

City of Wabasso
Regular Meeting
Monday, December 12, 2022
5:00 pm

REGULAR MEETING

1. Call to order
2. EDA Update
 - a. EDA Minutes - December 7, 2022
 - b. Loan and Checking Balance Report
3. Public Comment *Please limit comments to 3 minutes per person. Items brought before the council will be referred for consideration or action as needed. Council may ask questions for clarification, but no council action or discussion will be held at this time.*
4. Clerk-Treas. /Administrator
 - a. Violation Enforcement
5. Street Report -
 - a.
6. Water/Wastewater Report
 - a. Telemetry Switch
7. Parks report
8. Approve Consent Agenda
9. Unfinished Business
 - a. Golf Cart/ATV ordinance (Table)
 - b. Community Center Improvements Update
 - c. 2023 Operating Budget Update
10. New Business
 - a. Resolution Approving 2023 Staff Salaries
 - b. Lamberton Ambulance Mutual Aid Agreement
11. Correspondence
 - a. Sheriff's reports
12. Approve Bills
13. Adjourn

CONSENT AGENDA

1. Approve Council Minutes - November 14, 2022 & November 28, 2022
2. Hire Nichole Salfer - CC Cleaning
3. Sanitation Credit - Kevin Johanneck
4. Resolution setting 2023 Holiday Schedule
5. Approve Letter of Engagement - Accounting Services - Kinner & Company LTD
6. Approve Sheriff's Contract
7. Budget Adjustments/Transfers
8. Resolution Accepting Donations

All items on this agenda will be approved with one motion unless a council member asks to have an item removed for discussion.

**City of Wabasso
Regular Meeting
Monday, December 12, 2022
Agenda Report**

- 1. EDA Minutes/Financial Reports enclosed**
- 2. Violation enforcement.** Tabled from last meeting. I occasionally receive comments from residents relating to the enforcement of city ordinances – most commonly public nuisances and animal complaints. Typically, I only actively enforce violations unless I have received a complaint, council direction or if there is a serious threat to public health, safety and welfare. I have also on occasion received comments that residents should not have to file a complaint in order for the city to act. I believe the process noted above is the most effective means of addressing violations and am asking you to review and affirm or have staff actively enforce violations without complaint.
- 3. Telemetry Switch** – Quote enclosed. Per discussion at budget workshop.
- 4. Golf Cart/ATV Ordinance** – Matt indicated he will not have any new information for the meeting. This item may be tabled.
- 5. Community Center Improvements** – Quotes for floor and painting enclosed. The city has been quoted \$10/sq ft for new ceiling tiles which per our measurements would be \$5,809. Jeff will give an update on the exterior improvements. I would recommend tabling a decision until 2023 when we will be in the new fiscal year.
- 6. 2023 Operating Budget** – See attached report.
- 7. 2023 Salaries** – See attached memo/resolution
- 8. Sheriff's report.** Attached
- 9. Council Minutes** – 11/14/22 and 11/28/22 attached.
- 10. Hire Community Center Cleaning Staff.** Becky Lanoue resigned her position as community center cleaning staff. The city received one application for the position. I would recommend that Nichole Salfer be hired at a rate of \$12.15/hr. to be increased to \$12.76 after completing probation. It should be noted that Nichole is married to Public Works Employee Kyle Salfer.
- 11. Kevin Johanneck** – Sanitation bill credit. It was discovered recently that Kevin Johanneck was being billed for garbage service and he has not received service for several years. I am recommending that Mr. Johanneck be given credit for the past 12 months of service, which would be \$134.00 I have discussed this with Mr. Johanneck and he appears agreeable to the proposal.
- 12. 2023 Holiday Schedule** – The Personnel Policy allows 9 paid holidays per year. I have attached a resolution setting the holidays that is consistent with past practice.
- 13. Letter of Engagement for Auditing Services – Kinner & Company.** Kinner has done the city's annual audit for the past several years. I am very pleased with their thoroughness and responsiveness. The proposal is similar to engagement letters the city has approved in the past. The fees are proposed to increase 7% from the 2022 fees.
- 14. 2023 Sheriff's Service Contract.** See attached contract. The proposed fee is 2% higher than 2022. I would recommend the contract be approved.
- 15. Budget Adjustments/Transfers** – see attached report
- 16. Donations** – See attached resolution
- 17. Bills attached.**

**Wabasso EDA
Regular Meeting
Wednesday, December 7, 2022
5:00 pm**

The meeting was called to order at 5:00 pm with board members Pat Eichten, Steve Burns, and Karl Guetter present and Chuck Robasse via video conference. Also present were Kyle Salfer, Pat Dingels, and McKenzie Fischer.

The minutes of the November 12, 2022, meeting were approved on a motion by Guetter, second by Burns.

Eichten – Yes; Burns – Yes; Guetter – Yes; Robasse – yes.

Public Housing – It was the consensus of the board that a meeting be scheduled with the City of Franklin to tour its public housing project.

Daycare – The board received an update regarding daycare. It was noted that Tim Goblirsch was still interested in selling his property, but an environmental assessment would need to be completed prior to entering into negotiations. It was agreed the EDA should meet with stakeholders to determine the needs and opportunities for daycare. It was also agreed that the EDA would meet with Franklin officials to tour its day care facility.

Strategic Plan Update

- No discussions with Commercial Club due to elections, budget, holidays and illness.
- Monthly business spotlight – Jenniges Gas and Diesel
- Highway 68 corridor – Committed did not meet due to reasons noted above, but Mr. Thompson, Mr. Eichten and Matt Novak had met to discuss. Mr. Thompson had followed up with discussion and were refining land use language. Mr. Thompson felt confident that proposed language would be completed by March/April 2023.

2023 Budget. Mr. Thompson presented an overview of the budget noting:

- The budget was in a new format
- RLF I Transfer and Loan – This was for the Babble On RLF loan that was recently approved. The loan was funded from the savings account.
- EDA General Sales of Fixed Assets – Sale of Samyn and Salfer lots
- EDA General Transfer from Other Fund – Adjustment that was made per Auditor's recommendation
- EDA General Engineering Fees – Related to Hwy 68 study, Eastvail lot reconfiguration and extension of Eastvail utilities.
- EDA General Transfers (General) - Adjustment that was made per Auditor's recommendation
- EDA General Transfers (Eastvail) – Transfer of net sales proceeds to May Street debt service improvement fund.
- Dewey Street – Capital Outlay – Landscaping
- 2017A Tax Abatement – Transfer from EDA - Adjustment that was made per Auditor's recommendation

2023 Budget –

- RLF I Interest on loan payments and transfer – Reflects the additional revenue from the Babble On loan
- EDA General – Sales of Fixed Assets – Sale to David Schmidt
- EDA General Transfer from other Funds – Transfer from RLF funds.
- EDA General – Transfer to Other Funds (Eastvail) - Transfer of net sales proceeds to May Street debt service improvement fund.
- Dewey Street Rents – 5% increase
- Dewey Street Capital Outlay/Improvements – None budgeted at this time.
- Dewey Street Loan Payment – no payments as loan was retired in 2022.
- 2017A Tax Abatement Transfers from EDA – Net proceeds from Schmidt lot sale.

The board discussed potential Dewey Street 5 Plex improvements. Motion by Burns, second by Guetter to adopt the 2023 Operating Budget as presented.

Eichten – Yes; Burns – Yes; Guetter – Yes; Robasse – yes.

5-Plex Rental Rates: Motion by Burns, second by Robasse to increase the 5 plex rental rates by 5% effective January 1, 2023.

Eichten – Yes; Burns – Yes; Guetter – Yes; Robasse – yes.

Envy Us Salon – Mr. Eichten reported that he had discussed potential assistance with Tiffany Eichten regarding the building she is currently renting. No action was taken at this time.

Treasurer's Report – Motion by Burns, second by Guetter to accept the Treasurer's report.

Eichten – Yes; Burns – Yes; Guetter – Yes; Robasse – yes.

Bills – Motion by Burns, second by Guetter to approve the bills totaling:

EDA General:	\$ 300.70
EDA Dewey:	\$1,965.00
Total:	\$2,265.70

Eichten – Yes; Burns – Yes; Guetter – Yes; Robasse – yes.

Motion by Guetter, second by Burns to pay Jamie Taylor \$25.00 per Spotlight setup.

Eichten – Yes; Burns – Yes; Guetter – Yes; Robasse – yes.

The meeting was adjourned at 5:40 p.m.

Larry J Thompson
Director

EDA Monthly Payment Schedule**11/30/2022**

<u>Name</u>	<u>Pmt Due</u>	<u>Pmt Amt</u>	<u>Int</u>	<u>Prin Amt</u>		<u>Maturity Date</u>	<u>Last Payment</u>	<u>Payment Due</u>
Chad Ruprecht	21st	\$ 400.00	3%	\$ 11,943.46	EDA II	5/21/2028	11/1/2022	12/21/2022
DEEM, Inc	21st	\$ 482.80	3%	\$ 17,633.66	EDA I	5/21/2025	11/10/2022	12/21/2022
DEEM, Inc	21st	\$ 357.27	3%	\$ 12,688.99	EDA I	5/21/2025	10/13/2022	12/21/2022
Jenniges Gas & Diesel	14th	\$ 300.00	3%	\$ 11,739.06	EDA I	12/11/2026	11/7/2022	12/14/2022
Jenniges Gas & Diesel	8th	\$ 500.00	1%	\$ 4,256.39	EDA I	12/11/2022	10/6/2022	12/8/2022
Jonti-Craft	25th	\$ 3,886.28	2.5%	\$ 127,433.88	EDA I	9/25/2025	11/8/2022	12/25/2022
Jonti-Craft	25th	\$ 120.19	2.5%	\$ 3,941.63	EDA II	9/25/2025	11/8/2022	12/25/2022
Mid County Ag Services	20th	\$ 242.00	3%	\$ 15,847.69	EDA I	11/20/2028	11/15/2022	12/20/2022
Matt Novak	1st	\$ 362.10	3%	\$ 13,795.34	EDA II	8/4/2026	11/1/2022	12/1/2022
Safe Storage 2	5th	\$ 482.80	3%	\$ 31,625.66	EDA I	10/5/2028	11/1/2022	12/5/2022
Wabasso Electric Motor LLC	6th	\$ 251.00	3%	\$ 7,302.87	EDAI	8/6/2024	11/1/2022	12/6/2022
Babble On Bar & Grill	15th	\$ 724.21	3%	\$ 75,000.00	EDA I	11/15/2032	N/A	12/15/2022
Totals		\$ 6,984.44		<u>\$ 333,208.63</u>				

EDAI Daily Savings	\$ 368,647.92	FROM MONTHLY BANK STATEMENTS
EDAI Daily Savings	\$ 122,844.13	FROM MONTHLY BANK STATEMENTS
EDA-WDC	\$ 39,872.56	FROM MONTHLY BANK STATEMENTS
T Savings	\$ 531,364.61	

EDA General Fund

Beginning Balance				\$	97,219.73	
Plus Deposits Outstanding						
	Rev	Interest Earnings		\$	82.27	\$ 47.33
	Exp	Redwood County Auditor		\$	(172.50)	
		Jamie Taylor		\$	(25.00)	
		Future Checks - Transfer Errors				
					<u>\$ 97,104.50</u>	
Ending Balance						
CD # 115009 renewal 12-9-19				\$	28,446.81	
CD #33649				\$	50,186.34	
		CD Total			<u>\$ 78,633.15</u>	
		EDA General Total			<u>\$ 175,737.65</u>	

EDA Dewey Street						
Beginning Balance				\$	44,557.02	
Plus Deposits Outstanding; rents				\$	2,940.00	
		Security Deposit		\$	-	
		interest		\$	3.65	
Less Checks /Outstanding						
		Pay off Intefund Loan to Gener Fund		\$	-	
		Loan Payment		\$	-	
		Pay off Loan		\$	-	
FUTURE		Deposit from EDA General				
		Payments to General Fund Checking			<u>\$ 47,500.67</u>	

EDA Eastvail Sales Account	Starting Balance			\$	33,636.75	
	Interest on investments			\$	-	
					<u>\$ 33,636.75</u>	

D Street Townhomes Loan Paid off \$ - 2.8 % interest

11/30/2022

Balance Sheet

	Balance 10/28/22	Adj.	Balance 11/30/22
Assets			
Cash	\$ 361,745.77	6,251.15	\$ 367,996.92
Notes Receivable	\$ 301,963.69	(5,738.36)	\$ 296,225.33
Total Assets	\$ 663,709.46	512.79	\$ 664,222.25
Liabilities			
	\$ -	-	\$ -
Total Liabilities	\$ -	-	\$ -
Assets less Liabilities	\$ 663,709.46		\$ 664,222.25

Principal Payments Monthly

Deem 1	\$ 437.62	\$ 482.80
Deem 2	\$ 324.74	\$ 357.27
Jenniges Gas & Diesel 1	\$ 269.98	\$ 300.00
Jenniges Gas & Diesel 2	\$ 488.14	\$ 500.00
Jonti-Craft 1	\$ 3,613.27	\$ 3,886.28
Mid Country Ag Services	\$ 201.88	\$ 242.00
Safe Storage #2	\$ 402.73	\$ 482.80
Babble On Bar & Grill	\$ -	\$ -
Total Principal Payments	\$ 5,738.36	

Principal Payments Year to Date

Deem 1	\$ 4,754.26
Deem 2	\$ 3,527.90
Jenniges Gas & Diesel 1	\$ 2,932.99
Jenniges Gas & Diesel 2	\$ 5,303.07
Jonti-Craft 1	\$ 39,335.33
Mid Country Ag Services	\$ 2,193.15
Safe Storage #2	\$ 4,375.18
Babble On Bar & Grill	\$ -
Total Principal Payments	\$ 62,421.88

New Loans

\$ -
\$ -
\$ -

Income Statement

Income

Interest on Loans Monthly

Deem 1	\$ 45.18
Deem 2	\$ 32.53
Jenniges Gas & Diesel 1	\$ 30.02
Jenniges Gas & Diesel 2	\$ 11.86
Jonti-Craft 1	\$ 273.01
Mid Country Ag Services	\$ 40.12
Safe Storage #2	\$ 80.07
Babble On Bar & Grill	\$ -
Total Interest Payments	\$ 512.79

Interest on Loans Year to Date

Deem 1	\$ 556.54
Deem 2	\$ 402.07
Jenniges Gas & Diesel 2	\$ 367.01
Jenniges Gas & Diesel 1	\$ 196.93
Jonti-Craft 1	\$ 3,413.75
Mid Country Ag Services	\$ 468.85
Safe Storage #2	\$ 935.62
Babble On Bar & Grill	\$ -
Total Interest Payments	\$ 6,340.77

Savings Interest

Quarter 1	\$ 95.86
Quarter 2	\$ 100.32
Quarter 3	\$ 178.92
Quarter 4	\$ -
Total Interest Payments	\$ 375.10

Deposit Error

\$ -

Total Income

\$ 887.89

Expenses

Interest Payment	\$ -
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Total Expense

\$ -

Net Income

\$ 887.89

EDA II 10/28/2022

Balance Sheet

	Balance 10/28/22	Adj.	Balance 11/30/22
Assets			
Cash	\$ 122,361.84	1,133.29	\$ 123,495.13
Notes Receivable	\$ 38,023.22	(1,039.92)	\$ 36,983.30
Total Assets	\$ 160,385.06	201.35	\$ 160,478.43
Liabilities			
	\$ -	\$ -	\$ -
Total Liabilities	\$ -	\$ -	\$ -
Assets less Liabilities	\$ 160,385.06		\$ 160,478.43

Principal Payments Monthly

Chad Ruprecht	\$ 369.22	\$ 400.00
Jonti-Craft	\$ 111.75	\$ 120.19
Novak Law	\$ 326.79	\$ 362.10
Wabbasso Electric Motor	232.16	\$ 251.00
Total Principal Payments	\$ 1,039.92	

Principal Payments Year to Date

Chad Ruprecht	\$ 4,011.14
Jont-Craft	\$ 1,216.50
Novak Law	\$ 3,550.26
Wabbasso Electric Motor	\$ 2,522.18
Total Principal Payments	\$ 11,290.08

New Loans

\$ -
\$ -
\$ -

Income Statement
Income

Interest on Loans Monthly

Chad Ruprecht	\$ 30.78
Jonti-Craft	\$ 8.44
Novak Law	\$ 35.31
Wabbasso Electric Motor	\$ 18.84
	\$ -
	\$ -
Total Interest Payments	\$ 93.37

Interest on Loans Monthly

Chad Ruprecht	\$ 388.86
Jont-Craft	\$ 105.59
Novak Law	\$ 432.84
Wabbasso Electric Motor	\$ 238.82
	\$ -
	\$ -
Total Interest Payments	\$ 1,166.11

Savings Interest

Quarter 1	\$ 28.15
Quarter 2	\$ 28.95
Quarter 3	\$ 50.88
Quarter 4	\$ -
	\$ 107.98

Deposit Error

\$ -

Total Income

\$ 201.35

Expenses

Interest Payment	\$ -
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Total Expense

\$ -

Net Income

\$ 201.35



800 6th St. N.W.
New Prague, MN 56071
Office: (952) 758-9445
Fax: (952) 758-9661

Quotation**To:** Wabasso, MN**Date:** 12/05/2022**From:** Cory Malay**Phone:** (952) 221-9800**Attn:** Jim**Engineer:****Re:** Wabasso, MN; Water Tower Telemetry (Updated)

Quality Flow Systems Inc. is pleased to provide a quotation in accordance with your requests and as follows:

Item A – Mods to Water Treatment Plant Panel:

- 1 This will include the necessary equipment and panel modifications to receive data over a radio frequency. This will eliminate the water hammer effect on the water tower level signal.

<u>Qty</u>	<u>Item Description</u>
1	Radio; 902-928MHz Spread-Spectrum
1	Power Supply; 24VDC
A/R	Relays / Sockets / Terminals
1	Coaxial Surge Arrestor
1	Re-use Existing Pressure Transmitter
100	LMR400; Coax cable; feet
2	Coaxial connectors
1	Antenna; YAGI-directional; 12dB gain; with mounting hardware

Item B - Tank RTU:

- 1 NEMA 4X polycarbonate wall mount tank RTU panel to allow for the pressure signal to be transmitted to the water treatment plant.

<u>Qty</u>	<u>Item Description</u>
1	Radio; 902-928MHz Spread-Spectrum
1	Power Supply; 24VDC
A/R	Relays / Sockets / Terminals
1	Coaxial Surge Arrestor
1	Uninterruptable Power Supply
1	120v Receptacle
50	LMR400; Coax cable; feet
2	Coaxial connectors
1	Antenna; YAGI-directional; 12dB gain; with mounting hardware and bracket

Qty **Description: Installation of Listed Equipment**

- | | |
|---|--|
| 1 | Installation of control panel and associated equipment by a licensed electrician |
| 1 | Install new antenna on WTP |
| 1 | Modify all necessary conduits, and pull new wire as needed |
| 1 | Necessary Permits |
| 1 | Installation of other equipment by QFS. |

Total Sell Price for Item A - \$14,381.00 (plus any applicable taxes)

Terms:

Quotation is valid for 30 days. Based upon Quality Flow Systems Inc. Standard Terms and Conditions of Sale; copy provided upon request.

Proposed Delivery Schedule:

4 - 6 weeks after approval.

Delivery and Storage:

Freight allowed to job-site.

Thank you for this opportunity to be of service to you. If you have any questions, please don't hesitate to call.
952-221-9800

Sincerely,

Cory Malay

Cory Malay

Date: 12/5/2022

CS Painting Services

Po Box 264
Lucan, MN 56255

Estimate: Interior Painting

(Bathrooms (4): walls, doors, door jams & trim)

Wabasso Community Center

Bar Area Bathrooms

Labor: \$1,900.00

- * Apply 2 coats of paint to walls in bathrooms.
- * Remove mirrors, handles, etc. from walls. Reinstall when done.
- * Remove doors, hardware, etc. Lightly hand sand doors, jams and trim, apply 1 coat of primer and 2 coats of paint. Lightly sand between coats of paint.

Material: \$650.00

- * B.M. Primer (1 gallon): \$75.00
 - * B.M. Paint for walls (4 gallons): \$400.00
 - * B.M. Paint for doors, jams and trim (1 gallon): \$100.00
 - * Other: tack cloth, caulk, brushes, tray liners, rollers: \$75.00
- Total Estimated Cost: \$2,550.00**

Main Entry Bathrooms

Labor: \$2,300.00

- * Apply 2 coats of paint to walls in bathrooms
- * Remove mirrors, handles, etc. from walls. Reinstall when done.
- * Remove doors, hardware, etc. Lightly hand sand doors, jams and trim, apply 1 coat of primer and 2 coats of paint. Lightly sand between coats of paint.

Material: \$750.00

- * B.M. Primer (1 gallon): \$75.00
 - * B.M. Paint for walls (4 gallons): \$400.00
 - * B.M. Paint for doors, jams and trim (2 gallon): \$200.00
 - * Other: tack cloth, caulk, brushes, tray liners, rollers: \$75.00
- Total Estimated Cost: \$3,050.00**

Feel free to contact us with any questions or concerns.

Cell: 507-430-1846

E-Mail: corey.schunk@yahoo.com

Thank You, CS Painting Services

INVOICE

Epoxy Co. LLC

27240 SD Highway 115
Harrisburg, SD 57032

chris@epoxycosd.com

605.376.0910

www.epoxycosd.com



City of Wabasso

Bill to

City of Wabasso
1429 front street
Wabasso, Mn

Ship to

City of Wabasso
1429 front street
Wabasso, Mn

Invoice details

Invoice no. : 1729
Invoice date : 11/14/22
Terms : Quote
Due date : 1/31/23

Product or service		Amount
1. Epoxy Floor - Out of State	529 units × \$10.00	\$5,290.00
Remove existing tile and install epoxy flake floor.		
2. Epoxy Floor - Out of State	300 units × \$15.00	\$4,500.00
Remove existing base cove and install v-cove and coat it the same flake color as the floor.		
Sales tax		\$0.00
Total		\$9,790.00

3ft. 5in (41in)

3ft. 5in (41in)

3ft. 10in (46in)

157.17ft²

3ft. 10in
(46in)

157.17ft²

MEN'S
(MAIN)

1568ft²

WOMEN'S
(MAIN)

1568ft²

1ft.
(168in)

9ft. 4in (112in)

9ft. 4in (112in)

9ft. (108in)

WOMEN'S
(Lions)

1512ft²

1ft.
(168in)

8ft. 3in (99in)

MEN'S
(Lions)

1155ft²

11ft. 8in
(140in)

Total 5,803 ft²

To: Mayor and Council

From: Larry Thompson, Clerk/Treas./Administrator

RE: Budget Update

Date: December 12, 2022

I have made the following adjustments to the budget based on discussion at the workshop and additional input from the Ambulance Director:

Community Center Capital Improvements – Add \$20,000 for exterior improvements and reduce contingency by \$20,000.00

Ambulance – Added \$4,000.00 for Uniforms; Increased Other Revenues in 2022 and 2023 (Lamberton); increased salaries based on 2022 payroll prepared this week. Note that the Director is in discussions with Lamberton regarding coverage and updating the contract. I do not have any further updates at this time.

EDA – The EDA approved the budget as presented in the draft City Operating Budget.

Library – The Library Board did not meet in December. I am waiting to hear from Scott when the Library Board will act on its budget.

The budget be updated after the bills are paid on Monday. Adjustments will made and an updated budget will be submitted prior to the Truth in Taxation hearing to be held on December 19, 2022 at 6:00 p.m.

To: Mayor and Council

From: Larry Thompson, Clerk/Treas./Administrator

RE: 2023 Salaries

Date: December 5, 2022

Attached is a proposed resolution adopting the 2023 Employee Salaries. The following is a summary of the changes:

Salaries are scheduled to increase by 5% except for the positions noted below. As noted at the budget workshop, I feel 5% is necessary to keep the city competitive given the cost of living increase and workforce shortages.

- I am recommending that Administrative Assistant's salary be increased 10% to \$15.28/hr. due to her taking on additional duties and experience. Since taking over the position Joanne has readily taken over several administrative tasks. She also started out at a lower rate than her Library position due to experience.
- Kyle Salfer is scheduled for a \$1.00/hr. raise effective January 1, 2022 in addition to the 5% increase per the letter of understanding when Mr. Salfer was hired.
- The Library Board actually sets the Library staff salaries, but have noted them to be included in the budget. I will update the budget once the Library Board has set the salaries.
- Nichole Salfer was recently hired, and her salary will not increase until she completes her probationary period.

Note that I have also included the Ambulance and Fire Department salaries. The Ambulance Director and Fire Chief have not requested an increase at this time.

**CITY OF WABASSO
WABASSO, MINNESOTA**

**Resolution No. -2022
Resolution Establishing 2023 Employee Salaries**

WHEREAS, the 2023 Draft Budget includes proposed salaries for Fiscal Year 2023, and

WHEREAS, it is in the interest of the City of Wabasso that the Council set fair and equitable wages for its employees and that they be competitive to attract and retain qualified employees

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF
WABASSO, MINNESOTA**, that the 2023 employee salaries be approved as follows:

Larry Thompson	City Clerk/Treas/Adm	\$68,040 (annual salary).
Joanne Krause	Part Time Assistant Clerk	\$15.28/hr.
Jim Jenniges	Public Works Superintendent	\$29.96/hr.
Kyle Salfer	Maintenance Worker	\$23.58/hr.
Gary Lensing	Part Time Maint. Worker	\$15.75/hr.
Unfilled	Part Time Maint. Worker	\$13.65/hr.
Nichole Salfer	Part Time Custodian	\$12.15/hr.*
Scott Sobocinski	Library Director	\$24.36/hr.*
Joanne Krause	Assistant Librarian	\$14.70/hr.*
Unfilled	Library Aid	\$12.62/hr.

FIRE

\$7.50/hr meeting
\$10.00/hr for Drills, Fire Calls, Special Duty
Etc.
\$250 Chief
\$200 Assistant Chief
\$150 Captain

AMBULANCE

EMT - \$70/HR Actual
Time
First Responder -
\$25/hr in even hours
Drivers - \$10/hr in even
hours

*NOTE: Nichole Salfer's salary increase to \$12.76 upon successful completion of probation.

**NOTE: Salaries that will need to be ratified or amended by Library Board.

CITY OF WABASSO

Carol Atkins, Mayor

ATTEST:

Larry J Thompson, Clerk

Ambulance Service Agreement Between

Lamberton Ambulance Service and Wabasso Ambulance Service

Whereas Lamberton Ambulance Service has requested assistance from Wabasso Ambulance Service in providing ambulance service to Lamberton Ambulance's PSA (primary service area) in the County of Redwood. Lamberton Ambulance Service and Wabasso Ambulance Service are entering into the following agreement. This agreement will be dependent on the approval of the Minnesota Emergency Medical Services Regulatory Board (EMS RB). The Lamberton Ambulance will be responsible for keeping the EMS RB Informed as to the ongoing status of this agreement.

1. Operational Issues:

- a. Wabasso Ambulance Service will cover all calls in Lamberton Ambulance's PSA In Redwood County as our resources are available from Monday through Friday 6 am to 6 pm starting September 1, 2022.
- b. Wabasso Ambulance Service will handle all calls directly or with mutual aid agreements with surrounding ambulance services.
- c. During the covered period, both Lamberton Ambulance Service and Wabasso Ambulance Service will be paged for all calls within the aforementioned area and will respond anytime we have available resources.
- d. When a call is paged, any available Lamberton Ambulance Service crew member(s) may respond to provide on-scene help until Wabasso Ambulance Service arrives.
- e. Wabasso Ambulance Service will provide any patient transports that are necessary during the covered times. If Lamberton Ambulance Service has staffing, Wabasso Ambulance Service has the right to allow Lamberton Ambulance Service to take the call.

2. Financial:

Wabasso Ambulance Service will bill exclusively for ambulance service supplied hereunder during the covered period and may replenish any disposable supplies used by Lamberton Ambulance Service when they do not transport the patient.

3. Independent Contractor:

Nothing is intended or should be constructed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constructing Wabasso Ambulance Service as the agent, representative, or employee of the Lamberton Ambulance for any purpose or in any manner whatsoever, Wabasso Ambulance Service is to be and shall remain an Independent contractor with respect to all services performed under this agreement.

4. Indemnity and Insurance:

Wabasso Ambulance Service agrees to defend, indemnify, and hold Lamberton Ambulance, its officers, and employees harmless from any liability, claims, damages, costs, judgments, or expenses, including reasonable attorneys' fees, resulting solely from an act or omission (including without limitation professional errors or omissions) of Wabasso Ambulance Service, its agents, employees or assignees in performance of the services provided by this agreement, together with all costs of collections of such amounts, including reasonable attorneys' fees. Wabasso Ambulance Service shall have the right to control the defense of any claims brought by a third party in which Wabasso Ambulance Service is required to indemnify the Lamberton Ambulance.

Lamberton Ambulance agrees to defend, indemnify, and hold Wabasso Ambulance Service, its officers, and employees harmless from any liability, claims, damages, costs, judgments, or expenses, including reasonable attorneys' fees, resulting solely from an act or omission (including without limitation professional errors or omissions) of Lamberton Ambulance, its agents, employees or assignees in performance of the services provided by this agreement. together with all costs of collections of such amounts, including reasonable attorneys' fees. Lamberton Ambulance shall have the right to control the defense of any claims brought by a third party in which Lamberton Ambulance is required to indemnify Wabasso Ambulance Service.

5. Agreement Length and Cancellation:

This coverage will start on September 1, 2022 and will continue for a period of six (6) months. At the end of the six-month period, the agreement will be re-evaluated and if there are no changes the contract will automatically renew for an additional six-month period.

This agreement may be cancelled with or without cause by either party upon thirty (30) day written notice.

6. Non-Assignment:

Neither party shall assign, subcontract, transfer, or pledge the contract and/or the services to be performed hereunder, whether in whole or in part, without prior written consent of the other party.

7. Amendments:

Any alterations, amendments, deletions, or waivers of the provisions of this agreement shall be valid only when they have been reduced to writing, duly signed by the parties, and attached to the original of this agreement.

In witness whereof, The Lamberton Ambulance Service and Wabasso Ambulance Service have signed this agreement as of the dates written below.

By:



Nick Anderson, Lamberton Ambulance Director

Date: _____

By:

John Krohn, Wabasso Ambulance Director

Date: _____

By:

Lydell Sik, Mayor of Lamberton

Date: _____

By:

Carol Atkins, Mayor of Wabasso

Date: _____

Ambulance Service Agreement Between Lamberton Ambulance Service and Wabasso Ambulance Service

Whereas Lamberton Ambulance Service has requested assistance from Wabasso Ambulance Service in providing ambulance service to Lamberton Ambulance's PSA (primary service area) in the County of Redwood. Lamberton Ambulance Service and Wabasso Ambulance Service are entering into the following agreement. This agreement will be dependent on the approval of the Minnesota Emergency Medical Services Regulatory Board (EMS RB). The Lamberton Ambulance will be responsible for keeping the EMS RB informed as to the ongoing status of this agreement.

1. Operational Issues:

- a. Wabasso Ambulance Service will cover all calls in Lamberton Ambulance's PSA in Redwood County as our resources are available from Monday through Friday 6 am to 6 pm starting September 1, 2021.
- b. Wabasso Ambulance Service will handle all calls directly or with mutual aid agreements with surrounding ambulance services.
- c. During the covered period, both Lamberton Ambulance Service and Wabasso Ambulance Service will be paged for all calls within the aforementioned area and will respond anytime we have available resources.
- d. When a call is paged, any available Lamberton Ambulance Service crew member(s) may respond to provide on-scene help until Wabasso Ambulance Service arrives.
- e. Wabasso Ambulance Service will provide any patient transports that are necessary during the covered times. If Lamberton Ambulance Service has staffing, Wabasso Ambulance Service has the right to allow Lamberton Ambulance Service to take the call.

2. Financial:

Wabasso Ambulance Service will bill exclusively for ambulance service supplied hereunder during the covered period and may replenish any disposable supplies used by Lamberton Ambulance Service when they do not transport the patient.

3. Independent Contractor:

Nothing is intended or should be constructed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constructing Wabasso Ambulance Service as the agent, representative, or employee of the Lamberton Ambulance for any purpose or in any manner whatsoever, Wabasso Ambulance Service is to be and shall remain an independent contractor with respect to all services performed under this agreement.

4. Indemnity and Insurance:

Wabasso Ambulance Service agrees to defend, indemnify, and hold Lamberton Ambulance, its officers, and employees harmless from any liability, claims, damages, costs, judgments, or expenses, including reasonable attorneys' fees, resulting solely from an act or omission (including without limitation professional errors or omissions) of Wabasso Ambulance Service, its agents, employees or assignees in performance of the services provided by this agreement, together with all costs of collections of such amounts, including reasonable attorneys' fees. Wabasso Ambulance Service shall

have the right to control the defense of any claims brought by a third party in which Wabasso Ambulance Service is required to indemnify the Lamberton Ambulance.

Lamberton Ambulance agrees to defend, indemnify, and hold Wabasso Ambulance Service, its officers, and employees harmless from any liability, claims, damages, costs, judgments, or expenses, including reasonable attorneys' fees, resulting solely from an act or omission (including without limitation professional errors or omissions) of Lamberton Ambulance, its agents, employees or assignees in performance of the services provided by this agreement, together with all costs of collections of such amounts, including reasonable attorneys' fees. Lamberton Ambulance shall have the right to control the defense of any claims brought by a third party in which Lamberton Ambulance is required to indemnify Wabasso Ambulance Service.

5. Agreement Length and Cancellation:

This coverage will start on September 1, 2021 and will continue for a period of six (6) months. At the end of the six month period, the agreement will be re-evaluated and if there are no changes the contract will automatically renew for an additional 6 month period.

This agreement may be cancelled with or without cause by either party upon thirty (30) day written notice.

6. Non-Assignment:

Neither party shall assign, subcontract, transfer, or pledge the contract and/or the services to be performed hereunder, whether in whole or in part, without prior written consent of the other party.

7. Amendments:

Any alterations, amendments, deletions, or waivers of the provisions of this agreement shall be valid only when they have been reduced to writing, duly signed by the parties, and attached to the original of this agreement.

In witness whereof, The Lamberton Ambulance Service and Wabasso Ambulance Service have signed this agreement as of the dates written below.

By: 
Lamberton Ambulance Director

Date: 9-1-2021

By: 
Wabasso Ambulance Director

Date: 9-10-2021

By: _____
Redwood County Sheriffs Department Communications

Date: _____

REDWOOD COUNTY SHERIFF'S OFFICE

Randy Hanson, Sheriff

303 E. Third Street - PO Box 47
Redwood Falls, MN 56283-0047

Phone: 507-637-4036 Fax: 507-637-1348
Email: sheriff@co.redwood.mn.us

Date: 12/6/2022
To: City of Wabasso
From: Sheriff Randy Hanson
Re: Activity Report for November 2022

During the month of November deputies performed regular patrol in the City of Wabasso. Below is a list of the calls the deputies responded to:

Date:	Time:	Description of Call
10/31/2022	1822	Community Policing
11/2/2022	2050	Disturbance
11/3/2022	1235	Animal Complaint
11/9/2022	1558	Assist Other Agency
11/12/2022	1742	Traffic - Driver warned for headlight out
11/14/2022	1141	Welfare Check
11/14/2022	1902	Traffic – Driver warned for speed and failure to update address
11/21/2022	1817	Traffic – VW Headlight out
11/25/2022	1110	Traffic – Verbal warning for speed
11/25/22	1137	Traffic – Verbal warning for speed and no current proof of insurance

If you have any questions, please feel free to contact me.

City of Wabasso
City Council
Canvassing Board and Regular Meeting
Monday, November 14, 2022

The meetings opened with recitation of the Pledge of Allegiance.

Canvassing Board.

Mayor Atkins called the meeting to order with Council Members Steve Burns, Brad Salfer, Roger Baumann and Jeff Olson present.

Remove discussion of violation enforcement policy.

Motion by Burns, Second by Olson to accept the November 3, 2020 local election results as follows:
Mayor

Carol Atkins	297
Write Ins	17

Council

Amanda Guetter	290
Chad Altermatt (Write in)	53
Other Write Ins	38

Atkins-yes, Burns-yes, Salfer-yes, Baumann-yes, Olson – yes.

The Council adjourned the Canvassing Board meeting and Mayor Atkins opened the regular council meeting. Also present were Administrative Assistant Joanne Krause, Public Works Director Jim Jenniges Street Maintenance Worker Kyle Salfer and Shirley Appel.

Motion by Salfer, second by Olson to approve the agenda with changes as follows:

1. Remove discussion of violation enforcement policy.
2. Table Golf Cart/ATV Ordinance.

Atkins-yes, Burns-yes, Salfer-yes, Baumann-yes, Olson – yes.

Public Hearing – Delinquent Assessments. Mayor Atkins opened the public hearing to consider assessing delinquent utility accounts to be collected with the 2023 property taxes. The Council reviewed a proposed resolution adopting such assessments. There were no public comments. Mayor Atkins closed the hearing. Motion by Olson, second by Salfer to adopt Resolution No. 29-2022 Adopting the assessments for delinquent sewer accounts to be collected with the 2023 property taxes.

Atkins-yes, Burns-yes, Salfer-yes, Baumann-yes, Olson – yes.

EDA Chairman Pat Eichten updated the Council on the following items:

1. Committee is working on zoning ordinance and land use.
2. EDA is investigating the purchase of a business downtown for a future day care center but will need to further research.

Bethany Bell and Cornerstone. Shirley Apple informed the council that Bethany Evangelical Lutheran Church was discontinuing use of its facility and wished to donate the bell and cornerstone and possibly the bell tower to the city cemetery. It was the consensus of the council that the church should present a design for placing the items at the cemetery including possibly a new bell tower and the council would consider sharing the costs.

Community Center Rates – Motion By Salfer, second by Burns, that the Community Center Fee schedule be amended by clarifying local government units not be charged for board meetings and nonprofits be charged half rates.

Atkins-yes, Burns-yes, Salfer-yes, Baumann-yes, Olson – yes.

Street Report – Boulevard Landscaping – It was the consensus that rock not be allowed to be placed in boulevards in lieu of grass and that the Public Works Director temporarily backfill the boulevard on Cedar Street until spring. Motion by Burns, second by Baumann to confirm that the Cedar Street Improvement plans not be changed and all boulevards be seeded.

Atkins-yes, Burns-yes, Salfer-yes, Baumann-yes, Olson – yes.

Public Utilities –

1. Completed compliance evaluation for sewer
2. Working on removing manganese from water. Samples sent in last Thursday.
3. Water meters are estimated to be installed between January and March.

Parks and Recreations – Storage Shed – Materials have been delivered.

Dylan Appel, City Attorney Matt Novak and City Engineer David Palm arrived at 5:50 pm.

Consent Agenda: Motion by Salfer, second by Olson, to approve the consent agenda as follows:

1. Approve Council Minutes – October 10, 2022
2. Cedar Street Improvement Project - Approve Pay Estimate No 2 - \$487,188.64
3. Approve Conflict of Interest Policy – USDA RD
4. Approve Legal Services Agreement for USDA RD Sewer Rehab Project
5. Approve Civil Rights Policy – USDA RD

Golf Cart/ATV Ordinance – Tabled.

Community Center Update – Mayor Atkins presented a quote from Baune Plumbing for installation of bathroom fixtures for the Lions area. It was the consensus that staff and Mr. Olson review the quote and get estimates for painting the bathroom and adding ceiling tile and report back to the Council.

USDA RD Sewer Rehab Project – Owners Engineering Agreement – Motion by Olson, Second by Salfer to approve the Owners Engineering Agreement for the USDA RD Sewer Rehab Project.
Atkins-yes, Burns-yes, Salfer-yes, Baumann-yes, Olson – yes.

Budget Workshop. It was the consensus of the Council to hold a budget workshop on Monday, November 28, 2022 at 5:00 p.m.

Dog Bite. Mr. Novak informed the council that the dog bite issue from last summer had been resolved.

Bills. Motion by Olson, second by Salfer to approve the bills as follows:

General Checking	
101 General Fund	\$ 30,639.79
319 Cedar Street Imp	\$ 42,960.00
601 Water	\$ 8,625.21
602 Sewer	\$ 13,709.94
603 Sanitation	<u>\$ 2,688.65</u>
Total GC	\$ 98,623.59
230 Ambulance	\$ 7,759.91
225 Fire	<u>\$ 1,405.01</u>
TOTAL CHECKS	<u>\$107,788.51</u>

Motion by Olson, Second by Burns to adjourn at 6:00 p.m.

City Attorney Matt Novak and City Engineer David Palm arrived at 5:50 pm.

Joann Krause
Administrative Assistant

City of Wabasso
City Council – Special Workshop
Monday, November 28, 2022
5pm

The meeting opened with the recitation of the pledge of Allegiance.

Mayor Atkins called the meeting to order with Council members Roger Baumann, Jeff Olson and Brad Salfer present. Also present was Larry Thompson, Jim Jenniges and Kyle Salfer

The purpose of the meeting was to discuss the proposed 2022 Operating budget.

Mr. Thompson presented an overview of the budget as follows:

- Remaining budget schedule.
- The budget is based on estimates through November 2022.
- The 2016A Refunding Bond tax levy ended in 2021 which was replaced by the 2022A GO Improvement bond levy.
- Property tax increase of .33%. Again, the total tax levy can be decreased after the Truth in Taxation hearing but not increased.
- Wages – Proposed wage increase of 5% due mostly to inflation and job markets.
- No change in staffing levels. The city will continue to use People Services until Jim Jenniges obtains his Class C licenses in 2024
- Covid Relief Aid – Received in 2021 and 2022 to be used for Water meter.
- City insurance – Allocated liability and workers comp insurance premiums by departments and funds per the insurance policy.
- Community Center – Proposed capital improvements of \$12,500 to include installation of cameras for zoom meetings and council/board meetings. The budget also includes \$10,000 for updating the bathrooms.
- Public Works – Capital Improvements include the following
 - Tractor Trade \$30,000
 - Lawnmower Trade \$ 3,500
 - Grapple Bucket \$ 7,500
 - Rake Attachment \$ 1,000
 - Sealcoating \$40,000
 - Street Repairs \$35,000

Sealcoating and street repairs be allocated based on need. The Council may have to modify how much is spent in each category based on the USDA RD Sewer Rehab Project.

- Library Fund – No major changes. The budget is set by the Library Board and is for informational purposes. The budget includes support from the city General fund of \$46,495
- Fire Department – no major changes for original preliminary budget. As previously noted, I am recommending \$10,000 be earmarked for a future truck replacement. The budget includes support from the city General Fund of \$29,707.
- Ambulance – No major changes. The budget includes support from the city General Fund of \$15,900.
- EDA Budgets – This budget is set by the EDA and is for informational purposes. The EDA tabled action on the budget at its last meeting as I was out with COVID.

- Debt Service Funds are governed by the enabling resolutions and mostly cannot be amended until the debt is retired. There will be some substantial transfers from the EDA General Fund to the Tax Abatement Fund (#405) for the 2022/2023 lot sales (Samyn, Salfer and Schmidt) The Tax Abatement fund was used to finance the May Street Improvements.
- Water Fund – Proposed increase of 5% to keep up with the cost of electricity, supplies and chemicals. First full year of the service maintenance agreement approved by the Council in 2021. It is proposed to purchase a Water Tower Telemetry switch for \$15,000 in 2023.
- Sewer Fund – Recommended sewer rates be increased by 10% for the City share of the USDA RD Sewer Rehab project. The Council recently approved a letter of commitment with the USDA, and it is anticipated the state will approve its commitment in 2023.
- Sanitation Fund – No major change. Proposed rate increase of 5% to keep up with inflation. The city was recently notified that the Redwood Renville Regional Solid Waste is increasing its tipping fees by 23% and the city is waiting to hear what impact the increase will have on city rates.
- Debt Schedule – Revenue sources have been updated to include all funding sources. The 2022A Improvement Bonds Fund (Cedar Street) was updated with the bond resolution requirements approved by the Council last July. This fund will be updated once the assessments have been finalized.
- Proposed capital improvements for listed 2023 – 2027. This will be updated once the budget is adopted after the Truth in Taxation Hearing.
- Storm Sewer Fund will be added once the ordinance and facilities plan has been approved.

Questions/comments from the council.

- City should purchase a commercial grade microwave for the Community Center asap.
- Funding should be added for Community Center exterior painting
- Approval of the Water Tower Telemetry Switch should be added to the next council meeting for approval
- Staff to research status of Lamberton Ambulance Agreement and monitor Ambulance staffing needs.
- Staff should closely monitor the pending railroad strike as it may impact the availability of water chemicals.
- Add 2023 Salaries to the next agenda

Motion Olson, second by Salfer to adjourn at 5:45 p.m.

Atkins – yes; Baumann – yes; Olson – yes; Salfer – yes.

Larry Thompson
City Clerk/Treasurer/Administrator

**CITY OF WABASSO
WABASSO, MINNESOTA**

Resolution ____-2022

Designating City Office Closure for 2023 Holidays

WHEREAS, the City Personnel Policy allows certain paid holidays for city employees, and

WHEREAS, city personnel will not be available to staff the city office on such holidays,

NOW THEREFORE, be it resolved by the Mayor and City Council, that the following days be designated as city holidays under the City Personnel policy in 2023:

Monday, January 2 nd	New Year's Eve
Monday, January 16 th	Martin Luther King Day
Monday, February 20 th	President's Day
Monday, May 29 th	Memorial Day
Monday, July 3 rd	Independence Day
Monday, September 4 th	Labor Day
Friday, November 10 th	Veterans Day
Thursday, November 23 rd	Thanksgiving Day
Tuesday, December 26 th	Christmas Day

Be it further resolved, that the city offices will be closed on said days.

Adopted this 12th day of December, 2021.

Carol, Atkins Mayor

Attest:

Larry J Thompson, City Clerk



Kinner & Company Ltd
Certified Public Accountants

December 2, 2022

City of Wabasso
Attn: City Council
PO Box 60
Wabasso, MN 56293

We are pleased to confirm our understanding of the services we are to provide the City of Wabasso for the year ended December 31, 2022.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the City of Wabasso as of and for the year ended December 31, 2022. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Wabasso's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Wabasso's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Schedule of City's Proportionate Share of General Net Pension Liability
- 3) Schedule of City's Contributions
- 4) Notes to the Required Supplementary Information

We have also been engaged to report on supplementary information other than RSI that accompanies the City of Wabasso's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other

records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements.

1) Non-Major Governmental Funds Combining Balance Sheet and Combining Statement of Revenues and Expenditures and Changes in Fund Balances

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, and will include tests of your accounting records of the City of Wabasso and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and Government Auditing Standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the

appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Errors, fraudulent financial reporting, management override of controls, misappropriation of assets, or violations of laws or governmental regulations that are attributable to the City or to acts by management or employees acting on behalf of the City.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify

significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Wabasso's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements and related notes of the City of Wabasso in conformity with accounting principles generally accepted in the United States of America based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts or grant agreements that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the City of Wabasso; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Kinner & Company Ltd and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to U.S. Government Accountability Office or its designee, for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Kinner & Company Ltd personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the State of Minnesota and Office of the State Auditor. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the parties contesting the audit finding for guidance prior to destroying the audit documentation.

Nathan Kinner is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately May 15, 2023 and to issue our reports no later than June 30, 2023.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$20,000. If you have over \$750,000 in federal spending, and a single audit is required we will have an additional fee. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue a written report upon completion of our audit of the City of Wabasso's financial statements. Our report will be addressed to those charged with governance of the City of Wabasso. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to

complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that the City of Wabasso is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

We appreciate the opportunity to be of service to the City of Wabasso and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Kinner & Company Ltd.

Kinner & Company Ltd
Certified Public Accountants
Tracy, Minnesota

RESPONSE:

This letter correctly sets forth the understanding of City of Wabasso.

Management signature: _____ Title: _____ Date: _____

Governance signature: _____ Title: _____ Date: _____

**CONTRACT BETWEEN THE CITY OF WABASSO AND REDWOOD COUNTY TO
PROVIDE LAW ENFORCEMENT SERVICES**

THIS CONTRACT BETWEEN THE CITY OF WABASSO AND REDWOOD COUNTY TO PROVIDE LAW ENFORCEMENT SERVICES (the "Agreement") is made and entered into this 13th day of December, 2022, by and between Redwood County (the "County"), the City of Wabasso (the "City"), and the Redwood County Sheriff's Office (the "Sheriff").

WITNESSETH:

WHEREAS, the City desires that the Sheriff provide law enforcement services within its City boundaries; and

WHEREAS, the County and the Sheriff agree to render such services upon the terms and conditions hereinafter set forth; and

WHEREAS, such contracts are authorized by the provisions of Minn. Stat. §471.59 and §436.05.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, it is agreed between the parties as follows:

Section 1. PERFORMANCE OF LAW ENFORCEMENT PROTECTION.

- a. The County agrees, through the office of the Sheriff of the County, to provide police protection within the corporate limits of the City to the extent and in the manner hereinafter set forth.
- b. The Sheriff shall provide 15 hours of police protection per week to the City on a schedule to be reasonably acceptable to both parties.
- c. Except otherwise specifically provided herein, the service to be provided by the County shall encompass those duties and functions which are the type normally coming within the jurisdiction of and customarily rendered by the Sheriff under the applicable statutes of the State of Minnesota.
- d. It is agreed that the City shall receive police protection to be provided by such personnel as may be assigned by the Sheriff using such vehicles as the Sheriff, in his discretion, shall deem necessary. The police protection contemplated hereby shall include patrolling and answering police calls within the City. The manner in which such service is rendered, the standards of performance, discipline of officers and all matters incident to the performance of such service or the control of personnel employed to render such service shall be and remain in the County through the Sheriff's Office.

- e. The services contemplated hereby are scheduled police services which will, in fact, be provided to the City for the number of contracted hours reasonably anticipated and required. It shall include situations in which, in the opinion of the Sheriff, a police emergency occurs which requires a different use of the officer and/or the patrol vehicle, performance of special details relating to the law enforcement service, the enforcement of State statutes and City ordinances, performance of traffic law enforcement, City license inspection, enforcement of the Juvenile Code of the State as said code relates to the City and its ordinances, and other duties and functions customarily performed by a municipal police force.
- f. In addition to the patrol hours that are anticipated under this Agreement, the parties acknowledge that the following hours shall be included in the contracted time: court appearances by Deputies for matters arising in the City; extended shifts which may be required as the result of a Deputy being involved in business prior to the end of his shift which requires him to spend time beyond the end of this shift; emergency calls; investigations; and official events which are held in the City that would require additional law enforcement protection.
- g. The Sheriff will be responsible for proper statutory required licensing of all the Deputies.
- h. It is agreed that all personnel employed to render the services contemplated hereby shall be employees of the County, and that the County shall therefore be responsible for providing worker's compensation insurance and all other benefits to which such personnel shall become entitled by reasons of their contract with the County entered into through its collective bargaining units.
- i. The County agrees that all insurance required adequately covers vehicles, personnel and equipment used by the County in the provision of the services. These costs are included in the total costs of this Agreement.
- j. It is agreed that the County shall provide all necessary labor, supervision, equipment, communication facilities, dispatching and necessary supplies to maintain and provide the police service to be rendered hereunder and these costs are included in the total costs of contract to the City. The City is not obligated to, or responsible for, or liable for compensation or indemnity to any County official, agent or employee for injury or sickness arising out of his employment, and the County agrees to hold harmless the City against such claim.
- k. It is hereby agreed the City and all of its officers, agents and employees shall cooperate and assist the County and the Sheriff to facilitate the provision of the services contemplated here.

Section 2. TERM OF CONTRACT.

- a. The term of this contract shall be January 1, 2023 to December 31, 2023.

- b. Either Party to this Contract may terminate the same upon three months' written notice to the other Party.

Section 3. COSTS AND PAYMENTS.

- a. For performing the services contemplated hereby, the County agrees to contract for 15 hours coverage during each week. As contemplated by the parties a week shall begin 12:01 a.m. on each Monday and end on 11:59 p.m. on each Sunday.
- b. For the services contemplated herein, the City agrees to pay the County \$47.00 per hour. This equals the monthly sum of \$3055.00. This amount shall be paid monthly upon receipt of an invoice from County.
- c. This may not be adjusted by the Sheriff, County Board, City Administrator, and City Council without an amendment to this Agreement signed by all parties. This amount shall be paid monthly to the County and the City shall receive credit for its share of any benefit to which it may become entitled pursuant to Minnesota Statutes § 69.011 (as amended).

Section 4. SUPERVISION. The Sheriff will establish the work schedule to perform the law enforcement services to the City. The City or its designee will give input in regard to scheduled police services for their City. The County shall have the exclusive control and supervision of the personnel provided by the County to render police protection to the City.

Section 5. INDEMNIFICATION.

- a. The City does not assume any liability for the direct payment of any salaries, wages or other compensation to personnel employed by the County to perform the services contemplated hereby, nor does it assume any other liability other than that provided for in this Agreement. Deputy Sheriffs and officers, agents and employees of the Sheriff's are deemed to be officers, agents and employees of the County.
- b. The City, its officers, agents and employees, shall not be deemed to assume any liability for any intentional or negligent acts of the County or any officer, agent or employee of the county, and the County shall indemnify and hold the City and its officers, agents and employees harmless from any intentional or negligent act of the County or any officer, agent or employee of the County, and the County agrees to defend the City, and its officers, agents and employees from any claim for damages resulting from any act or circumstances involving the County, its officers, agents or employees or equipment. A copy of an adequate liability insurance policy shall be provided to the City by the County upon the City's request.
- c. The County, its officers and employees and the Sheriff shall not be deemed to assume liability for any intentional or negligent acts of the City. The City agrees that it will hold the County and Sheriff harmless from and shall defend its officers, agents and employees against any claim for damages resulting from such acts.

- d. Neither party intends, by this Agreement nor any provision hereof, to waive, stack, limit or otherwise abrogate the terms and limitations of Minnesota Statutes §466 as they relate to tort liability limitations of political subdivisions. These provisions shall survive the expiration and/or termination of this Agreement.

Section 6. ARBITRATION PANEL. In the event a dispute arises between the parties concerning the services to be rendered hereunder, the level thereof or the manner in which such service is provided, an arbitration panel shall be established and the findings of this panel shall be final and conclusive between the County and the City. This shall be a three person panel, with one number selected by the City, and one selected by the County, and the third selected by the two previously selected members. The provisions of the Minnesota Arbitration Act, Minn. Stat. §572 et seq., shall apply.

Section 7. NONDISCRIMINATION; PENALTY. No discrimination because of race, color, national origin, ancestry, sex or religion shall be made in the employment of persons to perform services by the County under this contract. The County agrees to meet all requirements of Federal and State Statutes pertaining to nondiscrimination employment.

Section 8. COMPLETENESS OF AGREEMENT. The provisions embodied in this Agreement contain all covenants, agreements, obligations, and stipulations agreed to by the parties and on execution hereof, any and all previous and existing agreements and/or contracts entered into between the parties are hereby declared by mutual consent to be null and void. Further, there are no other understandings, representations or agreements, written or oral, not incorporated herein. This Agreement may not be enlarged, modified or altered except in writing, signed by the parties and endorsed here on. Upon notice given by any party, later negotiations may be undertaken for the purpose of revising, adding to or striking any provision(s) of this Agreement which appears unworkable or insufficient to perfect, maintain, and ensure the purpose of this Agreement. Any change of the original provisions of this Agreement, after agreement between the County and City, shall be written and attached to this Agreement. This later revision, addition or deletion shall only apply to the provision revised, added or deleted and the remainder of this Agreement shall remain in full force and effect.

[remainder of page intentionally blank]

IN WITNESS WHEREOF, the City has caused this agreement to be executed by its City Administrator and its Mayor by the authority of its governing body adopted by Resolution on the (date) _____, and the County has caused this Agreement to be executed by its Board Chair and attested by its Administrator pursuant to the authority of the Board of County Commissioners by Resolution duly adopted on the 13th day of December 2022.

CITY OF WABASSO

Carol Atkins
Mayor

Larry Thompson
City Administrator

REDWOOD COUNTY

James Salfer
Chair, Board of Commissioners

Vicki Knobloch
County Administrator

SHERIFF

Randy Hanson
Redwood County Sheriff

TO: Mayor and Council

From: Larry Thompson, Clerk/Treas/Administrator

RE: Budget Adjustments/Year End Transfers

Date: December 7, 2022

Attached is a copy of the year end transfers and budget adjustments. The adjustments are based on the November financials. The transfers are per the 2022 Operating Budget. Most of the adjustments are a result of overestimates or underestimates during the year.

The final adjustments will be prepared after the December payments are approved and will be presented at the city truth in taxation hearing.

BUDGET ADJUSTMENTS**12-Dec-22****From/To**

GF to Fire	\$	29,707	City Support
GF to Ambulance	\$	15,999	City Support
GF to Library	\$	46,035	City Support
GF to EDA	\$	5,000	EDA Levy
GF to Water	\$	37,500	Covid Aid - Water Meters
Ambulance to Equipment Fund	\$	18,000	Future Ambulance Purchase
Water to Build America Bonds	\$	93,683	Debt Service
Sewer to Build America Bonds	\$	10,192	Debt Service
Sewer to Dechlorination Bonds	\$	41,719	Debt Service
Sewer to 2013A Refunding Bonds	\$	28,500	Debt Service

2022 Operating Budget - Adjustments 12/7/22

FUND/ACCOUNT	2022 Budget	Adjusted Budget	Budget Adjustment	Explanation
GENERAL FUND				
Revenues				
R 101-41000-31000 General Property Taxes	\$427,061	\$431,461	4,400	Delinquent taxes
R 101-41000-34101 City Hall Rent Revenue	\$8,935	\$6,935	(2,000)	Overestimated
R 101-41000-36230 Contributions and Donations	\$33,589	\$37,589	4,000	Underestimate
R 101-41000-36241 Insurance Proceeds	\$3,600	\$4,300	700	Underestimate
R 101-41000-39203 Transfer from Other Fund	\$0	\$9,400	9,400	From Library and Ambulance Per Auditor
R 101-45180-36240 Refunds and Reimbursements	\$0	\$25,400	25,400	From Dewey Street per Auditor
Expenditures				
E 101-41400-103 Part-Time Employees	\$6,563	\$7,063	500	Underestimate
E 101-41400-306 Service Contract	\$7,000	\$9,000	2,000	Underestimate
E 101-41550-305 Assessor s fees	\$4,000	\$5,400	1,400	Underestimate
E 101-41610-304 Legal Fees	\$8,340	\$7,340	(1,000)	Overestimated
E 101-41940-500 Capital Outlay (GENERAL)	\$180,000	\$190,000	10,000	Additional Improvement to Community Ctr
E 101-43100-224 Street Maint Materials	\$3,000	\$7,000	4,000	Underestimate
E 101-43100-403 Improvements Other Than Bldg	\$65,000	\$56,000	(9,000)	Underspent
E 101-43100-404 Repairs/Maint Machinery/Equip	\$16,000	\$22,000	6,000	Underestimate
E 101-43110-215 Shop Supplies	\$4,500	\$7,000	2,500	Underestimate
E 101-43110-401 Repairs/Maint Buildings	\$0	\$1,100	1,100	Underestimate
E 101-43110-500 Capital Outlay (GENERAL)	\$20,000	\$23,500	3,500	Underestimate
E 101-45170-500 Capital Outlay (GENERAL)	\$20,000	\$7,000	(13,000)	Shed - Used school labor
E 101-45180-220 Repair/Maint Supply (GENERAL)	\$0	\$4,000	4,000	Underestimate
NET			27,400	
LIBRARY				
Revenues				
R 211-45500-36230 Contributions and Donations	\$15,000	\$24,000	9,000	Underestimated
Expenditures				
E 211-45500-310 Real Estate Taxes	\$3,565	\$5,165	1,600	County Ditch Assessment
E 211-45500-361 General Liability Ins	\$2,100	\$6,100	4,000	Underestimated
E 211-45500-500 Capital Outlay (GENERAL)	\$1,500	\$4,900	3,400	Book Drop from donations
NET			\$ -	
FIRE				
Expenditures				
E 225-42200-152 Worker s Comp Benefit Payme	\$0	\$1,100	1,100	Per LMCIT Allocation
E 225-42200-208 Training and Instruction	\$4,000	\$2,250	(1,750)	Overestimated
E 225-42200-215 Shop Supplies	\$1,840	\$340	(1,500)	Overestimated
E 225-42200-306 Service Contract	\$1,914	\$14	(1,900)	Overestimated
E 225-42200-383 Heat	\$1,250	\$3,250	2,000	Underestimated
E 225-42200-404 Repairs/Maint Machinery/Equip	\$3,000	\$1,200	(1,800)	Overestimated
E 225-42200-500 Capital Outlay (GENERAL)	\$11,000	\$13,500	2,500	Underestimated
E 225-42200-580 Other Equipment	\$1,100	\$100	(1,000)	Overestimated
NET			\$ (2,350.00)	
AMBULANCE				
Revenues				
R 230-42153-34950 Other Revenues	\$0	\$9,000	9,000	Lamberton
R 230-42153-36230 Contributions and Donations	\$33,000	\$36,000	3,000	Underestimated
Expenditures				
E 230-42153-101 Full-Time Employees Regular	\$86,500	\$89,500	3,000	Additional Runs
E 230-42153-138 Uniforms	\$3,000	\$0	(3,000)	Purchas uniforms in 2023
E 230-42153-211 ALS Intercept	\$7,000	\$10,000	3,000	Underestimated
E 230-42153-212 Motor Fuels	\$2,300	\$5,800	3,500	Underestimated
E 230-42153-404 Repairs/Maint Machinery/Equip	\$3,082	\$3,582	500	Underestimated
E 230-42153-500 Capital Outlay (GENERAL)	\$15,800	\$9,300	(6,500)	Handhelds purchased from different acct.
NET			\$ 5,500.00	

WATER FUND**Expenditures**

E 601-49400-217 Other Operating Supplies	\$5,000	\$7,000	2,000	Underestimated
E 601-49400-240 Small Tools and Minor Equip	\$2,800	\$4,800	2,000	Underestimated
E 601-49400-303 Engineering Fees	\$3,200	\$10,200	7,000	Underestimated

NET **\$ (11,000.00)**

SEWER FUND**Revenues**

R 602-49450-37200 Sewer Sales	\$222,806	\$224,806	2,000	Underestimated
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Expenditures

E 602-49450-216 Chemicals and Chem Products	\$7,500	\$10,000	2,500	Underestimated
E 602-49450-306 Service Contract	\$15,656	\$18,656	3,000	Underestimated
E 602-49450-387 Testing	\$3,200	\$4,700	1,500	Underestimated
E 602-49450-402 Repairs/Maint Structures	\$3,600	\$7,200	3,600	Underestimated
E 602-49450-500 Capital Outlay (GENERAL)	\$28,250	\$43,250	15,000	Underestimated

NET **\$ (23,600.00)**

**CITY OF WABASSO
WABASSO, MINNESOTA**

Resolution No. -2022

**Resolution Accepting Donations Received for the Ambulance,
Fire Department and Library**

WHEREAS, the City of Wabasso has received the attached donations from individuals and organizations for the Ambulance Association, Fire Department and Library listed below, and

WHEREAS, the City and Ambulance Association, Fire Department and Library Board greatly appreciated the donations.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WABASSO, MINNESOTA that the City Council and the City of Wabasso acknowledges and accepts the listed donations on behalf of the Ambulance Association, Fire Department and Library Boards.

BE IT FURTHER RESOLVED that the City Council expresses its thanks and appreciation for the donations.

Adopted this 12th day of December, 2022

CITY OF WABASSO

Carol Atkins, Mayor

ATTEST:

Larry J Thompson, Clerk

**CITY OF WABASSO
DONATIONS**

Ambulance

1/11/2022	Mary Olson	\$500.00
1/26/2022	Wabasso Lions	\$5,000.00
2/24/2022	Arnold Knott	\$370.00
3/9/2022	William Goblirsch	\$2,000.00
3/28/2022	Bernadine Pistalka	\$100.00
4/13/2022	St. Paul & MN Foundation/Heart mon	\$50.00
7/5/2022	Birthday Club	\$20.00
8/2/2022	American Coin/ Donation of coin colle	\$1,973.44
8/18/2022	Jessica & Richard Jenniges	\$36.00
8/18/2022	Cletus & Tamera Guetter	\$500.00
8/18/2022	Wabasso Lions	\$500.00
8/19/2022	Ardyce Anderson	\$10,000.00
8/20/2022	Cash Donations	\$4,118.00
8/18/2022	Wabasso Lions	\$2,000.00
10/17/2022	Lauren Meyer	\$50.00
11/4/2022	Ag County Farm Credit	\$600.00
11/17/2022	Louise Henrickson	\$25.00
11/29/2022	Wanda State bank	\$3,000.00

Fire

3/28/2022	Bernadine Pistalka	\$100.00
4/18/2022	Myron Fixer	\$20.00
4/22/2022	Ryan Goblirsch	\$25.00
4/27/2022	Kevin Eisenmenger	\$100.00
6/20/2022	Gerald & Marion Fennern	\$20.00
6/23/2022	Donald Schiller	\$20.00
8/2/2022	American Coin/ Donation of coin colle	\$1,973.44
8/19/2022	Ardyce Anderson	\$10,000.00
11/29/2022	Patricia Fischer	\$20.00
11/29/2022	Conservatorship of Ed Fischer	\$20.00

Library

2/14/2022	Wabasso Lions	\$500.00
2/28/2022	Redwood Area Com. Foundation	\$750.00
4/13/2022	St. Paul Foundation	\$1,000.00
4/18/2022	League of MN Cited	\$3,178.51
4/27/2022	Darrel Fuhr	\$500.00
4/27/2022	Donald Berstrom / Al Brey	\$25.00
4/27/2022	Vail Township	\$300.00
6/6/2022	Catholic Comm. Foundation	\$3,000.00
9/1/2022	Ardyce Anderson	\$5,000.00
9/30/2022	Mary Robase Estate	\$4,650.48

CITY OF WABASSO

12/07/22 2:21 PM

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Checks for Month

10100 General Checking

Since November 2022

Begin Balance \$693,257.08

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
Deposit	20221101UB0	11/1/2022	-\$2,467.46	20221101UB0	UB Receipt Serv 1 Water R	\$695,724.54
Deposit	110122RECCCEA	11/1/2022	-\$100.00	110122RECCCE	CC RENTAL	\$695,824.54
Deposit	20221103UB0	11/3/2022	-\$2,037.92	20221103UB0	UB Receipt Serv 1 Water R	\$697,862.46
Deposit	20221104UB0	11/4/2022	-\$1,339.12	20221104UB0	UB Receipt Serv 1 Water R	\$699,201.58
Deposit	20221107UB0	11/7/2022	-\$2,561.53	20221107UB0	UB Receipt Serv 1 Water R	\$701,763.11
Deposit	110722RECGCAMB	11/7/2022	-\$687.50	110722RECGCA	Community Center Rental	\$702,450.61
Deposit	20221108UB0	11/8/2022	-\$1,918.80	20221108UB0	UB Receipt Serv 1 Water R	\$704,369.41
Deposit	20221116UB0	11/16/2022	-\$2,413.46	20221116UB0	UB Receipt Serv 1 Water R	\$706,782.87
Deposit	20221116UB1	11/16/2022	-\$1,666.85	20221116UB1	UB Receipt Serv 1 Water R	\$708,449.72
Deposit	20221117UB0	11/17/2022	-\$3,317.84	20221117UB0	UB Receipt Serv 1 Water R	\$711,767.56
Deposit	111722RECCCRENTJEN	11/17/2022	-\$95.00	111722RECCCR	CC Rental	\$711,862.56
Deposit	20221121UB0	11/21/2022	-\$1,978.99	20221121UB0	UB Receipt Serv 1 Water R	\$713,841.55
Deposit	20221122UB0	11/22/2022	-\$429.03	20221122UB0	UB Receipt Serv 1 Water R	\$714,270.58
Deposit	20221128UB0	11/28/2022	-\$1,242.99	20221128UB0	UB Receipt Serv 1 Water R	\$715,513.57
Deposit	20221128UB1	11/28/2022	-\$10,745.26	20221128UB1	UB Receipt Serv 1 Water R	\$726,258.83
Deposit	20221128UB2	11/28/2022	-\$1,103.17	20221128UB2	UB Receipt Serv 1 Water R	\$727,362.00
Deposit	112822RECGCMISC	11/28/2022	-\$679.00	112822RECGCMI	Table Chair Rental	\$728,041.00
Deposit	113022RECTAXSETTLE	11/30/2022	-\$267,299.00	113022RECTAXS	2nd Half Property Tax Settl	\$995,340.00
Deposit	20221202UB0	12/2/2022	-\$635.25	20221202UB0	UB Receipt Serv 1 Water R	\$995,975.25
054722	ARVIG COMMUNICATION SY	11/14/2022	\$339.61	110922PAYGCA	Telephone - Lift Station - 2	\$995,635.64
054723	BAUNE PLUMBING & HEATIN	11/14/2022	\$184.92	110922PAYGCA	Plumbing Repairs - Sewer	\$995,450.72
054724	BOLTON & MENK	11/14/2022	\$51,103.00	110922PAYGCA	Engineering Fees - Cedar	\$944,347.72
054725	BRIGHTER HOMES STORE	11/14/2022	\$78.00	110922PAYGCA	Community Center Imp - P	\$944,269.72
054726	C. EMERY NELSON, INC	11/14/2022	\$2,147.47	110922PAYGCA	Sewer Repair Parts	\$942,122.25
054727	COLUMN	11/14/2022	\$277.10	110922PAYGCA	Public Notices - Ordinance	\$941,845.15
054728	FARMERS CO-OP OIL COMP	11/14/2022	\$235.89	110922PAYGCA	Fuel - Streets	\$941,609.26
054729	HAWKINS WATER TREATME	11/14/2022	\$60.00	110922PAYGCA	Chlorine Cylinders	\$941,549.26
054730	HERMEL VENDING & FOOD	11/14/2022	\$757.01	110922PAYGCA	Bathroom Paper Products -	\$940,792.25
054731	JIM JENNIGES	11/14/2022	\$145.00	110922PAYGCA	Clothing Allowance - Street	\$940,647.25
054732	JOHANNECK CONCRETE	11/14/2022	\$452.00	110922PAYGCA	Compost Loading	\$940,195.25
054733	KYLE SALFER	11/14/2022	\$50.00	110922PAYGCA	Cell Phone - Streets	\$940,145.25
054734	LARRY THOMPSON	11/14/2022	\$183.13	110922PAYGCA	Cell Phone	\$939,962.12
054735	MARCO, INC	11/14/2022	\$316.13	110922PAYGCA	Copier Expense	\$939,645.99
054736	MATHESON TRI-GAS INC	11/14/2022	\$46.27	110922PAYGCA	Acetylene	\$939,599.72
054737	MEADOWLAND FARMERS C	11/14/2022	\$4,058.48	110922PAYGCA	Spayer Parts	\$935,541.24
054738	MVTL LABORATORIES	11/14/2022	\$1,340.75	110922PAYGCA	Sewage Testing	\$934,200.49
054739	NOVAK LAW	11/14/2022	\$2,349.50	110922PAYGCA	Criminal	\$931,850.99
054740	PEOPLE SERVICE	11/14/2022	\$2,535.00	110922PAYGCA	Water	\$929,315.99
054741	QUADIENT FINANCE USA, IN	11/14/2022	\$432.28	110922PAYGCA	Administraton and Finance	\$928,883.71
054742	R & E SANITATION INC	11/14/2022	\$100.00	110922PAYGCA	Dumpster Fees	\$928,783.71
054743	REDWOOD BUILDING CENT	11/14/2022	\$16,153.81	110922PAYGCA	Community Center Window	\$912,629.90
054744	REDWOOD CO AUDITOR/TR	11/14/2022	\$333.60	110922PAYGCA	Ditch Assessments	\$912,296.30
054745	REDWOOD ELECTRIC COOP	11/14/2022	\$5,179.67	110922PAYGCA	Street Lights - 99865801	\$907,116.63
054746	REDWOOD VALLEY TECH S	11/14/2022	\$780.00	110922PAYGCA	Web site - Shared with co	\$906,336.63
054747	RUNNING SUPPLY INC	11/14/2022	\$322.71	110922PAYGCA	Miscellaneous Supplies	\$906,013.92
054748	SALFER WELDING & MFG	11/14/2022	\$1,230.00	110922PAYGCA	Granite Fines	\$904,783.92
054749	SALFERS FOOD CENTER	11/14/2022	\$89.16	110922PAYGCA	Misc Supplies	\$904,694.76
054750	SENSAPHONE	11/14/2022	\$598.80	110922PAYGCA	Meter Alarm system	\$904,095.96
054751	SOUTHWEST REGIONAL DE	11/14/2022	\$1,500.00	110922PAYGCA	Regional Trail - Commitme	\$902,595.96
054752	SOUTHWEST SANITATION, I	11/14/2022	\$2,480.58	110922PAYGCA	Monthly garbage service fe	\$900,115.38
054753	TEAM LABORATORY CHEMI	11/14/2022	\$976.50	110922PAYGCA	Sewer Chemicals	\$899,138.88
054754	TECH UNLIMITED, LLC	11/14/2022	\$104.25	110922PAYGCA	Computer support	\$899,034.63
054755	USA BLUEBOOK	11/14/2022	\$1,168.99	110922PAYGCA	Water Parts - Plant	\$897,865.64
054756	VISA	11/14/2022	\$248.98	110922PAYGCA	Zoom Service Fee	\$897,616.66
054757	WABASSO ELECTRIC MOTO	11/14/2022	\$265.00	110922PAYGCA	Sewer Plant Fan	\$897,351.66
054758	Jenniges, Jim M	11/16/2022	\$1,687.58	PAY20220123.00		\$895,664.08
054759	Krause, Joanne	11/16/2022	\$308.01	PAY20220123.00		\$895,356.07
054760	Salfer, Kyle	11/16/2022	\$737.96	PAY20220123.00		\$894,618.11

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Checks for Month

10102 Fire Checking

Since November 2022

Begin Balance \$32,365.01

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
Deposit	112922RECFIREAMB	11/29/2022	-\$40.00	112922RECFIRE	Dontation	\$32,405.01
004007	Dahl, Dan	12/5/2022	\$170.85	PAY20220401.00		\$32,234.16
004008	Goblirsch, Adam	12/5/2022	\$264.35	PAY20220401.00		\$31,969.81
004013	ALEX AIR APPARATUS	11/14/2022	\$790.79	110922PAYGCA	Compressor Testing	\$31,179.02
004014	ANDERSON ELECTRIC	11/14/2022	\$293.23	110922PAYGCA	Generator Hookup	\$30,885.79
004015	MEADOWLAND FARMERS C	11/14/2022	\$53.33	110922PAYGCA	Propane Tank Lease	\$30,832.46
004016	MN STATE FIRE DEPT ASSO	11/14/2022	\$175.00	110922PAYGCA	Dues	\$30,657.46
004017	REDWOOD ELECTRIC COOP	11/14/2022	\$92.66	110922PAYGCA	Electricity - 99865808	\$30,564.80
004018	Baune, Jon	12/5/2022	\$542.56	PAY20220401.00		\$30,022.24
004019	Berg, Steven	12/5/2022	\$365.93	PAY20220401.00		\$29,656.31
004020	Haak, Andrew	12/5/2022	\$217.02	PAY20220401.00		\$29,439.29
004021	Haase, Blake	12/5/2022	\$409.81	PAY20220401.00		\$29,029.48
004022	Johanneck, Craig	12/5/2022	\$28.86	PAY20220401.00		\$29,000.62
004023	Johnson, Zeke	12/5/2022	\$522.93	PAY20220401.00		\$28,477.69
004024	Kleinhuizen, Zachary	12/5/2022	\$410.96	PAY20220401.00		\$28,066.73
004025	Knott, Daniel	12/5/2022	\$447.90	PAY20220401.00		\$27,618.83
004026	Ourada, Dominic	12/5/2022	\$293.22	PAY20220401.00		\$27,325.61
004027	Ourada, Michael	12/5/2022	\$401.72	PAY20220401.00		\$26,923.89
004028	Pitzl, Jonathon	12/5/2022	\$354.40	PAY20220401.00		\$26,569.49
004029	Plaetz, Andy	12/5/2022	\$615.28	PAY20220401.00		\$25,954.21
004030	Remiger, Jerry	12/5/2022	\$386.72	PAY20220401.00		\$25,567.49
004031	Remiger, Mike	12/5/2022	\$572.19	PAY20220401.00		\$24,995.30
004032	Rohlik, Curt	12/5/2022	\$379.79	PAY20220401.00		\$24,615.51
004033	Rothmeier, Ryan	12/5/2022	\$241.26	PAY20220401.00		\$24,374.25
004034	Ruprecht, Tanner	12/5/2022	\$38.09	PAY20220401.00		\$24,336.16
004035	Welch, Cody	12/5/2022	\$467.52	PAY20220401.00		\$23,868.64
004036	Welch, Jacob	12/5/2022	\$488.30	PAY20220401.00		\$23,380.34
004037	Welch, Troy	12/5/2022	\$618.74	PAY20220401.00		\$22,761.60
004038	Wilkinson, Ryan	12/5/2022	\$355.55	PAY20220401.00		\$22,406.05
	Deposits	\$40.00				
	Checks	-\$9,998.96	-\$9,958.96			

FILTER: ((([Act Year]='2022' and [period] in (11))) and ((true)) and [Cash Act]='10102')

Checks for Month

10101 Ambulance Checking

Since November 2022

Begin Balance \$190,359.23

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
Deposit	110122RECCCEA	11/1/2022	-\$2,778.60	110122RECCCE	BLS RUN	\$193,137.83
Deposit	110422RECAMBDEWY	11/4/2022	-\$2,074.00	110422RECAMB	AMBULANCE FEES ALS	\$195,211.83
Deposit	110722RECGCAMB	11/7/2022	-\$600.00	110722RECGCA	Donation	\$195,811.83
Deposit	111722RECAMB	11/17/2022	-\$1,652.42	111722RECAMB	Donation	\$197,464.25
Deposit	112922RECFIREAMB	11/29/2022	-\$13,943.49	112922RECFIRE	BLS RUN	\$211,407.74
001838	ALLINA HEALTH	11/14/2022	\$200.00	110922PAYGCA	ALS INTERCEPT	\$211,207.74
001839	ALPHA WIRELESS	11/14/2022	\$324.00	110922PAYGCA	Cell Phone	\$210,883.74
001840	ANDERSON ELECTRIC	11/14/2022	\$259.48	110922PAYGCA	Generator Hookup	\$210,624.26
001841	ARVIG COMMUNICATION SY	11/14/2022	\$97.88	110922PAYGCA	Telephone	\$210,526.38
001842	AT&T MOBILITY	11/14/2022	\$411.92	110922PAYGCA	Cell Phone Service	\$210,114.46
001843	CENTRACARE HEALTH	11/14/2022	\$600.00	110922PAYGCA	ALS Intercept	\$209,514.46
001844	EFAX CORPORATE	11/14/2022	\$101.91	110922PAYGCA	Fax Service	\$209,412.55
001845	EXPERT BILLING	11/14/2022	\$620.00	110922PAYGCA	Billing Service	\$208,792.55
001846	FARMERS CO-OP OIL COMP	11/14/2022	\$726.43	110922PAYGCA	Fuel	\$208,066.12
001847	JENNIGES GAS & DIESEL IN	11/14/2022	\$125.19	110922PAYGCA	Repairs	\$207,940.93
001848	MATHESON TRI-GAS INC	11/14/2022	\$286.28	110922PAYGCA	Oxygen	\$207,654.65
001849	MEADOWLAND FARMERS C	11/14/2022	\$53.34	110922PAYGCA	Propane Tank Lease	\$207,601.31
001850	REDWOOD ELECTRIC COOP	11/14/2022	\$92.66	110922PAYGCA	Electricity - 99865808	\$207,508.65
001851	SOUTHERN MN EMS EDUCA	11/14/2022	\$3,745.00	110922PAYGCA	EMS Training	\$203,763.65
001852	VERIZON WIRELESS	11/14/2022	\$115.82	110922PAYGCA	Cell Phone	\$203,647.83
	Deposits	\$21,048.51				
	Checks	-\$7,759.91				
			\$13,288.60			

FILTER: ((([Act Year]='2022' and [period] in (11))) and ((true)) and [Cash Act]='10101')

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Payments

Current Period: December 2022

Payments Batch 121222PayGCAMBFIRE		\$84,054.32	
Refer	54768	AMERICAN ENGINEERING TESTIN	
Cash Payment	E 319-49810-306 Service Contract	Cedar Street Materials Testing	\$5,177.00
Invoice	104338		
Transaction Date	12/7/2022	General Checking 10100	Total \$5,177.00
Refer	54769	ARVIG COMMUNICATION SYSTEM	
Cash Payment	E 601-49400-321 Telephone	Telephone - Water Plant - 2313338	\$45.27
Invoice			
Cash Payment	E 602-49450-321 Telephone	Telephone - Lift Station - 2324076	\$41.45
Invoice			
Cash Payment	E 101-41400-321 Telephone	Telephone - City Hall - 2332003	\$118.98
Invoice			
Cash Payment	E 601-49400-321 Telephone	Telephone - Water Tower - 2335084	\$40.50
Invoice			
Cash Payment	E 602-49450-321 Telephone	Telephone - Treatment Plant - 2353506	\$106.97
Invoice			
Transaction Date	12/7/2022	General Checking 10100	Total \$353.17
Refer	54770	BANYON DATA SYSTEMS	
Cash Payment	E 101-41400-306 Service Contract	Software Service -	\$1,680.00
Invoice			
Cash Payment	E 601-49400-500 Capital Outlay (GENERA	Meter Interface	\$1,147.50
Invoice			
Cash Payment	E 602-49450-500 Capital Outlay (GENERA	Utility Software	\$1,147.50
Invoice			
Transaction Date	12/7/2022	General Checking 10100	Total \$3,975.00
Refer	54771	BAUNE PLUMBING & HEATING	
Cash Payment	E 101-41940-404 Repairs/Maint Machinery	Lions Room Restroom	\$104.60
Invoice			
Transaction Date	12/7/2022	General Checking 10100	Total \$104.60
Refer	54772	BAUNE SERVICES AND LAWN CAR	
Cash Payment	E 101-43100-306 Service Contract	Parks Sidewalks Plowing	\$160.00
Invoice	487		
Transaction Date	12/7/2022	General Checking 10100	Total \$160.00
Refer	54773	CHAD OLSON	
Cash Payment	E 101-45180-306 Service Contract	Baseball shared with commercial and school	\$3,000.00
Invoice			
Transaction Date	12/7/2022	General Checking 10100	Total \$3,000.00
Refer	54774	CHARLES DAUB	
Cash Payment	E 602-49450-389 Sludge HAULING	Sludge Hauling	\$1,500.00
Invoice			
Transaction Date	12/7/2022	General Checking 10100	Total \$1,500.00
Refer	54775	FALLS AUTOMOTIVE	
Cash Payment	E 101-41940-404 Repairs/Maint Machinery	Community Center Scrubber Parts	\$437.98
Invoice			
Cash Payment	E 101-41940-404 Repairs/Maint Machinery	Scrubber Parts Credit	-\$81.00
Invoice			

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Payments

Current Period: December 2022

Transaction Date	12/7/2022	General Checking	10100	Total	\$356.98
Refer	54776 FARMERS CO-OP OIL COMPANY	-			
Cash Payment	E 101-43100-212 Motor Fuels	Fuel - Streets			\$134.06
Invoice					
Cash Payment	E 601-49400-212 Motor Fuels	Fuel - Water			\$134.06
Invoice					
Cash Payment	E 602-49450-212 Motor Fuels	Fuel - Sewer			\$134.06
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$402.18
Refer	54777 FLOW MEASUREMENT AND CONT	-			
Cash Payment	E 602-49450-387 Testing	Meter Certification			\$599.00
Invoice	1862				
Transaction Date	12/7/2022	General Checking	10100	Total	\$599.00
Refer	54778 GOPHER STATE ONE CALL	-			
Cash Payment	E 601-49400-386 One Call	One Call			\$6.07
Invoice					
Cash Payment	E 602-49450-386 One Call	One Call			\$6.08
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$12.15
Refer	54779 GRAMSTAD LUMBER COMPANY	-			
Cash Payment	E 101-43110-500 Capital Outlay (GENERA	Cold Storage Shelves			\$584.10
Invoice	16174				
Transaction Date	12/7/2022	General Checking	10100	Total	\$584.10
Refer	54780 JENNIGES GAS & DIESEL INC	-			
Cash Payment	E 101-43100-404 Repairs/Maint Machinery	Snow Plow Repair			\$140.40
Invoice	18405				
Transaction Date	12/7/2022	General Checking	10100	Total	\$140.40
Refer	54781 JIM JENNIGES	-			
Cash Payment	E 601-49400-321 Telephone	Expense Reimb. - Telephone			\$25.00
Invoice					
Cash Payment	E 602-49450-321 Telephone	Expense Reimb. - Telephone			\$25.00
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$50.00
Refer	54782 JONTI-CRAFT	-			
Cash Payment	E 377-47121-612 Other Long-Term Oblig	TIF Reimbursement - 90%			\$4,081.22
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$4,081.22
Refer	54783 KINNER & COMPANY	-			
Cash Payment	E 101-41530-301 Auditing and Acct g Servi	Post Audit Entries			\$950.00
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$950.00
Refer	54784 JOHN DEERE FINAN	-			
Cash Payment	E 101-43100-404 Repairs/Maint Machinery	Tractor Parts			\$83.67
Invoice	3568713				
Cash Payment	E 101-43100-404 Repairs/Maint Machinery	Tractor Parts			\$190.17
Invoice	3568046				

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Payments

Current Period: December 2022

Cash Payment	E 101-43100-404 Repairs/Maint Machinery	Tractor Parts			\$552.38
Invoice	3574338				
Cash Payment	E 101-43100-221 Equipment Parts	Tractor Bucket Parts			\$21.06
Invoice	3569348				
Cash Payment	E 101-43100-221 Equipment Parts	Tractor Bucket Parts			\$10.53
Invoice	3569843				
Transaction Date	12/7/2022	General Checking	10100	Total	\$857.81
Refer	54785 KYLE SALFER	-			
Cash Payment	E 101-43100-321 Telephone	Expense Reimb - Cell Phone			\$50.00
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$50.00
Refer	54786 LARRY THOMPSON	-			
Cash Payment	E 101-41400-321 Telephone	Expense Reimbursement			\$50.00
Invoice					
Cash Payment	E 601-49400-331 Travel Expenses	Expense Reimbursement - Mileage			\$4.06
Invoice					
Cash Payment	E 602-49450-331 Travel Expenses	Expense Reimbursement - Mileage			\$16.56
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$70.62
Refer	54787 MARCO, INC	-			
Cash Payment	E 101-41400-413 Office Equipment Rental	Copier Lease			\$243.69
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$243.69
Refer	54788 MATHESON TRI-GAS INC	-			
Cash Payment	E 101-43110-215 Shop Supplies	Tank Lease			\$168.86
Invoice	26610653				
Cash Payment	E 101-43110-215 Shop Supplies	Acetylene			\$53.82
Invoice	26624550				
Transaction Date	12/7/2022	General Checking	10100	Total	\$222.68
Refer	54789 MEADOWLAND FARMERS CO-OP	-			
Cash Payment	E 101-41940-383 Heat	Community Center			\$929.10
Invoice					
Cash Payment	E 101-43110-383 Heat	Shop			\$1,546.13
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$2,475.23
Refer	54790 MN DEPT OF HEALTH	-			
Cash Payment	E 601-49400-388 MN Connect Fee	Water Connection Fee			\$707.00
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$707.00
Refer	54791 MVTL LABORATORIES	-			
Cash Payment	E 602-49450-387 Testing	Testing			\$105.50
Invoice	1173215				
Cash Payment	E 602-49450-387 Testing	Testing			\$136.01
Invoice	1175387				
Transaction Date	12/7/2022	General Checking	10100	Total	\$241.51
Refer	54792 PEOPLE SERVICE	-			

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Payments

Current Period: December 2022

Cash Payment	E 601-49400-306 Service Contract	Water			\$1,267.50
Invoice					
Cash Payment	E 602-49450-306 Service Contract	Water/Sewer Service			\$1,267.50
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$2,535.00
Refer	54793 QUADIENT FINANCE USA, INC	-			
Cash Payment	E 101-41400-322 Postage	Postage			\$10.00
Invoice	12361149				
Cash Payment	E 101-41400-322 Postage	Postage			\$49.00
Invoice					
Cash Payment	E 601-49400-322 Postage	Postage - Water			\$100.00
Invoice					
Cash Payment	E 602-49450-322 Postage	Postage - Sewer			\$100.00
Invoice					
Cash Payment	E 603-49500-322 Postage	Postage - Sanitation			\$100.00
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$359.00
Refer	54794 REDWOOD CO SHERIFFS OFFICE	-			
Cash Payment	E 101-42100-306 Service Contract	Service Contract - 11/10/22			\$2,760.00
Invoice					
Cash Payment	E 101-42100-306 Service Contract	Service Contract - 12/6/22			\$2,760.00
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$5,520.00
Refer	54795 REDWOOD ELECTRIC COOP	-			
Cash Payment	E 101-43160-381 Electricity	Street Lights - 99865801			\$959.00
Invoice					
Cash Payment	E 101-45170-381 Electricity	Athletic Field - 99865803			\$77.00
Invoice					
Cash Payment	E 101-45200-381 Electricity	City Park - 99865805			\$29.00
Invoice					
Cash Payment	E 101-41940-381 Electricity	Community Center - 99865806			\$558.00
Invoice					
Cash Payment	E 602-49450-381 Electricity	Disposal Plant - 99865807			\$2,602.00
Invoice					
Cash Payment	E 101-43160-381 Electricity	City Sign - 99865809			\$17.00
Invoice					
Cash Payment	E 602-49450-381 Electricity	Lift Station - 99865810			\$42.00
Invoice					
Cash Payment	E 601-49400-381 Electricity	Water Tower - 99865811			\$146.00
Invoice					
Cash Payment	E 601-49400-381 Electricity	Water Plant - 99865812			\$1,205.00
Invoice					
Cash Payment	E 101-41940-381 Electricity	Community Center - 99865813			\$40.00
Invoice					
Cash Payment	E 101-43110-381 Electricity	Shop - 99865808			\$168.00
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$5,843.00
Refer	54796 ROADHOUSE BAR & GRILL	-			

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Payments

Current Period: December 2022

Cash Payment	E 101-41940-500 Capital Outlay (GENERA	Microwave Oven - Webstaurant 80656327			\$225.48
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$225.48
Refer	54797	RSS GROUP INTERNATIONAL INC	-		
Cash Payment	E 101-43110-240 Small Tools and Minor E	Small Tools			\$121.16
Invoice	71650				
Transaction Date	12/7/2022	General Checking	10100	Total	\$121.16
Refer	54798	RUNNING SUPPLY INC	-		
Cash Payment	E 101-43110-215 Shop Supplies	Misc. Parts			\$45.93
Invoice					
Cash Payment	E 101-43100-215 Shop Supplies	Misc. Parts			\$145.59
Invoice					
Cash Payment	E 602-49450-210 Operating Supplies (GEN	Misc. Parts			\$49.95
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$241.47
Refer	54799	SALFERS FOOD CENTER	-		
Cash Payment	E 101-41940-210 Operating Supplies (GEN	Cleaning Supplies			\$67.58
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$67.58
Refer	54800	SOUTHWEST HEALTH & HUMAN S	-		
Cash Payment	E 101-41940-434 Licenses	Community Center License			\$270.00
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$270.00
Refer	54801	USA BLUEBOOK	-		
Cash Payment	E 602-49450-210 Operating Supplies (GEN	Sampler Pump Tubing - sewer			\$180.11
Invoice	172325				
Cash Payment	E 601-49400-217 Other Operating Supplies	Anti Sieze Food Grade Lube			\$70.07
Invoice	154647				
Cash Payment	E 601-49400-240 Small Tools and Minor E	Shutoff Rod			\$634.95
Invoice	157727				
Cash Payment	E 601-49400-240 Small Tools and Minor E	Curb Box Key			\$85.95
Invoice	159195				
Transaction Date	12/7/2022	General Checking	10100	Total	\$971.08
Refer	54802	VISA	-		
Cash Payment	E 101-41400-321 Telephone	Zoom Fee			\$16.09
Invoice					
Cash Payment	E 101-41400-209 Other Office Supplies	Clerks Supplies			\$161.43
Invoice					
Cash Payment	E 101-41400-322 Postage	Packets			\$15.12
Invoice					
Cash Payment	E 101-41400-414 Data Processing Equip R	Quick Books Time Tracking Software			\$10.00
Invoice					
Cash Payment	E 101-41400-240 Small Tools and Minor E	Shredder			\$92.02
Invoice					
Cash Payment	E 101-41400-433 Dues and Subscriptions	Prime Membership			\$32.20
Invoice					

CITY OF WABASSO

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Payments

Current Period: December 2022

Cash Payment	E 101-41400-430 Miscellaneous (GENERA	Interest Charges			\$12.17
Invoice					
Transaction Date	12/7/2022	General Checking	10100	Total	\$339.03
Refer	1878 ARVIG COMMUNICATION SYSTEM	-			
Cash Payment	E 230-42153-321 Telephone	Telephone - 2343267			\$101.86
Invoice					
Transaction Date	12/7/2022	Ambulance Checking	10101	Total	\$101.86
Refer	1879 ALPHA WIRELESS	-			
Cash Payment	E 230-42153-323 Radio Units	Update Radios			\$224.00
Invoice					
Transaction Date	12/7/2022	Ambulance Checking	10101	Total	\$224.00
Refer	1880 BOUND TREE MEDICAL	-			
Cash Payment	E 230-42153-217 Other Operating Supplies	Supplies			\$291.12
Invoice					
Transaction Date	12/7/2022	Ambulance Checking	10101	Total	\$291.12
Refer	1881 CENTRACARE HEALTH	-			
Cash Payment	E 230-42153-211 ALS Intercept	ALS Intercept			\$600.00
Invoice					
Transaction Date	12/7/2022	Ambulance Checking	10101	Total	\$600.00
Refer	1882 EXPERT BILLING	-			
Cash Payment	E 230-42153-306 Service Contract	Billing Services			\$1,054.00
Invoice					
Transaction Date	12/7/2022	Ambulance Checking	10101	Total	\$1,054.00
Refer	1883 FARMERS CO-OP OIL COMPANY	-			
Cash Payment	E 230-42153-212 Motor Fuels	Fuel			\$417.59
Invoice					
Transaction Date	12/7/2022	Ambulance Checking	10101	Total	\$417.59
Refer	1884 JENNIGES GAS & DIESEL INC	-			
Cash Payment	E 230-42153-404 Repairs/Maint Machinery	Ambulance Repairs			\$125.19
Invoice 18396					
Transaction Date	12/7/2022	Ambulance Checking	10101	Total	\$125.19
Refer	1885 MEADOWLAND FARMERS CO-OP	-			
Cash Payment	E 230-42153-383 Heat	Heat -			\$515.38
Invoice					
Transaction Date	12/7/2022	Ambulance Checking	10101	Total	\$515.38
Refer	1886 MATHESON TRI-GAS INC	-			
Cash Payment	E 230-42153-217 Other Operating Supplies	Oxygen			\$171.99
Invoice 26624549					
Transaction Date	12/7/2022	Ambulance Checking	10101	Total	\$171.99
Refer	1887 REDWOOD ELECTRIC COOP	-			
Cash Payment	E 230-42153-381 Electricity	Electricity - 99865808			\$56.00
Invoice					
Transaction Date	12/7/2022	Ambulance Checking	10101	Total	\$56.00
Refer	1888 STRYKER SALES CORPORATION	-			

CITY OF WABASSO

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Payments

Current Period: December 2022

Cash Payment	E 230-42153-500 Capital Outlay (GENERA	Heart Defib/Monitor - Life Net Subscription		\$545.00
Invoice	1277289			
Cash Payment	E 230-42153-208 Training and Instruction	Heart Defib/Monitor - Training		\$1,352.00
Invoice	14273463			
Cash Payment	E 230-42153-500 Capital Outlay (GENERA	Heart Defib/Monitor		\$33,053.29
Invoice	10454645			
Transaction Date	12/7/2022	Ambulance Checking	10101	Total \$34,950.29
Refer	1889 VERIZON WIRELESS	-		
Cash Payment	E 230-42153-321 Telephone	Cell Phone		\$115.82
Invoice				
Transaction Date	12/7/2022	Ambulance Checking	10101	Total \$115.82
Refer	4039 ALPHA WIRELESS	-		
Cash Payment	E 225-42200-323 Radio Units	Radio		\$1,638.05
Invoice				
Transaction Date	12/7/2022	Fire Checking	10102	Total \$1,638.05
Refer	4040 FARMERS CO-OP OIL COMPANY	-		
Cash Payment	E 225-42200-212 Motor Fuels	Fuel		\$69.51
Invoice				
Transaction Date	12/7/2022	Fire Checking	10102	Total \$69.51
Refer	4041 MEADOWLAND FARMERS CO-OP	-		
Cash Payment	E 225-42200-383 Heat	Heat		\$515.38
Invoice				
Transaction Date	12/7/2022	Fire Checking	10102	Total \$515.38
Refer	4042 REDWOOD ELECTRIC COOP	-		
Cash Payment	E 225-42200-381 Electricity	Electricity		\$56.00
Invoice				
Transaction Date	12/7/2022	Fire Checking	10102	Total \$56.00
Refer	4043 TROY WELCH	-		
Cash Payment	E 225-42200-433 Dues and Subscriptions	Expense Reimbursement		\$345.00
Invoice				
Transaction Date	12/8/2022	Fire Checking	10102	Total \$345.00

CITY OF WABASSO
Payments

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Current Period: December 2022

Fund Summary

	10100 General Checking	
101 GENERAL FUND		\$19,770.30
319 CEDAR STREET IMPROVEMENTS		\$5,177.00
377 TIF 1-3		\$4,081.22
601 WATER FUND		\$5,618.93
602 SEWER FUND		\$8,059.69
603 REFUSE (GARBAGE) FUND		\$100.00
		<hr/>
		\$42,807.14
	10101 Ambulance Checking	
230 AMBULANCE		\$38,623.24
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		\$38,623.24
	10102 Fire Checking	
225 FIRE		\$2,623.94
		<hr/>
		\$2,623.94

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$84,054.32
	<hr/>
Total	\$84,054.32

**CITY OF WABASSO
WABASSO, MINNESOTA**

Resolution No. -2022

**Resolution Accepting Donations Received for the Ambulance,
Fire Department and Library**

WHEREAS, the City of Wabasso has received the attached donations from individuals and organizations for the Ambulance Association, Fire Department and Library listed below, and

WHEREAS, the City and Ambulance Association, Fire Department and Library Board greatly appreciated the donations.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WABASSO, MINNESOTA that the City Council and the City of Wabasso acknowledges and accepts the listed donations on behalf of the Ambulance Association, Fire Department and Library Boards.

BE IT FURTHER RESOLVED that the City Council expresses its thanks and appreciation for the donations.

Adopted this 12th day of December, 2022

CITY OF WABASSO

Carol Atkins, Mayor

ATTEST:

Larry J Thompson, Clerk

**CITY OF WABASSO
DONATIONS**

Ambulance

1/11/2022	Mary Olson	\$500.00
1/26/2022	Wabasso Lions	\$5,000.00
2/24/2022	Arnold Knott	\$370.00
3/9/2022	William Goblirsch	\$2,000.00
3/28/2022	Bernadine Pistalka	\$100.00
4/13/2022	St. Paul & MN Foundation/Heart mon	\$50.00
7/5/2022	Birthday Club	\$20.00
8/2/2022	American Coin/ Donation of coin colle	\$1,973.44
8/18/2022	Jessica & Richard Jenniges	\$36.00
8/18/2022	Cletus & Tamera Guetter	\$500.00
8/18/2022	Wabasso Lions	\$500.00
8/19/2022	Ardyce Anderson	\$10,000.00
8/20/2022	Cash Donations	\$4,118.00
8/18/2022	Wabasso Lions	\$2,000.00
10/17/2022	Lauren Meyer	\$50.00
11/4/2022	Ag County Farm Credit	\$600.00
11/17/2022	Louise Henrickson	\$25.00
11/29/2022	Wanda State bank	\$3,000.00

Fire

3/28/2022	Bernadine Pistalka	\$100.00
4/18/2022	Myron Fixer	\$20.00
4/22/2022	Ryan Goblirsch	\$25.00
4/27/2022	Kevin Eisenmenger	\$100.00
6/20/2022	Gerald & Marion Fennern	\$20.00
6/23/2022	Donald Schiller	\$20.00
8/2/2022	American Coin/ Donation of coin colle	\$1,973.44
8/19/2022	Ardyce Anderson	\$10,000.00
11/29/2022	Patricia Fischer	\$20.00
11/29/2022	Conservatorship of Ed Fischer	\$20.00

Library

2/14/2022	Wabasso Lions	\$500.00
2/28/2022	Redwood Area Com. Foundation	\$750.00
4/13/2022	St. Paul Foundation	\$1,000.00
4/18/2022	League of MN Cited	\$3,178.51
4/27/2022	Darrel Fuhr	\$500.00
4/27/2022	Donald Berstrom / Al Brey	\$25.00
4/27/2022	Vail Township	\$300.00
6/6/2022	Catholic Comm. Foundation	\$3,000.00
9/1/2022	Ardyce Anderson	\$5,000.00
9/30/2022	Mary Robase Estate	\$4,650.48