

City of Wabasso
Regular Meeting
Monday, January 8, 2024
5:00 pm

REGULAR MEETING

1. Call to order
2. EDA Update
 - a. Loan and Checking Balance Report
 - b. Minutes
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. Chris Webb - Southwest Regional Development Commission - Request for Focus Group
 - b. Ambulance Policies -
5. Street Report -
6. Water/Wastewater Report -
7. Parks report -
8. Appointments
 - a. EDA Board - Amanda Guetter and Chad Altermatt (2023)
 - b. Streets/Water/Wastewater/Buildings - Jeff Olson (2023)
 - c. Parks and Rec. - Roger Baumann (2023)
 - d. Highway 68 Land Use Committee - Roger Baumann (2023)
9. Designations
 - a. Acting Mayor - Amanda Guetter (2023)
 - b. Official Newspaper - Redwood Falls Gazette (2023)
 - c. Official Depository - Integrity Bank Plus, Wabasso; Wanda State Bank; First Independent Bank, Lucan (2023)
 - d. City Attorney - Novak Law Office (2023)
 - e. Regular meeting dates and time - 2nd Monday of the month at 5:00 p.m. (2023)
 - f. Mileage Reimbursement - IRS Rate (2023)
 - g. City Engineer - Case by case (2023)
 - h. Special Meeting - \$25 (2023)
 - i. Per Diem - \$75 (2023)
 - j. Setting Clerk's Office Hours - Monday-Thursday 7:30 a.m. to 4:30 p.m. and Friday 7:30 a.m. to 12:00 p.m.
10. New Business
 - a. Approve Sale of 990 North Street to Tanner and Becky Bock
11. Unfinished Business
 - a. Community Center Improvements Update - Exterior Improvements
12. Approve Consent Agenda
13. Correspondence
 - a. Sheriffs reports for November and December
14. Approve Bills
15. Adjourn

CONSENT AGENDA

1. Approve Minutes - November 13, 2023
2. Approve Minutes - December 11, 2023
3. Approve Minutes - December 18, 2023
4. Approve Resolution 1-2024 setting 2024 Fees and Charges
5. Approve \$100,000 Fidelity Bond for Brandon Baune with an annual premium of \$350
6. Approve 2023 Auditing Agreement with Kinner & Company LTD
7. Approve return of \$554.58 to Dan Mathiowetz per agreement attached from utility hearing
8. Approve Wabasso Fire Relief Gambling Application for Raffle

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, January 8, 2023
Agenda Report**

1. **EDA Minutes and Financial Reports** – Enclosed please find the financial reports for December and the Minutes for the December 20, 2023 meetings.
2. **Review Chris Webb from Southwest Regional Development Commission’s request for focus group** – The City gave money to this group for trails. In an effort for transparency, they would like to give the council an update and hold a focus group meeting which is expected to take about 30 minutes. Please consider setting a time for the group to meet with the council in the next couple of months.
3. **Ambulance Policies** – Mr. Novak will provide documentation as well as an update at the meeting.
4. **Street Report** – Mr. Jenniges will provide a street report.
5. **Water/Wastewater Report** – Mr. Jenniges will provide a water/wastewater report.
6. **Parks Report** – Mr. Jenniges will provide a parks report
7. **Appointments** –
 - a. EDA Board – Amanda Guetter and Chad Altermatt (2023)
 - b. Streets/Water/Wastewater/Buildings – Jeff Olson (2023)
 - c. Parks and Rec. – Roger Baumann (2023)
 - d. Highway 68 Land Use Committee – Roger Baumann (2023)
8. **Designations** –
 - e. Acting Mayor – Amanda Guetter (2023)
 - f. Official Newspaper – Redwood Falls Gazette (2023)
 - g. Official Depository – Integrity Bank Plus, Wabasso; Wanda State Bank; First Independent Bank, Lucan (2023)
 - h. City Attorney – Novak Law Office (2023)
 - i. Regular meeting dates and time – 2nd Monday of the month at 5:00 p.m. (2023)
 - j. Mileage Reimbursement – IRS Rate (2023)
 - k. City Engineer – Case by case (2023)
 - l. Special Meeting - \$25 (2023)
 - m. Per Diem – \$75 (2023)
 - n. Setting Clerk’s Office Hours – Monday-Thursday 7:30 a.m. to 4:30 p.m. and Friday 7:30 a.m. to 12:00 p.m.
9. **Sale of 990 North Street to Tanner and Becky Bock** – Please see attached agreement for the sale of 990 North Street to Tanner and Becky Bock in the amount of \$5,000. Please approve. The EDA approved this at last weeks meeting.
10. **Community Center Improvements Update** – Mr. Olson will have color samples for discussion at the meeting. He is also expecting to have an update on when work could begin.
11. **Approve Council Minutes** – Please approve the minutes from the November 13, 2023 and December 11, 2023 regular meeting and the December 18, 2023 special meeting.
12. **Approve Resolution 1-2024 setting 2024 Fees and Charges** – See updated fees schedule attached for 2024. Please approve.
13. **Approve \$100,000 Fidelity Bond for Brandon Baune with an annual premium of \$350** – This is consistent with what we did for Larry.
14. **Approve 2023 Auditing Agreement with Kinner & Company LTD** – This is consistent with last year’s agreement. Please approve.
15. **Approve return of \$554.58 to Dan Mathiowetz per Hearing Summary Agreement** – Please refer to the attached agreement. Dan has continued to have bad water. It is the recommendation of Mr. Novak and me that Dan should be refunded.
16. **Approve Wabasso Fire Relief Gambling Application for Raffle** – Please see attached and approve.
17. **Correspondence** – See Sheriff’s Reports
18. **Bills** – I will be sending each council member a copy of the bills separately via email. Please approve.

EDA Monthly Payment Schedule

as of 12/31/2023

<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>
Babble On Bar & Grill	15th	\$ 800.00	3%	\$ 66,916.94	EDA I	11/15/2032	12/8/2023	1/15/2024
Chad Ruprecht	21st	\$ 400.00	3%	\$ 7,058.78	EDA II	5/21/2028	12/8/2023	1/21/2024
DEEM, Inc	21st	\$ 482.80	3%	\$ 12,294.92	EDA I	5/21/2025	11/24/2023	1/21/2024
DEEM, Inc	21st	\$ 357.27	3%	\$ 8,727.47	EDA I	5/21/2025	11/24/2023	1/21/2024
Jenniges Gas & Diesel	14th	\$ 300.00	3%	\$ 7,364.31	EDA I	12/11/2026	12/5/2023	1/14/2024
Jonti-Craft	25th	\$ 3,886.28	2.5%	\$ 79,770.66	EDA I	9/25/2025	12/26/2023	1/25/2024
Jonti-Craft	25th	\$ 120.19	2.5%	\$ 2,467.57	EDA II	9/25/2025	12/26/2023	1/25/2024
Mid County Ag Services	20th	\$ 242.00	3%	\$ 13,385.45	EDA I	11/20/2028	12/14/2023	1/20/2024
Matt Novak	1st	\$ 362.10	3%	\$ 9,471.92	EDA II	8/4/2026	12/1/2023	1/1/2024
Safe Storage 2	5th	\$ 482.80	3%	\$ 26,297.63	EDA I	10/5/2028	12/1/2023	1/5/2024
Wabasso Eletric Motor LLC	6th	\$ 251.00	3%	\$ 4,472.67	EDAI	8/6/2024	12/5/2023	1/6/2024
Totals		\$ 7,684.44		\$ 238,228.32				

EDAI Daily Savings	\$ 459,772.08
EDAI Daily Savings	\$ 138,787.49
EDA-WDC	\$ -

Total Savings \$ 598,559.57

EDA WDC Savings	
Starting Balnace	\$ -
Interest	
Ending Balance	\$ -

EDA General Fund

Beginning Balance			\$ 188,888.60
Plus Deposits Outstanding			
	Rev	Interest Earnings	\$ 95.93
		EDA Savings Closeout	\$ 0.61
	Exp	Bolton and Menk	\$ (1,179.00)
		Meadowland Farmers Coop	\$ (442.13)
			\$ -
			\$ -
Ending Balance			<u>\$ 187,364.01</u>

CD # 115009 renewal 12-9-19			\$ 28,678.50
CD #33649			\$ 52,348.64
	CD Total		<u>\$ 81,027.14</u>
	EDA General Total		<u>\$ 268,391.15</u>

EDA Dewey Street			
Beginning Balance			\$ 84,513.71
Plus Deposits		Rents	\$ 3,080.00
		interest	\$ 28.79
Less Checks /Outstanding			
		Ecowater Systems	\$ (183.00)
		Baune B&H	\$ (79.22)
		Novak Law	\$ (26.25)
FUTURE		Deposit from EDA General	
		Payments to General Fund Checking	
			<u>\$ 87,334.03</u>

EDA Eastvail Sales Account		Starting Balance	\$ -
		Interest on investments	\$ -
		Transfer to General Checking	\$ -
			<u>\$ -</u>

EDA I

12/31/2023

Balance Sheet

	Balance 11/30/2023	Adj.	Balance 12/31/2023
Assets			
Cash	\$ 453,248.48	6,523.60	\$ 459,772.08
Notes Receivable	\$ 220,205.30	(5,447.92)	\$ 214,757.38
Total Assets	\$ 673,453.78	1,075.68	\$ 674,529.46
Liabilities			
	\$ -	\$ -	\$ -
Total Liabilities	\$ -	\$ -	\$ -
Assets less Liabilities	\$ 673,453.78		\$ 674,529.46

Principal Payments Monthly		Principal Payments Year to Date	
Babble On Bar & Grill	\$ 631.13	Babble On Bar & Grill	\$ 7,470.56
Deem 1	\$ -	Deem 1	\$ 4,900.02
Deem 2	\$ -	Deem 2	\$ 3,635.97
Jenniges Gas & Diesel 1	\$ 480.39	Jenniges Gas & Diesel 1	\$ 4,104.10
Jonti-Craft 1	\$ 3,712.36	Jonti-Craft 1	\$ 44,042.43
Mid Country Ag Services	\$ 208.02	Mid Country Ag Services	\$ 2,259.86
Safe Storage #2	\$ 416.02	Safe Storage #2	\$ 4,924.29
Total Principal Payments	\$ 5,447.92	Total Principal Payments	\$ 71,337.23

New Loans	\$ -
	\$ -
	\$ -

Income Statement

Income

Interest on Loans Monthly		Interest on Loans Year to Date	
Babble On Bar & Grill	\$ 168.87	Babble On Bar & Grill	\$ 2,129.44
Deem 1	\$ -	Deem 1	\$ 411.91
Deem 2	\$ -	Deem 2	\$ 294.76
Jenniges Gas & Diesel 1	\$ 19.61	Jenniges Gas & Diesel 2	\$ 295.90
Jonti-Craft 1	\$ 173.92	Jonti-Craft 1	\$ 2,592.93
Mid Country Ag Services	\$ 33.98	Mid Country Ag Services	\$ 402.14
Safe Storage #2	\$ 66.78	Safe Storage #2	\$ 869.31
Total Interest Payments	\$ 463.16	Total Interest Payments	\$ 6,996.39

Savings Interest	
Quarter 1	\$ 242.00
Quarter 2	\$ 557.84
Quarter 3	\$ 592.81
Quarter 4	\$ 612.52
Total Interest Payments	\$ 2,005.17

Deposit Error	\$ -
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Total Income	\$ 463.16
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Expenses

Interest Payment	\$ -
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Total Expense	\$ -
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Net Income	\$ 463.16
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EDA II 12/31/2023
Balance Sheet

	Balance		Balance
Assets	11/30/2023	Adj.	12/31/2023
Cash	\$ 137,466.66	1,320.83	\$ 138,787.49
Notes Receivable	\$ 24,543.47	(1,072.53)	\$ 23,470.94
Total Assets	\$ 162,010.13	751.49	\$ 162,258.43

Liabilities

	\$ -		\$ -
Total Liabilities	\$ (162,010.13)		\$ (162,258.43)
Assets less Liabilities	\$ -		\$ -

Principal Payments Monthly

Chad Ruprecht	\$ 381.40
Jonti-Craft	\$ 114.81
Novak Law	\$ 337.58
Wabbasso Electric Motor	\$ 238.74
Total Principal Payments	\$ 1,072.53

Principal Payments Year to Date

Chad Ruprecht	\$ 4,514.54
Jont-Craft	\$ 1,362.08
Novak Law	\$ 3,995.81
Wabbasso Electric Motor	\$ 2,597.46
Total Principal Payments	\$ 12,469.89

New Loans

	\$ -
	\$ -
	\$ -

Income Statement

Income

Interest on Loans Monthly

Chad Ruprecht	\$ 18.60
Jonti-Craft	\$ 5.38
Novak Law	\$ 24.52
Wabbasso Electric Motor	\$ 12.26
	\$ -
	\$ -
Total Interest Payments	\$ 60.76

Interest on Loans Monthly

Chad Ruprecht	\$ 285.46
Jont-Craft	\$ 80.20
Novak Law	\$ 349.39
Wabbasso Electric Motor	\$ 163.54
	\$ -
	\$ -
Total Interest Payments	\$ 878.59

Savings Interest

Quarter 1	\$ 140.15
Quarter 2	\$ 178.20
Quarter 3	\$ 184.84
Quarter 4	\$ 187.54
	\$ 690.73

Deposit Error

\$ -

Total Income

\$ 751.49

Expenses

Interest Payment

\$ -

Total Expense

\$ -

Net Income

\$ 751.49

**Wabasso EDA
Regular Meeting
Wednesday, December 20, 2023
5:00 p.m.**

The meeting was called to order at 5:00 p.m. with board members Pat Eichten, Chuck Robasse, and Amanda Guetter in attendance.

2024 Budget – Mr. Baune presented a final EDA budget for approval. The only change from the previous iteration was that Dewey Street rental increases were taken out. Motion by A. Guetter, second by Robasse to approve 2024 EDA Budget.

Eichten – yes; K. Guetter – yes; A. Guetter – yes; C. Robasse – yes

The meeting was adjourned at 5:10 p.m.

Brandon Baune
Director

DRAFT

PURCHASE AGREEMENT and EARNEST MONEY CONTRACT

1. **PARTIES.** This purchase agreement is made by and between Wabasso EDA, SELLER; and Tanner and Rebecca Bock _____, BUYERS.

2. **OFFER/ACCEPTANCE.** Buyer offers to purchase and Seller agrees to sell real property legally described as:

Lot One (1), Block Two (2), of Eastvail Addition to the City of Wabasso,
Minnesota

3. **PRICE AND TERMS.** The Purchase Price for the Property Five thousand and 00/100 Dollars (\$ 5,000.00) and shall be paid as follows:
 - A. **Earnest Money.** The amount of Five Hundred and 00/100 Dollars (\$500.00), shall be paid at the execution of this contract. Said amount shall be applied to the total purchase price at the time of closing, except that the earnest money shall be nonrefundable and shall be forfeit if Buyer is unable to complete the transaction for any reason.
 - B. **Amount Due at Closing.** Subject to the satisfaction of all conditions precedent, Buyer shall pay to Seller at Closing the sum of Four thousand five hundred and 00 /100 Dollars (\$ 4,500.00) by a locally drawn bank or cashier's check, confirmed wire transfer or by third-party financing at closing, which shall be on or before February 13, 2024 _____, subject to the contingencies noted herein.

4. **CLOSING.** Closing shall be scheduled on or before 5:00 p.m. February 13 , 2024, and the earnest money deposit and any down payment shall be held by Seller's attorney in a non-interest bearing account until closing of property.

5. **CLOSING COSTS.** Buyer shall pay all closing costs, including Seller's closing costs.

6. **DEED/MARKETABLE TITLE.** Upon performance by the Buyer, Seller shall execute and deliver a Quit Claim Deed, conveying title, subject to:
 - 1) Building and zoning laws, ordinances, state and federal regulations;
 - 2) Restrictions relating to use or improvement of the property without effective forfeiture provisions;
 - 3) Reservation of any minerals or mineral rights to the State of Minnesota or others;
 - 4) Utility and drainage easements which do not interfere with existing improvements;
 - 5) Existing highways, easements, current and historic right of access to the property whether such has been or is recorded or recordable and right of way of record;
 - 6) Boundary lines established by existing fences, usage, or otherwise;
 - 7) Exceptions to title which constitute encumbrances, restrictions, or easements which have been disclosed to Buyer and accepted by Buyer in this purchase agreement;
 - 8) Others, NONE.

7. **REAL ESTATE TAXES AND SPECIAL ASSESSMENTS.** Real estate taxes for 2023 and installments of special assessments certified for payment with the real estate taxes due and payable in 2023 have been paid by Seller.

Buyer shall assume all other special assessments levied as of the date of this agreement. Buyer shall assume special assessments pending as of the date of this agreement for improvements that have been ordered by any governmental assessing authorities. As of the date of this agreement, Seller represents that Seller has not received a notice of hearing of a new public improvement project from any governmental assessing authority, the costs of which project may be assessed against the property.

Buyer shall assume any deferred real estate taxes or special assessments, the payment of which is required as a result of the closing of this sale. Buyer shall pay real estate taxes due and payable in the year of closing and thereafter and any unpaid special assessments payable therewith and thereafter, the payment of which is not otherwise provided for herein. Seller makes no representations concerning the amount of future real estate taxes or of future special assessments.

8. **DISCLOSURE NOTICES.** Seller has not received any notice from any governmental authority as to violation of any law, ordinance or regulation affecting the property. If the property is subject to restrictive covenants, Seller has not received any notice from any person as to a breach of the covenants.
9. **WELL AND INDIVIDUAL SEWAGE TREATMENT SYSTEM DISCLOSURES.** Seller certifies that Seller does not know of any wells on the described property; and there is no individual sewage treatment system on the described property.

10. **CONDITION OF THE PROPERTY.** THIS PROPERTY IS BEING SOLD "AS IS, WHERE IS" AND "WITH ALL FAULTS." THE SELLER HAS NOT MADE, DOES NOT MAKE AND WILL NOT MAKE, AND HEREBY DISCLAIMS, ANY REPRESENTATION OR WARRANTY, WHETHER EXPRESSED OR IMPLIED OR STATUTORY, WHETHER ORAL OR WRITTEN, WITH RESPECT TO THE PROPERTY, INCLUDING, WITHOUT LIMITATION, ANY WARRANTY AS TO ITS VALUE, CONDITION, SUITABILITY, MERCHANTABILITY, MARKETABILITY, OPERABILITY, TENANTABILITY, HABITABILITY, ZONING OR SUBDIVISION REGULATIONS, MINERAL RIGHTS, ENVIRONMENTAL CONDITION, SOIL CONDITION OR PERCOLATION, COMPLIANCE WITH ANY BUILDING CODE, SAFETY AND HEALTH COES, OR OTHER GOVERNMENTAL AGENCY RULES OR REGULATIONS, OR FITNESS FOR A PARTICULAR USE OR PURPOSE. NO GUARANTEES ARE GIVEN AS TO THE AVAILABILITY OF UTILITIES OR ACCESS OR THE PERMITTED OR ALLOWABLE USES ON THE PROPERTY.

Neither the Seller nor the Seller's Attorney, shall be liable for any relief including damages, rescission, reformation, allowance or adjustments based on the failure of the property, including, but not limited to, amount of square feet, acreage, zoning, access, and environmental or hazardous conditions to conform to any specific standard or expectation, or any third party documents or information.

11. **VARIANCE IN ACREAGE.** Buyer will be responsible for the cost of having the Property surveyed if desired or required. If the number of acres or estimate of a square footage changes as a result of the final survey, no adjustment shall be made to the purchase price.

12. **NOTICE OF RESTRICTIVE COVENANTS.** Seller hereby notifies Buyer that the real property that is the subject of this purchase agreement is subject to restrictive covenants, including covenants that govern the timeline for completion of construction.

13. **RISK OF LOSS.** If there is any loss or damage to the property between the date hereof and the date of closing for any reason, including fire, vandalism, flood, earthquake, or act of God, the risk of loss shall be on Buyer.

14. **POSSESSION.** Seller shall deliver possession of the property at closing.

15. **TITLE AND EXAMINATION.** As quickly as reasonably possible after the signing of the Purchase Agreement:

- a. Buyer shall obtain the title services determined necessary or desirable by Buyer or Buyer's lender, including but not limited to title searches, title examinations, abstracting, a title insurance commitment or an attorney's title opinion at Buyer's selection and cost and provide a copy to Seller;
And
- b. Buyer is responsible for the cost of obtaining a new Abstract of Title.

Seller shall use Seller's best efforts to provide marketable title by the date of closing. Seller agrees to pay all costs and fees necessary to convey marketable title including obtaining and recording all required documents, subject to the following:

In the event Seller has not provided marketable title by the date of closing, Seller shall have an additional 120 days to make title marketable, or in the alternative, Seller may escrow funds in an amount equal to 200% of the amount estimated to make title marketable. Alternatively, Purchase may waive title defects by written notice to Seller. In addition to the 120-day extension, Buyer and Seller may, by mutual agreement, further extend the closing date.

16. **ENTIRE AGREEMENT.** This contract contains the entire agreement between the parties, and neither party has relied upon any verbal or written representations, agreements, or understandings not set forth herein, whether made by any agent or party hereto.

17. **DEFAULT.** If Buyer defaults in any of the agreements herein, Seller may terminate this purchase agreement, and payments made hereunder shall be retained by Seller as liquidated damages.

18. MINNESOTA LAW. This contract shall be governed by the laws of the State of Minnesota.

We agree to sell the property for the price and terms and conditions set forth above.

SELLER:

Dated: _____, 2024

We agree to purchase the property for the price and terms and conditions set forth above.

BUYER:

Dated: _____, 2024

Dated: _____, 2024

Minutes
City Council
Monday, November 13th, 2023
5 pm

The meeting was opened with the recitation of the pledge of allegiance.

Mayor Atkins called the meeting to order with Council members Jeff Olsen and Roger Baumann present.

Also present were EDA Director Pat Eichten, Clerk/Treasurer/Administrator Brandon Baune, Public Works Director Jim Jenniges, Maintenance Worker Josh Hoffenkamp, City Engineer Matthew Miller, City Attorney Matt Novak, and Rachel Ingebretson.

EDA Update – Mr. Eichten presented the EDA update. He noted that the EDA decided to re-price the 990 North Street lot for \$5,000 and were offering Tanner and Becky Bock to purchase the lot if they choose. It is believed that the lot would likely never have been built on so the EDA thought it would be best for someone to purchase it and do some landscaping. The other lots remained the same price for the time being.

Engineering Report – Mr. Miller provided the engineering report.

1. Sewer Rehab Project – Mr. Miller recapped the bids for the project, noting that the lowest bid was about 2.4 million above the engineer's estimates. This leaves the city with approximately a 2.85 million funding gap. PFA has agreed to up their commitment an additional 1.5 million, leaving the gap at 1.35 million. Mr. Baune has been instructed to apply for the additional 1.35 million through Rural Development. It was also noted that we needed to go through Rural Development for these additional dollars before approving the bid. It is expected that we will award the bid at the next meeting.
2. Water Treatment Plant – Mr. Miller noted that published their draft list of funding projects, ranking them on a scale of likely to less likely to receive funding, and we are within the funding range. Bolton and Menk are estimating a 50/50 split between loans and grants on the project. They also noted that surveying for the project could begin this winter if the weather permits.
3. GIS Mapping – Brandon, Matt Miller, and Jim Jenniges met with representatives of Bolton and Menk last month to discuss how they can assist the city with GIS mapping. It was decided that the city would purchase the locating tool along with a metal detector while working with Bolton and Menk on getting this information on a usable platform for the city. The costs from Bolton and Menk are unknown at this time as it depends on how much the city is able to do on their own. It was also noted by Mr. Jenniges that additional equipment and fees such as an iPad with cellular service was required for everything to work as it needs to. Motion by Olson, second by Baumann to approve the quote from Utility Logic in the amount of \$13,669.99.
Atkins – yes; Baumann – yes; Olson – yes

Clerk/Treasurer/Administrator.

1. **Dan Mathiowetz – Request for Hearing** – Mr. Baune reported that a hearing was set for Tuesday, November 14th.
2. **Banyon Data Systems Proposal for Direct Deposit** – Mr. Baune presented a proposal from Banyon for direct deposit. He noted that council members had expressed interest in having this as an option for city employees in the past and believed it was important for keeping the city up-to-date. Motion by Olson, second by Baumann to approve the proposal from Banyon for direct deposit in the amount of \$995 with a \$195 annual fee. Atkins – yes; Baumann – yes; Olson – yes
3. **Paya Contract for Citizens Portal and Card Payments** – Mr. Baune noted that the council directed him to move forward with this at the last meeting. The city has since been sent the contract and would like council approval to sign the contract and begin the process of getting set up. Motion by Olson, second by Baumann to approve the contract for the Citizens Portal and Card Payment with Paya. Atkins – yes; Baumann – yes; Olson – yes

Street Report – Mr. Jenniges presented the street report.

1. Mr. Jenniges noted that Redwood County had contacted him about trimming the trees on main street, also a county highway. He had spoken to two people from the county, one was willing to split the cost 50/50, the other was not. Shortly before the meeting, the city was presented with a quote for \$1,326.76 from Brown Tree Service LLC. The council directed Mr. Baune was instructed to contact the county to let them know we are willing to split the costs with them, but we are unwilling to pay the whole amount.

Consent Agenda – Motion by Olson, second by Baumann to approve consent agenda as follows:

1. Approve Council Minutes – September 27, 2023 Special and October 9, 2023 Regular Meeting.
2. Approve Contractors Application for Payment from Rubin Construction, LLC in the amount of \$126,200 for Media Replacement.
3. Approve Cedar Street Project – Reimbursement to Redwood County in the amount of \$274,489.70.
4. Approve Gambling Permit for Ducks Unlimited Raffle on 12/8/23
5. Approve Resolution 24-2023 Amending the 2023 Operating Budget for Budget Adjustments
6. Approve 2024 Contract between the City of Wabasso and Redwood County to provide Law Enforcement Services
7. Approve Wabasso Area Commercial Club's application to the Redwood County Highway Department for Temporary Closure of County Road permit for County Highway 133 (Main Street) for Winterfest on December 1, 2023
8. Approve Wabasso Area Commercial Clubs Application for Closure of Main Street for Winterfest on December 1, 2023
9. Approve City Liability Coverage – Do Not Waive Monetary Limits on Tort Liability.
10. Approve Resolution 25-2023 Accepting DNR 2024 Volunteer Fire Assistance Matching Grant (VFA) in the amount of \$2,500.

11. Approve Lease Purchase Agreement for 2023 6R 140 Tractor and 640R STD Farm Loader

Atkins – yes; Baumann – yes; Olson – yes

City Bills – Motion by Olson, second by Baumann to approve the bills as follows:

General Checking

101 General Fund	\$44,556.28
225 Fire	\$732.26
230 Ambulance	\$4,227.54
319 Cedar Street Improvements	\$62,357.15
320 USDA RD Sewer Rehab	\$16,300.00
601 Water	\$94,060.23
602 Sewer	\$17,368.10
603 Sanitation	<u>\$3,452.02</u>
Total Checks	\$243,054.18

Atkins – yes; Baumann – yes; Olson – yes

The meeting was adjourned at 6:00 p.m.

Brandon Baune
Clerk/Treasurer/Administrator

Minutes
City Council
Monday, December 11th, 2023
5 pm

The meeting was opened with the recitation of the pledge of allegiance.

Mayor Atkins called the meeting to order with Council members Jeff Olsen, Roger Baumann, Chad Altermatt and Amanda Guetter present.

Also present were Clerk/Treasurer/Administrator Brandon Baune, Public Works Director Jim Jenniges, Maintenance Worker Josh Hoffenkamp, City Engineers Matthew Miller and David Palm, and City Attorney Matt Novak.

The agenda was approved with one change. The November 13, 2023 minutes were removed for correction on the approval of the bills.

EDA Update – Mr. Baune noted that the EDA did not have a quorum so there was no further update.

Engineering Report – Mr. Palm and Mr. Miller provided the engineering report.

1. Sewer Rehab Project – Mr. Miller gave an update on the application with RD. It was his recommendation to award the bid contingent on official word from RD on the additional funds.
Motion by Olson, second by Baumann to award bid contingent funding from RD.
Atkins – yes; Guetter – yes, Altermatt – yes, Baumann – yes, Olson – yes.
2. Water Treatment Plant – The final list of projects was released, and the city continues to be within the funding range. Funding would be a 50/50 split between grants and loans.
Motion by Olson, second by Altermatt to approve phase 1 of the engineering scope of work for the Water Treatment Plant Rehab and New Well Project in the amount not to exceed of \$160,000.
Atkins – yes; Guetter – yes, Altermatt – yes, Baumann – yes, Olson – yes.
3. Front Street Application – It was noted by Mr. Miller that the Front Street application was completed and sent out.
4. Lead Service Lines – Mr. Miller noted that October 2024 was the deadline for cities to have their led service line inventories completed. Funding from the Department of Health will be used and Bolton and Menk has been named as the contractor on the project.
5. TD&I Sewer Line Expense – Motion by Guetter, second by Baumann to pay Baune Plumbing and Heating in the amount of \$1,667.22 for sewer lines hit by TD&I while installing fiber optic lines.
Atkins – yes; Guetter – yes, Altermatt – yes, Baumann – yes, Olson – yes.

Clerk/Treasurer/Administrator -

1. **Personnel Policy** – Mr. Baune noted that the packet included an updated personnel policy, as well as a sheet presented last month explaining the three options the council could choose from. Each of these options would comply with the new ESST law passed by the state of Minnesota and could be administered by the city with Banyon software. Mr. Olson also noted a new policy by the states prohibits employers from asking for their current salary, so this needs to be removed from our employment applications. Motion by Guetter, second by Olson to approve option number three for Sick and Safe Time for all city employees including ambulance and fire.
Atkins – yes; Guetter – yes, Altermatt – yes, Baumann – yes, Olson – yes.

It was noted by Mr. Novak that the council should also approve the personal with the addition of the new ESST so that it is effective the first of the year. The other change is the updated drug and alcohol policy.

Motion by Olson, second by Guetter to approve updated personnel policy with the ESST and drug and alcohol update.

Atkins – yes; Guetter – yes, Altermatt – yes, Baumann – yes, Olson – yes.

2. **Tobacco Ordinance** – Mr. Novak gave a brief overview of the changes to the Tobacco Ordinance and why it is being updated. Going forward, those with a tobacco license, or someone who wants to apply for a tobacco license in the city of Wabasso will apply to the city on an annual basis. Brandon is working on a short application form for the city. Motion by Olson, second by Altermatt to approve updated Ordinance 244.
Atkins – yes; Guetter – yes, Altermatt – yes, Baumann – yes, Olson – yes.

Street Report – Mr. Jenniges and Mr. Baune provided the street report.

1. Mr. Baune updated the council on the city’s responsibility for trimming the trees along main street in town. The county provided documentation proving the city was responsible for maintaining tree limb height over county streets that run through town. A quote from Brown Tree Service was also provided; however, Mr. Jenniges noted that they would likely not be able to provide the service until next spring. Motion by Olson, second by Guetter to approve quote from Brown Tree Service in the amount of \$1,326.76 for trimming threes along main street per Redwood County’s request.
2. Atkins – yes; Guetter – yes, Altermatt – yes, Baumann – yes, Olson – yes.

Water/Wastewater Report - Mr. Jenniges provided the water/wastewater report.

1. Mr. Jenniges noted that he is getting chemicals dialed in. He is waiting on a water analysis which should give us some guidance on how we are doing. Also, manganese and iron is being taken out. Mr. Baune also noted that people had complained about pink water over the weekend. This was likely due to priming the pump after changing a bulk tank and overfed it. Most people were close to the water plant. Mr. Jenniges also noted that we can pump about 150,000 gallons before manganese gets through, meaning we may have to backwash every day. This highlights the need for the automatic backwash system.

2. There was a discussion on continued issues with black water. Mr. Jenniges believes the issues primarily lie within the private lines. He is continuing to find out ways we can get into our sewer system as well as how the private lines can be better cleaned out.
3. Valve being replaced in the storage area which is covered by snow in the winter.

Parks Report – Mr. Jenniges and Mr. Baumann gave the parks report.

1. The roof still needs to be tinned before electrical work can be completed.
2. Fence by bus garage is still not fixed from snow piled up by school last winter. Brandon should contact LMC about submitting a claim on fence to have fixed next spring.

Community Center Fees – It was noted by Mr. Baumann that there were complaints from a non-profit about being charged for using the community center. Mr. Baune noted an amendment to the fees structure was passed sometime in 2022 to charge non-profits half price, while local government entities should pay no fee. Mr. Novak recommended adding a exception for de minimis events, giving the clerk the discretion for what is de minimis. Mr. Baune to have this added to the policy for approval at the January meeting. Motion by Guetter, second by Baumann to add a de minimis exception to the community center policy.

Atkins – yes; Guetter – yes, Altermatt – yes, Baumann – yes, Olson – yes.

2024 Budget – Mr. Baune noted the budget was nearly ready, the biggest issue was finding money to finish the three sides of the community center in 2024. One suggestion was asking the Lions and Legion for donations. They have been graciously given to the city in the past, and they may be interested unless they have already committed funds to next year. Between this and pulling from other places, should come up with the amount needed. The council asked Mr. Baune to speak with the Lions and Legion prior to the truth-in-taxation hearing to see if they would help come up with the money needed. He will make sure the budget is fully balanced prior to this meeting.

Consent Agenda – Motion by Olson, second by Baumann to approve consent agenda as follows:

1. Approve Council Minutes – November 27, 2023 Special Meeting
2. Approve Banyon Data System’s Proposal for the Paya Module
3. Approve Resolution 25-2023 – Accepting Donations Received for the Ambulance, Fire Department and Library
4. Approve Resolution 26-2023 – Establishing 2024 Salaries

Atkins – yes; Guetter – yes, Altermatt – yes, Baumann – yes, Olson – yes.

City Bills – Motion by Baumann, second by Guetter to approve the bills as follows:

General Checking

101 General Fund	\$82,364.71
225 Fire	\$270.00
230 Ambulance	\$4,885.73
319 Cedar Street Improvements	\$57,132.28
320 USDA RD Sewer Rehab	\$32,600.00

601 Water	\$7,768.44
602 Sewer	\$9,495.22
603 Sanitation	<u>\$3,074.33</u>
Total Checks	\$197,590.71

Atkins – yes; Guetter – yes, Altermatt – yes, Baumann – yes, Olson – yes.

Motion by Olson, second by Baumann to adjourn at 6:25 p.m.

Atkins – yes; Guetter – yes, Altermatt – yes, Baumann – yes, Olson – yes.

Brandon Baune
Clerk/Treasurer/Administrator

DRAFT

Minutes
City Council
Monday, December 18th, 2023
Special – Truth in Taxation Hearing
6 pm

The meeting was opened with the recitation of the pledge of allegiance.

Mayor Atkins called the meeting to order with Council members Amanda Guetter, Jeff Olson and Roger Baumann present.

Also present were Clerk/Treasurer/Administrator Brandon Baune, and City Engineer David Palm

Truth in Taxation - Mayor Atkins opened the Truth in Taxation Hearing. A budget updated dated December 18th, 2023 from Clerk/Treasurer/administrator was presented to the council. Mayor Atkins opened the hearing for public comments. There were no public comments, and the hearing was closed

Resolution 27-2023 – Motion by Olson, second by Guetter to adopt resolution 27-2023 adopting the 2024 Operating Budget and certifying the 2024 Property tax levy as follows:

General Tax Levy	\$392,349.00
2022A Cedar Street Imp. Bonds	\$ 44,972.00
2013A Refunding Bonds	\$ 21,800.00
2017 Tax Abatement Levy	\$ 28,333.00
2017 Go Tax Abatement Bonds	\$ 9,352.00
EDA Levy	<u>\$ 5,000.00</u>
Total Tax Levy	\$501,806.00

Atkins – yes; Guetter – yes; Baumann – yes; Olson - yes

Engineering Report – Mr. Palm gave the engineering report and noted the application for supplemental funds with RD were denied. The following were some of his points on why this happened:

- Prior calcs used 1.5% of the Median Household Income (MHI) based on the 2010 Census to calculate the user rate and loan affordability. This amount was \$55 per month per user.
- New calcs use 1.5% of the MHI based on the 2021 Census. This amount is now \$69 per month per user.
- Note / FYI: he also commented that on future projects, the rate will be based on 2% vs 1.5% of the MHI.

Net Result:

1. See attached red-line of the Amended Letter of Conditions.
2. The overall City Loan through RD will need to be raised. New Loan Amount = \$2,936,000 + \$1,500,00 = \$4,436,000
3. RD and the PFA will share in the extra grant amounts needed. This is \$1,350,000 out of the extra \$2,850,000.

RD Letter of Conditions – Motion by Olson, second by Guetter to approve the updated USDA RD Letter of Conditions for the Sewer Rehab Project beginning in the Spring of 2024.

Atkins – yes; Guetter – yes; Baumann – yes; Olson - yes

Consent Agenda – Motion by Olson, second by Baumann to approve consent agenda as follows:

1. Approve Resolution 24-2023 Amending the 2023 Operating Budget and Approving Budget Adjustments
2. Approve Roadhouse Bar and Grill Application for Street Closure for Summer 2024 Roll-ins
3. Approve Roadhouse Bar and Grill Application for Street Closure for Street Closure for Concert

Atkins – yes; Guetter – yes; Baumann – yes; Olson – yes

Motion by Guetter, second by Olson to adjourned at 6:25 p.m.

Atkins – yes; Guetter – yes; Baumann – yes; Olson - yes

Brandon Baune
Clerk/Treasurer/Administrator

RESOLUTION No. 1-2024

**A RESOLUTION APPROVING 2024 WABASSO
CITY FEES AND CHARGES**

WHEREAS, the Wabasso City Council has by ordinance or policy established fees and charges for various services or ordinance violations, and

WHEREAS, it is in the interest of the City to review and adopt these charges on an annual basis.

NOW, THEREFORE, the Wabasso City Council establishes City fees and charges for 2024 as stated in Attachment A and Attachment B which is consistent with fees and charges established by City Ordinance.

Adopted by the City Council this 8th day of January 2024

Carol, Atkins Mayor

Attest:

Brandon Baune, City Clerk

**CITY OF WABASSO
2023 CITY FEES AND CHARGES**

Attachment A

UTILITIES	2022	2023
Sewer		
Base Rate:	\$ 39.60	\$ 43.56 /Month
Flow Rate:	\$ 5.00	\$ 5.51 /1,000 Gallons
Access Charge:	\$800.00	\$ 800.00 /New Service Connection
Water		
Base Rate:	\$ 32.23	\$ 35.45 /Month
Flow Rate:	\$ 6.56	\$ 7.22 /1,000 Gallons
Access Charge:	\$ 1,600.00	\$ 1,600.00 /New Service Connection
Seasonal Shutoff	\$ 40.00	\$ 40.00
Delinquency Shutoff	\$ 125.00	\$ 125.00
Violations	\$ 25.00	\$ 25.00 /day
Sanitation		
35 Gallon	\$ 10.87	\$ 11.95 /Month
65 Gallon	\$ 13.27	\$ 14.60 /Month
95 Gallon	\$ 16.27	\$ 17.90 /Month
Dumpster 1 1/2 Yd.	\$ 78.95	\$ 86.85 /Dump
Dumpster 4 Yd.	\$ 103.24	\$ 113.57 /Dump
Dumpster 6 Yd.	\$ 127.54	\$ 140.29 /Dump
Concrete Surcharge	\$ 35.00	\$ 38.50 /Dump

Property Classification	Minimul Lot Size (sq ft.)	Maximum Lot Size (sq ft)	Rate
Residential 1	0	9999	\$ 6.00 /Month
Residential 2	10,000	19999	\$ 8.00 /Month
Residential 3	20000	1000000	\$ 10.00 /Month
Non-Residential 1	0	44999	\$ 12.00 /Month
Non-Residential 2	45000	89999	\$ 14.00 /Month
Non-Residential 3	90000	179000	\$ 16.00 /Month
Non-Residential 4	180000	1000000	\$ 18.00 /Month

AMBULANCE			
ALS	\$ 1,300.00	\$ 1,300.00 /Run	
BLS	\$ 1,000.00	\$ 1,000.00 /Run	
Mileage	\$ 20.00	\$ 20.00 /Transport	

BEGINNING CONSTRUCTION WITHOUT A PERMIT			
Surcharge	\$ 350.00	\$ 350.00 /per occurrence	

COMMUNITY CENTER (See Attachment B)

FIRE			
Fire Call	\$ 800.00	\$ 800.00	
Accident Call	\$ 324.00	\$ 324.00	
Control Burn - CRP Burn	\$ 30.00	\$ 30.00 /Acre	
Control Burn - Other	Fee based on type and size		

STREET			
Snow Ord. Violation	\$ 125.00	\$ 125.00 /violation	
School Parking Lot	\$ 100.00	\$ 100.00	
Mowing	\$ 80.00	\$ 80.00 /hr	

LIQUOR, BEER AND CLUB			
Liquor On-Sale	\$ 900.00	\$ 900.00 Annual	
Sunday On - Sale	\$ 200.00	\$ 200.00 Annual	
Liquor Off-Sale	\$ 100.00	\$ 100.00 Annual	
Beer On-Sale	\$ 75.00	\$ 75.00 Annual	
Temp. Beer On-Sale	\$ 10.00	\$ 10.00 /Day	
Tem. Liquor On-Sale	\$ 25.00	\$ 25.00 /Day	

MISCELLANEOUS			
Golf Cart	\$ 20.00	\$ 20.00 Annual	
Animal	\$ 5.00	\$ 5.00 Annual	
Animal	\$ 25.00	\$ 25.00 Late Fee	

Wabasso Community Center

APPENDIX B

Community Center Rates:

For Weddings:

	CURRENT	PROPOSED	
For 2 days	\$ 750.00	\$ 850.00	Includes Cleanup
Additional Day	\$ 150.00	\$ 100.00	
Damage Deposit	\$ 100.00	\$ 100.00	
Nonrefundable fee to hold date	\$ 100.00	\$ 100.00	

Contracts need to be returned within 90 days of being received with the holding fee

Payment in full is due 90 days prior to event

All other events:

Rent of Rooms:

		PROPOSED	PROPOSED
Big Room	A,B	\$ 90.00	\$ 90.00
Senior Dining Room	C	\$ 50.00	\$ 50.00
Lions Bar	D	\$ 50.00	\$ 50.00
Kitchen 1	K	\$ 55.00	\$ 55.00
Kitchen 2	K 2	\$ 55.00	\$ 55.00

Damage deposit:

\$ 100.00 \$ 100.00

Clean up:

Big Room	A,B	\$ 100.00	\$ 100.00
Senior Dining Room	C	\$ 60.00	\$ 60.00
Lions Bar	D	\$ 60.00	\$ 60.00

Entire facility

\$ 220.00 \$ 220.00

Set Up fee:

\$50 per 100 Guest (up to \$350)

\$75 per 100 Guests (up to \$525)

No Set Up for Weddings

Free users clean up fee:

\$25.00 per hour

Contracts need to be returned to the appropriate parties as stated on contracts:

Events without Lion's bar: 10 days prior to event

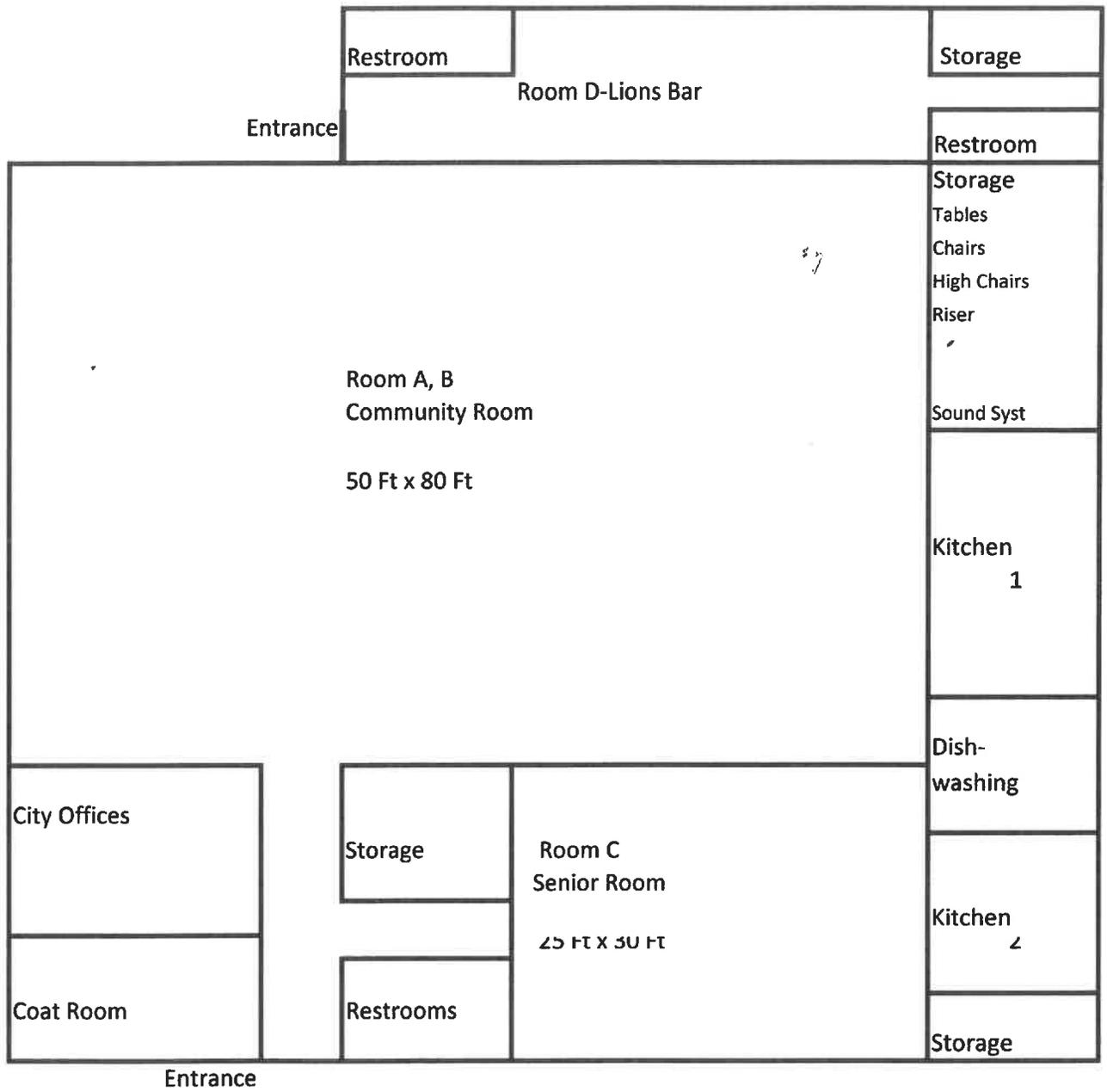
Events with Lion's bar: 30 days prior to event

Signed contracts needed for all events that involve the raising of funds

Tables and Chair Rental:

	Tables	1.00 each
	Chairs	.25 each
Banquet Tables:	8ftx30in	72
Bar Tables:	4ft	6
Round tables:	6ft	20
Chairs:		512

COMMUNITY CENTER LAYOUT





Kinner & Company Ltd

Certified Public Accountants

January 2, 2024

City of Wabasso
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, 2023.

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 disclosures, which collectively comprise the basic financial statements, of the City of Wabasso as of and for the year ended December 31, 2023. 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 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) Schedule of expenditures of federal awards
- 2) Non-Major Governmental Funds Combining Balance Sheet and Combining Statement of Revenues and Expenditures and Changes in Fund Balances

The objectives of our audit is to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions 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*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, 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 or noncompliance 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 or on major programs. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that come 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. We will include such matters in the reports required for a Single Audit. 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 individuals, funding sources, 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. 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. 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*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

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, *Government Auditing Standards*, and the Uniform Guidance.

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, and agreements, including grant agreements. However, the objective of those procedures 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*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City of Wabasso's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the City of Wabasso's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the City of Wabasso in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance 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 statements, schedule of expenditures of federal awards, and the related notes 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 and Single Audit

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, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) 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, schedule of federal expenditures of federal awards, 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 (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is responsible for making drafts of financial statements, schedule of expenditures of federal awards, 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) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) 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 the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the management 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. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards 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 schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (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 schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. 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 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 for the financial statements, schedule of expenditures of federal awards, 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, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, 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.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

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 in May 2024 and to issue our reports no later than July 2024.

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 \$21,000 for the standard audit. If you have over \$750,000 in federal spending, and a single audit is required, we will have an additional fee of \$6,000. 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.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) 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 or on compliance, and (2) 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 Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

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
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: _____

Brandon Baune

From: Rebecca Towne <Rebecca@kinner.co>
Sent: Tuesday, January 2, 2024 5:08 PM
To: Brandon Baune
Subject: Re: Year-End 2023 - City of Wabasso
Attachments: 12.31.2023 EL - City of Wabasso.pdf

Hi Brandon,

Please find the 2023 audit engagement letter attached.

If the council approves, please have a signed copy returned to me.

Thanks!

On Fri, Dec 29, 2023 at 12:44 PM Brandon Baune <brandon@wabasso.org> wrote:

Wonderful, thank you.

Brandon Baune

City Clerk/Treas./Administrator

City of Wabasso

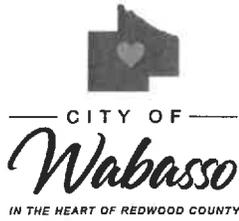
PO Box 60

Wabasso, MN 56293

507-342-5519

From: Rebecca Towne <Rebecca@kinner.co>
Sent: Friday, December 29, 2023 12:37 PM
To: Brandon Baune <brandon@wabasso.org>
Cc: Nicole Larson <NicoleLarson@kinner.co>
Subject: Re: Year-End 2023 - City of Wabasso

Hi Brandon,



City of Wabasso

1429 Front Street
PO Box 60
Wabasso MN 56293

Phone: 507-342-5519
Fax: 507-342-2213
E-mail: brandon@wabasso.org

Water Utility Hearing Summary

Date: November 14, 2023

Parties: Dan Mathiowetz, City of Wabasso

Issue: Mathiowetz requested a discount on his bill because of strong discoloration in his water, including manganese sediment.

Hearing Officers:

Dan Baune, Brad Pitzl, Brad Salfer

Summary of Proceedings:

Matt Novak presented the City's position, namely that Mathiowetz had failed to pay his bill, and that it was due and owing. Novak summarized the history of the manganese issue in the City, including that the City had taken specific steps to address this issue over the past several months, and that the issue is believed to be resolved as far as current water supply is concerned. There may be additional build up in private lines, but upon information and belief, the city lines run clear.

Mathiowetz presented evidence of the discoloration of his water, and that it did not appear drinkable. He provided indications that the water being produced at his home was especially bad, relative to other members of the community, even though these issues have occurred other places.

Subsequent Matters:

Subsequent to this hearing the City of Wabasso water hammered Mathiowetz's private line, in order to clean out the line. Significant build up was removed from the private line. It is believed that this will largely solve the problem.

Decision:

The hearing officers decided that at this time no discount would be appropriate for Mathiowetz, given the City has already taken corrective action. However, they indicated that if the problem continued in the future, meaning that Mathiowetz's water did not show significant improvement, then Mathiowetz would be entitled to a discount for the water usage portion of his bill, for a period of 5 months.

Item	Amount	Prev Read	Cur Read	Usage Date	Read Date	
01-0000276-00-2 ROY MARAS At 579 SOUTH STREET				Send Bill	Direct Pay	
Prev Bal	\$115.75					
Receipt	\$115.75			5/19/2023		
001 Water Reside	\$43.84	13248	18351	5103 5/30/2023	5/30/2023 6:14:	
008 Water Conne	\$0.85			5/30/2023		U • C
010 Sewer Reside	\$65.12			5103 5/30/2023		
033 Garbage65	\$13.27			5/30/2023		131.95 +
001 Garbage	\$0.00			5/30/2023		132.94 +
Cur Charges	\$123.08			5/30/2023		83.21 +
Total	\$123.08			5/30/2023		34.14 +
01-0000660-00-1 JOE MARKS At 966 NORTH STREET				Send Bill	Direct Pay	
Prev Bal	\$92.65					106.99 +
Receipt	\$92.65			5/19/2023		65.35 +
001 Water Reside	\$32.23	2755	3852	1097 5/30/2023	5/30/2023 6:59:	006
008 Water Conne	\$0.85			5/30/2023		554.58 *
010 Sewer Reside	\$45.09			1097 5/30/2023		
033 Garbage65	\$13.27			5/30/2023		
001 Garbage	\$1.29			5/30/2023		
Cur Charges	\$92.73			5/30/2023		
Total	\$92.73			5/30/2023		
01-0000035-00-5 DARREN MARTIUS At 1212 OAK STREET				Send Bill		
Prev Bal	\$181.97					
Receipt	\$90.79			5/8/2023		
Receipt	\$91.18			5/8/2023		
001 Water Reside	\$32.23	1088	2280	1192 5/30/2023	5/30/2023 6:59:	
008 Water Conne	\$0.85			5/30/2023		
010 Sewer Reside	\$45.56			1192 5/30/2023		
033 Garbage65	\$13.27			5/30/2023		
001 Garbage	\$1.29			5/30/2023		
Cur Charges	\$93.20			5/30/2023		
Total	\$93.20			5/30/2023		
01-0000151-00-4 DAN MATHIOWETZ At 564 MAPLE STREET				Send Bill		
Prev Bal	\$149.21					
Receipt	\$149.21			5/17/2023		
001 Water Reside	\$131.95	9166	27700	18534 5/30/2023	5/30/2023 6:29:	
008 Water Conne	\$0.85			5/30/2023		
010 Sewer Reside	\$132.27			18534 5/30/2023		
033 Garbage65	\$13.27			5/30/2023		
001 Garbage	\$1.29			5/30/2023		
Cur Charges	\$279.63			5/30/2023		
Total	\$279.63			5/30/2023		
01-00001140-00-9 WADE MATHIOWETZ At 1178 DEWEY STREET				Send Bill	Direct Pay	
Prev Bal	\$111.08					
Receipt	\$111.08			5/19/2023		
001 Water Reside	\$46.75	12121	17667	5546 5/30/2023	5/29/2023 11:5	
008 Water Conne	\$0.85			5/30/2023		
010 Sewer Reside	\$67.33			5546 5/30/2023		
033 Garbage65	\$13.27			5/30/2023		
001 Garbage	\$1.29			5/30/2023		
Cur Charges	\$129.49			5/30/2023		
Total	\$129.49			5/30/2023		

Item	Amount	Prev Read	Cur Read	Usage Date	Read Date
01-0000985-00-3	WAYNE MANN	At 872 PINE STREET		Send Bill	
Prev Bal	\$97.48				
Receipt	\$97.48			6/6/2023	
001 Water Reside	\$32.23	7624	9306	1682 6/29/2023	6/29/2023 5:59
008 Water Conne	\$0.85			6/29/2023	
010 Sewer Resid	\$48.01			1682 6/29/2023	
033 Garbage65	\$13.27			6/29/2023	
001 Garbage	\$1.29			6/29/2023	
Cur Charges	\$95.65			6/29/2023	
Total	\$95.65			6/29/2023	
01-0000276-00-2	ROY MARAS	At 579 SOUTH STREET		Send Bill	Direct Pay
Prev Bal	\$123.08				
Receipt	\$123.08			6/19/2023	
001 Water Reside	\$34.89	18351	22089	3738 6/29/2023	6/29/2023 6:14
008 Water Conne	\$0.85			6/29/2023	
010 Sewer Resid	\$58.29			3738 6/29/2023	
033 Garbage65	\$13.27			6/29/2023	
001 Garbage	\$0.00			6/29/2023	
Cur Charges	\$107.30			6/29/2023	
Total	\$107.30			6/29/2023	
01-0000660-00-1	JOE MARKS	At 966 NORTH STREET		Send Bill	Direct Pay
Prev Bal	\$92.73				
Receipt	\$92.73			6/19/2023	
001 Water Reside	\$32.23	3852	4964	1112 6/29/2023	6/29/2023 6:59
008 Water Conne	\$0.85			6/29/2023	
010 Sewer Resid	\$45.16			1112 6/29/2023	
033 Garbage65	\$13.27			6/29/2023	
001 Garbage	\$1.29			6/29/2023	
Cur Charges	\$92.80			6/29/2023	
Total	\$92.80			6/29/2023	
01-0000035-00-5	DARREN MARTIUS	At 1212 OAK STREET		Send Bill	
Prev Bal	\$93.20				
Receipt	\$93.20			6/21/2023	
001 Water Reside	\$32.23	2280	3377	1097 6/29/2023	6/29/2023 6:59
008 Water Conne	\$0.85			6/29/2023	
010 Sewer Resid	\$45.09			1097 6/29/2023	
033 Garbage65	\$13.27			6/29/2023	
001 Garbage	\$1.29			6/29/2023	
Cur Charges	\$92.73			6/29/2023	
Total	\$92.73			6/29/2023	
01-0000151-00-4	DAN MATHIOWETZ	At 564 MAPLE STREET		Send Bill	
Prev Bal	\$279.63				
001 Water Reside	\$132.94	27700	46385	18685 6/29/2023	6/29/2023 6:29
008 Water Conne	\$0.85			6/29/2023	
010 Sewer Resid	\$133.03			18685 6/29/2023	
033 Garbage65	\$13.27			6/29/2023	
001 Garbage	\$1.29			6/29/2023	
Cur Charges	\$281.38			6/29/2023	
Total	\$561.01			6/29/2023	
01-00001140-00-9	WADE MATHIOWETZ	At 1178 DEWEY STREET		Send Bill	Direct Pay
Prev Bal	\$129.49				

Item	Amount	Prev Read	Cur Read	Usage Date	Read Date
010 Sewer Resid	\$42.65			610 7/26/2023	
032 Garbage35	\$10.87			7/26/2023	
001 Garbage	\$0.00			7/26/2023	
Cur Charges	\$86.60			7/26/2023	
Total	\$86.60			7/26/2023	

01-00000660-00-1 JOE MARKS At 966 NORTH STREET Send Bill Direct Pay

Prev Bal	\$92.80				
Receipt	\$92.80			7/19/2023	
001 Water Reside	\$32.23	4964	6149	1185 7/26/2023	7/26/2023 6:59
008 Water Conne	\$0.85			7/26/2023	
010 Sewer Resid	\$45.53			1185 7/26/2023	
033 Garbage65	\$13.27			7/26/2023	
001 Garbage	\$1.29			7/26/2023	
Cur Charges	\$93.17			7/26/2023	
Total	\$93.17			7/26/2023	

01-00000035-00-5 DARREN MARTIUS At 1212 OAK STREET Send Bill

Prev Bal	\$92.73				
Receipt	\$92.73			7/6/2023	
001 Water Reside	\$32.23	3377	4590	1213 7/26/2023	7/26/2023 6:59
008 Water Conne	\$0.85			7/26/2023	
010 Sewer Resid	\$45.67			1213 7/26/2023	
033 Garbage65	\$13.27			7/26/2023	
001 Garbage	\$1.29			7/26/2023	
Cur Charges	\$93.31			7/26/2023	
Total	\$93.31			7/26/2023	

01-00000151-00-4 DAN MATHIOWETZ At 564 MAPLE STREET Send Bill

Prev Bal	\$561.01				
001 Water Reside	\$83.21	46385	57489	11104 7/26/2023	7/26/2023 6:29
008 Water Conne	\$0.85			7/26/2023	
010 Sewer Resid	\$95.12			11104 7/26/2023	
033 Garbage65	\$13.27			7/26/2023	
001 Garbage	\$1.29			7/26/2023	
Cur Charges	\$193.74			7/26/2023	
Total	\$754.75			7/26/2023	

01-00001140-00-9 WADE MATHIOWETZ At 1178 DEWEY STREET Send Bill Direct Pay

Prev Bal	\$103.12				
Receipt	\$103.12			7/19/2023	
001 Water Reside	\$41.50	20843	25589	4746 7/26/2023	7/26/2023 7:29
008 Water Conne	\$0.85			7/26/2023	
010 Sewer Resid	\$63.33			4746 7/26/2023	
033 Garbage65	\$13.27			7/26/2023	
001 Garbage	\$1.29			7/26/2023	
Cur Charges	\$120.24			7/26/2023	
Total	\$120.24			7/26/2023	

01-00001220-00-0 LUKE MATHISON At 2024 W MAIN STREET Send Bill

Prev Bal	\$94.64				
Receipt	\$94.64			7/11/2023	
001 Water Reside	\$32.29	7630	10972	3342 7/26/2023	7/26/2023 7:29
008 Water Conne	\$0.85			7/26/2023	
010 Sewer Resid	\$56.31			3342 7/26/2023	
033 Garbage65	\$13.27			7/26/2023	

Item	Amount	Prev Read	Cur Read	Usage Date	Read Date
Total	\$92.49			8/29/2023	
01-0000035-00-5	DARREN MARTIUS	At 1212 OAK STREET		Send Bill	
Prev Bal	\$93.31				
Receipt	\$93.31			8/16/2023	
001 Water Reside	\$32.23	4590	7142	2552 8/29/2023	8/29/2023 6:59
008 Water Conne	\$0.85			8/29/2023	
010 Sewer Resid	\$52.36			2552 8/29/2023	
033 Garbage65	\$13.27			8/29/2023	
001 Garbage	\$1.29			8/29/2023	
Cur Charges	\$100.00			8/29/2023	
Total	\$100.00			8/29/2023	
01-00000151-00-4	DAN MATHIOWETZ	At 564 MAPLE STREET		Send Bill	
Prev Bal	\$754.75				
001 Water Reside	\$114.96	57489	73433	15944 8/29/2023	8/29/2023 6:29
008 Water Conne	\$0.85			8/29/2023	
010 Sewer Resid	\$119.32			15944 8/29/2023	
033 Garbage65	\$13.27			8/29/2023	
001 Garbage	\$1.29			8/29/2023	
Cur Charges	\$249.69			8/29/2023	
Total	\$1,004.44			8/29/2023	
01-00001140-00-9	WADE MATHIOWETZ	At 1178 DEWEY STREET		Send Bill	Direct Pay
Prev Bal	\$120.24				
Receipt	\$120.24			8/18/2023	
001 Water Reside	\$34.14	25589	29213	3624 8/29/2023	8/29/2023 7:29
008 Water Conne	\$0.85			8/29/2023	
010 Sewer Resid	\$57.72			3624 8/29/2023	
033 Garbage65	\$13.27			8/29/2023	
001 Garbage	\$1.29			8/29/2023	
Cur Charges	\$107.27			8/29/2023	
Total	\$107.27			8/29/2023	
01-00001220-00-0	LUKE MATHISON	At 2024 W MAIN STREET		Send Bill	
Prev Bal	\$104.01				
Receipt	\$104.01			8/1/2023	
001 Water Reside	\$32.23	10972	12054	1082 8/29/2023	8/29/2023 7:29
008 Water Conne	\$0.85			8/29/2023	
010 Sewer Resid	\$45.01			1082 8/29/2023	
033 Garbage65	\$13.27			8/29/2023	
001 Garbage	\$1.29			8/29/2023	
Cur Charges	\$92.65			8/29/2023	
Total	\$92.65			8/29/2023	
01-00000411-00-3	ANGELA MATTER	At 547 SOUTH STREET		Send Bill	
Prev Bal	\$290.53				
Receipt	\$147.09			7/31/2023	
001 Water Reside	\$62.26	47635	55546	7911 8/29/2023	8/29/2023 6:29
008 Water Conne	\$0.85			8/29/2023	
010 Sewer Resid	\$79.16			7911 8/29/2023	
034 Garbage95	\$16.27			8/29/2023	
001 Garbage	\$1.59			8/29/2023	
Cur Charges	\$160.13			8/29/2023	
Total	\$303.57			8/29/2023	

Item	Amount	Prev Read	Cur Read	Usage Date	Read Date
001 Water Reside	\$32.23	7142	8606	1464 9/29/2023	9/28/2023 6:59
008 Water Conne	\$0.85			9/29/2023	
010 Sewer Resid	\$46.92			1464 9/29/2023	
033 Garbage65	\$13.27			9/29/2023	
001 Garbage	\$1.29			9/29/2023	
Cur Charges	\$94.56			9/29/2023	
Total	\$194.56			9/29/2023	

01-0000151-00-4 DAN MATHIOWETZ At 564 MAPLE STREET Send Bill

Prev Bal	\$1,004.44				
001 Water Reside	\$106.99	73433	88162	14729 9/29/2023	9/28/2023 6:29
008 Water Conne	\$0.85			9/29/2023	
010 Sewer Resid	\$113.25			14729 9/29/2023	
033 Garbage65	\$13.27			9/29/2023	
001 Garbage	\$1.29			9/29/2023	
Cur Charges	\$235.65			9/29/2023	
Total	\$1,240.09			9/29/2023	

01-00001140-00-9 WADE MATHIOWETZ At 1178 DEWEY STREET Send Bill Direct Pay

Prev Bal	\$107.27				
Receipt	\$107.27			9/18/2023	
001 Water Reside	\$32.23	29213	31315	2102 9/29/2023	9/28/2023 7:29
008 Water Conne	\$0.85			9/29/2023	
010 Sewer Resid	\$50.11			2102 9/29/2023	
033 Garbage65	\$13.27			9/29/2023	
001 Garbage	\$1.29			9/29/2023	
Cur Charges	\$97.75			9/29/2023	
Total	\$97.75			9/29/2023	

01-00001220-00-0 LUKE MATHISON At 2024 W MAIN STREET Send Bill

Prev Bal	\$92.65				
Receipt	\$92.65			9/7/2023	
001 Water Reside	\$32.23	12054	12980	926 9/29/2023	9/28/2023 7:29
008 Water Conne	\$0.85			9/29/2023	
010 Sewer Resid	\$44.23			926 9/29/2023	
033 Garbage65	\$13.27			9/29/2023	
001 Garbage	\$1.29			9/29/2023	
Cur Charges	\$91.87			9/29/2023	
Total	\$91.87			9/29/2023	

01-00000411-00-3 ANGELA MATTER At 547 SOUTH STREET Send Bill

Prev Bal	\$303.57				
Receipt	\$143.44			9/15/2023	
001 Water Reside	\$51.43	55546	61806	6260 9/29/2023	9/28/2023 6:29
008 Water Conne	\$0.85			9/29/2023	
010 Sewer Resid	\$70.90			6260 9/29/2023	
034 Garbage95	\$16.27			9/29/2023	
001 Garbage	\$1.59			9/29/2023	
Cur Charges	\$141.04			9/29/2023	
Total	\$301.17			9/29/2023	

01-00001080-00-4 JOSH MATTISON At 683 MAPLE STREET Send Bill

Prev Bal	\$194.18				
001 Water Reside	\$32.23	16031	18155	2124 9/29/2023	9/28/2023 7:14
008 Water Conne	\$0.85			9/29/2023	
010 Sewer Resid	\$50.22			2124 9/29/2023	

Item	Amount	Prev Read	Cur Read	Usage Date	Read Date
033 Garbage65	\$13.27			10/31/2023	
001 Garbage	\$1.29			10/31/2023	
Cur Charges	\$91.78			10/31/2023	
Total	\$91.78			10/31/2023	
01-0000035-00-5 DARREN MARTIUS At 1212 OAK STREET Send Bill					
Prev Bal	\$194.56				
Receipt	\$194.56			10/24/2023	
001 Water Reside	\$32.23	8606	9489	883 10/31/2023	10/31/2023 6:5
008 Water Conne	\$0.85			10/31/2023	
010 Sewer Resid	\$44.02			883 10/31/2023	
033 Garbage65	\$13.27			10/31/2023	
001 Garbage	\$1.29			10/31/2023	
Cur Charges	\$91.66			10/31/2023	
Total	\$91.66			10/31/2023	
01-00000151-00-4 DAN MATHIOWETZ At 564 MAPLE STREET Send Bill					
Prev Bal	\$1,240.09				
001 Water Reside	\$65.35	88162	96544	8382 10/31/2023	10/31/2023 6:2
008 Water Conne	\$0.85			10/31/2023	
010 Sewer Resid	\$81.51			8382 10/31/2023	
033 Garbage65	\$13.27			10/31/2023	
001 Garbage	\$1.29			10/31/2023	
Cur Charges	\$162.27			10/31/2023	
Total	\$1,402.36			10/31/2023	
01-00001140-00-9 WADE MATHIOWETZ At 1178 DEWEY STREET Send Bill Direct Pay					
Prev Bal	\$97.75				
Receipt	\$97.75			10/20/2023	
001 Water Reside	\$32.23	31315	34367	3052 10/31/2023	10/31/2023 7:2
008 Water Conne	\$0.85			10/31/2023	
010 Sewer Resid	\$54.86			3052 10/31/2023	
033 Garbage65	\$13.27			10/31/2023	
001 Garbage	\$1.29			10/31/2023	
Cur Charges	\$102.50			10/31/2023	
Total	\$102.50			10/31/2023	
01-00001220-00-0 LUKE MATHISON At 2024 W MAIN STREET Send Bill					
Prev Bal	\$91.87				
Receipt	\$91.87			10/11/2023	
001 Water Reside	\$32.23	12980	15589	2609 10/31/2023	10/31/2023 7:2
008 Water Conne	\$0.85			10/31/2023	
010 Sewer Resid	\$52.65			2609 10/31/2023	
033 Garbage65	\$13.27			10/31/2023	
001 Garbage	\$1.29			10/31/2023	
Cur Charges	\$100.29			10/31/2023	
Total	\$100.29			10/31/2023	
01-00000411-00-3 ANGELA MATTER At 547 SOUTH STREET Send Bill					
Prev Bal	\$301.17				
Receipt	\$160.13			10/5/2023	
Receipt	\$100.13			10/16/2023	
Receipt	\$60.00			10/19/2023	
001 Water Reside	\$53.33	61806	68356	6550 10/31/2023	10/31/2023 6:2
008 Water Conne	\$0.85			10/31/2023	
010 Sewer Resid	\$72.35			6550 10/31/2023	

Item	Amount	Prev Read	Cur Read	Usage Date	Read Date
01-0000035-00-5	DARREN MARTIUS	At 1212 OAK STREET		Send Bill	
Prev Bal	\$91.66				
Receipt	\$91.66				11/20/2023
001 Water Reside	\$32.23	9489	10284	795 11/29/2023	11/29/2023 6:5
008 Water Conne	\$0.85				11/29/2023
010 Sewer Resid	\$43.58			795 11/29/2023	
033 Garbage65	\$13.27				11/29/2023
001 Garbage	\$1.29				11/29/2023
Cur Charges	\$91.22				11/29/2023
Total	\$91.22				11/29/2023
01-0000151-00-4	DAN MATHIOWETZ	At 564 MAPLE STREET		Send Bill	
Prev Bal	\$1,402.36				
Receipt	\$1,402.36				11/16/2023
001 Water Reside	\$56.92	96544	103640	7096 11/29/2023	11/29/2023 6:2
008 Water Conne	\$0.85				11/29/2023
010 Sewer Resid	\$75.08			7096 11/29/2023	
033 Garbage65	\$13.27				11/29/2023
001 Garbage	\$1.29				11/29/2023
Cur Charges	\$147.41				11/29/2023
Total	\$147.41				11/29/2023
01-00001140-00-9	WADE MATHIOWETZ	At 1178 DEWEY STREET		Send Bill Direct Pay	
Prev Bal	\$102.50				
Receipt	\$102.50				11/20/2023
001 Water Reside	\$32.23	34367	37683	3316 11/29/2023	11/29/2023 7:3
008 Water Conne	\$0.85				11/29/2023
010 Sewer Resid	\$56.18			3316 11/29/2023	
033 Garbage65	\$13.27				11/29/2023
001 Garbage	\$1.29				11/29/2023
Cur Charges	\$103.82				11/29/2023
Total	\$103.82				11/29/2023
01-00001220-00-0	LUKE MATHISON	At 2024 W MAIN STREET		Send Bill	
Prev Bal	\$100.29				
Receipt	\$100.29				11/9/2023
001 Water Reside	\$32.23	15589	17244	1655 11/29/2023	11/29/2023 7:3
008 Water Conne	\$0.85				11/29/2023
010 Sewer Resid	\$47.88			1655 11/29/2023	
033 Garbage65	\$13.27				11/29/2023
001 Garbage	\$1.29				11/29/2023
Cur Charges	\$95.52				11/29/2023
Total	\$95.52				11/29/2023
01-00000411-00-3	ANGELA MATTER	At 547 SOUTH STREET		Send Bill	
Prev Bal	\$125.30				
Receipt	\$125.30				11/21/2023
001 Water Reside	\$46.88	68356	73922	5566 11/29/2023	11/29/2023 6:2
008 Water Conne	\$0.85				11/29/2023
010 Sewer Resid	\$67.43			5566 11/29/2023	
034 Garbage95	\$16.27				11/29/2023
001 Garbage	\$1.59				11/29/2023
Cur Charges	\$133.02				11/29/2023
Total	\$133.02				11/29/2023

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.
Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Wabasso Fire Relief Previous Gambling Permit Number: X-
Minnesota Tax ID Number, if any: 007102592 Federal Employer ID Number (FEIN), if any: 41-0915709
Mailing Address: 573 South Str
City: Wabasso State: Mn Zip: 56293 County: Redwood
Name of Chief Executive Officer (CEO): Jon Bauhe
CEO Daytime Phone: 1-507-530-1466 CEO Email: mcdremig@RedRed.com
(permit will be emailed to this email address unless otherwise indicated below)
Email permit to (if other than the CEO): mcdremig@RedRed.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): WABASSO Community Center
Physical Address (do not use P.O. box): 1429 Front Street Wabass, MN 56293
Check one:
 City: WABASSO Community Center Zip: 56293 County: Redwood
 Township: _____ Zip: _____ County: _____
Date(s) of activity (for raffles, indicate the date of the drawing): 04-05-2024

Check each type of gambling activity that your organization will conduct:

Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input checked="" type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: <u>City of WABASSO</u></p> <p>Signature of City Personnel: <u>P</u></p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 20px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: _____
(Signature must be CEO's signature; designee may not sign)

Print Name: _____

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
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Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

Mail application with:

_____ a copy of your proof of nonprofit status; and

_____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the</p>	<p>application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-</p>	<p>ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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This form will be made available in alternative format (i.e. large print, braille) upon request.

Internal Revenue Service

Date: September 24, 2007

CITY OF WABASSO
PO BOX 60
WABASSO MN 56293-0060 603

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Carol Kraft - #17-57097
Customer Service Specialist
Toll Free Telephone Number:
877-829-5500
Federal Identification Number:
41-0915709

Dear Sir/Madam:

This is in response to your request of September 24, 2007, regarding your organization's exemption from Federal income tax.

As a governmental unit or a political subdivision thereof, your organization is not subject to Federal income tax under the provisions of Section 115(1) of the Internal Revenue Code, which states in part:

"Gross income does not include income derived from ... the exercise of any essential governmental function and accruing to a State or any political subdivision thereof ..."

Because your organization is a governmental unit or a political subdivision thereof, its income is not taxable as explained above. Contributions used exclusively for public purposes are deductible under Section 170(c)(1) of the Code.

Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Your organization may obtain a letter ruling on its status under section 115 by following the procedures specified in Rev. Proc. 2004-1 or its successor.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



for Michele M. Sullivan, Oper. Mgr.
Accounts Management Operations 1



REDWOOD COUNTY SHERIFF'S OFFICE

JASON JACOBSON - SHERIFF

Chief Deputy Sheriff
Katelyn Torgerson

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

Jail Administrator
Matt Luitjens

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

Date: 12/8/2023
To: City of Wabasso
From: Sheriff Jason Jacobson
Re: Activity Report for November 2023

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
10/31/2023	1743	Community Policing
11/5/2023	0824	Disturbance
11/08/2023	1544	Driving Complaint
11/09/23	1606	Juvenile
11/9/2023	1907	Disturbance
11/15/2023	0938	Traffic – Warned for Speed
11/16/2023	1053	Information Other
11/18/2023	0119	Animal Running at Large
11/18/2023	0228	Noise Complaint
11/25/2023	1545	Information Other
11/28/2023	1123	Traffic – Warned for expired registration, no proof of insurance, cracked windshield, speed
12/02/2023	1014	Parking
12/02/2023	1251	Disturbance
12/03/2023	2302	Welfare Check

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



REDWOOD COUNTY SHERIFF'S OFFICE

JASON JACOBSON - SHERIFF

Chief Deputy Sheriff
Katelyn Torgerson

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

Jail Administrator
Matt Luitjens

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

Date: 1/2/2024
To: City of Wabasso
From: Sheriff Jason Jacobson
Re: Activity Report for December 2023

During the month of December 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
12/05/2023	2227	Suspicious vehicle
12/6/2023	1440	Motorist Assist
12/08/2023	0217	VW speed and no current proof of insurance
12/11/2023	1005	Theft
12/12/2023	1416	Juvenile
12/13/2023	0227	Alarm
12/15/2023	1016	Ordinance Violation
12/15/2023	1917	Child Protection
12/15/2023	2013	Traffic – VW Headlight out and no proof of Insurance
12/19/2023	1120	Traffic – VW Speed
12/20/2023	2051	Compliance Check
12/02/2023	1014	Parking
12/02/2023	1251	Disturbance
12/03/2023	2302	Welfare Check
12/22/2023	2050	Domestic
12/22/2023	2243	Traffic – VW white light out and no current proof of insurance

12/26/2023	0010	Traffic – VW headlight out, no front fender, no front bumper
12/28/2023	1357	Compliance Check
12/28/2023	2007	Compliance Check

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