

Twin Valley City Council
TRUTH & TAXATION and Regular Monthly Meeting

Monday, December 11, 2023 - 6:30PM

Twin Valley Community Center

TNT HEARING

CALL TO ORDER _____ PM

HEARING ADJOURNED _____ PM

____ / ____ M/S/P

REGULAR COUNCIL MEETING

CALL TO ORDER _____ PM

CITIZEN'S FORUM

Maximum Time - 10 minutes. If no public comments are presented, meeting will continue.

ADDITIONS TO AGENDA

____ / ____ M/S/P

- 1) _____
- 2) _____
- 3) _____

MINUTES APPROVAL

____ / ____ M/S/P

CLAIMS	11/14/2023 - 11/30/2023	<u>\$113,275.68</u>
	12/01/2023 - 12/11/2023	<u>\$83,239.81</u>

PAYROLL	10/29/2023 - 11/11/2023	<u>\$16,727.87</u>
	11/12/2023 - 11/25/2023	<u>\$14,275.17</u>

DISBURSEMENT TOTAL	<u>\$227,518.53</u>
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____ / ____ M/S/P

COMMUNITY Donation Request(s)
 2024 Business Permits

PUBLIC WORKS General Report
 Snow Removal

EDA/PARKS General Report

LIQUOR General Report - Gross Sales **\$ 60,690.66**

POLICE General Report

FIRE/RESCUE	General Report Retirement
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FINANCIALS

2024 GENERAL FUND BUDGET & LEVY

ORDINANCE Recreational Vehicles (final)

NEW BUSINESS Earned Sick & Safe Time Policy

FYI/OTHER

MEETING ADJOURNED _____ PM _____ / _____ M/S/P

**MONDAY, November 13, 2023 – TWIN VALLEY CITY COUNCIL
REGULAR MONTHLY MEETING
Twin Valley Community Center – 7:00 PM**

MEMBERS: Mark Askelson, Paul Bekkerus, Michael Bolton, Tracy Christianson **ABSENT:** Mike Lampton
STAFF: Askelson, Douville, Nysetvold.
OTHERS: Prestin Douville, Connie Hamernik

PURSUANT DUE TO CALL and notice thereof the Twin Valley City Council held its regular monthly meeting on Monday, November 13, 2023. Mayor Bolton called the meeting to order at 7:00PM.

MONTHLY BUSINESS

Minutes—TC/PB-m/s/p to approve October minutes as written.

Disbursements—MA/TC-m/s/p to approve disbursements totaling \$165,871.46 as detailed below.

VENDOR	DESCRIPTION	AMOUNT
A.F.L.A.C. WEST REGION	Employee Benefit	\$165.78
ARAMARK UNIFORM SERVICES	Contracted Service	\$274.71
ARVIG	Telephone/Internet	\$563.59
BMO BANK	Operating Supplies	\$1,480.18
COMMUNITY CO-OPS-Lake Park	Utility	\$1,294.35
DAN WILSEY	Travel Reimbursement	\$78.60
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$134.22
EFTPS-ONLINE	Payroll Taxes	\$2,972.77
EMERGENCY MEDICAL PRODUCTS, INC	Operating Supplies	\$991.08
FURTHER	Employee Benefit	\$539.00
GERRY'S FOODS, INC	Operating Supplies	\$35.43
MARCO TECHNOLOGIES LLC	Contracted Service	\$48.47
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MICHAEL BOLTON, OWNER	Operating Supplies	\$55.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$771.92
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Service	\$575.00
OTTERTAIL POWER CO.	Utility	\$4,561.70
PAYROLL	Wages	\$14,021.41
P.E.R.A. - SDR DIVISION	Employee Benefit	\$4,464.07
PREMIUM WATERS	Contracted Service	\$33.75
RACHEL JOHNSON	Reimbursement (Op Supply)	\$265.68
SANFORD HEALTH PLAN	Employee Benefit	\$2,158.58
TWIN VALLEY HARDWARE	Repairs and Maintenance	\$92.29
USABLE LIFE	Employee Benefit	\$24.07
VERIZON WIRELESS	Telephone/Internet	\$318.25
	GENERAL FUND TOTAL	\$35,974.90
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$90.64
ARVIG	Telephone/Internet	\$124.09
BMO BANK	Operating Supplies	\$44.55
COMMUNITY CO-OPS-Lake Park	Utility	\$254.36
CORE & MAIN LP	Repairs and Maintenance	\$2,340.00
DEAN THORSEN	Travel Reimbursement	\$62.34
EFTPS-ONLINE	Payroll Taxes	\$929.69

FURTHER	Employee Benefit	\$185.50
INTEGRATED PROCESS SOLUTIONS, INC.	Repairs and Maintenance	\$637.80
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$156.06
MN DOR - SALES & USE TAX	Sales Tax	\$99.00
MN RURAL WATER ASSN.	Training Expense	\$265.00
OTTERTAIL POWER CO.	Utility	\$2,180.43
PAYROLL	Wages	\$3,100.51
P.E.R.A. - SDR DIVISION	Employee Benefit	\$637.41
SANFORD HEALTH PLAN	Employee Benefit	\$669.83
TWIN VALLEY HARDWARE	Repairs and Maintenance	\$42.02
USABLE LIFE	Employee Benefit	\$20.66
USABLUBOOK	Operating Supplies	\$389.30
VERIZON WIRELESS	Telephone/Internet	\$65.82
	WATER FUND TOTAL	\$12,468.44
A.F.L.A.C. WEST REGION	Employee Benefit	\$100.93
ARAMARK UNIFORM SERVICES	Contracted Service	\$90.64
ARVIG	Telephone/Internet	\$81.17
BMO BANK	Operating Supplies	\$11.37
COMMUNITY CO-OPS-Lake Park	Utility	\$119.11
EFTPS-ONLINE	Payroll Taxes	\$929.62
FURTHER	Employee Benefit	\$185.50
JULIN LAW OFFICE, PLLC	Professional Service	\$652.84
MATRIX TRUST COMPANY	Employee Benefit	\$72.50
MN DOR - PAYROLL TAX	Payroll Taxes	\$156.05
OTTERTAIL POWER CO.	Utility	\$536.72
PAYROLL	Wages	\$3,100.51
P.E.R.A. - SDR DIVISION	Employee Benefit	\$637.34
RMB ENVIRONMENTAL LABS, INC.	Professional Service	\$156.82
SANFORD HEALTH PLAN	Employee Benefit	\$669.82
TWIN VALLEY HARDWARE	Repairs and Maintenance	\$10.16
ULTEIG ENGINEERS, INC.	Professional Service	\$23,190.00
USABLE LIFE	Employee Benefit	\$20.66
VERIZON WIRELESS	Telephone/Internet	\$65.82
	SEWER FUND TOTAL	\$30,787.58
FUCHS SANITATION SERVICE, INC.	Contracted Service	\$17,816.08
MN DOR - SALES & USE TAX	Sales Tax	\$826.00
	GARBAGE FUND TOTAL	\$18,642.08
ANDERS VALLEY PUBLISHING, LLC	Advertising	\$50.00
ARVIG	Telephone/Internet	\$320.37
BEVERAGE WHOLESALERS	Merchandise for Resale	\$575.05
BMO BANK	Operating Supplies	\$1,045.43
BREAKTHRU BEVERAGE	Merchandise for Resale	\$3,289.65
COCA-COLA BOTTLING HIGH COUNTRY	Merchandise for Resale	\$941.50
COMMUNITY CO-OPS-Lake Park	Utility	\$135.73
D-S BEVERAGES	Merchandise for Resale	\$8,493.17
ECOLAB PEST ELIMINATION DIVISION	Contracted Service	\$66.07
EFTPS-ONLINE	Payroll Taxes	\$1,882.71

FARGO GLASS & PAINT CO.	Repairs and Maintenance	\$619.43
FURTHER	Employee Benefit	\$110.00
GENERAL PARTS LLC	Repairs and Maintenance	\$1,155.74
GERRY'S FOODS, INC	Merchandise for Resale	\$959.67
HEGGIES PIZZA, LLC	Merchandise for Resale	\$858.20
HENRY'S FOODS INC.	Merchandise for Resale	\$6,737.86
JOHNSON BROS. LQ-ST.PAUL	Merchandise for Resale	\$6,761.97
KASEYA US, LLC	Contracted Service	\$200.00
McKINNON COMPANY, INC.	Merchandise for Resale	\$5,171.90
MINNESOTA SISTERS	Merchandise for Resale	\$6,222.00
MN DEPT. OF HEALTH	License Renewal	\$490.00
MN DEPT. OF PUBLIC SAFETY	License Renewal	\$40.00
MN DOR - PAYROLL TAX	Payroll Taxes	\$317.67
MN DOR - SALES & USE TAX	Sales Tax	\$4,997.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$240.85
OTTERTAIL POWER CO.	Utility	\$921.77
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$214.92
PAYROLL	Wages	\$8,091.88
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,262.19
PEPSI-COLA **	Merchandise for Resale	\$209.30
SANFORD HEALTH PLAN	Employee Benefit	\$969.38
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$4,159.16
SUN-FLOWERS	Skaurud Funeral	\$90.00
TONI NYSETVOLD	Reimbursement (Op Supply)	\$391.50
USABLE LIFE	Employee Benefit	\$6.39
	LIQUOR FUND TOTAL	\$67,998.46
	DISBURSEMENT TOTAL	\$165,871.46

COMMUNITY—Donation requests received from the Norman County Historical Society for assistance in building a new temperature-controlled storage room for historical items, and Holiday events donation request from the Twin Valley Community Boosters Club. MA/PB-m/s/p to support the Norman County Historical Society with \$500.00. PB/TC-m/s/p to donate \$100.00 from the TVLS to the Community Club for Christmas Events sponsorship.

PB/MA-m/s/p to approve two building permits—201 2nd St NW to install chain link fencing and 105 3rd St SE for an attached home addition 3' West and 28' x 32' North of existing home.

PUBLIC WORKS—Askelson received quote from Fargo Glass & Paint for the replacement of community center doors. The total for 8 doors is \$55,708. Council discussed a larger project to make improvements to the full community center and possibly fire hall as well. Discussed only replacing the most necessary doors. No council action taken. Askelson will reach out to other companies in the area to get more quotes to compare prices. Other current updates from Askelson—Sewer cleaning service is in town jetting and television lines. Will have barricades and extra trash cans available for this weekend's Fish House Festival.

EDA/PARKS—Discussed alleged hunting incident at Heiberg Park this past weekend. No hunting is allowed at City Parks or Campgrounds. A No Hunting sign is posted at the land, will work at getting more signage as necessary. Councilmember Askelson questioned if City Ordinance can be effective for Heiberg Land property so that the City has the authority to issue fines to individuals habitually breaking the rules at these parks. Johnson will look into legalities. Discussed optionally also closing down this area for future hunting seasons.

Discussed hiring a skating rink attendant for this winter, will advertise to hire a part time individual or volunteer if available.

PB/MA-m/s/p to advertise for snow removal bids for the 2023-2024 snow season.

LIQUOR—Gross sales for October \$55,185.84. Compared to October 2022, sales are up by 1,552 items, and cash basis accounting shows a current yearly profit of 30,055.74. Nysetvold updated Council on possible drink token options. A quote was presented to Council from Minnesota Sisters for \$100.00 for 100 tokens. Nysetvold was asked to check in with other retailers as well to find the best pricing options. Updated Council on events past and upcoming. Hunting season was very busy. Discussed possibly looking into being able to sell hunting licenses in the future for convenience. Bar will be open at the community center for the Moonshiner's supper Saturday 11/18. Councilmember Christianson did a spot check on inventory and did not find any big issues.

POLICE—The Norman County Sheriff's Office, Ada Police Department, and Twin Valley Police Department are working on an initiative to implement a new program called Project Life Saver which offers GPS locating services for at risk individuals in the area. Douville requested the Council donate towards start-up costs. PB/TC-m/s/p to donate \$500.00 and budget to continue funding this project in the coming years. Discussed opening for full-time officer. Mayor Bolton expressed concerns over Douville getting overworked in the meantime. Douville plans to discuss options for partial County coverage with Sheriff Fall and will continue recruitment efforts.

FIRE/RESCUE—Bekkerus reported one fire call, a house fire in town and 26 rescue squad calls. The rescue vehicle was taken in for service. Two large donations were received for the rescue squad, \$750.00 on behalf of the Steven Skaurud Family, and \$300.00 from the WELCA (Zion Lutheran Church). Councilmember Askelson motioned to accept donations and express appreciation, seconded by Councilmember Christianson the following resolution was introduced.

RESOLUTION 2023—22

RESOLUTION ACCEPTING AND EXPRESSING APPRECIATION FOR DONATIONS TO THE RESCUE SQUAD

WHEREAS, the Twin Valley City Council expresses appreciation to the Steven Skaurud Family and the WELCA (Zion Lutheran Church) for their generous donations to the Twin Valley Rescue Squad.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Twin Valley, Minnesota that the donations in the amount of \$1000.00 are accepted and acknowledged with gratitude and the donations will be placed into the designated fund.

WHEREUPON said resolution was duly adopted this 13th day of November, 2023.

Ayes—Mark Askelson, Paul Bekkerus, Michael Bolton, Tracy Christianson, Mike Lampton.

Nays—none.

RACHEL JOHNSON, CLERK-TREASURER

MICHAEL BOLTON, MAYOR

FINANCIALS—October financial statement given to council. Final payment for 2012A Utility Bond has been processed. Clerk requested Council approval to pull CD9195 and CD10388 which have been reserved for this purpose. TC/MA-m/s/p to approve. Funds will be placed into the 2012A CTAS fund. Public Works Equipment CD12424 will also be hitting maturity on 11/20/2023. Clerk requested council approval to pull to reimburse Capital fund used to initially pay for new City Snow Plow. PB/MA-m/s/p to approve.

ORDINANCE—Council held a final reading of proposed amendment to the City fee schedule ordinance in regards to increasing the Sewer base rate from \$26.50 to \$39.50 to being January 2024. No community comments received. Council also held a second reading of the proposed amendment to the recreation vehicle ordinance to require anyone operating a golf cart hold a valid driver's license, or have a licensed adult in the vehicle. No community comments received. A final reading will be held at the December 11th meeting. Ordinance will take effect as of the first of the year as well.

OLD BUSINESS—VACANT PROPERTY—Clerk Johnson was contacted by property owner of parcel 32-8470000 in regards to donating the vacant property to the City. Current property taxes for 2023 remain due before any property transfers can be complete. Owner requested that if the land is to be donated, that the City be responsible for the outstanding property taxes. At present time, \$619.04 is due, with a total of \$110.85 (plus any delinquent charges proportionally) is the only amount that is not a City tax.

NEW BUSINESS—Council received LG230 request from the American Legion, Post 431, to conduct off-site gambling at the Twin Valley Community Center on Saturday, November 18, 2023. PB/TC-m/s/p to approve with no waiting period.

Norman County received state funding for county and municipal election administration, and due to Norman County administering elections for the City, requested the Council accept and agreement to allow County to keep funding as received. Councilmember Askelson motioned to accept the agreement as presented, seconded by Councilmember Bekkerus, the following resolution was introduced.

RESOLUTION 2023—23

A RESOLUTION ACCEPTING THE VOTING OPERATIONS, TECHNOLOGY, & ELECTION RESOURCES (VOTER) ACCOUNT AGREEMENT BETWEEN THE CITY OF TWIN VALLEY AND NORMAN COUNTY

WHEREAS, On July 20, 2023, The Office of the Secretary of State completed the electronic transfer of \$1.25 million in electronic payments to counties, of which Norman County's share is \$3,925.35, for the Voting Operations, Technology, & Election Resources (VOTER) Account in accordance with the requirements of Minnesota Statutes section 5.305; and

WHEREAS, Norman County is required to work with its local units of government to determine how the funds will be allocated within the county; and

WHEREAS, Norman County currently administers the absentee and mail balloting for the City of Twin Valley; and

WHEREAS, Norman County pays for all maintenance for all election equipment utilized by the local units of government.

NOW, THEREFORE, BE IT RESOLVED, that the City of Twin Valley does hereby agree to allow Norman County to retain all Voting Operations, Technology, & Election Resources (VOTER) Account Funds received.

WHEREUPON said agreement was duly adopted this 13th day of November, 2023.

Ayes—Mark Askelson, Paul Bekkerus, Michael Bolton, Tracy Christianson

Absent—Mike Lampton

RACHEL JOHNSON, CLERK-TREASURER

MICHAEL BOLTON, MAYOR

FYI/OTHER—Council given notice from the Wild Rice Watershed District in regards to a land survey that will be performed between now and January along the Wild Rice River.

Memo received from Ulteig Engineers regarding the status of the sanitary sewer improvement project. Current on-going work on the design, with plans to have a 90% completed plan set for review by the end of the week. Council given preliminary proposed 2024 General Fund budget and set budget review work session for Tuesday, December 5, 2023 at 5:30PM in the Twin Valley Community Center.

Meeting adjourned 8:34 PM, MA/PB-m/s/p.

Attest: _____
RACHEL JOHNSON, CLERK-TREASURER

Signed: _____
MICHAEL BOLTON, MAYOR

DISBURSEMENTS FOR APPROVAL

11/14/2023 thru 12/11/2023

GENERAL FUND	\$42,617.51
BOND FUND	\$46,483.00
WATER FUND	\$11,409.63
SEWER FUND	\$55,483.17
GARBAGE FUND	\$7,334.59
LIQUOR FUND	\$64,190.63
TOTAL DISBURSED	\$227,518.53

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
2ND TO NONE SEPTIC SOLUTIONS, LLC	Contracted Service	\$579.82
A.F.L.A.C. WEST REGION	Employee Benefit	\$354.85
ARAMARK UNIFORM SERVICES	Contracted Service	\$340.07
ARVIG	Telephone/Internet	\$555.98
BMO BANK	CC/Operating Expense	\$877.89
CITY OF HALSTAD	Fire Department Radio	\$466.17
CNH INDUSTRIAL ACCOUNTS	Repairs & Maintenance	\$855.01
COMMUNITY CO-OPS-Lake Park	Utility	\$1,930.65
EFTPS-ONLINE	Payroll taxes	\$3,259.68
EMERGENCY MEDICAL PRODUCTS, INC	Operating Supplies	\$2,611.08
FURTHER	Employee Benefit	\$789.00
GERRY'S FOODS, INC	Operating Supplies	\$80.04
HENRY'S FOODS INC.	Operating Supplies	\$147.04
JOHN DEERE FINANCIAL	Repairs & Maintenance	\$560.38
JULIN LAW OFFICE, PLLC	Professional Fee	\$25.00
MARCO TECHNOLOGIES LLC	Contracted Service	\$82.42
MATRIX TRUST COMPANY	Employee Benefit	\$55.00
MN DOR - PAYROLL TAX	Payroll taxes	\$845.10
MUSCATELL-BURNS AUTOMTV GROUP, INC	Repairs & Maintenance	\$125.00
NORMAN CO. SHERIFF'S OFFICE	Donation	\$500.00
NORMAN COUNTY ATTORNEY'S OFFICE	Professional Fee	\$575.00
NORMAN COUNTY HISTORICAL SOCIETY	Donation	\$500.00
OTTERTAIL POWER CO.	Utility	\$2,879.96
PAYROLL	Wages	\$14,984.44
P.E.R.A. - SDR DIVISION	Employee Benefit	\$4,806.30
PLANX	Capital Outlay (Wimmer)	\$1,380.24
PREMIUM WATERS	Contracted Service	\$39.75
SANFORD HEALTH PLAN	Employee Benefit	\$1,498.08
TRI-STATE DIVING	Repairs & Maintenance	\$325.70
USABLE LIFE	Employee Benefit	\$68.66
VERIZON WIRELESS	Telephone/Internet	\$121.25
WEBBER FAMILY MOTORS	Repairs & Maintenance	\$397.95
	GENERAL FUND TOTAL	\$42,617.51
NORTHVIEW BANK	Bond Repayment	\$46,483.00
	2012A BOND FUND	\$46,483.00
A.F.L.A.C. WEST REGION	Employee Benefit	\$120.72
ARAMARK UNIFORM SERVICES	Contracted Service	\$114.44
ARVIG	Telephone/Internet	\$124.09
BMO BANK	CC/Operating Expense	\$31.64
COMMUNITY CO-OPS-Lake Park	Utility	\$376.59
EFTPS-ONLINE	Payroll taxes	\$990.41

FURTHER
 GERRY'S FOODS, INC
 LINK COMPUTER CORPORTATION
 MATRIX TRUST COMPANY
 MN DOR - PAYROLL TAX
 MN DOR - SALES & USE TAX
 OTTERTAIL POWER CO.
 PAYROLL
 P.E.R.A. - SDR DIVISION
 SANFORD HEALTH PLAN
 VERIZON WIRELESS

A.F.L.A.C. WEST REGION
 ARAMARK UNIFORM SERVICES
 ARVIG
 BMO BANK
 COMMUNITY CO-OPS-Lake Park
 EFTPS-ONLINE
 FURTHER
 J & R WASTEWATER SERVICES INC.
 LINK COMPUTER CORPORTATION
 MATRIX TRUST COMPANY
 MN DOR - PAYROLL TAX
 OTTERTAIL POWER CO.
 PAYROLL
 P.E.R.A. - SDR DIVISION
 RMB ENVIRONMENTAL LABS, INC.
 SANFORD HEALTH PLAN
 ULTEIG ENGINEERS, INC.
 VERIZON WIRELESS

FUCHS SANITATION SERVICE, INC.
 LINK COMPUTER CORPORTATION
 MN DOR - SALES & USE TAX
 NORMAN CO. DEMOLITION LANDFILL

ARVIG
 BERGSETH BROS.
 BEVERAGE WHOLESALERS
 BMO BANK
 COCA-COLA BOTTLING HIGH COUNTRY
 COMMUNITY CO-OPS-Lake Park
 D-S BEVERAGES
 ECOLAB PEST ELIMINATION DIVISION
 EFTPS-ONLINE
 FURTHER
 GERRY'S FOODS, INC
 GREAT NORTH PIZZA CO., LLP.
 HEGGIES PIZZA, LLC
 HENRY'S FOODS INC.
 JOHNSON BROS. LQ-ST.PAUL
 KASEYA US, LLC
 KRJB FM RADIO
 McKINNON COMPANY, INC.

Employee Benefit \$185.50
 Operating Supplies \$15.69
 Utility Billing Program \$3,000.00
 Employee Benefit \$72.50
 Payroll taxes \$167.78
 Sales Tax \$117.00
 Utility \$1,469.40
 wages \$3,253.55
 Employee Benefit \$668.60
 Employee Benefit \$669.83
 Telephone/Internet \$31.89

WATER FUND TOTAL \$11,409.63

Employee Benefit \$120.72
 Contracted Service \$114.44
 Telephone/Internet \$81.17
 CC/Operating Expense \$30.05
 Utility \$158.10
 Payroll taxes \$990.40
 Employee Benefit \$185.50
 Contracted Service \$12,677.97
 Utility Billing Program \$2,500.00
 Employee Benefit \$72.50
 Payroll taxes \$167.75
 Utility \$264.48
 Wages \$3,253.55
 Employee Benefit \$668.57
 Professional Fee \$241.76
 Employee Benefit \$669.82
 Contracted Service/WWTP Project \$33,254.50
 Telephone/Internet \$31.89

SEWER FUND TOTAL \$55,483.17

Contracted Service \$5,991.59
 Utility Billing Program \$450.00
 Sales Tax \$853.00
 Contracted Service \$40.00

GARBAGE FUND TOTAL \$7,334.59

Telephone/Internet \$324.19
 Merchandise for Resale \$9,966.81
 Merchandise for Resale \$711.60
 CC/Operating Expense \$1,188.58
 Merchandise for Resale \$340.00
 Utility \$225.63
 Merchandise for Resale \$12,866.90
 Contracted Service \$78.71
 Payroll taxes \$2,459.84
 Employee Benefit \$151.92
 Merchandise for Resale \$1,033.58
 Merchandise for Resale \$640.50
 Merchandise for Resale \$1,107.85
 Merchandise for Resale \$4,986.62
 Merchandise for Resale \$3,658.98
 Contracted Service \$200.00
 Advertising \$650.00
 Merchandise for Resale \$2,075.95

MN DOR - PAYROLL TAX	Payroll taxes	\$441.67
MN DOR - SALES & USE TAX	Sales Tax	\$5,655.00
OFFICE SUPPLIES PLUS*	Operating Supplies	\$103.07
OTTERTAIL POWER CO.	Utility	\$996.53
OVERLOADED LAUNDRY SERVICE, LLC	Contracted Service	\$214.92
PAYROLL	Wages	\$9,511.50
P.E.R.A. - SDR DIVISION	Employee Benefit	\$1,621.45
SANFORD HEALTH PLAN	Employee Benefit	\$506.92
SOUTHERN GLAZER'S OF MN*	Merchandise for Resale	\$1,730.85
TONI NYSETVOLD	Operating Supplies	\$103.59
TV BOOSTER CLUB	Donation	\$100.00
TWEETON REFRIGERATION, INC.	Repairs & Maintenance	\$439.47
TWIN VALLEY POSTMASTER	Rental	\$98.00
	LIQUOR FUND TOTAL	\$64,190.63
	DISBURSEMENT TOTAL	\$227,518.53



Main Office
205 Garfield Ave.
P.O. Box 128
Mentor, MN 56736
Phone: 218-637-2431
Fax: 218-637-2433

Satellite Office
1708 River Road NW
East Grand Forks, MN 56721
Phone: 218-773-2371
Fax: 218-773-9331

November 7, 2023

City of Twin Valley
PO Box 307
Twin Valley, MN 56548

Greetings,

The Norman County Affordable Housing Loan Pool program, established by private and public investors, has been in existence since 2001. The mission of this program is to assist prospective qualifying homebuyers in their goal of purchasing a home with help in the form of down payment loan funding. Since its inception, the Norman County Affordable Housing Loan Pool program has assisted over 45 households for a combined total of \$221,901 in repayable loans. Note: The City of Twin Valley contributed \$10,000 in 2001.

This program is a renewable funding program. As repayments on existing loans are made, those monies go back into the revolving fund to furnish more down payment loans. These requests currently exceed the monthly repayment dollars. In order to continue to provide this service to the citizens of Norman County at the current rate of requests, more funds are needed.

This program is not only a great benefit to the county's tax base, but we believe it has a significant positive impact on the employers in Norman County. According to a 2018 study done by Forbes, homeownership increases employee productivity and has a positive impact on employee retention through employee satisfaction. In short, employees that are able to realize a home purchase are more productive and longer retained employees.

We would welcome an opportunity to speak with you directly and answer any questions you may have about the Norman County Affordable Housing Loan Pool program and to discuss ways City of Twin Valley, if interested, may invest. The HRA is a public nonprofit entity. All funds donated are tax deductible.

Feel free to contact me at the number below to set up a time to visit.

Looking to Purchase a Home?

~Are you interested in buying or building a home?

~Is your annual household income at or below \$128,500?

~Are you having difficulty coming up with down payment dollars?

~Is the property located in one of the following Minnesota counties?

**Kittson~Marshall~Norman
Pennington~Red Lake
Roseau~Polk
Lake of the Woods**

.....

We may be able to help!



Northwest Minnesota Multi-County Housing
and Redevelopment Authority

Charity Brault
Executive Director

205 Garfield Ave
PO Box 128
Mentor MN 56736

Direct Line: 218-309-0047
Office: 218-637-2431 Ext 1113
Cell: 218-280-0436
Email: charity@nwmnhra.org

www.nwmnhra.org

CITY OF TWIN VALLEY

2024 BUSINESS LICENSES

Business Name	License	Permit #	Payment	Approved
Community Coop	Tobacco		\$ 25.00	
Twin Valley Municipal Liquor Store	Tobacco		\$ 25.00	
	Amusement Machines (2)		\$ 50.00	
	Pool Table		\$ 20.00	
	Intoxicating - On Sale		\$ 750.00	
	Intoxicating - Off Sale		\$ 100.00	
	Sunday Liquor		\$ 100.00	
	2AM		\$ 100.00	
You Betcha Bowling Center, LLC	Intoxicating - On Sale		\$ 750.00	
The Grove Kitchen, Café, & Bake Shop	Intoxicating - On Sale		\$ 750.00	
Parenteous Oof-Da Tacos, Inc	Vendor		\$ 25.00	
St. William Church	Fundraiser/Raffle		\$ 5.00	
Norman County East School Dist.	Fundraiser/Raffle		\$ 5.00	
NCE Dollars for Scholars	Fundraiser/Raffle		\$ 5.00	
Twin Valley Lions Club	Fundraiser/Raffle		\$ 5.00	
Moonshiners Snowmobile Club	Fundraiser/Raffle		\$ 5.00	
Wild Rice Peacemakers	Fundraiser/Raffle		\$ 5.00	
Norman County East School Dist.	Concession/Booth		\$ 5.00	

K&K TOWING

INVOICE

P.O. Box 224 Twin Valley, MN 56584

701-238-4701

2023-24 Winter

Date: _____ 20 _____

~~Date:~~ 20

Snow Removal

City of Twin Valley DELIVER TO:

NAME/ADDRESS:

DELIVER TO:

SALESPERSON		CASH	CHARGE	COD	ON ACCT.	NEW ACCT	PAID OUT CK#
QTY	STOCK #	DESCRIPTION				PRICE	TOTAL
		85 a Hour					
		* equipment have *					
		* 2 Bobcats					
		* tractor w/snowblower					
		* 3 trucks to haul snow					
						TAX	
DELIVERY INSTRUCTIONS:						TOTAL	85/hr
						DOWN PAYMENT	
						BALANCE DUE	

LIQUOR STORE DAILY SALES NOVEMBER 2023																																														
Date	Food	Beverage	Bar Beer	Bar Liquor	Bar Wine	Cigs	Clothing	Off Beer	Off Liquor	Off Wine	Off Taxable	Bar Misc.	THC Bev	Total Daily Sales	Sales Tax Collected	Total Sales w/tax	CC Sales	CC Surg	Gift Cert	Adjusted Daily Sales	Daily Deposit	(+/-)	Lottery Deposit																							
1	\$	253.75	\$	19.58	\$	137.86	\$	213.17		\$	25.00		\$	576.11	\$	371.19	\$	18.48		\$	1,615.14	\$	150.24	\$	1,765.38	\$	1,111.57	\$	30.01		\$	683.82	\$	662.70	\$	(21.12)	\$	75.00								
2	\$	110.57	\$	25.86	\$	564.91	\$	467.00		\$	54.00	\$	135.00	\$	782.51	\$	257.85	\$	42.46	\$	4.49	\$	1.50		\$	2,446.15	\$	219.14	\$	2,665.29	\$	1,504.76	\$	39.96	\$	18.50	\$	1,181.99	\$	1,177.02	\$	(4.97)	\$	37.00		
3	\$	301.67	\$	51.50	\$	1,062.33	\$	561.86	\$	7.73	\$	60.00	\$	140.00	\$	1,592.61	\$	625.66	\$	152.84	\$	29.96	\$	9.25	\$	9.31	\$	4,604.72	\$	424.25	\$	5,028.97	\$	3,303.72	\$	89.49		\$	1,814.74	\$	1,898.28	\$	83.54	\$	127.00	
4	\$	237.21	\$	60.35	\$	683.02	\$	832.22		\$	103.00	\$	160.00	\$	989.95	\$	291.75	\$	45.45	\$	19.95	\$	6.00		\$	3,428.90	\$	304.59	\$	3,733.49	\$	2,059.37	\$	54.42		\$	1,674.54	\$	1,685.88	\$	11.34	\$	(54.00)			
5	\$	97.76	\$	48.01	\$	525.87	\$	481.16		\$	60.00	\$	70.00	\$	272.36	\$	80.95		\$	1.75		\$	1,637.86	\$	144.84	\$	1,782.70	\$	1,020.51	\$	26.37		\$	788.56	\$	795.76	\$	7.20	\$	65.00						
6	\$	227.68	\$	27.97	\$	282.61	\$	330.83		\$	48.00		\$	516.52	\$	305.49	\$	12.49	\$	2.00	\$	3.00		\$	1,756.59	\$	161.96	\$	1,918.55	\$	947.75	\$	25.33		\$	996.13	\$	987.90	\$	(8.23)	\$	31.00				
7	\$	138.97	\$	28.44	\$	309.90	\$	143.33		\$	48.00		\$	439.27	\$	202.84	\$	29.98	\$	15.98	\$	1.50		\$	1,358.21	\$	124.64	\$	1,482.85	\$	798.22	\$	20.93		\$	705.56	\$	722.13	\$	16.57	\$	17.00				
8	\$	167.86	\$	42.64	\$	967.24	\$	898.31		\$	60.00	\$	25.00	\$	727.13	\$	187.37	\$	14.99	\$	30.45	\$	7.50		\$	3,128.49	\$	293.72	\$	3,422.21	\$	2,096.49	\$	53.89		\$	1,379.61	\$	1,345.21	\$	(34.40)	\$	117.00			
9	\$	254.91	\$	27.52	\$	994.75	\$	384.48	\$	7.73	\$	48.00	\$	70.00	\$	810.85	\$	169.99	\$	115.41	\$	8.48	\$	1.50		\$	2,893.62	\$	266.65	\$	3,160.27	\$	1,763.07	\$	46.60		\$	1,420.80	\$	1,447.34	\$	26.54	\$	(23.00)		
10	\$	304.26	\$	58.52	\$	878.42	\$	749.43	\$	19.34	\$	162.00		\$	1,533.15	\$	515.67	\$	62.94	\$	29.96		\$	4,313.69	\$	400.27	\$	4,713.96	\$	2,864.40	\$	77.33		\$	1,926.89	\$	1,816.36	\$	(110.53)	\$	179.00					
11	\$	213.50	\$	95.59	\$	2,470.50	\$	1,411.73	\$	11.60	\$	138.00	\$	140.00	\$	1,082.93	\$	245.34	\$	29.97	\$	52.96	\$	6.00		\$	5,898.12	\$	545.87	\$	6,443.99	\$	3,322.02	\$	85.37		\$	3,207.34	\$	3,222.58	\$	15.24	\$	186.00		
12	\$	136.88	\$	24.24	\$	149.75	\$	118.57		\$	36.00	\$	50.00	\$	215.86	\$	48.97	\$	26.97				\$	807.24	\$	67.12	\$	874.36	\$	492.60	\$	13.32		\$	395.08	\$	410.11	\$	15.03	\$	34.00					
13	\$	133.39	\$	18.18	\$	108.52	\$	99.18		\$	24.00		\$	339.80	\$	316.80	\$	23.97	\$	17.47				\$	1,081.31	\$	100.23	\$	1,181.54	\$	555.14	\$	15.81		\$	642.21	\$	642.18	\$	(0.03)	\$	84.00				
14	\$	139.93	\$	29.63	\$	319.69	\$	163.15		\$	70.75		\$	397.75	\$	207.31	\$	38.95	\$	27.46	\$	1.50		\$	1,396.12	\$	125.74	\$	1,521.86	\$	838.01	\$	22.56		\$	706.41	\$	685.58	\$	(20.83)	\$	11.00				
15	\$	178.77	\$	19.11	\$	42.33	\$	146.55		\$	94.75	\$	90.00	\$	525.56	\$	205.85	\$	23.98				\$	1,326.90	\$	107.97	\$	1,434.87	\$	712.08	\$	19.52		\$	742.31	\$	741.70	\$	(0.61)	\$	62.00					
16	\$	183.66	\$	13.52	\$	184.52	\$	153.80		\$	88.75		\$	486.20	\$	267.75		\$	6.49				\$	1,384.69	\$	122.97	\$	1,507.66	\$	871.91	\$	23.10		\$	658.85	\$	638.74	\$	(20.11)	\$	-					
17	\$	162.25	\$	6.53	\$	199.96	\$	341.95		\$	72.00		\$	840.55	\$	408.73	\$	75.94	\$	10.47	\$	4.50		\$	2,122.88	\$	197.71	\$	2,320.59	\$	1,492.89	\$	40.48		\$	868.18	\$	878.43	\$	10.25	\$	152.00				
18	\$	185.76	\$	34.49	\$	536.92	\$	468.29		\$	76.34	\$	48.28	\$	1,117.82	\$	434.72	\$	72.83	\$	36.45	\$	7.50		\$	3,019.40	\$	278.69	\$	3,298.09	\$	1,792.73	\$	48.08		\$	1,553.44	\$	1,538.63	\$	(14.81)	\$	130.00			
19	\$	48.42	\$	19.57	\$	144.25	\$	124.91		\$	24.00		\$	76.96	\$	41.97	\$	21.98					\$	502.06	\$	45.51	\$	547.57	\$	324.10	\$	7.68	\$	25.00	\$	206.15	\$	205.65	\$	(0.50)	\$	85.00				
20	\$	114.30	\$	9.80	\$	48.24	\$	35.72		\$	30.00		\$	292.84	\$	144.40	\$	18.48		\$	1.50		\$	695.28	\$	62.44	\$	757.72	\$	443.14	\$	12.41	\$	13.25	\$	313.74	\$	319.51	\$	5.77	\$	37.00				
21	\$	137.33	\$	24.69	\$	152.21	\$	285.28		\$	73.00	\$	30.00	\$	458.78	\$	230.35	\$	86.95	\$	30.46	\$	3.00		\$	1,512.05	\$	134.14	\$	1,646.19	\$	588.42	\$	17.08		\$	951.85	\$	951.90	\$	0.05	\$	(123.00)			
22	\$	193.20	\$	37.33	\$	674.27	\$	576.77		\$	152.81		\$	1,204.71	\$	251.47	\$	158.86	\$	7.98	\$	1.50		\$	3,258.90	\$	300.75	\$	3,559.65	\$	2,442.09	\$	65.86		\$	1,183.42	\$	1,172.98	\$	(10.44)	\$	292.00				
23														\$	-		\$	-					\$	-		\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-					
24	\$	128.48	\$	28.91	\$	439.97	\$	191.37		\$	96.00		\$	690.60	\$	306.80	\$	92.47	\$	28.96	\$	8.00	\$	8.52		\$	2,020.08	\$	185.27	\$	2,205.35	\$	1,475.80	\$	40.69		\$	770.24	\$	771.36	\$	1.12	\$	40.00		
25	\$	179.95	\$	21.45	\$	355.12	\$	464.82		\$	227.75	\$	55.00	\$	1,069.88	\$	370.59	\$	39.95	\$	16.69		\$	2,801.20	\$	246.41	\$	3,047.61	\$	1,805.40	\$	48.72		\$	1,290.93	\$	1,342.39	\$	51.46	\$	128.00					
26	\$	63.32	\$	18.20	\$	159.53	\$	231.47		\$	18.00	\$	45.00	\$	144.41	\$	85.45	\$	24.98	\$	2.99		\$	793.35	\$	69.88	\$	863.23	\$	539.50	\$	12.65	\$	25.00	\$	461.38	\$	483.34	\$	21.96	\$	-				
27	\$	108.26	\$	28.90	\$	140.16	\$	130.11	\$	-	\$	56.00		\$	336.29	\$	127.86	\$	13.99	\$	2.99	\$	3.00		\$	947.56	\$	84.23	\$	1,031.79	\$	504.00	\$	13.50	\$	12.00	\$	529.29	\$	483.14	\$	(46.15)	\$	51.00		
28	\$	162.75	\$	15.39	\$	180.19	\$	184.95		\$	108.00		\$	348.30	\$	86.38	\$	34.97		\$	4.50		\$	1,125.43	\$	95.57	\$	1,221.00	\$	588.64	\$	15.84	\$	21.00	\$	615.20	\$	616.44	\$	1.24	\$	(12.00)				
29	\$	99.16	\$	26.57	\$	328.10	\$	126.51		\$	90.00		\$	638.67	\$	181.32	\$	24.98	\$	8.49			\$	1,523.80	\$	138.22	\$	1,662.02	\$	706.80	\$	19.15		\$	974.37	\$	975.30	\$	0.93	\$	80.00					
30	\$	196.48	\$	19.58	\$	164.48	\$	223.42		\$	48.00		\$	368.24	\$	234.26	\$	15.49	\$	17.97	\$	3.00		\$	1,290.92	\$	116.63	\$	1,407.55	\$	837.83	\$	21.68	\$	4.50	\$	586.90	\$	586.87	\$	(0.03)	\$	39.00			
31														\$	-		\$	-					\$	-		\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-					
	\$	4,860.43	\$	882.07	\$	13,205.62	\$	10,540.34	\$	46.40	\$	2,192.15	\$	1,058.28	\$	18,876.61	\$	7,205.08	\$	1,320.75	\$	409.10	\$	76.00	\$	17.83	\$	60,690.66	\$	5,515.65	\$	66,206.31	\$	37,802.96	\$	1,007.83	\$	119.25	\$	29,229.93	\$	29,205.41	\$	(24.52)	\$	1,847.00

Twin Valley Fire & Rescue

I have volunteered on the rescue squad for 31 1/2 years. I plan to retire from the Squad Dec. 31st 2023.

Thankyou

Terri Thornton

As of 12/8/2023

Fiscal Year : 2023

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursements</u>	<u>Ending Balance</u>
General Fund	\$222,314.24	\$536,946.34	\$667,801.15	\$91,459.43
Other Federal Programs - ARP	\$82,508.10	\$0.00	\$36,061.00	\$46,447.10
Public Housing (Optional)	\$69,486.90	\$0.00	\$0.00	\$69,486.90
LEASE Revenues - Tower Antenna Placement	\$14,774.27	\$13,349.47	\$25,664.00	\$2,459.74
2012A Refunding Bond	\$0.00	\$70,942.60	\$46,966.00	\$23,976.60
2013A Refunding Bond	\$0.00	\$83,773.83	\$118,064.75	(\$34,290.92)
MPFA DWRF 2019 Replacement Fund	\$17,781.00	\$0.00	\$0.00	\$17,781.00
General Capital Projects	\$84,172.79	\$43,522.27	\$69,066.25	\$58,628.81
Lot Incentive Program	\$14,723.91	\$0.00	\$0.00	\$14,723.91
2007 Storm Utility Fund	\$165,027.42	\$23,608.76	\$13.50	\$188,622.68
Blight & Beautification	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$735,830.59	\$203,714.17	\$161,601.98	\$777,942.78
Sewage Collection and Disposal	\$508,690.38	\$116,769.41	\$188,695.76	\$436,764.03
Refuse or Garbage Collection	\$141,215.86	\$87,879.26	\$88,828.72	\$140,266.40
Municipal Liquor Store	\$158,467.95	\$698,664.54	\$703,995.12	\$153,137.37
Swimming Pool	\$1,000.00	\$0.00	\$0.00	\$1,000.00
SHIP - City projects	\$612.19	\$160.00	\$1,843.14	(\$1,070.95)
Memorial Gardens	\$25.00	\$0.00	\$45.88	(\$20.88)
Loan Pool/EDA	\$18,695.34	\$11,059.81	\$10,172.00	\$19,583.15
City Cemetery	\$1,552.60	\$0.00	\$0.00	\$1,552.60
General Trust - Special Account	\$0.00	\$0.00	\$0.00	\$0.00
Total :	\$2,236,878.54	\$1,890,390.46	\$2,118,819.25	\$2,008,449.75

Certified Levy Payable 2024

Certified levy for **City of Twin Valley** for the year 2024.

Description	2023 Gross Levy	2024 Gross Levy
Revenue	\$199,972	
L-T Capital Fund	\$10,000	
2019 G O Bond Refunding	\$22,000	
Total Gross Levy	\$231,972	

City Clerk
Norman County, Minnesota

Dated: _____

Please submit to:

Donna J. Hanson
Norman County Auditor/Treasurer
PO Box 266
Ada MN 56510

Or Fax: 218 784-4531

CITY OF TWIN VALLEY

2024 PROPOSED BUDGET REPORT

		2023 as of	2023 Actual Budget	2024 Proposed Budget	Percent Change
100: General Fund	12/8/2023				
Taxes					
General Property Taxes					
1	Current Ad Valorem Taxes	\$186,331.78	\$199,972.00	\$199,972.00	0.00
2	Delinquent Ad Valorem Taxes	\$6,699.53	\$8,000.00	\$8,000.00	0.00
3	Mobile Home Tax	\$114.86	\$100.00	\$100.00	0.00
4	Property Tax - Mfg Home DLQ	\$0.00	\$100.00	\$100.00	0.00
5	Total General Property Taxes	\$193,146.17	\$208,172.00	\$208,172.00	0.00
6	Penalties And Interest On Delinquent Taxes				
7	Penalties and Interest on Ad valorem Taxes	\$445.39	\$1,000.00	\$1,000.00	0.00
8	Total Penalties And Interest On Delinquent Tax:	\$445.39	\$1,000.00	\$1,000.00	0.00
9	Licenses And Permits				
10	Business Licenses And Permits				
11	Alcoholic Beverages	\$1,237.50	\$1,800.00	\$2,250.00	25.00
12	Amusements	\$70.00	\$70.00	\$70.00	0.00
13	Permits - Retail Tobacco	\$25.00	\$50.00	\$50.00	0.00
14	Permits - Peddler/Transient	\$0.00	\$100.00	\$100.00	0.00
15	Total Business Licenses And Permits	\$1,332.50	\$2,020.00	\$2,470.00	22.28
16	Non-Business Licenses And Permits				
17	Building Permits (Excludes surcharge)	\$435.00	\$300.00	\$350.00	16.67
18	Animal Licenses	\$430.00	\$500.00	\$500.00	0.00
19	Permits - Fundraiser/Raffle	\$30.00	\$60.00	\$60.00	0.00
20	Recreational Vehicle Permit	\$700.00	\$500.00	\$600.00	20.00
21	Total Non-Business Licenses And Permits	\$1,595.00	\$1,360.00	\$1,510.00	11.03
22	Intergovernmental Revenues (Igr)				
23	State Igr				
24	Local Government Aid	\$172,779.00	\$345,558.00	\$365,282.00	5.71
25	Police Training Reimbursement	\$3,030.59	\$3,000.00	\$3,000.00	0.00
26	Agricultural Market Value Credit	\$216.00	\$180.00	\$200.00	11.11
27	State - P.E.R.A. Aid	\$0.00	\$912.00	\$912.00	0.00
28	State Aid - Police	\$17,241.59	\$20,000.00	\$20,000.00	0.00
29	Total State Igr	\$193,267.18	\$369,650.00	\$389,394.00	5.34
30	Igr From Other Local Governmental Units				
31	County Grants and Aids for Highways	\$3,201.45	\$1,100.00	\$1,100.00	0.00
32	DNR Grants & Aids - Fire	\$2,500.00	\$0.00	\$2,500.00	N/A
33	DNR Grant & Aids - Trails	\$31,258.19	\$30,000.00	\$30,000.00	0.00
34	MN DOT: Highways, Roads - Snow, Maintenance	\$0.00	\$3,000.00	\$3,000.00	0.00
35	Total Igr From Other Local Governmental Units	\$36,959.64	\$34,100.00	\$36,600.00	7.33
36	Charges For Services				
37	General Government				
38	Recording of Legal Instruments	\$2.50	\$0.00	\$0.00	N/A
39	Zoning and Subdivision Fees	\$0.00	\$150.00	\$150.00	0.00
40	Reimbursements & Adjustments	\$1,483.74	\$1,000.00	\$1,000.00	0.00
41	Police - Dances, Events	\$0.00	\$100.00	\$100.00	0.00
42	Discounts-Refunds-Rebates	\$73.84	\$600.00	\$600.00	0.00
43	Total General Government	\$1,560.08	\$1,850.00	\$1,850.00	0.00
44	Public Safety				
45	Special Fire Protection Services	\$1,250.00	\$7,000.00	\$5,000.00	-28.57
46	Fire - Township Contracts	\$17,932.77	\$17,933.00	\$17,933.00	0.00
47	Rescue - Twp/Aids/Grants	\$1,079.73	\$1,080.00	\$1,080.00	0.00
48	Rescue - Memorials & Donations	\$2,812.00	\$3,000.00	\$3,000.00	0.00
49	Rescue - Other Income	\$0.00	\$100.00	\$0.00	-100.00
50	Fire - Other Income	\$0.00	\$7,600.00	\$7,600.00	0.00
51	Fire - Donations to GF FD	\$4,657.00	\$3,000.00	\$3,000.00	0.00
52	Fire Misc Reimbursement	\$315.00	\$0.00	\$0.00	N/A

53	Fire - Training Reimbursement	\$550.00	\$6,000.00	\$6,000.00	0.00
54	Police - Other Aids & Reimbursements	\$0.00	\$500.00	\$500.00	0.00
55	Youth - Program Contributions	\$0.00	\$100.00	\$100.00	0.00
56	Animal Control-Kennel Revenues	\$0.00	\$200.00	\$200.00	0.00
57	Total Public Safety	\$28,596.50	\$46,513.00	\$44,413.00	-4.51
58	Highways And Streets (Road And Bridges)				
59	Fees - City Service	\$15,523.67	\$16,500.00	\$16,500.00	0.00
60	Total Highways And Streets (Road And Bridges)	\$15,523.67	\$16,500.00	\$16,500.00	0.00
61	Sanitation				
62	Health				
63	Fees - Public Nuisance/Mowing	\$0.00	\$500.00	\$400.00	-20.00
64	Total Health	\$0.00	\$500.00	\$400.00	-20.00
65	Culture And Recreation				
66	Auditorium Use Fees	\$2,500.00	\$1,700.00	\$2,000.00	17.65
67	TVCC - Equipment Rental fees	\$132.00	\$250.00	\$250.00	0.00
68	TVCC - Equipment Sales (old equipment)	\$0.00	\$100.00	\$100.00	0.00
69	Park Fees	\$8,247.00	\$7,500.00	\$0.00	-100.00
70	Heiberg Campground	\$330.00	\$0.00	\$1,500.00	N/A
71	RV Park	\$5,360.00	\$0.00	\$12,500.00	N/A
72	Total Culture And Recreation	\$16,569.00	\$9,550.00	\$16,350.00	71.20
73	Other Charges For Services				
74	Cemetery Revenues	\$900.00	\$0.00	\$0.00	N/A
75	Total Other Charges For Services	\$900.00	\$0.00	\$0.00	N/A
76	Fines And Forfeits				
77	Fines				
78	Court Fines	\$495.17	\$2,000.00	\$1,500.00	-25.00
79	Administrative Fines (Penalties)	\$0.00	\$150.00	\$150.00	0.00
80	Total Fines	\$495.17	\$2,150.00	\$1,650.00	-23.26
81	Miscellaneous Revenues				
82	Investments-New Reserves	\$0.00	\$42,500.00	\$42,500.00	0.00
83	Interest Earning	\$333.14	\$450.00	\$450.00	0.00
84	Patronage & Dividend Returns	\$369.80	\$750.00	\$700.00	-6.67
85	Royalties	\$33,169.40	\$36,000.00	\$39,000.00	8.33
86	Contributions and Donations from Private Sources	\$0.00	\$400.00	\$400.00	0.00
87	Deposit - Errors and/or Adjustments	\$0.30	\$0.00	\$0.00	N/A
88	Wimmer-Deposit/Maint fees	\$300.00	\$1,200.00	\$600.00	-50.00
89	Wimmer - Short term	\$6,952.00	\$2,000.00	\$5,500.00	175.00
90	Total Other Miscellaneous Revenues	\$41,124.64	\$83,300.00	\$89,150.00	7.02
91	Proprietary Fund Revenues				
92	Liquor Stores - On-Sale				
93	NSF Collections & Fees	\$35.00	\$140.00	\$140.00	0.00
94	Total Liquor Stores - On-Sale	\$35.00	\$140.00	\$140.00	0.00
95	Other Financing Sources				
96	Sales of General Fixed Assets	\$1,800.00	\$2,000.00	\$5,000.00	150.00
97	Compensation for Loss of General Fixed Assets	\$3,596.40	\$3,000.00	\$3,000.00	0.00
98	Total Other Other Financing Sources	\$5,396.40	\$5,000.00	\$8,000.00	60.00
99	Inter Fund Transfers In				
100	Transfers - All Accts	\$0.00	\$25,000.00	\$25,000.00	0.00
101	Total Inter Fund Transfers In	\$0.00	\$25,000.00	\$25,000.00	0.00
102	Misc. Other Financing Sources				
103	Receipts Total	\$536,946.34	\$806,805.00	\$842,599.00	4.44
104	General Government				
105	Legislative				
106	Council/Town Board				
107	City Officials	\$6,380.32	\$7,200.00	\$7,200.00	0.00
108	Transportation: Travel Expense	\$0.00	\$500.00	\$250.00	-50.00
109	Training & Registration	\$0.00	\$500.00	\$250.00	-50.00
110	Insurance-WC/Unemplymnt	\$81.81	\$72.00	\$83.00	15.28
111	Total Legislative	\$6,462.13	\$8,272.00	\$7,783.00	-5.91
112	Executive				

113	Mayor				
114	City Officials	\$3,242.63	\$3,600.00	\$3,600.00	0.00
115	Miscellaneous: Dues and Subscriptions	\$30.00	\$30.00	\$30.00	0.00
116	Total Executive	\$3,272.63	\$3,630.00	\$3,630.00	0.00
117	City/Town Clerk				
118	Elections				
119	Contracted Services	\$0.00	\$2,500.00	\$2,500.00	0.00
120	Recording and Reporting				
121	Publishing-General, Other	\$2,185.52	\$550.00	\$2,000.00	263.64
122	Advertising/Promotion Expense				
123	Advertising-General ads	\$1,975.50	\$2,000.00	\$2,000.00	0.00
124	Clerk				
125	Wages and Salaries: Full-time Employees-Regular	\$38,362.30	\$43,000.00	\$44,075.00	2.50
126	Professional Fees	\$0.00	\$40.00	\$40.00	0.00
127	Transportation: Travel Expense	\$0.00	\$300.00	\$300.00	0.00
128	Training & Registration	\$0.00	\$300.00	\$300.00	0.00
129	Miscellaneous: Dues and Subscriptions	\$50.00	\$50.00	\$50.00	0.00
130	City Hall Expense				
131	Rental Fees	\$0.00	\$444.00	\$500.00	12.61
132	Communications: Telephone	\$1,876.71	\$2,000.00	\$2,000.00	0.00
133	Total City/Town Clerk	\$44,450.03	\$51,184.00	\$53,765.00	5.04
134	Financial Administration				
135	Office Clerk Expenses				
136	Wages and Salaries: Full-time Employees-Regular	\$4,400.35	\$4,800.00	\$4,920.00	2.50
137	Professional Fees	\$0.00	\$40.00	\$40.00	0.00
138	Transportation: Travel Expense	\$0.00	\$50.00	\$50.00	0.00
139	Training & Registration	\$0.00	\$50.00	\$50.00	0.00
140	Accounting Adjustments				
141	Acct/Bank Adjustments	\$0.00	\$50.00	\$50.00	0.00
142	Internal Auditing				
143	Professional Services: Auditing and Accounting Servic	\$2,900.00	\$2,900.00	\$2,900.00	0.00
144	Publishing-Financials	\$0.00	\$700.00	\$700.00	0.00
145	Assessing				
146	Contracted Services	\$4,550.00	\$3,200.00	\$4,550.00	42.19
147	Purchasing				
148	OFFICE SUPPLIES (201 through 209)	\$218.26	\$0.00	\$0.00	N/A
149	Operating Supplies (211 through 219)	\$2,521.27	\$2,800.00	\$2,800.00	0.00
150	Repair and Maintenance Supplies (221 through 229)	\$271.17	\$350.00	\$350.00	0.00
151	PROFESSIONAL SERVICES (301 through 319)	\$2,680.88	\$2,500.00	\$2,600.00	4.00
152	Taxes-Property	\$75.00	\$75.00	\$75.00	0.00
153	Professional Fees	\$0.00	\$250.00	\$0.00	-100.00
154	Contracted Services	\$1,875.94	\$1,000.00	\$5,000.00	400.00
155	Communications: Postage	\$652.55	\$1,000.00	\$900.00	-10.00
156	Insurance: Property	\$2,355.48	\$3,000.00	\$2,500.00	-16.67
157	Insurance-WC/Unemplymnt	\$681.17	\$525.00	\$700.00	33.33
158	Utility Services: Electric Utilities	\$672.57	\$900.00	\$800.00	-11.11
159	Utility Services: Gas Utilities	\$2,076.84	\$1,800.00	\$2,000.00	11.11
160	REPAIRS AND MAINTENANCE - CONTRACTUAL (401 tl	\$0.00	\$500.00	\$500.00	0.00
161	Miscellaneous (431 through 499)	\$0.00	\$100.00	\$100.00	0.00
162	Miscellaneous: Dues and Subscriptions	\$1,500.65	\$1,000.00	\$1,000.00	0.00
163	CAPITAL OUTLAY (510 through 599)	\$500.00	\$5,000.00	\$4,000.00	-20.00
164	Total Financial Administration	\$27,932.13	\$32,590.00	\$36,585.00	12.26
165	Law				
166	City/Town Attorney				
167	Professional Services: Legal Fees	\$7,261.40	\$8,000.00	\$8,000.00	0.00
168	Total Law	\$7,261.40	\$8,000.00	\$8,000.00	0.00
169	Personnel Administration (44801 through 41899)				
170	Employer Contributions for Retirement: PERA Contril	\$7,436.08	\$8,625.00	\$8,840.00	2.49
171	Employer Contributions for Retirement: FICA Contrib	\$12,224.84	\$13,225.00	\$13,550.00	2.46
172	Employer Contributions for Retirement: Police Pensic	\$24,401.62	\$26,640.00	\$27,300.00	2.48
173	Employer Paid Insurance (131 through 139)	\$23,220.27	\$26,784.00	\$27,450.00	2.49

174	Unemployment Compensation: Benefit Payments	\$0.00	\$200.00	\$200.00	0.00
175	Total Other General Government	\$67,282.81	\$75,474.00	\$77,340.00	2.47
176	Other General Government				
177	Other General Government				
178	MCTR-Wages & Benefits				
179	Wages and Salaries: Part-time Employees	\$7,722.99	\$9,000.00	\$9,000.00	0.00
180	Total Other General Government	\$7,722.99	\$9,000.00	\$9,000.00	0.00
181	Public Safety				
182	Police				
183	Police Administration				
184	Uniform Expense	\$237.44	\$2,500.00	\$1,000.00	-60.00
185	Operating Supplies (211 through 219)	\$1,997.24	\$1,800.00	\$2,000.00	11.11
186	Repair and Maintenance Supplies (221 through 229)	\$679.12	\$500.00	\$3,000.00	500.00
187	PROFESSIONAL SERVICES (301 through 319)	\$1,489.96	\$2,000.00	\$2,000.00	0.00
188	Taxes-Property	\$27.00	\$20.00	\$30.00	50.00
189	Contracted Services	\$100.00	\$4,500.00	\$4,500.00	0.00
190	Rental Fees	\$98.00	\$0.00	\$0.00	N/A
191	Communications: Telephone	\$3,058.62	\$3,200.00	\$3,200.00	0.00
192	Communications: Postage	\$1.35	\$100.00	\$100.00	0.00
193	Communications: Radio Units	\$76.00	\$200.00	\$200.00	0.00
194	Transportation: Travel Expense	\$100.65	\$500.00	\$500.00	0.00
195	Insurance: Property	\$11,138.00	\$10,500.00	\$11,500.00	9.52
196	Insurance-WC/Unemplmnt	\$15,825.12	\$9,500.00	\$16,000.00	68.42
197	Utility Services: Electric Utilities	\$1,039.39	\$1,000.00	\$1,200.00	20.00
198	Utility Services: Gas Utilities	\$1,493.46	\$1,500.00	\$1,500.00	0.00
199	REPAIRS AND MAINTENANCE - CONTRACTUAL (401 through 409)	\$1,108.71	\$0.00	\$0.00	N/A
200	Miscellaneous (431 through 499)	\$0.00	\$75.00	\$75.00	0.00
201	Miscellaneous: Dues and Subscriptions	\$0.00	\$500.00	\$500.00	0.00
202	Miscellaneous: Community Program Incentives	\$413.93	\$0.00	\$500.00	N/A
203	Police-Wages & Benefits				
204	Wages and Salaries: Full-time Employees-Regular	\$136,355.34	\$150,000.00	\$153,750.00	2.50
205	Wages and Salaries: Part-time Employees	\$2,366.42	\$5,000.00	\$5,000.00	0.00
206	Unemployment Compensation: Benefit Payments	\$0.00	\$100.00	\$100.00	0.00
207	Police Training				
208	Training & Registration	\$435.00	\$1,000.00	\$1,000.00	0.00
209	Automotive Services				
210	Operating Supplies: Motor Fuels	\$5,106.37	\$7,500.00	\$7,000.00	-6.67
211	REPAIRS AND MAINTENANCE - CONTRACTUAL (401 through 409)	\$1,227.73	\$3,000.00	\$0.00	-100.00
212	Youth & Community Programs				
213	Miscellaneous: Community Program Incentives	\$216.63	\$200.00	\$200.00	0.00
214	Police-Outlay				
215	CAPITAL OUTLAY (510 through 599)	\$15,249.99	\$15,000.00	\$20,000.00	33.33
216	Total Police	\$199,841.47	\$220,195.00	\$234,855.00	6.66
217	Fire				
218	Fire Administration				
219	Employer Paid Insurance (131 through 139)	\$252.00	\$265.00	\$265.00	0.00
220	Operating Supplies (211 through 219)	\$386.95	\$2,100.00	\$1,000.00	-52.38
221	Operating Supplies: Motor Fuels	\$1,065.14	\$1,000.00	\$1,250.00	25.00
222	Repair and Maintenance Supplies (221 through 229)	\$962.92	\$5,000.00	\$4,000.00	-20.00
223	PROFESSIONAL SERVICES (301 through 319)	\$325.70	\$1,500.00	\$1,500.00	0.00
224	Taxes-Property	\$75.00	\$100.00	\$100.00	0.00
225	Communications: Telephone	\$348.48	\$350.00	\$350.00	0.00
226	Communications: Radio Units	\$5,494.87	\$2,500.00	\$2,500.00	0.00
227	Transportation: Travel Expense	\$0.00	\$250.00	\$250.00	0.00
228	Training & Registration	\$30.00	\$0.00	\$0.00	N/A
229	Advertising-General ads	\$48.33	\$0.00	\$0.00	N/A
230	Insurance: Property	\$2,324.00	\$1,200.00	\$2,500.00	108.33
231	Insurance-WC/Unemplmnt	\$357.87	\$3,000.00	\$500.00	-83.33
232	Utility Services: Electric Utilities	\$672.48	\$900.00	\$900.00	0.00
233	Utility Services: Gas Utilities	\$2,096.89	\$1,800.00	\$2,000.00	11.11
234	Miscellaneous (431 through 499)	\$374.09	\$100.00	\$100.00	0.00

235	Miscellaneous: Dues and Subscriptions	\$490.00	\$500.00	\$500.00	0.00
236	Miscellaneous Employee Appreciation	\$120.00	\$0.00	\$0.00	N/A
237	Miscellaneous: Community Program Incentives	\$490.92	\$500.00	\$500.00	0.00
238	Miscellaneous: Donations to Civic Organizations (Ban	\$3,000.00	\$7,600.00	\$7,600.00	0.00
239	Fire Wages & Benefits				
240	Wages and Salaries: Part-time Employees	\$80.34	\$1,800.00	\$1,800.00	0.00
241	Other Pay - FireFighters	\$15,407.70	\$14,000.00	\$15,000.00	7.14
242	Fire Training				
243	Training & Registration	\$550.00	\$6,000.00	\$6,000.00	0.00
244	Fire Outlay				
245	CAPITAL OUTLAY (510 through 599)	\$950.00	\$3,500.00	\$3,500.00	0.00
246	Investments Purchased	\$0.00	\$8,000.00	\$8,000.00	0.00
247	Total Fire	\$35,903.68	\$61,965.00	\$60,115.00	-2.99
248	Animal Control				
249	Animal Control Expenditures				
250	Operating Supplies (211 through 219)	\$128.74	\$150.00	\$150.00	0.00
251	Repair and Maintenance Supplies (221 through 229)	\$48.92	\$0.00	\$0.00	N/A
252	REPAIRS AND MAINTENANCE - CONTRACTUAL (401 tl	\$0.00	\$150.00	\$150.00	0.00
253	Total Animal Control	\$177.66	\$300.00	\$300.00	0.00
254	Public Works				
255	Highways, Streets And Roadways				
256	Streets-Wages & Benefits				
257	Wages and Salaries: Full-time Employees-Regular	\$48,402.85	\$54,000.00	\$55,350.00	2.50
258	Highways, Streets & Roadways				
259	Uniform Expense	\$625.50	\$600.00	\$600.00	0.00
260	Operating Supplies (211 through 219)	\$460.65	\$500.00	\$500.00	0.00
261	Operating Supplies: Motor Fuels	\$2,391.92	\$3,200.00	\$3,000.00	-6.25
262	Repair and Maintenance Supplies (221 through 229)	\$1,548.28	\$2,000.00	\$2,000.00	0.00
263	Taxes-Property	\$27.00	\$20.00	\$30.00	50.00
264	Professional Fees	\$0.00	\$150.00	\$0.00	-100.00
265	Communications: Telephone	\$945.14	\$1,000.00	\$1,000.00	0.00
266	Transportation: Travel Expense	\$7.28	\$100.00	\$100.00	0.00
267	Insurance (361 through 369)	\$0.00	\$1,000.00	\$1,100.00	10.00
268	Insurance: Property	\$1,084.15	\$0.00	\$0.00	N/A
269	Insurance-WC/Unemplymnt	\$3,169.77	\$2,600.00	\$3,200.00	23.08
270	Utility Services: Electric Utilities	\$380.59	\$500.00	\$500.00	0.00
271	Utility Services: Gas Utilities	\$1,597.96	\$1,300.00	\$1,500.00	15.38
272	REPAIRS AND MAINTENANCE - CONTRACTUAL (401 tl	\$1,000.00	\$1,500.00	\$1,500.00	0.00
273	Repairs and Maintenance - Contractual: Buildings	\$0.00	\$2,000.00	\$0.00	-100.00
274	CAPITAL OUTLAY (510 through 599)	\$1,000.00	\$3,500.00	\$4,500.00	28.57
275	Unpaved Streets				
276	Contracted Services	\$2,536.00	\$2,500.00	\$2,500.00	0.00
277	CAPITAL OUTLAY (510 through 599)	\$49,975.00	\$50,000.00	\$50,000.00	0.00
278	Ice and Snow Removal				
279	Operating Supplies: Motor Fuels	\$3,172.52	\$2,000.00	\$3,000.00	50.00
280	Repair and Maintenance Supplies (221 through 229)	\$407.23	\$1,000.00	\$1,000.00	0.00
281	Contracted Services	\$1,920.00	\$3,000.00	\$3,000.00	0.00
282	REPAIRS AND MAINTENANCE - CONTRACTUAL (401 tl	\$1,701.37	\$1,000.00	\$1,000.00	0.00
283	Capital Outlay: Heavy Machinery	\$6,500.00	\$7,500.00	\$7,500.00	0.00
284	Road and Bridge Equipment				
285	Repair and Maintenance Supplies (221 through 229)	\$397.95	\$500.00	\$500.00	0.00
286	Insurance: Property	\$849.00	\$750.00	\$900.00	20.00
287	CAPITAL OUTLAY (510 through 599)	\$3,000.00	\$5,000.00	\$5,000.00	0.00
288	Street Lighting				
289	Insurance: Property	\$1,282.00	\$1,250.00	\$1,300.00	4.00
290	Utility Services: Electric Utilities	\$15,714.36	\$16,000.00	\$16,000.00	0.00
291	REPAIRS AND MAINTENANCE - CONTRACTUAL (401 tl	\$0.00	\$500.00	\$200.00	-60.00
292	CAPITAL OUTLAY (510 through 599)	\$3,865.50	\$2,500.00	\$2,500.00	0.00
293	Total Highways, Streets And Roadways	\$153,962.02	\$167,470.00	\$169,280.00	1.08
294	Sanitation				
295	Waste (Refuse) Collection				

296	Operating Supplies: Motor Fuels	\$948.39	\$450.00	\$1,000.00	122.22
297	Pest Control				
298	Operating Supplies: Motor Fuels	\$29.25	\$100.00	\$100.00	0.00
299	Operating Supplies: Chemicals and Chemical Product:	\$2,807.00	\$2,500.00	\$2,800.00	12.00
300	Repair and Maintenance Supplies (221 through 229)	\$32.20	\$100.00	\$100.00	0.00
301	Total Other Sanitation	\$3,816.84	\$3,150.00	\$4,000.00	26.98
302	Culture and Recreation				
303	Recreation				
304	Mowing Expense				
305	Operating Supplies: Motor Fuels	\$1,105.35	\$1,500.00	\$1,500.00	0.00
306	Repair and Maintenance Supplies (221 through 229)	\$867.02	\$750.00	\$1,000.00	33.33
307	Auditoriums				
308	Operating Supplies (211 through 219)	\$1,793.13	\$1,500.00	\$1,500.00	0.00
309	Repair and Maintenance Supplies (221 through 229)	\$174.53	\$500.00	\$500.00	0.00
310	Contracted Services	\$200.00	\$200.00	\$200.00	0.00
311	Communications: Telephone	\$907.02	\$900.00	\$900.00	0.00
312	Insurance: Property	\$1,748.00	\$1,600.00	\$1,800.00	12.50
313	Insurance-WC/Unemplymnt	\$1,212.20	\$415.00	\$1,300.00	213.25
314	Utility Services: Electric Utilities	\$6,858.65	\$6,000.00	\$6,500.00	8.33
315	Utility Services: Water	\$9.72	\$10.00	\$10.00	0.00
316	Utility Services: Refuse Disposal	\$233.16	\$250.00	\$250.00	0.00
317	REPAIRS AND MAINTENANCE - CONTRACTUAL (401 through 409)	\$0.00	\$1,000.00	\$1,000.00	0.00
318	CAPITAL OUTLAY (510 through 599)	\$0.00	\$5,000.00	\$5,000.00	0.00
319	Refunds and Reimbursements	\$75.00	\$0.00	\$0.00	N/A
320	Senior Citizens Recreation				
321	Communications: Telephone	\$49.14	\$0.00	\$0.00	N/A
322	Total Recreation	\$15,232.92	\$19,625.00	\$21,460.00	9.35
323	Parks				
324	Park Areas				
325	Wages and Salaries: Part-time Employees	\$10,644.48	\$10,000.00	\$10,250.00	2.50
326	Operating Supplies (211 through 219)	\$96.81	\$0.00	\$0.00	N/A
327	Repair and Maintenance Supplies (221 through 229)	\$1,510.86	\$1,500.00	\$1,500.00	0.00
328	PROFESSIONAL SERVICES (301 through 319)	\$0.00	\$250.00	\$250.00	0.00
329	Contracted Services	\$4,851.25	\$6,100.00	\$5,500.00	-9.84
330	Insurance: Property	\$1,980.00	\$1,800.00	\$2,000.00	11.11
331	Insurance-WC/Unemplymnt	\$796.92	\$600.00	\$800.00	33.33
332	Utility Services: Electric Utilities	\$2,225.62	\$3,000.00	\$2,500.00	-16.67
333	Utility Services: Gas Utilities	\$714.77	\$650.00	\$650.00	0.00
334	Utility Services: Refuse Disposal	\$156.96	\$160.00	\$160.00	0.00
335	REPAIRS AND MAINTENANCE - CONTRACTUAL (401 through 409)	\$191.13	\$0.00	\$0.00	N/A
336	CAPITAL OUTLAY (510 through 599)	\$5,532.36	\$5,000.00	\$5,000.00	0.00
337	Capital Outlay: Buildings and Structures	\$0.00	\$5,000.00	\$4,500.00	-10.00
338	Forestry and Nursery				
339	Interfund Transfers	\$31,258.19	\$30,000.00	\$30,000.00	0.00
340	Total Parks	\$59,959.35	\$64,060.00	\$63,110.00	-1.48
341	Conservation Of Natural Resources				
342	Shade Tree Disease Control				
343	Contracted Services	\$3,300.00	\$1,000.00	\$1,206.00	20.60
344	Total Other Conservation Of Natural Resources	\$3,300.00	\$1,000.00	\$1,206.00	20.60
345	Urban Redevelopment And Housing				
346	Public Housing Projects				
347	Operating Supplies (211 through 219)	\$10.94	\$0.00	\$0.00	N/A
348	Repair and Maintenance Supplies (221 through 229)	\$1,419.90	\$1,500.00	\$1,500.00	0.00
349	Taxes-Property	\$1,080.00	\$1,100.00	\$1,100.00	0.00
350	Contracted Services	\$0.00	\$1,000.00	\$0.00	-100.00
351	Insurance: Property	\$2,680.00	\$2,600.00	\$2,700.00	3.85
352	Utility Services: Electric Utilities	\$3,583.64	\$3,000.00	\$3,500.00	16.67
353	REPAIRS AND MAINTENANCE - CONTRACTUAL (401 through 409)	\$0.00	\$3,000.00	\$3,000.00	0.00
354	CAPITAL OUTLAY (510 through 599)	\$3,537.81	\$5,000.00	\$5,000.00	0.00
355	Refunds and Reimbursements	\$0.00	\$300.00	\$300.00	0.00
356	Total Other Urban Redevelopment And Housing	\$12,312.29	\$17,500.00	\$17,100.00	-2.29

357	Economic Development And Assistance				
358	Economic Opportunity				
359	Other Community Projects				
360	Interfund Transfers	\$0.00	\$0.00	\$10,000.00	N/A
361	Total Economic Opportunity	\$0.00	\$0.00	\$10,000.00	N/A
362	Debt Service				
363	NSF Charge/Adjmnt				
364	Acct/Bank Adjustments	\$0.00	\$50.00	\$50.00	0.00
365	Miscellaneous: Uncollectible Checks	\$12.00	\$50.00	\$50.00	0.00
366	Total Other Debt Service	\$12.00	\$100.00	\$100.00	0.00
367	Other Financing Uses				
368	Purchase of Investments				
369	Investments Purchased	\$0.00	\$43,000.00	\$42,500.00	-1.16
370	Transfer To Governmental Fund				
371	Total Other Other Financing Uses	\$0.00	\$43,000.00	\$42,500.00	-1.16
372	Proprietary Fund Expenses				
373	Hospital Utilities				
374	Rescue - Administrative & Operating Expenditures				
375	Operating Supplies (211 through 219)	\$4,608.17	\$1,000.00	\$2,500.00	150.00
376	Operating Supplies: Motor Fuels	\$540.68	\$650.00	\$650.00	0.00
377	Repair and Maintenance Supplies (221 through 229)	\$96.63	\$1,000.00	\$500.00	-50.00
378	Communications: Telephone	\$306.00	\$750.00	\$750.00	0.00
379	Communications: Radio Units	\$98.00	\$200.00	\$200.00	0.00
380	Transportation: Travel Expense	\$0.00	\$300.00	\$300.00	0.00
381	Training & Registration	\$338.60	\$750.00	\$750.00	0.00
382	Insurance: Property	\$643.00	\$750.00	\$750.00	0.00
383	Insurance-WC/Unemplmnt	\$527.27	\$420.00	\$550.00	30.95
384	Utility Services: Electric Utilities	\$1,770.65	\$1,520.00	\$1,800.00	18.42
385	REPAIRS AND MAINTENANCE - CONTRACTUAL (401 through 409)	\$923.95	\$1,000.00	\$1,000.00	0.00
386	Miscellaneous (431 through 499)	\$123.43	\$50.00	\$50.00	0.00
387	Miscellaneous: Dues and Subscriptions	\$105.00	\$100.00	\$120.00	20.00
388	Miscellaneous: Community Program Incentives	\$250.00	\$250.00	\$250.00	0.00
389	CAPITAL OUTLAY (510 through 599)	\$556.20	\$1,000.00	\$1,000.00	0.00
390	Investments Purchased	\$0.00	\$2,500.00	\$2,500.00	0.00
391	Rescue - Wages & Benefit Compensation				
392	Other Pay - Rescue Service	\$5,057.51	\$5,000.00	\$5,200.00	4.00
393	Total Hospital Utilities	\$15,945.09	\$17,240.00	\$18,870.00	9.45
394	Airports				
395	Airports - Administration and General				
396	Professional Services: Management Fees	\$1,343.60	\$1,350.00	\$1,350.00	0.00
397	Total Airports	\$1,343.60	\$1,350.00	\$1,350.00	0.00
398	Other				
399	Miscellaneous Expense-All Funds				
400	Taxes-Property	\$148.00	\$300.00	\$250.00	-16.67
401	Professional Fees	\$0.00	\$250.00	\$250.00	0.00
402	Acct/Bank Adjustments	\$0.00	\$50.00	\$50.00	0.00
403	Insurance (361 through 369)	\$78.00	\$100.00	\$100.00	0.00
404	Miscellaneous (431 through 499)	\$82.28	\$0.00	\$100.00	N/A
405	Miscellaneous: Community Program Incentives	\$1,000.00	\$1,000.00	\$1,500.00	50.00
406	Refunds and Reimbursements	\$301.83	\$0.00	\$0.00	N/A
407	Total Other	\$1,610.11	\$1,700.00	\$2,250.00	32.35
	Disbursements Total	\$667,801.15	\$806,805.00	\$842,599.00	4.44

17.0 SICK & SAFE LEAVE

17.1 Eligibility

Full-time employees will earn sick leave in accordance with section 17.5.

Part-time employees who work at least 30 hours per week on a regular basis will accrue sick leave on a prorated basis of the full-time employee schedule.

~~Part-time employees who work less than 30 hours per week on a regular basis, temporary and seasonal employees will not earn or accrue sick leave.~~

All other employees working 80 or more hours per year are eligible for Earned Sick and Safe Leave. Employees who qualify will earn one hour of sick and safe time for every 30 hours worked and can earn a maximum of 48 hours each year. ESST hours can be banked up to 80 hours.

17.2 ~~Valid uses of sick leave may be taken on account of the following:~~ Employees can use their earned sick and safe time for reasons such as:

- ~~• When an employee is unable to perform work duties due to illness or disability (including pregnancy).~~
- ~~• For medical, dental or other care provider appointments.~~
- ~~• When an employee has been exposed to a contagious disease of such a nature that his/her presence at the work place could endanger the health of others.~~
- ~~• To care for the employee's injured or ill children, including stepchildren or foster children, for such reasonable periods as the employee's attendance with the child may be necessary.~~
- ~~• To take children, or other family members to a medical, dental or other care provider appointment.~~
- ~~• To care for an ill spouse, father, father-in-law, mother, mother-in-law, stepparent, grandparent, grandchild, sister or brother.~~
- The employee's mental or physical illness, treatment and preventive care;
- A family member's mental or physical illness, treatment or preventive care;
- Absence due to domestic abuse, sexual assault or stalking of the employee or a family member;
- Closure of the employee's workplace due to weather or public emergency or closure of a family member's school or care facility due to weather or public emergency; and
- When determined by a health authority or health care professional that the employee or family member is at risk of infecting others with a communicable disease.

17.3 Verification for Approval

A sick employee should be expected to remain at home until they report for work again, except for trips to obtain medical aid for related matters of illness. Under no circumstances should they report to provide for work at a second job that same day, leave town, or otherwise be "out and about."

Employees who are sick or injured to the extent that they miss more than three (3) consecutive days of work must provide a doctor's note or certificate to the City Clerk, if requested by department head/council.

In all cases, an employee who is unable to report for work must notify their Department Head/Supervisor by telephone prior to the start of the regularly scheduled shift. Time off for appointments should be arranged at least three (3) days in advance.

17.4 Abuses

Abuse is defined as consistently and continually using up all available leave, or using sick leave for invalid reasons.

17.5 Sick leave is accumulated at a rate of eight (8) hours per month or twelve (12) days per year from the first day of regular employment to a maximum accrual of one hundred twenty (120) days.

17.6 Any employee who leaves the employment of the City of Twin Valley in good standing will receive a payout of a 3:1 ratio which is based on the maximum hours of 960 earned sick leave with a maximum payout at 320 hours.

17.7 An employee may receive three personal leave days for the employee to attend funerals of the "employee's family". In addition, an employee may use up to forty (40) hours of sick leave, vacation time, or compensatory time, as the employee may elect for that employee to attend the funeral of the "employee family". "Employee's Family" is defined as the spouse, mother, father, brother, sister, mother-in-law, father-in-law, son, daughter, grandparent, grandchild, step-sibling, step-parent, guardian or ward of the employee. Use of four (4) hours sick leave may be granted to an employee requested to be a pall bearer at a funeral in the local area for persons not in the employee's family. Local area as used herein is within 45 miles of the City of Twin Valley. If traveling a greater distance is involved additional time may be granted with the approval of the Department Head. If the Department Head is the employee seeking approval, and the Department Head would normally be the individual from whom approval must be sought, the Department Head must then obtain approval from the Mayor, or in the absence of the Mayor, the Vice Mayor.

17.8 ~~An employee may use personal sick leave benefits provided by the Employer for absences due to an illness of or injury to the employee's child or a doctor appointment for an employee's child for such reasonable periods as the employee's attendance with the child may be necessary on the same terms the employee is able to use sick leave benefits for the employee's own illness or injury, as provided by Minnesota Statutes 181.9413.~~

Employees may use earned sick and safe time for their following family members:

1. Their child, including foster child, adult child, legal ward, child for whom the employee is legal guardian or child whom the employee stands or stood in loco parentis (in place of a parent);
2. Their spouse or registered domestic partner;
3. Their sibling, stepsibling or foster sibling;
4. Their biological, adoptive, or foster parent, stepparent or a person who stood in loco parentis when the employee was a minor child;
5. Their grandchild, foster grandchild or step-grandchildren;
6. Their grandparent or step-grandparent;

7. A child of a sibling of the employee;
8. A sibling of the parents of the employee;
9. A child-in-law or sibling-in-law;
10. Any of the family members listed in 1-9 above of an employee's spouse or registered domestic partner;
11. Any other individual related by blood or whose close association with the employee is the equivalent of a family relationship; and
12. Up to one individual annually designated by the employee.

- 17.9 While an employee is using earned sick leave, vacation time, or drawing Workmen's Compensation benefits, he/she shall be considered to be working for the purpose of accumulating additional sick leave or vacation time. Only days which an employee would normally have worked will be charged against his sick leave account.
- 17.10 Misuse of sick leave benefits shall be just cause for the non-payment of sick leave benefit, disciplinary action and/or termination as provided by this Agreement.
- 17.11 Employees unable to report for their normal work day because of reasons established by this Article shall notify the Department Head of their absence, reasons for the absence, and the expected duration of the absence. Employees failing to give such notice may be subject to disciplinary action.
- 17.12 Donations
Employees may elect to grant their own accrued sick leave to a co-worker, eligible to use sick leave according to the provisions of this policy, whose own sick leave has been depleted. Employees may donate up to 40 hours of sick leave per calendar year. All requests to make or receive donations must be made in writing and approved by the appropriate department manager and/or the City Council. ***amended 10/8/2018*

11-21-2023

Dear City Council members -

Thank you for your
donation to the Society.
We are working hard to keep
Norman County's history alive

Dolene Fitchell