

City of Emily

AGENDA

Tuesday, April 11, 2023

6:00 p.m. CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Presentation of Plaque to Donna Jones in Appreciation of 10 Years of Service to the City

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

APPROVE AGENDA *(Council action – motion)*

CONSENT AGENDA: One motion to approve:

- MINUTES: March 10, 2023 Emergency Council Meeting
March 14, 2023 Council Meeting
March 20, 2023 Emergency Council Meeting
March 29, 2023 Special Council Meeting
- FINANCIAL REPORT: March Checking Beginning Balance \$838,760.23, Ending Balance \$775,425.73
- RECEIPTS: General \$122,152.57, Sewer \$3,937.80, Total \$126,090.37
- CLAIMS FOR APPROVAL: \$174,368.90 for Pine River State Bank Checks #60337 to #60393 and automatic withdrawals #330683 to #330690
- INVESTMENTS (Market Value): \$377,412.05
- TOTAL CHECKING/INVESTMENTS: \$1,152,837.78

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

SPEAKERS: 6:10 p.m. Leo Offerman, Ross Lake Township, re: fire protection contract rate
6:15 p.m. Wayne Dosh, Crow Wing County, re: bridge reports

FIRE DEPARTMENT

- Proposed fire protection contract rate increase from 2.6004% to 3.14174% and first response coverage contract rate decrease from 1.27802% to .67776%, for a total rate decrease from 3.87842% to 3.8195% and alternative options. *(Council action – motion)*
- Resignation of Kevin Fail from the Emily Volunteer Fire Department, effective March 28, 2023, with no required training reimbursement. *(Council action – motion)*

FIRST RESPONSE UNIT

- Resignation of Kira Floisand from the Emily First Response Unit, effective March 28, 2023, with required training reimbursement of \$600. *(Council action – motion)*

POLICE DEPARTMENT

- Temporary deactivation status of Emily Police Department. *(Information)*

WASTEWATER

- Options for delinquent sewer bill of \$357.86 for property owner that has moved out of the City, including submission to City Attorney for conciliation court claim or adjustment of delinquent charges. *(Council action – motion)*

PLANNING & ZONING

- Sourcewell Shared Services Agreement for Community Development Services for Zoning Administrator services at a rate of \$55 per hour with a minimum of 2 hours for onsite meetings and visits and a minimum of 2 hours and drivetime for onsite meetings after 5 p.m. *(Council action – motion)*

- Planning Commission application from Faye Hughes for Alternate position for a 4 year term through December 31, 2026. *(Council action – motion)*

ATTORNEY

- Update on collection process for unpaid sewer bill of \$1,333.81 and Invoice 2020-06 for \$1,118. *(information)*

ROADS

- Bridge reports and bridge maintenance report. *(information)*
- Annual request for quotes for calcium chloride application on unpaved roads. *(Council action – motion)*
- Striping of public parking lots and/or curbs and striping of tennis court for pickleball. *(information)*
- MnDOT progress on resolution of 2019 State Highway 6 road construction project issues. *(information)*

MAINTENANCE

- Northern Lakes Building & Renovations quote for replacement of the salt shed roof for \$17,500 and repair of Downtown City Park pavilion roof for \$4,000 for a total of \$21,500, with 50% down, 25% after framing, and 25% after completion. Additional quotes were requested but not received. *(Council action – motion)*

CITY HALL

CEMETERY

PARKS

- Park Commission recommendation to appoint Kale Jones to the Park Commission for a 3 year term of April 12, 2023 to December 31, 2025. *(Council action – motion)*
- Portable toilet rental quote from Al's Sewer Service for three units for the City Park, City Hall, and Ballfield Park for **\$127 each per month with extra charge for cleaning if the units are vandalized.** *(Council action – motion)*

LIBRARY

PERSONNEL

- Hiring of two part-time Seasonal Maintenance Workers for up to 32 hours per week per recommendation of Personnel Committee with wage of \$15.50 per hour and start date of May 1, 2023 pending preemployment screenings and background check as per drafted Job Offer letters. *(Council action – motion)*
- Council Member attendance of LMC Annual Conference from June 21-23 at the Duluth Entertainment Convention Center for \$275 per person with up to \$500 for 2 nights hotel and reimbursement of mileage and meals. *(Council action – motion)*
- Council attendance of Managing Difficult Conversations with Colleagues and Constituents free training on Wednesday, May 24 at Sourcewell in Staples, MN with reimbursement of mileage and meals. *(Council action – motion)*
- Attendance of US EDA Webinar on MN Disaster Declaration presentation to provide information about funding that has become available due to the declarations, examples of projects, etc. on Thursday, April 27 at 3 p.m. for free. *(Council action – motion)*

EMILY WATERS

- Emily Waters Committee recommendation regarding Emily Lakes and Rivers Protection Fund Appropriations Applications (budget of \$14,500): *(Council action – motion)*
 - Roosevelt and Lawrence Area Lake Association for surveying and treating for invasive species on Roosevelt Lake: \$4,833.
 - Ruth Lake Improvement District for Eurasian Watermilfoil remediation on Ruth Lake, including survey and treatment: \$4,833.
 - Emily Lakes and River Association for inspection and control of Eurasian Water Milfoil in Emily and Mary Lakes and the Little Pine River between Mary and Emily Lakes: \$4,833.

ECONOMIC DEV. (EDA)

CODIFICATION

UNFINISHED BUSINESS:

- North Star Manganese update. *(Information)*
- 2023 Clean Up Day. *(Council action – motion)*
- Update regarding proposed County Beach on Little Emily Lake. *(Information)*

NEW BUSINESS:

- Resolution 23-13 Approving a Lawful Gambling Permit for the Outing Gun Club to hold a raffle drawing at The Log Cabin on Saturday, November 4, 2023 with no waiting period. *(Council action – motion)*
- Resolution 23-14 Accepting Donation to the City of a bench from the Bags to Benches Program for the City Park from the Lakers Lions. *(Council action – motion)*
- Resolution 23-12 for Submission of Community Impact Funds Grant Application to Sourcewell to apply for a grant for purchase of audio system equipment for the Council Chambers in 2023. *(Council action – motion)*

CORRESPONDENCE:

- ✓ State Auditor re: approval of audit extension due date to May 15, 2023. *(Information)*
- ✓ Crow Wing County re: final property tax calculations for 2023. *(Information)*
- ✓ Crow Wing County Historical Society re: thank you for donation. *(Information)*

Scheduled Upcoming Meetings:

- Schedule a Special Council Meeting with Crow Wing Soil and Water Conservation District regarding Feasibility Study for resolution of South Bay Drive water runoff issue with a few possible dates and times.

ADJOURN



March 15, 2023

City of Emily
Cari Johnson, Clerk
P.O. Box 68
Emily, Minnesota 56447

Re: Bridge Maintenance

Dear Cari Johnson,

Bridges represent a considerable investment and as such to get the maximum life out of a bridge they require periodic maintenance. The current funding levels are not adequate to replace all bridges in need of replacement, as a result there is a need to make existing bridges last longer. Often a little preventative maintenance can add 20 or more years of life to a bridge.

Deficiencies and Potential repairs for Bridge Number L2877
(Roosevelt Drive over Crooked Creek).

- As annual maintenance every spring flush the deck, top of the abutments and bridge beams to remove any salt, sand left from winter snow removal operations.
- The wooden portion of the south wingwalls are shifting, they need to be stabilized. The southwest wingwall has a large boulder exposed holding back fill. These wingwalls serve to protect the in-slopes of the bridge.
- The bituminous surfacing over the deck and approaches are deteriorating. Patch and seal the deck as needed. This would help to reduce earth pressures against the abutments by keeping the road runoff from penetrating to the subgrade and slow the deterioration of the interior bridge steel.
- Repair the broken lower wooden railing at the SW corner of the bridge.
- Remove the large tree that is across the NW wingwall and channel.
- There is flaking rust present on the lower webs and top of the lower flanges of the bridge beams. There is measureable section loss on 2 of the interior beams. This deterioration has resulted in the NBI rating for the superstructure of the bridge to be dropped from a 5, "Fair Condition, initial section loss" to a 4, "Poor Condition, significant section loss".
- Reminder, it is the city's responsibility to monitor this bridge at times of high water and to notify this office when the water level reaches a point above the mark on the monitoring sign so that the water level can be recorded and the bridge cleared of any potential damage inflicted by the high water event.



Timothy V. Bray
County Engineer
Highway Department
16589 County Road 142
Brainerd, MN 56401

Office: (218) 824-1110
Fax: (218) 824-1111
www.crowwing.us

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.



- This bridge is load posted, is considered structurally deficient, and has a Local Planning Index (LPI) of 42. Bridge L2877 is on the county's priority list for replacement. This office supports the advancement of planning and the replacement of this structure.
- The inspection frequency will increase to 12 month cycle.

Deficiencies and potential repairs for Bridge Number L2878 (Dam Rd. over Little Pine River.).

- Clean the bridge seats of dirt and debris. Dirt holds moisture and will speed the rusting of the bridge beams. There is some flaking rust present in the bridge beams and is limited to about 2 feet of the ends of each beam over the abutments and pier. Cleaning and scraping the bridge beams of the flaking rust will slow the deterioration of the bridge beams but may again require permits and it would be up to the city and their engineer to obtain said permits. At a minimum, the scraping and cleaning would have to be done in such a way as to minimize material from entering the river.
- There is minor erosion around the SW and SE wingwalls.
- Remove any trees and/or brush growing around the abutments to prevent any potential damages from root growth later. For timber elements, trees and brush increase the presence of moisture and moisture increases the potential for rot and insect damage.
- Reminder, it is the city's responsibility to monitor this bridge at times of high water and to notify this office when the water level reaches a point above the mark on the monitoring sign so that the water



level can be recorded and the bridge cleared of any potential damage inflicted by the high water event. The sign needs to be kept clear of any brush or debris.

- This bridge is on a 2-year inspection cycle.

Routine Maintenance and potential repairs for Bridge Number 18515 (South Shore Drive over Little Pine River.).

- Repair the SE guardrail terminal. The impact head is not properly seated on the plate beam railing. The bolts at the base of the post need to be loosened and the upper part of the post tipped toward the bridge and then retighten all of the bolts.
- There is a minor washout under the guardrail just to the west of the bridge.
- The bituminous surfacing is showing its age. Rubber seal any cracks in the bituminous surface that are over and within 25' of the structure.



- Seal the shoulders (pave) directly over the culvert and shape the shoulders on both sides of the structure so that they shed as much runoff as possible before the runoff reaches the structure.
- During past inspections it has been noted that there is infiltration (sand leaking through the bebo joints) at the joint between the wingwall and spandrel wall connections. Also, during past inspections, small sink holes have been found at the shoulder of the road over the culvert, but no sink holes were found during the 2022 inspection. City maintenance forces need to be made aware of the potential of sink holes developing and impacting the driving surface. City crews should closely monitor this river crossing. It may be necessary to probe the shoulder as vegetation can hide them. Please make this office aware of larger holes should any develop.
- This bridge is on a 2-year inspection cycle.

Since bridges represent a considerable investment of taxpayer dollars, you are encouraged to conduct an on-site review of your bridges to confirm existing conditions and take appropriate action. This office is available to provide advice as to maintenance procedures and answer any questions related to bridges. You may contact the following: Wayne Dosh, Senior Engineering Technician and Certified Bridge Inspector; Rob Hall, Assistant County Highway Engineer; and Tim Bray, County Highway Engineer.

Sincerely,

Timothy Bray P.E.
County Highway Engineer

By: Wayne Dosh
Wayne Dosh Senior Engineering Technician

Bridge Location and Description

Hwy. No. MUN 45 (Roosevelt Drive) Over Under Crooked Creek **Bridge No.** L2877
 Year Built 1960 Year Remodeled 1992 Replaces Br. _____
 Bridge Type 301 - Steel Beam Span County Crow Wing Ref. Pt. _____
 Description 1 span, no skew, 19'-4" roadway, 3" timber plank deck, no curbs, metal tube posts with 2 lines of timber railing on each side of the bridge
 Location 1.7 mi. W. of Jct. T.H. 6, about 3 miles N.W. of Emily

Data for Basis of Report (Check all that apply)

- Bridge Inventory File
- Previous Bridge Rating and Load Posting Report
- Bridge Plans
 - New
 - Overlay
 - Repair/Reconstruction New superstructure components
 - Other Dead Load Modifications
- Bridge Inspected by LHB, Inc. Date 08/31/2020
- Damaged Component _____
- Deteriorated Component Top flange of fascia beam includes estimated 5% (~1/32") loss of section.

NBI Condition Ratings

Deck 6
 Superstructure 5
 Substructure 5
 Culvert N
 HCA DT 2

Types of Analysis:

- Manual
- AASHTOWare BrR, V. 6.8.3.3
- Computer*
- Other*

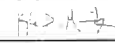
Method of Rating (Check appropriate box)

- Load Factor (LFR)
 - Allowable Stress (ASR)
 - Load & Resistance Factor (LRFR)
 - Field Eval./Doc. Engineering Judgment
 - Assigned LFR
 - Assigned LRFR
 - Load Testing
- Design Load Unknown
 Design Method Unknown

Summary of Rating and Load Posting Analysis

Load Posting		Required <input checked="" type="checkbox"/> Not Required <input type="checkbox"/>			Bridge Rating	
Sign	TONS			Inventory	Operating	
R12-1a <input type="checkbox"/>				HS <input type="checkbox"/>	HS <input type="checkbox"/>	
R12-5a <input type="checkbox"/>				RF <input checked="" type="checkbox"/> 0.51	RF <input checked="" type="checkbox"/> 0.66	
R12-5 <input checked="" type="checkbox"/>	24	40	40			
	M3	M3S2-40	M3S3-40			
R12-X11 <input type="checkbox"/>		45				
R11-2a <input type="checkbox"/>	BRIDGE CLOSED			A <input checked="" type="checkbox"/>	B <input checked="" type="checkbox"/> C <input checked="" type="checkbox"/>	

I hereby certify that this report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

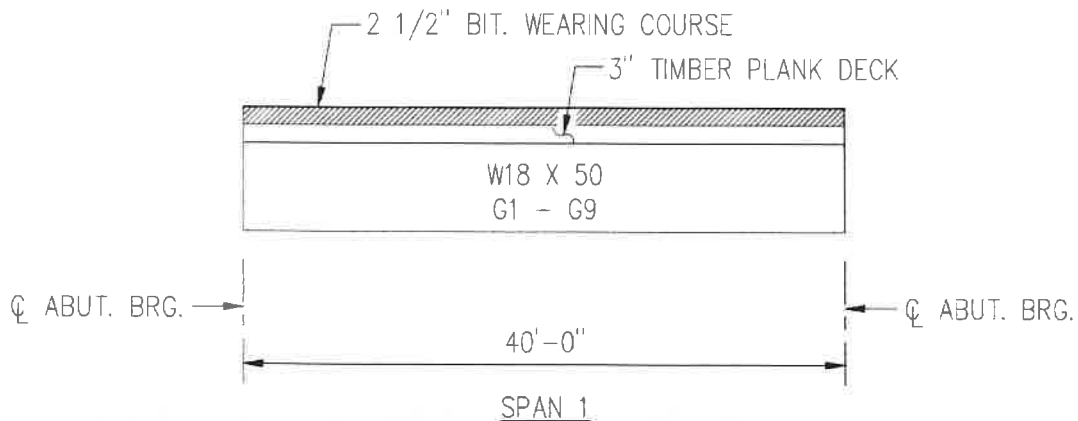
Signature:  Digitally signed by Kyle D. Marynik Date: 2020.09.30 14:54:11-05'00' Date: 09/30/2020
 (Typed or Printed) Name: Kyle D. Marynik License No. 54802
 (Typed or Printed) Employed by (Agency/ Firm): LHB, Inc.

My signature below indicates that I have read and fully agreed with the load rating report.

Program Administrator's Signature: Timothy Bray Digitally signed by Timothy Bray Date: 2020.10.01 13:05:55 -05'00' Date: 10/01/2020

Bridge Type 301 - Steel Beam Span
 Rating Method LRFR
 Roadway Width 19'-4"
 Curved Tapered
 Beam Spacing 1'-10 1/2"
 Live Load Distribution Factor
 Single 0.3104 Multiple N/A
 Finite/Grid Element Analysis

Bridge No. L2877
 Design Load: Unknown
 Inventory Rating: RF - 0.51
 Operating Rating: RF - 0.66
 Rated RAM Checked KDM
 Date 09/04/2020
 Sheet 2 of 3



BEAM ELEVATION ¹

Show span lengths, structure/beam depths.

Truck	Rating Factor	Span/ Pier	Location	Limit State ²	Notes/Comments
HL-93 Inventory	0.51	1	1.5	Ultimate Moment	Fascia Girder (G1) controls.
HL-93 Operating	0.66	1	1.5	Ultimate Moment	Fascia Girder (G1) controls.
M3	1.00	1	1.5	Ultimate Moment	Fascia Girder (G1) controls.
M3S2-40	1.08	1	1.5	Ultimate Moment	Fascia Girder (G1) controls.
M3S3-40	1.07	1	1.5	Ultimate Moment	Fascia Girder (G1) controls.
SU4	0.89	1	1.5	Ultimate Moment	Fascia Girder (G1) controls.
SU5	0.84	1	1.5	Ultimate Moment	Fascia Girder (G1) controls.
SU6	0.76	1	1.5	Ultimate Moment	Fascia Girder (G1) controls.
SU7	0.71	1	1.5	Ultimate Moment	Fascia Girder (G1) controls.
Emergency ³ Vehicles	Rating Factor	Span/ Pier	Location	Limit State ²	Notes/Comments
EV2	0.90	1	1.6	Ultimate Moment	Fascia Girder (G1) controls.
EV3	0.59	1	1.5	Ultimate Moment	Fascia Girder (G1) controls.

- 1** Elevation may be on back or another sheet if it won't fit here.
- 2** Choose from: service or ultimate; shear or moment
- 3** For information only

BRIDGE RATING DETAILS

Annual/Routine Permit	No Restriction	Straddle Two Lanes	5% Impact	Notes/Comments
	Rating Factor	Rating Factor	Rating Factor	
STD. A	N/A	N/A	N/A	
STD. B	N/A	N/A	N/A	
STD. C	N/A	N/A	N/A	
6-axle, 90k-99k	0.96	0.96	1.22	
7-axle, 97k-99k	1.01	1.01	1.27	

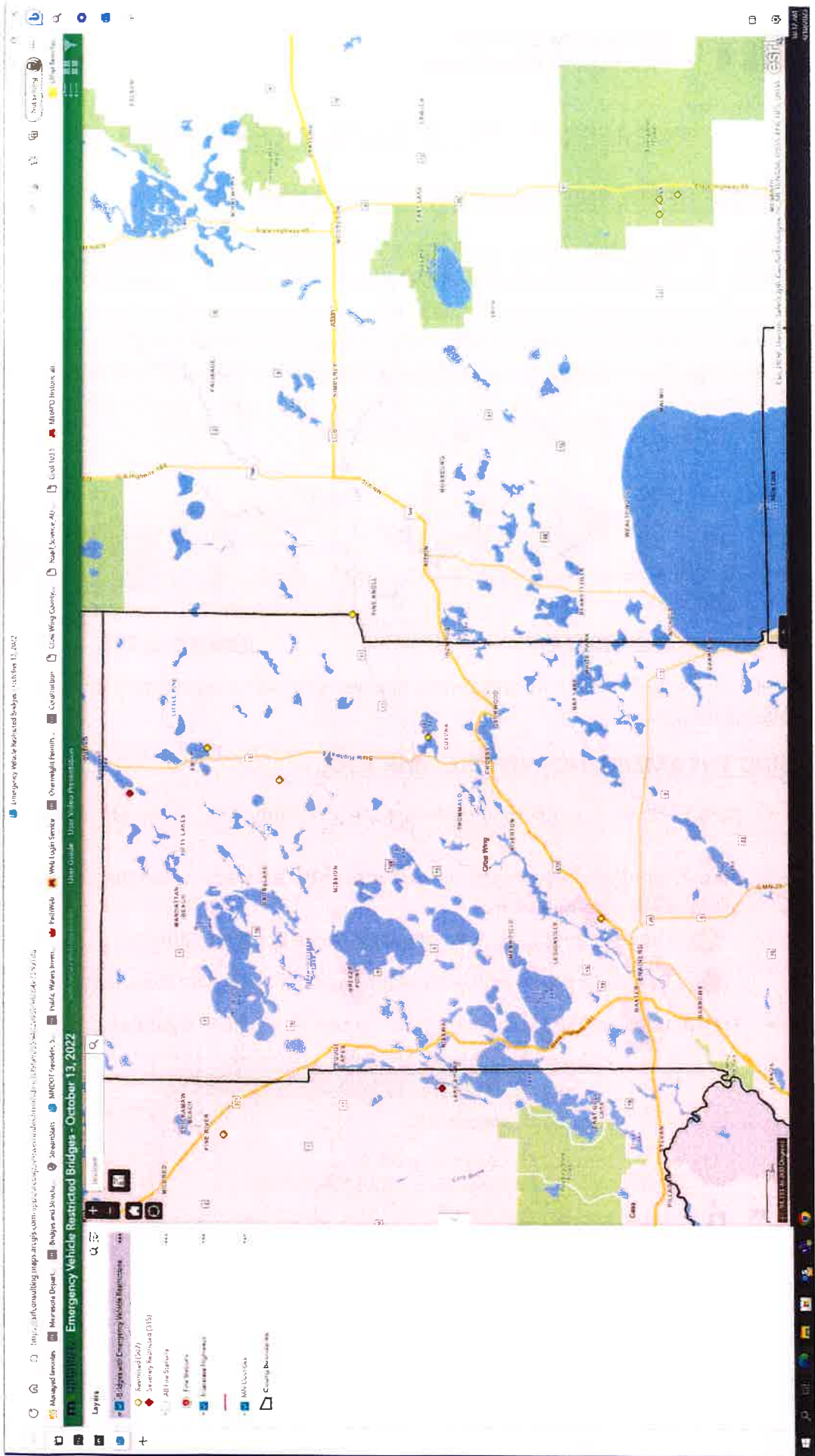
Special/Single Permit	No Restriction	Straddle Two Lanes	5% Impact	Notes/Comments
	Rating Factor	Rating Factor	Rating Factor	
P411	N/A	N/A **	N/A	
P413	N/A	N/A **	N/A	
C152b	N/A	N/A **	N/A	
C174b	N/A	N/A **	N/A	
C214b	N/A	N/A **	N/A	
C237b	N/A	N/A **	N/A	
C256b	N/A	N/A **	N/A	
C200j	N/A	N/A **	N/A	

OVERWEIGHT PERMIT RESTRICTIONS FOR LOCAL BRIDGES

Restriction Code	Restriction Description	Special/Single Permit	Annual/Routine Permit	Detailed Restriction Description	Bridge Check Operation
1	None	YES	YES	No Restriction to cross bridge	Normal
2	Straddle Two Lanes	YES	YES	Drive on the centerline between two lanes, in a manner that prevents any other vehicle from occupying a part of either lane on either side of the permit vehicle. Drive in the center of a single lane bridge.	The AASHTO "Single Lane" live load distribution is used. <i>This operation applies to all permit vehicles when performing LFR method or only to annual permit vehicles when performing LRFR method.</i>
3	Maximum speed of 10 mph	YES ①	YES ①	Drive at a speed of 10 mph or less	The impact factor is reduced from the AASHTO impact to 5%
X	DENIED	YES	YES	The overweight permit vehicle is NOT ALLOWED on this bridge	Used when requirements for restriction 1 thru 3 are not met

① Not allowed where there is a posted minimum speed.

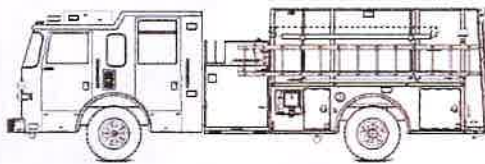
** "N/A", Does not apply when performing LRFR method, ref. AASHTO MBE Table 6A.4.5.4.2a-1



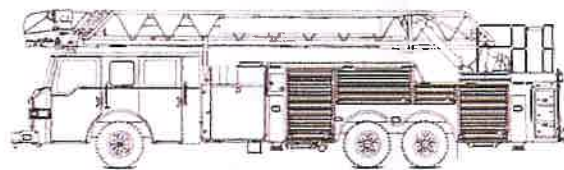
EMERGENCY VEHICLE INTERACTIVE MAP USER GUIDE

PURPOSE OF THE EMERGENCY VEHICLE MAP TOOL

In 2016, the Federal Highway Administration (FHWA) released a memorandum providing guidance on maintaining compliance with the load rating and posting requirements of the *Fixing America's Surface Transportation Act* (FAST Act), specifically as it relates to Emergency Vehicles. The purpose of this Emergency Vehicle Mapping Tool is to maintain compliance with the FAST Act. Additionally, the mapping tool is available to provide information to first responders (fire, police, ambulance, etc.) regarding bridges that may not be able to support emergency vehicles, such as single rear axle or tandem rear axle fire trucks:



Single Rear Axle

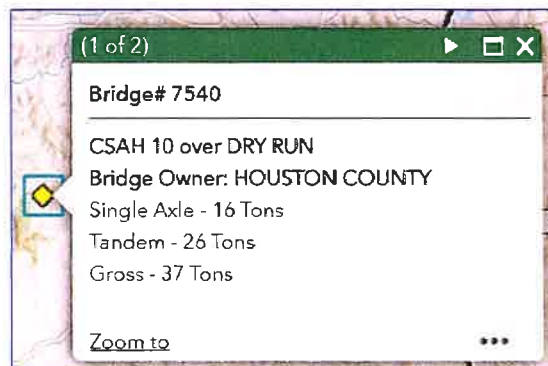


Tandem Rear Axle

It is also available for local City and County Engineers to evaluate priorities for repairing or replacing bridges.

USING THE EMERGENCY VEHICLE MAP TOOL

- **Step 1:** Zoom in on the map to the area (e.g., County, City, Route, etc.) in question.
- **Step 2:** Identify bridges with load restrictions for emergency vehicles. Restricted bridges are labeled using two icons:
 - ◆ Denotes bridges with tandem rear axle truck restrictions.
 - ◆ Denotes bridges with both single & tandem rear axle truck restrictions.
- **Step 3:** Use your cursor to click an icon to see information regarding the bridge capacity.



Minutes and Proceedings of the
City Council of the City Of Emily in the
County of Crow Wing, State of Minnesota

March 10, 2023
Emergency Meeting

THESE MINUTES ARE PARAPHRASED AND ARE NOT WRITTEN WORD FOR WORD.

The Emily City Council met for an emergency meeting on Friday, March 10, 2023 in the Council Chambers and was called to order by Mayor Tracy Jones at 1:07 p.m. Councilmembers Mary Eppen, Andrew Hemphill, and Gregory Koch were present. Councilmember Gerhart Hanson was absent. City Attorney Tom Pearson attended remotely. City Clerk/Treasurer Cari Johnson was also present.

The Pledge of Allegiance was recited.

The Emily Police Department must be temporarily deactivated because the department does not currently have an acting chief. Police officers may not work for a department without an acting chief. A possible solution of hiring an interim chief was explored, but did not work out. **COUNCILMEMBER KOCH MADE THE MOTION TO ADOPT A RESOLUTION TO TEMPORARILY DEACTIVATE THE CITY OF EMILY POLICE DEPARTMENT WHILE THIS INVESTIGATION IS PENDING. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.** City Attorney Pearson will develop a resolution consistent with the motion to be signed and forwarded to the Minnesota POST Board as required.

COUNCILMEMBER KOCH MADE THE MOTION TO RATIFY POLICE OFFICER MATTHEW HUESMANN’S LEAVE OF ABSENCE WHILE THE EMILY POLICE DEPARTMENT IS DEACTIVATED. COUNCILMEMBER EPPEN SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

The Crow Wing County Sheriff’s Department is going to provide extra coverage for the City of Emily and contracted township, Little Pine, during the deactivation of the Emily Police Department. City Attorney Pearson will develop a public safety statement to be posted at the City’s posting locations and website and to be sent to local newspapers. A statement will be added to the website tab for the Police Department as soon as possible to direct residents to contact the Sheriff’s Department. The City Hall and Police Department phone systems are separate, so work is being done to gain access to forward all Police Department calls to the Sheriff’s Department as soon as possible.

City Attorney Pearson will prepare a statement for Little Pine Township for Mayor review and approval to inform the Little Pine Town Board the Sheriff’s Department is currently providing coverage.

City department heads will be notified of the temporary deactivation and directed to contact the Sheriff’s Department.

COUNCILMEMBER KOCH MADE THE MOTION TO ADJOURN THE EMERGENCY MEETING. COUNCILMEMBER EPPEN SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED. The meeting ended at 1:25 p.m.

Respectfully submitted,

Attest:

Cari Johnson, MCMC
City Clerk/Treasurer

Tracy Jones
Mayor

Minutes and Proceedings of the City
Council of the City of Emily in the
County of Crow Wing, State of Minnesota
Including accounts audited by said Council

March 14, 2023

The Emily City Council met for a regular meeting on Tuesday, March 14, 2023 in the Council Chambers and was called to order by Mayor Tracy Jones at 6:01 p.m. Councilmembers Mary Eppen, Gerhart Hanson, Andrew Hemphill, and Gregory Koch were present. Cari Johnson, City Clerk/Treasurer, was present.

The Pledge of Allegiance was recited.

COUNCILMEMBER EPPEN MADE THE MOTION TO APPROVE THE AGENDA AS PRESENTED. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

Mayor Jones requested a motion of approval of the Consent Agenda including meeting minutes of the October 11, 2022 Council Meeting, November 9, 2022 Council Meeting, November 15, 2022 Emergency Council Meeting, November 15, 2022 Special Council Meeting, February 14, 2023 Council Meeting, and March 1, 2023 Emergency Council Meeting and the Treasurer's Report from February 2023: Checking Beginning Balance \$936,273.46 and Ending Balance \$838,760.23; Receipts to General fund \$116,100.14, Sewer fund \$6,623.46, Total \$122,723.60; and Claims for Approval: \$160,846.42 including Pine River State Bank checks #60269 to #60336 and automatic withdrawals #330673 to #330682; Investments \$376,283.50; Total Checking/Investments \$1,215,043.73. **COUNCILMEMBER KOCH MADE THE MOTION TO APPROVE THE CONSENT AGENDA. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

PUBLIC FORUM: Joe Datzman had submitted a comment regarding the proposed Crow Wing County Beach Park project on Little Emily Lake. Datzman's concerns included enforcement, stewardship of natural resources and wildlife, privacy, and lack of public input. Datzman is concerned with the effect of a public boat access on the small, undisturbed lake. Datzman requested the Council not support the proposed County Beach Park project.

Jane Davis had submitted a comment regarding the proposed County Beach Park project. Davis reported Kirk Soldner's scaled down nature oriented plan for a County Beach Park better represents the community's environment and its future. Davis reminded the Council that the intention of the Emily Lakes and Rivers Protection 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." Davis requested the Council not support the County Beach Park project as it is currently proposed.

Fred Capra had submitted a comment regarding the proposed County Beach Park project. Capra's concerns included daily garbage removal due to bears, large fluctuations in the Little Emily Lake water level, a boat landing on a small lake with threat of introduction of aquatic invasive species, fishing pressure for a small lake, and law enforcement.

Terry Usherwood commented on the proposed County Beach Park project. Usherwood's concerns included the lake is too small to handle boat traffic, the resulting fishing pressure, and the threat of aquatic invasive species; lake water level fluctuations; garbage removal; maintenance; and remote location of proposed park.

SPEAKERS: Kirk Soldner had submitted comments regarding Crow Wing County's development of a proposed Little Emily Lake Beach Park. Soldner's concerns included lack of requested public input; serious environmental impacts including destruction of a critical fish spawning area, damage to waterfowl habitat, serious shoreline impact from deforestation of the shoreline, and wake damage from boats; water contamination from runoff and water crafts; threat of aquatic invasive species; loss of existing use of unspoiled natural lake; direct conflict with State and

County conservation programs; addition of a beach and boat landing on a small, shallow lake; fluctuation of lake water level; law enforcement in secluded park; garbage/illegal dumping; and excess of developed lakes nearby. Soldner reported misconceptions are that the lake is unused and unappreciated, development will include no negative environmental impacts, and there will be minimal overhead for the park. Soldner reported the City's Comprehensive Plan survey results indicated a priority on lakes and waters, natural resources protection, land preservation and conservation, and shoreland preservation to maintain water quality and wildlife habitat. Soldner reported the proposed beach and park would directly undermine the priorities of the Comprehensive Plan and cause several environmental impacts and loss of existing use. Soldner developed an alternate natural plan with low impact enhancements for the beach which would be consistent with the Comprehensive Plan, have local support from many neighbors, and preserve the unspoiled natural area. Soldner and Capra attended the County Board meeting and provided comments on the proposed beach plan. Soldner reported the County Board realized more local engagement is needed. Soldner requested time from the County Board to develop a sustainable use proposal after consultation with stakeholders, including the City and County Land Services Department, which would include leaving Little Emily Lake undeveloped, designating carry in access points for Little Emily Lake and Papoose Lake, keeping the lakes quiet, keeping the fishery and ecosystem intact, keeping aquatic invasive species out, improving parking for access to Little Emily Lake and Papoose Lake, possibly rerouting the ATV trail away from the lake shore, and creating basic day use walking trails. Soldner reported the natural plan would not include structures to concentrate use in one spot, encourage dumping, or create overhead. Soldner requested the Council vote in opposition to the County Board's proposal as presented due to feedback and recent information and requested the Council vote in support of development of a Little Emily Lake/Papoose Lake natural area. Soldner stated the natural plan would provide much needed diversity in recreational infrastructure for low impact sustainable access to natural resources. Soldner stated he is not against the concept of beaches, boat landings, or trails, but they must be constructed in appropriate locations in a sustainable way.

The Council thanked the public for attending and providing feedback on the proposed County Beach Park. The Council has also received positive support from residents that would like to use a local beach.

FIRE DEPARTMENT: Chief Chad Genz reported the February Fire Department meeting was held with 16 members present and reported 4 fire calls. Equipment and SCBAs were checked. Fire Hall renovations completed to date include new flooring, cabinets, and appliances and the walls have been painted.

The Council discussed proposed fire protection and first response coverage contract rates. The total tax capacity of the City and townships increased significantly, the Fire Department annual budget increased significantly, and the First Response Unit budget decreased. The result is high increases for proposed contract rates. Optional incremental rate increases were provided. The Council tabled the contract rates to next month for additional research.

COUNCILMEMBER HEMPHILL MADE THE MOTION TO APPROVE PAYMENT OF \$2,518 PLUS TAX TO PROGRESSIVE FOREST PRODUCTS FOR A HUTCH FOR THE FIRE HALL MEETING ROOM RENOVATION FROM 225 FIRE EQUIPMENT FUND. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

FIRST RESPONSE UNIT: Chief Cary LeBlanc reported the First Response Unit March meeting was held with 10 members present and reported 10 medical calls in February. Chief LeBlanc reported the Hands Only CPR Class was held, there was good turnout, and the First Responders plan to hold another class during the summer. The Council thanked the First Responders for holding the class.

POLICE: Mayor Jones reported 41 ICRs in February.

Public Safety Announcement: "The City of Emily Police Department has been temporarily deactivated. During the pendency of this deactivation, the Crow Wing County Sheriff's Office has taken over policing responsibility and authority within the jurisdiction of the City of Emily and any other jurisdictions for which the City of Emily has contractual responsibility to provide police services. For police services in the City of Emily and Little Pine Township, please call the Crow Wing County Sheriff at (218) 829-4749 or, in an emergency, call 911. Any inquiries about this should be directed to the City of Emily at clerk@emily.net or by calling (218) 763-2480."

MAYOR JONES MADE THE MOTION TO ADOPT RESOLUTION 23-10 FOR PUBLIC EMPLOYEES RETIREMENT ASSOCIATION POLICE OFFICER DECLARATION DECLARING THE PART-TIME POLICE OFFICER POSITION HELD BY MATT HUESMANN IS ELIGIBLE FOR PERA POLICE AND FIRE PLAN

MEMBERSHIP EFFECTIVE THE DATE OF HUESMANN'S INITIAL POLICE AND FIRE PLAN SALARY DEDUCTION BY EMILY. COUNCILMEMBER EPPEN SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

WASTEWATER: No report.

PLANNING & ZONING: Planning Commission Chair Dave Johnson reported no meeting was held in March due to lack of business. A Land Use Ordinance Review Committee meeting was held, priorities were discussed, and review is moving forward.

ATTORNEY: No report.

ROADS: COUNCILMEMBER EPPEN MADE THE MOTION TO APPROVE PAYMENT OF UP TO \$8,000 TO HIGHWAY 18 COLLISION CENTER FOR REPAIR OF 2018 SNOWPLOW TRUCK FROM DAMAGE CAUSED DURING DECEMBER WINTER STORM. COUNCILMEMBER KOCH SECONDED THE MOTION. Discussion included the City received \$7,435.80 from the insurance claim (less tax and deductible). ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO RENT A STREET SWEEPING BROOM FROM RDO EQUIPMENT FOR UP TO 2 WEEKS AT A RATE OF \$1,638 PER WEEK FOR AN ESTIMATED TOTAL OF \$3,276. COUNCILMEMBER EPPEN SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO APPROVE USING ROAD AND BRIDGE (SMALL CITIES MUNICIPAL STATE AID FOR STREETS) FUNDS FOR MONTHLY PROGRESS PAYMENTS FOR S.E.H. PREPARATION OF FEASIBILITY REPORT AND ASSESSMENT PROCESS FOR THE PLANNED 2024 ROAD IMPROVEMENTS PROJECT FOR A TOTAL LUMP SUM OF \$24,000 AND EXPENSES NOT INCLUDED IN THE LUMP SUM AMOUNT. COUNCILMEMBER HANSON SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO PREAPPROVE DOWN PAYMENT OF UP TO \$1,000 WHEN A USED SNOWPLOW TRUCK IS AVAILABLE TO PURCHASE FOR UP TO \$100,000 AS BUDGETED. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

Striping of the public parking lots and curbs will be reviewed to determine whether quotes are needed.

There was no update on MnDOT progress on the storm water drainage area remediation.

MAINTENANCE: Maintenance Supervisor Brian Foster reported plowing and sanding roads and general maintenance.

CITY HALL: No report.

CEMETERY: Council Liaison Eppen reported four lots sold and one burial: Benedict Trutwin, Veteran.

PARKS: No report.

LIBRARY: No report.

PERSONNEL: MAYOR JONES MADE THE MOTION TO APPROVE A SEASONAL MAINTENANCE POSITION RAISE FROM \$15 TO \$15.50 PER HOUR AS RECOMMENDED BY PERSONNEL COMMITTEE. COUNCILMEMBER HANSON SECONDED THE MOTION. Discussion included the last raise for the position was given in 2019 and the proposed raise was determined due to budget considerations. ROLL CALL VOTE – JONES, HANSON, HEMPHILL, AND KOCH VOTED AYE. EPPEN ABSTAINED. THE MOTION PASSED.

MAYOR JONES MADE THE MOTION TO APPROVE SUBMITTING A SOURCEWELL INTERNSHIP PROGRAM APPLICATION FOR A MARKETING/GRAPHIC DESIGN AND COMMUNICATIONS INTERNSHIP PART-TIME IN SUMMER 2023 AT \$17 PER HOUR (\$14 PER HOUR FROM SOURCEWELL AND \$3 PER HOUR FROM CITY), INCLUDING NOTICE AND POSTING ON HANDSHAKE AND INDEED WEBSITES UPON APPROVAL OF

PROGRAM FROM SOURCEWELL. COUNCILMEMBER EPPEN SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

COUNCILMEMBER KOCH MADE THE MOTION TO APPROVE THE WAGE SCHEDULE POLICY REVISION AS PRESENTED. COUNCILMEMBER EPPEN SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

COUNCILMEMBER EPPEN MADE THE MOTION TO INCREASE DEPUTY CLERK AMY PROKOTT'S WAGE FROM \$21.27 TO \$22.39 PER HOUR (95% TO 100% OF THE POSITION WAGE) WITH RETROACTIVE EFFECTIVE DATE OF MARCH 7, 2023 (ONE YEAR ANNIVERSARY) AS RECOMMENDED BY PERSONNEL COMMITTEE. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO APPROVE COUNCILMEMBER KOCH TO ATTEND SOURCEWELL GRANT WRITING 101 TRAINING ON APRIL 26, 2023 FROM 9 A.M. TO 4:30 P.M. AT THE INITIATIVE FOUNDATION, LITTLE FALLS, MN FOR \$40 PER PARTICIPANT, WITH REIMBURSEMENT OF MILEAGE. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

Councilmember attendance of the League of Minnesota Cities Annual Conference was tabled until the next meeting.

EMILY WATERS: MAYOR JONES MADE THE MOTION TO APPROVE 2023 EMILY WATERS COMMITTEE APPLICATIONS FROM STEVE SMITH, DAN BRENNAN, AND JAN MOSMAN. COUNCILMEMBER HANSON SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

ECONOMIC DEVELOPMENT: No report.

CODIFICATION: No report.

UNFINISHED BUSINESS: Rick Sandri, North Star Manganese (NSM), provided a report. Sandri reported exploration drilling began on February 3, 2023. NSM will be drilling with the intent to expand the knowledge of the Emily Manganese Deposit generated from prior exploration programs. Sandri reported three holes had been drilled to date and target zones of mineralization have been intercepted in all three. Sandri reported samples from the three holes have been shipped for assaying and results should be received in 10 to 12 weeks. NSM's environmental consultants are visiting the site weekly to make sure all activities meet the State's environmental requirements and that the operations are in compliance. The Minnesota Department of Natural Resources (DNR) and Health Department have also visited the site and will continue to visit periodically during the exploration drilling program. NSM continued its discussions with the DNR on its mineral lease applications on State mineral lands in the Emily area, which will be ongoing through 2023.

The Council tabled holding a Clean Up Day in the fall until the next meeting. One positive resident comment was received. The City of Fifty Lakes will be asked if they are interested in partnering on Clean Up Day.

The Council further discussed public comment received regarding the proposed County Beach Park on Little Emily Lake. The Council will request the County Board hold a Public Hearing in the Emily City Hall gym at the end of April regarding the proposed County Beach Park project to provide Emily residents the opportunity to learn about the current plans and to comment on the proposed project.

NEW BUSINESS: MAYOR JONES MADE THE MOTION TO APPROVE THE 2022 SUMMARY FINANCIAL REPORT FOR PUBLICATION. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO APPROVE THE REVISED DOT CONTROLLED SUBSTANCE AND ALCOHOL TESTING POLICY, PENDING CITY ATTORNEY REVIEW. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO APPROVE THE REVISED NON-DOT DRUG AND ALCOHOL TESTING POLICY, PENDING CITY ATTORNEY REVIEW. COUNCILMEMBER EPPEN SECONDED THE

MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO APPROVE THE SOCIAL MEDIA POLICY REVISION AS PRESENTED. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

COUNCILMEMBER HANSON MADE THE MOTION TO DONATE \$100 TO THE CROW WING COUNTY HISTORICAL SOCIETY AS BUDGETED. COUNCILMEMBER EPPEN SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

CORRESPONDENCE: Discussion included Ehlers reported no benefit for potential refunding of existing bonds and Crow Wing County information regarding possible Short Term Rental Licensing Agreement.

SCHEDULED UPCOMING MEETINGS: Requesting County Board hold local Public Hearing at the end of April.

COUNCILMEMBER EPPEN MADE THE MOTION TO ADJOURN THE MEETING AT 7:10 P.M. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

Respectfully submitted,

Attest:

Cari Johnson, MCMC, City Clerk/Treasurer

Tracy Jones, Mayor

Minutes and Proceedings of the
City Council of the City Of Emily in the
County of Crow Wing, State of Minnesota

March 20, 2023
Emergency Meeting

THESE MINUTES ARE PARAPHRASED AND ARE NOT WRITTEN WORD FOR WORD.

The Emily City Council met for an emergency meeting on Monday, March 20, 2023 in the Council Chambers and was called to order by Mayor Tracy Jones at 12:32 p.m. Councilmembers Mary Eppen, Gerhart Hanson, and Andrew Hemphill were present. Councilmember Gregory Koch attended remotely. City Clerk/Treasurer Cari Johnson was also present.

The Pledge of Allegiance was recited.

The Council discussed the part-time Seasonal Maintenance Worker positions. One of the prior Seasonal Maintenance Workers decided not to return to the position this year. **MAYOR JONES MADE THE MOTION TO POST THE AD FOR A PART-TIME SEASONAL MAINTENANCE WORKER AS PRESENTED. COUNCILMEMBER EPPEN SECONDED THE MOTION.** Discussion included this year would have been the fifth year for one of the prior Seasonal Maintenance Workers, but he decided not to return due to pay. The ad requires applicants be at least 18 years of age, but there was a question of whether the City could hire an applicant under 18. The ad will be published in the Northland Press and Crosby-Ironton Courier and will be posted in City posting locations. **ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

COUNCILMEMBER EPPEN MADE THE MOTION TO ADJOURN THE EMERGENCY MEETING. COUNCILMEMBER HANSON SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED. The meeting ended at 12:39 p.m.

Respectfully submitted,

Attest:

Cari Johnson, MCMC
City Clerk/Treasurer

Tracy Jones
Mayor

Minutes and Proceedings of the
City Council of the City Of Emily in the
County of Crow Wing, State of Minnesota

March 29, 2023
Special Meeting

THESE MINUTES ARE PARAPHRASED AND ARE NOT WRITTEN WORD FOR WORD.

The Emily City Council met for a Special Meeting on Wednesday, March 29, 2023 in the Council Chambers and was called to order by Mayor Tracy Jones at 6:00 p.m. Councilmembers Mary Eppen, Gerhart Hanson, Andrew Hemphill, and Gregory Koch were present. Cari Johnson, City Clerk/Treasurer, was also present.

The Pledge of Allegiance was recited.

MAYOR JONES MADE THE MOTION TO APPROVE THE THIRD AMENDMENT TO SOURCEWELL SHARED SERVICES AGREEMENT FOR COMMUNITY DEVELOPMENT SERVICES WITH EXTENSION UNTIL MAY 31, 2023 FOR DEVELOPMENT OF NEW AGREEMENT FOR ZONING ADMINISTRATION SERVICES. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

The Council discussed a request to set up a meeting with the Minnesota Department of Transportation (MnDOT) for Kale Jones, a local resident, to give a presentation on his proposed parking and public safety improvements on State Highway 6. Kale Jones reported on the proposed improvements including:

- Parking improvements with redesignation of two parking spots on the west side of State Highway 6 between the State Highway 6/County Road 1 intersection and the Public Parking Lot exit.
- Public safety improvements on the east side of State Highway 6 south of the State Highway 6/County Road 1 intersection with removal of one ADA crosswalk ramp on the southeast side, realignment of the south intersection crosswalk to the remaining ADA crosswalk ramp on the southeast side, widening of the access to Emily Meats, and reorganization at Emily Meats to allow for diagonal parking in front of the business.

Kale Jones reported making the proposed improvements on the southeast side of the State Highway 6/County Road 1 intersection would improve public safety by customers not backing out of the business onto State Highway 6, the southeast crosswalk ramp not being used as an exit from the business, and providing a safer crosswalk with better sight lines for pedestrians. Discussion included MnDOT is responsible for State Highway 6 and any reconstruction would be paid for by MnDOT. **COUNCILMEMBER HEMPHILL MADE THE MOTION TO REQUEST THE CITY ENGINEER AND COUNCILMEMBER HANSON TO SET UP A MEETING WITH MNDOT FOR KALE JONES' PRESENTATION ON PROPOSED PARKING AND PUBLIC SAFETY IMPROVEMENTS ON STATE HIGHWAY 6. COUNCILMEMBER EPPEN SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

The Council discussed a possible Sourcewell Internship Program for Maintenance Department personnel and possibly hiring a 16 to 17 year old for the Seasonal Maintenance Worker position. Sourcewell reported a City may have more than one intern with a different job classification for each intern. The internship program requires the intern to be a college student or recent college graduate pursuing or holding a degree related to the position. The City may not hire a 14 or 15 year old to operate powered machinery. The City may hire a 16 or 17 year old to operate lawn care equipment, including lawn trimmers, weed cutters, and lawnmowers, on municipal grounds with the following safety requirements: safety training on each type of equipment to be operated, wearing of personal protective equipment, following all safety rules and instructions provided in the equipment's operator manual, and all required safety equipment being in place and operational on the lawn care equipment, including roll-over protection, seat belts, operator presence control systems, interlocks, guards, and shields. The Council decided not to pursue a Maintenance Department personnel internship due to college degree limitations and not to pursue hiring an employee under 18 years old due to the time required for training and risk of penalties for noncompliance. The Council will review Seasonal Maintenance Worker wages during budget discussions this year.

COUNCILMEMBER HANSON MADE THE MOTION TO ADJOURN THE MEETING. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, EPPEN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED. The meeting ended at 6:36 p.m.

Respectfully submitted,

Attest:

Cari Johnson, MCMC
City Clerk/Treasurer

Tracy Jones
Mayor

As on 3/31/2023

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	591,174.01	94,352.84	58,194.80	0.00	258,249.63	60,067.66	0.00	425,404.36	99,318.96	524,723.32
Road and Bridge	51,342.08	6.56	0.00	0.00	0.00	0.00	0.00	51,348.64	0.00	51,348.64
Small Cities Revolving Loan Fund	7,687.12	1,562.74	0.00	0.00	0.00	0.00	0.00	9,249.86	0.00	9,249.86
Small Cities Housing Rehabilitation Fund	4.41	0.00	0.00	0.00	0.00	0.00	0.00	4.41	0.00	4.41
American Rescue Plan Fund	45,908.01	5.86	0.00	0.00	0.00	0.00	0.00	45,913.87	0.00	45,913.87
Library	1,154.84	0.10	0.00	0.00	0.00	0.00	0.00	1,154.94	0.00	1,154.94
Firemens equip fund 225	105,662.55	639.37	8,729.21	0.00	20,161.00	8,973.39	0.00	85,896.74	14,897.84	100,794.58
1st Resp. equip fund 226	33,667.26	2,876.48	23,277.91	0.00	454.83	23,929.06	0.00	35,437.76	39,727.58	75,165.34
Emily Area Recycling 227	(0.12)	21.50	0.00	0.00	25.13	0.00	0.00	(3.75)	0.00	(3.75)
Police Fund 228	2,123.37	0.26	0.00	0.00	0.00	0.00	0.00	2,123.63	0.00	2,123.63
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service GOCIP 2012 303 and 305	28,486.60	2,209.19	0.00	0.00	43,812.50	0.00	0.00	(13,116.71)	0.00	(13,116.71)
Debt Service PRI 2014 304	33,200.99	2,094.31	0.00	0.00	39,331.25	0.00	0.00	(4,035.95)	0.00	(4,035.95)
Debt Service PRI 2004 305	0.00	6.70	0.00	0.00	0.00	0.00	0.00	6.70	0.00	6.70
Debt Service PRI 2005 306	0.00	577.09	0.00	0.00	0.00	0.00	0.00	577.09	0.00	577.09
Park Acquisition and Development (Optional) CITY HALL CD 406	48,335.33	1,532.12	40,736.34	0.00	386.45	41,875.85	0.00	48,341.49	69,523.27	117,864.76
CEMETERY CD 407	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SMALL CITIES CD 408	1,324.98	763.17	20,368.19	0.00	193.22	20,937.97	0.00	1,325.15	34,761.65	36,086.80
POLICE DEPART. 409	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SEWER EQUIP. 410	3,309.20	545.38	14,548.70	0.00	138.02	14,955.67	0.00	3,309.59	24,829.74	28,139.33
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAP. PROJ. FIRE CD 414	10,063.89	1.32	0.00	0.00	0.00	0.00	0.00	10,065.21	0.00	10,065.21
CAP PROJ. RD CD 415	5,009.20	0.63	0.00	0.00	0.00	0.00	0.00	5,009.83	0.00	5,009.83
FUT. CITY DEV. CD 416	18,578.55	1,092.31	29,097.38	0.00	276.04	29,911.31	0.00	18,580.89	49,659.47	68,240.36
	(2,204.61)	762.99	20,368.19	0.00	193.22	20,937.96	0.00	(2,204.61)	34,761.65	32,557.04

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	97,682.76	22,159.32	5,819.47	0.00	84,383.27	5,982.25	0.00	35,296.03	9,931.89	45,227.92
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 :	1,082,510.42	131,210.24	221,140.19	0.00	447,604.56	227,571.12	0.00	759,685.17	377,412.05	1,137,097.22

For the Period : 3/1/2023 To 3/31/2023

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits In Transit	Plus Outstanding Checks	Total Per Bank Statement
General Fund	\$488,754.36	\$35,508.13	\$98,858.13	\$425,404.36	\$0.00	\$6,670.60	\$432,074.96
Road and Bridge	\$51,346.40	\$2.24	\$0.00	\$51,348.64	\$0.00	\$0.00	\$51,348.64
Small Cities Revolving Loan Fund	\$8,719.91	\$529.95	\$0.00	\$9,249.86	\$0.00	\$0.00	\$9,249.86
Small Cities Housing Rehabilitation Fund	\$4.41	\$0.00	\$0.00	\$4.41	\$0.00	\$0.00	\$4.41
American Rescue Plan Fund	\$45,911.87	\$2.00	\$0.00	\$45,913.87	\$0.00	\$0.00	\$45,913.87
Library	\$1,154.91	\$0.03	\$0.00	\$1,154.94	\$0.00	\$0.00	\$1,154.94
Firemens equip fund 225	\$95,671.23	\$4,786.25	\$14,560.74	\$85,896.74	\$0.00	\$9,069.96	\$94,966.70
1st Resp. equip fund 226	\$35,553.22	\$12,754.01	\$12,869.47	\$35,437.76	\$0.00	\$0.00	\$35,437.76
Emily Area Recycling 227	(\$0.23)	\$21.50	\$25.02	(\$3.75)	\$0.00	\$0.00	(\$3.75)
Police Fund 228	\$2,123.53	\$0.10	\$0.00	\$2,123.63	\$0.00	\$0.00	\$2,123.63
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service GOCIP 2012 303 and 305	(\$13,116.71)	\$0.00	\$0.00	(\$13,116.71)	\$0.00	\$0.00	(\$13,116.71)
Debt Service PRI 2014 304	(\$4,035.95)	\$0.00	\$0.00	(\$4,035.95)	\$0.00	\$0.00	(\$4,035.95)
Debt Service PRI 2004 305	\$6.70	\$0.00	\$0.00	\$6.70	\$0.00	\$0.00	\$6.70
Debt Service PRI 2005 306	\$577.06	\$0.03	\$0.00	\$577.09	\$0.00	\$0.00	\$577.09
Park Acquisition and Development (Optional)	\$48,339.39	\$22,318.93	\$22,316.83	\$48,341.49	\$0.00	\$0.00	\$48,341.49
CITY HALL CD 406	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CEMETERY CD 407	\$1,325.09	\$11,158.49	\$11,158.43	\$1,325.15	\$0.00	\$0.00	\$1,325.15
SMALL CITIES CD 408	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
POLICE DEPART. 409	\$3,309.46	\$7,970.44	\$7,970.31	\$3,309.59	\$0.00	\$0.00	\$3,309.59
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	\$10,064.76	\$0.45	\$0.00	\$10,065.21	\$0.00	\$0.00	\$10,065.21
CAP. PROJ. FIRE CD 414	\$5,009.62	\$0.21	\$0.00	\$5,009.83	\$0.00	\$0.00	\$5,009.83
CAP PROJ. RD CD 415	\$18,580.10	\$15,941.38	\$15,940.59	\$18,580.89	\$0.00	\$0.00	\$18,580.89
FUT. CITY DEV. CD 416	(\$2,204.61)	\$11,158.43	\$11,158.43	(\$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	\$37,593.45	\$3,937.80	\$6,235.22	\$35,296.03	\$0.00	\$0.00	\$35,296.03
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
 \$775,425.73
 A/A 2012
 10/18

Plus
 Outstanding
 Checks
 \$0.00
 \$15,740.56

Less
 Deposits
 In Transit
 \$0.00
 \$0.00

Ending
 Balance
 \$0.00
 \$759,685.17

Total
 Disbursed
 \$0.00
 \$201,093.17

Total
 Receipts
 \$0.00
 \$126,090.37

Beginning
 Balance
 \$0.00
 \$834,687.97

Name of Fund
 Donor pass thru 851
 Total

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits In Transit	Plus Outstanding Checks	Total Per Bank Statement
Andrew D Hemphill							
City Council/Town Board							
GERHART L. HANSON, JR							
City Council/Town Board							
Gregory A Koch							
City Council/Town Board							
Mary Frances Eppen							
City Council/Town Board							
TRACY ALLEN JONES							
City Council/Town Board, Mayor							

As of 4/5/2023

Fiscal Year : 2023

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursements</u>	<u>Ending Balance</u>
General Fund	\$591,174.01	\$152,547.64	\$318,317.29	\$425,404.36
Road and Bridge	\$51,342.08	\$6.56	\$0.00	\$51,348.64
Small Cities Revolving Loan Fund	\$7,687.12	\$1,562.74	\$0.00	\$9,249.86
Small Cities Housing Rehabilitation Fund	\$4.41	\$0.00	\$0.00	\$4.41
American Rescue Plan Fund	\$45,908.01	\$5.86	\$0.00	\$45,913.87
Library	\$1,154.84	\$0.10	\$0.00	\$1,154.94
Firemens equip fund 225	\$105,662.55	\$9,368.58	\$29,134.39	\$85,896.74
1st Resp. equip fund 226	\$33,667.26	\$26,154.39	\$24,383.89	\$35,437.76
Emily Area Recycling 227	(\$0.12)	\$21.50	\$25.13	(\$3.75)
Police Fund 228	\$2,123.37	\$0.26	\$0.00	\$2,123.63
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	\$0.00	\$0.00	\$0.00
Debt Service GOCIP 2012 303 and 305	\$28,486.60	\$2,209.19	\$43,812.50	(\$13,116.71)
Debt Service PRI 2014 304	\$33,200.99	\$2,094.31	\$39,331.25	(\$4,035.95)
Debt Service PRI 2004 305	\$0.00	\$6.70	\$0.00	\$6.70
Debt Service PRI 2005 306	\$0.00	\$577.09	\$0.00	\$577.09
Parcel Acquisition and Development (Optional)	\$48,335.33	\$42,268.46	\$42,262.30	\$48,341.49
CITY HALL CD 406	\$0.00	\$0.00	\$0.00	\$0.00
CEMETERY CD 407	\$1,324.98	\$21,131.36	\$21,131.19	\$1,325.15
SMALL CITIES CD 408	\$0.00	\$0.00	\$0.00	\$0.00
POLICE DEPART. 409	\$3,309.20	\$15,094.08	\$15,093.69	\$3,309.59
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	\$10,063.89	\$1.32	\$0.00	\$10,065.21
CAP. PROJ. FIRE CD 414	\$5,009.20	\$0.63	\$0.00	\$5,009.83
CAP PROJ. RD CD 415	\$18,578.55	\$30,189.69	\$30,187.35	\$18,580.89
FUT. CITY DEV. CD 416	(\$2,204.61)	\$21,131.18	\$21,131.18	(\$2,204.61)
SHOP BLDG CD 417	\$0.00	\$0.00	\$0.00	\$0.00
Sewage Collection and Disposal	\$97,682.76	\$27,978.79	\$90,365.52	\$35,296.03
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 :	\$1,082,510.42	\$352,350.43	\$675,175.68	\$759,685.17

Date of Report : 4/5/2023

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	60072	Payroll Period Ending 12/07/2022	\$1,267.18
12/07/2022	60080	Payroll Period Ending 12/07/2022	\$637.21
03/01/2023	60291	Payroll Period Ending 03/01/2023	\$36.94
03/14/2023	60320	GALLS, LLC	\$76.91
03/14/2023	60326	Cuyuna Range Fire Chief's Assoc.	\$300.00
03/15/2023	60350	Progressive Forest Products	\$9,069.96
03/15/2023	60339	Payroll Period Ending 03/14/2023	\$260.93
03/23/2023	60354	Crow Wing County Historical Society	\$100.00
03/29/2023	60363	Minnesota Child Support Payment Ctr	\$287.03
03/29/2023	60364	Wex Bank	\$2,539.30
03/29/2023	60365	AUTO VALUE	\$516.76
03/29/2023	60366	Aramark	\$170.61
03/29/2023	60367	Canon Financial Services, Inc.	\$148.93
03/29/2023	60368	Ehlers Investment Partners, LLC	\$57.81
03/29/2023	60369	Colonial Life	\$76.72
03/29/2023	60370	LEAGUE OF MINNESOTA CITIES	\$100.00
03/29/2023	60356	Payroll Period Ending 03/29/2023	\$29.87
		Total	\$15,740.56

For the period : 3/1/2023 To 3/31/2023

Investment Type	Description	Beginning Balance	Date	Deposits	Withdrawals	Ending Balance
Money Market/Bonds	MMMF/Municipal Bonds:Varying Maturities,	376,283.50	03/01/2023			
			03/31/2023	21.16		376,304.66
			03/31/2023	3.16		376,307.82
			03/31/2023	8.46		376,316.28
			03/31/2023	14.81		376,331.09
			03/31/2023	7.41		376,338.50
			03/31/2023	5.29		376,343.79
			03/31/2023	10.58		376,354.37
			03/31/2023	7.41		376,361.78
			03/31/2023	2.12		376,363.90
			03/31/2023	275.83		376,639.73
			03/31/2023	41.38		376,681.11
			03/31/2023	110.33		376,791.44
			03/31/2023	193.08		376,984.52
			03/31/2023	96.54		377,081.06
			03/31/2023	68.96		377,150.02
			03/31/2023	137.91		377,287.93
			03/31/2023	96.54		377,384.47
			03/31/2023	27.58		377,412.05
			03/31/2023	15,792.11		393,204.16
			03/31/2023	2,368.81		395,572.97
			03/31/2023	6,316.84		401,889.81
			03/31/2023	11,054.47		412,944.28
			03/31/2023	5,527.24		418,471.52
			03/31/2023	3,948.03		422,419.55
			03/31/2023	7,896.05		430,315.60
			03/31/2023	5,527.24		435,842.84
			03/31/2023	1,579.21		437,422.05
			03/31/2023		15,792.11	421,629.94
			03/31/2023		2,368.81	419,261.13
			03/31/2023		6,316.84	412,944.29
			03/31/2023		11,054.47	401,889.82
			03/31/2023		5,527.24	396,362.58
			03/31/2023		3,948.03	392,414.55

For the period: 3/1/2023 To 3/31/2023

Investment Type	Description	Beginning Balance	Date	Deposits	Withdrawals	Ending Balance
			03/31/2023		7,896.05	384,518.50
			03/31/2023		5,527.24	378,991.26
			03/31/2023		1,579.21	377,412.05
	Total			61,138.55	60,010.00	377,412.05
	Total All Investments			61,138.55	60,010.00	377,412.05

	Balance	Re- Investments	Interest	Gain/Loss	Ebalance	Bond Earned Interest Deposited in MMDA12
MMMF Investments						
Cash/Dreyfus Money Market Deposit Account	\$ 60,111.90	\$ (60,010.00)	\$ 80.40		\$ 182.30	
Money Market Total	\$ 60,111.90	\$ (60,010.00)	\$ 80.40	\$ -	\$ 182.30	
Muni Bond/US Treasury Investments						
132033GS4 Cambria County PA	\$ 14,684.55			\$ 116.85	\$ 14,801.40	
842471BY9 Southern CA Pub Pwr Auth	\$ 5,026.30			\$ 5.95	\$ 5,032.25	
952347WQ1 West Contra Costa CA	\$ 157,171.55			\$ 252.65	\$ 157,424.20	
509262FD8 Lake Cmty ILL Cmnty Unit Sch Bds	\$ 19,656.20			\$ 143.40	\$ 19,801.60	
941647P94 Waterloo Iowa Taxable GO Bds	\$ 49,834.00			\$ 73.50	\$ 49,907.50	
3130ATZ42 Federal Home Ln Bks Cons	\$ 49,860.00			\$ 147.00	\$ 50,007.00	
3130AU6T6 Federal Home Ln Bks Cons	\$ 19,937.00			\$ 63.20	\$ 20,000.20	
3130AV3M2 Federal Home Ln Bks Cons		\$ 60,010.00		\$ 245.60	\$ 60,255.60	
Municipal Bonds Total	\$ 316,171.60	\$ 60,010.00	\$ -	\$ 1,048.15	\$ 377,229.75	
TOTAL INVESTMENTS	\$ 376,283.50	\$ 80.40	\$ 80.40	\$ 1,048.15	\$ 377,412.05	
		\$ (60,010.00)	\$ 80.40	\$ -	\$ -	\$ 1,048.15

Balance 4-4-23 of

	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	\$ 99,021.97	\$ (15,792.11)	\$ 21.16	\$ -	\$ 15,792.11	\$ -	\$ 275.83	\$ 99,318.96	\$ 99,318.96
225 Firemens Equipment Fund	\$ 15,000.00	\$ 14,853.30	\$ (2,368.81)	\$ 3.16	\$ -	\$ 2,368.81	\$ -	\$ 41.38	\$ 14,897.84	\$ 14,897.84
226 1st Resp. Equipment Fund	\$ 40,000.00	\$ 39,608.79	\$ (6,316.84)	\$ 8.46	\$ -	\$ 6,316.84	\$ -	\$ 110.33	\$ 39,727.58	\$ 39,727.58
404 Park Acquisition and Devt	\$ 70,000.00	\$ 69,315.38	\$ (11,054.47)	\$ 14.81	\$ -	\$ 11,054.47	\$ -	\$ 193.08	\$ 69,523.27	\$ 69,523.27
407 Cemetery	\$ 35,000.00	\$ 34,657.70	\$ (5,527.24)	\$ 7.41	\$ -	\$ 5,527.24	\$ -	\$ 96.54	\$ 34,761.65	\$ 34,761.65
409 Police Department	\$ 25,000.00	\$ 24,755.49	\$ (3,948.03)	\$ 5.29	\$ -	\$ 3,948.03	\$ -	\$ 68.96	\$ 24,829.74	\$ 24,829.74
415 Capital Project Roads	\$ 50,000.00	\$ 49,510.98	\$ (7,896.05)	\$ 10.58	\$ -	\$ 7,896.05	\$ -	\$ 137.91	\$ 49,659.47	\$ 49,659.47
416 Future City Development	\$ 35,000.00	\$ 34,657.70	\$ (5,527.24)	\$ 7.41	\$ -	\$ 5,527.24	\$ -	\$ 96.54	\$ 34,761.65	\$ 34,761.65
602 Sewage Collection and Disp.	\$ 10,000.00	\$ 9,902.19	\$ (1,579.21)	\$ 2.12	\$ -	\$ 1,579.21	\$ -	\$ 27.58	\$ 9,931.89	\$ 9,931.89
Total	\$ 380,000.00	\$ 376,283.50	\$ (60,010.00)	\$ 80.40	\$ -	\$ 60,010.00	\$ -	\$ 1,048.15	\$ 377,412.05	\$ 377,412.05

Fund Name: All Funds

Date Range: 03/01/2023 To 03/31/2023

<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>
03/01/2023	Stacey Angell	12768	Land Use Permit - ACH	(03/02/2023) -	N	Building Permits (Excludes surcharge)	100-32210-	\$ 400.00
								\$ 400.00
03/01/2023	Eric Mattison	12771	Solar Permit	(03/02/2023) -	N	Building Permits (Excludes surcharge)	100-32210-	\$ 75.00
								\$ 75.00
03/01/2023	UTILITY BILLING	12773*	Sewer Charges - ACH	(03/01/2023) -	N	Rate Class I Penalties and Forfeited Discounts	602-37210- 602-37260-	\$ 166.11 \$ 16.61 \$ 182.72
03/01/2023	Cheryl Ahlstrom	12774	4 Cemetery Lots, Blk 22 Lot 23 All	(03/03/2023) -	N	Cemetery -Sale of lots	100-34942-	\$ 1,200.00
								\$ 1,200.00
03/02/2023	Mary Laha	12775	Copies X 3	(03/06/2023) -	N	Copies/Faxes	100-34112-	\$ 0.75
								\$ 0.75
03/03/2023	Dan and Fran Barrett	12776*	Small Cities Revolving Loan	(03/06/2023) -	N	State MIF Business Loans COVID-19	204-36203-15	\$ 167.51
								\$ 167.51
03/06/2023	Verizon Wireless	12780	Monthly Lease Payment	(03/16/2023) -	N	Verizon Rental	100-34951-	\$ 1,100.00
								\$ 1,100.00
03/09/2023	Crow Wing County	12782	Court Fines	(03/10/2023) -	N	Court Fines	100-35101-	\$ 64.98
								\$ 64.98
03/13/2023	Emily Wesleyan Church	12781	Outdoor Market Permit #23-10	(03/16/2023) -	N	Building Permits (Excludes surcharge)	100-32210-	\$ 75.00
								\$ 75.00
03/13/2023	Ehlers	12783*	Refund of February Investment Management Fee - Ehlers took by ACH but City paid by check	(03/16/2023) -	N	Refunds	100-36240-	\$ 63.26

Fund Name: All Funds
 Date Range: /01/2023 To 03/31/2023

Date	Remitter	Receipt #	Description	Deposit ID	Void	Account Name	F-A-P	Total
03/13/2023	Results Title	12784	Assessment Search Inv 23-02	(03/16/2023) -	N	Assessment Searches	100-34107-	\$ 63.26
03/15/2023	Dan Johnson and Heather Mitiyng	12785*	Small Cities Revolving Loan	(03/16/2023) -	N	State MIF Business Loans COVID-19	204-36203-15	\$ 25.00
03/15/2023	Beverly Gorsuch	12786	Land Use Permit 23-11 - Deck	(03/16/2023) -	N	Building Permits (Excludes surcharge)	100-32210-	\$ 25.00
03/15/2023	Damien Stalker	12787*	Reimbursement of Credit Card Charge	(03/16/2023) -	N	Refunds	100-36240-	\$ 28.95
03/20/2023	Anonymous	12788	Copy X 1	(03/28/2023) -	N	Copies/Faxes	100-34112-	\$ 0.25
03/22/2023	Jeff Adamsheck	12789	Land Use Permit 23-12	(03/28/2023) -	N	Building Permits (Excludes surcharge)	100-32210-	\$ 0.25
03/24/2023	Brittney Cotner	12790*	City Hall Rental	(03/28/2023) -	N	City/Town Hall Rent	100-34101-	\$ 400.00
03/27/2023	UTILITY BILLING	12791	Sewer Charges	(03/28/2023) -	N	Rate Class I Penalties and Forfeited Discounts	602-37210- 602-37260-	\$ 432.22 \$ 33.22
03/30/2023	UTILITY BILLING	12792	Sewer Charges	(03/31/2023) -	N	Rate Class I	602-37210-	\$ 465.44
03/30/2023	Oil Recycling	12793	Oil Recycling Collection - Cash	(03/31/2023) -	N	Oil Recycling	227-37311-	\$ 100.00
03/31/2023	Pershing	12796	Int CR Investments - MMMF	(03/31/2023) -	N	Interest Earning	100-36210- 225-36210-	\$ 21.50 \$ 3.16

Fund Name: All Funds

Date Range: 03/01/2023 To 03/31/2023

Date	Remitter	Receipt #	Description	Deposit ID	Void	Account Name	F-A-P	Total
						Interest Earning	226-36210-	8.46
						Interest Earning	404-36210-	14.81
						Interest Earning	407-36210-	7.41
						Interest Earning	409-36210-	5.29
						Interest Earning	415-36210-	10.58
						Interest Earning	416-36210-	7.41
						Interest Earning	602-36210-	2.12
								80.40

03/31/2023	Pershing	12797	Sale of Investments	(03/31/2023) -	N	Sale of Investment	100-39990-	15,792.11
						Sale of Investment	225-39990-	2,368.81
						Sale of Investment	226-39990-	6,316.84
						Sale of Investment	404-39990-	11,054.47
						Sale of Investment	407-39990-	5,527.24
						Sale of Investment	409-39990-	3,948.03
						Sale of Investment	415-39990-	7,896.05
						Sale of Investment	416-39990-	5,527.24
						Sale of Investment	602-39990-	1,579.21
								60,010.00

03/31/2023	Pershing	12798	Unrealized Investment Gains	(03/31/2023) -	N	Unrealized Investment Gain	100-39103-	275.83
						Unrealized Investment Gain	225-39103-	41.38
						Unrealized Investment Gain	226-39103-	110.33
						Unrealized Investment Gain	404-39103-	193.08
						Unrealized Investment Gain	407-39103-	96.54
						Unrealized Investment Gain	409-39103-	68.96
						Unrealized Investment Gain	415-39103-	137.91
						Unrealized Investment Gain	416-39103-	96.54
						Unrealized Investment Gain	602-39103-	27.58
								1,048.15

03/31/2023	PINE RIVER STATE BANK	12799	Int CR Checking	(03/31/2023) -	N	Interest Earning	100-36210-	18.73
						Interest Earning	201-36210-	2.24
						Interest Earning	204-36210-	0.41
						Interest Earning	206-36210-	2.00
						Interest Earning	211-36210-	0.03
						Interest Earning	225-36210-	4.09
						Interest Earning	226-36210-	1.54
						Interest Earning	228-36210-	0.10
						Interest Earning	306-36210-	0.03
						Interest Earning	404-36210-	2.10

Fund Name: All Funds

Date Range: /01/2023 To 03/31/2023

<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>
03/31/2023	Money Market/Bonds	IAW10736	Deposit from Money Market/Bonds	(03/31/2023)-	N Sale of Investment	100-39990-	\$ 15,792.11
03/31/2023	Money Market/Bonds	IAW10737	Deposit from Money Market/Bonds	(03/31/2023)-	N Sale of Investment	225-39990-	\$ 2,368.81
03/31/2023	Money Market/Bonds	IAW10738	Deposit from Money Market/Bonds	(03/31/2023)-	N Sale of Investment	226-39990-	\$ 6,316.84
03/31/2023	Money Market/Bonds	IAW10739	Deposit from Money Market/Bonds	(03/31/2023)-	N Sale of Investment	404-39990-	\$ 11,054.47
03/31/2023	Money Market/Bonds	IAW10740	Deposit from Money Market/Bonds	(03/31/2023)-	N Sale of Investment	407-39990-	\$ 5,527.24
03/31/2023	Money Market/Bonds	IAW10741	Deposit from Money Market/Bonds	(03/31/2023)-	N Sale of Investment	409-39990-	\$ 3,948.03
03/31/2023	Money Market/Bonds	IAW10742	Deposit from Money Market/Bonds	(03/31/2023)-	N Sale of Investment	415-39990-	\$ 7,896.05
03/31/2023	Money Market/Bonds	IAW10743	Deposit from Money Market/Bonds	(03/31/2023)-	N Sale of Investment	416-39990-	\$ 5,527.24
							\$ 34.43
							\$ 15,792.11
							\$ 2,368.81
							\$ 6,316.84
							\$ 11,054.47
							\$ 5,527.24
							\$ 3,948.03
							\$ 7,896.05
							\$ 5,527.24

Fund Name: All Funds

Date Range: 03/01/2023 To 03/31/2023

<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>
03/31/2023	Money Market/Bonds	IAW10744	Deposit from Money Market/Bonds	(03/31/2023)-	N Sale of Investment	602-39990-	\$ 1,579.21
Total for Selected Receipts							\$ 1,579.21
							\$ 126,090.37

Date Range : 4/6/2023 To 4/11/2023

<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>
04/11/2023	Laminate Specialist Inc.	Inv. 751: Countertops, Install, and Brackets for Fire Hall Reno	70652	\$1,325.00	225-42280-221- 225-42280-404-	Fire Stations and Buildings Fire Stations and Buildings	\$100.00 \$1,225.00
04/11/2023	CROSBY-IRONTON COURIER	3/31: Classified Ad - Seasonal Maint.	70653	\$49.80	100-43110-341-	Maintenance-Shop	\$49.80
04/11/2023	QUILL	Inv. 31514221 - Clerk's Office Supplies	70654	\$37.58	100-41425-201-	Clerk	\$37.58
04/11/2023	PIKE PLUMBING & HEATING OF BRAINERD	Inv. 84255 - City Hall - Monthly boiler inspectn and safety/relief valve repair	70655	\$262.50	100-41941-404-	City Hall	\$262.50
04/11/2023	FERRELLGAS	Statement 5007681784: Fire Hall Propane	70656	\$1,166.69	100-42280-383-	Fire Stations and Buildings	\$1,166.69
04/11/2023	Elan Financial Services	Mar23:PDRepr/Maint,Co unciTrainingHotel	70657	\$162.56	100-42123-221- 100-41110-331-	Patrol Council/Town Board	\$3.85 \$158.71
04/11/2023	Crysteel Truck Equipment Inc.	Inv. FP191264 - Boss Snowplow Repair	70658	\$57.94	100-43126-221-	Road and Bridge Equipment	\$57.94
04/11/2023	CULLIGAN	Invs:150X01428804,150X 01419407 Hall Softener equip rental and Shop water	70659	\$57.81	100-43110-416- 100-41941-416-	Maintenance-Shop City Hall	\$16.11 \$41.70
04/11/2023	Thomson Reuters - West	Investigative Suite Subscription - Inv. 848111463	70660	\$113.52			

Date Range : 4/6/2023 To 4/11/2023

<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>
04/11/2023	Crow Wing County	SolidWaste:PropID 21340584	70661	\$25.00	100-42110-309-	Police Administration	\$113.52
04/11/2023	F.I.R.E.	Inv. 6109 - Fire Dept - Training - Sprinklers and Fire Detection Systems	70662	\$650.00	100-43110-494-	Maintenance-Shop	\$25.00
Total For Selected Claims				\$3,908.40			\$3,908.40

Andrew D Hemphill	City Council/Town Board	Date
GERHART L. HANSON, JR	City Council/Town Board	Date
Gregory A Koch	City Council/Town Board	Date
Mary Frances Eppen	City Council/Town Board	Date
TRACY ALLEN JONES	City Council/Town Board, Mayor	Date

For the payroll period ending: 04/11/2023

<u>Account #</u>	<u>Employee #</u>	<u>Employee Name</u>	<u>Amount</u>
1110-103	18	Eppen, Mary Frances	428.09
	428	HANSON, JR, GERHART L.	428.33
	922	Hemphill, Andrew D	484.84
	724	Koch, Gregory A	484.84
Account Total			1,826.10
100-41310-103	643	JONES, TRACY ALLEN	646.45
Account Total			646.45
100-42501-103	170	Roden, Kenneth W	36.94
Account Total			36.94
100-45187-103	623	Davis, Jane M	210.87
Account Total			210.87
100-43110-101			
	Unallocated (Due to rounding)		\$0.00
Total For Period			\$2,720.36

Andrew D Hemphill	City Council/Town Board	Date
GERHART L. HANSON, JR	City Council/Town Board	Date
Gregory A Koch	City Council/Town Board	Date
Mary Frances Eppen	City Council/Town Board	Date
TRACY ALLEN JONES	City Council/Town Board, Mayor	Date

Date Range : 3/30/2023 To 4/5/2023

<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>
04/05/2023	Verizon	Police - Inv. #9930877799	70647	\$29.44	100-42110-321-	Police Administration	\$29.44
04/05/2023	I.J.O.E. LOCAL 49 FRINGE BENEFIT FU	Health Insurance May 2023	70648	\$5,680.00	100-41425-101- 100-41425-131- 100-43110-101- 100-43110-131-	Clerk Clerk Maintenance-Shop Maintenance-Shop	\$590.00 \$2,250.00 \$590.00 \$2,250.00
04/05/2023	NORTHLAND PRESS	Invs. 2023-204,-222,-205:PDP ublicAnnouncnt,Seasonal MaintClassified,Summar yFinancialRep	70649	\$559.65	100-42110-352- 100-43110-341- 100-41540-351-	Police Administration Maintenance-Shop Internal Auditing	\$47.50 \$113.15 \$399.00
04/05/2023	Tremolo Communications	City Phone Service - 4/1/2023 Invoices	70650	\$930.96	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	\$144.30 \$38.20 \$38.20 \$123.72 \$49.08 \$106.11 \$431.35
04/05/2023	EMILY ACE HARDWARE	Inv.3-31:FireHallMntSup p,FireMntSupp,ShopMat erials, ShopCleanSupp,Shop/Ha ll/ParkSmTools	70651	\$679.76	225-42280-221- 100-42220-221- 100-43110-215- 100-43110-211- 100-43110-240- 100-41941-240- 100-45202-240-	Fire Stations and Buildings Fire Fighting Maintenance-Shop Maintenance-Shop Maintenance-Shop City Hall Park Areas	\$91.84 \$18.61 \$18.05 \$63.38 \$162.62 \$162.63 \$162.63

Date Range : 3/30/2023 To 4/5/2023

<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>	
Total For Selected Claims							\$7,879.81	\$7,879.81

Andrew D Hemphill		City Council/Town Board				Date
GERHART L. HANSON, JR		City Council/Town Board				Date
Gregory A Koch		City Council/Town Board				Date
Mary Frances Eppen		City Council/Town Board				Date
TRACY ALLEN JONES		City Council/Town Board, Mayor				Date

Fund Name: All Funds

Date Range: 03/15/2023 To 03/31/2023

Date Vendor

03/15/2023 PERA

Check #	Description	Void	Account Name	F-A-O-P	Total
330686	Retirement contributions - 3/1/23 Payroll	N	Clerk	100-41425-101-	\$ 241.03
330686				100-41425-103-	\$ 31.23
330686				100-41425-121-	\$ 36.03
330686			Planning and Zoning	100-41425-121-	\$ 278.11
330686				100-41910-103-	\$ 41.57
330686			City Hall	100-41910-121-	\$ 47.97
330686				100-41941-101-	\$ 30.45
330686			Police Administration	100-41941-121-	\$ 35.14
330686				100-42110-101-	\$ 28.30
330686			Patrol	100-42110-121-	\$ 42.45
330686				100-42123-101-	\$ 249.14
330686			Fire Stations and Buildings	100-42123-103-	\$ 12.10
330686			Maintenance-Shop	100-42123-121-	\$ 18.14
330686			Paved Streets	100-42123-121-	\$ 373.71
330686				100-42280-101-	\$ 7.58
330686				100-42280-121-	\$ 8.75
330686				100-43110-101-	\$ 84.04
330686				100-43110-121-	\$ 96.95
330686			Waste (Refuse) Disposal	100-43121-101-	\$ 186.18
330686			Cemetery	100-43121-121-	\$ 214.83
330686				100-43240-101-	\$ 2.06
330686				100-43240-121-	\$ 2.38
330686				100-49010-101-	\$ 3.63
330686			Waste (Refuse) Collection	100-49010-121-	\$ 4.19
330686			Sewer Utilities - Sanitary Sewer Maintenance	227-43230-101-	\$ 1.51
330686				227-43230-121-	\$ 1.74
330686				602-49450-101-	\$ 7.58
330686				602-49450-121-	\$ 8.75
330686			Sewer Utilities - Administration and General	602-49490-101-	\$ 1.42
330686				602-49490-121-	\$ 1.64
330686					\$ 2,098.60
60337	Regular Payroll - 3-1 to 3-14	N	Clerk	100-41425-103-	\$ 305.10
60337			Planning and Zoning	100-41910-103-	\$ 645.36
60337					\$ 950.46

Total For Check

Total For Check

Fund Name: All Funds

Date Range: /15/2023 To 03/31/2023

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
03/15/2023	Payroll Period Ending 03/14/2023	60338	Regular Payroll - 3-1 to 3-14	N	City Hall	100-41941-101-	\$ 280.00
		60338			Fire Stations and Buildings	100-42280-101-	\$ 22.76
		60338			Maintenance-Shop	100-43110-101-	\$ 566.83
		60338			Paved Streets	100-43110-101-	\$ 0.01
		60338			Sewer Utilities - Sanitary Sewer	100-43121-101-	\$ 1,384.06
		60338			Maintenance	602-49450-101-	\$ 22.76
		60338					\$ 2,276.42
03/15/2023	Payroll Period Ending 03/14/2023	60339	Regular Payroll - 3-1 to 3-14	N	Patrol	100-42123-103-	\$ 260.93
		60339					\$ 260.93
03/15/2023	Payroll Period Ending 03/14/2023	60340	Regular Payroll - 3-1 to 3-14	N	Clerk	100-41425-101-	\$ 1,874.60
		60340					\$ 1,874.60
03/15/2023	Payroll Period Ending 03/14/2023	60341	Regular Payroll - 3-1 to 3-14	N	Clerk	100-41425-101-	\$ 1,120.48
		60341			Sewer Utilities - Administration and	602-49490-101-	\$ 7.90
					General		
		60341					\$ 1,128.38
03/15/2023	Payroll Period Ending 03/14/2023	60342	Regular Payroll - 3-1 to 3-14	N	Paved Streets	100-43121-103-	\$ 221.64
		60342					\$ 221.64
03/15/2023	Payroll Period Ending 03/14/2023	60343	Regular Payroll - 3-1 to 3-14	N	City Hall	100-41941-101-	\$ 198.72
		60343			Fire Stations and Buildings	100-42280-101-	\$ 80.16
		60343			Maintenance-Shop	100-43110-101-	\$ (0.01)
		60343			Paved Streets	100-43110-101-	\$ 576.13
		60343			Waste (Refuse) Disposal	100-43121-101-	\$ 676.33
		60343			Cemetery	100-43240-101-	\$ 18.37
		60343			Sewer Utilities - Sanitary Sewer	100-49010-101-	\$ 60.12
		60343			Maintenance	602-49450-101-	\$ 60.12
		60343					\$ 1,669.94
03/15/2023	Payroll Period Ending 03/14/2023	60344	Regular Payroll - 3-1 to 3-14	N	Police Administration	100-42110-101-	\$ 148.03
		60344			Patrol	100-42123-101-	\$ 1,332.31
		60344					\$ 1,480.34
03/15/2023	Payroll Period Ending 03/14/2023	60345	Foster/Spindler 2023 Clothing Allowance	N	Maintenance-Shop	100-43110-101-	\$ 48.93
		60345					\$ 48.93

Fund Name: All Funds

Date Range: 03/15/2023 To 03/31/2023

Date Vendor Check #
03/15/2023 Payroll Period Ending 03/14/2023 60346

Total For Check 60346

03/15/2023 Minnesota Child Support Payment 60347
Ctr

Total For Check 60347

03/15/2023 Amy Prokott 60348
Total For Check 60348

03/15/2023 Gregory Koch 60349

Total For Check 60349

03/15/2023 Progressive Forest Products 60350

Total For Check 60350

03/17/2023 FEDERAL WITHHOLDING/ON LINE 330684

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Description	Void	Account Name	F-A-O-P	Total
Foster/Spindler 2023 Clothing Allowance	N	Maintenance-Shop	100-43110-101-	\$ 102.79
Garnishment: ID 0014019010 Locator Code 27 Pay Date 3/15/2023	N	Patrol	100-42123-101-	\$ 287.03
Mileage: PO,kiosk,bank,Ace	N	Clerk	100-41425-331-	\$ 9.89
Mileage Reimbursement - LMC Elected Officials Foundational Training	N	Council/Town Board	100-41110-331-	\$ 170.30
Invs. 2022-252,2023-21: Fire Hall Cabinets and Hutch for the Meeting Room	N	Fire Stations and Buildings	225-42280-560-	\$ 9,069.96
Federal Withholding - 3/15/23 Payroll	N	Council/Town Board	100-41110-103-	\$ 99.44
			100-41110-122-	\$ 80.60
			100-41110-135-	\$ 18.84
			100-41110-171-	\$ 15.00
		Mayor	100-41310-103-	\$ 38.25
			100-41310-122-	\$ 31.00
			100-41310-135-	\$ 7.25
		Clerk	100-41425-101-	\$ 309.59
			100-41425-103-	\$ 27.50
			100-41425-122-	\$ 22.29
			100-41425-122-	\$ 250.91
			100-41425-135-	\$ 58.68
			100-41425-135-	\$ 5.21
			100-41425-171-	\$ 234.06
		Planning and Zoning	100-41910-103-	\$ 58.18
			100-41910-122-	\$ 47.15
			100-41910-135-	\$ 11.03
			100-41941-101-	\$ 50.85
		City Hall	100-41941-122-	\$ 41.21

Fund Name: All Funds

Date Range: /15/2023 To 03/31/2023

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Check #</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
			330684			100-41941-135-	9.64
			330684			100-41941-171-	53.87
		Police Administration	330684			100-42110-101-	3.41
			330684			100-42110-135-	3.41
		Patrol	330684			100-42110-171-	18.86
			330684			100-42123-101-	30.68
			330684			100-42123-103-	4.46
			330684			100-42123-135-	4.46
			330684			100-42123-135-	30.68
		Fire Stations and Buildings	330684			100-42123-171-	169.76
			330684			100-42280-101-	10.40
			330684			100-42280-122-	8.43
			330684			100-42280-135-	1.97
			330684			100-42280-171-	6.44
		Civil Defense Expenditures	330684			100-42501-103-	3.06
			330684			100-42501-122-	2.48
			330684			100-42501-135-	0.58
		Maintenance-Shop	330684			100-43110-101-	132.51
			330684			100-43110-122-	107.40
			330684			100-43110-135-	25.11
		Paved Streets	330684			100-43110-171-	114.63
			330684			100-43121-101-	221.35
			330684			100-43121-103-	18.36
			330684			100-43121-122-	14.88
			330684			100-43121-122-	179.39
			330684			100-43121-135-	41.96
			330684			100-43121-135-	3.48
		Waste (Refuse) Disposal	330684			100-43121-171-	256.41
			330684			100-43240-101-	1.80
			330684			100-43240-122-	1.46
			330684			100-43240-135-	0.34
			330684			100-43240-171-	0.59
		Library	330684			100-45187-103-	19.13
			330684			100-45187-122-	15.50
			330684			100-45187-135-	3.63
		Cemetery	330684			100-45187-171-	20.00
			330684			100-49010-101-	5.89
			330684			100-49010-122-	4.77
			330684			100-49010-135-	1.12
		Sewer Utilities - Sanitary Sewer Maintenance	330684			100-49010-171-	1.94
			330684			602-49450-101-	8.44
			330684			602-49450-122-	6.84

Fund Name: All Funds

Date Range: 03/15/2023 To 03/31/2023

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
		330684				602-49450-135-	\$ 1.60
		330684				602-49450-171-	\$ 5.80
		330684			Sewer Utilities - Administration and General	602-49490-101-	\$ 0.78
		330684					\$ 2,985.71
03/23/2023	Verizon	60351	Police and Shop - Inv. #9930057879	N	Police Administration	100-42110-321-	\$ 80.02
		60351			Maintenance-Shop	100-43110-321-	\$ 103.82
		60351					\$ 183.84
03/23/2023	Minnesota Life Insurance Company	60352	Apr 2023 Life Ins - Billing Date 3-20-23 - Policy #0023198	N	Clerk	100-41425-101-	\$ 23.50
		60352			Maintenance-Shop	100-41425-133-	\$ 11.90
		60352			Maintenance-Shop	100-43110-133-	\$ 11.90
		60352					\$ 47.30
03/23/2023	PEOPLESERVICE, INC.	60353	Inv. 0042519 - April 2023 Wastewater Operating Services	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-407-	\$ 2,030.00
		60353					\$ 2,030.00
03/23/2023	Crow Wing County Historical Society	60354	Donation to Historical Society affiliated with/approved by MN Historical Society	N	Historical Society	100-45011-490-	\$ 100.00
		60354					\$ 100.00
03/23/2023	Hwy 18 Collision Center	60355*	RO #: 28068 - Parts for Repair of Damage to 2018 Snowplow Truck per preliminary estimate	N	Road and Bridge Equipment	100-43126-404-	\$ 1,645.80
		60355					\$ 1,645.80
03/28/2023	MINNESOTA REVENUE	330689	State Withholding - 3/15/23 Payroll	N	Council/Town Board	100-41110-172-	\$ 32.50
		330689			Clerk	100-41425-172-	\$ 153.98
		330689			Planning and Zoning	100-41910-172-	\$ 7.51
		330689			City Hall	100-41941-172-	\$ 31.29
		330689			Police Administration	100-42110-172-	\$ 8.37
		330689			Patrol	100-42123-172-	\$ 81.13
		330689			Fire Stations and Buildings	100-42280-172-	\$ 5.80

Fund Name: All Funds

Date Range: 1/15/2023 To 03/31/2023

<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>
		330689			Maintenance-Shop	100-43110-172-	\$ 72.22
		330689			Paved Streets	100-43121-172-	\$ 139.13
		330689			Waste (Refuse) Disposal	100-43240-172-	\$ 0.93
		330689			Cemetery	100-49010-172-	\$ 3.06
		330689			Sewer Utilities - Sanitary Sewer Maintenance	602-49450-172-	\$ 4.78
		330689			Sewer Utilities - Administration and General	602-49490-172-	\$ 0.31
		330689					\$ 541.01
03/29/2023	PERA	330687	Retirement contributions - 3/15/23 Payroll	N	Clerk	100-41425-101-	\$ 282.80
		330687				100-41425-103-	\$ 23.37
		330687				100-41425-121-	\$ 26.97
		330687				100-41425-121-	\$ 326.31
		330687			Planning and Zoning	100-41910-103-	\$ 49.43
		330687				100-41910-121-	\$ 57.03
		330687			City Hall	100-41941-101-	\$ 45.65
		330687				100-41941-121-	\$ 52.67
		330687			Police Administration	100-42110-101-	\$ 27.74
		330687				100-42110-121-	\$ 41.62
		330687			Patrol	100-42123-101-	\$ 249.70
		330687				100-42123-103-	\$ 36.29
		330687				100-42123-121-	\$ 54.43
		330687				100-42123-121-	\$ 374.54
		330687			Fire Stations and Buildings	100-42280-101-	\$ 9.40
		330687				100-42280-121-	\$ 10.85
		330687			Maintenance-Shop	100-43110-101-	\$ 107.89
		330687				100-43110-121-	\$ 124.49
		330687			Paved Streets	100-43121-101-	\$ 198.40
		330687				100-43121-121-	\$ 228.93
		330687			Waste (Refuse) Disposal	100-43240-101-	\$ 1.63
		330687				100-43240-121-	\$ 1.88
		330687			Cemetery	100-49010-101-	\$ 5.35
		330687				100-49010-121-	\$ 6.17
		330687			Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 7.62
		330687				602-49450-121-	\$ 8.79
		330687			Sewer Utilities - Administration and General	602-49490-101-	\$ 0.72
		330687				602-49490-121-	\$ 0.83
		330687					\$ 2,361.50

Fund Name: All Funds

Date Range: 03/15/2023 To 03/31/2023

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
03/29/2023	Payroll Period Ending 03/29/2023	60356	Regular Payroll - 3-15 to 3-28	N	Clerk	100-41425-103-	\$ 29.87
	Total For Check	60356					\$ 29.87
03/29/2023	Payroll Period Ending 03/29/2023	60357	Regular Payroll - 3-15 to 3-28	N	Clerk	100-41425-103-	\$ 229.00
	Total For Check	60357			Planning and Zoning	100-41910-103-	\$ 713.37
03/29/2023	Payroll Period Ending 03/29/2023	60358	Regular Payroll - 3-15 to 3-28	N	City Hall	100-41941-101-	\$ 287.06
	Total For Check	60358			Fire Stations and Buildings	100-42280-101-	\$ 21.94
		60358			Maintenance-Shop	100-43110-101-	\$ 638.12
		60358			Paved Streets	100-43121-101-	\$ 859.36
		60358			Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 21.94
	Total For Check	60358					\$ 1,828.42
03/29/2023	Payroll Period Ending 03/29/2023	60359	Regular Payroll - 3-15 to 3-28	N	Clerk	100-41425-101-	\$ 1,683.64
	Total For Check	60359					\$ 1,683.64
03/29/2023	Payroll Period Ending 03/29/2023	60360	Regular Payroll - 3-15 to 3-28	N	Clerk	100-41425-101-	\$ 1,120.32
	Total For Check	60360			Sewer Utilities - Administration and General	602-49490-101-	\$ 54.02
	Total For Check	60360					\$ 1,174.34
03/29/2023	Payroll Period Ending 03/29/2023	60361	Regular Payroll - 3-15 to 3-28	N	City Hall	100-41941-101-	\$ 277.69
	Total For Check	60361			Fire Stations and Buildings	100-42280-101-	\$ 21.22
		60361			Maintenance-Shop	100-43110-101-	\$ 0.01
		60361			Paved Streets	100-43110-101-	\$ 553.60
		60361			Cemetery	100-43121-101-	\$ 852.51
		60361			Sewer Utilities - Sanitary Sewer Maintenance	100-49010-101-	\$ 42.45
	Total For Check	60361					\$ 21.22
	Total For Check	60361					\$ 1,768.70
03/29/2023	Payroll Period Ending 03/29/2023	60362	Regular Payroll - 3-15 to 3-28	N	Police Administration	100-42110-101-	\$ 148.03
	Total For Check	60362			Patrol	100-42123-101-	\$ 1,332.31
	Total For Check	60362					\$ 1,480.34
03/29/2023	Minnesota Child Support Payment Ctr	60363	Garnishment: ID 0014019010 Locator Code 27 Pay Date 3/29/2023	N	Patrol	100-42123-101-	\$ 287.03
	Total For Check	60363					\$ 287.03

Fund Name: All Funds

Date Range: 03/15/2023 To 03/31/2023

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
03/29/2023	Wex Bank	60364	Inv. 87816520 - Fuel - Road Equip, Police, Fire, 1st Resp	N	Patrol	100-42123-211-	\$ 9.65
		60364			Fire Fighting	100-42123-212-	\$ 885.37
		60364			Other Protection-1st Response	100-42220-212-	\$ 50.59
		60364			Road and Bridge Equipment	100-42860-212-	\$ 75.90
		60364				100-43126-212-	\$ 1,517.79
		60364	Total For Check				\$ 2,539.30
03/29/2023	AUTO VALUE	60365	3/25/23 Statement: Road/Bridge Repair Supp	N	Maintenance-Shop	100-43110-215-	\$ 361.08
		60365			Road and Bridge Equipment	100-43110-240-	\$ 32.97
		60365				100-43126-221-	\$ 122.71
		60365	Total For Check				\$ 516.76
03/29/2023	Aramark	60366	Rugs and Towels - Invs.2530120847,2530120849- CityHall/FireHall	N	City Hall	100-41941-418-	\$ 129.89
		60366			Fire Stations and Buildings	100-42280-418-	\$ 40.72
		60366	Total For Check				\$ 170.61
03/29/2023	Canon Financial Services, Inc.	60367	COPIER LEASE- 3/21/23 Inv. #30229285	N	Clerk	100-41425-413-	\$ 148.93
		60367	Total For Check				\$ 148.93
03/29/2023	Ehlers Investment Partners, LLC	60368	February 2023 Investment Account Management Fee	N	Purchase of Investments	100-49350-307-	\$ 57.81
		60368	Total For Check				\$ 57.81
03/29/2023	Colonial Life	60369	Employee paid insurance - Inv # 47086730305391	N	Clerk	100-41425-101-	\$ 76.72
		60369	Total For Check				\$ 76.72
03/29/2023	LEAGUE OF MINNESOTA CITIES	60370	Inv. 379750: Safety and Loss Control Wrkshp - Prokott,Johnson,Fahrendorff,Foster,Spindler	N	Clerk	100-41425-308-	\$ 40.00
		60370			Planning and Zoning	100-41910-308-	\$ 20.00
		60370			Maintenance-Shop	100-43110-308-	\$ 40.00
		60370	Total For Check				\$ 100.00
03/31/2023	FEDERAL WITHHOLDING/ON LINE	330685	Federal Withholding - 3/29/23 Payroll	N	Clerk	100-41425-101-	\$ 278.83

Fund Name: All Funds

Date Range: 03/15/2023 To 03/31/2023

Date Vendor

Check #	Description	Void	Account Name	F-A-O-P	Total
330685				100-41425-103-	24.76
330685				100-41425-122-	20.07
330685				100-41425-122-	225.98
330685				100-41425-135-	52.85
330685				100-41425-135-	4.69
330685				100-41425-171-	196.13
330685				100-41425-171-	20.00
330685				100-41910-103-	64.29
330685			Planning and Zoning	100-41910-122-	52.10
330685				100-41910-135-	12.19
330685			City Hall	100-41941-101-	57.37
330685				100-41941-122-	46.50
330685				100-41941-135-	10.87
330685				100-41941-171-	45.54
330685			Police Administration	100-42110-101-	3.41
330685				100-42110-135-	3.41
330685				100-42110-171-	18.86
330685			Patrol	100-42123-101-	30.68
330685				100-42123-135-	30.68
330685				100-42123-171-	169.76
330685			Fire Stations and Buildings	100-42280-101-	4.38
330685				100-42280-122-	3.55
330685				100-42280-135-	0.83
330685				100-42280-171-	3.48
330685			Maintenance-Shop	100-43110-101-	121.41
330685				100-43110-122-	98.39
330685				100-43110-135-	23.02
330685				100-43110-171-	98.83
330685			Paved Streets	100-43121-101-	173.84
330685				100-43121-122-	140.89
330685				100-43121-135-	32.95
330685				100-43121-171-	137.15
330685			Cemetery	100-49010-101-	4.12
330685				100-49010-122-	3.34
330685				100-49010-135-	0.78
330685				100-49010-171-	1.61
330685			Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	4.38
330685				602-49450-122-	3.55
330685				602-49450-135-	0.83
330685				602-49450-171-	3.48

Fund Name: All Funds

Date Range: 1/15/2023 To 03/31/2023

Date Vendor

Check #

Description

Void Account Name

F-A-O-P

Total

330685 \$ 5.12

602-49490-101-

Sewer Utilities - Administration and General

330685 \$ 4.15

602-49490-122-

330685 \$ 0.97

602-49490-135-

330685 \$ 1.36

602-49490-171-

Total For Check 330685 \$ 2,241.38

03/31/2023 Pershing \$ 15,792.11

100-49350-800-

Purchase of Investments

N

330690 \$ 2,368.81

225-49350-800-

Purchase of Investments

N

330690 \$ 6,316.84

226-49350-800-

Purchase of Investments

N

330690 \$ 11,054.47

404-49350-800-

Purchase of Investments

N

330690 \$ 5,527.24

407-49350-800-

Purchase of Investments

N

330690 \$ 3,948.03

409-49350-800-

Purchase of Investments

N

330690 \$ 7,896.05

415-49350-800-

Purchase of Investments

N

330690 \$ 5,527.24

416-49350-800-

Purchase of Investments

N

330690 \$ 1,579.21

602-49350-800-

Purchase of Investments

N

Total For Check 330690 \$ 60,010.00

03/31/2023 Money Market/Bonds \$ 21.16

100-49350-800-

Deposit Into Money Market/Bonds

N

Total For Check IAD2721 \$ 21.16

03/31/2023 Money Market/Bonds \$ 3.16

225-49350-800-

Deposit Into Money Market/Bonds

N

Total For Check IAD2722 \$ 3.16

03/31/2023 Money Market/Bonds \$ 8.46

226-49350-800-

Deposit Into Money Market/Bonds

N

Total For Check IAD2723 \$ 8.46

03/31/2023 Money Market/Bonds \$ 14.81

404-49350-800-

Deposit Into Money Market/Bonds

N

Total For Check IAD2724 \$ 14.81

03/31/2023 Money Market/Bonds \$ 7.41

407-49350-800-

Deposit Into Money Market/Bonds

N

Total For Check IAD2725 \$ 7.41

03/31/2023 Money Market/Bonds \$ 5.29

409-49350-800-

Deposit Into Money Market/Bonds

N

Total For Check IAD2726 \$ 5.29

Fund Name: All Funds
Date Range: 03/15/2023 To 03/31/2023

<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>
03/31/2023	Money Market/Bonds	IAD2727	Deposit Into Money Market/Bonds	N	Purchase of Investments	415-49350-800-	\$ 10.58
	Total For Check	IAD2727					\$ 10.58
03/31/2023	Money Market/Bonds	IAD2728	Deposit Into Money Market/Bonds	N	Purchase of Investments	416-49350-800-	\$ 7.41
	Total For Check	IAD2728					\$ 7.41
03/31/2023	Money Market/Bonds	IAD2729	Deposit Into Money Market/Bonds	N	Purchase of Investments	602-49350-800-	\$ 2.12
	Total For Check	IAD2729					\$ 2.12
03/31/2023	Money Market/Bonds	IAD2730	Deposit Into Money Market/Bonds	N	Purchase of Investments	100-49350-800-	\$ 275.83
	Total For Check	IAD2730					\$ 275.83
03/31/2023	Money Market/Bonds	IAD2731	Deposit Into Money Market/Bonds	N	Purchase of Investments	225-49350-800-	\$ 41.38
	Total For Check	IAD2731					\$ 41.38
03/31/2023	Money Market/Bonds	IAD2732	Deposit Into Money Market/Bonds	N	Purchase of Investments	226-49350-800-	\$ 110.33
	Total For Check	IAD2732					\$ 110.33
03/31/2023	Money Market/Bonds	IAD2733	Deposit Into Money Market/Bonds	N	Purchase of Investments	404-49350-800-	\$ 193.08
	Total For Check	IAD2733					\$ 193.08
03/31/2023	Money Market/Bonds	IAD2734	Deposit Into Money Market/Bonds	N	Purchase of Investments	407-49350-800-	\$ 96.54
	Total For Check	IAD2734					\$ 96.54
03/31/2023	Money Market/Bonds	IAD2735	Deposit Into Money Market/Bonds	N	Purchase of Investments	409-49350-800-	\$ 68.96
	Total For Check	IAD2735					\$ 68.96
03/31/2023	Money Market/Bonds	IAD2736	Deposit Into Money Market/Bonds	N	Purchase of Investments	415-49350-800-	\$ 137.91
	Total For Check	IAD2736					\$ 137.91
03/31/2023	Money Market/Bonds	IAD2737	Deposit Into Money Market/Bonds	N	Purchase of Investments	416-49350-800-	\$ 96.54

Fund Name: All Funds

Date Range: /15/2023 To 03/31/2023

<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>
03/31/2023	Money Market/Bonds		IAD2737					\$ 96.54
		Total For Check	IAD2738	Deposit Into Money Market/Bonds	N	Purchase of Investments	602-49350-800-	\$ 27.58
03/31/2023	Money Market/Bonds		IAD2739					\$ 15,792.11
		Total For Check	IAD2739	Deposit Into Money Market/Bonds	N	Purchase of Investments	100-49350-800-	\$ 15,792.11
03/31/2023	Money Market/Bonds		IAD2740					\$ 2,368.81
		Total For Check	IAD2740	Deposit Into Money Market/Bonds	N	Purchase of Investments	225-49350-800-	\$ 2,368.81
03/31/2023	Money Market/Bonds		IAD2741					\$ 6,316.84
		Total For Check	IAD2741	Deposit Into Money Market/Bonds	N	Purchase of Investments	226-49350-800-	\$ 6,316.84
03/31/2023	Money Market/Bonds		IAD2742					\$ 11,054.47
		Total For Check	IAD2742	Deposit Into Money Market/Bonds	N	Purchase of Investments	404-49350-800-	\$ 11,054.47
03/31/2023	Money Market/Bonds		IAD2743					\$ 5,527.24
		Total For Check	IAD2743	Deposit Into Money Market/Bonds	N	Purchase of Investments	407-49350-800-	\$ 5,527.24
03/31/2023	Money Market/Bonds		IAD2744					\$ 3,948.03
		Total For Check	IAD2744	Deposit Into Money Market/Bonds	N	Purchase of Investments	409-49350-800-	\$ 3,948.03
03/31/2023	Money Market/Bonds		IAD2745					\$ 7,896.05
		Total For Check	IAD2745	Deposit Into Money Market/Bonds	N	Purchase of Investments	415-49350-800-	\$ 7,896.05
03/31/2023	Money Market/Bonds		IAD2746					\$ 5,527.24
		Total For Check	IAD2746	Deposit Into Money Market/Bonds	N	Purchase of Investments	416-49350-800-	\$ 5,527.24
03/31/2023	Money Market/Bonds		IAD2747					\$ 1,579.21
		Total For Check	IAD2747	Deposit Into Money Market/Bonds	N	Purchase of Investments	602-49350-800-	\$ 1,579.21
		Total For Selected Checks	IAD2747					\$ 167,740.14

3/31/2023

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Vari</u>
Receipts:			
Current Ad Valorem Taxes	327,811.96	19,451.35	(308,360.61)
Delinquent Ad Valorem Taxes	3,975.00	1,496.86	(2,478.14)
Mobile Home Tax	2.50	19.68	17.18
Fiscal Disparities	500.00	80.11	(419.89)
Total Acct 310	332,289.46	21,048.00	(311,241.46)
Franchise Taxes	937.50	0.00	(937.50)
Severed Mineral Tax	53.75	0.00	(53.75)
Total Acct 318	991.25	0.00	(991.25)
Penalties and Interest on Ad valorem Taxes	641.25	481.02	(160.23)
Forfeited Tax Sale Apportionments	1,350.00	0.00	(1,350.00)
Principal on Special Assessments	0.00	0.00	0.00
Penalties and Interest on Special Assessments	8.75	0.00	(8.75)
Total Acct 319	2,000.00	481.02	(1,518.98)
Licenses & Permits	25.00	0.00	(25.00)
Alcoholic Beverages	1,813.75	0.00	(1,813.75)
Rental Dwelling License	875.00	850.00	(25.00)
Right-of-Way Management	0.00	0.00	0.00
Total Acct 321	2,713.75	850.00	(1,863.75)
Building Permits (Excludes surcharge)	5,687.50	6,460.00	772.50
Animal Licenses	10.00	10.00	0.00
Total Acct 322	5,697.50	6,470.00	772.50
Federal Grants - Emergency Preparedness/Emergency Management Aid	0.00	22,909.21	22,909.21
Federal Payments in Lieu of Taxes	0.50	0.00	(0.50)
Total Acct 331	0.50	22,909.21	22,908.71
Homestead and Agricultural Credit Aid (HACA)	10,562.50	23,203.64	12,641.14
Police Training Reimbursement	125.00	0.00	(125.00)
Agricultural Market Value Credit	132.50	0.00	(132.50)
Fire Training Reimbursement	1,000.00	0.00	(1,000.00)
State Fire Aid	3,063.75	0.00	(3,063.75)
Supp. Fire State Aid	625.00	0.00	(625.00)
State Police Aid	3,375.00	0.00	(3,375.00)
Total Acct 334	18,883.75	23,203.64	4,319.89
Grants & Aids from Other LGUs	1,080.00	0.00	(1,080.00)
Total Acct 336	1,080.00	0.00	(1,080.00)
City/Town Hall Rent	125.00	300.00	175.00
Zoning and Subdivision Fees	925.00	150.00	(775.00)
Assessment Searches	250.00	75.00	(175.00)
Candidate Filing Fee	0.00	0.00	0.00
Copies/Faxes	17.50	30.90	13.40
Total Acct 341	1,317.50	555.90	(761.60)
Special Police Services	600.00	600.00	0.00
Special Fire Protection Services	6,450.00	0.00	(6,450.00)
First Responder Charges	1,915.00	0.00	(1,915.00)
Total Acct 342	8,965.00	600.00	(8,365.00)
Sale of Culverts	280.00	0.00	(280.00)
Contractor Water Use	0.00	0.00	0.00
Total Acct 343	280.00	0.00	(280.00)
Refuse Collection Charges	750.00	0.00	(750.00)
Total Acct 344	750.00	0.00	(750.00)
Cemetery Revenues	125.00	500.00	375.00
Cemetery -Grave openings	1,381.25	450.00	(931.25)

3/31/2023

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Cemetery -Sale of lots	3,250.00	1,200.00	(2,050.00)
Misc. Rents	5.00	1.00	(4.00)
Verizon Rental	3,300.00	3,300.00	0.00
Total Acct 349	8,061.25	5,451.00	(2,610.25)
Court Fines	205.00	78.31	(126.69)
Administrative Fines (Penalties)	125.00	2,917.50	2,792.50
Total Acct 351	330.00	2,995.81	2,665.81
Interest Earning	1,000.00	1,788.36	788.36
Contributions and Donations from Private Sources	0.00	0.00	0.00
Refunds	1,500.00	7,544.12	6,044.12
Total Acct 362	2,500.00	9,332.48	6,832.48
Total Revenues	385,859.96	93,897.06	(291,962.90)
Other Financing Sources:			
Unrealized Investment Gain	0.00	455.78	455.78
Total Acct 391	0.00	455.78	455.78
Capital Contributions	25.00	0.00	(25.00)
Total Acct 397	25.00	0.00	(25.00)
Sale of Investment	62,500.00	58,194.80	(4,305.20)
Total Acct 399	62,500.00	58,194.80	(4,305.20)
Total Other Financing Sources	62,525.00	58,650.58	(3,874.42)

3/31/2023

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Var'</u>
Disbursements:			
Council/Town Board	5,708.75	4,754.60	954.15
Ordinances and Proceedings	1,337.50	900.75	436.75
Total Acct 411	7,046.25	5,655.35	1,390.90
Mayor	1,983.75	1,614.75	369.00
Total Acct 413	1,983.75	1,614.75	369.00
Elections	25.00	0.37	24.63
Clerk	50,516.25	46,774.98	3,741.27
Total Acct 414	50,541.25	46,775.35	3,765.90
Internal Auditing	3,042.50	301.00	2,741.50
Total Acct 415	3,042.50	301.00	2,741.50
Planning and Zoning	15,578.75	12,232.79	3,345.96
General Government Buildings and Plant	855.00	2,391.00	(1,536.00)
City Hall	14,788.75	21,833.21	(7,044.46)
Total Acct 419	31,222.50	36,457.00	(5,234.50)
Police Administration	9,554.25	17,957.02	(8,402.77)
Patrol	38,602.00	31,896.20	6,705.80
Police Training	584.75	20.86	563.89
Total Acct 421	48,741.00	49,874.08	(1,133.08)
Fire Administration	13,030.25	31,049.71	(18,019.46)
Fire Fighting	37,296.25	1,465.67	35,830.58
Fire Training	2,775.00	0.00	2,775.00
Fire Stations and Buildings	3,560.00	6,343.38	(2,783.38)
Total Acct 422	56,661.50	38,858.76	17,802.74
Building Inspections Administration	875.00	512.50	362.50
Rental Inspections	550.00	537.50	12.50
Total Acct 424	1,425.00	1,050.00	375.00
Civil Defense Expenditures	286.00	129.18	156.82
Total Acct 425	286.00	129.18	156.82
Traffic Engineering Expenditures	1,137.50	0.00	1,137.50
Total Acct 426	1,137.50	0.00	1,137.50
Other Protection-1st Response	10,698.75	1,965.90	8,732.85
Total Acct 428	10,698.75	1,965.90	8,732.85
Maintenance-Shop	34,690.00	34,000.30	689.70
Paved Streets	19,868.75	20,451.08	(582.33)
Unpaved Streets	12,612.50	0.00	12,612.50
Ice and Snow Removal	1,125.00	0.00	1,125.00
Road and Bridge Equipment	41,517.55	12,816.38	28,701.17
Bridges, Viaducts and Grade Separations	75.00	0.00	75.00
Street Lighting	875.00	918.00	(43.00)
Total Acct 431	110,763.80	68,185.76	42,578.04
Waste (Refuse) Disposal	4,196.25	1,325.95	2,870.30
Total Acct 432	4,196.25	1,325.95	2,870.30
Historical Society	25.00	100.00	(75.00)
Total Acct 450	25.00	100.00	(75.00)
Library	1,418.75	751.74	667.01
Total Acct 451	1,418.75	751.74	667.01
Park Areas	6,092.50	1,872.12	4,220.38
Total Acct 452	6,092.50	1,872.12	4,220.38
Water Resources	250.00	1,000.00	(750.00)
Emily Waters	3,687.50	0.00	3,687.50

3/31/2023

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Total Acct 461	3,937.50	1,000.00	2,937.50
Economic Development and Assistance	319.75	0.00	319.75
Total Acct 465	319.75	0.00	319.75
Food Shelf	62.50	250.00	(187.50)
Cemetery	4,822.50	1,530.62	3,291.88
Total Acct 490	4,885.00	1,780.62	3,104.38
Total Disbursements	344,424.55	257,697.56	86,726.99
Other Financing Uses:			
Unrealized Investment Loss	1,625.00	552.07	1,072.93
Purchase of Investments	62,900.00	60,067.66	2,832.34
Total Acct 493	64,525.00	60,619.73	3,905.27
Total Other Financing Uses	64,525.00	60,619.73	3,905.27
Beginning Cash Balance		591,174.01	
Total Receipts and Other Financing Sources		152,547.64	
Total Disbursements and Other Financing Uses		318,317.29	
Cash Balance as of 03/31/2023		425,404.36	

Fund Name: 602 - Sewage Collection and Disposal

Date Range: 03/01/2023 To 03/31/2023

<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>
03/01/2023	UTILITY BILLING	12773*	Sewer Charges - ACH	(03/01/2023) -	N	Rate Class I Penalties and Forfeited Discounts	602-37210- 602-37260-	\$ 166.11 \$ 16.61 \$ 182.72
03/27/2023	UTILITY BILLING	12791	Sewer Charges	(03/28/2023) -	N	Rate Class I Penalties and Forfeited Discounts	602-37210- 602-37260-	\$ 432.22 \$ 33.22 \$ 465.44
03/30/2023	UTILITY BILLING	12792	Sewer Charges	(03/31/2023) -	N	Rate Class I	602-37210-	\$ 100.00 \$ 100.00
03/31/2023	Pershing	12796	Int CR Investments - MMMF	(03/31/2023) -	N	Interest Earning	602-36210-	\$ 2.12 \$ 2.12
03/31/2023	Pershing	12797	Sale of Investments	(03/31/2023) -	N	Sale of Investment	602-39990-	\$ 1,579.21 \$ 1,579.21
03/31/2023	Pershing	12798	Unrealized Investment Gains	(03/31/2023) -	N	Unrealized Investment Gain	602-39103-	\$ 27.58 \$ 27.58
03/31/2023	PINE RIVER STATE BANK	12799	Int CR Checking	(03/31/2023) -	N	Interest Earning	602-36210-	\$ 1.52 \$ 1.52
03/31/2023	Money Market/Bonds	IAW10744	Deposit from Money Market/Bonds	(03/31/2023)-	N	Sale of Investment	602-39990-	\$ 1,579.21 \$ 3,937.80
Total for Selected Receipts								

Fund Name: 602 - Sewage Collection and Disposal

Date Range: 03/15/2023 To 03/31/2023

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
03/15/2023	PERA	330686	Retirement contributions - 3/1/23 Payroll	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 7.58
		330686			Sewer Utilities - Administration and General	602-49450-121-	\$ 8.75
		330686				602-49490-101-	\$ 1.42
		330686				602-49490-121-	\$ 1.64
		330686					\$ 19.39
03/15/2023	Payroll Period Ending 03/14/2023	60338	Regular Payroll - 3-1 to 3-14	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 22.76
		60338					\$ 22.76
03/15/2023	Payroll Period Ending 03/14/2023	60341	Regular Payroll - 3-1 to 3-14	N	Sewer Utilities - Administration and General	602-49490-101-	\$ 7.90
		60341					\$ 7.90
03/15/2023	Payroll Period Ending 03/14/2023	60343	Regular Payroll - 3-1 to 3-14	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 60.12
		60343					\$ 60.12
03/17/2023	FEDERAL WITHHOLDING/ON LINE	330684	Federal Withholding - 3/15/23 Payroll	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 8.44
		330684				602-49450-122-	\$ 6.84
		330684				602-49450-135-	\$ 1.60
		330684				602-49450-171-	\$ 5.80
		330684				602-49490-101-	\$ 0.78
		330684				602-49490-122-	\$ 0.63
		330684				602-49490-135-	\$ 0.15
		330684				602-49490-171-	\$ 0.19
		330684					\$ 24.43
03/23/2023	PEOPLESERVICE, INC.	60353	Inv. 0042519 - April 2023 Wastewater Operating Services	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-407-	\$ 2,030.00
		60353					\$ 2,030.00
03/28/2023	MINNESOTA REVENUE	330689	State Withholding - 3/15/23 Payroll	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-172-	\$ 4.78

Fund Name: 602 - Sewage Collection and Disposal

Date Range: 03/15/2023 To 03/31/2023

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
		330689			Sewer Utilities - Administration and General	602-49490-172-	\$ 0.31
		Total For Check 330689					\$ 5.09
03/29/2023	PERA	330687	Retirement contributions - 3/15/23 Payroll	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 7.62
		330687			Sewer Utilities - Administration and General	602-49450-121- 602-49490-101-	\$ 8.79 \$ 0.72
		330687			Sewer Utilities - Administration and General	602-49490-121-	\$ 0.83
		Total For Check 330687					\$ 17.96
03/29/2023	Payroll Period Ending 03/29/2023	60358	Regular Payroll - 3-15 to 3-28	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 21.94
		Total For Check 60358					\$ 21.94
03/29/2023	Payroll Period Ending 03/29/2023	60360	Regular Payroll - 3-15 to 3-28	N	Sewer Utilities - Administration and General	602-49490-101-	\$ 54.02
		Total For Check 60360					\$ 54.02
03/29/2023	Payroll Period Ending 03/29/2023	60361	Regular Payroll - 3-15 to 3-28	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 21.22
		Total For Check 60361					\$ 21.22
03/31/2023	FEDERAL WITHHOLDING/ON LINE	330685	Federal Withholding - 3/29/23 Payroll	N	Sewer Utilities - Sanitary Sewer Maintenance	602-49450-101-	\$ 4.38
		330685			Sewer Utilities - Administration and General	602-49450-122- 602-49450-135- 602-49450-171- 602-49490-101-	\$ 3.55 \$ 0.83 \$ 3.48 \$ 5.12
		330685			Sewer Utilities - Administration and General	602-49490-122- 602-49490-135- 602-49490-171-	\$ 4.15 \$ 0.97 \$ 1.36
		Total For Check 330685					\$ 23.84
03/31/2023	Pershing	330690	Purchase of Investments	N	Purchase of Investments	602-49350-800-	\$ 1,579.21
		Total For Check 330690					\$ 1,579.21
03/31/2023	Money Market/Bonds	IAD2729	Deposit Into Money Market/Bonds	N	Purchase of Investments	602-49350-800-	\$ 2.12
		Total For Check IAD2729					\$ 2.12

Fund Name: 502 - Sewage Collection and Disposal

Date Range: 03/15/2023 To 03/31/2023

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
03/31/2023	Money Market/Bonds	IAD2738	Deposit Into Money Market/Bonds	N	Purchase of Investments	602-49350-800-	\$ 27.58
Total For Check IAD2738							\$ 27.58
03/31/2023	Money Market/Bonds	IAD2747	Deposit Into Money Market/Bonds	N	Purchase of Investments	602-49350-800-	\$ 1,579.21
Total For Check IAD2747							\$ 1,579.21
Total For Selected Checks							\$ 5,496.79

3/31/2023

Sewage Collection and Disposal

	<u>Budget</u>	<u>Actual</u>	<u>Vari:</u>
Receipts:			
Current Ad Valorem Taxes	15,122.91	1,326.69	(13,796.22)
Delinquent Ad Valorem Taxes	375.00	47.12	(327.88)
Mobile Home Tax	0.13	1.36	1.23
Fiscal Disparities	50.00	5.46	(44.54)
Total Acct 310	15,548.04	1,380.63	(14,167.41)
Severed Mineral Tax	3.75	0.00	(3.75)
Total Acct 318	3.75	0.00	(3.75)
Penalties and Interest on Ad valorem Taxes	0.00	0.00	0.00
Principal on Special Assessments	715.00	930.40	215.40
Penalties and Interest on Special Assessments	87.50	60.48	(27.02)
Total Acct 319	802.50	990.88	188.38
Public Utilities	31.25	0.00	(31.25)
Total Acct 321	31.25	0.00	(31.25)
Homestead and Agricultural Credit Aid (HACA)	387.50	1,582.22	1,194.72
Total Acct 334	387.50	1,582.22	1,194.72
Interest Earning	112.50	177.04	64.54
Refunds	0.00	4.00	4.00
Total Acct 362	112.50	181.04	68.54
Rate Class I	19,750.00	17,734.75	(2,015.25)
Penalties and Forfeited Discounts	225.00	244.23	19.23
Hauled Wastewater Fees	112.50	0.00	(112.50)
Total Acct 372	20,087.50	17,978.98	(2,108.52)
Total Revenues	36,973.04	22,113.75	(14,859.29)
Other Financing Sources:			
Unrealized Investment Gain	50.00	45.57	(4.43)
Total Acct 391	50.00	45.57	(4.43)
Sale of Investment	6,250.00	5,819.47	(430.53)
Total Acct 399	6,250.00	5,819.47	(430.53)
Total Other Financing Sources	6,300.00	5,865.04	(434.96)
Disbursements:			
Bond Principal	15,000.00	60,000.00	(45,000.00)
Total Acct 471	15,000.00	60,000.00	(45,000.00)
Interest - Bonds	6,695.63	13,691.25	(6,995.62)
Total Acct 472	6,695.63	13,691.25	(6,995.62)
Fiscal Agent's Fees	118.75	0.00	118.75
Total Acct 475	118.75	0.00	118.75
Sewer Utilities - Sanitary Sewer Maintenance	9,618.75	6,651.80	2,966.95
Sewer Utilities - Sanitary Sewer Cleaning	1,500.00	0.00	1,500.00
Sewer Utilities - Sewer Lift Stations	2,127.50	1,192.67	934.83
Sewer Utilities - Administration and General	1,711.25	2,792.34	(1,081.09)
Total Acct 494	14,957.50	10,636.81	4,320.69
Total Disbursements	36,771.88	84,328.06	(47,556.18)

3/31/2023

Sewage Collection and Disposal

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Other Financing Uses:			
Unrealized Investment Loss	156.25	55.21	101.04
Purchase of Investments	6,344.91	5,982.25	362.66
Total Acct 493	<u>6,501.16</u>	<u>6,037.46</u>	<u>463.70</u>
Total Other Financing Uses	<u>6,501.16</u>	<u>6,037.46</u>	<u>463.70</u>
Beginning Cash Balance		97,682.76	
Total Receipts and Other Financing Sources		27,978.79	
Total Disbursements and Other Financing Uses		<u>90,365.52</u>	
Cash Balance as of 03/31/2023		35,296.03	

REPORT FOR EMILY CITY COUNCIL MEETING
APRIL 11 2023

EMILY VOLUNTEER FIRE DEPARTMENT

- We had 15 members at our meeting
- 1 Call since the last meeting
- Checked equipment / SCBA'S
- We are working on the meeting room
- We had training on smoke alarms

Respectfully submitted,



Chad Genz
Chief - Emily Fire Dept.

EMILY FIRE DISTRICTS

**FINAL PAYABLE 2023
2022 Assessment, Taxes Payable 2023**

	Total Tax Capacity	***** Land	***** Market Value	***** Building
City of Emily (All)	4,320,791	204,120,039	212,535,739	
Fairfield Township (part) All of Sec 1-5; 10-15; 22-27; & 34-36 (VALBYSEC)	488,957	29,247,498	20,138,205	
Little Pine (All)	374,185	23,223,701	13,917,080	
PART OF Ross Lake TOWNSHIP 07, 17, 18, 19	611,921	31,805,019	28,160,856	

2023 FIRE AND FIRST RESPONSE CONTRACT FIGURES

	Total Tax Capacity	2023 Fire Budget		2023 1st Response Budget		Recommended Totals
		2022	2023	2022	2023	
City of Emily	4,320,791	\$79,820.07	\$135,748.02	\$39,228.76	\$29,284.59	\$165,032.61
Fairfield Township	488,957	\$8,269.29	\$15,361.76	\$4,064.07	\$3,313.95	\$18,675.71
Little Pine Township	374,185	\$7,331.11	\$11,755.92	\$3,602.98	\$2,536.08	\$14,292.00
Ross Lake Township	611,921	\$10,287.64	\$19,224.97	\$0.00	\$0.00	\$19,224.97
Total	5,795,854	\$105,708.11	\$182,090.66	\$46,895.81	\$35,134.62	\$217,225.29

Difference
(\$0.71)

2022 to 2023	Fire Contract Changes	1st Response Contract Changes		Total Contract Changes	
Fairfield Township	\$7,092.47	(\$750.12)	\$6,342.35	\$6,342.35	\$6,342.35
Little Pine Township	\$4,424.81	(\$1,066.90)	\$3,357.91	\$3,357.91	\$3,357.91
Ross Lake Township	\$8,937.33	\$0.00	\$8,937.33	\$8,937.33	\$8,937.33

Fire budget includes fire department disbursements and fire training, fire state aid, supplemental state aid, and fire protection services receipts.

First response budget includes first response disbursements and first response services receipts.

2023 FIRE AND FIRST RESPONSE CONTRACT FIGURES WITH ALTERNATIVE OPTIONS

FIRE	Actual				Alternative Options w/Increased City Portion						1ST RESP		TOTALS		ALTERNATIVE TOTALS	
	Total Tax Capacity	2023 Fire Budget		2023	.2% Incremental Increases			2023	2024	2025	2026	2022	2023	Actual Totals	Totals w/Fire Decrease to 2.3%	Totals w/.2% Increases
		2022	2023		2023	2024	2025									
City of Emily	4,320,791	\$79,820.07	\$135,748.02	2.6004%	\$99,378.19	2.8%	\$120,982.15	3.0%	\$129,623.73	3.2%	\$138,265.31	1.27802%	\$39,228.76	\$165,032.61	\$128,662.79	\$141,642.44
Fairfield Township	488,957	\$8,269.29	\$15,361.76	\$11,246.01	\$12,714.84	\$13,690.80	\$14,668.71	\$15,646.62	\$4,064.07	\$3,313.95	\$3,602.98	\$2,536.08	\$14,292.00	\$14,559.97	\$16,028.79	
Little Pine Township	374,185	\$7,331.11	\$11,755.92	\$8,606.26	\$9,730.31	\$10,477.18	\$11,225.55	\$11,973.92	\$0.00	\$0.00	\$0.00	\$0.00	\$19,224.97	\$11,142.33	\$12,266.38	
Ross Lake Township	611,921	\$10,287.64	\$19,224.97	\$14,074.18	\$15,912.39	\$17,133.79	\$18,357.63	\$19,581.47	\$0.00	\$0.00	\$0.00	\$0.00	\$14,292.00	\$11,142.33	\$12,266.38	
Total	5,795,854	\$105,708.11	\$182,090.66	\$133,304.64	\$150,715.39	\$162,283.91	\$173,875.62	\$185,467.33	\$33,926.45	\$38,357.54	\$41,301.76	\$44,251.89	\$47,202.02	\$217,225.29	\$168,499.27	\$185,850.01
														Difference (\$0.71)	Difference (\$48,786.73)	Difference (\$31,375.99)

.2% Incremental Increase

2022 to 2023	Fire Contract Changes	1st Response Contract Changes	Total Contract Changes with .2% Increase
Fairfield Twp	\$4,445.55	(\$750.12)	\$3,695.43
Little Pine Twp	\$2,399.20	(\$1,066.90)	\$1,332.29
Ross Lake Twp	\$5,624.75	\$0.00	\$5,624.75

Decrease of .3%

2022 to 2023	Fire Contract Changes	1st Response Contract Changes	Total Contract Changes with Decrease
City of Emily	\$2,976.72	(\$750.12)	\$2,226.61
Fairfield Township	\$1,275.15	(\$1,066.90)	\$208.24
Ross Lake Township	\$3,786.54	\$0.00	\$3,786.54

2022 FIRE AND FIRST RESPONSE CONTRACT FIGURES

	Total Tax Capacity	2022 Fire Budget		2021		2022 1st Response Budget		Recommended Totals
		2021	2022	2021	2022	2021	2022	
City of Emily	3,069,495	3.500%	2.6004%	\$98,284.97	\$79,820.07	1.0014%	1.27802%	\$119,048.83
Fairfield Township	317,997	\$11,768.44	\$8,269.29	\$3,367.12	\$4,064.07			\$12,333.35
Little Pine Township	281,919	\$9,421.55	\$7,331.11	\$2,695.64	\$3,602.98			\$10,934.09
Ross Lake Township*	395,613	\$6,925.43	\$10,287.64	\$0.00	\$0.00			\$10,287.64
Total	4,065,024	\$119,474.95	\$105,708.10	\$34,183.49	\$46,895.81			\$152,603.91

Difference
(\$0.29)

* Ross Lake Township contracted with the City mid year for the 2021-2022 contract.

2021 to 2022	Fire Contract Changes		1st Response Contract Changes		Total Contract Changes	
	Fire Contract Changes	1st Response Contract Changes	Total Contract Changes	1st Response Contract Changes	Total Contract Changes	
Fairfield Township	(\$3,499.15)	\$696.95	(\$2,802.21)		(\$2,802.21)	
Little Pine Township	(\$2,090.44)	\$907.34	(\$1,183.10)		(\$1,183.10)	
Ross Lake Township*	\$3,362.21	\$0.00	\$3,362.21		\$3,362.21	

Fire budget includes fire department disbursements and fire training, fire state aid, supplemental state aid, and fire protection services receipts.

First response budget includes first response disbursements and first response services receipts.

2022 FIRE CALLS

ALL 2022 FIRE CALLS:

Total Calls	Municipality	Percentage of Calls
30	Emily	77%
2	Fairfield Township	5%
5	Ross Lake Township	13%
1	City of Fifty Lakes	3%
1	Crooked Lake Township	3%
<u>39</u>		<u>100%</u>

2023 BUDGET/CONTRACTED FIRE CALLS:

Total Calls	Municipality	Percentage of Calls
30	Emily	81%
2	Fairfield Township	5%
0	Little Pine Township	0%
5	Ross Lake Township	14%
<u>37</u>		<u>100%</u>

2023 Budget

<u>\$182,091</u>
\$147,641
\$9,843
\$0
<u>\$24,607</u>
<u>\$182,091</u>

2023 Fire Department Budget	
Disbursements	\$226,646
Receipts:	
Fire Training Reimburs	\$4,000
State Fire Aid	\$12,255
Supp. State Fire Aid	\$2,500
Spec. Fire Prot. Serv.	\$25,800
Total	\$182,091

Above Budget includes Leases for 2 fire trucks and SCBAs	
Principal	\$66,750
Interest	\$28,770
Total	\$95,520

2023 First Response Budget	
Disbursements	\$42,795
Receipts:	
First Resp. Charges	\$7,660
Total	\$35,135

	2021 Actual	2021 Budget w/Revision	2022 Budget (As Revised 9-19-22)	2022 Spent to Date (8-24-22)	Estimated 2022 Year End (X1.356%)	2022 Spent to Date (12-13-22)	Estimated 2022 Year End (X1.049)	2023 Proposed Final Budget	Percent Change from 2022
100: General Fund									
Fire - Fire Administration - Approved by Chief Genz									
Wages and Salaries: Full-time Employees-Regular	\$16.68	\$200.00	\$30.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-100%
Fiermens pay	\$4,459.34	\$4,150.00	\$4,500.00	\$0.00	\$0.00	\$4,460.95	\$4,679.54	\$4,500.00	0%
Employer Contributions for Retirement: PERA Contributions	\$1.57	\$18.00	\$2.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-100%
Employer Contributions for Retirement: FICA Contributions	\$280.14	\$300.00	\$300.00	\$0.00	\$0.00	\$278.84	\$292.50	\$285.00	-5%
Employer Contributions for Retirement: Fire Pension Contribution	\$20,111.00	\$20,111.00	\$35,769.00	\$48,502.76	\$48,502.76	\$35,769.00	\$37,521.68	\$28,976.00	-19%
Fire Pension State Aid	\$0.00	\$11,000.00	\$11,316.40	\$11,316.40	\$15,345.04	\$23,570.08	\$24,725.01	\$12,255.00	11%
Supp. Fire State Aid	\$0.00	\$2,400.00	\$2,377.56	\$0.00	\$3,223.97	\$4,850.61	\$5,088.29	\$2,500.00	4%
Employer Paid Insurance: Medicare	\$65.52	\$75.00	\$75.00	\$0.00	\$0.00	\$65.20	\$68.39	\$70.00	-7%
Worker's Compensation: Insurance Premiums	\$292.22	\$215.00	\$350.00	\$5.65	\$7.66	\$300.80	\$315.54	\$330.00	-6%
Employee Paid: Federal Income Tax	\$28.18	\$0.00	\$30.00	\$0.00	\$0.00	\$23.17	\$24.31	\$25.00	-17%
Employee Paid: State Income Tax	\$13.87	\$0.00	\$15.00	\$0.00	\$0.00	\$13.32	\$13.97	\$15.00	0%
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	\$55.99	\$50.00	\$50.00	\$40.99	\$55.58	\$40.99	\$43.00	\$50.00	0%
Professional Services: Legal Fees	\$0.00	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	0%
Professional Services: Personnel Testing and Recruitment	\$19.50	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-100%
Professional Services: Administrative (Grant Writing)	\$1,018.24	\$950.00	\$1,153.55	\$1,564.21	\$1,564.21	\$1,731.24	\$1,816.07	\$1,820.00	0%
Communications: Telephone	\$0.00	\$125.00	\$151.50	\$125.00	\$205.43	\$151.50	\$158.92	\$170.00	5%
Miscellaneous: Dues and Subscriptions	\$575.00	\$600.00	\$575.00	\$779.70	\$779.70	\$575.00	\$603.18	\$575.00	36%
Fire Fighting									
Fiermens pay	\$6,374.50	\$5,000.00	\$9,500.00	\$0.00	\$0.00	\$9,186.65	\$9,636.80	\$11,000.00	16%
Employer Contributions for Retirement: FICA Contributions	\$403.65	\$350.00	\$700.00	\$0.00	\$0.00	\$577.44	\$605.73	\$700.00	0%
Employer Paid Insurance: Medicare	\$94.42	\$100.00	\$200.00	\$0.00	\$0.00	\$135.09	\$141.71	\$165.00	-18%
Worker's Compensation: Insurance Premiums	\$350.36	\$250.00	\$6.78	\$6.78	\$9.19	\$428.69	\$449.70	\$450.00	13%
Employee Paid: Federal Income Tax	\$90.93	\$0.00	\$150.00	\$0.00	\$0.00	\$78.16	\$81.99	\$100.00	-33%
Employee Paid: State Income Tax	\$44.59	\$0.00	\$75.00	\$0.00	\$0.00	\$48.90	\$51.30	\$60.00	-20%
Operating Supplies: Cleaning Supplies	\$837.86	\$800.00	\$1,000.00	\$645.90	\$875.84	\$1,125.49	\$1,180.64	\$1,500.00	50%
Operating Supplies: Motor Fuels	\$0.00	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100%
Operating Supplies: Shop Materials	\$10,122.75	\$10,000.00	\$100.00	\$323.95	\$439.28	\$323.95	\$339.82	\$400.00	300%
Operating Supplies: Uniforms (Turnout Gear)	\$1,528.28	\$5,000.00	\$26.02	\$35.28	\$35.28	\$363.75	\$381.57	\$4,000.00	650%
Repair and Maintenance Supplies	\$0,811.87	\$5,000.00	\$3,750.00	\$6,599.59	\$8,949.04	\$7,499.47	\$7,499.47	\$19,750.00	0%
Small Tools and Minor Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	427%
Professional Services: Personnel Testing and Recruitment	\$73.50	\$2,000.00	\$1,050.00	\$0.00	\$0.00	\$208.00	\$218.19	\$300.00	100%
Prof. Serv. - Inspections	\$975.00	\$1,200.00	\$1,050.00	\$1,423.80	\$1,423.80	\$1,050.00	\$1,101.45	\$1,100.00	10%
Communications: Postage	\$0.00	\$0.00	\$11.25	\$39.15	\$39.15	\$0.00	\$41.07	\$40.00	100%
Communications: Messenger Service	\$288.80	\$250.00	\$273.00	\$370.19	\$370.19	\$273.00	\$286.38	\$290.00	0%
Transportation: Travel Expense	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-100%
Insurance: Automotive	\$0.00	\$1,000.00	\$1,046.00	\$1,418.38	\$1,418.38	\$1,046.00	\$1,097.25	\$1,150.00	7%
Repairs and Maintenance - Contractual (404)	\$5,955.89	\$3,700.00	\$8,000.00	\$4,531.30	\$6,144.44	\$6,316.30	\$6,625.80	\$9,000.00	0%
Miscellaneous: Dues and Subscriptions	\$125.00	\$125.00	\$132.75	\$180.01	\$180.01	\$132.75	\$139.25	\$140.00	12%
Sales and Use	\$15.00	\$0.00	\$12.00	\$16.27	\$16.27	\$12.00	\$12.59	\$20.00	0%
Capital Outlay: Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Capital Outlay: Other Equipment	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100%
Debt Service: Other Long-Term Obligation Principal	\$29,484.88	\$29,484.88	\$36,398.96	\$3,766.82	\$5,107.81	\$4,221.75	\$5,898.62	\$6,750.00	83%
Debt Service: Other Long-Term Obligation Interest	\$5,180.08	\$5,180.08	\$6,387.24	\$2,177.21	\$2,952.30	\$6,387.24	\$6,700.21	\$28,770.00	350%
Refunds and Reimbursements	\$1,043.54	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100%
Fire Training									
Fiermens pay	\$4,138.00	\$4,000.00	\$4,350.00	\$0.00	\$0.00	\$4,043.88	\$4,242.03	\$4,300.00	-1%
Employer Contributions for Retirement: FICA Contributions	\$258.53	\$255.00	\$280.00	\$0.00	\$0.00	\$252.90	\$265.29	\$270.00	-4%
Employer Paid Insurance: Medicare	\$60.46	\$65.00	\$0.00	\$0.00	\$0.00	\$59.14	\$62.04	\$65.00	0%
Worker's Compensation: Insurance Premiums	\$282.27	\$210.00	\$350.00	\$5.45	\$7.39	\$279.33	\$293.02	\$325.00	-7%
Employee Paid: Federal Income Tax	\$21.65	\$0.00	\$25.00	\$0.00	\$0.00	\$20.61	\$21.62	\$25.00	0%
Employee Paid: State Income Tax	\$10.62	\$0.00	\$12.00	\$0.00	\$0.00	\$14.43	\$15.14	\$15.00	25%
Professional Services: Instructors' Fees	\$3,650.00	\$6,000.00	\$6,000.00	\$2,800.00	\$3,796.80	\$3,450.00	\$3,619.05	\$6,000.00	0%
Transportation: Travel Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	100%

Union wage increase \$.60/hour

Required contribution

Moved

\$25/call

CIP - Turnout Gear +\$1K

CIP - 3 Radios/5 Pagers+\$2k

Active911

Moved to Fire Training

Vehicle Plates

CIP - Brush Rig - \$70K from 225 Fire Equip Fund

2021 Per Auditor

Combined fire truck leases and SCBAS Lease

Refund firefighter training

	2021 Actual	2021 Budget w/Revision	2022 Budget (As Revised 9-19-22)	2022 Spent to Date (8-24-22)	Estimated 2022 Year End (X1.356%)	2022 Spent to Date (12-13-22)	Estimated 2022 Year End (X1.049)	2023 Proposed Final Budget	Percent Change from 2022
100: General Fund									
Fire Stations and Buildings									
Wages and Salaries: Full-time Employees-Regular	\$593.66	\$400.00	\$600.00	\$945.82	\$1,282.53	\$1,288.82	\$1,351.97	\$1,400.00	133%
Employer Contributions for Retirement: PERA Contributions	\$54.08	\$50.00	\$60.00	\$81.97	\$111.15	\$112.63	\$118.15	\$125.00	108%
Employer Contributions for Retirement: FICA Contributions	\$42.78	\$40.00	\$45.00	\$65.56	\$88.90	\$89.30	\$93.68	\$100.00	122%
Employer Paid Insurance: Medicare	\$10.01	\$7.00	\$11.00	\$15.38	\$20.79	\$20.88	\$21.90	\$25.00	127%
Worker's Compensation: Insurance Premiums	\$23.45	\$8.00	\$50.00	\$0.48	\$0.65	\$88.82	\$93.17	\$95.00	90%
Employee Paid: Federal Income Tax	\$62.20	\$0.00	\$65.00	\$63.42	\$86.00	\$86.37	\$90.60	\$100.00	54%
Employee Paid: State Income Tax	\$30.74	\$0.00	\$35.00	\$40.94	\$55.51	\$57.65	\$60.47	\$65.00	86%
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100%
Operating Supplies: Cleaning Supplies	\$14.85	\$0.00	\$20.00	\$92.57	\$125.52	\$205.74	\$215.82	\$225.00	102.5%
Repair and Maintenance Supplies	\$38.75	\$1,500.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%
Small Tools and Minor Equipment	\$4,989.02	\$4,850.00	\$1,750.00	\$189.99	\$257.63	\$1,750.00	\$1,835.75	\$1,500.00	-14%
Insurance: Property	\$0.00	\$1,215.00	\$1,300.00	\$1,972.00	\$2,674.03	\$1,972.00	\$2,068.63	\$2,200.00	69%
Utility Services: Electric Utilities	\$1,244.10	\$1,115.00	\$1,560.00	\$920.20	\$1,247.79	\$1,267.30	\$1,329.40	\$1,350.00	-13%
Utility Services: Gas Utilities	\$2,141.74	\$2,000.00	\$2,560.00	\$1,962.75	\$2,661.49	\$2,945.84	\$3,090.19	\$3,400.00	33%
Repairs and Maintenance - Contractual (404)	\$476.75	\$2,000.00	\$8,000.00	\$0.00	\$0.00	\$503.20	\$527.86	\$2,000.00	-75%
Rentals: Towels/Rugs	\$688.89	\$500.00	\$720.00	\$447.94	\$607.41	\$596.02	\$625.22	\$630.00	-13%
Property Tax	\$15.00	\$0.00	\$15.00	\$25.00	\$33.90	\$25.00	\$26.23	\$25.00	67%
Capital Outlay: Other Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100%
FIRE TOTAL	\$121,906.70	\$141,598.96	\$161,608.20	\$81,621.64	\$110,678.94	\$162,195.34	\$170,142.91	\$226,646.00	40%

Union wage increase \$.60/hour

21 CIP - Paint and Reno Supplies

* Lockers: 3k and \$1700 from radios/pagers 5 tables/3c

Higher price/gallon

21 CIP - Fire Station Meeting Rm/Restroom +\$2K

CIP Generator and Install from savings if available

2021 Actual	2021 Budget w/Revision	2022 Budget (As Revised 9-19-22)	2022 Spent to Date (8-24-22)	Estimated 2022 Year End (X1.356%)	2022 Spent to Date (12-13-22)	Estimated 2022 Year End (X1.049)	2023 Proposed Final Budget	Percent Change from 2022	
\$11,717.50	\$12,000.00	\$16,000.00	\$0.00	\$0.00	\$15,085.68	\$15,824.88	\$16,000.00	0%	
\$748.65	\$760.00	\$1,100.00	\$0.00	\$0.00	\$970.30	\$1,017.84	\$1,025.00	-7%	
\$175.09	\$175.00	\$280.00	\$0.00	\$0.00	\$226.94	\$238.06	\$240.00	-14%	
\$778.92	\$655.00	\$875.00	\$14.84	\$20.12	\$790.39	\$829.12	\$850.00	-3%	
\$196.32	\$0.00	\$300.00	\$0.00	\$0.00	\$327.98	\$344.05	\$355.00	18%	
\$161.18	\$0.00	\$250.00	\$0.00	\$0.00	\$236.34	\$247.92	\$260.00	4%	
\$0.00	\$0.00	\$0.00	\$59.02	\$80.03	\$333.89	\$350.25	\$500.00	100%	
\$104.86	\$150.00	\$200.00	\$0.00	\$0.00	\$28.01	\$29.38	\$300.00	50%	Increase for higher price/gal
\$1,439.00	\$1,000.00	\$500.00	\$496.00	\$672.58	\$496.00	\$520.30	\$1,500.00	200%	
\$1,258.40	\$1,500.00	\$1,500.00	\$525.25	\$712.24	\$525.25	\$550.99	\$2,000.00	33%	
\$0.00	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-100%	
\$2,514.20	\$14,000.00	\$25,200.00	\$11,679.27	\$15,837.09	\$12,371.81	\$12,978.03	\$13,750.00	-45%	Combined with 1st Resp. Supplies CIP-Radios, Pagers, AEDs + \$1150
\$0.00	\$30.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	0%	
\$320.00	\$350.00	\$350.00	\$102.00	\$138.31	\$180.00	\$188.82	\$350.00	0%	
\$100.00	\$3,000.00	\$3,000.00	\$610.00	\$827.16	\$760.00	\$797.24	\$3,000.00	0%	Training/Refreshers/New members
\$0.00	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0%	
\$126.00	\$126.00	\$126.00	\$0.00	\$0.00	\$135.00	\$141.62	\$135.00	7%	Active911
\$0.00	\$550.00	\$300.00	\$30.42	\$41.25	\$30.42	\$31.91	\$300.00	0%	
\$0.00	\$260.00	\$300.00	\$274.00	\$371.54	\$274.00	\$287.43	\$300.00	0%	
\$0.00	\$2,500.00	\$1,000.00	\$29.00	\$39.32	\$29.00	\$30.42	\$1,000.00	0%	LMC billed 2021 in 2022
\$75.00	\$75.00	\$75.00	\$0.00	\$0.00	\$75.00	\$78.68	\$75.00	0%	
\$0.00	\$3.00	\$5.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.00	0%	
\$264.45	\$500.00	\$500.00	\$157.39	\$213.42	\$221.79	\$232.66	\$250.00	-50%	
\$19,979.57	\$38,634.00	\$52,961.00	\$13,977.19	\$18,953.07	\$33,097.80	\$34,719.59	\$42,795.00	-19%	

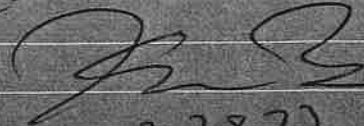
100: General Fund
 Other Protection - 1st Response - Approved by Chief LeBlanc

1st Resp. pay
 Employer Contributions for Retirement: FICA Contributions
 Employer Paid Insurance: Medicare
 Worker's Compensation: Insurance Premiums
 Employee Paid: Federal Income Tax
 Employee Paid: State Income Tax
 Office Supplies: Accessories (staplers, pencil sharpeners, etc.)
 Operating Supplies: Motor Fuels
 Operating Supplies: Uniforms
 Repair and Maintenance Supplies
 Small Tools and Minor Equipment
 Professional Services: Legal Fees
 Professional Services: Personnel Testing and Recruitment
 Professional Services: Instructors' Fees
 Professional Services: Administrative (Grant Writing)
 Communications: Messenger Service
 Transportation: Travel Expense
 Insurance: Auto
 Repairs and Maintenance - Contractual (404)
 Miscellaneous: Dues and Subscriptions
 Sales and Use
 Refunds and Reimbursements
 1ST RESPONSE TOTAL

EMILY FIRE DEPARTMENT,
I REGRET TO INFORM
YOU OF MY RESIGNATION.
I HAVE A JOB OFFER IN
ARIZONA THAT I MUST
ACCEPT. I AM SORRY FOR
SUCH A LATE NOTICE.
THIS ALL HAPPENED SO
QUICK BUT I MUST DO
WHAT IS BEST FOR
MY FAMILY. THANK YOU
SO MUCH FOR THIS
OPPORTUNITY.

Kindest regards

KEM FAL



3/28/20



Monthly Report

March		Cary	Mary	Mark	LeAnn	Krista	Connie	Terri	Fawn	Cindy	Kaitlin
Calls	6	5	3	5	4	2	3	1	4	4	1
Meeting	1	1	1	1	1	1	1	1	1	1	1
Trainings	0	0	0	0	0	0	0	0	0	0	0
Quarterly											
Year call Total	33	24	21	18	15	6	16	2	17	23	5

Date 02/09/20

Our Monthly meeting and Training on 04/07/2023 were cancelled due to the bad weather. We have rescheduled our meeting for 04/12/2023 at 18:30, and are working on rescheduling our training with CRMC education team. In March we had 6 medical calls. We are still working on Policies and Procedures and the Standard Operations Guide.

EMILY EMT/EMR DEPARTMENT,

I REGRET TO INFORM
YOU OF MY RESIGNATION.

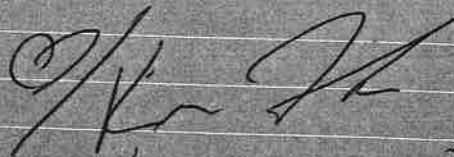
MY HUSBAND GOT A GOOD
JOB OFFER IN ARIZONA.

I AM SORRY FOR THE
LAST MINUTE NOTICE. ~~##~~

THIS IS THE BEST DECISION
FOR US AND OUR FAMILY.

THANK YOU SO MUCH
FOR THIS OPPORTUNITY.

IT HAS CHANGED MY LIFE
FOR THE BETTER.



KIRA FLANAGAN

3.28.23

SECTION 12. Response by the 1st Response Unit as a department of the City of Emily shall be pursuant to the state law and these policies and procedures established by the 1st Response Chief and the City of Emily.

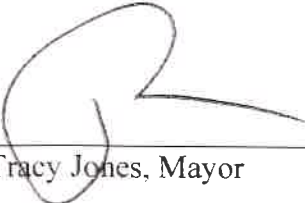
Article X
Limitations

SECTION 1. An individual, who resigns from the City of Emily First Response Unit within the first year of employment, shall reimburse the City for all training expenses incurred in excess of \$100.00. An individual who resigns from the City of Emily First Response Unit within the first year of employment and who attended conferences, seminars or other event for which the city paid expenses, shall reimburse the city for any and all expenses in excess of \$100.00 incurred within the last year. These provisions shall not apply to an individual who is forced to resign for health reasons.

Article XI
Adoption and Approval

SECTION 1. These Policies and Procedures are established by the Emily First Response Unit and are subject to approval or amendment by the Emily City Council as they deem necessary.

Adopted at Emily, Minnesota this 13th day of July, 2021 by the City Council of Emily.



Tracy Jones, Mayor



LeAnn Werner, 1st Response Chief

Attest:



Cari Johnson, City Clerk/Treasurer

RECEIVED

2/1/23

CRMC
320 East Main Street
Crosby, MN 56441 US

BY:

CRMC
CUYUNA REGIONAL
MEDICAL CENTER

INVOICE

BILL TO
*Emily First Response

SHIP TO
*Emily First Response

INVOICE # 4020
DATE 01/02/2023
DUE DATE 02/01/2023

ACTIVITY	QTY	RATE	AMOUNT
EMR EMR Course: Kira Floisand Spring 2023	1	700.00	700.00

Please remit payment to CRMC Education.

SUBTOTAL	700.00
TAX	0.00
TOTAL	700.00
BALANCE DUE	\$700.00

42860-308



Billing Questions?
Accounts Payable
ap@cuyunamed.org
(218) 545-4320



39811 State Highway 6
PO Box 68
Emily, MN 56447
218-763-2480

PUBLIC SAFETY ANNOUNCEMENT CITY OF EMILY, MINNESOTA

The City of Emily Police Department has been temporarily deactivated. During the pendency of this deactivation, the Crow Wing County Sheriff's Office has taken over policing responsibility and authority within the jurisdiction of the City of Emily and any other jurisdictions for which the City of Emily has contractual responsibility to provide police services. For police services in the City of Emily and Little Pine Township, please call the Crow Wing County Sheriff at (218) 829-4749 or, in an emergency, call 911.

Any inquiries about this should be directed to the City of Emily at clerk@emily.net or by calling (218) 763-2480.



Date: March 15, 2023

To: City of Emily

From: Leland Bundy, Operator

O & M Report: February 2023

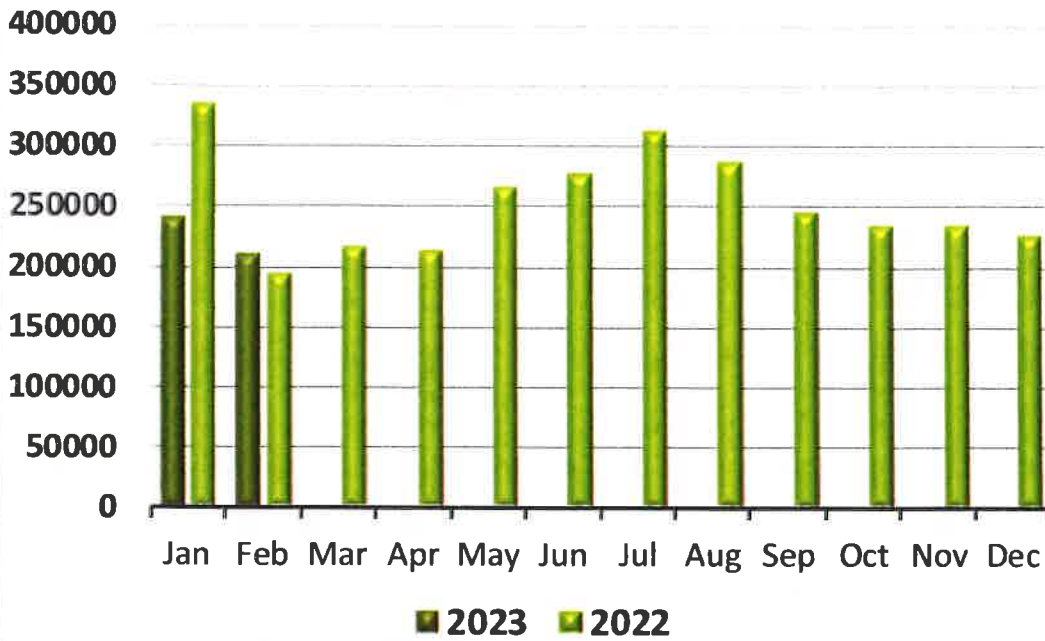
Wastewater Operation & Maintenance

- Weekly pond checks were made looking for pond water depth. Structure stability. Overall appearance.
- Weekly Lift Station run time meter numbers were recorded to allow for week-to-week comparison. Amp draws are taken monthly and recorded; this allows us to gauge the relative pump "health" No pump alarms were responded to this month.
- Daily flow numbers were recorded from the Guard dog web site, this is the date we use to compile the reports submitted to the MPCA. Estimated 56" inches of water in the two primary ponds with a holding capacity of 72". As soon as the snow melts and the Ice in the Primary sinks, we will transfer the first load of water to the Secondary Pond and prepare for discharge to the sand filters.
- Weekly visits with City Hall staff were completed with only one issue to be resolved in the future. But there is sewer on Blomquist Dr. for a possible development.

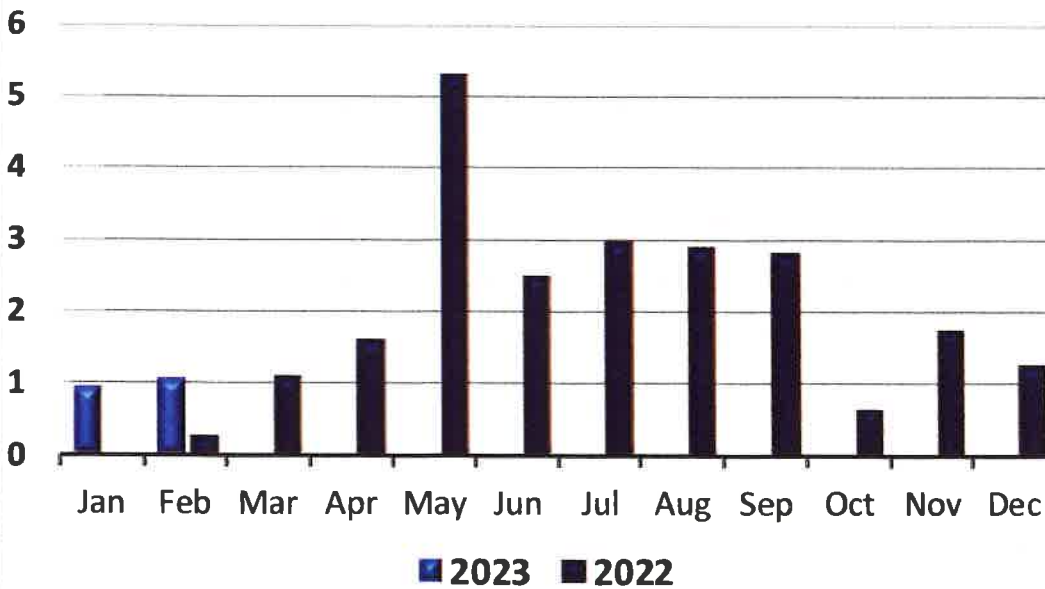
		February-23	January-23	February-22
Wastewater				
CBOD				
CBOD Influent	mg/L	0	0	0
CBOD Effluent	mg/L	0	0	0
TSS				
TSS Influent	mg/L	0	0	0
TSS Effluent	mg/L	0	0	0
pH				
pH Influent Maximum	SU	0	0	0
pH Effluent Maximum	SU	0	0	0
pH Effluent Minimum	SU	0	0	0
Nitrogen Ammonia				
Nitrite Plus Nitrate, 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	7,522	7,989	7,000
Influent Flow Monthly Maximum	gallons	11,079	9,988	8,100
Influent Flow Monthly Total	gallons	210,619	241,667	194,700
Precipitation Monthly Total	invches	1	1	0
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	0



Total Influent Flow to Pond - In Gallons



Total Monthly Precipitation - In Inches





Date: April 5, 2023

To: City of Emily

From: Leland Bundy, Operator

O & M Report: March 2023

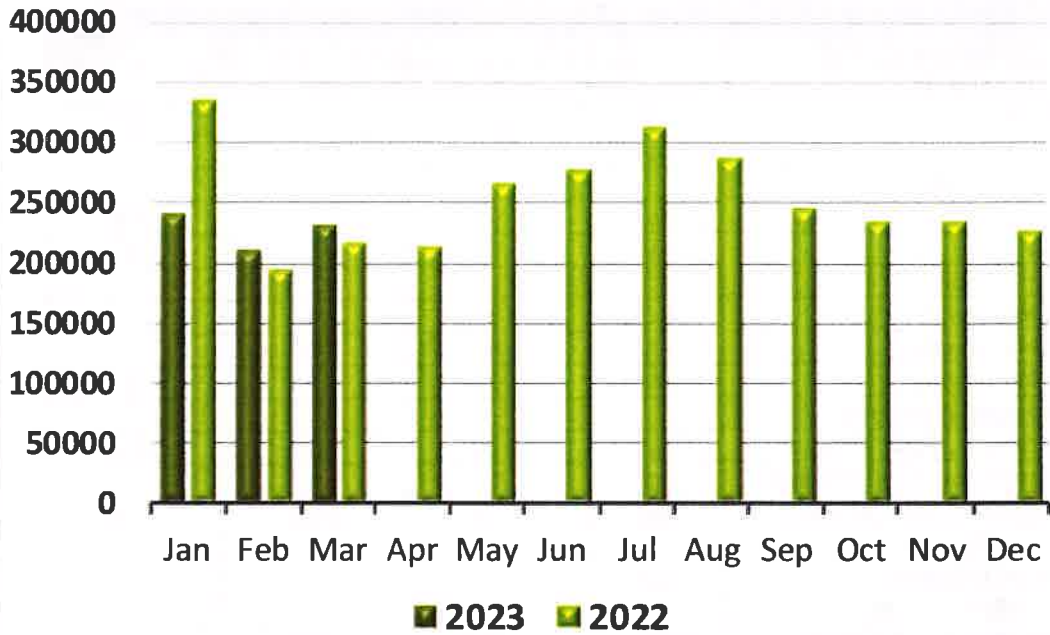
Wastewater Operation & Maintenance

- Weekly pond checks were made looking for pond water depth. Structure stability. Overall appearance.
- Weekly Lift Station run time meter numbers were recorded to allow for week-to-week comparison. Amp draws are taken monthly and recorded; this allows us to gauge the relative pump "health". No pump alarms were responded to this month.
- Daily flow numbers were recorded from the Guard Dog web site; this is the data we use to compile the reports submitted to the MPCA. Estimated 57" inches of water in the two primary ponds with a holding capacity of 72". As soon as the snow melts and the Ice in the Primary sinks, we will transfer the first load of water to the Secondary Pond and prepare for discharge to the sand filters.
- Weekly visit with City Hall staff, we exchange any items for discussion, attention, or correction. The Bungalow burned down, and one other property was demolished. We will check to verify that the sewer was capped on both locations. It is the responsibility of the homeowner to do this, but the city needs to verify, currently there is too much snow to find the sewers.
- Monthly Lift Station work orders are complete for this month, no items to report.

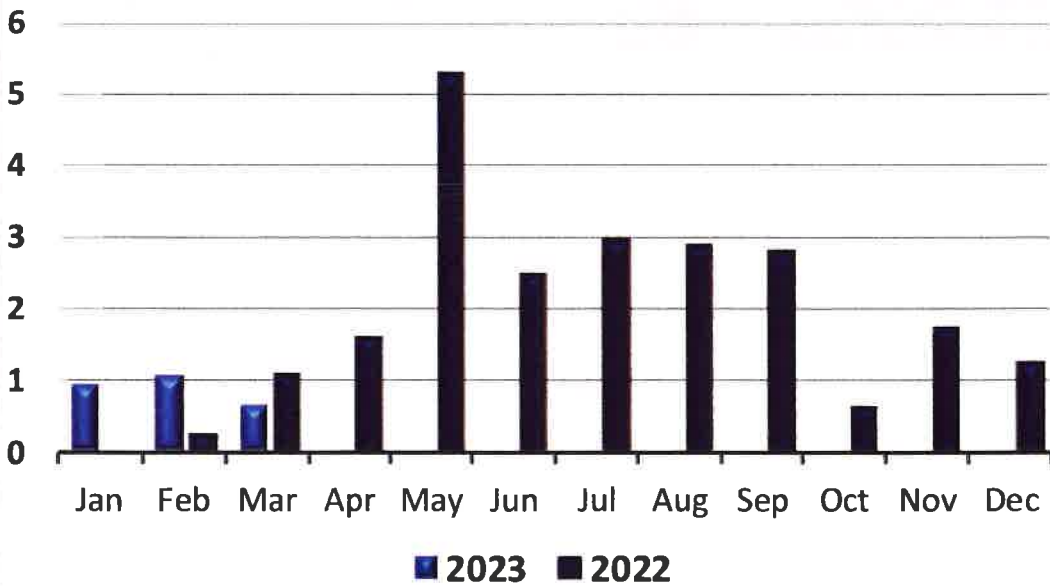
		March-23	February-23	March-22
Wastewater				
CBOD				
CBOD Influent	mg/L	0	0	481
CBOD Effluent	mg/L	0	0	0
TSS				
TSS Influent	mg/L	0	0	216
TSS Effluent	mg/L	0	0	0
pH				
pH Influent Maximum	SU	0	0	8
pH Effluent Maximum	SU	0	0	0
pH Effluent Minimum	SU	0	0	0
Nitrogen Ammonia				
Nitrite Plus Nitrate, 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	7,483	7,522	7,000
Influent Flow Monthly Maximum	gallons	10,893	11,079	9,600
Influent Flow Monthly Total	gallons	232,000	210,619	217,000
Precipitation Monthly Total	inches	1	1	1
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	0



Total Influent Flow to Pond - In Gallons



Total Monthly Precipitation - In Inches





City of Emily

Planning and Zoning
39811 State Hwy 6, P.O. Box 68
Emily, MN 56447

Phone: (218) 763-3793 Fax: (218) 763-3893
Email: zoning@emily.net

April 5, 2023

Mayor and City Council
City of Emily

Re: April Council Report
City of Emily

Mayor and City Council:

The Emily Planning Commission held its regularly scheduled April meeting on April 4th, 2023, at which there were no public hearings. They are not forwarding you any recommendations this month.

The Planning Commission did consider a permit application for an outdoor market via new business for the Iowa Minnesota District of the Wesleyan Church (applicant Kris Balvin) which was largely the same as their previous years request. The Planning Commission did approve this permit without conditions.

The Planning Commission appointed Bill Spiess to vice chair. This was a housekeeping item from the February meeting.

I do not plan to attend your upcoming meeting. If you have any questions or concerns, please feel free to contact me at (218) 866-0904 or by email at brittney.cotner@sourcewell-mn.gov.

Sincerely,

CITY OF EMILY

Brittney Cotner
Planning & Zoning Administrator

SHARED SERVICES AGREEMENT FOR COMMUNITY DEVELOPMENT SERVICES

THIS SHARED SERVICES AGREEMENT (Agreement) is effective upon the date of the last signature below (Effective Date), by and between **Sourcewell**, located at 202 – 12th Street NE, PO Box 219, Staples, MN 56479, and the **City of Emily** (Community) located at 39811 State Highway 6, PO Box 68, Emily, MN 56447. Sourcewell and Community shall be known collectively as the “Parties.”

ARTICLE 1: PURPOSE

- 1.1 Purpose. Sourcewell and Community agree that the purpose of this Agreement is to outline the Parties’ responsibilities with respect to Community’s purchase of community development services from Sourcewell.

ARTICLE 2: RESPONSIBILITIES OF THE PARTIES

- 2.1 Community Duties. Community is the authority for all land use regulation within its borders. Community may designate a Zoning Administrator under its land use ordinance. Community is responsible for consulting its legal counsel on issues outside the scope of work of this Agreement.
- 2.2 Staffing. Sourcewell shall furnish a Community Development Administrator (CDA) to perform community development services for Community. Community may designate CDA to perform only those functions of the Zoning Administrator as defined in this agreement. Said CDA shall be employed by Sourcewell and supervised by Sourcewell’s Community Solutions Supervisor. Sourcewell shall pay all employment-related expenses for the CDA, including salary, benefits, travel expenses, and training. Sourcewell reserves the right to assign any CDA on its staff and to provide an alternative CDA as needed to fulfill its obligations under this Agreement. CDA will provide services in support of the City of Emily as issuing authority.
- 2.2.1 Scope of Work. During the initial and any renewal terms of this Agreement, the CDA’s roles and responsibilities shall be limited to:

Land Use/Zoning Administrator functions. The CDA will perform the services of the Administrator as defined in Community’s land use/zoning ordinance and as limited by this Agreement:

- a. General Zoning Administrative Duties.
- i. Answer zoning administration questions from public.
 - ii. Review zoning applications for compliance.

- iii. Advise and assist in issuing administrative permits.
- iv. CDA may conduct site inspections to ensure compliance with permit requirements. CDA will perform no building inspections or related service.

b. Planning Commission/Board of Adjustment.

- i. CDA will assist the council and planning commission in conducting public meetings.
- ii. CDA will attend meetings onsite. CDA is not responsible for logistical support at public meetings, including taking minutes, setting up the room, and screening for health conditions, etc.
- iii. CDA may prepare certain notices, reports, recommendations, and additional support documents as needed for meetings of the council and planning commission.

c. Enforcement.

- i. Community is responsible for enforcement of its Land Use/Zoning Ordinance including issuance of any citations and other compliance tools as defined in the Ordinance. CDA may provide support as defined herein:
 - 1. CDA may receive complaints on potential zoning violations.
 - 2. CDA may conduct a factual investigation of a potential zoning violation. CDA may request support from Community, including support from law enforcement. CDA will not be required to conduct any site visit or meeting where any safety concerns exist in their sole discretion.
 - 3. If CDA finds a property to be in violation of the Ordinance, CDA will provide written notice to property owner (violation notice). CDA will provide a copy to the City Clerk (Clerk).
 - 4. If no response is received, CDA may send a second violation notice to the property owner with a copy to the City Clerk. CDA may then issue a memo to City Clerk notifying the Community it is responsible for any further enforcement action as deemed appropriate.

2.3 Compensation. Community shall compensate Sourcewell for providing community development services at the rate outlined in Appendix A. The rate of payment is subject to annual review and modification at Sourcewell's discretion. Sourcewell shall notify Community of any rate modification, at which time Community shall accept the modification or provide notice of termination in accordance with section 3.2 below. Agreed upon modifications shall be documented and attached to this Agreement as a new Appendix A, which shall be entitled "Fee Schedule." The remainder of this Agreement shall remain in full force and effect.

- 2.4 Billing and Payment. Sourcewell shall submit a monthly invoice to Community for services rendered. Community shall remit payment to Sourcewell for the invoiced amount within thirty (30) calendar days of the date of the invoice.
- 2.5 Additions and Modifications. Except as otherwise stated herein, any modification to this Agreement shall be mutually agreed upon between the Parties in writing.

ARTICLE 3: TERM AND TERMINATION

- 3.1 Term. This Agreement shall commence on the Effective Date and continue indefinitely unless it is otherwise terminated as outlined below.
- 3.2 Termination for Convenience. Either party may terminate this Agreement at any time upon sixty (60) days' written notice to the other party. Termination pursuant to this section does not relieve Sourcewell of its obligations to complete any open services. Nor will Community be relieved of its obligation to pay for such open services.
- 3.3 Termination for Cause. Either party may terminate this Agreement upon written notice of material breach to the other Party provided the other Party does not cure the breach within thirty (30) days of receiving notice. The notice must describe the breach in detail and state the non-breaching Party's intent to terminate the Agreement.
- 3.4 Survival. Notwithstanding any expiration or termination of this Agreement, all payment obligations incurred prior to expiration or termination, and Articles 3, 4, and 5 will survive. All other rights granted under this Agreement shall cease.

ARTICLE 4: DATA AND MATERIALS

- 4.1 Government Data. The Parties acknowledge that each is subject to the Minnesota Government Data Practices Act (MGDPA) at Minnesota Statutes, Chapter 13. The Parties further acknowledge that any data collected, created, received, maintained, or disseminated in conjunction with this Agreement is collected, created, received, maintained, or disseminated for Community's benefit and is the sole property of Community.
 - 4.1.1 Community shall be responsible for ensuring government data related to this Agreement is appropriately classified, categorized, and inventoried as required by the MGDPA, for protecting such data in accordance with the Act, and for responding to any related public data requests.
 - 4.1.2 Sourcewell shall restrict access to Community's government data to staff whose work assignments reasonably require such access, and it shall take reasonable measures to protect Community's data during the term of this Agreement. Upon expiration or termination of this Agreement, Sourcewell shall return or destroy

Community's data except to the extent that such data must be retained to satisfy auditing or statutory requirements.

- 4.2 Work Product. The Parties acknowledge that any reports, exhibits, models, graphics, computer files, maps, charts, and supporting documentation (Materials) developed or used in conjunction with this Agreement are generated for Community's benefit and are the sole property of Community.
- 4.2.1 Community shall use all Materials only for the purpose for which they were prepared. If the Materials are used for any other purpose, Community shall indemnify and hold Sourcewell harmless for such reuse.
- 4.2.2 Notwithstanding the foregoing, Sourcewell may maintain and reuse standard details related to this Agreement in the normal course of its business.
- 4.3 Audit and Record Disclosure. Pursuant to Minn. Stat. § 16C.05, subd. 5, the books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by either party, the State Auditor, and other duly authorized entities. For that purpose, the Parties shall maintain these and other related records for a period of six (6) years after the date of termination of this Agreement. This section does not apply to government data generated or used solely for Community's benefit and, therefore, owned by Community as outlined above.

ARTICLE 5: GENERAL TERMS AND CONDITIONS

- 5.1 Subcontracting. Sourcewell shall not enter into any subcontract for performance of any services under this Agreement without the prior written approval from Community.
- 5.2 Notices. All notices, invoices, and statements (Notice) related to this Agreement must be in writing. Notice of termination shall be delivered in person or mailed to the intended recipient at its current address. All other correspondence or communication may be mailed, hand delivered, or sent via fax or email to the other Party.
- 5.2.1 Each Party shall notify the other of any change to contact information, including address, telephone number, point of contact, and email address.
- 5.2.2 Notice will be deemed to have been given: (a) when delivered in person during normal business hours; (b) upon confirmation of receipt when transmitted by facsimile or electronic mail; (c) upon receipt when sent by registered or certified mail, postage prepaid; or (d) on the date of receipt if transmitted by national overnight courier with confirmation of delivery.
- 5.3 Governing Law, Jurisdiction and Attorney's Fees. This Agreement shall be interpreted and construed in accordance with the laws of the State of Minnesota. Any dispute arising out of this Agreement shall be adjudicated in a Minnesota court of competent jurisdiction. In any action or proceeding to enforce rights under this Agreement, the

prevailing Party shall be entitled to recover costs and reasonable attorney's fees from the other Party.

- 5.4 Assignment. Neither Party shall have the right to assign or otherwise transfer its rights and obligations under this Agreement without prior written consent from the other Party. If assignment is permitted, any successor in interest shall acquire the assigning Party's entire interest in this Agreement. Any prohibited assignment shall be invalid.
- 5.5 Relationship. Each Party is an independent entity under the terms of this Agreement. Except as defined herein, neither Party will have any right, power, or authority to act or create any obligation on behalf of the other Party. Except as provided herein, all operational expenses incurred by either Party will be borne by the Party incurring the expense.
- 5.6 Limitations of Liability. Sourcewell's responsibility shall be governed by the Minnesota Statutes, Chapter 466. Neither party shall be liable to the other for any punitive, special, incidental or consequential damages including but not limited to: compensation or damages for loss of present or prospective profits or revenues, loss of actual or anticipated commissions on sales or anticipated sales, or expenditures, investments or commitments made in connection with the establishment, development or maintenance of the selling representation created by this Agreement or in connection with the performance of obligations regardless of the form of action, whether in contract, tort or other legal theory. The foregoing limitation shall apply: (a) even if such party has been advised of the possibility of such damages; and (b) notwithstanding any failure of essential purpose of any limited remedy herein.
- 5.7 Insurance. Sourcewell agrees to provide a minimum of one million dollars (\$1,000,000.00) per occurrence in general liability insurance with excess umbrella coverage of two million dollars (\$2,000,000.00) for Sourcewell staff assigned to provide services in conjunction with this Agreement.
- 5.8 Force Majeure. The Parties shall each be excused from performance under this Agreement while and to the extent that either of them are unable to perform for any cause beyond its reasonable control. Such causes shall include, but not be restricted to, fire, storm, flood, earthquake, explosion, war, failure of transportation or delivery facilities, raw materials or supplies, interruption of utilities or power, and any act of government or military authority. In the event either party is rendered unable to carry out its obligations under this Agreement, that party shall give written notice to the other including an explanation of the circumstances.
- 5.9 Binding Effect. This Agreement binds and inures to the benefit of the Parties and their respective successors and permitted assigns.

- 5.10 Entire Agreement. The individuals signing this Agreement hereby represent that they are authorized to execute this Agreement on behalf of their respective organizations, and the Agreement contains the entire understanding between the Parties concerning the subject matter.
- 5.11 Severability. In the event that any terms of this Agreement are in conflict with or are otherwise unenforceable under any rule, law, or statutory provision, such terms shall be deemed stricken from this Agreement, but such invalidity or unenforceability shall not invalidate any other terms of the Agreement unless the invalidity or unenforceability of such provisions substantially harms, compromises an integral part of, or are otherwise inseparable from the remainder of this Agreement.
- 5.12 Waiver. Failure by either party to take action or assert any right hereunder shall not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right.
- 5.13 Execution and Delivery of Documents. Each of the parties hereto, his or her heirs, legal representatives, successors, and assigns shall do all things to execute and deliver any documents necessary, at any time, to carry out and effectuate the terms and conditions of this Agreement.

IN WITNESS THEREOF, Community and Sourcewell have executed this Agreement as of the date hereof.

Sourcewell

By: _____
Charitie Herbst

Title: Manager of Community Solutions

Date: _____

City of Emily

By: _____
Tracy Jones

Title: Mayor

Date: _____

City of Emily

By: _____
Cari Johnson

Title: City Clerk/Treasurer

Date: _____

APPENDIX A: FEE SCHEDULE

- A. Fees. Sourcewell shall provide community development services at a rate of \$55.00 per hour, billed in 15-minute increments. Sourcewell will not charge for drivetime. However, Sourcewell will bill for a minimum of two (2) hours for onsite meetings and visits.
1. When a Community Development Administrator is required to attend an onsite meeting that begins after 5:00 pm, Sourcewell will bill for a minimum of two (2) hours regardless of the length of the meeting. Sourcewell will also bill drivetime to and from Staples at the rate outlined above.

Sourcewell shall not impose costs and fees other than those outlined above.

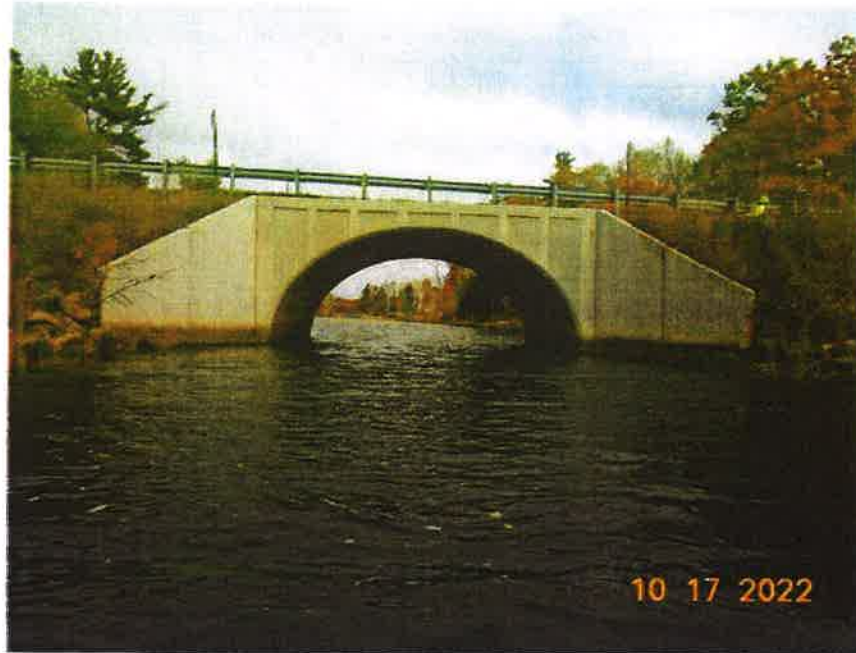
2023 Permits--Emily Planning and Zoning

NUMBER	Recd	Apprvd	RE CODE	LAST	FIRST	ADDRESS	TYPE	DESCRIPTION	FEE	DISTRICT	Project Completed Y/N
23-01	1/3/2023	1/3/2023	21040581	Wes Hanson Builders/Kosiak	Rhonda Kosiak	20048 Roosevelt Ridge	Land Use	42'X28' (1,176 SqFt) Addition to existing accessory structure pole shed	\$250.00	RP	
23-02	1/30/2023	1/31/2022	21030519	Proctor	Todd	21438 Evening Star Lane	After-The-Fact Land Use	Construct 10'X16' (160 SqFt) Accessory Structure shed	\$750.00	RP	1/31/2022
23-03	2/2/2023	2/7/2022	21260620	Rheume	Patrick & Jacqueline	40900 Yellow Birch Lane	Land Use	36" wide stairs from existing deck to ground level for access	\$60.00	SR	NA
23-04	2/22/2023		21170518	Krumwiede	Kevin & Valetta	42865 Minnie Lake Drive	SSTS	Installing a new holding tank in existing septic system	\$250.00	NR	
23-05	2/22/2023	3/7/2023	21170518	Krumwiede	Kevin & Valetta	42865 Minnie Lake Drive	Land Use	Construct New 28'X64' (1,792 SqFt) Modular home and 24'X30' (720 sqft) Accessory Structure garage	\$700.00	NR	
23-06	2/27/2023	3/7/2023	21080521	Real Solar		19573 Blue Lake Rd	Land Use-Solar Panels	Install 14.85 KW DC solar system on flush mount roof racking	\$75.00	SR	
23-07	2/27/2023	2/28/2023	21080517	Angell	Stacey	43876 Roosevelt Dr	Land Use	Construct a 60'X104' (6,240 SqFt) pole shed	\$400.00	SR	
23-08	2/27/2023	2/28/2023	21030519	Proctor	Todd	21438 Evening Star Lane	Land Use	Construct a 11'X24' (264 SqFt) shed	\$150.00	RP	
23-09	2/27/2023	2/28/2023	21030519	Proctor	Todd	21438 Evening Star Lane	Land Use-Camper Permit	Annual Camper Permit	\$25.00	RP	
23-10	3/13/2023		21270656	Church	Kris Balvin	40141 State HWY 6	Outdoor Market Permit	Outdoor Market Permit	\$75.00	DM	
23-11	3/15/2023	3/22/2023	21090670	Gorsuch	Beverly	20529 Clearwater Dr	Land Use	Construct a 10'X16' (160 SqFt) deck to existing home	\$75.00	NR	
23-12	3/20/2023	3/22/2023	21250526	Adamsheck	Jeff	23252 South Shore Dr	Land Use	Construct a 45'X48' (2,160 SqFt) Accessory Structure	\$400.00	SR	

Winter Agreement-Needs septic design

Planning Commission approval needed

2022 ROUTINE
BRIDGE INSPECTION REPORT



BRIDGE # 18515
SOUTH SHORE DR over LITTLE PINE RIVER

DISTRICT: District 3 COUNTY: Crow Wing CITY/TOWNSHIP: Emily
STATE: Minnesota

Date of Inspection: 10/17/2022

Equipment Used: Life Jacket, Boat, Probing Rod, Other - Waders
assisted by Ted Dullum

Owner: City or Municipal Highway Agency

Inspected By: Dosh, Wayne; Dullum, Ted

Report Written By: Wayne Dosh
Report Reviewed By: Timothy Bray
Final Report Date: 02/02/2023



Inspector: Dosh, Wayne
 Inspection Date: 10/17/2022

Structure Number: 13513
 Facility Carried: MUN 51

Bridge Inspection Report

Minnesota Structure Inventory Report

Bridge ID: 18515

SOUTH SHORE DR over LITTLE PINE RIVER

+ GENERAL +		+ ROADWAY ON BRIDGE +		+ INSPECTION +	
Agency Br. No. CITY37	Crew	Facility MUN 51		Last Routine Insp Date 10/17/2022	
District 03	Maint. Area	Functional Class. 09 - Rural - Local		Routine Insp Frequency 24	
County 013 - Crow Wing		ADT 10 YEAR 1986		Inspector Name Dosh, Wayne	
City Emily		HCADT ADTT %		Status A - Open	
Township		National Highway System 0		+ NBI CONDITION RATINGS +	
Desc. Loc. 0.4 MI E OF JCT CSAH 1		Route Sys/Nbr (TIS) 10 - MUN / 61		Deck N	
Sect., Twp., Range 26 138N - 26W		Ref. Point (TIS) 000+00.500		Superstructure N	
Latitude 46.739281		Detour Length 99		Substructure N	
Longitude -93.935836		Lanes 2 Lanes ON Bridge		Channel 8	
Custodian 04 - City or Municipal Highway Agency		Control Section (TH Only)		Culvert 6	
Owner 04 - City or Municipal Highway Agency		Function 1 - MAINLINE		+ NBI APPRAISAL RATINGS +	
Insp Responsibility Crow Wing County		Type 2 - 2-way traffic		Structure Evaluation 6	
Year Built 1986		Bridge Match ID 1		Deck Geometry N	
Date Opened to Traffic 7/1/1986		Roadway Key Route On Structure		Underclearances N	
MN Year Remodeled		+ RDWY DIMENSIONS ON BRIDGE +		Waterway Adequacy 8	
FHWA Year Reconstructed		If Divided: NB-EB SB-WB		Approach Alignment 5	
Bridge Plan Location 3 - COUNTY		Roadway Width 25.00 ft ft		+ SAFETY FEATURES +	
Potential ABC 2 - N/A		Vertical Clearance ft ft		Bridge Railing 1 - MEETS STANDARDS	
+ STRUCTURE +		Max. Vert. Clear. ft ft		GR Transition 1 - MEETS STANDARDS	
Service On 1 - Highway		Horizontal Clear. ft ft		Appr. Guardrail 1 - MEETS STANDARDS	
Service Under 5 - Waterway		Appr. Surface Width 20.0 ft		GR Termini 1 - MEETS STANDARDS	
Main Span Type 5 - Prestress or Precast		Bridge Roadway Width 0.0 ft		+ SPECIAL INSPECTIONS +	
12 - Arch		Median Width On Bridge ft			
Main Span Detail		+ MISC. BRIDGE DATA +			
Appr. Span Type No Approach Span		Structure Flared 0 - No flare		Y/N Freq Date	
Appr. Span Detail		Parallel Structure N - No parallel structure		Frac. Critical N	
Skew 0		Field Conn. ID		Underwater Y 60 10/15/2020	
Culvert Type PCST 30X14		Cantilever ID		Pinned Asbly. N	
Barrel Length 29		Foundations (Material/Type)		+ WATERWAY +	
Number of Spans		Abutment 1 - CONC 1 - SPRD SOIL		Drainage Area (sq mi)	
MAIN: 1 APPR: 0 TOTAL: 1		Pier N - N/A N - N/A		Waterway Opening (sq ft) 180	
Main Span Length 30.0 ft		Historic Status 5 - Not eligible		Navigation Control 0 - No nav. control on waterway	
Structure Length 32.0 ft		On - Off System 0 - OFF		Pier Protection	
Deck Width (Out-to-Out) 0 ft		+ PAINT +		Nav. Clr. (ft) Vert. 0.0 Horiz. 0.0	
Deck Material N - Not Applicable		Year Painted		Nav. Vert. Lift Bridge Clear. (ft) 0.0	
Deck Rebars N - Not Applicable (no deck)		Painted Area sq ft		MN Scour Code 1 - LOW RISK	
Wear Surf Type N - Not Applicable (applies only to structures with no deck)		Primer Type		Scour Evaluation Year 2002	
Wear Surf Install Year 2006		Finish Type		+ CAPACITY RATINGS +	
Wear Course/Fill Depth 2.00 ft		+ BRIDGE SIGNS +		Design Load 5 - HS 20	
Deck Membrane N - Not Applicable (applies only to structures with no deck)		Posted Load 0 - Not Required		Operating Rating 2 - HS TRUCK 30.0	
Deck Rebars N - Not Applicable (no deck)		Traffic 0 - Not Required		Inventory Rating 2 - HS TRUCK 20.0	
Deck Rebars Install Year		Horizontal 1 - Object Markers		Posting VEH: SEMI: DBL:	
Structure Area (Out-to-Out) 928 sq ft		Vertical N - Not Applicable		Rating Date 04/07/2017	
Roadway Area (Curb-to-Curb) sq ft		Overweight Permit Codes		A: N B: N C: N	
Sidewalk Width - L/R 0.00 0.00 ft					
Curb Height - L/R 0.00 0.00 ft					
Rail Codes - L/R 37 37					

MINNESOTA BRIDGE INSPECTION REPORT

02/02/2023

BRIDGE 18515 MUN 61 OVER LITTLE PINE RIVER

County: Crow Wing	Location: 0.4 MI E OF JCT CSAH 1	Length: 32.0 ft.
City: Emily	Route: 10 - MUN 61 Ref. Pt.: 000+00.500	Deck Width: 0 ft.
Township:	Control Section:	Rdwy. Area/ Pct. Unsnd: sq. ft. / %
Section: 26 Township: 138N Range: 26W Maint. Area:		Paint Area/ Pct. Unsnd: sq. ft. / %
Span Type: 1 - Concrete 19 - Culvert (includes frame culverts)	Local Agency Bridge Nbr.: CITY37	Culvert: PCST 30X14
List:		Postings:
NBI Deck: N Super: N Sub: N Chan: 8 Culv: 6		
	Open, Posted, Closed: A - Open	
	MN Scour Code: 1 - LOW RISK	

Appraisal Ratings - Approach: 5	Waterway: 8	Unofficial Structurally Deficient: N
Required Bridge Signs - Load Posting: 0 - Not Required	Traffic: 0 - Not Required	Unofficial Functionally Obsolete: N
Horizontal: 1 - Object Markers	Vertical: N - Not Applicable	Unofficial Sufficiency Rating: 93.9

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY	QTY	QTY	QTY
					CS 1	CS 2	CS 3	CS 4
220	Reinforced Concrete Pile Cap/Footing	Routine	10/17/2022	124 LF	124	0	0	0
		Underwater	10/15/2020	124 LF	124	0	0	0

Notes: [2016, 2020] Underwater Inspection: The footings were exposed along the entire length of both culvert walls with up to 2 feet of maximum vertical exposure (CS1).
 10/08/2020 - 10/23/12: (Underwater Inspection) "The channel bottom around the substructure units consisted of riprap with sand and gravel infill with no evidence of significant scour observed. The footings were exposed along the entire length of both culvert walls with up to 1.5 feet of maximum vertical exposure."

241	Reinforced Concrete Culvert	Routine	10/17/2022	27 LF	0	21	6	0
		Underwater	10/15/2020	27 LF	0	21	6	0

Notes: [2016, 2020] Underwater Inspection: Minor scaling from 1 foot above the waterline to the channel bottom (27LF CS2, routine quantity controls).
 10/17/2022 - 10/08/2020: There is a minor crack w/ efflorescence near the center of the span in the 1st section from the north and the 2nd segment from the south. On both ends of the culvert on the west side and at the northeast corner infiltration was found at the spandrel wall and precast arch connection with sand spilling out over the top of the footings. There is some staining at the joints overhead indicating water seepage from above. By design there was to be a 1/2-inch gap to be sealed w/ mastic. The mastic has failed in the lower portions (up to 6 feet) of the lower portions of the culvert joints. No sink holes were found on the roadway surface above the culvert. (Culvert joints = CS 3)
 10/03/18: On both ends of the culvert on the west side and at the northeast corner infiltration was found at the spandrel wall and precast arch connection with sand spilling out over the top of the footings. There is some staining at the joints overhead indicating water seepage from above. By design there was to be a 1/2-inch gap to be sealed w/ mastic. The mastic has failed in the lower portions (up to 6 feet) of the lower portions of the culvert joints. No sink holes were found on the roadway surface above the culvert. (Culvert joints = CS 3)
 10/07/16: West side infiltration at the spandrel wall and precast arch connection. Sink holes in shoulders over west end. There is some staining at the joints overhead indicating water seepage from above. There is some minor infiltration occurring at the spandrel wall and precast arch connect. By design there was to be a 1/2 inch gap to be sealed w/ mastic. The mastic has failed in the lower portions (up to 6 feet) of the joint.
 10/20/14 - 10/04/12: There is some staining at the joints over head indicating water seepage from above. There is some minor infiltration occurring at the spandrel wall and precast arch connect. By design there was to be a 1/2 inch gap to be sealed w/ mastic. The mastic has failed in the lower portions (up to 6 feet) of the joint.
 10/04/10: There is some staining at the joints over head indicating water seepage from above.

330	Metal Bridge Railing	Routine	10/17/2022	68 LF	64	4	0	0
		Underwater	10/15/2020	68 LF	68	0	0	0

Notes: 10/17/2022: 5% of rail placed in CS2 because of surface corrosion.
 10/03/18: New steel guardrail posts and salvaged rail was installed 2017.
 10/07/16 - 10/20/14: Rail over the bebo is too short. Today the railing measures only 12 inches to the center of the rail, it should measure 21 inches. Minor surface rust on top edge of rail.
 10/04/12: Block-out have been installed over the bridge.
 10/28/08: Encompasses just the guardrail over the bebo. The railing does not meet the current standards for bridge railing. At a minimum the railing over the bebo should be nested and have block-outs installed.

515	Steel Protective Coating	Routine	10/17/2022	136 SF	0	0	129	7
		Underwater	10/15/2020	136 SF	0	0	129	7

Notes: 10/17/2022 - 10/03/18: Moderate deterioration of the galvanized surface with isolated areas of failure (5%) and minor rusting occurring.
 10/07/16: Moderate deterioration of the galvanized surface with some areas (10%) of failure and minor rusting occurring.

BRIDGE 18515 MUN 61 OVER LITTLE PINE RIVER

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
890	Critical Deficiencies or Safety Hazards	Routine	10/17/2022	1 EA	1	0	0	0
		Underwater	10/15/2020	1 EA	1	0	0	0
Notes: NO CRITICAL FINDINGS OBSERVED DURING THE LAST INSPECTION.								
870	Culvert End Treatment	Routine	10/17/2022	2 EA	1	0	1	0
		Underwater	10/15/2020	2 EA	1	0	1	0
Notes: [2020] Underwater Inspection: No significant deficiencies below water (CS1). 10/17/2022 - 10/08/2020: The top of the wing-walls have been painted. There is extensive cracking, and delamination on the very end 4 feet of the southeast wing-wall. 10/03/18 - 10/07/16: Cracks in the top surface of all of the wingwalls 10/20/14: Surface has been painted/seal, cracks are still present. Some minor infiltration of material is occurring at the culvert/headwall joints. Top of the SE wingwall needs to be sealed, large section of concrete spalled loose. 10/04/12: Surface has been painted/seal, cracks are still present. Some minor infiltration of material is occurring at the culvert/headwall joints. 10/04/10: There is moderate surface cracking on the inside NW wingwall panel and some severe cracking and delamination in the SE outside wingwall panel. 10/28/08: Moderate surface cracking on the inside NW wingwall panel and on the outside SE wingwall panel.								
871	Roadway Over Culvert	Routine	10/17/2022	1 EA	0	1	0	0
		Underwater	10/15/2020	1 EA	1	0	0	0
Notes: 10/17/2022: The bituminous surfacing has a uniform transverse cracking every 5 to 10 feet all along the roadway surface. There is a longitudinal crack at the roadway centerline, else the cracks appear random, typical of an aged bituminous surface. There are some pothole repairs on the shoulders. 10/08/2020: There are 4 cracks in the bituminous surface over the pipe today. 2 of the cracks have been sealed. 10/03/18: 3 cracks over the pipe today, 2 have not been sealed 10/07/16 - 10/04/10: There is a crack on the E side of the pipe and a shallow depression 1' in width and 2' long(pothole?) on the east bound shoulder of the rd. [2006] Bituminous surface.								
885	Scour	Routine	10/17/2022	1 EA	1	0	0	0
		Underwater	10/15/2020	1 EA	1	0	0	0
Notes: [2020] Underwater Inspection: No scour present at the time of inspection (CS1). 10/08/2020 - 10/23/2012: (Underwater Inspection) "The channel bottom around the substructure units consisted of riprap with sand and gravel infill with no evidence of significant scour observed. The footings were exposed along the entire length of both culvert walls with up to 1.5 feet of maximum vertical exposure."								
891	Other Bridge Signing	Routine	10/17/2022	1 EA	1	0	0	0
		Underwater	10/15/2020	1 EA	1	0	0	0
Notes: 10/08/2020: New signing has been installed. 10/03/18: Signing has older reflectivity and crack in sheeting. Bullet holes in NE sign. 10/07/16: Appears to be in good shape. 10/20/14 - 10/04/10: Signing is in place and appears to be plumb. 10/28/08: SE clearance sign is out of plumb and the SE clearance sign is too high. 11/02/06: SE clearance sign is out of plumb.								
892	Slopes & Slope Protection	Routine	10/17/2022	1 EA	1	0	0	0
		Underwater	10/15/2020	1 EA	1	0	0	0
Notes: 10/17/2022: There is a void at the end of the SE wingwall between the fill and wingwall. There is a minor washout in the west approach under the guardrail before the culvert on the south side of the road. 10/08/2020 - 10/07/2016: Washouts stable at end of wingwalls. 10/20/14 - 10/04/10: Washouts have been fixed or are grown over at this time. 10/28/08: Wash out along the top of the SE wingwall and along the bottoms at all four corners.								

BRIDGE 18515 MUN 61 OVER LITTLE PINE RIVER

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
893	Guardrail	Routine	10/17/2022	1 EA	0	1	0	0
		Underwater	10/15/2020	1 EA	0	0	0	1

Notes: 10/17/2021: The head at the SE end treatment needs to be set back on the rail. Damaged guardrail has been repaired.
 10/08/2020: The southeast end-treatment of the guardrail has been hit, breaking the shear bolts off, tipping the #1 post out and away from the guardrail and pulling the head off the end of the guardrail panel.
 10/03/18: New steel guardrail posts and salvaged rail has installed in 2017. Rail was raised to design height.
 10/07/16: 21 out of a total of 66 wood posts are rotten and/or hollow in the centers. There has been an impact on the NW approach end-treatment. The 25' damaged panel should be replaced.
 10/20/14: Found 16 of the guardrail posts to be rotten or hollow in their centers. The guardrail outside of the end treatments measures only 12 inches to the center of the rail, it should measure 21 inches.
 10/04/12: New end treatments and block-out added.
 10/04/10: The end treatments do not meet today's standards. Block-outs should be installed the length of the guardrail and the existing rail is lapped against traffic. There is a broken post at the NE end.
 10/28/08: The end treatments do not meet today's standards. Block-outs should be installed the length of the guardrail and the existing rail is lapped against traffic. There is a broken post at the NE end.

894	Deck & Approach Drainage	Routine	10/17/2022	1 EA	0	1	0	0
		Underwater	10/15/2020	1 EA	0	1	0	0

Notes: 10/17/2022: Minor washout under the guardrail in the west culvert approach on the south side of the road.
 10/08/2020: Today there are 2 small washout holes over the south headwall and under the guardrail near the center and to the west of center.
 10/03/18 - 10/28/08: The washouts and erosion occurring over the pipe is due to roadway drainage.

899	Miscellaneous Items	Routine	10/17/2022	1 EA	1	0	0	0
		Underwater	10/15/2020	1 EA	1	0	0	0

Notes: 10/08/2020: Top of the wall has been painted.
 10/03/18: Paint top of walls and top of end treatment.
 10/07/16 - 10/04/10: Remove trees and brush that are growing behind the wing-walls.

900	Protected Species	Routine	10/17/2022	1 EA	0	1	0	0
		Underwater	10/15/2020	1 EA	0	1	0	0

Notes: 10/17/2022 - 10/07/2016: No evidence of protected species observed today.

General Notes: 10/17/2022 - 10/08/2020: On the west side of the culvert the seals at joint between spandrel wall and culvert do not go all the way down to the top of the footing. Coarse aggregate visible at joint between spandrel wall and culvert and infiltration at this location. Was able to inspect with a boat & waded along the top of the bridge footing. Probed & found no undermining of the footings but about 1' to 1.5' of footing exposed above the river bottom.
 10/03/18: Small sink holes over the west side of the culvert at the shoulders have been filled. On the west side of the culvert the seals at joint between spandrel wall and culvert do not go all the way down to the top of the footing. Coarse aggregate visible at joint between spandrel wall and culvert and infiltration at this location. Was able to inspect with a boat & waded along the top of the bridge footing. Probed & found no undermining of the footings but about 1' to 1.5' of footing exposed above the river bottom.
 10/07/16: Small sink holes over the west side of the culvert at the shoulders, minor at this time. On the west side of the culvert the seals at joint between spandrel wall and culvert do not go all the way down to the top of the footing. Coarse aggregate visible at joint between spandrel wall and culvert and infiltration at this location. Was able to inspect with a boat & waded along the top of the bridge footing. Probed & found no undermining of the footings but about 2' of footing exposed above the river bottom.
 10/20/14 - 10/04/12: Was able to inspect with a boat & waded along the top of the bridge footing. Was able to see or probe all structural elements. Probed & found no undermining of the footings but about 2' of footing exposed above the river bottom. There is some infiltration occurring at the wingwall/spandrel wall connections.
 10/04/10: Was able to inspect with a boat & see or probe all structural elements. Probed & found no undermining of the footings. The silt fence has been removed. There is about 2' of footing exposed above the river bottom. There is some infiltration occurring at the wingwall/spandrel wall connection.
 10/28/08: Was able to inspect with a boat & see or probe all structural elements. Probed along the footings under the bebo. There is about 2' of footing exposed above the river bottom. There is some infiltration occurring at the wingwall/spandrel wall connection. The silt fence should be removed.
 11/02/06: Road has been paved over the bebo. If all construction is complete and turf is established then the silt fence needs to be removed. Was able to inspect with a boat and probe down along the footings. NO STRUCTURAL PROBLEMS APPARENT.
 10-08-2004: NO STRUCTURAL PROBLEMS APPARENT.

5B. Deck NBI:

5A. Brdg Railings NBI:

36B. Transitions NBI:

36C. Appr Guardrail NBI: 10/03/18: New posts installed and rail raised in 2017.

Pictures



Photo 1 - 10-17-2022 (38)



Photo 2 - 10-17-2022 (39)

Pictures



Photo 3 - 10-17-2022 (40)



Photo 4 - 10-17-2022 (41)

Pictures



Photo 5 - 10-17-2022 (42)



Photo 6 - 10-17-2022 (43)

Pictures



Photo 7 - 10-17-2022 (44)



Photo 8 - 10-17-2022 (45)

Pictures



Photo 9 - 10-17-2022 (46)



Photo 10 - 10-17-2022 (47)

Pictures



Photo 11 - 10-17-2022 (48)



Photo 12 - 10-17-2022 (49)

Pictures

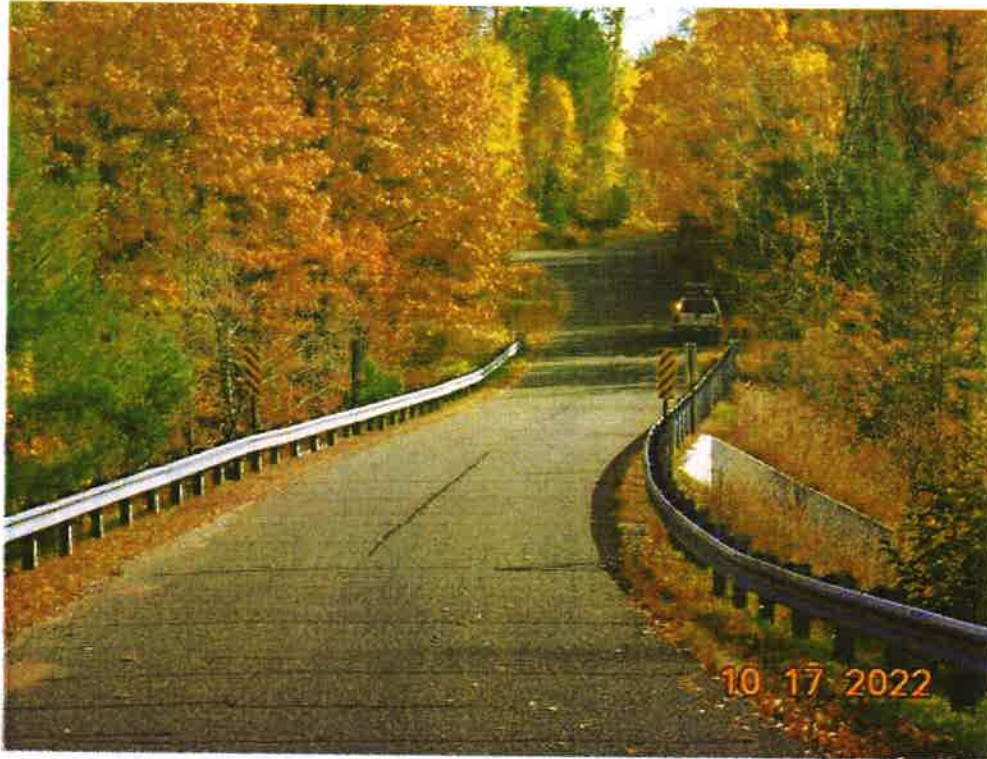


Photo 13 - 10-17-2022 (50)



Photo 14 - 10-17-2022 (51)

Pictures



Photo 15 - 10-17-2022 (52)



Photo 16 - 10-17-2022 (53)

Pictures



Photo 17 - 10-17-2022 (54)



Photo 18 - 10-17-2022 (55)

Pictures



Photo 19 - 10-17-2022 (56)

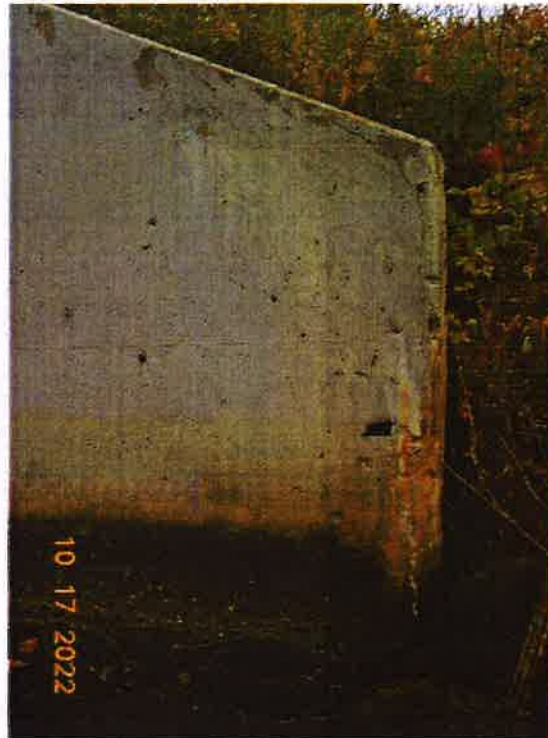


Photo 20 - 10-17-2022 (57)

Pictures

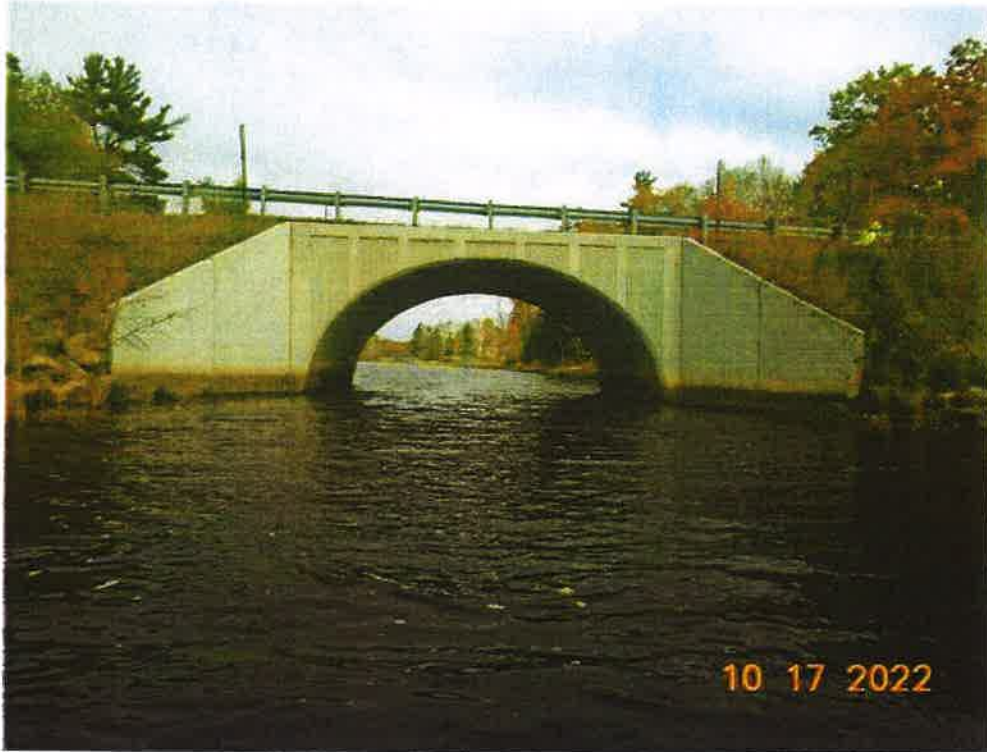


Photo 21 - 10-17-2022 (58)

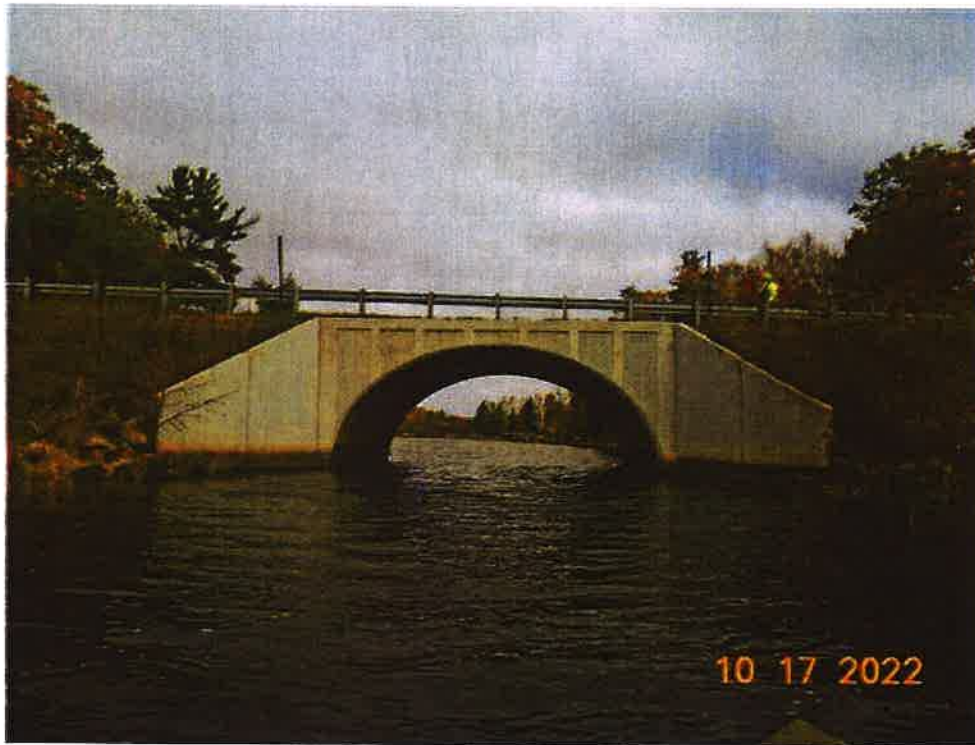


Photo 22 - 10-17-2022 (59)

Pictures

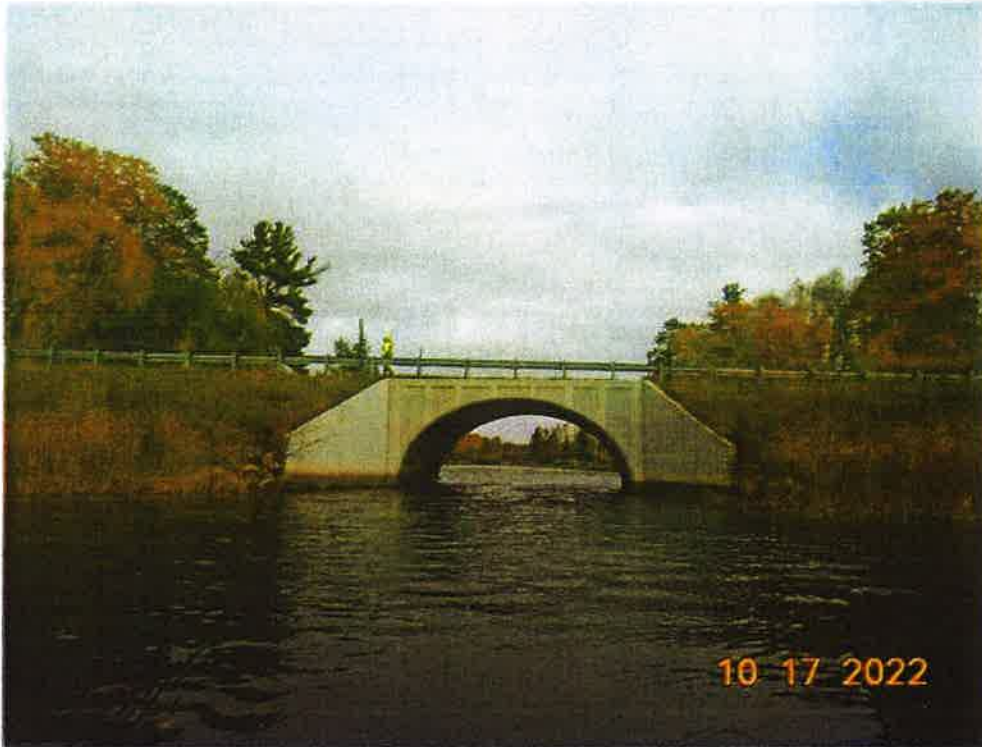


Photo 23 - 10-17-2022 (60)

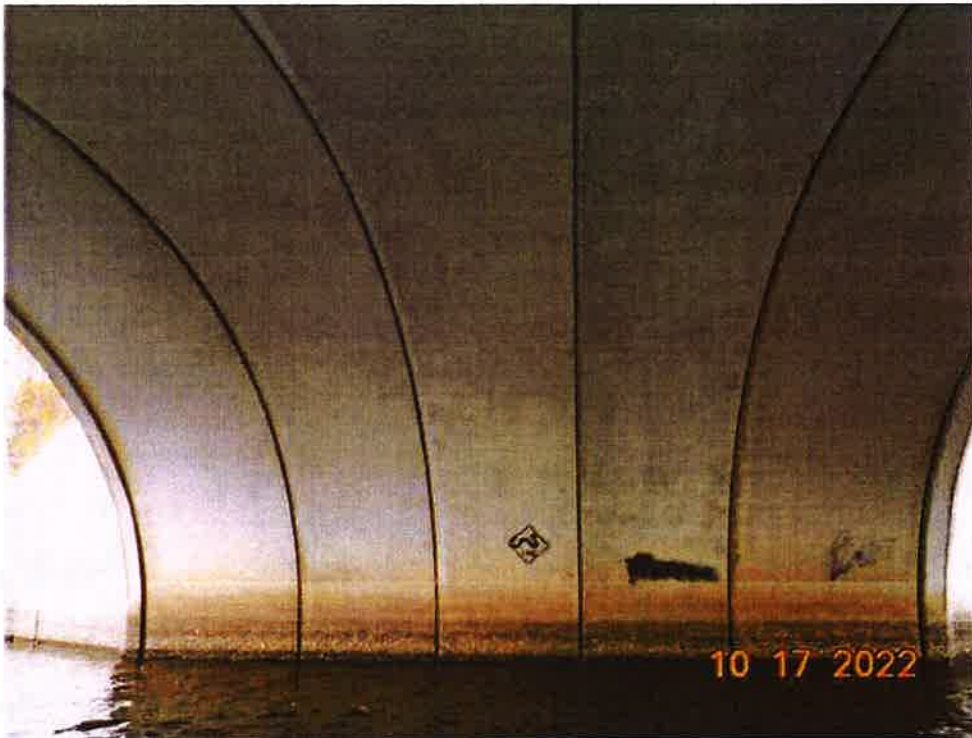


Photo 24 - 10-17-2022 (61)

Pictures



Photo 25 - 10-17-2022 (62)



Photo 26 - 10-17-2022 (63)

Pictures



Photo 27 - 10-17-2022 (64)



Photo 28 - 10-17-2022 (65)

Pictures

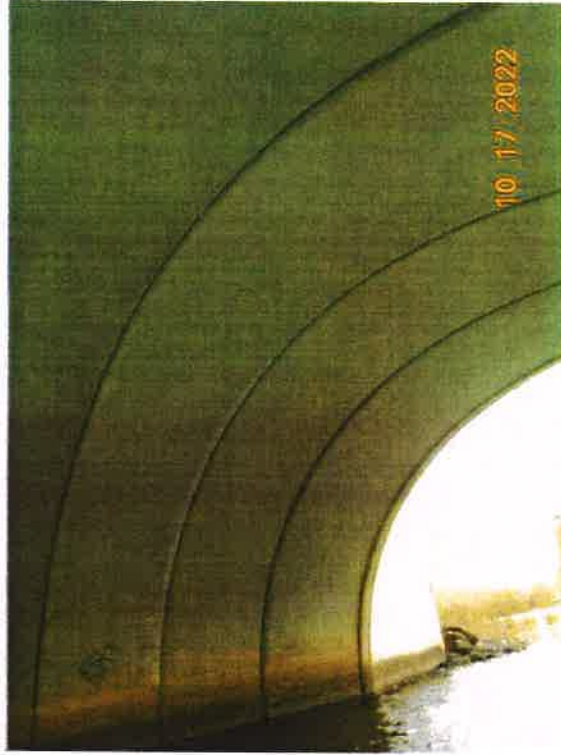


Photo 29 - 10-17-2022 (66)



Photo 30 - 10-17-2022 (67)

Pictures



Photo 31 - 10-17-2022 (68)



Photo 32 - 10-17-2022 (69)

Pictures

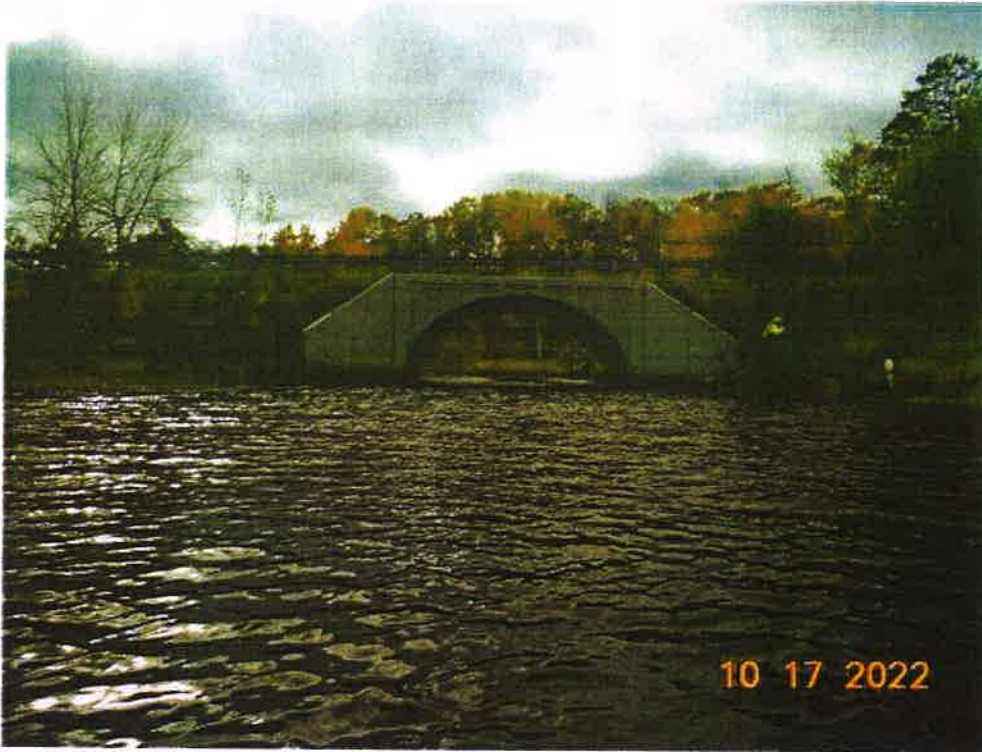


Photo 33 - 10-17-2022 (70)



Photo 34 - 10-17-2022 (71)



1. 10-17-2022 (38).JPG



2. 10-17-2022 (39).JPG



3. 10-17-2022 (40).JPG



4. 10-17-2022 (41).JPG



5. 10-17-2022 (42).JPG



6. 10-17-2022 (43).JPG



7. 10-17-2022 (44).JPG



8. 10-17-2022 (45).JPG



9. 10-17-2022 (46).JPG



10. 10-17-2022 (47).JPG



11. 10-17-2022 (48).JPG



12. 10-17-2022 (49).JPG



13. 10-17-2022 (50).JPG



14. 10-17-2022 (51).JPG



15. 10-17-2022 (52).JPG



16. 10-17-2022 (53).JPG



17. 10-17-2022 (54).JPG



18. 10-17-2022 (55).JPG



19. 10-17-2022 (56).JPG



20. 10-17-2022 (57).JPG



21. 10-17-2022 (58).JPG



22. 10-17-2022 (59).JPG



23. 10-17-2022 (60).JPG



24. 10-17-2022 (61).JPG



25. 10-17-2022 (62).JPG



26. 10-17-2022 (63).JPG



27. 10-17-2022 (64).JPG



28. 10-17-2022 (65).JPG



29. 10-17-2022 (66).JPG



30. 10-17-2022 (67).JPG



31. 10-17-2022 (68).JPG



32. 10-17-2022 (69).JPG



33. 10-17-2022 (70).JPG



34. 10-17-2022 (71).JPG

**2022 ROUTINE
BRIDGE INSPECTION REPORT**



**BRIDGE # L2877
ROOSEVELT DR (MUN 45) over CROOKED CREEK**

DISTRICT: District 3 **COUNTY:** Crow Wing **CITY/TOWNSHIP:** Emily
STATE: Minnesota

Date of Inspection: 10/25/2022

Equipment Used: Life Jacket, Probing Rod, Other - waders & flashlight
Assisted by Justin Larson

Owner: City or Municipal Highway Agency

Inspected By: Stroschein, Steve

Report Written By: Steve Stroschein
Report Reviewed By: Timothy Bray
Final Report Date: 01/26/2023



Inspector: Stroschein, Steve
 Inspection Date: 10/25/2022

Structure Number: L2577
 Facility Carried: MUN 45

Bridge Inspection Report

Minnesota Structure Inventory Report

Bridge ID: L2877

ROOSEVELT DR (MUN 45) over CROOKED CREEK

+ GENERAL +	+ ROADWAY ON BRIDGE +	+ INSPECTION +																
Agency Br. No. CITY37 Crew District 03 Maint. Area County 013 - Crow Wing City Emily Township Desc. Loc. 1.7 MI W OF JCT TH 6 Sect., Twp., Range 08 138N - 26W Latitude 46.781239 Longitude -93.998069 Custodian 04 - City or Municipal Highway Agency Owner 04 - City or Municipal Highway Agency Insp Responsibility Crow Wing County Year Built 1960 Date Opened to Traffic MN Year Remodeled 1992 FHWA Year Reconstructed Bridge Plan Location 3 - COUNTY Potential ABC 2 - N/A	Facility MUN 45 Functional Class. 09 - Rural - Local ADT 15 YEAR 1936 HCADT ADTT % National Highway System 0 Route Sys/Nbr (TIS) 10 - MUN / 45 Ref. Point (TIS) 000+00.045 Detour Length 99 Lanes 1 Lanes ON Bridge Control Section (TH Only) Function 1 - MAINLINE Type 3 - One lane bridge for 2-way traffic Bridge Match ID 1 Roadway Key Route On Structure	Last Routine Insp Date 10/25/2022 Routine Insp Frequency 24 Inspector Name Stroschein, Steve Status P - Posted for Load																
	+ RDWY DIMENSIONS ON BRIDGE +	+ NBI CONDITION RATINGS +																
	If Divided: NB-EB SB-WB Roadway Width 19.30 ft ft Vertical Clearance ft ft Max. Vert. Clear. ft ft Horizontal Clear. ft ft Appr. Surface Width 18.0 ft Bridge Roadway Width 19.3 ft Median Width On Bridge ft	Deck 6 Superstructure 4 Substructure 5 Channel 5 Culvert N																
+ STRUCTURE +	+ MISC. BRIDGE DATA +	+ NBI APPRAISAL RATINGS +																
Service On 1 - Highway Service Under 5 - Waterway Main Span Type 3 - Steel 01 - Beam Span Main Span Detail Appr. Span Type No Approach Span Appr. Span Detail Skew 0 Culvert Type Barrel Length Number of Spans MAIN: 1 APPR: 0 TOTAL: Main Span Length 40.0 ft Structure Length 43.5 ft Deck Width (Out-to-Out) 19.6 ft Deck Material 8 - Wood or Timber Wear Surf Type 6 - Bituminous Wear Surf Install Year 2011 Wear Course/Fill Depth 0.21 ft Deck Membrane 0 - None Deck Rebars N - Not Applicable (no deck) Deck Rebars Install Year Structure Area (Out-to-Out) 853 sq ft Roadway Area (Curb-to-Curb) 840 sq ft Sidewalk Width - L/R 0.00 0.00 ft Curb Height - L/R 0.00 0.00 ft Rail Codes - L/R 00 00	Structure Flared 0 - No flare Parallel Structure N - No parallel structure Field Conn. ID Cantilever ID Foundations (Material/Type) Abutment 1 - CONC 3 - FTG PILE Pier N - N/A N - N/A Historic Status 5 - Not eligible On - Off System 0 - OFF	Structure Evaluation 4 Deck Geometry 4 Underclearances N Waterway Adequacy 7 Approach Alignment 4																
	+ PAINT +	+ SAFETY FEATURES +																
	Year Painted Painted Area sq ft Primer Type Finish Type	Bridge Railing 0 - SUBSTANDARD GR Transition N - NOT REQUIRED Appr. Guardrail N - NOT REQUIRED GR Termini N - NOT REQUIRED																
	+ BRIDGE SIGNS +	+ SPECIAL INSPECTIONS +																
	Posted Load 2 - Vehicle & Semi (Type R12-5) Traffic 0 - Not Required Horizontal 3 - Object Markers & Width Vertical N - Not Applicable	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Y/N</th> <th style="text-align: center;">Freq</th> <th style="text-align: center;">Date</th> </tr> </thead> <tbody> <tr> <td>Frac. Critical</td> <td style="text-align: center;">N</td> <td></td> <td></td> </tr> <tr> <td>Underwater</td> <td style="text-align: center;">N</td> <td></td> <td></td> </tr> <tr> <td>Pinned Asbly.</td> <td style="text-align: center;">N</td> <td></td> <td></td> </tr> </tbody> </table>		Y/N	Freq	Date	Frac. Critical	N			Underwater	N			Pinned Asbly.	N		
	Y/N	Freq	Date															
Frac. Critical	N																	
Underwater	N																	
Pinned Asbly.	N																	
		+ WATERWAY +																
		Drainage Area (sq mi) Waterway Opening (sq ft) 300 Navigation Control 0 - No nav. control on waterway Pier Protection Nav. Clr. (ft) Vert. 0.0 Horiz. 0.0 Nav. Vert. Lift Bridge Clear. (ft) 0.0 MN Scour Code P - STBL - PROT INPL Scour Evaluation Year 2016																
		+ CAPACITY RATINGS +																
		Design Load 0 - Other/Unknown Operating Rating 3 - HL-93 0.66 Inventory Rating 3 - HL-93 0.51 Posting VEH: 24 SEMI: 40 DBL: 40 Rating Date 09/30/2020 Overweight Permit Codes A: X B: X C: X																

MINNESOTA BRIDGE INSPECTION REPORT

01/26/2023

BRIDGE L2877 MUN 45 OVER CROOKED CREEK

County: Crow Wing	Location: 1.7 MI W OF JCT TH 6	Length: 43.5 ft.
City: Emily	Route: 10 - MUN 45 Ref. Pt.: 000+00.045	Deck Width: 19.6 ft.
Township:	Control Section:	Rdwy Area/ Pct. Unsnd: 840 sq. ft. / %
Section: 08 Township: 133N Range: 26W Maint. Area:		Paint Area/ Pct. Unsnd: sq. ft. / %
Span Type: 3 - Steel 2 - Stringer/Multi-beam or Girder	Local Agency Bridge Nbr.: CITY37	Culvert: N/A
List:		Postings: 24 40 40
NBI Deck: 6 Super: 4 Sub: 5 Chan: 5 Culv: N		

Open, Posted, Closed: P - Posted for Load

MN Scour Code: P - STBL - PROT INPL

Appraisal Ratings - Approach: 4	Waterway: 7	Unofficial Structurally Deficient Y
Required Bridge Signs - Load Posting: 2 - Vehicle & Semi (Type R12-5)	Traffic: 0 - Not Required	Unofficial Functionally Obsolete N
Horizontal: 3 - Object Markers & Width	Vertical: N - Not Applicable	Unofficial Sufficiency Rating 48.1

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
31	Timber Deck	Routine	10/25/2022	853 SF	683	170	0	0
		Routine	10/15/2020	853 SF	683	170	0	0
Notes: 10/25/2022 - 10/15/2020: Estimate 20% of the underside of the deck has some staining from water leakage through the deck in random locations from above. 10/04/18 - 10/11/16: Deck board appear to be in good shape w/ minor weathering from below.								
510	Wearing Surfaces	Routine	10/25/2022	840 SF	0	840	0	0
		Routine	10/15/2020	840 SF	0	840	0	0
Notes: 10/25/2022: Minor to moderate traverse cracks are open/unsealed at this time. 1' x 6' pot hole has been repaired. 10/15/2020: There are minor to moderate sealed transverse cracks across the entire bituminous surface. Cracks are originating between the deck boards. There is a 1' X 6' pot hole in the SW quadrant of the deck. 10/04/18 - 10/29/14: Minor transverse cracking in the bituminous surface present between the deck boards. The cracks need to be sealed again. There are no potholes present in the bituminous surfacing. 10/15/12: Minor cracking in the bituminous surface present between the deck boards. Cracks have been sealed recently. 10/04/10: A bituminous leveling coarse, membrane, and overlay were placed over the deck. A new load rating was done summer 2010. 10/24/08: Estimate that there is a loose of 1/4"-1/2" of wood in isolated boards at the N end of the bridge in the wheel paths due to abrasion. 11/03/06: Minor abrasion is present in the wheel path. No decay.								
107	Steel Open Girder/Beam	Routine	10/25/2022	387 LF	0	0	344	43
		Routine	10/15/2020	387 LF	0	0	387	0
Notes: 10/25/2022: There is flaking rust throughout the lower flanges, upper flanges, and lower 1/2 of the webs on all beams. Section loss approximated at 5% typical. The flaking rust is more advanced on the south half on beams 4 and 6. Section loss on the lower flange of beam 4 measured at 18% (15/32) and beam 6 at 23% (14/32") (43 ft in CS4). These beams are located below the wheel paths. 10/15/2020: The flaking rust is more advanced the 4th and 6th beams then the rest of the beams at the mid-point of the beam on the lower flanges. There is flaking rust throughout the lower flanges and lower webs beginning in critical areas in all of the beams. Any section loss at this time is minimal. 10/04/18 - 10/11/16: There is flaking rust throughout the lower flanges and lower webs in critical areas in all of the beams. Any section loss is minor at this time. 10/29/14: There is flaking rust throughout the lower flanges and webs in critical areas. Measured the webs and found them to be equal or greater than 3/8" thick. Any section loss is minor at this time. 10/15/12: There is flaking rust throughout the lower flanges and webs in critical areas. 10/24/08: The paint system has failed. There is flaking rust at the lower web and flange connections is isolated areas throughout about 25% of the flange/web connections. At this point the loss of section is minimal. 11/03/06: Paint continues to peel and flake off the beams. 10/28/2002: PAINT IS PEELING AND FLAKING OFF WEBS OF BEAMS.								
515	Steel Protective Coating	Routine	10/25/2022	1660 SF	0	0	0	1660
		Routine	10/15/2020	1660 SF	0	0	0	1660
Notes: 10/25/2022 - 10/11/2016: Paint system on beams has failed.								

BRIDGE L2877 MUN 45 OVER CROOKED CREEK

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
215	Reinforced Concrete Abutment	Routine	10/25/2022	54 LF	27	27	0	0
		Routine	10/15/2020	54 LF	27	27	0	0
<p>Notes: 10/25/2022: Measurements confirmed. No significant changes since 2020 inspection measurements. 10/15/2020: Condition state 2 because of past observations that the south abutment is tipped. The lean of the south abutment wall, towards the center of the stream is 5/8" at the west end and 9/16" at the east end. These measurements are the distance from vertical in 6.5 inches of vertical rise. There have been no significant changes since the 2000 inspection. The north abutment measured plumb on the west corner and tipping 1/8" toward the river on the east corner. 10/04/18 - 10/11/16: Condition state 2 because of past observations that the south abutment is tipped. The lean of the south abutment wall, towards the center of the stream is 1/2" at the west end and 9/16" at the east end. These measurements are the distance from vertical in 6.5 inches of vertical rise. There have been no significant changes since the 2000 inspection. The north abutment measured plumb on the west corner and tipping 1/8" toward the river on the east corner. 10/29/14: Condition state 3 because of past observations that the south abutment is tipped. The lean of the south abutment wall, towards the center of the stream is 5/8" at the west end and 9/16" at the east end. These measurements are the distance from vertical in 6.5 inches of vertical rise. There have been no changes since the 2000 inspection. 10/15/12: Condition state changed because of past observations that the south abutment is tipped. 10/24/08: South abutment is tipped. No significant changes noted. 11/03/06: South abutment is tipped. 10/28/2002: SMART FLAG!! , SETTLEMENT, STATE #1 Structure L2877 -</p> <p>Wingwall notes: 10/29/14 - 10/15/12: South 2 are tipped with the abutment, the north 2 wingwalls have remained stable. 10/24/08: South 2 are tipped with the abutment. Some washing has occurred around all of the wingwalls. no significant changes. 11/03/06: South 2 are tipped with the abutment. Some washing has occurred around all of the wingwalls.</p>								
216	Timber Abutment	Routine	10/25/2022	32 LF	0	0	16	16
		Routine	10/15/2020	32 LF	0	0	16	16
<p>Notes: 10/25/2022: SW timber wing wall has failed and repairs are needed. The SW wing-wall is undermined with a large bolder exposed holding back the back fill. 10/15/2020: When the bridge was remodeled in 1992 the wing-walls where extended w/ timber elements. The timber elements have moved out of position because of earth pressure behind them. The timber element of the both south wing-wall is failing at the timber section only. The SW wing-wall is undermined with a large bolder exposed holding back the back fill. 10/04/18 - 10/15/12: When the bridge was remodeled in 1992 the wing-walls where extended w/ timber elements. The timber elements have moved out of position because of earth pressure behind them. The timber element of the SE wing-wall is failing at the timber section only.</p>								
330	Metal Bridge Railing	Routine	10/25/2022	10 LF	0	10	0	0
		Routine	10/15/2020	10 LF	0	10	0	0
<p>Notes: 10/25/2022 - 10/11/2016: The 10 rail posts have minor surface corrosion at this time. 10/29/14 - 10/15/12: There is a loose connection on the NE corner. A missing bolt on the NW corner. The lower boards on the NE and SW approaches are broken. 11/03/06: Does not meet NCHRP350 standards.</p>								
515	Steel Protective Coating	Routine	10/25/2022	40 SF	0	0	0	40
		Routine	10/15/2020	40 SF	0	0	0	40
<p>Notes: 10/25/2022 - 10/11/2016: Paint system has failed, surface rust present on more than 50% of the surface of all the posts.</p>								
332	Timber Bridge Railing	Routine	10/25/2022	88 LF	85	0	0	3
		Routine	10/15/2020	88 LF	88	0	0	0
<p>Notes: 10/25/2022: Lower 3 feet of bridge rail is broken in the SW corner of the bridge. 10/15/2020: Repairs have been made, missing or broken elements have been replaced. 10/04/18 - 10/15/12: There is a loose connection on the NE corner. A missing bolt on the NW corner. The lower boards on the NE and SW approaches are broken. 11/03/06: Does not meet NCHRP350 standards.</p>								
800	Critical Deficiencies or Safety Hazards	Routine	10/25/2022	1 EA	1	0	0	0
		Routine	10/15/2020	1 EA	1	0	0	0
<p>Notes: NO CRITICAL FINDINGS OBSERVED DURING THE LAST INSPECTION.</p>								

BRIDGE L2877 MUN 45 OVER CROOKED CREEK

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
822	Bituminous Approach Roadway	Routine	10/25/2022	2 EA	2	0	0	0
		Routine	10/15/2020	2 EA	1	1	0	0
<p>Notes: 10/25/2022: South approach has been fixed. 10/15/2020: A hole was found on the day of the inspection measuring 3' by 3' on the east shoulder of the south approach. The bit had broken away and daylight could be seen through to the bottom of the abutment. We met the city on site the day of the inspection and the approach has since been repaired. The damage appears to have been caused by erosion from road run off. 10/04/18: Hole has developed at South approach on East side next to abutment at end of railing. Approximately 1' deep 10/11/16 - 10/04/10: The N & S approaches were paved w/ the deck, summer 2010. 11/03/06: S approach has been paved up to the bridge.</p>								
855	Secondary Members (Superstructure)	Routine	10/25/2022	1 EA	0	0	1	0
<p>Notes: 10/25/2022: Section loss approximated at 5% typical.</p>								
881	Steel Section Loss	Routine	10/25/2022	1 EA	0	0	1	0
		Routine	10/15/2020	1 EA	0	1	0	0
<p>Notes: 10/25/2022: Section loss approximated at 5% throughout beams. The south end of beams 4 and 6 have section loss in the lower flange of 18% and 23% respectively. 10/15/2020 - 10/15/12: There is minor flaking rust on the lower flanges and webs of all the beams throughout.</p>								
884	Substructure Settlement & Movement	Routine	10/25/2022	1 EA	0	1	0	0
		Routine	10/15/2020	1 EA	0	1	0	0
<p>Notes: 10/25/2022 - 10/29/14: No new settlement of the abutment has occurred since 2000. The lean of the south abutment wall, towards the center of the stream is 5/8" at the west end and 9/16" at the east end. These measurements are the distance from vertical in 6.5 inches of vertical rise. There have been no changes since the 2000 inspection. The settlement at the southeast timber wing-wall looks to have occurred as a result of the paving activities when the bridge deck was paved in 2010. There is bituminous behind the timber wing-wall that is pushed out of alignment. 10/15/12: Settlement has occurred at the southeast timber wing-wall. It could effect the south approach if left unchecked.</p>								
885	Scour	Routine	10/25/2022	1 EA	1	0	0	0
		Routine	10/15/2020	1 EA	1	0	0	0
890	Load Posting or Vertical Clearance Signing	Routine	10/25/2022	1 EA	1	0	0	0
		Routine	10/15/2020	1 EA	1	0	0	0
<p>Notes: 10/25/2022 - 10/02/2020 Load posted signage is in-place, readable and correct with the new load rating submitted. 10/04/18 - 10/11/16: Required signs are in place at the bridge. [2016] Structure requires a vertical clearance sign or load posting sign.</p>								
891	Other Bridge Signing	Routine	10/25/2022	1 EA	1	0	0	0
		Routine	10/15/2020	1 EA	1	0	0	0
892	Slopes & Slope Protection	Routine	10/25/2022	1 EA	0	0	1	0
		Routine	10/15/2020	1 EA	0	1	0	0
<p>Notes: 10/25/2022: Erosion around south wing walls has been fixed and is currently minimal; however, the SW wing wall protects this slope and is in need of repairs. 10/15/2020: Erosion is occurring behind the south wing-walls and abutments. Temporary repairs were made this fall after this inspection to stabilize the approach shoulder. 10/04/18 - 10/04/10: The approaches were paved summer 2010 and changed were drainage occurs. Will continue to monitor. 10/24/08: Some erosion occurring around the wing-wall ends. 11/03/06: Some erosion occurring around the wing-wall ends.</p>								

BRIDGE L2877 MUN 45 OVER CROOKED CREEK

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
894	Deck & Approach Drainage	Routine	10/25/2022	1 EA	0	0	1	0
		Routine	10/15/2020	1 EA	0	0	1	0
Notes: 10/25/2022: Approach roadway drainage has caused the SW wing wall to fail. 10/15/2020: The south approach and roadway drainage is contributing to the erosion occurring behind the south wing-walls and approaches. 10/04/18 - 10/04/10: The approaches were paved summer 2010 and changed were drainage occurs. Will continue to monitor. 10/24/08: A swale was rip-raped NE of the bridge when the scour improvements were made. Still some erosion occurring behind the S wing-walls. 11/03/06: The drainage off the road is causing the erosion around the wing-walls.								
899	Miscellaneous Items	Routine	10/25/2022	1 EA	0	1	0	0
Notes: 10/25/2022: Remove large tree that has fallen across NW wing wall and channel. Not affecting the bridge structure but should be removed.								
900	Protected Species	Routine	10/25/2022	1 EA	0	0	1	0
		Routine	10/15/2020	1 EA	0	0	1	0
Notes: 10/15/2020 - 10/11/16: Birds have been seen today.								

General Notes: 10/25/2022: Water is 1.0' deep under the bridge today. SE wing wall boards are not functioning properly. The SW bridge rail has a broken lower member. Rusting continues in the lower webs and top of the lower flanges with some minor section loss occurring in the middle 1/3 and at the abutments. Some rusting and section loss in the top flange throughout. Paint has failed.
 10/15/2020: Water is 1.5' deep under the bridge today. Rusting continues in the lower webs and top of the lower flanges with some minor section loss occurring in the middle 1/3 and at the abutments. Some rusting and section loss in the top flange throughout. Paint has failed.
 10/02/2020: Was on site to verify load postage signage is current with the new load posting submitted.
 10/04/18 - 10/11/16: Water is 1.5' deep under the bridge today. Rusting continues in the lower webs and top of the lower flanges with some minor section loss occurring in the middle 1/3 and at the abutments. Some rusting and section loss in the top flange throughout. Paint has failed.
 10/29/14: Stream bed profile survey for scour monitoring was done on 10/24/14 w/ Steve. Water depth is 1 foot or less below the bridge today. Rusting continues in the lower webs and lower flange of the bridge beams with some minor section loss isolated locations.
 10/15/12: Was able to wad beneath the bridge today and see all elements. Water depth below the bridge is less than a 1'. The slope protection after the summers high water event remains in place. Rust and minor section loss continues in the lower 1/2 of the beams.
 10/04/10: The deck surface was paved and a membrane put down summer 2010. Was able to wade under the bridge and see all elements. Rusting of the bridge beams continues.
 10/24/08: Was able to wade under the bridge and see all elements. A 11/2" rock filter and large rock have been placed in the creek along in front of the slope paving. No slumping of the paving was observed. Rusting of the bridge beams is advancing. Has the city change the its usage of salt on this location since the S approach was paved? Beams could be sand blasted and repainted if lead paint is not an issue.
 11/03/06: Was able to wade under the bridge and see all elements. The north abutment at the mid point and going to the west the creek is under the slope paving 1 to 3 feet. It is minor at this point and would be easily fixed.
 10-08-2004: THE LEAN OF THE SOUTH ABUTMENT WALL, TOWARDS THE CENTER OF THE STREAM, IS 5/8" AT THE WEST END AND 9/16" AT THE EAST END. THESE MEASUREMENTS ARE THE LEAN OF THE SOUTH ABUTMENT WALL FROM THE VERTICAL IN 6 1/2" OF VERTICAL RISE.

58. Deck NBI: 10/04/18 - 10/29/14: Some minor cracking on the bituminous surface.

36A. Brdg Railings NBI:

36B. Transitions NBI:

36C. Appr Guardrail NBI:

36D. Appr Guardrail Terminal NBI:

59. Superstructure NBI: 10/25/22: Section loss approximated at 5% throughout beams. The flaking rust is more advanced on the south half on beams 4 and 6. Section loss on the lower flange of beam 4 measured at 18% (15/32) and beam 6 at 23% (14/32"). These beams are located below the wheel paths.

10/04/18 - 10/11/16: Section loss top of lower flange and lower web.

10/29/14: Flaking rust is present in the lower 1/2 of the webs and on the lower flanges on all of the beams throughout.

60. Substructure NBI: 10/04/18: Loose boards have shifted South abutment.

10/29/14: The south abutment has a history of settlement, that appears to have happened shortly after the bridge was remodeled in 1992. At this time the settlement appears to have stabilized.

61. Channel NBI: 10/04/18 - 10/11/16: Trees tipping into upper creek.

BRIDGE L2877 MUN 45 OVER CROOKED CREEK

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
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10/29/14: The channel is heavily armored to prevent any scour.

62. Culvert NBI:

71. Waterway Adeq NBI:

72. Appr Roadway Alignment NBI: Poor horizontal and vertical alignments. Narrow bridge, requiring traffic to slow to avoid meeting on the bridge.

Steve Stroschein
Inspector's Signature

Timothy Bray
Reviewer's Signature

Pictures



Photo 1 - IMG_9848



Photo 2 - IMG_9849

Pictures



Photo 3 - IMG_9850

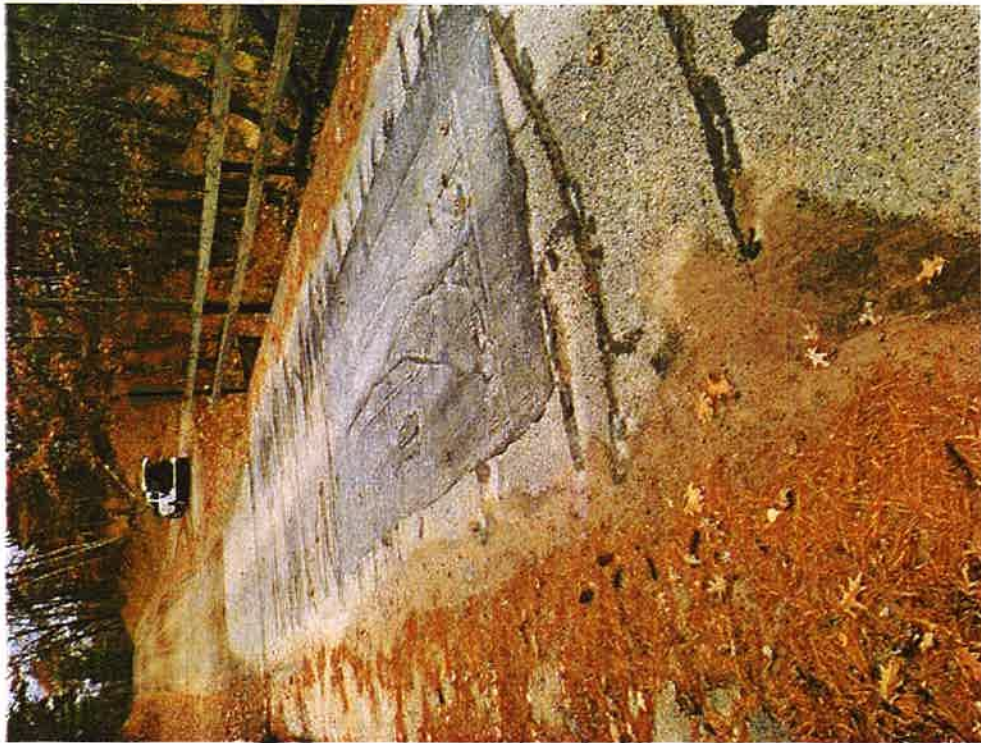


Photo 4 - IMG_9851

Pictures



Photo 5 - IMG_9852



Photo 6 - IMG_9853

Pictures



Photo 7 - IMG_9854



Photo 8 - IMG_9855

Pictures



Photo 9 - IMG_9856



Photo 10 - IMG_9857

Pictures



Photo 11 - IMG_9858

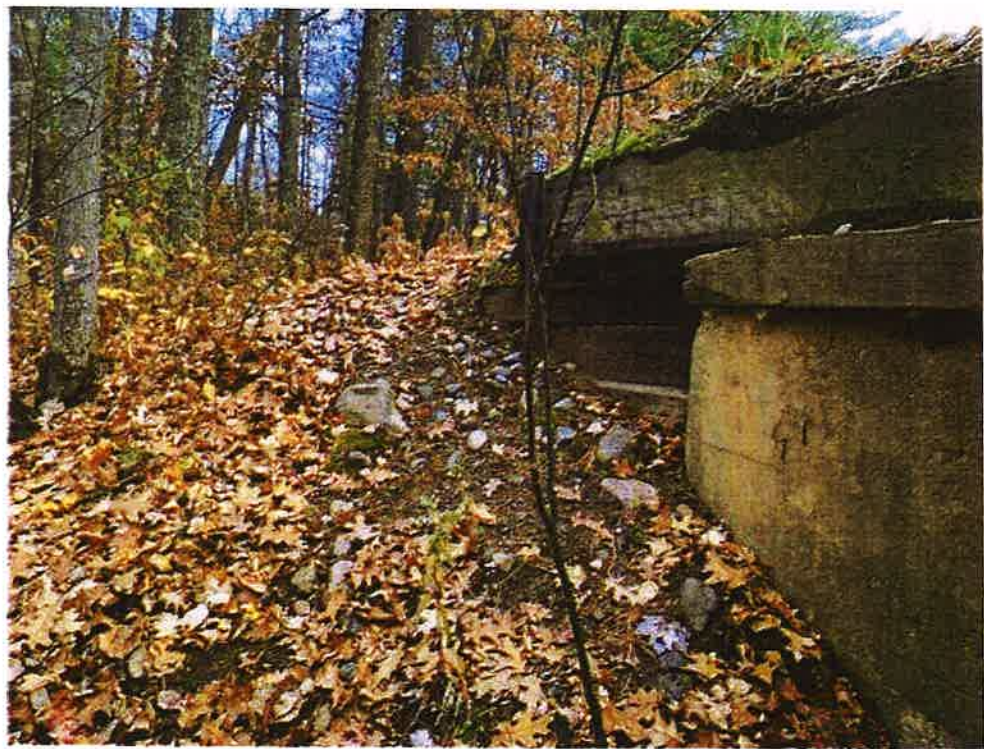


Photo 12 - IMG_9859

Pictures



Photo 13 - IMG_9860



Photo 14 - IMG_9861

Pictures



Photo 15 - IMG_9864

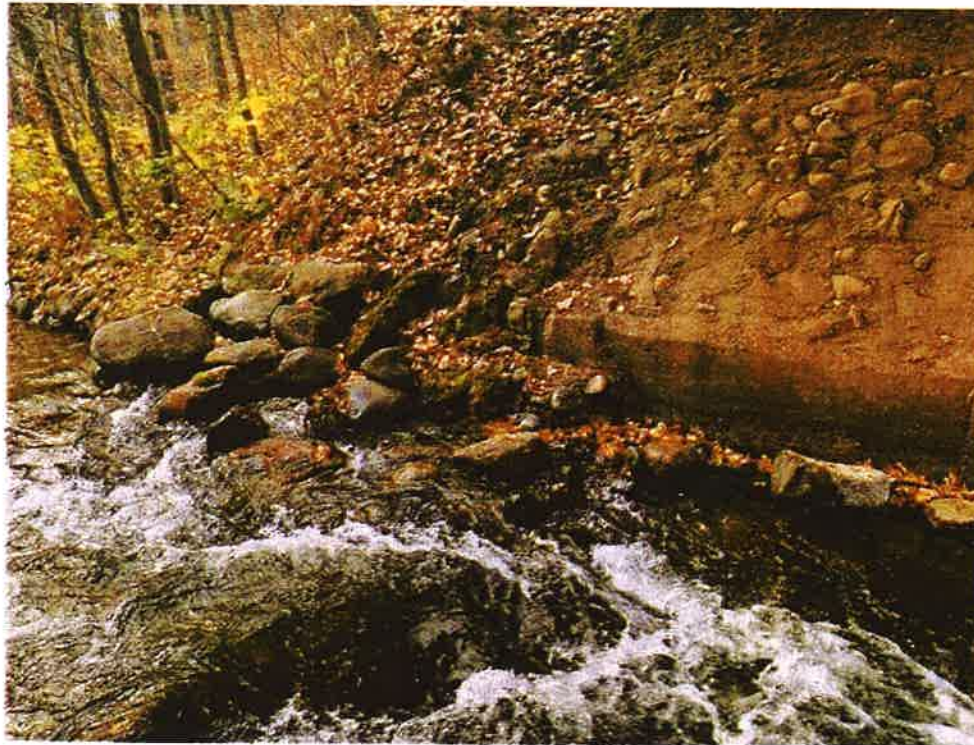


Photo 16 - IMG_9865

Pictures



Photo 17 - IMG_9866



Photo 18 - IMG_9867

Pictures



Photo 19 - IMG_9868



Photo 20 - IMG_9869

Pictures



Photo 21 - IMG_9870

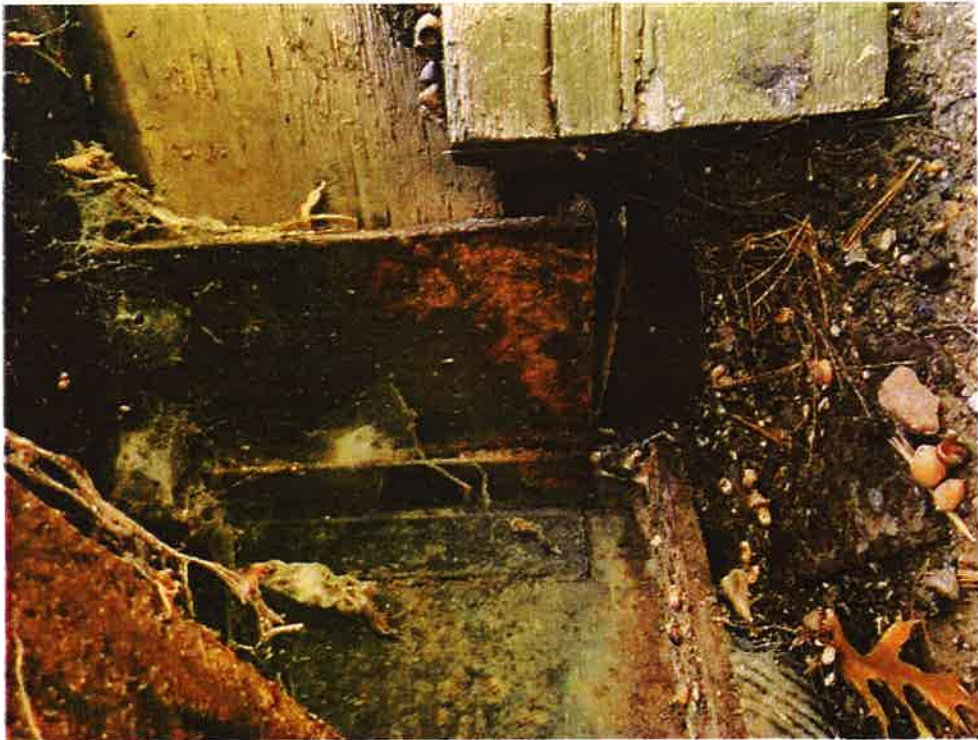


Photo 22 - IMG_9871

Pictures



Photo 23 - IMG_9872



Photo 24 - IMG_9873

Pictures



Photo 25 - IMG_9874



Photo 26 - IMG_9875

Pictures



Photo 27 - IMG_9876



Photo 28 - IMG_9877

Pictures



Photo 29 - IMG_9878



Photo 30 - IMG_9879

Pictures



Photo 31 - IMG_9880



Photo 32 - IMG_9881

Pictures



Photo 33 - IMG_9882



Photo 34 - IMG_9883

Pictures



Photo 35 - IMG_9884



Photo 36 - IMG_9885

Pictures

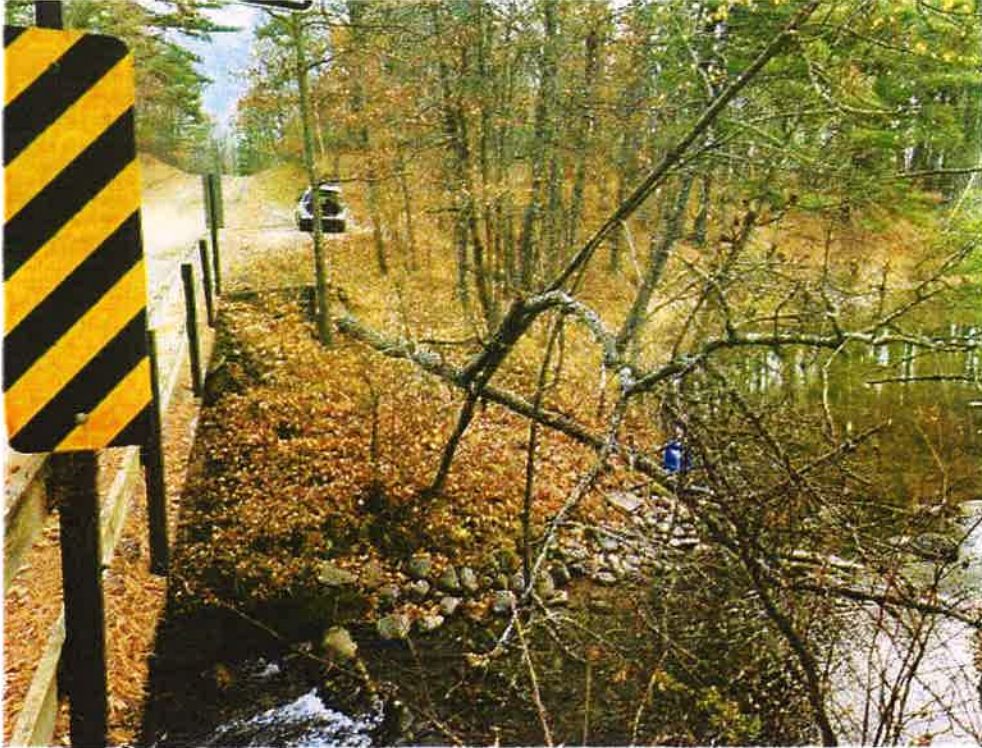


Photo 37 - IMG_9886



Photo 38 - IMG_9887

Pictures



Photo 39 - IMG_9888



Photo 40 - IMG_9889



36. IMG_9885.JPG



37. IMG_9886.JPG



38. IMG_9887.JPG

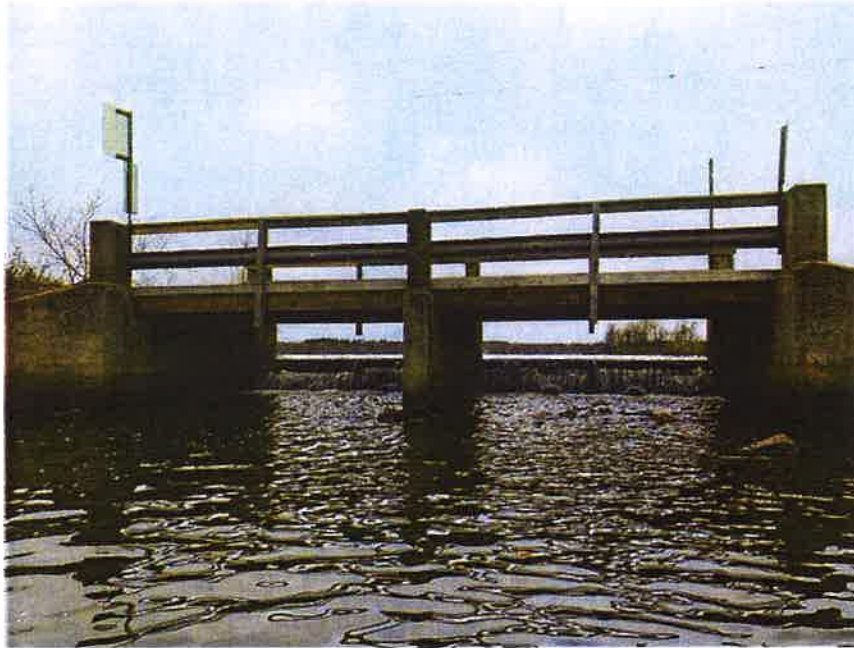


39. IMG_9888.JPG



40. IMG_9889.JPG

**2022 ROUTINE
BRIDGE INSPECTION REPORT**



**BRIDGE # L2878
DAM RD over LITTLE PINE RIVER**

DISTRICT: District 3 **COUNTY:** Crow Wing **CITY/TOWNSHIP:** Emily
STATE: Minnesota

Date of Inspection: 10/25/2022

Equipment Used: Life Jacket, Probing Rod, Other - waders
Assisted by Justin Larson

Owner: Town or Township Highway Agency

Inspected By: Stroschein, Steve

Report Written By: Steve Stroschein
Report Reviewed By: Timothy Bray
Final Report Date: 02/10/2023



Inspector: Stroschein, Steve
 Inspection Date: 10/25/2022

Structure Number: L2878
 Facility Carried: T 124

Bridge Inspection Report

Minnesota Structure Inventory Report

Bridge ID: L2878

DAM RD over LITTLE PINE RIVER

+ GENERAL +	+ ROADWAY ON BRIDGE +	+ INSPECTION +																
Agency Br. No. CITY37 Crew District 03 Maint. Area County 018 - Crow Wing City Emily Township Desc. Loc. 0.7 MI E OF JCT TH 6 Sect., Twp., Range 35 138N - 26W Latitude 46.716606 Longitude -93.941733 Custodian 03 - Town or Township Highway Agency Owner 03 - Town or Township Highway Agency Insp Responsibility Crow Wing County Year Built 1937 Date Opened to Traffic MN Year Remodeled FHWA Year Reconstructed 2019 Bridge Plan Location 0 - NO PLAN Potential ABC 2 - N/A	Facility T 124 Functional Class. 09 - Rural - Local ADT 10 YEAR 1936 HCADT A D T T % National Highway System 0 Route Sys/Nbr (TIS) 08 - TWNS / 124 Ref. Point (TIS) 000+00.005 Detour Length 99 Lanes 1 Lanes ON Bridge Control Section (TH Only) Function 1 - MAINLINE Type 3 - One lane bridge for 2-way traffic Bridge Match ID 1 Roadway Key Route On Structure	Last Routine Insp Date 10/25/2022 Routine Insp Frequency 24 Inspector Name Stroschein, Steve Status P - Posted for Load																
		+ NBI CONDITION RATINGS +																
		Deck 8 Superstructure 5 Substructure 7 Channel 7 Culvert N																
		+ NBI APPRAISAL RATINGS +																
		Structure Evaluation 5 Deck Geometry 7 Underclearances N Waterway Adequacy 8 Approach Alignment 5																
		+ SAFETY FEATURES +																
		Bridge Railing 0 - SUBSTANDARD GR Transition N - NOT REQUIRED Appr. Guardrail N - NOT REQUIRED GR Termini N - NOT REQUIRED																
		+ SPECIAL INSPECTIONS +																
		<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;"></th> <th style="width: 10%;">Y/N</th> <th style="width: 10%;">Freq</th> <th style="width: 10%;">Date</th> </tr> </thead> <tbody> <tr> <td>Frac. Critical</td> <td>N</td> <td></td> <td></td> </tr> <tr> <td>Underwater</td> <td>N</td> <td></td> <td></td> </tr> <tr> <td>Pinned Asbly.</td> <td>N</td> <td></td> <td></td> </tr> </tbody> </table>		Y/N	Freq	Date	Frac. Critical	N			Underwater	N			Pinned Asbly.	N		
	Y/N	Freq	Date															
Frac. Critical	N																	
Underwater	N																	
Pinned Asbly.	N																	
		+ WATERWAY +																
		Drainage Area (sq mi) Waterway Opening (sq ft) 238 Navigation Control 0 - No nav. control on waterway Pier Protection Nav. Clr. (ft) Vert. 0.0 Horiz. 0.0 Nav. Vert. Lift Bridge Clear. (ft) 0.0 MN Scour Code K - LIMITED RISK Scour Evaluation Year 2016																
		+ CAPACITY RATINGS +																
		Design Load 0 - Other/Unknown Operating Rating 2 - HS TRUCK 18.2 Inventory Rating 2 - HS TRUCK 11.4 Posting VEH: 22 SEMI: 36 DBL: 36 Rating Date 02/20/2011 Overweight Permit Codes A: N B: N C: N																
+ STRUCTURE +	+ RDWY DIMENSIONS ON BRIDGE +																	
Service On 1 - Highway Service Under 5 - Waterway Main Span Type 3 - Steel 01 - Beam Span Main Span Detail Appr. Span Type No Approach Span Appr. Span Detail Skew 0 Culvert Type Barrel Length	If Divided: NB-EB SB-WB Roadway Width 15.5 ft ft Vertical Clearance ft ft Max. Vert. Clear. ft ft Horizontal Clear. 15.5 ft ft Appr. Surface Width 22.0 ft Bridge Roadway Width 15.5 ft Median Width On Bridge ft																	
		+ MISC. BRIDGE DATA +																
		Structure Flared 0 - No flare Parallel Structure N - No parallel structure Field Conn. ID Cantilever ID Foundations (Material/Type) Abutment 1 - CONC 0 - UNKNOWN Pier 1 - CONC 0 - UNKNOWN Historic Status 5 - Not eligible On - Off System 0 - OFF																
		+ PAINT +																
		Year Painted Painted Area sq ft Primer Type Finish Type																
		+ BRIDGE SIGNS +																
		Posted Load 2 - Vehicle & Semi (Type R12-5) Traffic 0 - Not Required Horizontal 1 - Object Markers Vertical N - Not Applicable																
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MINNESOTA BRIDGE INSPECTION REPORT

02/10/2023

BRIDGE L2878 T 124 OVER LITTLE PINE RIVER

County: Crow Wing	Location: 0.7 MI E OF JCT TH 6	Length: 39.0 ft.
City: Emily	Route: 08 - TWNS 124 Ref. Pt.: 000+00.005	Deck Width: 15.9 ft.
Township:	Control Section:	Rdwy. Area/ Pct. Unsnd: 603 sq. ft. / %
Section: 35 Township: 138N Range: 26W Maint. Area:		Paint Area/ Pct. Unsnd: sq. ft. / %
Span Type: 3 - Steel 2 - Stringer/Multi-beam or Girder	Local Agency Bridge Nbr.: CITY37	Culvert: N/A
List:		Postings: 22 36 36

NBI Deck: 8 Super: 5 Sub: 7 Chan: 7 Culv: N
 Open, Posted, Closed: P - Posted for Load
 MN Scour Code: K - LIMITED RISK

Appraisal Ratings - Approach: 5 Waterway: 8 Unofficial Structurally Deficient N
 Required Bridge Signs - Load Posting: 2 - Vehicle & Semi (Type R12-5) Traffic: 0 - Not Required Unofficial Functionally Obsolete N
 Horizontal: 1 - Object Markers Vertical: N - Not Applicable Unofficial Sufficiency Rating 51.2

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
31	Timber Deck	Routine	10/25/2022	620 SF	620	0	0	0
		Update	08/18/2021	620 SF	620	0	0	0

Notes: 10/25/2022 - 10/08/2020: Minor surface deterioration/abrasion due to traffic.
 10/14/2019: New deck components installed July 2019.
 2019 Replaced the deteriorating wood deck w/ a new wood outside beams and wood decking matching the original dimensions. INSPECTOR TO RE-RATE CONDITION STATES.
 10/03/18 - 10/11/16: No rotting timbers were noted. Abrasion is continuing is isolated places in the wheel paths. There is a loss of 1" to 1.25" of thickness to the planks of a 3" nominal size. The rest of the decking has weathering with a section loss of less then 10% of the timber thickness.
 10/28/14 - 10/15/12: No rotting timbers were noted. Abrasion is continuing is isolated places in the wheel paths. There is a loss of 1" to 1.25" of thickness to the planks of a 3" nominal size.
 10/28/10: No rotting timbers were noted. Abrasion is continuing is isolated places in the wheel paths. There is a loss of 3/4 - 1" of thickness to the planks of a 3" nominal size.
 10/29/08: No rotting timbers were noted. Abrasion is continuing is isolated places in the wheel paths. There is a loss of 3/4 - 1" of thickness to the planks of a 3" nominal size.
 11/08/06: No rotting timbers are visible. Some abrasion is occurring in the wheel path.
 10/28/2002:SOME ROTTING OF TIMBER DECK VISIBLE AT NW CORNER.
 10-19-2004 APPARENTLY ROTTING TIMBER HAS BEEN REPLACED SINCE NONE WAS FOUND.

107	Steel Open Girder/Beam	Routine	10/25/2022	217 LF	0	152	65	0
		Update	08/18/2021	217 LF	0	152	65	0

Notes: 10/25/2022 - 10/11/16: 1' to 2' feet of both ends of each beam (CS3) have flaking rust and initial section loss occurring. Over the east abutment beams 3,4,5,6 have flaking surface rust and section lose in the lower web and lower flange effecting about 5 feet of each beam. Beam 4 over the west abutment has a bent web and the top flange is twisted to the south again effecting 3 to 5 feet of the beam. I believe the web of beam 4 was this way when it was placed. The beams are salvaged with welded splices and have little or no paint left on them, if they were ever painted. Welds appear to remain solid with no visible cracking. There is surface rust throughout with some section loss occurring over the piers and abutments. From the plans the original beams were wood. Beam 5 in the east span over the pier is on the edge of the railway iron.
 10/29/14: Over the east abutment beams 3,4,5,6 have flaking surface rust and section lose in the lower web and lower flange effecting about 5 feet of each beam. Beam 4 over the west abutment has a bent web and the top flange is twisted to the south again effecting 3 to 5 feet of the beam. I believe the web of beam 4 was this way when it was placed. The beams are salvaged and have little or no paint left on them, if they were ever painted. There is surface rust throughout with some section loss occurring over the east abutment. From the plans the original beams were wood. Beam 5 in the east span over the pier is on the edge of the railway iron.
 10/29/08: Element change because it is not weathering steel. The beams are salvaged and have little or no paint left on them, if they were ever painted. There is surface rust throughout but little or no section loss. From the plans the original beams were wood.

515	Steel Protective Coating	Routine	10/25/2022	529 SF	0	0	0	529
		Update	08/18/2021	529 SF	0	0	0	529

Notes: 10/25/2022 - 10/11/16: Paint has completely failed.

BRIDGE L2878 T 124 OVER LITTLE PINE RIVER

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
111	Timber Open Girder/Beam	Routine	10/25/2022	72 LF	18	54	0	0
		Update	08/18/2021	72 LF	18	54	0	0
<p>Notes: 10/25/2022 - 10/08/2020: Minor checks the full length on 3 of the 4 beam. 10/14/2019: Replace with new timber July 2019. 2019 Replaced the deteriorating wood deck w/ a new wood outside beams and wood decking matching the original dimensions. INSPECTOR TO RE-RATE CONDITION STATES. 10/03/18: Deterioration of the west span outside south beam, found a void (ants) in the timber over the west abutment. Estimate the damage effects 2 to 3 lineal feet of the beam and is located in an area of maximum shear. The rest of the beams have minor to moderate weathering. Both south beams have surface checks in outside south exposures. 10/11/16: Both south beams have checks in outside south exposures. 10/28/14 - 10/15/12: SW beam has a check at the center of the span. 10/29/08: Minor weathering.</p>								
210	Reinforced Concrete Pier Wall	Routine	10/25/2022	20 LF	0	20	0	0
		Update	08/18/2021	20 LF	0	20	0	0
<p>Notes: 10/25/2022 - 10/11/2016: Some minor scale and abrasion on the concrete surfaces at or below the waterline. Loss is less than 1/8". 10/28/14 - 10/29/08: Some minor surface abrasion and loss of mortar on the concrete surfaces at or below the waterline. Loss is less than 1/8".</p>								
215	Reinforced Concrete Abutment	Routine	10/25/2022	84 LF	0	84	0	0
		Update	08/18/2021	84 LF	0	84	0	0
<p>Notes: 10/25/2022 - 10/29/2008: Some minor surface abrasion and loss of mortar on the concrete surfaces at or below the waterline. Loss is less than 1/8". Through crack in the SW & SE wingwall. Wingwall notes: 10/28/14 - 10/29/08: Through crack in the SW & SE wingwall. No evidence of rotation or settlement. 11/08/06: Through crack in the SW wingwall. No evidence of rotation or settlement.</p>								
330	Metal Bridge Railing	Routine	10/25/2022	75 LF	75	0	0	0
		Update	08/18/2021	75 LF	75	0	0	0
<p>Notes: 10/25/2022 - 10/11/2016: Metal railing in good shape, minor deterioration 10/28/14 - 10/29/08: The railing was repaired in the summer of 2007. Was replaced with plate beam guardrail (lower) and treated timbers (upper railing). 11/08/06: Not the original railing. The present railing has extensive weathering and cracking. Should consider replacing in the near future.</p>								
515	Steel Protective Coating	Routine	10/25/2022	150 SF	0	150	0	0
		Update	08/18/2021	150 SF	0	150	0	0
<p>Notes: 10/25/2022 - 10/11/2016: Galvanized surface has minor fading.</p>								
331	Reinforced Concrete Bridge Railing	Routine	10/25/2022	6 LF	0	6	0	0
		Update	08/18/2021	6 LF	0	6	0	0
<p>Notes: 10/25/2022 - 10/11/2016: End and pier posts only. Rail is showing light scaling and pop outs. 10/28/14 - 10/29/08: The railing was repaired in the summer of 2007. Was replaced with plate beam guardrail (lower) and treated timbers (upper railing). 11/08/06: Not the original railing. The present railing has extensive weathering and cracking. Should consider replacing in the near future.</p>								
332	Timber Bridge Railing	Routine	10/25/2022	75 LF	0	75	0	0
		Update	08/18/2021	75 LF	0	75	0	0
<p>Notes: 10/25/2022: Timber rails have been repaired or replaced recently. Existing repairs in sound condition. 10/08/2020: Weathering & fading. Minor twisting of members. All connections remain intact and are tight. 10/14/2019 - 2018: Minor weathering and fading.</p>								
800	Critical Deficiencies or Safety Hazards	Routine	10/25/2022	1 EA	1	0	0	0
		Update	08/18/2021	1 EA	1	0	0	0
<p>Notes: NO CRITICAL FINDINGS OBSERVED DURING THE LAST INSPECTION.</p>								

BRIDGE L2878 T 124 OVER LITTLE PINE RIVER

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
823	Gravel Approach Roadway	Routine	10/25/2022	2 EA	2	0	0	0
		Update	08/18/2021	2 EA	1	1	0	0
<p>Notes: 10/25/2022: Both approaches in good condition. 10/08/2020 - 10/03/2018: Minor drop on East end. 1/2" drop from back-wall. 10/11/16: Good shape today. 10/28/14: The approaches have been graveled on both end of the bridge, there is no longer a drop on either end. Gravel has been added to behind the wing-walls. 10/28/10: The approaches have been graveled on both end of the bridge, there is no longer a drop on either end. 10/29/08: The W end has new gravel and the E end has a 1 to 2" drop off the abutment back-wall. 11/08/06: There are minor pot holes and rutting in the gavel surface at the bridge.</p>								
881	Steel Section Loss	Routine	10/25/2022	1 EA	0	1	0	0
		Update	08/18/2021	1 EA	0	1	0	0
<p>Notes: 10/25/2022 - 10/14/2019: Pitting and flaking rust on the upper face of the upper flange. Flaking rust and initial section loss occurring at the beam ends in the lower flange and web. 10/03/18 - 10/11/16: Initial section loss occurring in the beams at the beam ends.</p>								
885	Scour	Routine	10/25/2022	1 EA	1	0	0	0
		Update	08/18/2021	1 EA	1	0	0	0
890	Load Posting or Vertical Clearance Signing	Routine	10/25/2022	1 EA	0	1	0	0
		Update	08/18/2021	1 EA	1	0	0	0
<p>Notes: 10/25/2022: NE and SW signs posts have been hit and bent. Loose connections on both. Still functioning as intended. 10/08/2020: Good condition. 02/05/19: Load posting sign at the southwest bridge corner has been straitened. 10/03/18: Sign is twisted on bridge, Southwest side. Not able to read on approach. 10/11/16: Good today. [2016] Structure requires a vertical clearance sign or load posting sign.</p>								
891	Other Bridge Signing	Routine	10/25/2022	1 EA	1	0	0	0
		Update	08/18/2021	1 EA	1	0	0	0
<p>Notes: 10/25/2022 - 10/08/2020: Good Condition. 10/14/2019: New signing. 10/03/18 - 10/11/16: Replace in-place signing, minor deterioration. 10/28/14: The NW clearance sign has been hit and bent. 10/15/12: Sign has been replaced. All signing in place and in good shape. 10/28/10: Signing has been fixed. SE clearance sign has been shot w/ shotgun. 10/29/08: The clearance signs are wrong on the W end of the bridge. They need to be swapped.</p>								
892	Slopes & Slope Protection	Routine	10/25/2022	1 EA	0	1	0	0
		Update	08/18/2021	1 EA	1	0	0	0
<p>Notes: 10/25/2022: Erosion beginning around SE and SW wingwalls. 10/08/2020 - 10/28/2014: Iron tailings have been placed around all of the wingwalls. 10/15/12: Iron tailings have been places around the SE wing wall to fix erosion. 10/29/08: Washouts around the SW & SE wingwalls. 11/08/06: Washouts around the SW & SE wingwalls.</p>								
894	Deck & Approach Drainage	Routine	10/25/2022	1 EA	1	0	0	0
		Update	08/18/2021	1 EA	1	0	0	0
<p>Notes: Use this element to rate the condition, function, and adequacy of the drainage system.</p>								
899	Miscellaneous Items	Routine	10/25/2022	1 EA	0	1	0	0
<p>Notes: 10/25/2022: Remove brush in NW corner of bridge above wing wall.</p>								
900	Protected Species	Routine	10/25/2022	1 EA	0	1	0	0
		Update	08/18/2021	1 EA	0	1	0	0
<p>Notes: 10/25/2024 - 10/11/2016: None noticed today.</p>								

BRIDGE L2878 T 124 OVER LITTLE PINE RIVER

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
	General Notes:							
	<p>10/25/2022: Water under the dam was 2 feet deep today. Was able to wade below the bridge and up to the dam. Dam was actively flowing today.</p> <p>08/18/2021: Yesterday the City of Emily contacted me with concerns about the dam at the outlet to Lake Emily leaking. I looked at the Dam this morning and found that a cold joint at the west abutment was indeed leaking water. I pulled the build plans that I have in the office and it looks to me like the dam was not built with the concrete dam that is currently in place but instead with 20' stop logs under the 2 spans. At some point the dam was "remodeled" and a concrete weir 3-foot high was added across the opening and provisions added to allow another foot of wood stop logs to be added to the top of the then in place concrete dam.</p> <p>Then again later a 1-foot-high concrete weir was added in front of the dam matching the height of the wood stop logs. I was able to probe beneath the concrete weir at an isolated location about 2-3 feet east of the west bridge abutment and it appears that the 2nd concrete weir was only poured to a depth of 1 foot and part of the weir was poured on top of the existing concrete dam and a part of the weir was pour on top of the lake bottom. Currently the lake elevation is below the top of the concrete weir.</p> <p>I believe the water is flowing under the concrete weir through the cold joint at the top of the dam and out through the cold joint at the west bridge abutment and west end of the dam below the west bridge span.</p> <p>Danielle McNeil and Jason Boyle of the MNDR were contacted requesting assistance with any actions that may be needed to ensure the safety and function of the dam. The deterioration of the dam appears relatively minor and does not effect the function of the bridge at this time.</p> <p>10/08/2020 - 10/14/2019: Water below the dam was 2' deep today. The wood decking and fascia beams were replaced in July 2019. Hold down clips were added to provide a deck connection between the decking and interior steel beams when the deck was replaced. We were able to wade below the bridge to see elements. Landowner on South side has fenced off up to the shoulder of road.</p> <p>2019 Replaced the deteriorating wood deck w/ a new wood outside beams and wood decking matching the original dimensions.</p> <p>10/03/18: Blue high-water sign has been brushed out and fixed. Landowner on South side has fenced off up to the shoulder of road. Today we were able to wade under the bridge. Water depth is approximately 1.0' on the gauge. Nails in the planking ends are working loose that hold down the metal weather-stripping at the plank ends.</p> <p>10/11/16: Was able to wade below the bridge today. Need to brush around high water sign. Water depth on gauge was 0.8' today. Nails in the planking ends are working loose that hold down the metal weather-stripping at the plank ends. Cross sections of the river up stream and down stream of the bridge were done on 10-24-14 w/ Steve.</p> <p>10/28/14: Was able to wade under the bridge. Gravel on the bridge seats could be removed to prevent rusting of the bridge beams. Gravel has been added to both approaches and behind the wingwalls. The approaches to the bridge has been brushed this summer. Nails in the planking ends are working loose that hold down the metal weather-stripping at the plank ends. Cross sections of the river up stream and down stream of the bridge were done on 10-24-14 w/ Steve.</p> <p>10/15/12: Was able to wade under the bridge & see all elements. Gravel on the bridge seats could be removed to prevent rusting of the bridge beams. The E road and approach have been graveled repairing the drop off at the E approach. Nails in the planking ends are working loose that hold down the metal weather-stripping at the plank ends.</p> <p>10/28/10: Was able to wade under the bridge & see all elements. Gravel on the bridge seats could be removed to prevent rusting of the bridge beams. The E road and approach have been graveled repairing the drop off at the E approach. Nails in the planking ends are working loose that hold down the metal weather-stripping at the plank ends.</p> <p>10/29/08: Was able to wade under the bridge & see all elements. Some minor work could be done at the E approach to ease the load transfer from the approach to the bridge. There is some loss of backfill behind the abutments. Gravel on the bridge seats could be removed to prevent rusting of the bridge beams.</p> <p>11/08/06: Waded under the bridge. Some boards have broken in the old dam under the west span. Not a concern, There is a concrete weir in front of them on the lake side. May need to look at replacing the oak bridge railing in the near future, but at this point it is still intact and functioning. I do not believe the railing would withstand a very large impact, ie. a large man stumbling against it at mid span.</p> <p>10-19-2004: NO APPARENT STRUCTURAL PROBLEMS.</p>							
58.	Deck NBI:							
	<p>10/14/2019: New wood deck installed July of 2019.</p> <p>10/03/18: Deterioration of the deck boards in the wheel path from abrasion. Isolated deck boards have lost as much as 1.25". The nominal board thickness is 3".</p>							
36A.	Brdg Railings NBI:							
36B.	Transitions NBI:							
36C.	Appr Guardrail NBI:							
36D.	Appr Guardrail Terminal NBI:							
59.	Superstructure NBI:							
	<p>10/14/2019: The timber beams on the outside fascia were replaced with new in July 2019. Initial section loss is starting in the interior steel beams at the abutments and piers with flaking rust is present on the lower webs and lower flanges of the beams for 1' to 2' in all of the beams. When the deck was removed flaking and pitting rust was observed on the top face of the upper flanges on all of the beams.</p> <p>10/03/18: A large void was found of the south outside timber beam in the west span over the west abutment. The beam was found to be hollow from below, able to penetrate into the timber several inches, there is no crushing of the timber at this time. Initial section loss is starting in the beams at the abutments and piers. Flaking rust in the beam ends for 1' to 2' in all beams. Flaking rust is present on the lower webs and lower flanges of beams 3,4,5,6 at the end of the beams over the east abutment.</p> <p>10/11/16: Initial section loss is starting in the beams at the abutments and piers. Flaking rust in the beam ends for 1' to 2' in all beams.</p>							

BRIDGE L2878 T 124 OVER LITTLE PINE RIVER

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
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Flaking rust is present on the lower webs and lower flanges of beams 3,4,5,6 at the end of the beams over the east abutment.

60. Substructure NBI:

61. Channel NBI:

62. Culvert NBI:

71. Waterway Adeq NBI:

72. Appr Roadway Alignment NBI: Poor horizontal and vertical alignment. Narrow bridge.

Steve Stroschein
Inspector's Signature

Timothy Bray
Reviewer's Signature

Pictures



Photo 1 - IMG_9890



Photo 2 - IMG_9891

Pictures



Photo 3 - IMG_9892

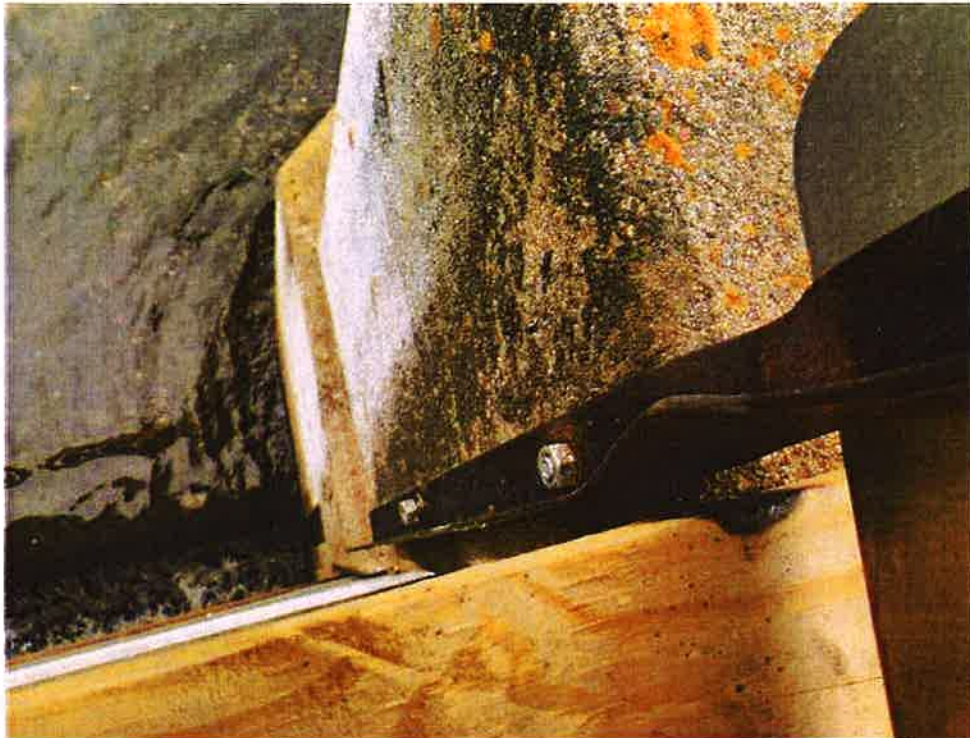


Photo 4 - IMG_9893

Pictures



Photo 5 - IMG_9894



Photo 6 - IMG_9895

Pictures



Photo 7 - IMG_9896



Photo 8 - IMG_9897

Pictures



Photo 9 - IMG_9898



Photo 10 - IMG_9899

Pictures



Photo 11 - IMG_9900



Photo 12 - IMG_9901

Pictures



Photo 13 - IMG_9902



Photo 14 - IMG_9903

Pictures



Photo 15 - IMG_9904



Photo 16 - IMG_9905

Pictures



Photo 17 - IMG_9906



Photo 18 - IMG_9907

Pictures



Photo 19 - IMG_9908



Photo 20 - IMG_9909

Pictures



Photo 21 - IMG_9910



Photo 22 - IMG_9911

Pictures



Photo 23 - IMG_9912



Photo 24 - IMG_9913

Pictures



Photo 25 - IMG_9914



Photo 26 - IMG_9915

Pictures



Photo 27 - IMG_9916



Photo 28 - IMG_9917

Pictures



Photo 29 - IMG_9918



Photo 30 - IMG_9919

Pictures



Photo 31 - IMG_9920



Photo 32 - IMG_9921

Pictures



Photo 33 - IMG_9922



Photo 34 - IMG_9923

Pictures



Photo 35 - IMG_9924



Photo 36 - IMG_9925

Pictures



Photo 37 - IMG_9926



Photo 38 - IMG_9927

Pictures

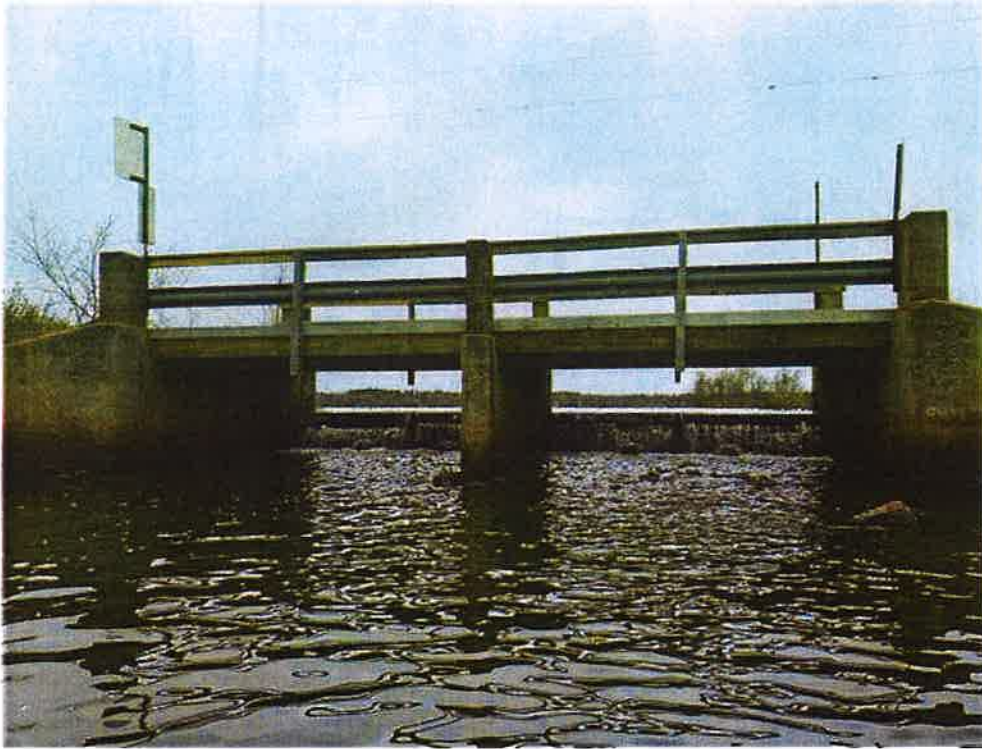


Photo 39 - IMG_9928



Photo 40 - IMG_9929

Pictures



Photo 41 - IMG_9930



Photo 42 - IMG_9931



1. IMG_9890.JPG



2. IMG_9891.JPG



3. IMG_9892.JPG



4. IMG_9893.JPG



5. IMG_9894.JPG



6. IMG_9895.JPG



7. IMG_9896.JPG



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39. IMG_9928.JPG



40. IMG_9929.JPG



41. IMG_9930.JPG



42. IMG_9931.JPG

MAINTENANCE REPORT

4/11/2023

- Plowing
- Scraping roads
- Working in water problems
- General maintenance

Brian Foster
Maintenance Supervisor

RECEIVED
SEP 12 2022

Northern Lakes Building & Renovations LLC
1738 state Hwy 84 Pine River , MN 56474
Lic # 20630652
Office# 218-587-Logs
Fax#218-587-Logs

BY:

City of Emily
39811 State Hwy 6
Emily Minn, 56447
218 763 2481

Salt Building #126012 9-12-22

We propose to remove the entire roof system to include rotted plywood and old sub fascia.
We propose to install all new green treated 3/4 " 4'x8' sheets of plywood on entire roof and install new fascia and install new steel and fascia on entire roof.

Excavating: NA

Cement: NA

Framing:
Wainscoting: NA

Windows: NA

Soffits: NA

Total Labor and materials \$ 17,500.00.

City park Shelter.

We propose to remove and replace two trusses to include replacing all damaged wood and steel due to storm damage from tree.

Total labor and materials. \$ 4000.00.

Total both projects. \$21,500.00

50%down at time of signing. 25% after framing and 25% after completion.

This proposal is good for 7 days.

Any unforeseen issue will be a added charge above and beyond quoted price and no work will be done to said area un-till a change order has been signed by the home owner for said work.

Accepted _____ Accepted by _____ Date _____
Brian Ekstrand Home owner

League of Minnesota Cities Insurance Trust

League of MN Cities Insurance Trust
145 W University Ave
St. Paul, MN
55103

Insured: City of Emily
Property: City park pavillion
Emily, MN

Claim Rep.: Dave Koepp
Company: League of Minnesota Cities
Business: 145 University Ave
St. Paul, MN

Business: (612) 463-2715
E-mail: dkoepp@lmc.org

Estimator: Dave Koepp
Company: League of Minnesota Cities
Business: 145 University Ave
St. Paul, MN

Business: (612) 463-2715
E-mail: dkoepp@lmc.org

Claim Number: CP219597

Policy Number:

Type of Loss: Wind Damage

Date of Loss:
Date Inspected:

Date Received:
Date Entered: 4/11/2023 9:16 AM

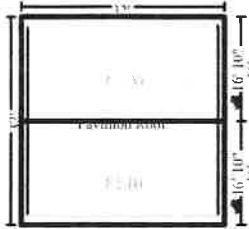
Price List: MNBR8X_APR23
Restoration/Service/Remodel
Estimate: 2023-04-11-0916

League of Minnesota Cities Insurance Trust

League of MN Cities Insurance Trust
 145 W University Ave
 St. Paul, MN
 55103

2023-04-11-0916

Main Level



Pavillion Roof

1079.39 Surface Area
 131.46 Total Perimeter Length

10.79 Number of Squares
 32.00 Total Ridge Length

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	RCV	DEPREFC.	ACV
1. R&R Metal roofing - Standard grade	269.85 SF	7.71	31.91	2,112.46	(0.00)	2,112.46
2. R&R Steel rake/gable trim - mill finish 1/4 of the entire roof area	36.00 LF	6.75	4.21	247.21	(0.00)	247.21
3. R&R Truss - 4/12 slope 3 roof trusses.	288.00 LF	10.77	111.08	3,212.84	(0.00)	3,212.84
4. R&R 2" x 4" lumber (.667 BF per LF) Perlings on the roof and misc. bracing.	100.00 LF	3.69	6.19	375.19	(0.00)	375.19
5. R&R Siding - plywood panel - stain grade Gable end siding	128.00 SF	4.82	24.46	641.42	(0.00)	641.42
6. Dumpster load - Approx. 20 yards, 4 tons of debris Disposal of damaged items and scrap from repairs.	1.00 EA	449.60	0.00	449.60	(0.00)	449.60
Totals: Pavillion Roof			177.85	7,038.72	0.00	7,038.72
Total: Main Level			177.85	7,038.72	0.00	7,038.72
Line Item Totals: 2023-04-11-0916			177.85	7,038.72	0.00	7,038.72

Grand Total Areas:

0.00 SF Walls	0.00 SF Ceiling	0.00 SF Walls and Ceiling
0.00 SF Floor	0.00 SY Flooring	0.00 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	0.00 LF Ceil. Perimeter
0.00 Floor Area	0.00 Total Area	0.00 Interior Wall Area
143.41 Exterior Wall Area	0.00 Exterior Perimeter of Walls	
1,079.39 Surface Area	10.79 Number of Squares	131.46 Total Perimeter Length
32.00 Total Ridge Length	0.00 Total Hip Length	

League of Minnesota Cities Insurance Trust

League of MN Cities Insurance Trust
145 W University Ave
St. Paul, MN
55103

Summary for Dwelling

Line Item Total	6,860.87
Matl Sales Tax Reimb	177.85
Replacement Cost Value	\$7,038.72
Net Claim	\$7,038.72

Dave Koepf

Park Commission Minutes

April 3, 2023

Time: 10 a.m.

Present: Patrick Rheaume, Michael Meelberg, and Matthew Horwath
Council Liaison Tracy Jones also attended

Election of Park Commission officers was tabled until April for input from possible new members. Nancy Moritz's Park Commission term has expired, Moritz will be asked whether she would like to be reappointed, and per City Code Moritz serves until someone new is appointed. Park Commission members recommended the Council appoint applicant Kale Jones to the Park Commission and possibly appoint Cody Chapman to the Park Commission if Moritz does not reapply.

The City Clerk reported Park Acquisition and Development funds of a current total of \$117,654.77. The total includes \$60,000 in Park Dedication funds, which have statutory requirements for use. Park Dedication Funds are funds that are dedicated during development of subdivisions. The City has invested \$69,315.38 of the current total.

The poor condition of the tennis courts was discussed. The Park Commission set a priority on tearing out the current tennis courts and constructing pickleball/tennis courts in their place.

The meeting adjourned at 10:55 a.m.

RECEIVED
APR 10 2023

BY:

ALS SEWER SERVICE
33005 STATE HWY 6
CROSBY MN 56441
218-763-4590

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FOR: CITY OF EMILY

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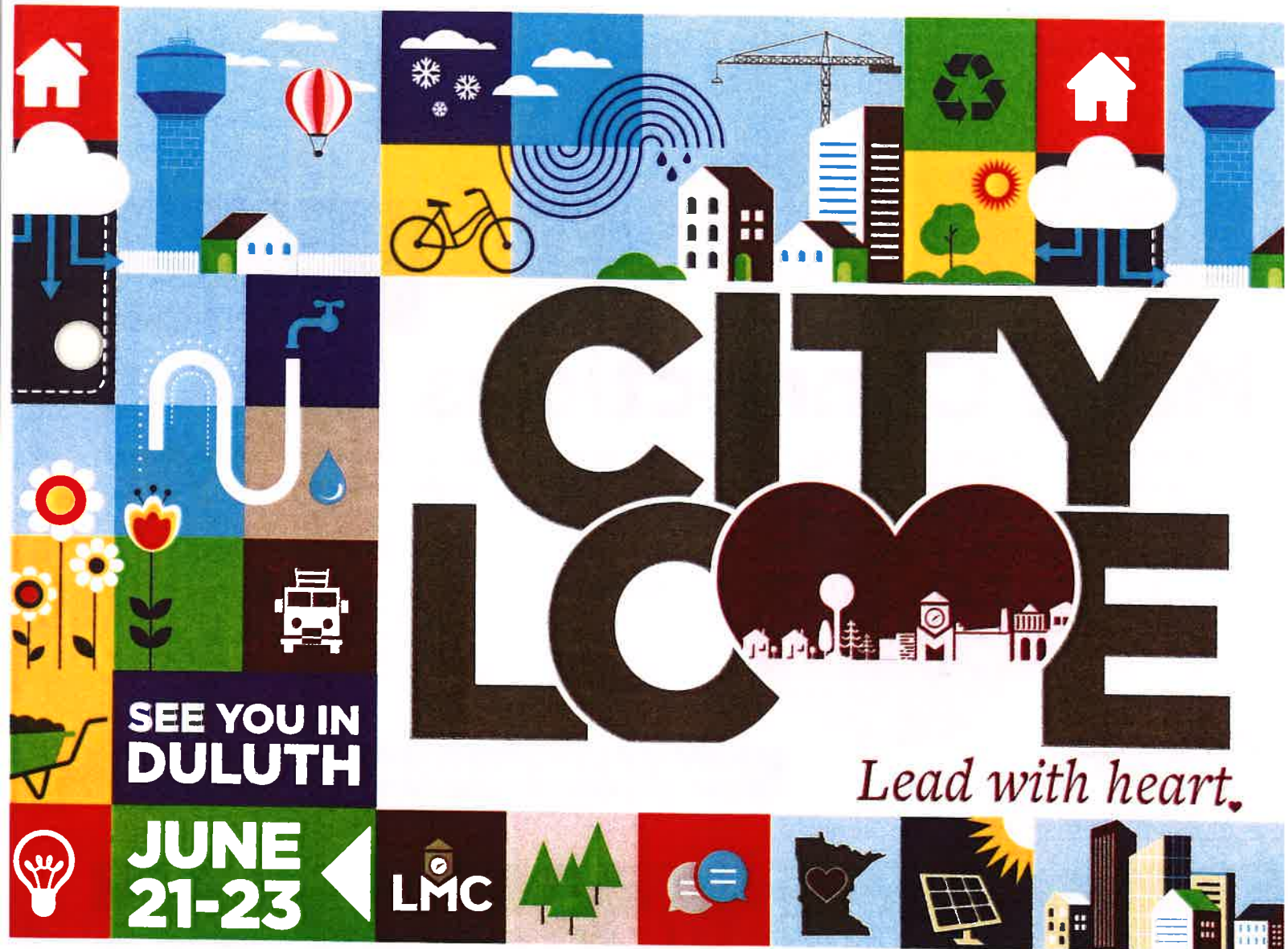
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DULUTH ENTERTAINMENT CONVENTION CENTER (DECC)



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DULUTH

JUNE
21-23

LMC

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Mark your calendar for the 2023 Annual Conference!
 Three days of speakers, networking, educational sessions, and more.



Pre-Conference Workshops

Networking Meetups

Opening Ceremony & Keynote Speaker

Exhibit Hall

Mobile Tours

Annual Business Meeting

Networking Breaks

Educational Sessions

Mobile Tours

Awards Show & Dinner

Legislative Updates

Closing & Keynote Speaker

Stay Tuned:

Keynote speakers and session topics announced soon!

Make Connections

There are networking opportunities for everyone at our Annual Conference. Connect with local government officials, state agencies, city-centered organizations, and League staff.

First-Time Attendees Meetup

Start building your network! Connect with other first-timers and League staff and get tips to make the most of your time in Duluth.

Mayors Breakfast

Collaborate with other mayors over breakfast hosted by the Minnesota Mayors Association.

Educational Sessions

20+ information-packed sessions brought to you by government and industry leaders.

Watch for more meetups to be announced!

Mobile Tours

Explore Duluth while learning about important city issues and regional history.

Additional registration fees apply. Pre-registration required.

AVAILABLE TOURS

- Duluth Seaway Port Authority
- Clayton Jackson McGhie Memorial
- Neighborhood Housing



Pre-Conference Workshops

Dig deeper into key skill-building workshops.

WEDNESDAY, JUNE 21 — 10 a.m.-1 p.m.

FEE:

\$55

Lunch included.
Pre-registration required.
Limited spots available.

Leading Strategic Initiatives

AUDIENCE: SMALL CITIES

Jeannette Grace, Communications Consultant and Instructor, Metropolitan State University's Institute for Professional Development

Learn to lead in a post-pandemic world. As cities transition from the pandemic to the endemic, they are discovering a fresh landscape that includes new processes and procedures changing the way cities work.

This workshop focuses on building the skills that up-and-coming city leaders need to lead stakeholders through strategic initiatives.

From Conflict to Conversation

AUDIENCE: ELECTED OFFICIALS

Matt Lehrman, Managing Director, Social Prosperity Partners

What could you accomplish for your community if you possessed the skills to make people feel connected, respected, and heard — even when tackling divisive issues?

Build a cohesive framework for public engagement and learn practical skills to foster creativity, communication, and collaboration among all your constituencies. Come prepared to “wear your heart on your sleeve” about what you hope to accomplish for your community.



After the opening session, meet your colleagues in the exhibit hall for a can't-miss kick-off celebration!

Exhibit Hall

WEDNESDAY, JUNE 21 — 3:30-6:30 p.m.

Explore resources for your city.

Gear up for your next city project — meet vendors and organizations dedicated to helping cities succeed.

Connect with League staff!

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Conference Sessions

Tackle tough topics
and gain new skills!

THURSDAY, JUNE 22

♥ CITY PEOPLE

- Partnerships and pipelining
- Inclusive cities
- Peer Support

♥ CITY INFRASTRUCTURE

- Housing
- Infrastructure funding
- Property redevelopment
- Snow removal
- Updating a historic downtown

♥ CITY BUDGETS

- Financial planning for challenging times
- Grant funding
- LGA 101
- Health care inflation

♥ CITY SOLUTIONS

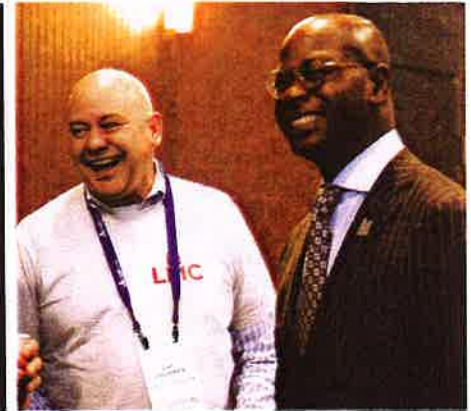
- Child care accessibility
- Cannabis regulation
- Sustainability and civic innovation
- Local partnerships

♥ CITY PLANNING

- Contentious meetings
- Cooperative procurement
- Cybersecurity 101
- Communications tactics

Join your peers for educational sessions designed for leaders in local government.

< TOPICS INCLUDE



Awards Reception & Dinner

THURSDAY, JUNE 22

An evening dedicated to award-winning city projects, programs, and leaders.

Nominate your City!



There are so many reasons to love your city! If you know a program, initiative, or person that deserves extra recognition, there is still time to nominate award recipients.

Find out more: lmc.org/awards

**ANNUAL CONFERENCE
PRICING & EARLY BIRD DEADLINES:**

\$425 Regular Attendee
\$475 after April 28

\$225 First-Time Attendee
\$475 after April 28

**\$275 Cities with Populations
Under 1,000**
\$475 after April 28

\$675 Company Representative
For company representatives
who are not exhibiting.



For information about exhibiting
and sponsorship opportunities, visit
lmc.org/exhibit

**QUESTIONS ABOUT THE
ANNUAL CONFERENCE?**

(651) 281-1200
registration@lmc.org



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Annual Conference
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2023 Business Leadership
Council members:

Bolton & Menk, Inc.

Ehlers

Kennedy & Graven

Minnesota Healthcare Consortium

SEH Inc.

Sourcewell

TKDA

WSB

LODGING OPTIONS:

Lodging is not included in the
conference registration fee.
To receive the special conference
lodging rate, please ask for the
League of Minnesota Cities room
block. Contact the hotels directly
to make your reservation.

Canal Park Lodge
250 Canal Park Dr.
Duluth, MN 55802
(218) 279-6000 | (800) 777-8560
\$179-\$249

Comfort Suites Canal Park
408 Canal Park Dr.
Duluth, MN 55802
(218) 727-1378
\$219-\$240

Edgewater Hotel & Waterpark
2400 London Rd.
Duluth, MN 55812
(218) 728-3601 | (800) 777-7925
\$134

Hampton Inn - Canal Park
310 Canal Park Dr.
Duluth, MN 55802
(218) 720-3000
\$229-\$249

**Holiday Inn & Suites -
Duluth Downtown**
200 West First St.
Duluth, MN 55802
(218) 722-1202
\$139

Inn on Lake Superior
350 Canal Park Dr.
Duluth, MN 55802
(218) 726-1111 | (888) 668-4352
\$155-\$297

Pier B Resort
800 West Railroad St.
Duluth, MN 55802
(218) 481-8888
\$189-\$219

Radisson Duluth Harborview
505 West Superior St.
Duluth, MN 55802
(218) 727-8981 | (800) 333-3333
\$169-\$189

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TODAY!**



Managing Difficult Conversations with Colleagues and Constituents

Managing Difficult Conversations with Colleagues and Constituents, a Braver Angels Workshop

Elected officials frequently communicate with constituents and colleagues who hold different points of view. As our communities grow more politically polarized and public dialogue becomes more confrontational, leaders need to develop skills to better navigate disagreements and encourage a more constructive work environment.

Attend a Braver Angels workshop to:

- **Hear experiences** of colleagues from across the state and different areas of public service.
- **Learn practical skills** to help mitigate the stress of difficult conversations and help you proceed with more confidence in your role as a leader.
- **Gain strategies** to better soften critics and find common ground in an increasingly divisive environment.



These **free** workshops are brought to you through a collaboration between Braver Angels, the League of Minnesota Cities, the Association of Minnesota Townships, the Minnesota School Boards Association, and the Association of Minnesota Counties.

Register now via the Association of MN Counties webpage!

Who should attend?

Elected officials are the primary audience, city staff may also attend.

Fee

Free

Braver Angels Facilitators:

- Bill Doherty, U of M professor and Braver Angels founder
- Lucy Gerold, retired Minneapolis police commander

- JoAnn Ward, retired Minnesota legislator

Dates/Times/Locations

Choose one of the following workshops:

Wednesday, May 10 (1-3:30 p.m.)

Development Services & Infrastructure Center (DSIC)/North Station
Community Room A&B
4001 West River Pkwy NW Suite 100
Rochester, MN 55901

Wednesday, May 17 (1-3:30 p.m.)

Minnesota School Boards Association
1900 Jefferson Ave
St. Peter, MN 56082

Wednesday, May 24 (1-3:30 p.m.)

Sourcewell
202 12th St. NE
Staples, MN 56479

Wednesday, May 31 (1-3:30 p.m.)

Minnesota Counties Intergovernmental Trust
100 Empire Dr. STE 100
St Paul, MN 55103

Space is limited to 50 registrants at each location.

Your LMC Resource

Carlie Derouin

Event Coordinator

(651) 281-1258

cderouin@lmc.org

clerk@emily.net

From: Angela Anderson <aanderson@regionfive.org>
Sent: Monday, April 3, 2023 3:16 PM
Subject: EDA Webinar | MN Disaster Declaration | Information & Funding

Hello! Please join us at **3:00 pm on Thursday, April 27th** for a presentation from Tom Baron, Economic Development Representative, at the Economic Development Administration (U.S. EDA).

Tom will provide an overview of the region's recent FEMA Declared Disaster declarations.

This one-hour event will provide information about funding that has become available due to the declarations, examples of projects for which the funding could be used, and other information about the funding.

Register at this link: [EDA Disaster Declaration | Information and Funding Tickets, Thu, Apr 27, 2023 at 3:00 PM | Eventbrite](#)

EDA WEBINAR MN DISASTER DECLARATION - INFO & FUNDING

VIRTUAL PRESENTATION
THURS APRIL 27 | 3:00-4:00 PM



REGION FIVE
Development Commission

Intended Audience

- NGO economic development professionals
- Regional economic development stakeholders
- County economic development stakeholder
- Municipal economic development stakeholders
- Public Works, roads, and other public infrastructure stakeholders
- Commissioners/board members

Emily Waters Committee Minutes
Convened: 10:00 am, 4/6/2023

Introductions:

Mary Eppen (ME) – City Council Member Liaison
Jan Mosman (JM)– RALALA
Mark Mosman (MM) - Observer
Steve Smith (SS) – ELRA
Dan Brennan (DB) - RLID

Elections:

DB moved JM for Chairperson. Second by SS. Unanimous in favor.
DB volunteered as Secretary.

Discussion of lakes with invasive species, Bay Lake.

- DB will ask Steve and Annie Nord to ask friends for pictures of Milfoil on Bay Lake.

Discussion of amounts requested from Council by Grant Applicants.

- 1/3 each - \$4,833.
- Unused amounts will be returned to City for future allotments.
 - Understanding right now is that the City will do so unless needed for general fund.
 - ME to check with Cari.
- JM moved to grant all 3 of the application in the amount of \$4,833 for management of AIS (1/3 shares), DB second. Unanimous in favor.

ILids:

- RALALA – active at Roosevelt and Lawrence (\$4,600).
- RLID – Fake – no download.
- ELRA – None.
- Has Bay Lake kept its ILid?
 - Phil Rollins, BLIA Pres. – DB to contact re ILid use.

JM question to ME re contacting Council – ME will email JM re when to approach.

Weeds:

- West side of Emily is very heavy with weeds as is the channel b/t Emily and Mary per SS and ME.
 - Seems to be a new occurrence. Is this something we need to watch as Lake Associations / LIDs?

Motion to adjourn by JM. DB second. Unanimous in favor. Adjourned 11:10 am.

RECEIVED
MAR 23 2023

BY:

Application to Emily Lakes and Rivers Protection Fund - 2023

Roosevelt And Lawrence Area Lake Association (RALALA)

Submitted by Jan Heinig Mosman

1. Application is for an Aquatic Invasive Species survey of RALALA lakes in spring of 2023 and chemical treatment of areas permitted by the MNDNR.
2. Scope – efforts to monitor, document and treat any invasive species in lake association waters continues, since being first discovered in 2015. The association prioritizes the actions needed to control invasive species and also continues to educate and promote practices that limit spread of them. Eurasian Water Milfoil is presently the only invasive species, so most funds are directed to it. Educational efforts and shoreline improvement projects focused on general best practices by the lake association are funded separately and are not part of this application. Expected results: Eurasian Water Milfoil will be controlled and kept at a very low level.
3. **RALALA requests \$4,025 from the Emily Lakes and Rivers Protection Fund for work in 2023.**
4. RALALA has budgeted a total of \$8,058 for AIS in 2023. This is a 15% increase from 2022, determined by the board.
5. Importance – all lake groups understand water quality supports the local recreation-based economy. If the lakes are ruined, the towns will be, also.
6. RALALA works to raise funds, apply for grants, and increase membership to help pay for water-related projects. Invasive species management has become and likely will, unfortunately, stay a priority.
7. Vendors – Fresh Water Scientific will again do lake surveys. PLM Lake & Land Management Corp. will again be contracted to treat invasive species at the proper time for maximum effectiveness.

Attached: Contract with PLM and permit for treatment from MNDNR

**Invasive Aquatic Plant Management
Permit Application Renewal**

Reference Number: 2018-0004

Date Submitted to DNR: 3/9/2023 10:05:40AM

Project Name: Roosevelt Crow Wing/Cass 2018

IAPM Specialist: Nicole Kovar
Area: Park Rapids IAPM
Email: Nicole.Kovar@state.mn.us
Phone: 218-616-8102

DNR Region: Northwest Region 1
Address: Minnesota Department of Natural Resources
104 Park Ave N, Ste 203
Park Rapids, MN 56470

Applicant Details *(Individuals and Organizations associated with the permit application)*

Roosevelt and Lawrence Area Lakes Association -
Landowner or Government Unit

Address: PO Box 139, Outing, MN 56662
Phone: 507-254-9241

Bob Eddy - Contact *(representing Roosevelt and Lawrence Area Lakes Association)*

Address: PO Box 139, Outing, MN 56662
Phone: 612-916-8513
Email: bob.eddy@hotmail.com

Patrick Selter - Contact *(representing PLM Lake & Land Management Corp.)*
(submitted application)

Address: 2509 Business Highway 371, Brainerd, MN 56401
Phone: 248-937-1802
Email: permitmn@plmcorp.net

M Lake & Land Management Corp. - Agent

Address: 2509 Business Highway 371, Brainerd, MN 56401
Phone: 866-687-5253

Location and Water Resource



Water Resource: Lake: Roosevelt (11004300)

County: Cass

Type of Work

Which of the following are you applying for?

Offshore: further than 150 feet from the shoreline, or lakewide

Proposed Treatment

Treatment Method	Control Area	Species	Mechanical Device	Pesticide	Requested Area Dimensions	Commercial Company
Pesticide Control	Offshore	Eurasian Watermilfoil	(N/A)	Florpyrauxife n-benzyl, Diquat Dibromide	5.00 acres	PLM Lake & Land Management Corp.

Additional Details

What is the primary reason for the proposed aquatic plant control?

Control invasive species

Project name

Roosevelt Crow Wing/Cass 2018

Is any portion of the proposed control area within 150-feet of the shore?

Yes

Signatures were provided within the last 2 years

No

Provide an explanation for why collecting signatures from all affected landowners is an undue burden.

It would be an undue burden to collect signatures from every affected homeowner as many are seasonal and extremely difficult if not impossible to contact.

Additional Details *(continued)*

Is this permit application associated with a MN DNR control grant application?

Yes, and I will provide map and GIS data pending spring delineation.

Acknowledgement *(By the party who submitted the permit application)*

- I attest that:
- I possess the authority to undertake the work described in the application, or I am acting as a duly authorized agent, AND
 - There are no easements or other restrictions on the land that would prohibit the proposed activities from being authorized under a permit, AND
 - The information submitted and the statements made concerning this application are true and correct to the best of my knowledge.

Warning - Missing Documents



Missing Documents - May Be Required

You may be required to provide the following document(s) before your permit can be issued. For faster processing, upload the document(s) before completing your application (click on the link below to navigate to the appropriate page to upload). If this is not possible, please mail the documents upon finalizing your application.

· Proof of alternative landowner notification for Renew 2018-0004

Be sure to write your name and application reference number on all mailed documents and send to:

Nicole Kovar, Aquatic Invasive Species Specialist
Minnesota Department of Natural Resources
104 Park Ave N, Ste 203
Park Rapids, MN 56470

PRINTED: 03/09/2023 at 10:05 AM



Roosevelt and Lawrence Area Lakes Association
PO Box 139
Outing, MN 56662

This agreement, dated 12/15/2022 is made between **PLM Lake & Land Management (PLM)** and **Roosevelt and Lawrence Area Lakes Association (CLIENT.)**

I. Term(s): One Year

The terms of this agreement will be for the **2023** season. PLM will provide lake management services on behalf of the CLIENT in accordance with the terms and conditions of this agreement. If during the life of the agreement the DNR or other regulatory agencies significantly change the approved treatment procedures, either party may terminate this agreement upon giving notice as specified in section VIII (Termination Procedure.)

II. Agreement Offer Period

The offer contained in this Agreement is valid until April 1st, 2023 and must be returned to PLM office for acceptance by said date. If not accepted by said date, the offer shall be void and prices may increase.

The starting day of this agreement is the first day of the month in which services are first provided without regard to the actual days unless otherwise agreed to in writing by both parties. Services shall be continuous without interruption.

III. Site(s):

PLM proposes to perform services at the following site(s):

Roosevelt Lake and optionally Lawrence Lake, Leavitt Lake and Smokey Hollow Lakes all located in Crow Wing and Cass Counties, MN

IV. Scope of Services: Eurasian Water Milfoil

1. Application of Herbicides

PLM will perform application of the following EPA and MDA labeled herbicides.

a. Herbicide

PLM will apply MNDNR approved herbicides for control of target species. PLM will attempt to expose plants to target concentrations as specified by the product label.

b. Water Depths and Volume

PLM will utilize the best available technologies to determine the water depth and treatment volumes.

c. Timing of Application

Based upon the herbicide manufacturer's recommendation, PLM will apply the herbicide when growth and water temperatures have reached levels that provide optimal plant intake, to ensure the best CET (Concentration Exposure Time) can be achieved. Treatment will be conducted prior to plants reaching the surface, but following initiation of active growth and after they start elongating to the surface. Waiting for plants to mature slightly will likely inhibit rapid dilution by providing some impediment to rapid water exchange, and also ensure that the largest possible percentage of the plant community is active at the time of treatment.

V. Compliance

1. Posting and Notification

PLM will follow MNDNR requirements for posting chemically treated areas in public waters. The aquatic plant management rule requires (part 6280.0600, subp.2) that treatment areas are to be posted for at least 24 hours or the length of time of the longest water use restriction, whichever is greater. It is the homeowner's responsibility to remove expired NOTICE signs from their property. PLM shall give notice of the chemical treatment date to the MNDNR before beginning any application of chemical.

2. National Pollution Discharge Elimination System (NPDES) / State Disposal System (SDS) General Permit MNG87D000 Vegetative Pests and Algae Control Pesticide General Permit

PLM will comply with the following NPDES minimum requirements:

- a) The use of optimum amount of pesticide product and frequency necessary to control the target pest, consistent with reducing the potential for development of pest resistance.
- b) Perform regular maintenance activities to reduce leaks, spills or other unintended discharges of pesticides associated with the application of pesticide covered under the NPDES general permit.
- c) Maintain application equipment in proper operating condition by adhering to manufacturer's conditions and industry practices, and by calibrating, cleaning, and repairing such equipment on a regular basis. Ensure that equipment's rate of pesticide application is calibrated to deliver the precise quantity of pesticide needed to achieve greatest efficacy against the target pest.
- d) Monitor the amount of pesticide applied to ensure the optimal amount is used, regular maintenance is performed

- and equipment is in proper operating order.
- e) Track the area where application occurs to determine if a NOI needs submittal.
 - f) Conduct visual monitoring during application and during any post application surveillance in and around the treatment area.
 - g) Report adverse incidents that may have resulted from a discharge from the pesticide application within 24 hours, followed by a 15-day written report.
 - h) Report spills, leaks or other unpermitted discharges immediately, followed by a 15-day written report.

3. *Compliance and Guidelines*

PLM will follow all of the MNDNR permit guidelines and label requirements for herbicide application. PLM proposes to treat the areas allotted in the permit(s) issued by the MNDNR. Additionally, PLM will comply with all rules in regards to pesticide application by the Minnesota Department of Agriculture. Pursuant to Minnesota Statute (18B.37) PLM will make available all Pesticide Application Records (PAR) of the treatments following each season. Copies will be retained for a minimum of 5 years.

VI. Schedule of Payment and Associated Fees*

1.

Treatment/Service	Price Per Unit
ProcellaCOR Treatment	\$80.00 per PDU
Diquat Treatment	\$110.00 per Gallon
Fuel Surcharge	\$15.00 for Treatment

Treatment/Service	Price Per Unit
Delineation – Lawrence Lake	\$915.00 (Optional)*
Delineation – Leavitt Lake	\$590.00 (Optional)*
Delineation – Smokey Hollow Lake	\$680.00 (Optional)*

*Delineations of Lawrence, Leavitt and Smokey Hollow Lakes are optional and at the discretion of the RALALA Board.

*** POSTING OF NOTICE SIGNS:** All areas in public waters treated with pesticides must be posted with "Notice" signs prior to treatment in accordance with DNR posting instructions. Signs, and any buoys or other structures to which the signs are attached, must be removed within seven days after the last water use restriction has expired by CLIENT. After seven days, the signs and associated buoys or structures will be considered to be litter. If the client does not remove the notices PLM will charge \$400 to pick up after each treatment.

2. *Payments*

Payments will be due, Net 30 days following the date of invoice. All invoices paid after due date, will be assessed a late payment service charge of 1.5% per month or the maximum allowable by law, whichever is lower. Services shall be continuous without interruption. The CLIENT agrees to notify PLM in writing prior to the date of services if there is insufficient funding to proceed with the project. This notice will serve as dissolution of this agreement and no services will be performed unless funding is available. A NSF check will result in a \$25 charge.

VII. Address Change

In the event that PLM or CLIENT undergoes a change in address, notification to the other party shall be made by first class mail.

VIII. Termination Procedure

This Agreement may be terminated by either party by written notice. Notification must be sent by certified mail, return receipt requested, to **PLM Lake & Land Management, P.O. Box 328 Brainerd, MN 56401**. PLM reserves the right, under special circumstances, to initiate surcharges relating to extraordinary price increases of water treatment products and fuel (over ten (10%) percent in one calendar year).

- 1. "Date of Termination" will be defined as: December 31st of the year in which "Notice of Cancellation" was received by PLM.
- 2. In the event that your account is not settled in full at the same time as your cancellation letter is received, PLM will continue to bill you until the contract expires. Settlement in full includes payment for all services performed as well as services proposed for the calendar year in which the cancellation letter is received by PLM.
- 3. Settlement in full shall be defined as payment to PLM through the effective "Date of Termination" as determined by the procedure outlined above.

IX. Insurance

PLM agrees to maintain the following specified insurance amounts: the CLIENT may request to be listed as additional insured.

<u>Type</u>	<u>Minimum Limits</u>
*General Aggregate	\$2,000,000
*Products-Completed Operations Aggregate	\$2,000,000
*Personal and Advertising Injury (Each Occurrence)	\$2,000,000
*Combined Bodily Injury and Property Damage	\$2,000,000
*Automobile Liability – Combined single limit each occurrence for bodily injury and property damage covering owned, non-owned and hired automobiles	\$2,000,000
*Workers Compensation	State of MN Statutory Limits

PLM will carry professional liability at \$2,000,000 each occurrence, \$2,000,000 aggregate (retroactive date 03-01-1997) and also Aquatic Weed Control Pollution Liability \$2,000,000 each occurrence.

X. Defaults

If CLIENT defaults on any provision of this Agreement, CLIENT hereby agrees that PLM may at its sole discretion seek any or all of the following remedies:

1. *Termination of this Agreement*
In this event, CLIENT agrees to make immediate payment of the total contract amount through the end of its term (less previously paid payments) as liquidated and agreed upon damage.
2. *Imposition of "Collections Charge" for monies due*
If this action is deemed necessary, in the sole judgment of PLM, CLIENT agrees to pay PLM's reasonable attorney fees (including those on appeal), court costs, collection costs and all other expenses incurred by PLM resulting from this collection activity.

XI. Professional Consulting

PLM management and personnel are available by appointment for aquatic demonstrations and the use of visual aids designed to help understand aquatic management.

XII. Contract Documents

This Agreement constitutes the entire Agreement of PLM and the CLIENT. In the event that any portion of this Agreement shall be held invalid or unenforceable, the remaining portions of this Agreement shall be binding upon both parties. No oral or written modification of the terms contained herein shall be valid unless made in writing and accepted by an authorized agent of both PLM and CLIENT.

XIII. Performance Guarantee

See attached Addendum.

This agreement, dated 12/15/2022 is made between **PLM Lake & Land Management (PLM)** and **Roosevelt and Lawrence Area Lakes Association (CLIENT.)** I have read and agree to the terms provided and hereby authorize PLM LAKE AND LAND MANAGEMENT to manage our water body and acquire all necessary permits on my behalf.

By: **PLM Lake & Land Management Corp.**
P.O. Box 328
Brainerd, MN 56401
Please return contract to the above address

For: **Roosevelt and Lawrence Area Lakes Association**
PO Box 139
Outing, MN 56662

Signature: David Hillstrom
Print Name: David Hillstrom
Date: 12/15/2022

Signature: _____
Print Name: _____
Date: _____

Contact Information

Association Name: _____

Main Contact

Billing Contact

Contact Name: _____

Contact Name: _____

Address: _____

Address: _____

Phone: _____

Phone: _____

E-Mail: _____

Email: _____

Notes: _____

Notes: _____

PLM LAKE & LAND MANAGEMENT CORP. WOULD LIKE TO PRESENT OUR AQUATIC INVASIVE SPECIES PERFORMANCE GUARANTEE

PLM Lake & Land Management Corp. (PLM) is not only Minnesota's most diverse, full service lake management company, but we also **guarantee** the performance of our herbicide treatments. Our experience and confidence in our abilities to manage your property makes this performance guarantee exciting for us to offer. What does our performance guarantee entail? Simply, if we do not achieve control of the target species within the expected area of impact, we will retreat that area at no additional charge pending permit conditions.

Prior to each treatment, PLM determines the expected area of impact via a pre-treatment assessment. At this time, the intent or goal of the treatment, target species and expected area of impact will be discussed with the appointed contact person of your water body. PLM utilizes the newest technology allowable to reduce the quantities of herbicides entering your water body, minimizing effect on non-target species, and, most importantly, allowing us to achieve control of the target species within the area of impact.

Depending upon the type of herbicide used, target species and permit conditions, timing of results will vary. However, if the client determines control does not appear effective, PLM will then inspect the area(s) of concern according to the performance guarantee guidelines.

Performance Guarantee Guidelines

Specific timelines and definitions of control associated with each herbicide and target species within the treatment area of impact. All guarantees are for the year of application, unless specified.

Product	Target Species	Control Timeline	Minimum acres for guarantee	
Aquathol K,	Curly Leaf Pondweed	7 to 21 days	5	80% Reduced Stature of Plant
Sculpin G	Eurasian Water Milfoil	14 to 30 days	2	80% Control of Whole Plant
Renovate OTF, Max G	Eurasian Water Milfoil, Hybrid Milfoil	14 to 30 days	2	80% Control of Whole Plant
Diquat	Eurasian Water Milfoil, Curly Leaf Pondweed, Flowering Rush	7 to 21 days	2	90% Reduced Structure of Plant
Liquid 2,4-D	Eurasian Water Milfoil	21 to 30 days	No guarantee	No guarantee
Procellacor	Eurasian Water Milfoil, Hybrid Milfoil	7 to 21 Days	1	90% Control of Whole plant
ProcellaCOR	Eurasian Water Milfoil, Hybrid Milfoil	7 to 21 days	10	50% Control of whole plant for 3 years

PLM guarantees: The application of aquatic products per label rates to control plants present at the time of treatment pursuant of the terms outlined in the permit(s) issued.

Control timeline: Although control may be achieved before these timelines, and most likely will last many weeks or months later, we believe this is the opportune time to verify peak performance after treatment. Judgment of achieved control within the treatment area of impact must take place between these timelines.

Conditions: Temporary eradication of species is possible, however, environmental factors such as fragmentation, re-introduction, flow, rain, sediment type and temperature will vary treatment results and duration. When addressing invasive species such as Eurasian Water Milfoil, Flowering Rush and Curly Leaf Pondweed, total plant control may be achieved. Control will be defined as the difference measured in presence from the pre-treatment assessment and the post treatment assessment. PLM does not conduct post treatment evaluations unless specifically contracted by the client. It is the responsibility of the client to contact PLM in the event control levels are below values stated in table above. Control area will be assessed in surface acres.

Conditions of Re-treatments: If performance is not achieved, re-treatment of the target species within the original treatment area of impact will be re-treated at no additional charge within two (2) weeks of determination of failure. **Refunds and/or reductions in the cost of the initial treatment will not be authorized.** If permit limitations do not allow for re-treatment, PLM will offer to retreat these areas the following year. PLM may choose an alternate product for re-treatment at our discretion. PLM will only retreat the specific areas where the lack of control has been determined.



RECEIVED
FEB 27 2023

BY:

EMILY LAKES AND RIVERS PROTECTION FUND
Appropriations Application

Date February 24, 2023

Contact Name Russell H. Boverhuis

Organization Name Emily Lakes & River Association

Mailing Address P.O. Box 111, Emily, MN 56447

Physical Address (if different than above) _____

City Emily State MN Zip code 56447

Municipality Emily

Phone # 763-807-9300 Fax # _____

Email elra@emilylakes.org Website www.emilylakes.org

Description of Applicant Emily Lakes & River Association (ELRA) is a 501c3 non-profit lake association serving lakes Emily, Mary, Dahler and the Little Pine River.

Description of Proposed Project ELRA's 2023 project is inspection and control of Eurisian watermilfoil (EWM) in lakes Emily, Mary and the Little Pine River. Requested funds would be used augment ELRA funds. Additional funds are needed so ELRA can survey and fully treat areas of EWM.

Total Cost of Project up to \$15,000 Applicant's Portion up to \$10,150 Requesting Amount \$4,850

Attach a thorough description of your project and how it will benefit the community. Not all applications will be approved to be funded, based on need and laws regarding public expenditures.

Submit this application and supporting documentation to the City Clerk's office during normal business hours. Hours are Monday, Tuesday and Wednesday from 8:00a.m. to 4:30p.m., Thursday and Friday from 8:00a.m. to 12:00p.m. 39811 State Highway 6, P.O. Box 68, Emily, MN 56447. You may also send it to clerk@emily.net.

FOR OFFICE USE ONLY

Date received in Clerk's office _____ Staff Initial _____

Committee recommendation to Council _____

Amount to fund _____ Priority Level (1-5) _____

Council Approval Date _____ Staff Initial _____ Amount Funded _____

Ck # _____ Ck Date _____ Paid To _____



Emily Lakes and River Association
P.O. Box 111
Emily, MN 56447

February 24, 2023

City of Emily
 39811 State Highway 6
 Emily, MN 56447

Dear Council and Committee Members:

Emily Lakes and River Association (ELRA) is submitting this proposal for \$4,850 in funds from the Emily Lakes and Rivers Protection Fund setup by the City of Emily. These funds will be used to survey lakes Emily and Mary for Eurasian watermilfoil (EWM) and treat the treatable areas found in both lakes.

Scope of 2023 Project

In 2023 ELRA plans to continue EWM mitigation in lakes Emily and Mary. Treatment areas will be determined by lake surveys conducted in mid-summer. The surveys and treatment plan will be submitted to the DNR for approval. Once the treatment plan is approved, areas of infestation will be treated, in early fall. ELRA will use member funds plus available grants from the DNR, Crow Wing County and the City of Emily to fund this project.

Past surveys found the amount of EWM varies each year due to weather and other environmental factors. Our goal is to treat the maximum amount of EWM found, assuming ELRA has sufficient funds are available.

In 2021 the surveys found no EWM and in 2022 the surveys found one plant in Emily and 5 locations with solitary plants in Mary. We believe these superior results are the result of ELRA using a different chemical in 2020. Also, the unusually dry weather in 2021 and vigorous growth of native milfoil contributed to the low EWM counts. Our concern is that in 2018, our survey did not find EWM in Lake Emily, but it returned aggressively in 2019. This behavior is not unusual.

Past ELRA Project Results

The Department of Natural Resources (DNR) identified EWM in Lake Emily in 2014 and Lake Mary in 2017. Since 2014 one or both lakes have had EWM infestations. We expect to find EWM again in 2022 since it is difficult to completely eradicate EWM. The table below summarizes the survey results from the prior seven years.

	2016	2017	2018	2019	2020	2021	2022
Lake Emily	33.65	1.4	0	16.1	11.3	None	Solitary plants
Lake Mary	None	4.28	8.8	5.8	4.3	None	None
Little Pine River	None	None	None	None	None	None	None

NOTE 1: The maximum treatable area, per the DNR, is approximately 127 acres for both lakes.

Surveys have not found EWM in the Little Pine River between lakes Mary and Emily. ELRA plans to continue to monitor the river as part of our EWM control efforts.

To preserve, promote and improve the water quality of the Emily Lakes
 and connecting Little Pine River for the continued enjoyment of the community and its visitors.

2023 Specific Work

ELRA will contract with Freshwater Scientific Services, LLC to survey the lakes and with PLM Lake and Land Management Corp. for treatment of lakes Emily and Mary. The first step is for Freshwater Scientific to survey the lakes in early July. Based on the survey results, PLM will propose a treatment plan. ELRA will review the plan and work with PLM and the DNR to decide on the best course of action. The final phase of the work is treatment of the EWM by PLM. ELRA works with PLM prior to treatment to notify property owners, publish notifications in the local newspapers and assess the results of treatment.

Funds Requested from Emily Lakes and Rivers Protection Fund

ELRA is requesting \$4,850 from the Emily Lakes and Rivers Protection Fund for EWM surveys and chemical treatment of EWM. No other use of city facilities, website or staff is anticipated.

ELRA Contribution

ELRA budgets \$2,200 for EWM control projects. We usually receive additional donations from our members specifically for EWM control. Historically these donations increase available funds to approximately \$3,000. This project is more than 50% of our annual budget.

Long Range Goals

Our long-range goal is to control the EWM infestations so that the lakes and river can be enjoyed by area residents and visitors. We recognize that we cannot eradicate EWM from the lakes. Control of EWM will require a continuous effort to control and reduce EWM in the presence in the waters. Continuous treatment should reduce the areas of infestation and therefore improve the quality of the waters.

Vendors Used for Project

ELRA selected PLM Lake and Land Management (PLM) from Brainerd to coordinate the survey and treatment work on lakes Emily and Mary. ELRA contracts the survey work to Freshwater Scientific. In the past PLM provided both the survey and the treatment, but in accordance with DNR grant requirements this work must be done by separate entities.

Local Importance

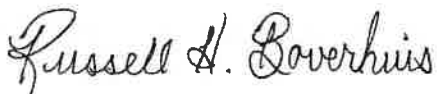
The health and recreational use of Emily, Mary, Dahler and the Little Pine River are linked to the economy of the area. If the EWM infestations spread, the waters may become significantly impaired. This would limit fishing, boating and other uses of the waters; thereby reducing the draw of visitors to the area, adversely impact property values and the reputation of the area.

Additional Information

Other water management tasks that ELRA undertakes for the community includes taking water samples from the lakes for the DNR Water Quality Testing program and the Veliger Testing programs. We also have been stocking walleye fry in Lake Mary and have engaged in AIS educational campaigns.

We appreciate your consideration of our request. Please contact me at 763-807-9300, if you have any questions about this request.

Sincerely,



RUSSELL H. BOVERHUIS
President, Emily Lakes and River Association



RECEIVED

BY:

EMILY LAKES AND RIVERS PROTECTION FUND
Appropriations Application

Date 3/20/2023
Contact Name Dan Brennan
Organization Name Ruth Lake Improvement District
Mailing Address PO Box 33, Emily, MN 56447
Physical Address (if different than above)
City Emily State MN Zip code 56447
Municipality
Phone # 612-889-9764 Fax #
Email djb101@me.com Website

Description of Applicant Lake Improvement District established by Crow Wing County in 2012 in accordance with Minnesota statutes.

Description of Proposed Project Eurasian Watermilfoil remediation on Ruth Lake. Crow Wing County will provide \$2,800 for Milfoil treatment.

Total Cost of Project \$26,752 Applicant's Portion \$23,952 Requesting Amount \$4,333

Attach a thorough description of your project and how it will benefit the community. Not all applications will be approved to be funded, based on need and laws regarding public expenditures.

Submit this application and supporting documentation to the City Clerk's office during normal business hours. Hours are Monday, Tuesday and Wednesday from 8:00a.m. to 4:30p.m., Thursday and Friday from 8:00a.m. to 12:00p.m. 39811 State Highway 6, P.O. Box 68, Emily, MN 56447. You may also send it to clerk@emily.net.

FOR OFFICE USE ONLY

Date received in Clerk's office Staff Initial

Committee recommendation to Council

Amount to fund Priority Level (1-5)

Council Approval Date Staff Initial Amount Funded

Ck # Ck Date Paid To

Ruth lake improvement District
PO Box 33,
Emily, MN 56447

March 20, 2023

City of Emily
39811 State Highway 6
Emily, MN 56447

RE: Emily Lakes and Rivers Protection Fund Application

The Ruth Lake Improvement District ("RLID") was created in 2012 by Crow Wing County for the treatment and prevention of aquatic invasive species. RLID is submitting a proposal for \$4,833 in funds from the City established Emily Lakes and Rivers Protection Fund. These funds will be used to help in the 2023 treatment of a yet undetermined number of acres of Eurasian milfoil in Ruth Lake.

Through RLID's AIS remediation program, the entire shoreline of Ruth Lake is surveyed by RLID's vendor, Fresh Water Scientific Services, for the presence of Eurasian Watermilfoil. Professional Lake Management (PLM) (another RLID vendor) then proposes areas to be treated. The DNR selects areas to be treated and the interested parties discuss the areas to be treated. In 2022, the last year for which data is available, approximately 12.0 acres were selected by PLM for treatment. All 12 acres were treated using granular Triclopyr and liquid 2, 4-D.

The benefits to the immediate Ruth Lake community and to the City of Emily generally are easily noted. First, control of this pervasive invasive aquatic species preserves the lake in a nearly pristine condition for recreational use. Second, the availability of Ruth Lake and its reputation as a well-managed and excellent fishing and recreational site draws visitors from across the state. This, of course, benefits all of Emily's businesses and helps support a tax base for the city and county.

While RLID receives \$2,800 in funding from Crow Wing County for Eurasian Milfoil remediation, that amount does not meet its overall need for funding this program, which was \$26,752 last year. As such, RLID is requesting a grant of \$4,833 (approximately 20% of the total remaining Milfoil treatment cost).

Thank you for your consideration of our application. If you have any questions, please do not hesitate to contact me.

Your very truly,

Daniel Brennan

Daniel Brennan
RLID President
612-889-9764



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

April 10, 2023

RE: Emily Manganese Project Update – March 2023

In March, North Star continued exploration drilling of historic areas within the leased lands with the intent to expand the knowledge of the Emily Manganese Deposit generated from prior exploration programs. As of the end of March, nine diamond drill holes had been drilled to date. A number of the targets for drilling are located near-to, in-between, or as step-outs from previously drilled areas. Target zones of geology and mineralization continue to be intercepted at anticipated depths.

By the end of March, samples from five of the holes had been shipped for assaying. Results from the assaying typically take 10 – 12 weeks for results.

North Star's environmental consultants are visiting the site weekly to ensure all activities meet the State's environmental requirements and that the operations are in compliance. The Minnesota State Department of Natural Resources and Health Department have also visited the site and will be doing so periodically during the drilling program.

In March, North Star continued its discussions with the Minnesota Department of Natural Resources on its mineral lease applications on State mineral lands in the Emily area. This activity will be on-going through 2023.

Additional information on the Emily Project is reported periodically by North Star's parent, Nevada Silver Corporation, and can be found on the internet at: www.nevadasilver.com. Additionally, Nevada Silver Corporation is planning to change its name to "Electric Metals (USA) Limited" in order to better reflect its role as a developer of battery and technology-related minerals. The anticipated name change is scheduled for late spring-summer 2023.



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



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 of 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

A large, stylized five-pointed star graphic in the bottom left corner, rendered in shades of purple and pink with a textured, layered appearance.

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

City of Emily & City of Fifty Lakes

Clean Up Day

Saturday, September 16, 2023

9:00 AM to 12:00 PM

Entrance at

20823 County Road 1

(Emily Maintenance Shop)

Charge per load \$5.00 per vehicle.

Use Crow Wing County Solid Waste Coupon \$10.00-Coupon non-refundable

Additional charges will be added for materials listed below.

ELECTRONICS	TIRES
Computers, Computer Monitors, TV's 27" or smaller, VCR's, DVD Players, Stereo's, Fax Machines, Copiers, Printers, Telephones \$6.00 EACH	Car Tire (15" without rim) \$3.00 EACH
TV's 27" or smaller \$11.00 EACH	Car Tire (15" with rim) \$5.00 EACH
TV's 28" or larger \$16.00 EACH	Truck Tire (16" without rim) \$5.00 EACH
	Truck Tire (16" with rim) \$8.00 EACH
	Tractor Tire (Without rim) \$11.00 EACH
FURNITURE	MATTRESSES & BOX SPRINGS
Couches, Chairs, Tables, and other large items \$8.00 EACH	Mattress \$31.00 EACH
Sofa Sleeper \$15.00 EACH	Box Spring \$31.00 EACH
APPLIANCES	UNCOVERED LOADS
Refrigerators Freezers Stoves Microwaves Humidifiers/Dehumidifiers And other appliances \$6.00 EACH	NOTE: All vehicles will be checked. Loads that are too large will be given a pass to proceed to the landfill after the charges are collected. If loads are sent to the landfill, ALL loads must be covered per State Law 169.81, Subd. 5. A \$5.00 charge will occur directly to the vehicle operator at the landfill.

ITEMS NOT ACCEPTED- paints, oils, chemicals, yard waste, fluorescent light bulbs, heavy duty equipment tires or regular household garbage.

Residential Only-Proof of property ownership within the City Limits required.

Solid Waste	
Mixed Municipal Solid Waste (MMSW) Compacted Commercial Per Ton	†\$60.88
Mixed Municipal Solid Waste (MMSW) Compacted Commercial – Out of County Per Ton	†\$182.63
Industrial Solid Waste (ISW) Compacted Commercial Per ton	†\$66.73
Loose Garbage (Sanitary Landfill)	
Per Cubic Yard	†\$10.75
Furniture (Per Item)	†\$7.00
Sofa Sleeper	\$14.00
Per Bag of Garbage (Sanitary Landfill)	†\$4.25
Loose Industrial Solid Waste (ISW)	
Per Cubic Yard	†\$11.75
<i>ISW requires prior approval according to Industrial Solid Waste Management Plan (ISWMP)</i>	
Demolition Material (Demolition Landfill)	
Per Cubic Yard	†\$6.30
<i>To calculate cubic yards: length x width x height = Total Cubic Feet - Total Cubic Feet/27 = Cubic Yards</i>	
Asbestos	
Friable	†\$5.00 per bag
Non Friable	†\$11.00 cu. yd
<i>* includes all applicable taxes</i>	
Mattresses/Bed Springs (Sanitary Landfill or Recycled)	
Mattress Only	†\$30.00
Bedspring Only	†\$30.00
*Recycled Mattress Only - Twin/Full	\$30.00
*Recycled Bed Spring Only - Twin/Full	\$30.00
*Recycled Mattress Only - Queen (60x80) or larger	\$30.00
*Recycled Bed Spring Only - Queen (60x80) or larger	\$30.00
Metal mattress Springs	\$5.00
<i>*For mattress to be "recycled" they must be clean, dry and visible for inspection by the Landfill Office attendant.</i>	
Tires (Recycled)	
Tire no rim (15 inches or smaller)	\$2.00
Tire with rim (15 inches or smaller)	\$3.50
Tire no rim (16 inches or greater)	\$3.50
Tire with rim (16 inches or greater)	\$7.00
Semi-truck tire no rim	\$7.00
Semi-truck tire with rim	\$10.00
Tractor Tire no rim	\$10.00
Tractor Tire with rim	\$30.00
Equipment Tire	\$140.00
Oil/Antifreeze/Battery Disposal (Recycled)	
Oil	Free
Batteries (lead acid car and marine)	Free
Antifreeze	Free
Oil Filters	Free
There are 11 oil disposal sites for residents of Crow Wing County, including the County Landfill For locations visit www.crowwing.us/734/Recycling	
Miscellaneous Fees	
Scrap Metal (Recycled)	\$4.00/yd
Propane Tank small - up to 20 lb.	\$7.00
Propane Tank large 20-100 100 lb.	\$15.00
Electronics (Recycled) – Residential Only	
Examples are; but not limited to: Computer (monitor, tower, keyboard, mouse); Printer; Scanner; Desk top copier; Stereo Systems; DVD's; VCR's; Satellite receiver; Paper shredder	\$5.00/item
TV's 27" or smaller	\$10.00
TV's 28" or larger	\$15.00

All loads must be covered to ensure we keep our road ways clean! A fee will be charged for all uncovered loads.

Residential uncovered loads	\$5.00
Commercial uncovered loads	\$10.00
Compost Disposal	
RESIDENTIAL - brush, leaves and garden waste	Free
COMMERCIAL - brush, leaves and garden waste	\$5.00/cubic yard
Stumps *determined by landfill operator based on size and cleanliness	\$5 - \$20
Household Hazardous Waste	
Examples are; but not limited to: varnish and paint remover, fuel additives, lighter fluid, lubricants, rust and tar removers, pool chemicals, fuel cylinders, gasoline contaminated with oil or water, and pesticides. For more information: https://crowwing.us/229/Hazardous-Waste	Free
Household Recycling Items	
Examples are; but not limited to: glass, plastics with a neck, paper (this includes glossy magazines, cereal and beverage boxes, phone books, newspapers, mixed papers), corrugated cardboard, aluminum cans, and tin cans. For more information: https://www.crowwing.us/734/Recycling	Free
Major Appliances (Recycled)	
Examples are; but not limited to: Washers, dryers, dishwashers, hot water heaters, microwaves, stoves/ovens, refrigerators, air conditioners, dehumidifiers.	\$5.00/item
Vehicle Weight	
Scale Use Fee	\$5.00
<i>*The scale at the Crow Wing County Landfill is certified annually by the State of Minnesota.</i>	
<i>Effective Date: January 1, 2023</i>	

Clean Up Day 2021 Expenses

Vendor	Description	Cost
Anonymous	Clean Up Day collections	\$ (2,009.00)
Emily Rolloff & Recycling	3 - 20 yd containers for scrap metal with \$525 credit	\$ 1,050.00
Emily Rolloff & Recycling	2 - 30 yd and 3 - 20 yd containers for waste	\$ 3,100.44
Total		\$ 2,141.44
	Fifty Lakes charged half	\$ 1,070.72
	City of Emily's expense	\$ 1,070.72

From: Tim Houle <Tim.Houle@crowwing.us>
Sent: Thursday, March 16, 2023 8:42 AM
To: clerk@emily.net
Cc: mayor.tracyjones@cityofemily.com
Subject: Letter re. Emily Park

Hi Cari,

I am writing to acknowledge receipt of your letter and to confirm that I will forward to the full County Board. Please pass along to the Council that their request is exactly what the County Board discussed doing at their meeting last Tuesday. When the snow melts but before mosquitoes, we need to come out as a group and meet with folks from the area, probably on the site, to hear their concerns and to discuss possible ways to mitigate those concerns. Please also convey that we appreciate the partnership with the City in exploring how to do this right so we have a nice well-run asset in the community. I will be in touch when we'd like to do that; we will, of course, also be inviting the neighbors to come and visit with us as well. Looking forward to the discussion!

Thanks and have a great day!

Tim

Dr. Timothy J. Houle, MPA, DPA

County Administrator

5 Laurel Street, Suite 13

Brainerd, MN 56401

phone (218) 824-1067

fax (218) 824-1054

www.crowwing.us



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.



39811 State Highway 6
PO Box 68
Emily, MN 56447
218-763-2480

March 15, 2023

Crow Wing County Commissioners
326 Laurel Street, Suite 13
Brainerd, MN 56401

Dear County Board:

The Emily City Council respectfully requests the County Board to hold a Public Hearing in the Emily City Hall gym at the end of April regarding the proposed County Beach project on Little Emily Lake to provide Emily residents the opportunity to learn about the current plans and to comment on the proposed project. Emily residents are very passionate about conservation of Little Emily Lake and would appreciate the opportunity for direct information and input.

Thank you for your consideration of the Emily City Council's request.

Respectfully,

A handwritten signature in black ink, appearing to read "Tracy Jones".

Tracy Jones
Mayor



**CITY OF EMILY
COUNTY OF CROW WING
STATE OF MINNESOTA**

RESOLUTION NO. 23-13

RESOLUTION APPROVING A LAWFUL GAMBLING PERMIT

WHEREAS, the City Council of the City of Emily allows gambling licenses to be issued within the city;

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

That Outing Gun Club's request for a gambling permit at The Log Cabin, 40012 State Highway 6, Emily, for a raffle drawing on November 4, 2023 hereby be approved with no waiting period, thereby allowing sale of raffle tickets immediately after approval of the application by the Minnesota Gambling Control Board.

Adopted effective the 11th day of April, 2023 by ____/fifths voice vote:

Tracy Jones
Mayor

Dated

Attest:

Cari Johnson, MCMC
City Clerk/Treasurer

Dated

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Outing Gun Club Previous Gambling Permit Number: X- 31904-22-014
Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 80-0385906
Mailing Address: PO Box 50
City: Outing State: MN Zip: 56662 County: Cass
Name of Chief Executive Officer (CEO): Patrick Bennington
CEO Daytime Phone: 612-749-0632 CEO Email: outinggunclub@gmail.com
(permit will be emailed to this email address unless otherwise indicated below)
Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
 Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): The Log Cabin
Physical Address (do not use P.O. box): 40012 State Highway 6
Check one:
 City: Emily Zip: 56447 County: Crow Wing
 Township: _____ Zip: _____ County: _____
Date(s) of activity (for raffles, indicate the date of the drawing): November 4, 2023

Check each type of gambling activity that your organization will conduct:

Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

**COUNTY APPROVAL
for a gambling premises
located in a township**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Patrick Bennington Date: March 28, 2023
(Signature must be CEO's signature; designee may not sign)

Print Name: Patrick Bennington

REQUIREMENTS

- Complete a separate application for:**
- all gambling conducted on two or more consecutive days; or
 - all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

- Mail application with:**
- a copy of your proof of nonprofit status; and
 - application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

**CITY OF EMILY
RESOLUTION NO. 23-14**

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 et seq. for the benefit of its citizens and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to contribute a gift as set forth below to the city:

<u>Name of Donor</u>	<u>Gift</u>
Lakers Lions	Bench from Bags to Benches Program

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

<u>Donation Number</u>	<u>Terms or Conditions</u>
23-14	Lakers Lions approved to install a recycled plastic bench at the City Park.

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 donations described above are accepted for the benefit of public recreational services, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Passed by the City Council of Emily, Minnesota this 11th day of April, 2023.

Tracy Jones, Mayor

Attested:

Cari Johnson, City Clerk/Treasurer

clerk@emily.net

From: Jill Hannah Anderson <jilla27@gmail.com>
Sent: Tuesday, March 21, 2023 12:59 PM
To: clerk@emily.net
Subject: recycled bench donation(s) from the Lakers Lions Club

Hi,

Since May 2022, the Lakers Lions have been involved with a "bags to benches" program through NexTrex. We have collection boxes at various locations in Emily, Outing, and Fifty Lakes. For every five-hundred pounds of acceptable plastic that we collect and drop off, we are given a bench made from recycled plastic - at no charge!

We first donated the benches to the various businesses that have helped us and are now hoping to add several to our area parks. I am in the process of logging the plastic for our TENTH bench, and we would love to donate it to the City of Emily park. We should have enough plastic to hit the 500-pound requirement sometime in April, and it usually takes a month or so to receive the bench.

The benches come in a variety of colors (I've included a picture below from their website) and are sturdy. We would have the City pick out the color at the time of order. We hope to end up with several in each park.

Tracy Jones has one for Emily Meats, and there is one in front of Emily Ace, if you want to see what they look like. We will eventually get name plates for them stating that they're made from recycled plastic and donated by Lakers Lions.

Please let me know if you have any questions about this. You can contact me via email, or my cell is 218-820-0086.

Thanks so much.

Jill

Jill Hannah Anderson
Lakers Lions





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

**CITY OF EMILY
RESOLUTION NO. 23-12**

**RESOLUTION FOR SUBMISSION OF COMMUNITY IMPACT FUNDS GRANT
APPLICATION TO SOURCEWELL**

At the meeting of the Emily City Council on April 11, 2023, the following resolution was proposed and approved:

WHEREAS, the City Council of the City of Emily has determined the audio-visual equipment in the Emily Council Chambers needs to be upgraded to improve the audio and video quality during meetings for in person and remote attendees and for meeting recordings for better public understanding of meeting content.

WHEREAS, neither the City's 2023 Budget nor the Capital Improvement Plan include funds for the purchase of audio-visual equipment for the Council Chambers in 2023. The Capital Improvement Plan does plan for the purchase between 2027 and 2031, but there is an immediate need for the project.

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

- A. The City Council of the City of Emily fully supports the project to purchase and install audio and video equipment in the Emily City Hall Council Chambers. The project would enhance the video conferencing equipment installed in 2020 with the assistance of Sourcewell COVID-19 Relief Partnership Emergency Funding. The project would also allow live streaming of meetings for public viewing on the local television channel.
- B. The City Council of the City of Emily further supports submitting a Community Impact Funds application to Sourcewell to request financial support of \$20,845.00 for the purchase and installation of audio-visual equipment in the Emily City Hall Council Chambers.

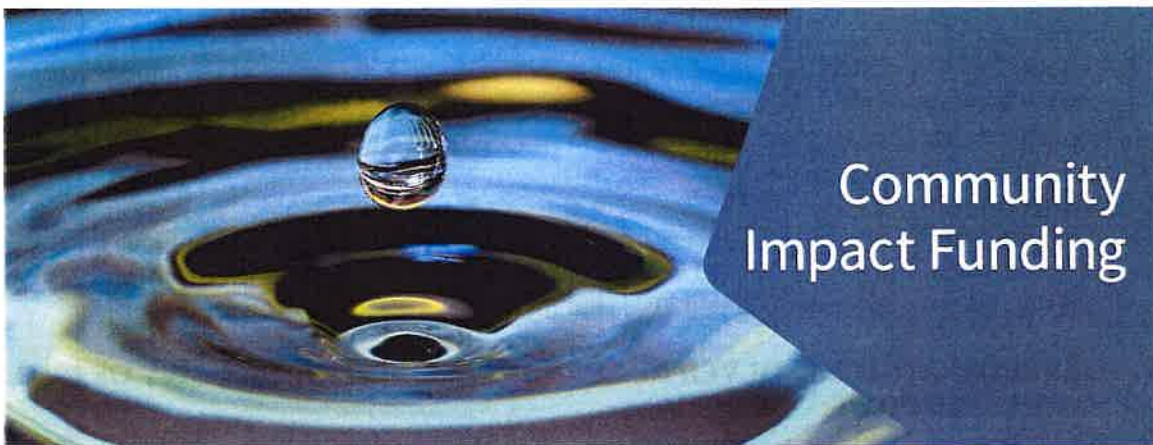
Adopted by the City Council of Emily, Minnesota this 11th day of April, 2023.

Tracy Jones, Mayor

ATTEST: _____
City Clerk/Treasurer Cari Johnson, MCMC

From: Sourcewell <reply@email.sourcewell-mn.gov>
Sent: Tuesday, April 11, 2023 11:01 AM
To: clerk@emily.net
Subject: Don't leave money on the table

[View this email in your browser](#)



Have you submitted your Community Impact Funding application?

The deadline to turn in your application to Sourcewell is 11:59 p.m. on April 26, 2023.

We want to make it as simple and straightforward as possible to apply for – and receive – Community Impact Funding. This funding program supports project improvements to existing local government facilities, meeting equipment needs, or providing technology upgrades required for performing the applicant's government function.

Here's what you need to know:

- Funding is only available to local governments located in Cass, Crow Wing, Morrison, Todd, and Wadena counties.
- A city, county, township, or other government unit in [Sourcewell's service area](#) can submit one (1) application per fiscal year. Collaboration between entities is not a requirement.
- No matching funding is required. And even if you've utilized other Sourcewell funding programs, you're still eligible for this program.
- [Visit the website](#) for details, dates, and documents.

Please note, a signed resolution in support of the project is required from your governing body as part of your application. Please be sure to complete that important step before the April 26 deadline.

[Start your application today](#)



sourcewell-mn.gov

Sourcewell 

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Sourcewell, 202 12th Street NE, P.O. Box 219, Staples, MN, 56479, US

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clerk@emily.net

From: Arianne Raph <araph@emilytel.com>
Sent: Tuesday, April 11, 2023 2:30 PM
To: clerk@emily.net
Subject: City of Emily Council Chambers A/V System Quote
Attachments: City of Emily Council Chambers Quote.pdf

Good Afternoon Cari,

Attached is the quote for the City of Emily Council Chambers A/V System. This includes an update of both the audio and video system for the Council Chambers as well as a new workstation for the equipment. This will include new speakers throughout for both in person and for recordings, update to the video equipment and all around a better quality experience. We also included monthly support and maintenance for the A/V System, this will include replacements and upgrades as needed and the monthly Managed IT cost for that new workstation. With the new workstation that puts you in a different bracket for our Managed IT; 6+ workstations changes your monthly cost to \$20/month from the current \$25/month that is being charged. So your bill will go down slightly with an additional computer.

I know this can all be confusing! If you have any questions please don't hesitate to reach out to us. Jake also said that he is available by phone during the Council Meeting if needed, if you have additional questions or concerns.

Thank you,



Arianne Raph
Account Executive
(218) 763-8191
araph@emilytel.com

Emily Office: 40040 ST Hwy 6 · PO Box 100 Emily, MN 56447 **Crosslake Office:** 35910 CO RD 66 · PO Box 70 Crosslake, MN 56442
Serving: Emily · Fifty Lakes · Fairfield · Little Pine · Crosslake · Manhattan Beach · Esquagamah and Round Lake · North Ideal Township

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clerk@emily.net

From: Arianne Raph <araph@emilytel.com>
Sent: Tuesday, April 11, 2023 3:19 PM
To: clerk@emily.net
Subject: RE: City of Emily Council Chambers A/V System Quote

Hi Cari,

The maintenance and support will be \$145/month additional, yes. This will cover maintenance, support, and replacements/upgrades as needed.

As for the broadcasting live, the equipment will have the capability to do so. This will just need to be a Policy discussion with our company if it will be allowed to be live broadcasted on our television service. But equipment wise, yes it will have that capability.

Thank you,



Arianne Raph
Account Executive

(218) 763-8191
araph@emilytel.com

Emily Office: 40040 ST Hwy 6 · PO Box 100 Emily, MN 56447 **Crosslake Office:** 35910 CO RD 66 · PO Box 70 Crosslake, MN 56442

Serving: Emily · Fifty Lakes · Fairfield · Little Pine · Crosslake · Manhattan Beach · Esquagamah and Round Lake · North Ideal Township

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From: clerk@emily.net <clerk@emily.net>
Sent: Tuesday, April 11, 2023 2:47 PM
To: Arianne Raph <araph@emilytel.com>
Subject: RE: City of Emily Council Chambers A/V System Quote

Arianne,

Thank you!!!! We appreciate you all working on this so quickly!!!

We do have a couple of questions: Would maintenance and support of the A/V system be \$145 per month additional? Does streaming capability mean the meeting would be broadcast live?

Thank you again!!!

Cari Johnson, MCMC
City Clerk/Treasurer



RECEIVED
APR 11 2023

BY:

40040 State Hwy 6 35910 Co Rd 66
 Emily, MN 56447 Crosslake, MN 56442
 Phone: (218) 763-3000 Phone: (218) 763-3000

Date: 4/11/2023
 Invoice: 20230407.2

Project Customer and Address:

City of Emily
 39811 State Hwy 6
 Emily, MN 56447
 (218) 763-2480
 Council Chambers

Quantity	Description	Occurance	Amount
	Audio Equipment & Microphones		\$10,500.00
	Video Equipment & Cameras		\$5,700.00
	Cable Materials, Installation & Training		\$4,500.00
	Maintenance & Support of A/V System	Monthly	\$145.00

Subtotal **\$20,845.00**

A/V System Upgrade for City of Emily Council Chambers. Upgrade to be completed for streaming capability, meeting audio and video recordings. Maintenance and/or support by Tremolo with replacements and upgrades as needed.

Tax Rate	State Exempt
Tax	
Project Total	\$20,845.00

Sign Here: _____

Date: _____

clerk@emily.net

From: OSA GID <gid@osa.state.mn.us>
Sent: Friday, March 24, 2023 8:54 AM
To: clerk@emily.net
Cc: ASchrupp@lakesareacpas.com
Subject: RE: Extension Request - City of Emily

Extension granted. The extended due date for the 2022 year reporting is 5/15/2023.

Tiffany O'Neil
Accounting Officer
Government Information Division
gid@osa.state.mn.us
525 Park Street, Suite 500
St. Paul, MN 55103



From: clerk@emily.net <clerk@emily.net>
Sent: Thursday, March 23, 2023 8:59 AM
To: OSA GID <gid@osa.state.mn.us>
Cc: ASchrupp@lakesareacpas.com
Subject: Extension Request - City of Emily

Tiffany,

The City of Emily is requesting the extension. Please let us know if you need any further documentation.

Thank you and have a great day!

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. 862

Effecting Positive Change

CITY OF EMILY
PAYABLE 2023

13-Mar-23

CITY CALCULATIONS

INITIAL TAX CAPACITY:	4,320,791	FREV FD CONT:	32,642	LGA Relief:	0
less TIF Value:	0	Population	861	Rate:	0.0000%
less FD Contrib Value:	33,338				
TAXABLE TAX CAPACITY:	4,287,453				

PREV TAXABLE MV:	300,663,593	REF MV:	179,119,421	PREV RATE:	38.376%
PREV TC:	3,036,853	TAX MV:	416,657,378		-7.883%
PREV LEVY:	1,170,757	EST MV:	425,530,300		
PREV FD DIST:	5,335	NEW CONST:	3,688,000		
PREV FINAL LEVY:	1,165,422				

TYPE FUND NAME	TOTAL LEVY REQUEST	TACONITE AID	TIF EXCESS	ADJUSTED LEVY	FISC DISP DISTRIB	FINAL LEVY	SPREAD LEVY	GENERAL RATE
10 CITY REVENUE	1,153,256	0	0	1,153,256	3,414.26	1,149,842	1,149,852.02	26.819%
323 CIP & IMP REF BONDS 2012A	64,500	0	0	64,500	190.95	64,309	64,311.80	1.500%
326 G.O SEWER REV REF BONDS 2013A	60,492	0	0	60,492	179.09	60,313	60,324.46	1.407%
336 G.O. PERM IMP REV FUND BONDS 20	33,000	0	0	33,000	97.70	32,902	32,884.76	0.767%
TOTAL	1,311,248	0	0	1,311,248	3,882.00	1,307,366	1,307,373.04	30.493%

REQUIRED DEBT LEVY: \$125,277.99
 ADD'L FUNDS NEEDED TO MEET DEBT NEEDS: Debt Levy Okay

CITY OF EMILY

CROW WING COUNTY TAX RATES FOR TAXES PAYABLE IN THE YEAR 2023

13-Mar-23 (Print Date)

COUNTY RATES:

Generally	24.067%	ISD 181 general	21.489%	0.08059%	Bay lake Fire Dist 1	7.480%
City of Baxter	24.067%	ISD 181, in Brainerd general	21.366%	0.08059%	Bay lake Fire Dist 2	7.689%
City of Brainerd general	23.693%	ISD 181, in Brainerd RSD	21.467%	0.08059%	Center	12.556%
Brainerd Rural Service Dist	23.756%	ISD 182 general	9.993%	0.05700%	Crow Wing	20.477%
City of Crosby	23.564%	ISD 182, in Crosby only	9.748%	0.05700%	Daggett Brook	12.890%
City of Deerwood	24.022%	ISD 182, in Deerwood City only	9.940%	0.05700%	Deerwood	11.889%
City of Ironton	23.690%	ISD 182, in Ironton only	9.544%	0.05700%	Fairfield	11.569%
CITY RATES:		ISD 186	7.971%	0.07136%	Fort Ripley	11.519%
Baxter	51.709%	ISD 001	6.087%	0.07491%	Gail Lake	3.256%
Brainerd Generally	58.664%	ISD 2174	3.876%	0.06006%	Garrison	13.667%
Brainerd Rural Service Dist	33.409%	ISD 480	13.460%	0.09029%	Ideal	8.664%
Breezy Point	36.961%	ISD 482	15.112%	0.16156%	Irondale	27.340%
Crosby	68.303%	ISD 484	25.939%	0.16634%	Jenkins	7.209%
Crosslake	20.886%				Lake Edward	5.384%
Cuyuna	49.950%				Little Pine	22.501%
Deerwood	66.305%				Long Lake	11.612%
Emily	30.493%				Maple Grove	9.209%
Fifty Lakes	19.034%				Mission	11.150%
Fort Ripley	24.742%				Nokay Lake	25.853%
Garrison	72.710%				Oak Lawn	14.219%
Ironton	72.469%				Pelican	6.381%
Jenkins	43.220%				Perry Lake	7.608%
Manhattan Beach	13.378%				Platte Lake	11.992%
Nisswa	25.580%				Rabbit Lake	16.335%
Pequot Lakes	50.089%				Roosevelt	7.414%
Riverton	30.949%				Ross Lake	10.560%
Trommald	28.188%				St. Mathias	18.525%

					Timothy	3.586%
					Wolford	11.183%
					Unorganized - Dean lake	25.068%
					Unorganized - 1st Assmt	9.073%

SPECIAL TAXING DISTRICT (STD) RATES:

Region 5 (countywide)	0.093%
County HRA (applies to all ex. Brainerd, Crosby, Pequot)	0.451%
Cuyuna Hospital Dist (HD)	0.630%
City of Brainerd HRA	1.408%
City of Pequot Lakes HRA	1.112%
Garrison-Kathio-West Mille Lacs Sewer Dist. (SD)	15.510%

Areawide Rate Iron Range Fiscal Disparities:

13.378%	169.967%
25.580%	

Homestead Market Value Exclusion:

The exclusion is \$30,400 minus 9% of the value over \$76,000.
 The exclusion is 40% for values \$76,000 and under.
 For values over \$413,800 there is no exclusion.

Agricultural Credit:

33.003% Eligibility: Ag Homestead classification
 12.321% Eligibility: Ag Homestead classification
 First \$115,000 Ag MV 0.3%
 Ag MV over \$115,000 0.1%
 Maximum Ag Credit Allowed \$490
 (Max Ag Credit reached at \$260,000 Ag MV)

COMPONENTS OF TOTAL RATES EXAMPLE:

City of Brainerd general =
 23.693% + 58.664% + 21.366% + 0.093% + 1.408% = 105.224%

TOTAL RATES BY DISTRICT ON REVERSE SIDE

State General Tax Rate:	
Applied to Comm Ind	
Applied to Seas Rec Res/Seas Com	

CROW WING COUNTY

HISTORICAL SOCIETY
MUSEUM & LIBRARY - EST. 1927

Email:
history@crowwing.us

Website:
www.crowwinghistory.org

Street Address:
320 Laurel Street
Brainerd, MN 56401

Phone:
(218) 829-3268

March 31, 2023

Cari Johnson, Clerk
City of Emily
PO Box 68
Emily, MN 56447-0068

RECEIVED
APR 6 3 2023

BY:

Dear City of Emily:

On behalf of the Board of Directors, I would like to thank City of Emily for your donation of \$100.00. This very generous amount will help us to improve our connections within our community and beyond. We greatly appreciate your interest in helping the Crow Wing County Historical Society to collect, preserve, and share the history of our County.

The Crow Wing County Historical Society is a 501(c)(3) non-profit organization. No goods or services were given in exchange for this donation. This gift is tax deductible.

Thank you again for investing in the past and future of Crow Wing County.

Respectfully yours,



Hillary Swanson
Executive Director



Listed on the
National Register
of Historic Places

