

City of New Richland
Regular City Council Meeting
October 24th, 2022

Agenda:

- 6:30 Call to Order**
 Roll Call
 Pledge of Allegiance
 Approve Agenda

Consent Agenda Items

Items listed on the Consent Agenda are considered routine and non-controversial by the City Council. There will be no separate discussion of these items unless requested by the City Council.

1. Approval of October 10th, 2022, Regular Council Meeting Minutes
2. Approval of September 2022 Financials
3. Approve EDA Fix-Up Grant – NR Farm and Home #1
4. Approve EDA Fix-Up Grant – NR Farm and Home #2

Public Comments

Notice: We welcome the attendance of residents of the City of New Richland to the City Council meetings. Any resident of the City of New Richland may request permission to speak at a regular scheduled council meeting on any topic that is relevant to the operation of the city. Any resident wishing to address the city council shall either call City Hall and request to be put on the agenda or they can sign-up 10 minutes prior to the start of the meeting. At the discretion of the mayor, the speaker may address the topic either during the public portion of the meeting or at the time the item is being addressed by the council. The mayor will call upon the speaker at the appropriate time. Speaker shall state their name and topic to be addressed. Residents are expected to use proper etiquette, decorum and respect when addressing the council.

Request and Presentations

1. Classification and Compensation Study Report – Mark Goldberg – David Drown & Associates

Ordinances and Resolutions

Department Reports

1. Care Center Report – Bob Johannsen, Care Center Administrator
2. People Service Report – Shell Johnson
3. Water/Street Report – Eric Hendrickson
 - a. Budget Questions?

Unfinished Business

1. Logo Contest – Final Report

New Business

Miscellaneous

Administrators Report

Mayor/Council Comments

Adjournment

The next Regular City Council meeting will be held on Monday October 10th, at 6:30pm

Regular Council Meeting – October 10th, 2022

Members Present

Loren Skelton
Chad Neitzel
Jody Wynnemer
(e) Jason Casey

Staff Present

Anthony Martens, City Administrator
Sarah Sundve, Ambulance Director
Tanyce Bruegger, Chief of Police

Others Present

Pam Goehring
Larry Goehring
Pam Goehring
(e) Brenda Routh
(e) Jessica Lutgens

Members Absent

Gail Schmidt

The meeting was called to order by Mayor Pro-Tem Loren Skelton at 6:30 p.m.

Roll Call - All members present except Mayor Gail Schmidt

Pledge of Allegiance

Approval of Agenda

- Administrator Martens asked to strike Consent Agenda Item #3, approval of September 2022 financials
- Motion made by Jody Wynnemer and seconded by Chad Neitzel to approve the agenda as amended. Carried (3 yes, 0 no)

Consent Agenda

- Motion made by Chad Neitzel and seconded by Jody Wynnemer to approve the consent agenda Carried (3 yes, 0 no)

Public Comments

- None

Requests and Presentations

- 2021 Audit Presentation – Layne Kockelman from ABDO presented the findings from the 2021 Financial Audit

Ordinances and Resolutions (see attached)

- None

Reports

1. Ambulance Report – Sara Sundve, Ambulance Director
 - Motion was made by Jody Wynnemer and seconded by Chad Neitzel to approve the purchase of 2 ResQpods at \$167/each. Carried (3 yes, 0 no)
 - Motion was made by Chad Neitzel and seconded by Jody Wynnemer to approve the ambulance report as presented. Carried (3 yes, 0 no)
2. Fire Department Report – In Writing
 - Motion was made by Jody Wynnemer and seconded by Chad Neitzel to approve the Fire Department report. Carried (3 yes, 0 no)
3. Police Department Report – Tanyce Bruegger, Chief of Police
 - Motion was made by Jody Wynnemer and seconded by Chad Neitzel to interview and hire up to 2 PT officers. Carried (3 yes, 0 no)
 - Motion was made by Chad Neitzel and seconded by Jody Wynnemer to accept the police report as presented. Carried. (3 yes, 0 no)

Unfinished Business

- Schwickert's Roof Inspection/Repair
 - Motion made by Chad Neitzel and seconded by Jody Wynnemer to have Schwickert's repair the city hall roof at a cost of \$1,535. Carried (3 yes, 0 no)
 - Motion made by Chad Neitzel and seconded by Jody Wynnemer to have Schwickert's repair the library roof at a cost of \$7,078. Carried (3 yes, 0 no)

New Business

Miscellaneous

- Logo Contest Final Selection Committee
- Motion was made by Chad Neitzel and seconded by Jody Wynnemer to appoint the following individuals to the final logo contest evaluation committee: Council Member Jody Wynnemer, Council Member Jason Casey, Pam Goehring, Larry Goehring, Sara Jo Vulcan, Eric Hendrickson, and Tanyce Brugger. Carried (3 yes, 0 no)

Administrators Report

- Administrator Martens presented the Administrator's Report

Mayor/Council Comments

- Mayor Pro-Tem Loren Skelton brought up a few things that he had read about in the recent MN Cities magazine including safety committee, legal duties of a city fire chief, water utility rate study,

Adjournment – Motion for adjournment made by Chad Neitzel and seconded by Jody Wynnemer.
Carried (4 yes, 0 no) 7:39 p.m.

Submitted by,

Anthony Martens
City Administrator

Current Period: SEPTEMBER 2022

		2022 YTD Budget	2022 YTD Amt	SEPTEMBER MTD Amt	2022 YTD Balance	% of Budget
GENERAL FUND						
	Revenues	\$1,109,219.00	\$699,565.56	\$53,761.43	\$409,653.44	63.07%
	Expenditures	\$1,108,344.00	\$754,176.15	\$59,214.14	\$354,167.85	68.05%
	Gain/(Loss)	\$875.00	(\$54,610.59)	(\$5,452.71)	\$55,485.59	-6241.21%
GOVERNMENT WIDE						
Active	R 101-00000-31000 GENERAL PR	\$290,160.00	\$136,570.50	\$0.00	\$153,589.50	47.07%
Active	R 101-00000-31020 PROPERTY TA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-00000-31250 PAYMENT IN L	\$14,000.00	\$0.00	\$0.00	\$14,000.00	0.00%
Active	R 101-00000-31810 FRANCHISE T	\$5,500.00	\$9,219.47	\$237.36	(\$3,719.47)	167.63%
Active	R 101-00000-31811 FRANCHISE T	\$0.00	\$3,549.25	\$0.00	(\$3,549.25)	0.00%
Active	R 101-00000-31812 FRANCHISE T	\$0.00	\$1,763.99	\$0.00	(\$1,763.99)	0.00%
Active	R 101-00000-31910 PENALTIES A	\$0.00	\$844.70	\$0.00	(\$844.70)	0.00%
Active	R 101-00000-32110 LIQUOR LICEN	\$4,650.00	\$4,675.00	\$0.00	(\$25.00)	100.54%
Active	R 101-00000-33410 LOCAL GOVE	\$444,559.00	\$222,279.50	\$0.00	\$222,279.50	50.00%
Active	R 101-00000-33430 MOBILE HOME	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-00000-33460 EQUALIZATIO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-00000-33620 OTHER	\$25,000.00	\$64,585.81	\$0.00	(\$39,585.81)	258.34%
Active	R 101-00000-36100 SPECIAL ASS	\$300.00	\$430.68	\$0.00	(\$130.68)	143.56%
Active	R 101-00000-36110 SPECIAL ASS	\$0.00	\$27,350.74	\$0.00	(\$27,350.74)	0.00%
Active	R 101-00000-36120 SPECIAL ASS	\$0.00	\$4,908.13	\$0.00	(\$4,908.13)	0.00%
Active	R 101-00000-36200 MISCELLANE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-00000-36210 INTEREST ON	\$900.00	\$398.56	\$36.17	\$501.44	44.28%
Active	R 101-00000-39200 OPERATING T	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-00000-39310 GENERAL OBL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue		\$785,069.00	\$476,576.33	\$273.53	\$308,492.67	60.71%
Total GOVERNMENT WIDE		\$785,069.00	\$476,576.33	\$273.53	\$308,492.67	60.71%
MAYOR AND COUNCIL						
Active	R 101-41100-36250 REFUNDS AN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41100-100 WAGES/SALARI	\$13,000.00	\$8,795.00	\$2,640.00	\$4,205.00	67.65%
Active	E 101-41100-121 SOCIAL SECURI	\$750.00	\$545.29	\$163.68	\$204.71	72.71%
Active	E 101-41100-122 MEDICARE	\$150.00	\$127.52	\$38.28	\$22.48	85.01%
Active	E 101-41100-150 WORKERS COM	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-41100-200 OFFICE SUPPLIE	\$0.00	\$262.47	\$0.00	(\$262.47)	0.00%
Active	E 101-41100-210 OPERATING EXP	\$200.00	\$1,537.54	\$0.00	(\$1,337.54)	768.77%
Active	E 101-41100-308 SCHOOLING	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-41100-311 PERMITS/MEMB	\$0.00	\$30.00	\$0.00	(\$30.00)	0.00%
In-Active	E 101-41100-330 MILEAGE EXPEN	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
Active	E 101-41100-360 INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41100-430 MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41100-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41100-501 CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure		\$14,850.00	\$11,297.82	\$2,841.96	\$3,552.18	76.08%
Total MAYOR AND COUNCIL		(\$14,850.00)	(\$11,297.82)	(\$2,841.96)	(\$3,552.18)	76.08%
CITY HALL						
Active	R 101-41400-33160 OTHER-FEDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-41400-36220 RENTS	\$2,250.00	\$3,100.00	\$250.00	(\$850.00)	137.78%
Active	R 101-41400-36230 CONTRIBUTIO	\$2,000.00	\$105.00	\$0.00	\$1,895.00	5.25%
Active	R 101-41400-36250 REFUNDS AN	\$3,000.00	\$27,314.48	\$35.00	(\$24,314.48)	910.48%
Active	R 101-41400-39110 SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue		\$7,250.00	\$30,519.48	\$285.00	(\$23,269.48)	420.96%
Active	E 101-41400-100 WAGES/SALARI	\$96,500.00	\$79,208.91	\$8,286.81	\$17,291.09	82.08%
Active	E 101-41400-101 WAGES/SALARI	\$5,000.00	\$2,420.20	\$723.60	\$2,579.80	48.40%
Active	E 101-41400-120 PERA	\$7,250.00	\$5,632.03	\$621.52	\$1,617.97	77.68%
Active	E 101-41400-121 SOCIAL SECURI	\$6,000.00	\$5,309.36	\$558.63	\$690.64	88.49%
Active	E 101-41400-122 MEDICARE	\$1,400.00	\$1,241.72	\$130.64	\$158.28	88.69%

Current Period: SEPTEMBER 2022

		2022 YTD Budget	2022 YTD Amt	SEPTEMBER MTD Amt	2022 YTD Balance	% of Budget
Active	E 101-41400-130 HEALTH INSURA	\$19,000.00	\$4,000.00	\$0.00	\$15,000.00	21.05%
Active	E 101-41400-131 LIFE INSURANC	\$240.00	\$88.60	\$6.80	\$151.40	36.92%
Active	E 101-41400-150 WORKERS COM	\$805.00	\$18.72	\$18.72	\$786.28	2.33%
Active	E 101-41400-200 OFFICE SUPPLIE	\$1,000.00	\$1,818.23	\$270.78	(\$818.23)	181.82%
Active	E 101-41400-201 ORDINANCE EX	\$2,000.00	\$169.98	\$169.98	\$1,830.02	8.50%
Active	E 101-41400-210 OPERATING EXP	\$3,000.00	\$8,140.57	\$205.25	(\$5,140.57)	271.35%
Active	E 101-41400-220 REPAIRS & MAIN	\$2,500.00	\$2,537.53	\$195.37	(\$37.53)	101.50%
Active	E 101-41400-221 CITY HALL CLEA	\$1,500.00	\$432.32	\$199.84	\$1,067.68	28.82%
Active	E 101-41400-230 VEHICLE OPERA	\$0.00	\$19.25	\$0.00	(\$19.25)	0.00%
Active	E 101-41400-300 PROFESSIONAL	\$5,000.00	\$21,539.40	\$61.36	(\$16,539.40)	430.79%
Active	E 101-41400-301 AUDITING SERVI	\$21,000.00	\$614.10	\$0.00	\$20,385.90	2.92%
Active	E 101-41400-303 ENGINEERING F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41400-304 LEGAL FEES	\$5,000.00	\$6,835.33	\$0.00	(\$1,835.33)	136.71%
Active	E 101-41400-307 CONTRACT FEE	\$3,000.00	\$1,524.77	\$0.00	\$1,475.23	50.83%
Active	E 101-41400-308 SCHOOLING	\$1,000.00	\$1,583.80	\$180.73	(\$583.80)	158.38%
Active	E 101-41400-309 COMPUTER EXP	\$2,000.00	\$6,915.57	\$154.52	(\$4,915.57)	345.78%
Active	E 101-41400-311 PERMITS/MEMB	\$1,750.00	\$4,371.96	\$2,471.22	(\$2,621.96)	249.83%
Active	E 101-41400-316 CREDIT/DEBIT S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41400-320 TELEPHONE	\$1,300.00	\$1,466.69	\$90.55	(\$166.69)	112.82%
Active	E 101-41400-330 MILEAGE EXPEN	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-41400-331 MOTEL EXPENS	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-41400-340 ADVERTISING	\$1,500.00	\$420.00	\$40.00	\$1,080.00	28.00%
Active	E 101-41400-360 INSURANCE	\$10,500.00	\$0.00	\$0.00	\$10,500.00	0.00%
Active	E 101-41400-380 UTILITIES/ELECT	\$0.00	\$274.26	\$56.38	(\$274.26)	0.00%
Active	E 101-41400-383 UTILITIES/HEAT	\$0.00	\$1,108.76	\$10.58	(\$1,108.76)	0.00%
Active	E 101-41400-384 UTILITES/GARB	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 101-41400-417 UNIFORM ALLO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41400-430 MISCELLANEOU	\$1,000.00	\$1,261.87	\$681.89	(\$261.87)	126.19%
Active	E 101-41400-461 REGIONAL DEVE	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-41400-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41400-501 CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure		\$202,245.00	\$158,953.93	\$15,135.17	\$43,291.07	78.59%
Total CITY HALL		(\$194,995.00)	(\$128,434.45)	(\$14,850.17)	(\$66,560.55)	65.87%
ELECTIONS						
Active	R 101-41410-33620 OTHER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41410-110 OTHER PAY	\$1,500.00	\$322.50	\$0.00	\$1,177.50	21.50%
Active	E 101-41410-210 OPERATING EXP	\$1,200.00	\$30.00	\$0.00	\$1,170.00	2.50%
Active	E 101-41410-330 MILEAGE EXPEN	\$300.00	\$66.95	\$0.00	\$233.05	22.32%
Active	E 101-41410-340 ADVERTISING	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
Expenditure		\$3,200.00	\$419.45	\$0.00	\$2,780.55	13.11%
Total ELECTIONS		(\$3,200.00)	(\$419.45)	\$0.00	(\$2,780.55)	13.11%
POLICE						
Active	R 101-42100-32240 ANIMAL LICEN	\$300.00	\$190.00	\$70.00	\$110.00	63.33%
Active	R 101-42100-32260 GOLF CART O	\$300.00	\$380.00	\$0.00	(\$80.00)	126.67%
Active	R 101-42100-33610 POLICE STAT	\$18,600.00	\$17,528.76	\$17,528.76	\$1,071.24	94.24%
Active	R 101-42100-34210 POLICE SERVI	\$100.00	\$25.00	\$0.00	\$75.00	25.00%
Active	R 101-42100-34261 POLICE TRAIN	\$8,000.00	\$5,074.09	\$0.00	\$2,925.91	63.43%
Active	R 101-42100-35100 POLICE FINES	\$4,000.00	\$5,477.16	\$0.00	(\$1,477.16)	136.93%
Active	R 101-42100-36200 MISCELLANE	\$0.00	\$2,125.00	\$0.00	(\$2,125.00)	0.00%
Active	R 101-42100-36230 CONTRIBUTIO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42100-36250 REFUNDS AN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42100-39110 SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue		\$31,300.00	\$30,800.01	\$17,598.76	\$499.99	98.40%
Active	E 101-42100-100 WAGES/SALARI	\$120,000.00	\$77,713.35	\$3,347.38	\$42,286.65	64.76%
Active	E 101-42100-101 WAGES/SALARI	\$42,000.00	\$49,147.33	\$5,643.94	(\$7,147.33)	117.02%
Active	E 101-42100-120 PERA	\$18,000.00	\$15,123.57	\$1,006.34	\$2,876.43	84.02%
Active	E 101-42100-121 SOCIAL SECURI	\$10,000.00	\$3,047.56	\$349.92	\$6,952.44	30.48%

Current Period: SEPTEMBER 2022

		2022 YTD Budget	2022 YTD Amt	SEPTEMBER MTD Amt	2022 YTD Balance	% of Budget
Active	E 101-42100-122 MEDICARE	\$2,500.00	\$1,839.48	\$130.37	\$660.52	73.58%
Active	E 101-42100-130 HEALTH INSURA	\$20,000.00	\$5,678.33	\$0.00	\$14,321.67	28.39%
Active	E 101-42100-131 LIFE INSURANC	\$50.00	\$51.20	(\$6.90)	(\$1.20)	102.40%
Active	E 101-42100-150 WORKERS COM	\$13,400.00	\$230.88	\$230.88	\$13,169.12	1.72%
Active	E 101-42100-200 OFFICE SUPPLIE	\$500.00	\$363.96	\$0.00	\$136.04	72.79%
Active	E 101-42100-210 OPERATING EXP	\$5,000.00	\$2,292.39	\$29.29	\$2,707.61	45.85%
Active	E 101-42100-220 REPAIRS & MAIN	\$425.00	\$450.15	\$315.15	(\$25.15)	105.92%
Active	E 101-42100-230 VEHICLE OPERA	\$3,000.00	\$3,252.68	\$325.86	(\$252.68)	108.42%
Active	E 101-42100-231 VEHICLE MAINT	\$5,000.00	\$2,695.74	\$0.00	\$2,304.26	53.91%
Active	E 101-42100-240 SMALL TOOLS A	\$300.00	\$23.98	\$23.98	\$276.02	7.99%
Active	E 101-42100-300 PROFESSIONAL	\$3,750.00	\$3,750.00	\$0.00	\$0.00	100.00%
Active	E 101-42100-301 AUDITING SERVI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-304 LEGAL FEES	\$8,010.00	\$4,005.00	\$0.00	\$4,005.00	50.00%
Active	E 101-42100-305 MEDICAL FEES	\$500.00	\$593.00	\$0.00	(\$93.00)	118.60%
Active	E 101-42100-306 ANIMAL EXPENS	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-42100-307 CONTRACT FEE	\$790.00	\$876.57	\$0.00	(\$86.57)	110.96%
Active	E 101-42100-308 SCHOOLING	\$7,000.00	\$7,894.50	\$0.00	(\$894.50)	112.78%
Active	E 101-42100-309 COMPUTER EXP	\$4,000.00	\$4,442.69	\$86.52	(\$442.69)	111.07%
Active	E 101-42100-311 PERMITS/MEMB	\$805.00	\$300.00	\$0.00	\$505.00	37.27%
Active	E 101-42100-313 SHARED RECOR	\$8,000.00	\$5,580.72	\$0.00	\$2,419.28	69.76%
Active	E 101-42100-320 TELEPHONE	\$1,500.00	\$1,458.06	\$112.13	\$41.94	97.20%
Active	E 101-42100-340 ADVERTISING	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-42100-360 INSURANCE	\$8,900.00	\$0.00	\$0.00	\$8,900.00	0.00%
Active	E 101-42100-380 UTILITIES/ELECT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-383 UTILITIES/HEAT	\$1,000.00	\$1,108.76	\$10.58	(\$108.76)	110.88%
Active	E 101-42100-417 UNIFORM ALLO	\$3,000.00	\$3,215.95	\$159.97	(\$215.95)	107.20%
Active	E 101-42100-430 MISCELLANEOU	\$1,000.00	\$105.15	\$105.15	\$894.85	10.52%
Active	E 101-42100-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-501 CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure		\$289,030.00	\$195,241.00	\$11,870.56	\$93,789.00	67.55%
Total POLICE		(\$257,730.00)	(\$164,440.99)	\$5,728.20	(\$93,289.01)	63.80%
AMBULANCE						
Active	R 101-42153-33720 OTHER COUN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42153-34250 AMBULANCE	\$150,000.00	\$47,298.23	\$1,749.16	\$102,701.77	31.53%
Active	R 101-42153-34260 AMB/FIRE SC	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	R 101-42153-36200 MISCELLANE	\$0.00	\$130.00	\$130.00	(\$130.00)	0.00%
Active	R 101-42153-36210 INTEREST ON	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42153-36230 CONTRIBUTIO	\$0.00	\$3,700.00	\$0.00	(\$3,700.00)	0.00%
Active	R 101-42153-36250 REFUNDS AN	\$0.00	\$205.21	\$26.51	(\$205.21)	0.00%
Active	R 101-42153-39110 SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue		\$153,000.00	\$51,333.44	\$1,905.67	\$101,666.56	33.55%
Active	E 101-42153-110 OTHER PAY	\$72,000.00	\$48,591.84	\$5,745.70	\$23,408.16	67.49%
Active	E 101-42153-120 PERA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42153-121 SOCIAL SECURI	\$3,800.00	\$3,004.59	\$356.24	\$795.41	79.07%
Active	E 101-42153-122 MEDICARE	\$900.00	\$702.64	\$83.30	\$197.36	78.07%
Active	E 101-42153-150 WORKERS COM	\$4,825.00	\$62.40	\$62.40	\$4,762.60	1.29%
Active	E 101-42153-200 OFFICE SUPPLIE	\$200.00	\$38.41	\$2.42	\$161.59	19.21%
Active	E 101-42153-210 OPERATING EXP	\$1,500.00	\$4,680.44	\$587.00	(\$3,180.44)	312.03%
Active	E 101-42153-212 MEDICAL SUPPL	\$12,000.00	\$9,796.80	\$1,376.15	\$2,203.20	81.64%
Active	E 101-42153-220 REPAIRS & MAIN	\$2,000.00	\$5,014.50	\$0.00	(\$3,014.50)	250.73%
Active	E 101-42153-230 VEHICLE OPERA	\$3,000.00	\$2,709.11	\$429.68	\$290.89	90.30%
Active	E 101-42153-231 VEHICLE MAINT	\$2,500.00	\$2,684.03	\$2,535.39	(\$184.03)	107.36%
Active	E 101-42153-300 PROFESSIONAL	\$7,500.00	\$4,961.00	\$464.00	\$2,539.00	66.15%
Active	E 101-42153-301 AUDITING SERVI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42153-304 LEGAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42153-307 CONTRACT FEE	\$3,500.00	\$0.00	\$0.00	\$3,500.00	0.00%
Active	E 101-42153-308 SCHOOLING	\$4,000.00	\$1,943.98	\$50.00	\$2,056.02	48.60%
Active	E 101-42153-309 COMPUTER EXP	\$500.00	\$1,542.86	\$25.75	(\$1,042.86)	308.57%

Current Period: SEPTEMBER 2022

		2022 YTD Budget	2022 YTD Amt	SEPTEMBER MTD Amt	2022 YTD Balance	% of Budget
Active	E 101-42153-311 PERMITS/MEMB	\$500.00	\$352.13	\$0.00	\$147.87	70.43%
Active	E 101-42153-316 CREDIT/DEBIT S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42153-320 TELEPHONE	\$0.00	\$574.50	\$50.10	(\$574.50)	0.00%
Active	E 101-42153-330 MILEAGE EXPEN	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 101-42153-331 MOTEL EXPENS	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 101-42153-340 ADVERTISING	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 101-42153-360 INSURANCE	\$950.00	\$391.75	\$0.00	\$558.25	41.24%
Active	E 101-42153-380 UTILITIES/ELECT	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-42153-383 UTILITIES/HEAT	\$1,200.00	\$1,108.76	\$10.58	\$91.24	92.40%
Active	E 101-42153-417 UNIFORM ALLO	\$1,500.00	\$497.90	\$0.00	\$1,002.10	33.19%
Active	E 101-42153-430 MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42153-441 BAD DEBT EXPE	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 101-42153-442 INSURANCE WRI	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.00%
Active	E 101-42153-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42153-501 CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure		<u>\$179,625.00</u>	<u>\$88,657.64</u>	<u>\$11,778.71</u>	<u>\$90,967.36</u>	<u>49.36%</u>
Total AMBULANCE		(\$26,625.00)	(\$37,324.20)	(\$9,873.04)	\$10,699.20	140.18%
FIRE						
Active	R 101-42200-31020 PROPERTY TA	\$0.00	\$207.29	\$0.00	(\$207.29)	0.00%
Active	R 101-42200-33150 FEDERAL GRA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42200-33600 FIRE STATE AI	\$23,000.00	\$24,921.66	\$24,921.66	(\$1,921.66)	108.36%
Active	R 101-42200-34251 FIRESERVICE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	R 101-42200-34260 AMB/FIRE SC	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
Active	R 101-42200-36210 INTEREST ON	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42200-36230 CONTRIBUTIO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42200-36250 REFUNDS AN	\$0.00	\$314.99	\$0.00	(\$314.99)	0.00%
Active	R 101-42200-39110 SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue		<u>\$26,500.00</u>	<u>\$25,443.94</u>	<u>\$24,921.66</u>	<u>\$1,056.06</u>	<u>96.01%</u>
Active	E 101-42200-124 PENSION PAYM	\$24,000.00	\$0.00	\$0.00	\$24,000.00	0.00%
Active	E 101-42200-150 WORKERS COM	\$3,740.00	\$37.44	\$37.44	\$3,702.56	1.00%
Active	E 101-42200-200 OFFICE SUPPLIE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42200-210 OPERATING EXP	\$3,000.00	\$2,640.26	\$28.49	\$359.74	88.01%
Active	E 101-42200-220 REPAIRS & MAIN	\$1,000.00	\$3,040.52	\$253.18	(\$2,040.52)	304.05%
Active	E 101-42200-230 VEHICLE OPERA	\$1,200.00	\$1,733.27	\$241.84	(\$533.27)	144.44%
Active	E 101-42200-231 VEHICLE MAINT	\$2,500.00	\$3,307.83	\$0.00	(\$807.83)	132.31%
Active	E 101-42200-300 PROFESSIONAL	\$250.00	\$250.00	\$0.00	\$0.00	100.00%
Active	E 101-42200-301 AUDITING SERVI	\$0.00	\$1,595.00	\$0.00	(\$1,595.00)	0.00%
Active	E 101-42200-305 MEDICAL FEES	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-42200-307 CONTRACT FEE	\$1,400.00	\$654.75	\$0.00	\$745.25	46.77%
Active	E 101-42200-308 SCHOOLING	\$2,500.00	\$300.00	\$0.00	\$2,200.00	12.00%
Active	E 101-42200-309 COMPUTER EXP	\$500.00	\$734.51	\$12.87	(\$234.51)	146.90%
Active	E 101-42200-320 TELEPHONE	\$0.00	\$189.54	\$7.55	(\$189.54)	0.00%
Active	E 101-42200-330 MILEAGE EXPEN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42200-340 ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42200-360 INSURANCE	\$2,250.00	\$0.00	\$0.00	\$2,250.00	0.00%
Active	E 101-42200-380 UTILITIES/ELECT	\$0.00	\$101.75	\$0.00	(\$101.75)	0.00%
Active	E 101-42200-383 UTILITIES/HEAT	\$1,500.00	\$1,526.93	\$25.05	(\$26.93)	101.80%
Active	E 101-42200-417 UNIFORM ALLO	\$5,000.00	\$1,381.12	\$0.00	\$3,618.88	27.62%
Active	E 101-42200-430 MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42200-441 BAD DEBT EXPE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42200-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42200-501 CAPITAL - UNDE	\$0.00	\$3,132.60	\$0.00	(\$3,132.60)	0.00%
Expenditure		<u>\$49,340.00</u>	<u>\$20,625.52</u>	<u>\$606.42</u>	<u>\$28,714.48</u>	<u>41.80%</u>
Total FIRE		(\$22,840.00)	\$4,818.42	\$24,315.24	(\$27,658.42)	-21.10%
BLDG INSPECTION						
Active	R 101-42400-32200 BUILDING PER	\$12,000.00	\$12,202.27	\$357.00	(\$202.27)	101.69%
Active	R 101-42400-32210 RENTAL HOU	\$1,500.00	\$545.00	\$0.00	\$955.00	36.33%
Active	R 101-42400-36250 REFUNDS AN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Current Period: SEPTEMBER 2022

		2022 YTD Budget	2022 YTD Amt	SEPTEMBER MTD Amt	2022 YTD Balance	% of Budget
Revenue		\$13,500.00	\$12,747.27	\$357.00	\$752.73	94.42%
Active	E 101-42400-210 OPERATING EXP	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-42400-300 PROFESSIONAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-301 AUDITING SERVI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-302 BLDG PERMIT S	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-42400-303 ENGINEERING F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-304 LEGAL FEES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-42400-307 CONTRACT FEE	\$10,000.00	\$9,768.77	\$0.00	\$231.23	97.69%
Active	E 101-42400-308 SCHOOLING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-316 CREDIT/DEBIT S	\$0.00	\$204.64	\$0.00	(\$204.64)	0.00%
Active	E 101-42400-330 MILEAGE EXPEN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-340 ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-360 INSURANCE	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-42400-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-501 CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure		\$12,100.00	\$9,973.41	\$0.00	\$2,126.59	82.42%
Total BLDG INSPECTION		\$1,400.00	\$2,773.86	\$357.00	(\$1,373.86)	198.13%
CIVIL DEFENSE						
Active	E 101-42500-210 OPERATING EXP	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-42500-340 ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42500-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42500-501 CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure		\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Total CIVIL DEFENSE		(\$500.00)	\$0.00	\$0.00	(\$500.00)	0.00%
STREETS						
Active	R 101-43100-32220 RIGHT-OF-WA	\$200.00	\$100.00	\$0.00	\$100.00	50.00%
Active	R 101-43100-34300 STREET CHAR	\$0.00	(\$39.18)	\$0.00	\$39.18	0.00%
Active	R 101-43100-34430 REFUSE COLL	\$0.00	\$266.00	\$0.00	(\$266.00)	0.00%
Active	R 101-43100-36110 SPECIAL ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-43100-36112 SPECIAL ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-43100-36230 CONTRIBUTIO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-43100-36250 REFUNDS AN	\$92,400.00	\$735.81	\$0.00	\$91,664.19	0.80%
Active	R 101-43100-39110 SALE OF ASS	\$0.00	\$546.40	\$388.70	(\$546.40)	0.00%
Active	R 101-43100-39312 MNDOT REIM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue		\$92,600.00	\$1,609.03	\$388.70	\$90,990.97	1.74%
Active	E 101-43100-100 WAGES/SALARI	\$73,000.00	\$55,071.05	\$5,513.46	\$17,928.95	75.44%
Active	E 101-43100-101 WAGES/SALARI	\$5,000.00	\$5,748.75	\$750.00	(\$748.75)	114.98%
Active	E 101-43100-120 PERA	\$5,500.00	\$3,884.22	\$413.50	\$1,615.78	70.62%
Active	E 101-43100-121 SOCIAL SECURI	\$4,800.00	\$3,780.08	\$388.32	\$1,019.92	78.75%
Active	E 101-43100-122 MEDICARE	\$1,200.00	\$884.02	\$90.82	\$315.98	73.67%
Active	E 101-43100-130 HEALTH INSURA	\$9,900.00	\$10,305.77	\$1,119.61	(\$405.77)	104.10%
Active	E 101-43100-131 LIFE INSURANC	\$35.00	\$40.10	\$4.70	(\$5.10)	114.57%
Active	E 101-43100-140 UNEMPLOYMEN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-150 WORKERS COM	\$7,500.00	\$180.96	\$180.96	\$7,319.04	2.41%
Active	E 101-43100-200 OFFICE SUPPLIE	\$275.00	\$123.70	\$0.08	\$151.30	44.98%
Active	E 101-43100-210 OPERATING EXP	\$7,000.00	\$8,079.24	\$460.53	(\$1,079.24)	115.42%
Active	E 101-43100-211 SNOW REMOVA	\$10,000.00	\$1,061.00	\$0.00	\$8,939.00	10.61%
Active	E 101-43100-215 TREE EXPENSE	\$3,000.00	\$972.00	\$0.00	\$2,028.00	32.40%
Active	E 101-43100-216 GRAVEL/ROCK F	\$3,000.00	\$2,164.42	\$0.00	\$835.58	72.15%
Active	E 101-43100-217 SPRING CLEAN-	\$2,000.00	\$665.50	\$0.00	\$1,334.50	33.28%
Active	E 101-43100-218 CHEMICALS/SPR	\$500.00	\$696.31	\$396.31	(\$196.31)	139.26%
Active	E 101-43100-219 COUNTY DITCHE	\$1,000.00	\$482.60	\$0.00	\$517.40	48.26%
Active	E 101-43100-220 REPAIRS & MAIN	\$4,000.00	\$12,976.20	\$343.48	(\$8,976.20)	324.41%
Active	E 101-43100-230 VEHICLE OPERA	\$4,000.00	\$5,682.51	\$815.75	(\$1,682.51)	142.06%
Active	E 101-43100-231 VEHICLE MAINT	\$0.00	\$365.03	\$10.00	(\$365.03)	0.00%
Active	E 101-43100-232 LAWN MOWER E	\$1,500.00	\$2,983.72	\$270.94	(\$1,483.72)	198.91%
Active	E 101-43100-233 TRACTOR MAINT	\$3,000.00	\$773.77	\$0.00	\$2,226.23	25.79%
Active	E 101-43100-234 DUMP TRUCK M	\$3,000.00	\$430.69	\$0.00	\$2,569.31	14.36%

Current Period: SEPTEMBER 2022

		2022 YTD Budget	2022 YTD Amt	SEPTEMBER MTD Amt	2022 YTD Balance	% of Budget
Active	E 101-43100-235 PICKUP MAINT	\$3,000.00	\$358.97	\$0.00	\$2,641.03	11.97%
Active	E 101-43100-236 SNOW EQUIP M	\$3,000.00	\$1,860.51	\$0.00	\$1,139.49	62.02%
Active	E 101-43100-237 SWEEPER MAIN	\$3,000.00	\$1,200.50	\$0.00	\$1,799.50	40.02%
Active	E 101-43100-240 SMALL TOOLS A	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
Active	E 101-43100-300 PROFESSIONAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-301 AUDITING SERVI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-303 ENGINEERING F	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-43100-304 LEGAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-305 MEDICAL FEES	\$0.00	\$153.00	\$0.00	(\$153.00)	0.00%
Active	E 101-43100-307 CONTRACT FEE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-308 SCHOOLING	\$700.00	\$140.36	\$0.00	\$559.64	20.05%
Active	E 101-43100-309 COMPUTER EXP	\$500.00	\$1,600.87	\$0.00	(\$1,100.87)	320.17%
Active	E 101-43100-311 PERMITS/MEMB	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-314 REIMBURSEMEN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-320 TELEPHONE	\$2,000.00	\$1,649.43	\$135.16	\$350.57	82.47%
Active	E 101-43100-330 MILEAGE EXPEN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-331 MOTEL EXPENS	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-43100-340 ADVERTISING	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-43100-360 INSURANCE	\$6,000.00	\$100.00	\$0.00	\$5,900.00	1.67%
Active	E 101-43100-380 UTILITIES/ELECT	\$12,000.00	\$1,045.48	\$3.29	\$10,954.52	8.71%
Active	E 101-43100-383 UTILITIES/HEAT	\$1,500.00	\$2,865.27	\$45.74	(\$1,365.27)	191.02%
Active	E 101-43100-384 UTILITES/GARB	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-390 STREET LIGHTIN	\$13,000.00	\$11,619.36	\$1,322.63	\$1,380.64	89.38%
Active	E 101-43100-417 UNIFORM ALLO	\$500.00	\$634.78	\$0.00	(\$134.78)	126.96%
Active	E 101-43100-430 MISCELLANEOU	\$0.00	\$218.39	\$218.39	(\$218.39)	0.00%
Active	E 101-43100-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-501 CAPITAL - UNDE	\$0.00	\$6,950.00	\$0.00	(\$6,950.00)	0.00%
Expenditure		\$196,310.00	\$147,748.56	\$12,483.67	\$48,561.44	75.26%
Total STREETS		(\$103,710.00)	(\$146,139.53)	(\$12,094.97)	\$42,429.53	140.91%
SANITATION						
Active	R 101-43200-34430 REFUSE COLL	\$0.00	\$900.00	\$42.00	(\$900.00)	0.00%
Revenue		\$0.00	\$900.00	\$42.00	(\$900.00)	0.00%
Active	E 101-43200-210 OPERATING EXP	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43200-240 SMALL TOOLS A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43200-300 PROFESSIONAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43200-310 RECYCLE CONT	\$43,000.00	\$25,708.20	\$3,441.48	\$17,291.80	59.79%
Active	E 101-43200-340 ADVERTISING	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Expenditure		\$43,100.00	\$25,708.20	\$3,441.48	\$17,391.80	59.65%
Total SANITATION		(\$43,100.00)	(\$24,808.20)	(\$3,399.48)	(\$18,291.80)	57.56%
NURSING HOME						
Active	R 101-44170-36250 REFUNDS AN	\$0.00	\$66,959.07	\$7,939.11	(\$66,959.07)	0.00%
Revenue		\$0.00	\$66,959.07	\$7,939.11	(\$66,959.07)	0.00%
Active	E 101-44170-305 MEDICAL FEES	\$68,312.00	\$71,451.99	\$0.00	(\$3,139.99)	104.60%
Expenditure		\$68,312.00	\$71,451.99	\$0.00	(\$3,139.99)	104.60%
Total NURSING HOME		(\$68,312.00)	(\$4,492.92)	\$7,939.11	(\$63,819.08)	6.58%
RECREATION-LEGION FIELD						
Active	R 101-45100-31030 PROPERTY TA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-45100-34790 RECREATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-45100-36220 RENTS	\$0.00	\$250.00	\$0.00	(\$250.00)	0.00%
Active	R 101-45100-36230 CONTRIBUTIO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-45100-36250 REFUNDS AN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue		\$0.00	\$250.00	\$0.00	(\$250.00)	0.00%
Active	E 101-45100-210 OPERATING EXP	\$1,000.00	\$780.44	\$0.00	\$219.56	78.04%
Active	E 101-45100-215 TREE EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45100-216 GRAVEL/ROCK F	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	E 101-45100-218 CHEMICALS/SPR	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-45100-220 REPAIRS & MAIN	\$1,500.00	\$2,523.33	\$21.08	(\$1,023.33)	168.22%

10/21/22 8:26 AM

Page 7

Current Period: SEPTEMBER 2022

		2022	2022	SEPTEMBER	2022	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 101-45100-230 VEHICLE OPERA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45100-231 VEHICLE MAINT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45100-300 PROFESSIONAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45100-301 AUDITING SERVI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45100-303 ENGINEERING F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45100-340 ADVERTISING	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-45100-360 INSURANCE	\$4,700.00	\$0.00	\$0.00	\$4,700.00	0.00%
Active	E 101-45100-380 UTILITIES/ELECT	\$0.00	\$612.58	\$32.91	(\$612.58)	0.00%
Active	E 101-45100-384 UTITLITES/GARB	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45100-437 L.F. PUMP - EXP	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-45100-438 BB ASSN IMPRO	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 101-45100-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45100-501 CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure		\$15,800.00	\$3,916.35	\$53.99	\$11,883.65	24.79%
Total RECREATION-LEGION FIELD		(\$15,800.00)	(\$3,666.35)	(\$53.99)	(\$12,133.65)	23.20%
SKATING RINK						
Active	E 101-45150-210 OPERATING EXP	\$0.00	\$219.98	\$0.00	(\$219.98)	0.00%
Active	E 101-45150-340 ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45150-380 UTILITIES/ELECT	\$150.00	\$19.58	\$0.00	\$130.42	13.05%
Expenditure		\$150.00	\$239.56	\$0.00	(\$89.56)	159.71%
Total SKATING RINK		(\$150.00)	(\$239.56)	\$0.00	\$89.56	159.71%
PARKS-ST. OLAF PARK						
Active	R 101-45200-34780 PARK FEES-S	\$0.00	\$2,286.99	\$0.00	(\$2,286.99)	0.00%
Active	R 101-45200-34785 ST. OLAF LAK	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-45200-36210 INTEREST ON	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-45200-36230 CONTRIBUTIO	\$0.00	\$140.00	\$50.00	(\$140.00)	0.00%
Active	R 101-45200-36250 REFUNDS AN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-45200-39110 SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue		\$0.00	\$2,426.99	\$50.00	(\$2,426.99)	0.00%
Active	E 101-45200-101 WAGES/SALARI	\$8,000.00	\$1,848.00	\$0.00	\$6,152.00	23.10%
Active	E 101-45200-121 SOCIAL SECURI	\$500.00	\$114.58	\$0.00	\$385.42	22.92%
Active	E 101-45200-122 MEDICARE	\$120.00	\$26.80	\$0.00	\$93.20	22.33%
Active	E 101-45200-150 WORKERS COM	\$1,000.00	\$24.96	\$24.96	\$975.04	2.50%
Active	E 101-45200-210 OPERATING EXP	\$1,500.00	\$2,419.43	\$58.72	(\$919.43)	161.30%
Active	E 101-45200-213 LIFEGUARD SUP	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-45200-214 CONCESSION S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-215 TREE EXPENSE	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-45200-218 CHEMICALS/SPR	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-45200-220 REPAIRS & MAIN	\$500.00	\$6,809.89	\$14.58	(\$6,309.89)	1361.98%
Active	E 101-45200-300 PROFESSIONAL	\$0.00	\$274.00	\$0.00	(\$274.00)	0.00%
Active	E 101-45200-301 AUDITING SERVI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-307 CONTRACT FEE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-308 SCHOOLING	\$1,500.00	\$590.00	\$0.00	\$910.00	39.33%
Active	E 101-45200-311 PERMITS/MEMB	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 101-45200-316 CREDIT/DEBIT S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-320 TELEPHONE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-330 MILEAGE EXPEN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-340 ADVERTISING	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-45200-360 INSURANCE	\$3,400.00	\$0.00	\$0.00	\$3,400.00	0.00%
Active	E 101-45200-380 UTILITIES/ELECT	\$1,250.00	\$2,555.31	\$476.40	(\$1,305.31)	204.42%
Active	E 101-45200-384 UTITLITES/GARB	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
Active	E 101-45200-430 MISCELLANEOU	\$0.00	\$385.00	\$0.00	(\$385.00)	0.00%
Active	E 101-45200-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-501 CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure		\$20,020.00	\$15,047.97	\$574.66	\$4,972.03	75.16%
Total PARKS-ST. OLAF PARK		(\$20,020.00)	(\$12,620.98)	(\$524.66)	(\$7,399.02)	63.04%

SUMMER RECREATION

Current Period: SEPTEMBER 2022

		2022 YTD Budget	2022 YTD Amt	SEPTEMBER MTD Amt	2022 YTD Balance	% of Budget
Active	R 101-45300-34790 RECREATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45300-316 CREDIT/DEBIT S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45300-430 MISCELLANEOU	\$0.00	\$70.00	\$0.00	(\$70.00)	0.00%
Active	E 101-45300-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure		\$0.00	\$70.00	\$0.00	(\$70.00)	0.00%
Total SUMMER RECREATION		\$0.00	(\$70.00)	\$0.00	\$70.00	0.00%
SENIOR CITIZENS BUS						
Active	E 101-45400-430 MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total SENIOR CITIZENS BUS		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIBRARY						
Active	R 101-45500-36250 REFUNDS AN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-45500-39110 SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45500-101 WAGES/SALARI	\$1,000.00	\$679.80	\$356.40	\$320.20	67.98%
Active	E 101-45500-121 SOCIAL SECURI	\$62.00	\$42.15	\$22.10	\$19.85	67.98%
Active	E 101-45500-122 MEDICARE	\$0.00	\$9.86	\$5.17	(\$9.86)	0.00%
Active	E 101-45500-210 OPERATING EXP	\$500.00	\$36.92	\$14.24	\$463.08	7.38%
Active	E 101-45500-220 REPAIRS & MAIN	\$4,000.00	\$89.13	\$21.16	\$3,910.87	2.23%
Active	E 101-45500-300 PROFESSIONAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45500-301 AUDITING SERVI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45500-320 TELEPHONE	\$600.00	\$267.47	\$0.00	\$332.53	44.58%
Active	E 101-45500-360 INSURANCE	\$3,400.00	\$0.00	\$0.00	\$3,400.00	0.00%
Active	E 101-45500-380 UTILITIES/ELECT	\$3,000.00	\$2,601.18	\$0.00	\$398.82	86.71%
Active	E 101-45500-383 UTILITIES/HEAT	\$1,200.00	\$1,098.24	\$8.45	\$101.76	91.52%
Active	E 101-45500-430 MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45500-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45500-501 CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure		\$13,762.00	\$4,824.75	\$427.52	\$8,937.25	35.06%
Total LIBRARY		(\$13,762.00)	(\$4,824.75)	(\$427.52)	(\$8,937.25)	35.06%
ECONOMIC DEVELOPMENT						
Active	E 101-46500-330 MILEAGE EXPEN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-46500-430 MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-46500-720 TRANSFERS OU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total ECONOMIC DEVELOPMENT		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
HISTORIC PRESERVATION						
Active	E 101-46600-000 CONTRIBUTION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-46600-300 PROFESSIONAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-46600-303 ENGINEERING F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-46600-386 UTILITIES/SOFT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-46600-720 TRANSFERS OU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total HISTORIC PRESERVATION		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEBT SERVICE						
Active	E 101-47000-600 PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-47000-610 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total DEBT SERVICE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
UNALLOCATED						
Active	E 101-49200-430 MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total UNALLOCATED		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
OPERATING TRANSFERS OUT						
Active	E 101-49310-720 TRANSFERS OU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure		\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Current Period: SEPTEMBER 2022

	2022 YTD Budget	2022 YTD Amt	SEPTEMBER MTD Amt	2022 YTD Balance	% of Budget
Total OPERATING TRANSFERS OUT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total GENERAL FUND	\$875.00	(\$54,610.59)	(\$5,452.71)	\$55,485.59	-6241.21%

Current Period: SEPTEMBER 2022

		2022 YTD Budget	2022 YTD Amt	SEPTEMBER MTD Amt	2022 YTD Balance	% of Budget
WATER UTILITY FUND						
	Revenues	\$0.00	\$190,762.11	\$21,896.47	-\$190,762.11	0.00%
	Expenditures	\$89,950.00	\$83,921.63	\$6,551.06	\$6,028.37	93.30%
	Gain/(Loss)	(\$89,950.00)	\$106,840.48	\$15,345.41	(\$196,790.48)	-118.78%
GOVERNMENT WIDE						
Active	R 601-00000-33439 PERA PENSIO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total GOVERNMENT WIDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
WATER UTILITIES						
Active	R 601-49400-31000 GENERAL PR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-49400-36110 SPECIAL ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-49400-36200 MISCELLANE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-49400-36210 INTEREST ON	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-49400-36250 REFUNDS AN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-49400-37100 WATER SALE	\$0.00	\$190,762.11	\$21,896.47	(\$190,762.11)	0.00%
Active	R 601-49400-39110 SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-49400-39200 OPERATING T	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-49400-39999 CONTRIBUTIO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Revenue	\$0.00	\$190,762.11	\$21,896.47	(\$190,762.11)	0.00%
Active	E 601-49400-100 WAGES/SALARI	\$29,500.00	\$21,276.46	\$2,031.92	\$8,223.54	72.12%
Active	E 601-49400-120 PERA	\$2,000.00	\$1,463.86	\$152.40	\$536.14	73.19%
Active	E 601-49400-121 SOCIAL SECURI	\$1,900.00	\$1,319.30	\$126.00	\$580.70	69.44%
Active	E 601-49400-122 MEDICARE	\$430.00	\$308.58	\$29.48	\$121.42	71.76%
Active	E 601-49400-129 PERA CHANGE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-130 HEALTH INSURA	\$2,100.00	\$0.00	\$0.00	\$2,100.00	0.00%
Active	E 601-49400-131 LIFE INSURANC	\$20.00	\$0.00	\$0.00	\$20.00	0.00%
Active	E 601-49400-140 UNEMPLOYMEN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-150 WORKERS COM	\$750.00	\$31.20	\$31.20	\$718.80	4.16%
Active	E 601-49400-200 OFFICE SUPPLIE	\$9,000.00	\$18.68	\$18.68	\$8,981.32	0.21%
Active	E 601-49400-210 OPERATING EXP	\$0.00	\$3,388.93	\$181.38	(\$3,388.93)	0.00%
Active	E 601-49400-218 CHEMICALS/SPR	\$0.00	\$3,690.53	\$10.00	(\$3,690.53)	0.00%
Active	E 601-49400-220 REPAIRS & MAIN	\$0.00	\$6,717.05	\$290.29	(\$6,717.05)	0.00%
Active	E 601-49400-222 WATER METERS	\$3,000.00	\$62.63	\$0.00	\$2,937.37	2.09%
Active	E 601-49400-230 VEHICLE OPERA	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
Active	E 601-49400-231 VEHICLE MAINT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-233 TRACTOR MAINT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-235 PICKUP MAINT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-238 GENERATOR EX	\$750.00	\$694.60	\$175.00	\$55.40	92.61%
Active	E 601-49400-240 SMALL TOOLS A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-300 PROFESSIONAL	\$0.00	\$4,743.75	\$1,000.00	(\$4,743.75)	0.00%
Active	E 601-49400-301 AUDITING SERVI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-303 ENGINEERING F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-304 LEGAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-307 CONTRACT FEE	\$0.00	\$13,773.06	\$1,530.34	(\$13,773.06)	0.00%
Active	E 601-49400-308 SCHOOLING	\$250.00	\$150.00	\$0.00	\$100.00	60.00%
Active	E 601-49400-309 COMPUTER EXP	\$0.00	\$420.00	\$0.00	(\$420.00)	0.00%
Active	E 601-49400-311 PERMITS/MEMB	\$0.00	\$677.89	\$0.00	(\$677.89)	0.00%
Active	E 601-49400-316 CREDIT/DEBIT S	\$1,200.00	\$1,237.98	\$165.27	(\$37.98)	103.17%
Active	E 601-49400-320 TELEPHONE	\$1,000.00	\$682.16	\$23.85	\$317.84	68.22%
Active	E 601-49400-330 MILEAGE EXPEN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-331 MOTEL EXPENS	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 601-49400-340 ADVERTISING	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 601-49400-360 INSURANCE	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 601-49400-380 UTILITIES/ELECT	\$30,000.00	\$20,958.33	\$647.25	\$9,041.67	69.86%
Active	E 601-49400-383 UTILITIES/HEAT	\$3,500.00	\$2,022.74	\$30.42	\$1,477.26	57.79%
Active	E 601-49400-417 UNIFORM ALLO	\$250.00	\$107.58	\$107.58	\$142.42	43.03%
Active	E 601-49400-420 DEPRECIATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Current Period: SEPTEMBER 2022

		2022	2022	SEPTEMBER	2022	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 601-49400-430 MISCELLANEOU	\$250.00	\$176.32	\$0.00	\$73.68	70.53%
Active	E 601-49400-440 HWY 30/WATER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-441 BAD DEBT EXPE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-500 CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-501 CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-600 PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-610 INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-620 FISCAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-999 CONTRIBUTED C	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure		<u>\$89,950.00</u>	<u>\$83,921.63</u>	<u>\$6,551.06</u>	<u>\$6,028.37</u>	<u>93.30%</u>
Total WATER UTILITIES		<u>(\$89,950.00)</u>	<u>\$106,840.48</u>	<u>\$15,345.41</u>	<u>(\$196,790.48)</u>	<u>-118.78%</u>
Total WATER UTILITY FUND		<u>(\$89,950.00)</u>	<u>\$106,840.48</u>	<u>\$15,345.41</u>	<u>(\$196,790.48)</u>	<u>-118.78%</u>

Current Period: SEPTEMBER 2022

		2022 YTD Budget	2022 YTD Amt	SEPTEMBER MTD Amt	2022 YTD Balance	% of Budget
SEWER UTILITY FUND						
	Revenues	\$0.00	\$209,470.93	\$24,362.49	-\$209,470.93	0.00%
	Expenditures	\$187,200.00	\$272,893.69	\$13,219.75	-\$85,693.69	145.78%
	Gain/(Loss)	(\$187,200.00)	(\$63,422.76)	\$11,142.74	(\$123,777.24)	33.88%
SEWER UTILITIES						
Active	R 602-49450-36200 MISCELLANE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-49450-36210 INTEREST ON	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-49450-36250 REFUNDS AN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-49450-37100 WATER SALE	\$0.00	\$973.18	\$0.00	(\$973.18)	0.00%
Active	R 602-49450-37200 SEWER CHAR	\$0.00	\$208,497.75	\$24,362.49	(\$208,497.75)	0.00%
Active	R 602-49450-39110 SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-49450-39200 OPERATING T	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-49450-39311 PFA LOAN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-49450-39999 CONTRIBUTIO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Revenue	\$0.00	\$209,470.93	\$24,362.49	(\$209,470.93)	0.00%
Active	E 602-49450-210 OPERATING EXP	\$5,000.00	\$18,480.85	\$170.57	(\$13,480.85)	369.62%
Active	E 602-49450-220 REPAIRS & MAIN	\$15,000.00	\$13,690.51	\$874.86	\$1,309.49	91.27%
Active	E 602-49450-230 VEHICLE OPERA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-233 TRACTOR MAINT	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 602-49450-300 PROFESSIONAL	\$0.00	\$385.00	\$0.00	(\$385.00)	0.00%
Active	E 602-49450-301 AUDITING SERVI	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 602-49450-304 LEGAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-307 CONTRACT FEE	\$138,000.00	\$123,137.00	\$11,988.00	\$14,863.00	89.23%
Active	E 602-49450-308 SCHOOLING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-309 COMPUTER EXP	\$0.00	\$420.00	\$0.00	(\$420.00)	0.00%
Active	E 602-49450-311 PERMITS/MEMB	\$2,000.00	\$1,550.00	\$0.00	\$450.00	77.50%
Active	E 602-49450-316 CREDIT/DEBIT S	\$1,200.00	\$1,238.00	\$165.27	(\$38.00)	103.17%
Active	E 602-49450-330 MILEAGE EXPEN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-340 ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-360 INSURANCE	\$3,500.00	\$0.00	\$0.00	\$3,500.00	0.00%
Active	E 602-49450-380 UTILITIES/ELECT	\$17,500.00	\$12,629.64	\$0.00	\$4,870.36	72.17%
Active	E 602-49450-383 UTILITIES/HEAT	\$3,500.00	\$2,648.19	\$21.05	\$851.81	75.66%
Active	E 602-49450-384 UTILITES/GARB	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-420 DEPRECIATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-425 DEPRECIATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-430 MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-441 BAD DEBT EXPE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-500 CAPITAL OUTLA	\$0.00	\$83,416.00	\$0.00	(\$83,416.00)	0.00%
Active	E 602-49450-501 CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-600 PRINCIPAL	\$0.00	\$14,000.00	\$0.00	(\$14,000.00)	0.00%
Active	E 602-49450-610 INTEREST	\$0.00	\$1,298.50	\$0.00	(\$1,298.50)	0.00%
Active	E 602-49450-620 FISCAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Expenditure	\$187,200.00	\$272,893.69	\$13,219.75	(\$85,693.69)	145.78%
	Total SEWER UTILITIES	(\$187,200.00)	(\$63,422.76)	\$11,142.74	(\$123,777.24)	33.88%
	Total SEWER UTILITY FUND	(\$187,200.00)	(\$63,422.76)	\$11,142.74	(\$123,777.24)	33.88%

Current Period: SEPTEMBER 2022

	2022 YTD Budget	2022 YTD Amt	SEPTEMBER MTD Amt	2022 YTD Balance	% of Budget
Report Total	(\$276,275.00)	(\$11,192.87)	\$21,035.44	(\$265,082.13)	4.05%

NEW RICHLAND ECONOMIC DEVELOPMENT AUTHORITY "FIX-UP" GRANT PROGRAM

GENERAL INFORMATION

	Name	Address	Phone
Applicant	Bruce Meyer	108 Broadway South	507-339-1979
Property Owner	Bruce Meyer		
Business Site	NR Farm + Home Supply	108 Broadway South	

PROJECT DESCRIPTION

The Enhancement Project will include: (check all that apply)

- ☐ Cleaning of Building
- ☐ Painting of Building
- ☐ Work on the façade - enhancing architecture
- ☐ Mortar repair
- ☒ Restoration or replacement of original feature
- ☐ Work on entryway
- ☐ Work on display windows
- ☐ Work on window display area
- ☐ Signage changes
- ☐ Awning installation
- ☒ Awning renovation

OTHER: Please describe Replacing Front Door + Windows
Painting Awnings

*A photograph of your building is necessary before work begins and must be included with this form.

FINANCIAL INFORMATION

- Estimated project cost: \$ 16,000
- Grant amount applying for: \$ 5,000 (1/3 of Project up to \$5,000)
 (To be paid when project is completed and invoices are presented with a photo of the completed work.)

*Applicant understands that if the improved property is sold or transferred within 2 years of the Fix-up Fund approval date, the recipient will repay the entire amount of the grant awarded.

Date: 10-7-22

Bruce Meyer
 Applicant Signature

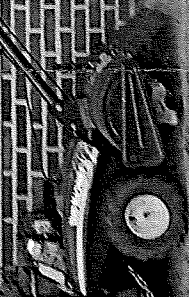
The above project has been reviewed, and has been found to meet the necessary requirements. I hereby give my approval for this project.

 Building Owner Consent

 NR EDA Review

NR
FARM & HOME
SUPPLY
(800) 488-8870

Farm & Home



NEW RICHLAND ECONOMIC DEVELOPMENT AUTHORITY "FIX-UP" GRANT PROGRAM

GENERAL INFORMATION

	Name	Address	Phone
Applicant	Bruce Meyer	108 Broadway S	562-339-1929
Property Owner	Bruce Meyer		
Business Site	NR Farm + Home Supply	108 Broadway S	

PROJECT DESCRIPTION

The Enhancement Project will include: (check all that apply)

- ☐ Cleaning of Building
- ☐ Painting of Building
- ☐ Work on the façade - enhancing architecture
- ☒ Mortar repair
- ☒ Restoration or replacement of original feature
- ☐ Work on entryway
- ☐ Work on display windows
- ☐ Work on window display area
- ☐ Signage changes
- ☐ Awning installation
- ☐ Awning renovation

OTHER: Please describe Repair to North + East Wall

*A photograph of your building is necessary before work begins and must be included with this form.

FINANCIAL INFORMATION

- Estimated project cost: \$ 19,000
- Grant amount applying for: \$ 5,000 (1/3 of Project up to \$5,000)
(To be paid when project is completed and invoices are presented with a photo of the completed work.)

*Applicant understands that if the improved property is sold or transferred within 2 years of the Fix-up Fund approval date, the recipient will repay the entire amount of the grant awarded.

Date: 10/4/22

[Signature]
Applicant Signature

The above project has been reviewed, and has been found to meet the necessary requirements. I hereby give my approval for this project.

Building Owner Consent

NR EDA Review



Kohls Foam Systems, Inc.
612-708-4111
10945 Sunset Road
Norwood - Young America, Minnesota
55397
United States

Billed To
Bruce Meyer
108 Broadway Ave. South
New Richland, Minnesota
56072
United States

Date of Issue
08/30/2022

Due Date
09/09/2022

Invoice Number
0000419

Amount Due (USD)
\$0.00

Description	Rate	Qty	Line Total
Application of a new Sprayfoam Roofing System completed at the 108 Broadway Ave. South - New Richland, MN 56072	\$18,819.45	1	\$18,819.45
Roofing Permit City of New Richland	\$444.84	1	\$444.84
Subtotal			19,264.29
Tax			0.00
Total			19,264.29
Amount Paid			19,264.29
Amount Due (USD)			\$0.00

Notes
Thank you for the business!

Terms
upon receipt





Classification and Compensation Study



DDA

Human Resources, Inc.
a David Drown Associates Company

Agenda

Who We Are

Project Plan/Goals

Findings and Analysis

Structure Example

David Drown Associates

Nearly 20 years of
experience working
with cities and
counties in
Minnesota

With staff having
practical experience
in the public sector,
we understand local
government

We have worked with
over 450 government
clients

We base our business
on our clients'
needs. We expanded
to include HR to
assist our clients

Mark Goldberg

Over 25 years of compensation and classification experience

Over 10+ years in public sector. Former Compensation Manager

BA in Human Resources Management, Masters in Industrial and Labor Relations from Cornell



Project Goals

What this Study IS

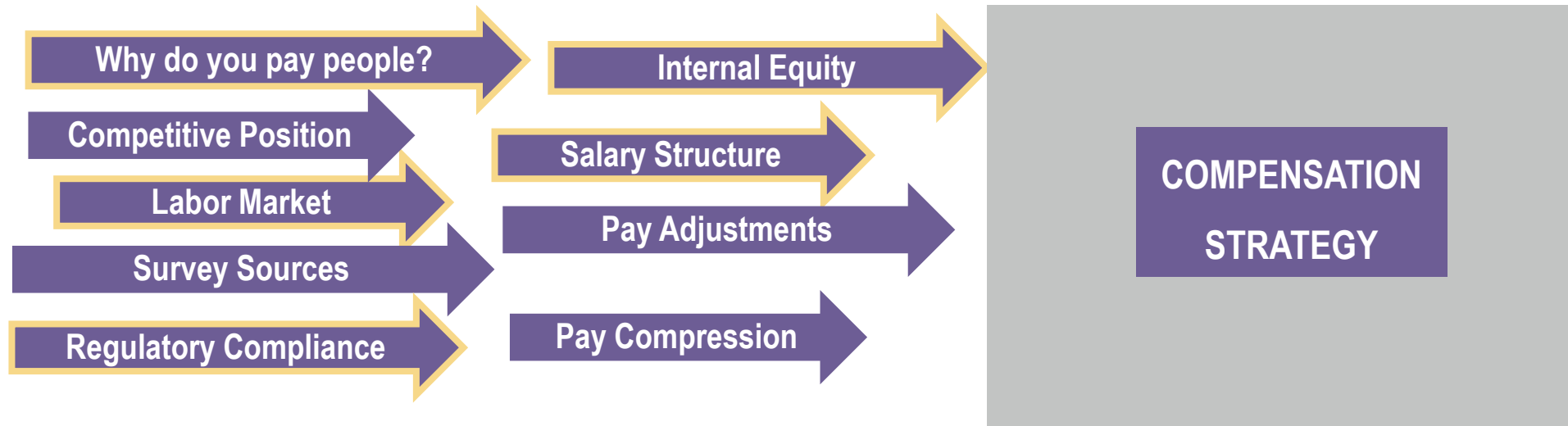
- One that ensures jobs are **classified appropriately** and meet FLSA guidelines.
- One that ensures **pay is competitive and equitably** structured.
- One that develops a **compensation system** that is easy to understand and administer.

- **NOT** a staffing needs study.
- **NOT** an organizational structure study.
- **NOT** a strategy designed to cut costs.
- **NOT** a strategy to eliminate positions.
- **NOT** a strategy to reduce or increase pay.

What this Study is NOT

Pay Philosophy

- To achieve their goals New Richland will consider the following factors when designing a Pay Philosophy:



- Where does the City want to pay compared to the market? Some places want their pay to be right at market (usually the median or 50th percentile of the market, while others want to be a bit above or a bit below.

Market Analysis

- DDA has partnered with the City to select a group of cities with whom New Richland competes for talent. Here are some factors that were considered when selecting this group:



Market Data

► DDA gathered data from the following Organizations

City	Pop	General Govt	Police	Streets	Tax Cap	Property Tax	Special Assessment Levy
Caledonia	2,824	11	4	2	1,581,639	813,097	5,926
Chatfield	2,881	3	7	1	1,665,201	1,653,677	72,381
Eyota	1,973	2	0	1	1,211,540	615,194	86,324
Fairfax	1,152	2	2	2	375,475	494,548	78,710
Harmony	1,026	1	1	1	675,653	651,012	48,096
Houston	967	1	2	1	427,159	501,890	34,631
Janesville	2,322	3	3	2	997,510	897,358	75,441
Lanesboro	764	1	0	2	539,426	560,732	10,960
Lewiston	1,523	0	3	2	864,527	780,212	44,878
Madison Lake	1,216	2	2	0	1,176,910	632,401	238,696
Preston	1,329	3	3	1	719,973	886,181	86,251
Rushford	1,770	1	4	2	1,014,506	910,625	78,638
Spring Grove	1,291	2	2	1	541,053	600,335	11,830
Spring Valley	2,505	1	0	2	1,129,010	1,275,619	179,460
Waseca	9,027	7	23	17	4,801,419	4,484,622	125,400
Waseca County							
New Richland	1,205	1	2	1	367,679	431,916	55,504

Market Analysis

- ▶ When DDA reviews the positions in other organizations, we only use the match if at least 80% of the duties are close to the position at the City
- ▶ In reviewing the salary information, if one of the organizations pays significantly more or less than the others, we will remove that data point from the analysis (but will still show the data) so the City can decide if they want to include the information
- ▶ The data and related analyses were reviewed by a Consultant who has been involved in the project and other staff members to ensure applicability, validity, accuracy, and consistency of the data

Market Analysis

Market Comparison

- ▶ For each position the percentage difference has been calculated between the City's figure and the market.
- ▶ If the figure is:
 - Positive (+) : Figure indicates that the City pays above the market
 - Negative (-) : Figure indicates that the City pays below the market
- ▶ The following guidelines are used when determining the competitive nature of current actual compensation:
 - ▶ +/- 5% (Highly Aligned with the market)
 - ▶ +/- 10% (Aligned with the market)
 - ▶ +/- 11-15% (Possible misalignment with the market)
 - ▶ > 15% (Significant misalignment with the market)

Market Data - Base Salary

Why is +/- 10% Considered the Market?

- ▶ While there is nothing definitive around the 10% value, using that as a baseline will allow the organization to encompass employees who are all fully skilled at their job but may be paid at different rates for various reasons.
- ▶ Differences could be due to some of the following factors:
 - ▶ Past Performance
 - ▶ Time in the job
 - ▶ Differences in skills
 - ▶ Amount of responsibility
 - ▶ Previous experience
 - ▶ Higher certification level

Findings and Analysis

► Market Comparison

- When DDA compares the market data collected, we find that the City using the new structure, on the aggregate is:

	New Min of Structure compared w Benchmark Min	New Max of Structure compared w Benchmark Max
All Positions	6% lower	8% lower

- Based on these comparisons the City would be considered
 - “aligned with the market”

Details for the market rates for all benchmark positions are on the next slide;
cells in red are over 10% below market, cells in green are over 10% above market

Findings and Analysis

Job Title	New Richland MIN	New Richland MAX	New Richland Average	Bench MIN	Bench MAX	Bench Average	OLD Min % of Bench	OLD Max % of Bench	% Average	NEW % of Bench MIN	NEW % of Bench Max
Custodian			\$20.00	\$11.98	\$16.10						
Assistant City Clerk	\$18.29	\$21.83	\$20.98	\$19.00	\$25.35	\$23.52	96%	86%	89%	93%	91%
Maintenance Worker	\$18.29	\$21.83	\$19.20	\$19.27	\$25.72	\$22.37	95%	85%	86%	86%	84%
Police Officer	\$20.17	\$24.07	\$21.33	\$23.35	\$30.63	\$28.03	86%	79%	76%	92%	92%
Maintenance Lead	\$20.17	\$24.07	\$22.24	\$24.32	\$32.42	\$27.57	83%	74%	81%	80%	78%
Police Chief	\$25.66	\$30.62	\$25.66	\$30.39	\$40.27	\$38.99	84%	76%	66%	94%	93%
City Administrator			\$36.06	\$32.49	\$44.93	\$42.72			84%	106%	100%
Care Center Administrator	\$40.97	\$48.89	\$46.99	\$38.14	\$49.45	\$44.47	107%	99%	106%	108%	109%
							92%	83%	84%	94%	92%

Salary Structure Example

► Salary Ranges

- A salary range is the range of pay established by employers to pay employees performing a particular job or function
- Salary ranges have a minimum pay rate, a maximum pay rate, and a midpoint
- The salary range is determined by conducting a market analysis

Salary Structure Example

- ▶ Grades are generally 5-20% apart from each other
- ▶ In the State of Minnesota, the most common structure is a step plan
- ▶ 9 -12 steps within each grade is the most common design

Salary Structure

- ▶ The structure recommended for the City has grades that are between 4-20% apart
- ▶ There are 9 grades in the structure
- ▶ The steps are between 2.5% - 3.5% apart from each other
- ▶ There are 10 steps within the structure
- ▶ Details are on the next slide

Proposed Salary Structure

New Richland , Minnesota								% of Bench Avg >	92%	83%		
NEW Pay Plan Calibrated for 2023 Wages								New Structure	94.27%	92.42%		
Evaluation Points			Steps									
Point Point			3.50% 3.25% 3.25% 3.00% 3.00% 3.00% 2.75% 2.75% 2.50%									
Grade	Minimum	Maximum	1	2	3	4	5	6	7	8	9	10
1	0	235	\$16.00	\$16.56	\$17.10	\$17.65	\$18.18	\$18.73	\$19.29	\$19.82	\$20.37	\$20.88
2	236	256	\$16.64	\$17.22	\$17.78	\$18.36	\$18.91	\$19.48	\$20.06	\$20.61	\$21.18	\$21.71
3	257	296	\$17.64	\$18.26	\$18.85	\$19.46	\$20.05	\$20.65	\$21.27	\$21.85	\$22.45	\$23.01
4	297	336	\$19.40	\$20.08	\$20.73	\$21.41	\$22.05	\$22.71	\$23.39	\$24.04	\$24.70	\$25.31
5	337	386	\$21.54	\$22.29	\$23.01	\$23.76	\$24.48	\$25.21	\$25.97	\$26.68	\$27.41	\$28.10
6	387	426	\$23.91	\$24.74	\$25.55	\$26.38	\$27.17	\$27.98	\$28.82	\$29.62	\$30.43	\$31.19
7	427	476	\$28.69	\$29.69	\$30.66	\$31.65	\$32.60	\$33.58	\$34.59	\$35.54	\$36.52	\$37.43
8	477	511	\$34.42	\$35.63	\$36.79	\$37.98	\$39.12	\$40.30	\$41.50	\$42.65	\$43.82	\$44.91
9	512	546	\$41.31	\$42.75	\$44.14	\$45.58	\$46.95	\$48.35	\$49.81	\$51.17	\$52.58	\$53.90

Findings and Analysis

- ▶ There are no employees paid above the salary range maximum
- ▶ There are 4
- ▶ employees paid below the salary range minimum
- ▶ The cost for bringing these employees into the salary range will be \$11,436 or 3.10% of payroll
- ▶ We provided several implementation options for the City, the one that was selected brought all employees into the closest next step to their current salary
- ▶ Budget impact will be a 5.6% increase or \$20,689 (which includes the cost to bring employees into the structure)

Action Items

- ▶ Confirm salary structure
- ▶ Finalize placement of employees within proposed salary structure
- ▶ Decide on how quickly these salary changes could be phased in (immediately or 1-2 years)

Any Questions?





DDA

Human Resources, Inc.
a David Drown Associates Company

Thank You

- Mark Goldberg
- 612-920-3320 x114
- MarkG@daviddrown.com
- Tessia Melvin
- 612-920-3320 x103
- Tessia@daviddrown.com



New Richland Care Center

“To provide the highest quality care and services to all residents while enhancing their quality of life”

Monthly Report - September 2022 Data
Advisory Board & City Council Meetings 10.24.22

Agenda

- ▶ Review and Approval of 9/26/22 Meeting Minutes (5:00 - 5:05 pm)
- ▶ Review and Approval of Presented Agenda (5:05 - 5:10)
- ▶ Consent Agenda: (5:10 - 5:15 pm)
 - ▶ *Census Update*
 - ▶ *Referrals Summary*
 - ▶ *Staffing Update including Agency Cost Trends*
- ▶ Old Business (5:10 - 5:15 pm)
- ▶ Review of Advisory Board bylaws, membership terms (5:15 - 5:25 pm)
- ▶ September and FYE Financials (5:25 - 5:35 pm)
 - ▶ *Budget assumptions discussion, FY'23*
- ▶ State Survey and Plan of Correction (5:35 - 5:45 pm)
 - ▶ 3 care tags
 - ▶ 4 life safety tags
- ▶ Other (5:45 - 5:55 pm)
 - ▶ S.W.O.T. draft discussion, Strategic/Scenario Planning
- ▶ Adjourn (6:00 pm)

- ▶ Next meeting: Monday, November 28th

Census

September 2022 Census Average –

- ▶ Managed Care – 1.6 on budget of 4
- ▶ Medical Assistance – 19 on budget of 21
- ▶ Medicare A – 1.6 on budget of 6
- ▶ Private Pay – 14 on budget of 10
- ▶ **Total – 36 on budget of 42**
- ▶ Occupancy Rate = **80%** (*45 beds operational*)
- ▶ *NOTE: Census as of 10/12 = 36*

September 2022 Referrals, Admissions, Discharges Summary

Entity	Referrals Received	Admissions Accepted	Discharges
Hospital: Rochester (St. Mary's)	6	0	1
Hospital: Mankato	10	0	0
Hospital: Owatonna	6	1	0
Hospital: All Others	12	0	0
Home (including lower levels of care)	2	0	2
Passed Away	N/A	N/A	0
Totals:	36	1	3

Of the 6 admissions accepted, 2 were admitted to NRCC.

October 1 - 12th = 17 referrals, 2 accepted.

September 2022 Declined Referrals

Obesity	5
Humana & Other Payor related	5
To Another SNF	4
To Home Health / Hospice	3
Staffing concerns	3
Behaviors	3
To Assisted Living	2
To Memory Care	2
Heavy smoker/drinker	1
All Other	7
TOTAL:	35

Staffing Summary: NRCC Nurse Staffing Review

▶ Certified Nursing Assistant/NA/TMA:

- ▶ Current FT & PT employees: 14
- ▶ Open FT & PT positions: 14
- ▶ Vacancy rate: 50%

*Retention Committee established
and \$18K grant applied for
through the Leading Age
Minnesota Foundation!*

▶ Licensed Practical Nurse (LPN):

- ▶ Current FT & PT employees: 7
- ▶ Open FT & PT positions: 1
- ▶ Vacancy rate: 13%



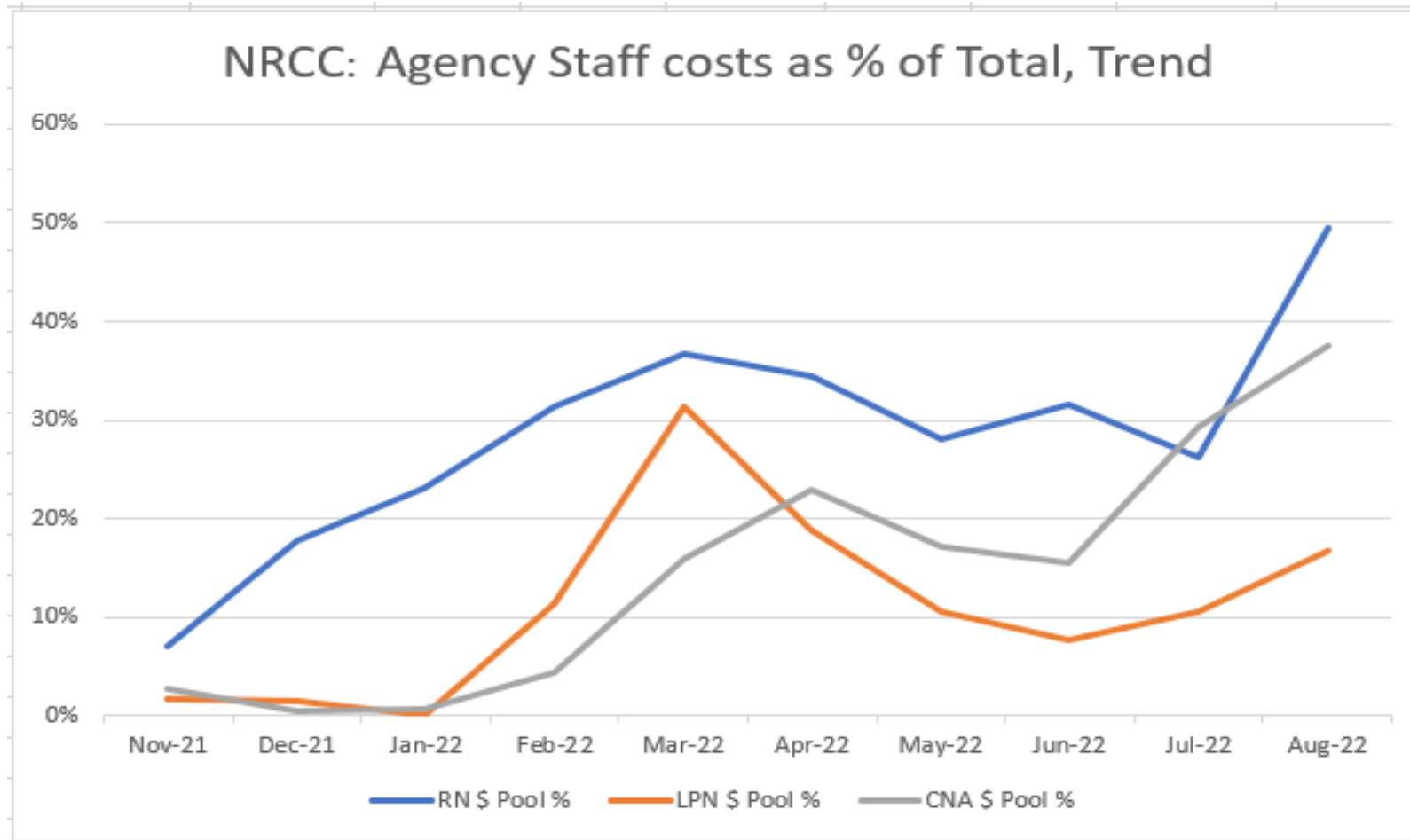
Minnesota DOH Regulation 4658.0510 “Nursing Personnel”:

A nurse must be employed so that on-site coverage is provided (at least) 8 hours per day, 7 days per week. An RN must be on-call whenever the on-site nurse is not an RN.

▶ Registered Nurse (RN):

- ▶ Current FT & PT employees: 3
- ▶ Open FT & PT positions: 2
- ▶ Vacancy rate: 40%

Agency staff costs



- Note that there may be some crossover of invoices in particular months that can explain some of the month-to-month variation.

Old Business

- ▶ Administrator Hired: Bob Johannsen

Finances:

	Current Month					Fiscal Year-to-Date			
	Aug-22					Aug-22			
	Actual	Budget	Variance \$	Variance %		Actual	Budget	Variance \$	Variance %
Revenue	\$ 375,430	\$ 433,755	\$ (58,325)	-13%		\$ 4,936,558	\$ 5,277,230	\$ (340,672)	-6%
Operating Expenses	\$ 242,702	\$ 256,364	\$ (13,662)	5%		\$ 3,058,029	\$ 3,097,850	\$ (39,821)	1%
Other Expenses	\$ 143,373	\$ 150,294	\$ (6,920)	5%		\$ 1,826,258	\$ 1,805,165	\$ 21,093	-1%
Income from Operations	\$ (10,645)	\$ 27,097	\$ (37,743)	-139%		\$ 52,271	\$ 374,216	\$ (321,945)	-86%
Other Income	\$ (27,264)	\$ 1,835	\$ (29,099)	-1586%		\$ 19,063	\$ 22,020	\$ (2,957)	-13%
R.E. Taxes & Depreciation	\$ 28,340	\$ 23,773	\$ 4,567	-19%		\$ 230,090	\$ 285,268	\$ (55,178)	19%
Net Income (Loss)	\$ (66,250)	\$ 5,159	\$ (71,409)	-1384%		\$ (158,756)	\$ 110,968	\$ (269,723)	-243%
NOTE: Red figures and percentages are deemed unfavorable variances.									

► Commentary & Exception Items:

- Lower census is driving lower revenues (variance equates to 6 residents)
- September Agency nursing: 35% of RN costs, 33% of CNA costs
- Review of cost of Insurance (no increase to Employees in 3 years)
- Review Wage Scale for Recruitment (no recent increase)
- 5 Year Capital Plan in Development (vs. "Break / Fix")

Advisory Board Bylaws, Terms Review

▶ Chair Terry:

- ▶ Current membership terms review
- ▶ Open (and opening) positions review
- ▶ Officer positions, elections, terms



Annual State Survey, Plan of Correction

- ▶ Unannounced survey entrance Monday, 9/12. Exit Wednesday, 9/14.
- ▶ Final report received electronically Tuesday, 9/27.
- ▶ Plan of Correction (POC) submitted electronically Wednesday, 10/5.
- ▶ Received non-compliance “Tags”:
 - ▶ **Range of Motion:** Concern with restorative orders and program. Specific residents addressed. Audits of compliance taking place.
 - ▶ **Infection Control:** Failure to document annual review of policy. Sent to QAPI committee for review and discussion at 10/27 meeting where any edits will be made and new review date.
 - ▶ **Medical Gases training:** Failed to confirm annual medical gas training (oxygen tank filling) for applicable staff. Education video identified and established staff (employed and agency) training schedule.
 - ▶ **Discharge from Exits:** Concern with non-level walking surface outside of 100 and 200 wing exits. Gaps in grade addressed with self-levelling crack filler and concrete resurfacer.
 - ▶ **Corroded Sprinkler Heads:** Concern with sprinkler heads in laundry area. Contractor coming 10/26 to replace.
 - ▶ **Smoke Barriers:** 4 year test of smoke dampers not completed. Since completed 9/29. TELS system updated.
 - ▶ **Generator:** Requires a documented 4 hour “load test” every 36 months. Completed 9/21. TELS system updated.

NRCC S.W.O.T : Draft Discussion

STRENGTHS		WEAKNESSES	
1	Value to community recognized	1	No strategic plan in place.
2	Committed Advisory Board and supportive City Council	2	No capital plan for deliberate plant/equip acquisition and replacement.
3	Building infrastructure; "paid for".	3	Overall star rating: 2 out of 5
4	Location; quiet and peaceful, near ball fields & park	4	Minimal number of private rooms (currently)
5	Support relationships with AHI, Cassia	5	Days cash on hand: 12 (but rec'd \$140,000 check) excl. reserves
6	Leading Age Minnesota member	6	Current inability to take certain referrals (e.g. high BMI)
7	Activities program: Number of offerings, days & times	7	Staffing instability.
8	Non-profit, tax exempt status	8	
9	Point Click Care; industry standard EMR	9	
10	Investments/reserves equate to around 45 days cash on hand.	10	
11	PERA (pension) benefit for employees	11	
12		12	
13		13	

OPPORTUNITIES		THREATS	
1	Expand formalize relationship with NRHEG high school; recruitment.	1	Delays (15-27 mos.) in state rate setting based upon incurred costs.
2	Identify partnership opportunities; Assisted Living	2	Inability to attract applications to open direct care positions.
3	Identify partnership opportunities; Senior Housing	3	Recent turnover in LNHA and DON positions.
4	Adult Day Service	4	Increased reliance on agency staff; expensive and experience
5	Delicense laidaway beds for more private rooms and \$\$	5	Greater Minnesota SNF operating margin averages are -5%
6	Right-size direct care staffing to industry norms	6	Limiting acceptance of referrals (numbers) d/t staffing shortages.
7	Share LNHA with another area SNF	7	Staff expected wage increases far exceed reimbursement increases.
8	Expand Meals on Wheels service	8	Minnesota caregiver support ratio shrinking quickly in next 15 years
9	Will continue to be demand for services based upon demographics	9	106 SNFs closed in Minnesota since 2000: 77 in Greater Minnesota.
10	Identify an area/regional niche service: TBI, Bariatric, etc.	10	
11		11	
12		12	
13		13	



Date: October 17, 2022

To: City of New Richland

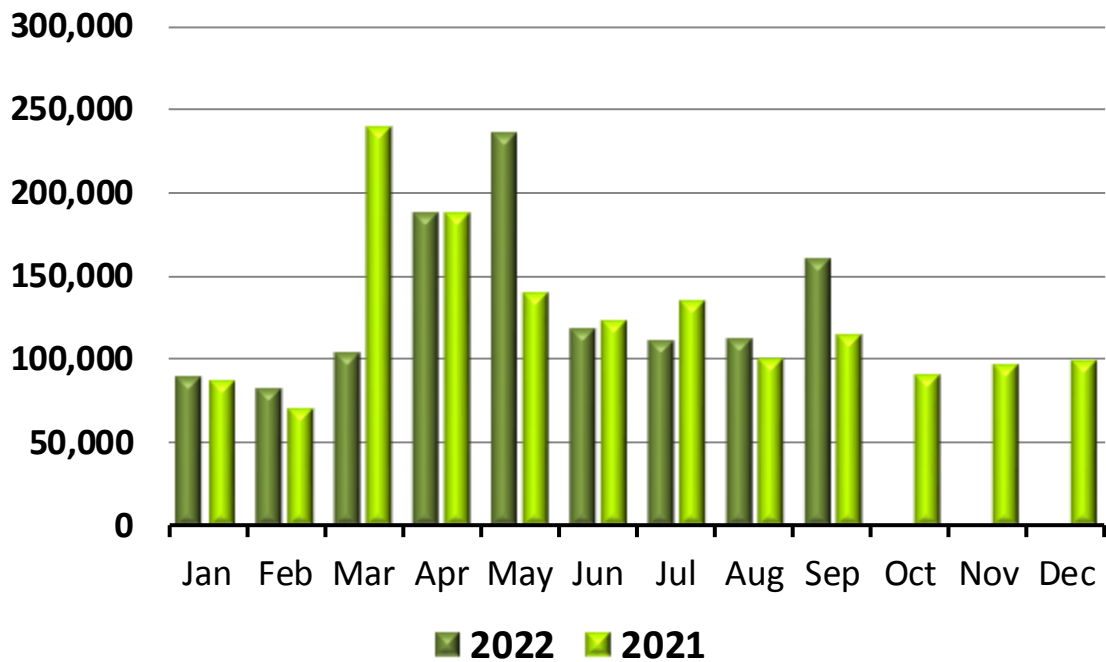
From: Shell Johnson, Operator

O & M Report: September 2022

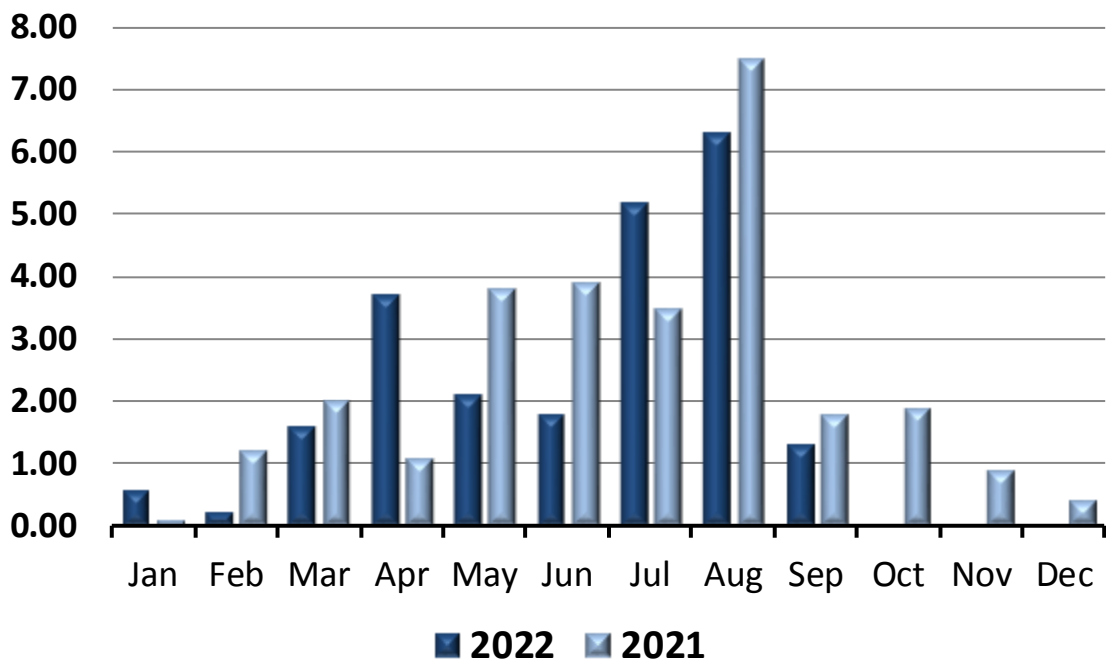
Wastewater Operation & Maintenance

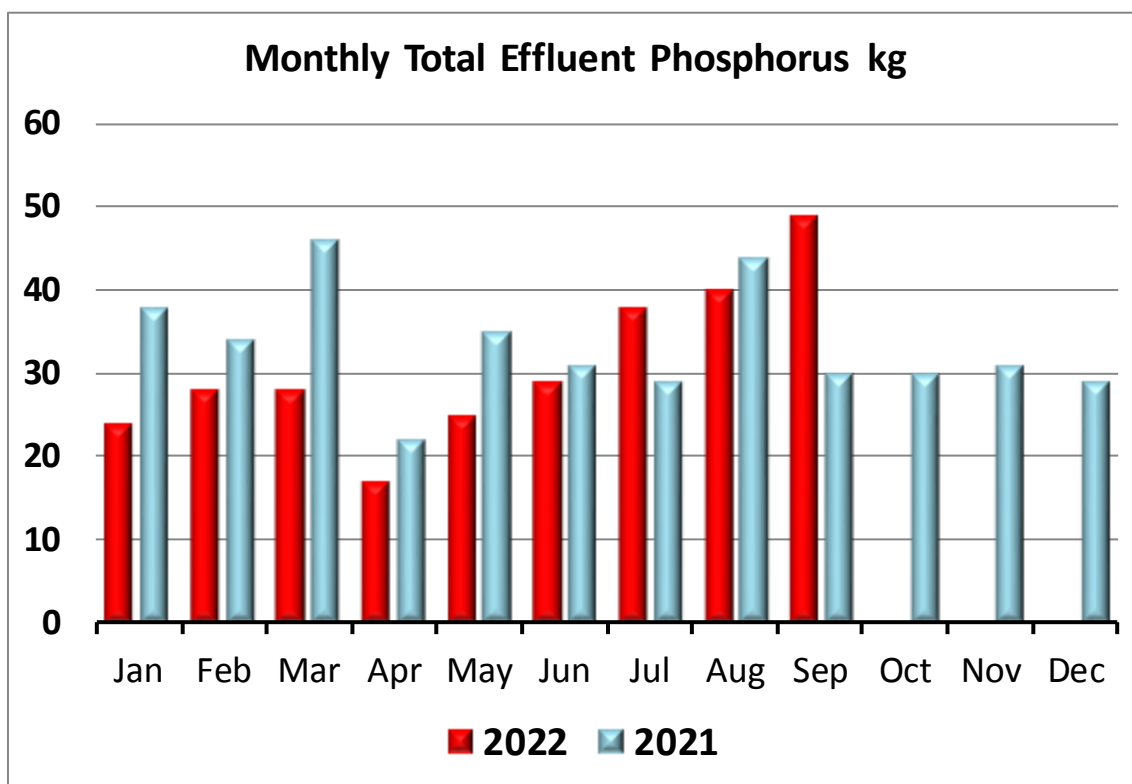
- Tuesday Sept 6th, high float alarm at the plant in the preliminary building. Everything was fine when I got here.
- Tuesday Sept 13th, Al Brooks inspected the plants fire extinguishers.
- Getting ready for hauling season.
- Was gone Monday 9/19 thru 9/21 - Took my tests for Wastewater C. Passed It!!
- Jim and Dudes were here about the boiler.
- All required labs were done in September.
- Working on posters for our sanitary system for what is flushable and what is not.

Average Daily Wastewater Pumped - In Gallons



Total Monthly Precipitation





		September-22	August-22	September-21
Water	Units			
Wastewater				
CBOD				
CBOD Influent	mg/L	125	137	261
CBOD Influent Design	mg/L	338	338	338
CBOD Effluent	mg/L	3.0	1.5	2.7
CBOD Effluent Permit Limit	mg/L	15	15	15
CBOD kg/day	kg/day	1.4	2.4	1.3
CBOD kg/day Permit Limit	kg/day	34	34	34
CBOD % Removal	%	98%	98%	99%
CBOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent	mg/L	180	113	886
TSS Influent Design	mg/L	365	365	365
TSS Effluent	mg/L	9	4	6
TSS Effluent Permit Limit	mg/L	30	30	30
TSS kg/day	kg/day	16.0	6.2	3.1
TSS kg/day Permit Limit	kg/day	68	68	68
TSS % Removal	%	9000%	92%	99%
TSS % Removal Permit Limit	%	85%	85%	85%
Phosphorus				
Phos Influent	mg/L	3.20	3.80	3.50
Phos Effluent	mg/L	2.70	3.00	2.30
Phos Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Phos Effluent Monthly Total	kg	49.00	40.00	30.00
Phos Effluent kg Per Year	kg	127.00	79.00	309.00
Phos Effluent kg Per Year Total Limit	kg	829.00	829.00	829.00
Fecal Coliform				
Fecal Effluent	ml	53	27	4
Fecal Effluent Permit Limit	ml	200#/100ml	200#/100ml	200#/100ml
Dissolved Oxygen				
DO Effluent	mg/L	5.00	0.00	4.90
DO Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Effluent Flow				
Average Daily	gallons	161,000	113,000	115,000
Maximum Daily	gallons	97,000	227,000	184,000
Total Monthly	gallons	4,836,000	3,492,000	3,449,000
Precipitation Monthly Total	inches	1.30	6.30	1.80
Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Maintenance Budget	\$6,544.00	\$4,576.00	70%	75%
Total	\$6,544.00	\$4,576.00	70%	75%

Datecompleted	Equipment	Location	Notes	Task	Taskdesc
9/1/2022	Lift Station #1 - WWTP	5052 New Richland, MN	This work order needs to be addressed. Herb and I will figure out a new system for the weight and floats. It is a 2 person job otherwise.	LS Monthly PM	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
9/1/2022	Effluent Sampler	5052 New Richland, MN	Replaced inside hose again, they are not lasting long, have cleaned the metal slide every time. will check on different brand	Monthly PM	Clean, inspect pump hose & check dessicant on unit. See manual
9/1/2022	Eyewash Station	5052 New Richland, MN	ran hose, head is still cracked	Monthly PM	Inspect eyewash for proper operation. Located at lab sink.
9/1/2022	Influent Sampler	5052 New Richland, MN	replace hose again on inside, made sure nothing in the way. Looking into a different brand of hose.	Monthly PM	Clean, inspect pump hose
9/8/2022	Lift Station #1 - WWTP	5052 New Richland, MN	MN pump came to repair pump 2. some rags were inside it. Also discussed needing the wet well cleaned out, don't know when it was done last. Also made a new hook for floats and cut off the extra weight off the anchor, did not need that heavy of a weight. floats cleaned and put back.	LS Monthly PM	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
9/8/2022	Lift Station #1 - WWTP	5052 New Richland, MN	checked amps also	LS Quarterly PM	TAKE AMP READING FROM EACH PUMP. ARC FLASH PPE REQUIRED
9/8/2022	Lift Pump NO 2	5052 New Richland, MN	mn pump works pulled pump 2 , had rags in it. all checked over and good. running good	Unscheduled Work Order	mn pump works pulled pump 2 , had rags in it. all checked over and good. running good
9/9/2022	East Ras Flowmeter	5052 New Richland, MN	working but cannot read digital read out	Monthly PM	Clean unit & check following: 1. If #'s are visable in totalizer display window 2. Red needle in percent of flow display window actuates. 3. #'s on the totalizer are changing with the flow.
9/9/2022	Gas Detector	5052 New Richland, MN	ran test, all good	Monthly PM	Turn on, check batteries and if calibration is due.
9/9/2022	Blower NO 1	5052 New Richland, MN	running for month of sept. all oil, filters, belt, and overall good	Monthly PM	Check belt tension, check motor, air filters ect. See manual Belt Dayco Wedge-Band belt #R5VX630-2
9/9/2022	NO 1 RAS	5052 New Richland, MN	pump is not running at this time	Monthly PM	Grease the zirks on the pump if the pump running this month.

9/12/2022	Anaerobic Digester	5052 New Richland, MN	not sure about the piping on the relief valve of when it was checked last. i have not done it, rollers need to be done while someone is here, should be tied off when going around it, this does need to be addressed at some point for safety reasons.	Service Equipment	Grease upper rollers & inspect cover. Check lube kerosene level-clean piping for pressure on relief valve. Schedule this task when another employee is present.
9/12/2022	Air Compressor	5052 New Richland, MN	checked oil, filters, belts, etc, all seems good	Monthly PM	Check oil, belt tension, relief valves & drain water. See manual.
9/12/2022	Final Clarifier NO 2	5052 New Richland, MN	not in use, but grease, oils, chain, vent are all good	Monthly PM	Grease, clean air vent for gear box skimmer. Give 3-4 shots of grease each zerk.
9/12/2022	NO 3 RAS	5052 New Richland, MN	not in use at this time, due to the snails in clarifier and awaiting disposal	Monthly PM	Grease the zirks on the pump if the pump running this month.
9/12/2022	Office Air Conditioner	5052 New Richland, MN	cleaned filter, checked drain hose. the air conditioner seems to be not working as well . may need some work for next summer	Monthly PM	Clean filter & unit. May need more cleaning during heavy use.
9/12/2022	New Sludge Recirculation Pump	5052 New Richland, MN	not in use at this time, do not know the last time this pump was used.	Monthly PM	Check pump & packing Check belt alignment
9/12/2022	Blower NO 2	5052 New Richland, MN	not running at this time until oct 1st. all oils, filters inside and out. belt etc all good	Blower Monthly	Check oil level and belt tension, Check filter and clean/replace if needed. inspect units for abnormal wear and leaks.
9/12/2022	Eye Wash Station	5052 New Richland, MN	all ready for winter, need a sign for ferric door	Flush Eyewash Station	1.Clean portable eyewash station 2.Rinse with potable water 3. Add entire 40z preservative bottle and fill the station with potable water to the bottom of the cap opening 4. Date inspection tag and apply tamper seal over the cap 5. Change solution every 90 days minimum 6. Follow manufactures instructions for testing the portable eyewash station.
9/13/2022	Lift Station #2 - 3rd Street	5052 New Richland, MN	Alarms and red lights set off. Wo king good. Oct mn pump works will be here to inspect	LS Monthly PM	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
9/13/2022	Lift Station #2 - 3rd Street	5052 New Richland, MN	Mn pump works will be doing the semi annually in oct	LS Quarterly PM	TAKE AMP READING FROM EACH PUMP. ARC FLASH PPE REQUIRED

9/13/2022	Emergency Generator	5052 New Richland, MN	oils, antifreeze batteries, charging units , inside and outside of generator all checked, monthly run done, all good.	Generator Monthly	Check all fluids including fuel. Inspect unit for leaks or abnormal wear. Exercise under load and document hour meter.
9/13/2022	FIRE EXTINGUISHERS	5052 New Richland, MN	All Brooks fire and safety yearly inspection. All 7 good	Fire Extinguisher Monthly	Make sure clear path to extinguisher, gauge is in green, pin is in place. Remove from wall mount and turn upside down several times. Document back of inspection tag with month and initials.
9/13/2022	Lift Station #3 - Elm Ave	5052 New Richland, MN	Pulled floats set off alarms. All good	LS Monthly PM	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
9/13/2022	Lift Station #3 - Elm Ave	5052 New Richland, MN	Mn pump works will be doing inspection in oct. checked floats set off alarms. All good	LS Quarterly PM	TAKE AMP READING FROM EACH PUMP. ARC FLASH PPE REQUIRED
9/13/2022	Trickling Filter	5052 New Richland, MN	Arms even and draining well after cleaning out under the cap, lots of wipes and rags , band-aids cigarette butts and a lot of hair. way more than usual ,this time. Need to send out another educational on wipes , and things that don't belong in the sewer	Monthly PM	Make sure the flow on the arm is even. Marathon Electric Cat N- K004 Model YVF56T17D2092E HP- 1 RPM-1725 Belt Size- A33 /9002 2033
9/13/2022	Primary Clarifier	5052 New Richland, MN	greased, oils checked and for moisture. chain good, will need to replace rubber sweep at some point. and drain and check bottom arm and scum hole. Weekly the scum and weirs and upper arm i spray and scrub as much of the debris, algae, and debris from everything, Always clean primary first then the trickling filter.	Monthly PM	Check oil levels, add as required Grease all fittings Open drain valve 9 under the worm housing(upper reservoir) and open valves 7 & 8 (lower reservoir) and drain off small quantity of oil to remove any accumulated water. Lubricate drive chain
9/14/2022	Final Clarifier NO 1	5052 New Richland, MN	in service at this time, greased, vents checked, chains checked, all around good, will need in future to drain and check arms and replace skimmer rubber	Monthly PM	Grease, clean air vent for gear box skimmer. refer to manual, numerous tasks. Give 3-4 shots to each zerk to grease.
9/15/2022	Alarms	5052 New Richland, MN	preliminary float in channel, tested and sets off alarms,	Test alarm dialer	1. Test alarm function and verify communications equipment can reach emergency contact personnel for the WWTP at your project. 2. Trip the high level float and clean if necessary in sump pump un basement.

9/16/2022	Ag-Gator Sludge Wagon	5052 New Richland, MN	change oil in vaccum pump. grease zhirks all greased. need an air compressor/impact to change the knives around . took apart hosing at filter and black box with the ball, all checked and cleaned , good to go.	Service Equipment	Grease unit, check oil, check pins & bolts. Check tires for improper wear and pressure. Inspect entire unit for corrosion and abnormal wear. See manual for detailed instruction. Manual is located in the filing cabinet in the office.
9/16/2022	Emergency Generator	5052 New Richland, MN	this generator we just received in april of 2022 the annual needs to be changed.	Schedule Appointment	Have outside Vendor GSS at 507-524-4940 come in and perform maintenance on generator.
9/16/2022	NO 2 RAS	5052 New Richland, MN	greased, vent cleaned chain looks good, the arm sweep rubber should be replaced	Monthly PM	Grease the zirks on the pump if the pump running this month.
9/16/2022	NO 1 Sump Pump	5052 New Richland, MN	if this is the basement sump pump, it works fine.all alarms worked	Monthly PM	Open pit, turn on pump in controls and verify pump pumps water down.
9/16/2022	NO 2 Sump Pump	5052 New Richland, MN	basement sump pump works and sets off alarms	Monthly PM	Open pit, turn on pump in controls and verify pump pumps water down.
9/28/2022	Mechanical Bar Screen	5052 New Richland, MN	Valvata oil 460 , both top motors, all grease zhirks greased checked float, rake works. will need new oil.	Service Equipment	Change oil on drive gear box- 15 to 60F Use Shell Valvata J-460 oil 50 to 125F 8 grease Zhirks: 2-RA 2-Upper inside left and right side arms 1-Upper inside sprocket 1- Upper outside sprocket 1-Lower basement inside sprocket 1- lower basement outside srpocket.

City Of New Richland

Date : Oct 24, 2022

To : City board of New Richland

From : Eric Hendrickson Lead Maintenance

Water and Street Report

PROJECTS COMPLETED

- 20 Blue cards were issued to residents this month.
- 3 shut offs, due to lack of payment of blue cards.
- Weekly maintenance of Legion field, City Park, City Hall, City Shop, Library, Water Plant, and St. Olaf Lake.
- Complete Signs
- Shut down Legion Field and St. Olaf Lake
- Painted outside skating rink
- 10/7 water plant filter sprung a leak and had to get welded
- 10/4 fixed a water shup off on south ash 401

FUTURE PROJECTS

- Waiting for a new booster pump on 7/12/2022
- Sweep leaf's
- Get snow equipment ready
- Prices for mower

SEEKING RECOMMENDATION

Salt sand \$91 per yard, 15 yard trucks

New Mower

City of New Richland

2022 Logo Contest

Final Results

**The following is the results from the final
vote of the logo contest as delegated by the
New Richland City Council**

#1



Comments:

Why blue and Green?

#2



Comments:

Corn stalk instead of wheat?

Corn instead?

No paw print in letter

#3



Comments:

Missing FD

Missing FD

Too busy

#4



Comments:

No water Tower

Paw doesn't seem to fit

Paw doesn't seem to fit, different water tower image

Don't like paw print could use other colors

#5



Comments:

Too busy

Hard to read without looking close

Love but does not fit as a logo for the city

Too busy for day to day documents

City of

New Richland

Minnesota





City Administrator's Report

October 24th, 2022, Council Meeting

Met with David Drown and Associates regarding Classification and Compensation Study

Met with Interim Care Center Administrator Gish and New Administrator Johannsen

Participated in the LMC Fall Forums

Completed filing of September Sales Tax Return

Continuing work on water and sewer fund budgets for 2023

Continuing work on the 5-year capital plan for the city of New Richland

Finishing up Leave to PTO Transition Documents

Finishing up final Employee Policy Manual Documents

Looking Ahead

Election Day – Tuesday November 8th

LMC Loss Control Meeting for City of New Richland

EMPLOYEE RECOGNITION

EMPLOYEE BIRTHDAYS

Oct. 26th – Shelby Priebe - AMB

EMPLOYEE ANNIVERSARIES

Oct. 25th – Dawn Tangen – AMB – 1 YR

Oct. 29th – Tanyce Bruegger – PD – 4 YRS

Nov. 1st – Andy Buckmeier – FD – 15 YRS