



New Richland City Council Regular Meeting Agenda February 10th, 2025

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 of the January 27th, Council Meeting

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. 2025 Street Improvement Project Assessment Process Information
Shannon Sweeney – David Drown & Associates – Remote

Public Hearings

Ordinances and Resolutions

1. Resolution 25-05: A Resolution Cancelling Regular Meetings of the New Richland City Council

Department Reports

1. Ambulance Report – Sarah Sundve, Ambulance Director
2. Fire Department Report – In Writing
 - a. Rescue Truck Bids
 - i. Award Bid
3. Police Department Report – Tanyce Bruegger, Chief of Police
4. Care Center Report – Bob Johannsen, Care Center Administrator
5. People Service Report – Shell Johnson, Operator
6. Maintenance & Utility Report – Eric Hendrickson, Maintenance & Utility Supervisor
 - a. Approve Flammables Storage Cabinet \$1,160.88

Unfinished Business

1. 2025 Street Improvement Project
 - a. Assessment Policy / Assessment Decision
 - i. Resolution 25-06: A Resolution Establishing the Assessment Rate for the 2025 Street Improvement Project
 - b. Set Open House Date
 - i. 2/27/2025 – 5pm-7pm
2. Garbage/Recycling Contract

New Business

1. January 2025 Check Register
2. January 2025 Financials
3. Purchase upgraded Server Rack for door/video system
4. Water Tower Lease Discussion

Miscellaneous**Administrators Report****Mayor/Council Comments****Adjournment**

The next Regular City Council meeting will be held on Monday March 10th, 2025, at 6:30 pm



New Richland City Council Regular Meeting Minutes

January 27th, 2025

Members Present

Janda Ferguson
Josh Warke
Jason Casey
Jody Wynnemer
Matt Economy

Staff Present

Anthony Martens-City Administrator
Bob Johannsen- Care Center Administrator
Shell Johnson-People Service
Eric Hendrickson-Maintenance &
Utility Supervisor

Others Present

Pam Goehring
Robert Swenson
Norm Eckart
Wade Corbett
Larry Goehring
Marilyn Meyer
Sharon Eckart

Members Absent

None

The meeting was called to order by Mayor Janda Ferguson at 6:30 p.m.

Administrator Martens presented the Oath of Office to recently elected Council Member Economy and Mayor Ferguson

Roll Call - All members present

Pledge of Allegiance

Approval of Agenda

- Administrator Martens asked that Item #5: EDA Grant approval be added to New Business.
- Motion made by Jody Wynnemer and seconded by Jason Casey to approve the agenda.
Carried (4 yes, 0 no)

Consent Agenda

- Motion made by Josh Warke and seconded by Matt Economy to approve the consent agenda.
Carried (4 yes, 0 no)

Public Comments

- None

Requests and Presentations

- a) Sharon Eckart – 2025 Street Improvement Project
 - i) Shared concerns with the project including sidewalks, street width, property assessments, concerns over abstract issues, cost and public meeting availability. In addition to the project, she shared concerns about the community needing a doctor, the care center needing help and concerns with water.
- b) Marilyn Meyer – 2025 Street Improvement Project
 - i) Shared concerns with the project concerning bus safety, street width, parking on south Ash and 4th Streets, car exhaust, movement of utilities, concerns over abstracts, potentially losing 3 feet of property. Meyer presented a petition to the city council. Meyer also shared concerns about water.
- c) Norm Eckart – 2025 Street Improvement Project
 - i) Shared concerns about the project including bus safety, street width, keeping the good stuff and replacing the bad stuff, worried about parking in front of private property.

Public Hearings

- None



New Richland City Council Regular Meeting Minutes

January 27th, 2025

Ordinances and Resolutions (see attached)

- None

Reports

1. Care Center Report – Bob Johannsen, Care Center Administrator
 - Care Center report was presented by Bob Johannsen
 - Motion was made by Jody Wynnemer and seconded by Jason Casey to approve the Care Center Report. Carried (4 yes, 0 no)
2. People Service Report – Shell Johnson
 - People Service report was presented by Shell Johnson
 - Motion made by Jody Wynnemer and seconded by Jason Casey to approve purchase and installation of a lift station grates at a cost of up to \$6,100 pending the better price of a second bid. Carried (4 yes, 0 no)
 - Motion made by Jody Wynnemer and seconded by Matt Economy to approve the People Service report. Carried (4 yes, 0 no)
3. Maintenance & Utility Report – Eric Hendrickson, Maintenance & Utility Supervisor
 - Maintenance & Utility Report was presented by Eric Hendrickson, Maintenance and Utility Supervisor.
 - Motion made by Jason Casey and seconded by Josh Warke to approve \$3,600 for valve exercising for 2025. Carried (4 yes, 0 no)
 - Motion made by Josh Warke and seconded by Jody Wynnemer to approve \$1,346 to Zarnoth Brushworks for sweeper parts. Carried (4 yes, 0 no)
 - Motion made by Jason Casey and seconded by Matt Economy to purchase a new Alkota pressure washer at a cost of \$5,920. Carried (4 yes, 0 no)
 - Administrator Martens and Maintenance & Utility Supervisor Hendrickson provided a brief update on the 2025 Street Improvement project.
 - Motion made by Josh Warke and seconded by Matt Economy to approve the Maintenance & Utility report. Carried (4 yes, 0 no)

Unfinished Business

1. Council Meeting Discussion
 - a. Motion made by Jason Casey and seconded by Matt Economy to go to change to one council meeting a month and adopting the second Monday of the month as the official council meeting. Carried (3 yes, 2 no, Ferguson, Wynnemer)
 - b. Administrator Martens to get clarification from City Attorney regarding process to cancel meetings or change meeting process

New Business

1. December 2024 Check Register
 - a) Motion made by Matt Economy and seconded by Josh Warke to approve December 2024 check register. Carried (4 yes, 0 no)
2. December 2024 Financials
 - a) Motion made by Jason Casey and seconded by Jody Wynnemer to approve December 2024 financials. Carried (4 yes, 0 no)
3. Approve Training for the Chief of Police
 - a) Motion made by Matt Economy and seconded by Josh Warke to approve \$825 for the Chief of Police to attend the CLEO & Command Academy Training. Carried (4 yes, 0 no)



New Richland City Council Regular Meeting Minutes

January 27th, 2025

New Business Continued...

4. Petition for Zoning Change to Parcel
 - a) Motion made by Josh Warke and seconded by Matt Economy to set a public hearing on a zoning change to Monday March 10th, 2025, at 6:35 pm. Carried (4 yes, 0 no)
5. EDA Grant – Wagner Foods
 - a) Motion made by Jody Wynnemer and seconded by Josh Warke to approve an EDA grant to Wagner Foods in the amount of \$2,065.29. Carried (4 yes, 0 no)

Miscellaneous

- 2025 Local Board of Appeal & Equalization
 - Tuesday April 22nd, 2025 – 1:00pm-3:00pm – Waseca County Courthouse

Administrators Report

- Administrator Martens provided a report in writing to the council on tasks completed since last meeting.
- Motion made by Josh Warke and seconded by Matt Economy to approve the City Administrators report. Carried (4 yes, 0 no)

Mayor/Council Comments

- None

Adjournment – Motion for adjournment made by Jody Wynnemer and seconded by Matt Economy. Carried (4 yes, 0 no) 7:40 p.m.

Submitted by,

Anthony Martens
City Administrator



RESOLUTION 25-05

A RESOLUTION CANCELLING REGULAR MEETINGS OF THE NEW RICHLAND CITY COUNCIL

WHEREAS the New Richland City Council has adopted a regular meeting schedule for calendar year 2025; and

WHEREAS, the City Council desires to cancel the second meeting of the month going forward and provide public notice of the cancellation.

NOW THEREFORE, BE IT RESOLVED by the New Richland City Council that the following regular City Council Meetings have been cancelled:

Monday February 24th, 2025 Monday March 24th, 2025 Monday April 21st, 2025

Tuesday May 27th, 2025 Monday June 23rd, 2025 Monday July 28th, 2025

Monday August 25th, 2025 Monday September 22nd, 2025

Monday October 27th, 2025 Monday November 24th, 2025

Passed, adopted and approved by the City Council of the City of New Richland, Minnesota, this 10th day of February 2025.

(Mayor)

Attest:

(City Administrator)

Ambulance Report February 2025

Crew: Laura Beckmann completed her Paramedic refresher. I have copies of her refresher items ACLS _\$168.00, Paramedic Refresher \$325.00. I know that we normally do the refresher but I am wondering if you can approve the ACLS for her refresher as well. She has already paid for them but will need to be reimbursed for the classes. Crew has been good at getting hours in. We struggle with the EMT portion and daytime coverage. All crew members work during the day and we have a mutual aid agreement with North to cover up to 108 hours a week. We do not reach this each week and can provide what is needed for coverage each month if you would like.

Director: I have attached my hours and what I claim for Director hours. I only get 50 hours as a director pay and the rest is oncall hours. Each month I average 350 plus hours of oncall hours to have night and weekend coverage. This does not leave much free time for personal time. I will attach the pay and my hours each month so that you can see. I will be willing to sit down with any of you and go over the hours I place as a Director and also oncall hours. It adds up to be a lot of hours but I am the main EMT for coverage also.

Community: We have our SweetHeart Bingo coming up Feb 15th please come join us.

Also, working to figure out a way to get more of the community involved in helping the ambulance. Sara jo and myself are looking for ideas to recruit if you have any ideas please reach out.

I plan on being at the meeting and can answer any question you may have.

Thank you

Sarah Sundve
New Richland Ambulance Director

Scheduled Shifts

Jan 25

Sarah

From	To	Schedule	Position	Weekday	Weekend	Holiday	Total
Jan 1, 2025 at 6:00a	Jan 2, 2025 at 6:00a	Duty Crew	EMT Basic	0	0	24	24
Jan 2, 2025 at 2:30p	Jan 4, 2025 at 10:00a	Duty Crew	EMT Basic	15.5	28	0	43.5
Jan 4, 2025 at 4:00p	Jan 5, 2025 at 6:00p	Duty Crew	EMT Basic	0	26	0	26
Jan 5, 2025 at 10:30p	Jan 6, 2025 at 6:00a	Duty Crew	EMT Basic	0	7.5	0	7.5
Jan 6, 2025 at 5:00p	Jan 7, 2025 at 6:00a	Duty Crew	EMT Basic	13	0	0	13
Jan 7, 2025 at 1:00p	Jan 8, 2025 at 6:00a	Duty Crew	EMT Basic	17	0	0	17
Jan 8, 2025 at 1:00p	Jan 10, 2025 at 5:00p	Duty Crew	EMT Basic	41	11	0	52
Jan 10, 2025 at 9:00p	Jan 11, 2025 at 6:00a	Duty Crew	EMT Basic	0	9	0	9
Jan 13, 2025 at 4:30p	Jan 14, 2025 at 3:00a	Duty Crew	EMT Basic	10.5	0	0	10.5
Jan 14, 2025 at 4:45p	Jan 15, 2025 at 3:00a	Duty Crew	EMT Basic	10.25	0	0	10.25
Jan 15, 2025 at 5:00p	Jan 16, 2025 at 3:00a	Duty Crew	EMT Basic	10	0	0	10
Jan 16, 2025 at 8:00p	Jan 17, 2025 at 3:00a	Duty Crew	EMT Basic	7	0	0	7
Jan 18, 2025 at 7:00p	Jan 20, 2025 at 3:00a	Duty Crew	EMT Basic	0	32	0	32
Jan 20, 2025 at 6:00p	Jan 21, 2025 at 3:00a	Duty Crew	EMT Basic	0	0	9	9
Jan 21, 2025 at 4:45p	Jan 22, 2025 at 3:00a	Duty Crew	EMT Basic	10.25	0	0	10.25
Jan 22, 2025 at 5:00p	Jan 23, 2025 at 3:00a	Duty Crew	EMT Basic	10	0	0	10
Jan 24, 2025 at 4:30p	Jan 27, 2025 at 3:00a	Duty Crew	EMT Basic	0	58.5	0	58.5
Jan 27, 2025 at 5:15p	Jan 28, 2025 at 3:00a	Duty Crew	EMT Basic	9.75	0	0	9.75
Jan 28, 2025 at 9:00p	Jan 29, 2025 at 3:00a	Duty Crew	EMT Basic	6	0	0	6
Jan 29, 2025 at 10:00p	Jan 30, 2025 at 3:00a	Duty Crew	EMT Basic	5	0	0	5
Jan 30, 2025 at 9:00p	Jan 31, 2025 at 3:00a	Duty Crew	EMT Basic	6	0	0	6
Jan 31, 2025 at 5:00p	Feb 1, 2025 at 6:00a	Duty Crew	EMT Basic	0	13	0	13
TOTAL HOURS:				171.25	185	33	389.25

Extra Hours — There are no extra hours during this period.

Availability Hours — There are no availability hours during this period.

2025 January

1/2/2025	10:30	12:00	1.5 Hours
1/3/2025	11:00	3:30	4.5 Hours
1/6/2025	11:00	12:30	1.5 Hours
1/7/2025	1:00	5:00	4 Hours
1/8/2025	12:00	4:30	4.5 Hours
1/10/2025	10:00	2:30	4.5 Hours
1/12/2025	2:30	7:30	5 Hours
1/15/2025	4:30	7:30	3 Hours
1/19/2025	11:30	3:30	4 Hours
1/21/2025	4:30	6:30	2 Hours
1/22/2025	4:30	6:30	2 Hours
1/23/2025	4:30	6:30	2 Hours
1/25/2025	10:00	4:00	6 Hours
1/26/2025	12:00	3:00	3 Hours
1/28/2025	4:30	6:30	2 Hours
1/29/2025	4:30	6:30	2 Hours
Total			51.5 Hours

Director Hours

emails and schedule

Payroll, emails, and enter runs for the week, schedule

Emails and schedule

meet with Striker, emails, schedule and CPR for Chad

Meet with Ferno on new equipment and schedule

Went through supplies, checked truck, got ready for meeting, council notes ready

worked on meeting stuff, meet with crew and training

Ordered shirts, went through somethings, worked on schedule

Worked on schedule, emails and enter runs

communicated with Dawn and schedule, emails

communication with Jady on where he is at with school, also communication with Ernie

Communication with Jordan on schedule, emails and fill hours

enter runs, email a run to attorney office, order supplies, enter runs, schedule

Work on schedule for the week texting people seperately

emails and schedule, put supplies away,

Meet with Tony, worked on writing a report with crew member

Sarah Sundve

Sundve, Sarah

Director

Weekday Hours \$3.00

140

Weekend Hours \$4.00

175

Holiday Hours \$4.00

33

Runs \$35

8



NEW RICHLAND FIRE DEPARTMENT

MONTHLY COUNCIL REPORT

MONTH: JAN YEAR: 2025

FIRE CALLS: 1

MEDICAL CALLS: 0

TOTAL CALLS: 1

TRAINING COMPLETED DURING THE MONTH:

Blood Borne Pathogen
Training

ADDITIONAL INFORMATION:

ANNUAL BANQUET WAS
HELD FOR CURRENT MEMBERS
AND RETIREES

→ REQUEST TO AWARD BID
FOR BIRSH TRUCK

Respectfully Submitted: *Josh Moen*, Fire Chief

Memo

To: City Council

From: Anthony Martens

cc:

Date: 2/7/24

Re: FD Brush Truck Bids

On January 13th, 2025, the New Richland City Council authorized the City Administrator to publish for bids a new brush truck for the New Richland fire department. The bid specifications were published open for bid in the paper, online and on the city's website.

Bid(s) will be available at the meeting for inspection.



New Richland Police Department

PO Box 57 203 North Broadway New Richland, MN 56072
Phone: (507) 465-3240 Fax: (507) 463-3198 Email: nrpd@cityofnewrichlandmn.com

Monthly Report

February 10th Council Meeting

Activity/Calls for Service

The New Richland Police Department responded to _____ calls for service for the month of January

Total Calls through January 2025:

Total Calls through January 2024:

Most calls requiring additional follow up have been completed. As always, we remind people to get in touch with us if they have any information regarding any incidents that have occurred in the City of New Richland or surrounding areas.

Items Completed in January

- N/A

Information

- N/A

Training & Education

- Chief Bruegger attended MSCIC in Mankato
- Jandt attended Data Master Training at MN BCA, is now certified.

Personnel



New Richland Police Department

PO Box 57 203 North Broadway New Richland, MN 56072
Phone: (507) 465-3240 Fax: (507) 463-3198 Email: [nrpd@cityofnewrichlandmn.com](mailto:nrpdp@cityofnewrichlandmn.com)

- Officer Kade Madden resigned as of January 31st, 2025. We thank him for his service while he was with us and wish him all the best.
- One application just received 02/05, will be reviewing and possibly interviewing

Purchases

- Uniforms- Approximately \$1,000 for additional uniforms for current staff as we have not ordered since late 2023

Squad Maintenance

- N/A

Equipment

- First payment to AXON for new Tasers- \$1,652.20 for 2025
- UPS charge for \$25.00 to ship broken BWC. I have already received the new BWC and will be onboarding it this week.

Upcoming Events / Important Items

- Evidence bags- approximate cost and materials needed, 2-3 bags depending on cost
- Door hangers- contact information for NRPD, investigatory purposes if something happens in the late evening/early morning hours so we do not have to disturb residents at those times.

Respectfully Submitted,

Tanyce Bruegger, #261
Chief of Police

New Richland City Council

10 Feb 2025

New Richland Care Center

Operations: January 2025

Average census = 36.00 Current census is 38

Referrals: 26 Admits: 6 DC: 8 Accepted No Admit: 9 Declined Ref: 11

Quality:

Improving Quality of Life for Residents. Helping people be more engaged in the home and community. New games to exercise our minds, karaoke/sing alongs, activities with local students, along with some dynamic personalities draw our residents to come out and enjoy life among their neighbors.

Financials:

No financials to report. This information is only available after the 20th of the month. Will report January financials in March 10 meeting.

Staffing:

Openings:

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

RN or LPN FT/PT positions on evenings/overnights. Every other weekend/holiday.

Benefits: Competitive pay with shift differentials. Healthcare insurance or Pay-in-lieu of benefit. Uniform Allowance, Life Insurance policy, and Public Employees Retirement Account with a 7.5% match.

Other:

Beginning to plan for our 50th anniversary this summer.

Our first meeting involved building a save the date post card for July 19th. We will arrange entertainment for morning and afternoon (prior to the parade). Working out the details for the food. And will put together a Wall of History with photos and descriptions, Wall of Honor with current staff photos and bios as well as retirees. Will also look for a Wall of Our Future to view building projects and new services.

Nursing Home Week is May 11 -17 this year, the theme is Tapestry of Life. We have a team planning for Spirit Week activities with the staff and residents, another planning for special food, and a potential Quilting project to tell the story of the people at NRCC.

Date: February 7, 2025

To: City of New Richland

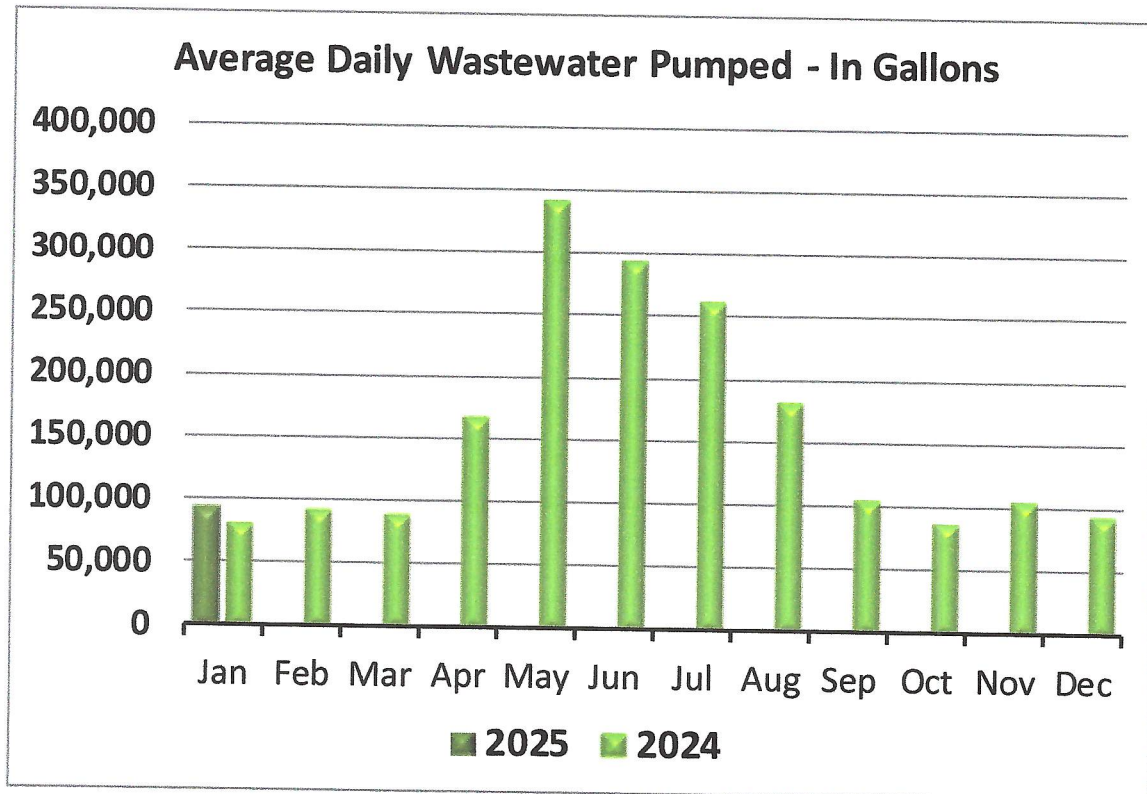
From: Shell Johnson, Operator

O & M Report: January 2025

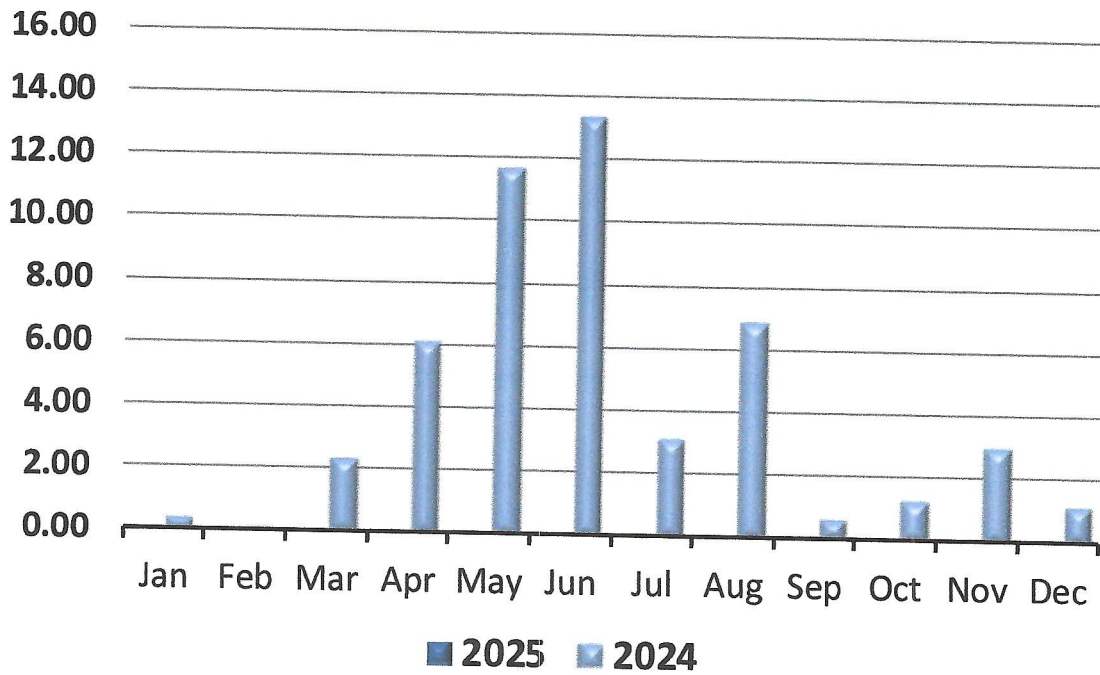
Wastewater Operation & Maintenance

- Updated Sewer Cleaning SOP
- Updated Equipment List
- Updated Safety Data Sheets
- Herb and myself sent in the new Chloride management plan
- Brandon Flatness pumped out secondary scum pit
- Deicing Primary Clarifier the whole month. We will need to adjust the clarifier arm during the summer this year, to get it ready for next winter ice.
- During warm weather, scrubbed primary Clarifier outside ring, and Trickling Filter arms
- Replace the screen on snail catcher It will usually last around 3 months
- Effluent Flow-2.857 million gallons

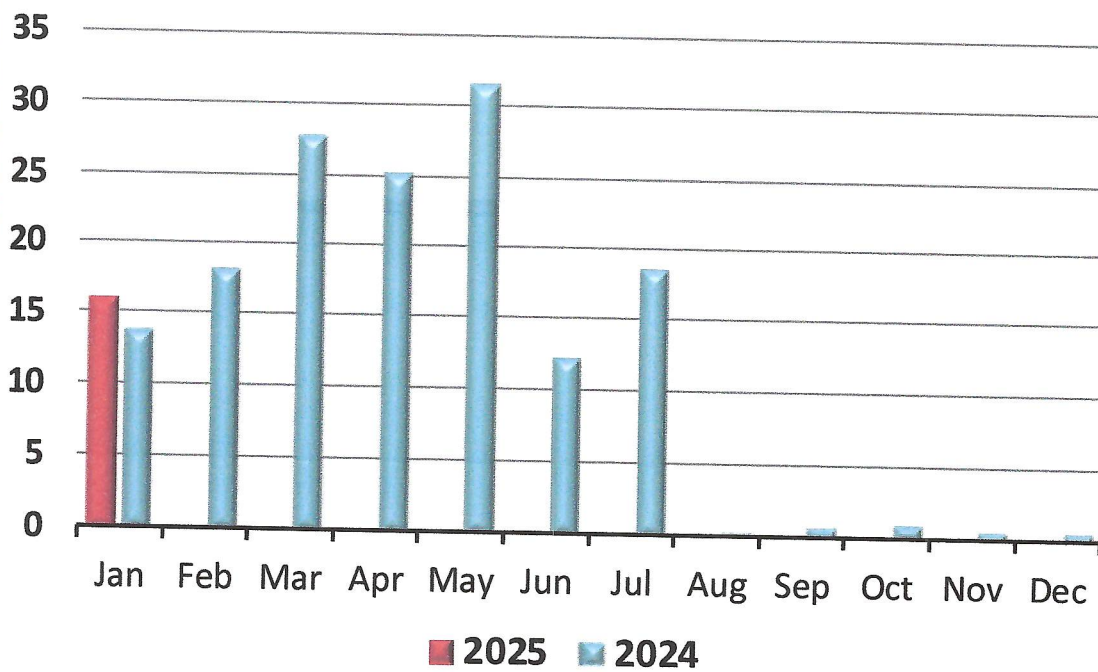
Thank you Shell Johnson



Total Monthly Precipitation



Monthly Total Effluent Phosphorus kg



Water	Units	January-25	December-24	January-24
Wastewater				
CBOD				
CBOD Influent	mg/L	188	209	165
CBOD Influent Design	mg/L	338	338	338
CBOD Effluent	mg/L	0.9	4.2	5.0
CBOD Effluent Permit Limit	mg/L	15	15	15
CBOD kg/day	kg/day	0.4	2.0	1.8
CBOD kg/day Permit Limit	kg/day	34	34	34
CBOD % Removal	%	99%	97%	99%
CBOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent	mg/L	158	360	338
TSS Influent Design	mg/L	365	365	365
TSS Effluent	mg/L	<3	1	7
TSS Effluent Permit Limit	mg/L	30	30	30
TSS kg/day	kg/day	<1.2	0.7	2.5
TSS kg/day Permit Limit	kg/day	68	68	68
TSS % Removal	%	98%	98%	97%
TSS % Removal Permit Limit	%	85%	85%	85%
Phosphorus				
Phos Influent	mg/L	4.41	4.14	3.90
Phos Effluent	mg/L	1.49	1.12	1.44
Phos Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Phos Effluent Monthly Total	kg	16.11	0.48	13.80
Phos Effluent kg Per Year	kg	16.11	237.61	13.80
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	4.10	5.50	6.40
DO Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Effluent Flow				
Average Daily	gallons	92,000	95,000	82,000
Maximum Daily	gallons	131,000	145,000	125,000
Total Monthly	gallons	2,857,000	2,944,000	2,538,000
Precipitation Monthly Total	inches	0.00	1.16	0.38
Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Maintenance Budget	\$7,482.00	\$7,589.00	101%	100%
Total	\$7,482.00	\$7,589.00	101%	100%

Datecompleted	Equipment	Location	Notes	Task	Taskdesc
1/2/2025	Air Compressor	30052 WW New Richland, MN	both oil checked. belts ok drain has been working. there has been trouble with the diaphragm pump that is connected to it. But as of right now no issue.	Monthly PM	Check oil, belt tension, relief valves & drain water. See manual.
1/2/2025	Effluent Sampler	30052 WW New Richland, MN	all hoses and refrigeration and seals inspected	Monthly PM	Clean, inspect pump hose & check dessicant on unit. See manual
1/2/2025	Eyewash Station	30052 WW New Richland, MN	this is located at the lab sink. it is inspected weekly	Monthly PM	Inspect eyewash for proper operation. Located at lab sink.
1/2/2025	Office Air Conditioner	30052 WW New Richland, MN	out of service for january	Monthly PM	Clean filter & unit. May need more cleaning during heavy use.
1/2/2025	NO 2 RAS	30052 WW New Richland, MN	MN pump or straight river does these	Annual PM	Document amp draws
1/2/2025	Blower NO 1	30052 WW New Richland, MN	Back in service oil changed checked filters	Monthly PM	Check belt tension, check motor, air filters ect. See manual Belt Dayco Wedge-Band belt #R5VX630-2
1/2/2025	Influent Sampler	30052 WW New Richland, MN	new hoses put on in december in the machine. it keeps a temp around 3 degrees C	Monthly PM	Clean, inspect pump hose
1/2/2025	Eye Wash Station	30052 WW New Richland, MN	this is inspected weekly	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.
1/2/2025	IBC Boiler	30052 WW New Richland, MN	2.2 inches in site tube. running at around 33 BTU 180 degrees temp. 16.9-17.6 PSI	Blower Monthly	Check the inlet pressure, the BTU and return temp. Check site tube on the water tank.

1/9/2025	Lift Station #2 - 3rd Street	30052 WW New Richland, MN	Pump 2 is not repaired yet. Pump 1 is good Pump 2 is not repaired yet. Pump 1 is good	LS Monthly PM	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
1/9/2025	Final Clarifier NO 2	30052 WW New Richland, MN	Greased shirks checked oils bar and sweep working.	Monthly PM	Grease, clean air vent for gear box skimmer. Give 3-4 shots of grease each zerk.
1/9/2025	NO 3 RAS	30052 WW New Richland, MN	Out of seervice	Monthly PM	Grease the zirks on the pump if the pump running this month.
1/9/2025	Emergency Generator	30052 WW New Richland, MN	Ran monthly test	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.
1/9/2025	East Ras Flowmeter	30052 WW New Richland, MN	Cannot read digital read out. Go by the percentage under neath	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.
1/9/2025	FIRE EXTINGUISHERS	30052 WW New Richland, MN	6 ext in house. 1 in truck	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.
1/9/2025	NO 2 RAS	30052 WW New Richland, MN	Greased shirks. Safety cage good. Water flowing thru good.	Monthly PM	Grease the zirks on the pump if the pump running this month.
1/9/2025	Basement Sump Pump	30052 WW New Richland, MN	Pulled alarm. It calls out	Monthly PM	Open pit, turn on pump in controls and verify pump pumps water down.
1/9/2025	Trickling Filter	30052 WW New Richland, MN	Arms and cables straight. Too cold to get hose in there. Feb weather permitting	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
1/9/2025	Final Clarifier NO 1	30052 WW New Richland, MN	Greased shirks. Checked oils bar and sweep working	Monthly PM	Grease, clean air vent for gear box skimmer. refer to manual, numerous tasks. Give 3-4 shots to each zerk to grease.

1/9/2025	NO 1 RAS	30052 WW New Richland, MN	Grease shirks checked water flowing thru it. Safety cage is good. Greased springs on check valve	Monthly PM	Grease the zirks on the pump if the pump running this month.
1/9/2025	Blower NO 2	30052 WW New Richland, MN	Oilâ€™s belt all inspected. Spring will be putting in all filters	Blower Monthly	Check oil level and belt tension, Check filter and clean/replace if needed. inspect units for abnormal wear and leaks.
1/9/2025	Primary Clarifier	30052 WW New Richland, MN	Emptied extra liquid. Greased shirk. Checked oil's. Sweep on bar working. Have to chop ice 1 to 2 times a day every day during cold weather. If scum beach freezes and pipe to scum hole freezes take a garden hose and put thru scum beach or in prim scum tank with water hitting ice. Could take up to 4 hrs	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
1/20/2025	Alarms	30052 WW New Richland, MN	Basement sump works as it should	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.
1/22/2025	Primary Clarifier	30052 WW New Richland, MN	Replaced the top squeegee on the primary clarifier. It will require new collars when the arm is readjusted. the ice is becoming a major issue. The Arm will not flip over to sit on the collars the way it is intended for cold/icy weather. this will need to be raised and leveled when the weather is warmer.	Unscheduled Work Order	Replaced the top squeegee on the primary clarifier. It will require new collars when the arm is readjusted. the ice is becoming a major issue. The Arm will not flip over to sit on the collars the way it is intended for cold/icy weather. this will need to be raised and leveled when the weather is warmer.
1/27/2025	Gas Detector	30052 WW New Richland, MN	gas detector works but it will not calibrate easily	Monthly PM	Turn on, check batteries and if calibration is due.

1/27/2025	Lift Station #1 - WWTP	30052 WW New Richland, MN	N/A	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.
1/27/2025	Lift Station #3 - Elm Ave	30052 WW New Richland, MN	all channels are working. it is read 1 time a week.	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.



City of New Richland

Maintenance & Utilities

Council Report

February 2025

PROJECTS COMPLETED

- 11 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.
- Braeden past his test for class D Water Supply System.
- Fridge came for the Sorenson's.
- New pressure washer came on 1/28
- Meeting for road project, at the school. 2/5

FUTURE PROJECTS

- Three hydrants Division/Aspen, Division/3rd, and end of South Broadway.
- Refurbish men's bathroom at the City Hall to make it handicap accessible.
- Working on OSHA shop safety requirements.
- Meeting with the school about the road project, and meeting with the department of health over lead and copper. 2/12

➤ SEEKING RECOMMENDATION

Water plant WPT, Controls and Replacement. (Quality Flaw Systems) \$99,825.00

Bohlen Plumbing \$3,950.00 (sink, faucet, urinal, toilet, all electronic flush.)

New computer \$675, split between street and water.

New window at the Leion Field crows nest. (\$700 Chad Neitzel)

Respectfully Submitted: *Eric Hendrickson*, Maintenance & Utility Supervisor

City of New Richland
Water System Monthly Report
 Month: Jan Year: 2025

I. Water System / Monthly Pumpage / Performance

Well No. 1

Total Monthly Pumpage	Gals/Month	0
Average Daily Pumpage	Gals/day	0
Maximum Daily Pumpage	Gals/day	0
Total monthly hours	Hrs./month	0
Well Efficiency (GPM)	Gals/min	0

Well No. 2

Total Monthly Pumpage	Gals/Month	
Average Daily Pumpage	Gals/day	
Maximum Daily Pumpage	Gals/day	
Total monthly hours	Hrs./month	
Well Efficiency (GPM)	Gals/min	250

Well No. 3

Total Monthly Pumpage	Gals/Month	2,625,000
Average Daily Pumpage	Gals/day	84,677
Maximum Daily Pumpage	Gals/day	374,400
Total monthly hours	Hrs./month	364
Well Efficiency (GPM)	Gals/min	260

Total Combined Monthly Pumpage	Gals/Month	2,625,000
Average Combined Daily Pumpage	Gals/day	84,677
Total Combined Monthly Hours	Hrs./month	364
Booster Pump 1 Monthly Hours	Hrs./month	169
Booster Pump 1 daily Avg. Hours	Hrs./day	5.5
Booster Pump 1 efficiency (GPM)	Gals/min.	
Booster Pump 2 Monthly Hours	Hrs./month	
Booster Pump 2 Daily Avg. Hours	Hrs/day	
Booster Pump 2 efficiency (GPM)	Gals/min	
Total Chlorine Consumption	Lbs./month	52
Average Chlorine daily Consumption	Lbs./day	1.7
Total Fluoride Consumption	Gals/month	0
Average Fluoride daily Consumption	Gals/day	0

Memo

To: City Council

From: Anthony Martens

cc:

Date: 2/7/25

Re: 2025 Street Improvement Assessment Rate

Per the conversations the Council has had staff has prepared a resolution adopting an updated assessment rate for the 2025 Street Improvement project. Adopting this resolution will only change the assessment rate for this project.

This will allow staff to work with the financial agents to prepare the final documents necessary to work through the financial requirements for the bond process and make sure that we are transparent and communicating as true of costs as possible to those affected by the project.

Should the council wish to adopt something other than a 20% assessment rate, staff will prepare an alternative resolution.



RESOLUTION 25-06

A RESOLUTION MODIFYING THE CITY OF NEW RICHLAND'S ASSESSMENT POLICY FOR THE 2025 STREET IMPROVEMENT PROJECT

WHEREAS the New Richland City Council ordered and received feasibility report for the 2025 Street Improvement Project; and

WHEREAS the City of New Richland held an open house for the 2025 Street Improvement Project receiving feedback from the community; and

WHEREAS the New Richland City Council ordered and held a public hearing receiving feedback from the community on the 2025 Street Improvement Project; and

WHEREAS the New Richland City Council ordered Plans and Specifications for the 2025 Street Improvement Project; and

WHEREAS the City of New Richland has adopted a Special Assessment Policy, and

WHEREAS the City of New Richland may choose to modify the Special Assessment Policy based on the specific project, its benefit to the city, its residents or its impact in general; and

WHEREAS the City of New Richland wishes to keep residents impacted by the project as best informed as possible of potential costs associated with the project.

NOW THEREFORE, BE IT RESOVED by the City Council of New Richland, Minnesota that effective February 10th, 2025, the City Council establishes the following:

For the 2025 Street Improvement Project area (described as):

- Ash Ave S – 2nd St SW (Trunk Hwy 30) to 4th St SW
- Broadway Ave S – 2nd St SW (Trunk Hwy 30) to 4th St SW
- 4th St SW – Ash Ave S to Broadway Ave S
- 3rd St SE – Broadway Ave S to dead end

The following modifications will be made to the special assessment policy for this project:

General Assessable Costs: General assessable costs shall be for the following categories and calculated using not only the estimated construction costs, but also the applicable portion of the engineering and financing costs to construct those improvements. Assessments generally fall into these categories:

1. Street: ~~Thirty percent (30%)~~ **Twenty percent (20%)** of the cost associated with reconstruction of the street, curb & gutter, sidewalk, driveways, and other items associated with surface improvements shall be assessed against benefited property owners on an assessable front footage basis.
2. Water: ~~Thirty percent (30%)~~ **Twenty percent (20%)** of the cost for water system improvements shall be assessed against benefited property owners on an assessable front footage basis. The improvements shall be based on the Minnesota Department of Health standards. Items typically included in the assessable costs for water system improvements are: watermain, watermain fittings, gate valve and boxes, fire hydrants, services and the removal of existing pipes.
3. Sanitary Sewer: ~~Thirty percent (30%)~~ **Twenty percent (20%)** of the cost for sanitary sewer system improvements shall be assessed against benefited property owners on an assessable front footage basis. The improvements shall be based on the Minnesota Department of Health standards. Typically, the item included in the assessable costs for sanitary sewer system improvements are sanitary sewer pipes, manholes, and services.

All other remaining conditions of the special assessment policy shall remain in effect.

**Adopted by the City Council of the City of New Richland, Minnesota,
this 10th day of February 2025.**

(Mayor)

Attest:

(City Administrator)

Memo

To: City Council

From: Anthony Martens

cc:

Date: 2/7/25

Re: 2025 Street Improvement Open House

Consider setting the 2nd open house date for the 2025 Street Improvement Project

Thursday November 27th, 2025

5-7 pm

Memo

To: City Council

From: Anthony Martens

cc:

Date: 2/7/24

Re: Garbage/Recycling Contract

The City of New Richland requested RFPs for single hauler garbage and recycling bids

Bids were due to the City of New Richland on Friday November 15th, 2024. The City of New Richland received 2 bids, one from Thompson Sanitation and one from Waste Management. On November 25, 2024, the New Richland City Council awarded the bid to Thompson Sanitation.

Thompson Sanitation contacted staff inquiring if the council would be interested in extending the contract from a three (3) year period to a five (5) year period. Staff was advised that Thompson Sanitation was purchasing brand new cans for the recycling portion of the business for the City of New Richland and that they would appreciate the partnership with the City of New Richland valuing the investment they were making on that portion of the contract. Thompson Sanitation would honor the 1.5% annual adjustment that they committed to in the three (3) year RFP for the additional two (2) years.

Staff made contact with the City Attorney who advised that if the council wishes to, he supports the council choosing to enter into a five (5) year contract with Thompson Sanitation for garbage and recycling services based on the RFPs that were submitted through the bidding process.

Council should direct staff to prepare a three (3) year or five (5) year contract with Thompson Sanitation for garbage and recycling services.

CITY OF NEW RICHLAND

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*Check Summary Register©

JANUARY 2025

Name	Check Date	Check Amt	
10100 GENERAL CHECKING			
5294e	ISOLVED	1/7/2025	\$7,187.18 DEC 24 AMB Payroll
5295e	NATIONWIDE	1/10/2024	\$100.00 Dec 24 Amb Payroll
5306e	ISOLVED	1/15/2025	\$15,569.44 1-15-25 Payroll
5307e	PERA	1/15/2025	\$3,069.95 1-15-25 Payroll
5308e	NATIONWIDE	1/15/2025	\$150.00 1-15-25 Payroll
5309e	POSTMASTER	1/15/2025	\$362.25 Utility Bill Postage
5310e	MN CHIEFS OF POLICE ASSOC.	1/14/2025	\$825.00 CLEO & COMMAND ACCADEMY 2025
5311e	PERA	1/29/2025	\$3,741.32 1-29-25 Payrol
5312e	NATIONWIDE	1/29/2025	\$150.00 1-29-25 payroll
5313e	ISOLVED	1/29/2025	\$16,426.67 1-29-25 payroll
5314e	STATE BANK OF NEW RICHLAN	1/2/2025	\$179.22 RETURNED PMT
5315e	HEALTH EQUITY	1/8/2025	\$3.00 User Fee - Insurance
5316e	ALADTEC, INC	1/3/2025	\$1,953.00 AMBULANCE SOFTWARE
5317e	MEDICAL WAREHOUSE	1/6/2025	\$80.56 EPINEPHRINE
5318e	STATE BANK OF NEW RICHLAN	1/6/2025	\$400.00 RURAL WATER TRAINING-BT
5319e	MADDENS ON GULL LAKE	1/6/2025	\$412.32 Hotel - City Admin Training
5320e	HOME DEPOT	1/10/2025	\$93.94 PAINT FOR CITY HALL BATHROOMS
5321e	STATE BANK OF NEW RICHLAN	1/13/2025	\$65.65 RETURNED PMT
5322e	DOLLAR GENERAL STORE#1642	1/16/2025	\$50.85 TOTES FOR SHOP-PPE
5323e	TRUEWERK	1/17/2025	\$298.50 JACKET, VEST
5324e	TRIZETTO PROVIDER Solutio	1/21/2025	\$42.40 AMB Billing Fee
5325e	TRUEWERK	1/23/2025	\$99.00 REFLECTIVE VEST
5326e	BEST WESTERN AMERICANNA I	1/24/2025	\$247.78 RWA SCHOOLING
5327e	CARHARTT	1/30/2025	\$170.49 REFLECTIVE JACKET
5328e	STATE BANK OF NEW RICHLAN	1/31/2025	\$1.00 MONTHLY SERVICE CHARGE
5331e	AMAZON.COM	1/17/2025	\$89.86 Fall protection PPE
5332e	AMAZON.COM	1/21/2025	\$1.59 TOWEL DISPENSER KEYS
5333e	AMAZON.COM	1/21/2025	\$75.99 PPE
5334e	AMAZON.COM	1/23/2025	\$381.76 PPE
5335e	AMAZON.COM	1/28/2025	\$16.98 BAGS
5336e	AMAZON.COM	1/28/2025	\$102.29 Phone Case/ SDS RACK
5337e	AMAZON.COM	1/28/2025	\$239.60 PPE
5338e	AMAZON.COM	1/30/2025	\$14.74 KEYS
5339e	AMAZON.COM	1/30/2025	\$198.55 PPE
5340e	PAYA SERVICES	1/31/2025	\$7.00 Payment Fee Utility Billiing
5341e	DRURY PLAZA HOTEL-ST. PAUL	1/17/2025	\$327.23 HOTEL-POLICE TRAINING
5342e	STATE BANK OF NEW RICHLAN	1/21/2025	\$50.00 TRAINING
5343e	UPS	1/24/2025	\$24.72 BROKEN BWC, SENT TO PROVISION
5344e	HOME DEPOT	1/30/2025	\$27.53 SHOP SUPPLIES
5345e	HOME DEPOT	1/30/2025	\$28.83 Shop supplies
5346e	HOME DEPOT	1/31/2025	\$106.85 Shelving
5347e	NATIONWIDE	1/10/2025	\$100.00 Jan 245AMB Payroll
5348e	VISTAPRINT	1/16/2025	\$109.23 Safety Items
5349e	MN DEPT. OF NATURAL RESOU	1/28/2025	\$140.00 Annual Water Permit
5350e	LENOVO	1/28/2025	\$625.28 Tablet for PD / Safety Committee
5351e	AMPION	1/13/2025	\$543.96 11/01/24 - 11/30/24
5352e	MINNESOTA REVENUE	1/9/2025	\$996.00 JAN 25 Sales Tax
29776	BOUND TREE MEDICAL , LLC	1/7/2025	\$280.02 Ambulance Supplies
29777	LMCIT	1/7/2025	\$50,800.00 Property & Casualty Ins
29778	MCMA	1/7/2025	\$108.88 2025 Membership - Tony - MCMA Membership
29779	THE LEADERSHIP GROWTH GR	1/7/2025	\$600.00 2025 Training
29780	U.S. BANK EQUIPMENT FINANC	1/7/2025	\$198.00 METRO PRINTER PAYMENT
29781	MINNESOTA REVENUE	1/8/2025	\$0.00 Dec 25 Sales Tax
29782	ABDO, LLP	1/27/2025	\$8,000.00 Auditing

CITY OF NEW RICHLAND

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***Check Summary Register©**

JANUARY 2025

	Name	Check Date	Check Amt	
29783	ALBERT LEA ELECTRIC CO.	1/27/2025	\$192.00	TROUBLESHOOT CROSSWALK AT SCHOO
29784	ARNOLDS OF ALDEN	1/27/2025	\$186.20	BATTERY
29785	AXON ENTERPRISE INC	1/27/2025	\$1,652.20	INUS312910
29786	BARCO MUNICIPAL PRODUCTS I	1/27/2025	\$238.85	TIRE CHAIN SET
29787	BLUE CROSS/BLUE SHIELD	1/27/2025	\$2,831.34	HEATHER C
29788	BUDACH IMPLEMENT	1/27/2025	\$872.54	Truck repair/shop charges/park
29789	CENTRAL FARM SERVICE	1/27/2025	\$733.88	Fuel
29790	COMPANION LIFE INSURANCE	1/27/2025	\$462.87	Life Insurance
29791	DEPT. OF HUMAN SERVICES	1/27/2025	\$5,094.08	ECPN PAYMENT CARE CENTER
29792	DG Minnesota CS 2021, LLC	1/27/2025	\$14.75	Solar
29793	EARL F. ANDERSON & ASSOC.	1/27/2025	\$319.00	STREET SIGNS AND CONES
29794	ECOLAB PEST ELIMINATION	1/27/2025	\$137.82	Pest elimination
29795	Frandsen Bank & Trust	1/27/2025	\$14,185.50	INTEREST
29796	HEIMAN INC.	1/27/2025	\$5,000.00	EXPRESS SOFT MOUNT EXTRACTOR
29797	JOBS PLUS INC	1/27/2025	\$229.90	Cleaning Contract
29798	KALEB CHRISTENSEN	1/27/2025	\$250.00	HOOK UP COPPER TO NEW PUMP IN WAT
29799	LEAGUE OF MN. CITIES	1/27/2025	\$1,700.00	MEMBERSHIP DUES 01/25-12/25
29800	MADISON ENERGY INVESTMEN	1/27/2025	\$2.79	SOLAR
29801	MINNESOTA MAYORS ASSOCIA	1/27/2025	\$30.00	MN MAYORS ASSOCIATION MEMBERSHIP
29802	MJM MEDICAL DIRECTION CON	1/27/2025	\$1,800.00	MEDICAL DIRECTION
29803	MN ENERGY RESOURCES COR	1/27/2025	\$2,735.98	SHOP
29804	MPETERS ENTERPRISES	1/27/2025	\$281.72	5X8 US POLY
29805	MSFDA	1/27/2025	\$225.00	MSFDA MEMBERSHIP DUES
29806	MVTL LABORATORIES	1/27/2025	\$39.90	Water Testing
29807	NCPERS Group Life Insurance	1/27/2025	\$32.00	ERIC H-1/1/2025
29808	NORTHLAND SECURITIES	1/27/2025	\$550.00	ANNUAL DISSEMINATION AGENT FEE
29809	NRHEG STAR EAGLE	1/27/2025	\$560.00	TRUTH IN TAXATION
29810	PEOPLES SERVICE, INC.	1/27/2025	\$14,279.00	WASTEWATER-FEB
29811	PRIME GARAGE DOOR & MORE	1/27/2025	\$471.74	GARAGE DOOR AT SHOP
29812	QUILL CORPORATION	1/27/2025	\$202.09	Office supplies
29813	RENT N SAVE PORTABLE SERVI	1/27/2025	\$95.00	St. Olaf
29814	STEELE-WASECA COOP ELECT	1/27/2025	\$39.30	Electricity
29815	UPS	1/27/2025	\$24.72	BROKEN BWC SENT TO PRO-VISION
29816	USABLE LIFE	1/27/2025	\$13.50	BRAEDEN
29817	UTILITY SERVICE CO INC	1/27/2025	\$1,698.68	PEDISPHERE CITY TANK-MONTHLY
29818	VERIZON WIRELESS	1/27/2025	\$382.00	Cell Phone
29819	WASECA HARDWARE	1/27/2025	\$190.52	Charges
29820	WASTE MANAGEMENT	1/27/2025	\$6,503.90	GARBAGE - 165 CART
Total Checks			\$180,133.18	

Current Period: JANUARY 2025

			2025 YTD Budget	2025 YTD Amt	JANUARY MTD Amt	2025 YTD Balance	% of Budget
GENERAL FUND							
		Revenues	\$1,444,702.00	\$12,743.25	\$12,743.25	\$1,431,958.75	0.88%
		Expenditures	\$1,444,702.00	\$114,997.51	\$114,997.51	\$1,329,704.49	7.96%
		Gain/(Loss)	\$0.00	(\$102,254.26)	(\$102,254.26)	\$102,254.26	0.00%
GOVERNMENT WIDE							
Active	R 101-00000-31000	GENERAL PR	\$456,213.00	\$0.00	\$0.00	\$456,213.00	0.00%
Active	R 101-00000-31020	PROPERTY T	\$250.00	\$0.00	\$0.00	\$250.00	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	\$8,000.00	\$246.33	\$246.33	\$7,753.67	3.08%
Active	R 101-00000-31811	FRANCHISE T	\$5,000.00	\$1,799.90	\$1,799.90	\$3,200.10	36.00%
Active	R 101-00000-31812	FRANCHISE T	\$6,000.00	\$0.00	\$0.00	\$6,000.00	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	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	R 101-00000-33410	LOCAL GOVE	\$504,229.00	\$0.00	\$0.00	\$504,229.00	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	\$59.43	\$59.43	\$940.57	5.94%
Active	R 101-00000-36240	LMCIT DIVIDE	\$0.00	\$0.00	\$0.00	\$0.00	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			\$993,192.00	\$2,105.66	\$2,105.66	\$991,086.34	0.21%
Total GOVERNMENT WIDE			\$993,192.00	\$2,105.66	\$2,105.66	\$991,086.34	0.21%
MAYOR AND COUNCIL							
Active	R 101-41100-36250	REFUNDS AN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41100-100	WAGES/SALARI	\$9,000.00	\$0.00	\$0.00	\$9,000.00	0.00%
Active	E 101-41100-121	SOCIAL SECURI	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
Active	E 101-41100-122	MEDICARE	\$150.00	\$0.00	\$0.00	\$150.00	0.00%
Active	E 101-41100-150	WORKERS COM	\$77.00	\$0.00	\$0.00	\$77.00	0.00%
Active	E 101-41100-200	OFFICE SUPPLI	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-41100-210	OPERATING EX	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-41100-308	SCHOOLING	\$1,050.00	\$0.00	\$0.00	\$1,050.00	0.00%
Active	E 101-41100-309	COMPUTER EX	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0.00%
Active	E 101-41100-311	PERMITS/MEMB	\$50.00	\$30.00	\$30.00	\$20.00	60.00%
Active	E 101-41100-360	INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41100-430	MISCELLANEOU	\$500.00	\$0.00	\$0.00	\$500.00	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			\$13,627.00	\$30.00	\$30.00	\$13,597.00	0.22%
Total MAYOR AND COUNCIL			(\$13,627.00)	(\$30.00)	(\$30.00)	(\$13,597.00)	0.22%
CITY HALL							
Active	R 101-41400-33160	OTHER-FEDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-41400-33620	OTHER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-41400-36220	RENTS	\$3,000.00	\$325.00	\$325.00	\$2,675.00	10.83%
Active	R 101-41400-36230	CONTRIBUTI	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	R 101-41400-36250	REFUNDS AN	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	R 101-41400-39110	SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$8,000.00	\$325.00	\$325.00	\$7,675.00	4.06%

Current Period: JANUARY 2025

			2025	2025	JANUARY	2025	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 101-41400-100	WAGES/SALARI	\$128,000.00	\$9,400.61	\$9,400.61	\$118,599.39	7.34%
Active	E 101-41400-101	WAGES/SALARI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41400-120	PERA	\$9,750.00	\$705.04	\$705.04	\$9,044.96	7.23%
Active	E 101-41400-121	SOCIAL SECURI	\$8,000.00	\$568.83	\$568.83	\$7,431.17	7.11%
Active	E 101-41400-122	MEDICARE	\$2,000.00	\$133.03	\$133.03	\$1,866.97	6.65%
Active	E 101-41400-130	HEALTH INSUR	\$17,800.00	\$1,976.39	\$1,976.39	\$15,823.61	11.10%
Active	E 101-41400-131	LIFE INSURANC	\$250.00	\$4.30	\$4.30	\$245.70	1.72%
Active	E 101-41400-150	WORKERS COM	\$810.00	\$0.00	\$0.00	\$810.00	0.00%
Active	E 101-41400-200	OFFICE SUPPLI	\$3,000.00	\$214.79	\$214.79	\$2,785.21	7.16%
Active	E 101-41400-201	ORDINANCE EX	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 101-41400-210	OPERATING EX	\$8,000.00	\$981.37	\$981.37	\$7,018.63	12.27%
Active	E 101-41400-220	REPAIRS & MAI	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 101-41400-221	CLEANING CON	\$2,250.00	\$97.80	\$97.80	\$2,152.20	4.35%
Active	E 101-41400-230	VEHICLE OPER	\$50.00	\$0.00	\$0.00	\$50.00	0.00%
Active	E 101-41400-300	PROFESSIONAL	\$12,000.00	\$734.15	\$734.15	\$11,265.85	6.12%
Active	E 101-41400-301	AUDITING SERV	\$35,000.00	\$8,000.00	\$8,000.00	\$27,000.00	22.86%
Active	E 101-41400-303	ENGINEERING F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41400-304	LEGAL FEES	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
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	\$4,000.00	\$1,012.32	\$1,012.32	\$2,987.68	25.31%
Active	E 101-41400-309	COMPUTER EX	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	E 101-41400-311	PERMITS/MEMB	\$7,500.00	\$1,808.88	\$1,808.88	\$5,691.12	24.12%
Active	E 101-41400-314	REIMBURSEME	\$0.00	\$0.00	\$0.00	\$0.00	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	\$0.00	\$0.00	\$2,500.00	0.00%
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	\$2,000.00	\$180.00	\$180.00	\$1,820.00	9.00%
Active	E 101-41400-360	INSURANCE	\$6,250.00	\$4,763.73	\$4,763.73	\$1,486.27	76.22%
Active	E 101-41400-380	UTILITIES/ELEC	\$750.00	\$26.64	\$26.64	\$723.36	3.55%
Active	E 101-41400-383	UTILITIES/HEAT	\$1,250.00	\$187.66	\$187.66	\$1,062.34	15.01%
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	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-41400-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41400-501	CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$268,160.00	\$30,795.54	\$30,795.54	\$237,364.46	11.48%
Total CITY HALL			(\$260,160.00)	(\$30,470.54)	(\$30,470.54)	(\$229,689.46)	11.71%
ELECTIONS							
Active	R 101-41410-33620	OTHER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41410-110	OTHER PAY	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41410-210	OPERATING EX	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41410-330	MILEAGE EXPE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41410-340	ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total ELECTIONS			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
POLICE							
Active	R 101-42100-32240	ANIMAL LICE	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	R 101-42100-32260	GOLF CART O	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	R 101-42100-33610	POLICE STAT	\$23,000.00	\$0.00	\$0.00	\$23,000.00	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	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.00%
Active	R 101-42100-35100	POLICE FINE	\$8,000.00	\$49.99	\$49.99	\$7,950.01	0.62%

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			2025 YTD Budget	2025 YTD Amt	JANUARY MTD Amt	2025 YTD Balance	% of Budget
Active	R 101-42100-36200	MISCELLANE	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	R 101-42100-36230	CONTRIBUTI	\$500.00	\$0.00	\$0.00	\$500.00	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			\$36,850.00	\$49.99	\$49.99	\$36,800.01	0.14%
Active	E 101-42100-100	WAGES/SALARI	\$200,000.00	\$13,188.12	\$13,188.12	\$186,811.88	6.59%
Active	E 101-42100-101	WAGES/SALARI	\$6,000.00	\$1,892.04	\$1,892.04	\$4,107.96	31.53%
Active	E 101-42100-120	PERA	\$37,500.00	\$2,464.05	\$2,464.05	\$35,035.95	6.57%
Active	E 101-42100-121	SOCIAL SECURI	\$400.00	\$117.30	\$117.30	\$282.70	29.33%
Active	E 101-42100-122	MEDICARE	\$3,100.00	\$216.87	\$216.87	\$2,883.13	7.00%
Active	E 101-42100-130	HEALTH INSUR	\$8,350.00	\$0.00	\$0.00	\$8,350.00	0.00%
Active	E 101-42100-131	LIFE INSURANC	\$75.00	\$3.40	\$3.40	\$71.60	4.53%
Active	E 101-42100-150	WORKERS COM	\$13,500.00	\$0.00	\$0.00	\$13,500.00	0.00%
Active	E 101-42100-200	OFFICE SUPPLI	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
Active	E 101-42100-210	OPERATING EX	\$10,000.00	\$1,723.94	\$1,723.94	\$8,276.06	17.24%
Active	E 101-42100-220	REPAIRS & MAI	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-42100-230	VEHICLE OPER	\$3,000.00	\$196.41	\$196.41	\$2,803.59	6.55%
Active	E 101-42100-231	VEHICLE MAINT	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	E 101-42100-240	SMALL TOOLS A	\$500.00	\$0.00	\$0.00	\$500.00	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	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-42100-308	SCHOOLING	\$5,000.00	\$1,202.23	\$1,202.23	\$3,797.77	24.04%
Active	E 101-42100-309	COMPUTER EX	\$6,500.00	\$119.76	\$119.76	\$6,380.24	1.84%
Active	E 101-42100-311	PERMITS/MEMB	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
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	\$2,000.00	\$124.17	\$124.17	\$1,875.83	6.21%
Active	E 101-42100-340	ADVERTISING	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-42100-360	INSURANCE	\$8,550.00	\$7,519.13	\$7,519.13	\$1,030.87	87.94%
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	\$187.66	\$187.66	\$812.34	18.77%
Active	E 101-42100-417	UNIFORM ALLO	\$4,000.00	\$99.00	\$99.00	\$3,901.00	2.48%
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			\$339,085.00	\$29,054.08	\$29,054.08	\$310,030.92	8.57%
Total POLICE			(\$302,235.00)	(\$29,004.09)	(\$29,004.09)	(\$273,230.91)	9.60%
AMBULANCE							
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	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	R 101-42153-34250	AMBULANCE	\$138,960.00	\$5,105.52	\$5,105.52	\$133,854.48	3.67%
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	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-42153-39110	SALE OF ASS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$146,660.00	\$5,105.52	\$5,105.52	\$141,554.48	3.48%
Active	E 101-42153-102	WAGES/SALARI	\$13,000.00	\$1,030.00	\$1,030.00	\$11,970.00	7.92%
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	\$70,000.00	\$5,229.75	\$5,229.75	\$64,770.25	7.47%
Active	E 101-42153-120	PERA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42153-121	SOCIAL SECURI	\$4,200.00	\$388.12	\$388.12	\$3,811.88	9.24%

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			2025	2025	JANUARY	2025	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 101-42153-122	MEDICARE	\$1,100.00	\$90.76	\$90.76	\$1,009.24	8.25%
Active	E 101-42153-150	WORKERS COM	\$6,750.00	\$0.00	\$0.00	\$6,750.00	0.00%
Active	E 101-42153-200	OFFICE SUPPLI	\$500.00	\$41.32	\$41.32	\$458.68	8.26%
Active	E 101-42153-210	OPERATING EX	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 101-42153-212	MEDICAL SUPP	\$16,000.00	\$360.58	\$360.58	\$15,639.42	2.25%
Active	E 101-42153-220	REPAIRS & MAI	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.00%
Active	E 101-42153-230	VEHICLE OPER	\$3,000.00	\$146.52	\$146.52	\$2,853.48	4.88%
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	\$1,800.00	\$1,800.00	\$5,700.00	24.00%
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	\$0.00	\$0.00	\$3,500.00	0.00%
Active	E 101-42153-308	SCHOOLING	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
Active	E 101-42153-309	COMPUTER EX	\$2,000.00	\$1,995.40	\$1,995.40	\$4.60	99.77%
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	\$0.00	\$0.00	\$0.00	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	\$35.01	\$35.01	\$464.99	7.00%
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	\$128.00	\$128.00	\$122.00	51.20%
Active	E 101-42153-360	INSURANCE	\$1,920.00	\$1,862.76	\$1,862.76	\$57.24	97.02%
Active	E 101-42153-380	UTILITIES/ELEC	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42153-383	UTILITIES/HEAT	\$1,200.00	\$187.66	\$187.66	\$1,012.34	15.64%
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	\$0.00	\$0.00	\$0.00	\$0.00	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			\$195,120.00	\$13,295.88	\$13,295.88	\$181,824.12	6.81%
Total AMBULANCE			(\$48,460.00)	(\$8,190.36)	(\$8,190.36)	(\$40,269.64)	16.90%
FIRE							
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	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.00%
Active	R 101-42200-34220	TOWNSHIP FI	\$0.00	\$0.00	\$0.00	\$0.00	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			\$36,000.00	\$0.00	\$0.00	\$36,000.00	0.00%
Active	E 101-42200-124	PENSION PAYM	\$28,000.00	\$0.00	\$0.00	\$28,000.00	0.00%
Active	E 101-42200-150	WORKERS COM	\$6,300.00	\$0.00	\$0.00	\$6,300.00	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	\$2,612.50	\$2,612.50	\$387.50	87.08%
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	\$250.00	\$0.00	\$0.00	\$250.00	0.00%
Active	E 101-42200-230	VEHICLE OPER	\$2,000.00	\$15.30	\$15.30	\$1,984.70	0.77%
Active	E 101-42200-231	VEHICLE MAINT	\$3,000.00	\$23.99	\$23.99	\$2,976.01	0.80%
Active	E 101-42200-300	PROFESSIONAL	\$250.00	\$28.73	\$28.73	\$221.27	11.49%
Active	E 101-42200-301	AUDITING SERV	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	E 101-42200-305	MEDICAL FEES	\$500.00	\$0.00	\$0.00	\$500.00	0.00%

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			2025	2025	JANUARY	2025	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 101-42200-307	CONTRACT FEE	\$1,400.00	\$0.00	\$0.00	\$1,400.00	0.00%
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	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0.00%
Active	E 101-42200-320	TELEPHONE	\$250.00	\$0.00	\$0.00	\$250.00	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	\$2,160.00	\$2,044.18	\$2,044.18	\$115.82	94.64%
Active	E 101-42200-380	UTILITIES/ELEC	\$250.00	\$3.09	\$3.09	\$246.91	1.24%
Active	E 101-42200-383	UTILITIES/HEAT	\$1,500.00	\$267.25	\$267.25	\$1,232.75	17.82%
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	\$500.00	\$0.00	\$0.00	\$500.00	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%
Active	E 101-42200-501	CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$65,560.00	\$4,995.04	\$4,995.04	\$60,564.96	7.62%
Total FIRE			(\$29,560.00)	(\$4,995.04)	(\$4,995.04)	(\$24,564.96)	16.90%
BLDG INSPECTION							
Active	R 101-42400-32200	BUILDING PE	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
Active	R 101-42400-32210	RENTAL HOU	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	R 101-42400-36250	REFUNDS AN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$22,000.00	\$0.00	\$0.00	\$22,000.00	0.00%
Active	E 101-42400-210	OPERATING EX	\$250.00	\$0.00	\$0.00	\$250.00	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	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-42400-303	ENGINEERING F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42400-304	LEGAL FEES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-42400-307	CONTRACT FEE	\$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	\$480.00	\$500.00	\$500.00	(\$20.00)	104.17%
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			\$15,230.00	\$500.00	\$500.00	\$14,730.00	3.28%
Total BLDG INSPECTION			\$6,770.00	(\$500.00)	(\$500.00)	\$7,270.00	-7.39%
CIVIL DEFENSE							
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%
Active	E 101-42500-210	OPERATING EX	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-42500-340	ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42500-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-42500-501	CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Total CIVIL DEFENSE			(\$500.00)	\$0.00	\$0.00	(\$500.00)	0.00%
STREETS							
Active	R 101-43100-32220	RIGHT-OF-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%

Current Period: JANUARY 2025

			2025	2025	JANUARY	2025	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
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	\$0.00	\$0.00	\$0.00	\$0.00	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			\$1,900.00	\$0.00	\$0.00	\$1,900.00	0.00%
Active	E 101-43100-100	WAGES/SALARI	\$95,000.00	\$7,241.67	\$7,241.67	\$87,758.33	7.62%
Active	E 101-43100-101	WAGES/SALARI	\$12,000.00	\$0.00	\$0.00	\$12,000.00	0.00%
Active	E 101-43100-120	PERA	\$8,450.00	\$543.12	\$543.12	\$7,906.88	6.43%
Active	E 101-43100-121	SOCIAL SECURI	\$7,450.00	\$441.94	\$441.94	\$7,008.06	5.93%
Active	E 101-43100-122	MEDICARE	\$2,050.00	\$103.35	\$103.35	\$1,946.65	5.04%
Active	E 101-43100-130	HEALTH INSUR	\$7,575.00	\$521.80	\$521.80	\$7,053.20	6.89%
Active	E 101-43100-131	LIFE INSURANC	\$75.00	\$5.80	\$5.80	\$69.20	7.73%
Active	E 101-43100-140	UNEMPLOYMEN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-150	WORKERS COM	\$6,750.00	\$0.00	\$0.00	\$6,750.00	0.00%
Active	E 101-43100-200	OFFICE SUPPLI	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-43100-210	OPERATING EX	\$13,000.00	\$2,511.62	\$2,511.62	\$10,488.38	19.32%
Active	E 101-43100-211	SNOW REMOVA	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
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	\$662.26	\$662.26	\$7,337.74	8.28%
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	\$360.35	\$360.35	\$7,639.65	4.50%
Active	E 101-43100-231	VEHICLE MAINT	\$2,000.00	\$238.85	\$238.85	\$1,761.15	11.94%
Active	E 101-43100-232	LAWN MOWER	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.00%
Active	E 101-43100-233	SKID STEER MA	\$3,000.00	\$186.20	\$186.20	\$2,813.80	6.21%
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	\$198.55	\$198.55	\$4,801.45	3.97%
Active	E 101-43100-236	SNOW EQUIP M	\$5,000.00	\$11.99	\$11.99	\$4,988.01	0.24%
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	\$0.00	\$0.00	\$0.00	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	\$0.00	\$0.00	\$1,500.00	0.00%
Active	E 101-43100-309	COMPUTER EX	\$1,200.00	\$0.00	\$0.00	\$1,200.00	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	\$88.35	\$88.35	\$1,911.65	4.42%
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	\$5,760.00	\$3,432.83	\$3,432.83	\$2,327.17	59.60%
Active	E 101-43100-380	UTILITIES/ELEC	\$7,500.00	\$4.68	\$4.68	\$7,495.32	0.06%
Active	E 101-43100-383	UTILITIES/HEAT	\$2,000.00	\$564.45	\$564.45	\$1,435.55	28.22%
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	\$0.00	\$0.00	\$16,000.00	0.00%
Active	E 101-43100-417	UNIFORM ALLO	\$1,000.00	\$468.99	\$468.99	\$531.01	46.90%
Active	E 101-43100-430	MISCELLANEOU	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 101-43100-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-43100-501	CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Current Period: JANUARY 2025

			2025 YTD Budget	2025 YTD Amt	JANUARY MTD Amt	2025 YTD Balance	% of Budget
Expenditure			\$255,210.00	\$17,586.80	\$17,586.80	\$237,623.20	6.89%
Total STREETS			(\$253,310.00)	(\$17,586.80)	(\$17,586.80)	(\$235,723.20)	6.94%
SANITATION							
Active	R 101-43200-34430	REFUSE COL	\$0.00	\$63.00	\$63.00	(\$63.00)	0.00%
Revenue			\$0.00	\$63.00	\$63.00	(\$63.00)	0.00%
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	\$40,000.00	\$3,568.55	\$3,568.55	\$36,431.45	8.92%
Active	E 101-43200-340	ADVERTISING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$40,000.00	\$3,568.55	\$3,568.55	\$36,431.45	8.92%
Total SANITATION			(\$40,000.00)	(\$3,505.55)	(\$3,505.55)	(\$36,494.45)	8.76%
NURSING HOME							
Active	R 101-44170-36250	REFUNDS AN	\$195,000.00	\$5,094.08	\$5,094.08	\$189,905.92	2.61%
Revenue			\$195,000.00	\$5,094.08	\$5,094.08	\$189,905.92	2.61%
Active	E 101-44170-305	MEDICAL FEES	\$195,000.00	\$5,094.08	\$5,094.08	\$189,905.92	2.61%
Expenditure			\$195,000.00	\$5,094.08	\$5,094.08	\$189,905.92	2.61%
Total NURSING HOME			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RECREATION-LEGION FIELD							
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	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
Active	R 101-45100-36250	REFUNDS AN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
Active	E 101-45100-210	OPERATING EX	\$1,500.00	\$0.00	\$0.00	\$1,500.00	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	\$3,360.00	\$2,859.16	\$2,859.16	\$500.84	85.09%
Active	E 101-45100-380	UTILITIES/ELEC	\$500.00	\$15.55	\$15.55	\$484.45	3.11%
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	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	E 101-45100-500	CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45100-501	CAPITAL - UNDE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$16,960.00	\$2,874.71	\$2,874.71	\$14,085.29	16.95%
Total RECREATION-LEGION FIELD			(\$14,460.00)	(\$2,874.71)	(\$2,874.71)	(\$11,585.29)	19.88%
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	\$1.10	\$1.10	\$148.90	0.73%
Expenditure			\$150.00	\$1.10	\$1.10	\$148.90	0.73%
Total SKATING RINK			(\$150.00)	(\$1.10)	(\$1.10)	(\$148.90)	0.73%

Current Period: JANUARY 2025

			2025	2025	JANUARY	2025	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
PARKS-ST. OLAF PARK							
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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-45200-36210	INTEREST ON	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-45200-36230	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			\$2,600.00	\$0.00	\$0.00	\$2,600.00	0.00%
Active	E 101-45200-101	WAGES/SALARI	\$5,750.00	\$0.00	\$0.00	\$5,750.00	0.00%
Active	E 101-45200-121	SOCIAL SECURI	\$400.00	\$0.00	\$0.00	\$400.00	0.00%
Active	E 101-45200-122	MEDICARE	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-45200-150	WORKERS COM	\$900.00	\$0.00	\$0.00	\$900.00	0.00%
Active	E 101-45200-210	OPERATING EX	\$2,500.00	\$254.80	\$254.80	\$2,245.20	10.19%
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	\$1,000.00	\$0.00	\$0.00	\$1,000.00	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 101-45200-314	REIMBURSEME	\$0.00	\$0.00	\$0.00	\$0.00	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	\$3,264.00	\$3,075.16	\$3,075.16	\$188.84	94.21%
Active	E 101-45200-380	UTILITIES/ELEC	\$4,000.00	\$233.73	\$233.73	\$3,766.27	5.84%
Active	E 101-45200-384	UTITLITES/GAR	\$0.00	\$0.00	\$0.00	\$0.00	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			\$23,764.00	\$3,563.69	\$3,563.69	\$20,200.31	15.00%
Total PARKS-ST. OLAF PARK			(\$21,164.00)	(\$3,563.69)	(\$3,563.69)	(\$17,600.31)	16.84%
SUMMER RECREATION							
Active	R 101-45300-34790	RECREATION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue			\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45300-316	CREDIT/DEBIT S	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-45300-430	MISCELLANEOU	\$0.00	\$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%
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	R 101-45500-36230	CONTRIBUTI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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%

Current Period: JANUARY 2025

			2025	2025	JANUARY	2025	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
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	\$0.00	\$0.00	\$4,000.00	0.00%
Active	E 101-45500-221	CLEANING CON	\$1,200.00	\$86.21	\$86.21	\$1,113.79	7.18%
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%
Active	E 101-45500-320	TELEPHONE	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
Active	E 101-45500-360	INSURANCE	\$3,836.00	\$3,348.40	\$3,348.40	\$487.60	87.29%
Active	E 101-45500-380	UTILITIES/ELEC	\$5,000.00	\$2.79	\$2.79	\$4,997.21	0.06%
Active	E 101-45500-383	UTILITIES/HEAT	\$1,200.00	\$200.64	\$200.64	\$999.36	16.72%
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			\$16,336.00	\$3,638.04	\$3,638.04	\$12,697.96	22.27%
Total LIBRARY			(\$16,336.00)	(\$3,638.04)	(\$3,638.04)	(\$12,697.96)	22.27%
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	(\$102,254.26)	(\$102,254.26)	\$102,254.26	0.00%

Current Period: JANUARY 2025

			2025 YTD Budget	2025 YTD Amt	JANUARY MTD Amt	2025 YTD Balance	% of Budget
WATER UTILITY FUND							
		Revenues	\$300,000.00	\$22,579.42	\$22,579.42	\$277,420.58	7.53%
		Expenditures	\$312,532.00	\$12,976.96	\$12,976.96	\$299,555.04	4.15%
		Gain/(Loss)	(\$12,532.00)	\$9,602.46	\$9,602.46	(\$22,134.46)	-76.62%
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	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	\$0.00	\$0.00	\$0.00	0.00%
Active	R 601-49400-37100	WATER SALE	\$300,000.00	\$22,579.42	\$22,579.42	\$277,420.58	7.53%
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		\$300,000.00	\$22,579.42	\$22,579.42	\$277,420.58	7.53%
Active	E 601-49400-100	WAGES/SALARI	\$36,000.00	\$2,555.07	\$2,555.07	\$33,444.93	7.10%
Active	E 601-49400-120	PERA	\$3,000.00	\$122.09	\$122.09	\$2,877.91	4.07%
Active	E 601-49400-121	SOCIAL SECURI	\$2,750.00	\$150.54	\$150.54	\$2,599.46	5.47%
Active	E 601-49400-122	MEDICARE	\$1,000.00	\$35.21	\$35.21	\$964.79	3.52%
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	\$336.15	\$336.15	\$4,663.85	6.72%
Active	E 601-49400-131	LIFE INSURANC	\$100.00	\$0.00	\$0.00	\$100.00	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	\$750.00	\$0.00	\$0.00	\$750.00	0.00%
Active	E 601-49400-210	OPERATING EX	\$12,000.00	\$514.52	\$514.52	\$11,485.48	4.29%
Active	E 601-49400-218	CHEMICALS/SP	\$7,500.00	\$0.00	\$0.00	\$7,500.00	0.00%
Active	E 601-49400-220	REPAIRS & MAI	\$30,000.00	\$51.36	\$51.36	\$29,948.64	0.17%
Active	E 601-49400-222	WATER METER	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
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	SKID STEER MA	\$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	\$2,500.00	\$0.00	\$0.00	\$2,500.00	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	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
Active	E 601-49400-301	AUDITING SERV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-303	ENGINEERING F	\$5,000.00	\$0.00	\$0.00	\$5,000.00	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	\$2,500.00	\$647.78	\$647.78	\$1,852.22	25.91%
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	\$140.00	\$140.00	\$860.00	14.00%
Active	E 601-49400-316	CREDIT/DEBIT S	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 601-49400-320	TELEPHONE	\$1,000.00	\$29.45	\$29.45	\$970.55	2.95%
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	\$6,000.00	\$5,684.16	\$5,684.16	\$315.84	94.74%
Active	E 601-49400-380	UTILITIES/ELEC	\$30,000.00	\$310.14	\$310.14	\$29,689.86	1.03%

Current Period: JANUARY 2025

			2025	2025	JANUARY	2025	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
Active	E 601-49400-383	UTILITIES/HEAT	\$3,000.00	\$579.38	\$579.38	\$2,420.62	19.31%
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	\$122.43	\$122.43	\$377.57	24.49%
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	\$18,182.00	\$0.00	\$0.00	\$18,182.00	0.00%
Active	E 601-49400-610	INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-620	FISCAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 601-49400-720	TRANSFERS OU	\$100,000.00	\$0.00	\$0.00	\$100,000.00	0.00%
Active	E 601-49400-999	CONTRIBUTED	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure			\$312,532.00	\$12,976.96	\$12,976.96	\$299,555.04	4.15%
Total WATER UTILITIES			(\$12,532.00)	\$9,602.46	\$9,602.46	(\$22,134.46)	-76.62%
Total WATER UTILITY FUND			(\$12,532.00)	\$9,602.46	\$9,602.46	(\$22,134.46)	-76.62%

Current Period: JANUARY 2025

				2025 YTD Budget	2025 YTD Amt	JANUARY MTD Amt	2025 YTD Balance	% of Budget
SEWER UTILITY FUND								
Revenues				\$430,000.00	\$33,297.05	\$33,297.05	\$396,702.95	7.74%
Expenditures				\$402,755.00	\$38,274.00	\$38,274.00	\$364,481.00	9.50%
Gain/(Loss)				\$27,245.00	(\$4,976.95)	(\$4,976.95)	\$32,221.95	-18.27%
SEWER UTILITIES								
Active	R 602-49450-36200	MISCELLANE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-49450-36210	INTEREST ON		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-49450-36250	REFUNDS AN		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-49450-37100	WATER SALE		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 602-49450-37200	SEWER CHA		\$330,000.00	\$33,297.05	\$33,297.05	\$296,702.95	10.09%
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		\$100,000.00	\$0.00	\$0.00	\$100,000.00	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				\$430,000.00	\$33,297.05	\$33,297.05	\$396,702.95	7.74%
Active	E 602-49450-210	OPERATING EX		\$15,000.00	\$184.63	\$184.63	\$14,815.37	1.23%
Active	E 602-49450-220	REPAIRS & MAI		\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.00%
Active	E 602-49450-230	VEHICLE OPER		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-233	SKID STEER MA		\$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		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 602-49450-303	ENGINEERING F		\$0.00	\$0.00	\$0.00	\$0.00	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		\$170,064.00	\$14,279.00	\$14,279.00	\$155,785.00	8.40%
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		\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
Active	E 602-49450-316	CREDIT/DEBIT S		\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
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	\$9,208.40	\$9,208.40	\$791.60	92.08%
Active	E 602-49450-380	UTILITIES/ELEC		\$19,000.00	\$0.00	\$0.00	\$19,000.00	0.00%
Active	E 602-49450-383	UTILITIES/HEAT		\$3,500.00	\$294.03	\$294.03	\$3,205.97	8.40%
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	\$122.44	\$122.44	(\$122.44)	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		\$132,191.00	\$14,000.00	\$14,000.00	\$118,191.00	10.59%
Active	E 602-49450-610	INTEREST		\$0.00	\$185.50	\$185.50	(\$185.50)	0.00%
Active	E 602-49450-620	FISCAL FEES		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure				\$402,755.00	\$38,274.00	\$38,274.00	\$364,481.00	9.50%
Total SEWER UTILITIES				\$27,245.00	(\$4,976.95)	(\$4,976.95)	\$32,221.95	-18.27%
Total SEWER UTILITY FUND				\$27,245.00	(\$4,976.95)	(\$4,976.95)	\$32,221.95	-18.27%

CITY OF NEW RICHLAND
*Budget YTD Rev-Exp©

Current Period: JANUARY 2025

	2025 YTD Budget	2025 YTD Amt	JANUARY MTD Amt	2025 YTD Balance	% of Budget
Report Total	\$14,713.00	(\$97,628.75)	(\$97,628.75)	\$112,341.75	-663.55%

Memo

To: City Council

From: Anthony Martens

cc:

Date: 2/7/25

Re: Updated Server Rack

The current server rack for the lock and video system at city hall is no longer able to contain the capacity of what is needed with the anticipated upgrades for the water plant in 2025 and beyond. Per the recommendations of our vendor, we need to upgrade our server rack to a larger one here at city hall. This is not necessarily a bad thing as we will need a cabinet at the Water Plant and the one currently housing our server items here at city hall will work perfectly at the Water Plant per our vendor.

Staff recommends purchasing a new server rack for city hall and having Streamline Communications replace the current rack with the new one and using the current city hall rack for the future Water Plant upgrades later this year.

Tripp Lite 12U Server Cabinet
33.5Dx23.63Wx25H

Not to exceed \$800 installed

Memo

To: City Council

From: Anthony Martens

cc:

Date: 2/7/25

Re: Water Tower Lease

Radio Link has utilized the City of New Richland Water Tower for its equipment. In the past the City of New Richland has received internet service as its compensation for its lease of the tower. The City of New Richland no longer utilizes Radio Link for internet service and the lease has not been updated for some time.

Staff is currently reviewing the contract with the city attorney and hoping to have available recommendations for the council at the meeting.



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 10th, 2025

Continued work on 2025 street improvement project items w / Bolton & Menk

Met with Bolton & Menk & NRHEG Schools for street project update.

Met with Bolton & Menk & City Attorney for street project update.

Met with Bolton & Menk & David Drown & Associates on street project financial update.

Prepped for and participated in the Workers Compensation Audit.

Submitted DNR water use information to the State.

Submitted State Auditor Year-End information to the State.

Worked with the City Attorney regarding Council Meetings.

Sent out/transmitted 1099 information/Tax information

Working on renewal of Microsoft contract and Midco contracts

EMPLOYEE RECOGNITION

EMPLOYEE BIRTHDAYS

2/10 - Eric Hendrickson – MAINT

2/21 - Braeden Thompson – MAINT/FD

2/21 - Josh Babcock – AMB

3/9 - Dawn Tagen – AMB

3/10 - Heather Christensen - ADMIN

EMPLOYEE ANNIVERSARIES