b) IN NO EVENT WILL GFC'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, EXCEED THE AGGREGATE AMOUNTS PAID OR PAYABLE TO GFC PURSUANT TO THE APPLICABLE WORK ORDER. IN NO EVENT WILL GFC BE LIABLE FOR ANY LIQUIDATED DAMAGES.

12. Termination. In addition to any remedies that may be provided under this Agreement, GFC may terminate this Agreement with immediate effect upon written notice to Customer, if Customer:

- (a) fails to pay any amount when due under this Agreement;
- (b) has not otherwise performed or complied with any of the terms of this Agreement, in whole or in part; or
- (c) becomes insolvent, files a petition for bankruptcy or commences or has commenced against it proceedings relating to bankruptcy, receivership, reorganization or assignment for the benefit of creditors.

13. Insurance.

(a) GFC will furnish certificates of insurance to Client upon request. GFC maintains insurance with coverage and limits shown below:

Commercial General Liability:	\$1,000,000 per occurrence \$2,000,000 aggregate \$2,000,000 products-completed ops aggregate
Employer's Liability	\$100,000 each accident \$100,000 disease each employee \$500,000 disease policy limit
Auto Insurance	\$1,000,000 each accident
Workers' Compensation	Statutory Limits

(b) Automobile liability insurance shall only include coverage for all GFC's owned and hired automobiles.

14. Indemnification. Customer agrees to indemnify and hold harmless GFC from and against all claims, losses, damages, liability, costs, penalties, and costs of defense to the extent that such claims are proximately caused by the negligent acts, omissions, or willful misconduct of Customer, Customer's agents or employees, or Customer's subcontractors.

15. Waiver. No waiver by GFC of any of the provisions of this Agreement is effective unless explicitly set forth in writing and signed by GFC. No failure to exercise, or delay in exercising, any rights, remedy, power or privilege arising from this Agreement operates or may be construed as a waiver thereof. No single or partial exercise of any right, remedy, power or privilege hereunder precludes any other or further exercise thereof or the exercise of any other right, remedy, power or privilege.

16. Force Majeure. GFC will not be liable or responsible to Customer, nor be deemed to have defaulted or breached this

Agreement, for any failure or delay in fulfilling or performing any term of this Agreement when and to the extent such failure or delay is caused by or results from acts or circumstances beyond the reasonable control of GFC including, without limitation, acts of God, flood, fire, earthquake, explosion, governmental actions, war, invasion or hostilities (whether war is declared or not), terrorist threats or acts, riot, or other civil unrest, national emergency, revolution, insurrection, epidemic, lock-outs, strikes or other labor disputes (whether or not relating to either party's workforce), or restraints or delays affecting carriers or inability or delay in obtaining supplies of adequate or suitable materials, materials or telecommunication breakdown or power outage.

17. Assignment. Customer will not assign any of its rights or delegate any of its obligations under this Agreement without the prior written consent of GFC. Any purported assignment or delegation in violation of this Section is null and void. No assignment or delegation relieves Customer of any of its obligations under this Agreement.

18. Relationship of the Parties. The relationship between the parties is that of independent contractors. Nothing contained in this Agreement will be construed as creating any agency, partnership, joint venture or other form of joint enterprise, employment or fiduciary relationship between the parties, and neither party will have authority to contract for or bind the other party in any manner whatsoever.

19. Governing Law. All matters arising out of or relating to this Agreement are governed by and construed in accordance with the internal laws of the State of Minnesota without giving effect to any choice or conflict of law provision or rule (whether of the State of Minnesota or any other jurisdiction) that would cause the application of the laws of any jurisdiction other than those of the State of Minnesota.

20. Submission to Jurisdiction. Any legal suit, action or proceeding arising out of or relating to this Agreement will be instituted in the federal courts of the United States of America or the courts of the State of Minnesota in each case located in the County of Hennepin, and each party irrevocably submits to the exclusive jurisdiction of such courts in any such suit, action or proceeding.

21. Mediation. Except for GFC's right to enforce this Agreement for payment or to enforce its lien rights, including without limitation enforcement of mechanic's lien rights and foreclosure of the same, GFC and Customer agree that any dispute regarding or arising from this Agreement or GFC's services first be submitted to mediation prior to the initiation of any legal proceeding or enforcement action. Such mediation must be requested in writing, and the party to whom the request is made will have sixty (60) days to respond, and such mediation will be scheduled in reasonable time-frame. The mediator will be selected by both parties. Each party will pay one-half the mediator's costs and bear its own costs associated with attending the mediation.

22. Notices. All notices, requests, consents, claims, demands, waivers and other communications hereunder (each, a "Notice") will be in writing and addressed to the parties at the addresses set forth in the Work Order or to such other address that may be designated by the receiving party in writing. All Notices will be delivered by personal delivery, nationally recognized overnight courier (with all fees pre-paid), facsimile (with confirmation of transmission) or certified or registered mail (in each case, return receipt requested, postage prepaid). Except as otherwise provided in this Agreement, a Notice is effective only (a) upon receipt of the receiving party, and (b) if the party giving the Notice has complied with the requirements of this Section.

23. Severability. If any term or provision of this Agreement is invalid, illegal or unenforceable in any jurisdiction, such invalidity, illegality or unenforceability will not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction.

24. Survival. Provisions of these Terms, which by their nature should apply beyond their terms, will remain in force after any termination or expiration of this Agreement.

25. Amendment and Modification. This Agreement may only be amended or modified in a writing which specifically states that it amends this Agreement and is signed by an authorized representative of each party.

GFC Industrial Floor Coatings

Exclusive provider of Comfort Flex
A division of Garage Floor Coating of MN.Com

COATING SYSTEM OPTIONS

Silver System

5-year Warranty

2-Step Process: 2 coats of our 3-component Polyhybrid System

- Prime Coat
- Top Coat



Gold System

10-year Warranty

3-Step Process:

- 2 coats of our 3-component Polyhybrid System
- Medium to Heavy Spread of UV Protected Vinyl Chip
- 1 Coat of our Polyhybrid Clear Coat (Chemical & Scratch Resistant, UV Protected)



Diamond System

20-year Warranty

4-Step Process:

- 2 coats of our 3-component Polyhybrid System
- Full Spread of UV Protected Vinyl Chip
- 1 Coat of our Polyhybrid Clear Coat (Chemical & Scratch Resistant, UV Protected)

Platinum System

Lifetime Warranty

5-Step Process:

- 2 coats of our 3-component Polyhybrid System
- Full Spread of UV Protected Vinyl Chip
- 2 Coats of our Polyhybrid Clear Coat (Chemical & Scratch Resistant, UV Protected)

CLEAR COAT 2
CLEAR COAT 1
VINYL MEDIA
COLOR COAT
PRIMER COAT
CEMENT SLAB

GFC Industrial Floor Coatings

Exclusive provider of Comfort Flex
A division of Garage Floor Coating of MN.Com

Liquid Stone

Lifetime Warranty

5-Step Process:

- 2 coats of our 3-component Polyhybrid System
- Full Spread of UV Protected Vinyl & Stone Chip
- 2 Coats of our Polyhybrid Clear Coat (Chemical & Scratch Resistant, UV



Liquid Art

4-Step Process:

- Polyhybrid Prime
- Polyhybrid Top Coat
- Metallic Coat w/Clear Coat and Effect
- Metallic Coat w/Clear Coat and Effect



COATING SYSTEM OPTIONS

Bronze System

2-Year Warranty

2-Step Process:

- Clean Surface
- Apply Chemical Resistant, UV Stable Clear (With or Without Stain)

Clear Coat Seal



Clear Coat with Stain



RECEIVED
JAN 09 2023

Creative Finish LLC BY: October 13, 2022

P.O. Box 244
23188 Forest Lane
Deerwood, MN 56444
cf16.fo@gmail.com
(218)330-5787

Estimated#22046

Start Date: _____

Completion Date: _____

Permit #: N/A

Proposal / Contract

Prepared For: Emily Fire Department
Emily, MN
P-218-838-3632 email-cafenbungalow@gmail.com

Included in this proposal:

- Tear out and dispose of old tile.
- Clean, grind and scarify floor to prep for epoxy.
- Epoxy a 14'6"x 34' floor with a 4'x 4' Emily Fire Dept. decal in the floor.

Excluded from this proposal:

- Any and all large crack filling. If there are large cracks to fill there will be an up charge.
- All other work bid separately.

Ask about pricing for seal coating, epoxy paint or staining to give a floor protection and a custom look!

The total cost of this project is: Four thousand, nine hundred & sixty-five dollars & ⁰⁰/₁₀₀ (\$4,965.00)

Payments to be made as follows: Please mail to P.O. Box 244 Deerwood, MN

- 40% (\$1,986.00) due upon acceptance of bid.
- Balance of (\$2,979.00) due upon completion of contract.
Invoices submitted and due as work is completed!

Proposal is valid for (30) days.

Jesse Anderson

Accepted

Copy 1: Customer Copy 2: Creative Finish

CITY OF EMILY
COUNTY OF CROW WING
STATE OF MINNESOTA

RESOLUTION NO. 23-04

RESOLUTION APPROVING ADDITIONAL ACTIVITY FOR A
LAWFUL GAMBLING PREMISES PERMIT

WHEREAS, the City Council of the City of Emily approved a lawful gambling premises permit for the Emily Firemen's Relief Association at the premise of Red Pine Cookhouse, 39910 State Highway 6, Emily, MN 56447 on May 10, 2022;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EMILY, MINNESOTA AS FOLLOWS:

That approved activities for the Emily Firemen's Relief Association's Gambling Premises Permit at the premise of Red Pine Cookhouse, 39910 State Highway 6, Emily MN 56447, for pull-tabs, pull-tabs with dispensing device, bar bingo, tipboards, and electronic pull-tabs be revised to include the additional activity of electronic linked bingo.

Adopted effective the 10th day of January, 2023 by ____/fifths voice vote:

Tracy Jones
Mayor

Dated

Attest:

Cari Johnson, MCMC
City Clerk/Treasurer

Dated

LG215 Lease for Lawful Gambling Activity

LEASE INFORMATION

Organization:	License Site Number:	Daytime Phone:
Emily Fireman's Relief Association	02215-006	218 866-0343
Address:	City:	State: Zip:
PO Box 153	Emily	MN 55447
Name of Leased Premises:	Street Address:	
Red Pine Cookhouse	00910 State Highway 6	
City:	State: Zip:	Daytime Phone:
Emily	MN 55447	218 763-8885
Name of Legal Owner:	Business/Street Address:	
Paul Huynh and Bethany Aniers	PO Box 133	
City:	State: Zip:	Daytime Phone:
Emily	MN 55447	
Name of Lessor (if same as legal owner, write "SAME"):	Address:	
same		
City:	State: Zip:	Daytime Phone:

Check applicable item:

- ☒ **New or amended lease.** Effective date: 12/8/2022. Submit changes at least ten days before the effective date of the change.
- ☐ **New owner.** Effective date: _____. Submit new lease within ten days after new lessor assumes ownership.

CHECK ALL ACTIVITY THAT WILL BE CONDUCTED (no lease required for raffles)

- | | |
|--|---|
| <input checked="" type="checkbox"/> Pull-Tabs (paper) | <input checked="" type="checkbox"/> Electronic Pull-Tabs |
| <input checked="" type="checkbox"/> Pull-Tabs (paper) with dispensing device | <input checked="" type="checkbox"/> Electronic Linked Bingo |
| <input checked="" type="checkbox"/> Bar Bingo <input type="checkbox"/> Bingo | Electronic games may only be conducted: |
| <input checked="" type="checkbox"/> Tipboards | 1. at a premises licensed for the on-sale of intoxicating liquor or the on-sale of 3.2% malt beverages; or |
| <input type="checkbox"/> Paddlewheel <input type="checkbox"/> Paddlewheel with table | 2. at a premises where bingo is conducted as the primary business and has a seating capacity of at least 100. |

PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT (separate rent for booth and bar ops)

BOOTH OPERATION: Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

ALL GAMES, including electronic games: Monthly rent to be paid: _____%, not to exceed 10% of gross profits for that month.

- Total rent paid from all organizations for only booth operations at the leased premises may not exceed \$1,750.
- The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.

BAR OPERATION: All sales of gambling equipment conducted by the lessor or lessor's employee.

ELECTRONIC GAMES: Monthly rent to be paid: 15%, not to exceed 15% of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.

ALL OTHER GAMES: Monthly rent to be paid: 20%, not to exceed 20% of gross profits from all other forms of lawful gambling.

- If any booth sales conducted by a licensed organization at the premises, rent may not exceed 10% of gross profits for that month and is subject to booth operation \$1,750 cap.

BINGO RENT (for leased premises where bingo is the primary business conducted, such as bingo hall)

Bingo rent is limited to one of the following:

- Rent to be paid: _____%, not to exceed 10% of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.
- OR -
- Rate to be paid: \$ _____ per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
 - Rent may not be paid for bar bingo.
 - Bar bingo does not include bingo games linked to other permitted premises.

LEASE TERMINATION CLAUSE (must be completed)

The lease may be terminated by either party with a written 60 day notice. Other terms:

LG215 Lease for Lawful Gambling Activity

Page 2 of 2

Lease Term: The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management: The owner of the premises of the lessor will not manage the conduct of lawful gambling at the premises. The organization may not conduct any activity on behalf of the lessor on the leased premises.

Participation as Players Prohibited: The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes, Section 349.181.

Illegal Gambling: The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes, Section 349.18, Subd. 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes, Section 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, item H, or Minnesota Statutes, Section 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or to the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

Other Prohibitions: The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

Access to Permitted Premises: Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

Lessor Records: The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

Rent All-Inclusive: Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

- trash removal
- electricity, heat
- snow removal
- storage
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Board. Rent payments may not be made to an individual.

ACKNOWLEDGMENT OF LEASE TERMS

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

Other terms of the lease:

Signature of Lessor:

Date:

Paul Ahlers

12/1/22

Signature of Organization Official (Lessee):

Date:

B. P. Ahlers

12-7-22

Print Name and Title of Lessor:

Paul Ahlers

Bethany Ahlers

Print Name and Title of Lessee:

CEO

Questions? Contact the Licensing Section, Gambling Control Board, at 651-639-1900. This publication will be made available in alternative format (i.e. large print, braille) upon request. **Data privacy notice:** The information requested on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

Mail or fax lease to:

Minnesota Gambling Control Board
1711 W. County Road B, Suite 300 South
Roseville, MN 55113

Fax: 651-639-4032

LG215 Lease for Lawful Gambling Activity

LEASE INFORMATION

Organization:	Leased Site Number:	Daytime Phone:
Empty Firemen's Relief Association	02215-005	218 856-0343
Address:	City:	State: Zip:
PO Box 163	Emery	MN 56447
Name of Leased Premises:	Street Address:	
Channel Bar and Grill	488 State Highway 6 NE	
City:	State: Zip:	Daytime Phone:
Outing	MN 56662	218 792-5151
Name of Legal Owners:	Business/Street Address:	
Ill Johnson and Trig Bagon	488 State Highway 6 NE	
City:	State: Zip:	Daytime Phone:
Outing	MN 56662	
Name of Lessor (If same as legal owner, write "SAME"):	Address:	
same		
City:	State: Zip:	Daytime Phone:

Check applicable item:

- ☒ **New or amended lease.** Effective date: 12/8/2022. Submit changes at least ten days **before** the effective date of the change.
- ☐ **New owner.** Effective date: _____. Submit new lease **within** ten days after new lessor assumes ownership.

CHECK ALL ACTIVITY THAT WILL BE CONDUCTED (no lease required for raffles)

- | | |
|--|---|
| <input checked="" type="checkbox"/> Pull-Tabs (paper) | <input checked="" type="checkbox"/> Electronic Pull-Tabs |
| <input checked="" type="checkbox"/> Pull-Tabs (paper) with dispensing device | <input checked="" type="checkbox"/> Electronic Linked Bingo |
| <input type="checkbox"/> Bar Bingo <input type="checkbox"/> Bingo | Electronic games may only be conducted: |
| <input checked="" type="checkbox"/> Tipboards | 1. at a premises licensed for the on-sale of intoxicating liquor or the on-sale of 3.2% malt beverages; or |
| <input type="checkbox"/> Paddlewheel <input type="checkbox"/> Paddlewheel with table | 2. at a premises where bingo is conducted as the primary business and has a seating capacity of at least 100. |

PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT (separate rent for booth and bar ops)

BOOTH OPERATION: Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

ALL GAMES, including electronic games: Monthly rent to be paid: ____%, not to exceed 10% of gross profits for that month.

- Total rent paid from all organizations for only booth operations at the leased premises may not exceed \$1,750.
- The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.

BAR OPERATION: All sales of gambling equipment conducted by the lessor or lessor's employee.

ELECTRONIC GAMES: Monthly rent to be paid: 15%, not to exceed 15% of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.

ALL OTHER GAMES: Monthly rent to be paid: 20%, not to exceed 20% of gross profits from all other forms of lawful gambling.

- If any booth sales conducted by a licensed organization at the premises, rent may not exceed 10% of gross profits for that month and is subject to booth operation \$1,750 cap.

BINGO RENT (for leased premises where bingo is the primary business conducted, such as bingo hall)

Bingo rent is limited to one of the following:

- Rent to be paid: ____%, not to exceed 10% of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.
- OR -
- Rate to be paid: \$ _____ per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
 - ⇒ Rent may not be paid for bar bingo.
 - ⇒ Bar bingo does not include bingo games linked to other permitted premises.

LEASE TERMINATION CLAUSE (must be completed)

The lease may be terminated by either party with a written 60 day notice. Other terms:

LG215 Lease for Lawful Gambling Activity

5/15 Page 2 of 2

Lease Term: The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

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Lessor Records: The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

Rent All-Inclusive: Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:


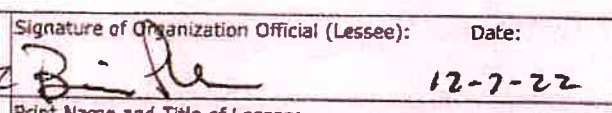
- trash removal
- electricity, heat
- snow removal
- storage
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Board. Rent payments may not be made to an individual.

ACKNOWLEDGMENT OF LEASE TERMS

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

Other terms of the lease:

Signature of Lessor:	Date:	Signature of Organization Official (Lessee):	Date:
	12/1/22		12-7-22
Print Name and Title of Lessor:	Print Name and Title of Lessee:		
Owners	CEO		
Questions? Contact the Licensing Section, Gambling Control Board, at 651-539-1900. This publication will be made available in alternative format (i.e. large print, braille) upon request. Data privacy notice: The information requested on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.		Mail or fax lease to: Minnesota Gambling Control Board 1711 W. County Road B, Suite 300 South Roseville, MN 55113 Fax: 651-639-4032	

clerk@emily.net

From: Lantto, Kim A (GCB) <Kim.Lantto@state.mn.us>
Sent: Friday, December 9, 2022 11:51 AM
To: clerk@emily.net
Subject: RE: Gambling Premises Permit Application

No, the organization would only need to submit the LG215 to me, Premises permits are perpetual.



Kimberly Lantto | Licensing Specialist
Minnesota Gambling Control Board
1711 West County Road B Suite 300 South
Roseville, MN 55113
Kim.Lantto@state.mn.us | Direct: 651-359-1342 | Fax: 651-639-4032

Confidentiality/Data Privacy Notice: This email and any attachment(s) are for the sole use of the specifically emailed recipient and may contain information that is confidential, nonpublic, or private data. If you are not the intended recipient, any unauthorized review, use, disclosure, copying, or distribution of the information included in this message and any attachments is prohibited. If you have received this communication in error, please contact the sender by reply email and immediately and permanently delete the message and any attachment(s) without copying or disclosing the original. Information requested may become public information when received by the board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling.

From: clerk@emily.net <clerk@emily.net>
Sent: Friday, December 9, 2022 11:07 AM
To: Lantto, Kim A (GCB) <Kim.Lantto@state.mn.us>
Subject: RE: Gambling Premises Permit Application

Kim,

The City approved a gambling premises permit for the Emily Firemens Relief Association for the Red Pine Cookhouse in May of this year. The state approved the license. The fire relief completed new lease applications to add an additional activity of electronic linked bingo with another business in a neighboring City. Does the fire relief need to reapply for a gambling premises permit? Could the City just add the activity to the resolution approved this year? What procedure needs to be followed for the additional activity? Does a gambling premises permit need to be reapproved annually?

Thank you for your assistance!

Cari Johnson, MCMC
City Clerk/Treasurer
City of Emily
PO Box 68
Emily, MN 56447
E clerk@emily.net
P 218.763.2480
F 218.763.2481
W www.cityofemily.com
Pop. 854

Effecting Positive Change

**CITY OF EMILY
RESOLUTION NO. 23-05**

RESOLUTION ACCEPTING DONATION TO THE CITY

WHEREAS, the City of Emily is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the City:

<u>Name of Donor</u>	<u>Amount</u>
David & Anne Bonnerup	\$ 300.00

WHEREAS, the terms or conditions of the donations, if any, are as follows:

<u>Donation Number</u>	<u>Terms or Conditions</u>
23-05	Firemen's Equipment Fund

WHEREAS, all such donations have been contributed to the City for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EMILY, MINNESOTA AS FOLLOWS:

1. The following donations are accepted and shall be used as follows: \$300.00 to the firemen's equipment fund.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the City's receipt of the donor's donation.

Adopted by the City Council of Emily, Minnesota this 10th day of January 2023.

Tracy Jones, Mayor

ATTEST:

Cari Johnson, City Clerk/Treasurer



Emily First Responders

Monthly Report

01/05/2023

Dec		Cary	Mary	Mark	LeAnn	Krista	Connie	Terri	Fawn	Cindy	Kaitlin
Calls	9	7	5	1	2	1	3	1	2	7	N/A
Meeting	1	1	1	1	1	1	0	1	1	1	0
Trainings	2	2	2	1 Emily 1 OQR	1 Emily 1 OQR	1 Emily 1 OQR	0	1 Emily 1 OQR	2	1 Emily 1 OQR	0
Year Total	9	7	5	1	2	1	3	1	2	7	N/A

Meeting Start 17:59

Meeting End 19:15

On 01/03/2023 The Emily First Responders had our monthly meeting. We had 8 in attendance, 2 were unable to attend. In December we had 9 medical calls, and 2 trainings. We had Kaitlin Jorgenson finish and pass her EMR class, she will meet with me and we will go through some competencies and then receive her gear and start responding. Kira is all signed up for and will start EMR class the end of January. In our meeting we talked about ordering uniforms once a year for going to calls. I will get quotes and samples for our next meeting. All responders were asked to fill out an equipment list, so we can keep track of our equipment. Mary and I will be going over Policies and Procedures this month and updating those as needed. Cari asked for the office and city staff to be trained on CPR and AEDs so they knew how to use them if something were to happen in City Hall. The first responders would be willing to do a hands only CPR and AED training on March 7th in the gymnasium, at City Hall. We also think it would be good to open it up to the public. Krista motioned to end meeting and Mary 2nd the motion.

**CITY OF EMILY
RESOLUTION NO. 23-06**

RESOLUTION ACCEPTING DONATION TO THE CITY

WHEREAS, the City of Emily is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the City:

<u>Name of Donor</u>	<u>Amount</u>
Outing Chamber of Commerce	\$2,000.00

WHEREAS, the terms or conditions of the donations, if any, are as follows:

<u>Donation Number</u>	<u>Terms or Conditions</u>
23-06	First Response Unit Equipment Fund

WHEREAS, all such donations have been contributed to the City for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EMILY, MINNESOTA AS FOLLOWS:

1. The following donations are accepted and shall be used as follows: \$2,000.00 to the First Response Unit equipment fund for equipment, supplies, training, or fuel for the rig.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the City's receipt of the donor's donation.

Adopted by the City Council of Emily, Minnesota this 10th day of January 2023.

Tracy Jones, Mayor

ATTEST: _____
Cari Johnson, City Clerk/Treasurer

LG555 Government Approval or Acknowledgment for Use of Gambling Funds

Keep this completed form attached to the LG100C in your organization's records. You do not need to submit this form to the Gambling Control Board or the Department of Revenue.

ORGANIZATION AND EXPENDITURE INFORMATION (attach additional sheets if necessary)

Organization

Name: OUTING CHAMBER OF COMMERCE

License

Number: 02769

Address: PO BOX 33

City/State/Zip: OUTING MN 56662

1. Amount of proposed lawful purpose expenditure: \$2,000.00

2. Check one expenditure category:

A. **Contribution to a unit of government**—United States, state of Minnesota, or any of its subdivisions, agencies, or instrumentalities.B. **Wildlife management project or activity** that benefits the public at large, with approval by the Minnesota Department of Natural Resources (DNR).C. **Grooming and maintaining snowmobile or all-terrain vehicle trails** established under Minnesota Statutes, Sections 84.83 and 84.927, including purchase or lease of equipment, with approval by the DNR. All trails must be open to public use.D. **Supplies and materials for safety training and educational programs** coordinated by the DNR, including the Enforcement Division.E. **Citizen monitoring of surface water quality testing** for public waters by individuals or nongovernmental organizations, with Minnesota Pollution Control Agency (MPCA) guidance on monitoring procedures, quality assurance protocols, and data management, providing that data is submitted to the MPCA.

3. Describe the proposed expenditure, including vendors:

Emily First Responders for equipment, supplies, training or fuel for the rig

- **NO FINANCIAL OR OTHER BENEFIT:** I affirm that the contribution or expenditure does not result in any monetary, economic, financial, or material benefit to our organization, in compliance with Minn. Rule 7861.0320, subp. 17, para. C.
- **FOR DNR-RELATED PROJECTS:** I affirm that when lawful gambling funds are used for grooming and maintaining snowmobile or all-terrain vehicle trails or for any wildlife management project for which reimbursement is received from a unit of government, the reimbursement funds must be deposited in our lawful gambling account and recorded on form LG100C.
- **FOR SURFACE WATER QUALITY TESTING:** I affirm that the MPCA has been consulted in developing the monitoring plan and that the data collected will be submitted to the MPCA. Send form for signature to: Manager, Water Monitoring Section, Minnesota Pollution Control Agency, 520 Lafayette Road North, St. Paul, MN 55155. Website: www.pca.state.mn.us

Chief Executive Officer's Signature

Larson Haynes

Print Name

December 31 2022

Date

218-821-9770

Daytime Phone

GOVERNMENT APPROVAL/ACKNOWLEDGMENTContribution amount: \$2,000.00. Government use of contribution (check one):**Wildlife**—DNR approves the wildlife management project or activity.**Trails**—DNR approves the grooming/maintaining of snowmobile and/or all-terrain vehicle trails.**Safety training**—DNR approves the supplies/materials for DNR safety training and educational programs.**Water quality testing**—MPCA approves the surface water quality testing project.**Donation to other unit of government** (city, county, state, federal, or any of their subdivisions) provided the funds will not be used for a pension or retirement fund.

Unit of Government: City of Emily

Phone: 218-763-2480

Address: 39811 State Hwy 6

City/State/Zip: Emily, MN 56447

By signature below, the representative of the unit of government acknowledges and approves the contribution amount for the use as listed above.

Signature

Date

Print Name

Title

Questions? Contact the Minnesota Gambling Control Board at 651-539-1900. This form will be made available in alternative format (i.e. large print, braille) upon request. The information requested on this form will become public information, when requested by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.



Emily Police Department – Monthly Council Report (December 2022)

Total ICRs for the month of December 2022 : **38**

- 1 911 hang-up
- 9 Agency Assists
- 2 Alarms
- 2 Animal Complaints
- 1 ATV complaint
- 2 Civil Problems
- 1 Disturbance
- 2 Medicals
- 1 Housewatch
- 1 Information
- 1 Property Damage Accident
- 1 Public Assist
- 1 Suspicious Person
- 11 Traffic Stops
- 1 Vehicle Off Road
- 1 Warrant Arrest

1. ICR total for year of 2022: 687

- 28% Increase from previous year total

2. Recommendation to hire Matt Huesmann for position of Part-Time Police Officer



Date: January 9, 2023

To: City of Emily

From: Lee Bundy, Operator

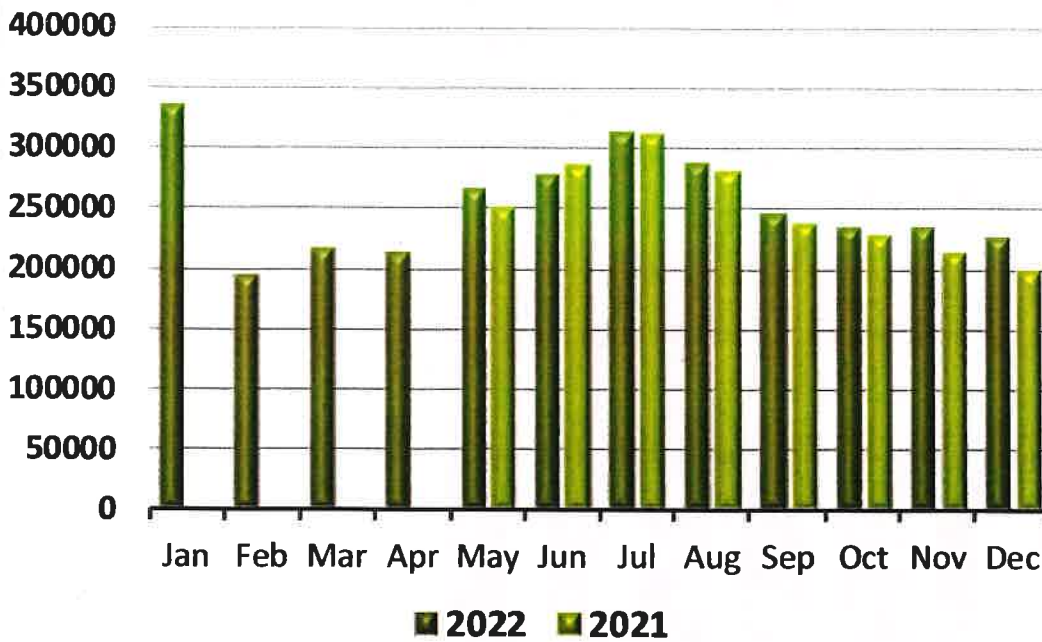
O & M Report: December 2022

Wastewater Operation & Maintenance

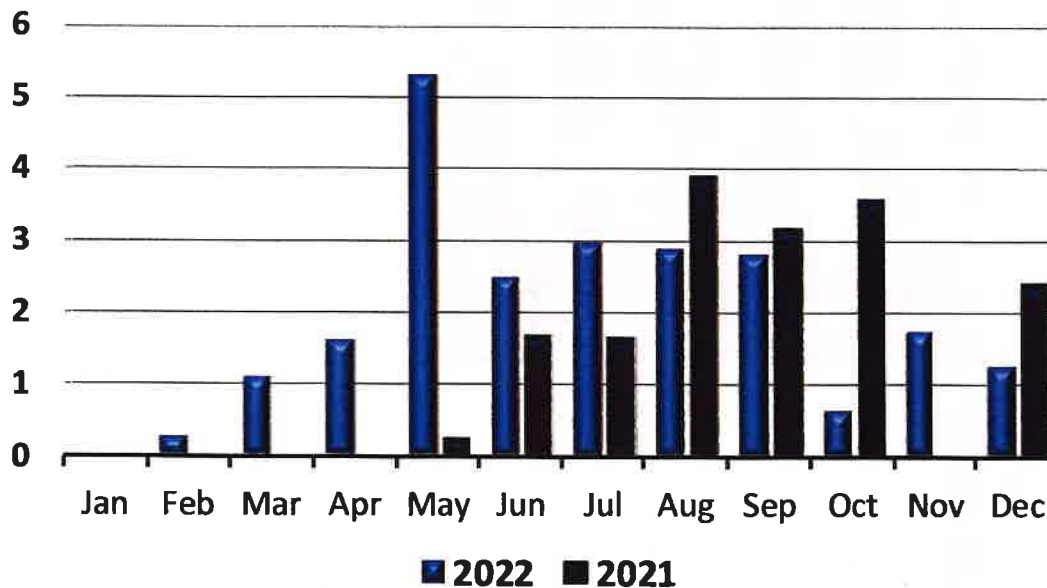
- Collected daily flow data from omni site. All flows were within the NPDES permit requirements.
- Recorded Run Time Meters, on each pump at all three lift stations during the regular weekly visits.
- Reviewed the minutes of run time for each pump. A usual difference between pumps would alert me to a problem before it causes an alarm.
- Visually inspected the ponds as best as can be done with snow and ice coverage at the pond site.
- Collected and submitted the Quarterly Pond influent sample as required by NPDES Permit.
- Lift Alarms: (2) Main lift, Pump #2; Overload. Site visit was made, and no problem was found. Both pumps amped out within pump specs. It is probable that the snowstorm caused a power fluctuation, which in turn caused the pump panel computer to lose power momentarily. I reset the power and restarted the computer.
- Pump #1 Amps: 11.0 - 11.0 - 10.9 Pump #2 Amps: 11.0 - 11.1 - 10.9.
- Lift station #1, not alternating, reset the D-152 controller during a scheduled visit.
- Made weekly visit to city hall to review any issues that may need to be addressed.

		December-22	November-22	December-21
Wastewater				
CBOD				
CBOD Influent	mg/L	278	0	293
CBOD Effluent	mg/L	0	0	0
TSS				
TSS Influent	mg/L	70	0	118
TSS Effluent	mg/L	0	0	0
pH				
pH Influent Maximum	SU	7	0	9
pH Effluent Maximum	SU	0	0	0
pH Effluent Minimum	SU	0	0	0
Nitrogen Ammonia				
Nitrite Plus Nitrate, Total Effluent	mg/L	0.00	0.00	0.00
Nitrogen, Ammonia, Total Effluent	mg/L	0	0	0
Nitrogen, Kjeldahl, Total Effluent	mg/L	0.00	0.00	0.00
Chloride				
Chloride, Total Effluent	mg/L	0	0	0
Influent Flow				
Influent Flow Monthly Average	gallons	7,322	7,899	6,500
Influent Flow Monthly Maximum	gallons	9,843	10,000	7,800
Influent Flow Monthly Total	gallons	227,000	236,000	200,400
Precipitation Monthly Total	invches	1	2	2
Effluent Flow				
Effluent Flow Average Total	gallons	0	0	0
Effluent Flow Monthly Total	gallons	0	0	0
Effluent Flow Year to Date Total	gallons	0	0	109,043

Total Influent Flow to Pond - In Gallons



Total Monthly Precipitation - In Inches



RECEIVED
JAN 12 2023

BY:

To whom it may concern.

I have enjoyed working with everyone in Crow Wing Co. Planning and Zoning, along with all the other cities and Townships I serve in Crow Wing County. I believe this is my sixth year in Crow Wing Co. Since I've been here I've received one raise 2 years ago. I started at \$150 per inspection and am now at \$165. With inflation at 7% in 2021 and 8% in 2022, I am suggesting a \$10 increase to \$175. Fuel is not part of the listed inflation, but is one of my major costs. Your consideration to increase my inspection from \$165 to \$175, is appreciated. Enjoy the slow time of the year! See you all in the spring.

Sincerely -



Greg Kossan
10851 65th ave sw
Mottley MN 54466

MAINTENANCE REPORT

1/10/2023

- Plowing snow
- Cutting trees
- Snow removal out of town & parking lot

Brian Foster
Maintenance Supervisor



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Visit

Ford Super Duty 6'9" Secure, Weatherproof Truck Bed Storage

4.7 ★★★★★ (1k+) · \$1,449.99 · In stock

Sponsored

Similar products



**EMILY POLICE DEPARTMENT
EMILY, MN
1 Part-time Officer**

Deadline: Open Until Filled

Salary: Current starting salary is \$ 20.50/hr

The Emily Police Department is currently accepting applications for one (1) part-time officer.

This Officer will fill shifts on an as needed basis, not to exceed more than 20 hours per week.

Duties include: Traffic enforcement, responding to civil, criminal and emergency calls within the City of Emily and contracted township, assisting the public, apprehending and arresting violators, writing reports and performing general patrol activities.

Minimum Qualifications:

- Associates Degree in criminal justice or related field OR Associates Degree in any field and completion of the Law Enforcement certificate course.
- Possess a full-time peace officer's license issued by the Minnesota POST Board or eligible to be POST licensed by date of hire.
- Valid state issued driver's license.

Application and job description are available at www.cityofemily.com or the City Clerk's Office at 39811 State Hwy 6, PO Box 68, Emily, MN 56447, 218-763-2480 or clerk@emily.net. A completed City employment application form is required for consideration. Contact Police Chief Damien Stalker for further information. EOE

Damien Stalker
Chief of Police
Office: 218-763-1100
Damien.stalker@cityofemily.us

Emily Police Department

Police Officer Job Description

Position Title: Police Officer **Department:** Police Department

FLSA Status: Exempt per FLSA U.S.C. 213(b)(20) (No overtime authorized)

Primary Objective of Position

Under general supervision, performs a wide variety of duties involving the enforcement of laws and the prevention of crimes; controls traffic flow and enforces state and local traffic regulations; issues citations; participates in and conducts a variety of criminal investigations; makes arrests, provides support and assistance to other law enforcement services as well as fire and medical services.

Supervision Received and Exercised

This position receives direct supervision from the Police Chief. This position does not supervise any other position.

Department Head

Police Chief

Essential Functions of the Position

Essential duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them if the work is similar, related or logical to the position.

- Patrol
 - This is by means of foot patrol or squad patrol and includes proactive policing for the prevention of crimes, enforcement of traffic and other laws including local ordinances. Perform security checks of public and private establishments including residences when requested.
- Respond to calls for service. Officers do not have the discretion to determine which calls for service they respond to. The determination of the status of the call for service is determined by the department administration.
- Conduct investigations
 - Officers are required to perform initial investigations and may be required to do follow-ups and gain additional information. This may include, but is not limited to:
 - Interviews
 - Photographs
 - Statements
 - Searches
- Work in partnership with other departments:
 - County Attorney's Office
 - Sheriff's Office
 - Other Police Departments as needed

- Fire department
- First Responders
- Serve as liaison and public relations officer to the public; establish and preserve good relationships with the general public; answer questions from the public concerning local and state laws, procedures and activities.
- Participate and attend all required education and training and maintain a passing score on all courses.
- Perform a variety of administrative and other types of duties in support of law enforcement services.
- Initiate and complete reports, legal documents, and other required paperwork; prepare a variety of reports including those on activities, operations, arrests made, and unusual incidents observed; prepare investigative reports and case information.
- Testify in courts and at hearings; prepare and present case evidence; respond to mandatory court calls during irregular hours.
- Direct traffic at fires, special events, and other emergency situations; provide traffic and crowd control at events; provide security at City Council meetings and other City functions.
- Enforce parking regulations; issue citations; tow vehicles that are in violation of codes.
- Judge situations/people accurately.
- Effectively use and qualify with law enforcement tools and weapons including firearms, batons, defensive tactics, and other safety equipment.
- Operate specialized law enforcement equipment including specialized police vehicles, radios, video systems, and radars.
- Conduct a variety of criminal and special investigations.
 - Gather, assemble, analyze, evaluate, and use facts and evidence.
 - Interview victims, complainants, witnesses, and suspects.
- Accurately observe and remember names, faces, numbers, incidents, and places.
- Control violent people and affect arrests.
- Administer first aid.
- Prepare clear and concise reports and routine correspondence.
- Maintain contact and preserve good relations with the public; respond to requests and inquiries from the general public.
- Prepare and make presentations related to law enforcement efforts in the community.
- Work independently in the absence of supervision.
- Understand and carry out oral and written directions.
- Work irregular and on-call hours including weekends, evenings, and holidays.
- Meet and maintain required peace officer employment standards.
- Meet and maintain the departmental firearms qualifications standards.
- Meet the physical requirements necessary to safely and effectively perform the assigned duties.
- Meet department's psychological and background requirements.
- When assigned to investigations, perform specialized investigative duties involving the interpretation, explanation, and application of laws and proper investigative techniques.
- When assigned to investigations, gather, assemble, analyze, and evaluate facts and evidence, drawing appropriate conclusions and making recommendations for the disposition of cases.
- When assigned to investigations, secure information from witnesses, victims, and suspects.

- Undertake and satisfactorily complete required and assigned in-service training programs.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

Examples of Performance Criteria

- Perform a wide range of law enforcement assignments
- Understand, interpret, apply, enforce, and make decisions in accordance with applicable federal, state, and local policies, laws, and regulations.
- Interpret and explain City law enforcement policies and procedures.
- Think clearly and act quickly in a variety of situations.

Minimum Qualification

- Possession of a Minnesota Post License.
- Possession of a valid Minnesota Class D driver's license or better.

Desirable Qualifications

- Police methods and procedures including patrol, crime prevention, traffic control, and investigation.
- Pertinent federal, state, and local laws, codes, and regulations including laws governing the apprehension, arrest, and custody of persons accused of felonies, misdemeanors, and petty offenses.
- Rules of evidence pertaining to the search and seizure and the preservation of evidence.
- Offensive and defensive weapons nomenclature and theory.
- Techniques and applications of self-defense and proper use of force.
- Operational characteristics of police equipment, vehicles, and tools including firearms, chemical agents, baton, and other related paraphernalia.
- Use of firearms and other modern police equipment.
- Methods and techniques used in interviewing witnesses, victims, or suspects.
- Principles and applications of public relations.
- Principles and practices of data collection and analysis.
- English usage, spelling, grammar, and punctuation.
- Basic principles of business letter writing and basic report preparation.
- Geography of the local area.
- Standard broadcasting procedures of a police radio system.
- First aid and CPR techniques.
- When assigned to investigations, investigative techniques, procedures, and sources of information.
- When assigned to investigations, principles and practices used in the identification, preservation, and presentation of evidence.
- When assigned to investigations, recent court decisions on arrest procedures and the preservation and presentation of evidence.
- When assigned to investigations, methods and techniques used in interviewing witnesses, victims, or suspects including effective methods of obtaining information from reluctant witnesses.

Equipment/Job Location

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of the job. Duties performed are typically outside, and, therefore, subject to climatic extremes.

Conditions of Employment

- Must comply with organizational and department policies
- Must possess a valid Class D driver's license

This position description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the city and requirements of the job change.

The city of Emily is an Equal Opportunity Employer in compliance with the Americans with Disabilities Act. It will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.



City of Emily

Application for Appointment Commissions and Committees

For Office Use Only

Date: _____

By: _____

BY: _____

Commission or Committee applying for: Planning and Parks

Name: Patrick T. Rheavme

Street Address: _____

City: Emily, State: MN Zip code: 56447

Mailing Address (if different than above): _____

Telephone Number: H(____) _____ C(____) _____ V(____) _____

E-mail address: _____

Emily Resident (circle one)? ☒ YES or NO If yes, how long? 14 mos.

Are you presently serving on a City Commission or Committee (circle one)? YES or ☒ NO

If yes, please explain _____

Have you served on a City Commission or Committee in the past (circle one)? YES or ☒ NO

If yes, please specify which Commission or Committee and the term positions held: _____

What do you have to offer to the City of Emily Commission or Committee? Wide amount of experience with legal processes local to federal, and community/municipal issues, structure, etc.

What experience and/or education background do you have that would enhance your effectiveness as a Commission or Committee member? I have a Master of Science

degree in Clinical Psychology and 42 years practice in the field. Confidentiality, communication skills, organizational skills and some technical skills are things I can offer.

Applicant's Signature: Patrick T. Rheavme Date: 12/20/22

RECEIVED



City of Emily

BY: _____

For Office Use Only

Date Rec'd _____

By _____

Application for Appointment Commissions and Committees

Commission or Committee applying for: Planning Commission Alternate Member

Name: Lynn Bartel

Street Address: _____

City: Emily State: MN Zip code: 56447

Mailing Address (if different than above): _____

Telephone Number: H(____) W(____)

E-mail address: _____

Emily Resident (circle one)? YES or NO If yes, how long? 21 years

Are you presently serving on a City Commission or Committee (circle one)? YES or NO

If yes, please explain _____

Have you served on a City Commission or Committee in the past (circle one)? YES or NO

If yes, please specify which Commission or Committee and the term positions held: _____

What do you have to offer to the City of Emily Commission or Committee? I have the ability to communicate effectively with a wide range of individuals, pay attention to detail, good listener, open minded and very organized.

What experience and/or education background do you have that would enhance your effectiveness as a Commission or Committee member? Previous supervisory and management positions, church board member and mediator for Mediation Services of Anoka County; provided admin support for the administrators of two large law firms in Minneapolis. Familiarity with legal documents.

Applicant's Signature: Lynn Bartel Date: 12/28/22

PARKS COMMISSION MEMBERS

Member	Term	Begin Date	End Date
Nancy Moritz	3 years	1/1/2020	12/31/2022
Mike Meelberg	3 years	3/10/2021	12/31/2023
Matt Horwath	3 years	5/11/2022	12/31/2024
Patrick Rheaume	3 years	1/11/2023	12/31/2025



39811 State Highway 6
PO Box 68
Emily, MN 56447
218-763-2480
clerk@emily.net

INTERMITTENT WINTER SEASONAL MAINTENANCE WORKER

The City of Emily is accepting applications for an Intermittent Winter Seasonal Maintenance Worker. This is an intermittent position with hours determined by workload with no weekly minimum. Perform tasks, primarily in outdoor environment in extreme weather conditions. Applications accepted through Friday, January 27, 2023, at noon at the City Clerk's office. Must be 18 years or older with a valid driver's license and pass a physical, drug and alcohol test, and background check. For application, information, and submission, please contact the City Clerk's Office at 39811 State Hwy 6, PO Box 68, Emily, MN 56447, 218-763-2480 or clerk@emily.net. A completed City employment application form is required for consideration. Applications are also available online at www.cityofemily.com. E.O.E.



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Intermittent Winter Seasonal Maintenance Worker Job Description

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

GENERAL SUMMARY:

This is a winter seasonal intermittent position with hours to be determined by work load. The winter seasonal maintenance worker performs manual work including basic grounds maintenance and improvements and assists with more involved tasks and projects. Assists in identifying needs, maintenance activities, and maintaining applicable maintenance records. Assists public works with related duties as needed. Performs other duties as required.

*Winter seasonal positions are excluded from any Collective Bargaining Unit agreement.

SUPERVISION RECEIVED AND EXERCISED:

This position receives direct supervision from the Maintenance Supervisor. This position does not supervise any other position.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate, with or without reasonable accommodations, that the essential functions of the job can be performed. Other related duties may be assigned.

Essential duties and responsibilities may include, but are not limited to, the following:

- Operates hand tools; power tools; small to heavy equipment including tractor, skid steer, and other city vehicles
- Inspects equipment and performs preventive maintenance and repairs as needed
- Performs all duties in conformance to appropriate safety and security standards/policies
- Ensures all behaviors comply with the City's Personnel Policy
- Assists public works with duties as needed and performs other duties as required or assigned

MINIMUM JOB REQUIREMENTS:

- Must be a United States citizen
- Must be at least 18 years of age
- High school graduate, OR Equivalent
- Must be capable of performing all essential job functions
- Must possess and maintain valid, current Minnesota Driver's License with acceptable driving record
- Must be available to work on an as needed basis, with flexible round the clock availability

- Must possess the vision, hearing, ability and dexterity necessary to operate motorized vehicles, equipment, tools and power tools; frequently required to stand, sit, walk, stoop, kneel, crouch, climb, balance; lift up to 75 lbs., move by pulling, pushing, rolling objects exceeding 75 lbs.
- Must be able to perform tasks, primarily in outdoor environment in extreme weather conditions
- Must successfully pass a background check, physical examination, and drug screen
- Experience in using specialized equipment (tractor, skid steer, motor grader etc.) is preferred

Knowledge of:

Basic methods and practices of the operation and maintenance requirements of power driven equipment. Proper techniques and uses of a variety of hand tools and power tools. Occupational hazards and standard safety practices. General departmental policies and regulations. Pertinent federal, state and local laws, codes and regulations.

Skills/Ability to:

Perform tasks, primarily in outdoor environment in extreme weather conditions. Perform duties under minimal supervision. Operate hand tools, power tools, small to heavy equipment including tractor, skid steer, and other City vehicles. Ability to be punctual and attend work as needed. Demonstrate effective communication of ideas both verbally and in written form using the English language. Sit, stand, walk, bend, twist, kneel, reach, push, pull, drag, and/or lift items, listen in person and over the telephone, communicate orally and use hands and fingers to handle, feel or operate equipment. Work extended hours. Perform multiple tasks simultaneously, accurately and efficiently and be flexible as priorities change. Ability to learn new skills and techniques. Pay strong attention to detail. Effectively interact with coworkers to accomplish work. Work in a stressful environment and get along with the public and coworkers. Show independence and autonomy. Make quick and sound decisions in stressful situations. Effectively meet deadlines. Ability to accept responsibility and account for his/her actions. Understand and follow City/Departmental policies, rules and regulations and carry out oral and written instructions.

**This position description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the city and requirements of the job change.*

The City of Emily is an Equal Opportunity Employer in compliance with the Americans with Disabilities Act. It will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.



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INTERMITTENT WINTER SEASONAL BACKUP SNOWPLOW DRIVER

The City of Emily is accepting applications for an Intermittent Winter Seasonal Backup Snowplow Driver. This intermittent position requires a valid Class B Commercial Driver's License for snowplowing with other duties as assigned. Hours determined by workload with no weekly minimum.

Applications accepted through Friday, January 27, 2023 at noon at the City Clerk's office. Must be 18 years or older and pass a physical, drug and alcohol test, and background check. For application, information, and submission, please contact the City Clerk's Office at 39811 State Hwy 6, PO Box 68, Emily, MN 56447, 218-763-2480 or clerk@emily.net. A completed City employment application form is required for consideration. Applications are also available online at www.cityofemily.com. E.O.E.



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Intermittent Winter Seasonal Backup Snowplow Driver Job Description

Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

GENERAL SUMMARY:

This is an intermittent seasonal backup position with hours to be determined by workload. The intermittent seasonal backup snowplow driver performs manual work including basic grounds maintenance and improvements and assists with more involved tasks and projects (snowplowing, etc.). Assists in identifying needs, maintenance activities, and maintaining applicable maintenance records. Assists public works with related duties as needed. Performs other duties as required.

*Winter seasonal positions are excluded from any Collective Bargaining Unit agreement.

SUPERVISION RECEIVED AND EXERCISED:

This position receives direct supervision from the Maintenance Supervisor. This position does not supervise any other position.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Must possess required knowledge skills, abilities and experience and to be able to explain and demonstrate, with or without reasonable accommodations that the essential functions of the job can be performed. Other related duties may be assigned.

Essential duties and responsibilities may include, but are not limited to, the following:

- Operates hand tools; power tools; small to heavy equipment including zero turn mowers, tractor, skid steer, dump truck, and other city vehicles
- Drives trucks and equipment of various sizes and weights in the loading, hauling and unloading of equipment, snow, sand, gravel and other material
- Inspects equipment and performs preventive maintenance and repairs as needed
- Performs all duties in conformance to appropriate safety and security standards/policies
- Ensures all behaviors comply with the City's Personnel Policy
- Assists public works with duties as needed and performs other duties as required
- Performs all work related to installing, repairing, maintaining, and removing snow fences; and replacing mailboxes.
- Maintains roadways and City sidewalks for snow and ice control: removes snow from roadways and shoulders; opens and widens roadways of large accumulations of snow; removes snow from rights of way, City sidewalks, or yards; applies anti-icing and de-icing materials on stretches of highway under slippery conditions; removes frozen ice and material from culverts.
- Prepares and inspects winter equipment – maintains all snowplow and snow removal equipment

MINIMUM JOB REQUIREMENTS:

- Must be a United States citizen
- Must be at least 18 years of age
- High school graduate, OR Equivalent
- Must be capable of performing all essential job functions
- Must possess and maintain valid, current Minnesota Class B Commercial Driver's License with acceptable driving record
- Must be available to work on an as needed basis, with flexible round the clock availability
- Must be able to operate machinery, tools, and equipment
- Must possess the vision, hearing, ability and dexterity necessary to operate motorized vehicles, equipment, tools and power tools; frequently required to stand, sit, walk, stoop, kneel, crouch, climb, balance; lift up to 75 lbs., move by pulling, pushing, rolling objects exceeding 75 lbs.
- Must be able to perform tasks, primarily in outdoor environment in extreme weather conditions
- Must successfully pass a background check, physical examination, and drug screen
- One (1) year experience in heavy equipment operation
- Experience in using specialized equipment (tractor, skid steer, etc.) is preferred

Knowledge of:

Basic methods and practices of the operation and maintenance requirements of power driven equipment. Proper techniques and uses of a variety of hand tools and power tools. Occupational hazards and standard safety practices. General departmental policies and regulations. Pertinent federal, state and local laws, codes and regulations.

Skills/Ability to:

Perform tasks, primarily in outdoor environment in extreme weather conditions. Perform duties under minimal supervision. Operate hand tools, power tools, small to heavy equipment including tractor, skid steer, dump truck; and other city vehicles. Ability to be punctual and attend work as needed. Demonstrate effective communication of ideas both verbally and in written form using the English language. Sit, stand, walk, bend, twist, kneel, reach, push, pull, drag, and/or lift items, listen in person and over the telephone, communicate orally and use hands and fingers to handle, feel or operate equipment. Work extended hours. Perform multiple tasks simultaneously, accurately and efficiently and be flexible as priorities change. Ability to learn new skills and techniques. Pay strong attention to detail. Effectively interact with coworkers to accomplish work. Work in a stressful environment and get along with the public and coworkers. Show independence and autonomy. Make quick and sound decisions in stressful situations. Effectively meet deadlines. Ability to accept responsibility and account for his/her actions. Understand and follow City/Departmental policies, rules and regulations and carry out oral and written instructions.

**This position description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the city and requirements of the job change.*

The City of Emily is an Equal Opportunity Employer in compliance with the Americans with Disabilities Act. It will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.



MINNESOTA MUNICIPAL CLERKS INSTITUTE (MMCI)

May 8-12, 2023

Registration coming after the 2023 MCFOA Annual Conference in March

Online Registration coming soon

Invoice/Check Registration coming soon

General Program Description

The MMCI (Institute) is a three-year continuing education program leading to professional accreditation.

Each year the Institute consists of a required five day, 40 hour curriculum, for a total of 120 hours of programming over the three year period. Once participants have completed the mandatory 120 hour curriculum, they become graduates of the Institute.



SEARCH  MENU 

This is an exceptional and internationally accredited program, for which SCSU is the only authorized provider in Minnesota. The International Institute of Municipal Clerks (IIMC) has set forth the guidelines and accredits the Institute.

Clerks successfully completing the three year Institute program are awarded 50 points toward the Education requirements of the Minnesota Certified Municipal Clerk (MCMC) designation. Graduates must apply to the MCFOA for this certification, showing 25 points in the Experience category and 3 years of active membership in the MCFOA in addition to their 50 Education points.

MMCI graduates can also apply for certification from the International Institute of Municipal Clerks for the Certified Municipal Clerk (CMC) designation which requires 60 points in Education and 50 experiences points with two years of active membership in the IIMC.

Sponsors

- [Minnesota Clerks & Finance Officers Association \(MCFOA\)](#)
- [League of Minnesota Cities \(LMC\)](#)
- [The Center for Continuing Studies at St. Cloud State University](#)

Why Attend

— 2022 Registration (2023 TBD)

Registration Fees

- MCFOA members is \$445, if submitted by April 15, 2022 and \$465 postmarked/received after April 15, 2022.
- Non-MCFOA Member is \$485, if submitted by April 15, 2022 and \$505 postmarked/received after April 15, 2022.

If you are applying for a scholarship, register after you receive notification from the MCFOA of its decision. You will be able to complete your registration prior to the early registration deadline.

Registration closes on April 22, 2022, except for special circumstances. Those approved to register after April 22, 2022, will be charged a \$25 late registration fee.

Cancellations and Refunds

- A refund, minus a \$30 processing fee, will be granted if you cancel by April 22, 2022.
- If you cancel after this date, you will not be eligible for a refund.
- The University reserves the right to cancel the Institute if necessary, in which case a full refund will be issued.

— 2022 Accommodations - Rates (2023 TBD)

The Best Western Plus Kelly Inn has a block of rooms at a special rate of \$104.00.

Call 320-253-0606 or email stcloud@kellyinns.com

+ 2022 Schedule and Details

+ Institute Policies

+ Scholarships

Contact: Tammy Anhalt-Warner, tjanhaltwarner@stcloudstate.edu, 320-308-4252

Registration: Roxann Neu, reneu@stcloudstate.edu, 320-308-4962

Connect with SCSU



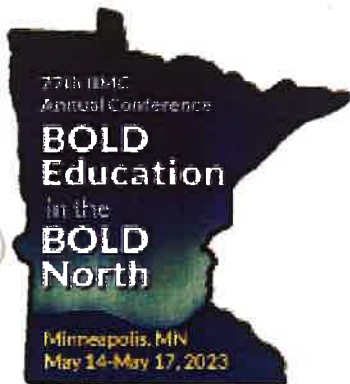


Registration Fee Worksheet

* All prices listed are \$USD

Early Bird (until 3/15/2023)		Regular (from 3/16/2023)		Registration
IIMC Member (No discounts)	\$625	IIMC Member (No discounts)	\$675	
IIMC Member w/First Timer Discount	\$575	IIMC Member w/First Timer Discount	\$625	
IIMC Member in Region 6	\$575	IIMC Member in Region 6	\$625	
IIMC Member in Region 6 + First Timer Discount	\$525	IIMC Member in Region 6 + First Timer Discount	\$575	
IIMC Retired Member	\$195	IIMC Retired Member	\$245	
IIMC Multi-Attendee (same municipality)	\$485	IIMC Multi-Attendee (same municipality)	\$535	
IIMC Region 10 (Canada)	\$460	IIMC Region 10 (Canada)	\$510	
IIMC Region 11 (Outside North America)	\$395	IIMC Region 11 (Outside North America)	\$445	
Non-Member	\$840	Non-Member	\$890	
Guest	\$265	Guest	\$315	
SATURDAY: Optional Pre-Conference Sessions				
Athenian Dialogue			\$110	
Academy (AM)			\$159	
Academy (PM)			\$159	
SUNDAY: Optional Pre-Conference Sessions				
Athenian Dialogue			\$110	
Academy (AM)			\$159	
Academy (PM)			\$159	
OFFSITE Sessions				
AM			\$60	
PM			\$60	
TOTAL				\$0

2023 IIMC Annual Conference



Join the 2023 IIMC Annual Conference -
Minneapolis, Minnesota

Facebook Group:

<https://www.facebook.com/groups/2023iimcminneapolis>

2023 - Minneapolis, Minnesota

May 14 - May 17

IIMC Mobile App

Apple App Store ([Download](#))

Google App Store ([Download](#))

The IIMC Annual Conference is dedicated to being the foremost education and networking experience for Municipal Clerk professionals. Innovative learning formats and engaging spaces allow you to align your education to your own personal needs, interests, and learning level. As you administer your own education experience with your professional objectives in mind, you will be able to challenge yourself to explore new formats and find fun in your learning. For four days you also will be part of an extensive learning community.

As Municipal Clerks, you are the gateway to city hall and are, unequivocally, one of the team members the elected officials count on to make sure public meetings, public records, elections and special projects operate smoothly. This requires you to engage in continuing education and networking to keep abreast of changing laws and trends.

IIMC Annual Conferences provide a vehicle for members to receive the background and knowledge needed to help them deal with current problems. The future of municipal government depends on informed public officials.

In Minneapolis, Delegates will hear keynote speakers who will speak to you about “*Strategic Communication: 'LIFE' Skills for Leaders*”; and “*GET YOUR SHIFT TOGETHER How to Think, Laugh & Enjoy Your Way to Success in Business & in Life.*” Other Education highlights include four Athenian Dialogues, six Academy Sessions and a bevy of concurrent sessions that include: *4 Unspoken Communication Secrets Every Municipal Clerk Needs To Know*; *Digital Government*; *How To Master The Whiners And Make Them Winners*; *Civility CPR*; *Federal Resources For Elected Officials*; *Election Security In Time Of Disturbance*; *Right Sizing The Clerk's Office*; *Digital Government: Bringing Your Municipality Into The 21st Century*; *Understanding Modern Discrimination And Diversity In Municipal Affairs* to name a few.

All of these sessions can help you and your community to stay ahead of a challenging and fluctuating environment.

Of course, there will also be numerous opportunities to network and connect with colleagues from throughout the world.

If you've been to an IIMC Annual Conference in the past, we commend your commitment to continuing education and look forward to seeing you in Minneapolis in May 2023. If you've never attended an IIMC Annual Conference, then make Minneapolis your first of many and come join the learning community.

Registration

More information coming soon!

Conference Program

2023 Conference At-A-Glance (download) coming soon!

2023 Highlights Of The Week (download) coming soon!

Conference Registration and Attendance Acknowledgements

- [2023 Conference Policies](#) (download)
- 2023 Cancellation Policy (download) coming soon!

Future Conferences/Call for Presentations

Call for Presentations for the 2023 Annual Conference is closed. We are no longer accepting applications. Please consider submitting your applications for upcoming annual conferences.

2024 - Calgary, Alberta, Canada
May 19 - May 22
Deadline July 1, 2023

2025 - St. Louis, Missouri
May 18 – May 21
Deadline July 1, 2024

2026 - Reno, Nevada
May 17- May 21
Deadline July 1, 2025

Now accepting applications!

[Call for Presentations Form 2025](#)

[Call for Presentations Form 2026](#)

Conference At-A-Glance

77th IIMC
Annual Conference



May 14-17, 2023

All education sessions, meetings, opening ceremony, annual banquet, exhibit hall, silent auction and registration will be held primarily at the Hyatt Regency Hotel. The All Conference Event will be on Tuesday, May 16.

Saturday, May 13

- Conference Registration Opens
- 2022/2023 IIMC Board of Directors Meeting
- Foundation Board of Directors Meeting
- Athenian Leadership Society Dialogues
- Academy Sessions

Sunday, May 14

- Conference Registration
- Athenian Leadership Society Dialogues
- Academy Sessions
- Institute Directors Colloquium
- Exhibit Hall Opens/Foundation Silent Auction – Exhibit Hall
- State/Provincial/National Association Presidents Roundtable
- Committee Leadership Orientation
- First Time Delegate Orientation Meet and Greet
- Presidents Opening Networking Reception – Exhibit Hall

Monday, May 15

- Grab and Go Breakfast
- Opening Ceremony
- Institute Directors Meeting
- Region Meetings
- General Session
- Exhibit Hall Grand Opening/Luncheon
- Concurrent Sessions
- On Your Own – Region Dinners

Tuesday, May 16

- General Session
- Lunch with Exhibitors
- Concurrent Sessions
- All Conference Event

Wednesday, May 17

- Annual Business Meeting Breakfast
- Annual Business Meeting
- 2023/2024 IIMC Board of Directors Meeting
- Lunch on your own
- Concurrent Sessions
- Annual Reception
- Annual Banquet

*Schedule Subject to Change



77th Annual Conference Minneapolis, MN
Sunday, May 14 thru Wednesday, May 17, 2023

Track 1

IIMC's 77th Annual Conference

Date	Session	Time
Monday May 15, 2023	4 Unspoken Communication Secrets Every Municipal Clerk Needs to Know	3:15pm-4:45pm
Tuesday May 16, 2023	Retire Refire	10:45am-12:00pm
Tuesday May 16, 2023	Relentless: From Good, to Great, to Unstoppable	1:45pm-3:15pm
Tuesday May 16, 2023	Digital Government: Bringing your Municipality into the 21st Century	3:30pm-5:00pm
Wednesday May 17, 2023	How to Master the Whiners and Make them Winners	10:15am-11:30am
Wednesday May 17, 2023	Civility CPR	1:15pm-2:30pm
Wednesday May 17, 2023	Right-sizing the Clerk's Office in a Growing Municipality	2:45pm-4:00pm
Wednesday May 17, 2023	MC Connect	4:15pm-5:30pm

Track 2

IIMC's 77th Annual Conference

Date	Session	Time
Monday May 15, 2023	Ethics in Civic Spaces	3:15pm-4:45pm
Tuesday May 16, 2023	Right-sizing the Clerk's Office in a Growing Municipality	10:45am-12:00pm
Tuesday May 16, 2023	How to Master the Whiners and Make Them Winners	1:45pm-3:15pm
Tuesday May 16, 2023	Election Security in Times of Disturbance	3:30pm-5:00pm
Wednesday May 17, 2023	4 Unspoken Communication Secrets Every Municipal Clerk Needs to Know	10:15am-11:30am
Wednesday May 17, 2023	The Evolving Field of Election Administration: New Challenges and Best Practices	1:15pm-2:30pm
Wednesday May 17, 2023	Relentless: From Good to Great, to Unstoppable	2:45pm-4:00pm
Wednesday May 17, 2023	MC Connect	4:15pm-5:30pm

Track 3

IIMC's 77th Annual Conference

Date	Session	Time
Monday May 15, 2023	Election Security in Times of disturbance	3:15pm-4:45pm
Tuesday May 16, 2023	The Evolving Field of Election Administration: New Challenges and Best Practices	10:45am-12:00pm
Tuesday May 16, 2023	How to Master the Whiners and Make them Winners	1:45pm-3:15pm
Tuesday May 16, 2023	Digital Government: Bringing your Municipality into the 21st century	3:30pm-5:00pm
Wednesday May 17, 2023	Retirement Leadership	10:15am-11:30am
Wednesday May 17, 2023	Civility CPR	1:15pm-2:30pm
Wednesday May 17, 2023	4 Unspoken Communication Secrets Every Municipal Clerk Needs to Know	2:45pm-4:00pm
Wednesday May 17, 2023	MC Connect	4:15pm-5:30pm

Track 4

IIMC's 77th Annual Conference

Date	Session	Time
Monday May 15, 2023	Retire Refire	3:15pm-4:45pm
Tuesday May 16, 2023	Right-sizing the Clerk's Office in a Growing Municipality	10:45am-12:00pm
Tuesday May 16, 2023	Civility CPR	1:45pm-3:15pm
Tuesday May 16, 2023	The Evolving Field of Election Administration: New Challenges and Best Practices	3:30pm-5:00pm
Wednesday May 17, 2023	How to Master the Whiners and Make them Winners	10:15am-11:30am
Wednesday May 17, 2023	Digital Government: Bringing Your Municipality into the 21st Century	1:15pm-2:30pm
Wednesday May 17, 2023	Election Security in Times of Disturbance	2:45pm-4:00pm
Wednesday May 17, 2023	MC Connect	4:15pm-5:30pm

Track 5
IIMC's 77th Annual Conference

Date	Session	Time
Monday May 15, 2023	Digital Government: Bringing Your Municipality into the 21st Century	3:15pm-4:45pm
Tuesday May 16, 2023	Election Security in Times of Disturbance	10:45am-12:00pm
Tuesday May 16, 2023	4 Unspoken Communication Secrets Every Municipal Clerk Needs to Know	1:45pm-3:15pm
Tuesday May 16, 2023	Right Sizing the Clerk's Office in a Growing Municipality	3:30pm-5:00pm
Wednesday May 17, 2023	Retire Refire	10:15am-11:30am
Wednesday May 17, 2023	The Evolving Field of Election Administration: New Challenges and Best Practices	1:15pm-2:30pm
Wednesday May 17, 2023	How to master the Whiners and Make them Winners	2:45pm-4:00pm
Wednesday May 17, 2023	MC Connect	4:15pm-5:30pm

Government Websites by CivicPlus®



Group rate is \$155 per night

Self-Parking: Loring Ramp adjacent to the Hotel. Current rates: \$16 per night with in and out privileges

Hotel will hold \$100 per stay for incidentals, plus room and tax for each night

Tax Rate as of 12/1/22: 14.025% (subject to change without notice)

Complimentary In-room Wi-Fi and access to Fitness Center

All rooms are equipped with mini refrigerator

The Hyatt Regency Hotel will charge a one-night (including tax) non-refundable cancellation penalty for any hotel reservations that are booked and canceled regardless of when the cancellation occurs.

Your group's dates are below. You can also choose your desired stay dates within this time frame:



Hotel

Hyatt Regency Minneapolis



Dates

Mon, May 8, 2023 - Sun, May 21, 2023



Group Code

G-IIMP

[SKIP MAIN NAVIGATION](#)

2023-Conference Grant Application Submission Process - Minneapolis, Minnesota

To submit your 2023 Conference Grant Application, please complete the form below and upload the necessary attachments. The deadline to submit your application is January 31, 2023.

Please contact the Director of Professional Development, Dr. Beatrice Nevarez Rodriguez at bea@iimc.com with any questions.

GRANT CRITERIA:

- Region Directors shall be responsible for selecting TWO Members to receive the Grant from their Region
- Preference will be given to IIMC Members who are working toward the CMC designation. Second preference will be given to IIMC Members who are working on their MMC designation.
- Applicants must have an Admission for CMC or MMC Application on file with IIMC
- Applicants must be active Members of IIMC (full or additional full member)
- Applicants must show proof from their municipality that they are authorized to attend the Conference and provide for their own accommodations, transportation, and meal expenses.
- Grants must be used for the 2023 Conference and cannot be rolled over into another year
- No other conference discounts apply with this Grant
- GRANTS ARE NON-TRANSFERABLE

Applicant Name *

Last Name, First Name

vibrant, sustainable and equitable
Building Communities
Together, it's what we do!

February 2-3, 2023 • Heritage Center of Brooklyn Center • Brooklyn Center, Minnesota

2023 Minnesota Public Finance Seminar

We are honored to share in your mission to build vibrant, sustainable and equitable communities across Minnesota. Yet fulfilling that mission isn't just about public finance solutions - these are only the fundamentals of our work. It's about people pulling together to create smart plans, build community consensus and share in the hard work that helps bring generational projects to life. This year, we're offering three pre-conference sessions that cover the basics of municipal finance – ideal for new staff or a refresher. Beginning Thursday afternoon, two learning tracks will bring finance, TIF and development concepts to life with real-life stories and case studies. Plus, Gary Carlson and his colleagues will join us to provide the latest updates from the Minnesota State Legislature, and career coach Lisa Hayes will offer practical tools on communicating in contentious situations with governing boards and members of the public.

February 2, 2023 – February 3, 2023

Heritage Center of Brooklyn Center

If you register before January 12th, you'll receive the \$20 early bird discount below!

Public Entity:

Pre-Seminar Workshops Only - \$80

Seminar Only - \$215

Workshops & Full Seminar - \$275

Private Entity:

Pre-Seminar Workshops Only - \$100

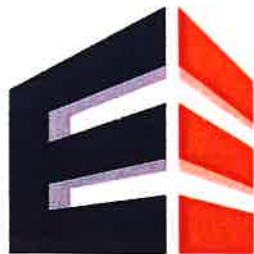
Seminar Only - \$235

Workshops & Full Seminar - \$315

[Register Now](#)

[Already registered?](#)

[Contact Us](#)



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PUBLIC FINANCE ADVISORS

A pioneer in municipal advisory services since 1955, Ehlers helps clients build strong, vibrant and sustainable communities by delivering independent, integrated advice across all areas of public finance. We

work with more than 1,500 local governments, schools, and public agencies across five states, placing our clients' needs and best interests at the center of everything we do.

Continuing Education Credits

CLE: Continuing Legal Education credits have been applied for.

Agenda

Here's what's scheduled for the event.

February 2, 2023

Pre-Seminar Workshop Breakfast/Check-in

7:30 AM-8:15 AM

> Municipal Finance 101 Workshop

8:15 AM-9:15 AM

> Municipal Debt 101 Workshop

9:30 AM-10:30 AM

> Tax Increment Financing 101 Workshop

10:45 AM-11:45 AM

Check-In, Lunch & Opening Remarks

11:45 AM-12:45 PM

> Let's Talk! Communication Tips For Any Situation

1:00 PM-2:00 PM

> Managing Bond Proceeds Effectively: Why Investing & Arbitrage Matter

2:15 PM-3:15 PM

> Long-Term Financial Management Planning: What Your Council Needs to Know!

2:15 PM-3:15 PM

> More Than a Checkbook: Treasury Management & Banking Best Practices

3:30 PM-4:30 PM

> Special Legislation & Local Sales Tax Option: Key Strategies for Minnesota Communities

3:30 PM-4:30 PM

Reception

4:30 PM-6:00 PM

February 3, 2023

Breakfast & Opening Remarks

7:30 AM-8:30 AM

> Legislative Update with Gary Carlson

8:30 AM-9:30 AM

> Market Headwinds: Pushing Projects Forward in Challenging Times

9:45 AM-10:45 AM

> TIF 201: Applied Tax Increment Financing

9:45 AM-10:45 AM

> TIF in Action: Creative Business Development Case Studies

11:00 AM-12:00 PM

> Equity in Development: Overcoming Inherent Bias in Economic Development & Redevelopment

11:00 AM-12:00 PM

Grab & Go Lunch

12:00 PM-1:00 PM

[Register Now](#)

[Already registered?](#)

[Contact Us](#)

For your convenience, a block of rooms has been reserved at Embassy Suites (connected to the Earle Brown Heritage Center). Embassy Suites will be providing a discounted room rate which is \$130 for single or double occupancy. Space is limited so please reserve your room by noon on January 13th, 2023. Reservations made after this time/date will be taken on a "space available basis" at the hotel's prevailing rate. The hotel has a 48 hour cancellation policy for discounted rooms.



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SUITES**
by HILTON™

Embassy Suites by
Hilton

🏠 \$130.00

Hotel is connected to the Heritage
Center of Brooklyn Center.

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2023 Emily Lakes and Rivers Protection Fund

For 2023 the City of Emily budgeted funds of \$14,750 for the Emily Lakes and Rivers Protection Fund with \$14,500 designated for the survey and treatment of aquatic invasive species. The intention of this fund is to protect local waterways and wetlands against pollution, invasive species, and other practical obstacles that cause deterioration of the health and quality of Emily's waters. Such deterioration impacts not only the ecosystem of the lakes, but also the economy and property values in the area. The Council set up the Emily Waters Committee to recommend how to spend the budgeted amount on projects with a clear public purpose.

The City of Emily is now taking Appropriation Applications for the fiscal year 2023. Lake associations and improvement districts are encouraged to apply for funds for their projects that have a public purpose and benefit the City by protecting its waters. Those interested in applying must write a proposal and submit it along with an application to the City of Emily by 12:00 p.m. on Friday, March 24, 2023 at the City Clerk's office. Please include the following criteria to be considered for funding:

1. Appropriation Application
2. Specific work to be done in 2023
3. Scope of project, including existing conditions, description of need and the end results expected
4. Amount requested from the Emily Lakes and Rivers Protection Fund
5. Amount towards project provided by applicant
6. Local importance and effects the project will have on other communities
7. Long range goals and the future funding needs beyond 2023
8. Vendors used for project
9. Any additional information that will give a broader understanding of the applicant and project

Submit application and proposal to:

City of Emily
Emily Waters Committee
39811 State Highway 6
P.O. Box 68
Emily, MN 56447
clerk@emily.net
Phone 218.763.2480
Fax 218.763.2481
www.cityofemily.com



2023 EMILY WATERS COMMITTEE

The City of Emily is taking applications for the **Emily Waters Committee for 2023**. As a committee member, you will review, research, and propose awards to the Council from budgeted funds, as related to the protection of Emily waters. Applicants must live within Emily city limits. For an application, contact the City Clerk's office or go to the City's website at www.cityofemily.com and click the link at the bottom of the Employment/Volunteer Opportunities page. All applications must be received in the Clerk's office by Friday, March 3, 2023 at 12:00 p.m. For questions and submissions, please contact the Clerk's office at 218.763.2480, clerk@emily.net, PO Box 68, 39811 State Highway 6, Emily, MN 56447.



Emily City Council
ATTN: Mayor Jones
PO Box 68
Emily, MN 56447

January 9, 2023

RE: Emily Manganese Project Update – December 2022

In December, the City of Emily's Planning Department presented information to the City Council on the proposed 2023 North Star Manganese Inc ("North Star") exploration drilling program, planned to be initiated during the first quarter of 2023.

Also, during this period, technical studies continued on an environmental review of the Emily Project area and on the geologic data and samples from prior drilling.

North Star also continued its discussions with the DNR on its mineral lease applications on 800 acres of State mineral lands in the Emily area. The work with the State DNR will be on-going into 2023.

North Star is committed to work with the City of Emily and the Emily City Council on the Emily Manganese Project and North Star will keep the Emily City Council apprised of developments on the Project.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Rick Sandri

Henry (Rick) Sandri, Ph.D.
Chief Executive Officer
North Star Manganese Inc



724 Bielenberg Drive, #18,
Woodbury, MN 55125 USA
+1 651 788 3775
hs@nsmanganese.com
www.nsmanganese.com



MEMORANDUM

Land Services Department

TO: Land Services Employees
County Administrator
Assistant County Attorney
Cities within Crow Wing County
Townships within Crow Wing County

FROM: Jake Frie, Environmental Services Supervisor – Crow Wing County Land Services Department

DATE: January 6, 2023

SUBJECT: New Crow Wing County Short Term Rental Licensing Ordinance

At its Tuesday, 1/3/2023, meeting, the Crow Wing County Board of Commissioners approved a new Short Term Rental (STR) Licensing Ordinance. The premise of the ordinance is substantially the same: 1.) to provide and enforce standards for the maintenance of short-term rentals, and 2.) to provide local governance to promote health, safety, and wellness to Crow Wing County citizens and patrons of short-term rentals.

The major changes to the new Short Term Rental Licensing Ordinance are as follows:

1. The Ordinance now falls under the prevue of Planning and Zoning, which means that only townships where Crow Wing County administers planning and zoning functions apply to the new Ordinance. This means that cities and the townships of Crow Wing and Irondale are not subject to administration and enforcement of this new licensing ordinance. However, if a local government unit (LGU) (i.e., city or township) wishes to have this new Ordinance apply to STRs within the entirety of their jurisdiction, a contract will be drawn-up by the County to enter into an agreement with a LGU to administer and enforce the Ordinance.
 - a. The fee structure of such a contract will likely involve the County receiving all of the licensing fees for each STR in that specific jurisdiction.
 - b. Crow Wing County is still working on drafting such a contract/agreement, but we do anticipate having it ready for cities to consider very soon.
2. The occupancy of each STR has been reduced from 4 people per bedroom + 1 overall, down to 3 people per bedroom + 1 overall.
3. STR Licenses will no longer be issued if an open land use or solid waste enforcement exists

Our Vision: Being Minnesota's favorite place.

Our Mission: Serve well. Deliver value. Drive results.

Our Values: Be responsible. Treat people right. Build a better future.

on the property. Note that this will only apply to open enforcements within the County's planning and zoning authority (so not cities or townships with their own planning and zoning authority with their own local enforcement systems).

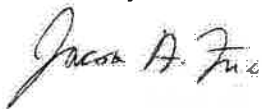
4. The fees for each STR License have changed from a tiered-system to a system that charges \$100 per-bedroom. For example, a 6-bedroom rental unit would be charged \$600 for the annual license fee.
5. Other more minor revisions to the Ordinance were made involving clarifying references to existing Minnesota Rules and Statutes and County Ordinances.

Beginning immediately, the County will issue STR licenses for new rentals and for those attempting to renew their STR licenses in the townships where it has planning and zoning authority. For those STRs located in areas where we no longer administer, in the absence of a signed and executed contract, we are directing those phone calls to the main contacts for each respective city (or township) to determine whether a STR can occur or be licensed locally. For those LGUs who do wish to contract with Crow Wing County, once we have a signed contract, we will once again accept license applications and begin reviewing, issuing, and enforcing STR License applications. For those LGUs who do not wish to contract with Crow Wing County, we will not administer any aspect of STRs within those areas.

A copy of the County's Short Term Rental Ordinance and other information about STRs in Crow Wing County can be found here: <https://www.crowwing.us/1621/Short-Term-Rental>

Thank you for your time in this regard, please contact me at my information below should you have any questions concerning this new STR Licensing Ordinance.

Sincerely,



Jacob Frie
Environmental Services Supervisor

Land Services Department
322 Laurel Street, Suite 15
Brainerd, MN 56401

Office: (218) 824-1124
www.crowwing.us

Jacob.frie@crowwing.us

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Our Mission: Serve well. Deliver value. Drive results.

Our Values: Be responsible. Treat people right. Build a better future.



January 10, 2023

City of Emily
39811 State Highway 6
Emily, MN 56447
ATTN: Cari Johnson

RECEIVED
JAN 12 2023

BY:

Site Name: MN06 LAKE EMILY

Site ID: 144352

Dear Cari,

I am following up with you regarding our recent telephone conversation setting forth Verizon Wireless's Lease Optimization Program. As discussed during our conversation, Verizon Wireless is interested in making certain modifications to the cell site lease regarding the Verizon Wireless communications facility on your property. These lease modifications will allow the cell site on your property to better meet Verizon Wireless's current operational needs and enhance its long term value to the overall network.

Criteria for Cell Site Retention

As we discussed, Verizon Wireless would like to include this site in its long-term portfolio under the following terms:

- **New Rent Amount:** \$800.00 per month, commencing on (April 1, 2023)
- **New Rent Escalator:** Ten Percent (10%) every 5 years (next increase on April 1, 2028)
- **Additional Renewal Terms:** Eight (8) additional five (5) year renewal terms

The foregoing proposal does not constitute a binding offer to amend the lease. No legal obligation is created by this letter or any other written or oral communications until a written amendment to the lease has been signed by both Landlord and Verizon Wireless. Verizon Wireless will continue to abide by the terms of the current lease until an amendment has been executed or the existing lease has been terminated or expires. Verizon Wireless values its affiliation with you and hopes that you choose to secure your site(s) to continue a long and mutually profitable relationship in the years to come. After having reviewed this proposal, please contact me prior to **January 13, 2023**.

Sincerely,

Lynne Rush
Lease Consultant
Lease Optimization - CENREV
Office: 469-421-9101

180 Washington Valley Road, Bedminster, NJ 07921

LAND LEASE AGREEMENT

This Agreement, made this 10 day of Nov., 2014 between City of Emily, a Minnesota municipal corporation with its principal offices located at 39811 State Highway 6, Emily, MN 56447, hereinafter designated LESSOR and Verizon Wireless (VAW) LLC d/b/a Verizon Wireless, with its principal office located at One Verizon Way, Mail Stop 4AW100, Basking Ridge, New Jersey 07920 (telephone number 866-862-4404), hereinafter designated LESSEE. The LESSOR and LESSEE are at times collectively referred to hereinafter as the "Parties" or individually as the "Party".

1. PREMISES. LESSOR hereby leases to LESSEE a portion of that certain parcel of property (the entirety of LESSOR's property is referred to hereinafter as the Property), located at Broadway Avenue, Emily, MN 56447 and being described as a 100' by 100' parcel containing 10,000 square feet (the "Land Space"), together with the non-exclusive right (the "Rights of Way") for ingress and egress, seven (7) days a week twenty-four (24) hours a day, on foot or motor vehicle, including trucks over or along a twenty (20') foot wide right-of-way extending from the nearest public right-of-way, Broadway Avenue, to the Land Space, and for the installation and maintenance of utility wires, poles, cables, conduits, and pipes over, under, or along one or more rights of way from the Land Space, said Land Space and Rights of Way (hereinafter collectively referred to as the "Premises") being substantially as described herein in Exhibit "A" attached hereto and made a part hereof. The Property is also shown on the Tax Map of the City of Emily, Minnesota and is further described in a State Deed as recorded in the Office of the County Recorder for Crown Wing County, Minnesota on August 18, 1995 as Document Number 484827.

In the event any public utility is unable to use the Rights of Way, the LESSOR hereby agrees to grant an additional right-of-way either to the LESSEE or to the public utility at no cost to the LESSEE.

2. SURVEY. LESSOR also hereby grants to LESSEE the right to survey the Property and the Premises, and said survey shall then become Exhibit "B" which shall be attached hereto and made a part hereof, and shall control in the event of boundary and access discrepancies between it and Exhibit "A". Cost for such work shall be borne by the LESSEE.

3. TERM; RENTAL.

a. This Agreement shall be effective as of the date of execution by both Parties, provided, however, the initial term shall be for five (5) years and shall commence on the Commencement Date (as hereinafter defined) at which time rental payments shall commence and be due at a total annual rental of Twelve Thousand and No/100 Dollars (\$12,000.00) to be paid in equal monthly installments on the first day of the month, in advance, to LESSOR or to such other person, firm or place as LESSOR may, from time to time, designate in writing at least thirty (30) days in advance of any rental payment date by notice given in accordance with Paragraph 23 below. The Agreement shall commence based upon the date LESSEE commences installation of the equipment on the Premises. In the event the date LESSEE commences

installation of the equipment on the Premises falls between the 1st and 15th of the month, the Agreement shall commence on the 1st of that month and if the date installation commences falls between the 16th and 31st of the month, then the Agreement shall commence on the 1st day of the following month (either the "Commencement Date"). LESSOR and LESSEE agree that they shall acknowledge in writing the Commencement Date. LESSOR and LESSEE acknowledge and agree that initial rental payment(s) shall not actually be sent by LESSEE until thirty (30) days after a written acknowledgement confirming the Commencement Date. By way of illustration of the preceding sentence, if the Commencement Date is January 1 and the written acknowledgement confirming the Commencement Date is dated January 14, LESSEE shall send to the LESSOR the rental payments for January 1 and February 1 by February 13.

Upon agreement of the Parties, LESSEE may pay rent by electronic funds transfer and in such event, LESSOR agrees to provide to LESSEE bank routing information for such purpose upon request of LESSEE.

b. LESSOR hereby agrees to provide to LESSEE certain documentation (the "Rental Documentation") evidencing LESSOR's interest in, and right to receive payments under, this Agreement, including without limitation: (i) documentation, acceptable to LESSEE in LESSEE's reasonable discretion, evidencing LESSOR's good and sufficient title to and/or interest in the Property and right to receive rental payments and other benefits hereunder; (ii) a complete and fully executed Internal Revenue Service Form W-9, or equivalent, in a form acceptable to LESSEE, for any party to whom rental payments are to be made pursuant to this Agreement; and (iii) other documentation requested by LESSEE in LESSEE's reasonable discretion. From time to time during the Term of this Agreement and within thirty (30) days of a written request from LESSEE, LESSOR agrees to provide updated Rental Documentation in a form reasonably acceptable to LESSEE. The Rental Documentation shall be provided to LESSEE in accordance with the provisions of and at the address given in Paragraph 23. Delivery of Rental Documentation to LESSEE shall be a prerequisite for the payment of any rent by LESSEE and notwithstanding anything to the contrary herein, LESSEE shall have no obligation to make any rental payments until Rental Documentation has been supplied to LESSEE as provided herein.

Within fifteen (15) days of obtaining an interest in the Property or this Agreement, any assignee(s), transferee(s) or other successor(s) in interest of LESSOR shall provide to LESSEE Rental Documentation in the manner set forth in the preceding paragraph. From time to time during the Term of this Agreement and within thirty (30) days of a written request from LESSEE, any assignee(s) or transferee(s) of LESSOR agrees to provide updated Rental Documentation in a form reasonably acceptable to LESSEE. Delivery of Rental Documentation to LESSEE by any assignee(s), transferee(s) or other successor(s) in interest of LESSOR shall be a prerequisite for the payment of any rent by LESSEE to such party and notwithstanding anything to the contrary herein, LESSEE shall have no obligation to make any rental payments to any assignee(s), transferee(s) or other successor(s) in interest of LESSOR until Rental Documentation has been supplied to LESSEE as provided herein.

4. EXTENSIONS. This Agreement shall automatically be extended for four (4) additional five (5) year terms unless LESSEE terminates it at the end of the then current term by

giving LESSOR written notice of the intent to terminate at least six (6) months prior to the end of the then current term.

5. EXTENSION RENTAL INCREASES. The annual rental for each five (5) year extension term, if any, shall be equal to one hundred ten percent (110%) of the annual rental amount paid with respect to the immediately preceding five (5) year term.

6. ADDITIONAL EXTENSIONS. If at the end of the fourth (4th) five (5) year extension term this Agreement has not been terminated by either Party by giving to the other written notice of an intention to terminate it at least three (3) months prior to the end of such term, this Agreement shall continue in force upon the same covenants, terms and conditions for a further term of five (5) years and for five (5) year terms thereafter until terminated by either Party by giving to the other written notice of its intention to so terminate at least three (3) months prior to the end of such term. Annual rental for each such additional five (5) year term shall be equal to the annual rental payable with respect to the immediately preceding five (5) year term. The initial term and all extensions shall be collectively referred to herein as the "Term".

7. TAXES. LESSEE shall have the responsibility to pay any personal property, real estate taxes, assessments, or charges owed on the Property which LESSOR demonstrates is the result of LESSEE's use of the Premises and/or the installation, maintenance, and operation of the LESSEE's improvements, and any sales tax imposed on the rent (except to the extent that LESSEE is or may become exempt from the payment of sales tax in the jurisdiction in which the Property is located), including any increase in real estate taxes at the Property which LESSOR demonstrates arises from the LESSEE's improvements and/or LESSEE's use of the Premises. LESSOR and LESSEE shall each be responsible for the payment of any taxes, levies, assessments and other charges imposed including franchise and similar taxes imposed upon the business conducted by LESSOR or LESSEE at the Property. Notwithstanding the foregoing, LESSEE shall not have the obligation to pay any tax, assessment, or charge that LESSEE is disputing in good faith in appropriate proceedings prior to a final determination that such tax is properly assessed provided that no lien attaches to the Property. Nothing in this Paragraph shall be construed as making LESSEE liable for any portion of LESSOR's income taxes in connection with any Property or otherwise. Except as set forth in this Paragraph, LESSOR shall have the responsibility to pay any personal property, real estate taxes, assessments, or charges owed on the Property and shall do so prior to the imposition of any lien on the Property.

LESSEE shall have the right, at its sole option and at its sole cost and expense, to appeal, challenge or seek modification of any tax assessment or billing for which LESSEE is wholly or partly responsible for payment. LESSOR shall reasonably cooperate with LESSEE at LESSEE's expense in filing, prosecuting and perfecting any appeal or challenge to taxes as set forth in the preceding sentence, including but not limited to, executing any consent, appeal or other similar document. In the event that as a result of any appeal or challenge by LESSEE, there is a reduction, credit or repayment received by the LESSOR for any taxes previously paid by LESSEE, LESSOR agrees to promptly reimburse to LESSEE the amount of said reduction, credit or repayment. In the event that LESSEE does not have the standing rights to pursue a good faith and reasonable dispute of any taxes under this paragraph, LESSOR will pursue such dispute at LESSEE's sole cost and expense upon written request of LESSEE.

8. USE; GOVERNMENTAL APPROVALS. LESSEE shall use the Premises for the purpose of constructing, maintaining, repairing and operating a communications facility and uses incidental thereto. A security fence consisting of chain link construction or similar but comparable construction may be placed around the perimeter of the Premises at the discretion of LESSEE (not including the access easement). All improvements, equipment, antennas and conduits shall be at LESSEE's expense and their installation shall be at the discretion and option of LESSEE. LESSEE shall have the right to replace, repair, add or otherwise modify its utilities, equipment, antennas and/or conduits or any portion thereof and the frequencies over which the equipment operates, whether the equipment, antennas, conduits or frequencies are specified or not on any exhibit attached hereto, during the Term. It is understood and agreed that LESSEE's ability to use the Premises is contingent upon its obtaining after the execution date of this Agreement all of the certificates, permits and other approvals (collectively the "Governmental Approvals") that may be required by any Federal, State or Local authorities as well as satisfactory soil boring tests which will permit LESSEE use of the Premises as set forth above. In the event that (i) any of such applications for such Governmental Approvals should be finally rejected; (ii) any Governmental Approval issued to LESSEE is canceled, expires, lapses, or is otherwise withdrawn or terminated by governmental authority; (iii) LESSEE determines that such Governmental Approvals may not be obtained in a timely manner; (iv) LESSEE determines that any soil boring tests are unsatisfactory; (v) LESSEE determines that the Premises is no longer technically compatible for its use, or (vi) LESSEE, in its sole discretion, determines that the use the Premises is obsolete or unnecessary, LESSEE shall have the right to terminate this Agreement. Notice of LESSEE's exercise of its right to terminate shall be given to LESSOR in writing by certified mail, return receipt requested, and shall be effective upon the mailing of such notice by LESSEE, or upon such later date as designated by LESSEE. All rentals paid to said termination date shall be retained by LESSOR. Upon such termination, this Agreement shall be of no further force or effect except to the extent of the representations, warranties and indemnities made by each Party to the other hereunder. Otherwise, the LESSEE shall have no further obligations for the payment of rent to LESSOR.

9. INDEMNIFICATION. Subject to Paragraph 10 below, each Party shall indemnify and hold the other harmless against any claim of liability or loss from personal injury or property damage resulting from or arising out of the negligence or willful misconduct of the indemnifying Party, its employees, contractors or agents, except to the extent such claims or damages may be due to or caused by the negligence or willful misconduct of the other Party, or its employees, contractors or agents.

10. INSURANCE.

a. The Parties hereby waive and release any and all rights of action for negligence against the other which may hereafter arise on account of damage to the Premises or to the Property, resulting from any fire, or other casualty of the kind covered by standard fire insurance policies with extended coverage, regardless of whether or not, or in what amounts, such insurance is now or hereafter carried by the Parties, or either of them. These waivers and releases shall apply between the Parties and they shall also apply to any claims under or through either Party as a result of any asserted right of subrogation. All such policies of insurance

obtained by either Party concerning the Premises or the Property shall waive the insurer's right of subrogation against the other Party.

b. LESSOR and LESSEE each agree that at its own cost and expense, each will maintain commercial general liability insurance with limits not less than \$1,000,000 for injury to or death of one or more persons in any one occurrence and \$500,000 for damage or destruction to property in any one occurrence. LESSOR and LESSEE each agree that it will include the other Party as an additional insured.

11. LIMITATION OF LIABILITY. Except for indemnification pursuant to Paragraphs 9 and 29, neither Party shall be liable to the other, or any of their respective agents, representatives, employees for any lost revenue, lost profits, loss of technology, rights or services, incidental, punitive, indirect, special or consequential damages, loss of data, or interruption or loss of use of service, even if advised of the possibility of such damages, whether under theory of contract, tort (including negligence), strict liability or otherwise.

12. ANNUAL TERMINATION. Notwithstanding anything to the contrary contained herein, provided LESSEE is not in default hereunder beyond applicable notice and cure periods, LESSEE shall have the right to terminate this Agreement upon the annual anniversary of the Commencement Date provided that three (3) months prior notice is given to LESSOR.

13. INTERFERENCE. LESSEE agrees to install equipment of the type and frequency which will not cause harmful interference which is measurable in accordance with then existing industry standards to any equipment of LESSOR or other lessees of the Property which existed on the Property prior to the date this Agreement is executed by the Parties. In the event any after-installed LESSEE's equipment causes such interference, and after LESSOR has notified LESSEE in writing of such interference, LESSEE will take all commercially reasonable steps necessary to correct and eliminate the interference, including but not limited to, at LESSEE's option, powering down such equipment and later powering up such equipment for intermittent testing. In no event will LESSOR be entitled to terminate this Agreement or relocate the equipment as long as LESSEE is making a good faith effort to remedy the interference issue. LESSOR agrees that LESSOR and/or any other tenants of the Property who currently have or in the future take possession of the Property will be permitted to install only such equipment that is of the type and frequency which will not cause harmful interference which is measurable in accordance with then existing industry standards to the then existing equipment of LESSEE. The Parties acknowledge that there will not be an adequate remedy at law for noncompliance with the provisions of this Paragraph and therefore, either Party shall have the right to equitable remedies, such as, without limitation, injunctive relief and specific performance.

14. REMOVAL AT END OF TERM. LESSEE shall, upon expiration of the Term, or within ninety (90) days after any earlier termination of the Agreement, remove its building(s), antenna structure(s) (except footings), equipment, conduits, fixtures and all personal property and restore the Premises to its original condition, reasonable wear and tear and casualty damage excepted. LESSOR agrees and acknowledges that all of the equipment, conduits, fixtures and personal property of LESSEE shall remain the personal property of LESSEE and LESSEE shall have the right to remove the same at any time during the Term, whether or not said items are considered fixtures and attachments to real property under applicable Laws (as defined in

Paragraph 33 below). If such time for removal causes LESSEE to remain on the Premises after termination of this Agreement, LESSEE shall pay rent at the then existing monthly rate or on the existing monthly pro-rata basis if based upon a longer payment term, until such time as the removal of the building, antenna structure, fixtures and all personal property are completed.

15. HOLDOVER. LESSEE has no right to retain possession of the Premises or any part thereof beyond the expiration of that removal period set forth in Paragraph 14 herein, unless the Parties are negotiating a new lease or lease extension in good faith. In the event that the Parties are not in the process of negotiating a new lease or lease extension in good faith, LESSEE holds over in violation of Paragraph 14 and this Paragraph 15, then the rent then in effect payable from and after the time of the expiration or earlier removal period set forth in Paragraph 14 shall equal to the rent applicable during the month immediately preceding such expiration or earlier termination.

16. RIGHT OF FIRST REFUSAL. If LESSOR elects, during the Term (i) to sell or otherwise transfer all or any portion of the Property, whether separately or as part of a larger parcel of which the Property is a part, or (ii) to grant to a third party by easement or other legal instrument an interest in and to that portion of the Property occupied by LESSEE, or a larger portion thereof, for the purpose of operating and maintaining communications facilities or the management thereof, with or without an assignment of this Agreement to such third party, LESSEE shall have the right of first refusal to meet any bona fide offer of sale or transfer on the same terms and conditions of such offer. If LESSEE fails to meet such bona fide offer within thirty (30) days after written notice thereof from LESSOR, LESSOR may sell or grant the easement or interest in the Property or portion thereof to such third person in accordance with the terms and conditions of such third party offer. For purposes of this Paragraph, any transfer, bequest or devise of LESSOR's interest in the Property as a result of the death of LESSOR, whether by will or intestate succession, or any conveyance to LESSOR's family members by direct conveyance or by conveyance to a trust for the benefit of family members shall not be considered a sale of the Property for which LESSEE has any right of first refusal.

17. RIGHTS UPON SALE. Should LESSOR, at any time during the Term decide (i) to sell or transfer all or any part of the Property to a purchaser other than LESSEE, or (ii) to grant to a third party by easement or other legal instrument an interest in and to that portion of the Property occupied by LESSEE, or a larger portion thereof, for the purpose of operating and maintaining communications facilities or the management thereof, such sale or grant of an easement or interest therein shall be under and subject to this Agreement and any such purchaser or transferee shall recognize LESSEE's rights hereunder under the terms of this Agreement. To the extent that LESSOR grants to a third party by easement or other legal instrument an interest in and to that portion of the Property occupied by LESSEE for the purpose of operating and maintaining communications facilities or the management thereof and in conjunction therewith, assigns this Agreement to said third party, LESSOR shall not be released from its obligations to LESSEE under this Agreement, and LESSEE shall have the right to look to LESSOR and the third party for the full performance of this Agreement.

18. QUIET ENJOYMENT. LESSOR covenants that LESSEE, on paying the rent and performing the covenants herein, shall peaceably and quietly have, hold and enjoy the Premises.

19. TITLE. LESSOR represents and warrants to LESSEE as of the execution date of this Agreement, and covenants during the Term that LESSOR is seized of good and sufficient title and interest to the Property and has full authority to enter into and execute this Agreement. LESSOR further covenants during the Term that there are no liens, judgments or impediments of title on the Property, or affecting LESSOR's title to the same and that there are no covenants, easements or restrictions which prevent or adversely affect the use or occupancy of the Premises by LESSEE as set forth above.

20. INTEGRATION. It is agreed and understood that this Agreement contains all agreements, promises and understandings between LESSOR and LESSEE and that no verbal or oral agreements, promises or understandings shall be binding upon either LESSOR or LESSEE in any dispute, controversy or proceeding at law, and any addition, variation or modification to this Agreement shall be void and ineffective unless made in writing signed by the Parties or in a written acknowledgment in the case provided in Paragraph 3. In the event any provision of the Agreement is found to be invalid or unenforceable, such finding shall not affect the validity and enforceability of the remaining provisions of this Agreement. The failure of either Party to insist upon strict performance of any of the terms or conditions of this Agreement or to exercise any of its rights under the Agreement shall not waive such rights and such Party shall have the right to enforce such rights at any time and take such action as may be lawful and authorized under this Agreement, in law or in equity.

21. GOVERNING LAW. This Agreement and the performance thereof shall be governed, interpreted, construed and regulated by the Laws of the State in which the Property is located.

22. ASSIGNMENT. This Agreement may be sold, assigned or transferred by the LESSEE without any approval or consent of the LESSOR to the LESSEE's principal, affiliates, subsidiaries of its principal or to any entity which acquires all or substantially all of LESSEE's assets in the market defined by the Federal Communications Commission in which the Property is located by reason of a merger, acquisition or other business reorganization. As to other parties, this Agreement may not be sold, assigned or transferred without the written consent of the LESSOR, which such consent will not be unreasonably withheld, delayed or conditioned. No change of stock ownership, partnership interest or control of LESSEE or transfer upon partnership or corporate dissolution of LESSEE shall constitute an assignment hereunder. LESSEE may sublet the Premises within its sole discretion, upon notice to LESSOR. Any sublease that is entered into by LESSEE shall be subject to the provisions of this Agreement and shall be binding upon the successors, assigns, heirs and legal representatives of the respective Parties hereto.

23. NOTICES. All notices hereunder must be in writing and shall be deemed validly given if sent by certified mail, return receipt requested or by commercial courier, provided the courier's regular business is delivery service and provided further that it guarantees delivery to the addressee by the end of the next business day following the courier's receipt from the sender, addressed as follows (or any other address that the Party to be notified may have designated to the sender by like notice):

LESSOR: City of Emily
39811 State Highway 6
Emily, MN 56447

LESSEE: Verizon Wireless (VAW) LLC
d/b/a Verizon Wireless
180 Washington Valley Road
Bedminster, New Jersey 07921
Attention: Network Real Estate

Notice shall be effective upon actual receipt or refusal as shown on the receipt obtained pursuant to the foregoing.

24. SUCCESSORS. This Agreement shall extend to and bind the heirs, personal representative, successors and assigns of the Parties hereto.

25. SUBORDINATION AND NON-DISTURBANCE. LESSOR shall obtain not later than fifteen (15) days following the execution of this Agreement, a Non-Disturbance Agreement, as defined below, from its existing mortgagee(s), ground lessors and master lessors, if any, of the Property. At LESSOR's option, this Agreement shall be subordinate to any future master lease, ground lease, mortgage, deed of trust or other security interest (a "Mortgage") by LESSOR which from time to time may encumber all or part of the Property or right-of-way; provided, however, as a condition precedent to LESSEE being required to subordinate its interest in this Agreement to any future Mortgage covering the Property, LESSOR shall obtain for LESSEE's benefit a non-disturbance and attornment agreement for LESSEE's benefit in the form reasonably satisfactory to LESSEE, and containing the terms described below (the "Non-Disturbance Agreement"), and shall recognize LESSEE's right to remain in occupancy of and have access to the Premises as long as LESSEE is not in default of this Agreement beyond applicable notice and cure periods. The Non-Disturbance Agreement shall include the encumbering party's ("Lender's") agreement that, if Lender or its successor-in-interest or any purchaser of Lender's or its successor's interest (a "Purchaser") acquires an ownership interest in the Property, Lender or such successor-in-interest or Purchaser will (1) honor all of the terms of the Agreement, (2) fulfill LESSOR's obligations under the Agreement, and (3) promptly cure all of the then-existing LESSOR defaults under the Agreement. Such Non-Disturbance Agreement must be binding on all of Lender's participants in the subject loan (if any) and on all successors and assigns of Lender and/or its participants and on all Purchasers. In return for such Non-Disturbance Agreement, LESSEE will execute an agreement for Lender's benefit in which LESSEE (1) confirms that the Agreement is subordinate to the Mortgage or other real property interest in favor of Lender, (2) agrees to attorn to Lender if Lender becomes the owner of the Property and (3) agrees to accept a cure by Lender of any of LESSOR's defaults, provided such cure is completed within the deadline applicable to LESSOR. In the event LESSOR defaults in the payment and/or other performance of any mortgage or other real property interest encumbering the Property, LESSEE, may, at its sole option and without obligation, cure or correct LESSOR's default and upon doing so, LESSEE shall be subrogated to any and all rights, titles, liens and equities of the holders of such mortgage or other real property interest and LESSEE shall be

entitled to deduct and setoff against all rents that may otherwise become due under this Agreement the sums paid by LESSEE to cure or correct such defaults.

26. RECORDING. LESSOR agrees to execute a Memorandum of this Agreement which LESSEE may record with the appropriate recording officer. The date set forth in the Memorandum of Lease is for recording purposes only and bears no reference to commencement of either the Term or rent payments.

27. DEFAULT.

a. In the event there is a breach by LESSEE with respect to any of the provisions of this Agreement or its obligations under it, including the payment of rent, LESSOR shall give LESSEE written notice of such breach. After receipt of such written notice, LESSEE shall have fifteen (15) days in which to cure any monetary breach and thirty (30) days in which to cure any non-monetary breach, provided LESSEE shall have such extended period as may be required beyond the thirty (30) days if the nature of the cure is such that it reasonably requires more than thirty (30) days and LESSEE commences the cure within the thirty (30) day period and thereafter continuously and diligently pursues the cure to completion. LESSOR may not maintain any action or effect any remedies for default against LESSEE unless and until LESSEE has failed to cure the breach within the time periods provided in this Paragraph.

b. In the event there is a breach by LESSOR with respect to any of the provisions of this Agreement or its obligations under it, LESSEE shall give LESSOR written notice of such breach. After receipt of such written notice, LESSOR shall have thirty (30) days in which to cure any such breach, provided LESSOR shall have such extended period as may be required beyond the thirty (30) days if the nature of the cure is such that it reasonably requires more than thirty (30) days and LESSOR commences the cure within the thirty (30) day period and thereafter continuously and diligently pursues the cure to completion. LESSEE may not maintain any action or effect any remedies for default against LESSOR unless and until LESSOR has failed to cure the breach within the time periods provided in this Paragraph. Notwithstanding the foregoing to the contrary, it shall be a default under this Agreement if LESSOR fails, within five (5) days after receipt of written notice of such breach, to perform an obligation required to be performed by LESSOR if the failure to perform such an obligation interferes with LESSEE's ability to conduct its business on the Property; provided, however, that if the nature of LESSOR's obligation is such that more than five (5) days after such notice is reasonably required for its performance, then it shall not be a default under this Agreement if performance is commenced within such five (5) day period and thereafter diligently pursued to completion.

28. REMEDIES. Upon a default, the non-defaulting Party may at its option (but without obligation to do so), perform the defaulting Party's duty or obligation on the defaulting Party's behalf, including but not limited to the obtaining of reasonably required insurance policies. The costs and expenses of any such performance by the non-defaulting Party shall be due and payable by the defaulting Party upon invoice therefor. In the event of a default by either Party with respect to a material provision of this Agreement, without limiting the non-defaulting Party in the exercise of any right or remedy which the non-defaulting Party may have by reason

of such default, the non-defaulting Party may terminate the Agreement and/or pursue any remedy now or hereafter available to the non-defaulting Party under the Laws or judicial decisions of the state in which the Premises are located; provided, however, LESSOR shall use reasonable efforts to mitigate its damages in connection with a default by LESSEE. If LESSEE so performs any of LESSOR's obligations hereunder, the full amount of the reasonable and actual cost and expense incurred by LESSEE shall immediately be owing by LESSOR to LESSEE, and LESSOR shall pay to LESSEE upon demand the full undisputed amount thereof with interest thereon from the date of payment at the greater of (i) ten percent (10%) per annum, or (ii) the highest rate permitted by applicable Laws. Notwithstanding the foregoing, if LESSOR does not pay LESSEE the full undisputed amount within thirty (30) days of its receipt of an invoice setting forth the amount due from LESSOR, LESSEE may offset the full undisputed amount, including all accrued interest, due against all fees due and owing to LESSOR until the full undisputed amount, including all accrued interest, is fully reimbursed to LESSEE.

29. ENVIRONMENTAL.

a. LESSOR will be responsible for all obligations of compliance with any and all environmental and industrial hygiene laws, including any regulations, guidelines, standards, or policies of any governmental authorities regulating or imposing standards of liability or standards of conduct with regard to any environmental or industrial hygiene conditions or concerns as may now or at any time hereafter be in effect, that are or were in any way related to activity now conducted in, on, or in any way related to the Property, unless such conditions or concerns are caused by the specific activities of LESSEE in the Premises.

b. LESSOR shall hold LESSEE harmless and indemnify LESSEE from and assume all duties, responsibility and liability at LESSOR's sole cost and expense, for all duties, responsibilities, and liability (for payment of penalties, sanctions, forfeitures, losses, costs, or damages) and for responding to any action, notice, claim, order, summons, citation, directive, litigation, investigation or proceeding which is in any way related to: a) failure to comply with any environmental or industrial hygiene law, including without limitation any regulations, guidelines, standards, or policies of any governmental authorities regulating or imposing standards of liability or standards of conduct with regard to any environmental or industrial hygiene concerns or conditions as may now or at any time hereafter be in effect, unless such non-compliance results from conditions caused by LESSEE; and b) any environmental or industrial hygiene conditions arising out of or in any way related to the condition of the Property or activities conducted thereon, unless such environmental conditions are caused by LESSEE.

30. CASUALTY. In the event of damage by fire or other casualty to the Premises that cannot reasonably be expected to be repaired within forty-five (45) days following same or, if the Property is damaged by fire or other casualty so that such damage may reasonably be expected to disrupt LESSEE's operations at the Premises for more than forty-five (45) days, then LESSEE may, at any time following such fire or other casualty, provided LESSOR has not completed the restoration required to permit LESSEE to resume its operation at the Premises, terminate this Agreement upon fifteen (15) days prior written notice to LESSOR. Any such notice of termination shall cause this Agreement to expire with the same force and effect as though the date set forth in such notice were the date originally set as the expiration date of this Agreement

and the Parties shall make an appropriate adjustment, as of such termination date, with respect to payments due to the other under this Agreement. Notwithstanding the foregoing, the rent shall abate during the period of repair following such fire or other casualty in proportion to the degree to which LESSEE's use of the Premises is impaired.

31. CONDEMNATION. In the event of any condemnation of all or any portion of the Property, this Agreement shall terminate as to the part so taken as of the date the condemning authority takes title or possession, whichever occurs first. If as a result of a partial condemnation of the Premises or Property, LESSEE, in LESSEE's sole discretion, is unable to use the Premises for the purposes intended hereunder, or if such condemnation may reasonably be expected to disrupt LESSEE's operations at the Premises for more than forty-five (45) days, LESSEE may, at LESSEE's option, to be exercised in writing within fifteen (15) days after LESSOR shall have given LESSEE written notice of such taking (or in the absence of such notice, within fifteen (15) days after the condemning authority shall have taken possession) terminate this Agreement as of the date the condemning authority takes such possession. LESSEE may on its own behalf make a claim in any condemnation proceeding involving the Premises for losses related to the equipment, conduits, fixtures, its relocation costs and its damages and losses (but not for the loss of its leasehold interest). Any such notice of termination shall cause this Agreement to expire with the same force and effect as though the date set forth in such notice were the date originally set as the expiration date of this Agreement and the Parties shall make an appropriate adjustment as of such termination date with respect to payments due to the other under this Agreement. If LESSEE does not terminate this Agreement in accordance with the foregoing, this Agreement shall remain in full force and effect as to the portion of the Premises remaining, except that the rent shall be reduced in the same proportion as the rentable area of the Premises taken bears to the total rentable area of the Premises. In the event that this Agreement is not terminated by reason of such condemnation, LESSOR shall promptly repair any damage to the Premises caused by such condemning authority.

32. SUBMISSION OF AGREEMENT/PARTIAL INVALIDITY/AUTHORITY. The submission of this Agreement for examination does not constitute an offer to lease the Premises and this Agreement becomes effective only upon the full execution of this Agreement by the Parties. If any provision herein is invalid, it shall be considered deleted from this Agreement and shall not invalidate the remaining provisions of this Agreement. Each of the Parties hereto warrants to the other that the person or persons executing this Agreement on behalf of such Party has the full right, power and authority to enter into and execute this Agreement on such Party's behalf and that no consent from any other person or entity is necessary as a condition precedent to the legal effect of this Agreement.

33. APPLICABLE LAWS. During the Term, LESSOR shall maintain the Property in compliance with all applicable laws, rules, regulations, ordinances, directives, covenants, easements, zoning and land use regulations, and restrictions of record, permits, building codes, and the requirements of any applicable fire insurance underwriter or rating bureau, now in effect or which may hereafter come into effect (including, without limitation, the Americans with Disabilities Act and laws regulating hazardous substances) (collectively "Laws"). LESSEE shall, in respect to the condition of the Premises and at LESSEE's sole cost and expense, comply with (a) all Laws relating solely to LESSEE's specific and unique nature of use of the Premises

(other than general office use); and (b) all building codes requiring modifications to the Premises due to the improvements being made by LESSEE in the Premises.

34. SURVIVAL. The provisions of the Agreement relating to indemnification from one Party to the other Party shall survive any termination or expiration of this Agreement. Additionally, any provisions of this Agreement which require performance subsequent to the termination or expiration of this Agreement shall also survive such termination or expiration.

35. CAPTIONS. The captions contained in this Agreement are inserted for convenience only and are not intended to be part of the Agreement. They shall not affect or be utilized in the construction or interpretation of the Agreement.

(signatures on next page – remainder of page left intentionally blank)

IN WITNESS WHEREOF, the Parties hereto have set their hands and affixed their respective seals the day and year first above written.

LESSOR:

City of Emily, a Minnesota municipal corporation

By: George J. Pepek
Name: George J. Pepek
Title: Mayor
Date: 9-29-14

LESSEE:

Verizon Wireless (VAW) LLC d/b/a
Verizon Wireless

By: Lynn Ramsey
Lynn Ramsey
Its: Area Vice President Network
Date: 11/10/14

Exhibit "A"

Description of Premises within Property

Page 1 of 4

Description of Parent Parcel

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31 and 32 Block 10, Emily, platted from NW1/4 NW1/4, Section 34, Township 138, Range 26, Crow Wing County, Minnesota.

LAND SPACE DESCRIPTION:

That part of Lots 5, 6, 7, 8 and 9, Block 10, EMILY, according to the recorded plat thereof, Crow Wing County, Minnesota, described as follows:

Commencing at the southeast corner of the Northwest Quarter of the Northwest Quarter of Section 34, Township 138 North, Range 26 West of the Fifth Principal Meridian, said Crow Wing County; thence South 88 degrees 40 minutes 09 seconds West along the South line of said Northwest Quarter of the Northwest Quarter, a distance of 535.40 feet; thence North 1 degree 19 minutes 51 seconds West, a distance of 156.54 feet to the Point of Beginning of the land space to be described; thence North 1 degree 11 minutes 26 seconds West, a distance of 100.00 feet; thence South 88 degrees 48 minutes 34 seconds West, a distance of 100.00 feet; thence South 1 degree 11 minutes 26 seconds East, a distance of 100.00 feet; thence North 88 degrees 48 minutes 34 seconds East, a distance of 100.00 feet to the Point of Beginning.

ACCESS & UTILITY RIGHT OF WAY DESCRIPTION:

A 20.00 foot wide right of way for ingress, egress and utility purposes over, under and across Lots 5, 6, 7, 8, 9, 27, 28 and the Alley in Block 10, EMILY, according to the recorded plat thereof, Crow Wing County, Minnesota, the centerline of said right of way is described as follows:

Commencing at the southeast corner of the Northwest Quarter of the Northwest Quarter of Section 34, Township 138 North, Range 26 West of the Fifth Principal Meridian, said Crow Wing County; thence South 88 degrees 40 minutes 09 seconds West along the South line of said Northwest Quarter of the Northwest Quarter, a distance of 535.40 feet; thence North 1 degree 19 minutes 51 seconds West, a distance of 156.54 feet; thence North 1 degree 11 minutes 26 seconds West, a distance of 10.00 feet to the Point of

Beginning of the centerline to be described; thence North 88 degrees 48 minutes 38 seconds East, a distance of 152.32 feet to the west right of way line of Broadway Avenue and said centerline there terminating.

The sidelines of said right of way shall be shortened or lengthened to terminate at said west right of way line of Broadway Avenue.

Exhibit "A"

Sketch of Premises within Property

Page 3 of 4

(see attached document)

Exhibit A - 3

WASHINGTON STREET
NOT OPEN

ALLEY NOT OPEN

EXISTING TREES

EXISTING FIELD

PROPOSED 100' X 100'
LAND SPACE

EXISTING GRAVEL ROAD

EXISTING LOT LINE (TYP.)

EXISTING PUBLIC R.O.W.

PROPOSED 20' ACCESS & UTILITY R.O.W.

EXISTING FIELD

EXISTING TREES

BROADWAY AVENUE

NORTH



MN06
LAKE EMILY

Exhibit "B"

Survey

(see attached document)

Exhibit B - 1



LORI J. LaBORDE, Publisher
LINDA PEEPLES, News Editor
KRISTA WYNN, Advertising Production
BRENDA BOOTH, Photography and Front Office Manager

12 East Main Street • P.O. Box 67 • Crosby, MN 56441

Phone: 218-546-5029 • Fax: 218-546-8352

E-mail: courier@crosbyironton.net

Dec. 29, 2022

Dear Emily City Council:

It is our privilege to offer continued coverage of news and legal publications for the city of Emily. Our council meeting reporting is accurate and professionally written in a timely manner to keep the taxpayers and the community up-to-date with city news at no cost to the city.

The Crosby-Ironton Courier respectfully submits the following bid for your legal publications for the 2023 year.

- Rate for 7 point legals, \$9.85 per column inch
- Display legals (boxed with larger print), \$8.85 per column inch
- Guarantee font quoted will be used in all legal advertisements
- Immediate response to requests for corrections or clarifications (if needed)
- Affidavit of Publication will be mailed upon completion of scheduled run
- All legals are posted to the C-I Courier's Web site and the Minnesota Newspaper

Association's Public Notices Web site at no additional charge

The Crosby-Ironton Courier serves the community with general news, features/human interest stories, sports, special reports and coverage of council recap at no charge. We have been providing this service to the community for over 111 years. The C-I Courier distributes 2,800 copies to area residents and over-the-counter sales weekly; plus we currently have 219 paid on-line subscribers. In 2022 the on-line subscriptions have increased 24% (43+ subscribers).

Thank you for your consideration in allowing us the opportunity to serve you in 2023.

Lori J. LaBorde

Publisher

Crosby-Ironton Courier, Inc.

RECEIVED
JAN 05 2023

BY:

Northland PRESS

13833 Riverwood Lane, Suite 2, Crosslake, MN 56442 • PO Box 145 Outing, MN 56662
218.692.5842 • news@northlandpress.com

January 3, 2023
To: Emily City Council
Re: 2023 Legal Newspaper Designation

Emily City Council,

I would like you to consider Northland Press as your legal newspaper in 2023.

Since the Northland Press newspaper is delivered to every postal customer in Emily at no charge every week, the council can be assured that all residents that receive mail have the opportunity to view public notices and information from the City.

If Northland Press is designated as your primary legal newspaper, the 2023 rate for publishing legal and public notices will be \$9.50 per column inch. If chosen as secondary publication, the rate will be our open rate of \$11.00 per column inch.

Please note that many cities have more than one legal newspaper.

Additionally, all notices will be posted on our website, northlandpress.com, as required by Minnesota Statute.

Thank you for considering Northland Press as your official newspaper. Please direct any questions to me. I can be reached at 218-692-5842 or by email at paul@northlandpress.com

Sincerely,

Paul Boblett
Co-Owner/Editor Northland Press

RECEIVED
JAN 05 2023

To: The Emily City Council
Re: Legal newspaper for 2023

BY:

The Pineandlakes Echo Journal is applying to be the legal publication for the City of Emily in 2023. We're proud of the relationship with the city over the years, including publishing news coverage of the monthly council meetings.

All legal notices are published in the weekly Pineandlakes Echo Journal classified section and also available on the pineandlakes.com website.

The Pineandlakes Echo Journal publishing legal rate for 2023 remains at \$8.50 per column inch, which includes being posted online at no additional charge.

Thanks for considering the Pineandlakes Echo Journal for publishing City of Emily legal notices in 2023.



Pete Mohs

Publisher

Echo Journal/Brainerd Dispatch

(218) 855-5855

RESOLUTION 23-01

A RESOLUTION STATING ANNUAL DESIGNATIONS

WHEREAS, at the first council meeting, certain designations are required to be made by the City Council;

THEREFORE, BE IT RESOLVED, that the following designations shall be made for 2023:

1. The place, date and time of regular City Council meetings shall be the second Tuesday of the month at 6:00 p.m. in Emily City Hall. Special meetings shall be called as needed by the Mayor or two Council Members. Emergency meetings may be called by the Mayor or two Council Members in situations that warrant immediate attention and action. All City Council meetings are subject to the Open Meeting Law and agendas will be posted at City Hall. In cases of emergency meetings, all reasonable attempts will be made to notify Council Members and the media. The Open Meeting Law may not apply in meetings concerning matters of personnel.
2. The official newspaper of the City of Emily Council shall be the Crosby-Ironton Courier.
3. The City Attorney for legal advising, litigation and prosecutions shall be Tom Pearson of Gammello-Pearson.
4. The City Engineer shall be S.E.H.
5. The Emergency Management Director shall be Ken Frank from April 1 to November 30 and the Assistant Emergency Management Director shall be Kenny Roden from December 1 to March 31.
6. The appointed Hearing Officers for hearings on Administrative Citation appeals are Franz Vancura, Brown, Krueger & Vancura, and Brook Mallak.
7. The Acting Mayor who shall preside and perform duties in absence of the Mayor shall be Gerhart Hanson, Jr.
8. The Council shall be liaisons to City committees and commissions. Committee meetings shall also comply with the Open Meeting Law. Liaisons of the listed committees and commissions for 2023 shall be as follows:
 - Planning and Zoning: Gerhart Hanson, Jr.
 - Park: Tracy Jones
 - Cemetery: _____
 - City Hall/Clerk's Office: Tracy Jones
 - Fire Department: _____
 - First Response: _____
 - Police Department: _____
 - Wastewater: Tracy Jones
 - Library/Library Board Member: _____
 - Emily Waters: Mary Eppen
 - Maintenance/Safety: Gerhart Hanson, Jr.
 - Combination of Fire/1st Response Services: _____ and Mary Eppen

- Emily Mine: Tracy Jones and
- ATV Trails: Gerhart Hanson, Jr. and Mary Eppen
- Ordinance Review: Tracy Jones and Mary Eppen
- ~~Commercial Expansion~~ Land Use Ordinance Review: Gerhart Hanson, Jr. and _____ with Planning Commission members David Johnson and representative

9. The Council shall be members of the following authorities and committees and comply with Open Meeting Law:

- Economic Development Authority (EDA): Full Council and City Clerk
- Budget Committee: Full Council and City Clerk
- Personnel Committee: Tracy Jones and Gerhart Hanson, Jr. with alternate _____
- Road Committee: Tracy Jones and Gerhart Hanson, Jr. with Brian Foster, Maintenance

10. Members of the Wastewater Committee are the Council Liaison, Roger Brekken, Dave Johnson, and Deputy Clerk Amy Prokott.

11. The two Municipal Trustees of the Emily Firemen's Relief Association are designated as Councilmember Mary Eppen and City Clerk/Treasurer Cari Johnson.

12. The City Housing Official shall be Sadusky Renovations.

13. The SSTS Inspector shall be Greg Kossan.

passed by a majority vote of the City of Emily Council this 10th day of January, 2023.

Tracy Jones, Mayor

ATTEST:

Cari Johnson, MCMC
City Clerk/Treasurer

RESOLUTION NO. 23-02

A RESOLUTION DESIGNATING A DEPOSITORY FOR CITY FUNDS

SECTION 1. RESOLVED, That the Pine River State Bank is hereby designated as a depository for the funds of the City of Emily. The city treasurer is authorized to deposit city funds therein to the amount of Two Million Dollars (\$2,000,000.00).

SECTION 2. RESOLVES ALSO, That the City's account with Pershing Wealth Solutions BNY Mellon is hereby designated as a custodial investment account for the invested funds of the City of Emily. The city treasurer is authorized to invest city funds therein to the amount of Two Million Dollars (\$2,000,000.00).

SECTION 3. RESOLVED ALSO, That before any deposits are made that exceed the amount that is guaranteed by the Federal Deposit Insurance Corporation (FDIC), the depository must supply to the city a corporate surety bond in the amount of at least 10 percent more than the amount on deposit at the depository's cutoff hour. The bond is subject to the approval of the city council. The surety bond must be conditioned to repay the above amount or any part thereof upon proper demand therefore and to perform such other duties in connection with the deposit as the council may require.

SECTION 4. RESOLVED FURTHER, That, in lieu of the above bond, the depository may furnish collateral in the manner and to the extent permitted by law. All such collateral must be approved by the council and accompanied by a written assignment providing that, upon default, the financial institution shall release to the city on demand, free of exchange or any other charges, the collateral pledged.

SECTION 5. RESOLVED FURTHER, All collateral must be placed in safekeeping in a restricted account at either a Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution that is furnishing the collateral. The selection must be approved by the city council.

In case of default upon the part of the depository, the council of the city shall have full power and authority to sell such collateral or as much as may be necessary to realize the full amount due the city over such federal guarantee.

This designation is effective until January 9, 2024.

Passed by the City Council of Emily, Minnesota this 10th day of January, 2023.

Attest:

Tracy Jones, Mayor

Cari Johnson, MCMC, City Clerk/Treasurer

RESOLUTION NO. 23-03

**A RESOLUTION APPROVING PINE RIVER STATE BANK AND
TD AMERITRADE INSTITUTIONAL ACCOUNT(S) SIGNERS**

WHEREAS, signers need to be designated for the City of Emily's Pine River State Bank account(s) and Pershing Wealth Solutions BNY Mellon account(s).

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EMILY, MINNESOTA that the following are designated as approved signers of the City of Emily's Pine River State Bank account(s):

Cari Johnson, City Clerk/Treasurer

Tracy Jones, Mayor

Gerhart Hanson, Jr., Acting Mayor

_____, Alternate Council Member

Amy Prokott, Deputy Clerk

BE IT FURTHER RESOLVED that the following are designated as approved signers of the City of Emily's Pershing Wealth Solutions BNY Mellon account(s):

Tracy Jones, Mayor

Gerhart Hanson, Jr., Acting Mayor

Cari Johnson, City Clerk/Treasurer

Passed by the City Council of Emily, Minnesota this 10th day of January, 2023.

Tracy Jones, Mayor

Attested:

Cari Johnson, MCMC, City Clerk/Treasurer

Investment Portfolio Pledged Securities

PINE RIVER STATE BANK
PINE RIVER, MN

InTrader (pledged)
Last : 11/30/2022
As-of: 12/31/2022
1406 101213

Sec ID	Ticket	Security Description Line 1	Security Description Line 2	Safekeeping Agent	Rate	Maturity	Grp	Original Face S & P	Par/Curr Face Moody	Priced	Book Value	
Loc										Pledged	Market Value	
PLEGDED TO: j06 CITY OF EMILY												
91282CCL3		US TREASURY NOTE		UNITED BANKERS BANK				248,000.00 AA+		12/28/2022	245,640.10	
UBB 166013835				.375 07/15/2024			010	248,000.00 Aaa		07/07/2022	232,412.70	
3130APNH4		FED HOME LOAN BANK		UNITED BANKERS BANK				100,000.00 AA+		12/28/2022	100,000.00	
UBB 216060667		QTRLY CALLABLE 2/18/22		1.2 11/18/2025			100	100,000.00 Aaa		05/24/2022	91,012.80	
3130AQT37		FED HOME LOAN BANK		UNITED BANKERS BANK				122,000.00 AA+		12/28/2022	122,000.00	
UBB 216062427		ONE TIME CALLABLE 2/28/23		1.5 02/28/2025			100	122,000.00 Aaa		05/24/2022	113,952.51	
3130AQT37		FED HOME LOAN BANK		UNITED BANKERS BANK				48,000.00 AA+		12/28/2022	48,000.00	
UBB 216062427		ONE TIME CALLABLE 2/28/23		1.5 02/28/2025			100	48,000.00 Aaa		05/24/2022	44,833.78	
169894AS1		CHIPPEWA VALLEY BANK CD		UNITED BANKERS BANK				200,000.00			200,000.00	
UBB 166011812		FDIC INSURED CERT 12322		.6 06/24/2025			400	200,000.00		10/14/2020	200,000.00	
20056QTH6		COMMERCE BANK CD		UNITED BANKERS BANK				200,000.00			200,000.00	
UBB 166011821		FDIC INSURED CERT 10212		.5 06/30/2025			400	200,000.00		01/26/2021	200,000.00	
201282JD3		COMMERCIAL BK CD		UNITED BANKERS BANK				150,000.00			150,000.00	
UBB 166011485		FDIC INSURED CERT 18584		1.7 07/31/2023			400	150,000.00		02/25/2020	150,000.00	
TOTAL FOR PLEDGE ID j06												
Pledged: 7				Orig Face: 1,068,000.00				Current Face: 1,068,000.00				Market: 1,032,211.79
											Book: 1,065,640.10	



Sales: 800-558-6875
Operations: 800-558-6876



IRS issues standard mileage rates for 2023; business use increases 3 cents per mile

IR-2022-234, December 29, 2022

WASHINGTON — The Internal Revenue Service today issued the 2023 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes.

Beginning on January 1, 2023, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 55.5 cents per mile driven for business use, up 3 cents from the midyear increase setting the rate for the second half of 2022.
- 22 cents per mile driven for medical or moving purposes for qualified active-duty members of the Armed Forces, consistent with the increased midyear rate set for the second half of 2022.
- 14 cents per mile driven in service of charitable organizations; the rate is set by statute and remains unchanged from 2022.

These rates apply to electric and hybrid-electric automobiles, as well as gasoline and diesel-powered vehicles.

The standard mileage rate for business use is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes is based on the variable costs.

It is important to note that under the Tax Cuts and Jobs Act, taxpayers cannot claim a miscellaneous itemized deduction for unreimbursed employee travel expenses. Taxpayers also cannot claim a deduction for moving expenses, unless they are members of the Armed Forces on active duty moving under orders to a permanent change of station. For more details see [Moving Expenses for Members of the Armed Forces](#).

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

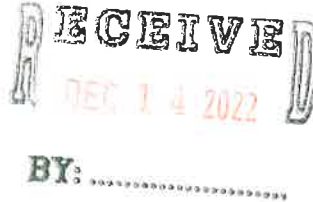
Taxpayers can use the standard mileage rate but generally must opt to use it in the first year the car is available for business use. Then, in later years, they can choose either the standard mileage rate or actual expenses. Leased vehicles must use the standard mileage rate method for the entire lease period (including renewals) if the standard mileage rate is chosen.

Notice 2023-03 [PDF](#) contains the optional 2023 standard mileage rates, as well as the maximum automobile cost used to calculate the allowance under a fixed and variable rate (FAVR) plan. In addition, the notice provides the maximum fair market value of employer-provided automobiles first made available to employees for personal use in calendar year 2023 for which employers may use the fleet-average valuation rule in or the vehicle cents-per-mile valuation rule.

Page Last Reviewed or Updated: 29-Dec-2022

Debt Service Statement**City of Emily**

39811 State Highway 6
PO Box 68
Emily, MN 56447-0068



Statement #: 75432
Statement Date: December 14, 2022

BY:

RE: \$930,000.00 General Obligation Capital Improvement Plan and Improvement Refunding Bonds, Series 2012A

<u>Debt Service Date</u>	<u>CUSIP</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Due</u>
02-01-2023	291254BV1	\$40,000.00	\$3,237.50	\$43,237.50

Payment Instructions**WIRES due by January 31, 2023**

Wells Fargo Bank, San Francisco, CA
ABA #: 121000248
BNF: BTSC Paying Agent Account
Account #: 4126695238
Ref: 38035

CHECKS due by January 25, 2023

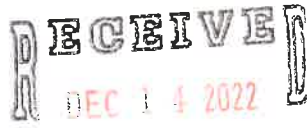
Make check payable to:
Bond Trust Services Corporation
Ref: 38035
Send to:
Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:
Accounts Receivable, (651) 209-1010

303-47110-601
303-47210-611

40,000.00
3,237.50

**For your convenience, multiple Statements/Invoices may be combined in one payment.
Thank you for your business!**



Paying Agent Fee Invoice

BY:

City of Emily
39811 State Highway 6
PO Box 68
Emily, MN 56447-0068

Invoice #: 76649
Invoice Date: 12/14/2022

Re: \$930,000.00 General Obligation Capital Improvement Plan and Improvement Refunding Bonds, Series 2012A

Due Date: 2/1/2023

Paying Agent Fee: \$475.00

Term Bond Fee: \$100.00

Total Amount Due: \$575.00

Payment Instructions

Terms: Upon Receipt

Make check payable to:

Bond Trust Services Corporation

Ref: 76649-PA

Send to:

Bond Trust Services Corporation

Attn: Accounts Receivable

3060 Centre Pointe Drive, Suite 110

Roseville, MN 55113-1105

Please direct any questions to:

Accounts Receivable, (651) 209-1010

303-47501-620

Debt Service Statement

WIRES due by January 31, 2023
CHECKS due by January 25, 2023

City of Emily

39811 State Highway 6
PO Box 68
Emily, MN 56447-0068

RECEIVED
DEC 14 2022

BY:

Statement #: 75434
Statement Date: December 14,
2022

RE: \$540,000.00 General Obligation Permanent Improvement Revolving Fund Bonds, Series 2014A

<u>Debt Service Date</u>	<u>CUSIP</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Due</u>
02-01-2023	291254DG2	\$35,000.00	\$4,331.25	\$39,331.25

Payment Instructions**WIRES due by January 31, 2023**

Wells Fargo Bank, San Francisco, CA
ABA #: 121000248
BNF: BTSC Paying Agent Account
Account #: 4126695238
Ref: 327521

CHECKS due by January 25, 2023

Make check payable to:
Bond Trust Services Corporation
Ref: 327521
Send to:
Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:
Accounts Receivable, (651) 209-1010

304-47110-601

304-47210-611

35,000.00

4,331.25

For your convenience, multiple Statements/Invoices may be combined in one payment.

Thank you for your business!

Debt Service StatementWIRES due by January 31, 2023CHECKS due by January 25, 2023

City of Emily
39811 State Highway 6
PO Box 68
Emily, MN 56447-0068



Statement #: 75433
Statement Date: December 14,
2022

BY:

RE: \$1,505,000.00 General Obligation Sewer Revenue Refunding Bonds, Series 2013A

<u>Debt Service Date</u>	<u>CUSIP</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Due</u>
02-01-2023	291254CK4	\$60,000.00	\$13,691.25	\$73,691.25

Payment Instructions**WIRES due by January 31, 2023**

Wells Fargo Bank, San Francisco, CA
ABA #: 121000248
BNF: BTSC Paying Agent Account
Account #: 4126695238
Ref: 38889

CHECKS due by January 25, 2023

Make check payable to:
Bond Trust Services Corporation
Ref: 38889
Send to:
Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:
Accounts Receivable, (651) 209-1010

602-47110-601 60,000.00
602-47210-611 13,691.25

For your convenience, multiple Statements/Invoices may be combined in one payment.**Thank you for your business!**



PRESS RELEASE

FOR IMMEDIATE RELEASE

Date: January 4, 2023

Contact: Jake Frie

Phone: (218) 824-1010

CROW WING COUNTY SEEKS PUBLIC COMMENT ON LAND USE ORDINANCE REVISIONS

The Crow Wing County Land Services Department is requesting public comment on proposed revisions to the County Land Use Ordinance. The ordinance revisions and supporting information can be viewed on the County website at www.crowwing.us/ordinance. Written comments on the proposed changes will be accepted until February 5, 2023, at 5:00pm, and may be submitted to the Land Services Department at landservices@crowwing.us or mailed to 322 Laurel Street, Suite 15 Brainerd, MN 56401, attn.: "Ordinance".

A public hearing for the proposed revisions to the Land Use Ordinance is set for March 16, 2023, before the Crow Wing County Planning Commission. The Planning Commission will make a recommendation on the proposed ordinance revisions to the County Board of Commissioners for final review at a regularly scheduled meeting on March 28, 2023.

These are the Articles in the Land Use Ordinance that are being revised and are listed below:

- Article 9 (Subdivision):
 - Allow winter agreements for septic site suitabilities and wetland delineations for proposed subdivisions of land.
- Table 10.3 (Land Use Tables)
 - Proposal to add "non-commercial storage buildings" – as defined in Article 46.331, as an allowed use in all land use zoning districts.
 - Proposal to require alternative access lots to obtain a conditional use permit (CUP) in non-commercial land use zoning districts.
- Article 11 (Shoreland District):
 - Proposal to require a Shoreland alteration permit for the installation of riprap
 - Proposal to require alternative access lots to obtain a conditional use permit (CUP) and meet minimum Land Use standards as part of the application process.
 - Proposal to amend the pools/hot tubs section to be clearer about what requires a permit and when and where.
- Article 18 (Boardwalks and Bridges):
 - Proposal to reduce the width of a boardwalk to 6 feet (from 8) and require other new standards.
- Article 19 (Addressing and Street Name Signs)
 - Proposal to incorporate the existing "Crow Wing County Coordinate Datum Based Unincorporated Addressing and Sign Ordinance" into the existing Land Use Ordinance. Then, repeal the existing stand-alone addressing and sign ordinance.
- Article 41 (Stormwater management)
 - Proposal to revise the impervious coverage maximum standards related to conservation developments
- Article 43 (Tower facilities)
 - Proposal to clarify and add specific items/projects that constitute "maintenance" and therefore do not require a permit application.

Our Vision: Being Minnesota's favorite place.

Our Mission: Serve well. Deliver value. Drive results.

Our Values: Be responsible. Treat people right. Build a better future.

- Article 46 (Definitions)
 - Proposal to add the following definitions:
 - Boardwalk
 - Dock
 - Rip rap
 - Non-commercial storage buildings

The Land Services Department is committed to providing excellent customer service while helping landowners make wise choices that protect Crow Wing County's extraordinary natural resources. Citizens are encouraged to contact the Land Services Office at (218) 824-1010 or landservices@crowwing.us to discuss land use activities. Crow Wing County information and resources can be found at www.crowwing.us.

Land Services Department

322 Laurel Street, Suite 15
Brainerd, MN 56401

Office: (218) 824-1010
Fax: (218) 824-1126
www.crowwing.us



MEMORANDUM

Land Services Department

TO: County Commissioners
Crow Wing County Administrator
Crow Wing County Senior Management
Crow Wing County Planning Commission/Board of Adjustment
Townships, Crow Wing County
Municipalities, Crow Wing County
Cass County Environmental Services
Aitkin County Planning and Zoning
Morrison County Planning and Zoning
MN Department of Natural Resources
Minnesota Pollution Control Agency
Mississippi Headwaters Board
Crow Wing Soil & Water Conservation District
Lake Associations and Lake Improvement Districts
Land Services Staff
Assistant County Attorney
Rupp, Anderson, Squires & Waldspurger, P.A.
Hometown Planning

FROM: Jake Frie, Environmental Services Supervisor – Crow Wing County Land Services Department

DATE: January 5, 2023

SUBJECT: Proposed Revisions to the Crow Wing County Land Use Ordinance

Attached for your consideration and comment are proposed revisions to the Crow Wing County Land Use Ordinance.

Please see the attached documents:

- Press release
- Summary of proposed Ordinance Revisions
- Full proposed ordinance revisions
- Study regarding the regulation of “alternative access lots”, boardwalks, and attached dock systems within the shore impact zone in the Shoreland district

Land Services will be accepting comments on the proposed revisions until February 5, 2023. Please submit comments to landservices@crowwing.us or mail them to 322 Laurel Street, Suite 15, Brainerd, MN 56401. Land Services can also be reached at (218) 824-1010 with any questions.

The Land Use Ordinance revisions will be presented at a public hearing before the Crow Wing County Planning Commission on March 16, 2023. Final action on the ordinance revisions will be held before the County Board at a regularly scheduled meeting on March 28, 2023. The information regarding revisions to the ordinance is also available at the Crow Wing County Website at www.crowwing.us/ordinance.

Our Vision: Being Minnesota's favorite place.

Our Mission: Serve well. Deliver value. Drive results.

Our Values: Be responsible. Treat people right. Build a better future.



Clasen & Schiesl CPAs, Ltd.

PO Box 90, Pequot Lakes, MN 56472

(218) 568-5242 Fax (218) 568-8680

Visit us at lakesareacpas.com

December 22, 2022

The Honorable Mayor and the Members of the City Council
City of Emily
PO Box 68
Emily, MN 56447

We are engaged to audit the financial statements of each major fund and the aggregate remaining fund information of the City of Emily, Minnesota, (the City) for the year ended December 31, 2022. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated November 29, 2022, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with the *City Audited Financial Statements for Cities under 2,500 Population Reporting on the Regulatory Basis of Accounting* as prescribed by the Office of the State Auditor, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your responsibilities.

We have not been engaged to report on the introductory and supplementary information sections, which accompany the financial statements but are not required supplementary information (RSI). Our responsibility with respect to this other information in documents containing the audited financial statements and auditor's report does not extend beyond the financial information identified in the report. We have no responsibility for determining whether this other information is properly stated. This other information will not be audited and we will not express an opinion or provide any assurance on it.

Planned Scope, Timing of the Audit, Significant Risks, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

The Honorable Mayor and the Members of the City Council
City of Emily
December 22, 2022
Page 2

We have identified the following significant risks of material misstatement as part of our audit planning:

- Threat of Management Override
- Lack of Segregation of Duties
- Threat of Improper Revenue Recognition

We expect to begin our audit in June or July 2023 and issue our report at a time acceptable to both parties. Susan Schiessl, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of the City Council and the City's management and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Clasen & Schiessl CPAs, Ltd.

Clasen & Schiessl CPAs, Ltd.
Consultants & Accountants

