



## CITY COUNCIL MEETING

**Tuesday, September 17<sup>th</sup>, 2024 – 6:00 PM**  
**City Hall – Council Chambers**  
**250 S Main St – Pine Island**

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. CONSENT AGENDA\*

- A. August 20<sup>th</sup>, 2024 Regular Council Meeting Minutes
- B. September 4<sup>th</sup>, 2024 Special Council Meeting Minutes
- C. Request to Use City Parking Lot for Fundraiser
- D. Request Use Trailhead Park for a Luminary Walk
- E. Request to Consume Alcohol on Public Property
- F. Request to Approve Brandon Bertsinger to EDA Board
- G. Resolution 24-34 Accepting Monthly Donations
- H. Request to Approve Homecoming Parade Route

IV. PUBLIC INPUT

\*Those who wish to address Council should check in with City Hall by 12:00 PM on the day of the Council meeting

- A. Written Correspondence

V. ADMINISTRATION

- A. Request to Approve GCSO Policing Contract
- B. Resolution 24-35 Approving Preliminary Budget
- C. Resolution 24-36 Approving Preliminary Levy
- D. Request for Chicken Permit Approval
- E. Request to Reduce WAC and SAC Fees
- F. Request to Approve Remote Work Policy
- G. Resolution 24-37 Approving NZSSD Lobbying Contract

VI. PLANNING COMMISSION

- A. Resolution 24-38 Approving Pine Bend Final Plat
- B. Request to Approve Development Agreement for Pine Bend

VII. PUBLIC WORKS & ENGINEERING

- A. Request to Replace Shop Entrance Gate

VIII. LEGAL

IX. CLAIMS

X. DEPARTMENT MONTHLY REPORTS

- A. Administrator
- B. Library
- C. Public Works
  - a. Park Board – No September Meeting
- D. EDA
- E. Fire Department
- F. Goodhue County Sheriff
- G. Cemetery Board
- H. License Bureau
- I. Emergency Management
- J. North Zumbro Sanitary District
- K. Image Committee
- L. Goodhue County Board Minutes-available at [www.goodhuecountymn.gov](http://www.goodhuecountymn.gov)

XI. ADJOURN

All Council Meetings are audio tape-recorded and video is streamed to the internet.

**Pine Island City Council Agenda is available online:**

City Council agendas and support documents available in electronic form and are posted on the Pine Island City Web Site [www.pineislandmn.gov](http://www.pineislandmn.gov) under [City Hall/City Council Agendas TAB](#) in .pdf file format.

\* ITEMS LISTED ON THE CONSENT AGENDA ARE CONSIDERED ROUTINE. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS UNLESS A COUNCIL MEMBER, OR CITY STAFF REQUESTS, IN WHICH CASE, THE ITEM WILL BE CONSIDERED IN ITS NORMAL SEQUENCE ON THE AGENDA. If you need special accommodation to participate in the meeting, please contact City Hall at 507-356-4591 at least five (5) business days before the meeting.

STATE OF MINNESOTA  
GOODHUE/OLMSTED COUNTIES  
CITY OF PINE ISLAND  
REGULAR COUNCIL MEETING  
AUGUST 20TH, 2024

Pursuant to due call, and notice thereof, Mayor David Friese called the Regular City Council meeting to order at 6:00 PM.

Members Present: Friese, Johnson, Veith Staloch, and Pahl  
Members Absent: Hildenbrand

Others Present: City Administrator- Elizabeth Howard, Deputy City Administrator- Steven Scheevel, City Clerk- Stephanie Pocklington, Public Works Director- Todd Robertson, Library Director- Rachel Gray, City Attorney- Bob Vose, Goodhue County Sheriff's Office- Sheriff- Marty Kelly, Chief Deputy- John Huneke, SGT- Mike Ayres, Engineer- Craig Britton EDA Director- Mitch Massman, Goodhue County Commissioner- Todd Greseth (Arrived at 6:38pm) and resident Mike Prescher (Arrived after meeting adjourned).

The meeting opened with the Pledge of Allegiance.

- Jason Johnson made a motion to amend the agenda adding item F: Goodhue County Sheriff's Office Contract discussion to Administration. Brandi Veith Staloch seconded the motion.  
Approved 4-0-0

**Consent Agenda:**

Motion was made by Jason Johnson with a second from Vernon Pahl to approve the consent agenda.  
Approved 4-0-0

- July 16<sup>th</sup>, 2024 Regular Council Meeting Minutes
- August 7<sup>th</sup>, 2024 Council Workshop Meeting Minutes
- Road Closure on 1<sup>st</sup> Ave SE for Early Childhood on September 12<sup>th</sup>, 2024 & May 23<sup>rd</sup>, 2025 from 4:30 pm to 7:30 pm
- Raffle Permit for WGA 4 Kids
- Resolution 24-32 Accepting Monthly Donations
- Request for Alcohol on City Property
- Request for Bingo Permit from American Legion on October 26<sup>th</sup>, 2024 and January 25<sup>th</sup>, 2025

**Public Input:** No input from the public

**Administration:**

- A. Brandi Veith Staloch made a motion to approve the purchase of equipment for the DMV and Vernon Pahl seconded the motion. Approved 4-0-0.
- B. Council reviewed an update on the comprehensive plan and council member Vernon Pahl commented sidewalks should be better going forward.

STATE OF MINNESOTA  
GOODHUE/OLMSTED COUNTIES  
CITY OF PINE ISLAND  
REGULAR COUNCIL MEETING  
AUGUST 20TH, 2024

- C. Jason Johnson made a motion to open the public hearing for an easement vacation and Brandi Veith Staloch seconded the motion. Approved 4-0-0. Public hearing opened at 6:07 pm.

Discussion:

- o Steven Scheevel explained to Council and those present the easement vacation.

With no further discussion Jason Johnson made a motion to close the public hearing for an easement vacation and Brandi Veith Staloch seconded the motion. Approved 4-0-0. The public hearing was closed at 6:08 pm.

- D. Brandi Veith Staloch made a motion to approve Resolution 24-33 Approving Easement Vacation and Vernon Pahl seconded the motion. Approved 4-0-0
- E. Jason Johnson made a motion to approve a fee adjustment for utilities and Brandi Veith Staloch seconded the motion. Approved 4-0-0
- F. Goodhue County Sheriff, Marty Kelly had a discussion with council and answered questions regarding the Sheriff's policing contract for Pine Island.

**Planning Commission:** Nothing to report.

**Public Works & Engineering:** Nothing to report.

**Legal:** City Attorney, Bob Vose updated council on cannabis and the selling of city property.

**Claims:** Jason Johnson made a motion to approve claims with a second by Brandi Veith Staloch Approved 4-0-0

**Department Reports-**

- ❖ Rachel Gray gave an update on the Van Horn Public Library
- ❖ Elizabeth Howard gave an update on added features at city parks
- ❖ David Friese gave an update on the Fire Department and National Night Out
- ❖ Mitch Massman gave an update on Economic Development
- ❖ Mike Ayres gave an update on the Goodhue County Sheriff's Office

Goodhue County Commissioner, Todd Greseth arrived late and council continued the discussion regarding the Sheriff's policing contract upon his arrival.

Motion to adjourn at 6:54 p.m. by Jason Johnson, seconded by Brandi Veith Staloch. Approved 4-0-0

Respectfully submitted,  
Stephanie Pocklington  
City Clerk

STATE OF MINNESOTA  
GOODHUE/OLMSTED COUNTIES  
CITY OF PINE ISLAND  
SPECIAL COUNCIL MEETING/WORKSHOP  
SEPTEMBER 4<sup>th</sup>, 2024

Pursuant to due call, and notice thereof, Mayor pro tem Hildenbrand called the Special City Council meeting to order at 6:00 PM, at City Hall, 250 S. Main Street, Pine Island, Minnesota.

Members Present: Friese (arrived at 6:17 PM), Hildenbrand, Veith Staloch, and Pahl

Members Absent: Johnson

Others Present: Elizabeth Howard - City Administrator, Steven Scheevel – Deputy City Administrator, Craig Britton – Widseth, and Tessia Melvin – David Drown & Associates

Craig Britton provided the City Council with an update on the 511<sup>th</sup> street bridge, or L2510v3. He presented an agreement from Goodhue County which would enable them to move forward with the project and secure funding. Attorney Vose has reviewed the agreement. Veith Staloch made a motion to approve the agreement with Goodhue County which was seconded by Pahl. Approved 3-0-0.

Howard gave the City Council an update from the Goodhue County Board meeting which took place earlier in the day. The Goodhue County Board passed a motion to phase in the GCSO increased pricing for police contracts. The updated contract with the updated numbers will be presented at the regular September City Council meeting.

Veith Staloch made a motion to approve the updated Regular Sick Leave policy which was seconded by Hildenbrand. Approved 4-0-0.

Veith Staloch made a motion to approve the updated Earned Sick & Safe Leave policy which was seconded by Pahl. Approved 4-0-0.

Administrator Howard provided a budget update and informed the City Council that the new street sweeper had arrived.

Tessia Melvin from David Drown & Associates presented the City Council with her final presentation and findings from the wage study based on their recommendation from the previous work session. Hildenbrand made a motion to implement the wage study as presented and backdate the adjusted wages to August 25<sup>th</sup> with a second by Veith Staloch. Approved 4-0-0.

Veith Staloch made a motion to approve a step increase for all employees along with a 3% COLA to take affect on January 1<sup>st</sup>, 2025 and be implemented in the 2025 budget with a second by Hildenbrand. Approved 4-0-0.

Be there no further business, Mayor Friese called to adjourn the Council meeting at 7:27 PM.

Respectfully submitted,

Elizabeth Howard  
City Administrator



MEMORANDUM

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DATE: September 17th, 2024  
AGENDA ITEM: Consent Agenda - C  
SUBJECT: Request to Use City Parking Lot  
ORIGINATING DEPT: Administration  
PREPARED BY: Elizabeth Howard, City Administrator  
REQUEST FOR ACTION: Vote Approval of Request to Use City Parking Lot

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Mr. Mayor and Councilmembers,


Please see the attached request from Ms. Loomis. Ms. Loomis is the head coach for the girls' gymnastics team. In the past, the City of Pine Island has granted the gymnastics team the use of the City parking lot for their fundraisers.

Respectfully submitted,

Elizabeth R. Howard

**From:** [Angie Loomis](#)  
**To:** [Elizabeth Howard](#)  
**Subject:** request city parking lot  
**Date:** Monday, August 19, 2024 8:56:40 AM

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Hi Elizabeth,  
We would like to request to use the main street parking lot again for our Fall Salt Sale fundraiser on Friday 9/20 and Saturday 9/21. Kindly let me know if this is approved at the next meeting. Thank you!  
Angie Loomis  




MEMORANDUM

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DATE: September 17<sup>th</sup>, 2024  
AGENDA ITEM: Consent Agenda - D  
SUBJECT: Request to Use Trail at Trailhead Park  
ORIGINATING DEPT: Administration  
PREPARED BY: Elizabeth R. Howard  
REQUEST FOR ACTION: Approve Park Use for Event

To: Mayor and Council Members,

Megan Barnett Schimek is requesting to use the small trail that loops through Trailhead Park for the Roots and Shoots club on Saturday, October 26<sup>th</sup> for a Pumpkin Luminary Trail. This would be a free event and would be from 3:00 – 8:00 PM. They will be using battery operated candles in the pumpkins and will be collecting food donations for the food shelf during the event.

Thank you,

Elizabeth R. Howard

City Administrator





MEMORANDUM

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DATE: September 17<sup>th</sup>, 2024  
AGENDA ITEM: Consent Agenda - E  
SUBJECT: Request to Consume Alcohol on Public Property  
ORIGINATING DEPT: Administration  
PREPARED BY: Elizabeth R. Howard  
REQUEST FOR ACTION: Approve Alcohol Request

To: Mayor and Council Members,

The Pine Island Fire Department is looking to host their annual firefighter appreciation picnic on Saturday, October 5<sup>th</sup> at the Cheese Factory. This is a family friendly event where they cater in a meal and have activities for families. They are asking permission to allow alcohol on the premises as they would like adults to be able to responsibly consume alcoholic beverages during the picnic. All alcoholic beverages will be kept away from anyone under the legal drinking age, and they will abide by all state and federal alcohol laws.

Thank you,

Elizabeth R. Howard

City Administrator



## MEMORANDUM

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DATE: September 17<sup>th</sup>, 2024  
AGENDA ITEM: Consent Agenda - F  
SUBJECT: EDA Board Member  
ORIGINATING DEPT: Economic Development Authority  
PREPARED BY: Mitch Massman, EDA Director  
REQUEST FOR ACTION: Approve Brandon Bertsinger to the EDA Board

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Mayor & Council Members,

Over the past several months the EDA Board has been searching for a replacement for one EDA Commissioner seat to fill out the 7 Board seats. Commissioner Brandon Miller referred Brandon Bertsinger, a Pine Island resident, to fill the seat.

Brandon Bertsinger is a business owner and business consultant. He has spent years in the sales field and enjoys working with small businesses. As a resident of Pine Island and having children in the Pine Island School District, he is passionate about the future of the city.

At the September 9<sup>th</sup> meeting, the EDA Board met with Brandon, discussed the position, and voted to place him on the board and recommend that the City Council appoint him.

Respectfully,

Mitch Massman  
EDA Director

Hello All! My name is Brandon Bertsinger and I live in Pine Island with my wife Rachel and two boys Ben (9th Grade) and Will (7th Grade). I grew up in Oronoco and graduated from John Marshall in 1999. I met my wife Rachel at Winona State and we moved back to the area for nursing opportunities available to her. We moved from Rochester to Pine Island eight years ago.

I have been in sales in some capacity for the last twenty years and for the last seven I have focused on advertising and marketing for small to medium sized businesses. In January, Rachel and I purchased the Clothes Mentor of Rochester, located next to North Target and Home Depot. We employ nine employees on a full and part time basis. The store exclusively focuses on womens clothing that we buy outright from the public and resell in the store. At any given time we have 15-17,000 items of clothing in the store.

Outside of work, I enjoy hunting and fishing, watching the boys' sporting events (trap, soccer, basketball). I am passionate about small businesses and their success, as well as connecting business owners to each other.

Thank you,

-Brandon



MEMORANDUM

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DATE: September 17<sup>th</sup>, 2024  
AGENDA ITEM: Consent Agenda - G  
SUBJECT: September Donations  
ORIGINATING DEPT: Administration  
PREPARED BY: Steven Scheevel, Deputy City Administrator  
REQUEST FOR ACTION: Approve Resolution 24-34 Accepting Monthly Donations

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Mayor and Council Members,

The city is fortunate to receive various donations towards specific departments or projects throughout the year. Audit guidelines require the city to track and receive all donations via council resolution. The city intends to have a standing resolution before the council each month that will include all donations during that time period. This will ensure more accurate and efficient tracking of the donations rather than producing separate resolutions for each donation.

Respectfully Submitted,

Steven Scheevel  
Deputy City Administrator

**CITY OF PINE ISLAND  
GOODHUE AND OLMSTED COUNTIES  
STATE OF MINNESOTA**

**RESOLUTION NO. 24-34**

**RESOLUTION ACCEPTING DONATION**

WHEREAS, the City of Pine Island (the “City”) is authorized pursuant to Minnesota Statutes Section 465.03 to accept donations for the benefit of its citizens; and

WHEREAS, the following individuals have offered to donate to the city:

1. Nathan and Valerie Knutson totaling \$100.00 for the Pine Island Fire Department

WHEREAS, the Donations are intended to assist and/or benefit the City; and

WHEREAS, the City Council finds that it is appropriate to accept the Donations pursuant to the terms outlined herein.

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

1. The Donations as described above is hereby accepted.
2. If requested by Donor, the City Administrator is directed to issue a receipt acknowledging the City’s receipt of the Donations.
3. The Mayor, City Administrator, City Attorney, and staff are authorized to take any additional actions necessary or convenient to accomplish the intent of this Resolution.

Approved by the City Council of the City of Pine Island, Minnesota, this 17<sup>th</sup> day of September 2024.

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Administrator

MOTION:  
SECOND:  
AYE:  
NAY:



MEMORANDUM

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DATE: September 17<sup>th</sup>, 2024  
AGENDA ITEM: Consent Agenda - H  
SUBJECT: Request to Approve Homecoming Parade Route  
ORIGINATING DEPT: Administration  
PREPARED BY: Elizabeth Howard, City Administrator  
REQUEST FOR ACTION: Vote Approval of Homecoming Parade Route

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Mr. Mayor and Councilmembers,

The Pine Island School District is requesting approval of the attached Homecoming Parade Route for Friday, September 27<sup>th</sup>. The parade will start at approximately 2:00 PM. The school has asked school resource officer Maves to coordinate with GCSO to assist with Main Street closures and the detour if staffing allows. In the past, public works as assisted with side street closures for the Homecoming Parade and we have approved for Main Street to be closed and detoured for the Homecoming Parade.

Respectfully submitted,

Elizabeth R. Howard





## MEMORANDUM

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DATE: September 17<sup>th</sup>, 2024

AGENDA ITEM: Administration - A

SUBJECT: Request to Approve Policing Contract with Goodhue County Sheriff's Office

ORIGINATING DEPT: Administration

PREPARED BY: Elizabeth R. Howard

REQUEST FOR ACTION: Approve the Contract with GCSO

To: Mayor and Council Members,

Pine Island contracts with the Goodhue County Sheriff's Office to provide policing services to our community. Our current contract is for three years and expires at the end of December 2024. This past summer, the City started our discussions with the County to enter into another three-year contract.

In June 2024, the Goodhue County Board passed these rates per hour for policing contracts:

- 2025: \$87.70 per hour
- 2026: \$90.63 per hour
- 2027: \$93.68 per hour

This would result in a 50% increase to the current rate we pay, \$58.55 per hour, for policing services and would have been a huge burden on our tax base. The City and County had numerous conversations on the impact to our City and its residents. After pushback from the contract towns, the County Board revisited the hourly rate for policing contracts. They then passed the following rates on September 4<sup>th</sup>, 2024. These rates reflect a lower overhead cost in the formula used, and a 3-year phased in approach to implementation.

- 2025: \$71.03 per hour
- 2026: \$79.80 per hour
- 2027: \$89.61 per hour

Although these numbers are still a significant increase and will impact our tax levy, they are much easier to implement due to their phased in approach. These new, lower costs are included in the contract before you for approval of a new three-year contract with GCSO.

Thank you,

Elizabeth R. Howard, City Administrator



**GOODHUE COUNTY**  
**CITY OF PINE ISLAND**  
**AGREEMENT - LAW ENFORCEMENT SERVICES**  
**January 1, 2025 - December 31, 2027**

THIS AGREEMENT, made and entered into this 3rd day of September, 2024, by and between the County of Goodhue, hereinafter referred to as the County, the City of Pine Island, hereinafter referred to as the City, and the Goodhue County Sheriff, hereinafter referred to as the Sheriff.

**WITNESSETH**

WHEREAS, the City is desirous of contracting with the County and the Sheriff for the performance of the hereinafter described law enforcement functions within the City boundaries, said function to be performed by the Sheriff, and

WHEREAS, such contracts are authorized and provided for by the provisions of Minnesota Statutes 471.59; 436.05; 626.76 and 629.40. NOW THEREFORE, pursuant to the terms of the aforesaid statutes, it is agreed as follows:

1. The County and the Sheriff agree to provide law enforcement services within the corporate limits of the City to the extent and in the manner hereinafter set forth. Except as otherwise hereinafter specifically set forth, the services aforementioned shall consist of the type of services coming within the jurisdiction of and customarily rendered by the Sheriff under the statutes of the State of Minnesota. Except as hereinafter otherwise provided for, the level of service shall be the same standard as provided for the unincorporated areas of Goodhue County.

All decisions concerning the implementation and performance of said law enforcement services, including the disciplining of officers and other matters incident to the performance of such services and the control of the personnel so employed, shall remain with the Sheriff. The City may communicate local law enforcement priorities to the Sheriff for consideration in the performance of services.

Law enforcement services to be performed by the Sheriff shall include the enforcement of the state statutes and municipal ordinances of the City of Pine Island.

2. To facilitate the satisfactory performance of said functions, it is hereby agreed that the Sheriff shall have full cooperation as reasonable from the City, its officers, agents, and employees.

3. In the performance of said law enforcement functions, the Sheriff shall provide 126 hours per week of law enforcement service (Sunday through Saturday, at hours to be mutually agreed upon), the performance of said duties to be determined by the Sheriff. Said duties may be performed outside the municipal boundaries of the City of Pine Island and not necessarily to the direct benefit

of the City of Pine Island.

4. In consideration for the law enforcement service provided by the Sheriff to the City, as specified in Paragraph 3 above, the City shall pay to the County the following amounts, payable on the first day of each month, beginning January 1<sup>st</sup> of each calendar year, and shall continue monthly thereafter:

2025	\$465,389
2026	\$522,850
2027	\$587,125

5. The City shall not be called upon to assume any liability for the direct payment of salaries, or other compensation or employer's expense to any County personnel, nor shall the City be responsible for any liability, other than that specifically provided for in this agreement. Except as otherwise specified, the City shall not be liable for compensation or indemnity to any County employee for injury or sickness arising out of his employment.

6. If, in the judgment of the Sheriff and/or City, it is necessary to add additional temporary law enforcement personnel for special events, the City agrees to reimburse the County for all necessary expenses.

7. If, in the performance of the services aforementioned, there are expenses in addition to those mentioned in the schedule, authorization to incur those expenses shall be given only after the City and the Sheriff, by mutual consent, agree to said expenses being incurred.

8. The City shall not assume any liability for acts of the Sheriff's personnel hired in the performance of their duties, and any law enforcement personnel hired under the terms of the agreement shall be deemed to be County employees, and the County shall hold the City harmless for any claim for damages resulting from their employment that may accrue to the City. Both parties reserve their liability limits and other rights under Minn. State Chapter 466.

9. Unless sooner terminated, as provided for herein, this agreement shall be effective January 1st, 2025, and shall run for a period of three years. At the option of the governing body of said City, with the consent of the Board of County Commissioners of said County, and the consent of the Sheriff, this Agreement shall be renewable for successive periods of three years, in the following manner:

In the event the City desires to renew this Agreement for a succeeding three year period, the governing body of said City, not later than July 1st, 2027, shall notify the Board of County Commissioners of said County and the Sheriff that it wishes to renew the same, whereupon said Board of County Commissioners and the Sheriff, not later than the last day of July, shall notify said governing body of said City in writing of its willingness to accept such renewal for an additional three year period or such other term as it deems advisable, otherwise such Agreement shall finally

terminate at the end of such three year period.

In the event the City desires to add additional patrol hours or subtract patrol hours from this Agreement for any of the remaining years of this contract, the governing body of said City shall notify the Sheriff of the said County that it wishes to increase or decrease the weekly number of patrol hours, whereupon said Sheriff shall notify said governing body of said City in writing of its willingness to accept such an amendment to this contract for the remainder of the current three year period, or such other term as it deems advisable.

10. Notwithstanding Paragraph 9, or any other provision or provisions of this Contract to the contrary, the City or County shall have the right to terminate this Contract at any time during the term of said Contract upon the giving one-hundred eighty (180) days written notice to the other. In the event of Contract termination by the City or County during the term of said Contract, the City shall owe the County only the pro rata share of the original Contract price calculated to the date of said termination, and not the original Contract price agreed on.

11. It is understood and agreed that the offenses for which any arrests are made be prosecuted in the District Court in which the offense occurred and that any fines collected pursuant to conviction under municipal ordinance shall be paid over to the Treasurer of the City in a sum and of the distribution provided by the statute.

IN WITNESS WHEREOF, the municipality of the City of Pine Island, by Resolution duly adopted by its governing body, caused this Agreement to be signed by its Mayor and attested by its Clerk, and the County of Goodhue, by order of its Board of County Commissioners, has caused these presents to be subscribed by the Chairman of the Board and the seal of said Board to be affixed thereto and attested by the Goodhue County Administrator, and the Goodhue County Sheriff has signed this agreement, all on the day and year first above written.

### COSTS FOR THE CONTRACTUAL AGREEMENT

#### FOR LAW ENFORCEMENT SERVICES

January 1, 2025 – December 31, 2025

\$71.03 per hour X 126 hours per week X 52 weeks = \$465,389

January 1, 2026 – December 31, 2026

\$79.80 per hour X 126 hours per week X 52 weeks = \$522,850

January 1, 2027 – December 31, 2027

\$89.61 per hour X 126 hours per week X 52 weeks = \$587,125

**ATTEST:**

**CITY OF PINE ISLAND**

\_\_\_\_\_  
**Clerk**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**

**ATTEST:**

**GOODHUE COUNTY**

\_\_\_\_\_  
**County Administrator**

\_\_\_\_\_  
**Chairman  
Goodhue County Board of Commissioners**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Goodhue County Sheriff**

\_\_\_\_\_  
**Date**



## MEMORANDUM

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DATE: September 17<sup>th</sup>, 2024

AGENDA ITEM: Administration – B & C

SUBJECT: 2025 Preliminary Budget and Certification of Preliminary Levy

ORIGINATING DEPT: Administration

PREPARED BY: Elizabeth R. Howard

REQUEST FOR ACTION: Vote Approval of Resolution 24-35 Adopting the 2025 Preliminary Budget and Resolution 24-36 Certifying the 2025 Preliminary Levy

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To: Mayor and Council Members,

It is the time of year that the City must submit its preliminary budget and tax levy to the County for certification. The preliminary levy, once submitted, cannot be increased and can only be decreased from the certified amount. Over the past few months, I have met with department heads to discuss the needs of their department going forward. Staff have spent the past few months analyzing expenditures, prioritizing projects, and planning ahead for the future of their departments.

I do anticipate there may be some expenditures cut from the budget prior to its final approval in December. The budget committee and I are going to continue to meet to see how we can further fine tune expenditures and projects. There are a few proposals in this budget that need some further discussion before the final budget is approved in December.

The Pine Island FY 2025 Preliminary Budget estimate increased 5.57% from FY 2024 (see attached budget summary page). This is a total levy increase of \$213,539 from last year, which when compared to our increased estimated tax capacity of \$106,896, is in line with our growing community.

What does this mean for the Pine Island portion of your taxes? Although our tax levy is increasing, because of our increased tax base, the levy is being spread out between a larger base so taxes as currently presented would increase approximately \$12.54 per \$100,000 residential valuation. However, please keep in mind that your Pine Island city taxes is dependent on your homes value, so your taxes may be adjusted since valuations may increase this year as well. Valuations are set by the County. This also means that any dollars which may be cut prior to December would see a smaller increase or maintain a steady tax rate.



## MEMORANDUM

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Some of the caveats we are considering which is affecting the levy increase are:

- Step increases for staff based on positive performance evaluations and a 3% cost of living increase
- \$82,000 increase in Goodhue County Sheriff's Office contract
- \$2.50 per capita increase for services with Zumbrota Area Ambulance
- \$25,000 increase to our capital outlay account to plan for future expenses
- \$15,000 for engineering, design, and site prep costs to prepare for a new waterslide at the aquatic center
- Estimated 15% increase in health insurance premiums and 7% increase in dental insurance premiums

Overall, the preliminary budget is lean for how fast our community is growing and the increased cost for services. As our City is planning for future infrastructure projects, we are trying to complete as many of the smaller projects we can to lessen the tax burden in the future. Please keep in mind, this is the preliminary budget and levy and it cannot be increased once it is certified to the County.

Thank you,

Elizabeth R. Howard

City Administrator

## BUDGET SUMMARY - 2025 City of Pine Island

General Fund			
		<i>Revenues</i>	<i>Expenditures</i>
x	\$	3,278,913.71 Tax Levy	\$ 40,654.95 Council
	\$	9,000.00 Other tax related revenue	\$ 500.00 Elections
	\$	35,000.00 Franchise taxes	\$ 112,806.13 Economic Development
	\$	97,000.00 Licenses and permits	\$ 869,128.84 General Govt Operations
	\$	744,206.00 LGA	\$ 466,667.10 Police Administration
	\$	72,830.55 Fire state aid	\$ 306,636.61 City Fire Fighting
	\$	18,977.00 Other State aids	\$ 194,694.41 Rural Fire Fighting
	\$	11,325.00 General Government - charges for services	\$ 5,200.00 Fire-Federal Grant Exp.
	\$	194,694.41 Public safety - charges for services	\$ 72,550.00 Planning and Zoning
	\$	400.00 Public works - charges for services	\$ 30,659.00 Civil Defense
	\$	60,000.00 Culture and Rec - charges for services	\$ 675.00 Animal Control
	\$	3,000.00 Fines and forfeitures	\$ 1,283,771.27 Streets & Alleys
	\$	500.00 Interest earnings	\$ 63,600.00 Street Lighting
	\$	2,000.00 Special assessments	\$ 3,100.00 Weed Control
	\$	26,150.00 Miscellaneous	\$ 179,245.63 Swimming Pools
	\$	162,542.96 Transfer in	\$ 271,426.94 Park Areas
	\$		\$ 6,754.50 Community Action Programs
	\$		\$ 808,469.25 Operating Transfers Out
	\$	4,716,539.63 <i>Total Revenue</i>	\$ 4,716,539.63 <i>Total Expenditure</i>
<b><u>201 American Rescue Plan</u></b>			
	\$	- <i>Total Revenue</i>	\$ - <i>Total Expenditure</i>
<b><u>205 Heritage Preservation</u></b>			
	\$	4.00 <i>Total Revenue</i>	\$ - <i>Total Expenditure</i>
<b><u>211 Library</u></b>			
	\$	304,557.98 <i>Total Revenue</i>	\$ 304,557.98 <i>Total Expenditure</i>
<b><u>221 Fire Fund</u></b>			
x	\$	54,550.00 Tax Levy	\$ 48,545.00 Loan principal
	\$	- Transfers In	\$ 5,955.00 Loan interest
	\$	- Other Charges	\$ - Capital Outlay
	\$		\$ - Small Equip
	\$	54,550.00 <i>Total Revenue</i>	\$ 54,500.00 <i>Total Expenditure</i>
<b><u>245 Storm Water Utility</u></b>			
	\$	58,800.00 <i>Total Revenue</i>	\$ 48,500.00 <i>Total Expenditure</i>
<b><u>246 River Monitors</u></b>			
	\$	7,202.50 <i>Total Revenue</i>	\$ 7,240.00 <i>Total Expenditure</i>
<b><u>250 Capital Equipment</u></b>			
	\$	276,200.00 <i>Total Revenue</i>	\$ - <i>Total Expenditure</i>
<b><u>255 EDA</u></b>			
	\$	112,906.13 <i>Total Revenue</i>	\$ 112,906.13 <i>Total Expenditure</i>
<b><u>260 PI Revolving Loans</u></b>			
	\$	1,100.00 <i>Total Revenue</i>	\$ 2,300.00 <i>Total Expenditure</i>
<b><u>261 EDA Revolving Loans</u></b>			
	\$	3,600.00 <i>Total Revenue</i>	\$ 1,200.00 <i>Total Expenditure</i>
<b><u>270 Disaster Relief</u></b>			
	\$	- <i>Total Revenue</i>	\$ - <i>Total Expenditure</i>
<b><u>280 Charitable Gambling</u></b>			
	\$	150.00 <i>Total Revenue</i>	\$ - <i>Total Expenditure</i>
<b><u>315 2021A Improvement &amp; Refunding Bond</u></b>			
x	\$	183,853.00 Tax Levy	
	\$	32,813.00 Other	
	\$	216,666.00 <i>Total Revenue</i>	\$ 203,847.00 <i>Total Expenditure</i>
<b><u>316 2023A Utility Rev Bond</u></b>			
x	\$	- Tax Levy	
	\$	- Other	
	\$	- <i>Total Revenue</i>	\$ - <i>Total Expenditure</i>
<b><u>323 2014 Refunding Bond</u></b>			
x	\$	63,289.00 Tax Levy	
	\$	9,056.00 Other	
	\$	72,345.00 <i>Total Revenue</i>	\$ 71,360.00 <i>Total Expenditure</i>
<b><u>312 2017 Project Bond</u></b>			

	<i>Revenues</i>		<i>Expenditures</i>	
x	\$ 66,674.00	Tax Levy		
	\$ 32,636.00	Other		
	\$ 99,310.00	<i>Total Revenue</i>	\$ 96,779.00	<i>Total Expenditure</i>

**308 2018 Pool Bond**

	<i>Revenues</i>		<i>Expenditures</i>	
x	\$ 165,368.00	Tax Levy		
	\$ -	Other		
	\$ 165,368.00	<i>Total Revenue</i>	\$ 159,578.76	<i>Total Expenditure</i>

**313 2020A GO IMP NOTE**

	<i>Revenues</i>		<i>Expenditures</i>	
x	\$ 91,836.00	Tax Levy		
	\$ 69,559.00	Other		
	\$ 161,395.00	<i>Total Revenue</i>	\$ 151,939.00	<i>Total Expenditure</i>

**314 2020B GO IMP NOTE**

	<i>Revenues</i>		<i>Expenditures</i>	
x	\$ 142,574.00	Tax Levy		
	\$ 82,704.00	Other		
	\$ 225,278.00	<i>Total Revenue</i>	\$ 213,856.25	<i>Total Expenditure</i>

**392 TIF 1-10**

\$ 31,000.00	<i>Total Revenue</i>	\$ 28,900.00	<i>Total Expenditure</i>
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**393 TIF 1-16 Downtown Devel**

\$ 68,016.00	<i>Total Revenue</i>	\$ 64,152.00	<i>Total Expenditure</i>
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**382 TIF 1-17 BREWING COMPANY**

\$ 8,835.00	<i>Total Revenue</i>	\$ 8,835.00	<i>Total Expenditure</i>
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**440 2018 POOL PROJECT**

\$ -	<i>Total Revenue</i>	\$ -	<i>Total Expenditure</i>
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**451 4TH STREET RECON PROJECT**

\$ -	<i>Total Revenue</i>	\$ -	<i>Total Expenditure</i>
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**Water**

\$ 865,390.00	<i>Total Revenue</i>	\$ 843,425.84	<i>Total Expenditure</i>
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**Sewer**

\$ 955,113.00	<i>Total Revenue</i>	\$ 1,068,289.01	<i>Total Expenditure</i>
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**Evergreen**

\$ 279,982.00	<i>Total Revenue</i>	\$ 309,917.61	<i>Total Expenditure</i>
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**Cemetery**

\$ 36,500.00	<i>Total Revenue</i>	\$ 40,585.36	<i>Total Expenditure</i>
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**Deputy Registrar**

\$ 1,888,895.00	<i>Total Revenue</i>	\$ 1,859,237.88	<i>Total Expenditure</i>
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\$ 4,047,057.71	2025 Tax Levy	<b>Increase:</b>	\$3,833,519.00	2024 Total Levy
\$ 4,932,189.00	Estimated 2025 TAXABLE Tax Base	<b>5.57%</b>	\$ 4,825,293.00	2024 Taxable Tax Capacity
	(VERIFY W ASSESSOR)			
	Estimated Tax Rate 2024		80.200%	Tax Rate 2024
	<b>82.05%</b>			
	Taxes per \$100K Residential Valuation			Taxes per \$100K Residential Valuation
	\$ 820.54	\$ 12.54		\$ 808.00
		Increase from 2024		
	Taxes per \$350K Commercial Valuation			Taxes per \$350K Commercial Valuation
	\$ 5,128.37	\$ 115.87		\$ 5,012.50
		Increase from 2024		



**CITY OF PINE ISLAND  
GOODHUE AND OLMSTED COUNTIES  
STATE OF MINNESOTA**

**RESOLUTION 24-35**

A RESOLUTION ADOPTING A PROPOSED BUDGET FOR THE CITY OF PINE ISLAND FOR THE YEAR 2025

WHEREAS: The City of Pine Island is required by law to adopt a budget for each year; and

WHEREAS: The City staff and City Council have worked up a proposed budget for the year of 2025.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PINE ISLAND, MINNESOTA: That the 2025 proposed budget for the general government funds in the amount of **\$6,246,990.75** is adopted.

Adopted by the City Council of the City of Pine Island, MN this 17<sup>th</sup> day of September 2024.

\_\_\_\_\_  
David Friese, Mayor

\_\_\_\_\_  
Elizabeth Howard, City Administrator

Motion by:

Second by:

Ayes:

Nays:

**CITY OF PINE ISLAND  
GOODHUE AND OLMSTED COUNTIES  
STATE OF MINNESOTA**

**RESOLUTION 24-36**

A RESOLUTION CERTIFYING A PROPOSED TAX LEVY FOR THE YEAR OF  
2025 TO THE COUNTY AUDITOR.

WHEREAS: The City is required by law to certify to the County Auditor the proposed tax levy for the year of 2025; and

WHEREAS: The proposed **maximum** tax levy is as follows;

<b>General government:</b>	<b>\$ 3,278,914</b>
<b>Debt Service:</b>	<b>\$ 768,144</b>
<b>Total Levy</b>	<b>\$ 4,047,058</b>

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PINE ISLAND, MINNESOTA: That the City Administrator be instructed to certify the above amounts to the County Auditor for collection in 2025.

Adopted by the City Council of the City of Pine Island, MN this 17<sup>th</sup> day of September 2024.

\_\_\_\_\_  
David Friese, Mayor

\_\_\_\_\_  
Elizabeth Howard, City Administrator

Motion by:

Second by:

Ayes:

Nays:



MEMORANDUM

---

DATE: September 17<sup>th</sup>, 2024  
AGENDA ITEM: Administration - D  
SUBJECT: Chicken Permit Application  
ORIGINATING DEPT: Administration  
PREPARED BY: Steven Scheevel, Deputy City Administrator  
REQUEST FOR ACTION: Approve Chicken Permit

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Mayor and Council Members,

The city has received a new chicken permit application from Teresa Christoph-Scripture located at 24 Sather Ct SW. The application was filled out completely and the supporting documentation was provided and further details discussed with the applicant to meet all requirements of the city ordinance. If the permit is granted a final inspection of the property will be conducted by an agent of the city to issue final approval per ordinance no. 149.

Respectfully Submitted,

Steven Scheevel  
Deputy City Administrator



**CITY OF PINE ISLAND**  
 250 South Main Street – PO Box 280  
 Pine Island, MN 55963  
[www.pineislandmn.gov](http://www.pineislandmn.gov)  
 Phone: (507)356-4591  
 Fax: (507)356-8230

PERMIT #: \_\_\_\_\_

**PERMIT APPLICATION TO KEEP URBAN CHICKENS  
 FOR PERMITS TO INDIVIDUALS OWNING SINGLE FAMILY HOMES**

Pine Island [City Code Chapter 10 section 10.07](#) require a permit for the keeping of Chickens on the premises of any property in the City limits. A permit is good for one year, and expires on December 31st of each year unless sooner revoked. The annual fee for a permit is \$20.

<b>CHECKLIST OF MATERIALS REQUIRED FOR CONDITIONAL USE APPROVAL</b>	
1.	Application Completed
2.	\$20 Permit Application fee

**FILL IN ALL BLANKS. WRITE N/A IF A QUESTION DOES NOT APPLY**

**STEP 1. APPLICANT INFORMATION AND PROPERTY**

Name of individual permit will be issued to (First, Middle, Last)			
<i>Teresa Ann Christoph-Scripture</i>			
Home Address	City	State	Zip Code
<i>24 Sather Ct. SW.</i>	<i>Pine Island</i>	<i>MN</i>	<i>55963</i>
Email Address	Primary Telephone Number	Alternate Phone Number	
<i>[Redacted]@gmail.com</i>	<i>[Redacted]</i>	<i>[Redacted]</i>	
Mailing Address (if different than Home Address)	City	State	Zip Code
<i>Same</i>			
Please send official notices relating to this permit to (check all that apply):	Approval from 100% of single family occupied dwelling owners:		
<input checked="" type="checkbox"/> Home Address <input type="checkbox"/> Mailing Address <input type="checkbox"/> Email			

**STEP 2. INFORMATION ABOUT ANIMALS TO BE KEPT ON PREMISES IN THE CITY LIMITS**

1. Number of Hens to be kept:   3   (Maximum of three chickens allowed.) No person may keep a rooster or crowing hen.

**STEP 3. INFORMATION ABOUT CHICKEN COOP AND CHICKEN RUN PLACEMENT AND SIZE**

Specific details on coop and run requirements are located in [City Code Chapter 10.07](#) of the City Ordinance. Chicken coops and runs must be located in the rear yard. No person may keep chickens inside a house or attached garage.



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 Phone: (507)356-4591  
 Fax: (507)356-8230

**PAID**

SEP 03 2024

\$20<sup>00</sup>

CITY OF PINE ISLAND

- |   |  |
|---|--|
| 1. Location of Coop and enclosed outside yard/run: (Include size of coop and run) <i>Approx. 6' x 12'</i><br><i>Southwest corner of property, behind house.</i>                   |  |
| 2. Detailed feces and waste management plan:<br><i>Straw &amp; woodchips in fenced area; then compost bin next to fenced area.</i>  |  |
| 3. Attached scaled diagram indicating location of any coop or enclosed run from adjoining structures and property lines: <input type="checkbox"/> Yes <input type="checkbox"/> No | 4. License fee of \$20 submitted for a one year permit (Permit expires on Dec. 31 <sup>st</sup> of issuance year)<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

**STEP 3. REVIEW AND VERIFICATION**

The information collected and required as part of this application will be used to determine eligibility for a City of Pine Island License or Permit. Disclosure of this information is voluntary. It is not legally required to provide requested data, however, failure to do so may mean the City of Pine Island is unable to process this application. All information contained in this application is public information upon submission pursuant to the Government Data Practices Act, Minnesota Statutes Chapter 13. Individuals have the right to see and obtain copies of the data maintained on them, including private data, and also have the right to be told the contents and meaning of the data, and to contest the accuracy and completeness of the data.

**A SIGNATURE VERIFYING THE OVERALL ACCURACY AND COMPLETENESS OF THIS APPLICATION BY THE OWNER, PARTNER, OR OFFICER IS REQUIRED IN ORDER TO PROCESS THIS APPLICATION**

I, (print name) Teresa Christoph-Scripture, agree I will strictly comply with all the laws of the State of Minnesota and all ordinances of the City of Pine Island, and understand I can review all City ordinances on the City website or in the City Clerk's Office. I hereby certify that I have read and understand every question in this application and that the answer to every question is true to my knowledge, information and belief. I further understand that the giving of false information as part of this application, regardless of when it is discovered, and/or failure to give required pertinent information can constitute cause for denial.

This application to the best of my knowledge meets the requirements set forth in City Code, Chapter 10, Sec. 10.07

Signature of Applicant Teresa Christoph-Scripture Date 9-3-24

Revised 5/2024





**CITY OF PINE ISLAND**  
250 South Main Street – PO Box 280  
Pine Island, MN 55963  
[www.pineislandmn.gov](http://www.pineislandmn.gov)  
Phone: (507)356-4591  
Fax: (507)356-8230

FOR CITY STAFF USE ONLY	
1. Is the application filled out in it's entirety? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (What is needed to complete the application?)	
2. Received by: <i>S. Scheuch</i>	3. Date Received: <i>9-3-24</i>
4. \$20 Fee Paid: <i>9-3-24</i>	
5. Are there any additional documents included with the application?    Yes ___ # of pages <u>No</u>	
List of included documents: _____	
6. Approved or Denied (reason for denial): Conditions if applicable: _____	
7. Applicant notified (date, method, staff member):	



DATE: September 17<sup>th</sup>, 2024

AGENDA ITEM: Administration - F

SUBJECT: Water Access Charge (WAC) and Sewer Access Charge (SAC)

ORIGINATING DEPT: Administration

PREPARED BY: Elizabeth R. Howard

REQUEST FOR ACTION: Assess and Approve WAC and SAC fees

To: Mayor and Council Members,

SAC and WAC fees are paid to the City when parcels are developed and connected to the City’s water and sewer system. These connections make the infrastructure available for individual developments and structures to access and connect to the system as a whole.

Since I have been with the City, our SAC fees have an automatic 7% increase to account for inflation and our WAC and Storm Water Access Charge have an automatic increase of 4%. This has led to our fees becoming higher than area cities. While we want to recoup some of the costs associated with expanding these systems, we also want to be cognizant that we are an affordable City to develop in. I am recommending the City reviews our WAC, SAC and SWAC fees to ensure that they are in line with area cities to be competitive with developers.

Pine Island

- WAC – \$2,960.52
- SAC – \$7,381.32
- Storm - \$2,960.52

Byron

- WAC – \$1,284
- SAC – \$1,326
- Storm - \$392/lot

Kasson

- WAC – \$2,000
- SAC – \$2,000
- Storm - \$2,000

Zumbrota

- WAC – \$1,750
- SAC – \$1,750

Stewartville

- WAC – \$2,000
- SAC – \$2,000
- Storm - \$2,000

Wanamingo

- WAC – \$1,850
- SAC – \$1,850

Thank you,

Elizabeth R. Howard

City Administrator



MEMORANDUM

---

DATE: September 17<sup>th</sup>, 2024  
AGENDA ITEM: Administration - F  
SUBJECT: Remote Work Policy  
ORIGINATING DEPT: Administration  
PREPARED BY: Elizabeth R. Howard  
REQUEST FOR ACTION: Approve the Remote Work Policy

To: Mayor and Council Members,

Since 2020, our City has been working to implement a work environment where our administrative employees could potentially work remotely. Although we have had the capabilities, we have not had any employees request to work remotely until recently. I have taken the model remote work policy from the League of MN Cities and reworked it to fit our City's needs. I would recommend the City Council pass the remote work policy to allow employees who qualify to work remotely as it is approved per the policy. The policy also provides clear expectations for the employee and City to follow while we navigate a supportive remote work environment.

Thank you,

Elizabeth R. Howard

City Administrator





## REMOTE WORK POLICY

### Purpose

Pine Island is committed to providing excellent customer service for our residents, as well as attracting and retaining critical employee talent, increasing productivity and efficiency, and saving on workspace and costs. A remote work policy provides these benefits to the city and is hereby adopted according to the guidelines below.

This policy governs the practice of working remotely from locations other than a city facility, including an employee's home. Remote work should not adversely affect other operational needs of the City. It is voluntary for the employee and at the sole discretion of management.

### General Guidelines

Remote work as defined for this policy includes:

- Working all scheduled hours off-site, or
- Working some scheduled hours off-site and some on city premises.

Regardless of location, a remote worker remains responsible for all job duties, responsibilities and obligations associated with their position, even if such duties require the employee to come into a city facility while performing work remotely. Employees and supervisors should seek to find solutions to maximize benefit to the city and to the employee.

All City employees who meet the eligibility criteria will be considered for remote work on a case-by-case basis, where creative work arrangements have been shown to accomplish both work and personal goals, and meet the criteria and guidelines set forth below. Remote schedules may need to change to accommodate the needs of the city or when employee job duties change.

When making the decision to approve remote work, supervisors and the City Administrator will consider the following guidelines:

- The remote work arrangement must be set in advance and approved by the supervisor and the City Administrator.
- Remote work requires the same focus on job duties as if the employee were in the office; constant interruptions from household members, pets or other distractions may disqualify an employee from remote work.
- There must be adequate department coverage during all standard hours.
- There must be no adverse impact on internal or external customers.
- There must be no known safety issues associated with working remotely.
- There must not be any known security issues with technology or otherwise, in order to protect nonpublic government data.
- Employees working under a Performance Improvement Plan are not eligible for remote work.
- Internal and external customers must be given direction on whom to contact in the



employee's absence if the employee is not available during all business hours.

- The schedule must not result in additional overtime for the employee or co-workers.
- The employee will receive no more than eight hours of holiday pay for each city holiday.
- The employee will be allowed to work outside the State of Minnesota.
- The supervisor or City Administrator may end the remote work arrangement at any time, with at least a two day notice to the employee.

Remote work arrangements may vary depending on the position and department. Supervisors are responsible for determining the work schedules within their departments, subject to the approval of the City Administrator. Because the primary focus is serving the needs of the customers, it is important to realize remote work arrangements may not be possible for some positions.

Employees and supervisors should also consider various types of scheduling options for efficiency and productivity, including:

- Entire weeks in the office or working remotely
- Certain days in the office; remaining days working remotely
- Whether to have entire teams of employees in the office on the same day each week or at the beginning of each month

It's also important for the supervisor to consider perceptions of fairness among team members. For example, allowing one employee to work remotely every Friday may be perceived as unfair by other members of the team.

A remote work agreement is included in this policy as Appendix A. It is to be completed and signed by the City Administrator and the employee prior to beginning the remote work.

### **Eligibility for Flexibility in the Place of Work**

Individuals requesting remote work arrangements must be employed with the City for a minimum of three months of continuous, regular employment and be successfully performing their job duties, as determined with supervisor input.

There may be additional considerations when an employee requests remote work as a reasonable accommodation and the city will consider those requests on a case by case basis.

### **Supervision and Performance Evaluation**

For employees who are working remotely at least half of their schedule, supervisors must hold regular meetings to discuss work progress and issues for the first three months. These meetings can be conducted in person. Evaluation of remote worker performance beyond the initial three months will be consistent with that received by employees working at the office.

If work performance declines or becomes unsatisfactory, the remote work arrangement may be terminated at the discretion of the city.



## **Work Hours, Calendars and Meetings**

The employee and supervisor will agree on the number of days of remote work that will be allowed each week, the work schedule the employee will customarily maintain, and the manner and frequency of communication. The employee agrees to be accessible by phone, virtual computer software or email within a reasonable time period during the agreed upon work schedule. Depending on the employee's position and the needs of the City, the work schedule may include core hours during which the employee must be available or the schedule can include greater flexibility for the employee to work outside the city's normal business hours.

Remote workers who are not exempt from the overtime requirements of the Fair Labor Standards Act (FLSA) will be required to record all hours worked in a manner designated by the City. Such employees will be held to a higher standard of compliance than office-based employees due to the nature of the work arrangement. Hours worked in excess of 40 hours per week, will require advance approval of the supervisor. Failure to comply with this requirement may result in termination of the remote work arrangement.

Remote workers who are exempt from the overtime requirements of the FLSA must follow the City's normal payroll and timekeeping policies and are generally accountable for their normal work week hours (e.g., for most full time employees that will be at least 40 hours/week).

All remote workers must use PTO or compensatory time off as needed to cover periods of time off, following the city's normal paid leave policies.

Remote workers must attend all required meetings, including those which normally would be held on a remote workday, and are also responsible for obtaining information from optional meetings when such meetings impact their work with the city. Supervisors are responsible for setting expectations for their work teams regarding whether meeting attendance will be in-person, remote or a combination, considering these guidelines:

- Meetings of a sensitive, highly interactive, or complex nature are best held entirely in-person (e.g., brainstorming, troubleshooting, project "kick-off" meetings, performance reviews, disciplinary meetings).
- Allowing some workers to attend remotely and others to attend in-person could result in perceptions of unfairness or in some employees missing out on key information (such as when the in-person staff continue to discuss the topic after remote workers log off). Supervisors need to be prepared to address these issues.
- In-person business meetings with others cannot be held at an employee's home.

## **Work Environment and Technology**

For employees working remotely on a routine basis, the employee must establish an appropriate work environment to avoid problems associated with safety or poor ergonomics (see Appendix A for a diagram of an ergonomic work station). The City will not be responsible for costs associated with initial setup of the employee's remote office such as remodeling, furniture, lighting, repairs, or modifications to the office space. Employees will be offered appropriate guidance in setting up a workstation designed for safe, comfortable work.



The City will provide employees with appropriate technology (e.g., computer, monitor(s), docking station, mouse, keyboard, headset) for one location, either on-site at City officers or off- site. Employees who work in a hybrid remote work situation (both at the office and at home) are responsible for providing the required technology to work remotely. This includes a reliable internet connection. All city-owned equipment must be returned upon termination of the remote work arrangement or at termination of employment.

The City will supply the employee with the appropriate office supplies (pens, paper, etc.) for their assigned job responsibilities. The organization will also reimburse the employee for all appropriate business-related expenses; however, the employee may be required to come into the office in order to perform some duties such as mailing, scanning and photocopying.

All remote workers are required to follow City of Pine Island Technology Use and Communications and Personnel Policies. Additionally, the City-owned equipment shall not be used by non-employees, family members, or friends at the Teleworker's alternative work location. The employee shall take all precautions necessary to secure the City-owned equipment from unauthorized access. The City-owned equipment shall be treated the same as if it was in the office. Internet usage on the City-owned devices may still be tracked.

### **City Employment Policy and Benefits Coverage**

The City's normal policies and procedures (for example, computer use, data practices, respectful workplace, outside employment, etc.) apply to employees working remotely. Employees should ask their supervisors if they have any questions about whether or how a particular city policy applies to a remote work environment.

An employee working remotely is generally covered by the City's Workers' Compensation insurance while acting in the course and scope of employment and must report any injury to their supervisor as soon as possible.

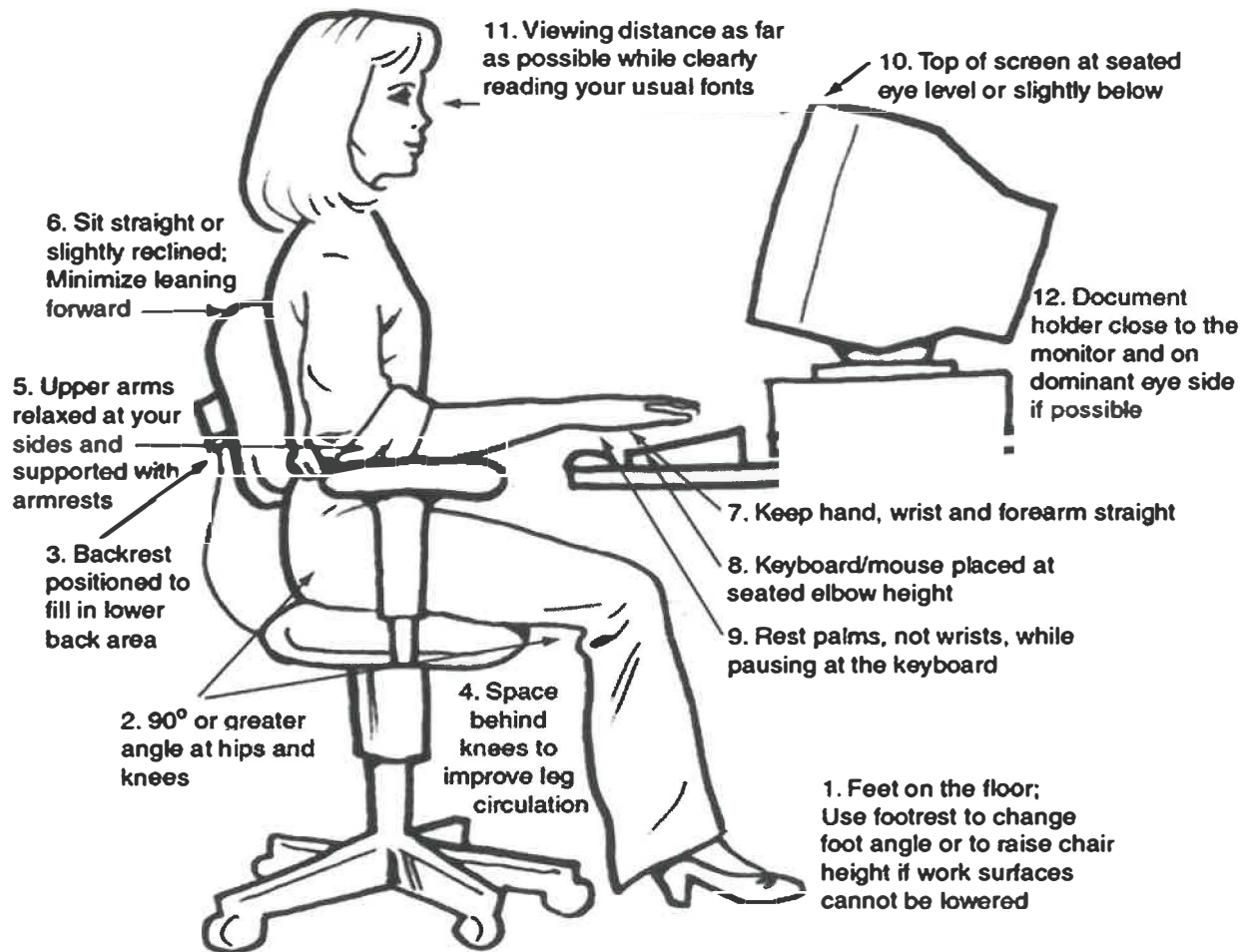


Remote Work Policy  
Appendix A

## Office Ergonomics Guide Sheet

You may not be aware of it, but over time, working at your computer may be needlessly overstressing parts of your body. Sore muscles, eyestrain, tension and fatigue could be reduced by modifying your workstation.

The diagram below is an overview of an ergonomic workstation for a computer user. Ideally you should position your work surfaces and computer accessories to fit you after you are first sitting properly in your ergonomically adjusted chair.





# Remote Work Agreement

Employee Name:

Date:

Department:

This Agreement is not a contract and can be changed or cancelled by the City at any time, at the sole discretion of the City.

## REMOTE WORK SCHEDULE

Effective date of remote work schedule (mm/dd/yyyy):

The following will be your normal remote work schedule. All overtime work must be pre-approved by your supervisor.

*Day of the Week*

*Work Hours*

*Location*

Example: 8:00 AM-4:30 PM

R = Remote work

O = City Office

Monday

Tuesday

Wednesday

Thursday

Friday

## **EQUIPMENT/SUPPLIES**

<b>Item Type</b>	<b>Serial Number (if applicable)</b>	<b>Description of Item</b>
------------------	--------------------------------------	----------------------------

## **COMMUNICATION/AVAILABILITY**

*List communication expectations of remote worker, including expected response time, etc.*

## **PERFORMANCE EXPECTATIONS**

*List how employee's work will be monitored or evaluated, including any details on measuring performance.*

## **CANCELLATION**

This Remote work Agreement can be cancelled at any time by either party. If you wish to cancel this Remote work Agreement, you must provide two-day notice to your supervisor.

## **SPECIAL CONDITIONS**

*List any additional instructions, conditions, restrictions, or exceptions relating to this Remote work Agreement.*

**CITY REMOTE WORK TERMS AND CONDITIONS**

I agree to perform services for the City of Warren as a remote worker. I understand and agree that remote work is a management tool to be used at the sole discretion of the City and is voluntary. As such, I understand and agree that my remote work arrangement may be changed or cancelled at any time, at the City's sole discretion.

I have read, understood, and agreed to the Remote Work policy and the terms and conditions specified in this agreement, including the requirement to set up an appropriate remote work station as shown in Appendix A to the policy.

I understand that I am expected to comply with all City policies, guidelines, rules, regulations, and state and federal laws while I am remote working in the same manner as if I was not remote working.

I have read and agree to the terms and conditions of this Agreement.

Supervisor Signature:

Date:

Dept. Director Signature  
(if applicable):

Date:

City Administrator  
Signature:

Date:

Employee Signature:

Date:

Original to Personnel File

Copy to Employee

Copy to Supervisor





MEMORANDUM

---

DATE: September 17<sup>th</sup>, 2024  
AGENDA ITEM: Administration – G  
SUBJECT: North Zumbro Sanitary District Joint Powers Lobbyist Expense  
ORIGINATING DEPT: Administration  
PREPARED BY: Elizabeth Howard, City Administrator  
REQUEST FOR ACTION: Vote for Approval of the NZSD Lobbyist Expense

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Mr. Mayor and Councilmembers,

The North Zumbro Sanitary District Joint Powers Board will be considering an engagement letter with Winthrop and Weinstine, P.A. to continue with legislative lobbying efforts for the North Zumbro Sanitary District during the 2025 legislative session. Per our joint powers contract, expenses for the joint powers will be split equally between the communities of Goodhue, Pine Island, Wanamingo and Zumbrota.

The total expense for Winthrop and Weinstine's engagement is \$36,750 for services from September 1, 2024 through May 31, 2025. The monthly fee for the joint powers board is \$4,083.33, which will be split evenly and each city will be invoiced \$1020.83 each month. I am asking the City Council to approve the expense of \$1020.83 monthly to fund Pine Island's portion of the joint powers expense.

Respectfully submitted,

Elizabeth R. Howard

City Administrator

**CITY OF PINE ISLAND  
GOODHUE and OLMSTED COUNTIES  
STATE OF MINNESOTA**

**RESOLUTION 24-37**

**A RESOLUTION AUTHORIZING AND APPROVING A 2024-2025 LOBBYIST  
CONTRACT FOR THE PROPOSED NORTH ZUMBRO SANITARY SEWER DISTRICT  
STATE CAPITAL REQUEST**

**WHEREAS:** The Cities of Goodhue, Pine Island, Wanamingo, and Zumbrota (“The Cities”) have been formally meeting monthly since August 2020 to discuss and work toward future sanitary sewer treatment needs; and

**WHEREAS:** “The Cities” have contracted their consulting engineer firms and have produced a feasibility report that recommends the formation of a Sanitary Sewer District and the construction of a regional wastewater treatment plant and collection system; and

**WHEREAS:** Each of “The Cities” have separately applied to the Minnesota Pollution Control Agency (MPCA) to have the regional wastewater treatment plant and collection system for the eventual North Zumbro Sanitary Sewer District be placed on the Clean Water Project Priority List (PPL); and

**WHEREAS:** In June 2023 “The Cities” have collectively submitted a capital request to Minnesota Management and Budget Office for a capital request in the State Bonding Bill for the formation of a Sanitary Sewer District and the construction of a regional wastewater treatment plant and collection system; and

**WHEREAS:** “The Cities” hired Winthrop & Weinstine for \$18,000 (\$4,500 each) for the 2022 Minnesota Legislative Session, for \$36,750 for the 2023 Legislative Session, and for 36,750 for the 2024 Legislative Session for professional lobbying assistance to see the capital request through the legislative process; and

**WHEREAS:** “The Cities” worked jointly with Prairie Island Indian Community to lobby for the project during the 2022, 2023, and 2024 Minnesota Legislative Sessions; and

**WHEREAS:** The 2022 Minnesota Legislative Session was not successful with the full capital request sought by “The Cities”; and

**WHEREAS:** The 2023 Minnesota Legislative Session was successful with the award of \$10 Million State Capital Appropriation for Predesign, Land Acquisition, and Legal Work; and

**WHEREAS:** the 2024 Minnesota Legislative Session was not successful with the full capital request sought by “The Cities”; and

**WHEREAS:** There is a need to start over with the legislative process of legislative bonding tour visits, introducing bills, working with Minnesota Management and Budget Office to make the request into the Governor’s capital recommendations, sustain relationships with committee and staff members, and see the process through during the seven months lead up to the end of the 2025 legislative session; and

**WHEREAS:** “The Cities” do not have the staff time to solely start the legislative process over and see the request through legislative session; and

**WHEREAS:** The North Zumbro Sanitary District Joint Powers Executive Committee obtained a professional lobbyist quote from Winthrop & Weinstine of \$36,750 from September 1, 2024 – May 31, 2025; and

**WHEREAS:** The North Zumbro Sanitary District Joint Powers Executive Committee verified that the going lobbyist rate is roughly \$35,000-\$50,000 for work during the entirety of a legislative session; and

**WHEREAS:** The North Zumbro Sanitary District Joint Powers Executive Committee recommends approval of Winthrop & Weinstine (\$36,750 contract cost shared equally by the four Cities of Goodhue, Pine Island, Wanamingo, and Zumbrota) due to previous lobbyist work, long-term relationship with Prairie Island Indian Community, and multiple staff that are available to work on the effort.

**THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PINE ISLAND:** That the attached North Zumbro Sanitary Sewer District State Capital Request Lobbyist Contract (\$36,750 from September 1, 2024 through May 31, 2025 in which Pine Island will be responsible for an ¼ equal share) with Winthrop & Weinstine, is approved; and

**BE IT FURTHER RESOLVED:** That the Mayor and City Administrator are authorized to sign said subscriber agreement on behalf of the City of Pine Island.

**Adopted this 17<sup>th</sup> day of September 2024.**

SIGNED:

ATTEST:

\_\_\_\_\_  
David Friese, Mayor

\_\_\_\_\_  
Elizabeth R. Howard, City Administrator

Motion:

Second:

Ayes:

Nays:



## MEMORANDUM

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DATE: September 17<sup>th</sup>, 2024  
AGENDA ITEM: Planning Commission – A  
SUBJECT: Pine Bend Subdivision Final Plat  
ORIGINATING DEPT: Administration  
PREPARED BY: Steven Scheevel, Deputy City Administrator  
REQUEST FOR ACTION: Review Pine Bend Final Plat and Resolution 24-35

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Commissioners,

The city received an application for preliminary/final plat from Seth Friese (applicant) on June 20<sup>th</sup> 2024. This application proposes the platting of Pine Bend Subdivision on PID # 68.700.0072. This property has been rezoned to Urban Residential (R-3) to accommodate its future land uses.

Per Pine Island city code section 12.20 subd. 5 (B) the planning commission shall hold a public hearing and recommend such action or conditions relating to final plat applications. The planning commission held a public hearing allowing for public comment on the final plat application on August 14<sup>th</sup>, 2024 Notice of the public hearing was published in the paper of record in accordance with state statute and mailed to all property owners within 350ft of the subject property.

The administrative conditions that were set forth in the preliminary plat have been partially satisfied. Attached to this staff report are engineering comments produced by WiDSETH that include conditions for approval of the final plat and the current status of their completion. Engineering conditions should be considered in the recommendation regarding the proposed Pine Bend subdivision.

City Staff and the City Engineer have reviewed the included Pine Bend final plat and its supplementary information. Staff recommends approval of the final plat subject to the administrative and engineering conditions included in the resolution.

Respectfully Submitted,

Steven Scheevel  
Deputy City Administrator

August 12, 2024, Revised 9/13/24

Elizabeth Howard, City Administrator  
City of Pine Island  
250 South Main Street, PO Box 1000  
Pine Island, MN 55963

**City of Pine Island: Pine Bend Subdivision  
Report and Recommendation for review of the Pine Bend Subdivision Final Plat**

Dear Elizabeth,

The following are our comments pursuant to our review of the final plat for the proposed Pine Bend Subdivision.

**Report and Recommendation:** Pursuant to Section 12.21, Data for Preliminary and Final Plats, of the City of Pine Island Subdivision Regulations, the following are Staff's suggested conditions of approval and recommendation.

**Final Plat Conditions of Approval:**

1. Please include the appropriate approval and signature blocks on the plat.
  - a. Status - Completed
2. Please submit a revised preliminary plat that includes the Council approved conditions of approval.
  - a. Status - Completed
3. If there is a mortgage on the property, the mortgage holder shall sign the plat or sign a separate Consent to Plat.
  - a. Status – To Be Completed
4. Stormwater treatment for the proposed subdivision is intended to be satisfied by the construction of a stormwater pond on the City owned parcel to the east of the proposed Pine Bend subdivision. The construction of the stormwater pond and outlet shall be addressed in the development agreement.
  - a. Status – The stormwater pond construction, storm water fee obligation and dedication of the outlot to the City is addressed in sections 3.01 and 3.08 of the development agreement. Because the City will be utilizing the constructed stormwater pond when the City property is developed in the future, staff is proposing to assess half the typical storm water fee.
5. Ensure any plat corrections required by City Attorney, Kennedy & Graven are incorporated in the revised final plat.
  - a. Status – Plat revisions have been submitted for review.

6. The developer shall issue a title policy in favor of the City of Pine Island, insuring the City's interest as they appear in the plat of Pine Bend.
  - a. Status – Updated title work is being prepared by the developer.
7. The project plans, specifications and drainage report submitted for review shall be approved by the City Engineer prior to the City releasing the Final Plat for recording.
  - a. Status – Plan revisions have been submitted for review.
8. Provide a copy of the private driveway easement across Lot 1, Block 1 for the Walters' realigned driveway connecting into 3<sup>rd</sup> Ave NW.
  - a. Status – To be completed.
9. Prior to recording of the final plat, the applicant shall be required to enter into a development agreement providing construction of the public improvements necessary to serve the proposed subdivision.
  - a. Status – The development agreement has been submitted for developer review.
10. Access onto County 11 shall be approved by Goodhue County.
  - a. Status – The construction plans and permit application have been submitted to the County for review and approval.
11. Please incorporate any revisions required by the Goodhue County surveyor and/or recorder.
  - a. Status – Revisions have been incorporated and are being reviewed.

**Recommendation:** City Staff is recommending approval of the Final Plat submittal pursuant to the conditions listed and referenced above. The Planning Commission shall review and make a recommendation to the City Council for their formal approval or denial.

Sincerely,

A handwritten signature in black ink, appearing to read "Craig Britton". The signature is written in a cursive, flowing style.

Craig Britton, PE

**CITY OF PINE ISLAND**  
**NOTICE OF PUBLIC HEARING**  
**Planning & Zoning Commission – Wednesday, August 14th, 2024 at 7:00 PM**  
**Second Floor Pine Island City Hall**

Notice is hereby given that the Planning Commission of the City of Pine Island, MN will hold a public hearing on the above date and time to consider a Final Plat Application for the proposed Pine Bend Subdivision as depicted on the map (PID # 68.700.0072).



Any Person wishing to comment may do so at the time and location of the hearing or in writing to:

Elizabeth Howard  
City Administrator  
PO BOX 280  
Pine Island, MN 55963

Primary Taxpayer:	Address 1:	Address 3:
JAMES E WALTER TTEE	312 COUNTY RD 11 NW	PINE ISLAND MN 55963
COCKER PROPERTIES LLC	PO BOX 116	PINE ISLAND MN 55963
KAATS GYMNASTICS INC	191 COUNTY RD 11 NW	PINE ISLAND MN 55963
ROYAL COURT LLC	PO BOX 149	ORONOCO MN 55960
CITY OF PINE ISLAND	PO BOX 280	PINE ISLAND MN 55963
MARK SCHREADER	720 3RD AVE NW	PINE ISLAND MN 55963
SETH FRIESE	11714 COUNTY RD 3 NW	PINE ISLAND MN 55963



**CITY OF PINE ISLAND  
GOODHUE AND OLSMTERD COUNTIES  
STATE OF MINNESOTA**

**RESOLUTION NO. 24-38**

**A RESOLUTION APPROVING FINAL PLAT – PINE BEND SUBDIVISION**

WHEREAS, Seth Friese, applicant, has submitted a complete application for a Final Plat for a subdivision entitled “Pine Bend”; and

WHEREAS, the plat is consistent with the City of Pine Island zoning and subdivision regulations and applicable laws and ordinances; and

WHEREAS, the Pine Island Planning & Zoning Commission held a public hearing on August 14<sup>th</sup>, 2024 to hear public testimony on the proposed final plat; and

WHEREAS, upon the Planning & Zoning Commission review of the application information and taking public testimony, the Planning & Zoning Commission recommended approval of the final plat for the subdivision entitled “Pine Bend” subject to the conditions outlined in the City of Pine Island staff report and as listed below; and

WHEREAS, the Pine Island City Council has reviewed the application and City of Pine Island staff report and concurs with the findings and recommendation of the Pine Island Planning & Zoning Commission and City staff.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pine Island Minnesota, that after a hearing duly noticed and held on September 17<sup>th</sup>, 2024 in the Council Chambers of the City of Pine Island, the City Council approves the final plat for “Pine Bend” with the following conditions:

**Final Plat Conditions of Approval:**

1. Final plat shall include the appropriate approval and signature blocks.
2. If there is a mortgage on the property, the mortgage holder shall sign the plat or sign a separate Consent to Plat document.
3. The developer shall issue a title policy in favor of the City of Pine Island, ensuring the City’s interest as they appear in the plat of Pine Bend Subdivision.
4. Prior to recording of the final plat, the applicant shall be required to enter into a development agreement providing construction of the public improvements necessary to serve the proposed subdivision.

5. Per section 12.21 Subd. 1, A & B the following updated documents shall be submitted before approval of the final plat:
  - a. Proof of ownership of the property such as a current title commitment or equivalent.
  - b. Easements of record (referenced in the current title commitment, current title opinion or certificate of title).
6. The revised project plans and specifications submitted for review dated September 6<sup>th</sup>, 2024, shall be approved by the City Engineer prior to the City releasing the Plat for recording.
7. Prior to recording of the final plat an access permit must be issued by Goodhue County for access onto County Rd 11.

Adopted by the City Council of the City of Pine Island this 17th day of September 2024.

ATTEST:

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David Friese, Mayor

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Elizabeth Howard, City Administrator



MEMORANDUM

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DATE: September 17<sup>th</sup>, 2024  
AGENDA ITEM: Planning Commission – B  
SUBJECT: Pine Bend Subdivision Development Agreement  
ORIGINATING DEPT: Administration  
PREPARED BY: Steven Scheevel, Deputy City Administrator  
REQUEST FOR ACTION: Review Pine Bend Development Agreement

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Commissioners,

The city received an application for preliminary/final plat from Seth Friese (applicant) on June 20<sup>th</sup> 2024. This application proposes the platting of Pine Bend Subdivision on PID # 68.700.0072. This property has been rezoned to Urban Residential (R-3) to accommodate its future land uses.

As a condition of the Pine Bend final plat approve the city and applicant must enter into a development agreement providing construction of the public improvements necessary to serve the proposed subdivision. Attached to this memo is a proposed development agreement between the City of Pine Island and Seth Friese Construction LLC.

City Staff drafted the agreement and have made appropriate revisions based on discussion with the proposed developer. The remaining details to be completed on the agreement are the water, sewer, and stormwater access fees that are included as a separate point of discussion during the September 17<sup>th</sup> meeting. Staff recommends adopting any newly agreed upon WAC & SAC fees into this agreement. The applicant is also requesting a reduction in the Storm Water Access fee as the proposed stormwater pond will be utilized by the city as a part of future development. Staff has proposed a reduction of the stormwater access fee of 50%.

City Staff have reviewed the included Pine Bend Development Agreement and recommend approval with the aforementioned updates to water, sewer, and stormwater access fees.

Respectfully Submitted,

Steven Scheevel  
Deputy City Administrator

**DEVELOPMENT AGREEMENT FOR  
PINE BEND SUBDIVISION**

THIS AGREEMENT is entered this \_\_\_\_\_ day of September, 2024, by and between the City of Pine Island, a Minnesota municipal corporation (the “City”), and Seth Friese Construction LLC, a Minnesota limited liability company (“Developer”).

**RECITALS**

- A. The Developer is the fee owner of approximately 4.61 acres of real estate located in the City and described in Exhibit A attached hereto (the “Property”).
- B. The City has rezoned the Property from Agricultural (Ag) to Urban Residential District (R-3) as shown in Exhibit B attached hereto.
- C. The City has approved the preliminary plat of the Property as “Pine Bend” pursuant to Resolutions 24-31. Among other conditions, the Developer is required to enter into this Development Agreement providing for the completion of a bituminous road, storm water facilities, sanitary sewer and water main (together, “Subdivision Improvements”) constructed to standards approved by the City to serve the intended 14 lot subdivision.

**AGREEMENT**

**ARTICLE ONE  
REPRESENTATIONS AND WARRANTIES**

1.01. City Representations and Warranties. The City makes the following representations as the basis for the undertaking on its part contained herein:

- (a) The City is a municipal corporation under the laws of Minnesota.
- (b) The City has the right, power and authority to execute, deliver and perform its obligations under this Agreement.

1.02. Developer Representation and Warranties. The Developer makes the following representations as the basis for the undertakings on its part contained herein:

- (a) The Developer is fee Developer of the Property, is duly organized under the laws of the State of Minnesota, is in good standing under the laws of Minnesota, and is not in violation of any organizational documents in any manner which would have a material impact upon the enforceability of this Agreement or the undertakings hereunder.
- (b) The Developer has the right, power, and authority to execute, deliver and perform its obligations under this Agreement. The Developer assures the City that the individuals who execute this Agreement on behalf of the Developer are duly authorized to sign and bind the Developer thereto.

- (c) The Developer is not in default under any lease, contract, or agreement to which it is a party or by which it is bound which would affect its performance under this Agreement. The Developer is not a party to or bound by any mortgage, lien, lease, agreement, instrument, order, judgment, or decree which would prohibit the execution or performance of this Agreement by the Developer or prohibit any of the transactions provided for in this Agreement.
- (d) The Developer has complied with and will continue to comply with all applicable federal, state and local statutes, laws, ordinances and regulations with respect to the Property. The Developer is not aware of any pending or threatened claim of any such violation.
- (e) There is no suit, action, arbitration or legal, administrative or other proceeding or governmental investigation pending or threatened against or affecting the Developer or the Property.
- (f) None of the representations and warranties made by the Developer or made in any exhibit hereto or memorandum or writing furnished by the Developer or on its behalf contains or will contain any untrue statement of material fact or omits any material fact, the omission of which would be misleading.
- (g) The Developer has sufficient funds or has obtained a commitment for financing construction of the Subdivision Improvements. The Developer will apply for and use its best efforts to obtain all required permits, licenses, approvals and authorizations.
- (h) The easements and rights-of-way platted by Developer and conveyed to the City for the Subdivision Improvements and adjoining streets convey good and valuable title, or easement interests, in the lands identified therein.

1.03. Incorporation of Recitals and Exhibits. The Recitals set forth above and the Exhibits attached hereto are incorporated into this Agreement.

## **ARTICLE TWO CONSTRUCTION OF SUBDIVISION IMPROVEMENTS**

2.01. Completion of Subdivision Improvements. The Developer shall substantially complete the construction of the Subdivision Improvements by September 1, 2025. Substantially complete shall mean the completion of all infrastructure with the exception of the final lift of bituminous pavement and associated structure adjustments. The final lift of bituminous pavement and structure adjustments shall be completed by August 15, 2026. In the event the Developer is unable to complete the Subdivision Improvements by the dates set forth above, Developer shall provide notice to the City as soon as is reasonably possible and Developer may, in conjunction with such notice, request an extension of the completion date.

2.02. Construction Specifications. The Developer shall construct the Subdivision Improvements in accordance with the plans and specifications approved by the City Engineer.

2.03. Waiver of Assessment Appeal. The cost to complete the Subdivision Improvements is estimated at \$640,000 (the "Improvement Cost"). The City requires the Developer to provide a

letter of credit (“LOC”) in the amount of \$800,000 to secure completion of the Subdivision Improvements. In the event Developer fails to timely complete the Subdivision Improvements, Developer consents to the City’s completion of the Subdivision Improvements at Developer’s sole expense and the City may draw from the LOC for such purpose. In addition, pursuant to Minn. Stat. § 462.3531, Developer, on behalf of all successors, assigns and lot purchasers, hereby waives all rights of appeal under Minn. Stat. § 429.081 or any other law related to the City’s assessment of the actual amount incurred by the City to complete or correct the Subdivision Improvements, up to an amount not to exceed 125% of the Improvement Cost. Such waiver includes waiver and release of: the requirement of hearings and notice of any hearings; any objection to the assessment proceedings; the bidding and letting of contracts, and; the calculation and assessment of any costs incurred by the City to complete or correct the Subdivision Improvements.

2.04. Final Inspection. The City may inspect the Developer’s work on the Subdivision Improvements at any time. Upon completion of the Subdivision Improvements, the City Engineer will make a final inspection of the work. The City shall have no obligation to accept the Subdivision Improvements but shall evaluate their consistency with federal, state and local laws and standards including the standards contained in the approved plans and specifications.

2.05. Insurance and Indemnification. Developer shall maintain commercially reasonable insurance protecting against lost in relation to construction of the Subdivision Improvements, which insurance policy shall name the City and City Engineer as an additional insured, and for which a certificate of insurance shall be provided to the City prior to recording of the final plat. Notwithstanding anything to the contrary in this Agreement, the City and/or City Engineer, its officers, agents, and employees shall not be liable or responsible in any manner to the Developer, Developer’s parent corporation(s), affiliates, subsidiaries, successors or assigns, the Developer’s contractor or subcontractors, material suppliers, laborers, or to any other person or persons for any claim, demand, damage, or cause of action of any kind or character arising out of or by reason of the execution of this Agreement, the performance and completion of the Subdivision Improvements, or development of the Property. The Developer, and the Developer’s successors or assigns, agree to protect, defend and save the City and City Engineer, and its officers, agents, and employees, harmless from all such claims, demands, damages, and causes of action and the costs, disbursements, and expenses of defending the same, including but not limited to, attorneys fees, consulting engineering services, and other technical, administrative or professional assistance. Nothing in this Agreement shall constitute a waiver or limitation of any immunity or limitation on liability to which the City is entitled under Minnesota Statutes, Chapter 466 or otherwise.

2.06. Compliance with Existing Laws. The Developer warrants that all work performed pursuant to this Agreement shall be in compliance with the City Code, all other applicable laws, ordinances, pertinent regulations, standards, and specifications of the City.

2.07. Erosion Control. The Developer shall construct permanent stormwater and quality control facilities within the property and adjacent City owned property, as required by the NPDES construction stormwater permit and City standards. Before land disturbance operations commence, the Stormwater Pollution Prevention Plan (SWPPP) shall be implemented by the Developer and reviewed by the City Engineer. The City may exercise reasonable discretion after work has begun by imposing additional reasonable erosion control requirements (temporary or permanent) for maintenance purposes. All areas disturbed by demolition, grading, excavating and backfilling operations shall be restored in accordance with the SWPPP and NPDES permit for the site.

In the event the Developer does not fully comply with the SWPPP or NPDES permit or with additional reasonable requirements imposed by the City in conformance with its Standards, the City may take immediate reasonable action deemed appropriate to control erosion. Except in cases of emergency, the City will notify the Developer three (3) days in advance (Sundays excluded) of any proposed action to control erosion. The Developer shall reimburse the City for all related costs the City has incurred for such preventive and/or emergency response actions to control erosion. Reimbursement shall be made to the City from the Developer within thirty (30) days of written notice by the City. Reimbursement will be actual costs incurred by the City. The City may draw on the LOC to pay all such related costs. The City shall have the right to suspend all Development and withhold issuance of building permits if the Development is not conducted in accordance with the SWPPP and NPDES permit.

2.08. Weed Control/Refuse Control. The Developer shall ensure the development is free from refuse, and that grass, and weed growth is maintained according to City regulations. If, at its sole discretion, the City finds that grass, or refuse is not maintained, the condition shall be corrected by the Developer within 72 hours of written notification by the City. If not corrected the City shall take action to correct the obstruction, or hazard at the Developer's expense.

### **ARTICLE THREE ADDITIONAL PROVISIONS**

3.01. Maintenance of Subdivision Improvements. The Developer shall be responsible for all maintenance work on the Property until such time the City accepts such improvements, at which time ownership of the Property shall be transferred to the City. The Developer shall guarantee the maintenance of the Subdivision Improvements pursuant to this Agreement for a period of one (1) calendar year after the date of final acceptance by the City.

The Developer is responsible for cleaning out and maintaining the stormwater pond constructed within the Property and adjacent City owned property until the subdivision has been completed. Once the subdivision is completed, the Developer shall remove the sediment from and make all required repairs to the stormwater pond. The City Engineer shall then inspect the stormwater pond for compliance prior to the City assuming control of the stormwater pond. The developer shall dedicate Outlot B as shown on the Pine Bend final plat to the City upon acceptance of the stormwater pond by the City.

3.02. Payment of City Costs. The Developer agrees to reimburse the City its actual costs of: (i) preparing and administering this Agreement, and; (ii) plat and subdivision approvals relating to the Property. The costs to be reimbursed by the Developer to the City shall include, but not be limited to, attorney's fees, engineering fees, inspection fees, and the costs and fees of other technical and professional assistance (including but not limited to the cost of City staff time) incurred or expended by the City on activities arising out of this Agreement. The cost of reimbursement by the Developer to the City is estimated to be \$20,000. The Developer shall pay such reimbursement costs to the City within thirty (30) days of being invoiced for said costs.

3.03. Park Dedication. The development is subject to parkland dedication as required in Section 12.30 Subd 9, letters H & I of the Pine Island Subdivision Regulations. In lieu of parkland dedication, the Developer shall pay an equivalent amount in cash for the portion required to be dedicated based on a fair market value of the land of \$15,000 per acre. The required parkland

dedication for the development is 0.34 acres based on the formula in the Pine Island Subdivision Regulations listed above (0.008 x 3.05 x 14 lots = 0.34 acres). The total parkland dedication fee to be paid by the Developer for this development is \$5,100 (\$15,000 x 0.34 acres).

3.04. Street Signs / Street Lights. The City will furnish, install and maintain all street signage within the public right-of-way. The City will invoice the Developer for the cost of furnishing and installing the street signage. The Developer shall make payment to the City within thirty (30) days of being invoiced for said costs. The Developer shall coordinate street light installation with the respective utility company. The City shall approve the light pole type and spacing prior to installation. The Developer shall be responsible for all costs associated with the street light installation. Once the street lights are installed, the City shall be responsible for operation and maintenance costs associated with the light poles.

3.06. Sewer Access Fee. The Property is subject to the following sanitary sewer availability charge (SAC) obligation for use of the public sanitary sewer collection and treatment systems. The sanitary sewer availability charge (SAC) applicable to the Property is \$XX per developable acres. There are 4.33 developable acres for the Property. The total sanitary sewer availability charge (SAC) obligation for the Property is \$XX. The sanitary sewer availability charge (SAC) obligation is due within 30 days of invoicing by the City.

3.07. Water Access Fee. The Property is subject to the following water availability charge (WAC) obligation for use of the public water tower and distribution systems. The water availability charge (WAC) applicable to the Property is \$XX per developable acres. There are 4.33 developable acres for the Property. The total water availability charge (WAC) obligation for the Property is \$XX. The water availability charge (WAC) obligation is due within 30 days of invoicing by the City.

3.08. Storm Water Access Fee. The property is subject to the following stormwater access fee obligation for the public storm sewer collection and stormwater treatment facility. The stormwater access fee applicable to the Property is \$XX per developable acres. There are 4.33 developable acres for the Property. Because the developer is constructing the stormwater pond which will be utilized for future City use when the adjacent City property is developed, the developer shall be accessed for 2.16 acres of the storm water fee obligation. The total stormwater access fee obligation for the Property is \$XX. The stormwater access fee obligation is due within 30 days of invoicing by the City.

3.09. Attorneys Fees. The Developer agrees to pay the City's costs and expenses, including, but not limited to, attorneys fees, in the event a suit or action is brought by the City against the Developer to enforce the terms of this Agreement.

3.10. Amendment. Any amendment to this Agreement must be in writing and signed by both parties.

3.11. Assignment. The Developer may not assign any of its obligations under this Agreement without the prior written consent of the City.

3.12. Agreement to Run with Land. This Agreement shall be recorded among the land records of Goodhue County, Minnesota. The provisions of this Agreement shall run with the Property and be binding upon the Developer and its assigns or successors in interest. Notwithstanding the foregoing, no deed or conveyance of the Property or any part thereof shall relieve the Developer of its liability for full performance of this Agreement unless the City expressly so releases the Developer in writing.



3.13. Representatives Not Individually Liable. No officer, agent or employee of the City shall be personally liable to the Developer, or any successor in interest, in the event of any default or breach by the City on any obligation or term of this Agreement.

3.14. Notices and Demands. Any notice, demand, or other communication under this Agreement by either party to the other shall be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally:

Seth Friese Construction LLC  
11714 County Rd 3 NW  
Pine Island, MN 55963

or at such other address with respect to either such party as that party may, from time to time, designate in writing and forward to the other as provided in this section 3.09.

3.15. Disclaimer of Relationships. The Developer acknowledges that nothing contained in this Agreement nor any act by the City or the Developer shall be deemed or construed by the Developer or by any third person to create any relationship of third-party beneficiary, principal and agent, limited or general partner, or joint venture between the City and the Developer.

3.16. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall constitute one and the same instrument.

3.17. Choice of Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the state of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the state or federal courts of Minnesota, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.

#### **ARTICLE FOUR REMEDIES ON DEFAULT**

4.01 Remedies on Default. Whenever any party defaults under this Agreement, the non-defaulting party may take any one or more of the following actions after providing 30 days written notice to the defaulting party if the default has not been cured or, if the default is by its nature incurable:

- (a) Suspend its performance under this Agreement until it receives assurances from the defaulting party, deemed adequate by the non-defaulting party, that the default will be cured;
- (b) Terminate or rescind this Agreement;
- (c) If the default occurs prior to completion of any portion of the Subdivision Improvements, the City may withhold the Certificate of Completion;
- (d) Enforce the specific performance of this Agreement;

- (e) Take whatever action, including legal or administrative action, which may appear necessary or desirable to the non-defaulting party to enforce performance and observance of any obligation, agreement, or covenant of the defaulting party under this Agreement or any other agreement required by this Agreement.

4.02 No Remedy Exclusive. Except as provided in this Agreement, no remedy is exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient.

4.03 No Additional Waiver Implied by One Waiver. In the event any covenant or agreement contained in this Agreement should be breached by either party and thereafter waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breach hereunder.





**EXHIBIT A**  
**LEGAL DESCRIPTION OF PROPERTY**

That part of the Southwest Quarter of the Southwest Quarter of Section 29, Township 109 North, Range 15 West, Goodhue County, Minnesota, described as follows:

Commencing at the southwest corner of the Southwest Quarter of said Section 29; thence on an assumed bearing of North 00 degrees 51 minutes 58 seconds East along the west line of said Southwest Quarter a distance of 405.26 feet to the northwest corner of PINE ISLAND INDUSTRIAL PARK NORTHWEST, according to the plat thereof on file at the County Recorder's Office, said Goodhue County; thence easterly 14.67 feet along the northerly line of said PINE ISLAND INDUSTRIAL PARK NORTHWEST on a non-tangential curve concave to the north, having a radius of 1399.39 feet, a central angle of 00 degrees 36 minutes 03 second and a chord which bears South 71 degrees 51 minutes 38 seconds East 14.67 feet, to the point of beginning; thence North 00 degrees 51 minutes 58 seconds East 561.09 feet; thence South 89 degrees 08 minutes 02 seconds East 336.00 feet; thence South 00 degrees 51 minutes 58 seconds West 620.17 feet to the northerly line of said PINE ISLAND INDUSTRIAL PARK NORTHWEST; thence westerly 342.00 feet along said northerly line on a nontangential curve concave to the north, having a radius of 1399.39 feet, a central angle of 14 degrees 00 minutes 10 seconds and a chord which bears North 79 degrees 09 minutes 45 seconds West 341.15 feet, to the point of beginning.

**Description prepared by:**

**Widseth Smith Nolting and Associates, Inc.**  
**3777 40<sup>th</sup> Avenue NW, Suite 200**  
**Rochester, MN 55901**

**EXHIBIT B**  
**REZONING EXHIBIT**



## MEMORANDUM

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DATE: September 17<sup>th</sup>, 2024  
AGENDA ITEM: Public Works & Engineering - A  
SUBJECT: Public Works Shop Gate  
ORIGINATING DEPT: Public Works  
PREPARED BY: Bryce Grobe  
REQUEST FOR ACTION: Request to Approve Purchase

To: Mayor and Council Members,

Over the past couple of months we have ran into some issues with our gate and opener at the Public Works Shop. The opener is outdated and showing extreme wear and is in need of replacement. The sliding gate is also showing extreme wear and stress in spots after many years of repairs. The new opener will give us multiple options to secure the gate. It has a keypad code, push button openers and also an app for being able to monitor from afar. We have available funds after our restroom project got pushed back until February 2025. Before you are quotes for full replacement and install of the Gate and Opener. After reviewing the quotes, Public Works feels that the quote from Thompsons Overhead Door would be in our best interest as Thompsons currently performs yearly maintenance on all overhead doors at the Shop and is the lowest quote obtained.

Thank you,

Bryce Grobe  
Streets & Parks Supervisor



815 Minnesota Ave S  
Oronoco, MN 55960  
(507) 281-1349

thompsonoffice@thompsongaragedoor.com

# Estimate

<b>ESTIMATE#</b>	2356
<b>DATE</b>	08/29/2024
<b>PO#</b>	

CUSTOMER
City of Pine Island Box 1000 Pine Island, MN 55963

SERVICE LOCATION
Main Shop 502 3rd Avenue Northeast Pine Island, MN 55963

DESCRIPTION	
Replace Gate Opener - Replace Gate & Rollers	
1) 24'x 89" Galvanized Slide Gate/Barb Wire with New Rollers	
1) Liftmaster Brand Model INSL24UL 24V BLDC Battery Back up	
1) Heater Kit for Gate Opener	
2) Wireless Safety Edges	
1) Photo Eye Kit	
1) Wireless Key Pad with Pedestal	
1) Gateway for My Q - (Smart Phone App)	
Hook up Existing Receiver and Remotes	
Option of Remotes	
Cat 5 or Cat 6 Needed at Gate - To be done by others	
10) 811LMX Single Button Remotes	

## Replace Gate Opener

Description	Qty	Rate	Total
Install New Gate (Labor/Material)	1.00	6,950.00	6,950.00
24'x 89" Galvanized Slide Gate/Barb Wire with New Rollers	1.00	0.00	0.00
Install Gate Opener (Labor/Material)	1.00	7,290.00	7,290.00
INSL24UL 24V BLDC High Traffic Commercial Slide Gate Operator ideal for most demanding slide gate environments	1.00	0.00	0.00
HTR Heater Kit for DC Commercial Operators	1.00	0.00	0.00
S505AL Monitored Small Profile Resistive Edge with aluminum channel 5ft	2.00	0.00	0.00
LMWEKITU LM WIRELESS EDGE MONITORED KIT	1.00	0.00	0.00
LMWETXU Monitored Wireless Edge Transmitter	1.00	0.00	0.00
Photo Eye LMRRUL with Heated Lense	1.00	0.00	0.00
Gateway Internet 828LM	1.00	0.00	0.00



Description	Qty	Rate	Total
Keypad KPW250 with pedestal	1.00	0.00	0.00
Remote 811LMX	10.00	41.00	410.00

**CUSTOMER MESSAGE**

TERMS:

- Delivery Or Installation Date is to be determined after signed proposal (contact for approximate time)
- Warranty: see enclosed information.
- Terms: 50% down, balance due upon completion. Finance charges will be added to past due accounts.
- Openings are to be prepared by others in accordance with specifications.
- Proposal is made for prompt acceptance Price subject to review after 7 days, due to steel market fluctuation
- If no concrete floor, additional charges may apply.
- Unless included in quote, we will not provide glass or framing.
- Any additional insurance for project to be paid by others.
- All electrical hook up of opener, photo eyes, wall buttons and three-button stations by others.

**Estimate Total: \$14,650.00**

**PRE-WORK SIGNATURE**

Signed By:



5 80th St SE  
 Rochester, MN 55904  
 507-993-2744

[jakelarson@apexfence.us](mailto:jakelarson@apexfence.us)  
 Cell:507-512-0134

To City of Pine Island - Attn: Bryce Grobe Date 9.10.24  
 Address \_\_\_\_\_ Phone \_\_\_\_\_  
 Project City Shop Gate Location: Pine Island MN

We propose to furnish the following:

Item #	Unit Price	Sub Total
Base Bid		<b>\$14,662</b>
Demo and dispose of existing cantilever gate and hardware Demo and dispose of existing gate operator  Furnish and install 1 each 24' wide by 8' tall cantilever slide gate with barbwire Includes new gate rollers and latch Includes new Liftmaster INSL24UL Includes keypad and stand Includes 10 single button remotes Includes hardware for MyQ application Includes photoeye Includes 1 each gate edge  <b>***Does not include any conduit, high voltage supply, or high voltage connections</b>  *Excludes surveying and staking. To be provided by others. *Includes sales tax *Assumes skid loader access around entire site *Assumes readymix concrete truck access around entire site *Excludes any removal of excess dirt from site. Dirt will be spread on site. *Excludes any bonds or bonding. *Excludes any core drilling *Excludes Union wages *Excludes prevailing or Davis/Bacon Wages *Assumes site will be within 1 inch of final grade prior to work. *Does not include any unforeseen conditions, such as private utilities, large rock, buried debris, major root systems. *Excludes any grounding *Does not include any delegated design		
Terms:	BALANCE DUE UPON COMPLETION OF OUR JOB	

DATE INSTALLATION DESIRED	NET TOTAL	<b>See Above</b>
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**PLEASE SIGN AND RETURN A COPY. THANK YOU!**

We accept above proposal:

BY: \_\_\_\_\_

BY: Jake Larson

DATE \_\_\_\_\_

# AMERICAN FENCE COMPANY



Omaha Lincoln Grand Island Kearney Sioux City Des Moines Cedar Rapids Sioux Falls Rochester  
AmeriFence Corporation – Kansas City AmeriFence Corporation – Madison American Security & Gate Company – Fargo

## FENCING & GATE PROPOSAL

Date: <b>9/12/24</b>	
Attn: <b>Bryce Grobe – Street and Parks Supervisor, City of Pine Island</b>	
Project: <b>Pine Island Public Works City Shop</b>	
Project Address: <b>502 3<sup>rd</sup> Ave NE, Pine Island, MN 55963</b>	
Scope:  <b>Remove the galvanized chain link cantilever gate.</b>  <b>Provide and install (1) 6'H x 24'W galvanized chain link cantilever gate w/ barbed wire. 72" 9 ga. 2" mesh KK selvage, 4" O.D. gate posts, 2-1/2" O.D. horizontals, 2" O.D. verticals, 1-5/8" O.D. bracing, and 12.5 ga. 4-pt. class III barbed wire. Posts are to be set in 16" x 54" concrete footings. All framework is to be cold rolled galvanized steel pipe.</b>  <b>Remove all automatic gate equipment.</b>  <b>Provide and install 1 LiftMaster INSL24UL 24VDC Continuous Duty Industrial Slide Gate Operator, 1 heater, 1 set of through-beam photo eyes, 1 safety edge kit, 1 KPW250 wireless keypad mounted on a gooseneck pedestal set in a concrete footing, and (4) 891LM 1-button standard remote controls.</b>	
Addenda: none were provided.	
Plan Sheets: none were provided.	Details: none were provided.
Spec Sheets: none were provided.	

Project Specific Notes:
1. No prevailing, union, or Davis-Bacon wage rates are included.
2. High voltage electrical hook-up is not included, to be done by a licensed electrician.
3. Only the scope and quantities listed above are covered under this quote; anything outside of this will need to be quoted before accepted.
4. Removals of stumps, brush, rocks, trees or other obstructions that may interfere with our scope are not included. Installation locations must be clear of all debris before work commences. This includes any hole filling from this debris.
5. If special-order material applies, it cannot be paid on a per-unit basis.
6. No permits, bonds, dues, completed operations, professional liability insurance or primary noncontributory is included unless noted in the scope above.
Start Date: Allow 2-4 weeks for submittals. Once approved, material will be ordered within 10 business days. Lead times can vary; request lead time of materials at time of submittal request.
Crew Size: 2-4 depending on available work.
<i>Notes are specific to the scope and directly impact project pricing. If not agreeable, advise prior to acceptance.</i>

<b>Project Pricing: \$14,889.00</b>
<i>Unless otherwise stated, pricing does not include excise tax, subject to change after 30 days of date of proposal. This proposal is not binding unless signature is affixed to page two. Do not sign and return this sheet without signed second page. A purchase order</i>

*initiates your project engineering process and holds your material pricing for 30 days. If American Fence Company does not receive approval to proceed with purchasing within this 30-day period, project pricing is subject to review.*

Contact Information: Austin Dinnes  
O: 507-289-0898 C: 507-721-9116  
a.dinnes@americafence.com

**Standard Notes & Exclusions: Unless otherwise noted:**

1. Two mobilizations are included for the installation of the fence.
2. Block-out(s) in concrete / masonry for fence by others. No core drilling included. Sleeves required but not provided by AFC.
3. No surveying and/or staking included. Fence line to be staked by others.
4. Private utilities to be located by others in accordance with State's One Call System standards. In the event these utilities are damaged as a result of improper locating, AFC will not be responsible for damages and associated costs.
5. Fence line to be staked clear of utilities. No excavation included for digging within 18" of utilities but at additional expense. Hand excavation due to interference with utilities at \$35.00 per post hole.
6. No permits, bonds, dues, completed operations, or primary-none contributory included.
7. No project specific employee background, drug screen or DMV history included. Add \$65.00 per employee if required.
8. No removals, grading, grubbing, and/or demolition are included.
9. No electrical wire, wiring, grounding, conduit, connections, and/or initial electrical/controls set-up. Only after electrician has confirmed connections and operations, AFC will review installation.
10. AFC will not be subject to liquidated damages or back charges as a result of delays.
11. Material fabricated per plans. No field verification, engineering, delegated design included.
12. Accounts not paid within thirty days will be charged eighteen percent (18%) per annum. No retention to be withheld.
13. No prevailing, union, or Davis-Bacon wages included.
14. No participation in billing processing programs, Textura. Participation fee to be added to contract if required.

**Terms and Conditions**

By signing this proposal, the customer has completely reviewed and agreed with the prices, specifications and conditions as stated herein. Furthermore, the customer is authorizing American Fence Corporation to complete the work. Unless stated, the fence does not include a warranty. Customer is financially responsible for cancellation fees and costs of special-order materials if the customer elects to cancel the contract. TERMS: 60% Down. Balance due on date of completion. No retention to be withheld. If withheld without approval, the contract amount will be 5% more than what is shown on the proposal. Service and handling charge of 1.5% per month-18% per annum applies to delinquent accounts not paid within 5 days of completion. Customer assumes full responsibility for location of property pins, staking of fence, and inaccurately placed pins and stakes. Customer understands that American Fence Company may stake the fence based on the proposal and/or in consideration of existing utilities that do not reflect the actual location of customer's property. Customer agrees to defend, hold harmless and indemnify American Fence Company against claims, liabilities and expenses for trespass and damage arising out of location of said fence. Customer assumes full responsibility for damage to marked and unmarked underground utility, telephone, T.V., cable or sprinkler systems. Customer requests, agrees or allows American Fence to locate the fence within 18 inches of any buried utilities; customer agrees to defend, hold harmless and indemnify American Fence Company against all claims, liabilities and expenses as a result of damage to these utilities and property. If the contract price is not paid when due, customer agrees to allow American Fence Company to trespass on to their property and remove fence at the company's discretion. Furthermore, customer agrees to indemnify and hold harmless American Fence Company for any damage done to the property as a result of removal of the fence. All modifications shall be in writing and shall be affixed to the original bid. This agreement and subsequent modifications shall be contingent upon strikes, accidents, shortages or delays beyond the control of American Fence Company. Time stated for installation is purely estimated. Customer agrees and accepts that AFC will not extend discounts or credits for any delays or be held responsible for interest charges on any payments made by customer. Changes to the fence due to varying ground conditions are not the responsibility of American Fence Company. Customer to carry fire, tornado and other necessary insurance. This proposal cannot be withdrawn by customer after acceptance of proposal. American Fence Company has the right to reject any bid. Legal and related fees accrued in an effort to collect on this account for whatever reason will be the responsibility of the customer. By signing this proposal, customer has completely reviewed and agreed with the prices, specifications and conditions as stated herein. Furthermore, customer is authorizing American Fence Company to complete the work. The customer is financially responsible for cancellation fees and costs of special-order materials in the event the customer elects to cancel the contract. TERMS: 60% Down. Balance due on substantial completion. Service and handling charge of 5% per month-60% per annum will apply to delinquent accounts past 10 days. Customer acknowledges that this is page two of two and has received page one.

By signing below, I acknowledge and agree with all stated herein inclusive of both pages one and two of this proposal.

Customer signature: \_\_\_\_\_ Date: \_\_\_\_\_

Customer printed name: \_\_\_\_\_ Date: \_\_\_\_\_

Customer invoicing email address: \_\_\_\_\_

REV 07-13-23

IX A

**CLAIMS**

**AUGUST 21, 2024 THROUGH SEPTEMBER 17, 2024**

<b>PAYROLL (2)</b>	\$	156,350.43
<b>ELECTRONIC FILED TRANSACTIONS</b>	\$	52,167.19
<b>BILLS</b>	\$	290,523.29
<b>TOTAL OPERATING EXPENSES</b>	\$	479,148.97
<b>INVESTMENTS</b>	\$	-
<b>DEBT PRINCIPAL</b>	\$	315.71
<b>PAYROLL</b>	\$	236,028.31
<b>INTEREST ON DEBT</b>	\$	726.59
<b>TIF, ANNEX TAX, NOTES 300 FUNDS</b>	\$	300.00
<b>CAPITAL OUTLAY 500 OBJECTS</b>	\$	19,891.94
<b>PROJECT EXPENSES 400 FUNDS</b>	\$	-
<b>TOTAL CLAIMS</b>	\$	547,785.84

CITY OF PINE ISLAND  
 Combined Check Register  
 For checks between: 08/21/24 - 09/17/24

Claims

Check #	Check Type	Vendor/Employee/Payee Number/Name	Check Amount	Period	Date Issued
-99259	Clm E	944 MDNR ACH TRANSACTION	737.58	8/24	08/15/24
-99258	Clm E	946 ARBORISTS OF ROCHESTER	2300.00	8/24	08/19/24
-99257	Clm E	27 AMAZON	323.10	8/24	08/20/24
-99256	Clm E	146 CULLIGAN OF GREATER ROCHESTER	50.25	8/24	08/20/24
-99255	Clm E	61 BADGER METER	1396.85	8/24	08/20/24
-99254	Clm E	139 CORE & MAIN LP	33.04	9/24	09/12/24
-99253	Clm E	588 PITNEY BOWES INC	127.80	9/24	09/02/24
-99252	Clm E	181 E.O. JOHNSON CO INC	153.93	8/24	08/21/24
-99251	Clm E	246 GOODHUE CTY CO-OP	395.00	9/24	09/04/24
-99250	Clm E	869 XCEL ENERGY	7.13	9/24	09/12/24
-99249	Clm E	128 CITY OF PINE ISLAND	3228.42	8/24	09/16/24
-99248	Clm E	1033 KUNZ ELECTRIC LLC	367.36	8/24	08/27/24
-99247	Clm E	944 MDNR ACH TRANSACTION	409.00	8/24	08/27/24
-99246	Clm E	110 CC-FRANDSEN BANK & TRUST	380.14	8/24	08/27/24
-99245	Clm E	344 JOHN DEERE FINANCIAL	1042.30	8/24	08/27/24
-99244	Clm E	106 CANON FINANCIAL SERVICES INC	199.00	9/24	09/01/24
-99243	Clm E	1030 WIENS THOMAS	48.43	8/24	08/29/24
-99242	Clm E	279 HAWKINS, INC.	6685.79	8/24	08/29/24
-99241	Clm E	264 GRAY, RACHEL	84.31	8/24	08/29/24
-99240	Clm E	705 SELCO LIBRARY FOUNDATION	436.02	8/24	08/29/24
-99239	Clm E	264 GRAY, RACHEL	80.40	8/24	08/29/24
-99238	Clm E	368 KENNEDY & GRAVEN	1303.50	8/24	08/29/24
-99237	Clm E	944 MDNR ACH TRANSACTION	310.70	8/24	08/30/24
-99236	Clm E	27 AMAZON	85.84	9/24	09/12/24
-99235	Clm E	593 PLUNKETT'S PEST CONTROL, INC	67.16	9/24	09/12/24
-99234	Clm E	452 MINNESOTA ENERGY RESOURCES	2168.20	9/24	09/12/24
-99233	Clm E	917 LRS PORTABLES OF MN	1005.99	9/24	09/12/24
-99232	Clm E	61 BADGER METER	1397.76	9/24	09/12/24
-99231	Clm E	281 HEALTH EQUITY	44.25	9/24	09/12/24
-99230	Clm E	917 LRS PORTABLES OF MN	134.22	9/24	09/12/24
-99229	Clm E	588 PITNEY BOWES INC	85.11	9/24	09/12/24
-99228	Clm E	146 CULLIGAN OF GREATER ROCHESTER	35.80	9/24	09/12/24
-99227	Clm E	78 BEVCOMM	5252.73	9/24	09/12/24
-99226	Clm E	613 PROFESSIONAL PRINTERS	484.60	9/24	09/12/24
-99225	Clm E	123 CINTAS	14.64	9/24	09/12/24
-99224	Clm E	2 5 STAR LIFE INSURANCE COMPANY	5616.00	9/24	09/12/24
-99223	Clm E	20 AG PARTNERS COOP	2106.43	9/24	09/12/24
-99222	Clm E	397 LINDE GAS AND EQUIPMENT INC	543.02	9/24	09/12/24
-99221	Clm E	15 ADVANCED ENGINEERING AND	4439.25	9/24	09/17/24
-99220	Clm E	595 POCKLINGTON, STEPHANIE	138.40	9/24	09/17/24
-99219	Clm E	705 SELCO LIBRARY FOUNDATION	436.02	9/24	09/17/24
-99218	Clm E	705 SELCO LIBRARY FOUNDATION	66.97	9/24	09/17/24
-99217	Clm E	582 PINE ISLAND LUMBER	20.99	9/24	09/17/24
-99216	Clm E	279 HAWKINS, INC.	3043.17	9/24	09/17/24
-99215	Clm E	979 AMILIA TECHNOLOGIES USA INC	112.65	9/24	09/17/24
-99214	Clm E	1040 FJOSER, RACHAEL	269.09	9/24	09/17/24
-99213	Clm E	680 SATHER, CASEY	413.11	9/24	09/17/24
-99212	Clm E	872 ZEP SALES & SERVICE	205.48	9/24	09/17/24
-99211	Clm E	765 STAPLES	922.32	9/24	09/17/24
-99210	Clm E	279 HAWKINS, INC.	2851.84	9/24	09/17/24
-99209	Clm E	259 GOPHER STATE ONE-CALL INC.	87.75	9/24	09/17/24
-99208	Clm E	401 LOHRENZ, GALEN	18.35	9/24	09/17/24
TOTAL ELECTRONIC CHECKS			52167.19		
-88461	Pay P	958 DALTON M. BLOCK	192.30	8/24	08/28/24
-88460	Pay P	867 RYAN BUCHHOLZ	139.42	8/24	08/28/24
-88459	Pay P	914 BRIANNA N. FOHRMAN	110.57	8/24	08/28/24
-88458	Pay P	817 DAVID FRIESE	438.92	8/24	08/28/24
-88457	Pay P	965 EVAN GORANSON	140.37	8/24	08/28/24
-88456	Pay P	791 NICKLUS N. GORANSON	51.42	8/24	08/28/24
-88455	Pay P	964 DERICK J HACKBARTH-FUNK	228.34	8/24	08/28/24
-88454	Pay P	642 BENJAMIN J. HERMANN	244.23	8/24	08/28/24
-88453	Pay P	966 ZACHARY KELLY	358.13	8/24	08/28/24
-88452	Pay P	793 BENJAMIN C. LENZ	296.14	8/24	08/28/24
-88451	Pay P	815 SAMUEL W. LENZ	128.34	8/24	08/28/24

-88450	Pay P	915 TAYLOR J MARSH	139.42 8/24	08/28/24
-88449	Pay P	637 BRANDON L MATHISON	144.23 8/24	08/28/24
-88448	Pay P	604 PATRICK PIKE	259.61 8/24	08/28/24
-88447	Pay P	684 ROBERT SCOTT POCKLINGTON	144.23 8/24	08/28/24
-88446	Pay P	631 BRANDON R SATHER	298.98 8/24	08/28/24
-88445	Pay P	763 CASEY SATHER	368.25 8/24	08/28/24
-88444	Pay P	963 BRADEN S SCHAEFER	128.85 8/24	08/28/24
-88443	Pay P	754 RYAN JOSEPH SCHAEFER	115.38 8/24	08/28/24
-88442	Pay P	917 EZRA C. SCHLOTTHAUER	244.23 8/24	08/28/24
-88441	Pay P	905 BRADLEY D. SCHMIDT	157.68 8/24	08/28/24
-88440	Pay P	916 MATTHEW R. SCHUTTE	178.33 8/24	08/28/24
-88439	Pay P	920 TORIN J. SCHWEISBERGER	296.14 8/24	08/28/24
-88438	Pay P	856 JORDAN JAMES THIEDE	147.56 8/24	08/28/24
-88437	Pay P	863 THOMAS WIENS	250.91 8/24	08/28/24
-88436	Pay P	1024 WALTER LEE ALLISON	264.80 8/24	08/28/24
-88435	Pay P	861 HEIDI M. BREID	1146.26 8/24	08/28/24
-88434	Pay P	992 SOPHIA CLUEVER	518.60 8/24	08/28/24
-88433	Pay P	726 KYLE RICHARD DESSNER	249.34 8/24	08/28/24
-88432	Pay P	988 BETHANY DICK	26.74 8/24	08/28/24
-88431	Pay P	978 ABIGAIL DIDERRICH	347.81 8/24	08/28/24
-88430	Pay P	1017 MADELINE DIDERRICH	232.42 8/24	08/28/24
-88429	Pay P	998 BRENNA DRISCOLL	396.35 8/24	08/28/24
-88428	Pay P	1020 RACHAEL FJOSER	1641.48 8/24	08/28/24
-88427	Pay P	975 HOPE FOX	399.85 8/24	08/28/24
-88426	Pay P	1000 WILLIAM FRAME	224.50 8/24	08/28/24
-88425	Pay P	993 JULIA FRANSEN	614.90 8/24	08/28/24
-88424	Pay P	985 SARAH FRANSEN	698.09 8/24	08/28/24
-88423	Pay P	1021 VIRGINIA GRAHAM	261.30 8/24	08/28/24
-88422	Pay P	842 RACHEL L. GRAY	2163.83 8/24	08/28/24
-88421	Pay P	783 BRYCE R. GROBE	1836.33 8/24	08/28/24
-88420	Pay P	1003 MEGHAN HEWITT	241.50 8/24	08/28/24
-88419	Pay P	953 LYLE W. HINKEL	111.86 8/24	08/28/24
-88418	Pay P	602 JAMES L HITCHCOCK	2005.66 8/24	08/28/24
-88417	Pay P	1002 GREGG HOUDEK	294.88 8/24	08/28/24
-88416	Pay P	900 ELIZABETH R. HOWARD	2964.78 8/24	08/28/24
-88415	Pay P	971 NOAH E HUDSON	294.90 8/24	08/28/24
-88414	Pay P	1004 BERNICE JENSON	295.10 8/24	08/28/24
-88413	Pay P	980 ABIGAIL JOHNSON	250.15 8/24	08/28/24
-88412	Pay P	966 ZACHARY KELLY	1102.42 8/24	08/28/24
-88411	Pay P	939 LISA M KING	965.68 8/24	08/28/24
-88410	Pay P	1006 ELIJAH KRENIK	286.50 8/24	08/28/24
-88409	Pay P	350 CAROL SUE KRUEGER	2039.87 8/24	08/28/24
-88408	Pay P	1018 JADEN LEE	533.89 8/24	08/28/24
-88407	Pay P	815 SAMUEL W. LENZ	1798.75 8/24	08/28/24
-88406	Pay P	745 GALEN HARVEY LOHRENTZ	210.55 8/24	08/28/24
-88405	Pay P	970 MAKAYLA MANNING	480.08 8/24	08/28/24
-88404	Pay P	102 KRAIG C. MAXSON	1400.86 8/24	08/28/24
-88403	Pay P	1025 POLLY NESS-GRIMALDO	244.80 8/24	08/28/24
-88402	Pay P	1009 EVIE NOLD	383.31 8/24	08/28/24
-88401	Pay P	995 NICK NORSTAD	79.91 8/24	08/28/24
-88400	Pay P	986 ASHLYNN OWEN	330.87 8/24	08/28/24
-88399	Pay P	977 GAVIN OWEN	180.31 8/24	08/28/24
-88398	Pay P	697 STEPHANIE J. POCKLINGTON	1529.78 8/24	08/28/24
-88397	Pay P	981 KAYLIE REILAND	415.05 8/24	08/28/24
-88396	Pay P	713 TODD Q ROBERTSON	2295.10 8/24	08/28/24
-88395	Pay P	1010 BO ROSANE	104.21 8/24	08/28/24
-88394	Pay P	781 KRISTA ANN ROWE	1462.49 8/24	08/28/24
-88393	Pay P	1015 AISLYN SATHER	512.38 8/24	08/28/24
-88392	Pay P	763 CASEY SATHER	1551.09 8/24	08/28/24
-88391	Pay P	1019 DYLAN SCHANDORFF	75.73 8/24	08/28/24
-88390	Pay P	959 STEVEN P. SCHEEVEL	1389.21 8/24	08/28/24
-88389	Pay P	1007 CALEB SCHROEDER	908.03 8/24	08/28/24
-88388	Pay P	916 MATTHEW R. SCHUTTE	134.88 8/24	08/28/24
-88387	Pay P	796 MIKE D. SELLOW	52.64 8/24	08/28/24
-88386	Pay P	979 AUDRIE SIMPSON	150.24 8/24	08/28/24
-88385	Pay P	1011 CARTER SISELL	269.42 8/24	08/28/24
-88384	Pay P	207 COLLEEN M. SORUM	363.22 8/24	08/28/24
-88383	Pay P	991 ELLA SORUM	377.39 8/24	08/28/24
-88382	Pay P	1012 KAREN STELZER	331.97 8/24	08/28/24
-88381	Pay P	1008 KYLE STELZER	600.45 8/24	08/28/24
-88380	Pay P	1001 KARLA J. THOMPSON	268.30 8/24	08/28/24
-88379	Pay P	919 CAROL TIPKA	318.08 8/24	08/28/24



-88378	Pay P	956 BRIAN C. WEIS	289.51	8/24	08/28/24
-88377	Pay P	1014 RIVER WEISSGERBER	330.91	8/24	08/28/24
-88376	Pay P	863 THOMAS WIENS	1993.70	8/24	08/28/24
-88375	Pay P	AFLAC-ACC AFLAC	654.78	8/24	08/30/24
-88374	Pay P	EXPENSE REIMBUR CITY OF PINE ISLAND EMPL	255.00	8/24	08/30/24
-88373	Pay P	DENTAL BENEFIT DELTA DENTAL	1048.54	8/24	08/30/24
-88372	Pay P	FIT EFTPS	14404.61	8/24	08/30/24
-88371	Pay P	EQUITABLE EQUITABLE FINANCIAL	300.00	8/24	08/30/24
-88370	Pay P	HSA BENEFIT HEALTHEQUITY	4366.50	8/24	08/30/24
-88369	Pay P	MEDICAL BENEFIT INNOVO BENEFITS ADMINISTR	19471.55	8/24	08/30/24
-88368	Pay P	LIFE INSURANCE KANSAS CITY LIFE	86.40	8/24	08/30/24
-88367	Pay P	MINNESOTA SIT MN DOR	2759.10	8/24	08/30/24
-88366	Pay P	PERA ADDL PUBLIC EMPLOYEES RETIREM	6066.14	8/24	08/30/24
-88365	Pay P	861 HEIDI M. BREID	1491.00	9/24	09/11/24
-88364	Pay P	998 BRENNA DRISCOLL	552.95	9/24	09/11/24
-88363	Pay P	1020 RACHAEL FJOSER	1789.39	9/24	09/11/24
-88362	Pay P	817 DAVID FRIESE	295.52	9/24	09/11/24
-88361	Pay P	842 RACHEL L. GRAY	2153.58	9/24	09/11/24
-88360	Pay P	783 BRYCE R. GROBE	2244.50	9/24	09/11/24
-88359	Pay P	848 MICHAEL S. HILDENBRAND	184.70	9/24	09/11/24
-88358	Pay P	953 LYLE W. HINKEL	217.14	9/24	09/11/24
-88357	Pay P	602 JAMES L HITCHCOCK	2520.17	9/24	09/11/24
-88356	Pay P	900 ELIZABETH R. HOWARD	3213.18	9/24	09/11/24
-88355	Pay P	971 NOAH E HUDSON	75.73	9/24	09/11/24
-88354	Pay P	790 JASON T. JOHNSON	226.26	9/24	09/11/24
-88353	Pay P	966 ZACHARY KELLY	1472.54	9/24	09/11/24
-88352	Pay P	939 LISA M KING	1168.95	9/24	09/11/24
-88351	Pay P	350 CAROL SUE KRUEGER	2426.76	9/24	09/11/24
-88350	Pay P	1018 JADEN LEE	209.47	9/24	09/11/24
-88349	Pay P	815 SAMUEL W. LENZ	2171.81	9/24	09/11/24
-88348	Pay P	745 GALEN HARVEY LOHRENZ	250.03	9/24	09/11/24
-88347	Pay P	637 BRANDON L MATHISON	692.62	9/24	09/11/24
-88346	Pay P	102 KRAIG C. MAXSON	1516.09	9/24	09/11/24
-88345	Pay P	1013 VERNON R. PAHL	226.26	9/24	09/11/24
-88344	Pay P	697 STEPHANIE J. POCKLINGTON	1647.96	9/24	09/11/24
-88343	Pay P	713 TODD Q ROBERTSON	2639.25	9/24	09/11/24
-88342	Pay P	781 KRISTA ANN ROWE	1546.45	9/24	09/11/24
-88341	Pay P	763 CASEY SATHER	1664.08	9/24	09/11/24
-88340	Pay P	959 STEVEN P. SCHEEVEL	1718.66	9/24	09/11/24
-88339	Pay P	1007 CALEB SCHROEDER	513.23	9/24	09/11/24
-88338	Pay P	796 MIKE D. SELLNOW	177.66	9/24	09/11/24
-88337	Pay P	207 COLLEEN M. SORUM	324.39	9/24	09/11/24
-88336	Pay P	962 BRANDI V. STALOCH	226.26	9/24	09/11/24
-88335	Pay P	919 CAROL TIPKA	318.08	9/24	09/11/24
-88334	Pay P	956 BRIAN C. WEIS	289.51	9/24	09/11/24
-88333	Pay P	863 THOMAS WIENS	1652.65	9/24	09/11/24
-88332	Pay P	FIT EFTPS	11647.50	9/24	09/13/24
-88331	Pay P	MINNESOTA SIT MN DOR	2270.00	9/24	09/13/24
-88330	Pay P	PERA ADDL PUBLIC EMPLOYEES RETIREM	6758.49	9/24	09/13/24
			TOTAL PAYROLL CHECKS		156350.43

53013	Clm SC	941 STATE OF MINNESOTA	151.50	8/24	08/16/24
53014	Clm SC	941 STATE OF MINNESOTA	2227.30	8/24	08/19/24
53015	Clm SC	941 STATE OF MINNESOTA	846.11	8/24	08/20/24
53016	Clm SC	941 STATE OF MINNESOTA	143.25	8/24	08/21/24
53017	Clm SC	941 STATE OF MINNESOTA	260.69	8/24	08/22/24
53018	Clm SC	823 U.S. POSTMASTER	420.65	8/24	08/22/24
53019	Clm SC	941 STATE OF MINNESOTA	3843.50	8/24	08/26/24
53020	Pay P	1022 MARGARET ANDRIST	271.80	8/24	08/28/24
53021	Pay P	1023 JANET MCNALLAN	215.80	8/24	08/28/24
53022	Clm SC	941 STATE OF MINNESOTA	1092.38	8/24	08/27/24
53023	Clm SC	64 BAKER & TAYLOR	720.18	8/24	08/27/24
53024	Clm SC	71 BECKLEYS INC	44.50	8/24	08/27/24
53025	Clm SC	1032 DDA HUMAN RESOURCES INC	12650.00	8/24	08/27/24
53026	Clm SC	166 DEMCO, INC.	106.09	8/24	08/27/24
53027	Clm SC	182 EARL F. ANDERSEN, INC.	156.30	8/24	08/27/24
53028	Clm SC	1034 ELECTIONSOURCE	299.02	8/24	08/27/24
53029	Clm SC	250 GOODHUE CO TREASURER	63936.68	8/24	08/27/24
53030	Clm SC	252 GOODHUE COUNTY ATTORNEY	2262.98	8/24	08/27/24
53031	Clm SC	1029 HADER FARMS TRUCKING INC	1934.85	8/24	08/27/24
53032	Clm SC	310 INCLUSION SOLUTIONS LLC	1772.43	8/24	08/27/24
53033	Clm SC	324 ISLAND TIRE, LLC	1720.00	8/24	08/27/24

53034	Clm SC	1031 KISRO, BRITTANY	72.17	8/24	08/27/24
53035	Clm SC	428 MENARDS ROCHESTER NORTH	219.10	8/24	08/27/24
53036	Clm SC	464 MN DEPARTMENT OF HEALTH	3674.00	8/24	08/27/24
53037	Clm SC	480 MN POLLUTION CONTROL AGENCY	45.00	8/24	08/27/24
53038	Clm SC	511 NORTH CENTRAL LABORATORIES	326.90	8/24	08/27/24
53039	Clm SC	512 NORTH SHORE ANALYTICAL, INC	305.00	8/24	08/27/24
53040	Clm SC	517 NUSS TRUCK & EQUIPMENT	1258.54	8/24	08/27/24
53041	Clm SC	572 PINE HAVEN	20000.00	8/24	08/27/24
53042	Clm SC	976 SAFEbuilt, LLC LOCKBOX #88135	41706.35	8/24	08/27/24
53043	Clm SC	792 THATCHER POOLS AND SPAS, INC.	144.99	8/24	08/27/24
53044	Clm SC	806 TONNA MECHANICAL INC	1548.59	8/24	08/27/24
53045	Clm SC	831 VAN PAPER COMPANY	104.98	8/24	08/27/24
53046	Clm SC	857 WIDSETH	11113.16	8/24	08/27/24
53047	Clm SC	941 STATE OF MINNESOTA	629.65	8/24	08/28/24
53048	Clm SC	941 STATE OF MINNESOTA	417.03	8/24	08/29/24
53049	Clm SC	941 STATE OF MINNESOTA	171.25	8/24	08/30/24
53050	Clm SC	1035 NESS-GRIMALDO POLLY	244.80	8/24	08/30/24
53051	Clm SC	941 STATE OF MINNESOTA	4986.88	9/24	09/03/24
53052	Clm SC	941 STATE OF MINNESOTA	428.15	9/24	09/04/24
53053	Clm SC	579 PINE ISLAND CHEESE FEST COMM	75.00	3/24	09/04/24
53054	Clm SC	941 STATE OF MINNESOTA	561.65	9/24	09/05/24
53055	Clm SC	941 STATE OF MINNESOTA	4615.41	9/24	09/06/24
53056	Clm SC	941 STATE OF MINNESOTA	3004.01	9/24	09/09/24
53057	Clm SC	941 STATE OF MINNESOTA	732.50	9/24	09/10/24
53058	Clm SC	941 STATE OF MINNESOTA	566.78	9/24	09/11/24
53059	Clm SC	941 STATE OF MINNESOTA	876.30	9/24	09/12/24
53060	Clm SC	9 ACE HARDWARE ZUMBROTA	30.57	9/24	09/12/24
53061	Clm SC	49 ARNOLDS, A KLEEN-TECH COMPANY	94.50	9/24	09/12/24
53062	Clm SC	64 BAKER & TAYLOR	542.85	9/24	09/12/24
53063	Clm SC	68 BAUER BUILT TIRE	2287.00	9/24	09/12/24
53064	Clm SC	91 BDS CONTRACT DOOR & HARDWARE CO	295.00	9/24	09/12/24
53065	Clm SC	71 BECKLEYS INC	44.50	9/24	09/12/24
53066	Clm SC	89 BOUND TREE MEDICAL, LLC	176.56	9/24	09/12/24
53067	Clm SC	101 BRUENING ROCK PRODUCTS, INC	2732.69	9/24	09/12/24
53068	Clm SC	182 EARL F. ANDERSEN, INC.	113.50	9/24	09/12/24
53069	Clm SC	185 EICKHOF COLUMBARIA INC	49.61	9/24	09/12/24
53070	Clm SC	1037 ELPIS ENTERPRISES	280.00	9/24	09/12/24
53071	Clm SC	1036 ESTATE OF JEAN VANGNESS	395.00	9/24	09/12/24
53072	Clm SC	215 FIRE SAFETY USA, INC	799.45	9/24	09/12/24
53073	Clm SC	250 GOODHUE CO TREASURER	31968.34	9/24	09/12/24
53074	Clm SC	252 GOODHUE COUNTY ATTORNEY	1131.49	9/24	09/12/24
53075	Clm SC	254 GOODHUE COUNTY FINANCE OFFICE	300.00	9/24	09/12/24
53076	Clm SC	257 GOODHUE ENVIRONMENTAL SERVICES	456.00	9/24	09/12/24
53077	Clm SC	258 GOODIN COMPANY	63.74	9/24	09/12/24
53078	Clm SC	265 GRIMSRUD PUBLISHING, INC	516.78	9/24	09/12/24
53079	Clm SC	275 HARDWARE HANK	1306.52	9/24	09/12/24
53080	Clm SC	1038 INTERNATIONAL WOLF CENTER	75.00	9/24	09/12/24
53081	Clm SC	323 ISLAND MARKET	574.95	9/24	09/12/24
53082	Clm SC	366 KEN KRAMER ENTERPRISES LLC	390.00	9/24	09/12/24
53083	Clm SC	400 LODERMEIER'S	414.90	9/24	09/12/24
53084	Clm SC	428 MENARDS ROCHESTER NORTH	13.99	9/24	09/12/24
53085	Clm SC	455 MINNESOTA STATE FIRE CHIEFS AS	425.00	9/24	09/12/24
53086	Clm SC	511 NORTH CENTRAL LABORATORIES	190.88	9/24	09/12/24
53087	Clm SC	1039 OLMSTED COUNTY ENVIRONMENTAL RESO	341.14	9/24	09/12/24
53088	Clm SC	572 PINE HAVEN	10000.00	9/24	09/12/24
53089	Clm SC	580 PINE ISLAND FIREMENS RELIEF	22809.35	9/24	09/12/24
53090	Clm SC	593 PLUNKETT'S PEST CONTROL, INC	573.73	9/24	09/12/24
53091	Clm SC	597 POLLARDWATER	1856.91	9/24	09/12/24
53092	Clm SC	621 QUALITY FLOW SYSTEMS, INC	12610.26	9/24	09/12/24
53093	Clm SC	976 SAFEbuilt, LLC LOCKBOX #88135	10393.41	9/24	09/12/24
53094	Clm SC	694 SCHUMACHER ELEVATOR COMPANY	564.38	9/24	09/12/24
53095	Clm SC	740 SL CONTRACTING INC	7200.00	9/24	09/12/24
53096	Clm SC	959 TILFORD CONSTRUCTION INC	5650.00	9/24	09/12/24
53097	Clm SC	826 UTILITY CONSULTANTS, INC	1584.88	9/24	09/12/24
53098	Clm SC	829 VALLEY ELECTRIC LLC	675.00	9/24	09/12/24
53099	Clm SC	885 VALLI INFORMATION SYSTEMS INC	116.02	9/24	09/12/24
53100	Clm SC	831 VAN PAPER COMPANY	239.99	9/24	09/12/24
53101	Clm SC	857 WIDSETH	26080.13	9/24	09/12/24

TOTAL PAPER CHECKS 339268.22

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
<b>101 General Fund</b>						
10100 Cash - Frandsen Bank &	-3,077,290.70	6,234.33	444.61	0.00	152,017.00	-3,222,628.76
10200 Petty Cash - City Hall	50.00	0.00	0.00	0.00	0.00	50.00
10202 PETTY CASH - POOL	100.00	0.00	0.00	100.00	0.00	0.00
10307 4M Fund - General Fund	1,399,095.33	0.00	0.00	0.00	0.00	1,399,095.33
10400 Investments	2,189,885.58	0.00	0.00	0.00	0.00	2,189,885.58
10450 Accrued Interest Receivable	5,343.33	0.00	0.00	0.00	0.00	5,343.33
<b>Total Fund</b>	<b>517,183.54</b>	<b>6,234.33</b>	<b>444.61</b>	<b>100.00</b>	<b>152,017.00</b>	<b>371,745.48</b>
<b>205 Heritage Preservation</b>						
10100 Cash - Frandsen Bank &	2,467.34	0.00	0.00	0.00	0.00	2,467.34
<b>211 Library</b>						
10100 Cash - Frandsen Bank &	99,661.38	0.54	0.00	0.00	10,093.98	89,567.94
10200 Petty Cash - City Hall	50.00	0.00	0.00	0.00	0.00	50.00
10305 4M Fund - Library Savings	156,677.67	0.00	0.00	0.00	0.00	156,677.67
10403 Selco Foundation	37,927.90	0.00	0.00	0.00	0.00	37,927.90
10410 Mondale Investments	8,179.89	0.00	0.00	0.00	0.00	8,179.89
<b>Total Fund</b>	<b>302,496.84</b>	<b>0.54</b>			<b>10,093.98</b>	<b>292,403.40</b>
<b>221 Fire Fund</b>						
10100 Cash - Frandsen Bank &	-24,454.70	0.00	0.00	0.00	0.00	-24,454.70
<b>245 Storm Water Utility</b>						
10100 Cash - Frandsen Bank &	42,404.29	495.44	0.00	7.00	3,800.00	39,092.73
10304 4M Fund - Storm Sewer	83,561.34	0.00	0.00	0.00	0.00	83,561.34
<b>Total Fund</b>	<b>125,965.63</b>	<b>495.44</b>		<b>7.00</b>	<b>3,800.00</b>	<b>122,654.07</b>
<b>246 River Flood Monitor</b>						
10100 Cash - Frandsen Bank &	10,140.18	0.00	0.00	0.00	0.00	10,140.18
<b>250 Capital Equipment Fund</b>						
10100 Cash - Frandsen Bank &	423,079.68	0.00	0.00	0.00	0.00	423,079.68
10306 4M Fund - Capital Equipment	431,093.86	0.00	0.00	0.00	0.00	431,093.86
10400 Investments	274,256.54	0.00	0.00	0.00	0.00	274,256.54
<b>Total Fund</b>	<b>1,128,430.08</b>					<b>1,128,430.08</b>
<b>255 Economic Dev Authority</b>						
10100 Cash - Frandsen Bank &	139,277.01	0.26	0.00	0.00	318.44	138,958.83
10400 Investments	7,148.71	0.00	0.00	0.00	0.00	7,148.71
<b>Total Fund</b>	<b>146,425.72</b>	<b>0.26</b>			<b>318.44</b>	<b>146,107.54</b>
<b>260 PI Revolving Loan Fund</b>						
10100 Cash - Frandsen Bank &	120,290.66	180.00	0.00	0.00	0.00	120,470.66
10430 CD-T Kuball Spruce Up	31,629.78	0.00	0.00	0.00	0.00	31,629.78
<b>Total Fund</b>	<b>151,920.44</b>	<b>180.00</b>				<b>152,100.44</b>
<b>261 EDA - Rev Loan Fund</b>						
10100 Cash - Frandsen Bank &	295,722.23	0.00	0.00	0.00	0.00	295,722.23
<b>270 Disaster Relief Fund</b>						
10100 Cash - Frandsen Bank &	17.38	0.00	0.00	0.00	0.00	17.38
10201 Petty Cash - Disaster	500.00	0.00	0.00	0.00	0.00	500.00
<b>Total Fund</b>	<b>517.38</b>					<b>517.38</b>
<b>280 Charitable Gambling Donation Fund</b>						
10100 Cash - Frandsen Bank &	94,993.26	0.00	0.00	0.00	0.00	94,993.26

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
308 2018 Pool Bond						
10100 Cash - Frandsen Bank &	96,629.41	0.00	0.00	0.00	0.00	96,629.41
312 2017 Project Bond 2017A						
10100 Cash - Frandsen Bank &	191,603.35	0.00	0.00	0.00	0.00	191,603.35
313 2020A GO IMP Note						
10100 Cash - Frandsen Bank &	260,633.56	0.00	0.00	0.00	0.00	260,633.56
10499 January Tax Settlement	8,533.64	0.00	0.00	0.00	0.00	8,533.64
<b>Total Fund</b>	<b>269,167.20</b>					<b>269,167.20</b>
314 2020B GO Refunding Note						
10100 Cash - Frandsen Bank &	464,518.03	0.00	0.00	0.00	0.00	464,518.03
10499 January Tax Settlement	1,434.17	0.00	0.00	0.00	0.00	1,434.17
<b>Total Fund</b>	<b>465,952.20</b>					<b>465,952.20</b>
315 2021 A GO Refunding Note						
10100 Cash - Frandsen Bank &	212,233.13	0.00	0.00	0.00	0.00	212,233.13
323 2014B Crossover Refunding						
10100 Cash - Frandsen Bank &	245,221.10	0.00	0.00	0.00	0.00	245,221.10
382 TIF 1-17 Brewing Company						
10100 Cash - Frandsen Bank &	-218.82	0.00	0.00	0.00	100.00	-318.82
392 Wazuweeta Woods						
10100 Cash - Frandsen Bank &	111,832.23	0.00	0.00	0.00	100.00	111,732.23
393 Downtown Development						
10100 Cash - Frandsen Bank &	48,051.03	0.00	0.00	0.00	100.00	47,951.03
601 Water Fund						
10100 Cash - Frandsen Bank &	116,057.47	18,256.01	0.00	318.40	26,720.02	107,275.06
10200 Petty Cash - City Hall	50.00	0.00	0.00	0.00	0.00	50.00
10308 4M Fund - Water Fund	301,025.24	0.00	0.00	0.00	0.00	301,025.24
10400 Investments	1,193,106.52	0.00	0.00	0.00	0.00	1,193,106.52
<b>Total Fund</b>	<b>1,610,239.23</b>	<b>18,256.01</b>		<b>318.40</b>	<b>26,720.02</b>	<b>1,601,456.82</b>
602 Sewer Fund						
10100 Cash - Frandsen Bank &	95,658.31	25,652.54	0.00	279.63	35,172.34	85,858.88
10200 Petty Cash - City Hall	50.00	0.00	0.00	0.00	0.00	50.00
10309 4M Fund - Sewer Fund	361,230.29	0.00	0.00	0.00	0.00	361,230.29
10400 Investments	1,307,833.46	0.00	0.00	0.00	0.00	1,307,833.46
<b>Total Fund</b>	<b>1,764,772.06</b>	<b>25,652.54</b>		<b>279.63</b>	<b>35,172.34</b>	<b>1,754,972.63</b>
603 Evergreen Place						
10100 Cash - Frandsen Bank &	100,208.40	3.79	105.00	0.00	14,598.37	85,718.82
10301 4M 01-0216-003 Sec Deposit	2,272.89	0.00	0.00	0.00	0.00	2,272.89
10303 4M 01-0216-2003 Sec Deposit	24,581.82	0.00	0.00	0.00	0.00	24,581.82
<b>Total Fund</b>	<b>127,063.11</b>	<b>3.79</b>	<b>105.00</b>		<b>14,598.37</b>	<b>112,573.53</b>
604 Cemetery						
10100 Cash - Frandsen Bank &	26,015.17	1,400.50	0.00	0.00	946.31	26,469.36
10150 Reserved Earnings	5,000.00	0.00	0.00	0.00	0.00	5,000.00
10310 4M Fund - Cemetery Fund	10,034.16	0.00	0.00	0.00	0.00	10,034.16
10400 Investments	280,849.54	0.00	0.00	0.00	0.00	280,849.54
<b>Total Fund</b>	<b>321,898.87</b>	<b>1,400.50</b>			<b>946.31</b>	<b>322,353.06</b>
871 Deputy Registrar Fund						

CITY OF PINE ISLAND  
Cash Report  
For the Accounting Period: 9/24

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
10100 Cash - Frandsen Bank &	33,758.51	15,587.29	0.00	0.00	23,004.60	26,341.20
10200 Petty Cash - City Hall	200.00	0.00	0.00	0.00	0.00	200.00
<b>Total Fund</b>	<b>33,958.51</b>	<b>15,587.29</b>			<b>23,004.60</b>	<b>26,541.20</b>
910 Payroll Clearing Fund						
10100 Cash - Frandsen Bank &	571.13	0.00	71,456.64	58,492.82	0.00	13,534.95
930 Claims Clearing Fund						
10100 Cash - Frandsen Bank &	397,241.15	0.00	194,964.81	32,829.11	0.00	559,376.85
<b>Totals</b>	<b>8,648,022.83</b>	<b>67,810.70</b>	<b>266,971.06</b>	<b>92,026.96</b>	<b>266,971.06</b>	<b>8,623,806.57</b>

\*\*\* Transfers In and Transfers Out columns should match, with the following exceptions:

- 1) Cancelled electronic checks increase the Transfers In column. Disbursed column will be overstated by the same amount and will not balance to the Redeemed Checks List.
- 2) Payroll Journal Vouchers including local deductions with receipt accounting will reduce the Transfers Out column by the total amount of these checks.

101 General Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000 General Government							
41110 Council							
101	Full-Time Wages	1,255.00	10,915.00	15,000.00	15,000.00	4,085.00	73 %
122	FICA	96.00	834.92	930.00	930.00	95.08	90 %
125	Medicare Contributions	0.00	0.00	218.00	218.00	218.00	%
151	Worker s Comp Insurance	0.00	78.00	300.00	300.00	222.00	26 %
201	Office Supplies	0.00	255.83	2,000.00	2,000.00	1,744.17	13 %
331	Travel Expenses	0.00	60.00	1,000.00	1,000.00	940.00	6 %
340	Advertising	0.00	53.00	0.00	0.00	-53.00	%
361	General Liability Ins	0.00	1,253.43	1,600.00	1,600.00	346.57	78 %
433	Dues and Subscriptions	0.00	97.56	500.00	500.00	402.44	20 %
439	Seminar Registration	0.00	0.00	1,000.00	1,000.00	1,000.00	%
841	Maintenance/Service Contr	0.00	2,591.24	0.00	0.00	-2,591.24	%
	<b>Account Total:</b>	<b>1,351.00</b>	<b>16,138.98</b>	<b>22,548.00</b>	<b>22,548.00</b>	<b>6,409.02</b>	<b>72 %</b>
41410 Elections							
101	Full-Time Wages	0.00	6,124.82	9,500.00	9,500.00	3,375.18	64 %
121	PERA	0.00	118.24	713.00	713.00	594.76	17 %
122	FICA	0.00	181.76	589.00	589.00	407.24	31 %
125	Medicare Contributions	0.00	0.00	138.00	138.00	138.00	%
151	Worker s Comp Insurance	0.00	257.00	0.00	0.00	-257.00	%
255	Confections	0.00	105.37	500.00	500.00	394.63	21 %
331	Travel Expenses	0.00	703.50	900.00	900.00	196.50	78 %
351	Legal Notices Publishing	0.00	149.08	200.00	200.00	50.92	75 %
404	Repairs/Maint Machinery/E	0.00	2,752.97	4,000.00	4,000.00	1,247.03	69 %
	<b>Account Total:</b>	<b>0.00</b>	<b>10,392.74</b>	<b>16,540.00</b>	<b>16,540.00</b>	<b>6,147.26</b>	<b>63 %</b>
41590 Economic Development							
721	EDA Operations	0.00	117,519.89	117,519.00	117,519.00	-0.89	100 %
	<b>Account Total:</b>	<b>0.00</b>	<b>117,519.89</b>	<b>117,519.00</b>	<b>117,519.00</b>	<b>-0.89</b>	<b>100 %</b>
41940 General Govt Operations							
101	Full-Time Wages	15,789.80	224,915.07	380,571.00	380,571.00	155,655.93	59 %
103	Custodial Wages	142.50	2,493.75	3,823.00	3,823.00	1,329.25	65 %
121	PERA	1,194.94	17,885.72	28,830.00	28,830.00	10,944.28	62 %
122	FICA	1,213.35	18,157.09	23,833.00	23,833.00	5,675.91	76 %
125	Medicare Contributions	0.00	0.00	5,574.00	5,574.00	5,574.00	%
131	Employer Paid Health	3,526.45	54,127.13	76,731.00	76,731.00	22,603.87	71 %
151	Worker s Comp Insurance	0.00	1,933.00	3,500.00	3,500.00	1,567.00	55 %
163	Unemployment Claim	0.00	69.56	500.00	500.00	430.44	14 %
165	Cheese Fest	0.00	3,679.00	7,500.00	7,500.00	3,821.00	49 %
201	Office Supplies	44.50	3,251.40	6,000.00	6,000.00	2,748.60	54 %
203	Printed Forms	0.00	0.00	500.00	500.00	500.00	%
209	Newspapers	0.00	148.00	200.00	200.00	52.00	74 %
211	Cleaning Supplies	0.00	37.44	250.00	250.00	212.56	15 %
225	Landscaping Materials	0.00	169.36	1,000.00	1,000.00	830.64	17 %
260	Bank Service Charges	44.25	358.00	200.00	200.00	-158.00	179 %
301	Auditing and Acct g Servic	0.00	11,567.00	20,000.00	20,000.00	8,433.00	58 %
303	Engineering Fees	8,831.19	28,170.44	25,000.00	25,000.00	-3,170.44	113 %
304	Legal Fees	1,131.49	35,271.18	48,500.00	48,500.00	13,228.82	73 %
310	Recording Fees	0.00	254.00	0.00	0.00	-254.00	%

101 General Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
320	Ambulance Association	0.00	43,260.00	43,260.00	43,260.00	0.00	100 %
321	Telephone	476.53	4,807.05	7,000.00	7,000.00	2,192.95	69 %
322	Postage	6.72	497.28	600.00	600.00	102.72	83 %
329	Communications Expense	0.00	4,106.47	10,000.00	10,000.00	5,893.53	41 %
331	Travel Expenses	269.09	1,261.05	5,000.00	5,000.00	3,738.95	25 %
351	Legal Notices Publishing	0.00	2,561.87	4,000.00	4,000.00	1,438.13	64 %
361	General Liability Ins	0.00	7,280.53	7,500.00	7,500.00	219.47	97 %
381	Electric Utilities	0.00	2,432.19	4,500.00	4,500.00	2,067.81	54 %
382	Water/Sewer Utilities	0.00	335.99	700.00	700.00	364.01	48 %
383	Gas Utilities	0.00	1,544.25	3,800.00	3,800.00	2,255.75	41 %
384	Refuse/Garbage Disposal	0.00	102.00	450.00	450.00	348.00	23 %
385	Refuse - Spring Clean Up	0.00	3,017.26	4,500.00	4,500.00	1,482.74	67 %
401	Repairs/Maint Buildings	0.00	1,501.50	7,000.00	7,000.00	5,498.50	21 %
404	Repairs/Maint Machinery/E	8.64	863.43	9,000.00	9,000.00	8,136.57	10 %
407	Elevator Maintenance	142.86	1,142.88	1,700.00	1,700.00	557.12	67 %
408	Copy Machine Maintenanc	0.00	716.40	1,200.00	1,200.00	483.60	60 %
415	Contracted Services	0.00	903.70	0.00	0.00	-903.70	%
433	Dues and Subscriptions	0.00	3,765.46	8,500.00	8,500.00	4,734.54	44 %
435	Miscellaneous	0.00	16,491.42	30,000.00	30,000.00	13,508.58	55 %
439	Seminar Registration	0.00	1,949.24	4,000.00	4,000.00	2,050.76	49 %
440	Property Tax	0.00	3,563.00	5,500.00	5,500.00	1,937.00	65 %
510	Capital Outlay	0.00	53,868.89	100,000.00	100,000.00	46,131.11	54 %
841	Maintenance/Service Contr	0.00	3,182.18	0.00	0.00	-3,182.18	%
900	Assessment	0.00	0.00	300.00	300.00	300.00	%
	<b>Account Total:</b>	<b>32,822.31</b>	<b>561,641.18</b>	<b>891,022.00</b>	<b>891,022.00</b>	<b>329,380.82</b>	<b>63 %</b>
	<b>Account Group Total:</b>	<b>34,173.31</b>	<b>705,692.79</b>	<b>1,047,629.00</b>	<b>1,047,629.00</b>	<b>341,936.21</b>	<b>67 %</b>
42000	Public Safety						
42100	Police Administration						
311	Police	31,968.34	287,714.98	383,620.00	383,620.00	95,905.02	75 %
	<b>Account Total:</b>	<b>31,968.34</b>	<b>287,714.98</b>	<b>383,620.00</b>	<b>383,620.00</b>	<b>95,905.02</b>	<b>75 %</b>
42220	City Fire Fighting						
101	Full-Time Wages	0.00	46,579.68	78,610.00	78,610.00	32,030.32	59 %
103	Custodial Wages	71.25	1,211.24	1,911.00	1,911.00	699.76	63 %
121	PERA	5.34	96.14	143.00	143.00	46.86	67 %
122	FICA	5.45	11,188.66	4,992.00	4,992.00	-6,196.66	224 %
125	Medicare Contributions	0.00	0.00	1,168.00	1,168.00	1,168.00	%
151	Worker s Comp Insurance	0.00	8,903.00	15,000.00	15,000.00	6,097.00	59 %
163	Unemployment Claim	0.00	53.33	0.00	0.00	-53.33	%
170	Fire Retirement	13,261.25	13,261.25	13,261.00	13,261.00	-0.25	100 %
201	Office Supplies	0.00	443.67	1,545.00	1,545.00	1,101.33	29 %
206	Fire Prevention Supplies	0.00	0.00	2,250.00	2,250.00	2,250.00	%
211	Cleaning Supplies	0.00	69.67	600.00	600.00	530.33	12 %
212	Motor Fuels	0.00	2,080.46	4,000.00	4,000.00	1,919.54	52 %
215	Shop/Operating Supplies	0.00	3,352.73	4,000.00	4,000.00	647.27	84 %
219	Medical Supplies	0.00	1,036.58	5,000.00	5,000.00	3,963.42	21 %
221	Small Equipment	0.00	902.82	8,000.00	8,000.00	7,097.18	11 %
225	Landscaping Materials	0.00	0.00	150.00	150.00	150.00	%
260	Bank Service Charges	0.00	0.98	0.00	0.00	-0.98	%
301	Auditing and Acct g Servic	0.00	3,600.00	2,500.00	2,500.00	-1,100.00	144 %

101 General Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
321	Telephone	72.55	652.47	2,000.00	2,000.00	1,347.53	33 %
322	Postage	0.80	226.92	425.00	425.00	198.08	53 %
323	Radio Units	0.00	1,876.62	4,000.00	4,000.00	2,123.38	47 %
331	Travel Expenses	0.00	2,159.58	3,500.00	3,500.00	1,340.42	62 %
351	Legal Notices Publishing	0.00	38.80	100.00	100.00	61.20	39 %
361	General Liability Ins	0.00	8,147.06	8,500.00	8,500.00	352.94	96 %
381	Electric Utilities	0.00	1,375.25	3,300.00	3,300.00	1,924.75	42 %
382	Water/Sewer Utilities	0.00	276.70	1,500.00	1,500.00	1,223.30	18 %
383	Gas Utilities	0.00	1,831.00	4,500.00	4,500.00	2,669.00	41 %
384	Refuse/Garbage Disposal	0.00	440.00	1,000.00	1,000.00	560.00	44 %
401	Repairs/Maint Buildings	0.00	1,994.78	5,000.00	5,000.00	3,005.22	40 %
404	Repairs/Maint Machinery/E	0.00	14,179.76	28,000.00	28,000.00	13,820.24	51 %
410	Rentals (GENERAL)	0.00	81.00	750.00	750.00	669.00	11 %
415	Contracted Services	0.00	783.73	0.00	0.00	-783.73	%
417	Uniform	0.00	7,148.11	8,000.00	8,000.00	851.89	89 %
433	Dues and Subscriptions	0.00	4,810.00	2,000.00	2,000.00	-2,810.00	241 %
439	Seminar Registration	212.50	5,218.82	7,000.00	7,000.00	1,781.18	75 %
441	Physicals	0.00	2,377.50	3,000.00	3,000.00	622.50	79 %
450	2% State Fire Aid	0.00	0.00	72,830.00	72,830.00	72,830.00	%
841	Maintenance/Service Contr	0.00	280.88	0.00	0.00	-280.88	%
<b>Account Total:</b>		<b>13,629.14</b>	<b>146,679.19</b>	<b>298,535.00</b>	<b>298,535.00</b>	<b>151,855.81</b>	<b>49 %</b>
42221 Rural Fire Fighting							
101	Full-Time Wages	0.00	33,191.01	55,145.00	55,145.00	21,953.99	60 %
103	Custodial Wages	71.25	1,211.26	1,911.00	1,911.00	699.74	63 %
121	PERA	5.34	96.14	143.00	143.00	46.86	67 %
122	FICA	5.45	8,159.74	3,538.00	3,538.00	-4,621.74	231 %
125	Medicare Contributions	0.00	0.00	827.00	827.00	827.00	%
151	Worker s Comp Insurance	0.00	8,903.00	15,000.00	15,000.00	6,097.00	59 %
163	Unemployment Claim	0.00	53.32	0.00	0.00	-53.32	%
170	Fire Retirement	9,548.10	9,548.10	9,548.00	9,548.00	-0.10	100 %
201	Office Supplies	0.00	443.70	1,250.00	1,250.00	806.30	35 %
206	Fire Prevention Supplies	0.00	0.00	2,250.00	2,250.00	2,250.00	%
211	Cleaning Supplies	0.00	69.68	600.00	600.00	530.32	12 %
212	Motor Fuels	0.00	2,080.47	4,000.00	4,000.00	1,919.53	52 %
215	Shop/Operating Supplies	0.00	3,352.75	4,000.00	4,000.00	647.25	84 %
219	Medical Supplies	0.00	1,036.58	5,000.00	5,000.00	3,963.42	21 %
221	Small Equipment	0.00	902.82	8,000.00	8,000.00	7,097.18	11 %
260	Bank Service Charges	0.00	0.98	0.00	0.00	-0.98	%
301	Auditing and Acct g Servic	0.00	2,700.00	2,500.00	2,500.00	-200.00	108 %
321	Telephone	72.55	652.47	2,000.00	2,000.00	1,347.53	33 %
322	Postage	0.80	226.92	425.00	425.00	198.08	53 %
323	Radio Units	0.00	1,876.62	4,000.00	4,000.00	2,123.38	47 %
331	Travel Expenses	0.00	2,159.60	3,500.00	3,500.00	1,340.40	62 %
351	Legal Notices Publishing	0.00	38.80	100.00	100.00	61.20	39 %
363	Automotive Ins	0.00	13,001.00	11,500.00	11,500.00	-1,501.00	113 %
381	Electric Utilities	0.00	1,375.25	3,300.00	3,300.00	1,924.75	42 %
382	Water/Sewer Utilities	0.00	276.73	1,500.00	1,500.00	1,223.27	18 %
383	Gas Utilities	0.00	1,831.03	4,500.00	4,500.00	2,668.97	41 %
384	Refuse/Garbage Disposal	0.00	440.00	1,000.00	1,000.00	560.00	44 %
401	Repairs/Maint Buildings	0.00	1,994.79	5,000.00	5,000.00	3,005.21	40 %



101 General Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
404	Repairs/Maint Machinery/E	0.00	14,179.79	20,000.00	20,000.00	5,820.21	71 %
410	Rentals (GENERAL)	0.00	81.00	750.00	750.00	669.00	11 %
415	Contracted Services	0.00	783.73	0.00	0.00	-783.73	%
417	Uniform	0.00	7,148.12	8,000.00	8,000.00	851.88	89 %
433	Dues and Subscriptions	0.00	4,810.00	2,300.00	2,300.00	-2,510.00	209 %
439	Seminar Registration	212.50	5,218.81	7,000.00	7,000.00	1,781.19	75 %
441	Physicals	0.00	2,377.50	3,000.00	3,000.00	622.50	79 %
841	Maintenance/Service Contr	0.00	280.88	0.00	0.00	-280.88	%
	<b>Account Total:</b>	<b>9,915.99</b>	<b>130,502.59</b>	<b>191,587.00</b>	<b>191,587.00</b>	<b>61,084.41</b>	<b>68 %</b>
42222	Fire-Federal Grant Expenditure						
134	Employer Paid Life	5,616.00	5,616.00	5,200.00	5,200.00	-416.00	108 %
	<b>Account Total:</b>	<b>5,616.00</b>	<b>5,616.00</b>	<b>5,200.00</b>	<b>5,200.00</b>	<b>-416.00</b>	<b>108 %</b>
42400	Planning and Zoning						
201	Office Supplies	0.00	0.00	50.00	50.00	50.00	%
303	Engineering Fees	0.00	0.00	15,000.00	15,000.00	15,000.00	%
304	Legal Fees	0.00	0.00	1,000.00	1,000.00	1,000.00	%
351	Legal Notices Publishing	0.00	598.13	1,500.00	1,500.00	901.87	40 %
412	Building Inspection	0.00	61,594.33	55,000.00	55,000.00	-6,594.33	112 %
	<b>Account Total:</b>	<b>0.00</b>	<b>62,192.46</b>	<b>72,550.00</b>	<b>72,550.00</b>	<b>10,357.54</b>	<b>86 %</b>
42500	Civil Defense						
101	Full-Time Wages	0.00	0.00	6,000.00	6,000.00	6,000.00	%
113	Emergency Management Director	1,500.00	4,500.00	0.00	0.00	-4,500.00	%
121	PERA	0.00	0.00	450.00	450.00	450.00	%
122	FICA	114.20	342.56	372.00	372.00	29.44	92 %
125	Medicare Contributions	0.00	0.00	87.00	87.00	87.00	%
131	Employer Paid Health	132.57	260.76	0.00	0.00	-260.76	%
210	Operating Supplies	0.00	979.98	2,000.00	2,000.00	1,020.02	49 %
224	Sand & Salt	0.00	0.00	500.00	500.00	500.00	%
228	Other Repair Supplies	0.00	1,071.92	3,000.00	3,000.00	1,928.08	36 %
331	Travel Expenses	0.00	21.44	1,000.00	1,000.00	978.56	2 %
361	General Liability Ins	0.00	907.27	750.00	750.00	-157.27	121 %
381	Electric Utilities	0.00	609.97	1,100.00	1,100.00	490.03	55 %
400	Repairs & Maint Cont	0.00	0.00	400.00	400.00	400.00	%
415	Contracted Services	0.00	87.30	3,000.00	3,000.00	2,912.70	3 %
433	Dues and Subscriptions	0.00	444.00	1,000.00	1,000.00	556.00	44 %
510	Capital Outlay	0.00	0.00	10,000.00	10,000.00	10,000.00	%
841	Maintenance/Service Contr	0.00	467.20	0.00	0.00	-467.20	%
	<b>Account Total:</b>	<b>1,746.77</b>	<b>9,692.40</b>	<b>29,659.00</b>	<b>29,659.00</b>	<b>19,966.60</b>	<b>33 %</b>
42700	Animal Control						
201	Office Supplies	0.00	0.00	25.00	25.00	25.00	%
210	Operating Supplies	0.00	168.79	250.00	250.00	81.21	68 %
401	Repairs/Maint Buildings	0.00	0.00	300.00	300.00	300.00	%
415	Contracted Services	0.00	0.00	100.00	100.00	100.00	%
	<b>Account Total:</b>	<b>0.00</b>	<b>168.79</b>	<b>675.00</b>	<b>675.00</b>	<b>506.21</b>	<b>25 %</b>
	<b>Account Group Total:</b>	<b>62,876.24</b>	<b>642,566.41</b>	<b>981,826.00</b>	<b>981,826.00</b>	<b>339,259.59</b>	<b>65 %</b>

101 General Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
43000 Public Works							
43121 Streets & Alleys							
101	Full-Time Wages	11,558.81	198,473.20	293,985.00	293,985.00	95,511.80	68 %
104	Part-time Wages (Snow/Mower)	0.00	1,025.01	16,800.00	16,800.00	15,774.99	6 %
121	PERA	866.90	15,829.54	23,309.00	23,309.00	7,479.46	68 %
122	FICA	869.88	15,947.85	19,269.00	19,269.00	3,321.15	83 %
125	Medicare Contributions	0.00	0.00	4,506.00	4,506.00	4,506.00	%
131	Employer Paid Health	2,686.49	48,530.81	59,122.00	59,122.00	10,591.19	82 %
151	Worker s Comp Insurance	0.00	30,744.00	30,600.00	30,600.00	-144.00	100 %
163	Unemployment Claim	0.00	8,934.75	0.00	0.00	-8,934.75	%
201	Office Supplies	0.00	2,225.05	2,300.00	2,300.00	74.95	97 %
210	Operating Supplies	0.00	213.86	0.00	0.00	-213.86	%
212	Motor Fuels	-259.62	12,724.40	30,000.00	30,000.00	17,275.60	42 %
215	Shop/Operating Supplies	0.00	10,445.68	26,000.00	26,000.00	15,554.32	40 %
216	Chemicals-Paint Products	0.00	2,779.16	7,500.00	7,500.00	4,720.84	37 %
222	Tires	0.00	4,007.00	4,000.00	4,000.00	-7.00	100 %
224	Sand & Salt	0.00	44,551.56	56,000.00	56,000.00	11,448.44	80 %
225	Landscaping Materials	0.00	0.00	500.00	500.00	500.00	%
226	Sign Repair Materials	0.00	2,403.80	8,000.00	8,000.00	5,596.20	30 %
303	Engineering Fees	4,677.60	50,865.15	15,000.00	15,000.00	-35,865.15	339 %
304	Legal Fees	0.00	1,653.00	0.00	0.00	-1,653.00	%
321	Telephone	95.43	2,106.12	4,400.00	4,400.00	2,293.88	48 %
322	Postage	2.52	182.11	200.00	200.00	17.89	91 %
331	Travel Expenses	0.00	262.87	600.00	600.00	337.13	44 %
340	Advertising	0.00	0.00	200.00	200.00	200.00	%
361	General Liability Ins	0.00	8,518.36	10,000.00	10,000.00	1,481.64	85 %
381	Electric Utilities	0.00	2,524.98	5,500.00	5,500.00	2,975.02	46 %
382	Water/Sewer Utilities	0.00	1,030.20	5,000.00	5,000.00	3,969.80	21 %
383	Gas Utilities	0.00	3,080.66	9,000.00	9,000.00	5,919.34	34 %
384	Refuse/Garbage Disposal	0.00	916.40	2,200.00	2,200.00	1,283.60	42 %
401	Repairs/Maint Buildings	0.00	4,877.83	30,000.00	30,000.00	25,122.17	16 %
404	Repairs/Maint Machinery/E	0.00	36,031.33	50,000.00	50,000.00	13,968.67	72 %
406	Street Repairs	3,400.00	84,357.58	380,000.00	380,000.00	295,642.42	22 %
415	Contracted Services	0.00	24,608.11	44,000.00	44,000.00	19,391.89	56 %
416	Machinery Rentals	0.00	2,468.83	3,753.00	3,753.00	1,284.17	66 %
417	Uniform	0.00	2,808.94	4,400.00	4,400.00	1,591.06	64 %
424	Road Rock	0.00	7,779.97	20,000.00	20,000.00	12,220.03	39 %
425	Sidewalks	0.00	0.00	10,000.00	10,000.00	10,000.00	%
426	Safety Equipment/Educ.	0.00	1,976.91	5,000.00	5,000.00	3,023.09	40 %
433	Dues and Subscriptions	0.00	2,175.08	1,000.00	1,000.00	-1,175.08	218 %
436	Interest Expense	0.00	5,869.57	8,755.00	8,755.00	2,885.43	67 %
438	Taxes & Licenses	0.00	0.00	500.00	500.00	500.00	%
439	Seminar Registration	0.00	0.00	500.00	500.00	500.00	%
441	Physicals	0.00	679.00	1,100.00	1,100.00	421.00	62 %
841	Maintenance/Service Contr	0.00	2,309.94	0.00	0.00	-2,309.94	%
<b>Account Total:</b>		<b>23,898.01</b>	<b>645,918.61</b>	<b>1,192,999.00</b>	<b>1,192,999.00</b>	<b>547,080.39</b>	<b>54 %</b>

101 General Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
43160 Street Lighting							
227	Utility System Maintenance	675.00	675.00	3,000.00	3,000.00	2,325.00	23 %
361	General Liability Ins	0.00	576.27	600.00	600.00	23.73	96 %
381	Electric Utilities	0.00	33,238.68	60,000.00	60,000.00	26,761.32	55 %
	<b>Account Total:</b>	<b>675.00</b>	<b>34,489.95</b>	<b>63,600.00</b>	<b>63,600.00</b>	<b>29,110.05</b>	<b>54 %</b>
43260 Weed Control							
201	Office Supplies	0.00	0.00	50.00	50.00	50.00	%
351	Legal Notices Publishing	0.00	0.00	50.00	50.00	50.00	%
415	Contracted Services	0.00	2,715.00	3,000.00	3,000.00	285.00	91 %
	<b>Account Total:</b>	<b>0.00</b>	<b>2,715.00</b>	<b>3,100.00</b>	<b>3,100.00</b>	<b>385.00</b>	<b>88 %</b>
	<b>Account Group Total:</b>	<b>24,573.01</b>	<b>683,123.56</b>	<b>1,259,699.00</b>	<b>1,259,699.00</b>	<b>576,575.44</b>	<b>54 %</b>
45000 Culture and Recreation							
45124 Swimming Pools							
101	Full-Time Wages	0.00	72,973.35	78,510.00	78,510.00	5,536.65	93 %
122	FICA	0.00	5,582.42	4,868.00	4,868.00	-714.42	115 %
125	Medicare Contributions	0.00	0.00	1,138.00	1,138.00	1,138.00	%
151	Worker s Comp Insurance	0.00	4,141.00	6,000.00	6,000.00	1,859.00	69 %
201	Office Supplies	0.00	275.97	1,000.00	1,000.00	724.03	28 %
211	Cleaning Supplies	0.00	1,942.26	500.00	500.00	-1,442.26	388 %
216	Chemicals-Paint Products	0.00	4,654.27	8,000.00	8,000.00	3,345.73	58 %
218	Pool Supplies / Guard Uniforms	0.00	1,627.04	4,000.00	4,000.00	2,372.96	41 %
219	Medical Supplies	0.00	0.00	450.00	450.00	450.00	%
255	Confections	0.00	5,608.10	5,100.00	5,100.00	-508.10	110 %
260	Bank Service Charges	0.00	65.29	0.00	0.00	-65.29	%
321	Telephone	95.16	481.38	800.00	800.00	318.62	60 %
322	Postage	0.54	45.46	50.00	50.00	4.54	91 %
331	Travel Expenses	0.00	0.00	400.00	400.00	400.00	%
340	Advertising	0.00	389.10	550.00	550.00	160.90	71 %
361	General Liability Ins	0.00	7,569.14	10,500.00	10,500.00	2,930.86	72 %
381	Electric Utilities	0.00	3,123.74	4,500.00	4,500.00	1,376.26	69 %
382	Water/Sewer Utilities	0.00	855.87	4,500.00	4,500.00	3,644.13	19 %
383	Gas Utilities	0.00	4,127.40	7,000.00	7,000.00	2,872.60	59 %
384	Refuse/Garbage Disposal	0.00	204.00	400.00	400.00	196.00	51 %
401	Repairs/Maint Buildings	0.00	4,139.72	6,000.00	6,000.00	1,860.28	69 %
404	Repairs/Maint Machinery/E	0.00	7,684.10	10,000.00	10,000.00	2,315.90	77 %
415	Contracted Services	0.00	1,056.73	0.00	0.00	-1,056.73	%
433	Dues and Subscriptions	0.00	3,470.94	1,400.00	1,400.00	-2,070.94	248 %
439	Seminar Registration	0.00	3,660.00	5,500.00	5,500.00	1,840.00	67 %
	<b>Account Total:</b>	<b>95.70</b>	<b>133,677.28</b>	<b>161,166.00</b>	<b>161,166.00</b>	<b>27,488.72</b>	<b>83 %</b>
45202 Park Areas							
101	Full-Time Wages	1,358.80	24,987.69	32,906.00	32,906.00	7,918.31	76 %
104	Part-time Wages (Snow/Mower)	1,018.88	10,226.90	11,000.00	11,000.00	773.10	93 %
121	PERA	101.91	1,972.38	2,468.00	2,468.00	495.62	80 %
122	FICA	181.90	2,794.10	2,722.00	2,722.00	-72.10	103 %
125	Medicare Contributions	0.00	0.00	637.00	637.00	637.00	%
131	Employer Paid Health	229.05	4,357.79	6,528.00	6,528.00	2,170.21	67 %
151	Worker s Comp Insurance	0.00	973.00	800.00	800.00	-173.00	122 %
201	Office Supplies	0.00	153.20	1,700.00	1,700.00	1,546.80	9 %

101 General Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
211	Cleaning Supplies	0.00	311.93	1,200.00	1,200.00	888.07	26 %
215	Shop/Operating Supplies	68.49	2,889.12	4,000.00	4,000.00	1,110.88	72 %
216	Chemicals-Paint Products	0.00	972.29	4,000.00	4,000.00	3,027.71	24 %
225	Landscaping Materials	0.00	6,594.09	10,000.00	10,000.00	3,405.91	66 %
260	Bank Service Charges	0.00	42.61	0.00	0.00	-42.61	%
303	Engineering Fees	0.00	0.00	3,500.00	3,500.00	3,500.00	%
322	Postage	0.00	0.00	50.00	50.00	50.00	%
340	Advertising	0.00	42.40	0.00	0.00	-42.40	%
361	General Liability Ins	0.00	5,209.02	9,000.00	9,000.00	3,790.98	58 %
381	Electric Utilities	0.00	2,597.16	4,000.00	4,000.00	1,402.84	65 %
384	Refuse/Garbage Disposal	1,005.99	3,956.51	5,000.00	5,000.00	1,043.49	79 %
401	Repairs/Maint Buildings	0.00	10,220.44	12,000.00	12,000.00	1,779.56	85 %
403	Improvements Community	0.00	87,109.17	115,000.00	115,000.00	27,890.83	76 %
404	Repairs/Maint Machinery/E	0.00	6,594.56	14,000.00	14,000.00	7,405.44	47 %
415	Contracted Services	0.00	25,955.84	14,500.00	14,500.00	-11,455.84	179 %
433	Dues and Subscriptions	0.00	546.78	0.00	0.00	-546.78	%
439	Seminar Registration	0.00	40.00	0.00	0.00	-40.00	%
	<b>Account Total:</b>	<b>3,965.02</b>	<b>198,546.98</b>	<b>255,011.00</b>	<b>255,011.00</b>	<b>56,464.02</b>	<b>78 %</b>
	<b>Account Group Total:</b>	<b>4,060.72</b>	<b>332,224.26</b>	<b>416,177.00</b>	<b>416,177.00</b>	<b>83,952.74</b>	<b>80 %</b>
46000							
46630	Community Action Programs						
102	Part-time Wages	82.00	1,839.89	3,000.00	3,000.00	1,160.11	61 %
122	FICA	6.27	140.77	186.00	186.00	45.23	76 %
125	Medicare Contributions	0.00	0.00	44.00	44.00	44.00	%
201	Office Supplies	0.00	0.00	25.00	25.00	25.00	%
210	Operating Supplies	0.00	2,980.31	3,500.00	3,500.00	519.69	85 %
340	Advertising	0.00	381.35	0.00	0.00	-381.35	%
433	Dues and Subscriptions	0.00	100.00	0.00	0.00	-100.00	%
	<b>Account Total:</b>	<b>88.27</b>	<b>5,442.32</b>	<b>6,755.00</b>	<b>6,755.00</b>	<b>1,312.68</b>	<b>81 %</b>
	<b>Account Group Total:</b>	<b>88.27</b>	<b>5,442.32</b>	<b>6,755.00</b>	<b>6,755.00</b>	<b>1,312.68</b>	<b>81 %</b>
49000							
49300	Operating Transfer						
700	Transfers (GENERAL)	0.00	334,040.00	334,040.00	334,040.00	0.00	100 %
720	Transfers Out	0.00	4,000.00	4,000.00	4,000.00	0.00	100 %
723	Library Transfers Out	0.00	154,348.42	154,348.00	154,348.00	-0.42	100 %
724	Capital Outlay Transfers	0.00	636,545.54	260,000.00	260,000.00	-376,545.54	245 %
	<b>Account Total:</b>	<b>0.00</b>	<b>1,128,933.96</b>	<b>752,388.00</b>	<b>752,388.00</b>	<b>-376,545.96</b>	<b>150 %</b>
	<b>Account Group Total:</b>	<b>0.00</b>	<b>1,128,933.96</b>	<b>752,388.00</b>	<b>752,388.00</b>	<b>-376,545.96</b>	<b>150 %</b>
	<b>Fund Total:</b>	<b>125,771.55</b>	<b>3,497,983.30</b>	<b>4,464,474.00</b>	<b>4,464,474.00</b>	<b>966,490.70</b>	<b>78 %</b>

211 Library

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
45000 Culture and Recreation							
45501 Library Admin - Levy Exp							
101	Full-Time Wages	3,453.20	50,511.35	72,918.00	72,918.00	22,406.65	69 %
102	Part-time Wages	1,302.61	22,954.01	29,740.00	29,740.00	6,785.99	77 %
121	PERA	356.71	5,769.79	7,699.00	7,699.00	1,929.21	75 %
122	FICA	363.84	5,877.36	6,365.00	6,365.00	487.64	92 %
125	Medicare Contributions	0.00	0.00	1,489.00	1,489.00	1,489.00	%
131	Employer Paid Health	833.86	14,175.70	20,013.00	20,013.00	5,837.30	71 %
151	Worker s Comp Insurance	0.00	1,137.00	1,000.00	1,000.00	-137.00	114 %
163	Unemployment Claim	0.00	20.87	0.00	0.00	-20.87	%
225	Landscaping Materials	0.00	0.00	1,000.00	1,000.00	1,000.00	%
316	Fire Extinguish Inspect/Re	0.00	0.00	40.00	40.00	40.00	%
321	Telephone	142.48	1,280.70	2,300.00	2,300.00	1,019.30	56 %
361	General Liability Ins	0.00	4,639.71	4,500.00	4,500.00	-139.71	103 %
381	Electric Utilities	0.00	1,396.16	3,200.00	3,200.00	1,803.84	44 %
382	Water/Sewer Utilities	0.00	297.42	475.00	475.00	177.58	63 %
383	Gas Utilities	0.00	1,497.19	3,200.00	3,200.00	1,702.81	47 %
384	Refuse/Garbage Disposal	0.00	204.00	500.00	500.00	296.00	41 %
401	Repairs/Maint Buildings	142.86	2,373.06	2,000.00	2,000.00	-373.06	119 %
404	Repairs/Maint Machinery/E	0.00	249.85	1,200.00	1,200.00	950.15	21 %
415	Contracted Services	0.00	783.73	0.00	0.00	-783.73	%
510	Capital Outlay	0.00	0.00	1,000.00	1,000.00	1,000.00	%
	<b>Account Total:</b>	<b>6,595.56</b>	<b>113,167.90</b>	<b>158,639.00</b>	<b>158,639.00</b>	<b>45,471.10</b>	<b>71 %</b>
45502 Circulation - County							
101	Full-Time Wages	1,423.60	23,179.15	33,273.00	33,273.00	10,093.85	70 %
121	PERA	106.76	1,829.98	2,495.00	2,495.00	665.02	73 %
122	FICA	108.90	1,858.63	2,063.00	2,063.00	204.37	90 %
125	Medicare Contributions	0.00	0.00	482.00	482.00	482.00	%
131	Employer Paid Health	289.89	4,928.05	6,957.00	6,957.00	2,028.95	71 %
201	Office Supplies	13.99	585.54	2,300.00	2,300.00	1,714.46	25 %
208	Magazines	0.00	0.00	400.00	400.00	400.00	%
209	Newspapers	0.00	363.89	250.00	250.00	-113.89	146 %
225	Landscaping Materials	0.00	8.99	0.00	0.00	-8.99	%
322	Postage	0.57	332.11	300.00	300.00	-32.11	111 %
331	Travel Expenses	0.00	81.74	150.00	150.00	68.26	54 %
413	Office Equipment Rental	0.00	3,421.07	3,500.00	3,500.00	78.93	98 %
433	Dues and Subscriptions	0.00	445.00	300.00	300.00	-145.00	148 %
434	Educational Programs	0.00	4,451.18	8,000.00	8,000.00	3,548.82	56 %
510	Capital Outlay	0.00	2,300.00	12,000.00	12,000.00	9,700.00	19 %
570	Racks, Shelves, Etc	0.00	0.00	1,300.00	1,300.00	1,300.00	%
580	Records / Cassettes	85.84	1,284.94	3,500.00	3,500.00	2,215.06	37 %
590	Books	0.00	4,585.16	7,500.00	7,500.00	2,914.84	61 %
591	Childrens Books	0.00	4,722.57	6,000.00	6,000.00	1,277.43	79 %
595	Automation	436.02	3,599.49	9,500.00	9,500.00	5,900.51	38 %
	<b>Account Total:</b>	<b>2,465.57</b>	<b>57,977.49</b>	<b>100,270.00</b>	<b>100,270.00</b>	<b>42,292.51</b>	<b>58 %</b>
	<b>Account Group Total:</b>	<b>9,061.13</b>	<b>171,145.39</b>	<b>258,909.00</b>	<b>258,909.00</b>	<b>87,763.61</b>	<b>66 %</b>
	<b>Fund Total:</b>	<b>9,061.13</b>	<b>171,145.39</b>	<b>258,909.00</b>	<b>258,909.00</b>	<b>87,763.61</b>	<b>66 %</b>

221 Fire Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
42000	Public Safety						
42220	City Fire Fighting						
	436 Interest Expense	0.00	5,955.00	5,955.00	5,955.00	0.00	100 %
	605 NotePrincipal	0.00	0.00	48,545.00	48,545.00	48,545.00	%
	<b>Account Total:</b>	<b>0.00</b>	<b>5,955.00</b>	<b>54,500.00</b>	<b>54,500.00</b>	<b>48,545.00</b>	<b>11 %</b>
	<b>Account Group Total:</b>	<b>0.00</b>	<b>5,955.00</b>	<b>54,500.00</b>	<b>54,500.00</b>	<b>48,545.00</b>	<b>11 %</b>
	<b>Fund Total:</b>	<b>0.00</b>	<b>5,955.00</b>	<b>54,500.00</b>	<b>54,500.00</b>	<b>48,545.00</b>	<b>11 %</b>

245 Storm Water Utility

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000	General Government						
41000	General Government						
	227 Utility System Maintenance	3,800.00	10,341.96	32,000.00	32,000.00	21,658.04	32 %
	303 Engineering Fees	0.00	0.00	500.00	500.00	500.00	%
	415 Contracted Services	0.00	542.50	16,000.00	16,000.00	15,457.50	3 %
	<b>Account Total:</b>	<b>3,800.00</b>	<b>10,884.46</b>	<b>48,500.00</b>	<b>48,500.00</b>	<b>37,615.54</b>	<b>22 %</b>
	<b>Account Group Total:</b>	<b>3,800.00</b>	<b>10,884.46</b>	<b>48,500.00</b>	<b>48,500.00</b>	<b>37,615.54</b>	<b>22 %</b>
	<b>Fund Total:</b>	<b>3,800.00</b>	<b>10,884.46</b>	<b>48,500.00</b>	<b>48,500.00</b>	<b>37,615.54</b>	<b>22 %</b>

255 Economic Dev Authority

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000	General Government						
41590	Economic Development						
201	Office Supplies	0.00	58.40	370.00	370.00	311.60	16 %
211	Cleaning Supplies	0.00	0.00	50.00	50.00	50.00	%
255	Confections	0.00	88.21	300.00	300.00	211.79	29 %
290	Cleaning Services	0.00	0.00	650.00	650.00	650.00	%
300	Professional Srvs (GENER	0.00	0.00	300.00	300.00	300.00	%
304	Legal Fees	0.00	786.00	3,000.00	3,000.00	2,214.00	26 %
308	Consultant Fees	0.00	64,293.00	85,725.00	85,725.00	21,432.00	75 %
310	Recording Fees	0.00	243.80	300.00	300.00	56.20	81 %
321	Telephone	295.04	2,655.00	2,500.00	2,500.00	-155.00	106 %
322	Postage	0.28	19.14	25.00	25.00	5.86	77 %
331	Travel Expenses	0.00	46.90	0.00	0.00	-46.90	%
340	Advertising	0.00	0.00	4,000.00	4,000.00	4,000.00	%
352	General Notices and Pub I	0.00	0.00	300.00	300.00	300.00	%
361	General Liability Ins	0.00	86.00	500.00	500.00	414.00	17 %
404	Repairs/Maint Machinery/E	0.00	0.00	100.00	100.00	100.00	%
415	Contracted Services	0.00	15,526.00	15,000.00	15,000.00	-526.00	104 %
433	Dues and Subscriptions	0.00	3,414.00	4,000.00	4,000.00	586.00	85 %
439	Seminar Registration	0.00	0.00	500.00	500.00	500.00	%
	<b>Account Total:</b>	<b>295.32</b>	<b>87,216.45</b>	<b>117,620.00</b>	<b>117,620.00</b>	<b>30,403.55</b>	<b>74 %</b>
	<b>Account Group Total:</b>	<b>295.32</b>	<b>87,216.45</b>	<b>117,620.00</b>	<b>117,620.00</b>	<b>30,403.55</b>	<b>74 %</b>
	<b>Fund Total:</b>	<b>295.32</b>	<b>87,216.45</b>	<b>117,620.00</b>	<b>117,620.00</b>	<b>30,403.55</b>	<b>74 %</b>



601 Water Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000	General Government						
41000	General Government						
101	Full-Time Wages	4,568.34	75,385.35	99,173.00	99,173.00	23,787.65	76 %
121	PERA	342.61	6,237.94	7,438.00	7,438.00	1,200.06	84 %
122	FICA	342.26	6,227.88	6,149.00	6,149.00	-78.88	101 %
125	Medicare Contributions	0.00	0.00	1,438.00	1,438.00	1,438.00	%
131	Employer Paid Health	923.09	15,030.96	19,583.00	19,583.00	4,552.04	77 %
151	Worker s Comp Insurance	0.00	3,626.00	2,600.00	2,600.00	-1,026.00	139 %
201	Office Supplies	0.00	586.81	5,200.00	5,200.00	4,613.19	11 %
203	Printed Forms	0.00	122.05	0.00	0.00	-122.05	%
210	Operating Supplies	0.00	2,174.32	5,000.00	5,000.00	2,825.68	43 %
216	Chemicals-Paint Products	0.00	19,360.44	42,000.00	42,000.00	22,639.56	46 %
227	Utility System Maintenance	0.00	10,694.36	12,000.00	12,000.00	1,305.64	89 %
240	Water Meters	0.00	24,703.36	15,000.00	15,000.00	-9,703.36	165 %
260	Bank Service Charges	0.00	935.89	1,200.00	1,200.00	264.11	78 %
301	Auditing and Acct g Servic	0.00	5,918.00	7,500.00	7,500.00	1,582.00	79 %
303	Engineering Fees	12,571.34	35,208.13	16,500.00	16,500.00	-18,708.13	213 %
304	Legal Fees	0.00	0.00	500.00	500.00	500.00	%
309	Gopher State One-Call Fe	43.88	239.65	600.00	600.00	360.35	40 %
321	Telephone	179.85	2,147.06	3,500.00	3,500.00	1,352.94	61 %
322	Postage	8.22	2,427.71	4,000.00	4,000.00	1,572.29	61 %
331	Travel Expenses	0.00	181.81	650.00	650.00	468.19	28 %
340	Advertising	0.00	800.33	2,000.00	2,000.00	1,199.67	40 %
361	General Liability Ins	0.00	3,977.98	8,000.00	8,000.00	4,022.02	50 %
381	Electric Utilities	0.00	12,681.20	25,500.00	25,500.00	12,818.80	50 %
383	Gas Utilities	0.00	165.29	2,000.00	2,000.00	1,834.71	8 %
401	Repairs/Maint Buildings	0.00	2,393.64	10,000.00	10,000.00	7,606.36	24 %
404	Repairs/Maint Machinery/E	0.00	20,028.11	15,000.00	15,000.00	-5,028.11	134 %
415	Contracted Services	0.00	13,121.58	30,000.00	30,000.00	16,878.42	44 %
426	Safety Equipment/Educ.	0.00	1,338.71	3,000.00	3,000.00	1,661.29	45 %
433	Dues and Subscriptions	0.00	6,642.04	3,000.00	3,000.00	-3,642.04	221 %
437	Sales Tax	0.00	-1.02	3,500.00	3,500.00	3,501.02	%
438	Taxes & Licenses	0.00	0.00	700.00	700.00	700.00	%
439	Seminar Registration	0.00	393.00	3,000.00	3,000.00	2,607.00	13 %
445	State Water Surcharge Ex	0.00	7,294.00	16,000.00	16,000.00	8,706.00	46 %
505	Site Improvements	0.00	97,046.29	0.00	0.00	-97,046.29	%
510	Capital Outlay	0.00	54,706.37	150,000.00	150,000.00	95,293.63	36 %
600	Debt Srv Principal (GENE	0.00	42,400.00	42,400.00	42,400.00	0.00	100 %
611	Bond Interest	0.00	78,903.84	86,045.00	86,045.00	7,141.16	92 %
620	Fiscal Agent s Fees	0.00	247.50	270.00	270.00	22.50	92 %
720	Transfers Out	0.00	100,863.37	100,863.00	100,863.00	-0.37	100 %
841	Maintenance/Service Contr	0.00	1,452.14	0.00	0.00	-1,452.14	%
	<b>Account Total:</b>	<b>18,979.59</b>	<b>655,662.09</b>	<b>751,309.00</b>	<b>751,309.00</b>	<b>95,646.91</b>	<b>87 %</b>
	<b>Account Group Total:</b>	<b>18,979.59</b>	<b>655,662.09</b>	<b>751,309.00</b>	<b>751,309.00</b>	<b>95,646.91</b>	<b>87 %</b>
	<b>Fund Total:</b>	<b>18,979.59</b>	<b>655,662.09</b>	<b>751,309.00</b>	<b>751,309.00</b>	<b>95,646.91</b>	<b>87 %</b>

602 Sewer Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000 General Government							
41000 General Government							
101	Full-Time Wages	4,568.38	75,441.27	99,173.00	99,173.00	23,731.73	76 %
121	PERA	342.64	6,237.96	7,587.00	7,587.00	1,349.04	82 %
122	FICA	342.31	6,236.34	6,149.00	6,149.00	-87.34	101 %
125	Medicare Contributions	0.00	0.00	1,438.00	1,438.00	1,438.00	%
131	Employer Paid Health	923.14	15,031.02	19,583.00	19,583.00	4,551.98	77 %
151	Worker s Comp Insurance	0.00	3,626.00	3,050.00	3,050.00	-576.00	119 %
201	Office Supplies	0.00	625.37	5,200.00	5,200.00	4,574.63	12 %
203	Printed Forms	0.00	122.05	0.00	0.00	-122.05	%
210	Operating Supplies	190.88	2,177.71	8,000.00	8,000.00	5,822.29	27 %
216	Chemicals-Paint Products	2,851.84	71,854.17	52,000.00	52,000.00	-19,854.17	138 %
220	Repair/Maint Supply (GEN	0.00	0.00	2,500.00	2,500.00	2,500.00	%
227	Utility System Maintenance	0.00	14,508.89	5,000.00	5,000.00	-9,508.89	290 %
260	Bank Service Charges	0.00	924.94	1,200.00	1,200.00	275.06	77 %
301	Auditing and Acct g Servic	0.00	5,918.00	7,500.00	7,500.00	1,582.00	79 %
303	Engineering Fees	0.00	20,424.02	16,500.00	16,500.00	-3,924.02	124 %
304	Legal Fees	0.00	5,104.15	5,000.00	5,000.00	-104.15	102 %
309	Gopher State One-Call Fe	43.87	239.65	600.00	600.00	360.35	40 %
321	Telephone	701.52	6,174.78	7,000.00	7,000.00	825.22	88 %
322	Postage	8.22	2,395.74	4,500.00	4,500.00	2,104.26	53 %
331	Travel Expenses	0.00	1,193.63	2,200.00	2,200.00	1,006.37	54 %
340	Advertising	0.00	39.38	600.00	600.00	560.62	7 %
361	General Liability Ins	0.00	14,613.26	12,000.00	12,000.00	-2,613.26	122 %
366	Flood Insurance	0.00	670.00	612.00	612.00	-58.00	109 %
381	Electric Utilities	0.00	40,247.08	90,000.00	90,000.00	49,752.92	45 %
382	Water/Sewer Utilities	0.00	12,329.00	35,000.00	35,000.00	22,671.00	35 %
383	Gas Utilities	0.00	7,107.50	23,000.00	23,000.00	15,892.50	31 %
384	Refuse/Garbage Disposal	0.00	992.00	2,000.00	2,000.00	1,008.00	50 %
401	Repairs/Maint Buildings	0.00	2,293.52	30,000.00	30,000.00	27,706.48	8 %
404	Repairs/Maint Machinery/E	0.00	26,413.71	35,000.00	35,000.00	8,586.29	75 %
415	Contracted Services	0.00	36,392.31	79,000.00	79,000.00	42,607.69	46 %
426	Safety Equipment/Educ.	0.00	1,338.71	10,000.00	10,000.00	8,661.29	13 %
433	Dues and Subscriptions	0.00	2,207.04	3,500.00	3,500.00	1,292.96	63 %
438	Taxes & Licenses	0.00	0.00	300.00	300.00	300.00	%
439	Seminar Registration	0.00	715.00	3,500.00	3,500.00	2,785.00	20 %
505	Site Improvements	0.00	86,059.96	0.00	0.00	-86,059.96	%
510	Capital Outlay	0.00	114,181.16	160,000.00	160,000.00	45,818.84	71 %
600	Debt Srv Principal (GENE	0.00	37,600.00	37,600.00	37,600.00	0.00	100 %
611	Bond Interest	0.00	74,012.83	71,871.00	71,871.00	-2,141.83	103 %
620	Fiscal Agent s Fees	0.00	247.50	239.00	239.00	-8.50	104 %
720	Transfers Out	0.00	100,863.37	100,863.00	100,863.00	-0.37	100 %
841	Maintenance/Service Contr	0.00	1,452.14	0.00	0.00	-1,452.14	%
	<b>Account Total:</b>	<b>9,972.80</b>	<b>798,011.16</b>	<b>949,265.00</b>	<b>949,265.00</b>	<b>151,253.84</b>	<b>84 %</b>
	<b>Account Group Total:</b>	<b>9,972.80</b>	<b>798,011.16</b>	<b>949,265.00</b>	<b>949,265.00</b>	<b>151,253.84</b>	<b>84 %</b>
	<b>Fund Total:</b>	<b>9,972.80</b>	<b>798,011.16</b>	<b>949,265.00</b>	<b>949,265.00</b>	<b>151,253.84</b>	<b>84 %</b>

603 Evergreen Place

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000 General Government							
41000 General Government							
260	Bank Service Charges	0.00	0.00	25.00	25.00	25.00	%
301	Auditing and Acct g Servic	0.00	3,497.00	4,500.00	4,500.00	1,003.00	78 %
361	General Liability Ins	0.00	-13,041.00	17,000.00	17,000.00	30,041.00	-77 %
422	Management	10,000.00	75,625.02	120,000.00	120,000.00	44,374.98	63 %
720	Transfers Out	0.00	4,137.77	4,138.00	4,138.00	0.23	100 %
	<b>Account Total:</b>	<b>10,000.00</b>	<b>70,218.79</b>	<b>145,663.00</b>	<b>145,663.00</b>	<b>75,444.21</b>	<b>48 %</b>
	<b>Account Group Total:</b>	<b>10,000.00</b>	<b>70,218.79</b>	<b>145,663.00</b>	<b>145,663.00</b>	<b>75,444.21</b>	<b>48 %</b>
48000							
48040 Maintenance							
210	Operating Supplies	94.50	3,147.26	7,500.00	7,500.00	4,352.74	42 %
304	Legal Fees	0.00	1,044.50	1,500.00	1,500.00	455.50	70 %
321	Telephone	193.47	1,739.25	2,500.00	2,500.00	760.75	70 %
322	Postage	4.08	270.53	100.00	100.00	-170.53	271 %
331	Travel Expenses	0.00	12.73	0.00	0.00	-12.73	%
381	Electric Utilities	0.00	9,670.48	15,000.00	15,000.00	5,329.52	64 %
382	Water/Sewer Utilities	0.00	1,829.08	2,750.00	2,750.00	920.92	67 %
383	Gas Utilities	0.00	5,333.80	17,000.00	17,000.00	11,666.20	31 %
384	Refuse/Garbage Disposal	0.00	1,676.00	3,000.00	3,000.00	1,324.00	56 %
401	Repairs/Maint Buildings	0.00	15,085.17	30,000.00	30,000.00	14,914.83	50 %
404	Repairs/Maint Machinery/E	0.00	22,773.82	19,440.00	19,440.00	-3,333.82	117 %
415	Contracted Services	0.00	526.00	0.00	0.00	-526.00	%
433	Dues and Subscriptions	0.00	4,250.00	0.00	0.00	-4,250.00	%
841	Maintenance/Service Contr	278.66	3,009.20	6,000.00	6,000.00	2,990.80	50 %
851	Cable	2,799.71	25,197.39	35,000.00	35,000.00	9,802.61	72 %
	<b>Account Total:</b>	<b>3,370.42</b>	<b>95,565.21</b>	<b>139,790.00</b>	<b>139,790.00</b>	<b>44,224.79</b>	<b>68 %</b>
48070 Property							
440	Property Tax	0.00	12,247.00	24,000.00	24,000.00	11,753.00	51 %
	<b>Account Total:</b>	<b>0.00</b>	<b>12,247.00</b>	<b>24,000.00</b>	<b>24,000.00</b>	<b>11,753.00</b>	<b>51 %</b>
	<b>Account Group Total:</b>	<b>3,370.42</b>	<b>107,812.21</b>	<b>163,790.00</b>	<b>163,790.00</b>	<b>55,977.79</b>	<b>66 %</b>
	<b>Fund Total:</b>	<b>13,370.42</b>	<b>178,031.00</b>	<b>309,453.00</b>	<b>309,453.00</b>	<b>131,422.00</b>	<b>58 %</b>

604 Cemetery

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000	General Government						
41000	General Government						
	102 Part-time Wages	270.75	3,441.40	3,000.00	3,000.00	-441.40	115 %
	104 Part-time Wages (Snow/Mower)	277.88	3,484.17	4,325.00	4,325.00	840.83	81 %
	122 FICA	41.98	544.83	454.00	454.00	-90.83	120 %
	125 Medicare Contributions	0.00	0.00	106.00	106.00	106.00	%
	151 Worker s Comp Insurance	0.00	974.00	800.00	800.00	-174.00	122 %
	201 Office Supplies	0.00	8.76	650.00	650.00	641.24	1 %
	212 Motor Fuels	259.62	1,563.43	1,800.00	1,800.00	236.57	87 %
	215 Shop/Operating Supplies	49.61	238.74	700.00	700.00	461.26	34 %
	225 Landscaping Materials	0.00	1,236.88	3,500.00	3,500.00	2,263.12	35 %
	255 Confections	0.00	0.00	900.00	900.00	900.00	%
	304 Legal Fees	0.00	0.00	500.00	500.00	500.00	%
	322 Postage	18.92	102.36	200.00	200.00	97.64	51 %
	340 Advertising	0.00	84.80	650.00	650.00	565.20	13 %
	361 General Liability Ins	0.00	139.27	200.00	200.00	60.73	70 %
	382 Water/Sewer Utilities	0.00	1,585.12	1,200.00	1,200.00	-385.12	132 %
	384 Refuse/Garbage Disposal	0.00	880.00	500.00	500.00	-380.00	176 %
	401 Repairs/Maint Buildings	0.00	0.00	500.00	500.00	500.00	%
	404 Repairs/Maint Machinery/E	0.00	8,708.90	11,000.00	11,000.00	2,291.10	79 %
	415 Contracted Services	0.00	6,803.04	10,000.00	10,000.00	3,196.96	68 %
	433 Dues and Subscriptions	0.00	1,872.24	976.00	976.00	-896.24	192 %
	510 Capital Outlay	0.00	0.00	1,000.00	1,000.00	1,000.00	%
	705 Burial Openings	0.00	4,025.00	6,000.00	6,000.00	1,975.00	67 %
	<b>Account Total:</b>	<b>918.76</b>	<b>35,692.94</b>	<b>48,961.00</b>	<b>48,961.00</b>	<b>13,268.06</b>	<b>73 %</b>
	<b>Account Group Total:</b>	<b>918.76</b>	<b>35,692.94</b>	<b>48,961.00</b>	<b>48,961.00</b>	<b>13,268.06</b>	<b>73 %</b>
	<b>Fund Total:</b>	<b>918.76</b>	<b>35,692.94</b>	<b>48,961.00</b>	<b>48,961.00</b>	<b>13,268.06</b>	<b>73 %</b>

871 Deputy Registrar Fund

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41000	General Government						
41000	General Government						
102	Part-time Wages	3,909.60	62,097.92	91,208.00	91,208.00	29,110.08	68 %
103	Custodial Wages	57.00	940.50	784.00	784.00	-156.50	120 %
121	PERA	297.49	5,099.04	6,899.00	6,899.00	1,799.96	74 %
122	FICA	299.62	5,135.96	5,979.00	5,979.00	843.04	86 %
125	Medicare Contributions	0.00	0.00	1,334.00	1,334.00	1,334.00	%
131	Employer Paid Health	1,620.40	27,546.88	38,889.00	38,889.00	11,342.12	71 %
151	Worker s Comp Insurance	0.00	1,096.00	500.00	500.00	-596.00	219 %
163	Unemployment Claim	0.00	34.78	0.00	0.00	-34.78	%
201	Office Supplies	0.00	2,183.10	2,800.00	2,800.00	616.90	78 %
207	Computer Supplies	0.00	0.00	2,000.00	2,000.00	2,000.00	%
260	Bank Service Charges	0.00	-18.04	100.00	100.00	118.04	-18 %
314	Insufficient Checks Write Off	0.00	96.25	0.00	0.00	-96.25	%
321	Telephone	59.95	539.55	1,400.00	1,400.00	860.45	39 %
322	Postage	10.79	861.91	750.00	750.00	-111.91	115 %
331	Travel Expenses	0.00	30.12	600.00	600.00	569.88	5 %
340	Advertising	0.00	0.00	800.00	800.00	800.00	%
361	General Liability Ins	0.00	2,279.43	2,500.00	2,500.00	220.57	91 %
381	Electric Utilities	0.00	763.89	1,200.00	1,200.00	436.11	64 %
382	Water/Sewer Utilities	0.00	256.91	650.00	650.00	393.09	40 %
383	Gas Utilities	0.00	1,353.36	3,000.00	3,000.00	1,646.64	45 %
384	Refuse/Garbage Disposal	0.00	102.00	200.00	200.00	98.00	51 %
404	Repairs/Maint Machinery/E	0.00	125.36	500.00	500.00	374.64	25 %
415	Contracted Services	0.00	783.73	0.00	0.00	-783.73	%
433	Dues and Subscriptions	0.00	528.00	1,000.00	1,000.00	472.00	53 %
439	Seminar Registration	0.00	50.00	0.00	0.00	-50.00	%
440	Property Tax	0.00	1,191.00	1,500.00	1,500.00	309.00	79 %
495	State Agency Payments	55,981.48	1,532,274.74	1,600,000.00	1,600,000.00	67,725.26	96 %
496	DNR Agency Payments	0.00	55,131.88	69,750.00	69,750.00	14,618.12	79 %
510	Capital Outlay	0.00	0.00	1,000.00	1,000.00	1,000.00	%
841	Maintenance/Service Contr	579.73	2,316.06	0.00	0.00	-2,316.06	%
	<b>Account Total:</b>	<b>62,816.06</b>	<b>1,702,800.33</b>	<b>1,835,343.00</b>	<b>1,835,343.00</b>	<b>132,542.67</b>	<b>93 %</b>
	<b>Account Group Total:</b>	<b>62,816.06</b>	<b>1,702,800.33</b>	<b>1,835,343.00</b>	<b>1,835,343.00</b>	<b>132,542.67</b>	<b>93 %</b>
	<b>Fund Total:</b>	<b>62,816.06</b>	<b>1,702,800.33</b>	<b>1,835,343.00</b>	<b>1,835,343.00</b>	<b>132,542.67</b>	<b>93 %</b>
	<b>Grand Total:</b>	<b>244,985.63</b>	<b>0.00</b>	<b>7,143,382.12</b>	<b>8,838,334.00</b>	<b>1,694,951.88</b>	<b>81 %</b>



**Monthly Snapshot:**

**September 2024**

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- Continued to meet with and create a technology plan with On-Site for technology upgrades.
- Had numerous conversations with different parties regarding the future of Pine Haven Skilled Nursing Facility and Evergreen Assisted Living Facility to help facilitate the sale of the facilities.
- Continued to hold department budget meetings to finalize discussions on the 2025 budget for the preliminary levy.
- Attended the Goodhue County Board meeting to listen to discussions with Goodhue County Sheriff's Office regarding the 2025 policing contract. GCSO requested a decrease from the initial proposal. The initial proposal to the City was a 49.786% increase from last year's contract. The County Board did vote to lower the overall cost of the formular in addition to phasing in the true cost over 3 years. This resulted in a significant decrease from the previous proposed cost.
- Implemented the wage study which Council approved at the September 4<sup>th</sup> Special Council Meeting. Met with all employees individually to discuss how the approved wage study affected them and to explain how the future pay scales will be implemented.
- Reviewed the 2025 proposed budget with all of Council at the September 4<sup>th</sup> Special Council Meeting and reviewed individual line items with the budget committee.
- Continued to review the punch list for the 4<sup>th</sup> Street Project to review the final items which need to be completed.
- Participated on two different policy committees hosted by the League of MN Cities. I am participating on LMC's Service Delivery Committee and HR and Data Practices Committee. The committees discuss current issues facing cities so LMC understands what they can do to help on a legislative level. These committees meet three times from summer through fall.
- Created a work from home policy. This has been in the works for a few years, however we did not have any employees interested in it until recently.
- Started to plan for our fall all staff development day. This years focus will be on mental health, supporting our strengths and coworkers strengths, active shooter training and HR policies.



115 3<sup>rd</sup> Street SE  
Pine Island, MN 55963  
507-356-8558  
<http://pineisland.lib.mn.us>  
[pipl@selco.info](mailto:pipl@selco.info)

### August-September News

- MN Author, Teresa Wilhelm Waldof, will be visiting Pine Island on Monday, September 13 at 6pm to talk about her book, *Wilhelm's Way: The Inspiring Story of the Iowa Chemist Who Saved the Manhattan Project*. This event took place at the Pine Island Historical Society.
- Progress is being made on a new pollinator garden out front of the library. We are partnering with Goodhue County Master Gardener Kim Olson, who has already edged the garden and has worked with Master Gardener volunteers to prepare the soil for planting in the Spring. Rachel is looking at grant options to help fund this project via SELCO's Legacy Funds and other sources.
- The Library is partnering with the PI Middle School to provide books to students and teachers this school year! After many meetings with PIMS staff this summer to iron out the details, Youth Librarian, Heidi, had a signup table for public library cards for students during school orientation days in August. These student accounts have been flagged as students, and any books requested from other libraries for these accounts will be checked out to them and then delivered to the school each day. We look forward to working together to get students the books they need to succeed!



### August 2024 Statistics

#### **Total Revenue for August 2024: \$253.60**

Faxes, Copies & Printing: \$62.10  
Donations: \$180.55

Fines & Fees: \$10.95

#### **Patrons**

834 people entered the library (2023=793)  
New library patrons: 29

#### **Circulation**

2386 items were checked out (2023=2970)  
PI City Borrowers: 1012  
Dodge County: 131  
Goodhue County: 142  
Olmsted County: 841

#### **E-Book & E-Audiobook Downloads**

Total Downloads = 545 (2023=361)

#### **Interlibrary Loans**

Borrowed 392 items & loaned out 399 items to other libraries in the region.

# PUBLIC WORKS UPDATE

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## STORM SEWER:

Ended up fixing two more catch basins.

## WATER:

Looking at flushing hydrants the first week of October.

## STREETS:

Staff worked on hauling new mulch to Kispert park and Trailhead park. Mills and overlays were completed around the school by Sand & Gravel, The alternate blocks were not done after discussion with Sand & Gravel. They thought the two blocks were too far gone and would need total reclaim. The trailer court started also for the most part going well, had to adjust one catch basin and we eliminated the small cul-de-sac at the end of 5<sup>th</sup> street making it a regular dead end, reason being the existing curb was shot. A few other grade issues we need to address, looking for that to be wrapped up by the 20<sup>th</sup> of this month.

## SEWER:

Still working with the MPCA with the PFAS sampling, they sent me a link to apply for grant money to offset some of the cost of testing. Some examples of PFAS- Teflon, water resistant textiles, carpeting, upholstery, stain-resistant fabrics metal plating and firefighting foam.

## PARKS:

Park board meeting canceled 9-10-24. Minutes will not be on this report will come from the park board secretary.

NOTE: council members there is an open invitation to tour the public works facilities anytime, any questions or concerns just give me a call.

Todd Robertson

Any questions please call me at 259-5301 9/17/2024,



# EDA Monthly Report

Prepared for:

**Pine Island City Council**

**September 17, 2024**



## **Business Retention, Support, & Updates:**

- Discussed the potential funding options the EDA can use to assist a building owner with some necessary repairs to the building.
- Reached out to a business owner who is considering expansion efforts to discuss what they would need to move forward on their expansion. We will stay in contact and find a solution.

## **Prospective Businesses:**

- Met in person with a business that is looking at space downtown. We discussed their build out plan, zoning, occupancy of the building, financing options, and more.
- Discussed a housing project with a local developer to gauge interest. We will be finding a time in the near future to sit down and discuss in more detail.

## **Additional Projects/Activities:**

- The RAEDI Housing Summit went well. The cities involved were able to showcase what they have available in their communities, what the goal of each community is, and how they are willing to support the developers to achieve the desired housing goals. The Developer segment noted that in order to increase the supply of more affordable housing cities need to be willing to invest to take some of the costs off of the developers. Additionally, cities need to consider solutions like smaller lot sizes or townhomes to allow for more housing units on smaller parcels of land.
- The Comprehensive Plan is in the final stages of revising and then will be ready to be presented to City Council.
- Community Mural – I have obtained a quote from a muralist and have a suggested location for the mural. This information has been presented to the park board for review.
- Planning the next business after hours event. Currently searching for a location and time in October for the event to take place.
- Researching projects that we can use for a grant that is awarded every quarter by T-Mobile. The grant is intended to do things such as extend internet connectivity, beautify downtown, and more. The main points T-Mobile wants is a project that inspires a sense of community and spurs additional investment.

## **Day-to-day Office Operations**

- EDA Board meeting
- RAEDI Community Council meeting
- Discussions with landowners/developers
- Business visits
- Trainings
- Research for additional grant opportunities

*Contact Mitch Massman with questions or suggestions concerning the above at (507) 356-8103 or [pieda@bevcomm.net](mailto:pieda@bevcomm.net).*

*\* Due to a need for client confidentiality, the identity of companies and clients has been omitted.*



## **Pine Island Fire-Rescue**

**Brandon R. Sather, Fire Chief**

Box 489 - 315 South Main

Pine Island, MN 55963

Phone (507) 273.3310, Fax (507) 356-4846

E-Mail: [info@ci.pineisland.mn.us](mailto:info@ci.pineisland.mn.us)

Web Site: [pineislandmn.com](http://pineislandmn.com)

# Pine Island Fire-Rescue

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Dear Mayor and council members,

During the month of August, firefighters with the Pine Island Fire Department responded to a total of thirty calls for the month. Calls included twenty (20) medical-related calls, seven fire-related calls, and three accidents.

Firefighters had several trainings available to them. Once again, the department has partnered with Olmsted Medical Center to review responses for medical calls at our football games. Firefighters also had CPR refreshers with Southeast EMS. In addition, there were fire trainings held during the month. Weather prevented the use of the Conex Box, but that training will be opened for a make-up day.

PIFD partnered with the City of Pine Island and Legion Family to assist with National Night Out on August 6<sup>th</sup>. It was a great night with many opportunities to connect with community members. PIFD was also in attendance at Pine Island Public Schools PTO "Back to School Bash" on August 25<sup>th</sup>. Firefighters provided sprinklers for kids and adults to run through with the elevated temperatures.

With the swimming pool closed for the season, firefighters were out with water monitors to provide some time for kids to play in the water. Around 50 kids showed up to Trailhead Park and played in the water monitors. Not only was this an opportunity to provide water for the kids, but it was also a great opportunity for firefighters to connect with parents and other community members.

The fire hall played host to the city's election site for primary elections.

Currently all apparatus is functioning except Tender 587. The truck will remain out of service for the foreseeable future.

The department continues to have an open door for any councilor looking to visit the station and see the equipment and gear used in our fire district. We appreciate your continued support!

Respectfully,

---

Brandon Sather-Fire Chief  
BRS/djf



**Marty Kelly**  
Goodhue County Sheriff

430 West 6<sup>th</sup> Street  
Red Wing, MN 55066  
Office (651) 267.2600  
Dispatch (651) 385.3155

City of Pine Island  
Elizabeth Howard, City Administrator  
250 South Main Street  
Pine Island, MN 55963

Date: September 6<sup>th</sup>, 2024  
Re: August 2024 hours, Calls for Service and Citations

City Administrator Howard,

Please see the attached calls for service, citations and hours of service provided by the Goodhue County Sheriff's Office from August 1<sup>st</sup>, 2024 to August 31<sup>st</sup>, 2024.

The Goodhue County Sheriff's Office patrolled the City of Pine Island a total of 579.5 hours (303.25 Day and 276.25 Night), 10 investigative hours and responded to or initiated a total of 186 Calls for Service and issued 13 Citations within the City of Pine Island during August 2024.

On behalf of Goodhue County Sheriff Marty Kelly and the Sheriff's Office, we appreciate our continued partnership with the City of Pine Island.

Please do not hesitate to contact me with any questions or concerns.

Sincerely,

Mychal Johnson  
Patrol Major  
Office: 651-267-2655  
Email: [mychal.johnson@co.goodhue.mn.us](mailto:mychal.johnson@co.goodhue.mn.us)

**OFFICE OF THE GOODHUE COUNTY SHERIFF**

ADULT DETENTION  
CENTER  
651.267.2804

CIVIL DIVISION  
651.267.2601

RECORDS DIVISION  
651-267-2600

EMERGENCY  
MANAGEMENT  
651.267.2639

EMERGENCY  
COMMUNICATIONS  
651.385.3155

*An Equal Opportunity Employer*

<b>DATE</b>	<b>CITY</b>	<b>DAY</b>	<b>DAY</b>	<b>NIGHT</b>	<b>NIGHT</b>	<b>TOTAL</b>
8/1/24	<b>PINE ISLAND</b>		11.00		9.00	<b>20.00</b>
8/2/24	<b>PINE ISLAND</b>	9.00		9.00		<b>18.00</b>
8/3/24	<b>PINE ISLAND</b>	9.00		9.00		<b>18.00</b>
8/4/24	<b>PINE ISLAND</b>	9.00		9.00		<b>18.00</b>
8/5/24	<b>PINE ISLAND</b>		9.00		9.00	<b>18.00</b>
8/6/24	<b>PINE ISLAND</b>		9.00		9.25	<b>18.25</b>
8/7/24	<b>PINE ISLAND</b>	9.25		9.00		<b>18.25</b>
8/8/24	<b>PINE ISLAND</b>	11.50		9.00		<b>20.50</b>
8/9/24	<b>PINE ISLAND</b>		9.00		9.00	<b>18.00</b>
8/10/24	<b>PINE ISLAND</b>		9.00		9.00	<b>18.00</b>
8/11/24	<b>PINE ISLAND</b>		9.00		9.00	<b>18.00</b>
8/12/24	<b>PINE ISLAND</b>	9.00		9.00		<b>18.00</b>
8/13/24	<b>PINE ISLAND</b>	14.50		9.00		<b>23.50</b>
8/14/24	<b>PINE ISLAND</b>		13.00		9.00	<b>22.00</b>
8/15/24	<b>PINE ISLAND</b>		10.50		9.00	<b>19.50</b>
8/16/24	<b>PINE ISLAND</b>	10.50		9.00		<b>19.50</b>
8/17/24	<b>PINE ISLAND</b>	10.50		9.00		<b>19.50</b>
8/18/24	<b>PINE ISLAND</b>	10.00		9.00		<b>19.00</b>
8/19/24	<b>PINE ISLAND</b>		9.00		9.00	<b>18.00</b>
8/20/24	<b>PINE ISLAND</b>		9.00		9.00	<b>18.00</b>
8/21/24	<b>PINE ISLAND</b>	9.00		9.00		<b>18.00</b>
8/22/24	<b>PINE ISLAND</b>	9.00		9.00		<b>18.00</b>
8/23/24	<b>PINE ISLAND</b>		9.00		6.00	<b>15.00</b>
8/24/24	<b>PINE ISLAND</b>		9.00		9.00	<b>18.00</b>
8/25/24	<b>PINE ISLAND</b>		9.00		9.00	<b>18.00</b>
8/26/24	<b>PINE ISLAND</b>	10.75		9.00		<b>19.75</b>
8/27/24	<b>PINE ISLAND</b>	9.00		9.00		<b>18.00</b>
8/28/24	<b>PINE ISLAND</b>		10.50		9.00	<b>19.50</b>
8/29/24	<b>PINE ISLAND</b>		9.00		9.00	<b>18.00</b>
8/30/24	<b>PINE ISLAND</b>	10.25		9.00		<b>19.25</b>
8/31/24	<b>PINE ISLAND</b>	9.00		9.00		<b>18.00</b>
	<b>TOTAL</b>	<b>159.25</b>	<b>144.00</b>	<b>144.00</b>	<b>132.25</b>	<b>579.50</b>

## Calls For Service Report By Township

<u>Agency</u>	<u>Incident_Nr</u>	<u>Beat</u>	<u>Dispatched Time</u>	<u>Activity</u>	<u>name</u>
<b>0018</b>		<b>Pine Island</b>			
GCSO	202400010468	0018	08/01/2024 5:53:51AM	MEDIC	Medical Assists
GCSO	202400010473	0018	08/01/2024 9:40:57AM	VIORO	Viol OFP/RO/DANCO
GCSO	202400010490	0018	08/01/2024 7:01:26PM	TRAFF	Traffic Stop
GCSO	202400010494	0018	08/01/2024 9:03:55PM	TRAFF	Traffic Stop
GCSO	202400010495	0018	08/01/2024 9:15:55PM	WELFA	Welfare Check
GCSO	202400010497	0018	08/01/2024 9:55:54PM	911CA	911 Calls
GCSO	202400010506	0018	08/02/2024 1:49:44AM	TRAFF	Traffic Stop
GCSO	202400010507	0018	08/02/2024 2:03:40AM	TRAFF	Traffic Stop
GCSO	202400010528	0018	08/02/2024 5:11:13PM	SUIAT	Suicides Attempted/Threat
GCSO	202400010538	0018	08/02/2024 8:37:04PM	TRAFF	Traffic Stop
GCSO	202400010540	0018	08/02/2024 9:10:01PM	TRAFF	Traffic Stop
GCSO	202400010543	0018	08/02/2024 10:20:39PM	RECCO	Recreational Vehicle Comp
GCSO	202400010551	0018	08/03/2024 12:16:46AM	MEDIC	Medical Assists
GCSO	202400010563	0018	08/03/2024 2:20:49AM	TRAFF	Traffic Stop
GCSO	202400010570	0018	08/03/2024 6:58:33AM	COMM	Community Engagement
GCSO	202400010619	0018	08/03/2024 9:21:38PM	SUSPA	Suspicious Pers/Activity
GCSO	202400010627	0018	08/03/2024 11:55:26PM	PUBLI	Public Assist/Motorist
GCSO	202400010628	0018	08/04/2024 12:20:57AM	TRAFF	Traffic Stop
GCSO	202400010630	0018	08/04/2024 1:28:17AM	TRAFF	Traffic Stop
GCSO	202400010633	0018	08/04/2024 1:51:22AM	TRAFF	Traffic Stop
GCSO	202400010636	0018	08/04/2024 2:22:45AM	TRAFF	Traffic Stop
GCSO	202400010650	0018	08/04/2024 11:55:42AM	ANIMA	Misc Animal Complaints
GCSO	202400010655	0018	08/04/2024 1:27:41PM	ATL	Attempt To Locate
GCSO	202400010659	0018	08/04/2024 4:52:24PM	BITES	Animal Bites
GCSO	202400010666	0018	08/04/2024 7:47:52PM	TRAFF	Traffic Stop
GCSO	202400010674	0018	08/04/2024 10:25:17PM	DOMES	Domestic
GCSO	202400010677	0018	08/04/2024 11:59:41PM	TRAFF	Traffic Stop
GCSO	202400010679	0018	08/05/2024 12:38:41AM	PROPF	Found Property
GCSO	202400010686	0018	08/05/2024 10:15:15AM	ANIMA	Misc Animal Complaints
GCSO	202400010689	0018	08/05/2024 11:27:26AM	TRAFF	Traffic Stop
GCSO	202400010690	0018	08/05/2024 11:54:52AM	TRAFF	Traffic Stop
GCSO	202400010698	0018	08/05/2024 2:19:25PM	TRAFF	Traffic Stop
GCSO	202400010708	0018	08/05/2024 8:57:22PM	TRAFF	Traffic Stop
GCSO	202400010716	0018	08/05/2024 11:05:08PM	TRAFF	Traffic Stop
GCSO	202400010725	0018	08/06/2024 2:12:28AM	TRAFF	Traffic Stop
GCSO	202400010728	0018	08/06/2024 3:00:47AM	TRAFF	Traffic Stop
GCSO	202400010731	0018	08/06/2024 8:08:33AM	TRAFF	Traffic Stop

## Calls For Service Report By Township

<u>Agency</u>	<u>Incident_Nr</u>	<u>Beat</u>	<u>Dispatched Time</u>	<u>Activity</u>	<u>name</u>
GCSO	202400010734	0018	08/06/2024 8:54:32AM	MISCP	Misc Public/Information
GCSO	202400010735	0018	08/06/2024 8:58:37AM	TRAFF	Traffic Stop
GCSO	202400010739	0018	08/06/2024 10:28:14AM	TRAFF	Traffic Stop
GCSO	202400010740	0018	08/06/2024 11:09:55AM	TRAFF	Traffic Stop
GCSO	202400010742	0018	08/06/2024 11:31:55AM	MISCP	Misc Public/Information
GCSO	202400010743	0018	08/06/2024 12:09:50PM	TRAFF	Traffic Stop
GCSO	202400010744	0018	08/06/2024 1:03:10PM	TRAFF	Traffic Stop
GCSO	202400010748	0018	08/06/2024 2:18:36PM	TRAFF	Traffic Stop
GCSO	202400010760	0018	08/06/2024 6:03:22PM	COMM	Community Engagement
GCSO	202400010766	0018	08/06/2024 6:38:27PM	K9AST	K9 Assists/Searches
GCSO	202400010790	0018	08/07/2024 9:24:10AM	MEDIC	Medical Assists
GCSO	202400010799	0018	08/07/2024 2:14:50PM	ANIMA	Misc Animal Complaints
GCSO	202400010811	0018	08/07/2024 8:57:12PM	ANIMA	Misc Animal Complaints
GCSO	202400010814	0018	08/07/2024 9:36:45PM	TRAFF	Traffic Stop
GCSO	202400010816	0018	08/07/2024 10:18:06PM	TRAFF	Traffic Stop
GCSO	202400010817	0018	08/07/2024 11:15:00PM	TRAFF	Traffic Stop
GCSO	202400010818	0018	08/07/2024 11:44:25PM	TRAFF	Traffic Stop
GCSO	202400010832	0018	08/08/2024 11:35:01AM	DRUGS	Drugs/Drug Related
GCSO	202400010834	0018	08/08/2024 11:50:37AM	TRAFF	Traffic Stop
GCSO	202400010836	0018	08/08/2024 1:09:32PM	TRAFF	Traffic Stop
GCSO	202400010841	0018	08/08/2024 3:36:33PM	ABUSE	Abuse
GCSO	202400010842	0018	08/08/2024 5:02:13PM	DEBRI	Debris In Rd/Traff Hazard
GCSO	202400010883	0018	08/09/2024 11:19:56AM	TRAFF	Traffic Stop
GCSO	202400010907	0018	08/09/2024 3:11:48PM	TRAFF	Traffic Stop
GCSO	202400010913	0018	08/09/2024 4:06:10PM	ATSTP	ATV Stop
GCSO	202400010922	0018	08/09/2024 7:41:18PM	TRAFF	Traffic Stop
GCSO	202400010937	0018	08/10/2024 5:01:34AM	TRAFF	Traffic Stop
GCSO	202400010945	0018	08/10/2024 11:13:04AM	TRAFF	Traffic Stop
GCSO	202400010946	0018	08/10/2024 11:25:17AM	TRAFF	Traffic Stop
GCSO	202400010957	0018	08/10/2024 4:32:20PM	TRAFF	Traffic Stop
GCSO	202400010967	0018	08/10/2024 8:39:06PM	TRAFF	Traffic Stop
GCSO	202400010984	0018	08/11/2024 2:52:16AM	TRAFF	Traffic Stop
GCSO	202400010987	0018	08/11/2024 3:22:41AM	SUSPA	Suspicious Pers/Activity
GCSO	202400011011	0018	08/11/2024 2:48:23PM	WELFA	Welfare Check
GCSO	202400011015	0018	08/11/2024 4:04:45PM	TRAFF	Traffic Stop
GCSO	202400011026	0018	08/11/2024 7:49:54PM	ILDMP	Illegal Dumping
GCSO	202400011032	0018	08/11/2024 11:22:27PM	TRAFF	Traffic Stop

## Calls For Service Report By Township

<u>Agency</u>	<u>Incident_Nr</u>	<u>Beat</u>	<u>Dispatched Time</u>	<u>Activity</u>	<u>name</u>
GCSO	202400011035	0018	08/12/2024 2:00:36AM	PUBLI	Public Assist/Motorist
GCSO	202400011037	0018	08/12/2024 5:13:50AM	SUSPA	Suspicious Pers/Activity
GCSO	202400011038	0018	08/12/2024 6:32:23AM	TRAFF	Traffic Stop
GCSO	202400011041	0018	08/12/2024 7:39:35AM	TRAFF	Traffic Stop
GCSO	202400011042	0018	08/12/2024 8:10:21AM	TRAFF	Traffic Stop
GCSO	202400011047	0018	08/12/2024 10:31:24AM	TRAFF	Traffic Stop
GCSO	202400011050	0018	08/12/2024 11:08:50AM	MEDIC	Medical Assists
GCSO	202400011070	0018	08/12/2024 7:52:28PM	ALARM	All Others
GCSO	202400011071	0018	08/12/2024 7:58:57PM	MAARC	MN Adult Abuse Reporting
GCSO	202400011072	0018	08/12/2024 8:17:15PM	911CA	911 Calls
GCSO	202400011077	0018	08/12/2024 10:56:29PM	TRAFF	Traffic Stop
GCSO	202400011081	0018	08/13/2024 6:23:28AM	TRAFF	Traffic Stop
GCSO	202400011083	0018	08/13/2024 7:07:00AM	TRAFF	Traffic Stop
GCSO	202400011087	0018	08/13/2024 10:29:21AM	0FRAU	Fraud
GCSO	202400011088	0018	08/13/2024 11:07:21AM	TRAFF	Traffic Stop
GCSO	202400012280	0018	09/05/2024 3:05:13PM	THEFT	Theft
GCSO	202400011089	0018	08/13/2024 11:38:09AM	THEFT	Theft
GCSO	202400011092	0018	08/13/2024 1:59:27PM	TRAFF	Traffic Stop
GCSO	202400011100	0018	08/13/2024 4:15:14PM	BURN	Fire Call
GCSO	202400011105	0018	08/13/2024 6:33:49PM	911CA	911 Calls
GCSO	202400011110	0018	08/13/2024 7:40:03PM	911CA	911 Calls
GCSO	202400011124	0018	08/14/2024 12:54:49AM	BUSCK	Business Checks
GCSO	202400011165	0018	08/14/2024 8:29:07PM	ASSLT	Assault
GCSO	202400011199	0018	08/15/2024 5:06:10PM	ANIMA	Misc Animal Complaints
GCSO	202400011205	0018	08/15/2024 6:51:15PM	MISCP	Misc Public/Information
GCSO	202400011261	0018	08/16/2024 7:26:56PM	OFFIC	Misc Officer Actions
GCSO	202400011265	0018	08/16/2024 9:36:29PM	TRAFF	Traffic Stop
GCSO	202400011268	0018	08/16/2024 9:53:22PM	DRIVE	Driving Complaint
GCSO	202400011323	0018	08/17/2024 10:50:46PM	TRAFF	Traffic Stop
GCSO	202400011327	0018	08/17/2024 11:23:24PM	TRAFF	Traffic Stop
GCSO	202400011335	0018	08/18/2024 1:06:27AM	SUSPA	Suspicious Pers/Activity
GCSO	202400011349	0018	08/18/2024 8:17:11AM	COMM	Community Engagement
GCSO	202400011350	0018	08/18/2024 10:22:42AM	DRIVE	Driving Complaint
GCSO	202400011387	0018	08/19/2024 9:54:13AM	TRAFF	Traffic Stop
GCSO	202400011388	0018	08/19/2024 10:27:28AM	TRAFF	Traffic Stop
GCSO	202400011389	0018	08/19/2024 10:55:27AM	WARRA	Warrant Arrest
GCSO	202400011394	0018	08/19/2024 1:38:34PM	BITES	Animal Bites

## Calls For Service Report By Township

<u>Agency</u>	<u>Incident_Nr</u>	<u>Beat</u>	<u>Dispatched Time</u>	<u>Activity</u>	<u>name</u>
GCSO	202400011398	0018	08/19/2024 2:17:46PM	DRIVE	Driving Complaint
GCSO	202400011399	0018	08/19/2024 2:28:40PM	TRAFF	Traffic Stop
GCSO	202400011435	0018	08/20/2024 1:46:32PM	MEDIC	Medical Assists
GCSO	202400011436	0018	08/20/2024 2:00:05PM	TRAFF	Traffic Stop
GCSO	202400011437	0018	08/20/2024 2:03:19PM	TRESP	Trespass
GCSO	202400011439	0018	08/20/2024 2:41:26PM	OFFIC	Misc Officer Actions
GCSO	202400011440	0018	08/20/2024 3:19:58PM	MEDIC	Medical Assists
GCSO	202400011442	0018	08/20/2024 4:14:56PM	TRAFF	Traffic Stop
GCSO	202400011444	0018	08/20/2024 4:22:37PM	PARK	Parking Violation
GCSO	202400011447	0018	08/20/2024 4:56:14PM	TRAFF	Traffic Stop
GCSO	202400011448	0018	08/20/2024 5:25:18PM	TRESP	Trespass
GCSO	202400011459	0018	08/20/2024 10:17:26PM	SUSPA	Suspicious Pers/Activity
GCSO	202400011469	0018	08/21/2024 8:24:54AM	MEDIC	Medical Assists
GCSO	202400011474	0018	08/21/2024 10:30:46AM	WELFA	Welfare Check
GCSO	202400011485	0018	08/21/2024 2:06:12PM	XTRAP	Extra Patrol
GCSO	202400011508	0018	08/21/2024 7:25:33PM	MISCP	Misc Public/Information
GCSO	202400011539	0018	08/22/2024 1:15:50PM	0FRAU	Fraud
GCSO	202400011544	0018	08/22/2024 4:01:09PM	ACCPD	Prprty Dmge Mtr Veh Accid
GCSO	202400011550	0018	08/22/2024 5:19:40PM	911CA	911 Calls
GCSO	202400011553	0018	08/22/2024 5:43:19PM	THEFT	Theft
GCSO	202400011562	0018	08/22/2024 8:16:22PM	TRAFF	Traffic Stop
GCSO	202400011568	0018	08/22/2024 9:52:45PM	TRAFF	Traffic Stop
GCSO	202400011572	0018	08/23/2024 12:33:31AM	BUSCK	Business Checks
GCSO	202400011573	0018	08/23/2024 12:57:22AM	DISTU	Disturbance
GCSO	202400011586	0018	08/23/2024 7:59:08AM	WELFA	Welfare Check
GCSO	202400011590	0018	08/23/2024 10:12:08AM	XTRAP	Extra Patrol
GCSO	202400011604	0018	08/23/2024 3:06:11PM	MISCP	Misc Public/Information
GCSO	202400011607	0018	08/23/2024 3:27:03PM	MEDIC	Medical Assists
GCSO	202400011612	0018	08/23/2024 5:10:07PM	ANIMA	Misc Animal Complaints
GCSO	202400011634	0018	08/24/2024 10:55:23AM	TRAFF	Traffic Stop
GCSO	202400011688	0018	08/24/2024 4:41:13PM	TRAFF	Traffic Stop
GCSO	202400011704	0018	08/24/2024 6:12:32PM	DRUGS	Drugs/Drug Related
GCSO	202400011716	0018	08/25/2024 12:51:38AM	BURGL	Burglary
GCSO	202400011731	0018	08/25/2024 10:59:49AM	ALARB	Business Alarm
GCSO	202400011746	0018	08/25/2024 4:05:06PM	THEFT	Theft
GCSO	202400011748	0018	08/25/2024 4:31:49PM	COMM	Community Engagement
GCSO	202400011752	0018	08/25/2024 6:41:44PM	TRAFF	Traffic Stop



## Calls For Service Report By Township

<u>Agency</u>	<u>Incident_Nr</u>	<u>Beat</u>	<u>Dispatched Time</u>	<u>Activity</u>	<u>name</u>
GCSO	202400011758	0018	08/25/2024 10:10:58PM	XTRAP	Extra Patrol
GCSO	202400011759	0018	08/25/2024 10:23:24PM	DOMES	Domestic
GCSO	202400011761	0018	08/25/2024 11:30:05PM	SUSPA	Suspicious Pers/Activity
GCSO	202400011766	0018	08/26/2024 8:19:15AM	TRAFF	Traffic Stop
GCSO	202400011775	0018	08/26/2024 11:31:00AM	0FAMI	Family Complaints
GCSO	202400011779	0018	08/26/2024 1:58:55PM	MAARC	MN Adult Abuse Reporting
GCSO	202400011784	0018	08/26/2024 4:27:44PM	ANIMA	Misc Animal Complaints
GCSO	202400011791	0018	08/26/2024 5:26:24PM	DISTU	Disturbance
GCSO	202400011793	0018	08/26/2024 7:23:11PM	TRAFF	Traffic Stop
GCSO	202400011795	0018	08/26/2024 7:32:07PM	TRAFF	Traffic Stop
GCSO	202400011819	0018	08/27/2024 8:24:03AM	SUSPA	Suspicious Pers/Activity
GCSO	202400011820	0018	08/27/2024 8:51:16AM	ANIMA	Misc Animal Complaints
GCSO	202400011826	0018	08/27/2024 1:07:46PM	WELFA	Welfare Check
GCSO	202400011836	0018	08/27/2024 5:11:04PM	WARRA	Warrant Arrest
GCSO	202400011838	0018	08/27/2024 6:04:34PM	0FAMI	Family Complaints
GCSO	202400011843	0018	08/27/2024 8:14:50PM	SUSPA	Suspicious Pers/Activity
GCSO	202400011845	0018	08/27/2024 10:27:21PM	TRAFF	Traffic Stop
GCSO	202400011847	0018	08/27/2024 11:17:55PM	TRAFF	Traffic Stop
GCSO	202400011855	0018	08/28/2024 6:30:59AM	ANIMA	Misc Animal Complaints
GCSO	202400011856	0018	08/28/2024 7:47:17AM	REMOV	Remove Unwanted Person
GCSO	202400011871	0018	08/28/2024 2:23:37PM	DEAD	Sudden Death/Bodies Found
GCSO	202400011895	0018	08/29/2024 1:02:53AM	TRAFF	Traffic Stop
GCSO	202400011897	0018	08/29/2024 1:28:36AM	TRAFF	Traffic Stop
GCSO	202400011924	0018	08/29/2024 5:56:28PM	MEDIC	Medical Assists
GCSO	202400011933	0018	08/29/2024 11:49:51PM	TRAFF	Traffic Stop
GCSO	202400011942	0018	08/30/2024 9:29:55AM	0FRAU	Fraud
GCSO	202400011948	0018	08/30/2024 1:36:04PM	TRAFF	Traffic Stop
GCSO	202400011949	0018	08/30/2024 2:31:11PM	TRAFF	Traffic Stop
GCSO	202400011956	0018	08/30/2024 4:21:46PM	TRAFF	Traffic Stop
GCSO	202400011970	0018	08/30/2024 7:12:10PM	COMM	Community Engagement
GCSO	202400011977	0018	08/30/2024 9:52:37PM	SUSPA	Suspicious Pers/Activity
GCSO	202400012003	0018	08/31/2024 6:29:08AM	TRAFF	Traffic Stop
GCSO	202400012004	0018	08/31/2024 6:39:08AM	TRAFF	Traffic Stop
GCSO	202400012006	0018	08/31/2024 9:24:26AM	TRAFF	Traffic Stop
GCSO	202400012012	0018	08/31/2024 12:00:46PM	MENTA	Mental Illness
GCSO	202400012039	0018	08/31/2024 8:47:12PM	TRAFF	Traffic Stop
GCSO	202400012044	0018	08/31/2024 9:20:52PM	MEDIC	Medical Assists

# Calls For Service Report By Township

<u>Agency</u>	<u>Incident_Nr</u>	<u>Beat</u>	<u>Dispatched Time</u>	<u>Activity</u>	<u>name</u>
GCSO	202400012049	0018	08/31/2024 9:48:22PM	TRAFF	Traffic Stop

**186** Total

# Calls For Service Report By Township

Agency   Incident\_Nr   Beat   Dispatched Time   Activity   name

Citations By Beat  
by Year

From Date: 08/01/2024 To Date: 08/31/2024

	2024	
	Pine Island	Total
<b>Animal Running at Large</b>	1	1
<b>Cannabis - Use, possess, or transport cannabis or hemp products under 21 years of age</b>	2	2
<b>Cannabis open package - Possess in motor vehicle; Removed from packaging in which it was sold</b>	1	1
<b>Damage to Property-4th Deg-Intentional Damage-Other Circumstances</b>	2	2
<b>Drivers License - Driving without a valid license for vehicle class or type</b>	1	1
<b>Liquor-Possession by Person Under 21</b>	1	1
<b>Stray Animals-Running at large of domestic animals prohibited</b>	1	1
<b>Theft-Take/Use/Transfer Movable Prop-No Consent</b>	1	1
<b>Traffic - Speeding - Exceed Limit of 30 mph - Urban District</b>	1	1
<b>Traffic Regulation - Driver Must Carry Proof of Insurance when Operating Vehicle</b>	1	1
<b>Traffic regulation - following vehicle more closely than reasonable and prudent</b>	1	1
<b>Traffic Regulation - Seat Belt Required - Driver and Passengers Must Use</b>	2	2
<b>Traffic-Drivers License-Driving After Suspension</b>	1	1
<b>Traffic-speeding-Exceed interstate limit 65 mph in urban</b>	1	1
<b>Unlawful Deposit of Garbage, Litter or Like</b>	1	1
<b>Total</b>	13	13



Pine Island License Bureau  
246 S. Main St  
Pine Island, MN 55963  
(507) 356-4904

## August 2024

### Motor Vehicle

- Transaction Count: 1051
  - Renewals: 750
  - Title Transfers: 167
  - Replace plates/stickers/reg cards: 15
  - Duplicate Titles: 9
  - Driver's License: 25
  - Disability Certificates: 15
- **Total Sales: \$170,166.45**
- Total our office received: \$10,313.15**

### DNR-June

- Gross Sales: **\$2,127.18**
- Transactions: **29**
- Our Commission: **\$222.00**

**(Total income: \$10,535.15)**

Respectfully,  
Krista Rowe  
Deputy Registrar



## September 2024

- Sirens are tested by Olmsted Co. EM monthly and are in good working condition.
- We determined which panels will need to be connected to a backup generator at the Lutheran Church. Install quote and generator quotes are in. Will be discussing internally, next steps.
- Emergency Generators are tested monthly and in normal operating condition. Generators will be prepped for winter operation.
- The new river monitors have been delivered. We are working on installation this month.
- Emergency Managers continue to watch the weather for alerts.
- Emergency Managers are working on HSEM Training Requirements for Emergency Management Certificate. Sam will be enrolling in new program when it comes out. Brandon is 80% complete with Basic Emergency Manager Program
- We will be working with Public Works on more river clean-up this fall.
- We are utilizing our drone to check the river for downed trees or debris. These spots are marked with the drone for removal.
- Brandon Mathison is working on adding equipment to our newly renovated EOC.
- The Mitigation Action Plan was reviewed by Emergency Management and the City Administrator. Our suggestions were sent back to Olmsted and Goodhue County.
- Attended final Hazard Mitigation Plan meeting for Olmsted and Goodhue County in July.
- The dual responsibility of this position continues to flow nicely.
- Emergency managers completed a damage cost estimate spreadsheet for the June flooding. We have applied for flood damage reimbursement and will be contacted by FEMA for further instruction.

**NORTH ZUMBRO SANITARY DISTRICT  
Joint Powers Executive Committee Meeting  
Wednesday, September 4, 2024 11:00 A.M.  
Zumbrota City Council Chambers  
Zumbrota, MN**

**CALL TO ORDER:** Chair Elizabeth Howard.

**PRESENT:** Executive Committee Directors: Terri Buck – Goodhue Brian Grudem - Zumbrota Elizabeth Howard – Pine Island, and Michael Boulton – Wanamingo  
Executive Committee Alternate Directors: Todd Roberts – Pine Island, and Jason Mandelkow - Goodhue

**ABSENT:** Executive Committee Alternate Directors: Michael Olson – Zumbrota and Stuart Ohr - Wanamingo

**ALSO PRESENT:** Bill Angerman – WHKS, Glenn Gustafson – WHKS, Craig Britton – Widseth, Reese Sudtelgte – ISG, and Brandon Theobald - WHKS.

**ADOPT AGENDA:** Boulton motioned to approve, seconded by Grudem. Passed 4-0-0.

**CONSENT AGENDA:** Buck motioned to approve, Seconded by Grudem. Consent Agenda Items include: August 7, 2024 Executive Committee Meeting Minutes, WHKS Invoices for \$60,053.89, and PFA Disbursement Request Form. Howard stated that the PFA Disbursement Request Form was included to show the Executive Committee the application process to obtain the funds and the available balance remaining of the \$10 million State Capital Grant. Passed 4-0-0.

**PUBLIC COMMENTS:** None

**OLD BUSINESS:**

**Land Purchase Agreement**

**Appraisal Need** – Howard stated that she has been working with Minnesota PFA to find out what is needed to access the grant funds to purchase the land. The purchase agreement and legal opinion have been sent to the MN PFA. Initially the MN PFA requested an appraisal. The land purchase is unique enough that an appraisal would be difficult because it is bare farmland. Drew took over for Anita at MN PFA. MN PFA now requests that the stated reasoning for purchasing the specific land be put into writing. It would include this land being the first choice, just outside of City limits, contiguous, works with current land use for zoning purposes, and is the most cost effective to limit addition costs in piping. Angerman stated that the industrial park land had some secondary consideration for location. The owner of the land is asking for \$30,000 per acre. The City of Zumbrota has documentation on the cost per acre that could be included in the written documentation to the MN PFA. Britton stated that the written reasoning would be due by Friday September 6<sup>th</sup>. Britton and Gustafson would work on the response and submit to MN PFA by Friday September 6<sup>th</sup>.

**Closing Date and Extension** - The Land Purchase agreement extension ends on September 13, 2024. There is an option to extend the agreement by 60 days to November 11, 2024. Grudem moved to approve the land purchase agreement extension of 60 days to November 11, 2024, seconded by Buck. It

was agreed that the NZSSD may only need a few extra days to work with MN PFA to obtain final approval to access the funds. Passed 4-0-0.

**Final Plat Public Hearing and Annexation** – Gustafson stated that the final plat had been submitted to the County surveyor. There were a couple of minor changes that have been completed and resubmitted. Should have final approval later today from the County. Angerman stated that the City of Zumbrota would be billing NZSSD for the plat fees. Annexation has been completed and filed with the State.

**Bonding Bill Update** – Grudem stated that the proposed lobbyist contract with Winthrop & Weinstine would run from 9/1/2024-5/31/2025. The price is the same as the last contract, \$36,750. Boulton moved to approve the 2024-2025 lobbyist contract with Winthrop & Weinstine contingent upon all four City Council approvals, seconded by Buck. Boulton stated that he would revise the sample resolution from last year and send it to all the City Administrators to be included for considered for approval in September. Passed 4-0-0. Grudem stated that Winthrop & Weinstine would send the contracts to each of the Cities to be signed after the resolutions are approved.

**Website and Logo Update** – Britton stated that there are no new updates for the North Zumbro Sanitary District website. However, Britton has sent over content to the website developers to start creating. Next month should have a template website to review. The North Zumbro Sanitary District letterhead and envelopes will include the City of Pine Island address, PO Box 280 Pine Island, MN 55963.

**Facility Plan MPCA Comments for Pine Island and Goodhue** – Gustafson stated that all plans, including comments from each of the four communities' facility plans, has been submitted to the MPCA. Corey Hauer of the MPCA should approve the facilities plans within the coming days. Design team will start working on (pre) design of the facility.

Angerman and Britton stated that the next step on the Environmental Assessment Worksheet (EAW) is the air emissions predictions. A consultant will be hired in the coming month. This would be paid for out the \$500,000 miscellaneous expenses.

**NEW BUSINESS:**

\*The next meeting will be October 2, 2024 at 11:00AM.

**Adjourn:** At 11:21AM a motion to adjourn was made by Buck and seconded by Grudem. Passed 4-0-0.

Signed:

\_\_\_\_\_  
Elizabeth Howard, Chair

Attest:

\_\_\_\_\_  
Michael Boulton, Secretary