



New Richland City Council Regular Meeting Agenda February 26th, 2024

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. Approve Minutes from the 2/12/24 Regular City Council Meeting
2. Approve Minutes from the 2/22/24 Special Council Meeting
3. Approve Minutes from the 2/22/24 Work Session
4. Approve Election Judges for March 5th, 2024, Primary Election

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. Request to suspend Minimum Housing Code – Kim White

Public Hearings

Ordinances and Resolutions

1. Resolution 24-04: A Resolution Establishing Banking Authority

Department Reports

1. Care Center Report – Bob Johannsen, Care Center Administrator
2. People Service Report – Shell Johnson
3. Street/Maintenance Report – Eric Hendrickson, Maintenance Lead

Unfinished Business

1. Classification and Compensation

New Business

1. Approve January 2024 Check Register
2. Approve January 2024 Financials
3. Swimming Lessons / Lifeguards / Concession Stand
4. Roof Inspections 2024

New Business continued

5. Prairie Senior Cottages Community Engagement
6. Police Department Squad Repair
7. Mayor Resignation

Miscellaneous

1. Celebration/Going Away Party for Sara Jo

Administrators Report

Mayor/Council Comments

Adjournment

The next Regular City Council meeting will be held on Monday March 11th, 2024, at 6:30 pm



New Richland City Council Regular Meeting Minutes

February 12th, 2024

Members Present

Janda Ferguson
Loren Skelton
Jody Wynnemer
Jason Casey

Staff Present

Anthony Martens-City Administrator
Tanyce Bruegger-Chief of Police

Others Present

Larry Goehring
Mark Besser
Pam Goehring
Kim White

Members Absent

Chad Neitzel

The meeting was called to order by Deputy Mayor Loren Skelton at 6:30 pm.

Roll Call - All members present except Mayor Neitzel

Pledge of Allegiance

Approval of Agenda

- Administrator Martens requested to add New Business item #3: Well Update and New Business item #4: Historic Preservation Society Request to the agenda.
- Motion made by Jody Wynnemer and seconded by Janda Ferguson to approve the agenda. Carried (3 yes, 0 no)

Consent Agenda

- Motion made by Janda Ferguson and seconded by Jason Casey to approve the consent agenda. Carried (3 yes, 0 no)

Public Comments

- Mark Besser
 - Currently living in a RV next to his son's home due to girlfriends' medical issues against city ordinance and has been notified by the city attorney he is to vacate the property. Hoping for direction from the council as he is out of options.

Requests and Presentations

- None

Public Hearings

- None

Ordinances and Resolutions (see attached)

- Motion made by Jason Casey and seconded by Janda Ferguson to approve Keen Bank resolution. Carried (3 yes, 0 no)
- Motion made by Jody Wynnemer and seconded by Jason Casey to adopt resolution 24-03: A Resolution Opposing Redesign of the State Flag and Seal. Carried (3 yes, 0 no)



New Richland City Council Regular Meeting Minutes

February 12th, 2024

Reports

1. Ambulance Report – Sarah Sundve, Ambulance Director
 - Ambulance report was presented in writing by Ambulance Director Sundve.
 - Motion was made by Janda Ferguson and seconded by Jason Casey to approve the Ambulance Department report. Carried (3 yes, 0 no)
2. Fire Department Report – Josh Moen, Fire Chief
 - Fire Department report was presented in writing by Chief Moen
 - Motion made by Jody Wynnemer and seconded by Janda Ferguson to approve the purchase of new badges and name plates from the uniform budget at a cost of \$840. Carried (3 yes, 0 no)
 - Motion made by Jody Wynnemer and seconded by Janda Ferguson to approve the Fire Department report. Carried (3 yes, 0 no)
3. Police Department Report – Chief Bruegger
 - Police Department report was presented by Chief Bruegger.
 - Motion made by Janda Ferguson and seconded by Jason Casey to approve the Police Department report. Carried (3 yes, 0 no)

Unfinished Business

1. Administrator Martens provided an update on the hydrology study

New Business

1. Home Serve Program
 - i. Administrator Martens provided information regarding an insurance program for homeowners. The city would receive 10% kick back on premiums.
 - ii. Motion made by Jason Casey and seconded by Jody Wynnemer to approve entering into a contract for the Home Serve program. Carried (3 yes, 0 no)
2. Compensation Plan Update
 - i. Administrator Martens provided information regarding possible updates to the compensation plan. Council will address at the next meeting.
3. Well Update
 - i. Administrator Martens provided an update on wells that need to be repaired for quality operation.
 - ii. Motion made by Jason Casey and seconded by Jody Wynnemer to approve \$33,837 to Thein Well and Delane Nelson Electric to repair the wells pending any lesser quote. Carried (3 yes, 0 no)
4. Historic Preservation Society Request
 - i. Pam Goehring with the Historical Preservation Society addressed the council hoping that they could repair and restore the canon (actually a gun) in the city park. The society would get funds through grants.
 - ii. Motion made by Jason Casey and seconded by Janda Ferguson to allow the Historical Preservation Society to restore the canon at their cost. Carried (3 yes, 0 no)

Miscellaneous

- None



New Richland City Council Regular Meeting Minutes

February 12th, 2024

Administrators Report

- Administrator Martens provided a report in writing to the council on tasks completed since last meeting.
- Motion made by Janda Ferguson and seconded by Jason Casey to approve the City Administrators report. Carried (3 yes, 0 no)

Mayor/Council Comments

Adjournment – Motion for adjournment made by Jody Wynnemer and seconded by Janda Ferguson. Carried (3 yes, 0 no) 7:24 p.m.

Submitted by,

Anthony Martens
City Administrator



New Richland City Council Special Meeting Minutes

February 22nd, 2024

Members Present

Janda Ferguson
Jody Wynnemer
Chad Neitzel

Staff Present

Anthony Martens-City Administrator
Shell Johnson-People Service
Eric Hendrickson-Maintenance Lead

Others Present

Cory Bienfang-Bolton-Menk

Members Absent

Jason Casey
Loren Skelton

The meeting was called to order by Mayor Chad Neitzel at 6:15 pm.

Roll Call - All members present except Jason Casey and Loren Skelton

Pledge of Allegiance

Approval of Agenda

- Motion was made by Janda Ferguson and seconded by Jody Wynnemer to approve the agenda as presented. Carried (2 yes, 0 no)

Accept Resignation of Assistant City Clerk

- Motion made regrettably by Jody Wynnemer and seconded by Janda Ferguson to accept the resignation of Sara Jo Vulcan. Carried (2 yes, 0 no)

Approve Assistant City Clerk Job Description

- Motion made by Jody Wynnemer and seconded by Janda Ferguson to approve the Assistant City Clerk job description as presented to the council. Carried (2 yes, 0 no)

Approve Assistant City Clerk Compensation Structure

- Motion made by Jody Wynnemer and seconded by Janda Ferguson to approve the Assistant City Clerk compensation range as presented. Carried (2 yes, 0 no)

Approve Recruitment, Timeline, and Interview Panel

- Motion made by Janda Ferguson and seconded by Jody Wynnemer to approve the recruitment of the Assistant City Clerk position on the timeline suggested by staff and to set the interview panel as the City Administrator, Chief of Police and Maintenance Supervisor. Carried (2 yes, 0 no)

Adjournment – Motion for adjournment made by Jody Wynnemer and seconded by Janda Ferguson. Carried (2 yes, 0 no) 6:21 p.m.

Submitted by,

Anthony Martens
City Administrator



New Richland City Council Special Meeting Minutes

February 22nd, 2024

Members Present

Chad Neitzel
Jody Wynnemer
Loren Skelton
Jason Casey
Janda Ferguson

Staff Present

Anthony Martens-City Administrator
Sara Jo Vulcan-Assistant City Clerk
Eric Hendrickson-Maintenance Supervisor
Shell Johnson-People Service

Others Present

Cory Bienfang-Bolton-Menk

Members Absent

None

The work session was called to order by Mayor Chad Neitzel at 6:30 pm.

Roll Call - All members present

Administrator Martens introduced Cory Bienfang from Bolton-Menk, New Richland's City Engineer.

The council discussed various street, water, and sewer projects with the engineer, Maintenance Supervisor, and People Service Representative.

No action was taken.

Adjournment – Motion for adjournment made by Janda Ferguson and seconded by Loren Skelton.
Carried (4 yes, 0 no) 7:43 p.m.

Submitted by,

Anthony Martens
City Administrator

Primary Election Judge Schedule

5-Mar-24

City of New Richland

	NAME	Notes	Scheduled		
				Start	Stop
1	Wayne Billing			6:00	11:00
2	Larry Goehring			6:00	11:00
3	Anthony Martens	HJ		6:00	11:00
4					
5					
6					
7					
8	Pam Goehring			11:00	4:00
9	Brenda Routh			11:00	4:00
10	Sara Jo Vulcan	HJ		11:00	4:00
11					
12					
13					
14					
15					
16	Anthony Martens			4:00	9:00
17	Gail Johnson			4:00	9:00
18	Sara Jo Vulcan	HJ		4:00	9:00
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					
					TOTALS

Memo

To: City Council

From: Anthony Martens

cc:

Date: 2/23/24

Re: Suspend Enforcement of Minimum Housing Code

Kim White has put a request in writing to the council to suspend the minimum housing code to allow her to remain in the RV currently parked on the property at 313 Division Street W.

Council should direct staff on how to proceed.

ATTN: Hard Ship Variance

to the City Council members

2/21/24

My Name is Kim White and I Live at 313 Division St W with Mark Besser the owner of the property. This Letter is in Reference to a Hardship Variance until June 1st 2024 on a Camper that is sitting on the property that is owned by Mark Besser at 313 Division St W. We are asking the Council members permission of the hardship variance up till June 1st 2024 for the Camper to be completely removed off of 313 Division St W. The Hardship Variance asking is for the following reasons and will take up till June 1st 2024 to complete.

Mark to finish all the walls in the basement due to mold that was due to the City's sewer flooding of nasty waste, that is why we can not move in the house cause it is considered a health issue. Mark to finish the flooring in the Camper.

For me to have my last surgery and recovery time and to have follow up visits. For me to have time to Recieve all my medical Records from 9 different places and 1 pharmacy. My surgeon ~~did~~ did move my DR's Appt up from March 18th to this Friday the 23rd of Feb, so I will be able to know more than of what's going on to inform you. We are hoping you will grant this Hardship Variance to June 1st 2024. I want to thank you for taking the time on Reading this Letter.

Kim White

7. *A map of the manufactured home park shall be displayed at the manufactured home park office and be illuminated during all hours of darkness.*
8. *No public address or loudspeaker system shall be permitted.*
9. *Dogs and animals shall not be permitted to run at large within the manufactured home park.*
10. *No persons shall erect, place, construct, reconstruct, relocate, alter, maintain, use or occupy a cabana or structure in a manufactured home park without the written consent of the owner or operator of the manufactured home park.*
11. *The park management shall provide for the weekly collection and disposal of garbage, waste and trash as approved by the City.*

1030.11 Minimum Housing Code

Buildings used in whole or in part as a home or residence of a single family or person and every building used in whole or in part as a home or residence of two or more persons or families living in separate apartments and all premises, either residential or non-residential, shall conform to the requirements of this subdivision.

A. Declaration of Policy. The governing body declares the purpose of this code is to protect, preserve, and promote the physical health of the people by establishing standards which are applicable to all dwellings, structures and premises now in existence or hereafter constructed or developed. This policy:

- 1. Establishes minimum standards for safety from fire, for the use and location and amount of space for human occupancy, and safe and sanitary maintenance;*
- 2. Establishes standards concerning unsightly and blighted buildings and premises, both residential and non-residential structures;*
- 3. Determines the responsibilities of owners, operators and occupants; and*
- 4. Provides for the administration and enforcement thereof.*

B. Duty of Occupant or Owner of Occupied or Unoccupied Building and its Premises or Vacant Premises.

- 1. It shall be the duty of the owner of every occupied or unoccupied dwelling, building and premises or vacant premise, including all yards, lawns and courts to keep such property clean and free from any accumulation of filth, rubbish, garbage, or any similar matter.*
- 2. It shall be the duty of each occupant of a dwelling unit to keep in clean condition the portion of the property which he or she occupies and of which he or she has exclusive control, to comply with the rules and regulations, to place all garbage and refuse in proper containers. Where care of the premise is not the responsibility of the occupant then the owner is responsible for violations of this ordinance applicable to the premise.*

3. *If receptacles are not provided by the owner, then the occupant shall provide receptacles as may be necessary to contain all garbage and trash.*
 4. *Every occupant of a dwelling containing a single dwelling unit shall be responsible for the extermination of any insects, rodents or other pests therein or on the premises; and every occupant of a dwelling unit in a dwelling containing more than one dwelling unit shall be responsible for such extermination whenever his or her dwelling unit is the unit primarily infested.*
 5. *Notwithstanding the foregoing provisions of this section, whenever infestation is caused by failure of the owner to maintain a dwelling in a vermin proof or reasonable insect proof condition, extermination shall be the responsibility of the owner and operator.*
 6. *Whenever infestation exists in two or more of the dwelling units in any dwelling, or in the shared or public parts of any dwelling containing two or more dwelling units, extermination thereof shall be the responsibility of the owner.*
- C. *Regulations for the Use and Occupancy of Dwellings. No person shall occupy as owner occupant or rent to another for occupancy any dwelling or dwelling unit, for the purpose of living, sleeping, cooking, or eating therein, which does not comply with the following requirements. The following requirements are hereby declared essential to the health and safety of the occupants of such dwelling or dwelling unit:*
1. *The basement or cellar of any dwelling shall be reasonably dry and ventilated and shall be kept free from rubbish accumulation.*
 2. *Every dwelling unit shall contain within a room which affords privacy to a person in the room, a bathtub or shower in good working condition and properly connected to an approved water and sewer system.*
 3. *Drainage: All courts, yards or other areas on the premises of any dwelling shall be so graded and drained that there is no pooling of the water thereon. In addition, no property owner shall undertake any activities for diverting or channeling stormwater onto neighboring property.*
 4. *Entrances: For each dwelling unit there shall be a normally used separate access, either to a hallway, stairway, or street, which is safe and in good repair. A secondary exit to the ground shall be available in case of fire through windows, porch roofs, ladders or any combination that is free of hazard or egress.*
 5. *Floor Area: Every dwelling unit shall contain at least 150 square feet of floor space for the first occupant and at least 100 additional square feet of floor space for every additional occupant thereof. The floor space shall be calculated on the basis of total habitable room area, inside measurements. No floor space shall*

be included in determining habitable room area over which the ceiling is less than seven (7) feet above the floor.

6. No tent, trailer, recreational vehicle, garage or accessory building shall be used as a dwelling, except:

(A) One travel trailer or recreational vehicle (e.g. travel trailers, camper, motor homes & converted buses) may be placed and used for lodging or sleeping for a period not to exceed 14 days per calendar year, provided it is placed on a residential zoned lot which is occupied by a principal dwelling and has access to sanitary sewer and water facilities.

(B) A travel trailer or recreational vehicle (e.g. travel trailers, camper, motor homes & converted buses) located in a licensed RV Park/Campground.

(C) For the purposes of this section use as a dwelling will include, but are not limited to: acts of sleeping, cooking, bathing, occupying as a dwelling, or any stay within the Vehicle not directly related to its driving. The following factors may constitute acts of "living" for purposes of this code section: the connecting to sewer, water, electrical systems, and/or the use of a power generator, except during a loading and/or trip preparation

(D) The City Council may suspend enforcement of Section 6 at its discretion when it is deemed to be necessary to allow use of temporary dwellings do to circumstances such as fire, flood, wind, etc.

D. Maintenance and Repair. Every dwelling and every part thereof shall be maintained in good repair by the owner or agent and be fit for human habitation. The roof shall be maintained so as not to leak and all rainwater shall be drained therefrom so as not to cause dampness in the walls or ceilings. All floors, stairways, doors, porches, windows, skylights, chimneys, toilets, sinks, walls, and ceilings shall be kept in good repair and usable condition.

E. Designation of Unfit Dwellings. The designation of dwellings or dwelling units as unfit for human habitation and placarding of such unfit dwellings or dwelling units shall be carried out in compliance with the following requirements:

- 1. The public officer may determine that any dwelling unit is unfit for human use or habitation if he, she or they find that conditions exist in the structure which are dangerous or injurious to the health, safety or morals of the occupants of such buildings or other residents of the neighborhood, or which shall have a blighting influence on properties in the area.*
- 2. Such conditions may include the following without limitation:*
 - a. Defects therein increasing the hazards of fire, accident, or other calamities.*
 - b. Lack of:*
 - i. adequate ventilation;*
 - ii. light;*
 - iii. cleanliness;*



RESOLUTION 24-04

A RESOLUTION ESTABLISHING BANKING AUTHORITY

BE IT RESOLVED by the New Richland City Council, that Keen Bank, (hereafter referred to as the "Bank"), is hereby designated as a depository for the funds of the City of New Richland, and the Treasurer of the City is hereby authorized for and on behalf of the City to open or continue any accounts needed with said Bank and to execute and deliver to said Bank signature card or cards supplied by said Bank containing specimen signatures of authorized officials and assenting to said Bank Rules and Regulations Governing Bank Accounts, and that the Treasurer is hereby authorized for and on behalf of the City to endorse or cause to be endorsed and to deposit or cause to be deposited in such account or accounts from time to time checks, drafts, and other instruments and funds payable to or held by this City.

BE IT FURTHER RESOLVED by the New Richland City Council, that checks, drafts and other withdrawal orders with respect to funds of this City now or hereafter with said Bank Shall be signed by the Mayor or Deputy Mayor and City Administrator of the City. Said Bank is hereby fully authorized to pay and charge to such account or accounts any checks, drafts and other withdrawal orders so signed, and to honor any directions or instructions so signed, whether or not payable to the individual order of or deposited to the individual account of or inuring to the individual benefit of either of the foregoing officers.

BE IT FURTHER RESOLVED by the New Richland City Council that the City Administrator and any other employee or elected official of the City approved by the New Richland City Council shall be authorized to transfer funds between the respective accounts of the City now or hereafter with said Bank.

AND BE IT FURTHER RESOLVED by the New Richland City Council, that the City Administrator be authorized to execute any and all forms required or requested by said bank certifying authority for the various bank accounts.

AND BE IT FURTHER RESOLVED by the New Richland City Council, that said Bank, shall be entitled to rely upon a certified copy of this Resolution until written notice of modification or rescission has been furnished to and received by said Bank.

Adopted This 26th Day of February 2024.

(Mayor)

Attest:

(City Administrator)

New Richland City Council

26 Feb 2024

New Richland Care Center

Operations:

Average census = 34 Current census is 33

Referrals: 60 Admissions: 5 Discharges: 5 (2 home, 1 Assisted Living, 2 deaths). We initially accepted 10 others and they either went somewhere else or home, 5 others passed away. We declined 40: 15 for Acuity levels, 9 for Insurance issues, 9 needing Behavior or Memory Care units, and 7 that had addictions, violent tendencies, or suicidal.

Currently working with a group to find out why people are not choosing NRCC, train our staff in specialty areas so we can market better, and review insurance company contract agreements to optimize our revenue sources.

Financials:

A Positive for January, we had a break-even month. With the low census, staff were diligent in the use of supplies and stepped up to work some extra hours helping us reduce the hours needed from Staffing Agency.

Staffing:

Openings:

Certified Nurse Aides FT/PT positions on days/evenings/overnights. Every other weekend.

RN or LPN FT/PT positions on days/evenings/overnights. Every other weekend. We have four new nurses starting this month (3 on the floor, 1 in MDS)

Dietary Aides PT days and evenings.

Plan:

March 23 we will have an Easter Egg hunt starting at 10 am for Community kids 10 and under. Donations are welcome!

May 13 – 17 we will celebrate National Nursing Home Week. This year's theme is The Golden Age of Radio

Aug 2 Planning for a Family Picnic with food and entertainment.

Date: February 13, 2024

To: City of New Richland

From: Shell Johnson, Operator

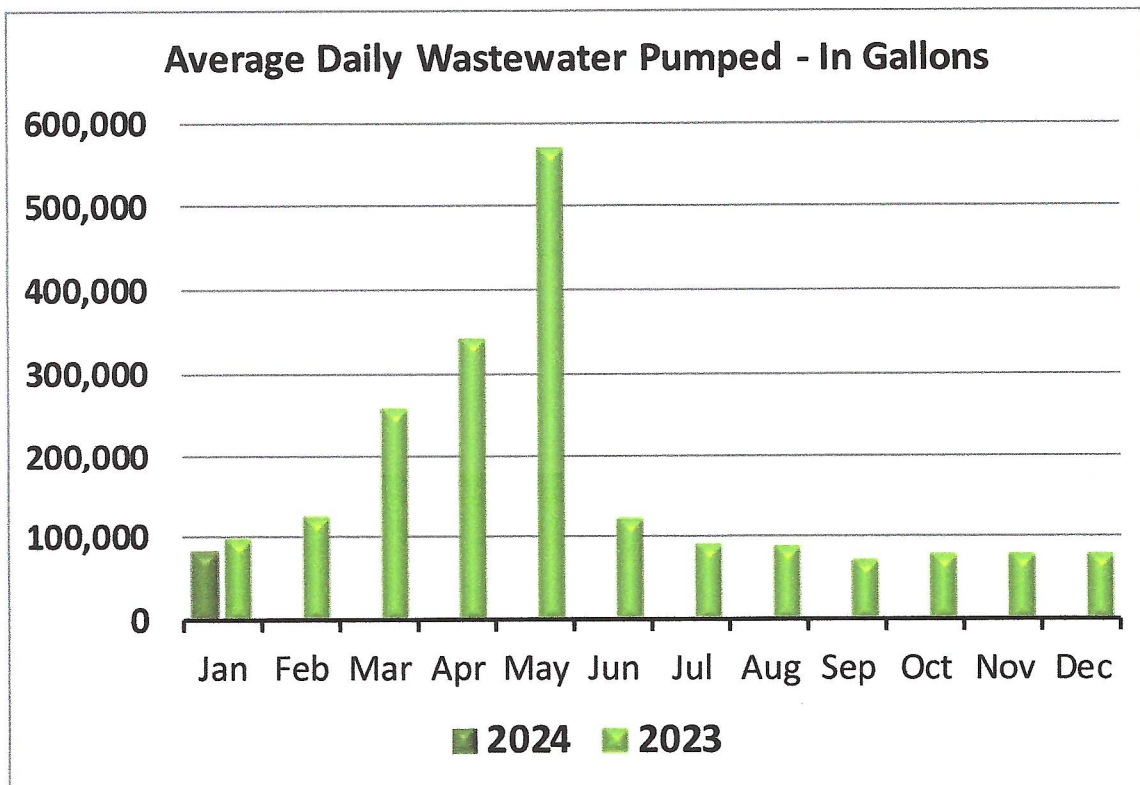
O & M Report: January 2024

Wastewater Operation & Maintenance

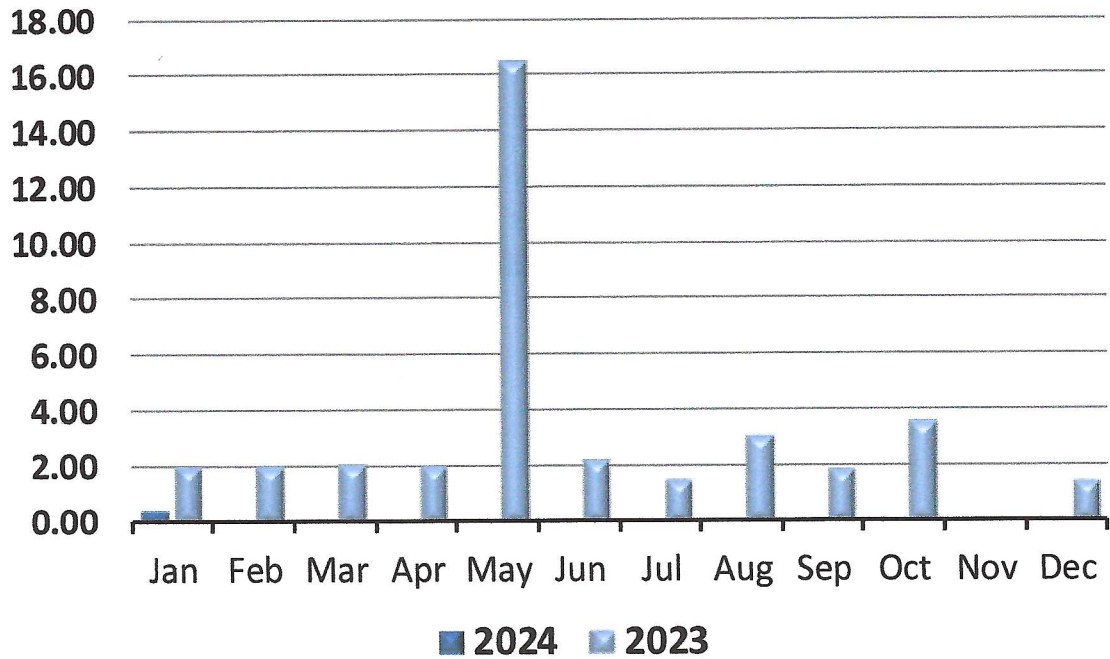
- Straight River Electric- all outside building and area lights are done except 1 in SW corner, we will have to wait until spring. Also put in a new switch downstairs for the Air Diaphragm pump
- SDS- Safety Sheets were updated as required.
- MN Pump Works- still waiting for a part for the #1 West Return pump.
- Generator- Wondering when the generator will get a checkup inspection? we need to at least get oil and coolant to have on hand.
- Overhead Door- Have not got a call back yet from Elliot.
- Homeland Security Tier II chemical list done and sent to city of New Richland
- Feb 1st, MRWA Paul Plaetz came out to Camera 4th Street Between Broadway and Ash. Sent pictures to City of New Richland.
- 1st street from dogwood to Elm (Field), there is a broken sewer pipe, there is also either a water service line or a sewer line that the pavement has caved in running the whole width of the road.

Thank you, Shell Johnson

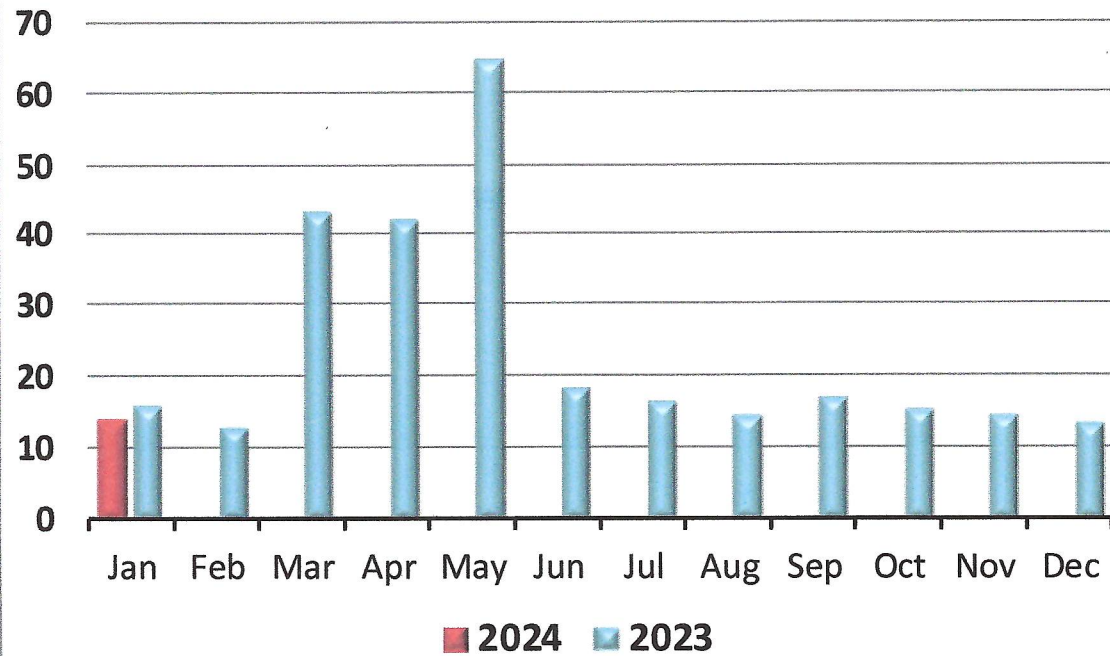
Daily - 600,000 gallons
- 1,200,000 wet weather gallons.



Total Monthly Precipitation



Monthly Total Effluent Phosphorus kg



		January-24	December-23	January-23
Water	Units			
Wastewater				
CBOD				
CBOD Influent	mg/L	165	271	154
CBOD Influent Design	mg/L	0	338	338
CBOD Effluent	mg/L	5.0	0.9	8.0
CBOD Effluent Permit Limit	mg/L	15	15	15
CBOD kg/day	kg/day	1.8	0.3	3.1
CBOD kg/day Permit Limit	kg/day	34	34	34
CBOD % Removal	%	99%	100%	98%
CBOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent	mg/L	338	450	212
TSS Influent Design	mg/L	0	365	365
TSS Effluent	mg/L	7	3	20
TSS Effluent Permit Limit	mg/L	30	30	30
TSS kg/day	kg/day	2.5	1.0	8.3
TSS kg/day Permit Limit	kg/day	68	68	68
TSS % Removal	%	97%	99%	91%
TSS % Removal Permit Limit	%	85%	85%	85%
Phosphorus				
Phos Influent	mg/L	3.90	3.97	4.40
Phos Effluent	mg/L	1.44	1.44	1.40
Phos Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Phos Effluent Monthly Total	kg	13.80	13.37	16.00
Phos Effluent kg Per Year	kg	13.80	91.65	16.00
Phos Effluent kg Per Year Total Limit	kg	829.00	829.00	829.00
Fecal Coliform				
Fecal Effluent	ml	N/A	N/A	N/A
Fecal Effluent Permit Limit	ml	N/A	N/A	N/A
Dissolved Oxygen				
DO Effluent	mg/L	6.40	5.17	3.20
DO Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Effluent Flow				
Average Daily	gallons	82,000	79,000	98,000
Maximum Daily	gallons	125,000	100,000	169,000
Total Monthly	gallons	2,538,000	2,456,100	3,031,000
Precipitation Monthly Total	inches	0.38	1.43	2.00
Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Maintenance Budget	\$7,146.00	\$3,186.00	45%	100%
Total	\$7,146.00	\$3,186.00	45%	100%

Datecompleted	Equipment	Location	Notes	Task	Taskdesc
1/2/2024	East Ras Flowmeter	30052 WW New Richland, MN	you cannot read the digital only the percentage works	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.
1/2/2024	Gas Detector	30052 WW New Richland, MN	the o2 sensor is not working on the gas meter. Herb was going to see what kind they are getting or see where to get this one fixed.	Monthly PM	Turn on, check batteries and if calibration is due.
1/2/2024	Office Air Conditioner	30052 WW New Richland, MN	out of service for winter	Monthly PM	Clean filter & unit. May need more cleaning during heavy use.
1/2/2024	Lift Station #3 - Elm Ave	30052 WW New Richland, MN	Pulled floats alarms work.	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.
1/2/2024	Blower NO 1	30052 WW New Richland, MN	off for the month of january	Monthly PM	Check belt tension, check motor, air filters ect. See manual Belt Dayco Wedge-Band belt #R5VX630-2
1/2/2024	NO 1 RAS	30052 WW New Richland, MN	Dec 2023 in repairs with MN pump works	Monthly PM	Grease the zirks on the pump if the pump running this month.
1/2/2024	IBC Boiler	30052 WW New Richland, MN	water is at 2.8 inches. Btu at 68 psi at 17.3	Blower Monthly	Check the inlet pressure, the BTU and return temp. Check site tube on the water tank.
1/3/2024	Alarms	30052 WW New Richland, MN	this is in the prelim. building there are 2 overflow floats, and 1 bar screen float. the top ones are for the high alarm. both are working fine. alarm did call out	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.

1/3/2024	Eye Wash Station	30052 WW New Richland, MN	in the spring it will be dumped and refreshed for the season. initialed and heat is on so it does not freeze	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.
1/4/2024	Air Compressor	30052 WW New Richland, MN	oil checked, belts look good, auto drain, all good	Monthly PM	Check oil, belt tension, relief valves & drain water. See manual.
1/4/2024	NO 3 RAS	30052 WW New Richland, MN	greased, checked cage, running around 100 on the return	Monthly PM	Grease the zirks on the pump if the pump running this month.
1/4/2024	Effluent Sampler	30052 WW New Richland, MN	Covered tubing with insulated covers last month machine is working well	Monthly PM	Clean, inspect pump hose & check dessicant on unit. See manual
1/4/2024	Eyewash Station	30052 WW New Richland, MN	eyewash hose is ran 1 time a week, the city did buy a new one, it just has not been installed yet.	Monthly PM	Inspect eyewash for proper operation. Located at lab sink.
1/4/2024	FIRE EXTINGUISHERS	30052 WW New Richland, MN	2 extra city extinguishers, all checked initialed turned upside down and back.	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.
1/4/2024	NO 2 RAS	30052 WW New Richland, MN	the electrician has informed me not to open the bucket. He will be checking these	Annual PM	Document amp draws
1/4/2024	NO 2 RAS	30052 WW New Richland, MN	greased, 100 gpm return,	Monthly PM	Grease the zirks on the pump if the pump running this month.
1/4/2024	Influent Sampler	30052 WW New Richland, MN	tubing was covered last month with a insulated covering. machine is working well.	Monthly PM	Clean, inspect pump hose
1/4/2024	Blower NO 2	30052 WW New Richland, MN	started it november 15th it will run for a month and then switch. all filters good belts and oil was changed	Blower Monthly	Check oil level and belt tension, Check filter and clean/replace if needed. inspect units for abnormal wear and leaks.

1/5/2024	Emergency Generator	30052 WW New Richland, MN	checked oils and coolant, ran test it runs around 36 min total with cool down. City of New Richland is deciding to either go with a cat service agreement or a GSS. If GSS they won't Warranty the generator with GSS Parts/oils/coolant etc.	Generator Monthly	Check all fluids including fuel. Inspect unit for leaks or abnormal wear. Exercise under load and document hour meter. Please run generator twice a month.
1/9/2024	Lift Station #2 - 3rd Street	30052 WW New Richland, MN	Alarm call, all worked as it should. There wasn't a reason it went off just did. both pumps working	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.
1/23/2024	Final Clarifier NO 2	30052 WW New Richland, MN	checked oil vent and greased. it still needs a new rubber sweep	Monthly PM	Grease, clean air vent for gear box skimmer. Give 3-4 shots of grease each zerk.
1/23/2024	Lift Station #1 - WWTP	30052 WW New Richland, MN	This lift does not call out for some reason it has floats, no transducer. The floats do need to be moved to a different location. all waste waters flow right onto it. pulled and checked floats	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.
1/23/2024	Basement Sump Pump	30052 WW New Richland, MN	alarm runs fine. pumps working	Monthly PM	Open pit, turn on pump in controls and verify pump pumps water down.
1/23/2024	Trickling Filter	30052 WW New Richland, MN	arms are even, it does need cleaned but won't be real nice out till next week. You take a garden hose and scrub down both arms. checked vents, and made sure exhaust fan hadn't filled with ice, it is not on but it does make ice.	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
1/23/2024	Final Clarifier NO 1	30052 WW New Richland, MN	West clarifier needs a new rubber sweep right away, it will take 2 people to do this. the rubber sweep is in the shop. hopefully with the nice weather coming we can get this done.	Monthly PM	Grease, clean air vent for gear box skimmer. refer to manual, numerous tasks. Give 3-4 shots to each zerk to grease.

1/23/2024	Primary Clarifier	30052 WW New Richland, MN	checked oils, greased. The cold temps that we had we not good for the primary clarifier, the scum box, the beach and the sweep arm completely froze. It didn't break the arm thankfully. The arm has to be shut off at night or it will freeze. to unthaw you take a garden hose and tape it to the pole with a hook on it and it hold it down in the scum pit , it will take 1-2 hrs to thaw. then take the hose and run it down the scum box and into the scum pit. if its too cold out it just doesn't work.	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 dra off small quantity of oil to remove any accumulated water. Lubricate drive chain
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Wastewater Plant Maintenance Expenditures

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
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Total	<u>\$0</u>
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Wastewater System Maintenance Expenditures

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
1/1 - 1/31	Venders (1)	Misc Invoices under \$50 (1)	\$8

Total	<u>\$8</u>
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Total Expenditures

W/W Plant Maintenance	\$0
-----------------------	-----

W/W System Maintenance	<u>\$8</u>
------------------------	------------

Total For This Month	\$8
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Total Maintenance Dollars Spent Year-to-Date (January 1, 2024 to End of This Report Month)	\$8
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Annual Maintenance Budget (Jan. 1, 2024 - Dec. 31, 2024)	\$7,482
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Percent Maintenance Budget Spent Year-to-Date	0%
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City Of New Richland

Date : Feb 26, 2024

To : City board of New Richland

From : Eric Hendrickson Lead Maintenance

Water and Street Report

PROJECTS COMPLETED

- 33 Blue cards were issued to residents this month.
- 0 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.
- Thein well came on Feb 1 and 2 to do a annual check on well 1. Put in a new motor and two new pipes, when starting it new motor down well one it was looked up by rocks and debris. We repulled the motor out off the shaft. After talking with Thein, Guy L, Tony and myself we thought the best thing to do is concentrate on making well number 2 to be our main well, turning well 1 into a non-potable farmers hydrant. Thien will start the project on Feb 26.
- Started sweeping Feb 6
- Water line break on 6th street Feb 7
- Bolton and Mink came and looked at the water plant.
- Put in new pump at the water plant backwash. Feb 14
- Finish emergency trailer lights, strobe, ext.

FUTURE PROJECTS

- Put back bleachers at the Legion Field
- Started report on Lead and copper.
- Hang scoreboard.
- Start sweeping.
- Shock the water filter.

SEEKING RECOMMENDATION

J and R water utility service \$145 hour (35 is what we would like to do) 3 days \$3480

Minnesota Pump, 2 gate valve for the booster pumps \$8789.36

Bargen seal coating \$8785.00



Minnesota Pump Works
1 Cannon St W
Dundas, MN 55019

Quote
#QTE005848
02/21/2024

Bill To
New Richland MN, City of
PO Box 57
New Richland MN 56072-0057
United States
Phone:

Ship To
New Richland MN, City of
PO Box 57
New Richland MN 56072-0057
United States

Details

Quote for the Sale and Installation of a 6" Weight and Lever Check Valve for the Water Treatment Plant. Note: Freight is NOT included.

Prepared By	Phone	Email
Dillon Braith	877-645-8004	info@minnesotapumpworks.com

Sales Rep	Expires	Terms
Jason Draeger	03/02/2024	Net 30

Item	Comment	QTY	Rate	Amount
23427 QUOTE ITEM	Pratt 6" FLG Series 9001 Swing Check Valve w/ L&W	2	\$2,840.00	\$5,680.00
23427 QUOTE ITEM	Lot of Equipment; to include: Gaskets, Fasteners, and required misc materials	1	\$280.00	\$280.00
INSTALL SERVICES		1		\$2,829.36

Subtotal \$8,789.36

Total \$8,789.36

Pricing is valid for 10 days and does not include freight charges or applicable taxes.

Items quoted for repair and leftover 30 days, without a decision to repair, will be discarded.

Signature: _____ Date: _____

Thank you for your business.
Toll Free: 877-645-8004 | Email: info@minnesotapumpworks.com | Website: <http://www.minnesotapumpworks.com>



QTE005848

Memo

To: City Council

From: Anthony Martens

cc:

Date: 2/9/24

Re: Compensation Plan Update

Due to the increase in wages across the state and particularly with Law Enforcement, I did reach out to David Drown and Associates to ask about maintenance of our compensation plan. They currently offer a 3-yr contract at \$3,000 / year that would re-evaluate the current structure, re-write job descriptions and file pay equity reports.

He did also offer a \$2,300 contract if we did not wish to re-write our job descriptions. Council should discuss and direct staff regarding their willingness to proceed.

CITY OF NEW RICHLAND

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*Check Summary Register©

JANUARY 2024

Name		Check Date	Check Amt	
10100 GENERAL CHECKING				
4862e	ISOLVED	1/3/2024	\$14,451.47	1/3/24 Payroll
4863e	PERA	1/3/2024	\$2,641.95	1/3/24 Payroll
4864e	NATIONWIDE	1/3/2024	\$215.00	1/3/24 Payroll
4865e	ISOLVED	1/10/2024	\$5,617.28	December 2023 Ambulance Payroll
4866e	NATIONWIDE	1/10/2024	\$65.00	Dec 2023 AMB Payroll
4867e	POSTMASTER	1/3/2024	\$18.30	PD MAILED EVIDENCE
4868e	POSTMASTER	1/3/2024	\$6.25	FD MAILED ITEMS
4869e	MN CRIME PREVENTION	1/3/2024	\$50.00	ANNUAL
4870e	CANES	1/5/2024	\$37.55	MEAL
4871e	MN RURAL WATER ASSOCIATIO	1/5/2024	\$0.00	EXAM REFRESHER CLASS
4872e	WEX HEALTH INC	1/9/2024	\$13.75	
4873e	TRIZETTO PROVIDER Solutio	1/9/2024	\$40.60	
4874e	QUILL CORPORATION	1/9/2024	\$0.00	QUILL MEMBERSHIP ANNUAL 2024
4875e	MINNESOTA REVENUE	1/11/2024	\$678.00	December 2023 Sales Tax
4876e	ISOLVED	1/17/2024	\$13,876.42	1-17-24 Payroll
4877e	PERA	1/17/2024	\$2,515.79	1-17-24 Payroll
4878e	NATIONWIDE	1/17/2024	\$215.00	1-17-24 Payroll
4886e	POSTMASTER	1/17/2024	\$364.32	JAN WATER/SEWER/GARBAGE BILL
4887e	AMPION	1/22/2024	\$672.34	11/1/23-11/30/23
4888e	DAKOTA MICRO	1/24/2024	\$41.00	POWER VIDEO
4889e	MN DEPT. OF NATURAL RESOU	1/26/2024	\$35.00	MNDNR WTR PERMIT
4890e	ISOLVED	1/31/2024	\$14,924.10	1-31-24 Payroll
4891e	PERA	1/31/2024	\$2,956.73	1-31-24 Payroll
4892e	NATIONWIDE	1/31/2024	\$215.00	1-31-24 Payroll
4893e	HARBOR FREIGHT TOOLS	1/31/2024	\$219.98	LED TRAILER LIGHTS
4894e	AMAZON.COM	1/25/2024	\$39.71	NREMT STUDY GUIDE
4913e	MADDENS ON GULL LAKE	2/22/2024	\$399.46	TONY CONFERENCE
4914e	HOME DEPOT	1/29/2024	\$379.00	MILWAUKEE M18 COMBO KIT
4915e	AMAZON.COM	1/25/2024	\$11.90	BLACK NITRITE GLOVES FOR PD
4916e	AMAZON.COM	1/25/2024	\$14.11	TRUCKER HAT - MAINT. DEPT
4917e	AMAZON.COM	1/24/2024	\$109.99	LED LIGHTS FOR TRAILER
4918e	BEST BUY	2/22/2024	\$1,199.99	DELL LAPTOP FOR FIRE DEPT
4919e	GREEN MILL	1/11/2024	\$18.56	ERIC LUNCH
4920e	DAIRY QUEEN	1/12/2024	\$20.91	ERIC SCHOOLING
4921e	BEST WESTERN AMERICANNA I	1/12/2024	\$361.53	ERIC SCHOOLING
4922e	PAYMENT SERVICES NETWORK	2/22/2024	\$331.31	UTILITY
4924e	GREEN MILL	1/10/2024	\$18.46	ERIC SCHOOLING
4925e	STATE BANK OF NEW RICHLAN	1/31/2024	\$1.00	MONTHLY SERVICE CHARGE
4926e	Further	1/23/2024	\$150.00	1/123 PAYROLL
4927e	Further	1/17/2024	\$266.66	01 17 PAYROLL
28973	MSCIC	12/28/2023	\$150.00	2024 CONFERENCE
28974	NCPERS MINNESOTA	12/28/2023	\$16.00	ERIC H COVERAGE 1/1/24-1/31/24
28975	PEOPLES SERVICE, INC.	12/28/2023	\$13,706.00	WASTEWATER
28976	WASECA COUNTY LICENSE BU	12/28/2023	\$149.50	1998 HMDE TRL
28977	AIRGAS USA, LLC	1/5/2024	\$465.73	Cylinder Rentals
28978	BOUND TREE MEDICAL , LLC	1/5/2024	\$121.67	CURAPLEX METER, THERMOS, NASAL CAN
28979	BUDACH IMPLEMENT	1/5/2024	\$339.00	
28980	CENTRAL FARM SERVICE	1/5/2024	\$727.48	streets
28981	COMPANION LIFE INSURANCE	1/5/2024	\$407.62	
28982	Consolidated Communications	1/5/2024	\$49.07	WATER PLANT BUILDIN ALARM PHONE
28983	EXPERT BILLING LLC	1/5/2024	\$145.00	5 RUNS BILLED - OCT23
28984	FERGUSON WATERWORKS	1/5/2024	\$1,135.26	NEW DOUBLE METER FOR HUD
28985	GOPHER STATE ONE-CALL, INC.	1/5/2024	\$8.10	LOCATES
28986	LAW ENFORCEMENT LABOR SE	1/5/2024	\$70.50	DERAAD

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JANUARY 2024

	Name	Check Date	Check Amt	
28987	LMCIT	1/5/2024	\$270.00	PATROL ANNUAL MEMBERSHIP
28988	METRO SALES INC	1/5/2024	\$3,896.00	ANNUAL CONTRACT BASE RATE
28989	MIDCO	1/5/2024	\$667.59	PD INTERNET
28990	MJM MEDICAL DIRECTION CON	1/5/2024	\$2,300.00	FD 2024 MEDICAL DIRECTION
28991	MN CHIEFS OF POLICE ASSOC.	1/5/2024	\$376.00	Membership Renewals
28992	NEW RICHLAND AUTO REPAIR	1/5/2024	\$147.00	PD OIL CHANGE
28993	NR FARM & HOME SUPPLY	1/5/2024	\$83.40	TAPE MEASURES, BATTERIES, HOOKS
28994	OVERHEAD DOOR CO OF ALBE	1/5/2024	\$764.40	REPLACED 6 DOOR GASKETS
28995	THOMPSON SANITATION, INC	1/5/2024	\$5,927.46	317 CARTS WEEKLY
28996	U.S. BANK EQUIPMENT FINANC	1/5/2024	\$165.00	METRO PRINTER PAYMENT
28997	WAGNER FOODS	1/5/2024	\$158.43	CLENAING SUPPLIES, TP
28998	ASSURITY	1/10/2024	\$340.80	SUPPLIMENTAL INSURANCE
28999	DELANE NELSON	1/10/2024	\$1,114.00	CIVIL DEFENSE TOWER
29000	DEPT. OF HUMAN SERVICES	1/10/2024	\$6,791.93	ECPN PAYMENT CARE CENTER
29001	FLATNESS, ANDY	1/10/2024	\$500.00	WATER TESTING
29002	JOBS PLUS INC	1/10/2024	\$111.72	DEC CLEANING
29003	KLIMMEK, BARBARA	1/10/2024	\$375.00	OVERPAID AMBULANCE BILL - REIMBURSE
29004	LEAGUE OF MN. CITIES	1/10/2024	\$499.00	MCMA ANNUAL CONFERENCE
29005	MACQUEEN EQUIPMENT, INC	1/10/2024	\$70.00	MSA FLOW TEST/SCBA FLOW TEST
29006	MAYO CLINIC	1/10/2024	\$182.00	DOT PHYSICAL
29007	MN CHIEFS OF POLICE ASSOC.	1/10/2024	\$550.00	MCPA CONFERENCE
29008	NORTH AMBULANCE	1/10/2024	\$400.00	INTERCEPT
29009	NORTHLAND SECURITIES	1/10/2024	\$550.00	FISCAL FEES
29010	SOUTHERN MN INITIATIVE FOU	1/10/2024	\$500.00	
29011	USA BLUE BOOK	1/10/2024	\$134.61	3 DISCLOSURE SIGNS FOR CHEMICALS
29012	UTILITY SERVICE CO INC	1/10/2024	\$1,698.68	PEDISPHERE CITY TANK-MONTHLY
29013	WASTE MANAGEMENT	1/10/2024	\$6,384.64	GARBAGE - 165 CART
29014	ANCOM	1/17/2024	\$400.00	AMBULANCE RADIO WIRES
29015	BANK OF ZUMBROTA	1/17/2024	\$14,371.00	2024 PRINCIPAL AND INTEREST
29016	BCBS MINNESOTA	1/17/2024	\$2,644.58	INSURANCE FEB 2024
29017	DEPT. OF HUMAN SERVICES	1/17/2024	\$6,791.93	ECPN PAYMENT CARE CENTER
29018	EXPERT BILLING LLC	1/17/2024	\$58.00	NOV RUNS 2
29019	HAWKINS WATER TREATMENT	1/17/2024	\$20.00	CHLORINE CYLINDER
29020	LEBLANC CONSULTING	1/17/2024	\$712.50	WATER PLANT PUMPS
29021	NORTHLAND FARM SYSTEMS, I	1/17/2024	\$942.00	PRO WESTERN SANDER
29022	RIDL, MAGGIE	1/17/2024	\$100.00	DEPOSIT FOR COMMUNITY ROOM
29023	STREICHER'S	1/17/2024	\$1,736.99	JOEL JANDT UNIFORM
29024	VERIZON WIRELESS	1/17/2024	\$351.24	
29025	XCEL ENERGY	1/17/2024	\$1,252.93	USAGE 12/4/23 TO 1/2/24
29026	ABDO, LLP	1/23/2024	\$8,000.00	AUDIT SERVICES YEAR END 2023
29027	ANCOM	1/23/2024	\$2,629.58	ANNUAL MAINTENANCE CONTRACT - FIRE
29028	DG Minnesota CS 2021, LLC	1/23/2024	\$17.70	302644135
29029	MADISON ENERGY INVESTMEN	1/23/2024	\$3.60	SOLAR
29030	MN DEPT OF LABOR & INDUSTR	1/23/2024	\$244.12	12-2023 QUARTERLY BUILDING PERMITS
29031	NORTHLAND TRUST SERVICES,	1/23/2024	\$30,360.00	PRINCIPAL
29032	RENT N SAVE PORTABLE SERVI	1/23/2024	\$95.00	St. Olaf
29033	USABLE LIFE	1/23/2024	\$22.00	TANYCE
29034	XCEL ENERGY SOLUTION	1/23/2024	\$5,223.25	601 W DIVISION
29035	ARNOLDS OF MANKATO	1/24/2024	\$5,265.00	NEW SKID STEER AND EQUIPMENT
29036	JOHNSON HARDWARE COMPAN	1/24/2024	\$140.00	
29037	MN ENERGY RESOURCES COR	1/24/2024	\$1,478.49	WATER
29038	MN PUBLIC FACILITIES AUTHOR	1/24/2024	\$4,590.00	MPFA-11-0049-R-FY12
29039	NCPERS MINNESOTA	1/24/2024	\$32.00	ERIC H
29040	PEOPLES SERVICE, INC.	1/24/2024	\$13,706.00	WASTEWATER
29041	QUILL CORPORATION	1/24/2024	\$271.85	CIRCLE MAIL STICKERS

CITY OF NEW RICHLAND

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	Name	Check Date	Check Amt	
29042	STREICHER'S	1/24/2024	\$359.95	FIRE DEPT UNIFORMS
29043	WALDORF WELDING & MACHIN	1/24/2024	\$764.64	SNOW PLOW REPAIR
29044	SCHWICKERTS TECTA AMERIC	1/26/2024	\$900.00	CITY HALL ROOF
29045	TIMMS TRUCKING & EXCAVATIN	1/26/2024	\$825.00	SNOW REMOVAL
29046	BORN WELL DRILLING	1/31/2024	\$2,781.00	EFFLUENT PUMP AND FREIGHT
29047	BUDACH IMPLEMENT	1/31/2024	\$324.75	
29048	CHRISTIAN, KEOGH, MORAN & K	1/31/2024	\$537.50	EDA PURCHASE AGREEMENT
29049	Consolidated Communications	1/31/2024	\$59.02	WATER PLANT EP
29050	DELL MARKETING L.P.	1/31/2024	\$650.00	
29051	MINNESOTA PUMP WORKS	1/31/2024	\$374.68	LIFT STATION ON 3RD ST
29052	MN ENERGY RESOURCES COR	1/31/2024	\$745.82	LIBRARY
29053	STATE BANK OF NEW RICHLAN	1/31/2024	\$13,820.00	NOTE NO. 16157 PRINCIPAL
29054	STEELE-WASECA COOP ELECT	1/31/2024	\$1.35	
29055	STRAIGHT RIVER ELECTRIC, LL	1/31/2024	\$3,026.92	OUTDOOR LIGHT AT WWTP
29056	THE LEADERSHIP GROWTH GR	1/31/2024	\$600.00	TONY - 2024 ANNUAL
	Total Checks		\$242,872.40	

Current Period: JANUARY 2024

			2024 YTD Budget	2024 YTD Amt	JANUARY MTD Amt	2024 YTD Balance	% of Budget
GENERAL FUND							
Revenues			\$1,297,845.00	\$23,014.55	\$23,014.55	\$1,274,830.45	1.77%
Expenditures			\$1,297,845.00	\$117,472.73	\$117,472.73	\$1,180,372.27	9.05%
Gain/(Loss)			\$0.00	(\$94,458.18)	(\$94,458.18)	\$94,458.18	0.00%
GOVERNMENT WIDE							
Active	R 101-00000-31000	GENERAL PR	\$341,600.00	\$7,580.35	\$7,580.35	\$334,019.65	2.22%
Active	R 101-00000-31020	PROPERTY T	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-00000-31250	PAYMENT IN	\$7,500.00	\$0.00	\$0.00	\$7,500.00	0.00%
Active	R 101-00000-31810	FRANCHISE T	\$7,500.00	\$640.66	\$640.66	\$6,859.34	8.54%
Active	R 101-00000-31811	FRANCHISE T	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.00%
Active	R 101-00000-31812	FRANCHISE T	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	R 101-00000-31910	PENALTIES A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-00000-32110	LIQUOR LICE	\$4,675.00	\$0.00	\$0.00	\$4,675.00	0.00%
Active	R 101-00000-33410	LOCAL GOVE	\$503,620.00	\$0.00	\$0.00	\$503,620.00	0.00%
Active	R 101-00000-33430	MOBILE HOM	\$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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-00000-36100	SPECIAL ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-00000-36110	SPECIAL ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-00000-36120	SPECIAL ASS	\$0.00	\$0.00	\$0.00	\$0.00	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	\$1,000.00	\$53.20	\$53.20	\$946.80	5.32%
Active	R 101-00000-36240	LMCIT DIVIDE	\$0.00	\$2,017.00	\$2,017.00	(\$2,017.00)	0.00%
Active	R 101-00000-39200	OPERATING T	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-00000-39310	GENERAL OB	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$877,895.00	\$10,291.21	\$10,291.21	\$867,603.79	1.17%
Total GOVERNMENT WIDE			\$877,895.00	\$10,291.21	\$10,291.21	\$867,603.79	1.17%
MAYOR AND COUNCIL							
Active	E 101-41100-100	WAGES/SALARI	\$12,000.00	\$0.00	\$0.00	\$12,000.00	0.00%
Active	E 101-41100-121	SOCIAL SECURI	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
Active	E 101-41100-122	MEDICARE	\$185.00	\$0.00	\$0.00	\$185.00	0.00%
Active	E 101-41100-150	WORKERS COM	\$85.00	\$0.00	\$0.00	\$85.00	0.00%
Active	E 101-41100-200	OFFICE SUPPLI	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
Active	E 101-41100-210	OPERATING EX	\$500.00	\$11.90	\$11.90	\$488.10	2.38%
Active	E 101-41100-308	SCHOOLING	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 101-41100-309	COMPUTER EX	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
Active	E 101-41100-311	PERMITS/MEMB	\$30.00	\$0.00	\$0.00	\$30.00	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			\$14,700.00	\$11.90	\$11.90	\$14,688.10	0.08%
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%
Total MAYOR AND COUNCIL			(\$14,700.00)	(\$11.90)	(\$11.90)	(\$14,688.10)	0.08%
CITY HALL							
Active	E 101-41400-100	WAGES/SALARI	\$121,000.00	\$13,666.41	\$13,666.41	\$107,333.59	11.29%
Active	E 101-41400-101	WAGES/SALARI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41400-120	PERA	\$9,100.00	\$1,024.97	\$1,024.97	\$8,075.03	11.26%
Active	E 101-41400-121	SOCIAL SECURI	\$7,500.00	\$836.14	\$836.14	\$6,663.86	11.15%
Active	E 101-41400-122	MEDICARE	\$1,800.00	\$195.55	\$195.55	\$1,604.45	10.86%
Active	E 101-41400-130	HEALTH INSUR	\$9,000.00	\$1,147.97	\$1,147.97	\$7,852.03	12.76%
Active	E 101-41400-131	LIFE INSURANC	\$240.00	\$9.34	\$9.34	\$230.66	3.89%
Active	E 101-41400-150	WORKERS COM	\$825.00	\$0.00	\$0.00	\$825.00	0.00%

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			2024	2024	JANUARY	2024	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 101-41400-200	OFFICE SUPPLI	\$3,000.00	\$57.39	\$57.39	\$2,942.61	1.91%
Active	E 101-41400-201	ORDINANCE EX	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
Active	E 101-41400-210	OPERATING EX	\$8,000.00	\$165.00	\$165.00	\$7,835.00	2.06%
Active	E 101-41400-220	REPAIRS & MAI	\$3,000.00	\$450.00	\$450.00	\$2,550.00	15.00%
Active	E 101-41400-221	CLEANING CON	\$2,000.00	\$227.41	\$227.41	\$1,772.59	11.37%
Active	E 101-41400-230	VEHICLE OPER	\$50.00	\$21.25	\$21.25	\$28.75	42.50%
Active	E 101-41400-300	PROFESSIONAL	\$8,500.00	\$4,670.39	\$4,670.39	\$3,829.61	54.95%
Active	E 101-41400-301	AUDITING SERV	\$33,000.00	\$8,000.00	\$8,000.00	\$25,000.00	24.24%
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	\$300.00	\$300.00	\$4,700.00	6.00%
Active	E 101-41400-307	CONTRACT FEE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 101-41400-308	SCHOOLING	\$3,500.00	\$1,498.46	\$1,498.46	\$2,001.54	42.81%
Active	E 101-41400-309	COMPUTER EX	\$4,000.00	\$838.76	\$838.76	\$3,161.24	20.97%
Active	E 101-41400-311	PERMITS/MEMB	\$6,800.00	\$0.00	\$0.00	\$6,800.00	0.00%
Active	E 101-41400-314	REIMBURSEME	\$0.00	\$100.00	\$100.00	(\$100.00)	0.00%
Active	E 101-41400-316	CREDIT/DEBIT S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41400-320	TELEPHONE	\$2,500.00	\$211.81	\$211.81	\$2,288.19	8.47%
Active	E 101-41400-330	MILEAGE EXPE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41400-331	MOTEL EXPENS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41400-340	ADVERTISING	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-41400-360	INSURANCE	\$10,500.00	\$0.00	\$0.00	\$10,500.00	0.00%
Active	E 101-41400-380	UTILITIES/ELEC	\$500.00	\$32.92	\$32.92	\$467.08	6.58%
Active	E 101-41400-383	UTILITIES/HEAT	\$1,500.00	\$141.45	\$141.45	\$1,358.55	9.43%
Active	E 101-41400-384	UTITLITES/GAR	\$0.00	\$0.00	\$0.00	\$0.00	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	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-41400-461	REGIONAL DEV	\$500.00	\$500.00	\$500.00	\$0.00	100.00%
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			\$248,315.00	\$34,095.22	\$34,095.22	\$214,219.78	13.73%
Active	R 101-41400-33160	OTHER-FEDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-41400-36220	RENTS	\$5,500.00	\$350.00	\$350.00	\$5,150.00	6.36%
Active	R 101-41400-36230	CONTRIBUTI	\$2,000.00	\$10.00	\$10.00	\$1,990.00	0.50%
Active	R 101-41400-36250	REFUNDS AN	\$3,000.00	\$3,186.41	\$3,186.41	(\$186.41)	106.21%
Active	R 101-41400-39110	SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$10,500.00	\$3,546.41	\$3,546.41	\$6,953.59	33.78%
Total CITY HALL			(\$237,815.00)	(\$30,548.81)	(\$30,548.81)	(\$207,266.19)	12.85%
ELECTIONS							
Active	E 101-41410-110	OTHER PAY	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 101-41410-210	OPERATING EX	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 101-41410-330	MILEAGE EXPE	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
Active	E 101-41410-340	ADVERTISING	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
Expenditure			\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.00%
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%
Total ELECTIONS			(\$4,000.00)	\$0.00	\$0.00	(\$4,000.00)	0.00%
POLICE							
Active	E 101-42100-100	WAGES/SALARI	\$122,000.00	\$13,959.71	\$13,959.71	\$108,040.29	11.44%
Active	E 101-42100-101	WAGES/SALARI	\$50,000.00	\$4,672.57	\$4,672.57	\$45,327.43	9.35%
Active	E 101-42100-120	PERA	\$26,000.00	\$2,590.65	\$2,590.65	\$23,409.35	9.96%
Active	E 101-42100-121	SOCIAL SECURI	\$3,250.00	\$289.70	\$289.70	\$2,960.30	8.91%
Active	E 101-42100-122	MEDICARE	\$2,800.00	\$267.47	\$267.47	\$2,532.53	9.55%
Active	E 101-42100-130	HEALTH INSUR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-131	LIFE INSURANC	\$75.00	\$4.68	\$4.68	\$70.32	6.24%
Active	E 101-42100-150	WORKERS COM	\$14,000.00	\$0.00	\$0.00	\$14,000.00	0.00%

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			2024	2024	JANUARY	2024	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 101-42100-200	OFFICE SUPPLI	\$500.00	\$8.98	\$8.98	\$491.02	1.80%
Active	E 101-42100-210	OPERATING EX	\$5,000.00	\$18.30	\$18.30	\$4,981.70	0.37%
Active	E 101-42100-220	REPAIRS & MAI	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-42100-230	VEHICLE OPER	\$3,000.00	\$222.31	\$222.31	\$2,777.69	7.41%
Active	E 101-42100-231	VEHICLE MAINT	\$5,000.00	\$147.00	\$147.00	\$4,853.00	2.94%
Active	E 101-42100-240	SMALL TOOLS A	\$300.00	\$0.00	\$0.00	\$300.00	0.00%
Active	E 101-42100-300	PROFESSIONAL	\$3,750.00	\$0.00	\$0.00	\$3,750.00	0.00%
Active	E 101-42100-301	AUDITING SERV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-304	LEGAL FEES	\$8,010.00	\$0.00	\$0.00	\$8,010.00	0.00%
Active	E 101-42100-305	MEDICAL FEES	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-42100-306	ANIMAL EXPEN	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-42100-307	CONTRACT FEE	\$900.00	\$0.00	\$0.00	\$900.00	0.00%
Active	E 101-42100-308	SCHOOLING	\$4,000.00	\$970.00	\$970.00	\$3,030.00	24.25%
Active	E 101-42100-309	COMPUTER EX	\$4,000.00	\$97.93	\$97.93	\$3,902.07	2.45%
Active	E 101-42100-311	PERMITS/MEMB	\$1,000.00	\$426.00	\$426.00	\$574.00	42.60%
Active	E 101-42100-313	SHARED RECO	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.00%
Active	E 101-42100-320	TELEPHONE	\$1,500.00	\$166.03	\$166.03	\$1,333.97	11.07%
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/ELEC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42100-383	UTILITIES/HEAT	\$1,000.00	\$141.45	\$141.45	\$858.55	14.15%
Active	E 101-42100-417	UNIFORM ALLO	\$3,000.00	\$1,916.97	\$1,916.97	\$1,083.03	63.90%
Active	E 101-42100-430	MISCELLANEOU	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
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			\$277,585.00	\$25,899.75	\$25,899.75	\$251,685.25	9.33%
Active	R 101-42100-32240	ANIMAL LICE	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	R 101-42100-32260	GOLF CART O	\$650.00	\$0.00	\$0.00	\$650.00	0.00%
Active	R 101-42100-33610	POLICE STAT	\$16,000.00	\$0.00	\$0.00	\$16,000.00	0.00%
Active	R 101-42100-34210	POLICE SERV	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	R 101-42100-34261	POLICE TRAI	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
Active	R 101-42100-35100	POLICE FINE	\$5,000.00	\$146.66	\$146.66	\$4,853.34	2.93%
Active	R 101-42100-36200	MISCELLANE	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	R 101-42100-36230	CONTRIBUTI	\$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			\$28,750.00	\$146.66	\$146.66	\$28,603.34	0.51%
Total POLICE			(\$248,835.00)	(\$25,753.09)	(\$25,753.09)	(\$223,081.91)	10.35%
AMBULANCE							
Active	E 101-42153-102	WAGES/SALARI	\$12,000.00	\$1,000.00	\$1,000.00	\$11,000.00	8.33%
Active	E 101-42153-106	WAGES/SALARI	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-42153-110	OTHER PAY	\$60,000.00	\$3,721.75	\$3,721.75	\$56,278.25	6.20%
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	\$292.74	\$292.74	\$3,507.26	7.70%
Active	E 101-42153-122	MEDICARE	\$900.00	\$68.49	\$68.49	\$831.51	7.61%
Active	E 101-42153-150	WORKERS COM	\$7,500.00	\$0.00	\$0.00	\$7,500.00	0.00%
Active	E 101-42153-200	OFFICE SUPPLI	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
Active	E 101-42153-210	OPERATING EX	\$2,000.00	\$17.84	\$17.84	\$1,982.16	0.89%
Active	E 101-42153-212	MEDICAL SUPP	\$16,000.00	\$958.39	\$958.39	\$15,041.61	5.99%
Active	E 101-42153-220	REPAIRS & MAI	\$4,000.00	\$400.00	\$400.00	\$3,600.00	10.00%
Active	E 101-42153-230	VEHICLE OPER	\$3,000.00	\$138.23	\$138.23	\$2,861.77	4.61%
Active	E 101-42153-231	VEHICLE MAINT	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
Active	E 101-42153-300	PROFESSIONAL	\$7,500.00	\$2,003.00	\$2,003.00	\$5,497.00	26.71%
Active	E 101-42153-301	AUDITING SERV	\$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	\$1,320.08	\$1,320.08	\$2,179.92	37.72%

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			2024	2024	JANUARY	2024	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 101-42153-308	SCHOOLING	\$6,000.00	\$30.73	\$30.73	\$5,969.27	0.51%
Active	E 101-42153-309	COMPUTER EX	\$1,000.00	\$72.06	\$72.06	\$927.94	7.21%
Active	E 101-42153-311	PERMITS/MEMB	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-42153-314	REIMBURSEME	\$0.00	\$375.00	\$375.00	(\$375.00)	0.00%
Active	E 101-42153-316	CREDIT/DEBIT S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42153-318	MEDICAL TRAIN	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
Active	E 101-42153-320	TELEPHONE	\$500.00	\$70.31	\$70.31	\$429.69	14.06%
Active	E 101-42153-330	MILEAGE EXPE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42153-331	MOTEL EXPENS	\$0.00	\$0.00	\$0.00	\$0.00	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	\$0.00	\$0.00	\$950.00	0.00%
Active	E 101-42153-380	UTILITIES/ELEC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-42153-383	UTILITIES/HEAT	\$1,200.00	\$141.45	\$141.45	\$1,058.55	11.79%
Active	E 101-42153-417	UNIFORM ALLO	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
Active	E 101-42153-430	MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42153-441	BAD DEBT EXP	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 101-42153-442	INSURANCE WR	\$45,000.00	\$0.00	\$0.00	\$45,000.00	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			\$186,000.00	\$10,610.07	\$10,610.07	\$175,389.93	5.70%
Active	R 101-42153-33720	OTHER COUN	\$3,700.00	\$0.00	\$0.00	\$3,700.00	0.00%
Active	R 101-42153-34206	MEDICAL TRA	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
Active	R 101-42153-34250	AMBULANCE	\$150,000.00	\$6,132.72	\$6,132.72	\$143,867.28	4.09%
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	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42153-36210	INTEREST ON	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42153-36230	CONTRIBUTI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42153-36250	REFUNDS AN	\$0.00	\$10.55	\$10.55	(\$10.55)	0.00%
Active	R 101-42153-39110	SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$159,200.00	\$6,143.27	\$6,143.27	\$153,056.73	3.86%
Total AMBULANCE			(\$26,800.00)	(\$4,466.80)	(\$4,466.80)	(\$22,333.20)	16.67%
FIRE							
Active	E 101-42200-124	PENSION PAYM	\$27,500.00	\$0.00	\$0.00	\$27,500.00	0.00%
Active	E 101-42200-150	WORKERS COM	\$6,500.00	\$0.00	\$0.00	\$6,500.00	0.00%
Active	E 101-42200-200	OFFICE SUPPLI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42200-210	OPERATING EX	\$3,000.00	\$11.50	\$11.50	\$2,988.50	0.38%
Active	E 101-42200-220	REPAIRS & MAI	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 101-42200-221	CLEANING CON	\$0.00	\$5.88	\$5.88	(\$5.88)	0.00%
Active	E 101-42200-230	VEHICLE OPER	\$2,000.00	\$91.15	\$91.15	\$1,908.85	4.56%
Active	E 101-42200-231	VEHICLE MAINT	\$3,000.00	\$78.29	\$78.29	\$2,921.71	2.61%
Active	E 101-42200-300	PROFESSIONAL	\$250.00	\$250.00	\$250.00	\$0.00	100.00%
Active	E 101-42200-301	AUDITING SERV	\$1,800.00	\$0.00	\$0.00	\$1,800.00	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	\$654.75	\$745.25	46.77%
Active	E 101-42200-308	SCHOOLING	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
Active	E 101-42200-309	COMPUTER EX	\$500.00	\$615.72	\$615.72	(\$115.72)	123.14%
Active	E 101-42200-320	TELEPHONE	\$0.00	\$17.64	\$17.64	(\$17.64)	0.00%
Active	E 101-42200-330	MILEAGE EXPE	\$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/ELEC	\$0.00	\$3.70	\$3.70	(\$3.70)	0.00%
Active	E 101-42200-383	UTILITIES/HEAT	\$1,500.00	\$238.19	\$238.19	\$1,261.81	15.88%
Active	E 101-42200-417	UNIFORM ALLO	\$7,500.00	\$0.00	\$0.00	\$7,500.00	0.00%
Active	E 101-42200-430	MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42200-441	BAD DEBT EXP	\$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%

Current Period: JANUARY 2024

			2024 YTD Budget	2024 YTD Amt	JANUARY MTD Amt	2024 YTD Balance	% of Budget
Active	E 101-42200-501	CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$63,200.00	\$1,966.82	\$1,966.82	\$61,233.18	3.11%
Active	R 101-42200-31020	PROPERTY T	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42200-33150	FEDERAL GR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42200-33600	FIRE STATE A	\$27,500.00	\$0.00	\$0.00	\$27,500.00	0.00%
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	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	R 101-42200-36210	INTEREST ON	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42200-36230	CONTRIBUTI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42200-36250	REFUNDS AN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42200-39110	SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$33,500.00	\$0.00	\$0.00	\$33,500.00	0.00%
Total FIRE			(\$29,700.00)	(\$1,966.82)	(\$1,966.82)	(\$27,733.18)	6.62%
BLDG INSPECTION							
Active	E 101-42400-210	OPERATING EX	\$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 SERV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-302	BLDG PERMIT S	\$500.00	\$244.12	\$244.12	\$255.88	48.82%
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	\$13,000.00	\$0.00	\$0.00	\$13,000.00	0.00%
Active	E 101-42400-308	SCHOOLING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-314	REIMBURSEME	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-316	CREDIT/DEBIT S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-330	MILEAGE EXPE	\$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			\$15,100.00	\$244.12	\$244.12	\$14,855.88	1.62%
Active	R 101-42400-32200	BUILDING PE	\$20,000.00	\$228.00	\$228.00	\$19,772.00	1.14%
Active	R 101-42400-32210	RENTAL HOU	\$1,000.00	\$75.00	\$75.00	\$925.00	7.50%
Active	R 101-42400-36250	REFUNDS AN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$21,000.00	\$303.00	\$303.00	\$20,697.00	1.44%
Total BLDG INSPECTION			\$5,900.00	\$58.88	\$58.88	\$5,841.12	1.00%
CIVIL DEFENSE							
Active	E 101-42500-210	OPERATING EX	\$500.00	\$1,114.00	\$1,114.00	(\$614.00)	222.80%
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	\$1,114.00	\$1,114.00	(\$614.00)	222.80%
Active	R 101-42500-39110	SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total CIVIL DEFENSE			(\$500.00)	(\$1,114.00)	(\$1,114.00)	\$614.00	222.80%
STREETS							
Active	E 101-43100-100	WAGES/SALARI	\$85,000.00	\$9,724.39	\$9,724.39	\$75,275.61	11.44%
Active	E 101-43100-101	WAGES/SALARI	\$8,000.00	\$169.20	\$169.20	\$7,830.80	2.12%
Active	E 101-43100-120	PERA	\$7,100.00	\$729.32	\$729.32	\$6,370.68	10.27%
Active	E 101-43100-121	SOCIAL SECURI	\$6,000.00	\$603.27	\$603.27	\$5,396.73	10.05%
Active	E 101-43100-122	MEDICARE	\$1,625.00	\$141.09	\$141.09	\$1,483.91	8.68%
Active	E 101-43100-130	HEALTH INSUR	\$9,000.00	\$1,161.72	\$1,161.72	\$7,838.28	12.91%
Active	E 101-43100-131	LIFE INSURANC	\$50.00	\$7.98	\$7.98	\$42.02	15.96%
Active	E 101-43100-140	UNEMPLOYMEN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Current Period: JANUARY 2024

			2024 YTD Budget	2024 YTD Amt	JANUARY MTD Amt	2024 YTD Balance	% of Budget
Active	E 101-43100-150	WORKERS COM	\$7,400.00	\$0.00	\$0.00	\$7,400.00	0.00%
Active	E 101-43100-200	OFFICE SUPPLI	\$275.00	\$0.00	\$0.00	\$275.00	0.00%
Active	E 101-43100-210	OPERATING EX	\$10,000.00	\$1,004.49	\$1,004.49	\$8,995.51	10.04%
Active	E 101-43100-211	SNOW REMOVA	\$10,000.00	\$1,767.00	\$1,767.00	\$8,233.00	17.67%
Active	E 101-43100-215	TREE EXPENSE	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 101-43100-216	GRAVEL/ROCK	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 101-43100-217	SPRING CLEAN-	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 101-43100-218	CHEMICALS/SP	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-43100-219	COUNTY DITCH	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-43100-220	REPAIRS & MAI	\$8,000.00	\$764.40	\$764.40	\$7,235.60	9.56%
Active	E 101-43100-225	LANDSCAPING	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 101-43100-230	VEHICLE OPER	\$8,000.00	\$312.89	\$312.89	\$7,687.11	3.91%
Active	E 101-43100-231	VEHICLE MAINT	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 101-43100-232	LAWN MOWER	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.00%
Active	E 101-43100-233	TRACTOR MAIN	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 101-43100-234	DUMP TRUCK M	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 101-43100-235	PICKUP MAINT	\$5,000.00	\$125.82	\$125.82	\$4,874.18	2.52%
Active	E 101-43100-236	SNOW EQUIP M	\$5,000.00	\$979.54	\$979.54	\$4,020.46	19.59%
Active	E 101-43100-237	SWEeper MAIN	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
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 SERV	\$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	\$182.00	\$182.00	(\$182.00)	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	\$1,500.00	\$457.01	\$457.01	\$1,042.99	30.47%
Active	E 101-43100-309	COMPUTER EX	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-43100-311	PERMITS/MEMB	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-314	REIMBURSEME	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-320	TELEPHONE	\$2,000.00	\$157.92	\$157.92	\$1,842.08	7.90%
Active	E 101-43100-330	MILEAGE EXPE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-331	MOTEL EXPENS	\$0.00	\$0.00	\$0.00	\$0.00	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	\$0.00	\$0.00	\$6,000.00	0.00%
Active	E 101-43100-380	UTILITIES/ELEC	\$10,000.00	\$5.68	\$5.68	\$9,994.32	0.06%
Active	E 101-43100-383	UTILITIES/HEAT	\$1,500.00	\$477.15	\$477.15	\$1,022.85	31.81%
Active	E 101-43100-384	UTITLITES/GAR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-390	STREET LIGHTI	\$16,000.00	\$1,252.93	\$1,252.93	\$14,747.07	7.83%
Active	E 101-43100-417	UNIFORM ALLO	\$1,000.00	\$14.11	\$14.11	\$985.89	1.41%
Active	E 101-43100-430	MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-500	CAPITAL OUTLA	\$0.00	\$5,265.00	\$5,265.00	(\$5,265.00)	0.00%
Active	E 101-43100-501	CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$237,350.00	\$25,302.91	\$25,302.91	\$212,047.09	10.66%
Active	R 101-43100-32220	RIGHT-OF-W	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
Active	R 101-43100-34300	STREET CHA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-43100-34430	REFUSE COL	\$1,500.00	\$0.00	\$0.00	\$1,500.00	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 101-43100-36200	MISCELLANE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-43100-36230	CONTRIBUTI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-43100-36250	REFUNDS AN	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	R 101-43100-39110	SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-43100-39312	MNDOT REIM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$2,900.00	\$0.00	\$0.00	\$2,900.00	0.00%
Total STREETS			(\$234,450.00)	(\$25,302.91)	(\$25,302.91)	(\$209,147.09)	10.79%

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			2024 YTD Budget	2024 YTD Amt	JANUARY MTD Amt	2024 YTD Balance	% of Budget
SANITATION							
Active	E 101-43200-210	OPERATING EX	\$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	\$37,000.00	\$3,493.84	\$3,493.84	\$33,506.16	9.44%
Active	E 101-43200-340	ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$37,000.00	\$3,493.84	\$3,493.84	\$33,506.16	9.44%
Active	R 101-43200-34430	REFUSE COL	\$0.00	\$84.00	\$84.00	(\$84.00)	0.00%
Revenue			\$0.00	\$84.00	\$84.00	(\$84.00)	0.00%
Total SANITATION			(\$37,000.00)	(\$3,409.84)	(\$3,409.84)	(\$33,590.16)	9.22%
NURSING HOME							
Active	E 101-44170-305	MEDICAL FEES	\$160,000.00	\$13,583.86	\$13,583.86	\$146,416.14	8.49%
Expenditure			\$160,000.00	\$13,583.86	\$13,583.86	\$146,416.14	8.49%
Active	R 101-44170-36250	REFUNDS AN	\$160,000.00	\$0.00	\$0.00	\$160,000.00	0.00%
Revenue			\$160,000.00	\$0.00	\$0.00	\$160,000.00	0.00%
Total NURSING HOME			\$0.00	(\$13,583.86)	(\$13,583.86)	\$13,583.86	0.00%
RECREATION-LEGION FIELD							
Active	E 101-45100-210	OPERATING EX	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-45100-215	TREE EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45100-216	GRAVEL/ROCK	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 101-45100-218	CHEMICALS/SP	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-45100-220	REPAIRS & MAI	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	E 101-45100-230	VEHICLE OPER	\$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 SERV	\$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/ELEC	\$0.00	\$19.22	\$19.22	(\$19.22)	0.00%
Active	E 101-45100-384	UTITLITES/GAR	\$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	\$2,500.00	\$0.00	\$0.00	\$2,500.00	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			\$16,800.00	\$19.22	\$19.22	\$16,780.78	0.11%
Active	R 101-45100-31030	PROPERTY T	\$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	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-45100-36230	CONTRIBUTI	\$0.00	\$2,500.00	\$2,500.00	(\$2,500.00)	0.00%
Active	R 101-45100-36250	REFUNDS AN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$0.00	\$2,500.00	\$2,500.00	(\$2,500.00)	0.00%
Total RECREATION-LEGION FIELD			(\$16,800.00)	\$2,480.78	\$2,480.78	(\$19,280.78)	-14.77%
SKATING RINK							
Active	E 101-45150-210	OPERATING EX	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45150-340	ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45150-380	UTILITIES/ELEC	\$150.00	\$1.32	\$1.32	\$148.68	0.88%
Expenditure			\$150.00	\$1.32	\$1.32	\$148.68	0.88%
Total SKATING RINK			(\$150.00)	(\$1.32)	(\$1.32)	(\$148.68)	0.88%
PARKS-ST. OLAF PARK							
Active	E 101-45200-101	WAGES/SALARI	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
Active	E 101-45200-121	SOCIAL SECURI	\$400.00	\$0.00	\$0.00	\$400.00	0.00%

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			2024	2024	JANUARY	2024	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 101-45200-122	MEDICARE	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-45200-150	WORKERS COM	\$1,045.00	\$0.00	\$0.00	\$1,045.00	0.00%
Active	E 101-45200-210	OPERATING EX	\$2,500.00	\$95.00	\$95.00	\$2,405.00	3.80%
Active	E 101-45200-213	LIFEGUARD SU	\$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/SP	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-45200-220	REPAIRS & MAI	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 101-45200-300	PROFESSIONAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45200-301	AUDITING SERV	\$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	\$0.00	\$0.00	\$1,500.00	0.00%
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 EXPE	\$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/ELEC	\$1,250.00	\$241.67	\$241.67	\$1,008.33	19.33%
Active	E 101-45200-384	UTITLITES/GAR	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
Active	E 101-45200-430	MISCELLANEOU	\$0.00	\$0.00	\$0.00	\$0.00	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			\$21,445.00	\$336.67	\$336.67	\$21,108.33	1.57%
Active	R 101-45200-34780	PARK FEES-S	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
Active	R 101-45200-34785	ST. OLAF LAK	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	R 101-45200-36210	INTEREST ON	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-45200-36230	CONTRIBUTI	\$100.00	\$0.00	\$0.00	\$100.00	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			\$4,100.00	\$0.00	\$0.00	\$4,100.00	0.00%
Total PARKS-ST. OLAF PARK			(\$17,345.00)	(\$336.67)	(\$336.67)	(\$17,008.33)	1.94%
SUMMER RECREATION							
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	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45300-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%
Total SUMMER RECREATION			\$0.00	\$0.00	\$0.00	\$0.00	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	E 101-45500-101	WAGES/SALARI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45500-121	SOCIAL SECURI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45500-122	MEDICARE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45500-210	OPERATING EX	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-45500-220	REPAIRS & MAI	\$4,000.00	\$150.00	\$150.00	\$3,850.00	3.75%
Active	E 101-45500-221	CLEANING CON	\$1,000.00	\$35.28	\$35.28	\$964.72	3.53%
Active	E 101-45500-300	PROFESSIONAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45500-301	AUDITING SERV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Current Period: JANUARY 2024

			2024	2024	JANUARY	2024	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 101-45500-320	TELEPHONE	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
Active	E 101-45500-360	INSURANCE	\$3,400.00	\$0.00	\$0.00	\$3,400.00	0.00%
Active	E 101-45500-380	UTILITIES/ELEC	\$5,000.00	\$406.48	\$406.48	\$4,593.52	8.13%
Active	E 101-45500-383	UTILITIES/HEAT	\$1,200.00	\$201.27	\$201.27	\$998.73	16.77%
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			\$15,700.00	\$793.03	\$793.03	\$14,906.97	5.05%
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%
Total LIBRARY			(\$15,700.00)	(\$793.03)	(\$793.03)	(\$14,906.97)	5.05%
ECONOMIC DEVELOPMENT							
Active	E 101-46500-330	MILEAGE EXPE	\$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%
Total OPERATING TRANSFERS OUT			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total GENERAL FUND			\$0.00	(\$94,458.18)	(\$94,458.18)	\$94,458.18	0.00%

Current Period: JANUARY 2024

			2024 YTD Budget	2024 YTD Amt	JANUARY MTD Amt	2024 YTD Balance	% of Budget
WATER UTILITY FUND							
		Revenues	\$295,120.00	\$27,246.45	\$27,246.45	\$267,873.55	9.23%
		Expenditures	\$295,120.00	\$16,435.68	\$16,435.68	\$278,684.32	5.57%
		Gain/(Loss)	\$0.00	\$10,810.77	\$10,810.77	(\$10,810.77)	0.00%
GOVERNMENT WIDE							
Active	R 601-00000-33439	PERA PENSI	\$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	E 601-49400-100	WAGES/SALARI	\$33,000.00	\$3,557.64	\$3,557.64	\$29,442.36	10.78%
Active	E 601-49400-120	PERA	\$2,750.00	\$266.84	\$266.84	\$2,483.16	9.70%
Active	E 601-49400-121	SOCIAL SECURI	\$2,250.00	\$218.18	\$218.18	\$2,031.82	9.70%
Active	E 601-49400-122	MEDICARE	\$750.00	\$51.02	\$51.02	\$698.98	6.80%
Active	E 601-49400-129	PERA CHANGE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-130	HEALTH INSUR	\$5,000.00	\$765.30	\$765.30	\$4,234.70	15.31%
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	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 601-49400-200	OFFICE SUPPLI	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 601-49400-210	OPERATING EX	\$10,000.00	\$419.73	\$419.73	\$9,580.27	4.20%
Active	E 601-49400-218	CHEMICALS/SP	\$5,000.00	\$20.00	\$20.00	\$4,980.00	0.40%
Active	E 601-49400-220	REPAIRS & MAI	\$28,000.00	\$3,886.59	\$3,886.59	\$24,113.41	13.88%
Active	E 601-49400-222	WATER METER	\$3,000.00	\$1,135.26	\$1,135.26	\$1,864.74	37.84%
Active	E 601-49400-230	VEHICLE OPER	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 601-49400-231	VEHICLE MAINT	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 601-49400-233	TRACTOR MAIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-235	PICKUP MAINT	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 601-49400-238	GENERATOR EX	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 601-49400-240	SMALL TOOLS A	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 601-49400-300	PROFESSIONAL	\$6,000.00	\$500.00	\$500.00	\$5,500.00	8.33%
Active	E 601-49400-301	AUDITING SERV	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 601-49400-303	ENGINEERING F	\$2,000.00	\$0.00	\$0.00	\$2,000.00	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	\$22,000.00	\$1,698.68	\$1,698.68	\$20,301.32	7.72%
Active	E 601-49400-308	SCHOOLING	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 601-49400-309	COMPUTER EX	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 601-49400-311	PERMITS/MEMB	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 601-49400-316	CREDIT/DEBIT S	\$1,000.00	\$165.66	\$165.66	\$834.34	16.57%
Active	E 601-49400-320	TELEPHONE	\$1,000.00	\$135.96	\$135.96	\$864.04	13.60%
Active	E 601-49400-330	MILEAGE EXPE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-331	MOTEL EXPENS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-340	ADVERTISING	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 601-49400-360	INSURANCE	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.00%
Active	E 601-49400-380	UTILITIES/ELEC	\$30,000.00	\$3,208.97	\$3,208.97	\$26,791.03	10.70%
Active	E 601-49400-383	UTILITIES/HEAT	\$3,500.00	\$405.85	\$405.85	\$3,094.15	11.60%
Active	E 601-49400-417	UNIFORM ALLO	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 601-49400-420	DEPRECIATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-430	MISCELLANEOU	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
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 EXP	\$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	\$116,000.00	\$0.00	\$0.00	\$116,000.00	0.00%
Active	E 601-49400-610	INTEREST	\$4,600.00	\$0.00	\$0.00	\$4,600.00	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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Current Period: JANUARY 2024

			2024	2024	JANUARY	2024	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Expenditure			\$295,120.00	\$16,435.68	\$16,435.68	\$278,684.32	5.57%
Active	R 601-49400-31000	GENERAL PR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-49400-33620	OTHER	\$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	\$1,781.64	\$1,781.64	(\$1,781.64)	0.00%
Active	R 601-49400-37100	WATER SALE	\$295,120.00	\$25,464.81	\$25,464.81	\$269,655.19	8.63%
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	CONTRIBUTI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$295,120.00	\$27,246.45	\$27,246.45	\$267,873.55	9.23%
Total WATER UTILITIES			\$0.00	\$10,810.77	\$10,810.77	(\$10,810.77)	0.00%
Total WATER UTILITY FUND			\$0.00	\$10,810.77	\$10,810.77	(\$10,810.77)	0.00%

Current Period: JANUARY 2024

			2024	2024	JANUARY	2024	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
SEWER UTILITY FUND							
		Revenues	\$330,000.00	\$30,361.12	\$30,361.12	\$299,638.88	9.20%
		Expenditures	\$330,000.00	\$48,024.29	\$48,024.29	\$281,975.71	14.55%
		Gain/(Loss)	\$0.00	(\$17,663.17)	(\$17,663.17)	\$17,663.17	0.00%
SEWER UTILITIES							
Active	E 602-49450-210	OPERATING EX	\$40,000.00	\$376.64	\$376.64	\$39,623.36	0.94%
Active	E 602-49450-220	REPAIRS & MAI	\$53,000.00	\$3,465.10	\$3,465.10	\$49,534.90	6.54%
Active	E 602-49450-230	VEHICLE OPER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-233	TRACTOR MAIN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-300	PROFESSIONAL	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
Active	E 602-49450-301	AUDITING SERV	\$1,300.00	\$0.00	\$0.00	\$1,300.00	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	\$165,000.00	\$27,412.00	\$27,412.00	\$137,588.00	16.61%
Active	E 602-49450-308	SCHOOLING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-309	COMPUTER EX	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 602-49450-311	PERMITS/MEMB	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 602-49450-316	CREDIT/DEBIT S	\$1,200.00	\$165.65	\$165.65	\$1,034.35	13.80%
Active	E 602-49450-330	MILEAGE EXPE	\$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	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
Active	E 602-49450-380	UTILITIES/ELEC	\$15,000.00	\$1,994.58	\$1,994.58	\$13,005.42	13.30%
Active	E 602-49450-383	UTILITIES/HEAT	\$3,500.00	\$239.32	\$239.32	\$3,260.68	6.84%
Active	E 602-49450-384	UTITLITES/GAR	\$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 EXP	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	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	\$16,000.00	\$14,000.00	\$14,000.00	\$2,000.00	87.50%
Active	E 602-49450-610	INTEREST	\$2,000.00	\$371.00	\$371.00	\$1,629.00	18.55%
Active	E 602-49450-620	FISCAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		Expenditure	\$330,000.00	\$48,024.29	\$48,024.29	\$281,975.71	14.55%
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	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-49450-37200	SEWER CHA	\$330,000.00	\$30,361.12	\$30,361.12	\$299,638.88	9.20%
Active	R 602-49450-37250	CONNECTION	\$0.00	\$0.00	\$0.00	\$0.00	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	CONTRIBUTI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		Revenue	\$330,000.00	\$30,361.12	\$30,361.12	\$299,638.88	9.20%
		Total SEWER UTILITIES	\$0.00	(\$17,663.17)	(\$17,663.17)	\$17,663.17	0.00%
		Total SEWER UTILITY FUND	\$0.00	(\$17,663.17)	(\$17,663.17)	\$17,663.17	0.00%

CITY OF NEW RICHLAND
*Budget YTD Rev-Exp©

Current Period: JANUARY 2024

	2024 YTD Budget	2024 YTD Amt	JANUARY MTD Amt	2024 YTD Balance	% of Budget
Report Total	\$0.00	(\$101,310.58)	(\$101,310.58)	\$101,310.58	#Div/0!

Memo

To: City Council

From: Anthony Martens

cc:

Date: 2/23/24

Re: Swimming Lessons / Lifeguards / Concessions

Staff is requesting the council's direction for staffing of lifeguards for the 2024 season.

Staff is recommending that the concession stand not be filled by city staff and that if the concession stand is run, that it be run by an outside organization.

We will need 2 lifeguards to run the swimming lesson program. It would be beneficial to have at least 4 to cover for sick and conflicts. Should the council wish to cover more than just lessons, we could hire more guards.

Salary for 2023: Head Guard: \$15/hour Lifeguard: \$12/hour



Date: 08-03-2022

To: City of New Richland

Attn: Tony Martens

Re: Tecta Tracker Inspection & Maintenance

Dear: Mr. Martens

Thank you for choosing Schwickert's Tecta America, LLC for your commercial roofing needs. The benefits of Roof Management stem from two principle areas. Maintaining the roof over time, through an annual maintenance program, helps avoid future financial emergency repairs and unplanned downtime. In addition, ongoing maintenance helps prolong the life of the roof, thus delaying the capital expenditure and improving return on investment.

The Tecta Tracker Planned Maintenance program is designed to take the worry out of roof maintenance, while protecting and prolonging the life of your roof by:

- Providing predictable roofing expenses and lowering overall repair costs
- Helping you budget for capital spending and predict roof replacements
- Keeping your warranties valid and your roofs performing at their best
- Helps avoid unexpected budget and roofing issues, facility downtime and premature roof failure or replacement
- Tailoring a program to specifically fit your roof and your business

Benefits included with the Tecta Tracker Planned Maintenance program include:

- A 5% discount on planned maintenance billing rates
- One low rate that covers emergency weekend and holiday repairs
- Priority status for service calls
- Fewer roof leak service calls
- Comply with insurance companies requirement of annual roof inspections, if applicable
- Comply with roof manufacturers requirements to maintain warranty.

Thank you for your time and this opportunity to work together. We look forward to working with you now and in the future!

Sincerely,

Daniel Schefers
Roofing Services Manager
Schwicker's Tecta America, LLC
Cell: 507-995-4172
Email: dschefers@schwicker's.com

TECTA AMERICA'S ROOF HOUSEKEEPING, MAINTENANCE REPAIR AND TECTA CARE AGREEMENT

WHEREAS, Schwickert's Tecta America LLC., herein called "Contractor" and "Customer", herein called "Owner" enter into an Agreement which defines and allocates responsibility for accomplishing various tasks intended to enable Owner's roof(s) located at (See Attachment #1) to remain in a watertight condition subject to the terms and conditions of this agreement.

NOW, THEREFORE, Contractor and Owner hereby agree as follows:

1. Definitions. For purposes of this Agreement, the terms "housekeeping", "maintenance" and "repair" shall have the following meanings:
 - a. Housekeeping - shall consist of those routine tasks which need to be done so that the roofing system may drain freely and function as designed, e.g., to clear debris from gutters, interior drains and through-wall scuppers.
 - b. Maintenance - periodic work intended to protect the roofing system from premature deterioration or failure. Such work includes: any required re-caulking on metal flashings and pitch pans; restoration of wind scoured ballast; topping off of pitch pans, checking and securement of clamping rings on drains; and application of protective coatings on base flashings and to membrane.
 - c. Repair - work needed to correct deficiencies or defects in the roofing system or damage to the roofing system in order to bring the roofing system back to a watertight condition.
 - d. TectaTracker – online roof asset management program with an assigned username and password.
2. During the term of this Agreement, Owner shall have the primary responsibility to perform housekeeping tasks with respect to the roofing system. Contractor shall make annual visual inspections of the roof and contiguous construction that may affect roof performance. Contractor shall submit a written report of each such inspection to Owner, stating the general condition of the roof system, including the membrane, details, fasteners, flashings, drains, vents, skylights and any other components related to the roof system. In its inspection report, Contractor shall recommend to Owner any repair work which should be performed in order to preserve and protect the roofing system. Owner shall pay contractor a fee not to exceed (See Attachment #1) for each annual inspection.
3. In the event of leaks in the roof system, Contractor shall make temporary repairs as required to stop such leaks as soon as reasonably possible after receiving notification from Owner. Temporary repairs shall be paid for on the basis of Contractor's direct and indirect costs, including a reasonable allowance for overhead and profit. The Owner will be billed for all materials used and only for those hours used above and beyond those included in this agreement. Contractor shall furnish Owner with its estimate of the cost to make permanent repairs as well as an estimate of the cost to accomplish any maintenance work recommended by Contractor. Owner shall pay all billings by Contractor for maintenance work, temporary repairs and/or permanent repairs performed by Contractor, as authorized by Owner, on the 10th day of the month following presentation.
4. This agreement shall continue for a term of one year and thereafter from year to year. Either party may terminate this Agreement effective as of any annual anniversary of the date of execution hereof upon notification in writing to the other party thirty days prior to such anniversary date. Prices will not be raised for the following renewal periods without notifying Owner. A new agreement will then be made unless renewed upon such terms and conditions as the parties may agree.
5. TECTA TRACKER PROGRAM HIGHLIGHTS

During the inspection:

- Visual survey of the exterior condition of the roof and related sheet metal work
- Removal of minor debris from the roof surface, gutters, interior drains and through-wall scuppers.
- Minor re-caulking of missing and deteriorated caulking and temp caulking of holes found during inspection.



- Photos of all defects, assessment of roof life based on industry RAP score, updated maps of roof.

After the inspection:

- Delivery and review of annual report which includes: outline of work performed, repair recommendations and pricing, general condition statement, estimated roof life, updated roof maps and related photographs, roof replacement budgeting estimates.
- Access to web based program which includes all of the above information and on-going history of roof repairs and service calls.
- 24/7 emergency leak repair service performed at discounted flat rate pricing (no overtime or premium time).
- Disaster response – Tornadoes, Hail, Snow Removal (we have 40+ operating units we can pull from for immediate response).
- Certified Applicator for most roofing manufacturers.
- Warranty protection – we are authorized by most of major manufacturers for warranty service, we will not void any existing warranties.

TECTA AMERICA'S ROOF HOUSEKEEPING, MAINTENANCE & REPAIR
AND TECTATRACKER AGREEMENT
Roof Inspection for "Customer"

This agreement includes the following facilities and roof areas:

- City Hall, Fire Hall, and Ambulance: 203 N Broadway, New Richland, MN. 56072: Approx.: 10,500 SQFT: \$450.00
- Fire Hall: 219 Broadway Ave N., New Richland, MN. 56072: Approx. 2,475 SQFT.: \$150.00
- Library: 119 Broadway Ave S., New Richland, MN. 56072: Approx 2,500 SQFT: \$ 150.00
- Water Plant: 295 Broadway Ave N., New Richland, MN 56072: Approx. 2,100 SQFT: \$150.00
- Public Works Dept.: 220 Aspen Ave S., New Richland, MN. 56072: Approx. 5,500 SQFT.: \$200.00
- Waste Water Treatment Plant: Division St W., New Richland, MN. 56072: Approx. 3,450 SQFT: \$ 300.00
(5 BLDGS/Roofs)
- Legion Fields: New Richland, MN. 56072: Approx. 4,250 SQFT: \$300.00
(8 BLDGS/Roofs Total)
- St. Olaf Park: 17500 240th Ave N., New Richland, MN. 56072: Approx. 3,500 SQFT: \$200.00
(Pavilion and Restrooms)

Total Annual Cost of Tecta Tracker Inspection: \$1,900.00

- Option: Include a not to exceed amount of \$500.00 per site location to perform additional emergency repairs found while on site during the inspection. (8 total sites totaling \$4,000.00)

Initial to accept the above option. _____



PRE-LIEN NOTICE OF PRIME CONTRACTOR

(To be Attached as Rider to all Prime Contracts for Work on Private Property)

(a) ANY PERSON OR PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.

(b) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE."

RECEIPT

Receipt of this Pre-Lien Notice, and a copy hereof, is hereby acknowledged by

SUBMITTED BY
SCHWICKERT 'S TECTA AMERICA LLC.

ACCEPTED BY
OWNER:

(Signature)

(Signature)

Daniel Schefers
(Print Name)
Title: Roofing Services Manager

(Print Name)
Title: _____

Date: _____

Date: _____



Prairie Senior Cottages

Connecting ♦ Caring ♦ Creating

New Tradition

Community Coffee



Join Prairie Senior Cottages for coffee
and pastries, and create new
connections in your community.

Every Thursday • 9am - 10am

113 Ash St S, New Richland, MN 56072

Beginning Feb. 29, 2024

NEW RICHLAND AUTO REPAIR LLC

246 3RD STREET N.E. PO BOX 224

NEW RICHLAND, MN 56072

(507) 463-3261

BUSINESS HOURS MONDAY-FRIDAY 8:00 A.M.- 5:00 P.M.

ANY TIME WHEELS ARE REMOVED LUG NUTS SHOULD BE RE-CHECKED AFTER 100 MI
TO ENSURE NUTS ARE WITHIN TORQUE SPECS

2/12/2024 8:04:11 AM CST

Estimate #23718

Page:1

CITY OF NEW RICHLAND

PO BOX 57

NEW RICHLAND, MN 56072

Phone: 465-3240 COUNTY DISPATCH

Vehicle : 2015 Ford Police Interceptor Utility 3.7 L 227 CID V6 DOHC 24 Valve

VIN : 1FMFK8AR9FGB98570

Fleet #/Driver : 270-15 /

Created : 2/12/2024 7:49:29 AM CST

Labor/Notes

Technician

Description

Price

SPARK PLUGS Remove & Replace

\$209.00

ENGINE OR TRANSMISSION MOUNT Remove & Replace

\$66.50

WHEEL BEARING Remove & Replace

\$123.50

Includes: Replace Inner and/or Outer Bearings, Cups, Seals and repack (where applicable).

Parts

Code

Description

Condition

Unit Price

Price

Engine Mount - Hydraulic Type - Front

\$198.16

\$198.16

Wheel Bearing and Hub Assembly - Front

\$396.70

\$396.70

Spark Plug - Iridium - OE Type

\$16.30

\$97.80

Spark Plug Boot (Coil on Plug)

\$12.58

\$75.48

Plenum Gasket Set - Intake

\$35.98

\$35.98

Labor

\$399.00

Parts

\$804.12

Estimate

\$1,203.12

PAYMENT

\$0.00

BALANCE DUE

\$1,203.12

I hereby authorize the repair work herein set forth to be done along with the necessary material and agree that you are not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft or any other cause beyond your control. I hereby grant you and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express garagekeeper's lien is hereby acknowledged on above vehicle to secure the amount or repairs thereto.

Customer Signature

Estimates are valid for 30 days

Memo

To: City Council

From: Anthony Martens

cc:

Date: 2/23/24

Re: Mayor Resignation Effective 4/1/24

Mayor Neitzel will be moving out of town which forces his resignation effective 4/1/24.

This will create a vacancy on the council.

Administrator Martens will have additional information for the Meeting.

Resigning

Chad Netizel <chadneitzel@gmail.com>

Fri 2/23/2024 6:55 AM

To:Anthony Martens <amartens@cityofnewrichlandmn.com>

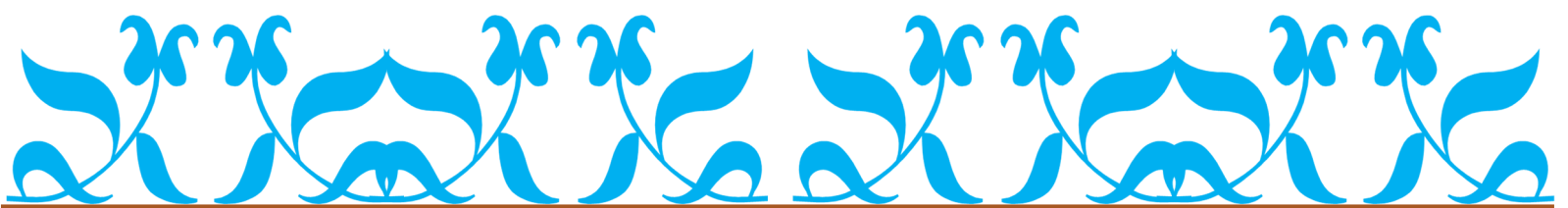
As stated in policy I need to step down as I will be moving out of the city limits on April 1 so please accept this letter

I want to thank the city for the opportunity to serve and the experience of the years that they and city staff as allowed me to experience

Thank you

Sent from my iPhone

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



FAREWELL PARTY FOR SARA JO

Come join us for cake and coffee

Friday March 8th, 2024

3pm - 4pm





PO Box 57, 203 N Broadway, New Richland, MN 56072

TEL: (507)465-3514 FAX: (507)465-3375

Web: www.cityofnewrichlandmn.com

City Administrator's Report

February 27th, 2024, City Council Meeting

Continue working with ABDO Auditors on the 2023 audit

Continue working with new utility payment vendor

Follow up meeting with Home Serve regarding the NLC Service Line and ServLine Program

Reviewed job description and compensation information for Assistant City Clerk Position

Spoke with Engineer regarding upcoming city council work session

Received notification of being awarded a CEDA grant. More information to come.

Worked with Eric on Water plant issues

Met with LeBlanc Consulting on water plant issues

EMPLOYEE RECOGNITION

EMPLOYEE BIRTHDAYS

3/9 - Dawn Tangen - AMB

EMPLOYEE ANNIVERSARIES