

City of Hinckley
106 First Street SE, P. O. Box 366
Hinckley, MN 55037
[Tel] (320) 384.7491
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www.hinckley.govoffice2.com



Mayor Don Zeman * Councilmember Tim Burkhardt * Councilmember John Frank
Councilmember Judy Hopkins * Councilmember Jace Scharpnick

City Council Meeting Agenda
Tuesday, February 13, 2024, 7:00 pm
Council Chambers (Community Room)

- 1. Call to Order-Pledge of Allegiance**
- 2. Approve Agenda**
- 3. Minutes of Previous Meetings**
 - A. December 12, 2023, Regular Meeting & Summary (pgs. 4-9)
 - B. December 27, 2023, Special Meeting & Summary (pgs. 10-12)
 - C. January 9, 2024, Regular Meeting & Summary (pgs. 13-18)
 - D. January 24, 2024, Special Meeting & Summary (pgs. 19-21)
- 4. Public Hearings - None**
- 5. Consent Agenda (pgs. 23-52)**
 - A. Designated Building Official Services Agreement for 2024-2025 (pg. 25)
 - B. Cintas Service Contract (pgs. 26-29)
 - C. Resolution 08-2024 - Accepting Donation Hinckley CVB – Christmas Lights (pgs. 30-31)
 - D. Resolution 09-2024 - Accepting Donation – Hinckley Lions – Christmas Lights (pgs. 32-33)
 - E. Resolution 10-2024 - Hiring Adam Carlier as Paid On-call Firefighter (pg. 34)
 - F. Resolution 11-2024 - Hiring Jacob Rensvold as Paid On-call Firefighter (pg. 35)
 - G. Hinckley Athletic Association – Temporary On-Sale Liquor License- July 12 & 13, 2024 (pg. 36)
 - H. American Legion Post – Bingo, March 23, 2024 (pgs. 37)
 - I. American Legion Post – Temporary On-Sale Liquor License - March 23, 2024 (pg. 38)
 - J. American Legion Post – Bingo, July 12 & 13, 2024 (pg. 39)
 - K. American Legion Post – Temporary On-Sale Liquor License – July 12 & 13, 2024 (pg. 40)
 - L. American Legion Post – Bingo, November 23, 2024 (pg. 41)
 - M. American Legion Post – Temporary On-Sale Liquor License - November 23, 2024 (pg. 42)
 - N. Edie Bailly 2023 Audit Engagement Letter (pgs. 43-51)
 - O. Resolution 13-2024 – Hiring Brenda Hattenberger as Unpaid Volunteer First Responder (pg. 52)
- 6. Reports of Officers, Council Committees, & Citizens Committees**
 - A. Pine County Sheriff (pgs. 53-62)

- B. Bolton & Menk- none
- C. PeopleService (pg. 63)
- D. Building Official/Inspector- (pg. 64-67)
 - 1. 106 2nd St SE Notice
 - 2. 127 Main St E Notice
- E. Hinckley Fire Department
 - 1. Monthly Run Report
 - 2. Fire Department Tender Update
- F. Firehouse Liquors - Monthly Report (pgs. 68-74) & Manager’s Report– will be included later
- G. Standing Committees
 - 1. Planning Commission – no meeting
 - 2. Park Board – no meeting
 - 3. EDA –
 - a. Minutes January 10, 2024 (pgs. 75-76)

7. Unfinished Business

- A. 2024 Budget Update (pgs. 77-118)
- B. Hydrant Insurance Coverage (pg. 119)
- C. Resolution 12-2024 Approving the Action of the Hinckley Economic Development Authority’s Resolution to Transfer Certain Real Property to the City of Hinckley (pgs. 120-123)

8. New Business

- A. City Vision/Future Planning- (pg. 125)
- B. MN Department of Agriculture- Spongy Moth (pgs. 126-131)
- C. Sherriff’s Department Office Floor (pgs. 132-134)
- D. Sherriff’s Department Office Garage Mezzanine (pgs. 135)
- E. Christmas Lights Order (pgs. 136-137)
- F. City Welcome Banners (pgs. 138-140)
- G. Local Infrastructure Hub Bootcamp (pgs. 141-144)
- H. Hinckley Fire Department Organizational Handbook (pgs. 145-165)
- I. Grant Services Contract- Niel Meierhofer- FEMA FY 2023 Assistance to Firefighters Grant- Hinckley SCBA Filling Compressor (pgs. 166-167)
- J. Grant Services Contract- Niel Meierhofer- FEMA FY 2023 Assistance to Firefighters Grant- Pine County Regional Radios (pgs. 168-170)
- K. Letter of Support for Mille Lacs Band of Ojibwe’s pursuit of RAISE Planning Discretionary Grant for the Mille Lacs Tribal Economy Traffic and Economic Growth Feasibility Study (pgs. 171-172)
- L. Letter of Support for the Rehabilitation of the Munger Trail South Section (pgs. 173-178)

9. Presentation of Claims

- A. General Fund Payables (Check #126969 -127056 and ACH Transactions) \$563,118.77 (pgs. 179-189)
- B. Firehouse Payables (Check #36871 -36974 and ACH Transactions)..... \$253,700.65 (pgs. 190-205)
- C. EDA Payables (Check #2227-2230 and ACH Transactions).....\$1,627.10

- (pg. 206)
- D. Payroll Payables (ACH Transactions) \$70,715.05
(pgs. 207-209)

10. Notices and Communications

- A. 2024 Board of Appeal and Equalization- City of Hinckley, April 17, 2024, 8:00 a.m. Pine County Court House.
- B. 2024 County Board of Equalization- June 17, 2024, by appointment only 320-591-1670. Must have attended the Local Board of Appeal and Equalization to appear.
- C. LMC City Day on the Hill- Thursday, March 7- fee is \$99

11. Presentation of Petitions, Complaints, and Requests (3 minutes each)

12. Closed Session - None

13. Adjournment

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City of Hinckley
City Council Regular Meeting – December 12, 2023

Members present: Mayor Don Zeman, Council members Tim Burkhardt, John Frank, Judy Hopkins, and Jace Scharpnick.
Absent: None.
Staff present: City Administrator Leaha Jackson, Firehouse Manager Phil Taggart, Fire Chief Elliot Golly, and Firefighter Megan Ring.
Others present: Josh Keyport with WCMP, Mary Mady with North Pine County News, Sandra Sterling, Lynnea Ruedy, Rebekah Hanson, Christian Segarra, and Dwaine Palmer.

Call to Order

Zeman called the meeting to order at 7:00 p.m. and led the Council in the pledge of allegiance.

Approval of Agenda

The agenda was approved on a motion by Hopkins and second by Frank. The motion carried unanimously.

Minutes of Previous Meetings

Frank moved, seconded by Hopkins, to approve the November 14, 2023, Regular meeting and summary minutes and the November 14, 2023, Special meeting and summary minutes with the addition of a zero to make \$85,000 on the special meeting minutes. The motion carried unanimously.

Public Hearings

Burkhardt moved, seconded by Scharpnick, to open the Public Hearing for the Truth in Taxation at 7:03 p.m. Staff presented the 2024 budget and property tax levy for approval. The final levy is \$1,105,875, and the total budget is \$6,921,376. This is down from the preliminary levy amount of \$1,227,986. This reduction represents a 4.3% increase in the City's tax rate. Comments from the public included why is the value of my house so high, my property taxes are going up \$600 over last year, is there any consideration to the change of County increase as compared to the City, the City amount will now be higher than what the County is getting, and the cost for the fire department really at \$260,000. Also, are all the property values going up the same percentage? When factoring in the increase in property values, the portion of the City's increase is anywhere from 50% to 60%, and that seems excessive. The Council explained that the City does not determine the value and that they should talk with the County Assessor. Residents should check and ensure their property is listed as a homestead. Also, seniors should check with their tax professional to ensure they get all possible

property tax rebates. The previous year, the City lowered the tax rate, and this, along with the increase in costs, contributed to the rise. While the Council would like to spread the increase over a few years, it just was not feasible while covering costs. The Public Hearing will stay open until item 7A. Before item 7A, Mayor Zeman called again for any public comments. No further comments were received. **Burkhardt moved, seconded by Hopkins, to close the Public Hearing at 7:48 p.m. The motion carried unanimously.**

Consent Agenda

Frank moved, seconded by Burkhardt, to approve the consent agenda as follows:

- A. Resolution 33-2023 Approving Hiring of Adam Carlier as rink attendant for the City of Hinckley Ice Rink
- B. Hinckley Area Chamber of Commerce- Bingo – February 3, 2024
- C. Service Agreement with Michelle’s Thumbs Up Cleaning for Firehouse Liquors and Hinckley Community Center
- D. SCDP Pay Request 10 for \$9,200.0

The motion carried unanimously.

Reports of Officers, Council Committee, and Citizen Committees

Pine County Sheriff

No Deputy was present. Calls were included in the packet.

Bolton and Menk

None.

PeopleService

June through October Operating and Maintenance reports were included in the packet.

Building Official/Inspector

The 106 Poplar Lane S hearing was November 29, 2023, via Zoom. Perry, Jackson, and Zeman attended. The judge approved the order for abatement and judgment as requested by the City. The property owner has 45 days after the docketing of the judgment before the City can move forward to remediate the hazardous conditions.

Hinckley Fire Department

Golly reported on the fire calls 92- 99 and provided an update on the truck under construction in Minot, North Dakota. He also introduced Firefighter Megan Ring and explained that he will ask different members to attend future Council meetings.

Firehouse Liquors

Taggart presented the report provided in the packet. November was pretty good; we were under on sales and expenses. The Christmas party has been hard to pull numbers in, and they are looking at doing a pajama party instead. There are some exciting Vikings games coming up. Inventory is scheduled for December 18, 2023.

Standing Committees (Planning, Parks, EDA)

Planning

Meeting minutes for October 24, 2023, were included in the packet. They held the Public Hearing to add “childcare” as a permitted use to the CBD and GBD and forwarded the recommendation to the City Council.

Parks

There was no meeting, but Burkhardt reported that the final report for 2023 Sweet Summer Sounds ECRAC grant was submitted and accepted.

EDA

None.

Unfinished Business

- A. *2023 Budget Update*- Jackson reviewed the November financials. We continue to be over budget on fuel and utilities across the board. Advertising for the Firehouse is over for the on-sale, but should be close for the off-sale. After moving expenses for street patching, the Street Improvement fund is over by \$6804.00.
- B. *2024 Final Budget*- Jackson presented the 2024 Final Summary Budget and Levy.

2024 Final Summary Budget*

	Revenue	Expenses	Net
General Fund	\$ 1,418,932	\$ 1,418,932	\$ -
Parks & Recreation Fund	\$ 137,032	\$ 137,032	\$ -
Library Fund	\$ 16,100	\$ 14,150	\$ 1,950
Fire Department Fund*	\$ 206,531	\$ 260,270	\$ (53,739)
Public Safety Building Fund	\$ 130,217	\$ 112,428	\$ 17,789
Street Improvement Fund	\$ 109,681	\$ 109,000	\$ 681
Equipment Fund	\$ 76,008	\$ 73,564	\$ 2,444
Water Fund	\$ 595,850	\$ 607,537	\$ (11,687)
Sewer Fund	\$ 864,650	\$ 942,192	\$ (77,542)
Liquor Fund	\$ 3,248,375	\$ 3,242,020	\$ 6,355
EDA	\$ 15,100	\$ 4,250	\$ 10,850
Total Budget		\$ 6,921,376	

2024 Final Levy

Proposed Tax Capacity Value \$ 2,347,142
 47.12%
 \$ 1,105,875

Levy Purpose	
General Fund	\$ 752,447
Fire Dept	\$ 61,577
Library	\$ 16,000
Parks & Recreation	\$ 128,532
Public Service Building Debt	\$ 96,000
FD Equipment Cert	\$ 36,319
EDA	\$ 15,000
Total NTC Levy	\$ 1,105,875

Burkhardt moved, seconded by Hopkins, to approve the 2024 Budget of \$6,921,371 and Resolution 34-2023 2024 Tax Levy for \$1,105,875. The motion carried unanimously.

- C. *Ordinance 08-2023 Replacing Title III Administration, Chapter 38 Fee Schedule-* Updates were needed for 2024. Those proposed changes were included in red. **Burkhardt moved, seconded by Scharpnick, to approve Ordinance 08-2023, Replacing Title III, Chapter 38 Fee Schedule and Summary, with the update to adjust the turn-on/off fee to \$30. The motion carried unanimously.**
- D. *Draft Reissued NPDES/SDS Permit No MN023701 Public Comment Period-* The permit expired on February 28, 2021. MPCA is currently in the public comment period. This goes from December 1, 2023, to January 30, 2024. Comments can be sent directly to the MPCA or to City Hall and staff will forward them.

New Business

- A. *City Vision/Future Planning-* Staff presented the Council with responses to the City’s question “What can the City do that would improve the quality of life?”. **Burkhardt moved, seconded by Hopkins, to take over the equipment and maintenance of the local public access channel. The motion carried unanimously.**
- B. *Fire Hydrant Claim-* Someone hit a fire hydrant in September at Hwy 48 and Lady Luck Drive. The total cost of repair was \$10,320.00. Staff is exploring options for the claim. We can accept the settlement from the insurance for \$4,481.00, or we can hire someone to do an asset search, file a conciliation claim, and pursue judgment and collection on our own. We are still waiting on the crash report to get more information on the involved parties.

Presentation of Claims- November

A. General Fund Payables	\$ 231,056.55
B. Special Revenue Fund Payables	\$ 338,528.62
C. EDA Payables	\$ 31.04
D. Payroll Payables	\$ 35,459.09

Frank moved, seconded by Hopkins, to approve all claims as presented. The motion carried unanimously.

Notices and Communications

- A. Hinckley Area Chamber of Commerce Meeting December 12, 2023, 5:30 p.m. at Tobies
- B. 2024 Board of Appeal and Equalization- City of Hinckley, April 17, 2024, 8:00 a.m. Pine County Courthouse. *Council does not need to be present; the County runs this meeting. It is open counter hours for people with questions.*
- C. 2024 County Board of Equalization- June 17, 2024, by appointment only 320-591-1670. Must have attended the Local Board of Appeal and Equalization to appear.
- D. Hinckley Community Center Google reviews provided in the packet.
- E. NLX update provided in the packet. MnDOT received word that they did receive one of the Federal grants they applied for.

Presentations of Petitions, Complaints, and Requests (3 Minutes)

One resident asked about the status of the development on the Family Dollar Property. Administrator Jackson updated that the City is still working on a development agreement with the developer.

Closed Session

Family Dollar Development – Potential Sale of Property 40.0136.000 **Frank moved, seconded by Scharpnick, to go into closed session to develop offers for the sale of real estate 40.0136.000 at 8:25 p.m. The motion carried unanimously.**

Burkhardt moved, seconded by Hopkins, to open the meeting at 8:43 p.m. The motion carried unanimously. The council directed staff to work with the City’s attorney, Kevin Hofstad, to draft a response as discussed.

Adjournment

Frank moved, seconded by Scharpnick, to adjourn the meeting at 8:49 p.m. The motion carried unanimously.

Don Zeman, Mayor

ATTEST:

Leaha Jackson, City Administrator

City of Hinckley
City Council Meeting, December 12, 2023

Pursuant to due call and notice thereof, the Regular Meeting of the Hinckley City Council was called to order on Tuesday, December 12, 2023, at 7:00 p.m. by Mayor Don Zeman.

The agenda was approved on a motion by Hopkins and second by Frank. Motion Carried 5-0.

Frank made a motion, seconded by Hopkins, to approve the November 14, 2023, Regular Meeting and Summary Minutes and November 14, 2023, Special Meeting and Summary Minutes with an addition of a zero in \$85,000. Motion Carried 5-0.

Burkhardt made a motion, seconded by Scharpnick, to open the Public Hearing for the Truth in Taxation at 7:03 p.m. Motion Carried 5-0.

Burkhardt made a motion, seconded by Scharpnick, to approve the Consent Agenda. Motion Carried 5-0.

- A. Resolution 33-2023 Approving Hiring Adam Carlier as Temporary Rink Attendant
- B. Hinckley Area Chamber of Commerce- Bingo- February 3, 2024
- C. Approve SCDP Pay Request 10

A motion was made by Burkhardt, seconded by Hopkins, to close the public hearing. Motion Carried 5-0.

A motion was made by Burkhardt, seconded by Hopkins, to approve the 2024 Budget of \$6,921,371 and Resolution 34-2023 2024 Tax Levy for \$1,105,875. Motion Carried 5-0.

A motion was made by Burkhardt, seconded by Scharpnick, to approve Ordinance 08-2023 Replacing Title III, Chapter 38 Fee Schedule and Summary. Motion Carried 5-0.

A motion was made by Burkhardt, seconded by Hopkins, to take over the equipment and maintenance of the local public access channel. Motion carried 5-0.

A motion was made by Frank, seconded by Hopkins, to approve all claims as presented. Motion Carried 5-0.

A motion was made by Frank, seconded by Scharpnick, to go into closed session. Motion Carried 5-0.

A motion was made by Burkhardt, seconded by Hopkins, to open the closed session. Motion Carried 5-0.

On a motion by Frank, second by Scharpnick, the meeting was adjourned at 8:49 p.m. Motion Carried 5-0.

Attest:

Don Zeman, Mayor

Leaha Jackson, City Administrator

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City of Hinckley
City Council Special Meeting – December 27, 2023

Members present: Mayor Don Zeman, Council members John Frank, Judy Hopkins, Jace Scharpnick, and Tim Burkhardt (in at 4:45 p.m.).
Absent: None.
Staff present: City Administrator Leaha Jackson.

Others present: None.

Call to Order

Zeman called the meeting to order at 4:30 p.m. and led the Council in the pledge of allegiance.

Approval of Agenda

No additions to the agenda. Hopkins moved, seconded by Frank, to approve the agenda as presented. The motion carried unanimously.

Maintenance I Position

Two areas for the Maintenance I position need to be addressed. The first is that the position needs to be competitive in our market, and the second is the CDL requirement.

Council was provided with the Maintenance I job description, an advertisement for a similar local position opening, and wages for similar positions in cities of a similar size. The Council wants to ensure the position remains competitive in our local market. Even with the previous market adjustment, the wage still needs to be quite there. Currently, we are below with wages and benefits by more than \$2.00 an hour. If the wage were raised by \$2.00, the wage would still be below the supervisor position, but by less than \$2.00 instead of the original \$4.00. Would a supervisor want to do the extra work? Also, the Maintenance I position does not require a CDL, while the Maintenance II position does require a CDL. Upon completion of the CDL the current Maintenance Worker I will be moved to a Maintenance Worker II. Council will update the Maintenance Worker I job description to reflect the temporary or seasonal job positions in the future.

Previously, cities were thought to be exempt from needing a CDL to operate snowplows. The staff has verified that all regular snowplow drivers need a CDL Class B or higher license. The City has worked with staff for the last year to attain the proper licensure. With the snow season upon us, the Council is concerned about the liability of having someone in the plow trucks without the appropriate license. The Council has previously approved paying for the costs of getting the CDL license and discussed

alternatives, including using the smaller trucks to plow the residential districts, having the supervisor use the plow truck in the busier areas, and hauling the snow as needed. We could also contract out if we have a significant snow event. The Council wants to see the issue of the proper licensure as soon as possible and would like to have the permit testing done by January 15, 2024. Council has directed staff to enroll the current Maintenance Worker I and the Part-Time On-Call Snow Plow position in the CDL Class B schooling program. The intention is that the City would like to see the temporary position transitioned into a more permanent position in the future, and this will only help with that.

Frank moved, seconded by Burkhardt, to provide a raise of \$2.00 an hour after attaining the CDL Class B license and raise the supervisor position by \$2.00 at the start of 2024. The motion carried unanimously.

Council member John Frank left at 5:05 p.m.

Hopkins moved, seconded by Scharpnick, to only allow drivers with the proper license to drive the snowplows. The motion carried unanimously.

Adjournment

Hopkins moved, seconded by Burkhardt, to adjourn the meeting at 5:12 p.m. The motion carried unanimously.

Don Zeman, Mayor

ATTEST:

Leaha Jackson, City Administrator

City of Hinckley
City Council Meeting, December 27, 2023

Pursuant to due call and notice thereof, a Special Meeting of the Hinckley City Council was called to order on Wednesday, December 27, 2023, at 4:30 p.m. by Mayor Don Zeman.

The agenda was approved on a motion by Hopkins and second by Frank. Motion Carried 5-0.

A motion was made by Frank, seconded by Burkhardt, to provide a raise of \$2.00 an hour after attaining the CDL Class B license and raise the supervisor position by \$2.00 at the start of 2024. Carried 5-0.

A motion was made by Hopkins, seconded by Scharpnick, to only allow drivers with the proper license to drive the snowplows. Motion Carried 5-0.

On a motion by Hopkins, second by Burkhardt, the meeting was adjourned at 5:12 p.m.

Motion Carried 5-0.

Attest:

Don Zeman, Mayor

Leaha Jackson, City Administrator

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City of Hinckley
City Council Regular Meeting – January 9, 2024

Members present: Mayor Don Zeman, Council members Tim Burkhardt, John Frank, Judy Hopkins, and Jace Scharpnick.
Absent: None.
Staff present: City Administrator Leaha Jackson, Firehouse Manager Phil Taggart, Fire Chief Elliot Golly, and Firefighter Tyler Hoffman.
Others present: Mary Mady with North Pine County News.

Call to Order

Zeman called the meeting to order at 7:00 p.m. and led the Council in the pledge of allegiance.

Approval of Agenda

The agenda was approved on a motion by Hopkins and second by Scharpnick with the addition of 5G Sables Committee of Lakes Superior Chapter of SCI Raffle Permit, 5H Lake Superior Chapter of Safari Club International Raffle Permit, and 8I Minnesota Pollution Control Soil Borings in Right-of-Way and on City Property. The motion carried unanimously.

Minutes of Previous Meetings

None.

Public Hearings

None.

Consent Agenda

Hopkins moved, seconded by Frank, to approve the consent agenda as follows:

- A. Resolution 02-2024 Approving Hiring of Jacob Rensvold as Fire Fighter with the City of Hinckley Fire and Rescue
- B. Resolution 03-2024 Approving Brenda Hattenberger as a Volunteer First Responder with the City of Hinckley Fire and Rescue
- C. Resolution 04-2024 Accepting a Restricted Donation From Library Patrons for Library Support \$26.42
- D. Pine County Sheriff's Office Rental Contract 2024
- E. Family Dollar Inc- Family Dollar Store #31604- 3.2% Off-Sale
- F. Resolution 05-2024 Accepting Donation of Property from Hinckley Fire Relief Association

G. Sables Committee of Lake Superior Chapter of SCI- Raffle Permit- Grand Casino Hinckley- April 5, 2024

H. Lake Superior Chapter of Safari Club International- Raffle Permit- Grand Casino Hinckley- April 5, 2024

The motion carried unanimously.

Reports of Officers, Council Committee, and Citizen Committees

Pine County Sheriff

No Deputy was present. Calls were included in the packet.

Bolton and Menk

None.

PeopleService

The November maintenance report is included in the packet.

Building Official/Inspector

Included in the packet was an update on the Family Dollar/ Zenith development. The City's attorney is working on a response to the developer based on the Council's direction.

Hinckley Fire Department

Golly reported on fire calls 101-104, including a breakdown of all types for the year, and provided an update on the truck; they are working on the rear end.

Firehouse Liquors

Taggart presented the report provided in the packet. The inventory was completed in December, and the Auditors came and did their inventory spot checks. The process went better than in previous years. Will be looking at schedule's and seeing if anything needs to be changed.

Standing Committees (Planning, Parks, EDA)

Planning

None.

Parks

There was no meeting, but Burkhardt is working on this year's grant application for Sweet Summer Sounds. Most talent has been selected, with only a few spots to fill. Prices are up 15% to 20 %, so Burkhardt is working on finding a good balance.

None.

Unfinished Business

A. *2023 Budget Update*- Financials were not completed yet by the time of the meeting. They will be provided at a later date. PeopleService provided the City with the 2023 Chemical/Maintenance overage. This was \$16,899.00, comprising primarily of cost increases for chemicals. We may need to consider adjusting the amounts in the contract for chemicals in the future. Council member Burkhardt asked if we still use tonkasorb. Mayor Zeman noted that he recalled that the water treatment updates in 2021 were supposed to save the City money.

New Business

- A. *City Vision/Future Planning*- Administrator Jackson suggests painting the bottom portion of the walls at the community center with semi-gloss paint instead of flat to help with cleaning scuffs on walls. City staff will complete this as time is available. Council is in agreement. Mayor Zeman suggested that the City be more aggressive in ordinance enforcement within the City instead of being complaint-driven and looking for grant opportunities. Administrator Jackson indicated that having a project helps when looking for grants.
- B. *Resolution 01-2024 – Organizational Resolution*- Annual designations of meetings, acting mayor, official newspaper, official depositories, commission appointments, EDA members, emergency management director, and weed inspector. **Frank moved, seconded by Hopkins, to approve Resolution 01-2024 – Organizational Resolution, with the change to move meetings to the following week if they land on a day that business cannot be conducted. The motion carried unanimously.**
- C. *Parking Request in Front of Post Office*- Resident request included in the packet to post time-limited parking signs and enforce them. After discussion, it was thought that contacting the school first and bringing it back to the Council if not resolved.
- D. *MN DNR Fisheries Ponds* – They plan to burn the cattails in the spring using the St Croix State Park burn crew and apply for the proper DNR burning permit. As the City no longer issues burning permits, we have requested that they submit the approved burn plan and permit so that we can share it with the Fire Department.
- E. *Schooley Mitchell Savings Evaluation*- The Council was provided with information on the cost-saving services that Schooley Mitchell can provide. If they find savings, they would be entitled to 50% of those for the duration of the contract. They do not charge any other fees, and the City would have the option not to switch vendors. The Council asked if they contacted us or we them. Administrator Jackson answered that Schooley Mitchell contacted the City. Council wants staff to check some references and bring them back at a future meeting.
- F. *CEDA Rural Capacity Program Information and Application*- Information on Community Economic Development Associates (CEDA) Rural Capacity Program was provided in the packet. This program would be a good opportunity for the Hinckley EDA but would need Council approval. Applications are due January 12, 2024, so there is no time for the EDA to approve and return to the Council for approval. **Frank moved, seconded by Burkhardt, to approve Hinckley’s EDA’s application to the CEDA Rural Capacity Program pending the EDA’s interest and support. The motion carried unanimously.**

- G. *MN Rural Water Request for Letter of Support*- MN Rural Water is asking for letters of support to be submitted for their upcoming Washington, DC trip. **Burkhardt moved, seconded by Hopkins, to approve staff to submit a letter of support for MN Rural Water. The motion carried unanimously.**
- H. *Kwik Trip EV Project Request for Letter of Support*- Kwik Trip is applying for Minnesota’s National Electrical Vehicle Infrastructure Formula Program and is requesting a letter of support from the City to include with their application. **Hopkins moved, seconded by Scharpnick, to approve sending a letter of support for Kwik Trip’s application. The motion passed unanimously.**
- I. *Minnesota Pollution Control Agency (MPCA) Soil Borings in Right-of-Way and on City Property*- MPCA has contracted with Braun Intertec to complete some environmental testing in the City of Hinckley. They have requested access to complete six soil borings on City property or within the City right-of-way. **Frank moved, seconded by Hopkins, to approve MPCA and its contractors to complete soil borings on City property and within City right-of-way. The motion carried unanimously.**

Presentation of Claims- November

- A. General Fund Payables \$ 163,734.62
- B. Special Revenue Fund Payables \$ 216,556.55
- C. EDA Payables \$ 1,316.04
- D. Payroll Payables \$ 38,167.42

Burkhardt asked about a claim to VC3 for a computer check and a claim for Degerstrom Construction. Jackson explained this was due to a possible spyware/ransomware attack on a computer, and Degerstrom was for the Small Cities Grant Program pass-through. **Frank moved, seconded by Scharpnick, to approve all claims as presented. The motion carried unanimously.**

Notices and Communications

- A. 2024 Board of Appeal and Equalization- City of Hinckley, April 17, 2024, 8:00 a.m. Pine County Court House.
- B. 2024 County Board of Equalization- June 17, 2024, by appointment only 320-591-1670. Must have attended the Local Board of Appeal and Equalization to appear.
- C. Pine Area Hospital District Mission Statement- Council directed staff to contact the District and ask them to attend a future meeting.
- D. LMC Insurance Trust Dividend Announcement
- E. Mille Lacs Band of Ojibwe Indians 40th Annual State of the Band Address, 10 a.m. Tuesday, January 9, 2024, at Grand Casino Mille Lacs Events & Convention Center
- F. Elected Leaders Advanced Program
- G. UofM Leading Economic Change
- H. City of Hinckley EDA Meeting Noon, Wednesday, January 10, 2023
- I. The Council must appoint Election Judges before February 9, 2024- **Mayor Zeman called for a special meeting on Wednesday, January 24, 2024, at 4:00 p.m.**

Presentations of Petitions, Complaints, and Requests (3 Minutes)

None.

Closed Session

None.

Adjournment

Hopkins moved, seconded by Frank, to adjourn the meeting at 7:55 p.m. The motion carried unanimously.

Don Zeman, Mayor

ATTEST:

Leaha Jackson, City Administrator

City of Hinckley
City Council Meeting, January 09, 2024

Pursuant to due call and notice thereof, the Regular Meeting of the Hinckley City Council was called to order on Tuesday, January 09, 2024, at 7:00 p.m. by Mayor Don Zeman.

The agenda was approved on a motion by Hopkins and second by Scharpnick with additions 5G, 5H, and 8I. Motion Carried 5-0.

A motion was made by Hopkins, seconded by Frank, to approve the Consent Agenda. Motion Carried 5-0.

- A. Resolution 02-2024 Approving Hiring of Jacob Rensvold as Fire Fighter with the City of Fire and Rescue
- B. Resolution 03-2024 Approving Brenda Hattenberger as Volunteer First Responder with the City of Hinckley Fire and Rescue
- C. Resolution 04-2024 Accepting a Restricted Donation From Library Patrons for Library Support \$26.42
- D. Pine County Sheriff's Office Rental Contract 2024
- E. Family Dollar Inc- Family Dollar Store #31604- 3.2% Off-Sale
- F. Resolution 05-2024 Accepting Donation of Property from Hinckley Fire Relief Association
- G. Sables Committee of Lake Superior Chapter of SCI- Raffle Permit- Grand Casino Hinckley- April 5, 2024
- H. Lake Superior Chapter of Safari Club International- Raffle Permit- Grand Casino Hinckley- April 5, 2024

A motion was made by Frank, seconded by Hopkins, to approve Resolution 01-2024 – Organizational Resolution, with the change to move meetings to the following week if they land on a day that business cannot be conducted. Motion Carried 5-0.

A motion was made by Frank, seconded by Burkhardt, to approve Hinckley's EDA's application to the CEDA Rural Capacity Program pending the EDA's interest and support. Motion Carried 5-0.

A motion was made by Burkhardt, seconded by Hopkins, to approve staff to submit a letter of support for MN Rural Water. Motion Carried 5-0.

A motion was made by Hopkins, seconded by Scharpnick, to approve sending a letter of support for Kwik Trip's application. Carried 5-0.

A motion was made by Frank, seconded by Hopkins, to approve MPCA and its contractors to complete soil borings on City property and within City right-of-way. Carried 5-0.

A motion was made by Frank, seconded by Scharpnick, to approve all claims as presented. Carried 5-0.

A. General Fund Payables	\$ 163,734.62
B. Special Revenue Fund Payables	\$ 216,556.55
C. EDA Payables	\$ 1,316.04
D. Payroll Payables	\$ 38,167.42

Mayor Zeman called for a special meeting on Wednesday, January 24, 2024, at 4:00 p.m.

On a motion by Hopkins, second by Frank, the meeting was adjourned at 7:55 p.m.

Motion Carried 5-0.

Attest:

Don Zeman, Mayor

Leaha Jackson, City Administrator

City of Hinckley
106 First Street SE
P. O. Box 366
Hinckley, MN 55037
[Tel] (320) 384.7491
[Fax] (320) 384.7492
www.hinckley.govoffice2.com



City of Hinckley
City Council Special Meeting – January 24, 2024

Members present: Mayor Don Zeman, Council members Tim Burkhardt, John Frank, Judy Hopkins, and Jace Scharpnick.

Absent: None.

Staff present: City Administrator Leaha Jackson.

Others present: None.

Call to Order

Zeman called the meeting to order at 4:00 p.m. and led the Council in the pledge of allegiance.

Approval of Agenda

No additions to the agenda. Hopkins moved, seconded by Scharpnick, to approve the agenda as presented. The motion carried unanimously.

Schooley Mitchell

Staff checked some of the references and brought them back as the Council requested. Mayor Zeman was uncomfortable with a company taking 50% of the savings for 36 months. He would like staff to follow up with credit card processing companies to ensure we have done what we can do to find savings first. Another question that was raised was what would happen if Schooley Mitchell did find savings on a contract; the City went with the recommendation but then switched vendors before the end of the 36-month contract. The consensus was that more information was needed, some clarifications, and to have staff do some comparison of credit card processors on their own.

Fire Department and DNR Contract

Included in the packet was an update to the 2021 contract to include prices for new pieces of equipment, grass rig #22, and tender #23. **Hopkins moved, seconded by Frank, to approve the updated Minnesota Department of Natural Resources Division of Forestry and the Hinckley Fire Department Cooperative Fire Protection Agreement. The motion carried unanimously.**

Election Judges

Resolution 06-2024 Appointing Election Judges. The election judges must be appointed before February 9, 2024. Exhibit A lists the official judges for the March 5, 2024, Presidential Primary, August 13, 2024, Primary Election, and November 5, 2024, General Election. Hourly rate of pay will be \$12.50 for the head judge and \$11.50 for regular judges. **Burkhardt moved, seconded by Scharpnick, to**

approve Resolution 06-2024 Appointing Election Judges. The motion passed 4-0, with Hopkins abstaining.

Personnel Policy

Resolution 07-2024 Amending Personnel Policy Manual. Included in the packet was the resolution and Exhibit A, the crossed-through version of the amended personnel policy. Updates included integrating Minnesota’s Earned Sick and Safety Time (ESST) into the Paid Time Off (PTO) policy, updating the Drug and Alcohol Testing policy, and more. **Burkhardt moved, seconded by Hopkins, to approve Resolution 07-2024, Adopting Amended Personnel Policy Manual, with the correction of the date on page 51. The motion carried unanimously.**

106 Poplar Lane Order for Abatement

Included in the packet was a copy of the judgement entered on December 05, 2023. The time has now run out for the owner to address the issues identified by the City. The City can now move forward with the judgement. The next step would be to access the property to acquire quotes for the removal of the structures. Scharpnick wondered if it would be a possibility to have the Fire Department do a training burn. **Hopkins moved, seconded by Scharpnick to allow staff and contractors to access the property for the reason of obtaining quotes to remove structures, including the possibility of a training burn, and the resealing of the premises as necessary. The motion carried unanimously.**

Website

The City’s current website provider contract is up March 31, 2024. If the City chooses to go with another provider a 60-day notice must be provided. The price increased from \$699.60 a year to \$1,995.00 a year with an annual increase of 6% for a total of \$ 8,727.35 over the four-year term. Staff did some checking with other providers including having staff and Council rate other websites. After consideration Administrator Jackson recommended Revise for a total of \$6,300.00 a year over the four-year term. It had the most user-friendly options for the public and staff. **Hopkins moved, seconded by Burkhardt, to approve the four-year contract with Revise for website services.**

Adjournment

Frank moved, seconded by Burkhardt, to adjourn the meeting at 5:03 p.m. The motion carried unanimously.

Don Zeman, Mayor

ATTEST:

Leaha Jackson, City Administrator

City of Hinckley
City Council Meeting, January 24, 2024

Pursuant to due call and notice thereof, the Special Meeting of the Hinckley City Council was called to order on Wednesday, January 24, 2024, at 4:00 p.m. by Mayor Don Zeman.

The agenda was approved on a motion by Hopkins and second by Scharpnick with additions 5G, 5H, and 8I. Motion Carried 5-0.

A motion was made by Hopkins, seconded by Frank, to approve the updated Minnesota Department of Natural Resources Division of Forestry and the Hinckley Fire Department Cooperative Fire Protection Agreement. Carried 5-0.

A motion was made by Burkhardt, seconded by Scharpnick, to approve Resolution 06-2024 Appointing Election Judges. Carried 4-0, with Hopkins abstaining.

A motion was made by Burkhardt, seconded by Hopkins, to approve Resolution 07-2024, Adopting Amended Personnel Policy Manual, with the correction of the date on page 51. Carried 5-0.

A motion was made by Hopkins, seconded by Scharpnick, to allow staff and contractors to access the property for the reason of obtaining quotes to remove structures, including the possibility of a training burn, and the resecuring of the premises as necessary. Carried 5-0.

A motion was made by Hopkins, seconded by Burkhardt, to approve the four-year contract with Revise for website services. Carried 5-0

On a motion by Frank, second by Burkhardt, the meeting was adjourned at 5:53 p.m. Carried 5-0.

Attest:

Don Zeman, Mayor

Leaha Jackson, City Administrator

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Agenda Item

- 5A Designated Building Official Services Agreement March 2024- December 31, 2025
- 5B Cintas Services Contract
- 5C Resolution 08-2024 Accepting a Restricted Donation From Hinckley CVB for \$3,500 toward purchase of Christmas Lights
- 5D Resolution 09-2024 Accepting a Restricted Donation From Hinckley Lions for \$1,500 toward purchase of Christmas Lights
- 5E Resolution 10-2024 Hiring Adam Carlier as Paid On-call Firefighter
- 5F Resolution 11-2024 Hiring Jacob Rensvold as Paid On-call Firefighter
- 5G Hinckley Athletic Association- Temporary On-Sale Liquor License- July 12 & 13, 2024
- 5H American Legion Post- Excluded Bingo- March 23,204
- 5I American Legion Post- Temporary On-Sale Liquor License- March 23, 2024
- 5J American Legion Post- Excluded Bingo- July 12 & 13,204
- 5K American Legion Post- Temporary On-Sale Liquor License- July 12 & 13, 2024
- 5L American Legion Post- Excluded Bingo- November 23,204
- 5M American Legion Post- Temporary On-Sale Liquor License- November 23, 2024
- 5N Eide Bailly 2023 Audit Engagement Letter
- 5O Resolution 13-2024 Hiring Brenda Hattenberger as Unpaid Volunteer First Responder

Meeting Date

February 13, 2024

Prepared By

Leaha M. Jackson, City Administrator

Background

- 5A Previous rate was \$55.00/hr, updated to \$60.00/ hr
- 5B Verified that we are at the Minnesota State Contract rates and have adjusted the contract length to 36 months from 60 months. Staff contacted the company representative, and we compared pricing with another contract in their portfolio, and the MN State Contract was the better pricing. They have worked with us on removing items that are not needed and waiving fees for early termination of certain items.

Recommended Action

Approve consent agenda as presented

Council Action: Motion by: _____ Second by: _____

Motion to:

Voted in Favor: _____ Voted Against: _____

Approved: _____ Denied: _____ Tabled: _____ No Action: _____

PRIVATE CONTRACTOR AGREEMENT

AGREEMENT, Made and entered into between the City of Hinckley, herein referred to as City, and Richard C Drotning, doing business as a Private Contractor, herein referred to as Contractor.

RECITALS

The City desires to engage the Contractor for the services hereafter described and on the terms described. In consideration of the mutual promises set forth herein, IT IS AGREED BY AND BETWEEN THE CITY AND CONTRACTOR:

SECTION 1. DESCRIPTION OF WORK

The work to be performed by Contractor shall be to perform services on behalf of and as requested by the City as: **Designated Building Official** to provide Building Inspection services for the City. To maintain the building Database and file system at the City office. To receive, review and issue Building permit applications. To complete the state surcharge report quarterly as required. To answer Building Code questions and help customers understand the Building code requirements for their projects.

SECTION 2. TERM OF AGREEMENT

The term of this Agreement shall be for a period ending December 31st 2025 beginning March 1st, 2024. However, this agreement may be extended by mutual agreement of the parties hereto or may be terminated by either party at any time by a 60 day written notice to the other party.

SECTION 3. PAYMENT

City shall pay contractor for his services at the following rate: \$ 60.00 per Hour.

Work that is completed at the request of the City that is outside the City operating hours will be billed at the rate of \$70.00 per hour. The City will be billed on a monthly basis for work completed.

SECTION 4. OTHER TERMS

Contractor agrees to provide the City with insurance certificates for general liability insurance in the amount of \$1,000,000.

All work performed is subject to rules and regulations of MNOSHA or work can be halted by order of the City. All required safety devices shall be provided by the Contractor.

SECTION 5. RELATIONSHIP OF PARTIES

The parties intend that an independent contractor relationship will be created by this Contract. The City is interested only in the results to be achieved and the conduct and control of the work will lie solely with Contractor. Contractor is not to be considered an employee of the City for any purpose and no employees of Contractor are entitled to any of the benefits that the City provides for any employees of the City. It is further understood that Contractor is free to contract for similar services to be performed for other Cities and Townships while he is under contract with City. Contractor is responsible for all his own taxes (FICA/Medicare, Federal, State, etc.).

IN WITNESS THEREOF, the parties have executed this Agreement at the City of Hinckley offices. Hinckley, Minnesota. This _____ Day of _____ 2024.

City of Hinckley

Independent Contractor

Donald Zeman , Mayor

Richard C Drotning

Leaha Jackson , City Clerk

Contractors Tax ID Number



STANDARD RENTAL SERVICE AGREEMENT

Location No. 045M Agreement No. 210467881 Customer No. 15410429 Date _____

Customer CITY OF HINCKLEY Phone _____

Address 106 1ST ST SE City HINCKLEY State MN Zip 55037-2209

UNIFORM PRICING:

Material#	Description	Rental Frequency	Inventory	Unit Price
X268	T SHIRT PRO KNIT - Rental	1	ANY	0.200
X275	HI PERFORMANCE POLO - Rental	1	ANY	0.398
X381	CARHARTT 5 PKT JN - Rental	1	ANY	0.339
X382	CARHARTT CARP JN - Rental	1	ANY	0.328
X394	CINTAS DENIM JEAN - Rental	1	ANY	0.339
X63870	FR COTTON HENLEY - Rental	1	ANY	1.052
X64252	FR HENLEY KNIT SHRT - Rental	1	ANY	1.052

EMBLEM PRICING:

Material#	Description	Rental Frequency	Inventory	Unit Price
BKAI96	HTR GRY/HTR GRY/BLACK-B*		ANY	1.287
BKZZ96	GRAY/GRAY KNIT/BLACK-B*		ANY	1.287
L50IIR	CTY HINCKLEY BK/CHAR/GRY/BLK		ANY	2.398
L50IK9	CITY HINCKLEY BK/GRY/GRY/BLK		ANY	2.398

FACILITY SERVICES PRODUCTS PRICING:

Material#	Description	Rental Frequency	Inventory	Unit Price
X2160	SM SHOP TWL-RED - Rental	1	ANY	0.129
X2477	3X5 SCRAPER MAT - Rental	1	ANY	2.842
X2650	WET MOP LARGE - Rental	1	ANY	1.754
X2700	TERRY TOWEL - Rental	1	ANY	0.152
X27012	SIG ZFOLD RFL PAPER/CS - Rental	1	ANY	42.880
X27026	SIG AIR SVC - Rental	1	ANY	3.369
X27045	SIG AUTOSOAP DSP ALU - Rental	1	ANY	0.574
X27069	SIG SOAP SVC - Rental	1	ANY	4.596
X7702	JRT TOILET PAPER CAS - Rental	4	ANY	54.731
X7702	JRT TOILET PAPER CAS - Rental	2	ANY	54.731
X7702	JRT TOILET PAPER CAS - Rental	1	ANY	54.082
X8072	SIG SANT SVC - Rental	1	ANY	3.446
X84001	3X10 LOGO MAT - Rental	1	ANY	8.421
X84030	3X10 GRAY MAT - Rental	1	ANY	4.936
X84035	3X10 BLACK MAT - Rental	1	ANY	4.936
X84330	3X5 GRAY MAT - Rental	1	ANY	2.339
X84335	3X5 BLACK MAT - Rental	1	ANY	2.339
X84430	4X6 GRAY MAT - Rental	1	ANY	4.141
X84435	4X6 BLACK MAT - Rental	1	ANY	4.141
X9199	MULTI-FOLD REFILL - Rental	4	ANY	37.272
X9199	MULTI-FOLD REFILL - Rental	2	ANY	37.272
X9276	STD BATH TISSUE - Rental	4	ANY	31.558
X9281	HRDWND WHT PAPER LRG - Rental	2	ANY	49.468
X9281	HRDWND WHT PAPER LRG - Rental	1	ANY	49.468
X9322	INST HAND SANT SVC - Rental	1	ANY	3.906
X9326	800 ABFOAM SOAP SVC - Rental	1	ANY	2.598
X9365	AUTO HRDWND DSP BLK - Rental		ANY	0.586
X9365	AUTO HRDWND DSP BLK - Rental	1	ANY	0.586
X9559	SIG HND SANTZR STAND - Rental	1	ANY	2.297

- o This agreement is effective as of the date of execution for a term of ~~60~~ ³⁶ months from date of installation.
- o The additional charges listed below are subject to adjustment by Company effective upon notice to Customer, which notice may be in the form of an invoice.



READY FOR THE WORKDAY™

STANDARD RENTAL SERVICE AGREEMENT

- o COD Terms \$ _____ per week charge for delayed payment (if Amount Due is Carried to Following Week)
- o Credit Terms - Charge Payments due 10 Days After End of Month
- o Automatic Lost Replacement Charge: Material _____ % of Inventory _____ \$ _____ EA
- o Make-Up Charge \$1.287 _____ per garment.
- o Non-Standard/Special Cut Garment (i.e., non-standard, non-stocked unusually small or large sizes, unusually short or long sleeve or length, etc.) premium \$0.176 _____ per garment
- o Artwork Charge for Logo Mat \$ _____
- o Under no circumstances will the Company accept textiles bearing free liquid. Shop towels may not be used to clean up oil or solvent spills.
- o Service Charge: \$ _____ per delivery.
This Service Charge is used to help Company pay various fluctuating current and future costs including, but not limited to, costs directly or indirectly related to the environment, energy issues, service and delivery of goods and services, in addition to other miscellaneous costs incurred or that may be incurred in the future by Company.
- o Size Change: Customer agrees to have employees measured by a Cintas representative using garment "size samples". A charge of \$ _____ per garment will be assessed for employees size changed within 4 weeks of installation.
- o Uniform Advantage \$ _____ per garment Premium Advantage \$ _____ per garment
- o Uniform and Premium Advantage covers damaged garments needing to be replaced outside of normal wear. Uniform Advantage and Premium Advantage do not cover lost or unreturned garments. The Customer or Company may cancel Uniform Advantage and Premium Advantage at any time.
- o Emblem Advantage \$ _____ per garment. Emblem Advantage covers name and company emblems initially selected by Customer. The Customer or Company may cancel Emblem Advantage at any time after six months from date of installation.
- o Prep Advantage \$ _____ per garment. Prep Advantage covers all costs associated with garment preparation. The Customer or Company may cancel Prep Advantage at any time after six months from date of installation.
- o Other All city locations

 / / _____ Initial and check box if Unlease. All garments will be cleaned by Customer.
Date

 / / _____ Initial and check box if receiving Linen Service. Company may make periodic physical inventories
Date of items in possession or under control of customer.

 / / _____ Initial and check box if receiving direct embroidery. If service is discontinued for an employee, or Customer deletes any
Date of the garments with direct embroidery for any reason, or terminates this agreement for any reason, or falls to renew the agreement. Customer will purchase all direct embroidered garments at the time they are removed from service at the then current replacement values.

 / / _____ Initial and check box if declining the Uniform Advantage Program
Date

Customer certifies that it is is not a federal, state, or local government branch or agency.

This agreement is subject to the terms and conditions on the back of this agreement. By signing below, Customer agrees to and accepts the terms and conditions on the back of this agreement.

Cintas Loc.No _____
By _____
Title _____
Accepted-GM _____

Please Sign Name _____
Please Print Name _____
Please Print Title _____
E-Mail _____

STANDARD UNIFORM RENTAL SERVICE AGREEMENT RENEWAL

1. The Customer, its successors and assigns ("**Customer**") orders from CINTAS CORPORATION or any of its subsidiaries, successors and assigns ("**Company**") all of the Customer's requirements of garment rental services and other materials covered by this agreement during the term of this agreement all in accordance with the pricing, terms and conditions contained herein. Pricing is based on 52 weeks billing per rental material per year.
2. All garments and other rented materials will be cleaned and maintained by Company and remain the property of the Company. Any garments that require replacement due to normal wear will be replaced by Company at no charge to Customer.
3. Unless specified otherwise, the garments supplied under this Agreement are not personal protective equipment and have no special protective or other characteristics, including but not limited to, flame resistant or acid resistant properties. Specialty apparel and personal protective equipment may be available from Company upon request and would be covered under additional terms. Customer warrants that none of the employees for whom garments are supplied under this agreement require flame retardant or acid resistant clothing.
4. Customer is ultimately responsible for choosing the type and placement of any floor mats provided by Company and ensuring floor safety conditions at its locations. If a mat needs to be replaced for any reason prior to its next scheduled service, Customer should remove it and contact Company to request replacement.
5. Customer agrees to notify Company, in writing, of any hazardous materials, including lead, arsenic, hexavalent chromium and cadmium, that may be picked up by Company in the soiled garments or other textiles serviced under this agreement. In no case will hazardous materials be present to the extent that they may be harmful to Company's employees.
6. The weekly rental charge for any individual leaving the employ of Customer can be terminated, but only after all garment issued to that individual, or the current replacement value of same, have been returned or paid to Company. Any non-standard, or special products (i.e., logo mats) must be purchased by the Customer if service is stopped for any reason. If materials are lost or damaged by any means Customer will pay the then current replacement values for said materials. Should Customer require garment sizes that are outside the standard size range, customer agrees to pay the specific premium price for those materials and sizes designated under Uniform Pricing.
7. This agreement is effective as of the date of execution. The initial term of this agreement shall be as set forth on the front of this agreement and shall automatically renew for the same period of time unless Company is notified, to the contrary, in writing, no more than 180 days, but no less than 90 days in advance of the expiration of the then current term. Company has the right to increase prices. The Customer has the right to reject the price increase within ten (10) days of the notice. If Customer rejects the price increase, Company may terminate this agreement. All invoices must be paid within ten days after the end of the month. Interest will accrue on any amounts which are not paid when due from the date due to the date of payment in full at an annual percentage rate equal to the lesser of (a) eighteen percent 18% or (b) the maximum rate permitted by applicable law.
8. Company is a licensee and not the owner of the Carhartt trademarked products. If Company should no longer have such license, then Company will substitute the Carhartt trademarked garments with garments of similar material and quality.
9. Customer hereby agrees to defend, indemnify and hold harmless Company from any claims and damages arising out of or associated with this agreement.
10. **Company guarantees to deliver the highest quality textile rental service at all times. Any complaints about the quality of the service which have not been resolved in the normal course of business must be sent by registered letter to Company's General Manager. If Company then fails to resolve any material complaint in a reasonable period of time, Customer may terminate this agreement provided all rental materials are paid for at the then current replacement values or returned to Company in good and usable condition.**
11. Additional customer employees, products and services may be added to this agreement and shall automatically become a part of and subject to the terms and provisions of this agreement. If this agreement is terminated early, the parties agree that the damages sustained by Company will be substantial and difficult to ascertain. Therefore, if this agreement is terminated by Customer prior to the applicable expiration date for any reason other than documented quality of service reasons which are not cured as set forth above, or terminated by Company for cause at any time, Customer will pay to Company, as liquidated damages and not as a penalty, the greater of 50% of the average weekly invoice total multiplied by the number of weeks remaining in the unexpired term, or buy back all garments and other products allocated to Customer at the then current replacement values. Customer shall also be responsible for any unpaid charges on Customer's account prior to termination.
12. While this agreement is in effect, Customer agrees to pay a weekly minimum charge equal to 75% of (a) the charges on the initial invoice and (b) the charges for additional products and services added after the initial invoice.
13. Any dispute or matter arising in connection with or relating to this agreement shall be resolved by binding and final arbitration. The arbitration shall be conducted pursuant to applicable state or federal arbitration laws. Any such dispute shall be determined on an individual basis, shall be considered unique as to its facts, and shall not be consolidated in any arbitration or other proceeding with any claim or controversy of any other party. The exclusive jurisdiction and forum for resolution of any such dispute shall lie within the state where Customer is located.
14. Customer certifies that Company is in no way infringing upon any existing contract between Customer and any other service provider.
15. This agreement contains the entire agreement of the parties with respect to the subject matter of this agreement and supersedes all prior negotiations, agreements and understandings with respect thereto, and any terms and conditions set forth in subsequent purchase orders or other documents issued by customer, in which case, the terms of this agreement shall control.
16. This agreement may not be modified, amended or supplemented except in writing signed by an authorized representative of Company, provided, however, if a federal, state or local government body or its representative is a party to this agreement, the proposal modification, amendment, or supplement must be in a writing signed by a President or a Senior Vice President of Company.
17. If Company provides flame resistant clothing to Customer, Customer agrees it bears sole responsibility for selecting the flame resistant clothing and fabrics ("FRC") under this Agreement determining whether such items are appropriate for use by its employees and agents in their applicable work

environment(s). CUSTOMER ACKNOWLEDGES THAT COMPANY HAS MADE NO REPRESENTATION, WARRANTY, OR COVENANT WITH RESPECT TO THE FLAME-RESISTANT QUALITIES OR OTHER CHARACTERISTICS OF THE FRC OR WITH RESPECT TO THEIR FITNESS OR SUITABILITY FOR THIS OR ANY OTHER PURPOSE. COMPANY MAKES NO REPRESENTATION WHETHER THE FRC CONSTITUTES APPROPRIATE PERSONAL PROTECTIVE EQUIPMENT FOR THE ENVIRONMENT(S) TO WHICH CUSTOMER'S EMPLOYEES OR AGENTS MAY BE EXPOSED OR AS TO THE FRC'S ABILITY TO PROTECT USERS FROM INJURY OR DEATH. Customer agrees to notify all employees and other agents of Customer who may wear or will be wearing the FRC that it is not designed for substantial heat exposure or for use around open flames. Customer acknowledges that compliance with any and all OSHA or other similar regulations or requirements relating to personal protective equipment is the sole responsibility of Customer. Further, Customer releases Company from any and all liability that result from the use of the garments, including but not limited to any alleged failure of the FRC to function as flame-resistant or provide protection against fire and/or heat. Customer hereby agrees to defend, indemnify and hold harmless Company from any claims and damages arising out of or associated with this Agreement or resulting from Customer's or its employees' use of the FRC.

18. If Company provides high visibility garments to Customer, Customer bears sole responsibility for: (a) determining the level of visibility needed by wearers of the garments for their specific work conditions or uses; (b) identifying and selecting which garments meet the required level of visibility; and (c) determining when garments require repair or replacement to meet the required level of visibility. If garment needs to be replaced outside of normal wear and tear, the customer will be charged the then current replacement value. Customer acknowledges and understands that the garments alone do not ensure visibility of the wearer. Customer further acknowledges that Company is relying upon Customer to determine whether any garments need repair or replacement to maintain the required level of visibility. Company represents only that the garments supplied satisfy certain ANSI/ISEA standards to the extent the garments are so labeled. Customer acknowledges that Company has made no other representations, covenants or warranties whether express or implied, related to the garments.

19. Prevailing Wage/Living Wage. Customer understands and acknowledges individuals who provide services under this Agreement could be entitled to receive prevailing wages, living wages, or other minimum wages and/or benefits established by law ("Wage Statutes"). Customer understands and agrees that Customer is in sole possession and knowledge of the facts and circumstances necessary to make a determination as to whether any or all services provided under this Agreement are subject to any Wage Statutes. Accordingly, Customer agrees that it has the sole responsibility to determine whether the Agreement is subject to any Wage Statutes and that it will inform Cintas of this fact in writing prior to the Parties' execution of the Agreement. In the event that Customer fails to notify Cintas in writing that the Agreement is subject to a Wage Statute and either Cintas or any federal, state, or local authority determines that the services provided under the Agreement are subject to a Wage Statute, Customer agrees that it will pay Cintas all additional sums necessary to raise all wages and benefits covered by the applicable Wage Statute(s) for those individuals providing such services to Customer under the Agreement to the minimum levels required by the applicable Wage Statute(s), and Customer agrees that it will defend and indemnify Cintas from any and all fines, penalties, interest, or other costs, expenses, or charges of any type imposed by any federal, state, or local authority for Cintas's failure to satisfy any such Wage Statute, as well as Cintas's costs and attorneys' fees incurred in responding to or defending against any such claim.

**RESOLUTION # 08-2024
CITY OF HINCKLEY
RESOLUTION ACCEPTING MONETARY, PROPERTY, GOODS OR
SERVICES DONATION**

WHEREAS, the City of Hinckley has received the following donations from the Hinckley Convention and Visitors Bureau for designated projects, and

WHEREAS, the City Council of the City of Hinckley would like to express gratitude for their continued support to the community.

NOW, THEREFORE, pursuant to Minnesota State Statute 465.03, the City Council of the City of Hinckley does hereby accept the following donation/s:

Hinckley Convention and Visitors Bureau in the amount of \$ 3,500 towards purchasing Christmas decorations as listed on Exhibit A attached.

The Hinckley City Council adopted this 13th day of February 2024.

Don Zeman, Mayor

ATTEST:

Leaha Jackson, City Administrator

Exhibit A



[Bear](#) [Family](#) [Bundle](#) [Photo](#) [Op](#)
SKU:DS-3-POBB



[Deer](#) [Family](#) [Bundle](#) [Photo](#) [Op](#)
SKU:DS-3-PODB

From Holiday Outdoor Decor
To be placed at City Hall and the Hinckley Fire Museum.

**RESOLUTION # 09-2024
CITY OF HINCKLEY
RESOLUTION ACCEPTING MONETARY, PROPERTY, GOODS OR
SERVICES DONATION**

WHEREAS, the City of Hinckley has received the following donations from the Hinckley Lions for designated projects, and

WHEREAS, the City Council of the City of Hinckley would like to express gratitude for their continued support to the community.

NOW, THEREFORE, pursuant to Minnesota State Statute 465.03, the City Council of the City of Hinckley does hereby accept the following donation/s:

Hinckley Lions in the amount of \$ 1,500 towards purchasing Christmas decorations as listed on Exhibit A attached.

The Hinckley City Council adopted this 13th day of February 2024.

Don Zeman, Mayor

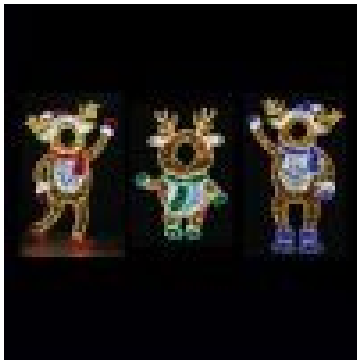
ATTEST:

Leaha Jackson, City Administrator

Exhibit A



[Bear](#) [Family](#) [Bundle](#) [Photo](#) [Op](#)
SKU:DS-3-POBB



[Deer](#) [Family](#) [Bundle](#) [Photo](#) [Op](#)
SKU:DS-3-PODB

From Holiday Outdoor Decor
To be placed at City Hall and the Hinckley Fire Museum.

**RESOLUTION # 10-2024
CITY OF HINCKLEY
COUNTY OF PINE
STATE OF MINNESOTA**

**RESOLUTION APPOINTING ADAM CARLIER AS ON-CALL FIREFIGHTER WITH
THE CITY OF HINCKLEY, EFFECTIVE FEBRUARY 16, 2024**

At a regular meeting of the City Council of the City of Hinckley held on February 13, 2024, at Hinckley City Hall, 106 1st St SE, Hinckley, Minnesota, the Hinckley City Council resolved:

WHEREAS, the City of Hinckley has a need for paid on-call firefighters;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hinckley hereby hires Adam Carlier as a Fire Department employee for the City of Hinckley pending completion of all requirements after February 16, 2024.

Voting in Favor:

Voting Against:

Resolution duly seconded and passed this 13th day of February 2024.

Don Zeman, Mayor

ATTEST

Leaha Jackson, City Administrator

**RESOLUTION # 11-2024
CITY OF HINCKLEY
COUNTY OF PINE
STATE OF MINNESOTA**

**RESOLUTION APPOINTING JACOB RENSVOLD AS ON-CALL FIREFIGHTER
WITH THE CITY OF HINCKLEY, EFFECTIVE FEBRUARY 13, 2024**

At a regular meeting of the City Council of the City of Hinckley held on February 13, 2024, at Hinckley City Hall, 106 1st St SE, Hinckley, Minnesota, the Hinckley City Council resolved:

WHEREAS, the City of Hinckley has a need for paid on-call firefighters;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hinckley hereby hires Jacob Rensvold as a Fire Department employee for the City of Hinckley effective February 13, 2024.

Voting in Favor:

Voting Against:

Resolution duly seconded and passed this 13th day of February 2024.

Don Zeman, Mayor

ATTEST

Leaha Jackson, City Administrator



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 222, St. Paul, MN 55101
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization Date organized Tax exempt number

Address City State Zip Code

Name of person making application Business phone Home phone

Date(s) of event Type of organization
 Club Charitable Religious Other non-profit

Organization officer's name City State Zip Code

Organization officer's name City State Zip Code

Organization officer's name City State Zip Code

Organization officer's name City State Zip Code

Location where permit will be used. If an outdoor area, describe.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

N/A

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

 City or County approving the license

 Date Approved

 Fee Amount

 Permit Date

 Date Fee Paid

 City or County E-mail Address

 City or County Phone Number

 Signature City Clerk or County Official

 Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

LG240B Application to Conduct Excluded Bingo

No Fee

ORGANIZATION INFORMATION

Organization Name: American Legion Post #388
Previous Gambling Permit Number: XB-92087
Minnesota Tax ID Number, if any: 02-0688378
Federal Employer ID Number (FEIN), if any:
Mailing Address: P.O. Box 181
City: Hinckley State: MN Zip: 55037 County: Pine
Name of Chief Executive Officer (CEO): Shane Goddard
CEO Daytime Phone: CEO Email: smg-be@...-m
Email permit to (if other than the CEO): Jrostberg@...

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
[] Fraternal [] Religious [X] Veterans [] Other Nonprofit Organization

Attach a copy of at least 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.)
[] Current calendar year Certificate of Good Standing
[] Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name
[X] Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? [] Yes [X] No
If yes, list the dates when bingo was conducted:
The proposed bingo event will be:
[X] one of four or fewer bingo events held this year. Dates: March 23, 2024
-OR-
[] conducted on up to 12 consecutive days in connection with a:
[] county fair Dates:
[] civic celebration Dates:
[] Minnesota State Fair Dates:
Person in charge of bingo event: John Rostberg Daytime Phone: ...34
Name of premises where bingo will be conducted: Hinckley Community Center
Premises street address: 102 Dunn Ave
City: Hinckley If township, township name: County: Pine



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 1600, St. Paul, MN 55101
 651-201-7507 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization American Legion Post # 3888 Date of organization Dec 19 19 Tax exempt number

Organization Address (No PO Boxes) P.O. Box 181 City Hinckley State MN Zip Code 55037

Name of person making application Shane Goddard Business phone _____ Home phone _____

Date(s) of event March 23rd 2024 Type of organization Microdistillery Small Brewer
 Club Charitable Religious Other non-profit

Organization officer's name Shane Goddard City Hinckley State MN Zip Code 55037

Organization officer's name John Rostberg City Sandstone State MN Zip Code 55072

Organization officer's name _____ City _____ State MN Zip Code _____

Location where permit will be used. If an outdoor area, describe.
Hinckley Community Center 102 Donn Ave N. Hinckley, MN 55037

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
NA

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

 City or County approving the license

 Date Approved

 Fee Amount

 Permit Date

Event in conjunction with a community festival Yes No

 City or County E-mail Address

 Current population of city

 Please Print Name of City Clerk or County Official

 Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event

No Temp Applications faxed or mailed. Only emailed.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

LG240B Application to Conduct Excluded Bingo

No Fee

ORGANIZATION INFORMATION

Organization Name: American Legion Post #388 Previous Gambling Permit Number: XB-92087
Minnesota Tax ID Number, if any: 02-0688378 Federal Employer ID Number (FEIN), if any:
Mailing Address: P.O. Box 181
City: Hinckley State: MN Zip: 55037 County: Pine
Name of Chief Executive Officer (CEO): Shane Goddard
CEO Daytime Phone: ... 97 CEO Email: smg- (permit will be emailed to this email address unless otherwise indicated below)
Email permit to (if other than the CEO): Frost

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
[] Fraternal [] Religious [X] Veterans [] Other Nonprofit Organization

Attach a copy of at least 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.)
[] Current calendar year Certificate of Good Standing
[] Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name
[X] Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? [] Yes [X] No

If yes, list the dates when bingo was conducted: _____

The proposed bingo event will be:

- [X] one of four or fewer bingo events held this year. Dates: July 12-13, 2024
-OR-
[] conducted on up to 12 consecutive days in connection with a:
[] county fair Dates: _____
[] civic celebration Dates: _____
[] Minnesota State Fair Dates: _____

Person in charge of bingo event: John Rostberg Daytime Phone: ... 1127

Name of premises where bingo will be conducted: Hinckley Corn + Clover Carnival

Premises street address: Lawler Ave. + Main Street E.

City: Hinckley If township, township name: _____ County: Pine



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 1600, St. Paul, MN 55101
 651-201-7507 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization Date of organization Tax exempt number

Organization Address (No PO Boxes) City State Zip Code

Name of person making application Business phone Home phone

Date(s) of event Type of organization Microdistillery Small Brewer
 Club Charitable Religious Other non-profit

Organization officer's name City State Zip Code

Organization officer's name City State Zip Code

Organization officer's name City State Zip Code

Location where permit will be used. If an outdoor area, describe.
 103 3rd St. SW, Hinckley, MN 55037
 Soft Ball Fields

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

Town + Country Insurance 1,000,000

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license Date Approved

Fee Amount Permit Date

Event in conjunction with a community festival Yes No

City or County E-mail Address

Current population of city

Please Print Name of City Clerk or County Official

Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event
No Temp Applications faxed or mailed. Only emailed.
ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

LG240B Application to Conduct Excluded Bingo

No Fee

ORGANIZATION INFORMATION

Organization Name: American Legion Post #388, Previous Gambling Permit Number: XB-92087, Minnesota Tax ID Number: 02-0688378, Federal Employer ID Number: , Mailing Address: P.O. Box 181, City: Hinckley, State: MN, Zip: 55037, County: Pine, Name of Chief Executive Officer (CEO): Shane Goddard, CEO Daytime Phone: , CEO Email: smg- (permit will be emailed to this email address unless otherwise indicated below), Email permit to (if other than the CEO): Trostberg

NONPROFIT STATUS

Type of Nonprofit Organization (check one): Fraternal [], Religious [], Veterans [X], Other Nonprofit Organization []

Attach a copy of at least 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.) [] Current calendar year Certificate of Good Standing, [] Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name, [X] Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? [] Yes [X] No, If yes, list the dates when bingo was conducted: , The proposed bingo event will be: [X] one of four or fewer bingo events held this year. Dates: Nov 23rd 2024, [] conducted on up to 12 consecutive days in connection with a: [] county fair, [] civic celebration, [] Minnesota State Fair, Person in charge of bingo event: John Rostberg, Daytime Phone: , Name of premises where bingo will be conducted: Hinckley Community Center, Premises street address: 102 Dunn Ave, City: Hinckley, If township, township name: , County: Pine



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 1600, St. Paul, MN 55101
 651-201-7507 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization Date of organization Tax exempt number

Organization Address (No PO Boxes) City State Zip Code

Name of person making application Business phone Home phone

Date(s) of event Type of organization Microdistillery Small Brewer
 Club Charitable Religious Other non-profit

Organization officer's name City State Zip Code

Organization officer's name City State Zip Code

Organization officer's name City State Zip Code

Location where permit will be used. If an outdoor area, describe.

*Hinckley Community Center
 102 Dunn Ave. Hinckley, MN*

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

 City or County approving the license

 Date Approved

 Fee Amount

 Permit Date

Event in conjunction with a community festival Yes No

 City or County E-mail Address

 Current population of city

 Please Print Name of City Clerk or County Official

 Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event

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January 18, 2024

To the Mayor and City Council
City of Hinckley
106 1st Street SE
Hinckley, Minnesota 55037

The following represents our understanding of the services we will provide to City of Hinckley.

You have requested that we audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Hinckley (“the City”), as of December 31, 2023, and for the year then ended, and the related notes, which collectively comprise the City’s basic financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. 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 auditing standards generally accepted in the United States of America (GAAS) and the Legal Compliance Audit Guide prepared by the Office of the State Auditor pursuant to Minn. Stat. §6.65 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 made by a reasonable user based on the financial statements.

Accounting principles generally accepted in the United States of America (U.S. GAAP), as promulgated by the Governmental Accounting Standards Board (GASB) require that certain information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, 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 required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS). These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management’s responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by U.S. GAAP. This RSI will be subjected to certain limited procedures but will not be audited:

1. Budgetary Comparison Schedule – General Fund
2. Schedule of Employer’s Share of Net Pension Liability (PERA)
3. Schedule of Employer’s Contributions (PERA)
4. Schedule of Changes in the City Fire Relief Association’s Net Pension Liability and Related Ratios (Fire Relief Association)

What inspires you, inspires us. | eidebailly.com

111 S. 2nd St., Ste. 300 | Mankato, MN 56001-5803 | T 507.387.6031 | F 507.387.6436 | EOE

Also, the document we submit to you will include the following other additional information that will not be subjected to the auditing procedures applied in our audit of the basic financial statements:

1. Listing of Officials

Auditor Responsibilities

We will conduct our audit in accordance with GAAS and the Legal Compliance Audit Guide prepared by the Office of the State Auditor pursuant to Minn. Stat. §6.65. As part of an audit in accordance with GAAS and the Legal Compliance Audit Guide prepared by the Office of the State Auditor pursuant to Minn. Stat. §6.65, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. 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, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and the Legal Compliance Audit Guide prepared by the Office of the State Auditor pursuant to Minn. Stat. §6.65.

Compliance with Laws and Regulations

As previously discussed, as part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of the City's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Management Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance, acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to error fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and
- c. To provide us with:
 - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the basic financial statements such as records, documentation, and other matters;
 - ii. Additional information that we may request from management for the purpose of the audit;
 - iii. Unrestricted access to persons within the entity and others from whom we determine it necessary to obtain audit evidence.
- d. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities;
- e. For adjusting the basic financial statements to correct material misstatements and 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 current period under audit are immaterial, both individually and in the aggregate, to the basic financial statements as a whole; and
- f. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
- g. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets.
- h. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on the financials; and
- i. For the accuracy and completeness of all information provided.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility (a) for the preparation of the supplementary information in accordance with the applicable criteria, (b) to provide us with the appropriate written representations regarding supplementary information, (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information, and (d) to present the supplementary information with the audited basic financial statements, or if the supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

Nonattest Services

With respect to any nonattest services we perform, we agree to perform the following:

- Prepare or assist with preparing financial statements in conformity with U.S. generally accepted accounting principles based on information provided by you.
- Propose certain cash to accrual conversion entries and fund to government wide entries to be reviewed and approved by management
- Prepare ACA tax forms

We will not assume management responsibilities on behalf of the City. The City's management understands and agrees that any advice or recommendation we may provide in connection with our audit engagement are solely to assist management in performing its responsibilities.

The City's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the services previously outlined above. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities.

Reporting

We will issue a written report upon completion of our audit of the City's basic financial statements. Our report will be addressed to the governing body of the City. 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 an emphasis-of-matter or other-matter paragraph(s), to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements 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 to issue a report as a result of this engagement.

Other

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

If you intend to publish or otherwise reproduce the basic financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your website or elsewhere, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

Provisions of Engagement Administration, Timing and Fees

During the course of the engagement, we will only provide confidential engagement documentation to you via Eide Bailly's secure portal or other secure methods, and request that you use the same or similar tools in providing information to us. Should you choose not to utilize secure communication applications, you acknowledge that such communication contains a risk of the information being made available to unintended third parties. Similarly, we may communicate with you or your personnel via e-mail or other electronic methods, and you acknowledge that communication in those mediums contains a risk of misdirected or intercepted communications.

Should you provide us with remote access to your information technology environment, including but not limited to your financial reporting system, you agree to (1) assign unique usernames and passwords for use by our personnel in accessing the system and to provide this information in a secure manner; (2) limit access to "read only" to prevent any unintentional deletion or alteration of your data; (3) limit access to the areas of your technology environment necessary to perform the procedures agreed upon; and (4) disable all usernames and passwords provided to us upon the completion of procedures for which access was provided. We agree to only access your technology environment to the extent necessary to perform the identified procedures.

Jamie Fay is the engagement partner for the audit services specified in this letter. The engagement partner's responsibilities include supervising services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses, administrative charges and a technology fee. Invoices are payable upon presentation. We estimate that our fee for the audit will not exceed \$31,300.

As noted above actual out-of-pocket expenses will be billed if onsite services are requested, plus the travel time of the professional(s) coming onsite at 50% of their standard hourly rates.

If the City's federal expenditures exceed \$750,000 and an audit over those funds is required, the fee will be \$6,000 assuming one major program to be tested. If additional programs are required to be tested, it will be an additional \$3,000 per program.

The above fees do not include the implementation of GASB 96, *Subscription-Based Information Technology Arrangements*, and the additional procedures that will be required during the audit process this year. We will bill the added time at the hourly rates of the professionals performing the work.

Other circumstances may arise under which Eide Bailly must perform additional audit work and may require additional billings for these services. Examples of such circumstances include, but are not limited to:

- Work caused due to the identification of, and management's correction of, inappropriate application of accounting pronouncements
- Erroneous or incomplete accounting records
- New or unusual transaction
- Failure of County staff to prepare and provide information in a timely manner
- Lack of availability of appropriate personnel during the audit fieldwork
- Significant capital projects
- New long-term debt issuances
- Refunding bond transactions
- Changes at the County such as software conversions, software updates, and/or staffing transitions

The ability to perform and complete our engagement consistent with the estimated fee included above depends upon the quality of your underlying accounting records and the timeliness of your personnel in providing information and responding to our requests. To assist with this process, we will provide you with an itemized request list that identifies the information you will need to prepare and provide in preparation for our engagement, as well as the requested delivery date for those items. A lack of preparation, including not providing this information in an accurate and timely manner, unanticipated audit adjustments, and/or untimely assistance by your personnel may result in an increase in our fees and/or a delay in the completion of our engagement.

We may be requested to make certain audit documentation available to outside parties, including regulators, pursuant to authority provided by law or regulation or applicable professional standards. If requested, access to such audit documentation will be provided under the supervision of Eide Bailly LLP's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the outside party, who may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We will be compensated for any time and expenses, including time and expenses of legal counsel, we may incur in making such audit documentation available or in conducting or responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings as a result of our Firm's performance of these services. You and your attorney will receive, if lawful, a copy of every subpoena we are asked to respond to on your behalf and will have the ability to control the extent of the discovery process to control the costs you may incur.

Should our relationship terminate before our audit procedures are completed and a report issued, you will be billed for services to the date of termination. All bills are payable upon receipt. A service charge of 1% per month, which is an annual rate of 12%, will be added to all accounts unpaid 30 days after billing date. If collection action is necessary, expenses and reasonable attorney's fees will be added to the amount due.

We may use third party service providers and/or affiliated entities (including Eide Bailly Shared Services Private Limited) (collectively, "service providers") in order to facilitate delivering our services to you. Our use of service providers may require access to client information by the service provider. We will take reasonable precautions to determine that they have the appropriate procedures in place to prevent the unauthorized release of confidential information to others. We will remain responsible for the confidentiality of client information accessed by such service provider and any work performed by such service provider. You acknowledge that your information may be disclosed to such service providers, including those outside the United States.

Neither of us may use or disclose the other's confidential information for any purpose except as permitted under this engagement letter or as otherwise necessary for Eide Bailly to provide the services. Your confidential information is defined as any information you provide to us that is not available to the public. Eide Bailly's confidential information includes our audit documentation for this engagement. Our audit documentation shall at all times remain the property of Eide Bailly LLP. The confidentiality obligations described in this paragraph shall supersede and replace any and all prior confidentiality and/or nondisclosure agreements (NDAs) between us.

You agree to share all facts that may affect your financial statements, even if you first become aware of those facts after the date of the auditor's report but before the date your financial statements are issued.

We agree to retain our audit documentation or work papers for a period of at least eight years from the date of our report.

At the conclusion of our audit engagement, we will communicate to the City Council, and management the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

MEDIATION

Any disagreement, controversy or claim arising out of or related to any aspect of our services or relationship with you (hereafter a "Dispute") shall, as a precondition to litigation in court, first be submitted to mediation. In mediation, the parties attempt to reach an amicable resolution of the Dispute with the aid of an impartial mediator. Mediation shall begin by service of a written demand. The mediator will be selected by mutual agreement. If we cannot agree on a mediator, one shall be designated by the American Arbitration Association ("AAA"). Mediation shall be conducted with the parties in person in Mankato, Minnesota. Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties. Neither party may commence a lawsuit until the mediator declares an impasse.

LIMITED INDEMNITY

Eide Bailly LLP and its partners, affiliates, officers and employees (collectively "Eide Bailly") shall not be responsible for any misstatements in your financial statements that we may fail to detect as a result of misrepresentations or concealment of information by any of your owners, directors, officers or employees. You shall indemnify and hold Eide Bailly harmless from any claims, losses, settlements, judgments, awards, damages and attorneys' fees arising from any such misstatement or concealment of information.

If through no fault of Eide Bailly we are named as a party to a dispute between you and a third party, you shall indemnify and hold Eide Bailly harmless against any losses, damages, settlements, judgments, awards, and the costs of litigation (including attorneys' fees) we incur in connection with the dispute.

Eide Bailly shall not be entitled to indemnification under this agreement unless the services were performed in accordance with professional standards in all material respects.

LIMITATION OF LIABILITY

The exclusive remedy available to you for any alleged loss or damages arising from or related to Eide Bailly's services or relationship with you shall be the right to pursue claims for actual damages that are directly caused by Eide Bailly's breach of this agreement or Eide Bailly's violation of applicable professional standards. In no event shall Eide Bailly's aggregate liability to you exceed two times fees paid under this agreement, nor shall Eide Bailly ever be liable to you for incidental, consequential, punitive or exemplary damages, or attorneys' fees.

TIME LIMITATION

You may not bring any legal proceeding against Eide Bailly unless it is commenced within twenty-four (24) months ("Limitation Period") after the date when we delivered our report or other deliverable under this agreement to you, regardless of whether we do other services for you or that may relate to the audit. The Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of a possible Dispute.

GOVERNING LAW AND VENUE

Any Dispute between us, including any Dispute related to the engagement contemplated by this agreement, shall be governed by Minnesota law. Any unresolved Dispute shall be submitted to a federal or state court located in Minneapolis, Minnesota.

ASSIGNMENTS PROHIBITED

You shall not assign, sell, barter or transfer any legal rights, causes of actions, claims or Disputes you may have against Eide Bailly to any person.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

We appreciate the opportunity to be your certified public accountants and look forward to working with you and your staff.

Respectfully,

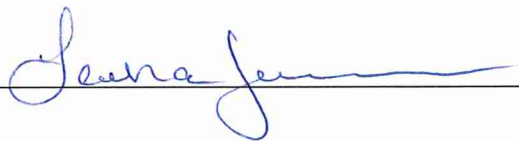


Jamie Fay, CPA
Partner

RESPONSE:

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of City of Hinckley by:

Name: 

Title: City Administrator

Date: 1-24-2024

**RESOLUTION # 13-2024
CITY OF HINCKLEY
COUNTY OF PINE
STATE OF MINNESOTA**

**RESOLUTION APPOINTING BRENDA HATTENBERGER AS UNPAID VOLUNTEER
FIRST RESPONDER WITH THE CITY OF HINCKLEY, EFFECTIVE FEBRUARY 13,
2024**

At a regular meeting of the City Council of the City of Hinckley held on February 13, 2024, at Hinckley City Hall, 106 1st St SE, Hinckley, Minnesota, the Hinckley City Council resolved:

WHEREAS, the City of Hinckley has a need for unpaid volunteer first responders;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hinckley hereby hires Brenda Hattenberger as a Fire Department volunteer for the City of Hinckley effective February 13, 2024.

Voting in Favor:

Voting Against:

Resolution duly seconded and passed this 13th day of February 2024.

Don Zeman, Mayor

ATTEST

Leaha Jackson, City Administrator



PINE COUNTY SHERIFF'S OFFICE

Sheriff Jeff Nelson
 635 Northridge Drive NW, Suite 100
 Pine City, MN 55063
 320-629-8380 Office * 320-629-8392 Fax

Hinckley by zone

Printed on January 8, 2024

CFS Date/Time	CFS #	Description	Street Name
12/31/23 00:41:09	PI231227058	Customer Trouble	HINCKLEY RD
12/31/23 01:01:46	PI231227059	Lift Assist	2ND ST SE
12/31/23 03:22:27	PI231227061	Miscellaneous Law Call	FIRE MONUMENT RD
12/31/23 12:03:33	PI231227070	Graffiti	DUNN AVE N
12/31/23 14:38:30	PI231227075	Tribal Call	LADY LUCK DR
12/31/23 17:22:13	PI231227084	Miscellaneous Law Call	LADY LUCK DR
12/31/23 18:58:19	PI231227092	Detail	LADY LUCK DR
12/31/23 20:53:32	PI231227096	Traffic Stop	FIRE MONUMENT
12/31/23 21:54:16	PI231227101	Intoxicated Person	LADY LUCK DR
01/01/24 03:18:44	PI240100010	Medical	OLD HWY 61 N
01/01/24 07:48:12	PI240100013	Vehicle Information Call	LADY LUCK DR
01/01/24 07:57:03	PI240100014	Trespass	LADY LUCK DR
01/01/24 14:49:51	PI240100026	Trespass	MORRIS AVE S
01/01/24 18:33:20	PI240100033	Suspicious Activity	HINCKLEY RD
01/01/24 19:12:56	PI240100037	MVA Property Damage	LADY LUCK DR
01/01/24 22:49:00	PI240100053	Suspicious Activity	WEBER AVE S
01/02/24 06:34:41	PI240100065	Check Business	LADY LUCK DR
01/02/24 11:41:54	PI240100083	Check Welfare	POWER AVE S
01/02/24 13:15:44	PI240100100	Traffic Stop	FIRE MONUMENT RD
01/02/24 16:51:26	PI240100111	Medical	LADY LUCK DR
01/02/24 18:29:31	PI240100122	Traffic Stop	MORRIS AVE S
01/02/24 18:38:00	PI240100123	Paper Service	POWER AVE S
01/02/24 22:12:09	PI240100136	Suspicious Activity	LADY LUCK DR
01/02/24 22:29:38	PI240100137	Assist Other Agency	FIRE MONUMENT RD
01/02/24 23:22:59	PI240100139	Order Violation	MISSION CREEK
01/03/24 02:48:50	PI240100145	Traffic Stop	MORRIS AVE S
01/03/24 03:26:48	PI240100146	Traffic Stop	
01/03/24 07:10:45	PI240100150	Search Warrant	1ST ST SE
01/03/24 17:53:42	PI240100192	Traffic complaint	CARRIAGE HILL DR E
01/03/24 18:12:37	PI240100196	Trespass	LADY LUCK DR
01/03/24 18:36:04	PI240100200	Informational	LADY LUCK DR
01/03/24 19:54:50	PI240100207	Hit and Run Property	LADY LUCK DR
01/03/24 20:47:56	PI240100210	Vehicle Information Call	LADY LUCK DR
01/03/24 23:19:30	PI240100212	Check Business	LADY LUCK DR
01/04/24 01:17:26	PI240100219	Crank 911 calls	OLD HWY 61 S
01/04/24 06:19:30	PI240100224	Customer Trouble	HINCKLEY RD
01/04/24 09:30:34	PI240100228	Tribal Call	OAK AVE
01/04/24 10:11:00	PI240100231	Check Business	MAIN ST E
01/04/24 17:45:34	PI240100259	Animal Lost/Found	MAIN ST E
01/04/24 18:49:02	PI240100265	Paper Service	POWER AVE S

CFS Date/Time	CFS #	Description	Street Name
01/04/24 19:14:57	PI240100268	Traffic Stop	FIRE MONUMENT RD
01/04/24 23:05:27	PI240100275	Extra Patrol	FIRE MONUMENT RD
01/04/24 23:14:46	PI240100276	Traffic Stop	
01/04/24 23:19:04	PI240100277	Traffic Stop	LADY LUCK DR
01/05/24 00:12:00	PI240100280	Trespass	LADY LUCK DR
01/05/24 05:12:07	PI240100284	Call Back	LADY LUCK DR
01/05/24 09:41:55	PI240100292	Crim Sex Conduct	MAIN ST E
01/05/24 13:40:56	PI240100305	Animal Check Welfare	MAIN ST E
01/05/24 14:29:29	PI240100308	Canine Training	WEBER AVE S
01/05/24 17:39:31	PI240100315	Traffic Stop	LADY LUCK DR
01/05/24 17:57:40	PI240100316	Traffic Stop	LADY LUCK DR
01/05/24 18:26:49	PI240100317	Disturbance	3RD ST SW
01/05/24 19:49:09	PI240100326	Customer Trouble	MORRIS AVE S
01/05/24 23:08:40	PI240100333	Fraud/Scam/ID	LADY LUCK DR
01/05/24 23:53:17	PI240100335	Disturbance	FIRE MONUMENT RD
01/06/24 00:06:22	PI240100337	Check Business	LADY LUCK DR
01/06/24 01:32:03	PI240100339	Disturbance	FIRE MONUMENT RD
01/06/24 02:58:34	PI240100342	Suspicious Activity	FIRE MONUMENT RD
01/06/24 05:07:56	PI240100346	Informational	LADY LUCK DR
01/06/24 08:20:56	PI240100354	Medical	SPRING LN
01/06/24 12:40:28	PI240100370	Informational	POWER AVE S
01/06/24 13:16:58	PI240100371	Customer Trouble	FIRE MONUMENT RD
01/06/24 13:30:52	PI240100372	Animal Disturbance	1ST ST SW
01/06/24 16:46:48	PI240100378	Medical	1ST ST NW
01/06/24 17:35:47	PI240100383	Subject Stop	LADY LUCK DR
01/06/24 18:45:41	PI240100388	Follow Up	FIRE MONUMENT RD
01/06/24 23:55:20	PI240100396	Check Business	LADY LUCK DR

Total Records: 67



PINE COUNTY SHERIFF'S OFFICE

Sheriff Jeff Nelson
 635 Northridge Drive NW, Suite 100
 Pine City, MN 55063
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Hinckley by zone

Printed on January 15, 2024

CFS Date/Time	CFS #	Description	Street Name
01/07/24 01:25:14	PI240100398	Medical	FIRE MONUMENT RD
01/07/24 04:01:19	PI240100405	Disturbance	7TH ST SE
01/07/24 08:40:28	PI240100409	Disturbance	TOWER RD
01/07/24 15:04:24	PI240100414	Traffic Stop	FIRE MONUMENT RD
01/07/24 19:03:37	PI240100432	Follow Up	LADY LUCK DR
01/07/24 21:07:51	PI240100439	Traffic Stop	FIRE MONUMENT RD
01/08/24 04:46:01	PI240100447	Traffic Stop	FIRE MONUMENT RD
01/08/24 10:17:17	PI240100460	Assist Other Agency	LADY LUCK DR
01/08/24 10:49:17	PI240100461	Juvenile Trouble	MAIN ST E
01/08/24 10:49:33	PI240100462	Check Business	MAIN ST E
01/08/24 13:03:39	PI240100471	Follow Up	LADY LUCK DR
01/08/24 14:02:16	PI240100476	Juvenile Trouble	BLAIR AVE S
01/08/24 16:30:52	PI240100487	Crank 911 calls	LADY LUCK DR
01/08/24 17:49:13	PI240100490	Traffic Stop	FIRE MONUMENT RD
01/08/24 22:12:54	PI240100503	Subject Stop	FIRE MONUMENT RD
01/08/24 22:22:21	PI240100504	Suspicious Activity	FIRE MONUMENT RD
01/09/24 00:30:32	PI240100506	Intoxicated Person	LADY LUCK DR
01/09/24 00:51:14	PI240100507	Check Business	LADY LUCK DR
01/09/24 07:15:36	PI240100514	Suspicious Activity	DUNN AVE N
01/09/24 10:07:21	PI240100528	Traffic Stop	HINCKLEY RD
01/09/24 10:08:58	PI240100529	Traffic Stop	MORRIS AVE S
01/09/24 10:47:41	PI240100532	Check Business	LADY LUCK DR
01/09/24 10:59:18	PI240100534	Traffic Stop	FIRE MONUMENT RD
01/09/24 11:01:49	PI240100535	Juvenile Trouble	BLAIR AVE S
01/09/24 11:19:59	PI240100536	Drone Team Training	1ST ST SE
01/09/24 11:49:34	PI240100537	Canine Training	1ST ST SE
01/09/24 13:24:55	PI240100542	Check Business	MAIN ST E
01/09/24 14:54:19	PI240100549	Extra Patrol	BLAIR AVE S
01/09/24 15:30:28	PI240100551	Traffic Stop	LADY LUCK DR
01/09/24 15:48:02	PI240100552	Animal Disturbance	MAIN ST W
01/09/24 18:54:13	PI240100558	Detail	1ST ST SE
01/09/24 19:03:09	PI240100560	Traffic Stop	FIRE MONUMENT RD
01/09/24 22:26:27	PI240100569	Traffic Stop	MORRIS AVE S
01/10/24 00:24:38	PI240100570	Informational	LADY LUCK DR
01/10/24 01:38:09	PI240100575	Traffic Stop	HINCKLEY RD
01/10/24 02:14:08	PI240100577	Traffic Stop	LADY LUCK DR
01/10/24 03:00:17	PI240100579	Suspicious Activity	LADY LUCK DR
01/10/24 05:12:08	PI240100581	Unwanted Person	DUNN AVE N
01/10/24 08:54:59	PI240100588	Animal Lost/Found	1ST ST NW
01/10/24 10:21:27	PI240100596	Driveoffs	FIRE MONUMENT RD

CFS Date/Time	CFS #	Description	Street Name
01/10/24 11:16:32	PI240100601	Informational	HINCKLEY RD
01/10/24 16:43:05	PI240100631	Medical	LADY LUCK DR
01/10/24 18:21:04	PI240100638	Repeat Offender	LAWLER AVE S
01/10/24 18:33:10	PI240100639	Repeat Offender	MAIN ST W
01/10/24 20:58:05	PI240100649	Unwanted Person	FIRE MONUMENT RD
01/11/24 00:31:27	PI240100656	Check Business	LADY LUCK DR
01/11/24 02:14:57	PI240100659	Traffic Stop	FIRE MONUMENT RD
01/11/24 08:27:02	PI240100668	Juvenile Trouble	BLAIR AVE S
01/11/24 16:49:18	PI240100693	Animal Lost/Found	DUNN AVE N
01/11/24 17:34:12	PI240100695	Medical	LADY LUCK DR
01/11/24 21:46:17	PI240100704	Psychological Problem	SPRING LN
01/11/24 23:10:15	PI240100710	Traffic Stop	LADY LUCK DR
01/12/24 08:23:26	PI240100730	Vehicle in Ditch	DUNN AVE S
01/12/24 15:12:11	PI240100756	Traffic Stop	BLAIR AVE S
01/12/24 15:37:06	PI240100759	Traffic Stop	LAWLER AVE S
01/12/24 16:23:09	PI240100764	Check Welfare	DUNN AVE N
01/12/24 16:40:23	PI240100766	Follow Up	FIRE MONUMENT RD
01/12/24 17:42:50	PI240100768	Paper Service	MISSION CREEK CIR
01/12/24 17:43:09	PI240100769	Paper Service	4TH ST SE
01/12/24 20:57:09	PI240100780	Traffic Stop	LADY LUCK DR
01/12/24 22:59:51	PI240100785	Traffic Stop	LADY LUCK DR
01/13/24 00:28:13	PI240100794	Traffic Stop	LADY LUCK DR
01/13/24 01:08:31	PI240100796	Traffic Stop	LADY LUCK DR
01/13/24 01:11:01	PI240100797	Disturbance	LADY LUCK DR
01/13/24 09:34:11	PI240100807	Miscellaneous Fire Call	LADY LUCK DR
01/13/24 09:51:45	PI240100808	Follow Up	LADY LUCK DR
01/13/24 16:40:41	PI240100824	Customer Trouble	HINCKLEY RD
01/13/24 17:09:48	PI240100830	Traffic Stop	LADY LUCK DR
01/13/24 20:24:06	PI240100839	Trespass	LADY LUCK DR

Total Records: 69



PINE COUNTY SHERIFF'S OFFICE

Sheriff Jeff Nelson
 635 Northridge Drive NW, Suite 100
 Pine City, MN 55063
 320-629-8380 Office * 320-629-8392 Fax

Hinckley by zone

Printed on January 22, 2024

CFS Date/Time	CFS #	Description	Street Name
01/14/24 03:12:02	PI240100851	Public Assist	FIRE MONUMENT RD
01/14/24 03:23:21	PI240100852	Traffic Stop	FIRE MONUMENT RD
01/14/24 03:36:16	PI240100853	Traffic Stop	LADY LUCK DR
01/14/24 05:38:45	PI240100855	Medical	LADY LUCK DR
01/14/24 07:08:01	PI240100858	Drug Incident	LADY LUCK DR
01/14/24 17:24:11	PI240100871	Suspicious Activity	NOBLE ST
01/15/24 01:59:39	PI240100891	Medical	3RD ST SW
01/15/24 03:24:28	PI240100893	Incident with Squad	1ST ST SE
01/15/24 09:49:48	PI240100901	Attempt Pickup	LADY LUCK DR
01/15/24 10:06:43	PI240100903	Attempt Pickup	LADY LUCK DR
01/15/24 12:25:00	PI240100910	Check Business	LADY LUCK DR
01/15/24 16:01:34	PI240100916	Driveoffs	FIRE MONUMENT RD
01/15/24 23:41:13	PI240100930	Check Business	LADY LUCK DR
01/15/24 23:46:29	PI240100931	Domestic Disturbance	MISSION CREEK CIR
01/16/24 06:14:33	PI240100939	Medical	2ND ST NW
01/16/24 06:57:44	PI240100942	Medical	SPRING LN
01/16/24 08:52:40	PI240100946	Child Protection/Neglect	LAWLER AVE S
01/16/24 10:02:22	PI240100950	Vehicle Information Call	LAWLER AVE S
01/16/24 10:36:07	PI240100952	Detail	1ST ST SE
01/16/24 11:08:23	PI240100953	Animal Disturbance	LADY LUCK DR
01/16/24 13:31:02	PI240100964	Check Business	LADY LUCK DR
01/16/24 13:47:51	PI240100967	Informational	3RD ST SW
01/16/24 23:41:01	PI240100986	Check Business	LADY LUCK DR
01/17/24 11:45:59	PI240101004	Vehicle Fire	ROOT AVE N
01/17/24 13:47:15	PI240101014	Medical	LAWLER AVE S
01/17/24 15:40:30	PI240101023	Unknown Trouble	FIRE MONUMENT RD
01/17/24 20:32:14	PI240101036	Tenant Trouble	3RD ST SW
01/18/24 10:13:14	PI240101064	Follow Up	LADY LUCK DR
01/18/24 13:51:17	PI240101079	Informational	OAK AVE
01/18/24 13:51:37	PI240101080	Medical	3RD ST SE
01/18/24 16:34:21	PI240101092	Follow Up	LADY LUCK DR
01/18/24 17:00:59	PI240101093	Medical	1ST ST NE
01/18/24 17:44:00	PI240101095	Disturbance	3RD ST SW
01/18/24 22:25:14	PI240101109	MVA Property Damage	LADY LUCK DR
01/18/24 22:36:14	PI240101110	Traffic Stop	LADY LUCK DR
01/18/24 23:09:33	PI240101114	Check Business	LADY LUCK DR
01/19/24 03:03:54	PI240101123	Extra Patrol	LADY LUCK DR
01/19/24 06:54:17	PI240101126	Check Business	LADY LUCK DR
01/19/24 07:11:09	PI240101127	Check Welfare	HINCKLEY RD
01/19/24 11:31:50	PI240101150	Check Business	MAIN ST E

CFS Date/Time	CFS #	Description	Street Name
01/19/24 11:38:45	PI240101151	Repeat Offender	POPLAR LN S
01/19/24 11:46:21	PI240101154	Repeat Offender	MAIN ST W
01/19/24 12:37:03	PI240101158	Repeat Offender	MISSION CREEK CIR
01/19/24 12:41:16	PI240101160	Repeat Offender	
01/19/24 12:50:28	PI240101161	Repeat Offender	MISSION CREEK CIR
01/19/24 12:59:11	PI240101162	Harassment	MAIN ST E
01/19/24 13:55:48	PI240101167	Tribal Call	BLAIR AVE S
01/19/24 14:12:23	PI240101170	Check Welfare	LADY LUCK DR
01/19/24 16:40:15	PI240101183	Traffic Stop	FIRE MONUMENT RD
01/19/24 17:34:05	PI240101184	MVA Property Damage	FIRE MONUMENT RD
01/19/24 18:44:14	PI240101189	Canine Training	WEBER AVE S
01/19/24 19:07:58	PI240101193	Traffic Stop	DUNN AVE S
01/19/24 22:09:28	PI240101208	Traffic Stop	HINCKLEY RD
01/19/24 23:54:45	PI240101210	Security Alarm	OLD HWY 61 S
01/20/24 00:54:42	PI240101212	Traffic Stop	FIRE MONUMENT RD
01/20/24 03:39:28	PI240101215	Traffic Stop	GRINDSTONE CT
01/20/24 03:51:52	PI240101216	Traffic Stop	FIRE MONUMENT RD
01/20/24 07:40:53	PI240101220	Attemp Pickup	LADY LUCK DR
01/20/24 10:50:33	PI240101223	Traffic Stop	FIRE MONUMENT RD
01/20/24 13:11:17	PI240101232	Extra Patrol	FIRE MONUMENT RD
01/20/24 17:25:23	PI240101240	Traffic Stop	FIRE MONUMENT RD
01/20/24 17:53:23	PI240101241	Medical	1ST ST SW
01/20/24 19:58:23	PI240101257	Medical	1ST ST SE
01/20/24 20:05:34	PI240101258	Informational	LADY LUCK DR
01/20/24 21:02:01	PI240101261	Customer Trouble	LADY LUCK DR
01/20/24 21:31:40	PI240101262	Traffic Stop	FIRE MONUMENT RD

Total Records: 66



PINE COUNTY SHERIFF'S OFFICE

Sheriff Jeff Nelson
 635 Northridge Drive NW, Suite 100
 Pine City, MN 55063
 320-629-8380 Office * 320-629-8392 Fax

Hinckley by zone

Printed on January 29, 2024

CFS Date/Time	CFS #	Description	Street Name
01/21/24 01:36:10	PI240101273	Medical	POWER AVE S
01/21/24 02:30:54	PI240101274	Traffic Stop	FIRE MONUMENT RD
01/21/24 03:07:15	PI240101275	Tribal Call	LADY LUCK DR
01/21/24 03:13:41	PI240101276	Customer Trouble	LADY LUCK DR
01/21/24 09:41:51	PI240101282	Damage to Property	FIRE MONUMENT RD
01/21/24 11:08:37	PI240101288	Check Business	LADY LUCK DR
01/21/24 11:38:02	PI240101291	MVA Property Damage	FIRE MONUMENT RD
01/21/24 15:43:42	PI240101304	Traffic Stop	FIRE MONUMENT RD
01/21/24 21:11:11	PI240101314	Traffic Stop	LADY LUCK DR
01/22/24 00:06:41	PI240101318	Check Business	LADY LUCK DR
01/22/24 03:23:56	PI240101322	Detail	1ST ST SE
01/22/24 11:22:46	PI240101342	Canine Training	WEBER AVE S
01/22/24 12:03:19	PI240101343	Detail	1ST ST SE
01/22/24 12:37:13	PI240101347	Attempt Pickup	LADY LUCK DR
01/22/24 13:39:26	PI240101351	Medical	SPRING LN
01/22/24 17:32:28	PI240101360	Paper Service	DUNN AVE N
01/22/24 17:40:05	PI240101362	MVA Property Damage	3RD ST SW
01/22/24 18:17:35	PI240101366	Order Violation	1ST ST NW
01/22/24 18:34:49	PI240101369	Traffic Stop	LADY LUCK DR
01/22/24 19:31:56	PI240101371	Intoxicated Person	MORRIS AVE S
01/22/24 19:53:46	PI240101375	Traffic Stop	FIRE MONUMENT RD
01/23/24 02:15:41	PI240101385	Check Business	LADY LUCK DR
01/23/24 08:42:36	PI240101395	Medical	
01/23/24 08:57:52	PI240101396	Suicide Attempt	POWER AVE S
01/23/24 11:01:34	PI240101406	Crank 911 calls	1ST ST SE
01/23/24 11:02:06	PI240101407	Suspicious Activity	MAIN ST W
01/23/24 19:42:17	PI240101436	Traffic Stop	COUNTY HWY 61 S
01/23/24 21:17:13	PI240101441	Traffic Stop	DUNN AVE N
01/23/24 21:32:36	PI240101442	Detail	1ST ST SE
01/23/24 22:05:01	PI240101445	Medical	3RD ST NE
01/23/24 23:46:59	PI240101447	Informational	1ST ST SE
01/24/24 08:56:52	PI240101466	Detail	MAIN ST E
01/24/24 09:27:53	PI240101470	Public Assist	2ND ST NW
01/24/24 09:36:29	PI240101471	Detail	1ST ST SE
01/24/24 09:51:06	PI240101474	Medical	MAIN ST E
01/24/24 10:45:01	PI240101478	Medical	SPRING LN
01/24/24 11:49:00	PI240101482	Auto Fire Alarm	MAIN ST E
01/24/24 13:16:25	PI240101487	Found Drug	MAIN ST E
01/24/24 14:01:50	PI240101490	Fraud/Scam/ID	1ST ST SE
01/24/24 14:28:41	PI240101492	Medical	SPRING LN

CFS Date/Time	CFS #	Description	Street Name
01/24/24 19:56:07	PI240101512	Child Protection/Neglect	1ST ST NE
01/25/24 01:13:58	PI240101529	Medical	SPRING LN
01/25/24 08:53:24	PI240101544	Medical	1ST ST SW
01/25/24 08:57:29	PI240101545	Canine	BLAIR AVE S
01/25/24 10:00:37	PI240101553	Check Welfare	LADY LUCK DR
01/25/24 10:10:31	PI240101555	Vehicle Information Call	MAIN ST E
01/25/24 10:20:17	PI240101556	Detail	MAIN ST E
01/25/24 14:11:43	PI240101576	Check Business	MAIN ST E
01/25/24 14:47:22	PI240101580	Follow Up	FIRE MONUMENT RD
01/25/24 14:54:01	PI240101581	Attempt Pickup	OLD HWY 61 S
01/25/24 15:22:26	PI240101584	Check Welfare	MAIN ST E
01/25/24 17:12:06	PI240101592	Check Welfare	DUNN AVE N
01/25/24 17:38:04	PI240101594	Suspicious Activity	LADY LUCK DR
01/25/24 23:26:16	PI240101617	Traffic Stop	FIRE MONUMENT RD
01/25/24 23:43:24	PI240101618	Check Business	LADY LUCK DR
01/26/24 15:17:04	PI240101665	Medical	2ND ST NW
01/26/24 17:43:18	PI240101673	Traffic Stop	BARRY AVE
01/26/24 20:20:46	PI240101690	Check Business	LADY LUCK DR
01/26/24 21:15:26	PI240101693	Traffic Stop	MISSION CREEK CIR
01/26/24 22:28:46	PI240101695	Traffic Stop	OLD HWY 61 S
01/26/24 22:33:55	PI240101698	Traffic Stop	LADY LUCK DR
01/26/24 22:56:32	PI240101700	Traffic Stop	MORRIS AVE S
01/26/24 23:42:04	PI240101706	Customer Trouble	LADY LUCK DR
01/27/24 00:10:56	PI240101709	Traffic Stop	FIRE MONUMENT RD
01/27/24 00:28:57	PI240101710	Check Business	LAWLER AVE N
01/27/24 00:47:30	PI240101711	Subject Stop	LADY LUCK DR
01/27/24 01:05:04	PI240101713	Tribal Call	LADY LUCK DR
01/27/24 01:52:08	PI240101715	Customer Trouble	FIRE MONUMENT RD
01/27/24 02:13:32	PI240101717	Vehicle Information Call	LADY LUCK DR
01/27/24 02:37:23	PI240101719	Informational	LADY LUCK DR
01/27/24 02:50:59	PI240101720	Traffic Stop	FIRE MONUMENT RD
01/27/24 09:42:07	PI240101739	Unwanted Person	MISSION CRREK CIR
01/27/24 10:49:37	PI240101744	Traffic Stop	FIRE MONUMENT RD
01/27/24 11:04:42	PI240101746	Traffic Stop	FIRE MONUMENT RD
01/27/24 11:32:19	PI240101751	Miscellaneous Law Call	SULLIVAN AVE N
01/27/24 12:49:01	PI240101766	Suicide Threat	3RD ST SE
01/27/24 15:07:22	PI240101773	Disturbance	SPRING LN
01/27/24 19:34:02	PI240101791	Medical	LADY LUCK DR
01/27/24 21:27:22	PI240101803	Suspicious Activity	MAIN ST W
01/27/24 23:10:00	PI240101806	Traffic Stop	FIRE MONUMENT RD

Total Records: 80



PINE COUNTY SHERIFF'S OFFICE

Sheriff Jeff Nelson
 635 Northridge Drive NW, Suite 100
 Pine City, MN 55063
 320-629-8380 Office * 320-629-8392 Fax

Hinckley by zone

Printed on February 5, 2024

CFS Date/Time	CFS #	Description	Street Name
01/28/24 02:56:00	PI240101818	Suspicious Activity	HINCKLEY RD
01/28/24 14:09:27	PI240101815	Customer Trouble	LADY LUCK DR
01/28/24 14:30:02	PI240101817	Disturbance	HINCKLEY RD
01/28/24 15:13:26	PI240101826	Medical	LADY LUCK DR
01/28/24 16:32:22	PI240101837	Suspicious Activity	LADY LUCK DR
01/28/24 16:57:15	PI240101838	Detail	1ST ST SE
01/28/24 17:22:17	PI240101846	Medical	SPRING LN
01/28/24 21:43:18	PI240101865	Check Welfare	LADY LUCK DR
01/28/24 23:38:00	PI240101871	Traffic Stop	3RD ST SW
01/28/24 23:47:10	PI240101873	Traffic Stop	FIRE MONUMENT RD
01/29/24 01:05:41	PI240101878	Traffic Stop	LADY LUCK DR
01/29/24 10:18:08	PI240101895	Paper Service	MAIN ST W
01/29/24 10:29:11	PI240101897	Paper Service	OLD HWY 61 S
01/29/24 11:49:51	PI240101901	Medical	MAIN ST E
01/29/24 13:21:47	PI240101905	Check Business	MAIN ST E
01/29/24 14:21:08	PI240101907	Suspicious Activity	MAIN ST W
01/29/24 14:25:40	PI240101908	Attemp Pickup	MAIN ST E
01/29/24 15:27:09	PI240101913	Follow Up	MAIN ST E
01/29/24 16:36:20	PI240101920	Paper Service	MAIN ST W
01/29/24 18:35:53	PI240101926	Attemp Pickup	SPRING LN
01/29/24 19:03:01	PI240101928	Traffic complaint	FIRE MONUMENT RD
01/29/24 21:17:56	PI240101935	Traffic Stop	FIRE MONUMENT RD
01/30/24 01:54:28	PI240101944	Check Business	LADY LUCK DR
01/30/24 02:39:55	PI240101947	Public Assist	FIRE MONUMENT RD
01/30/24 08:33:06	PI240101953	Check Welfare	DUNN AVE N
01/30/24 11:14:00	PI240101966	Traffic Stop	FIRE MONUMENT RD
01/30/24 11:25:36	PI240101967	Vehicle Information Call	BARRY AVE
01/30/24 11:34:49	PI240101969	Traffic Stop	FIRE MONUMENT RD
01/30/24 12:23:14	PI240101971	Attemp Pickup	DUNN AVE N
01/30/24 13:51:29	PI240101977	Traffic Stop	DUNN AVE N
01/30/24 14:13:04	PI240101979	Check Business	MAIN ST E
01/30/24 15:59:34	PI240101986	Suspicious Activity	FIRE MONUMENT RD
01/30/24 17:21:57	PI240101990	Informational	2ND ST SE
01/30/24 19:56:35	PI240102002	Paper Service	MAIN ST W
01/31/24 02:17:18	PI240102014	Medical	SPRING LN
01/31/24 14:22:12	PI240102050	Medical	POWER AVE S
01/31/24 15:30:30	PI240102054	Drone Team Training	WEBER AVE S
01/31/24 16:31:08	PI240102056	Railroad Incident	LAWLER AVE S
01/31/24 23:42:35	PI240102080	Traffic Stop	FIRE MONUMENT RD
02/01/24 00:37:39	PI240202083	Check Welfare	LADY LUCK DR

CFS Date/Time	CFS #	Description	Street Name
02/01/24 12:25:36	PI240202111	Medical	SPRING LN
02/01/24 12:32:18	PI240202112	Damage to Property	LAWLER AVE S
02/01/24 12:56:15	PI240202114	Theft	LADY LUCK DR
02/01/24 12:57:43	PI240202115	Medical	1ST ST SW
02/01/24 14:33:25	PI240202120	Check Business	MAIN ST E
02/01/24 15:29:47	PI240202125	Detail	1ST ST SE
02/01/24 19:03:15	PI240202137	Customer Trouble	FIRE MONUMENT RD
02/01/24 21:29:43	PI240202142	Check Welfare	MISSION CREEK CIR
02/02/24 01:30:05	PI240202147	Suspicious Activity	LADY LUCK DR
02/02/24 10:09:47	PI240202160	Trespass	LADY LUCK DR
02/02/24 10:34:08	PI240202162	Detail	1ST ST SE
02/02/24 10:36:45	PI240202164	Trespass	LADY LUCK DR
02/02/24 10:42:32	PI240202166	Trespass	LADY LUCK DR
02/02/24 10:59:47	PI240202168	Animal Disturbance	MAIN ST W
02/02/24 11:12:44	PI240202170	Trespass	LADY LUCK DR
02/02/24 11:15:34	PI240202171	Trespass	LADY LUCK DR
02/02/24 12:22:31	PI240202173	Detail	WEBER AVE S
02/02/24 12:40:19	PI240202174	Medical	BLAIR AVE S
02/02/24 18:16:46	PI240202193	Traffic Stop	COUNTY HWY 61
02/02/24 22:58:10	PI240202205	Check Welfare	FIRE MONUMENT RD
02/03/24 00:40:14	PI240202212	Traffic Stop	LADY LUCK DR
02/03/24 00:57:10	PI240202213	Traffic Stop	LADY LUCK DR
02/03/24 01:41:23	PI240202216	Customer Trouble	LADY LUCK DR
02/03/24 01:48:58	PI240202217	Suspicious Activity	LAWLER AVE S
02/03/24 03:04:07	PI240202220	Traffic Stop	MORRIS AVE S
02/03/24 03:37:17	PI240202222	Informational	1ST ST SE
02/03/24 10:35:44	PI240202229	Medical	LADY LUCK DR
02/03/24 13:43:29	PI240202236	Call Back	LAWLER AVE S
02/03/24 13:56:19	PI240202237	Detail	WEBER AVE S
02/03/24 14:11:01	PI240202238	Traffic Stop	FIRE MONUMENT RD
02/03/24 15:24:37	PI240202240	Traffic Stop	MORRIS AVE S
02/03/24 15:38:45	PI240202241	Traffic Stop	MORRIS AVE S
02/03/24 16:02:20	PI240202243	Suspicious Activity	MAIN ST W
02/03/24 18:11:50	PI240202254	Medical	SPRING LN
02/03/24 18:29:51	PI240202255	Traffic Stop	
02/03/24 18:39:38	PI240202256	Traffic Stop	OLD HWY 61 S
02/03/24 20:00:38	PI240202263	Traffic Stop	MORRIS AVE S
02/03/24 20:22:27	PI240202266	Medical	WEBER AVE S
02/03/24 21:14:59	PI240202269	Traffic Stop	FIRE MONUMENT RD
02/03/24 22:50:25	PI240202272	Traffic Stop	FIRE MONUMENT RD

Total Records: 80

Water Plant Maintenance Expenditures

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
12/14/23	R & S Hardware	Misc Hardware- Bushing, check valve, connectors, nipples and tee	\$63
12/1 - 12/31	Venders (2)	Misc. Invoices Under \$50 (2)	\$49
Total			\$112

Water System Maintenance Expenditures

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
Total			\$0

Wastewater Plant Maintenance Expenditures

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
Total			\$0

Wastewater System Maintenance Expenditures

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
12/1 - 12/31	Venders (1)	Misc. Invoices Under \$50 (1)	\$20
Total			\$20

Total Expenditures

Water Plant Maintenance	\$112
Water System Maintenance	\$0
W/W Plant Maintenance	\$0
W/W System Maintenance	\$20
Total For This Month	\$133
Total Maintenance Dollars Spent Year-to-Date (December 1, 2023 to End of This Report Month)	\$133
Annual Maintenance Budget (Dec. 1, 2023 - Nov. 30, 2024)	\$6,263
Percent Maintenance Budget Spent Year-to-Date	2%

City of Hinckley
106 First Street SE, P. O. Box 366
Hinckley, MN
[Tel] (320) 384.7491
[Fax] (320) 384.7492
www.hinckley.govoffice2.com



February 6, 2024

NUISANCE VIOLATION LETTER

Dear Property Owner,

We have received complaints regarding the property you own at 106 2nd Street SE, Hinckley MN. It appears that the property is in violation of the City of Hinckley's adopted Nuisance and Zoning Code. Upon an inspection of, the following ordinance violations were observed:

- Unauthorized dwelling units (recreational vehicle/camper) in the rear yard area.

City Code states the following:

§ 155.008 PLACEMENT OF RESIDENTIAL DWELLINGS.

(A) All dwellings shall comply with all zoning regulations for the zone in which they are located.

(B) A building permit and any other required permits shall be obtained for all dwellings.

(C) All dwellings shall be placed on permanent foundations which comply with the Uniform Building Code as adopted by the state and which are solid for the complete circumference of the building.

(E) The minimum widths of all dwellings shall be at least 20 feet, measured from the face of exterior wall across the narrowest portion.

(G) All dwellings shall be built according to the Uniform Building Code as adopted in the state, and all manufactured dwellings shall be built and installed in accordance with M.S. §§ 327.31 to 327.35, as they may be amended from time to time.

Please correct these violations by removing all unauthorized structures or recreational vehicles being used as residential dwellings. Also, please ensure that all vehicles are either operable, properly stored, or removed if inoperable.

According to Pine County's property records, you are the parcel's owner and, therefore, responsible for bringing the property into compliance with the City's regulations. A copy of this notice has also been sent to the tenants of the property.

Please remedy the issues mentioned above before February 23, 2024. If the property is not compliant by this date, the City will take further action to abate the nuisance. This may include the issuance of Administrative Fines beginning at \$100.00 for each week the violation remains and/or seeking an order to have the property brought into compliance with City Codes. Failure to comply with the City's adopted Building and Zoning Codes is a misdemeanor under Minnesota State Statutes and may result in further enforcement action by the City.

Thank you for your cooperation on this matter. If you have any questions or concerns, please contact me at City Hall.

Sincerely,

Mark Perry
City Planner & Zoning Administrator

cc: Leaha Jackson, City Administrator
Mayor & City Council

City of Hinckley
106 First Street SE
P. O. Box 366
Hinckley, MN
[Tel] (320) 384.7491
[Fax] (320) 384.7492
www.hinckley.govoffice2.com



February 6, 2024

This letter is to follow up on past correspondence regarding the condition of the property you own at 127 Main Street E. The City of Hinckley has adopted the State Building Code and a Zoning Code. City Staff conducted a visual inspection of the property from the public right-of-way on January 31, 2024.

A number of issues were observed, which indicate the property could be considered a hazard to public safety or health. Minnesota State Statute 463.15 Subd. 3 states “hazardous buildings or hazardous property” means any building or property, which because of inadequate maintenance, dilapidation, physical damage, unsanitary condition, or abandonment, constitutes a fire hazard or a hazard to public safety or health.

The following conditions appear to meet the definition of a hazardous building or property:

- No water or sewer service to the property per City utility records (unsanitary condition).
- Garbage (tires) piled on the property for extended periods of time.
- Buildings not secured from unauthorized entry.

Your representative, Bill Hendricks of Hendricks Law Firm, informed the City that the tenants of the building had vacated the property as of January 18, 2024. It appears that this may not be the case as there is a vehicle parked in the rear parking area indicating possible occupancy of the property (see enclosed photographs). Please secure and cease any occupancy of the buildings immediately.

You have also indicated that you would grant access to the City to inspect and possibly replace the water meter serving the property. Since there has been no water service to the property for an extended period of time (over 1-year), a Certificate of Occupancy will be required to occupy the building.

Please contact the City by February 23, 2024 to inform us of your intention to vacate, secure the structure, and abate the hazard to public safety or health. We would also like to schedule the property inspection discussed in past correspondence to inspect and replace the water meter, determine whether the property is habitable, and a Certificate of Occupancy can be issued.

Failure to comply with the City’s adopted Building and Zoning Codes is a misdemeanor under Minnesota State Statutes, and may result in further enforcement action by the City.

Your prompt attention and cooperation are appreciated.

Richard Drotning,

Building Official, City of Hinckley,
City of Hinckley

Mark Perry

City Planner / Zoning Administrator
City of Hinckley

CC: Leaha Jackson, Hinckley City Administrator
City of Hinckley Mayor and City Council

City of Hinckley Firehouse Liquor Store & Bar
Income Statement - Summary
Jan-24

	Current Budget	Jan-24 Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Sales Revenue - Off Sale	233,416.66	177,536.92	2,801,000.00	177,536.92	2,623,463.08
Cost of Goods Sold - Off Sale	179,315.43	134,100.42	2,151,785.00	134,100.42	2,017,684.58
Gross Profit - Off Sale	54,101.23	43,436.50	649,215.00	43,436.50	605,778.50
Operating Expenses - Off Sale	40,678.95	35,766.36	488,147.08	35,766.36	452,380.72
Income From Operations - Off Sale	13,422.28	7,670.14	161,067.92	7,670.14	153,397.78
Miscellaneous Revenues - Off Sale	(166.66)	758.56	(2,000.00)	758.56	(2,758.56)
Net Income Before Transfers - Off Sale	13,255.62	8,428.70	159,067.92	8,428.70	150,639.22
Transfers - Off Sale	10,002.00	10,002.00	120,024.00	10,002.00	110,022.00
Net Income After Transfers - Off Sale	3,253.62	(1,573.30)	39,043.92	(1,573.30)	40,617.22

City of Hinckley Firehouse Liquor Store & Bar
Income Statement - Summary
Jan-24

	Current Budget	Jan-24 Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Sales Revenue - On Sale	34,416.66	31,289.74	413,000.00	31,289.74	381,710.26
Cost of Goods Sold - On Sale	10,242.57	8,956.35	122,911.00	8,956.35	113,954.65
Gross Profit - On Sale	24,174.09	22,333.39	290,089.00	22,333.39	267,755.61
Operating Expenses - On Sale	27,429.39	24,830.78	329,152.38	24,830.78	304,321.60
Income From Operations - On Sale	(3,255.30)	(2,497.39)	(39,063.38)	(2,497.39)	(36,565.99)
Miscellaneous Revenues - On Sale	3,031.25	3,501.95	36,375.00	3,501.95	32,873.05
Net Income Before Transfers - On Sale	(224.05)	1,004.56	(2,688.38)	1,004.56	(3,692.94)
Transfers - On Sale	2,500.00	2,500.00	30,000.00	2,500.00	27,500.00
Net Income After Transfers - On Sale	(2,724.05)	(1,495.44)	(32,688.38)	(1,495.44)	(31,192.94)
Net Income Before Transfers - Liquor Operations	13,031.57	9,433.26	156,379.54	9,433.26	146,946.28
Net Income After Transfers - Liquor Operations	529.57	(3,068.74)	6,355.54	(3,068.74)	9,424.28

City of Hinckley
Statement of Revenue and Expenditures
 Revised Budget
 For LIQUOR FUND (609)
 For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Miscellaneous Revenues-Off Sale Revenues					
609.36201.36210 Interest Earnings	\$ 41.67	\$ 73.28	\$ 500.00	\$ 73.28	\$ 426.72
609.36201.36213 Change in FMV of Investments	(208.33)	702.00	(2,500.00)	702.00	(3,202.00)
609.36201.37840 Cash Over Off-Sale	0.00	(16.72)	0.00	(16.72)	0.00
Total Miscellaneous Revenues-Off Sale Revenues	(166.66)	758.56	(2,000.00)	758.56	(2,758.56)
Miscellaneous Revenues-On Sale Revenues					
609.36202.34950 ATM Fees	541.67	495.60	6,500.00	495.60	\$ 6,004.40
609.36202.36220 Rental Income	1,793.75	2,375.00	21,525.00	2,375.00	\$ 19,150.00
609.36202.36240 Reimbursements	50.00	0.00	600.00	0.00	\$ 600.00
609.36202.37840 Cash Over Off-Sale	0.00	(199.02)	0.00	(199.02)	\$ 0.00
609.36202.37920 Vending Commissions	645.83	830.37	7,750.00	830.37	\$ 6,919.63
Total Miscellaneous Revenues-On Sale Revenues	3,031.25	3,501.95	36,375.00	3,501.95	32,873.05
Liquor Store-Off Sale Revenues					
609.37800.37811 Liquor	87,500.00	71,872.11	1,050,000.00	71,872.11	\$ 978,127.89
609.37800.37812 Beer	114,166.67	81,432.46	1,370,000.00	81,432.46	\$ 1,288,567.54
609.37800.37813 Wine	19,583.33	15,256.32	235,000.00	15,256.32	\$ 219,743.68
609.37800.37815 Other	5,833.33	3,794.47	70,000.00	3,794.47	\$ 66,205.53
609.37800.37816 Tobacco	5,000.00	4,579.53	60,000.00	4,579.53	\$ 55,420.47
609.37800.37817 Non-Taxable	1,333.33	602.03	16,000.00	602.03	\$ 15,397.97
Total Liquor Store-Off Sale Revenues	233,416.66	177,536.92	2,801,000.00	177,536.92	2,623,463.08
Liquor Store-On Sale Revenues					
609.37900.37911 Liquor	13,333.33	13,595.70	160,000.00	13,595.70	\$ 146,404.30
609.37900.37912 Beer	12,083.33	8,653.11	145,000.00	8,653.11	\$ 136,346.89
609.37900.37913 Wine	166.67	244.49	2,000.00	244.49	\$ 1,755.51
609.37900.37914 Other	1,500.00	2,015.90	18,000.00	2,015.90	\$ 15,984.10
609.37900.37915 Food	7,333.33	6,715.54	88,000.00	6,715.54	\$ 81,284.46
609.37900.37917 Non-Taxable	0.00	65.00	0.00	65.00	\$ 0.00
Total Liquor Store-On Sale Revenues	34,416.66	31,289.74	413,000.00	31,289.74	381,710.26
Total LIQUOR FUND Revenues	\$ 270,697.91	\$ 213,087.17	\$ 3,248,375.00	\$ 213,087.17	\$ 3,035,287.83

Expenditures

Other Financing Uses-Off Sale Expenditures

609.49301.07200 Interfund Transfers	\$ 10,002.00	\$ 10,002.00	\$ 120,024.00	\$ 10,002.00	\$ 110,022.00
Total Other Financing Uses-Off Sale Expenditures	10,002.00	10,002.00	120,024.00	10,002.00	110,022.00

Other Financing Uses-On Sale Expenditures

609.49302.07200 Interfund Transfers	2,500.00	2,500.00	30,000.00	2,500.00	\$ 27,500.00
Total Other Financing Uses-On Sale Expenditures	2,500.00	2,500.00	30,000.00	2,500.00	27,500.00

Cost of Goods Sold - Off Sale Expenditures

609.49750.02510 Cost of Goods Sold-Liquor	63,018.17	50,510.51	756,218.00	50,510.51	\$ 705,707.49
609.49750.02520 Cost of Goods Sold-Beer	91,648.00	65,082.60	1,099,776.00	65,082.60	\$ 1,034,693.40

City of Hinckley

Statement of Revenue and Expenditures

2/8/2024 12:20pm

Revised Budget

For LIQUOR FUND (609)

For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
609.49750.02530	Cost of Goods Sold-Wine	13,793.25	10,444.70	165,519.00	10,444.70	\$ 155,074.30
609.49750.02540	Cost of Goods Sold-Miscellaneous	4,831.92	3,019.31	57,983.00	3,019.31	\$ 54,963.69
609.49750.02560	Cost of Goods Sold-Tobacco	4,357.42	3,919.43	52,289.00	3,919.43	\$ 48,369.57
609.49750.03330	Transportation-Freight & Express	1,666.67	1,123.87	20,000.00	1,123.87	\$ 18,876.13
Total Cost of Goods Sold - Off Sale Expenditures		179,315.43	134,100.42	2,151,785.00	134,100.42	2,017,684.58
Off Sale Operations Expenditures						
609.49755.01010	Wages & Salaries-FT-Regular	7,138.20	4,653.50	85,658.37	4,653.50	\$ 81,004.87
609.49755.01030	Wages & Salaries-PT-Regular	9,740.48	8,030.98	116,885.71	8,030.98	\$ 108,854.73
609.49755.01037	Wages & Salaries-PT-PTO	0.00	636.57	0.00	636.57	\$ 0.00
609.49755.01038	Wages & Salaries-PT-Holiday	0.00	2,477.96	0.00	2,477.96	\$ 0.00
609.49755.01210	PERA Contributions	1,265.90	1,184.92	15,190.81	1,184.92	\$ 14,005.89
609.49755.01220	FICA Contributions	1,291.22	1,192.55	15,494.62	1,192.55	\$ 14,302.07
609.49755.01250	Other Retirement Contributions	40.71	480.00	488.49	480.00	\$ 8.49
609.49755.01310	Employer Paid Medical	1,833.33	1,047.91	22,000.00	1,047.91	\$ 20,952.09
609.49755.01320	Employer Paid Dental	126.69	70.18	1,520.28	70.18	\$ 1,450.10
609.49755.01330	Employer Paid Life	72.90	55.12	874.80	55.12	\$ 819.68
609.49755.01510	WC Insurance Premiums	750.00	694.00	9,000.00	694.00	\$ 8,306.00
609.49755.02030	Office Supplies-Printed Forms &	125.00	397.50	1,500.00	397.50	\$ 1,102.50
609.49755.02080	Office Supplies-Other	56.67	0.00	680.00	0.00	\$ 680.00
609.49755.02180	Operating Supplies-Events	41.67	284.58	500.00	284.58	\$ 215.42
609.49755.02190	Operating Supplies-Other	1,250.00	857.90	15,000.00	857.90	\$ 14,142.10
609.49755.02210	R&M Supplies-Equipment Parts	166.67	0.00	2,000.00	0.00	\$ 2,000.00
609.49755.02280	R&M Supplies-Other	25.00	0.00	300.00	0.00	\$ 300.00
609.49755.02400	Small Tools & Minor Equipment	583.33	0.00	7,000.00	0.00	\$ 7,000.00
609.49755.03010	Professional Services-Auditing &	875.00	0.00	10,500.00	0.00	\$ 10,500.00
609.49755.03080	Professional Services-Instructors'	62.50	0.00	750.00	0.00	\$ 750.00
609.49755.03090	Professional Services-IT Services	791.67	567.27	9,500.00	567.27	\$ 8,932.73
609.49755.03140	Professional Services-Software S	541.67	232.52	6,500.00	232.52	\$ 6,267.48
609.49755.03190	Professional Services-Other	58.33	0.00	700.00	0.00	\$ 700.00
609.49755.03210	Communication-Telephone & Inter	225.00	212.61	2,700.00	212.61	\$ 2,487.39
609.49755.03330	Transportation-Freight & Express	6.67	0.00	80.00	0.00	\$ 80.00
609.49755.03420	Advertising-Enterprises	1,500.00	2,053.27	18,000.00	2,053.27	\$ 15,946.73
609.49755.03620	Insurance-Property	516.67	468.30	6,200.00	468.30	\$ 5,731.70
609.49755.03640	Insurance-Dram Shop	383.33	382.83	4,600.00	382.83	\$ 4,217.17
609.49755.03810	Utility Services-Electric	875.00	750.17	10,500.00	750.17	\$ 9,749.83
609.49755.03820	Utility Services-Water & Sewer	51.00	0.00	612.00	0.00	\$ 612.00
609.49755.03830	Utility Services-Gas	133.33	154.08	1,600.00	154.08	\$ 1,445.92
609.49755.03840	Utility Services-Refuse Disposal	79.17	70.67	950.00	70.67	\$ 879.33
609.49755.04090	R&M Contractual-Other	1,250.00	193.52	15,000.00	193.52	\$ 14,806.48
609.49755.04130	Rentals-Office Equipment	133.33	226.26	1,600.00	226.26	\$ 1,373.74
609.49755.04200	Depreciation	2,767.42	2,681.65	33,209.00	2,681.65	\$ 30,527.35
609.49755.04300	Miscellaneous-Security	1,500.00	1,533.20	18,000.00	1,533.20	\$ 16,466.80
609.49755.04310	Miscellaneous-Bank Charges	4,000.00	4,059.02	48,000.00	4,059.02	\$ 43,940.98
609.49755.04330	Miscellaneous-Dues & Subscriptio	200.00	0.00	2,400.00	0.00	\$ 2,400.00
609.49755.04370	Miscellaneous-Sales & Use Tax	41.67	105.15	500.00	105.15	\$ 394.85
609.49755.04385	Miscellaneous-Accounts Payable	0.00	(7.16)	0.00	(7.16)	\$ 0.00
609.49755.04390	Miscellaneous-Other	166.67	0.00	2,000.00	0.00	\$ 2,000.00
609.49755.06120	Other Long-Term Obligation Inter	12.75	19.33	153.00	19.33	\$ 133.67

City of Hinckley
Statement of Revenue and Expenditures
 Revised Budget
 For LIQUOR FUND (609)
 For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Total Off Sale Operations Expenditures	40,678.95	35,766.36	488,147.08	35,766.36	452,380.72
Cost of Goods Sold - On Sale Expenditures					
609.49770.02510 Cost of Goods Sold-Liquor	2,521.33	2,544.06	30,256.00	2,544.06 \$	27,711.94
609.49770.02520 Cost of Goods Sold-Beer	3,628.50	2,738.08	43,542.00	2,738.08 \$	40,803.92
609.49770.02530 Cost of Goods Sold-Wine	48.75	53.00	585.00	53.00 \$	532.00
609.49770.02540 Cost of Goods Sold-Miscellaneous	845.33	1,019.83	10,144.00	1,019.83 \$	9,124.17
609.49770.02550 Cost of Goods Sold-Food	3,115.33	2,527.99	37,384.00	2,527.99 \$	34,856.01
609.49770.03330 Transportation-Freight & Express	83.33	73.39	1,000.00	73.39 \$	926.61
Total Cost of Goods Sold - On Sale Expenditures	10,242.57	8,956.35	122,911.00	8,956.35	113,954.65
On Sale Operations Expenditures					
609.49775.01010 Wages & Salaries-FT-Regular	2,853.15	1,163.37	34,237.79	1,163.37 \$	33,074.42
609.49775.01030 Wages & Salaries-PT-Regular	8,333.33	292.38	100,000.00	292.38 \$	99,707.62
609.49775.01037 Wages & Salaries-PT-PTO	0.00	634.15	0.00	634.15 \$	0.00
609.49775.01038 Wages & Salaries-PT-Holiday	0.00	777.28	0.00	777.28 \$	0.00
609.49775.01040 Wages & Salaries-PT-OT Premiu	0.00	2,007.97	0.00	2,007.97 \$	0.00
609.49775.01100 Other Pay-Tips Paid	0.00	5,398.00	0.00	5,398.00 \$	0.00
609.49775.01210 PERA Contributions	838.99	1,175.33	10,067.83	1,175.33 \$	8,892.50
609.49775.01220 FICA Contributions	855.77	1,194.85	10,269.19	1,194.85 \$	9,074.34
609.49775.01250 Other Retirement Contributions	63.69	150.00	764.26	150.00 \$	614.26
609.49775.01310 Employer Paid Medical	921.13	261.97	11,053.56	261.97 \$	10,791.59
609.49775.01320 Employer Paid Dental	54.30	17.55	651.55	17.55 \$	634.00
609.49775.01330 Employer Paid Life	21.60	19.88	259.20	19.88 \$	239.32
609.49775.01510 WC Insurance Premiums	441.67	406.33	5,300.00	406.33 \$	4,893.67
609.49775.02140 Operating Supplies-Liquor Store	645.83	775.52	7,750.00	775.52 \$	6,974.48
609.49775.02180 Operating Supplies-Events	416.67	239.11	5,000.00	239.11 \$	4,760.89
609.49775.02190 Operating Supplies-Other	1,083.33	680.82	13,000.00	680.82 \$	12,319.18
609.49775.02210 R&M Supplies-Equipment Parts	166.67	892.32	2,000.00	892.32 \$	1,107.68
609.49775.02230 R&M Supplies-Building Repair	166.67	0.00	2,000.00	0.00 \$	2,000.00
609.49775.02280 R&M Supplies-Other	83.33	26.82	1,000.00	26.82 \$	973.18
609.49775.03010 Professional Services-Auditing &	158.33	0.00	1,900.00	0.00 \$	1,900.00
609.49775.03080 Professional Services-Instructors'	62.50	0.00	750.00	0.00 \$	750.00
609.49775.03090 Professional Services-IT Services	291.67	283.63	3,500.00	283.63 \$	3,216.37
609.49775.03120 Professional Services-Entertainm	1,416.67	1,450.00	17,000.00	1,450.00 \$	15,550.00
609.49775.03140 Professional Services-Software S	291.67	210.42	3,500.00	210.42 \$	3,289.58
609.49775.03190 Professional Services-Other	25.00	0.00	300.00	0.00 \$	300.00
609.49775.03210 Communication-Telephone & Inter	333.33	321.60	4,000.00	321.60 \$	3,678.40
609.49775.03420 Advertising-Enterprises	833.33	1,203.73	10,000.00	1,203.73 \$	8,796.27
609.49775.03620 Insurance-Property	208.33	191.28	2,500.00	191.28 \$	2,308.72
609.49775.03640 Insurance-Dram Shop	50.00	47.33	600.00	47.33 \$	552.67
609.49775.03810 Utility Services-Electric	2,166.67	1,836.61	26,000.00	1,836.61 \$	24,163.39
609.49775.03820 Utility Services-Water & Sewer	200.00	0.00	2,400.00	0.00 \$	2,400.00
609.49775.03830 Utility Services-Gas	354.17	377.24	4,250.00	377.24 \$	3,872.76
609.49775.03840 Utility Services-Refuse Disposal	233.33	218.08	2,800.00	218.08 \$	2,581.92
609.49775.04090 R&M Contractual-Other	854.17	278.01	10,250.00	278.01 \$	9,971.99
609.49775.04200 Depreciation	383.33	404.60	4,600.00	404.60 \$	4,195.40
609.49775.04300 Miscellaneous-Security	541.67	631.20	6,500.00	631.20 \$	5,868.80
609.49775.04310 Miscellaneous-Bank Charges	1,041.67	1,307.21	12,500.00	1,307.21 \$	11,192.79

City of Hinckley
Statement of Revenue and Expenditures
Revised Budget
For LIQUOR FUND (609)
For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
609.49775.04330 Miscellaneous-Dues & Subscriptio	166.67	0.00	2,000.00	0.00 \$	2,000.00
609.49775.04370 Miscellaneous-Sales & Use Tax	25.00	(51.71)	300.00	(51.71) \$	351.71
609.49775.04390 Miscellaneous-Other	625.00	0.00	7,500.00	0.00 \$	7,500.00
609.49775.05600 Cap Outlay-Furniture & Fixtures	50.00	0.00	600.00	0.00 \$	600.00
609.49775.05700 Cap Outlay-Office Equipment and	166.67	0.00	2,000.00	0.00 \$	2,000.00
609.49775.06120 Other Long-Term Obligation Inter	4.08	7.90	49.00	7.90 \$	41.10
Total On Sale Operations Expenditures	27,429.39	24,830.78	329,152.38	24,830.78	304,321.60
Total LIQUOR FUND Expenditures	\$ 270,168.34	\$ 216,155.91	\$ 3,242,019.46	\$ 216,155.91	\$ 3,025,863.55
LIQUOR FUND Excess of Revenues Over Expenditures	\$ 529.57	\$ (3,068.74)	\$ 6,355.54	\$ (3,068.74)	\$ 9,424.28

City of Hinckley
Statement of Revenue and Expenditures
Revised Budget

For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Total Revenues	\$ 270,697.91	\$ 213,087.17	\$ 3,248,375.00	\$ 213,087.17	\$ 3,035,287.83
Total Expenditures	\$ 270,168.34	\$ 216,155.91	\$ 3,242,019.46	\$ 216,155.91	\$ 3,025,863.55
Total Excess of Revenues Over Expenditures	\$ 529.57	\$ (3,068.74)	\$ 6,355.54	\$ (3,068.74)	\$ 9,424.28

Hinckley Economic Development Authority
January 10, 2024

Pursuant to due call and notice thereof, the regular meeting of the Hinckley Economic Development Authority was called to order on Tuesday, January 10, 2024, at 12:10 p.m. by EDA President Tim Burkhardt.

Members present: EDA President Tim Burkhardt. Also present are EDA Commission Members Don Zeman, David Uble, Wayne Cessna, and Reid Davis. Member Absent: None. Also present are City Administrator Leah Jackson and City Planner Mark Perry.

Agenda

Zeman made a motion, seconded by Cessna, to approve the agenda. Carried 5-0.

Minutes

A motion was made by Ubl, seconded by Davis, to approve the August 8, 2023, meeting minutes. Carried 5-0.

EDA Payables

Staff presented payables from August 2023 through December 2023. **Cessna made a motion, seconded by Davis, to approve August 2023 through December 2023 payables with a note that in the future, use local vendors first and go outside if unavailable. Carried 5-0.**

New Business

- 1) Resolution 01-2023 Appointing Officers to the Economic Development Authority of the City of Hinckley- A discussion was had about rotating the appointments annually with the suggestion that this be done by moving everyone up on the list. For 2024, the officers will be David Ubl, President; Wayne Cessna, Vice-President; Reid Davis, Treasurer; Tom Barmettler, Assistant Treasurer; and Leah Jackson, Secretary. **A motion was made by Cessna, seconded by Davis, to appoint David Ubl as President, Wayne Cessna as Vice-President, and Reid Davis as Treasurer. Carried 5-0.**
- 2) Application to Community and Economic Development Associates (CEDA) Rural Capacity Program- Staff presented information on CEDA's Rural Capacity Program. Council approved the Hinckley EDA's application to the program at their meeting if there was interest by the commission. Five areas can be chosen to apply to with the potential for up to 150 hours of technical assistance and up to \$15,000 in cash to help implement the program. **A motion was made by Zeman, seconded by Cessna, to approve the Hinckley EDA's application to the CEDA Rural Capacity Program's Commercial Exterior Improvement Grants/Loans.**
- 3) As part of the request for the EDA Levy, the EDA would transfer the 204 Power Ave North (40.0070.000) property to the City instead of receiving rent. A public hearing will be needed as part of the process. **A motion was made by Zeman, seconded by Cessna, to call for a public hearing for the proposed sale of 204 Power Ave, PID 40.0070.000, to the City of Hinckley at a special meeting at 6 p.m. on February 13, 2024. Carried 5-0.**

Old Business

- 1) 2024 Budget- Secretary Jackson presented the 2024 Budget. The levy was added in, and the rental income was removed. The commissioners would like options for investments brought to

the next meeting. **Ubl made a motion, seconded by Davis, to approve the 2024 Budget. Carried 5-0.**

- 2) Family Dollar Project Update- Staff and the City Attorney are working on a draft response based on the discussion at the December Council meeting. Once that is done, we will contact Zenith and their team to schedule a meeting.
- 3) 2020 Economic Development Strategic Plan- Secretary Jackson provided the commissioners with the plan. She has asked the members to review it over the next month and return with any input or suggestions at the next meeting.

Open Forum –

A commission member asked about the building at 101 2nd St NE. With the increased traffic expected this summer due to construction, they are worried about the property's condition. Another member thought there was some agreement with the owner to paint and replace the roof. The commissioners would like staff to see if there was any agreement and, if so, what the conditions were.

Miscellaneous – None

The EDA business meeting was adjourned at 12:57 p.m. on a motion by Zeman, seconded by Cessna. Carried 5-0.

Attest:

David Ubl, President

Secretary Leah M. Jackson

City of Hinckley
106 First Street SE
P. O. Box 366
Hinckley, MN
[Tel] (320) 384.7491
[Fax] (320) 384.7492
www.hinckley.govoffice2.com



Agenda Item

7A 2024 Budget Update

Meeting Date

February 13, 2024

Prepared By

Leaha M. Jackson, City Administrator

Background

Included in the packet are the financial reports for January 31, 2024

Eide Bailly 2023 Audit at City Hall- March 5-7. Councilmembers may be contacted by the auditors to answer questions on the City's operations.

Recommended Action

None needed

Council Action: Motion by: _____ Second by: _____

Motion to:

Voted in Favor: _____ Voted Against: _____

Approved: _____ Denied: _____ Tabled: _____ No Action: _____

11:36 AM

01/09/24

Accrual Basis

Northstar Recycling, LLC
Purchases by Vendor Detail
December 26, 2023

<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Item</u>	<u>Qty</u>	<u>Cost Price</u>	<u>Amount</u>
City of Hinckley						
12/26/2023	12/26/23	UBC	Aluminum:UBC	780	0.50	390.00
12/26/2023	12/26/23		Misc:Truck Fee	-1	150.00	-150.00
Total City of Hinckley				<u>779</u>		<u>240.00</u>
TOTAL				<u>779</u>		<u>240.00</u>

City of Hinckley

Cashier asystadmin

1/12/24 3:13pm

5764

From: Northstar Recycling LLC

CR Contributions & Donations-Parks/Co 240.00
 Northstar Recycling LLC

Receipt total 240.00

CHECK 26400 240.00

Change Due 0.00

Hours: 8:00 AM to 4:30 PM Monday through Friday

City of Hinckley

Balance Sheet

For GENERAL FUND (101)

January 31, 2024

Assets

Cash		
101.00000.10100	Cash in Bank	604,775.04
101.00000.10300	Change Fund	200.00
	Total Cash	<u>604,975.04</u>
Investments		
101.00000.10400	Investment-RBC	560,822.99
	Total Investments	<u>560,822.99</u>
Receivables		
101.00000.10700	Taxes Receivable-Delinquent	6,022.92
101.00000.11500	Accounts Receivable	3,482.20
101.00000.12200	SPA Receivable-Delinquent	21,212.39
	Total Receivables	<u>30,717.51</u>
Prepays		
101.00000.15500	Prepaid Insurance	13,394.05
101.00000.15520	Prepaid Medical Insurance	9,056.32
	Total Prepays	<u>22,450.37</u>
	Total Assets	<u>\$ 1,218,965.91</u>

Liabilities and Fund Balance

101.00000.20200	Accounts Payable	360.23
101.00000.22200	Deferred Revenue	27,235.31
101.00000.22830	Building Permit Surcharge Payable	3.00
	Total	<u>27,598.54</u>
	Total Liabilities	<u>27,598.54</u>
101.00000.25100	Fund Balance	1,273,390.91
	Total	<u>1,273,390.91</u>
	Excess of Revenue Over Expenditures	(82,023.54)
	Total Fund Balances	<u>1,191,367.37</u>
	Total Liabilities and Fund Balances	<u>\$ 1,218,965.91</u>

City of Hinckley
Balance Sheet
 For PARKS AND RECREATION (205)
 January 31, 2024

Assets

Cash		
205.00000.10100	Cash in Bank	184,503.80
205.00000.10110	Reserved Cash - Capital Outlay	1,053.45
205.00000.10115	Reserved Cash - Legion Park	3,160.25
205.00000.10120	Reserved Cash - Westside Park	2,128.38
205.00000.10125	Reserved Cash - Athletic Park	516.19
205.00000.10145	WNB Savings-Park Improvements	138.02
205.00000.10150	Restricted Cash-Skate Park	455.42
	Total Cash	191,955.51
Receivables		
205.00000.10700	Taxes Receivable-Delinquent	475.46
205.00000.11500	Accounts Receivable	450.00
	Total Receivables	925.46
Prepays		
205.00000.15500	Prepaid Insurance	4,447.50
	Total Prepays	4,447.50
	Total Assets	\$ 197,328.47

Liabilities and Fund Balance

205.00000.22000	Deposits	5,305.53
205.00000.22200	Deferred Revenue	475.46
205.00000.22800	MN Sales Tax Payable	66.11
205.00000.22810	MN Use Tax Payable	.41
	Total	5,847.51
	Total Liabilities	5,847.51
205.00000.25100	Fund Balance	192,040.02
	Total	192,040.02
	Excess of Revenue Over Expenditures	(559.06)
	Total Fund Balances	191,480.96
	Total Liabilities and Fund Balances	\$ 197,328.47

City of Hinckley

Balance Sheet

For LIBRARY (211)

January 31, 2024

Assets

Cash		
211.00000.10100	Cash in Bank	85,960.14
211.00000.10135	Reserved Cash - Library Bldg	3,729.45
211.00000.10300	Change Fund	25.00
	Total Cash	89,714.59
Receivables		
211.00000.10700	Taxes Receivable-Delinquent	144.06
	Total Receivables	144.06
Prepays		
211.00000.15500	Prepaid Insurance	933.45
	Total Prepays	933.45
	Total Assets	\$ 90,792.10

Liabilities and Fund Balance

211.00000.22200	Deferred Revenue	144.06
	Total	144.06
	Total Liabilities	144.06
211.00000.25100	Fund Balance	98,471.80
	Total	98,471.80
	Excess of Revenue Over Expenditures	(7,823.76)
	Total Fund Balances	90,648.04
	Total Liabilities and Fund Balances	\$ 90,792.10

City of Hinckley
Balance Sheet
 For FIRE DEPARTMENT (221)
 January 31, 2024

Assets

Cash		
221.00000.10100	Cash in Bank	222,464.17
221.00000.10139	Capital Account	80,715.60
221.00000.10140	Debt Service Account	956.71
	Total Cash	304,136.48
Receivables		
221.00000.10700	Taxes Receivable-Delinquent	367.61
221.00000.11500	Accounts Receivable	34,001.06
	Total Receivables	34,368.67
Prepays		
221.00000.15500	Prepaid Insurance	8,858.75
	Total Prepays	8,858.75
	Total Assets	\$ 347,363.90

Liabilities and Fund Balance

221.00000.22200	Deferred Revenue	367.61
221.00000.22810	MN Use Tax Payable	.43
	Total	368.04
	Total Liabilities	368.04
221.00000.25100	Fund Balance	365,155.32
	Total	365,155.32
	Excess of Revenue Over Expenditures	(18,159.46)
	Total Fund Balances	346,995.86
	Total Liabilities and Fund Balances	\$ 347,363.90

City of Hinckley
Balance Sheet
For Public Safety Building Debt (351)
 January 31, 2024

Assets

Cash		
351.00000.10100	Cash in Bank	119,782.94
	Total Cash	119,782.94
Receivables		
351.00000.10700	Taxes Receivable-Delinquent	899.85
351.00000.11505	Lease Receivable	70,536.32
	Total Receivables	71,436.17
	Total Assets	\$ 191,219.11

Liabilities and Fund Balance

351.00000.22200	Deferred Revenue	899.85
351.00000.22205	Deferred Revenue-Leases	68,841.16
	Total	69,741.01
	Total Liabilities	69,741.01
351.00000.25100	Fund Balance	213,113.16
	Total	213,113.16
	Excess of Revenue Over Expenditures	(91,635.06)
	Total Fund Balances	121,478.10
	Total Liabilities and Fund Balances	\$ 191,219.11

City of Hinckley
Balance Sheet
 For STREET IMPROVEMENT FUND (400)
 January 31, 2024

Assets

Cash			
400.00000.10100	Cash in Bank		84,554.29
	Total Cash		84,554.29
Receivables			
400.00000.12100	SPA Receivable-Current		82.55
	Total Receivables		82.55
	Total Assets	\$	84,636.84

Liabilities and Fund Balance

	Total		.00
	Total Liabilities		.00
400.00000.25100	Fund Balance		79,259.04
	Total		79,259.04
	Excess of Revenue Over Expenditures		5,377.80
	Total Fund Balances		84,636.84
	Total Liabilities and Fund Balances	\$	84,636.84

City of Hinckley

Balance Sheet

For Equipment Fund (460)

January 31, 2024

Assets

Cash		
460.00000.10100	Cash in Bank	18,645.31
	Total Cash	<u>18,645.31</u>
	Total Assets	<u>\$ 18,645.31</u>

Liabilities and Fund Balance

Total	<u>.00</u>
Total Liabilities	<u>.00</u>

460.00000.25100	Fund Balance	58,841.96
	Total	<u>58,841.96</u>
	Excess of Revenue Over Expenditures	(40,196.65)
	Total Fund Balances	<u>18,645.31</u>
	Total Liabilities and Fund Balances	<u>\$ 18,645.31</u>

City of Hinckley
Balance Sheet
For WATER UTILITY (601)
December 31, 2023

Assets

Cash		
601.00000.10100	Cash in Bank	627,116.99
601.00000.10140	Debt Service Account	114,695.55
	Total Cash	741,812.54
Investments		
601.00000.10400	Investment-RBC	259,961.52
	Total Investments	259,961.52
Receivables		
601.00000.11500	Accounts Receivable	85,874.64
601.00000.12100	SPA Receivable-Current	5,634.09
601.00000.12300	SPA Receivable-Noncurrent	235.73
	Total Receivables	91,744.46
Prepays		
601.00000.15500	Prepaid Insurance	7,254.00
	Total Prepays	7,254.00
Fixed Assets		
601.00000.16200	Buildings	3,007,253.40
601.00000.16210	Accum Depr Buildings	(1,451,411.19)
601.00000.16300	Improvements Other Than Bldgs	3,023,805.98
601.00000.16310	Accum Depr Improv OT Bldgs	(1,206,873.87)
601.00000.16400	Machinery & Equipment_x000D_	335,730.11
601.00000.16410	Accum Depr Machinery & Equip	(223,056.69)
601.00000.16420	Office Equipment & Furnishings	1,202.73
601.00000.16430	Accum Depr Off Eq & Furnishing	(826.98)
	Total Fixed Assets	3,485,823.49
	Total Assets	\$ 4,586,596.01

Liabilities and Fund Balance

601.00000.20200	Accounts Payable	1,689.31
601.00000.20300	Deposits Payable	500.00
601.00000.21500	Interest Payable	9,002.50
601.00000.22200	Deferred Revenue	2,284.36
601.00000.22530	Bonds Payable	831,000.00
601.00000.22800	MN Sales Tax Payable	454.14
	Total	844,930.31
	Total Liabilities	844,930.31
601.00000.25100	Fund Balance	3,292,896.47
601.00000.25101	Contributed Capital	290,436.52

City of Hinckley
Balance Sheet
For WATER UTILITY (601)
December 31, 2023

Total		<u>3,583,332.99</u>
	Excess of Revenue Over Expenditures	<u>158,332.71</u>
Total Fund Balances		<u>3,741,665.70</u>
Total Liabilities and Fund Balances		<u>\$ 4,586,596.01</u>

City of Hinckley
Balance Sheet
 For SEWER UTILITY (602)
 December 31, 2023

Assets

Cash		
602.00000.10100	Cash in Bank	791,971.57
	Total Cash	791,971.57
Investments		
602.00000.10400	Investment-RBC	172,363.56
602.00000.10405	Sewer Vac	20,331.09
	Total Investments	192,694.65
Receivables		
602.00000.11500	Accounts Receivable	118,421.06
602.00000.12100	SPA Receivable-Current	9,061.25
602.00000.12300	SPA Receivable-Noncurrent	504.16
	Total Receivables	127,986.47
Prepays		
602.00000.15500	Prepaid Insurance	8,418.52
	Total Prepays	8,418.52
Fixed Assets		
602.00000.16100	Land	186,360.86
602.00000.16200	Buildings	6,381,727.24
602.00000.16210	Accum Depr Buildings	(4,472,562.91)
602.00000.16300	Improvements Other Than Bldgs	2,628,117.36
602.00000.16310	Accum Depr Improv OT Bldgs	(1,290,818.24)
602.00000.16400	Machinery & Equipment_x000D_	918,862.93
602.00000.16410	Accum Depr Machinery & Equip	(497,467.53)
602.00000.16420	Office Equipment & Furnishings	1,457.72
602.00000.16430	Accum Depr Off Eq & Furnishing	(1,081.98)
602.00000.16460	Furniture & Fixtures	5,350.91
602.00000.16470	Accum Depr Furniture & Fixture	(5,350.91)
602.00000.16500	Construction in Progress	197,569.54
	Total Fixed Assets	4,052,164.99
	Total Assets	\$ 5,173,236.20

Liabilities and Fund Balance

602.00000.20200	Accounts Payable	179.27
602.00000.21500	Interest Payable	5,833.35
602.00000.22200	Deferred Revenue	2,207.11
602.00000.22530	Bonds Payable	700,000.00
602.00000.22600	Capital Leases-Current	16,390.67
602.00000.23990	Deferred Inflows of Resources	10,486.67
	Total	735,097.07
	Total Liabilities	735,097.07

City of Hinckley
Balance Sheet
For SEWER UTILITY (602)
December 31, 2023

602.00000.25100	Fund Balance	1,765,924.90
602.00000.25101	Contributed Capital	2,316,330.96
Total		4,082,255.86
	Excess of Revenue Over Expenditures	355,883.27
Total Fund Balances		<u>4,438,139.13</u>
Total Liabilities and Fund Balances		<u>\$ 5,173,236.20</u>

City of Hinckley**Balance Sheet**

For LIQUOR FUND (609)

January 31, 2024

Assets

Cash		
609.00000.10100	Cash in Bank	266,582.52
609.00000.10200	ATM Cash	16,080.00
609.00000.10300	Change Fund	10,530.52
	Total Cash	293,193.04
Investments		
609.00000.10400	Investment-RBC	209,514.52
	Total Investments	209,514.52
Receivables		
609.00000.11525	Credit Card Receivable	7,026.20
609.00000.11530	ATM Receivable	1,740.00
609.00000.11535	Inventory Credits Receivable	2,394.24
609.00000.11800	Returned Checks	39.73
	Total Receivables	11,200.17
Inventory		
609.00000.14100	Inventory-Materials & Supplies	4,159.64
609.00000.14200	Inventory	499,376.77
609.00000.14300	Keg/Tap/CO2 Tank Deposits	4,478.00
	Total Inventory	508,014.41
Prepays		
609.00000.15500	Prepaid Insurance	10,950.51
609.00000.15515	Prepaid Software Subscription	2,350.36
609.00000.15520	Prepaid Medical Insurance	1,660.03
	Total Prepays	14,960.90
Fixed Assets		
609.00000.16100	Land	25,000.00
609.00000.16200	Buildings	1,512,025.89
609.00000.16210	Accum Depr Buildings	(854,787.87)
609.00000.16300	Improvements Other Than Bldgs	82,203.85
609.00000.16310	Accum Depr Improv OT Bldgs	(71,280.03)
609.00000.16400	Machinery & Equipment_x000D_	168,404.67
609.00000.16410	Accum Depr Machinery & Equip	(88,921.38)
609.00000.16420	Office Equipment & Furnishings	23,448.94
609.00000.16430	Accum Depr Off Eq & Furnishing	(20,784.13)
609.00000.16460	Furniture & Fixtures	170,835.31
609.00000.16470	Accum Depr Furniture & Fixture	(162,549.65)
609.00000.16480	Other Equipment	21,424.11
609.00000.16490	Accum Depr Other Equipment	(21,424.11)
	Total Fixed Assets	783,595.60
Deferred Outflows		
609.00000.19990	Deferred Outflows of Resources	128,985.00

City of Hinckley
Balance Sheet
 For LIQUOR FUND (609)
 January 31, 2024

Total Deferred Outflows		128,985.00
Total Assets	\$	1,949,463.64

Liabilities and Fund Balance

609.00000.20200	Accounts Payable		27,208.77
609.00000.20205	Event Tickets/Donations Payable		43.00
609.00000.20400	Compensated Absences		26,292.02
609.00000.21600	Wages Payable		2,465.12
609.00000.21703	FICA Withholding		188.58
609.00000.21704	PERA		184.89
609.00000.22000	Deposits		1,346.00
609.00000.22200	Deferred Revenue		4,051.69
609.00000.22600	Capital Leases-Current		20,080.92
609.00000.22800	MN Sales Tax Payable		19,937.98
609.00000.22810	MN Use Tax Payable		74.22
609.00000.23980	Net Pension Liability		361,610.00
609.00000.23990	Deferred Inflows of Resources		18,854.00
	Total		482,337.19
	Total Liabilities		482,337.19
609.00000.25100	Fund Balance		1,470,195.19
	Total		1,470,195.19
	Excess of Revenue Over Expenditures		(3,068.74)
	Total Fund Balances		1,467,126.45
	Total Liabilities and Fund Balances	\$	1,949,463.64

City of Hinckley
Balance Sheet
 For EDA GENERAL FUND (700)
 January 31, 2024

Assets

Cash		
700.00000.10100	Cash in Bank	252,069.68
700.00000.10105	Cash in Bank-Revolving Loan	58,195.91
	Total Cash	310,265.59
Receivables		
700.00000.11500	Accounts Receivable	500.00
	Total Receivables	500.00
Prepays		
700.00000.15500	Prepaid Insurance	578.75
	Total Prepays	578.75
	Total Assets	\$ 311,344.34

Liabilities and Fund Balance

	Total	.00
	Total Liabilities	.00
700.00000.25100	Fund Balance	311,837.52
	Total	311,837.52
	Excess of Revenue Over Expenditures	(493.18)
	Total Fund Balances	311,344.34
	Total Liabilities and Fund Balances	\$ 311,344.34

City of Hinckley
Statement of Revenue and Expenditures
 Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Taxes Revenues					
101.31000.31010 Property Taxes	\$ 0.00	\$ 0.00	\$ 752,447.00	\$ 0.00	\$ 752,447.00
101.31000.31410 Hotel-Motel Tax	250.00	(2,964.21)	3,000.00	411.94	\$ 2,588.06
101.31000.31810 Franchise Taxes	0.00	0.00	8,500.00	0.00	\$ 8,500.00
Total Taxes Revenues	250.00	(2,964.21)	763,947.00	411.94	763,535.06
Licenses and Permits Revenues					
101.32000.32110 Alcoholic Beverages	0.00	0.00	12,000.00	50.00	\$ 11,950.00
101.32000.32210 Building Permits	0.00	973.00	25,000.00	120.00	\$ 24,880.00
101.32000.32240 Animal Licenses	25.00	15.00	300.00	0.00	\$ 300.00
101.32000.32261 Other Permit Revenue	83.33	50.00	0.00	50.00	\$ 0.00
Total Licenses and Permits Revenues	108.33	1,038.00	37,300.00	220.00	37,080.00
Intergovernmental Revenues Revenues					
101.33000.33401 Local Government Aid	0.00	0.00	450,511.00	0.00	\$ 450,511.00
101.33000.33421 State Aid Police	0.00	0.00	16,000.00	0.00	\$ 16,000.00
Total Intergovernmental Revenues Revenues	0.00	0.00	466,511.00	0.00	466,511.00
Federal Grants & Aids Revenues					
101.33100.33130 Small Cities Development Progra	0.00	0.00	0.00	23,000.00	\$ 0.00
Total Federal Grants & Aids Revenues	0.00	0.00	0.00	23,000.00	0.00
Charges for Services Revenues					
101.34000.34104 Plan Checkng Fees	0.00	484.49	5,000.00	0.00	\$ 5,000.00
101.34000.34107 Assessment Searches	62.50	90.00	750.00	90.00	\$ 660.00
101.34000.34111 Miscellaneous Service Fees	41.67	1,004.00	500.00	1,011.75	\$ (511.75)
101.34000.34120 Planning and Zoning Fees	8.33	0.00	0.00	0.00	\$ 0.00
Total Charges for Services Revenues	112.50	1,578.49	6,250.00	1,101.75	5,148.25
Fines and Forfeits Revenues					
101.35000.35101 Court Fines	666.67	99.99	5,000.00	153.31	\$ 4,846.69
Total Fines and Forfeits Revenues	666.67	99.99	5,000.00	153.31	4,846.69
Miscellaneous Revenues Revenues					
101.36200.36210 Interest Earnings	416.67	933.82	5,000.00	1,268.55	\$ 3,731.45
101.36200.36213 Change in FMV of Investments	0.00	531.25	0.00	5,380.05	\$ 0.00
101.36200.36220 Rental Income	583.33	667.00	7,000.00	968.65	\$ 6,031.35
101.36200.36225 Miscellaneous Income	1,000.00	0.00	0.00	0.00	\$ 0.00
101.36200.36240 Reimbursements	0.00	24.35	1,000.00	1,723.56	\$ (723.56)
Total Miscellaneous Revenues Revenues	2,000.00	2,156.42	13,000.00	9,340.81	3,659.19
Other Financing Sources Revenues					
101.39000.39202 Transfer From Liquor Fund	0.00	0.00	40,008.00	3,334.00	\$ 36,674.00
101.39000.39203 Transfer From Library Fund	167.00	167.00	0.00	0.00	\$ 0.00
101.39000.39207 Transfer From Water Fund	1,000.00	1,000.00	40,008.00	3,334.00	\$ 36,674.00
101.39000.39208 Transfer From Sewer Fund	1,000.00	1,000.00	40,008.00	3,334.00	\$ 36,674.00

City of Hinckley
Statement of Revenue and Expenditures
 Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Total Other Financing Sources Revenues	2,167.00	2,167.00	120,024.00	10,002.00	110,022.00
Total GENERAL FUND Revenues	\$ 5,304.50	\$ 4,075.69	\$ 1,412,032.00	\$ 44,229.81	\$ 1,367,802.19

Expenditures

Council Expenditures

101.41110.01030 Wages & Salaries-PT-Regular	\$ 583.33	\$ 0.00	\$ 7,000.00	\$ 725.00	\$ 6,275.00
101.41110.01220 FICA Contributions	62.50	0.00	535.50	55.47	480.03
101.41110.03080 Professional Services-Instructors'	0.00	482.13	500.00	0.00	500.00
Total Council Expenditures	645.83	482.13	8,035.50	780.47	7,255.03

Ordinances & Proceedings Expenditures

101.41130.03510 Printing & Binding-Legal Notices	0.00	0.00	400.00	0.00	400.00
101.41130.03520 Printing & Binding-General Notice	583.33	556.33	7,000.00	281.31	6,718.69
101.41130.03530 Printing & Binding-Ordinance Publ	125.00	0.00	1,200.00	0.00	1,200.00
Total Ordinances & Proceedings Expenditures	708.33	556.33	8,600.00	281.31	8,318.69

Mayor Expenditures

101.41310.01030 Wages & Salaries-PT-Regular	291.67	0.00	3,000.00	210.00	2,790.00
101.41310.01220 FICA Contributions	25.00	0.00	229.50	16.07	213.43
Total Mayor Expenditures	316.67	0.00	3,229.50	226.07	3,003.43

City Clerk Expenditures

101.41400.01010 Wages & Salaries-FT-Regular	7,594.00	7,009.88	87,000.00	6,175.22	80,824.78
101.41400.01210 PERA Contributions	569.58	525.74	6,525.00	463.14	6,061.86
101.41400.01220 FICA Contributions	580.92	517.35	6,656.00	450.16	6,205.84
101.41400.01250 Other Retirement Contributions	0.00	0.00	870.00	94.44	775.56
101.41400.01310 Employer Paid Medical	1,463.75	1,396.11	17,500.00	1,456.88	16,043.12
101.41400.01320 Employer Paid Dental	138.67	137.74	1,797.12	143.95	1,653.17
101.41400.01330 Employer Paid Life	13.75	12.50	150.00	12.50	137.50
101.41400.01510 WC Insurance Premiums	131.00	130.83	3,500.00	224.75	3,275.25
101.41400.01600 Liability Insurance for Employees	9.00	0.00	120.00	0.00	120.00
101.41400.02030 Office Supplies-Printed Forms &	166.67	0.00	1,500.00	397.50	1,102.50
101.41400.02080 Office Supplies-Other	41.67	0.00	1,000.00	0.00	1,000.00
101.41400.02180 Operating Supplies-Other	583.33	109.69	7,000.00	0.00	7,000.00
101.41400.02400 Small Tools & Minor Equipment	41.67	0.00	7,500.00	0.00	7,500.00
101.41400.03010 Professional Services-Auditing &	0.00	0.00	8,500.00	0.00	8,500.00
101.41400.03030 Professional Services-Engineerin	416.67	0.00	5,000.00	756.00	4,244.00
101.41400.03040 Professional Services-Legal Fees	2,500.00	0.00	30,000.00	0.00	30,000.00
101.41400.03080 Professional Services-Instructors'	83.33	0.00	4,500.00	0.00	4,500.00
101.41400.03090 Professional Services-IT Services	1,500.00	1,312.76	18,000.00	4,118.16	13,881.84
101.41400.03130 Professional Services-Assessor	0.00	237.37	12,500.00	85.00	12,415.00
101.41400.03140 Professional Services-Software S	1,000.00	41.30	15,000.00	0.00	15,000.00
101.41400.03190 Professional Services-Other	166.67	42.78	2,000.00	42.78	1,957.22
101.41400.03210 Communication-Telephone & Inter	3,500.00	476.40	9,000.00	0.00	9,000.00
101.41400.03220 Communication-Postage	250.00	41.40	3,000.00	(0.63)	3,000.63
101.41400.03310 Transportation-Travel Expense	83.33	0.00	2,500.00	0.00	2,500.00
101.41400.03430 Advertising-Other	41.67	85.00	1,500.00	0.00	1,500.00

City of Hinckley
Statement of Revenue and Expenditures
 Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
101.41400.04090 R&M Contractual-Other	83.33	0.00	5,000.00	0.00	\$ 5,000.00
101.41400.04130 Rentals-Office Equipment	583.33	250.00	7,000.00	414.55	\$ 6,585.45
101.41400.04310 Miscellaneous-Bank Charges	20.83	19.25	400.00	44.05	\$ 355.95
101.41400.04330 Miscellaneous-Dues & Subscriptio	41.67	0.00	4,000.00	4,293.00	\$ (293.00)
101.41400.04375 Miscellaneous-Property Taxes	0.00	0.00	165.00	0.00	\$ 165.00
101.41400.04380 Miscellaneous-Uncollectible Aacc	0.00	0.00	1,600.00	0.00	\$ 1,600.00
101.41400.04385 Miscellaneous-Accounts Payable	0.00	0.00	0.00	(7.56)	\$ 0.00
Total City Clerk Expenditures	21,604.84	13,111.10	270,783.12	19,163.89	251,619.23
Elections Expenditures					
101.41410.01030 Wages & Salaries-PT-Regular	0.00	0.00	4,000.00	0.00	\$ 4,000.00
101.41410.01210 PERA Contributions	0.00	0.00	110.00	0.00	\$ 110.00
101.41410.01220 FICA Contributions	0.00	0.00	100.00	0.00	\$ 100.00
101.41410.02185 Operating Supplies-Election Suppl	0.00	0.00	1,000.00	0.00	\$ 1,000.00
101.41410.03310 Transportation-Travel Expense	0.00	0.00	200.00	0.00	\$ 200.00
Total Elections Expenditures	0.00	0.00	5,410.00	0.00	5,410.00
Deputy Clerk Expenditures					
101.41430.01010 Wages & Salaries-FT-Regular	3,548.25	3,265.75	47,840.00	2,244.48	\$ 45,595.52
101.41430.01017 Wages & Salaries-FT-PTO	0.00	0.00	0.00	545.58	\$ 0.00
101.41430.01018 Wages & Salaries-FT-Holiday	0.00	0.00	0.00	502.32	\$ 0.00
101.41430.01020 Wages & Salaries-FT-Overtime	177.41	132.60	2,500.00	198.76	\$ 2,301.24
101.41430.01120 HSA Contributions	308.00	293.97	3,500.00	290.56	\$ 3,209.44
101.41430.01210 PERA Contributions	279.43	254.88	3,776.00	261.84	\$ 3,514.16
101.41430.01220 FICA Contributions	285.01	243.89	3,851.00	251.31	\$ 3,599.69
101.41430.01250 Other Retirement Contributions	0.00	0.00	0.00	52.22	\$ 0.00
101.41430.01310 Employer Paid Medical	1,091.58	1,041.00	12,500.00	1,019.32	\$ 11,480.68
101.41430.01320 Employer Paid Dental	138.67	137.74	1,725.00	143.95	\$ 1,581.05
101.41430.01330 Employer Paid Life	13.75	12.50	150.00	12.50	\$ 137.50
Total Deputy Clerk Expenditures	5,842.10	5,382.33	75,842.00	5,522.84	70,319.16
Finance Director Expenditures					
101.41520.01010 Wages & Salaries-FT-Regular	6,162.33	5,688.32	75,982.00	5,598.26	\$ 70,383.74
101.41520.01017 Wages & Salaries-FT-PTO	0.00	0.00	0.00	1,461.20	\$ 0.00
101.41520.01210 PERA Contributions	462.17	426.62	5,699.00	419.87	\$ 5,279.13
101.41520.01220 FICA Contributions	471.42	435.16	5,813.00	540.07	\$ 5,272.93
101.41520.01310 Employer Paid Medical	641.83	611.53	16,500.00	600.28	\$ 15,899.72
101.41520.01320 Employer Paid Dental	45.00	44.39	1,725.00	46.25	\$ 1,678.75
101.41520.01330 Employer Paid Life	13.75	12.50	150.00	12.50	\$ 137.50
Total Finance Director Expenditures	7,796.50	7,218.52	105,869.00	8,678.43	97,190.57
Planning and Zoning Expenditures					
101.41910.01010 Wages & Salaries-FT-Regular	4,745.50	4,927.98	58,512.02	3,763.58	\$ 54,748.44
101.41910.01017 Wages & Salaries-FT-PTO	0.00	0.00	0.00	1,125.12	\$ 0.00
101.41910.01210 PERA Contributions	355.92	287.47	4,388.00	282.28	\$ 4,105.72
101.41910.01220 FICA Contributions	363.00	364.37	4,476.00	361.59	\$ 4,114.41
101.41910.01250 Other Retirement Contributions	47.42	65.70	585.00	65.01	\$ 519.99
101.41910.01310 Employer Paid Medical	1,171.00	1,116.88	13,402.00	1,095.92	\$ 12,306.08
101.41910.01320 Employer Paid Dental	110.92	110.19	1,380.00	115.16	\$ 1,264.84

City of Hinckley

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Statement of Revenue and Expenditures

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Revised Budget

For GENERAL FUND (101)

For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
101.41910.01330 Employer Paid Life	11.00	10.00	142.56	10.00 \$	132.56
101.41910.02180 Operating Supplies-Other	41.67	4.99	500.00	0.00 \$	500.00
101.41910.03030 Professional Services-Engineerin	0.00	929.50	2,000.00	0.00 \$	2,000.00
101.41910.03040 Professional Services-Legal Fees	0.00	0.00	3,000.00	0.00 \$	3,000.00
101.41910.04130 Rentals-Office Equipment	0.00	54.00	600.00	54.00 \$	546.00
101.41910.04330 Miscellaneous-Dues & Subscriptio	20.83	0.00	350.00	0.00 \$	350.00
Total Planning and Zoning Expenditures	6,867.26	7,871.08	89,335.58	6,872.66	82,462.92
General Government Buildings Expenditures					
101.41940.02230 R&M Supplies-Building Repair	83.33	0.00	1,500.00	0.00 \$	1,500.00
101.41940.02280 R&M Supplies-Other	166.67	17.99	2,000.00	0.00 \$	2,000.00
101.41940.03620 Insurance-Property	1,657.00	1,657.26	24,600.00	1,887.27 \$	22,712.73
101.41940.03810 Utility Services-Electric	666.67	833.00	9,000.00	749.40 \$	8,250.60
101.41940.03820 Utility Services-Water & Sewer	62.50	42.27	1,200.00	41.34 \$	1,158.66
101.41940.03830 Utility Services-Gas	666.67	1,815.89	8,500.00	938.77 \$	7,561.23
101.41940.03840 Utility Services-Refuse Disposal	333.33	357.76	5,000.00	0.00 \$	5,000.00
101.41940.04050 R&M Contractual-Janitorial	500.00	825.00	8,000.00	750.00 \$	7,250.00
101.41940.04090 R&M Contractual-Other	625.00	528.30	9,000.00	199.18 \$	8,800.82
101.41940.05200 Cap Outlay-Buildings & Structures	0.00	6,690.00	29,000.00	0.00 \$	29,000.00
101.41940.05700 Cap Outlay-Office Equipment and	0.00	0.00	5,000.00	0.00 \$	5,000.00
Total General Government Buildings Expenditures	4,761.17	12,767.47	102,800.00	4,565.96	98,234.04
Public Safety Expenditures					
101.42000.02260 R&M Supplies-Sign Repair Materi	0.00	0.00	1,200.00	0.00 \$	1,200.00
101.42000.03110 Professional Services-Policing	18,642.33	18,642.38	237,140.50	19,761.71 \$	217,378.79
Total Public Safety Expenditures	18,642.33	18,642.38	238,340.50	19,761.71	218,578.79
Building Inspection Expenditures					
101.42400.01010 Wages & Salaries-FT-Regular	1,186.42	1,916.44	14,237.00	1,625.34 \$	12,611.66
101.42400.01017 Wages & Salaries-FT-PTO	0.00	0.00	0.00	281.28 \$	0.00
101.42400.01210 PERA Contributions	89.00	123.21	1,068.00	121.89 \$	946.11
101.42400.01220 FICA Contributions	90.75	143.45	1,089.00	142.77 \$	946.23
101.42400.01250 Other Retirement Contributions	11.83	16.44	142.00	16.26 \$	125.74
101.42400.01310 Employer Paid Medical	292.75	279.23	3,400.00	273.98 \$	3,126.02
101.42400.01320 Employer Paid Dental	27.75	27.55	345.00	28.79 \$	316.21
101.42400.01330 Employer Paid Life	2.75	2.50	35.64	2.50 \$	33.14
101.42400.02180 Operating Supplies-Other	0.00	0.00	600.00	0.00 \$	600.00
101.42400.03080 Professional Services-Instructors'	0.00	505.75	500.00	0.00 \$	500.00
101.42400.03090 Professional Services-IT Services	0.00	0.00	12,000.00	0.00 \$	12,000.00
101.42400.03150 Professional Services-Building Off	1,000.00	1,100.00	250.00	0.00 \$	250.00
101.42400.03310 Transportation-Travel Expense	41.67	64.19	500.00	0.00 \$	500.00
101.42400.04130 Rentals-Office Equipment	0.00	6.00	100.00	6.00 \$	94.00
101.42400.04330 Miscellaneous-Dues & Subscriptio	0.00	0.00	35.00	0.00 \$	35.00
Total Building Inspection Expenditures	2,742.92	4,184.76	34,301.64	2,498.81	31,802.83
Animal Control Expenditures					
101.42700.02190 Operating Supplies-Other	8.33	81.95	100.00	0.00 \$	100.00
101.42700.03190 Professional Services-Other	0.00	0.00	200.00	0.00 \$	200.00

City of Hinckley
Statement of Revenue and Expenditures
 Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Total Animal Control Expenditures	8.33	81.95	300.00	0.00	300.00
Public Works Expenditures					
101.43000.01010 Wages & Salaries-FT-Regular	7,953.17	3,389.55	111,000.00	3,620.32 \$	107,379.68
101.43000.01015 Wages & Salaries-FT-Building Ma	0.00	0.00	0.00	145.03 \$	0.00
101.43000.01017 Wages & Salaries-FT-PTO	0.00	0.00	0.00	1,111.47 \$	0.00
101.43000.01018 Wages & Salaries-FT-Holiday	0.00	0.00	0.00	1,347.12 \$	0.00
101.43000.01020 Wages & Salaries-FT-Overtime	1,004.92	3,092.44	12,390.62	218.47 \$	12,172.15
101.43000.01040 Wages & Salaries-PT-Overtime	1,651.08	0.00	0.00	0.00 \$	0.00
101.43000.01050 Wages & Salaries-Temp-Regular	0.00	2,795.10	27,834.00	3,115.94 \$	24,718.06
101.43000.01052 Wages & Salaries-Temp-City Mo	0.00	0.00	6,500.00	0.00 \$	6,500.00
101.43000.01055 Wages & Salaries-Temp-Building	0.00	0.00	0.00	21.58 \$	0.00
101.43000.01060 Wages & Salaries-Temp-OT Pre	0.00	354.17	0.00	0.00 \$	0.00
101.43000.01210 PERA Contributions	671.00	486.15	9,254.00	483.18 \$	8,770.82
101.43000.01220 FICA Contributions	777.92	700.71	12,066.00	707.53 \$	11,358.47
101.43000.01310 Employer Paid Medical	2,220.83	2,480.46	33,000.00	2,739.80 \$	30,260.20
101.43000.01320 Employer Paid Dental	206.75	244.72	3,410.00	287.90 \$	3,122.10
101.43000.01330 Employer Paid Life	20.50	22.21	265.68	25.00 \$	240.68
101.43000.01510 WC Insurance Premiums	276.00	275.75	5,000.00	405.33 \$	4,594.67
101.43000.02120 Operating Supplies-Motor Fuels	1,083.33	2,309.88	15,000.00	590.80 \$	14,409.20
101.43000.02123 Operating Supplies-Motor Fuels-M	62.50	0.00	750.00	0.00 \$	750.00
101.43000.02130 Operating Supplies-Lubricants &	250.00	0.00	3,000.00	0.00 \$	3,000.00
101.43000.02150 Operating Supplies-Shop Material	208.33	0.00	2,500.00	176.40 \$	2,323.60
101.43000.02170 Operating Supplies-Uniforms/PPE	41.67	0.00	500.00	0.00 \$	500.00
101.43000.02171 Operating Supplies-Safety Suppli	166.67	0.00	2,000.00	121.19 \$	1,878.81
101.43000.02180 Operating Supplies-Events	500.00	0.00	8,000.00	0.00 \$	8,000.00
101.43000.02190 Operating Supplies-Other	83.33	41.98	3,500.00	32.98 \$	3,467.02
101.43000.02210 R&M Supplies-Equipment Parts	1,250.00	128.97	15,000.00	204.88 \$	14,795.12
101.43000.02230 R&M Supplies-Building Repair	166.67	0.00	2,000.00	0.00 \$	2,000.00
101.43000.02245 R&M Supplies-Tree Trimming	0.00	0.00	500.00	0.00 \$	500.00
101.43000.02248 R&M Supplies-Mowing	0.00	0.00	500.00	0.00 \$	500.00
101.43000.02280 R&M Supplies-Other	41.67	0.00	1,200.00	44.42 \$	1,155.58
101.43000.02400 Small Tools & Minor Equipment	416.67	0.00	5,000.00	0.00 \$	5,000.00
101.43000.03080 Professional Services-Instructors'	41.67	0.00	12,000.00	6,013.50 \$	5,986.50
101.43000.03140 Professional Services-Software S	62.50	0.00	750.00	0.00 \$	750.00
101.43000.03210 Communication-Telephone & Inter	62.50	0.00	750.00	0.00 \$	750.00
101.43000.03810 Utility Services-Electric	583.33	632.75	8,000.00	552.43 \$	7,447.57
101.43000.03820 Utility Services-Water & Sewer			0.00	52.72 \$	0.00
101.43000.03830 Utility Services-Gas	1,083.33	2,388.30	16,000.00	1,173.42 \$	14,826.58
101.43000.04090 R&M Contractual-Other	416.67	177.04	5,000.00	136.14 \$	4,863.86
101.43000.04120 Rentals-Buildings	500.00	500.00	0.00	0.00 \$	0.00
101.43000.04160 Rentals-Machinery	41.67	0.00	500.00	0.00 \$	500.00
101.43000.04300 Miscellaneous-Security	41.67	0.00	500.00	0.00 \$	500.00
101.43000.04330 Miscellaneous-Dues & Subscriptio	0.00	302.50	400.00	0.00 \$	400.00
Total Public Works Expenditures	21,886.35	20,322.68	324,070.30	23,327.55	300,742.75
Highways, Streets and Roadways Expenditures					
101.43100.01010 Wages & Salaries-FT-Regular	1,186.67	2,375.56	0.00	0.00 \$	0.00
101.43100.01011 Wages & Salaries-FT-Streets	0.00	0.00	0.00	1,583.63 \$	0.00

City of Hinckley
Statement of Revenue and Expenditures
 Revised Budget
 For GENERAL FUND (101)
 For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
101.43100.01020 Wages & Salaries-FT-Overtime	345.83	674.44	0.00	493.37 \$	0.00
101.43100.01040 Wages & Salaries-PT-Overtime	145.83	0.00	0.00	0.00 \$	0.00
101.43100.01050 Wages & Salaries-Temp-Regular	0.00	1,641.17	0.00	0.00 \$	0.00
101.43100.01051 Wages & Salaries-Temp-Streets	0.00	0.00	0.00	845.94 \$	0.00
101.43100.01060 Wages & Salaries-Temp-OT Pre			0.00	173.18 \$	0.00
101.43100.01210 PERA Contributions	114.92	227.97	0.00	155.77 \$	0.00
101.43100.01220 FICA Contributions	128.42	355.47	0.00	231.25 \$	0.00
101.43100.01310 Employer Paid Medical	484.09	311.76	0.00	0.00 \$	0.00
101.43100.01320 Employer Paid Dental	45.99	30.76	0.00	0.00 \$	0.00
101.43100.01330 Employer Paid Life	4.55	2.79	0.00	0.00 \$	0.00
101.43100.01510 WC Insurance Premiums	102.00	102.42	5,000.00	161.50 \$	4,838.50
101.43100.02121 Operating Supplies-Motor Fuels-P	400.00	520.90	3,000.00	170.22 \$	2,829.78
101.43100.02122 Operating Supplies-Motor Fuels-S	0.00	0.00	500.00	0.00 \$	500.00
101.43100.02130 Operating Supplies-Lubricants &	0.00	0.00	250.00	69.98 \$	180.02
101.43100.02190 Operating Supplies-Other	500.00	0.00	6,000.00	0.00 \$	6,000.00
101.43100.02210 R&M Supplies-Equipment Parts	0.00	451.32	6,000.00	2,304.36 \$	3,695.64
101.43100.02240 R&M Supplies-Street Maintenance	0.00	0.00	4,000.00	0.00 \$	4,000.00
101.43100.02241 R&M Supplies-Salt and Sand	2,500.00	3,697.28	18,000.00	0.00 \$	18,000.00
101.43100.02242 R&M Supplies-Crack Sealing	0.00	0.00	10,000.00	0.00 \$	10,000.00
101.43100.02243 R&M Supplies-Curb & Line Painti	0.00	0.00	4,000.00	0.00 \$	4,000.00
101.43100.02244 R&M Supplies-Street Sweeping	0.00	0.00	1,000.00	0.00 \$	1,000.00
101.43100.02246 R&M Supplies-Snow Plowing	200.00	0.00	0.00	0.00 \$	0.00
101.43100.02247 R&M Supplies-Snow Maintenance	300.00	0.00	0.00	0.00 \$	0.00
101.43100.02280 R&M Supplies-Other	0.00	0.00	3,000.00	20.98 \$	2,979.02
101.43100.02400 Small Tools & Minor Equipment	208.33	0.00	3,000.00	0.00 \$	3,000.00
101.43100.03810 Utility Services-Electric	2,916.67	2,966.08	39,000.00	2,828.22 \$	36,171.78
101.43100.04050 R&M Contractual-Streets/Roads/A	208.33	860.00	3,000.00	0.00 \$	3,000.00
101.43100.04090 R&M Contractual-Other	0.00	0.00	7,000.00	0.00 \$	7,000.00
101.43100.04330 Miscellaneous-Dues & Subscriptio			0.00	35.25 \$	0.00
Total Highways, Streets and Roadways Expenditur	9,791.63	14,217.92	112,750.00	9,073.65	103,676.35
Economic Development & Assistance Expenditure					
101.46500.03070 Professional Services-Manageme	0.00	0.00	0.00	3,000.00 \$	0.00
101.46500.04090 R&M Contractual-Other	0.00	0.00	0.00	20,000.00 \$	0.00
Total Economic Development & Assistance Expen	0.00	0.00	0.00	23,000.00	0.00
Capital Lease-Solar Expenditures					
101.47005.06020 Other Long-Term Obligation Princi	186.17	176.16	2,242.00	0.00 \$	2,242.00
101.47005.06120 Other Long-Term Obligation Inter	10.25	9.69	123.00	0.00 \$	123.00
Total Capital Lease-Solar Expenditures	196.42	185.85	2,365.00	0.00	2,365.00
Other Financing Uses Expenditures					
101.49300.07200 Interfund Transfers	0.00	0.00	30,000.00	2,500.00 \$	27,500.00
Total Other Financing Uses Expenditures	0.00	0.00	30,000.00	2,500.00	27,500.00
Total GENERAL FUND Expenditures	\$ 101,810.68	\$ 105,024.50	\$ 1,412,032.14	\$ 126,253.35	\$ 1,285,778.79
GENERAL FUND Excess of Revenues Over Expenditure	\$ (96,506.18)	\$ (100,948.81)	\$ (0.14)	\$ (82,023.54)	\$ 82,023.40

City of Hinckley
Statement of Revenue and Expenditures
 Revised Budget
 For PARKS AND RECREATION (205)
 For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Taxes Revenues					
205.31000.31010 Property Taxes	\$ 0.00	\$ 0.00	\$ 128,532.00	\$ 0.00	\$ 128,532.00
Total Taxes Revenues	0.00	0.00	128,532.00	0.00	128,532.00
Miscellaneous Revenues Revenues					
205.36200.36210 Interest Earnings	41.67	104.54	500.00	105.39	\$ 394.61
205.36200.36220 Rental Income	750.00	525.00	8,000.00	1,125.00	\$ 6,875.00
205.36200.36230 Contributions and Donations	0.00	504.50	0.00	240.00	\$ 0.00
205.36200.36240 Reimbursements	0.00	0.00	0.00	2,061.18	\$ 0.00
Total Miscellaneous Revenues Revenues	791.67	1,134.04	8,500.00	3,531.57	4,968.43
Other Financing Sources Revenues					
205.39000.39202 Transfer From Liquor Fund	2,500.00	2,500.00	0.00	0.00	\$ 0.00
Total Other Financing Sources Revenues	2,500.00	2,500.00	0.00	0.00	0.00
Total PARKS AND RECREATION Revenues	\$ 3,291.67	\$ 3,634.04	\$ 137,032.00	\$ 3,531.57	\$ 133,500.43

Expenditures

Recreation Expenditures

205.45100.01010 Wages & Salaries-FT-Regular	\$ 0.00	\$ 0.00	\$ 2,000.00	\$ 0.00	\$ 2,000.00
205.45100.01019 Wages & Salaries-FT-Park Mowin	0.00	0.00	5,500.00	0.00	\$ 5,500.00
205.45100.01036 Wages & Salaries-PT-Special Eve	0.00	0.00	800.00	0.00	\$ 800.00
205.45100.01210 PERA Contributions	0.00	0.00	150.00	0.00	\$ 150.00
205.45100.01220 FICA Contributions	0.00	0.00	635.00	0.00	\$ 635.00
205.45100.01510 WC Insurance Premiums	7.00	6.25	2,000.00	130.17	\$ 1,869.83
205.45100.02120 Operating Supplies-Motor Fuels	0.00	0.00	500.00	0.00	\$ 500.00
205.45100.02180 Operating Supplies-Other	208.33	0.00	2,500.00	0.00	\$ 2,500.00
205.45100.02280 R&M Supplies-Other	41.67	0.00	500.00	0.00	\$ 500.00
205.45100.03120 Professional Services-Entertainm	0.00	0.00	3,500.00	0.00	\$ 3,500.00
205.45100.03140 Professional Services-Software S	41.67	0.00	0.00	0.00	\$ 0.00
205.45100.03430 Advertising-Other	0.00	0.00	2,500.00	0.00	\$ 2,500.00
205.45100.03810 Utility Services-Electric	83.33	0.00	0.00	0.00	\$ 0.00
205.45100.04180 Rentals-Other	0.00	0.00	5,000.00	0.00	\$ 5,000.00
205.45100.04300 Miscellaneous-Security	83.33	0.00	0.00	0.00	\$ 0.00
205.45100.04900 Miscellaneous-Donations to Civic	0.00	0.00	4,500.00	0.00	\$ 4,500.00
Total Recreation Expenditures	465.33	6.25	30,085.00	130.17	29,954.83

Recreation Centers Expenditures

205.45122.01010 Wages & Salaries-FT-Regular	6.42	0.00	4,000.00	0.00	\$ 4,000.00
205.45122.01020 Wages & Salaries-FT-Overtime	46.92	0.00	750.00	0.00	\$ 750.00
205.45122.01030 Wages & Salaries-PT-Regular	164.58	94.58	4,000.00	295.28	\$ 3,704.72
205.45122.01039 Wages & Salaries-PT-Park Mowin	0.00	0.00	5,000.00	0.00	\$ 5,000.00
205.45122.01040 Wages & Salaries-PT-Overtime	0.00	0.00	250.00	0.00	\$ 250.00
205.45122.01050 Wages & Salaries-Temp-Regular	0.00	735.88	0.00	0.00	\$ 0.00
205.45122.01054 Wages & Salaries-Temp-Building	0.00	0.00	0.00	86.32	\$ 0.00
205.45122.01210 PERA Contributions	16.33	7.09	356.00	22.14	\$ 333.86

City of Hinckley
Statement of Revenue and Expenditures
Revised Budget
For PARKS AND RECREATION (205)
For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
205.45122.01220 FICA Contributions	40.33	63.52	1,071.00	29.19 \$	1,041.81
205.45122.01310 Employer Paid Medical	3.83	0.00	1,100.00	0.00 \$	1,100.00
205.45122.01320 Employer Paid Dental	0.33	0.00	120.00	0.00 \$	120.00
205.45122.02190 Operating Supplies-Other	625.00	16.99	10,000.00	66.41 \$	9,933.59
205.45122.02210 R&M Supplies-Equipment Parts	125.00	0.00	1,500.00	0.00 \$	1,500.00
205.45122.02230 R&M Supplies-Building Repair	416.67	1,736.93	13,000.00	66.95 \$	12,933.05
205.45122.02280 R&M Supplies-Other	0.00	0.00	250.00	36.45 \$	213.55
205.45122.03030 Professional Services-Engineerin	41.67	0.00	0.00	0.00 \$	0.00
205.45122.03210 Communication-Telephone & Inter	62.50	73.15	750.00	0.00 \$	750.00
205.45122.03620 Insurance-Property	703.00	703.17	9,900.00	759.33 \$	9,140.67
205.45122.03810 Utility Services-Electric	1,500.00	901.69	14,000.00	1,043.96 \$	12,956.04
205.45122.03820 Utility Services-Water & Sewer	83.33	84.55	1,000.00	88.37 \$	911.63
205.45122.03830 Utility Services-Gas	1,000.00	1,860.74	12,500.00	1,200.71 \$	11,299.29
205.45122.03840 Utility Services-Refuse Disposal	83.33	70.20	1,000.00	0.00 \$	1,000.00
205.45122.04090 R&M Contractual-Other	833.33	6,470.78	13,500.00	269.57 \$	13,230.43
205.45122.04300 Miscellaneous-Security	41.67	72.64	900.00	0.00 \$	900.00
205.45122.04385 Miscellaneous-Accounts Payable	0.00	0.00	0.00	(4.22) \$	0.00
205.45122.05200 Cap Outlay-Buildings & Structures	0.00	0.00	12,000.00	0.00 \$	12,000.00
205.45122.05700 Cap Outlay-Office Equipment and	208.33	0.00	0.00	0.00 \$	0.00
Total Recreation Centers Expenditures	6,002.57	12,891.91	106,947.00	3,960.46	102,986.54
Total PARKS AND RECREATION Expenditures	\$ 6,467.90	\$ 12,898.16	\$ 137,032.00	\$ 4,090.63	\$ 132,941.37
PARKS AND RECREATION Excess of Revenues Over Ex	\$ (3,176.23)	\$ (9,264.12)	\$ 0.00	\$ (559.06)	\$ 0.00

City of Hinckley
Statement of Revenue and Expenditures
 Revised Budget
 For LIBRARY (211)
 For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Taxes Revenues					
211.31000.31010 Property Taxes	\$ 0.00	\$ 0.00	\$ 16,000.00	\$ 0.00	\$ 16,000.00
Total Taxes Revenues	0.00	0.00	16,000.00	0.00	16,000.00
Miscellaneous Revenues Revenues					
211.36200.36210 Interest Earnings	8.33	52.09	100.00	53.78	\$ 46.22
211.36200.36231 Cash Box Donations	20.83	0.00	0.00	0.00	\$ 0.00
Total Miscellaneous Revenues Revenues	29.16	52.09	100.00	53.78	46.22
Total LIBRARY Revenues	\$ 29.16	\$ 52.09	\$ 16,100.00	\$ 53.78	\$ 16,046.22
Expenditures					
Library Expenditures					
211.45500.02180 Operating Supplies-Other	\$ 62.50	\$ 0.00	\$ 750.00	\$ 32.17	\$ 717.83
211.45500.03070 Professional Services-Manageme	750.00	7,480.20	9,000.00	7,636.72	\$ 1,363.28
211.45500.04330 Miscellaneous-Dues & Subscriptio	20.83	0.00	250.00	0.00	\$ 250.00
211.45500.04350 Miscellaneous-Books & Pamphlet	83.33	0.00	1,000.00	0.00	\$ 1,000.00
Total Library Expenditures	916.66	7,480.20	11,000.00	7,668.89	3,331.11
Library Building Expenditures					
211.45509.03620 Insurance-Property	164.00	163.91	2,450.00	186.65	\$ 2,263.35
211.45509.04090 R&M Contractual-Other	12.50	20.00	700.00	22.00	\$ 678.00
Total Library Building Expenditures	176.50	183.91	3,150.00	208.65	2,941.35
Other Financing Uses Expenditures					
211.49300.07200 Interfund Transfers	167.00	167.00	0.00	0.00	\$ 0.00
Total Other Financing Uses Expenditures	167.00	167.00	0.00	0.00	0.00
Total LIBRARY Expenditures	\$ 1,260.16	\$ 7,831.11	\$ 14,150.00	\$ 7,877.54	\$ 6,272.46
LIBRARY Excess of Revenues Over Expenditures	\$ (1,231.00)	\$ (7,779.02)	\$ 1,950.00	\$ (7,823.76)	\$ 9,773.76

City of Hinckley

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Statement of Revenue and Expenditures

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Revised Budget

For FIRE DEPARTMENT (221)

For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Taxes Revenues					
221.31000.31010 Property Taxes	\$ 0.00	\$ 0.00	\$ 61,577.00	\$ 0.00	\$ 61,577.00
221.31000.31011 Property Taxes-Debt	0.00	0.00	36,319.00	0.00	36,319.00
Total Taxes Revenues	0.00	0.00	97,896.00	0.00	97,896.00
Charges for Services Revenues					
221.34000.34202 Fire Protection Service-Calls	2,666.67	3,980.00	30,000.00	5,133.99	\$ 24,866.01
221.34000.34207 Fire Protection Service-Contracte	0.00	0.00	110,031.00	0.00	\$ 110,031.00
Total Charges for Services Revenues	2,666.67	3,980.00	140,031.00	5,133.99	134,897.01
Miscellaneous Revenues Revenues					
221.36200.36210 Interest Earnings	62.50	59.13	750.00	179.57	\$ 570.43
221.36200.36230 Contributions and Donations	0.00	0.00	0.00	37,155.78	\$ 0.00
221.36200.36240 Reimbursements	0.00	1,082.00	0.00	1,931.75	\$ 0.00
Total Miscellaneous Revenues Revenues	62.50	1,141.13	750.00	39,267.10	(38,517.10)
Other Financing Sources Revenues					
221.39000.39300 Proceeds from General Long-Ter	0.00	199,000.00	0.00	0.00	\$ 0.00
Total Other Financing Sources Revenues	0.00	199,000.00	0.00	0.00	0.00
Total FIRE DEPARTMENT Revenues	\$ 2,729.17	\$ 204,121.13	\$ 238,677.00	\$ 44,401.09	\$ 194,275.91

Expenditures

Fire Expenditures

221.42200.01030 Wages & Salaries-PT-Regular	\$ 9,187.50	\$ 10,774.17	\$ 40,000.00	\$ 10,207.00	\$ 29,793.00
221.42200.01220 FICA Contributions	702.75	824.24	2,800.00	780.81	\$ 2,019.19
221.42200.01510 WC Insurance Premiums	730.00	730.17	15,000.00	966.33	\$ 14,033.67
221.42200.02030 Office Supplies-Printed Forms &	20.83	0.00	100.00	0.00	\$ 100.00
221.42200.02070 Office Supplies-Training & Instruct	62.50	0.00	750.00	0.00	\$ 750.00
221.42200.02120 Operating Supplies-Motor Fuels	250.00	260.01	4,500.00	54.86	\$ 4,445.14
221.42200.02130 Operating Supplies-Lubricants &	0.00	55.96	100.00	0.00	\$ 100.00
221.42200.02170 Operating Supplies-Uniforms/PPE	1,416.67	0.00	15,000.00	0.00	\$ 15,000.00
221.42200.02180 Operating Supplies-Events	166.67	0.00	1,500.00	0.00	\$ 1,500.00
221.42200.02190 Operating Supplies-Other	41.67	0.00	500.00	0.00	\$ 500.00
221.42200.02210 R&M Supplies-Equipment Parts	125.00	0.00	2,000.00	21.99	\$ 1,978.01
221.42200.02280 R&M Supplies-Other	416.67	43.14	5,000.00	0.00	\$ 5,000.00
221.42200.02400 Small Tools & Minor Equipment	416.67	0.00	10,000.00	0.00	\$ 10,000.00
221.42200.03040 Professional Services-Legal Fees	12.50	0.00	250.00	0.00	\$ 250.00
221.42200.03060 Professional Services-Personnel	166.67	0.00	2,000.00	0.00	\$ 2,000.00
221.42200.03080 Professional Services-Instructors'	583.33	1,425.00	12,000.00	1,710.00	\$ 10,290.00
221.42200.03090 Professional Services-IT Services	208.33	88.17	2,000.00	141.82	\$ 1,858.18
221.42200.03100 Professional Services-Collections	41.67	0.00	0.00	0.00	\$ 0.00
221.42200.03140 Professional Services-Software S	41.67	0.00	250.00	0.00	\$ 250.00
221.42200.03210 Communication-Telephone & Inter	250.00	269.00	3,000.00	123.16	\$ 2,876.84
221.42200.03220 Communication-Postage	0.00	27.25	0.00	0.00	\$ 0.00
221.42200.03230 Communication-Radio Units	333.33	0.00	4,000.00	1,945.00	\$ 2,055.00

City of Hinckley
Statement of Revenue and Expenditures
 Revised Budget
 For FIRE DEPARTMENT (221)
 For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
221.42200.04090 R&M Contractual-Other	625.00	0.00	15,000.00	1,250.00	\$ 13,750.00
221.42200.04130 Rentals-Office Equipment	0.00	119.02	1,250.00	58.33	\$ 1,191.67
221.42200.04300 Miscellaneous-Security	166.67	467.81	2,000.00	502.89	\$ 1,497.11
221.42200.04330 Miscellaneous-Dues & Subscriptio	83.33	20.25	1,000.00	0.00	\$ 1,000.00
221.42200.04375 Miscellaneous-Property Taxes			1,250.00	0.00	\$ 1,250.00
221.42200.04380 Miscellaneous-Uncollectible Aacc	83.33	0.00	0.00	0.00	\$ 0.00
Total Fire Expenditures	16,132.76	15,104.19	141,250.00	17,762.19	123,487.81
Medical Services Expenditures					
221.42270.02120 Operating Supplies-Motor Fuels	20.83	0.00	500.00	0.00	\$ 500.00
221.42270.02180 Operating Supplies-Other	125.00	0.00	1,000.00	0.00	\$ 1,000.00
221.42270.02280 R&M Supplies-Other	41.67	0.00	0.00	0.00	\$ 0.00
Total Medical Services Expenditures	187.50	0.00	1,500.00	0.00	1,500.00
Fire Stations and Buildings Expenditures					
221.42280.02190 Operating Supplies-Other	0.00	0.00	500.00	0.00	\$ 500.00
221.42280.02230 R&M Supplies-Building Repair	0.00	0.00	500.00	9.36	\$ 490.64
221.42280.03620 Insurance-Property	677.00	676.50	8,000.00	805.42	\$ 7,194.58
221.42280.03810 Utility Services-Electric	842.25	1,083.06	10,000.00	957.66	\$ 9,042.34
221.42280.03820 Utility Services-Water & Sewer	62.50	128.10	750.00	106.62	\$ 643.38
221.42280.03830 Utility Services-Gas	708.33	2,328.51	8,000.00	1,036.02	\$ 6,963.98
221.42280.04090 R&M Contractual-Other	625.00	939.50	7,500.00	296.00	\$ 7,204.00
221.42280.05200 Cap Outlay-Buildings & Structures	83.33	0.00	2,500.00	0.00	\$ 2,500.00
221.42280.05500 Cap Outlay-Motor Vehicles	1,833.33	0.00	30,000.00	0.00	\$ 30,000.00
221.42280.05600 Cap Outlay-Furniture & Fixtures	83.33	0.00	1,000.00	0.00	\$ 1,000.00
221.42280.05700 Cap Outlay-Office Equipment and	83.33	0.00	1,000.00	0.00	\$ 1,000.00
221.42280.05800 Cap Outlay-Other Equipment	0.00	0.00	0.00	37,155.78	\$ 0.00
Total Fire Stations and Buildings Expenditures	4,998.40	5,155.67	69,750.00	40,366.86	29,383.14
Capital Lease-Solar Expenditures					
221.47005.06020 Other Long-Term Obligation Princi	186.17	183.17	2,323.30	0.00	\$ 2,323.30
221.47005.06120 Other Long-Term Obligation Inter	10.25	10.07	127.81	0.00	\$ 127.81
Total Capital Lease-Solar Expenditures	196.42	193.24	2,451.11	0.00	2,451.11
Equipment Certificate of Indebtedness, 2023A Exp					
221.47007.06120 Other Long-Term Obligation Inter	0.00	0.00	7,363.00	3,681.50	\$ 3,681.50
221.47007.06210 Bond Issuance Costs	0.00	5,050.00	0.00	0.00	\$ 0.00
Total Equipment Certificate of Indebtedness, 2023	0.00	5,050.00	7,363.00	3,681.50	3,681.50
Other Financing Uses Expenditures					
221.49300.07200 Interfund Transfers	750.00	750.00	9,000.00	750.00	\$ 8,250.00
Total Other Financing Uses Expenditures	750.00	750.00	9,000.00	750.00	8,250.00
Total FIRE DEPARTMENT Expenditures	\$ 22,265.08	\$ 26,253.10	\$ 231,314.11	\$ 62,560.55	\$ 168,753.56
FIRE DEPARTMENT Excess of Revenues Over Expendit	\$ (19,535.91)	\$ 177,868.03	\$ 7,362.89	\$ (18,159.46)	\$ 25,522.35

City of Hinckley
Statement of Revenue and Expenditures
Revised Budget
For Public Safety Building Debt (351)
For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Taxes Revenues					
351.31000.31011 Property Taxes-Debt	\$	\$	\$ 96,000.00	\$ 0.00	\$ 96,000.00
Total Taxes Revenues			96,000.00	0.00	96,000.00
Miscellaneous Revenues Revenues					
351.36200.36210 Interest Earnings	41.67	108.14	600.00	116.41	\$ 483.59
351.36200.36220 Rental Income	2,027.08	2,027.09	24,617.00	2,067.63	\$ 22,549.37
351.36200.36225 Miscellaneous Income	0.00	653.98	0.00	0.00	\$ 0.00
Total Miscellaneous Revenues Revenues	2,068.75	2,789.21	25,217.00	2,184.04	23,032.96
Other Financing Sources Revenues					
351.39000.39204 Transfer From Fire Department	750.00	750.00	9,000.00	750.00	\$ 8,250.00
Total Other Financing Sources Revenues	750.00	750.00	9,000.00	750.00	8,250.00
Total Public Safety Building Debt Revenues	\$ 2,818.75	\$ 3,539.21	\$ 130,217.00	\$ 2,934.04	\$ 127,282.96
Expenditures					
\$2.049 M GO CIP Refunding Note 2021A Expenditu					
351.47002.06010 Bond Principal	\$ 63,000.00	\$ 63,000.00	\$ 76,000.00	\$ 76,000.00	\$ 0.00
351.47002.06110 Bond Interest	19,158.00	19,158.15	36,427.60	18,569.10	\$ 17,858.50
Total \$2.049 M GO CIP Refunding Note 2021A Exp	82,158.00	82,158.15	112,427.60	94,569.10	17,858.50
Total Public Safety Building Debt Expenditures	\$ 82,158.00	\$ 82,158.15	\$ 112,427.60	\$ 94,569.10	\$ 17,858.50
Public Safety Building Debt Excess of Revenues Over E	\$ (79,339.25)	\$ (78,618.94)	\$ 17,789.40	\$ (91,635.06)	\$ 109,424.46

City of Hinckley
Statement of Revenue and Expenditures
Revised Budget
For STREET IMPROVEMENT FUND (400)
For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Intergovernmental Revenues Revenues					
400.33000.33443 Small City Assistance	\$ 0.00	\$ 0.00	\$ 45,173.00	\$ 0.00	\$ 45,173.00
Total Intergovernmental Revenues Revenues	0.00	0.00	45,173.00	0.00	45,173.00
Miscellaneous Revenues Revenues					
400.36200.36210 Interest Earnings	41.67	54.90	500.00	43.80	\$ 456.20
Total Miscellaneous Revenues Revenues	41.67	54.90	500.00	43.80	456.20
Other Financing Sources Revenues					
400.39000.39202 Transfer From Liquor Fund	12,500.00	12,500.00	64,008.00	5,334.00	\$ 58,674.00
Total Other Financing Sources Revenues	12,500.00	12,500.00	64,008.00	5,334.00	58,674.00
Total STREET IMPROVEMENT FUND Revenues	\$ 12,541.67	\$ 12,554.90	\$ 109,681.00	\$ 5,377.80	\$ 104,303.20
Expenditures					
Highways, Streets and Roadways Expenditures					
400.43100.04050 R&M Contractual-Streets/Roads/A	\$ 0.00	\$ 0.00	\$ 109,000.00	\$ 0.00	\$ 109,000.00
Total Highways, Streets and Roadways Expenditur	0.00	0.00	109,000.00	0.00	109,000.00
Total STREET IMPROVEMENT FUND Expenditures	\$ 0.00	\$ 0.00	\$ 109,000.00	\$ 0.00	\$ 109,000.00
STREET IMPROVEMENT FUND Excess of Revenues Ov	\$ 12,541.67	\$ 12,554.90	\$ 681.00	\$ 5,377.80	(4,696.80)

City of Hinckley
Statement of Revenue and Expenditures
 Revised Budget
 For Equipment Fund (460)
 For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Miscellaneous Revenues Revenues					
460.36200.36210 Interest Earnings	\$ 20.83	\$ 29.87	\$ 0.00	\$ 32.55	\$ 0.00
Total Miscellaneous Revenues Revenues	20.83	29.87	0.00	32.55	0.00
Other Financing Sources Revenues					
460.39000.39201 Transfer From General Fund			30,000.00	2,500.00	\$ 27,500.00
460.39000.39202 Transfer From Liquor Fund	4,292.00	4,292.00	46,008.00	3,834.00	\$ 42,174.00
Total Other Financing Sources Revenues	4,292.00	4,292.00	76,008.00	6,334.00	69,674.00
Total Equipment Fund Revenues	\$ 4,312.83	\$ 4,321.87	\$ 76,008.00	\$ 6,366.55	\$ 69,641.45
Expenditures					
General Government Buildings Expenditures					
460.41940.05400 Cap Outlay-Heavy Machinery	\$	\$	\$ 7,000.00	\$ 0.00	\$ 7,000.00
460.41940.05500 Cap Outlay-Motor Vehicles			20,000.00	0.00	\$ 20,000.00
Total General Government Buildings Expenditures			27,000.00	0.00	27,000.00
KS State Bank/2020 Mack Plow Truck Expenditure					
460.47003.06020 Other Long-Term Obligation Princi	36,638.00	36,637.67	37,725.81	37,725.81	\$ 0.00
460.47003.06120 Other Long-Term Obligation Inter	3,362.00	3,362.33	2,274.19	2,274.19	\$ 0.00
Total KS State Bank/2020 Mack Plow Truck Expen	40,000.00	40,000.00	40,000.00	40,000.00	0.00
Deere & Co./2020 JD Tractor Expenditures					
460.47004.06020 Other Long-Term Obligation Princi	6,563.00	6,563.20	6,563.20	6,563.20	\$ 0.00
Total Deere & Co./2020 JD Tractor Expenditures	6,563.00	6,563.20	6,563.20	6,563.20	0.00
Total Equipment Fund Expenditures	\$ 46,563.00	\$ 46,563.20	\$ 73,563.20	\$ 46,563.20	\$ 27,000.00
Equipment Fund Excess of Revenues Over Expenditure	\$ (42,250.17)	\$ (42,241.33)	\$ 2,444.80	\$ (40,196.65)	\$ 42,641.45

City of Hinckley
Statement of Revenue and Expenditures
Revised Budget

For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Total Revenues	\$ 31,027.75	\$ 232,298.93	\$ 2,119,747.00	\$ 106,894.64	\$ 2,012,852.36
Total Expenditures	\$ 260,524.82	\$ 280,728.22	\$ 2,089,519.05	\$ 341,914.37	\$ 1,747,604.68
Total Excess of Revenues Over Expenditures	\$ (229,497.07)	\$ (48,429.29)	\$ 30,227.95	\$ (235,019.73)	\$ 265,247.68

City of Hinckley
Statement of Revenue and Expenditures
 Revised Budget
 For WATER UTILITY (601)
 For the Fiscal Period 2023-12 Ending December 31, 2023

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Intergovernmental Revenues Revenues					
601.33000.33450 Emergency Preparedness/Manag	\$	\$	\$ 0.00	\$ 2,681.71	\$ 0.00
Total Intergovernmental Revenues Revenues			0.00	2,681.71	0.00
Federal Grants & Aids Revenues					
601.33100.33150 Emergency Preparedness/Manag			0.00	8,045.15	\$ 0.00
Total Federal Grants & Aids Revenues			0.00	8,045.15	0.00
Special Assessments Revenues					
601.36100.36102 Penalties and Interest	0.00	311.66	0.00	348.24	\$ 0.00
601.36100.36103 Delinquent Assessments	0.00	7,620.00	0.00	12,154.51	\$ 0.00
Total Special Assessments Revenues	0.00	7,931.66	0.00	12,502.75	0.00
Miscellaneous Revenues Revenues					
601.36200.36210 Interest Earnings	2,500.00	4,552.69	2,500.00	10,112.77	\$ (7,612.77)
601.36200.36213 Change in FMV of Investments	0.00	(10,433.50)	0.00	2,477.50	\$ 0.00
601.36200.36220 Rental Income	7,500.00	9,946.62	7,500.00	10,029.36	\$ (2,529.36)
601.36200.36240 Reimbursements	0.00	1,338.96	0.00	16,447.18	\$ 0.00
Total Miscellaneous Revenues Revenues	10,000.00	5,404.77	10,000.00	39,066.81	(29,066.81)
Water Sales Revenues					
601.37100.37110 Residential	81,313.68	160,596.21	95,900.25	123,448.97	\$ (27,548.72)
601.37100.37120 Commercial	149,159.81	98,628.07	138,939.55	154,004.41	\$ (15,064.86)
601.37100.37130 Casino	167,978.91	179,361.40	237,744.81	165,033.96	\$ 72,710.85
601.37100.37140 Other	6,355.20	10,525.49	11,915.40	11,131.14	\$ 784.26
601.37100.37150 Connect/Reconnect Fee	500.00	0.00	500.00	1,050.00	\$ (550.00)
601.37100.37160 Penalties	10,000.00	17,294.59	10,000.00	12,381.03	\$ (2,381.03)
601.37100.37170 Flat/Bulk/Seasonal	83,220.00	94,206.02	124,830.00	95,287.41	\$ 29,542.59
601.37100.37180 Meter Charge	28,800.00	31,712.65	28,800.00	31,905.81	\$ (3,105.81)
601.37100.37181 WAC Fees	0.00	0.00	0.00	910.00	\$ 0.00
601.37100.37182 Acre Charge	0.00	0.00	0.00	6,500.00	\$ 0.00
Total Water Sales Revenues	527,327.60	592,324.43	648,630.01	601,652.73	46,977.28
Other Financing Sources Revenues					
601.39000.39102 Compensation for Loss-Gen Fixed	0.00	12,453.14	0.00	0.00	\$ 0.00
Total Other Financing Sources Revenues	0.00	12,453.14	0.00	0.00	0.00
Total WATER UTILITY Revenues	\$ 537,327.60	\$ 618,114.00	\$ 658,630.01	\$ 663,949.15	\$ (5,319.14)
Expenditures					
\$867K GO Water Revenue Note 2022A Expenditure					
601.47006.06110 Bond Interest	\$ 0.00	\$ 18,785.00	\$ 21,684.00	\$ 21,684.00	\$ 0.00
601.47006.06210 Bond Issuance Costs	0.00	16,575.00	0.00	0.00	\$ 0.00
Total \$867K GO Water Revenue Note 2022A Expen	0.00	35,360.00	21,684.00	21,684.00	0.00

City of Hinckley
Statement of Revenue and Expenditures
 Revised Budget
 For WATER UTILITY (601)
 For the Fiscal Period 2023-12 Ending December 31, 2023

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Other Financing Uses Expenditures					
601.49300.07200 Interfund Transfers	25,008.00	45,008.00	12,000.00	12,000.00	\$ 0.00
Total Other Financing Uses Expenditures	25,008.00	45,008.00	12,000.00	12,000.00	0.00
Water Utilities Expenditures					
601.49400.02030 Office Supplies-Printed Forms &	0.00	68.99	0.00	71.56	\$ 0.00
601.49400.02160 Operating Supplies-Chemicals &	15,000.00	26,807.33	15,000.00	12,263.00	\$ 2,737.00
601.49400.02180 Operating Supplies-Other	3,000.00	0.00	3,000.00	1,268.57	\$ 1,731.43
601.49400.02210 R&M Supplies-Equipment Parts	0.00	85.40	0.00	10,327.29	\$ 0.00
601.49400.02230 R&M Supplies-Building Repair			0.00	1,399.79	\$ 0.00
601.49400.02280 R&M Supplies-Other	15,000.00	84,412.50	15,000.00	0.00	\$ 15,000.00
601.49400.02400 Small Tools & Minor Equipment	750.00	0.00	750.00	800.00	\$ (50.00)
601.49400.03010 Professional Services-Auditing &	5,000.00	8,004.00	10,000.00	8,376.00	\$ 1,624.00
601.49400.03030 Professional Services-Engineerin	25,000.00	237.50	10,000.00	0.00	\$ 10,000.00
601.49400.03040 Professional Services-Legal Fees	0.00	400.75	0.00	210.00	\$ 0.00
601.49400.03070 Professional Services-Manageme	136,569.60	138,504.00	147,631.74	148,966.00	\$ (1,334.26)
601.49400.03090 Professional Services-IT Services	250.00	0.00	250.00	0.00	\$ 250.00
601.49400.03140 Professional Services-Software S	2,000.00	822.40	2,000.00	863.56	\$ 1,136.44
601.49400.03210 Communication-Telephone & Inter	500.00	453.84	500.00	413.44	\$ 86.56
601.49400.03220 Communication-Postage	1,500.00	3,117.23	1,500.00	1,998.83	\$ (498.83)
601.49400.03510 Printing & Binding-Legal Notices	500.00	0.00	0.00	0.00	\$ 0.00
601.49400.03520 Printing & Binding-General Notice	0.00	963.90	1,500.00	138.96	\$ 1,361.04
601.49400.03620 Insurance-Property	8,590.00	10,544.02	12,558.00	13,380.00	\$ (822.00)
601.49400.03810 Utility Services-Electric	25,000.00	34,030.34	35,000.00	36,757.35	\$ (1,757.35)
601.49400.03830 Utility Services-Gas	3,500.00	5,597.44	5,000.00	5,212.43	\$ (212.43)
601.49400.03840 Utility Services-Refuse Disposal	850.00	814.32	1,000.00	814.32	\$ 185.68
601.49400.04090 R&M Contractual-Other	25,000.00	19,660.22	20,000.00	40,787.23	\$ (20,787.23)
601.49400.04200 Depreciation	143,470.00	156,190.43	143,470.00	182,813.52	\$ (39,343.52)
601.49400.04310 Miscellaneous-Bank Charges	1,000.00	2,148.67	1,500.00	2,630.10	\$ (1,130.10)
601.49400.04330 Miscellaneous-Dues & Subscriptio	2,000.00	1,691.86	2,000.00	1,613.95	\$ 386.05
601.49400.04370 Miscellaneous-Sales & Use Tax	100.00	13.54	500.00	0.00	\$ 500.00
601.49400.04375 Miscellaneous-Property Taxes	750.00	712.00	1,000.00	610.00	\$ 390.00
601.49400.04380 Miscellaneous-Uncollectible Aacc	0.00	0.00	0.00	0.13	\$ 0.00
601.49400.04390 Miscellaneous-Other	400.00	759.54	400.00	216.41	\$ 183.59
Total Water Utilities Expenditures	415,729.60	496,040.22	429,559.74	471,932.44	(42,372.70)
Total WATER UTILITY Expenditures	\$ 440,737.60	\$ 576,408.22	\$ 463,243.74	\$ 505,616.44	\$ (42,372.70)
WATER UTILITY Excess of Revenues Over Expenditure	\$ 96,590.00	\$ 41,705.78	\$ 195,386.27	\$ 158,332.71	\$ 37,053.56

City of Hinckley
Statement of Revenue and Expenditures
 Revised Budget
 For SEWER UTILITY (602)
 For the Fiscal Period 2023-12 Ending December 31, 2023

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Grants & Aids from Local Governmental Units Rev					
602.33600.33620 Other County Grants & Aids	\$ 0.00	\$ 0.00	\$ 0.00	\$ 25,000.00	\$ 0.00
Total Grants & Aids from Local Governmental Unit	0.00	0.00	0.00	25,000.00	0.00
Special Assessments Revenues					
602.36100.36102 Penalties and Interest	0.00	473.79	0.00	553.54	\$ 0.00
602.36100.36103 Delinquent Assessments	0.00	12,882.49	0.00	19,228.50	\$ 0.00
Total Special Assessments Revenues	0.00	13,356.28	0.00	19,782.04	0.00
Miscellaneous Revenues Revenues					
602.36200.36210 Interest Earnings	3,000.00	5,099.55	3,000.00	9,174.83	\$ (6,174.83)
602.36200.36213 Change in FMV of Investments	0.00	(3,045.20)	0.00	276.48	\$ 0.00
602.36200.36220 Rental Income	0.00	50.00	0.00	1,300.00	\$ 0.00
602.36200.36225 Miscellaneous Income	0.00	37.81	0.00	0.00	\$ 0.00
602.36200.36240 Reimbursements	0.00	16,473.45	0.00	529.88	\$ 0.00
Total Miscellaneous Revenues Revenues	3,000.00	18,615.61	3,000.00	11,281.19	(8,281.19)
Sewer Charges Revenues					
602.37200.37210 Residential	260,591.21	244,025.93	165,634.40	235,459.22	\$ (69,824.82)
602.37200.37220 Commercial	247,376.56	170,159.35	258,199.77	262,933.59	\$ (4,733.82)
602.37200.37230 Casino	165,466.43	297,573.78	315,165.64	260,753.19	\$ 54,412.45
602.37200.37240 Other	10,590.71	18,641.42	20,900.79	19,758.19	\$ 1,142.60
602.37200.37260 Penalties	15,000.00	27,260.65	15,000.00	17,911.78	\$ (2,911.78)
602.37200.37270 Sewer Base/Flat/Seasonal	166,440.00	188,570.45	166,440.00	188,995.89	\$ (22,555.89)
602.37200.37271 SAC Fees	0.00	0.00	0.00	2,080.00	\$ 0.00
602.37200.37282 Acre Charge	0.00	0.00	0.00	7,500.00	\$ 0.00
Total Sewer Charges Revenues	865,464.91	946,231.58	941,340.60	995,391.86	(54,051.26)
Other Financing Sources Revenues					
602.39000.39202 Transfer From Liquor Fund	0.00	100,000.00	0.00	0.00	\$ 0.00
602.39000.39205 Transfer From Street Fund	0.00	20,000.00	0.00	0.00	\$ 0.00
602.39000.39207 Transfer From Water Fund	0.00	20,000.00	0.00	0.00	\$ 0.00
602.39000.39209 Transfer From EDA Fund	0.00	40,000.00	0.00	0.00	\$ 0.00
Total Other Financing Sources Revenues	0.00	180,000.00	0.00	0.00	0.00
Total SEWER UTILITY Revenues	\$ 868,464.91	\$ 1,158,203.47	\$ 944,340.60	\$ 1,051,455.09	\$ (107,114.49)

Expenditures

D/S GO Disposal System 2016A Expenditures

602.47030.06010 Bond Principal	\$ 165,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
602.47030.06110 Bond Interest	19,050.00	17,675.00	14,283.35	14,283.35	\$ 0.00
602.47030.06140 Bond Amortization Expense	0.00	(3,932.52)	(3,932.52)	(3,932.52)	\$ 0.00
602.47030.06200 Fiscal Agents' Fees	495.00	495.00	495.00	495.00	\$ 0.00
Total D/S GO Disposal System 2016A Expenditure	184,545.00	14,237.48	10,845.83	10,845.83	0.00

City of Hinckley
Statement of Revenue and Expenditures
 Revised Budget
 For SEWER UTILITY (602)
 For the Fiscal Period 2023-12 Ending December 31, 2023

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Other Financing Uses Expenditures					
602.49300.07200 Interfund Transfers	25,008.00	25,008.00	12,000.00	12,000.00	\$ 0.00
Total Other Financing Uses Expenditures	25,008.00	25,008.00	12,000.00	12,000.00	0.00
Sewer Utilities Expenditures					
602.49450.02120 Operating Supplies-Motor Fuels	0.00	2,535.02	0.00	0.00	\$ 0.00
602.49450.02160 Operating Supplies-Chemicals &	10,000.00	13,602.17	10,000.00	8,831.00	\$ 1,169.00
602.49450.02180 Operating Supplies-Other	1,250.00	8,662.50	3,000.00	9,358.08	\$ (6,358.08)
602.49450.02210 R&M Supplies-Equipment Parts	0.00	5,504.14	2,500.00	5,767.33	\$ (3,267.33)
602.49450.02280 R&M Supplies-Other	12,000.00	3,260.41	12,000.00	0.00	\$ 12,000.00
602.49450.02400 Small Tools & Minor Equipment	500.00	0.00	500.00	0.00	\$ 500.00
602.49450.03010 Professional Services-Auditing &	5,000.00	8,004.00	10,000.00	8,376.00	\$ 1,624.00
602.49450.03030 Professional Services-Engineerin	25,000.00	3,722.50	25,000.00	23,495.00	\$ 1,505.00
602.49450.03040 Professional Services-Legal Fees	0.00	12,857.00	0.00	192.50	\$ 0.00
602.49450.03070 Professional Services-Manageme	204,854.40	207,756.00	221,447.61	223,450.00	\$ (2,002.39)
602.49450.03090 Professional Services-IT Services	2,000.00	967.87	2,000.00	1,530.43	\$ 469.57
602.49450.03140 Professional Services-Software S	1,000.00	822.43	1,000.00	863.56	\$ 136.44
602.49450.03190 Professional Services-Other			0.00	300.00	\$ 0.00
602.49450.03210 Communication-Telephone & Inter	500.00	453.72	500.00	489.01	\$ 10.99
602.49450.03220 Communication-Postage	1,250.00	2,585.59	2,500.00	2,036.37	\$ 463.63
602.49450.03620 Insurance-Property	9,940.00	12,498.48	14,886.00	15,677.50	\$ (791.50)
602.49450.03810 Utility Services-Electric	110,000.00	123,188.52	125,000.00	134,548.39	\$ (9,548.39)
602.49450.03830 Utility Services-Gas	2,500.00	1,172.85	2,500.00	1,145.75	\$ 1,354.25
602.49450.04090 R&M Contractual-Other	50,000.00	41,612.14	45,000.00	50,803.99	\$ (5,803.99)
602.49450.04200 Depreciation	178,320.00	178,598.94	178,320.00	181,665.24	\$ (3,345.24)
602.49450.04310 Miscellaneous-Bank Charges	1,000.00	2,138.68	1,750.00	2,630.10	\$ (880.10)
602.49450.04330 Miscellaneous-Dues & Subscriptio	1,500.00	1,450.00	1,500.00	1,450.00	\$ 50.00
602.49450.06120 Other Long-Term Obligation Inter	106.00	110.77	116.00	115.74	\$ 0.26
Total Sewer Utilities Expenditures	616,720.40	631,503.73	659,519.61	672,725.99	(13,206.38)
Total SEWER UTILITY Expenditures	\$ 826,273.40	\$ 670,749.21	\$ 682,365.44	\$ 695,571.82	\$ (13,206.38)
SEWER UTILITY Excess of Revenues Over Expenditure	\$ 42,191.51	\$ 487,454.26	\$ 261,975.16	\$ 355,883.27	\$ (93,908.11)

City of Hinckley
Statement of Revenue and Expenditures
Revised Budget

For the Fiscal Period 2023-12 Ending December 31, 2023

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Total Revenues	\$ 1,405,792.51	\$ 1,776,317.47	\$ 1,602,970.61	\$ 1,715,404.24	\$ (112,433.63)
Total Expenditures	\$ 1,267,011.00	\$ 1,247,157.43	\$ 1,145,609.18	\$ 1,201,188.26	\$ (55,579.08)
Total Excess of Revenues Over Expenditures	\$ 138,781.51	\$ 529,160.04	\$ 457,361.43	\$ 514,215.98	\$ (56,854.55)

City of Hinckley
Statement of Revenue and Expenditures
 Revised Budget
 For LIQUOR FUND (609)
 For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Miscellaneous Revenues-Off Sale Revenues					
609.36201.36210 Interest Earnings	\$ 41.67	\$ 28.31	\$ 500.00	\$ 73.28	\$ 426.72
609.36201.36213 Change in FMV of Investments	(183.33)	(159.00)	(2,500.00)	702.00	(3,202.00)
609.36201.37840 Cash Over Off-Sale	(12.50)	(16.78)	0.00	(16.72)	0.00
Total Miscellaneous Revenues-Off Sale Revenues	(154.16)	(147.47)	(2,000.00)	758.56	(2,758.56)
Miscellaneous Revenues-On Sale Revenues					
609.36202.34950 ATM Fees	541.67	495.60	6,500.00	495.60	\$ 6,004.40
609.36202.36220 Rental Income	1,708.33	885.00	21,525.00	2,375.00	\$ 19,150.00
609.36202.36240 Reimbursements	83.33	0.00	600.00	0.00	\$ 600.00
609.36202.37840 Cash Over Off-Sale	0.83	(8.40)	0.00	(199.02)	\$ 0.00
609.36202.37920 Vending Commissions	625.00	721.00	7,750.00	830.37	\$ 6,919.63
Total Miscellaneous Revenues-On Sale Revenues	2,959.16	2,093.20	36,375.00	3,501.95	32,873.05
Liquor Store-Off Sale Revenues					
609.37800.37811 Liquor	75,031.42	67,017.88	1,050,000.00	71,872.11	\$ 978,127.89
609.37800.37812 Beer	86,555.98	77,800.08	1,370,000.00	81,432.46	\$ 1,288,567.54
609.37800.37813 Wine	17,178.46	15,151.71	235,000.00	15,256.32	\$ 219,743.68
609.37800.37815 Other	4,330.30	3,516.47	70,000.00	3,794.47	\$ 66,205.53
609.37800.37816 Tobacco	4,079.56	3,882.54	60,000.00	4,579.53	\$ 55,420.47
609.37800.37817 Non-Taxable	501.88	607.38	16,000.00	602.03	\$ 15,397.97
Total Liquor Store-Off Sale Revenues	187,677.60	167,976.06	2,801,000.00	177,536.92	2,623,463.08
Liquor Store-On Sale Revenues					
609.37900.37911 Liquor	10,328.64	11,234.89	160,000.00	13,595.70	\$ 146,404.30
609.37900.37912 Beer	10,669.83	10,202.03	145,000.00	8,653.11	\$ 136,346.89
609.37900.37913 Wine	187.99	116.48	2,000.00	244.49	\$ 1,755.51
609.37900.37914 Other	1,174.63	1,150.42	18,000.00	2,015.90	\$ 15,984.10
609.37900.37915 Food	5,208.82	6,873.16	88,000.00	6,715.54	\$ 81,284.46
609.37900.37917 Non-Taxable	0.00	0.00	0.00	65.00	\$ 0.00
Total Liquor Store-On Sale Revenues	27,569.90	29,576.98	413,000.00	31,289.74	381,710.26
Total LIQUOR FUND Revenues	\$ 218,052.50	\$ 199,498.77	\$ 3,248,375.00	\$ 213,087.17	\$ 3,035,287.83

Expenditures

Other Financing Uses-Off Sale Expenditures

609.49301.07200 Interfund Transfers	\$ 16,399.00	\$ 16,399.00	\$ 120,024.00	\$ 10,002.00	\$ 110,022.00
Total Other Financing Uses-Off Sale Expenditures	16,399.00	16,399.00	120,024.00	10,002.00	110,022.00

Other Financing Uses-On Sale Expenditures

609.49302.07200 Interfund Transfers	2,893.00	2,893.00	30,000.00	2,500.00	\$ 27,500.00
Total Other Financing Uses-On Sale Expenditures	2,893.00	2,893.00	30,000.00	2,500.00	27,500.00

Cost of Goods Sold - Off Sale Expenditures

609.49750.02510 Cost of Goods Sold-Liquor	53,338.75	47,410.02	756,218.00	50,510.51	\$ 705,707.49
609.49750.02520 Cost of Goods Sold-Beer	68,711.97	61,799.42	1,099,776.00	65,082.60	\$ 1,034,693.40

City of Hinckley
Statement of Revenue and Expenditures

Revised Budget
For LIQUOR FUND (609)
For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
609.49750.02530 Cost of Goods Sold-Wine	11,843.52	10,231.08	165,519.00	10,444.70	\$ 155,074.30
609.49750.02540 Cost of Goods Sold-Miscellaneous	3,345.02	2,685.26	57,983.00	3,019.31	\$ 54,963.69
609.49750.02560 Cost of Goods Sold-Tobacco	3,488.73	3,359.66	52,289.00	3,919.43	\$ 48,369.57
609.49750.03330 Transportation-Freight & Express	1,541.67	994.84	20,000.00	1,123.87	\$ 18,876.13
Total Cost of Goods Sold - Off Sale Expenditures	142,269.66	126,480.28	2,151,785.00	134,100.42	2,017,684.58
Off Sale Operations Expenditures					
609.49755.01010 Wages & Salaries-FT-Regular	6,947.15	4,519.64	85,658.37	4,653.50	\$ 81,004.87
609.49755.01030 Wages & Salaries-PT-Regular	9,479.78	6,748.89	116,885.71	8,030.98	\$ 108,854.73
609.49755.01037 Wages & Salaries-PT-PTO	0.00	932.06	0.00	636.57	\$ 0.00
609.49755.01038 Wages & Salaries-PT-Holiday	0.00	1,763.52	0.00	2,477.96	\$ 0.00
609.49755.01060 Wages & Salaries-PT-Overtime	0.00	809.84	0.00	0.00	\$ 0.00
609.49755.01210 PERA Contributions	1,232.02	1,116.58	15,190.81	1,184.92	\$ 14,005.89
609.49755.01220 FICA Contributions	1,256.66	1,122.84	15,494.62	1,192.55	\$ 14,302.07
609.49755.01250 Other Retirement Contributions	39.62	0.00	488.49	480.00	\$ 8.49
609.49755.01310 Employer Paid Medical	1,868.96	1,045.58	22,000.00	1,047.91	\$ 20,952.09
609.49755.01320 Employer Paid Dental	117.31	65.63	1,520.28	70.18	\$ 1,450.10
609.49755.01330 Employer Paid Life	67.50	55.38	874.80	55.12	\$ 819.68
609.49755.01510 WC Insurance Premiums	403.00	402.67	9,000.00	694.00	\$ 8,306.00
609.49755.02030 Office Supplies-Printed Forms &	126.98	0.00	1,500.00	397.50	\$ 1,102.50
609.49755.02080 Office Supplies-Other	56.15	0.00	680.00	0.00	\$ 680.00
609.49755.02180 Operating Supplies-Events	16.54	0.00	500.00	284.58	\$ 215.42
609.49755.02190 Operating Supplies-Other	1,133.47	863.35	15,000.00	857.90	\$ 14,142.10
609.49755.02210 R&M Supplies-Equipment Parts	1.36	0.00	2,000.00	0.00	\$ 2,000.00
609.49755.02280 R&M Supplies-Other	4.67	0.00	300.00	0.00	\$ 300.00
609.49755.02400 Small Tools & Minor Equipment	0.00	0.00	7,000.00	0.00	\$ 7,000.00
609.49755.03010 Professional Services-Auditing &	770.76	0.00	10,500.00	0.00	\$ 10,500.00
609.49755.03040 Professional Services-Legal Fees	32.36	0.00	0.00	0.00	\$ 0.00
609.49755.03080 Professional Services-Instructors'	0.00	0.00	750.00	0.00	\$ 750.00
609.49755.03090 Professional Services-IT Services	769.75	660.44	9,500.00	567.27	\$ 8,932.73
609.49755.03140 Professional Services-Software S	529.11	230.48	6,500.00	232.52	\$ 6,267.48
609.49755.03190 Professional Services-Other	56.39	0.00	700.00	0.00	\$ 700.00
609.49755.03210 Communication-Telephone & Inter	210.50	206.27	2,700.00	212.61	\$ 2,487.39
609.49755.03330 Transportation-Freight & Express	6.66	0.00	80.00	0.00	\$ 80.00
609.49755.03420 Advertising-Enterprises	1,638.04	3,401.45	18,000.00	2,053.27	\$ 15,946.73
609.49755.03620 Insurance-Property	414.00	413.99	6,200.00	468.30	\$ 5,731.70
609.49755.03640 Insurance-Dram Shop	84.00	83.59	4,600.00	382.83	\$ 4,217.17
609.49755.03810 Utility Services-Electric	798.25	791.43	10,500.00	750.17	\$ 9,749.83
609.49755.03820 Utility Services-Water & Sewer	46.28	37.54	612.00	0.00	\$ 612.00
609.49755.03830 Utility Services-Gas	119.28	345.85	1,600.00	154.08	\$ 1,445.92
609.49755.03840 Utility Services-Refuse Disposal	70.78	65.53	950.00	70.67	\$ 879.33
609.49755.04090 R&M Contractual-Other	1,193.55	242.89	15,000.00	193.52	\$ 14,806.48
609.49755.04130 Rentals-Office Equipment	103.75	286.83	1,600.00	226.26	\$ 1,373.74
609.49755.04200 Depreciation	2,767.42	2,767.42	33,209.00	2,681.65	\$ 30,527.35
609.49755.04300 Miscellaneous-Security	1,341.67	1,423.95	18,000.00	1,533.20	\$ 16,466.80
609.49755.04310 Miscellaneous-Bank Charges	3,686.52	3,916.54	48,000.00	4,059.02	\$ 43,940.98
609.49755.04330 Miscellaneous-Dues & Subscriptio	192.52	0.00	2,400.00	0.00	\$ 2,400.00
609.49755.04370 Miscellaneous-Sales & Use Tax	38.79	82.85	500.00	105.15	\$ 394.85
609.49755.04385 Miscellaneous-Accounts Payable	0.00	0.00	0.00	(7.16)	\$ 0.00

City of Hinckley

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Statement of Revenue and Expenditures

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Revised Budget

For LIQUOR FUND (609)

For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
609.49755.04390 Miscellaneous-Other	189.38	132.45	2,000.00	0.00 \$	2,000.00
609.49755.06120 Other Long-Term Obligation Inter	57.83	130.88	153.00	19.33 \$	133.67
Total Off Sale Operations Expenditures	37,868.76	34,666.36	488,147.08	35,766.36	452,380.72
Cost of Goods Sold - On Sale Expenditures					
609.49770.02510 Cost of Goods Sold-Liquor	2,052.94	2,061.53	30,256.00	2,544.06 \$	27,711.94
609.49770.02520 Cost of Goods Sold-Beer	3,144.53	2,836.68	43,542.00	2,738.08 \$	40,803.92
609.49770.02530 Cost of Goods Sold-Wine	57.33	28.65	585.00	53.00 \$	532.00
609.49770.02540 Cost of Goods Sold-Miscellaneous	633.36	972.63	10,144.00	1,019.83 \$	9,124.17
609.49770.02550 Cost of Goods Sold-Food	2,346.85	3,157.40	37,384.00	2,527.99 \$	34,856.01
609.49770.03330 Transportation-Freight & Express	83.33	62.23	1,000.00	73.39 \$	926.61
Total Cost of Goods Sold - On Sale Expenditures	8,318.34	9,119.12	122,911.00	8,956.35	113,954.65
On Sale Operations Expenditures					
609.49775.01010 Wages & Salaries-FT-Regular	2,776.79	1,129.90	34,237.79	1,163.37 \$	33,074.42
609.49775.01030 Wages & Salaries-PT-Regular	6,468.91	4,602.39	100,000.00	292.38 \$	99,707.62
609.49775.01037 Wages & Salaries-PT-PTO	0.00	316.61	0.00	634.15 \$	0.00
609.49775.01038 Wages & Salaries-PT-Holiday	0.00	373.12	0.00	777.28 \$	0.00
609.49775.01040 Wages & Salaries-PT-OT Premiu	0.00	2,066.44	0.00	2,007.97 \$	0.00
609.49775.01100 Other Pay-Tips Paid	0.00	90.00	0.00	5,398.00 \$	0.00
609.49775.01110 Other Pay-Severance Pay	0.00	55.00	0.00	0.00 \$	0.00
609.49775.01210 PERA Contributions	949.68	978.34	10,067.83	1,175.33 \$	8,892.50
609.49775.01220 FICA Contributions	968.67	993.52	10,269.19	1,194.85 \$	9,074.34
609.49775.01250 Other Retirement Contributions	61.98	0.00	764.26	150.00 \$	614.26
609.49775.01310 Employer Paid Medical	800.98	289.39	11,053.56	261.97 \$	10,791.59
609.49775.01320 Employer Paid Dental	50.27	18.16	651.55	17.55 \$	634.00
609.49775.01330 Employer Paid Life	20.00	19.62	259.20	19.88 \$	239.32
609.49775.01510 WC Insurance Premiums	213.00	213.00	5,300.00	406.33 \$	4,893.67
609.49775.02140 Operating Supplies-Liquor Store	657.73	672.83	7,750.00	775.52 \$	6,974.48
609.49775.02180 Operating Supplies-Events	232.42	47.79	5,000.00	239.11 \$	4,760.89
609.49775.02190 Operating Supplies-Other	1,075.80	761.31	13,000.00	680.82 \$	12,319.18
609.49775.02210 R&M Supplies-Equipment Parts	47.46	0.00	2,000.00	892.32 \$	1,107.68
609.49775.02230 R&M Supplies-Building Repair	9.92	0.00	2,000.00	0.00 \$	2,000.00
609.49775.02280 R&M Supplies-Other	10.11	35.78	1,000.00	26.82 \$	973.18
609.49775.03010 Professional Services-Auditing &	154.15	0.00	1,900.00	0.00 \$	1,900.00
609.49775.03080 Professional Services-Instructors'	0.00	0.00	750.00	0.00 \$	750.00
609.49775.03090 Professional Services-IT Services	255.76	260.86	3,500.00	283.63 \$	3,216.37
609.49775.03120 Professional Services-Entertainm	1,201.78	1,600.00	17,000.00	1,450.00 \$	15,550.00
609.49775.03140 Professional Services-Software S	256.79	178.05	3,500.00	210.42 \$	3,289.58
609.49775.03190 Professional Services-Other	26.29	0.00	300.00	0.00 \$	300.00
609.49775.03210 Communication-Telephone & Inter	320.62	312.79	4,000.00	321.60 \$	3,678.40
609.49775.03420 Advertising-Enterprises	502.95	1,565.05	10,000.00	1,203.73 \$	8,796.27
609.49775.03620 Insurance-Property	169.00	169.09	2,500.00	191.28 \$	2,308.72
609.49775.03640 Insurance-Dram Shop	474.00	473.58	600.00	47.33 \$	552.67
609.49775.03810 Utility Services-Electric	1,954.34	1,937.64	26,000.00	1,836.61 \$	24,163.39
609.49775.03820 Utility Services-Water & Sewer	185.12	150.16	2,400.00	0.00 \$	2,400.00
609.49775.03830 Utility Services-Gas	292.03	846.75	4,250.00	377.24 \$	3,872.76
609.49775.03840 Utility Services-Refuse Disposal	221.20	212.95	2,800.00	218.08 \$	2,581.92
609.49775.04090 R&M Contractual-Other	776.93	262.80	10,250.00	278.01 \$	9,971.99

City of Hinckley
Statement of Revenue and Expenditures
Revised Budget
For LIQUOR FUND (609)
For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
609.49775.04200 Depreciation	403.56	451.25	4,600.00	404.60 \$	4,195.40
609.49775.04300 Miscellaneous-Security	41.67	583.42	6,500.00	631.20 \$	5,868.80
609.49775.04310 Miscellaneous-Bank Charges	980.38	1,119.96	12,500.00	1,307.21 \$	11,192.79
609.49775.04330 Miscellaneous-Dues & Subscriptio	45.53	0.00	2,000.00	0.00 \$	2,000.00
609.49775.04370 Miscellaneous-Sales & Use Tax	24.11	32.70	300.00	(51.71) \$	351.71
609.49775.04390 Miscellaneous-Other	1.44	0.00	7,500.00	0.00 \$	7,500.00
609.49775.05600 Cap Outlay-Furniture & Fixtures	46.64	0.00	600.00	0.00 \$	600.00
609.49775.05700 Cap Outlay-Office Equipment and	186.12	0.00	2,000.00	0.00 \$	2,000.00
609.49775.06120 Other Long-Term Obligation Inter	13.25	53.45	49.00	7.90 \$	41.10
Total On Sale Operations Expenditures	22,877.38	22,873.70	329,152.38	24,830.78	304,321.60
Total LIQUOR FUND Expenditures	\$ 230,626.14	\$ 212,431.46	\$ 3,242,019.46	\$ 216,155.91	\$ 3,025,863.55
LIQUOR FUND Excess of Revenues Over Expenditures	\$ (12,573.64)	\$ (12,932.69)	\$ 6,355.54	\$ (3,068.74)	\$ 9,424.28

City of Hinckley
Statement of Revenue and Expenditures
 Revised Budget
 For EDA GENERAL FUND (700)
 For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Revenues					
Miscellaneous Revenues Revenues					
700.36200.31010 Property Taxes	\$	\$	\$ 15,000.00	\$ 0.00	\$ 15,000.00
700.36200.36210 Interest Earnings	16.67	26.68	100.00	26.47	\$ 73.53
700.36200.36220 Rental Income	500.00	500.00	0.00	500.00	\$ 0.00
Total Miscellaneous Revenues Revenues	516.67	526.68	15,100.00	526.47	14,573.53
Total EDA GENERAL FUND Revenues	\$ 516.67	\$ 526.68	\$ 15,100.00	\$ 526.47	\$ 14,573.53
Expenditures					
Economic Development & Assistance Expenditure					
700.46500.02180 Operating Supplies-Other	\$ 62.50	\$ 65.63	\$ 750.00	\$ 53.90	\$ 696.10
700.46500.02230 R&M Supplies-Building Repair	41.67	0.00	0.00	0.00	\$ 0.00
700.46500.02280 R&M Supplies-Other	0.00	0.00	300.00	0.00	\$ 300.00
700.46500.03010 Professional Services-Auditing &	62.50	0.00	1,500.00	0.00	\$ 1,500.00
700.46500.03430 Advertising-Other	0.00	0.00	250.00	0.00	\$ 250.00
700.46500.03620 Insurance-Property	97.00	97.42	0.00	115.75	\$ 0.00
700.46500.03820 Utility Services-Water & Sewer	41.67	32.45	0.00	0.00	\$ 0.00
700.46500.04090 R&M Contractual-Other	0.00	1,200.00	0.00	0.00	\$ 0.00
700.46500.04330 Miscellaneous-Dues & Subscriptio	83.33	850.00	1,000.00	850.00	\$ 150.00
700.46500.04375 Miscellaneous-Property Taxes	62.50	0.00	0.00	0.00	\$ 0.00
700.46500.04390 Miscellaneous-Other	0.00	0.00	450.00	0.00	\$ 450.00
Total Economic Development & Assistance Expen	451.17	2,245.50	4,250.00	1,019.65	3,230.35
Total EDA GENERAL FUND Expenditures	\$ 451.17	\$ 2,245.50	\$ 4,250.00	\$ 1,019.65	\$ 3,230.35
EDA GENERAL FUND Excess of Revenues Over Expend	\$ 65.50	\$ (1,718.82)	\$ 10,850.00	\$ (493.18)	\$ 11,343.18

City of Hinckley
Statement of Revenue and Expenditures
Revised Budget

For the Fiscal Period 2024-1 Ending January 31, 2024

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget Amount
Total Revenues	\$ 218,569.17	\$ 200,025.45	\$ 3,263,475.00	\$ 213,613.64	\$ 3,049,861.36
Total Expenditures	\$ 231,077.31	\$ 214,676.96	\$ 3,246,269.46	\$ 217,175.56	\$ 3,029,093.90
Total Excess of Revenues Over Expenditures	\$ (12,508.14)	\$ (14,651.51)	\$ 17,205.54	\$ (3,561.92)	\$ 20,767.46

City of Hinckley
106 First Street SE
P. O. Box 366
Hinckley, MN
[Tel] (320) 384.7491
[Fax] (320) 384.7492
www.hinckley.govoffice2.com



Agenda Item

7B Hydrant Insurance Coverage

Meeting Date

February 13, 2024

Prepared By

Leaha M. Jackson, City Administrator

Background

Currently, the City does not have insurance coverage for the hydrants. If we added coverage for the roughly 187 hydrants, the cost would be about \$2,700 a year with a deductible of \$250.00. If we continue without insurance coverage, the City would be liable for repair costs out of pocket if the liable party does not have insurance coverage or if their insurance coverage limit is reached.

Recommended Action

Approve adding insurance coverage to the City's hydrants

Council Action: Motion by: _____ Second by: _____

Motion to:

Voted in Favor: _____ Voted Against: _____

Approved: _____ Denied: _____ Tabled: _____ No Action: _____



Agenda Item

7E 12-2024 Approving the Action of the Hinckley Economic Development Authority’s Resolution to Transfer Certain Real Property to the City of Hinckley

Meeting Date

February 13, 2024

Prepared By

Leaha M. Jackson, City Administrator

Background

As part of the EDA’s request for levy monies, they would turn over the property at 204 Power Ave N, which the City currently rents for the street and parks garage. As part of the authority’s February meeting, the EDA held a public hearing to allow the public to provide comments on the transfer/sale of the property.

The Enabling Resolution 11-2019 specifies, “the Authority shall not buy, sell or otherwise transfer any real or personal property without the prior approval of the city council.”

After the approval of the sale, there will be a 20-day period where residents may appeal the sale, and the title cannot be transferred until that time is up.

Recommended Action

Approve Resolution 12-2024 Approving the Action of the Hinckley Economic Development Authority’s Resolution to Transfer Certain Real Property to the City of Hinckley.

Council Action: Motion by: _____ Second by: _____

Motion to:

Voted in Favor: _____ Voted Against: _____

Approved: _____ Denied: _____ Tabled: _____ No Action: _____

RESOLUTION 12 - 2024

**RESOLUTION OF THE HINCKLEY CITY COUNCIL
APPROVING THE ACTION OF THE HINCKLEY ECONOMIC
DEVELOPMENT AUTHORITY'S RESOLUTION TO TRANSFER
CERTAIN REAL PROPERTY TO THE CITY OF HINCKLEY**

WHEREAS, The City of Hinckley (hereinafter "the City") has rented certain real property with address of 204 Power Avenue North, Hinckley with full legal found in Exhibit A hereto (hereinafter "the Property") from the Hinckley Economic Development Authority (hereinafter "the Authority") for six years. The purpose of the rental arrangement was, in part, to create an income stream for the Authority; and

WHEREAS, the City has determined, and the Authority has agreed, that a preferable method of generating funds for the Authority's purposes would be by levy. The intent of the levy is to discontinue the rental arrangement for the Property and replace the Authority rental income with the levied funds. Beginning in 2024, the City will levy funds for the Authority, which funds will be used for Authority purposes: and

WHEREAS, the City wishes to continue occupying and using the Property for City purposes. With its income replaced by levied funds, the Authority has no further interest in owning the Property; and

WHEREAS, The City wishes to acquire the Property from the Authority and the Authority has by Resolution Dated February 13, 2024, resolved to convey the Property to the City; and

WHEREAS, in accordance with the Authority's by-laws the City must approve the Authority's action to transfer title to the Property to the City; and

WHEREAS, it appears to the City that the Authority has complied with all notice requirements pertaining to the transfer of the Property to the City; and

WHEREAS, it further appears that the Authority has no further need to continue to own the Property.

NOW THEREFORE, BE IT RESOLVED by the Hinckley City Council:

1. That the Authority's Resolution 03 - 2024 dated February 13, 2024 authorizing it to transfer Authority Property located at 204 Power Avenue North, further identified as Pine County tax parcel 40.0070.000 (and more fully described in Exhibit A) to the City of

Hinckley, in consideration of the City providing levied funds to the Authority, is approved.

Adopted by the Hinckley City Council this 13 day of February, 2024.

ATTEST:

MAYOR

Leaha Jackson, City Administrator

Donald Zeman

EXHIBIT A

Lot 19 West of Railroad Right-of-way, less the South 150 feet of Auditor's Subdivision of Section 24, Township 41, Range 21, City of Hinckley, Pine County, Minnesota, less the following parcels:

- (1) That parcel recorded in Book 146 of Deeds, Page 383, in the Office of the County Recorder of Pine County, Minnesota;
- (2) That parcel recorded as Microfilm No. 219990 in the Office of the County Recorder of Pine County, Minnesota;
- (3) That parcel recorded as Microfilm No. 228998 in the Office of the County Recorder of Pine County, Minnesota.

City of Hinckley
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Agenda Item

8A City Vision/Future Planning

Meeting Date

February 13, 2024

Prepared By

Leaha M. Jackson, City Administrator

Background

We should schedule a work meeting to tour all park facilities for future planning purposes.

Recommended Action

Council Action: Motion by: _____ Second by: _____

Motion to:

Voted in Favor: _____ Voted Against: _____

Approved: _____ Denied: _____ Tabled: _____ No Action: _____

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Agenda Item

8B MN Department of Agriculture Spongy Moth Management

Meeting Date

February 13, 2024

Prepared By

Leaha M. Jackson, City Administrator

Background

Kimberly Thielen Cremers will attend to present on the MN Department of Agriculture’s spongy moth management.

Recommended Action

None, just informational.

Council Action: Motion by: _____ Second by: _____

Motion to:

Voted in Favor: _____ Voted Against: _____

Approved: _____ Denied: _____ Tabled: _____ No Action: _____



625 Robert Street North
Saint Paul, MN 55155

January 30, 2024

Minnesota Department of Agriculture Spongy Moth Update

Spongy moth is a non-native invasive insect that feeds on over 300 species of trees and shrubs, with oaks being one of their preferred species. Spongy moth is a federally regulated plant pest species which the Minnesota Department of Agriculture (MDA) has been actively managing for 40 years. Since 1980, over 900,000 acres at over 125 sites across Minnesota have been treated. Our management project is a partnership with both the U.S. Department of Agriculture (USDA) Animal Plant Health Inspection Service and USDA Forest Service. This partnership with Minnesota and 10 other states has reduced the natural spread of spongy moth into new areas of the U.S. by more than 60%.

Spongy moth reduces the value of woodlot properties for timber harvesting and hunting by defoliating and eventually killing trees. Pine County is at risk because of the large numbers of native oak trees, such as burr oak, white oak, and red oak, as well as other susceptible plant species. Since the MDA has identified a spongy moth population in Minnesota, the 2024 management plan will include approximately 160,000 acres stretching across seven counties (Carlton, Chicago, Fillmore, Houston, Isanti, Pine and St. Louis)

For Pine County, the MDA plans to manage three areas, referred to as “blocks,” for a total of approximately 46,000 acres. The blocks are named Pine_1, Pine_2, Pine_3. The Pine_1 block includes the City of Hinckley and covers 2,272 acres. The product used for this work, is certified organic. The blocks planned for management will be treated with a mating disruption pheromone (Disparlure) which is similar to what the female moth emits to attract males. It is applied by airplane during the time male and female moths are active. This product is specific to only spongy moth. For more information on the MDA 2024 Spongy Moth Project, including detailed maps of each block, visit www.mda.state.mn.us/smtreatments

Danielle DeVito
Pest Mitigation and Regulatory Coordinator

In accordance with the Americans with Disabilities Act, this information is available in alternative forms of communication upon request by calling 651-201-6000. TTY users can call the Minnesota Relay Service at 711. The MDA is an equal opportunity employer and provider.



ADULT MALE
DAYTIME FLIER



PUPA
PUPATES FOR 2 WEEKS



MULTIPLE SPONGY MOTH
LIFE STAGES ON A TREE



LATE INSTAR LARVA FEEDS 5-6 WEEKS



ADULT FEMALE WITH EGG MASS



SPONGY MOTH HITCHHIKING
ON A PICNIC TABLE

Wisconsin Department of Natural Resources

These are NOT Spongy Moth:

- Caterpillars that make tents or webs
- Late instar caterpillars without 5 pairs of blue and 6 pairs of red dots
- Caterpillars that feed in the fall
- Adult moths that feed or are attracted to light



EASTERN TENT
CATERPILLAR



FALL WEBWORM



FOREST TENT
CATERPILLAR



Lymantria dispar

SPONGY MOTH

What is a Spongy Moth?

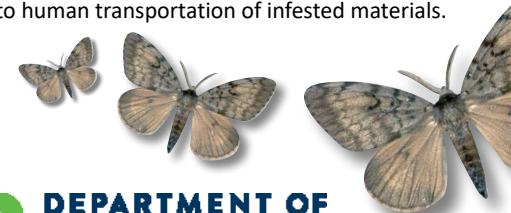
The spongy moth (*Lymantria dispar*) is a leaf-feeding insect that belongs to the order Lepidoptera (butterflies and moths). It was imported to Massachusetts from Europe in 1869 in a failed attempt to cross-breed with the silk worm for a more cold-hardy hybrid. The moths escaped, headed for the trees, and were soon chomping their way through New England's forests and infesting urban trees. With the ability to feed and survive on over 300 tree and woody plant species and leaving natural enemies behind in Europe, spongy moth now ranks as one of the most destructive invasive pests to trees and shrubs in the U.S.

Is Spongy Moth in Minnesota?

Spongy moths have started making their way into Minnesota as the invasion front pressure pushes eastward from western Wisconsin. Minnesota's Lake and Cook counties were the first to be quarantined for spongy moth in 2014. Quarantines are laws which make it illegal to move items that may contain plant pests. The invaders will continue to move westward, but not without a fight!

Minnesota participates in a national spongy moth program called Slow the Spread (STS). STS targets spongy moth with early detection trapping and follow-up treatments. The program significantly delays the spread and establishment of the pest as well as the costs and burdens associated with management once it is established.

Each year the Minnesota Department of Agriculture sets ~20,000 pheromone (female scented) traps designed to capture male moths. This is an extremely effective method to detect small and otherwise undetectable start-up populations. Minnesota has treated over 150 start-up populations since 1980, many of which were traceable to human transportation of infested materials.



In accordance with the Americans with Disabilities Act, this information is available in alternative forms of communication upon request by calling 651-201-6000. TTY users can call the Minnesota Relay Service at 711. The MDA is an equal opportunity employer and provider.

For More Information



Report a Pest
888-545-6684 (Toll Free)
reportapest@state.mn.us
mda.state.mn.us/reportapest

Why is Spongy Moth a Problem?

- Spongy moths are among North America's most destructive, non-native, invasive forest insect pests. They defoliate millions of acres of forests and urban trees annually.
- Each spongy moth egg mass will produce up to 1,000 new caterpillars. During an outbreak, millions of hungry caterpillars are feeding and consuming massive amounts of foliage, placing enormous stress on trees. Defoliated trees are more susceptible to disease and other insects that may ultimately kill them. Defoliation destroys habitats for mammals and birds.
- All of this feeding is very noisy and fouls the environment with a layer of droppings and shed skins before the caterpillars pupate.
- Female spongy moths deposit egg masses on the nearest available surface. This includes outdoor recreation equipment, grills, lawn chairs, vehicles, tents, and firewood. This allows them to easily hitchhike to new areas.

If You Find a Trap, Remember...



- Don't disturb the trap. Survey traps are our BEST early detection system for finding spongy moths before they damage our trees.
- "Delta" traps are not toxic to humans or pets, but they contain a sticky substance inside that the moths get stuck in.
- "Milk carton" traps are designed to trap high numbers of moths. They contain a pesticide strip that kills the moths when they enter.

Eggs

Eggs are laid in a fuzzy, buff-colored, spongy mass about the size of a quarter. Each egg mass contains an average of 500 – 1,000 eggs. Eggs are laid starting in late summer or fall and hatch the following spring. Egg masses may be laid on tree trunks, logs, under tree wraps, wheel wells, or on almost any available surface.

Caterpillar (larva)

This is the only damaging stage. The caterpillars are voracious feeders and can grow to 2" in length. The older, larger caterpillars have five pairs of blue spots and six pairs of rusty red spots along their backs. They typically feed in the treetops at night but migrate down the trunk to the ground each day.

Pupa (cocoon)

The pupa is an immobile stage during which the caterpillar changes into an adult moth. Pupae may wiggle if they are disturbed, but left alone they will appear still as the change occurs. They are dark, reddish brown, and leathery. Pupae attach themselves to a vertical surface with strands of silk. They are usually found in crevices on tree trunks or on larger branches. Pupae may also be found buried in leaf litter, attached to the sides of houses, under picnic tables, or on almost any available surface. Female pupae are larger than male pupae.

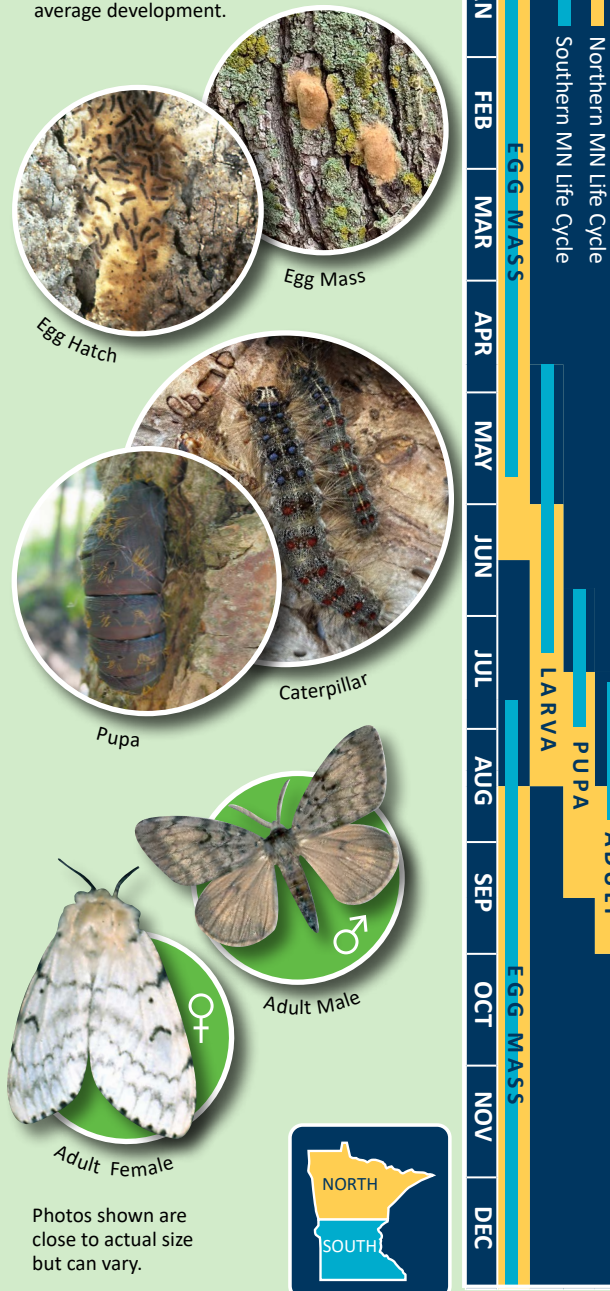
Adult (winged moth)

ADULT MOTHS emerge in mid-summer and they do not feed – their sole purpose is to mate.

FEMALES are 1-2" long with tan bodies and cream-colored wings that have dark zig-zag patterns and a distinct "comma" marking on each wing. The feathered antennae are less pronounced than males. They do not fly because they are too heavy (full of eggs). Females emit a scent (pheromone) to attract a mate. Scientists have been able to mimic this scent, using it to trap male moths and to conduct mating disruption treatments.

Males are smaller than the females, brownish gray, have feathered antennae, and fly during the day. Males also have dark zig-zag patterns and a distinct "comma" marking on each wing.

Spongy moth life cycles depend on weather, which varies annually. The chart shows average development.



Photos shown are close to actual size but can vary.



What is a Spongy Moth Quarantine?

Areas are quarantined for spongy moth once the moths have invaded and become permanently established. Spongy moth quarantines are intended to slow the human-assisted or artificial spread of spongy moth from infested to non-infested areas. The quarantine makes it illegal to transport potentially infested items (such as logs, firewood, nursery stock, campers, and picnic tables) from the quarantined area to a non-quarantined area without first taking appropriate actions. For the general public, self-inspection of items that could be harboring spongy moth and removal of all spongy moth life stages is required prior to moving items to a non-quarantined area.

What Can I Do? Self-Inspect for "Hitchhikers":

- Become familiar with all spongy moth life stages and the timing of their annual life cycle.
 - Know which counties of Minnesota and the rest of the United States are quarantined for spongy moth.
- Lake and Cook counties were the first in Minnesota to be quarantined for spongy moth in 2014. Other states that have quarantines include Connecticut, Delaware, Illinois, Indiana, Maine, Maryland, Massachusetts, Michigan, New Hampshire, New Jersey, New York, North Carolina, Ohio, Pennsylvania, Rhode Island, Vermont, Virginia, West Virginia, and Wisconsin.
- Don't let spongy moth hitch a ride! Before leaving a quarantined county or area, always self-inspect outdoor household articles, equipment, vehicles, etc. Remove and destroy any spongy moth life stages you find before traveling to non-quarantined areas.
 - Report suspect spongy moth life stages:



SPLAT[®]

GM-O

Frequently Asked Questions

What Is SPLAT GM-O?

SPLAT GM-O is an organic, biodegradable formulation for the control of Gypsy Moth (*Lymantria dispar*) using Mating Disruption. It is made entirely of food grade materials and has the consistency of hand cream. SPLAT GM-O uses pheromone, an effective and safe method to control Gypsy Moth without impacting other insects, mammals or the surrounding environment.

What Are Pheromones?

Pheromones are natural compounds that insects use to communicate, similar to the way humans use language. Applying pheromone to a field confuses the insects, removing their ability to mate and controlling populations in a completely non-lethal manner.

What Is Mating Disruption?

Mating disruption is a mechanism for insect control that utilizes species-specific pheromones to disrupt the life cycle of insects. Confusing insects and removing their ability to mate controls populations without the use of toxic chemicals.

How Will SPLAT GM-O Be Applied?

SPLAT GM-O is almost always applied aerially. Airplanes or helicopters flying 100 to 200 feet above treetops will spray SPLAT GM-O over areas where gypsy moth control is desired.



A NIST, NIH, USDA, NSF, US Air Force, US Army, and Vodafone research award recipient company

How Much SPLAT GM-O Will Be Used?

For control of Gypsy Moth, doses of active ingredient (pheromone) can range from a low of 3 grams per acre to a high of 30 grams per acre. Most frequently, it is applied at a dose of 6 grams per acre, which equates to 46 grams of SPLAT GM-O. This is less than a cup of SPLAT GM-O being spread over an acre of forest per year to control Gypsy Moth.

Is SPLAT GM-O Harmful To Humans Or Animals?

No, SPLAT GM-O is completely harmless to humans and animals. All of the ingredients in SPLAT GM-O are listed by the Environmental Protection Agency (EPA) as safe and have been approved for food use. Should you, your children and/or pets come in contact with SPLAT GM-O, simply wash the affected area with soap and water. Clothing can be cleaned with hot water and laundry detergent.

Is SPLAT GM-O Harmful To The Environment?

No, SPLAT GM-O is completely harmless to the environment. SPLAT GM-O is a biodegradable formulation specifically targeted at the Gypsy Moth. It will not affect other insects or wild life.

Is SPLAT GM-O Organic?

Yes, SPLAT GM-O is certified organic under the USDA's National Organic Program. In 2017, ISCA also expects to receive organic certification from the Organic Materials Review Institute (OMRI).

What If SPLAT GM-O Lands on My Car or Lawn?

SPLAT GM-O will not harm the paint of your car. If you notice SPLAT GM-O droplets on your car, wash it with a mild detergent and water like you would with road grime. SPLAT GM-O will not harm your lawn and will immediately start biodegradation into the soil.

ISCA TECHNOLOGIES, INC.

1230 Spring Street, Riverside, California 92507, U.S.A.

www.iscatech.com Tel: (951) 686 5008 Fax: (815) 346 1722 E-mail: info@iscatech.com

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Agenda Item

8C Sherriff's Department Office Floor

Meeting Date

February 13, 2024

Prepared By

Leaha M. Jackson, City Administrator

Background

Denise Anderson from the Pine Sherriff's office contacted the City about the floor's condition in the office area. It is very hard to clean, and they asked about alternatives. The Sentence to Serve program installed the floor a few years ago, and we do not believe that it was ever sealed when it was installed. There is what appears to be glue seeping up through the tiles, and that is attracting dirt to build up.

I attempted to contact a few contractors to get multiple quotes but could only get one to respond. I have attached the quote from the contractor. While he said it will not be perfect, he believes that he can improve the quality of the surface and make it much easier to keep clean.

Recommended Action

Approve the work for the quoted \$900.00 for the Sherriff's Office flooring.

Council Action: Motion by: _____ Second by: _____

Motion to:

Voted in Favor: _____ Voted Against: _____

Approved: _____ Denied: _____ Tabled: _____ No Action: _____

Good Morning Leaha,

Thank you for the walk-through of the Pine County Sheriff's Office this last Monday. After looking everything over, I have come up with the following Work Description and Estimate.

Work Description and Estimate for:
Pine County Sheriff's Office
106 1ST Street East
Hinckley, MN 55037

Work Requested: Deep Clean VCT Tile in Dispatch Area, Side Offices, Hallways, and Common Area.

Work Area: Approximately 1,250 Square Feet.

Work as Follows:

- 1) Sweep, Edge Vacuum and Vacuum areas being cleaned.
- 2) Light spray areas being cleaned with heavy duty cleaner and allow dwell time.
- 3) Machine Scrub with Buffer and Black Stripper Pad.
- 4) Doodle Brush Edges and Corners.
- 5) Run Auto Scrubber with Black Pad through open areas and put down additional cleaning solution.
- 6) Squeegee out areas under desks and tight areas.
- 7) Pick up Solution with Auto Scrubber.
- 8) Rinse Mop all cleaned areas and set up fans to accelerate drying time.
- 9) Final Mop all areas with Neutralizer and allow to dry.
- 10) Apply 3 coats of high gloss, high endurance sealer.
- 11) Apply 2 coats of high gloss, high endurance wax.

Cost for this Service: \$900.00 Plus 6.875% Sales Tax of \$61.88 if Applicable for a total of \$961.88

This covers all time, materials, and fuel and travel time required to do this job.

Please Note: If my Proposal is accepted, we respectfully request that you staff clears out as many removable items for us as possible. This also includes boxes, chairs, and tables that don't have important paperwork on them. The more movable items that are out of our way: The more of the floor we can clean up. We also wanted to know if we can do this job during the day on a quieter day of the week so that we have as many hours of daylight as we can.

Payment: Please let me know if I can get paid within a week of the completed work, and I can also turn in a W9 so your Treasurer has it for their files.

Availability: I can fit you in at some point before Valentine's Day if you would like to get this done in a prompt manner.

Insurance: For a current Insurance Certificate, please contact Mitchell McNamara with McNamara Insurance at: 651-426-0607

References:

- 1) Darin Lundell, USPS, Lake City 651-345-3760
- 2) Dave Bosmoe, Service Restoration 612-916-2864
- 3) Aaron Post, United Rentals, Cottage Grove 651-398-0471

Please also feel free to look up my Facebook Page which is Pat's Building Maintenance

This concludes my Work Description and Estimate, please feel free to contact me with any questions.

Best wishes,
Patrick C. Dallager
Pat's Building Maintenance

Reference follow up:

Bosmoe- has worked with him for many years on both residential and commercial projects. His last experience was 14,000 sq ft at Fleetwood in Ham Lake

United Rentals- does the cleaning for them and they are satisfied with his work



Agenda Item

8D Mezzanine in Old Fire Hall Garage

Meeting Date

February 13, 2024

Prepared By

Leaha M. Jackson, City Administrator

Background

The Pine County Sheriff's Office has approached the City to inquire about removing the mezzanine located in the old fire hall garage. The department has applied for a few new pieces of equipment that will not fit in the building as it is currently.

Mark Perry and Richard Drottning did take a cursory look and noted that it should be able to be removed without damaging any structural integrity. There are a few items that the city will need to hire out, including the removal of the additional fire suppression system and power outlets that were added when the mezzanine was installed.

The department has asked the city to remove the sprinklers, disconnect the electrical, remove city-stored items from the mezzanine, and provide a dumpster for the materials to be placed in.

Recommended Action

Direct staff to coordinate the removal of the mezzanine located in the old section of the fire hall, along with the removal of sprinklers and disconnection of the electrical.

Council Action: Motion by: _____ Second by: _____

Motion to:

Voted in Favor: _____ Voted Against: _____

Approved: _____ Denied: _____ Tabled: _____ No Action: _____



Agenda Item

8E Christmas Lights Order

Meeting Date

February 13, 2024

Prepared By

Leaha M. Jackson, City Administrator

Background

For the past few years, local organizations have donated money to the city to help purchase holiday decorations and beautify the city. This year, two organizations have approved a designated donation for a total of \$5,000.00. The quote for the designated donation came to \$3,508.75. With some money left, I had them add four larger snowflakes for the poles on Main St. This brought the total to \$6084.75. The City does budget money to help pay for this type of expense and will pay the balance of \$1,084.75 out of that fund.

Recommended Action

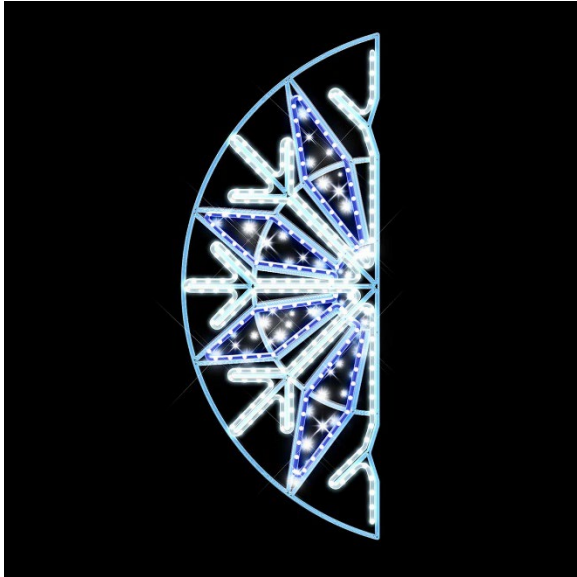
Approve the purchase of holiday decorations for \$6,084.75

Council Action: Motion by: _____ Second by: _____

Motion to:

Voted in Favor: _____ Voted Against: _____

Approved: _____ Denied: _____ Tabled: _____ No Action: _____

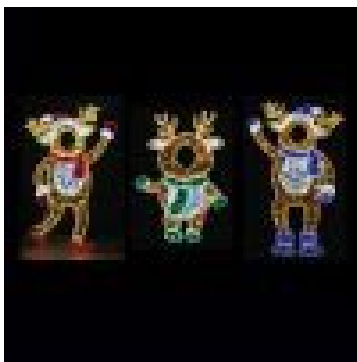


To be placed on Main St.



[Bear](#) [Family](#) [Bundle](#) [Photo](#) [Op](#)

SKU:DS-3-POBB



[Deer](#) [Family](#) [Bundle](#) [Photo](#) [Op](#)

SKU:DS-3-PODB

From Holiday Outdoor Decor
To be placed at City Hall and the Hinckley Fire Museum.

City of Hinckley
106 First Street SE
P. O. Box 366
Hinckley, MN
[Tel] (320) 384.7491
[Fax] (320) 384.7492
www.hinckley.govoffice2.com



Agenda Item

8F City Welcome Banners

Meeting Date

February 13, 2024

Prepared By

Leaha M. Jackson, City Administrator

Background

The city budgets for holiday décor around town. For 2024, we have budgeted \$6,000.00 for this. After the holiday decorations on item 8E, \$4,915.25 is left. Instead of more holiday pole lights, purchasing banners that can be displayed throughout the year might be a good alternative.

I have attached a quote and a few completed designs for the city. The design on the left does an excellent job incorporating our logo featured throughout the community while still looking appealing.

The cost for 20 banners and hanging hardware is \$3,450.00.

Recommended Action

Approve the purchase of Welcome to Hinckley banners for \$3,450.00

Council Action: Motion by: _____ Second by: _____

Motion to:

Voted in Favor: _____ Voted Against: _____

Approved: _____ Denied: _____ Tabled: _____ No Action: _____



860 Downs Road
 Champlin, MN 55316
 P: (763) 433-9120
 F: (763) 506-0860
 1-800-755-3039
 www.mainstreetdesigns.com

Kyle Downs 763-999-5677

Sales Quote		All Banners Printed Front/Back	
Sold To City of Hinckley Leaha Jackson 106 1st St SE Hinckley, MN 55037		Ship To City of Hinckley Leaha Jackson 106 1st St SE Hinckley, MN 55037 cityadmin@cityofhinckley.com	
Quote Date:	February 6, 2024	Customer Purchase Order	PO#N/A
Ship By:		Terms	Leaha - 320-384-7491
Must have By:	ASAP	Freight Charges	Prepay and add to invoice
Part Number	Quantity	Unit Price	Total

Custom-MSF	20	18" x 45" Custom Digital MainStreet Fabric " Welcome to Hinckley "	\$80.00	\$1,600.00
FF1	20	FibreFlex I Bracketing System with Adj. Banding	\$84.00	\$1,680.00

Subtotal	\$3,280.00
Shipping Via UPS	\$170.00
Total	\$3,450.00



All Banners Carry Three-Year Warranty

kyle@mainstdesigns.com



HINCKLEY, MN	
EDIT:	1 BW
DATE:	2-6-24
SIZE:	18" x 45"
FABRIC:	MAINSTREET
INKS:	DIGITAL
POCKETS:	3.25"

TAKE NOTHING FOR GRANTED, PLEASE CHECK PROOF CAREFULLY.
 Illustrations are a reasonable representation of ink colors on banner fabrics.
 All monitors display differently, therefore a free color match sample is available
 upon request. **We are not responsible for any errors after approval.**



APPROVAL SIGNATURE



Agenda Item

8G Local Infrastructure Hub Bootcamp

Meeting Date

February 13, 2024

Prepared By

Leaha M. Jackson, City Administrator

Background

Local Infrastructure Hub, a national program designed to connect cities with resources to access federal infrastructure funding to drive local progress and improve communities, is running Bootcamps to provide communities with the tools and guidance they need to build a robust, competitive federal grant application. With four Bootcamp phases complete, the Local Infrastructure Hub will host a new set of Bootcamps beginning in Winter 2024 focused on different funding opportunities made available through the Bipartisan Infrastructure Law (IIJA funds). The Bootcamps below are open for registration and will run through Spring 2024. The apps are funded through the program on a first-come, first-served basis, so I would like to get our application in right away.

I would apply through the Clean Water State Revolving Fund tract to work on moving our sewer treatment plant improvements, including replacing the aerators, clarifier upgrades, installing a second clarifier, grit removal, and other items as identified by the Wastewater Treatment Evaluation Report.

Our expected team is Don (mayor), Leaha (lead), Mark/Kristy (community engagement), and Tom/Leaha (finance).

Recommended Action

Approve the City of Hinckley's application to the [Clean Water State Revolving Fund](#) Local Infrastructure Hub Bootcamp.

Council Action: Motion by: _____ Second by: _____

Motion to:

Voted in Favor: _____ Voted Against: _____

Approved: _____ Denied: _____ Tabled: _____ No Action: _____

FAQ's

If my city participates, what can we expect to learn?

Each bootcamp is designed to support cities in navigating the grant application process and strengthening applications, through peer learning, office hours and coaching opportunities.

Each bootcamp is comprised of eight modules tailored to a specific type of grant. While the specifics of each bootcamp will vary, here is a general outline of the eight modules:

Setting the Table: Cities will be assigned to peer cohorts and will be guided through the process of how to complete an asset map for their community.

Engaging the Community: Using the asset map, cities will learn and refine how they build and execute a community engagement strategy.

Data Driven Decision Making: Cities will learn how to utilize data to understand problems, test and define solutions, ground applications in data, and ensure their grant applications will achieve the desired outcome/s.

Demystifying Capital Stacks and Budgeting: Participants will learn how to refine and assemble a complex capital stack and budget for grant applications.

Federal Administration Priorities: Participants will be provided guidance on how to align their grant application with broader federal priorities.

Writing a Strong Grant Narrative: Cities will be provided with templates and guidance on how to write winning grant applications that are tailored to the metrics and policy priorities behind specific grant opportunities.

Package, Submit, and Tell Your Story: Cities will receive help navigating the grant submission process and work with their chief executive on how to plan for post-submission advocacy and communications.

Long Term Capacity Building: Cities will develop plans for compliance, communicating with the public about the transformational impact of the project, and organizing to attract future investments.

Who will participate in the bootcamps and what is the expected time commitment?

Participating cities will be asked to identify a small team to engage in the bootcamp.

A team would ideally include:

- **A Mayor or Chief Executive:** The Chief Executive will participate in select modules to set goals, review the overall impact of draft grant applications, and implement long term capacity building measures. The expected time commitment for this role is approximately 3 hours total over the approximately 4-month bootcamp duration.
- **A Grant Lead:** The grant lead participates in all modules and is the primary point of contact for the city's team. The expected time commitment for this role is approximately 8 – 25 hours total throughout the approximately 4-month bootcamp duration.
- **A Community Engagement Lead:** The community engagement lead participates in selective modules to help design community engagement strategies. The expected time

commitment for this role is approximately 4-10 hours total over the approximately 4-month bootcamp duration.

- A Finance Lead: The Finance Lead participates in the budget and capital stacks module. The expected time commitment for this role is approximately 2-6 hours total over the approximately 4-month bootcamp duration.

While the team configuration outlined here is representative of the typical team, depending on the city, the roles may be different (ex. a relevant expert such as the head of the public works department may be included). In some cities, a single person may also occupy multiple roles.

Is there a cost to cities for participating?

There is no cost for cities selected to participate in the program.

After my city registers for the program, what are the next steps?

After registering, eligible cities will be contacted to schedule a 30-minute Readiness Call, where we can learn more about city capacity. Depending on the results of the call, a pre-bootcamp module may be added to help get the city ready for the bootcamp.

Can I participate in partnership with another city or with a group of neighboring municipalities?

Yes. Cities intending to partner together to apply for a grant may register as a coalition, although your city coalition will need to designate a dedicated point of contact and grant team that will participate.

Are all of the modules required?

We recommend that cities participate in all modules as they are designed to provide comprehensive support across each key area of the featured grant applications. While the learning and coaching sessions will cover the primary learning outcomes, cities will also have the opportunity to engage in optional office hours as needed. Bootcamp modules will be taught live in a virtual environment; while sessions that are missed may be viewed later via recording, participants are encouraged to participate during the live sessions.

Can my city enroll in multiple bootcamps?

Yes, although because of the intensive nature of the bootcamps, if a city wishes to enroll in multiple bootcamps, each team will need to include a different set of individuals. If a city does not have multiple bootcamp teams, they may still access a range of self-guided tools and templates for any additional programs they are interested in outside of the primary live bootcamp they are enrolled in. They may also access materials available on the resources page.

My city's population is above 150,000. What resources does the Local Infrastructure Hub offer for large cities?

Cities with populations above 150,000 are encouraged to participate in the Local Infrastructure Hub's other offerings, which includes webinars and tools to help cities understand how to better leverage upcoming federal funding. You can learn more about upcoming events here and access the Opportunity Finder to learn more about programs that meet your communities' priorities. Key resources from the bootcamps will also be shared publicly on the Local Infrastructure Hub resources page when available.

Will someone write my grant or will a grant writer be assigned to my city?

No, the Local Infrastructure Hub will not offer direct grant writing services. However, the bootcamps are designed to provide targeted support to city teams as they complete their application. Cities will be able to access a range of resources including access to subject matter experts in the event they have specific questions about their applications.



Agenda Item

8H Hinckley Fire Department Organizational Handbook

Meeting Date

February 13, 2024

Prepared By

Leaha M. Jackson, City Administrator

Background

When going through the Fire Department Organizational Handbook, it was noted that there were a few changes that were needed to align with current practices and a few suggestions from the Fire Chief Elliot Golly. All changes are listed as strikethrough and/or different color:

- Fix twenty-eight to thirty; missed last update
- Add Fire Fighter II as a requirement both probationary and regular firefighters
- Q3- Credit adjustments. These give firefighters credit for doing extra work toward their percentage requirements and credits for their Statewide Volunteer Firefighter retirement account.

Recommended Action

Approve the Hinckley Fire Department Organizational Handbook changes as presented retro to January 1, 2023.

Council Action: Motion by: _____ Second by: _____

Motion to:

Voted in Favor: _____ Voted Against: _____

Approved: _____ Denied: _____ Tabled: _____ No Action: _____

**HINCKLEY FIRE DEPARTMENT
ORGANIZATIONAL HANDBOOK**

Adopted, ~~April 20, 2022~~ February 13, 2024

HFD Mission Statement

The Hinckley Fire Department is committed to providing the highest level of public safety services to our community. We protect lives and property through fire suppression, disaster services, fire prevention and public education. We pursue this mission with emphasis on professionalism, compassion and dedication to improvement.

**HINCKLEY FIRE DEPARTMENT
ORGANIZATIONAL HANDBOOK**

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A. ESTABLISHMENT AND PURPOSE

There is hereby continued as heretofore established in the City of Hinckley an organization known as the Hinckley Fire Department (HFD) whose primary purpose shall be to protect and preserve lives and property by the prevention and extinguishment of fires and by assisting in medical emergencies, rescue, and natural disasters within the City of Hinckley and designated service areas.

The Department shall consist of a sufficient number of qualified firefighters, but no more than ~~twenty-eight~~thirty (30), as determined, from time to time by the City Council, which include: a Fire Chief, an Assistant Chief, and four (4) Captains.

B. MEMBERSHIP

There shall be two classes of membership. They will include Probationary Firefighter and Regular Firefighter.

Probationary Firefighter

Any person who is interested in becoming a firefighter must complete an application supplied by the City of Hinckley. An applicant who meets all the criteria outlined below may then be designated as a Probationary Firefighter. The firefighter's probationary period shall last for one year and may, at the discretion of the Fire Chief, Training Officer and Recruiting Officer be extended for an additional 6 months. The following steps will be used to determine the eligibility of the applicant:

1. The applicant will be interviewed by the Fire Chief to determine initial eligibility based on the following criteria:
 - a) Must be 18 years of age or older.
 - b) Must reside within the Hinckley Fire District or be voted in by the Fire Department.
 - c) Must agree to make thirty percent (30%) of all calls in each calendar year.
 - d) Must agree to make 50% of all Tuesday night trainings and monthly meetings in each calendar year
 - e) Must have a High School diploma or equivalent.
 - f) Must have a valid MN Drivers License. (Note: a driving record that includes any alcohol related incidents may disqualify an applicant from further consideration.)
 - g) Shall not have been convicted of a criminal offense (gross misdemeanor or greater).
 - h) Must meet all other standard qualifications for a new city employee.

Anyone not meeting these criteria will be notified of their ineligibility at this interview. In addition the department will perform a background check on each candidate which will include, but is not limited to, checking each applicant's business and personal references.

2. An interview will then be conducted by the Fire Chief or Asst. Chief, and an interview panel of three (3). The interview panel shall consist of one captain and two regular firefighters. After the interview, the senior officer will do a walk thru with candidate telling a brief history of the department, giving a job overview, reinforcing the conditions of employment, answering any questions, and scheduling the first of three consecutive Tuesday night meetings. Upon attendance of the three consecutive meetings, applicant may complete the next phase of the application process.

3. A timed physical agility test, herein described as Exhibit A, must be successfully completed and witnessed by two officers of the Fire Department. If the applicant fails the physical agility test, they may elect to retake the test within thirty (30) days.
4. After successful completion of the agility test, a physical by an appropriate physician designated by the city shall be scheduled and taken by the applicant. Said physical examination shall include relevant criteria specified by the city. Said physical will be paid for by the City of Hinckley.
5. The city will do a complete background check for each applicant which will include but will not necessarily be limited to a review of the applicant's driving record, criminal record (if any), and work history.
6. After, the above criteria is completed and successfully passed, the applicant will be notified when to report to the Station to be issued gear and a pager. Applicant must complete a Department-approved Firefighter I & II Course within one (1) year of date of receipt of gear and pager.
7. A Firefighter's date of hire is defined as the date the Hinckley City Council approves the applicant to be a Firefighter.

Regular Firefighter

These firefighters shall be members who have been on the HFD at least one year, have met all the requirements of a probationary firefighter, and have successfully passed a department-approved Minnesota State Firefighter I & II Course and optional First Responder Training. They may hold office, vote, attend State Sectional Fire Schools, are eligible for life insurance compensation, shall receive a uniform, and are eligible for retirement benefits according to the provisions of the Relief Association.

Regular firefighters must maintain the following criteria in order to be considered as being in active service and/or be an active member.

1. Must maintain their residence within the Hinckley Fire District.
2. Must make thirty percent (30%) of all fire calls in each calendar year.
3. Must make 50% of all required Tuesday night trainings in each calendar year.
4. Must maintain a valid Minnesota driver's license.
5. Must pass the Department's agility test every 5 years per training officer discretion.
6. Must sign a waiver allowing an annual checks of the firefighter's driving and criminal record. Each firefighter is required to advise the Fire Chief of any misdemeanor, gross misdemeanor or felony conviction. Such notification shall occur within 30 days of said conviction and shall be in writing.

C. MANAGEMENT

1. The primary management of the Department and its affairs is vested in and shall be exercised by the Department Head (Chief) as directed by the Executive Board and the City Council.
2. No bills, liabilities, obligations, or pledges of the Department shall be incurred or made or funds dispersed without authorization and approval by the Department Head, Executive Board and the City Council.

D. EXECUTIVE BOARD

1. It is the mission of the HFD Executive Board to maintain the integrity and tradition of the HFD by acting as counsel to the Chief and City Council in the development of department policy and performance standards to ensure the safety of all department members.

The HFD Executive Board shall also provide guidance and direction with regard to the future goals and planning of the HFD.

2. The membership of the Executive Board shall consist of seven (7) members consisting of the Chief, Assistant Chief, Secretary, and four (4) Captains. If any member of the Executive Board holds more than one (1) of the above mentioned offices, then there shall be an election from the membership to bring the Executive Board to a full seven (7) members. A Council representative may serve as a non-voting ex-officio member.
3. The Executive Board shall hold regular meetings at a time and dates agreed to the by the Executive Board and shall be held at the Hinckley Public Safety Building in Hinckley, MN.
4. Special meetings shall be called by the Chief or by two or more members of the Executive Board by giving oral or written notice to each member of the Executive Board and posting written notice at the Public Safety Building and City Hall for public review.
5. A majority of the members of said committee shall constitute a quorum of the Executive Board.
6. The Chief or officer in charge may act with full power and authority of the Department, if and when emergencies occur which require immediate action before a regular or special meeting of the Department can be called, for the preservation and protection of the Department and its property. In such cases, however, they shall do no more than is necessary to carry through with the emergency action. Any action taken under this authority shall then later be formally reviewed for ratification by the Executive Board at their next regular meeting.
7. Delegate representation to conferences and/or conventions shall be determined by the Executive Board.

E. SECRETARY

The Secretary shall be voted on by the Department and approved by the City Council.

The Secretary shall be responsible for the following: collecting, filing, disbursing appropriate record-keeping of the department to the appropriate offices/agencies. (i.e. attendance, members percentage, Pay, VFBA, minutes of Executive Board meetings and PERA), and assist the Fire Chief or Asst. Chief in filing paperwork for the department.

F. FIREFIGHTERS

The following is a list of the responsibilities of the regular and probationary members of the Hinckley Fire Department. All regular and probationary members:

1. Shall respond to all alarms and emergency calls as it is possible for him/her to do so.
2. Shall be under the direct supervision of the officers of the HFD.
3. Shall extinguish and prevent fires and support rescues when called upon to do so and do so safely.
4. Shall keep apparatus, tools, and equipment in good condition.
5. Shall keep the station and premises neat, clean, and in good order.
6. Shall assume command of others at fires and emergencies or at the station when directed to do so by a superior officer.
7. Shall abide by the rules and regulations as outlined in the most recent version of the Hinckley Fire and Rescue Department Organizational Handbook and HFD Operations Manual.
8. Will not enter any hazardous atmosphere without all personal protective equipment being properly used.
9. Will report the breakdown and/or malfunction of any equipment or apparatus and/or accident in a timely manner to the officer in charge.
10. Probationary members are restricted in the following ways unless participating in a training session, or as otherwise directed by the officer in charge
 - a) Should not be the first or second person on a hose line.
 - b) Should not be inside any hazardous atmosphere.
 - c) Should not drive any fire department vehicle to any fire or other emergency.

G. CAPTAINS

Captains shall take the command of various functions of department at all fires, rescues, parades etc. under the orders of the Chief or the Assistant Chief or officer in charge. They shall be responsible for overseeing that all fire fighting equipment and property of the Hinckley Fire Department and the City of Hinckley is in good, serviceable working condition and in order. Any defects or damage to property or equipment shall be reported to the Chief or the Assistant Chief immediately. Captains will abide by all guidelines that apply to Regular firefighters as outlined in the HFD organizational

handbook and operations manual. Minimum requirements for captain are:

1. Must have maintained the minimum criteria required for a regular firefighter to be considered as being in active service and/or be an active member.
2. A minimum of five (5) years of active service with HFD.
3. Possess current First Aid and CPR Certifications.
4. Possess current Firefighter II. (2) Certification, if hired after January 1, 2010. Otherwise the applicant is grandfathered in.
5. Shall have completed at least one (1) Executive Board approved leadership course from a fire leadership training or employer prior to becoming Captain.
6. Once appointed, Captains must maintain an attendance record of at least thirty percent (30%) of all calls in the current calendar year and at least seventy-five percent (75%) attendance at all Tuesday night trainings and meetings in the current calendar year

Captains shall be considered to be equal in rank, however are assigned as Captain 1-4 for training purposes. Each Captain will be assigned to one of five primary responsibilities: training, vehicles, equipment and administration or building. The Chief and Assistant Chief will assign responsibilities based on the qualifications of the Captains and needs of the department.

The Captains shall at all times maintain due regard for the safety and welfare of the members under their command. (See "Safety Procedures" in the HFD Operations Manual.)

The Captain shall assume the duties of the Assistant Chief when directed to do so by the Chief.

The Captain shall see that all members assist upon their return from fires, drills, or other emergencies in preparing the apparatus and equipment for return to service, and that necessary work around the station is completed.

When a Captain issues an order, being fully aware that such an order is in conflict with a previous order, he/she shall be held accountable for any harmful results which may ensue from the interference with the execution of the previous order.

The Captain shall be under the general direction of the Fire Chief and assistant Fire Chief.

The Captain will respond to as many alarms and emergency calls as possible.

When he/she is first to arrive at a scene of a fire or other emergency, he/she shall be in command thereof until relieved by the Fire Chief or Assistant Fire Chief. (Chief. See "Command Procedures" in the HFD Operations Manual.)

The Captain is responsible for the enforcement of the rules and regulations as outlined in the HFD Organizational Manual and the HFD Operations Manual.

H. ASSISTANT FIRE CHIEF

Assistant Fire Chief shall be under the direct supervision of the Fire Chief, and shall assist the Chief in the performance of the Chiefs duties when called upon. Shall assume the duties of the Chief in the Chiefs absence. Shall enforce the operating guidelines of the HFD. Shall assume active command and be responsible for all incidents to which he/she responds to, only after transfer of command procedures are executed. Shall perform such other related work as the Chief may direct. Shall respond to as many alarms and emergency calls as possible. Shall be directly responsible to the Chief for the proper distribution of personnel and the proper maintenance and condition of the apparatus and equipment. Minimum requirements of Assistant Chief:

1. Seven (7) years of structural firefighting experience with HFD.
2. Shall have been an officer with the Hinckley Fire Department for at least two (2) years.
3. Possess current First Aid and CPR Certifications.
4. Possess current Firefighter II. (2) Certification, if hired after January 1, 2010. Otherwise the applicant is grandfathered in.
5. Shall have completed at least two (2) Executive Board approved leadership course prior to becoming Assistant Chief.
6. Must have maintained an attendance record of at least thirty percent (30%) of all calls for the one (1) year prior to becoming Assistant Chief, and at least seventy-five percent (75%) attendance at all Tuesday night training's and meetings for the one (1) year prior to the appointment of Assistant Chief.
7. Once appointed must maintain the above requirements.
8. Shall abide by all the guidelines that apply to the Captains, fire fighters and the HFD handbook.
9. Shall attend leadership education/training annually. This training shall be related to fire and/or emergency management training.
10. Must attend monthly mutual aid and City Council meetings in the absence of the Fire Chief.

I. FIRE CHIEF

The Fire Chief is in full command of the members of the HFD, is responsible for department operation and training, and is responsible for the prevention and combating of fire and the enforcement of fire prevention codes. The minimum qualifications for Fire Chief shall be:

1. A minimum of nine (9) years firefighting experience with the HFD.
2. Shall have been an Assistant Chief with the Hinckley Fire Department for at least two (2) years, or have been the most qualified applicant who has previously been an officer with the City of Hinckley Fire Department.
3. Possess current First Aid and CPR Certifications.

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4. Possess current Firefighter II. (2) Certification, if hired after January 1, 2010. Otherwise the applicant is grandfathered in.
 5. Shall have completed at least three (3) Executive Board approved leadership course prior to becoming Chief.
 6. Must have maintained an attendance record of at least thirty percent (30%) of all calls for the one (1) year prior to becoming Assistant Chief, and at least seventy-five percent (75%) attendance at all Tuesday night training's and meetings for the one (1) year prior to the appointment of Chief.
 7. Once appointed, must maintain the above requirements
 8. Shall abide by all the guidelines that apply to the Captains, fire fighters and the HFD handbook.
 9. Shall attend leadership education/training annually. This training shall be related to fire and/or emergency management training.
 10. Must attend monthly mutual aid and City Council meetings.

The Fire Chief will abide by all the guidelines that apply to the Assistant Chief, the Captains and Firefighters, and the Hinckley Fire Department Handbook. The duties of the Chief shall include:

1. The Chief shall have the responsibility for fire prevention programs, providing adequate fire protection, rescue, management of the Fire Department's equipment, management of the Fire Department's quarters, and management of the Fire Department personnel.
2. The Chief shall be responsible for all duties that are required by law, the Hinckley Fire and Rescue Department Handbooks and the Hinckley City Council.
3. The Chief shall have command and control over all members of the Fire Department, irrespective of the divisions to which they are attached, in the performance of the members' duties. From time to time it may become necessary for the Fire Chief to prescribe and enforce such guidelines and issue such orders as he/she may deem necessary to accomplish this.
4. The Chief shall be responsible for keeping a record of all fires and other emergencies to which the Department responds. These records will include the cause and loss incurred in each incident. To help accomplish this, the Chief shall insure the investigation of all fires occurs.
5. The Chief and the Executive Board shall have the responsibility for the management of the Department's budget. He/she shall certify that all bills charged to the Department are correct.
6. The Chief shall respond to and take or delegate command of as many fires or other emergency incidents as possible. Delegating command can be to the Assistant Chief or Captains.
7. The Chief shall be responsible to the City Council of the City of Hinckley for the operation of the Hinckley Fire Department. The Chief shall also be required to attend the monthly regular meeting of the Department.

8. At the annual business meeting of the Department held on the third Tuesday of December in odd numbered years, the members shall nominate candidates to be interviewed by the City Council for appointment as Fire Chief and Assistant Chief. The City Council will then conduct interviews for appointment as Fire Chief and Assistant Chief. Once completed the City Council will appoint a Chief and Assistant Chief of the Fire Department in accordance with the provisions of the ordinance of the City of Hinckley.
9. The Chief shall be the commander of the HFD, directing and commanding the firefighters in the use, care, and management of the fire equipment and department quarters; subject, however, to proper rules, regulations, and directions of the City Council and of the HFD acting at its meetings.
10. It shall be the duty of the Chief, in conjunction with the City Administrator, to admonish and reprimand any member who willfully violates any rule or regulation of the HFD.
11. The Chief shall preside at all meetings of the Executive Committee and Department, and shall decide all questions of order, subject to the Executive Committee.
12. The Chief shall be responsible for all orders, bills, drafts, checks, contracts, and other instruments for the HFD.
13. The Chief shall present an annual report to the Department and to the City Council at the conclusion of each service year.
14. The Chief shall maintain a favorable, coordinated, and cooperating climate in the Department so that personnel are motivated to work up to their potential.
15. The Chief shall communicate with the general public, other department heads, and the City Council in an effective, tactful, and courteous manner.
16. The Fire Chief has direct supervision of: Assistant Chief, Captains, Department Officers and Committees, and all firefighters.
17. Upon appointment of Fire Chief must maintain both an attendance record of at least thirty percent (30%) of all calls and at least seventy-five percent (75%) attendance at all Tuesday night training's and meetings.

J. TERMINATION OF MEMBERSHIP

Membership may be terminated by:

1. Written Resignation
2. Relocation: the firefighter relocates his/her residence in violation of the HFD's residency requirement.
3. Dismissal for "Just Cause" (see Section "L")
4. Failure to abide by the HFD's "Leaves of Absence" Policy (see Section "M").

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5. Nothing in this handbook shall prohibit the City Council, acting on its own, from relieving any HFD Officer from his/her position with the Department pursuant to the applicable local, state and federal rules, regulations and laws.

K. GRIEVANCES

It shall be the policy of the City to adjust grievances of employees promptly and fairly. Within the framework of existing laws and regulations, every effort shall be made to adjust grievances in a manner mutually satisfactory to the employees and the City. In the presentation of grievances at any supervisory level, employees shall be free from restraint, interference, discrimination, or reprisal. Any employee who believes that they have received inequitable treatment because of some condition of their employment may personally or through their representative progressively appeal for relief from that condition as specified in this section. The grievance process shall provide for the steps outlined as follows:

Step 1. Executive Board -An employee shall take all grievances to the Executive Board. If the grievance arises out of a matter over which the department has no control, the employee may request their department head to carry such grievance on their behalf to the City Administrator. The Executive Board head shall be obligated to transmit such an appeal to the City Administrator regardless of their evaluation of the validity of the grievance. If the grievance involves a member of the Executive Board, that member shall not be allowed to participate in the grievance hearing.

Step 2. City Administrator - Employees who desire to appeal decisions of their department head in grievance matters may do so. Such appeals must be in writing, must be dated, and must state fully the nature of the grievance and the steps which have been taken to achieve its settlement. The City Administrator shall furnish to the employee a dated statement in writing of the results of such an appeal within thirty (30) days.

Step 3. City Council - Failing prompt and satisfactory adjustment, employees or their representatives may appeal the dispute in writing to the City Council for final adjustment. In no case, however, shall the employee carry a grievance to the Mayor and City Council without first exhausting the administrative remedies contained herein and as described in steps 1 and 2.

Failure on the part of the employee to process any grievance to the next step of this procedure after ten (10) days following alleged aggrieved incident or response from previous step shall be considered a waiver of the complaint.

L. DISCIPLINE

It is the policy of the City to administer disciplinary sanctions without discrimination of any nature. All disciplinary actions shall be for just cause and the employee may initiate the grievance procedure with respect to any disciplinary action which he/she believes to be unjust or disproportionate to the offense committed. If there is a conflict between this policy and the City's personnel policy, the City's personnel policy shall supersede. Discipline will be in one or more of the following forms:

1. **ORAL REPRIMAND** — Supervisors and/or department heads shall keep a written record of all oral reprimands, date of conference, and other pertinent information about the situation. The reprimand shall be placed in the City's file on the employee and will be removed after one (1) year from the date of issuance if there has been no subsequent reprimand and no other disciplinary action has been instituted.

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2. **WRITTEN REPRIMAND** — A written reprimand shall state the employee is being warned for misconduct, describe past actions taken by the supervisor to correct the problem, urge prompt correction or improvement by the employee, include timetables and goals for improvement when appropriate, and outline future penalties should the problem continue. The employee shall be given a copy of the reprimand and sign the original acknowledging that she/he has received the reprimand. The signature of the employee does not mean that they agree with the reprimand. The reprimand shall be placed in the City's file on the employee and will be removed after two (2) year from the date of issuance if there has been no subsequent reprimand and no other disciplinary action has been instituted.
 3. **SUSPENSION WITH/WITHOUT PAY** — Prior to the suspension or as soon thereafter as possible, the employee shall be notified in writing of the reason for the suspension and its length. Upon the employee's return to work, he/she shall be given a written statement outlining further disciplinary actions should the misconduct continue. An employee may be suspended pending investigation of an allegation. A copy of each written statement shall be placed in the employee's personnel file. If the suspension is during an investigation and the allegation proves false, the statement shall be removed and the employee shall receive any compensation that may have been suspended which they would have been entitled had the suspension not taken place.
 4. **DISMISSAL** — The City Council may dismiss any employee after the employee is given a notice in writing as to the reason for the dismissal and a notice to the employee of their right to respond to the charge or reason for dismissal. The City Administrator, in conjunction with the Fire Chief, may suspend or, with the approval of the Council, dismiss any City employee. Such dismissal or suspension shall separate the employee from pay status. In so doing, the employee's supervisor shall state the cause for the suspension in writing. An employee so dismissed is entitled to a hearing before the City Council if requested by the employee or their representative within ten (10) days after the notice of the dismissal. Said notice shall be attempted by registered letter sent via the U.S. Mail to the employee's last know address.
 5. **JUST CAUSE** — Just cause for reprimands, suspension and/or dismissal includes, but is not limited to, any of the following:
 - a. Incompetence or ineffective performance of duties.
 - b. Involvement in the commission of any crime involving moral turpitude, any misdemeanor, gross misdemeanor, felony offense or alcohol related offense.
 - c. Insubordination.
 - d. Violation of any lawful or official rule, regulation or order, or failure to obey any lawful direction made and given by a supervisor.
 - e. Intoxication on duty or the consumption of alcoholic beverages or performance altering prescription or non-prescription drugs while on duty.
 - f. Physical or mental defect which, in the judgment of the appointing authority, incapacitates the employee from the proper performance of their duties (an examination by a licensed doctor may be required and imposed by the appointing authority).
 - g. Wanton use of offensive conduct or language toward the public, municipal officers, supervisors, or fellow employees.
 - h. Carelessness and negligence in the handling or control of municipal property.
 - i. Inducing or attempting to induce an officer or employee of the municipality to commit an unlawful act or to act in violation of any lawful and reasonable official regulation or

- order.
- j. Deliberately filing or making a false report or official statement.
- k. Proven dishonesty in the performance of duties.
- l. Violations of the provisions of these policies.

M. LEAVES OF ABSENCE

1. Regular - A regular firefighter with at least one year of service may apply for a leave of absence for a period not to exceed twelve (12) months. Such application shall be in writing on a form provided by the city (see Exhibit II). An initial six-month leave of absence may be granted upon review of the application by the Executive Board and approval by the City Council. A firefighter may request up to two (2) more three-month extensions. Such requests must also be received in writing. Within 30 days of the previously designated return date, the member must notify the HFD's Executive Board in writing of his/her further intentions. Failure to notify the HFD's Executive Board will be considered a voluntary termination.

The firefighter's percentage of fire calls and meeting attendance at the time of leave will be the year-end percentage if the leave extends past December 31st of that year.

2. Armed Forces - Serving in the Armed Forces shall not be deemed a change of residence and the firefighter shall retain his/her membership in the Department so long as the firefighter turns in a completed Leave of Absence request form.
3. Medical - For any class of firefighter, up to a six (6) month leave of absence may be granted for medical reasons. A medical physician's written opinion shall accompany all requests. A member's status will remain frozen during this time. A second physician's statement will be required for clearance from leave and return to firefighting duties. The life insurance contribution by the City is temporarily suspended pending return unless the individual on leave makes arrangements to continue contribution on his/her own behalf during leave period. The City will notify member of his/her current insurance status when the leave is requested.

Medical leave may be taken by firefighters to care for immediate family members with the approval of the Executive Board.

4. Returning from Leave of Absence - Upon returning from a leave of absence, the returning firefighter shall meet with the training officer and one other Fire Ground Officer at the first regular Tuesday training to familiarize them with new equipment and/or procedures. Any firefighter returning from any leave exceeding twelve (12) months may be required to be on restricted duty up to six (6) months unless recommended by the Executive Board.

N. DEPARTMENT OFFICERS – APPOINTMENTS / ELECTIONS / DUTIES / REMOVALS / VACANCIES

1. At the annual business meeting of the Department held on the third Tuesday of December in odd numbered years, the members shall nominate candidates to be interviewed by the City Council for appointment as Fire Chief and Assistant Chief. The City Council will then conduct interviews for appointment as Fire Chief and Assistant Chief. Once completed the City Council will appoint a Chief and Assistant Chief of the Fire Department in accordance with the provisions of the ordinance of the City of Hinckley.

2. The following Department officers shall be elected by the HFD membership: Four (4) Captains and the Secretary
 - a) Captains 1 & 3 shall be elected at the annual business meeting, held the third (3rd) Tuesday of December in the odd numbered years, and shall hold office for the term of two (2) years.
 - b) Captains 2 & 4 shall be elected at the annual business meeting, held the third (3rd) Tuesday of December in the even numbered years, and shall hold office for the term of two (2) years.
 - c) The Secretary shall be elected at the annual business meeting, held the third (3rd) Tuesday of December in the even numbered years, and shall hold office for the term of two (2) years.

The appointment of all officers elected by the members of HFD shall be considered by the City Council before taking office.

Terms of office start January 1st and run for two (2) consecutive years.

2. Members may nominate nominees from the floor at the time of the election. Nominees must meet the minimum qualifications for the positions as defined elsewhere in this handbook.
3. Roll call shall be ordered by the officer in charge after every alarm, but not until all trucks are back from service and all work pertaining to Fire Department equipment has been completed, or released by the officer in charge.
4. The officers shall perform the duties as set forth in the rules, regulations, and HFD Handbooks.
5. Any HFD officer whose election is confirmed by the City Council may be recommended to the City Council for removal from office by a majority vote of the HFD members at any regularly scheduled HFD meeting for willfully neglecting their duties, abuse of his/her authority, or any of the "just causes" listed under section L-5 above. Prior to action on a recommendation, the City Council will determine if the grievance process was adhered to pursuant to State and Federal Equal Employment Opportunity and Discrimination Laws, Minnesota Open Meeting Law and Data Privacy Act.
6. Any other HFD officer may be removed from office by a majority vote of the HFD members at any regularly scheduled HFD meeting for willfully neglecting their duties, abuse of his/her authority, or any of the "just causes" listed under section L-5 above.
7. When an elected office becomes vacant in any way, the office shall be filled for the unexpired term by an election at the meeting at which the vacancy is established. Nominations may be made from the floor.
8. Removal from office need not constitute loss of membership in the Department.
9. Nothing in this Handbook shall prohibit the City Council, acting on its own, from relieving any HFD officer or firefighter from his/her position with the department pursuant to the applicable local, state and federal rules, regulations and laws.

O. MEETINGS, DETERMINATION OF QUORUM

1. All Department trainings/meetings shall be held on the second and third and fourth Tuesday of each month at 7:00 PM at the Hinckley Public Safety Building, Hinckley, MN. Unless otherwise designated.
2. The annual business meeting shall be held the third Tuesday in December and shall start at 7:00 p.m.
3. Special meetings may be requested by the Chief or three members of the Executive Board.
4. A quorum shall consist of a simple majority of all regular members.

P. FIRE STATION RULES

1. Smoking is not allowed in the Fire Station or in any Fire Truck.
2. The consumption of alcohol on city property, including the Fire Station is not allowed except during special events and with the approval of the Fire Chief or City Administrator.
3. No private gatherings or parties will be conducted at the Hinckley Fire Station without the specific consent of the Fire Chief or Asst. Fire Chief.

Q. ATTENDANCE POLICIES

1. Run Attendance - All firefighters responding to a call will be paid for that call and their attendance will count in the calculation of the run attendance percentage with the following exceptions:
 - a) Responding to a call that did not come through a dispatch page
 - b) When a firefighter is already on a paged call and are then asked by the police, dispatch or some other official to check another event at the same time (i.e. help on a medical, check a campfire, etc.), that additional call will not factor in the run attendance percentage nor will there be additional pay. If a firefighter is paged for that type of call at the same time, then it would count in the attendance percentage and it would warrant additional pay.

Firefighters will be paid for calls cancelled by dispatch. Cancelled calls will also count in the calculation of the attendance percentage.

Firefighters will not receive credit for calls if:

- a) The firefighter does not show up before the first returning truck returns to the station.
- b) If the call is cancelled the firefighter must show up within five (5) minutes of the cancel page to receive credit.

- c) Firefighters that attend fire department training shall receive credit with no pay for the calls that they missed during the hours they are in class.
- d) Any firefighter responding to a Hinckley Fire Department call while working for another Emergency Response agency will receive credit for the fire call, but no pay.

- 2. Meeting Attendance – Firefighters are required to make 50% of all required trainings/meetings for the year. The number of required trainings/meetings may drop in number during the year because of holidays or other special circumstances.

To get credit for attending a Tuesday training/meeting a firefighter must show up by the start of the meeting and stay for the duration of the training/meeting. Attendees must initial the sign-in sheet when they arrive. Roll call will be taken at the end of the training/meeting. Late attendees must check in with the Officer in charge. If a firefighter needs to leave a session early, they must advise the Officer in charge. Firefighters must check in with the Officer in charge to receive credit for the training/meeting.

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3. Credit Adjustments – Credit adjustments cannot be used to exceed the maximum credits for the year. In the case of leaves of absence (LOA), credits cannot exceed the maximum credits able to be earned, less the credit time on a leave of absence. Leave of absence due to deployment will earn full credit for the time they are deployed. Ex. A firefighter has enough credits after adjustments, at the end of the year to earn 12, but because they were on a LOA for three months, the max they can earn is 9.

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a. Firefighters can earn extra credit toward their fire call percentages by working on fire trucks, equipment, and building. Every hour of work will be equal to one fire call credit. The work must be assigned and approved by an officer. The extra work hours credits cannot exceed the number of fire runs the firefighter has responded to.

b. Firefighters may earn training credits by participating and passing on-line training seminars no te exceed two toward department training requirements.

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c. Firefighters are eligible to earn training credits while participating in outside fire department funeral coverage, training house burns, firework displays, and parades. Each event is worth a single credit.

d. Firefighters attending educational seminars are eligible for pay on fire calls that come in while they are attending the seminar, time at seminars is otherwise unpaid.

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R. UNIFORMS

The official uniform of the Department shall be approved by the City Council and provided by the Department. It shall consist of light blue blue shirt, navy pants, tie, belt, badge, lapel pins, mourning band and identification patches.

S. COMPENSATION

Compensation of the officers and members of the HFD shall be such amounts as are from time to time established of the City Council.

T. RETIREMENT

All rules, regulations, and requirements concerning retirement for eligible members shall follow the same guidelines as set forth in the HFD Relief Association bylaws.

U. FIREFIGHTERS RELIEF ASSOCIATION

The members of the HFD shall organize and incorporate a Firefighters' Relief Association in accordance with the laws of the State of Minnesota. It shall be known as the Hinckley Fire Department Relief Association. HFD Fire Relief membership shall consist of all regular HFD firefighters.

V. SERVICE AREA

The HFD may make recommendations and comments to the Fire Advisory Board for the radius of service to the surrounding area beyond the corporate limits of the City and rates for service for those areas served. Subsequently, the Fire Advisory Board shall advise the City Council who may then enter into contracts with the townships serviced by the HFD.

W. MUTUAL AID AGREEMENTS

The HFD may make recommendations to the Fire Advisory Board in regards to entering into mutual aid agreements with other governmental units for the purpose of providing additional fire protection for those service areas. Subsequently, the Fire Advisory Board shall advise the City Council who may then enter into mutual aid agreements with other governmental units for said fire protection.

X. SUBSTATIONS

In the event that it appears imminent that the HFD will open a Substation to improve fire protection services for a specific area, the HFD regulations regarding the 7-mile residence requirement will be temporarily amended to include the area proposed for the Substation. Persons who wish to become members of the HFD and live within seven miles of the proposed Substation location will be recruited to apply for membership in the HFD as early as two years prior to the proposed opening of said Substation.

If, after a period of five (5) years from the initial recruitment drive said Substation is not activated, those members who joined under this provision will cease continue to be members of the HFD unless they otherwise come into conformance with all the standard membership requirements of the HFD.

Y. AMENDMENTS

The rules and regulations herein stated may be modified and amended by a majority vote of the HFD Executive Board and subsequent ratification by the Hinckley City Council. Nothing in this document shall prevent the Hinckley City Council from initiating the modification of any provision of this handbook.

**HINCKLEY FIRE AND RESCUE DEPARTMENT (HFD)
PHYSICAL AGILITY TEST**

Applicant: _____ Date: _____

Witness (1) _____ Witness (2) _____

The physical agility test will evaluate applicants for the position of firefighter. Because of the physical and demanding conditions associated with being a firefighter, specific levels of physical conditioning are required. The physical agility test consists of seven stations and all events are timed. Two HFD officers will witness all portions of the test. Applicants must pass each individual event. If any of the events is not passed (maximum of two attempts within 30 days), the applicant will be rejected. Each applicant is required to sign a liability waiver and pass their physical before participating in the test

All stations of this test require that the applicant wear full turnout gear (provided by the HFD) including pants, boots, coat, hood, helmet and gloves. Tests #6 and #7 require the use of SCBA (also provided by the HFD). Applicants will be instructed on how to perform each test and will be given a chance to ask questions beforehand.

1. **Hose Advance** – Applicant must advance a 1¾” charged line with nozzle, a distance of 100’ in a straight line placing the nozzle and hose over the applicant’s shoulder while advancing the hose from a starting position to a point where there is no slack or bends in the hose. The nozzle then needs to be placed on the ground. At that point, event #1 is complete. (Time allowed: 25 seconds)

PASS FAIL TIME

2. **Hose Drill** - Applicant must couple two 2½” hoses to the 2½” discharges on a fire truck. Once that is done, the applicant must couple two 2½” hoses together. At that point event #2 is complete. (Time allowed: 30 seconds)

PASS FAIL TIME

3. **Fan Carry** - Applicant must carry an electric fan (approximate weight: 40 lbs.) a distance of 100’ in a straight line. Applicant must then place the fan on the ground. At that point event #3 is complete. (Time allowed: 20 seconds)

PASS FAIL TIME

4. **Ladder Climb/Equipment Hoist** - Applicant will climb a ladder to a flat roof structure of not less than 15 feet high and then lift by rope (hand over hand), one roll of 2½” hose to the roof. Applicant will place the hose roll and rope on the roof and climb the ladder back down to the ground. At that point event #4 is complete. Applicant will be accompanied by a representative of HFD for safety reasons. (Time allowed: 1 minute, 45 seconds)

PASS FAIL TIME

5. **Victim Rescue Drag** – Applicant will drag a 155 lb. rescue dummy a distance of 100’ in a backwards direction. Applicant is not allowed to “shoulder carry” the dummy. The applicant will then position the dummy on the ground. At that point event #5 is complete. (Time allowed: 1 minute, 30 seconds)

PASS FAIL TIME

6. **Stair Climb/Equipment Carry** - Applicant will wear SCBA (without mask or air hooked up) for this event. Applicant will start at base of stairs holding two rolls of 2½" hose. Applicant will carry rolls to top of stairs and return. Applicant will then put down hose and pick up apartment pack hose. Applicant will then carry apartment pack to top of stairs and return to starting point and place pack on floor. At that point event #6 is complete. (Time allowed: 1 minute, 50 seconds)

PASS FAIL TIME

7. **Room Search/Maze** – Applicant will wear SCBA (with mask and air hooked up but SCBA mask blacked out) for this event. Applicant will follow a 1¾" hose line through a simulated house (maze) while crawling, going around furniture without losing contact with hose line until reaching the end of the hose. Applicant will then turn around and follow hose line back to the point of beginning. At that point event #7 is complete. (Time allowed: 5 minutes)

PASS FAIL TIME

**EXHIBIT II
CITY OF HINCKLEY
FIREFIGHTER
REQUEST FOR LEAVE OF ABSENCE**

Name: _____

Home Address: _____

City/State: _____ Zip Code: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____

Type of Leave Requested: Regular (6 Mo.) Regular/Extension (3 Mo.)

Armed Forces Medical

Note: For an Armed Forces Leave, please attach a photocopy of your orders.
For a Medical Leave, please attach documentation from your doctor.

Anticipated Beginning Date of Leave: _____

Anticipated Ending Date of Leave: _____

(Note: If you do not return by the ending date, your absence will be considered a voluntary termination)

Reason for requesting leave (please be specific): _____

Applicant Signature: _____ Date: _____

----- Do Not Write Below This Line -----

Does the applicant have at least one year of service? Yes: No:

Is the required support documentation attached? Yes: No:

HFD Executive Board Approval/Denial: _____ Date: _____

City Council Approval/Denial: _____ Date: _____

Remarks: _____

City of Hinckley
106 First Street SE
P. O. Box 366
Hinckley, MN
[Tel] (320) 384.7491
[Fax] (320) 384.7492
www.hinckley.govoffice2.com



Agenda Item

6E Fire Department Grant Services Contract for SCBA Compressor and Grant Support

Meeting Date

June 13, 2023

Prepared By

Leaha M. Jackson, City Administrator

Background

In the last application for the FEMA FY Assistance to Fire Fighters grant application, the SCBA filling compressor portion was not awarded. Since then, the compressor has been inspected and was found to be leaking. The Fire Department would like to reapply for the FEMA FY 2023 Assistance to Fire Fighters Grant. Included in the packet is Niel Meierhofer's Grant Services Contract. This amount is an eligible expense for the City's required match for the grant.

Recommended Action

Approve the Grant Services contract with Niel Meierhofer for \$600.00 and support the City of Hinckley Fire Department's application to the FEMA FY 2023 Assistance to Firefighters Grant program for the SCBA compressor.

Council Action: Motion by: _____ Second by: _____

Motion to:

Voted in Favor: _____ Voted Against: _____

Approved: _____ Denied: _____ Tabled: _____ No Action: _____

GRANT SERVICES CONTRACT


HINCKLEY FIRE DEPARTMENT

AND NIEL MEIERHOFER

This agreement for grant assistance (the "Agreement") is between the CITY OF HINCKLEY, a political subdivision of the State of Minnesota (the "District") and Niel Meierhofer (the "Grant writer"), and is effective as of the date fully executed below.

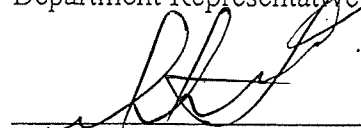
The parties hereto agree as follows.

- A. Grant writer responsibilities. The Grant writer shall provide services to the District pertaining to the application for grant funds through the Federal Emergency Management Agency (FEMA) for equipment or vehicles for the District's purchase. The services rendered shall include the following.
1. Meet with District representatives to determine department needs and gather information required for the grant application.
 2. Prepare the grant application electronically.
 3. Allow the District's representatives to review the application before submittal.
 4. Assist the District with accepting the grant in the event of an award.
 5. Limited assistance in administration of the grant.
- B. District responsibilities. The District shall assist the Grant writer in the grant process in the following manner.
1. Provide information requested by the Grant writer in a timely fashion.
 2. Review the grant application prior to submittal, and accept responsibility for the contents thereof.
 3. Maintain a positive relationship with FEMA at all times so as to not to reflect negatively upon the Grant writer.
- C. Fees. The fee for the services described in this Agreement shall be a lump sum amount of \$ 600.00 per grant plus an additional ~~\$100.00~~ for any additional narratives necessary. The total cost for this grant application shall be a lump sum amount of \$ 600.00. An invoice shall be prepared by the Grant writer upon submittal of the grant. Payment shall be made by the District within 30 days upon receipt of the invoice.
- D. Additional Services: The District may request services related to the grant application beyond those described in this Agreement, but the Grant writer has sole discretion in determining whether to invoice—and the amount thereof—the District for such services.



Department Representative

Date: 28 JAN 24



Niel Meierhofer, Grant writer

City of Hinckley
Volunteer Fire Department
102 1st Street S.E.
P. O. Box 366
Hinckley, MN 55037
[Tel] (320) 384.7491
[Fax] (320) 384.7492
[Email] firedepartment@cityofhinckley.com



Agenda Item

5E Fire Department Grant Services Contract for Radio Equipment and Grant Support

Meeting Date

February 13, 2024

Prepared By

Elliot Golly, Fire Chief

Background

January 30, 2024

To the members of Hinckley city council.

The Hinckley Fire Department is requesting permission from the Hinckley City Council to be a part of the Pine County Regional Fire Department's FEMA Grant application to replace our current 800 MHz radios. The department originally switched to the 800 MHz radios in 2012 when the I-35 corridor stopped using VHF to the current 800MHz radios. The current 800MHz radios were purchased on a grant for the county fire departments, along with the installation of the 800 MHz radio towers strategically placed throughout the county for increased communication to agencies throughout the state. With the 800 MHz radios, the department can communicate with other agencies on one channel from either end of the state.

The Pine County Regional Fire Radio Grant for fire departments will enable the departments to acquire updated and parts supported radios for our vehicles and portable radios for the firefighters. The departments will be able to replace their aging radio equipment at the same time to eliminate issues of technology overlaps, and the cost of participating in the grant will be divided amongst all departments in terms of the amount of equipment each department is requesting. Each department is limited to the number of portable radios they can acquire based on the number of seats available in their trucks. Hinckley Fire has 25 seats available on our trucks and 8 mobile radios. The Hinckley Fire Department currently has 19 portable and 8 mobile radios. We would also be requesting a base radio to be placed in the fire hall in place of the current handheld used that is not available on the fire grounds.

The grant is being done for all 11 fire departments in Pine County with the assistance of the grant writer who succeeded in our acquisition of our SCBA pacs in 2023. All departments will be working together with their government agencies to accumulate the information required in a timely manner before the closing on March 8, 2024.

Each department will be financially responsible for their 5% of the federal funds awarded match per the equipment requested on the grant, with the cost of the grant writer split between the 11 departments. There may be additional costs that are not included in the grant that would have to be paid for, like an antenna for the base radio.

In closing, the small amount of financial funding being asked for from the city will be invested into a FEMA grant to replace radios and equipment that are in dire need of repair or replacement. This equipment

is used on scenes that are immediately dangerous to the life and health of the firefighters, and communications cannot be compromised.

Recommended Action

Approve the Pine County Regional Grant Group to engage with all eleven departments to gain support and gather information so that each department has a general idea of the financial expectation required to support a grant application. The involved departments 2024 budgets are already set with many finalizing the 2025 budget within the next month or two.

Or

Approve the Grant Services contract with Niel Meierhofer for \$1,500 and support the City of Hinckley Fire Department and Pine County Regional group application to the FEMA FY 2023 Assistance to Firefighters Grant program, pending all entities engage and support the application.

GRANT SERVICES CONTRACT


PINE COUNTY REGIONAL GRANT

AND NIEL MEIERHOFER


This agreement for grant assistance (the "Agreement") is between the CITY OF HITCHLEY, a political subdivision of the State of Minnesota (the "District") and Niel Meierhofer (the "Grant writer"), and is effective as of the date fully executed below.

The parties hereto agree as follows.

- A. **Grant writer responsibilities.** The Grant writer shall provide services to the District pertaining to the application for grant funds through the Federal Emergency Management Agency (FEMA) for equipment or vehicles for the District's purchase. The services rendered shall include the following.
1. Meet with District representatives to determine department needs and gather information required for the grant application.
 2. Prepare the grant application electronically.
 3. Allow the District's representatives to review the application before submittal.
 4. Assist the District with accepting the grant in the event of an award.
 5. Limited assistance in administration of the grant.
- B. **District responsibilities.** The District shall assist the Grant writer in the grant process in the following manner.
1. Provide information requested by the Grant writer in a timely fashion.
 2. Review the grant application prior to submittal, and accept responsibility for the contents thereof.
 3. Maintain a positive relationship with FEMA at all times so as to not to reflect negatively upon the Grant writer.
- C. **Fees.** The fee for the services described in this Agreement shall be a lump sum amount of \$ 500⁰⁰ per grant plus an additional 11 \$100.00 for any additional narratives necessary. The total cost for this grant application shall be a lump sum amount of \$ 1,500⁰⁰. An invoice shall be prepared by the Grant writer upon submittal of the grant. Payment shall be made by the District within 30 days upon receipt of the invoice.
- D. **Additional Services:** The District may request services related to the grant application beyond those described in this Agreement, but the Grant writer has sole discretion in determining whether to invoice—and the amount thereof—the District for such services.


Department Representative

Date: 28 JAN 24


Niel Meierhofer, Grant writer

City of Hinckley
106 First Street SE
P. O. Box 366
Hinckley, MN
[Tel] (320) 384.7491
[Fax] (320) 384.7492
www.hinckley.govoffice2.com



Agenda Item

8K Letter of Support for Mille Lacs Band of Ojibwe’s Pursuit of a RAISE Planning Discretionary Grant for the Mille Lacs Tribal Economy Traffic and Economic Growth Feasibility Study

Meeting Date

February 13, 2024

Prepared By

Leaha M. Jackson, City Administrator

Background

Beth Gruber from Mille Lacs Corporate Ventures is working on a RAISE Planning Discretionary Grant with the US Department of Transportation and has asked if the City would be willing to provide a letter of support to include with their application. These programs are typically very competitive, and local support can help an applicant’s application.

Included in the packet is a letter of support from the Minnesota Department of Transportation that the City of Hinckley could model.

Recommended Action

Direct staff to complete a letter of support for the Mille Lacs Band of Ojibwe’s application to the RAISE Planning Discretionary Grant program.

Council Action: Motion by: _____ Second by: _____

Motion to:

Voted in Favor: _____ Voted Against: _____

Approved: _____ Denied: _____ Tabled: _____ No Action: _____



February 1, 2024

Attn: Secretary Pete Buttigieg
United States Department of Transportation
1200 New Jersey Ave SE
Washington, DC 20590

Re: Supporting Mille Lacs Band of Ojibwe’s pursuit of a RAISE Planning Discretionary Grant for the Mille Lacs Tribal Economy Traffic and Economic Growth Feasibility Study

Dear Secretary Buttigieg,

On behalf of the Minnesota Department of Transportation, I am pleased to express my support for the pursuit of a RAISE Planning Discretionary Grant by the Mille Lacs Band of Ojibwe for the Mille Lacs Tribal Economy Traffic and Economic Growth Feasibility Study.

Promoting connectivity, access to jobs and housing, and racial equity are top priorities for the Minnesota Department of Transportation. Interstate 35 through Hinckley, MN has long been an important roadway for the economy and tourism. However, we are also aware that it creates a barrier for local connectivity. For such reasons, improvement options should be evaluated to address local connectivity issues and provide a system that balances the needs of the local and regional economies and equitable access to jobs, affordable housing, services, outdoor recreation, and overall desired livability.

The RAISE Planning Discretionary Grant is an opportunity for the project partners to make progress toward long-term equity and sustainability goals, while collecting valuable information that will influence future infrastructure investment decisions.

MnDOT will actively participate in the study and will be a future project partner with the Mille Lacs Band of Ojibwe, City of Hinckley, and Pine County.

I greatly appreciate your time and consideration in reviewing the Mille Lacs Band of Ojibwe’s application for a RAISE Planning Discretionary Grant.

Sincerely,

Nancy Daubenberger
Commissioner, Minnesota Department of Transportation

Equal Opportunity Employer

City of Hinckley
106 First Street SE
P. O. Box 366
Hinckley, MN
[Tel] (320) 384.7491
[Fax] (320) 384.7492
www.hinckley.govoffice2.com



Agenda Item

8L Letter of Support for Rehabilitation of the South Section of the Munger Trail

Meeting Date

February 13, 2024

Prepared By

Leaha M. Jackson, City Administrator

Background

The packet includes information from a group called Friends of the Munger South. They are a grassroots group with the primary goal of rehabilitating a 13-mile section of the Munger Bike trail between Hinckley and Finlayson. They are looking for letters of support to include when talking to state and federal officials.

Recommended Action

Direct staff to complete a letter of support for the rehabilitation of the Munger Trail and its significance to the local community.

Council Action: Motion by: _____ Second by: _____

Motion to:

Voted in Favor: _____ Voted Against: _____

Approved: _____ Denied: _____ Tabled: _____ No Action: _____

Request for Legislative Funding for 2024

We are a recently formed grassroots group, “Friends of the Munger South”, with a primary goal to rehabilitate a 13-mile section of the Munger Bike Trail between Hinckley and Finlayson. As individuals, we have been avid trail users for years and have been waging our own cry for support to have these improvements made.

Just recently, we collectively came together and met with members that oversee DNR Trails, particularly, the Munger Trail and learned the following:

- There is agreement across the board that this section is in poor condition.
- Sections of asphalt on this trail are over 30 years old.
- An engineering study is due to be completed this year that will have a specific life span outlining what will be required to complete the restoration.
- The estimated cost for repairs is \$8 million.

A summary from the DNR describing the rehabilitation needs is included with this letter. Mr. Kent Skaar, Construction Project Manager for State Trails (Kent.Skaar@statemn.us) is an available resource for additional information.

The importance of rehabilitating the Munger Trail is even greater today than when the trail was first established. The 69-mile trail connects multiple small communities from Hinckley to Duluth. The economic impact that individual riders, small groups, and events such as the MS 150 bring to these towns is significant. The trail connects the public with State Parks, museums, resorts, waysides, campgrounds, other public lands, and the businesses surrounding them.

The health benefits of biking are well documented. They include an aerobic workout that is low impact and increases strength and flexibility. Cycling is also good for the mind. It can help reduce anxiety and depression. The new, smooth surface will also meet ADA requirements making it more user friendly for people with disabilities. Many group homes are based in communities along the bike trail and accessibility to the trail offers additional resources for their healthy lifestyle opportunities.

We have observed a reduction in the regular use of the trail riders due to the wear and tear the present trail conditions have not only on people’s bikes but also their bodies. One person commented that they were afraid they might lose a tooth while riding the southern section while others have reported damage to wheels and frames. The 2023 MS 150, which typically rides the entire length of the trail diverted off portions of the 13-mile section.

We are passionate about continuing maintenance and upkeep of the entire trail but see this as an opportune time based on the following: an engineering study being completed, no bridges in this section requiring updating (greatly reducing cost) and the present poor trail conditions to make beginning with this 13-mile section the priority.

Members of Friends of the Munger South

Dave Auchter - Mayor of Finlayson
PO Box 224
Finlayson, MN 55735
612-390-6640 daveauchter24@gmail.com

Deacon Jim Mostek
62525 Hannu Lane
Finlayson, MN 55735
952-221-1183 jimmostek@yahoo.com

Don Janes
24308 Dixon Line
Finlayson, MN 55735
612-429-0016 dijanes@yahoo.com

Roger Knudson – Corrections Education Coordinator MN DOC (retired)
25470 Highway 18
Finlayson, MN 55735
320-233-6543 rwknudson@frontiernet.net

Brian Kise
55627 Trapp Lane
Sandstone, MN 55072
952-250-2239 briankise@gmail.com

David Chasson – Program Coordinator for Rhine Lake Retreat
71457 Rhine Lake Rd
Finlayson, MN 55735
218-428-6284 dschasson@frontier.com

Lee Dybvig
306 1st Street
Sandstone, MN 55072
320-245-2903 2dybvigs@scicable.com

Munger State Trail Section Rehabilitation Needs

Quick Glance Statistics:

Authorized 1973

Acquired abandoned Rail Grade 1980 and 1990

Total Length 69 + miles

Constructed: 1988, 1994, 2013, 2018

Impacted by Floods of 2012, 2016 and 2018

Bridges: 11

Underpasses: 3

Culverts: numerous

Parking Lots/trail access: Asphalt - Hinkley, Finlayson, Willow River, Moose Lake, Barnum, Carlton, Duluth. Natural Surface – Sandstone, Rutledge, Moose Lake N, Douglas Road, Becks Road

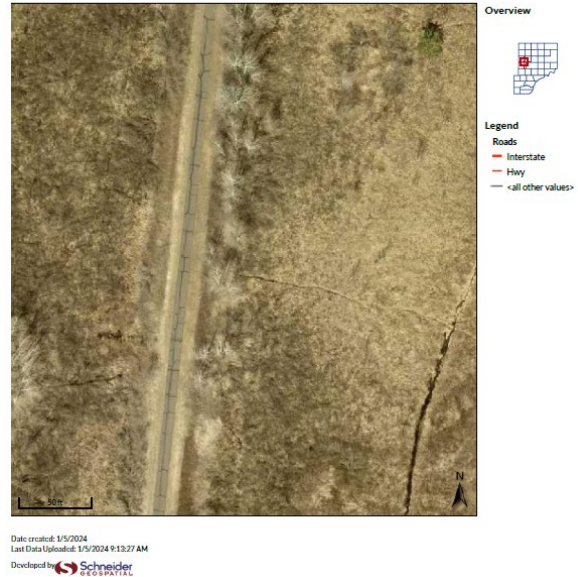
Master Plan 1982, Amended 1990. This plan is almost 50 years old. (Appendix A)

Note: Part of Willard Munger State Trail System and part of the National US Bicycle Route 41.

Beacon™ Pine County, MN

Munger Trail

Example of Trail Surface between Marshline and Groningen Roads



Examples of faulty surface located just south of the city of Finlayson between Pine County Marshline and Groningen Roads.

Rehabilitation Needs

From the city of Hinkley north to the city of Finlayson the 13 miles of trail surface has horizontal and longitudinal cracking with heaving and slumping. The Minnesota Department of Natural Resources Division of Parks and Trails has a current project to complete engineering and design to address this 13 mile section of trail. Implementation and construction, based on other recent projects, is forecasted at \$8 million to replace the asphalt resulting in the re-connection of the communities of Hinkley and Finlayson with a smooth surface trail that meets ADA.

Background on Need

Sections of asphalt are over 30 years old on this trail. Underlying culvert separations, grade slumps and sinkholes have contributed to longitudinal and cross trail asphalt separation. In 2018-19 the Parks and Trails Council State of the Trails Report gave this trail an overall grade of C+. Since that time additional trail surface sink holes and separations have degraded the riding experience and created uneven trail surface conditions.

Appendix A

Timeline references

- 1973 authorized the Minnesota-Wisconsin Boundary Trail extending from the Twin Cities to Jay Cooke State Park.
- 1980 – Abandoned Railroad Acquired. One segment is between Hinckley and Moose Lake and the other is between Carlton and West Duluth. The DNR also acquired from Carlton to the Wisconsin border.
- 1982 - Master Plan for the Minnesota-Wisconsin Boundary Trail and West Addition completed
- 1988 –Name changed to the Willard Munger State Trail
- 1990 -A Barnum to Carlton Segment Amendment to the Master Plan was completed
- 1994 – Gandy Dancer Trail Plan included an amendment to Minnesota-Wisconsin Boundary Trail Plan from 1982 to include ATVs and OHMs as permitted summer and fall uses on specific segments of the Boundary Trail.
- 2007 –Change the Willard Munger Trail System with six trail segments: Gateway, Boundary Trail, Browns Creek Trail, Munger Trail, Alex Laveau Trail, one segment shall originate in Chisago County and extend into Hinckley in Pine County, and one segment to include cities of Proctor, Duluth and Hermantown.
- 2010 – Boundary Trail Name Change to Matthew Lourey Trail
- 2012 - Brown’s Creek Master Plan completed
- 2013 – Extended the Matthew Lourey Trail southerly to Chengwatana State Forest in Pine County.
- 2014 - The James L. Oberstar Trail segment of the Willard Munger Trail system to go from Chisago County to Hinckley in Pine County (Laws of Minnesota, Chapter 312, Section 6, Natural Resources Subd. 4.)
- 2018 – Master Plan for the James L. Oberstar Trail segment completed.

Current law

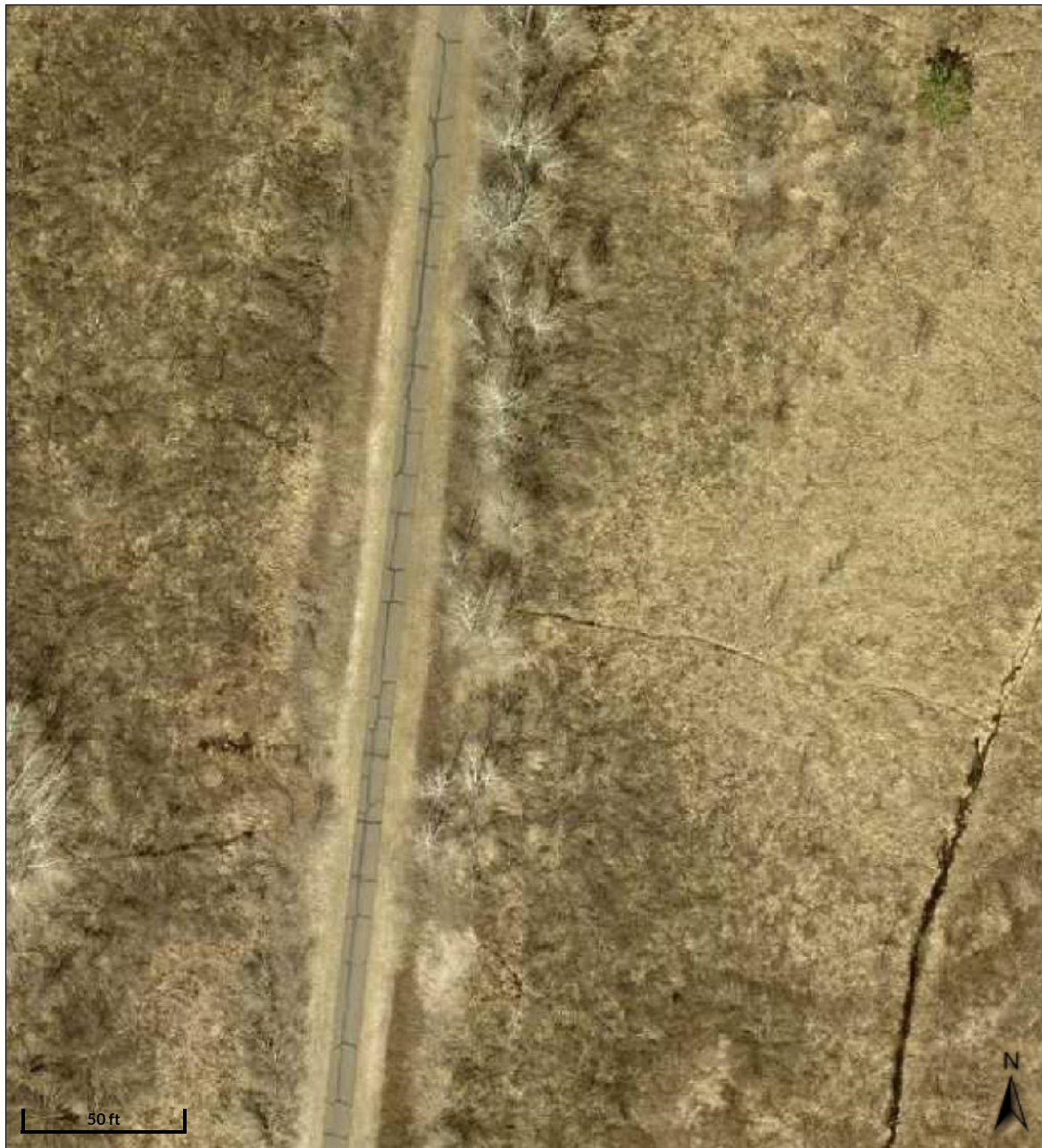
MINNESOTA STATUTES 2021 85.015, Subd. 14. **Willard Munger trail system, Chisago, Ramsey, Pine, St. Louis, Carlton, and Washington Counties.** (a) The trail shall consist of six segments. One segment shall be known as the Gateway Trail and shall originate at the State Capitol and extend northerly and northeasterly to William O'Brien State Park, thence northerly to Taylors Falls in Chisago County. One segment shall originate in Chisago County and extend into Hinckley in Pine County. One segment shall be known as the Brown's Creek Trail and shall originate at Duluth Junction and extend into Stillwater in Washington County. One segment shall be known as the Munger Trail and shall originate at Hinckley in Pine County and extend through Moose Lake in Carlton County to Duluth in St. Louis County. One segment shall be known as the Alex Laveau Trail and shall originate in Carlton County at Carlton and extend through Wrenshall to the Minnesota-Wisconsin border. One segment shall be established that extends the trail to include the cities of Proctor, Duluth, and Hermantown in St. Louis County.

(b) The Gateway and Brown's Creek Trails shall be developed primarily for hiking and non-motorized riding and the remaining trails shall be developed primarily for riding and hiking.

(c) In addition to the authority granted in subdivision 1, lands and interests in lands for the Gateway and Brown's Creek Trails may be acquired by eminent domain.

Munger Trail

Example of Trail Surface between Marshline and Groningen Roads



Overview




Legend

Roads

 Interstate

 Hwy

 <all other values>

Date created: 1/5/2024

Last Data Uploaded: 1/5/2024 9:13:27 AM

Developed by  **Schneider**
GEO SPATIAL

Accounts Payable Check Register Report - Woodlands National Bank-26100280

For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
126969	C	1/3/2024	7356	Class A Leasing, Inc.	\$5,960.00	C
			Invoice Nbr - Description		GL Account	Amount
			01032024 - CDL School: Travis Kohler and Branden Vork		101.43000.03080	\$5,960.00
126970	C	1/5/2024	369	AFSCME COUNCIL 65	\$27.79	C
			Invoice Nbr - Description		GL Account	Amount
			01042024(101) - UNION DUES		101.00000.21707	\$27.79
126971	C	1/5/2024	976	AMAZON CAPITAL SERVICES, INC.	\$121.68	C
			Invoice Nbr - Description		GL Account	Amount
			1HND-6JGQ-NK6T - NOTEBOOK, DRAIN GRATE,LABELING SYSTEM		101.41400.02080	\$4.89
			1HND-6JGQ-NK6T - NOTEBOOK, DRAIN GRATE,LABELING SYSTEM		101.43100.02240	\$103.29
			1HND-6JGQ-NK6T - NOTEBOOK, DRAIN GRATE,LABELING SYSTEM		101.41400.02080	\$13.50
126972	C	1/5/2024	628	AUTO VALUE HINCKLEY	\$43.98	C
			Invoice Nbr - Description		GL Account	Amount
			59259522 - U JOINT- WHITE 1-TON		101.43100.02210	\$43.98
126973	C	1/5/2024	1239	BEST CLEANING LLC	\$150.00	C
			Invoice Nbr - Description		GL Account	Amount
			0165394 - CITY HALL CLEANING		101.41940.04050	\$150.00
126974	C	1/5/2024	721	BOLTON & MENK	\$3,177.00	C
			Invoice Nbr - Description		GL Account	Amount
			0326496 - SUGAR MAPLE PLAN REVIEW		101.41400.03030	\$3,177.00
126975	C	1/5/2024	713	CGMC	\$4,293.00	C
			Invoice Nbr - Description		GL Account	Amount
			01042024 - 2024 CGMC Dues		101.41400.04330	\$4,293.00
126976	C	1/5/2024	454	CINTAS CORPORATION	\$116.69	C
			Invoice Nbr - Description		GL Account	Amount
			4178386935 - FACILITY SERVICES		101.43000.04090	\$35.73
			4178386909 - FACILITY SERVICES		205.45122.04090	\$42.23
			4178386965 - FACILITY SERVICES		101.41940.04090	\$41.10
126977	C	1/5/2024	7173	Compass Minerals America INC.	\$4,140.31	C
			Invoice Nbr - Description		GL Account	Amount
			1268403 - ROAD SALT		101.43100.02241	\$4,140.31
126978	C	1/5/2024	1144	KOHLER, TRAVIS	\$26.75	C
			Invoice Nbr - Description		GL Account	Amount
			V112-211-165-004 - KOHLER CDL EXAM		101.43000.03080	\$26.75
126979	C	1/5/2024	182	MN LIFE INSURANCE CO.	\$273.10	C
			Invoice Nbr - Description		GL Account	Amount
			04820251-00(101) - JANUARY LIFE		101.00000.21709	\$273.10
126980	C	1/5/2024	229	NAPA HINCKLEY	\$38.47	C
			Invoice Nbr - Description		GL Account	Amount

Accounts Payable Check Register Report - Woodlands National Bank-26100280

For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
				206819 - OIL CHANGE TRUCK # 21	221.42200.02210 \$12.99	
				206819 - OIL CHANGE TRUCK # 21	221.42200.02130 \$25.48	
126981	C	1/5/2024	153	NORTHSTAR MEDIA, INC.		\$14.03 C
			Invoice Nbr - Description		GL Account	Amount
			924068/1795622 - ORDINANCE 08-2023		101.41130.03530	\$14.03
126982	C	1/5/2024	582	PINE COUNTY AUDITOR-TREASURER		\$19,761.71 C
			Invoice Nbr - Description		GL Account	Amount
			01042024 - 2024 POLICING PAYMENT		101.42000.03110	\$19,761.71
126983	C	1/5/2024	2060	R&S HARDWARE		\$37.45 C
			Invoice Nbr - Description		GL Account	Amount
			209121 - SERVICE CHARGE		101.43000.02280	\$1.00
			212006 - GRAFITTI COVER UP PAINT		205.45122.02280	\$36.45
126984	C	1/5/2024	217	SCI CABLE BROADBAND		\$645.60 C
			Invoice Nbr - Description		GL Account	Amount
			01042024(205) - MONTHLY SERVICE		205.45122.03210	\$73.15
			01042024(602) - MONTHLY SERVICE		601.49400.03210	\$37.45
			01042024(602) - MONTHLY SERVICE		602.49450.03210	\$37.45
			01042024(221) - MONTHLY SERVICE		221.42200.03210	\$69.85
			01042024(101) - MONTHLY SERVICE		101.41400.03210	\$427.70
126985	C	1/5/2024	1022	VC3, Inc		\$1,701.80 C
			Invoice Nbr - Description		GL Account	Amount
			134465(101) - CW CARE SERVICE AGREEMENT		602.49450.03090	\$141.82
			134465(101) - CW CARE SERVICE AGREEMENT		101.41400.03090	\$1,418.16
			134465(101) - CW CARE SERVICE AGREEMENT		221.42200.03090	\$141.82
126986	C	1/5/2024	7357	VORK, BRANDEN		\$26.75 C
			Invoice Nbr - Description		GL Account	Amount
			T220-281-298-104 - VORK CDL EXAM		101.43000.03080	\$26.75
126987	C	1/12/2024	7081	AT&T Mobility		\$76.46 C
			Invoice Nbr - Description		GL Account	Amount
			287304569970X01032024 - MONTHLY SERVICE		221.42200.03210	\$76.46
126988	C	1/12/2024	1239	BEST CLEANING LLC		\$150.00 C
			Invoice Nbr - Description		GL Account	Amount
			0165395 - City Hall Cleaning		101.41940.04050	\$150.00
126989	C	1/12/2024	7358	Captives Free Missionary Society		\$300.00 C
			Invoice Nbr - Description		GL Account	Amount
			01122024 - RENTAL DEPOSIT REFUND		205.00000.22000	\$300.00
126990	C	1/12/2024	356	CENEX FLEETCARD		\$815.88 C
			Invoice Nbr - Description		GL Account	Amount
			280747CL - FUEL		101.43100.02121	\$170.22
			280747CL - FUEL		221.42200.02120	\$54.86
			280747CL - FUEL		101.43000.02120	\$590.80

Accounts Payable Check Register Report - Woodlands National Bank-26100280

For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
126991	C	1/12/2024	454	CINTAS CORPORATION	\$145.06	C
Invoice Nbr - Description					GL Account	Amount
4179088491 - FACILITY SERVICES					101.41940.04090	\$41.10
4179088467 - FACILITY SERVICES					205.45122.04090	\$42.23
4179088546 - FACILITY SERVICES					101.43000.04090	\$64.68
126992	C	1/12/2024	2023	HEALTH PARTNERS INC.	\$816.00	C
Invoice Nbr - Description					GL Account	Amount
821555240618 - FEBRUARY					101.00000.15520	\$816.00
126993	C	1/12/2024	7151	KS STATEBANK	\$40,000.00	V
Invoice Nbr - Description					GL Account	Amount
126994	C	1/12/2024	266	KURT'S STATION-CONOCO	\$20.00	C
Invoice Nbr - Description					GL Account	Amount
1872 - TIRE REPAIRING 1/2 TON					101.43000.04090	\$20.00
126995	C	1/12/2024	175	LEDIN & HOFSTAD, LTD	\$796.25	O
Invoice Nbr - Description					GL Account	Amount
10802 - LEAGAL COMMUNICATION					101.41400.03040	\$743.75
10802 - LEAGAL COMMUNICATION					101.41400.03040	\$52.50
126996	C	1/12/2024	935	MASER ELECTRIC	\$246.00	C
Invoice Nbr - Description					GL Account	Amount
01122024 - INSTAL TWO GFCI OUTLETS					221.42280.04090	\$246.00
126997	C	1/12/2024	358	MATT'S SANITATION-CITY	\$424.71	C
Invoice Nbr - Description					GL Account	Amount
01122024(205) - MONTHLY SERVICE					205.45122.03840	\$70.20
01122024(101) - MONTHLY SERVICE					101.41940.03840	\$286.65
01122024(601) - MONTHLY SERVICE					601.49400.03840	\$67.86
126998	C	1/12/2024	364	MN DEPARTMENT OF HEALTH DRINKING WATER PROTECT	\$1,584.00	C
Invoice Nbr - Description					GL Account	Amount
01122024 - WATER CONNECTION FEE PAYABLE					601.00000.22820	\$1,578.62
01122024 - WATER CONNECTION FEE PAYABLE					601.49400.04390	\$5.38
126999	C	1/12/2024	923	MN EQUIPMENT	\$204.88	O
Invoice Nbr - Description					GL Account	Amount
P15087 - TIRE & WHEEL ASSEMBLY BROOM					101.43000.02210	\$204.88
127000	C	1/12/2024	846	MN PEIP	\$8,240.32	C
Invoice Nbr - Description					GL Account	Amount
1352881 - FEBRUARY					101.00000.15520	\$8,240.32
127001	C	1/12/2024	272	NORTHVIEW BANK	\$144,053.60	C
Invoice Nbr - Description					GL Account	Amount
02012024/2022A - \$867,000 GENERALMOBLIGATION WATER REVENUE NOTE 2022A					601.00000.22530	\$35,000.00

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For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
				02012024/2022A - \$867,000 GENERALMOBLIGATION WATER REVENUE NOTE 2022A	601.00000.21500 \$10,803.00	
				02012024/2021A - \$2,049,000 GO CAPITAL IMPROVEMENT PLAN REFUNDING NOTE, 2021A	351.47002.06010 \$76,000.00	
				02012024/2021A - \$2,049,000 GO CAPITAL IMPROVEMENT PLAN REFUNDING NOTE, 2021A	351.47002.06110 \$18,569.10	
				02012024/2023A - \$199,000 GO EQUIPMENT CERTIFICATE OF INDEBTEDNESS 2023A	221.47007.06120 \$3,681.50	
127002	C	1/12/2024	124	OXYGEN SERVICE COMPANY		\$176.40 C
				Invoice Nbr - Description	GL Account	Amount
				01122024 - CYLINDER LEASE RENEWAL INVOICE	101.43000.02150	\$176.40
127003	C	1/12/2024	2060	R&S HARDWARE		\$21.35 C
				Invoice Nbr - Description	GL Account	Amount
				212262 - BATTERY	101.43000.02190	\$11.99
				212820 - PAINT BRUSH & TRIM PAINT	221.42280.02230	\$9.36
127004	C	1/12/2024	1113	STERICYCLE, INC		\$78.38 C
				Invoice Nbr - Description	GL Account	Amount
				8005705353 - REGULAR SERVICE	101.41940.03840	\$78.38
127005	C	1/12/2024	1177	US BANK EQUIPMENT FINANCE		\$60.00 C
				Invoice Nbr - Description	GL Account	Amount
				519195275 - MP C307 COPIER	101.41910.04130	\$54.00
				519195275 - MP C307 COPIER	101.42400.04130	\$6.00
127006	C	1/12/2024	7117	VADIM MUNICIPAL SOFTWARE INC.		\$311.76 C
				Invoice Nbr - Description	GL Account	Amount
				401088 - BILL RUN 179	601.49400.03220	\$155.88
				401088 - BILL RUN 179	602.49450.03220	\$155.88
127007	C	1/18/2024	7160	ADAM'S PEST CONTROL , INC		\$205.00 C
				Invoice Nbr - Description	GL Account	Amount
				3770580 - PREVENTION PLUS	211.45509.04090	\$22.00
				3770419 - PREVENTION PLUS	205.45122.04090	\$100.00
				3770644 - PREVENTION PLUS	221.42280.04090	\$50.00
				3770580 - PREVENTION PLUS	101.41940.04090	\$33.00
127008	C	1/18/2024	369	AFSCME COUNCIL 65		\$27.79 C
				Invoice Nbr - Description	GL Account	Amount
				01182024(101) - UNION DUES	101.00000.21707	\$27.79
127009	C	1/18/2024	7203	AMERIFORMS		\$397.50 C
				Invoice Nbr - Description	GL Account	Amount
				62205(609) - CITY A/P CHECKS/ENVELOPE/FREIGHT	101.41400.02030	\$397.50
127010	C	1/18/2024	1239	BEST CLEANING LLC		\$150.00 C
				Invoice Nbr - Description	GL Account	Amount
				0165396 - CITY HALL CLEANING 1/11 & 1/15	101.41940.04050	\$150.00

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For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
127011	C	1/18/2024	2044	CENTURY LINK	\$123.16	C
Invoice Nbr - Description					GL Account	Amount
01182024 - MONTHLY SERVICE					221.42200.03210	\$123.16
127012	C	1/18/2024	139	EAST CENTRAL ENERGY	\$329.16	C
Invoice Nbr - Description					GL Account	Amount
01182024(SUNSET) - MONTHLY SERVICE					101.43100.03810	\$74.22
01182024(HINCKRD) - MONTHLY SERVICE LS #6					602.49450.03810	\$254.94
127013	C	1/18/2024	293	MN DNR WATERS	\$1,013.29	C
Invoice Nbr - Description					GL Account	Amount
01182024 - WATER USE/ SUMMER SURCHARGE					601.49400.04330	\$1,013.29
127014	C	1/18/2024	1022	VC3, Inc	\$1,701.80	C
Invoice Nbr - Description					GL Account	Amount
135627(101) - CW CARE SERVICE AGREEMENT					221.42200.03090	\$141.82
135627(101) - CW CARE SERVICE AGREEMENT					101.41400.03090	\$1,418.16
135627(101) - CW CARE SERVICE AGREEMENT					602.49450.03090	\$141.82
127015	C	1/24/2024	7171	Abel Building & Remodeling, Inc.	\$20,000.00	C
Invoice Nbr - Description					GL Account	Amount
95 - CDAP-19-0053-O-FY20 #11					101.46500.04090	\$20,000.00
127016	C	1/24/2024	7359	ALL TERAİN VEHICLE ASSN. OF MN	\$300.00	C
Invoice Nbr - Description					GL Account	Amount
01242024 - DAMAGE DEPOSIT REFUND					205.00000.22000	\$300.00
127017	C	1/24/2024	577	LAKES & PINES CAC, Inc.	\$3,000.00	O
Invoice Nbr - Description					GL Account	Amount
01242024 - CDAP-19-0053-O-FY20 #11					101.46500.03070	\$3,000.00
127018	C	1/25/2024	628	AUTO VALUE HINCKLEY	\$594.95	O
Invoice Nbr - Description					GL Account	Amount
59260579 - I H - Battery					101.43100.02210	\$524.97
59260168 - Diesel Additive					101.43100.02130	\$69.98
127019	C	1/25/2024	1239	BEST CLEANING LLC	\$150.00	O
Invoice Nbr - Description					GL Account	Amount
0165397 - CITY HALL CLEANING 1/18 & 1/22					101.41940.04050	\$150.00
127020	C	1/25/2024	721	BOLTON & MENK	\$756.00	C
Invoice Nbr - Description					GL Account	Amount
0328620 - SUGAR MAPLE PLAN REVIEW					101.41400.03030	\$756.00
127021	C	1/25/2024	7140	CINTAS - FA	\$121.19	O
Invoice Nbr - Description					GL Account	Amount
5193735726 - FIRST AID RESTOCK					101.43000.02171	\$121.19
127022	C	1/25/2024	454	CINTAS CORPORATION	\$158.71	O
Invoice Nbr - Description					GL Account	Amount
4180447535 - FACILITY SERVICES					101.41940.04090	\$41.10

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For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status	
				4180447513 - FACILITY SERVICES	205.45122.04090	\$85.11	
				4180447494 - FACILITY SERVICES	101.43000.04090	\$35.73	
127023	C	1/25/2024	770	CORE & MAIN LP		\$181.90	C
				Invoice Nbr - Description	GL Account	Amount	
				U183798 - BARRY HYDRANT REPAIR	601.49400.02210	\$181.90	
127024	C	1/25/2024	409	DSC COMMUNICATIONS		\$1,250.00	C
				Invoice Nbr - Description	GL Account	Amount	
				2240487 - XTL RADIO REPAIR UNIT 20	221.42200.04090	\$1,250.00	
127025	C	1/25/2024	137	EAST CENTRAL REGIONAL LIBRARY		\$7,636.72	O
				Invoice Nbr - Description	GL Account	Amount	
				2024-11 - ANNUAL CONTRACTED BRANCH STAFF HOURS	211.45500.03070	\$7,636.72	
127026	C	1/25/2024	551	HINCKLEY CHAMBER OF COMMERCE		\$75.00	O
				Invoice Nbr - Description	GL Account	Amount	
				01252024 - MEMBERSHIP ANNUAL	211.45500.04330	\$75.00	
127027	C	1/25/2024	469	JOHNSON CONTROLS SECURITY SOLUTIONS		\$502.89	O
				Invoice Nbr - Description	GL Account	Amount	
				39722590 - QUARTERLY F.A MONITORING	221.42200.04300	\$502.89	
127028	C	1/25/2024	1161	METRO SALES INC		\$58.33	O
				Invoice Nbr - Description	GL Account	Amount	
				INV2444833 - IM C300F COLOR COPIER	221.42200.04130	\$58.33	
127029	C	1/25/2024	854	MN DEPT OF LABOR & INDUSTRY		\$93.18	C
				Invoice Nbr - Description	GL Account	Amount	
				01252024 - BUILDING PERMIT SURCHARGE	101.32000.32261	(\$25.00)	
				01252024 - BUILDING PERMIT SURCHARGE	101.00000.22830	\$118.18	
127030	C	1/25/2024	881	MN DEPT OF PUBLIC SAFETY		\$200.00	O
				Invoice Nbr - Description	GL Account	Amount	
				5809900092023 M-135424 - EPCRA- WELL #4	601.49400.04390	\$100.00	
				5809900152023 M-135425 - EPCRA-WELL #2	601.49400.04390	\$100.00	
127031	C	1/25/2024	634	MN ENERGY RESOURCES		\$4,705.00	O
				Invoice Nbr - Description	GL Account	Amount	
				4882410094 - MONTHLY SERVICE	101.43000.03830	\$1,173.42	
				4882410094 - MONTHLY SERVICE	205.45122.03830	\$1,200.71	
				4882410094 - MONTHLY SERVICE	221.42280.03830	\$1,036.02	
				4882410094 - MONTHLY SERVICE	602.49450.03830	\$93.57	
				4882410094 - MONTHLY SERVICE	601.49400.03830	\$622.74	
				4882410094 - MONTHLY SERVICE	101.41940.03830	\$578.54	
127032	C	1/25/2024	181	MN POWER-CITY/FLS		\$23,322.31	C
				Invoice Nbr - Description	GL Account	Amount	
				068000326326 - Monthly Service	205.45122.03810	\$1,043.96	
				068000326326 - Monthly Service	101.43000.03810	\$552.43	
				068000326326 - Monthly Service	101.43100.03810	\$2,697.25	

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For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status	
				068000326326 - Monthly Service	221.42280.03810	\$957.66	
				068000326326 - Monthly Service	601.49400.03810	\$3,463.25	
				068000326326 - Monthly Service	602.49450.03810	\$13,858.36	
				068000326326 - Monthly Service	101.41940.03810	\$749.40	
127033	C	1/25/2024	7181	NELSON, FREDA		\$32.17	O
				Invoice Nbr - Description	GL Account	Amount	
				111-9627423-8253016 - WINTER SCAVENGER HUNT PRIZES -BOOKMARKS	211.45500.02180	\$32.17	
127034	C	1/25/2024	639	PEOPLESERVICE INC.		\$31,858.00	O
				Invoice Nbr - Description	GL Account	Amount	
				PS-INV103837 - WATER/WASTEWATER MONTHLY SERVICE - FEBRUARY	602.49450.03070	\$19,115.00	
				PS-INV103837 - WATER/WASTEWATER MONTHLY SERVICE - FEBRUARY	601.49400.03070	\$12,743.00	
127035	C	1/25/2024	582	PINE COUNTY AUDITOR-TREASURER		\$85.00	C
				Invoice Nbr - Description	GL Account	Amount	
				01252024 - 2024 SPECIAL ASSESSMENT PARCEL MAINTENANCE CHARGES	101.41400.03130	\$85.00	
127036	C	1/25/2024	2041	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC		\$164.55	O
				Invoice Nbr - Description	GL Account	Amount	
				3106503277 - IMI METER CHARGE, BASE, SCALE	101.41400.04130	\$164.55	
127037	C	1/25/2024	2060	R&S HARDWARE		\$175.33	O
				Invoice Nbr - Description	GL Account	Amount	
				213372 - HOCKEY RINK SUPPLIES	205.45122.02190	\$66.41	
				213348 - DOOR SWEEPS FOR COMMUNITY CENTER	205.45122.02230	\$66.95	
				213492 - FLASHLITE BATTERY	101.43000.02190	\$20.99	
				213813 - Spray Paint- Grafitti on Street	101.43100.02280	\$20.98	
127038	C	1/25/2024	7288	RICH'S REPAIR		\$1,760.40	C
				Invoice Nbr - Description	GL Account	Amount	
				5864 - TIRES #304 GREEN 1-TON	101.43100.02210	\$1,760.40	
127039	C	1/25/2024	7136	TASC		\$42.78	O
				Invoice Nbr - Description	GL Account	Amount	
				IN3002467 - COBRA ADMIN FEE	101.41400.03190	\$42.78	
127040	C	1/25/2024	1177	US BANK EQUIPMENT FINANCE		\$250.00	O
				Invoice Nbr - Description	GL Account	Amount	
				520139049 - MPC3004 COPIER	101.41400.04130	\$250.00	
127041	C	1/29/2024	158	DEPUTY REGISTRAR		\$35.25	V
				Invoice Nbr - Description	GL Account	Amount	
				01292024 - 2020 Mack Granite	101.43100.04330	\$35.25	
127042	C	1/29/2024	500	HINCKLEY CONVENTION & VISITORS BUREAU		\$6,441.55	V
				Invoice Nbr - Description	GL Account	Amount	
				01292024 - December 2023 Lodging	101.31000.31410	\$6,441.55	

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For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
127043	C	1/29/2024	158	DEPUTY REGISTRAR	\$35.25	C
Invoice Nbr - Description					GL Account	Amount
01292024 - 2020 Mack Granite					101.43100.04330	\$35.25
127044	C	1/29/2024	500	HINCKLEY CONVENTION & VISITORS BUREAU	\$6,441.55	C
Invoice Nbr - Description					GL Account	Amount
01292024 - December 2023 Lodging					101.31000.31410	\$6,441.55
127045	C	1/31/2024	369	AFSCME COUNCIL 65	\$27.79	O
Invoice Nbr - Description					GL Account	Amount
01302024(101) - UNION DUES					101.00000.21707	\$27.79
127046	C	1/31/2024	628	AUTO VALUE HINCKLEY	\$18.99	O
Invoice Nbr - Description					GL Account	Amount
59260682 - KODIAK FENDER					101.43100.02210	\$18.99
127047	C	1/31/2024	1239	BEST CLEANING LLC	\$150.00	O
Invoice Nbr - Description					GL Account	Amount
0165398 - CITY HALL CLEANING					101.41940.04050	\$150.00
127048	C	1/31/2024	454	CINTAS CORPORATION	\$158.71	O
Invoice Nbr - Description					GL Account	Amount
4181162434 - FACILITY SERVICES					101.43000.04090	\$35.73
4181162430 - FACILITY SERVICES					205.45122.04090	\$42.23
4181162475 - FACILITY SERVICES					101.41940.04090	\$83.98
127049	C	1/31/2024	7361	DENNIS GADBOIS	\$300.00	O
Invoice Nbr - Description					GL Account	Amount
01302024 - DEPOSIT REFUND					205.00000.22000	\$300.00
127050	C	1/31/2024	409	DSC COMMUNICATIONS	\$1,945.00	O
Invoice Nbr - Description					GL Account	Amount
2240648 - 5 PAGER MINITOR VI					221.42200.03230	\$1,945.00
127051	C	1/31/2024	181	MN POWER-CITY/FLS	\$56.75	O
Invoice Nbr - Description					GL Account	Amount
506075842280 - UNMETERED CHRISTMAS LIGHTS					101.43100.03810	\$56.75
127052	C	1/31/2024	920	MN STATE FIRE CHIEF ASSOC.	\$1,710.00	O
Invoice Nbr - Description					GL Account	Amount
7374 - DULUTH FOTOS ATTENDEES DEFENBAUGH, SKUTEVIK, HOFFMAN, MCFERRAN, GOLLY, GOLLY					221.42200.03080	\$1,710.00
127053	C	1/31/2024	153	NORTHSTAR MEDIA, INC.	\$281.31	O
Invoice Nbr - Description					GL Account	Amount
926194/1800293 - SUMMARY BUDGET STATEMENT					101.41130.03520	\$240.08
926194/1800294 - PUBLIC HEARING 2/12/24					101.41130.03520	\$41.23
127054	C	1/31/2024	2060	R&S HARDWARE	\$95.59	O
Invoice Nbr - Description					GL Account	Amount

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For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
				213977 - DOOR SWEEP/MOUSE GLUE TRAP FOR SHOP	101.43000.02280 \$22.46	
				214146 - 16" Cutting Chain	221.42200.02210 \$21.99	
				214013 - MOUSE GLUE TRAP FOR SHOP	101.43000.02280 \$21.96	
				214054 - LIGHTS FOR JETTER	602.49450.02210 \$29.18	
127055	C	1/31/2024	7360	Revise LLC		\$2,700.00 O
	Invoice Nbr - Description		GL Account		Amount	
		17570 - NEW WEBSITE- REVISE	101.41400.03090		\$1,500.00	
		17570 - NEW WEBSITE- REVISE	101.41400.03090		\$1,200.00	
127056	C	1/31/2024	7115	SCOTT BALUT		\$65.89 O
	Invoice Nbr - Description		GL Account		Amount	
		01345-003/01345-002 - OVER PAYMENT ON FINAL WATER BILLING	602.37200.37210		\$65.89	
ADT SECURITY SERVICES	E	1/18/2024	927	ADT SECURITY SERVICES		\$67.65 C
	Invoice Nbr - Description		GL Account		Amount	
		1037136923 - WSP Video Surveillance System	205.45122.04300		\$67.65	
HEALTH EQUITY	E	1/5/2024	7143	HEALTH EQUITY		\$290.56 C
	Invoice Nbr - Description		GL Account		Amount	
		ixfnsrc - H S A CONTRIBUTIONS	101.00000.21715		\$290.56	
HEALTH EQUITY	E	1/12/2024	7143	HEALTH EQUITY		\$1.75 C
	Invoice Nbr - Description		GL Account		Amount	
		CTN3F6W - MONTHLY FEE FOR JAN 2024	101.41400.04310		\$1.75	
IRS EFTPS	E	1/5/2024	7107	IRS EFTPS		\$3,525.51 C
	Invoice Nbr - Description		GL Account		Amount	
		194657 - FEDERAL WITHHOLDING	101.00000.21703		\$2,323.52	
		194657 - FEDERAL WITHHOLDING	205.00000.21703		\$19.66	
		194657 - FEDERAL WITHHOLDING	101.00000.21701		\$1,182.33	
IRS EFTPS	E	1/18/2024	7107	IRS EFTPS		\$5,614.18 C
	Invoice Nbr - Description		GL Account		Amount	
		40030133 - FEDERAL WITHHOLDING	221.00000.21703		\$1,561.62	
		40030133 - FEDERAL WITHHOLDING	205.00000.21703		\$11.88	
		40030133 - FEDERAL WITHHOLDING	101.00000.21703		\$2,737.42	
		40030133 - FEDERAL WITHHOLDING	101.00000.21701		\$1,303.26	
IRS EFTPS	E	1/31/2024	7107	IRS EFTPS		\$4,379.10 C
	Invoice Nbr - Description		GL Account		Amount	
		45275154 - FEDRERAL WITHHOLDING	205.00000.21701		\$1.38	
		45275154 - FEDRERAL WITHHOLDING	101.00000.21703		\$2,941.90	
		45275154 - FEDRERAL WITHHOLDING	101.00000.21701		\$1,392.60	
		45275154 - FEDRERAL WITHHOLDING	205.00000.21703		\$43.22	
JOHN DEERE FINANCIAL	E	1/12/2024	7262	JOHN DEERE FINANCIAL		\$6,563.20 C
	Invoice Nbr - Description		GL Account		Amount	

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Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
				01112024 - COMPACT UTILITY TRACTOR/359 59" SNOW BLOWER	460.47004.06020 \$6,563.20	
KS STATEBANK	E	1/18/2024	7151	KS STATEBANK		\$40,000.00 C
			Invoice Nbr - Description	GL Account	Amount	
			59832-1-2024 - 2020 Mack Plow Truck ACH	460.47003.06120	\$2,274.19	
			59832-1-2024 - 2020 Mack Plow Truck ACH	460.47003.06020	\$37,725.81	
KS STATEBANK	E	1/12/2024	7151	KS STATEBANK		\$40,000.00 V
			Invoice Nbr - Description	GL Account	Amount	
LATHEM TIME	E	1/5/2024	366	LATHEM TIME		\$48.00 C
			Invoice Nbr - Description	GL Account	Amount	
			INV-458984 - PayClock Online Subscription	101.41400.03140	\$48.00	
MN DEFERRED COMPENSATION PLAN	E	1/5/2024	1082	MN DEFERRED COMPENSATION PLAN		\$600.88 C
			Invoice Nbr - Description	GL Account	Amount	
			1152183527 - DEFERRED COMP	101.00000.21705	\$600.88	
MN DEFERRED COMPENSATION PLAN	E	1/18/2024	1082	MN DEFERRED COMPENSATION PLAN		\$600.92 C
			Invoice Nbr - Description	GL Account	Amount	
			1155822192 - DEFERRED COMP	101.00000.21705	\$600.92	
MN DEFERRED COMPENSATION PLAN	E	1/31/2024	1082	MN DEFERRED COMPENSATION PLAN		\$601.13 C
			Invoice Nbr - Description	GL Account	Amount	
			1159324543 - DEFERRED COMP	101.00000.21705	\$601.13	
MN DEPT OF REVENUE	E	1/5/2024	111	MN DEPT OF REVENUE		\$624.20 C
			Invoice Nbr - Description	GL Account	Amount	
			2-070-522-208 - STATE WITHHOLDING	101.00000.21702	\$623.65	
			2-070-522-208 - STATE WITHHOLDING	205.00000.21702	\$0.55	
MN DEPT OF REVENUE	E	1/18/2024	111	MN DEPT OF REVENUE		\$725.58 C
			Invoice Nbr - Description	GL Account	Amount	
			1-695-340-896 - STATE WITHHOLDING	101.00000.21702	\$725.58	
MN DEPT OF REVENUE	E	1/25/2024	111	MN DEPT OF REVENUE		\$499.00 C
			Invoice Nbr - Description	GL Account	Amount	
			1-511-373-152 - SALES AND USE TAX	601.00000.22800	\$454.00	
			1-511-373-152 - SALES AND USE TAX	205.00000.22800	\$45.00	
MN DEPT OF REVENUE	E	1/31/2024	111	MN DEPT OF REVENUE		\$806.19 C
			Invoice Nbr - Description	GL Account	Amount	
			1-810-916-704 - STATE WITHHOLDING	205.00000.21702	\$2.16	
			1-810-916-704 - STATE WITHHOLDING	101.00000.21702	\$804.03	

Accounts Payable Check Register Report - Woodlands National Bank-26100280

For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status									
MN ENERGY RESOURCES	E	1/5/2024	634	MN ENERGY RESOURCES	\$265.48	C									
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>4842835790 - Gas Utilities ACH</td> <td>101.41940.03830</td> <td>\$265.48</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	4842835790 - Gas Utilities ACH	101.41940.03830	\$265.48					
Invoice Nbr - Description	GL Account	Amount													
4842835790 - Gas Utilities ACH	101.41940.03830	\$265.48													
MN PERA	E	1/5/2024	7108	MN PERA	\$2,082.04	C									
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>731959 - PERA</td> <td>101.00000.21704</td> <td>\$2,067.07</td> </tr> <tr> <td>731959 - PERA</td> <td>205.00000.21704</td> <td>\$14.97</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	731959 - PERA	101.00000.21704	\$2,067.07	731959 - PERA	205.00000.21704	\$14.97		
Invoice Nbr - Description	GL Account	Amount													
731959 - PERA	101.00000.21704	\$2,067.07													
731959 - PERA	205.00000.21704	\$14.97													
MN PERA	E	1/18/2024	7108	MN PERA	\$2,199.66	C									
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>733923 - PERA</td> <td>205.00000.21704</td> <td>\$10.87</td> </tr> <tr> <td>733923 - PERA</td> <td>101.00000.21704</td> <td>\$2,188.79</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	733923 - PERA	205.00000.21704	\$10.87	733923 - PERA	101.00000.21704	\$2,188.79		
Invoice Nbr - Description	GL Account	Amount													
733923 - PERA	205.00000.21704	\$10.87													
733923 - PERA	101.00000.21704	\$2,188.79													
MN PERA	E	1/31/2024	7108	MN PERA	\$2,137.64	C									
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>735438 - PERA</td> <td>205.00000.21704</td> <td>\$30.48</td> </tr> <tr> <td>735438 - PERA</td> <td>101.00000.21704</td> <td>\$2,107.16</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	735438 - PERA	205.00000.21704	\$30.48	735438 - PERA	101.00000.21704	\$2,107.16		
Invoice Nbr - Description	GL Account	Amount													
735438 - PERA	205.00000.21704	\$30.48													
735438 - PERA	101.00000.21704	\$2,107.16													
NORTHLAND TRUST SERVICES, INC.	E	1/18/2024	704	NORTHLAND TRUST SERVICES, INC.	\$177,000.00	C									
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>HINC16A-02/01/2024 - \$1,765,000 G.O DISPOSAL SYSTEM BONDS 2016A</td> <td>602.00000.21500</td> <td>\$7,000.00</td> </tr> <tr> <td>HINC16A-02/01/2024 - \$1,765,000 G.O DISPOSAL SYSTEM BONDS 2016A</td> <td>602.00000.22530</td> <td>\$170,000.00</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	HINC16A-02/01/2024 - \$1,765,000 G.O DISPOSAL SYSTEM BONDS 2016A	602.00000.21500	\$7,000.00	HINC16A-02/01/2024 - \$1,765,000 G.O DISPOSAL SYSTEM BONDS 2016A	602.00000.22530	\$170,000.00		
Invoice Nbr - Description	GL Account	Amount													
HINC16A-02/01/2024 - \$1,765,000 G.O DISPOSAL SYSTEM BONDS 2016A	602.00000.21500	\$7,000.00													
HINC16A-02/01/2024 - \$1,765,000 G.O DISPOSAL SYSTEM BONDS 2016A	602.00000.22530	\$170,000.00													
					Cleared	\$504,881.99									
					Outstanding	\$58,236.78									
					Void	\$86,476.80									

Accounts Payable Check Register Report - Northview Bank (FLS)-5500290

For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
36871	C	1/5/2024	369	AFSCME COUNCIL 65	\$132.35	C
Invoice Nbr - Description					GL Account	Amount
01042024(609) - UNION DUES					609.00000.21707	\$132.35
36872	C	1/5/2024	555	BERNICKS	\$14,709.21	C
Invoice Nbr - Description					GL Account	Amount
30071392 - INVENTORY					609.00000.14200	\$6,968.50
30073142 - CREDIT					609.00000.14200	(\$396.94)
30073142 - CREDIT					609.49750.02520	(\$197.00)
30073141 - INVENTORY					609.00000.14200	\$68.80
30073141 - INVENTORY					609.49770.02540	\$74.75
30072449 - INVENTORY					609.00000.14200	\$5,705.85
30072449 - INVENTORY					609.00000.14300	\$60.00
30073140 - INVENTORY					609.00000.14200	\$2,455.25
30073140 - INVENTORY					609.00000.14300	(\$30.00)
36873	C	1/5/2024	919	BREAKTHRU BEVERAGE	\$2,395.30	C
Invoice Nbr - Description					GL Account	Amount
113713217 - INVENTORY					609.00000.14200	\$2,350.90
113713217 - INVENTORY					609.49750.03330	\$44.40
36874	C	1/5/2024	7313	C&L DISTRIBUTING	\$742.25	C
Invoice Nbr - Description					GL Account	Amount
1828666 - INVENTORY					609.00000.14200	\$739.25
1828666 - INVENTORY					609.49750.03330	\$3.00
36875	C	1/5/2024	2044	CENTURY LINK	\$210.83	C
Invoice Nbr - Description					GL Account	Amount
01042024 - MONTHLY SERVICE					609.49755.03210	\$105.42
01042024 - MONTHLY SERVICE					609.49775.03210	\$105.41
36876	C	1/5/2024	454	CINTAS CORPORATION	\$126.81	C
Invoice Nbr - Description					GL Account	Amount
4178386953 - FACILITY SERVICES					609.49755.04090	\$65.38
4178386953 - FACILITY SERVICES					609.49775.04090	\$64.02
36877	C	1/5/2024	249	CITY OF HINCKLEY	\$12,531.26	C
Invoice Nbr - Description					GL Account	Amount
INV-458984 - LATHEM PAYCLOCK					609.00000.22810	(\$2.16)
01042024 - MONTHLY BUDGET TRANSFER					609.49302.07200	\$2,500.00
01042024 - MONTHLY BUDGET TRANSFER					609.49301.07200	\$10,002.00
INV-458984 - LATHEM PAYCLOCK					609.49775.04370	\$0.72
INV-458984 - LATHEM PAYCLOCK					609.49755.04370	\$1.44
INV-458984 - LATHEM PAYCLOCK					609.49755.03140	\$18.84
INV-458984 - LATHEM PAYCLOCK					609.49775.03140	\$10.42
36878	C	1/5/2024	856	HEGGIES PIZZA, LLC	\$617.95	C
Invoice Nbr - Description					GL Account	Amount
432709 - INVENTORY					609.00000.14200	\$617.95

Accounts Payable Check Register Report - Northview Bank (FLS)-5500290

For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
36879	C	1/5/2024	1185	HENRY'S FOODS, INC.	\$1,210.64	C
			Invoice Nbr - Description		GL Account	Amount
			6767682 - INVENTORY		609.00000.14200	\$922.43
			6767682 - INVENTORY		609.49750.03330	\$12.95
			6767682 - INVENTORY		609.49755.02190	\$126.63
			6767682 - INVENTORY		609.49775.02140	\$83.95
			6767682 - INVENTORY		609.49775.02190	\$64.68
36880	C	1/5/2024	7249	IZEK L THOMAS	\$50.00	C
			Invoice Nbr - Description		GL Account	Amount
			112 - BINGO ASSISTANCE		609.49775.03120	\$50.00
36881	C	1/5/2024	529	JOHNSON BROTHERS LIQUOR CO.	\$13,983.80	C
			Invoice Nbr - Description		GL Account	Amount
			2454233 - INVENTORY		609.49750.03330	\$10.89
			2454232 - INVENTORY		609.49750.03330	\$7.92
			2454231 - INVENTORY		609.00000.14200	\$2,344.89
			2454232 - INVENTORY		609.00000.14200	\$206.00
			2454234 - INVENTORY		609.49750.03330	\$41.58
			2454234 - INVENTORY		609.00000.14200	\$1,546.00
			2454230 - INVENTORY		609.00000.14200	\$8,969.29
			2454230 - INVENTORY		609.49750.03330	\$136.96
			2454231 - INVENTORY		609.49750.03330	\$72.27
			2454233 - INVENTORY		609.00000.14200	\$648.00
36882	C	1/5/2024	7222	LOOMIS	\$1,246.24	C
			Invoice Nbr - Description		GL Account	Amount
			13397666 - ARMORED/SMART SAFE		609.49755.04300	\$996.99
			13397666 - ARMORED/SMART SAFE		609.49775.04300	\$249.25
36883	C	1/5/2024	225	MCDONALD DISTRIBUTING	\$10,134.85	C
			Invoice Nbr - Description		GL Account	Amount
			725674 - CREDIT		609.00000.14200	(\$254.80)
			725536 - INVENTORY		609.00000.14200	\$10,185.35
			725535 - INVENTORY		609.00000.14200	\$204.30
36884	C	1/5/2024	7070	MICHAUD DIST.INC.	\$1,837.15	C
			Invoice Nbr - Description		GL Account	Amount
			383589 - INVENTORY		609.49750.03330	\$3.00
			383589 - INVENTORY		609.00000.14200	\$1,834.15
36885	C	1/5/2024	182	MN LIFE INSURANCE CO.	\$92.05	C
			Invoice Nbr - Description		GL Account	Amount
			04820251-00(609) - JANUARY LIFE		609.00000.21709	\$92.05
36886	C	1/5/2024	908	NORTHERN DRAFT	\$70.00	C
			Invoice Nbr - Description		GL Account	Amount
			8602 - DRAFTBEER LINE CLEANING		609.49775.04090	\$70.00

Accounts Payable Check Register Report - Northview Bank (FLS)-5500290

For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
36887	C	1/5/2024	153	NORTHSTAR MEDIA, INC.	\$142.00	C
			Invoice Nbr - Description		GL Account	Amount
			924068/1795621 - WEEKLY SALES AD		609.49755.03420	\$124.96
			924068/1795621 - WEEKLY SALES AD		609.49775.03420	\$17.04
36888	C	1/5/2024	530	PHILLIPS WINE & SPIRITS, INC.	\$4,178.00	C
			Invoice Nbr - Description		GL Account	Amount
			6715294 - INVENTORY		609.00000.14200	\$158.50
			6715293 - INVENTORY		609.49750.03330	\$19.80
			6715294 - INVENTORY		609.49750.03330	\$3.48
			6715292 - INVENTORY		609.49750.03330	\$76.24
			6715292 - INVENTORY		609.00000.14200	\$3,316.18
			6715293 - INVENTORY		609.00000.14200	\$603.80
36889	C	1/5/2024	495	RITE	\$2,564.12	C
			Invoice Nbr - Description		GL Account	Amount
			T0460002796 - CLOUD RETAILER/CARD DEFENDER		609.00000.15515	\$2,564.12
36890	C	1/5/2024	876	SANDSTROM'S DISTRIBUTING QUALITY & SERVICE	\$1,126.60	C
			Invoice Nbr - Description		GL Account	Amount
			487046 - INVENTORY		609.00000.14200	\$1,104.11
			487046 - INVENTORY		609.49750.03330	\$9.95
			487046 - INVENTORY		609.49775.02140	\$12.54
36891	C	1/5/2024	217	SCI CABLE BROADBAND	\$324.32	C
			Invoice Nbr - Description		GL Account	Amount
			01042024(609) - MONTHLY SERVICE		609.49755.03210	\$107.03
			01042024(609) - MONTHLY SERVICE		609.49775.03210	\$217.29
36892	C	1/5/2024	1028	Southern Glazer's Wine and Spirits – Minnesota	\$13,523.45	C
			Invoice Nbr - Description		GL Account	Amount
			2427855 - INVENTORY		609.00000.14200	\$12,663.25
			2427855 - INVENTORY		609.49750.03330	\$162.62
			2427856 - INVENTORY		609.49750.03330	\$13.17
			2427856 - INVENTORY		609.00000.14200	\$684.41
36893	C	1/5/2024	785	THRYV	\$39.00	C
			Invoice Nbr - Description		GL Account	Amount
			610059463495 - YELLOW PAGES AD		609.49775.03420	\$19.50
			610059463495 - YELLOW PAGES AD		609.49755.03420	\$19.50
36894	C	1/5/2024	1022	VC3, Inc	\$850.90	C
			Invoice Nbr - Description		GL Account	Amount
			134465(609) - CW CARE SERVICE AGREEMENT		609.49755.03090	\$567.27
			134465(609) - CW CARE SERVICE AGREEMENT		609.49775.03090	\$283.63
36895	C	1/5/2024	647	WINE MERCHANTS	\$82.15	C
			Invoice Nbr - Description		GL Account	Amount
			7456625 - INVENTORY		609.00000.14200	\$80.00

Accounts Payable Check Register Report - Northview Bank (FLS)-5500290

For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
				7456625 - INVENTORY	609.49750.03330	\$2.15
36896	C	1/5/2024	7148	ZIMMER, TABITHA		\$200.00 O
			Invoice Nbr - Description		GL Account	Amount
			034 - KARAOKE NIGHT		609.49775.03120	\$200.00
36897	C	1/10/2024	206	BELLBOY CORP. BAR SUPPLY		\$2,025.57 C
			Invoice Nbr - Description		GL Account	Amount
			0202160000 - INVENTORY		609.00000.14200	\$1,964.19
			0202160000 - INVENTORY		609.49750.03330	\$61.38
36898	C	1/10/2024	555	BERNICKS		\$8,413.35 C
			Invoice Nbr - Description		GL Account	Amount
			30074206 - INVENTORY		609.00000.14300	\$30.00
			30073593 - INVENTORY		609.00000.14300	(\$120.00)
			30073593 - INVENTORY		609.00000.14200	\$5,180.45
			30074207 - INVENTORY		609.00000.14200	\$134.40
			30074206 - INVENTORY		609.00000.14200	\$3,188.50
36899	C	1/10/2024	919	BREAKTHRU BEVERAGE		\$616.79 C
			Invoice Nbr - Description		GL Account	Amount
			113818423 - INVENTORY		609.00000.14200	\$607.54
			113818423 - INVENTORY		609.49750.03330	\$9.25
36900	C	1/10/2024	1135	CENTRAL MCGOWAN, INCORPORATED-139156		\$183.14 C
			Invoice Nbr - Description		GL Account	Amount
			0000279832 - MONTHLY FACILITY FEE		609.49775.02190	\$183.14
36901	C	1/10/2024	454	CINTAS CORPORATION		\$74.76 C
			Invoice Nbr - Description		GL Account	Amount
			4179088518 - FACILITY SERVICES		609.49755.04090	\$43.62
			4179088518 - FACILITY SERVICES		609.49775.04090	\$32.66
36902	C	1/10/2024	132	DAGGETT'S FRESH FOODS		\$47.62 C
			Invoice Nbr - Description		GL Account	Amount
			00052617 - CELERY, SHRIMP		609.49775.02180	\$12.98
			00060285 - CHEESE, HALF/ HALF, SHRIMP, LIMES		609.49775.02140	\$13.87
			00060285 - CHEESE, HALF/ HALF, SHRIMP, LIMES		609.49775.02180	\$20.77
36903	C	1/10/2024	2023	HEALTH PARTNERS INC.		\$97.73 C
			Invoice Nbr - Description		GL Account	Amount
			821555240618(609) - FEBRUARY		609.00000.15520	\$97.73
36904	C	1/10/2024	856	HEGGIES PIZZA, LLC		\$678.05 C
			Invoice Nbr - Description		GL Account	Amount
			1111831011 - INVENTORY		609.00000.14200	\$678.05
36905	C	1/10/2024	1185	HENRY'S FOODS, INC.		\$1,078.53 C
			Invoice Nbr - Description		GL Account	Amount
			6769683 - INVENTORY		609.49750.03330	\$12.95

Accounts Payable Check Register Report - Northview Bank (FLS)-5500290

For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status	
				6769683 - INVENTORY	609.49755.02190	\$207.85	
				6769683 - INVENTORY	609.49775.02140	\$239.16	
				6769683 - INVENTORY	609.49775.02190	\$220.04	
				6769683 - INVENTORY	609.00000.14200	\$398.53	
36906	C	1/10/2024	7249	IZEK L THOMAS		\$50.00	C
			Invoice Nbr - Description		GL Account	Amount	
			113 - BINGO ASSISTANCE		609.49775.03120	\$50.00	
36907	C	1/10/2024	529	JOHNSON BROTHERS LIQUOR CO.		\$2,936.63	C
			Invoice Nbr - Description		GL Account	Amount	
			2458529 - INVENTORY		609.00000.14200	\$96.00	
			2458530 - INVENTORY		609.49750.03330	\$11.88	
			2458530 - INVENTORY		609.00000.14200	\$332.50	
			2458529 - INVENTORY		609.49750.03330	\$1.98	
			2458526 - INVENTORY		609.49750.03330	\$9.90	
			2458528 - INVENTORY		609.00000.14200	\$1,683.15	
			2458527 - INVENTORY		609.00000.14200	\$48.00	
			2458526 - INVENTORY		609.00000.14200	\$725.50	
			2458528 - INVENTORY		609.49750.03330	\$25.74	
			2458527 - INVENTORY		609.49750.03330	\$1.98	
36908	C	1/10/2024	385	MATT'S SANITATION-FIREHOUSE		\$210.60	C
			Invoice Nbr - Description		GL Account	Amount	
			01102024(609) - MONTHLY SERVICE		609.49755.03840	\$31.59	
			01102024(609) - MONTHLY SERVICE		609.49775.03840	\$179.01	
36909	C	1/10/2024	225	MCDONALD DISTRIBUTING		\$7,697.64	C
			Invoice Nbr - Description		GL Account	Amount	
			726526 - CREDIT		609.00000.14200	(\$52.70)	
			726528 - INVENTORY		609.49755.02190	(\$2.95)	
			726528 - INVENTORY		609.00000.14300	(\$50.00)	
			726525 - CREDIT		609.00000.14200	(\$77.90)	
			726527 - CREDIT		609.00000.14200	(\$401.46)	
			726528 - INVENTORY		609.00000.14200	\$8,282.65	
36910	C	1/10/2024	846	MN PEIP		\$1,562.30	C
			Invoice Nbr - Description		GL Account	Amount	
			1352881(609) - FEBRUARY		609.00000.15520	\$1,562.30	
36911	C	1/10/2024	153	NORTHSTAR MEDIA, INC.		\$142.00	C
			Invoice Nbr - Description		GL Account	Amount	
			924652/1796898 - WEEKLY SALES AD		609.49775.03420	\$17.04	
			924652/1796898 - WEEKLY SALES AD		609.49755.03420	\$124.96	
36912	C	1/10/2024	530	PHILLIPS WINE & SPIRITS, INC.		\$837.83	C
			Invoice Nbr - Description		GL Account	Amount	
			6718590 - INVENTORY		609.49750.03330	\$6.28	
			6718590 - INVENTORY		609.00000.14200	\$277.90	

Accounts Payable Check Register Report - Northview Bank (FLS)-5500290

For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status	
				6718589 - INVENTORY	609.00000.14200	\$545.23	
				6718589 - INVENTORY	609.49750.03330	\$8.42	
36913	C	1/10/2024	1078	PNC EQUIPMENT FINANCE, LLC		\$1,304.90	C
			Invoice Nbr - Description		GL Account	Amount	
			1877036 - DIGITAL SIGN LEASE		609.00000.22600	\$1,188.04	
			1877036 - DIGITAL SIGN LEASE		609.49755.06120	\$19.33	
			1877036 - DIGITAL SIGN LEASE		609.49775.06120	\$7.90	
			1877036 - DIGITAL SIGN LEASE		609.49755.04370	\$74.39	
			1877036 - DIGITAL SIGN LEASE		609.49775.04370	\$15.24	
36914	C	1/10/2024	738	Q MEDIA PROPERTIES		\$778.00	C
			Invoice Nbr - Description		GL Account	Amount	
			8154-14 - FIREHOUSE ALARM - WCMP FM		609.49755.03420	\$144.00	
			8904-5 - MN VIKING 2023 - WCMP FM		609.49775.03420	\$120.00	
			8154-14 - FIREHOUSE ALARM - WCMP FM		609.49775.03420	\$144.00	
			6080-36 - MONTHLY SPECIALS - WCMP FM		609.49775.03420	\$125.00	
			6080-36 - MONTHLY SPECIALS - WCMP FM		609.49755.03420	\$125.00	
			8904-5 - MN VIKING 2023 - WCMP FM		609.49755.03420	\$120.00	
36915	C	1/10/2024	876	SANDSTROM'S DISTRIBUTING QUALITY & SERVICE		\$1,043.53	C
			Invoice Nbr - Description		GL Account	Amount	
			487724 - INVENTORY		609.00000.14200	\$1,033.58	
			487724 - INVENTORY		609.49750.03330	\$9.95	
36916	C	1/10/2024	375	SCHUBERT & HOEY OUTDOOR ADVERT		\$565.00	C
			Invoice Nbr - Description		GL Account	Amount	
			21448 - SIGN RENTAL		609.49755.03420	\$491.55	
			21448 - SIGN RENTAL		609.49775.03420	\$73.45	
36917	C	1/10/2024	1028	Southern Glazer's Wine and Spirits – Minnesota		\$491.49	C
			Invoice Nbr - Description		GL Account	Amount	
			2430011 - INVENTORY		609.49750.03330	\$2.72	
			5106108 - INVENTORY		609.00000.14200	\$144.00	
			5106108 - INVENTORY		609.49750.03330	\$1.55	
			2430011 - INVENTORY		609.00000.14200	\$211.68	
			2430012 - INVENTORY		609.49750.03330	\$1.55	
			2430012 - INVENTORY		609.00000.14200	\$129.99	
36918	C	1/10/2024	1177	US BANK EQUIPMENT FINANCE		\$66.45	C
			Invoice Nbr - Description		GL Account	Amount	
			519425755 - RICOH C300F COPIER		609.49755.04130	\$66.45	
36919	C	1/10/2024	751	VISA, NORTHVIEW BANK		\$233.61	C
			Invoice Nbr - Description		GL Account	Amount	
			93170216 - ON SALE SHOT GLASSES		609.49775.02140	\$233.61	
36920	C	1/10/2024	7148	ZIMMER, TABITHA		\$200.00	O
			Invoice Nbr - Description		GL Account	Amount	
			035 - KARAOKE NIGHT SERVICE		609.49775.03120	\$200.00	

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For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
36921	C	1/17/2024	111	MN DEPT OF REVENUE	\$548.12	V
				Invoice Nbr - Description	GL Account	Amount
				1-599-142-240 - STATE WITHHOLDING	609.00000.21702	\$548.12
36922	C	1/17/2024	153	NORTHSTAR MEDIA, INC.	\$142.00	C
				Invoice Nbr - Description	GL Account	Amount
				925209/1797964 - WEEKLY SALES AD	609.49775.03420	\$17.04
				925209/1797964 - WEEKLY SALES AD	609.49755.03420	\$124.96
36923	C	1/17/2024	369	AFSCME COUNCIL 65	\$135.70	C
				Invoice Nbr - Description	GL Account	Amount
				01172024(609) - UNION DUES	609.00000.21707	\$135.70
36924	C	1/17/2024	760	NORTHLAND FIRE & SAFETY	\$112.72	C
				Invoice Nbr - Description	GL Account	Amount
				142399 - SERVICE, MAINTENANCE & RE-CERTKITCHEN FIRE SUPPRESSION	609.49775.04090	\$112.72
36925	C	1/17/2024	1022	VC3, Inc	\$850.90	C
				Invoice Nbr - Description	GL Account	Amount
				135627(609) - CW CARE SERVICE AGREEMENT	609.49755.03090	\$567.27
				135627(609) - CW CARE SERVICE AGREEMENT	609.49775.03090	\$283.63
36926	C	1/17/2024	1161	METRO SALES INC	\$159.81	C
				Invoice Nbr - Description	GL Account	Amount
				INV2439467 - C300F CONTRACT BASE/USAGE	609.49755.04130	\$159.81
36927	C	1/17/2024	2060	R&S HARDWARE	\$27.67	C
				Invoice Nbr - Description	GL Account	Amount
				211646 - POOL TABLE LIGHTS	609.49775.02190	\$27.67
36928	C	1/17/2024	7076	WM CORPORATE SERVICES INC.	\$78.15	C
				Invoice Nbr - Description	GL Account	Amount
				1484992-4812-5 - MONTHLY SERVICE	609.49775.03840	\$39.07
				1484992-4812-5 - MONTHLY SERVICE	609.49755.03840	\$39.08
36929	C	1/17/2024	7148	ZIMMER, TABITHA	\$200.00	O
				Invoice Nbr - Description	GL Account	Amount
				036 - KARAOKE NIGHT	609.49775.03120	\$200.00
36930	C	1/17/2024	7160	ADAM'S PEST CONTROL , INC	\$53.69	C
				Invoice Nbr - Description	GL Account	Amount
				3770576 - PREVENTION PLUS	609.49755.04090	\$26.85
				3770576 - PREVENTION PLUS	609.49775.04090	\$26.84
36931	C	1/17/2024	7203	AMERIFORMS	\$397.50	C
				Invoice Nbr - Description	GL Account	Amount
				62205 - FLS A/P CHECKS/ ENVELOPES/FREIGHT	609.49755.02030	\$397.50
				62205 - FLS A/P CHECKS/ ENVELOPES/FREIGHT	609.49755.04370	\$29.32
				62205 - FLS A/P CHECKS/ ENVELOPES/FREIGHT	609.00000.22810	(\$29.32)

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For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
36932	C	1/17/2024	7249	IZEK L THOMAS	\$50.00	C
		Invoice Nbr - Description		GL Account	Amount	
		114 - BINGO ASSISTANCE		609.49775.03120	\$50.00	
36933	C	1/24/2024	191	VIKING COCA-COLA BOTTLING CO.	\$381.35	C
		Invoice Nbr - Description		GL Account	Amount	
		3303825 - INVENTORY		609.00000.14200	\$381.35	
36934	C	1/24/2024	225	MCDONALD DISTRIBUTING	\$4,965.35	O
		Invoice Nbr - Description		GL Account	Amount	
		727716 - INVENTORY		609.00000.14200	\$42.30	
		727717 - INVENTORY		609.00000.14300	\$30.00	
		727717 - INVENTORY		609.00000.14200	\$4,955.00	
		727791 - CREDIT		609.00000.14200	(\$61.95)	
36935	C	1/24/2024	241	VINOCOPIA, INC.	\$396.25	C
		Invoice Nbr - Description		GL Account	Amount	
		0344077-IN - INVENTORY		609.00000.14200	\$378.25	
		0344077-IN - INVENTORY		609.49750.03330	\$18.00	
36936	C	1/24/2024	469	JOHNSON CONTROLS SECURITY SOLUTIONS	\$360.27	O
		Invoice Nbr - Description		GL Account	Amount	
		39722591 - QUARTERLY F.A. MONITORING		609.49755.04300	\$180.14	
		39722591 - QUARTERLY F.A. MONITORING		609.49775.04300	\$180.13	
36937	C	1/24/2024	529	JOHNSON BROTHERS LIQUOR CO.	\$10,557.29	C
		Invoice Nbr - Description		GL Account	Amount	
		2455212 - Inventory		609.49750.03330	\$57.42	
		2455212 - Inventory		609.00000.14200	\$3,321.00	
		2462483 - INVENTORY		609.49750.03330	\$42.08	
		2455213 - INVENTORY		609.49750.03330	\$31.68	
		2455213 - INVENTORY		609.00000.14200	\$675.78	
		2462484 - INVENTORY		609.00000.14200	\$4,269.35	
		2462483 - INVENTORY		609.00000.14200	\$2,051.08	
		2462484 - INVENTORY		609.49750.03330	\$108.90	
36938	C	1/24/2024	530	PHILLIPS WINE & SPIRITS, INC.	\$2,455.92	C
		Invoice Nbr - Description		GL Account	Amount	
		6721678 - INVENTORY		609.00000.14200	\$722.00	
		6721677 - INVENTORY		609.00000.14200	\$1,243.60	
		6721679 - INVENTORY		609.49750.03330	\$15.36	
		6721679 - INVENTORY		609.00000.14200	\$416.55	
		6721678 - INVENTORY		609.49750.03330	\$35.64	
		6721677 - INVENTORY		609.49750.03330	\$22.77	
36939	C	1/24/2024	555	BERNICKS	\$6,602.82	O
		Invoice Nbr - Description		GL Account	Amount	
		30074788 - CREDIT		609.00000.14200	(\$98.00)	
		30074786 - INVENTORY		609.00000.14200	\$6,631.30	

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For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
				30074787 - INVENTORY	609.00000.14200	\$69.52
36940	C	1/24/2024	557	CRYSTAL SPRINGS ICE		\$67.28 O
				Invoice Nbr - Description	GL Account	Amount
				4007953 - INVENTORY	609.00000.14200	\$63.28
				4007953 - INVENTORY	609.49750.03330	\$4.00
36941	C	1/24/2024	792	NORTHSTAR ACCESS		\$155.00 V
				Invoice Nbr - Description	GL Account	Amount
				925708/1799171 - WEEKLY SALES AD	609.49775.03420	\$18.60
				925708/1799171 - WEEKLY SALES AD	609.49755.03420	\$136.40
36942	C	1/24/2024	858	MILLER, MINOR		\$400.00 C
				Invoice Nbr - Description	GL Account	Amount
				001 - LIVE MUSIC ON 1/27/24	609.49775.03120	\$400.00
36943	C	1/24/2024	876	SANDSTROM'S DISTRIBUTING QUALITY & SERVICE		\$979.45 C
				Invoice Nbr - Description	GL Account	Amount
				488637 - INVENTORY	609.49750.03330	\$9.95
				488637 - INVENTORY	609.00000.14200	\$969.50
36944	C	1/24/2024	910	PAUSTIS WINE COMPANY		\$83.50 C
				Invoice Nbr - Description	GL Account	Amount
				224304 - INVENTORY	609.49750.03330	\$3.50
				224304 - INVENTORY	609.00000.14200	\$80.00
36945	C	1/24/2024	919	BREAKTHRU BEVERAGE		\$1,298.55 O
				Invoice Nbr - Description	GL Account	Amount
				113918067 - INVENTORY	609.00000.11535	\$275.70
				113918067 - INVENTORY	609.49750.03330	\$32.74
				113918067 - INVENTORY	609.00000.14200	\$990.11
36946	C	1/24/2024	976	AMAZON CAPITAL SERVICES, INC.		\$379.48 C
				Invoice Nbr - Description	GL Account	Amount
				1FGQ-KGK7-WTTG - PERFECT FTY FILTER KIT,KIT DOOR SPRING	609.00000.22810	(\$27.99)
				1FGQ-KGK7-WTTG - PERFECT FTY FILTER KIT,KIT DOOR SPRING	609.49775.02210	\$379.48
				1FGQ-KGK7-WTTG - PERFECT FTY FILTER KIT,KIT DOOR SPRING	609.49775.04370	\$27.99
36947	C	1/24/2024	1028	Southern Glazer's Wine and Spirits – Minnesota		\$2,725.53 O
				Invoice Nbr - Description	GL Account	Amount
				2432510 - INVENTORY	609.00000.14200	\$2,523.72
				2432511 - INVENTORY	609.00000.14200	\$163.45
				2432511 - INVENTORY	609.49750.03330	\$4.65
				2432510 - INVENTORY	609.49750.03330	\$33.71
36948	C	1/24/2024	1185	HENRY'S FOODS, INC.		\$1,269.29 C
				Invoice Nbr - Description	GL Account	Amount
				6772320 - INVENTORY	609.49775.02190	\$260.50
				6772320 - INVENTORY	609.49775.02140	\$212.32

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For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status	
				6772320 - INVENTORY	609.49755.02190	\$235.62	
				6772320 - INVENTORY	609.49750.03330	\$12.95	
				6772320 - INVENTORY	609.00000.14200	\$547.90	
36949	C	1/24/2024	7070	MICHAUD DIST.INC.		\$1,472.40	O
				Invoice Nbr - Description	GL Account	Amount	
				383908 - INVENTORY	609.00000.14200	\$1,469.40	
				383908 - INVENTORY	609.49750.03330	\$3.00	
36950	C	1/24/2024	7148	ZIMMER, TABITHA		\$200.00	O
				Invoice Nbr - Description	GL Account	Amount	
				037 - KARAOKE NIGHT	609.49775.03120	\$200.00	
36951	C	1/24/2024	7249	IZEK L THOMAS		\$50.00	C
				Invoice Nbr - Description	GL Account	Amount	
				115 - BINGO ASSISTANCE	609.49775.03120	\$50.00	
36952	C	1/24/2024	7313	C&L DISTRIBUTING		\$1,229.60	C
				Invoice Nbr - Description	GL Account	Amount	
				1835372 - CREDIT	609.00000.14200	(\$22.00)	
				1835352 - INVENTORY	609.00000.14200	\$1,248.60	
				1835352 - INVENTORY	609.49750.03330	\$3.00	
36953	C	1/24/2024	153	NORTHSTAR MEDIA, INC.		\$155.00	C
				Invoice Nbr - Description	GL Account	Amount	
				925708/1799171 - WEEKLY SALES AD	609.49775.03420	\$18.60	
				925708/1799171 - WEEKLY SALES AD	609.49755.03420	\$136.40	
36954	C	1/31/2024	369	AFSCME COUNCIL 65		\$120.58	O
				Invoice Nbr - Description	GL Account	Amount	
				01302023(609) - UNION DUES	609.00000.21707	\$120.58	
36955	C	1/31/2024	819	AMERICAN BOTTLING COMPANY, INC		\$187.92	O
				Invoice Nbr - Description	GL Account	Amount	
				4615902468 - INVENTORY	609.00000.14200	\$187.92	
36956	C	1/31/2024	206	BELLBOY CORP. BAR SUPPLY		\$1,018.87	O
				Invoice Nbr - Description	GL Account	Amount	
				0200869700 - CREDIT	609.49750.02520	(\$72.00)	
				0200869700 - CREDIT	609.49750.03330	(\$5.00)	
				0107898300 - INVENTORY	609.00000.14200	\$272.95	
				0107898300 - INVENTORY	609.49750.03330	\$8.37	
				0107898300 - INVENTORY	609.49755.02190	\$237.50	
				0202312100 - INVENTORY	609.00000.14200	\$559.42	
				0202312100 - INVENTORY	609.49750.03330	\$17.63	
36957	C	1/31/2024	555	BERNICKS		\$19,196.58	O
				Invoice Nbr - Description	GL Account	Amount	
				30075812 - CREDIT	609.49750.02520	(\$6.00)	
				30076003 - INVENTORY	609.00000.14200	\$220.00	

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For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status	
				30075810 - INVENTORY	609.00000.14200	\$5,833.05	
				30075811 - INVENTORY	609.00000.14300	(\$30.00)	
				30075353 - CREDIT	609.00000.14200	(\$209.70)	
				30075811 - INVENTORY	609.49770.02540	\$68.94	
				30076917 - INVENTORY	609.00000.14200	\$208.08	
				30076004 - CREDIT	609.00000.14200	(\$527.55)	
				30076916 - INVENTORY	609.00000.14200	\$10,195.10	
				30075352 - INVENTORY	609.00000.14200	\$1,491.50	
				30075354 - CREDIT	609.49750.02520	(\$36.00)	
				30075353 - CREDIT	609.49750.02520	(\$219.00)	
				30076530 - INVENTORY	609.00000.14200	\$40.16	
				30076529 - INVENTORY	609.00000.14200	\$2,168.00	
36958	C	1/31/2024	919	BREAKTHRU BEVERAGE		\$2,665.04	O
				Invoice Nbr - Description	GL Account	Amount	
				114001034 - INVENTORY	609.49750.03330	\$35.15	
				114097973 - INVENTORY	609.00000.14200	\$1,097.15	
				114097973 - INVENTORY	609.00000.11535	\$129.50	
				114097973 - INVENTORY	609.49750.03330	\$24.05	
				114001034 - INVENTORY	609.00000.14200	\$1,379.19	
36959	C	1/31/2024	7313	C&L DISTRIBUTING		\$1,290.95	O
				Invoice Nbr - Description	GL Account	Amount	
				1842386 - INVENTORY	609.00000.14200	\$1,287.95	
				1842386 - INVENTORY	609.49750.03330	\$3.00	
36960	C	1/31/2024	454	CINTAS CORPORATION		\$149.51	O
				Invoice Nbr - Description	GL Account	Amount	
				4181162523 - FACILITY SERVICES	609.49775.04090	\$34.87	
				4180447548 - FACILITY SERVICES	609.49755.04090	\$40.24	
				4180447548 - FACILITY SERVICES	609.49775.04090	\$36.04	
				4181162523 - FACILITY SERVICES	609.49755.04090	\$41.41	
36961	C	1/31/2024	7082	Dahlheimer Beverage		\$1,517.35	O
				Invoice Nbr - Description	GL Account	Amount	
				2096077 - INVENTORY	609.00000.11535	\$188.75	
				2096077 - INVENTORY	609.00000.14200	\$1,328.60	
36962	C	1/31/2024	856	HEGGIES PIZZA, LLC		\$276.85	O
				Invoice Nbr - Description	GL Account	Amount	
				1111844009 - INVENTORY	609.00000.14200	\$276.85	
36963	C	1/31/2024	1185	HENRY'S FOODS, INC.		\$1,701.06	O
				Invoice Nbr - Description	GL Account	Amount	
				6776969 - INVENTORY	609.49775.02190	\$34.67	
				6776969 - INVENTORY	609.00000.14200	\$829.93	
				6776969 - INVENTORY	609.49750.03330	\$12.95	
				6776969 - INVENTORY	609.49775.02140	\$22.83	

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For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status	
				6774671 - INVENTORY	609.49750.03330	\$12.95	
				6774671 - INVENTORY	609.49755.02190	\$179.88	
				6774671 - INVENTORY	609.49775.02140	\$35.46	
				6774671 - INVENTORY	609.49775.02190	\$53.18	
				6774671 - INVENTORY	609.00000.14200	\$519.21	
36964	C	1/31/2024	7249	IZEK L THOMAS		\$50.00	O
			Invoice Nbr - Description		GL Account	Amount	
			116 - BINGO HELP		609.49775.03120	\$50.00	
36965	C	1/31/2024	529	JOHNSON BROTHERS LIQUOR CO.		\$6,578.80	O
			Invoice Nbr - Description		GL Account	Amount	
			2466722 - INVENTORY		609.00000.14200	\$133.00	
			2466722 - INVENTORY		609.49750.03330	\$3.96	
			2466721 - INVENTORY		609.49750.03330	\$56.78	
			2466721 - INVENTORY		609.00000.14200	\$1,340.39	
			2466720 - INVENTORY		609.49750.03330	\$135.66	
			2466720 - INVENTORY		609.00000.14200	\$4,909.01	
36966	C	1/31/2024	225	MCDONALD DISTRIBUTING		\$12,656.96	O
			Invoice Nbr - Description		GL Account	Amount	
			728862 - INVENTORY		609.00000.14200	\$8,722.20	
			730014 - INVENTORY		609.00000.14300	\$30.00	
			730014 - INVENTORY		609.00000.14200	\$49.69	
			729967 - CREDIT		609.49770.02520	(\$110.00)	
			729967 - CREDIT		609.00000.14300	(\$90.00)	
			729967 - CREDIT		609.00000.14200	(\$10.48)	
			729944 - INVENTORY		609.00000.14200	\$315.50	
			728881 - CREDIT		609.00000.14200	(\$52.70)	
			729945 - INVENTORY		609.00000.14200	\$3,808.75	
			728880 - CREDIT		609.49750.02520	(\$96.00)	
			729945 - INVENTORY		609.49750.03330	\$90.00	
36967	C	1/31/2024	7070	MICHAUD DIST.INC.		\$162.00	O
			Invoice Nbr - Description		GL Account	Amount	
			384270 - INVENTORY		609.00000.14200	\$159.00	
			384270 - INVENTORY		609.49750.03330	\$3.00	
36968	C	1/31/2024	1058	MTD COMMUNICATIONS		\$1,699.00	O
			Invoice Nbr - Description		GL Account	Amount	
			10793 - ADVERTISEMENT ON TV CHANNEL		609.49755.03420	\$849.50	
			10793 - ADVERTISEMENT ON TV CHANNEL		609.49775.03420	\$849.50	
36969	C	1/31/2024	153	NORTHSTAR MEDIA, INC.		\$155.00	O
			Invoice Nbr - Description		GL Account	Amount	
			926194/1800292 - WEEKLY SALES AD		609.49775.03420	\$18.60	
			926194/1800292 - WEEKLY SALES AD		609.49755.03420	\$136.40	

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For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
36970	C	1/31/2024	530	PHILLIPS WINE & SPIRITS, INC.	\$927.47	O
Invoice Nbr - Description					GL Account	Amount
6724980 - INVENTORY					609.49750.03330	\$17.82
6724980 - INVENTORY					609.00000.14200	\$547.08
6724981 - INVENTORY					609.49750.03330	\$4.13
6724981 - INVENTORY					609.00000.14200	\$176.00
6724979 - INVENTORY					609.49750.03330	\$5.12
6724979 - INVENTORY					609.00000.14200	\$177.32
36971	C	1/31/2024	876	SANDSTROM'S DISTRIBUTING QUALITY & SERVICE	\$896.82	O
Invoice Nbr - Description					GL Account	Amount
489455 - INVENTORY					609.00000.14200	\$886.87
489455 - INVENTORY					609.49750.03330	\$9.95
36972	C	1/31/2024	1028	Southern Glazer's Wine and Spirits – Minnesota	\$2,623.33	O
Invoice Nbr - Description					GL Account	Amount
2437395 - INVENTORY					609.49750.03330	\$8.14
2435003 - INVENTORY					609.00000.14200	\$1,936.01
2435003 - INVENTORY					609.49750.03330	\$32.94
2435004 - INVENTORY					609.00000.14200	\$106.00
2435004 - INVENTORY					609.49750.03330	\$0.78
2437395 - INVENTORY					609.00000.14200	\$539.46
36973	C	1/31/2024	191	VIKING COCA-COLA BOTTLING CO.	\$329.25	O
Invoice Nbr - Description					GL Account	Amount
3345761 - INVENTORY					609.00000.14200	\$329.25
36974	C	1/31/2024	7148	ZIMMER, TABITHA	\$200.00	O
Invoice Nbr - Description					GL Account	Amount
038 - KARAOKE NIGHT					609.49775.03120	\$200.00
ADT SECURITY SERVICES	E	1/17/2024	927	ADT SECURITY SERVICES	\$145.19	C
Invoice Nbr - Description					GL Account	Amount
1036797636 - Bar Video/QSP					609.49775.04300	\$145.19
ADT SECURITY SERVICES	E	1/17/2024	927	ADT SECURITY SERVICES	\$345.41	C
Invoice Nbr - Description					GL Account	Amount
1037134881 - Store-Bar Alarm/Store Video					609.49775.04300	\$43.17
1037134881 - Store-Bar Alarm/Store Video					609.49755.04300	\$259.07
1037134881 - Store-Bar Alarm/Store Video					609.49755.04300	\$43.17
CITY OF HINCKLEY	E	1/5/2024	249	CITY OF HINCKLEY	\$416.92	C
Invoice Nbr - Description					GL Account	Amount
12132023 - W&S Utilities ACH					609.49775.03820	\$333.54
12132023 - W&S Utilities ACH					609.49755.03820	\$83.38
CITY OF HINCKLEY	E	1/24/2024	249	CITY OF HINCKLEY	\$408.93	V
Invoice Nbr - Description					GL Account	Amount
01172024 - W&S Utilities ACH					609.49775.03820	\$327.14

Accounts Payable Check Register Report - Northview Bank (FLS)-5500290

For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
			01172024 - W&S Utilities ACH	609.49755.03820	\$81.79	
IRS EFTPS	E	1/5/2024	7107	IRS EFTPS	\$3,163.82	C
			Invoice Nbr - Description	GL Account	Amount	
			44507686 - FEDERAL WITHHOLDING	609.00000.21701	\$1,049.26	
			44507686 - FEDERAL WITHHOLDING	609.00000.21703	\$2,114.56	
IRS EFTPS	E	1/17/2024	7107	IRS EFTPS	\$3,105.15	C
			Invoice Nbr - Description	GL Account	Amount	
			41190103 - FEDERAL WITHHOLDING	609.00000.21701	\$969.05	
			41190103 - FEDERAL WITHHOLDING	609.00000.21703	\$2,136.10	
IRS EFTPS	E	1/31/2024	7107	IRS EFTPS	\$3,008.65	C
			Invoice Nbr - Description	GL Account	Amount	
			42865060 - FEDERAL WITHHOLDING	609.00000.21701	\$933.25	
			42865060 - FEDERAL WITHHOLDING	609.00000.21703	\$2,075.40	
KASEYA US LLC	E	1/5/2024	7238	KASEYA US LLC	\$200.00	C
			Invoice Nbr - Description	GL Account	Amount	
			INV2464548810873 - Bar POS Software Maintenance/Upgrades	609.49775.04370	\$14.75	
			INV2464548810873 - Bar POS Software Maintenance/Upgrades	609.00000.22810	(\$14.75)	
			INV2464548810873 - Bar POS Software Maintenance/Upgrades	609.49775.03140	\$200.00	
MN DEFERRED COMPENSATION PLAN	E	1/5/2024	1082	MN DEFERRED COMPENSATION PLAN	\$480.00	C
			Invoice Nbr - Description	GL Account	Amount	
			1152184519 - DEFFERED COMP	609.00000.21705	\$480.00	
MN DEFERRED COMPENSATION PLAN	E	1/17/2024	1082	MN DEFERRED COMPENSATION PLAN	\$360.00	C
			Invoice Nbr - Description	GL Account	Amount	
			1155822726 - DEFERRED COMP	609.00000.21705	\$360.00	
MN DEFERRED COMPENSATION PLAN	E	1/31/2024	1082	MN DEFERRED COMPENSATION PLAN	\$420.00	C
			Invoice Nbr - Description	GL Account	Amount	
			1159324997 - DEFERRED COMP	609.00000.21705	\$420.00	
MN Dept of Human Services	E	1/5/2024	7109	MN Dept of Human Services	\$355.32	C
			Invoice Nbr - Description	GL Account	Amount	
			0102240525 - CHILD SUPPORT	609.00000.21714	\$355.32	
MN Dept of Human Services	E	1/17/2024	7109	MN Dept of Human Services	\$355.32	C
			Invoice Nbr - Description	GL Account	Amount	
			0116240401 - CHILD SUPPORT	609.00000.21714	\$355.32	
MN Dept of Human Services	E	1/31/2024	7109	MN Dept of Human Services	\$355.32	C
			Invoice Nbr - Description	GL Account	Amount	

Accounts Payable Check Register Report - Northview Bank (FLS)-5500290

For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
			0129240463 - CHILD SUPPORT	609.00000.21714	\$355.32	
MN DEPT OF REVENUE	E	1/5/2024	111	MN DEPT OF REVENUE	\$538.13	C
			Invoice Nbr - Description	GL Account	Amount	
			1-841-383-776 - STATE WITHHOLDING	609.00000.21702	\$538.13	
MN DEPT OF REVENUE	E	1/17/2024	111	MN DEPT OF REVENUE	\$548.12	C
			Invoice Nbr - Description	GL Account	Amount	
			1-599-142-240 - STATE WITHHOLDING	609.00000.21702	\$548.12	
MN DEPT OF REVENUE	E	1/24/2024	111	MN DEPT OF REVENUE	\$25,833.00	C
			Invoice Nbr - Description	GL Account	Amount	
			0-386-480-480 - MONTHLY SALES TAX	609.00000.22800	\$25,904.78	
			0-386-480-480 - MONTHLY SALES TAX	609.00000.22810	\$38.63	
			0-386-480-480 - MONTHLY SALES TAX	609.49775.04370	(\$98.71)	
			0-386-480-480 - MONTHLY SALES TAX	609.49775.04370	(\$11.70)	
MN DEPT OF REVENUE	E	1/31/2024	111	MN DEPT OF REVENUE	\$535.24	C
			Invoice Nbr - Description	GL Account	Amount	
			0-405-218-656 - STATE WITHHOLDING	609.00000.21702	\$535.24	
MN ENERGY RESOURCES	E	1/5/2024	634	MN ENERGY RESOURCES	\$364.93	C
			Invoice Nbr - Description	GL Account	Amount	
			4841619399 - Gas Utility ACH	609.49755.03830	\$105.83	
			4841619399 - Gas Utility ACH	609.49775.03830	\$259.10	
MN ENERGY RESOURCES	E	1/24/2024	634	MN ENERGY RESOURCES	\$531.32	V
			Invoice Nbr - Description	GL Account	Amount	
			4879325264 - Gas Utility ACH	609.49755.03830	\$154.08	
			4879325264 - Gas Utility ACH	609.49775.03830	\$377.24	
MN PERA	E	1/5/2024	7108	MN PERA	\$1,953.26	C
			Invoice Nbr - Description	GL Account	Amount	
			731960 - PERA	609.00000.21704	\$1,953.26	
MN PERA	E	1/17/2024	7108	MN PERA	\$1,972.95	C
			Invoice Nbr - Description	GL Account	Amount	
			733925 - PERA	609.00000.21704	\$1,972.95	
MN PERA	E	1/31/2024	7108	MN PERA	\$1,899.07	C
			Invoice Nbr - Description	GL Account	Amount	
			735439 - PERA	609.00000.21704	\$1,899.07	
MN POWER-CITY/FLS	E	1/10/2024	181	MN POWER-CITY/FLS	\$247.29	C
			Invoice Nbr - Description	GL Account	Amount	
			093885005529 - Electric Utility ACH	609.49755.03810	\$71.71	
			093885005529 - Electric Utility ACH	609.49775.03810	\$175.58	

Accounts Payable Check Register Report - Northview Bank (FLS)-5500290

For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
						Cleared
					\$181,005.11	
						Outstanding
					\$72,695.54	
						Void
					\$1,643.37	

Accounts Payable Check Register Report - Northview Bank (EDA)-1109024

For The Fiscal Periods Range From 2024-1 To 2024-1

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status						
2227	C	1/9/2024	1307	JD HEATING AND AIR LLC	\$585.00	C						
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>3734 - PW Shop SE Hanging Heater Inducer Motor</td> <td>700.46500.04090</td> <td>\$585.00</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	3734 - PW Shop SE Hanging Heater Inducer Motor	700.46500.04090	\$585.00		
Invoice Nbr - Description	GL Account	Amount										
3734 - PW Shop SE Hanging Heater Inducer Motor	700.46500.04090	\$585.00										
2228	C	1/9/2024	175	LEDIN & HOFSTAD, LTD	\$87.50	C						
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>10802(700) - December Legal</td> <td>700.46500.03040</td> <td>\$87.50</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	10802(700) - December Legal	700.46500.03040	\$87.50		
Invoice Nbr - Description	GL Account	Amount										
10802(700) - December Legal	700.46500.03040	\$87.50										
2229	C	1/11/2024	132	DAGGETT'S FRESH FOODS	\$53.90	C						
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>00064832 - 1/10/24 EDA Lunch Meeting</td> <td>700.46500.02180</td> <td>\$53.90</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	00064832 - 1/10/24 EDA Lunch Meeting	700.46500.02180	\$53.90		
Invoice Nbr - Description	GL Account	Amount										
00064832 - 1/10/24 EDA Lunch Meeting	700.46500.02180	\$53.90										
2230	C	1/23/2024	800	NORTHERN TECHNOLOGY INITIATIVE	\$850.00	O						
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>257 - FY 2024 Membership Dues for East Central Development Partnership</td> <td>700.46500.04330</td> <td>\$850.00</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	257 - FY 2024 Membership Dues for East Central Development Partnership	700.46500.04330	\$850.00		
Invoice Nbr - Description	GL Account	Amount										
257 - FY 2024 Membership Dues for East Central Development Partnership	700.46500.04330	\$850.00										
CITY OF HINCKLEY	E	1/10/2024	249	CITY OF HINCKLEY	\$50.70	C						
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>11302023(700) - W&S Utilities ACH</td> <td>700.46500.03820</td> <td>\$50.70</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	11302023(700) - W&S Utilities ACH	700.46500.03820	\$50.70		
Invoice Nbr - Description	GL Account	Amount										
11302023(700) - W&S Utilities ACH	700.46500.03820	\$50.70										
					Cleared	\$777.10						
					Outstanding	\$850.00						
					Void	\$0.00						

City of Hinckley
Payroll Check Register

For The Date Range From 1/1/2024 To 1/31/2024

For All Employees And For Outstanding, Cleared, Voided Checks

Check No.	Date	Name	Transaction Type	Amount	Status
R319E13	1/2/2024	King, Sharon M	eCheck	\$329.56	C
12422	1/2/2024	Colsch-Alfson, Trina A	Check	\$440.59	O
R319E57	1/2/2024	Bramer, Michael W	eCheck	\$635.40	C
R319E17	1/2/2024	Myrvold, Lavonne K	eCheck	\$635.21	C
R319E16	1/2/2024	Martin, Rebecca A	eCheck	\$696.35	C
R319E14	1/2/2024	LaBarre, Robert R	eCheck	\$438.27	C
R319E11	1/2/2024	Colsrud, Tracey L	eCheck	\$534.28	C
R319E10	1/2/2024	Bottelson, Kristen K	eCheck	\$281.18	C
R319E9	1/2/2024	Armstrong, George B	eCheck	\$606.71	C
R319E8	1/2/2024	Taggart, Phillip B	eCheck	\$1,368.39	C
R318E17	1/2/2024	Myrvold, Lavonne K	eCheck	\$91.85	C
R318E1	1/2/2024	Barmettler, Thomas M	eCheck	\$1,938.03	C
R319E15	1/2/2024	Lindner, Kimberly K	eCheck	\$1,035.73	C
R319E5	1/2/2024	Grinsteinner, Leanne	eCheck	\$698.76	C
R318E7	1/2/2024	Kohler, Travis L	eCheck	\$1,419.96	C
R318E6	1/2/2024	Dunagan, Richard D	eCheck	\$1,536.66	C
R318E45	1/2/2024	Perry, Mark	eCheck	\$1,882.85	C
R318E58	1/2/2024	Hosler, Kristy L	eCheck	\$1,214.18	C
R318E70	1/2/2024	Vork, Branden J	eCheck	\$893.25	C
R318E80	1/2/2024	Jackson, Leah M	eCheck	\$800.00	C
R318E80	1/2/2024	Jackson, Leah M	eCheck	\$842.05	C
R321E13	1/16/2024	King, Sharon M	eCheck	\$275.91	C
R321E17	1/16/2024	Myrvold, Lavonne K	eCheck	\$690.46	C
R321E15	1/16/2024	Lindner, Kimberly K	eCheck	\$1,086.82	C
R321E16	1/16/2024	Martin, Rebecca A	eCheck	\$775.81	C
R321E14	1/16/2024	LaBarre, Robert R	eCheck	\$440.57	C
R321E57	1/16/2024	Bramer, Michael W	eCheck	\$799.62	C
R321E81	1/16/2024	Colsch-Alfson, Trina A	eCheck	\$436.47	C
R322E20	1/16/2024	Burkhardt, Tim	eCheck	\$184.70	C
R322E24	1/16/2024	Zeman, Donald	eCheck	\$193.93	C
R321E11	1/16/2024	Colsrud, Tracey L	eCheck	\$512.48	C
R320E6	1/16/2024	Dunagan, Richard D	eCheck	\$2,082.93	C
R322E21	1/16/2024	Frank, John A	eCheck	\$161.61	C
R321E10	1/16/2024	Bottelson, Kristen K	eCheck	\$304.75	C
R321E9	1/16/2024	Armstrong, George B	eCheck	\$608.69	C
R321E8	1/16/2024	Taggart, Phillip B	eCheck	\$1,473.73	C
R321E5	1/16/2024	Grinsteinner, Leanne	eCheck	\$710.64	C
R320E80	1/16/2024	Jackson, Leah M	eCheck	\$848.95	C
R320E80	1/16/2024	Jackson, Leah M	eCheck	\$800.00	C
R320E70	1/16/2024	Vork, Branden J	eCheck	\$1,578.97	C
R320E58	1/16/2024	Hosler, Kristy L	eCheck	\$1,217.01	C
R320E45	1/16/2024	Perry, Mark	eCheck	\$1,952.99	C
R320E7	1/16/2024	Kohler, Travis L	eCheck	\$1,509.29	C
R323E25	1/16/2024	Hopkins, Keith	eCheck	\$380.49	C

City of Hinckley
Payroll Check Register

For The Date Range From 1/1/2024 To 1/31/2024

For All Employees And For Outstanding, Cleared, Voided Checks

Check No.	Date	Name	Transaction Type	Amount	Status
R320E1	1/16/2024	Barmettler, Thomas M	eCheck	\$2,071.03	C
R320E17	1/16/2024	Myrvold, Lavonne K	eCheck	\$66.63	C
R323E68	1/16/2024	Reggin, Joseph A	eCheck	\$364.60	C
R322E56	1/16/2024	Hopkins, Judy M	eCheck	\$161.61	C
R323E72	1/16/2024	Metzler, Michael J	eCheck	\$496.84	C
R322E76	1/16/2024	Scharpnick, Jace D	eCheck	\$161.61	C
R323E66	1/16/2024	Ring, Meghan E	eCheck	\$332.65	C
R323E65	1/16/2024	Bergin, Daniel J	eCheck	\$95.85	C
R323E64	1/16/2024	Olson, Corrine M	eCheck	\$74.07	C
R323E54	1/16/2024	Hoffmann, Tyler J	eCheck	\$299.21	C
R323E43	1/16/2024	Stiel, Tony	eCheck	\$203.36	C
R323E42	1/16/2024	Slater, Timothy	eCheck	\$507.00	C
R323E41	1/16/2024	Skutevik, Justin I	eCheck	\$658.64	C
R323E40	1/16/2024	Pardun, Gregory	eCheck	\$859.78	C
R323E39	1/16/2024	McFerran II, Lewis F	eCheck	\$689.12	C
R323E26	1/16/2024	Chose, William J	eCheck	\$539.51	C
R323E37	1/16/2024	Hopkins, Bradley D	eCheck	\$300.69	C
R323E35	1/16/2024	Grice, Scott A	eCheck	\$213.52	C
R323E34	1/16/2024	Grinsteinner, Steve	eCheck	\$268.74	C
R323E33	1/16/2024	Grinsteinner, Parker S	eCheck	\$148.13	C
R323E32	1/16/2024	Gorsegner, Brian B	eCheck	\$245.47	C
R323E31	1/16/2024	Golly, Elliott	eCheck	\$1,343.32	C
R323E30	1/16/2024	Golly, Ashley D	eCheck	\$236.78	C
R323E29	1/16/2024	Drager, Arthur W	eCheck	\$233.83	C
R323E28	1/16/2024	Defenbaugh, Michael D	eCheck	\$623.74	C
R323E38	1/16/2024	Lindgren, Ryan A	eCheck	\$310.85	C
R326E9	1/29/2024	Armstrong, George B	eCheck	\$758.66	C
R326E10	1/29/2024	Bottelson, Kristen K	eCheck	\$472.84	C
R326E11	1/29/2024	Colsrud, Tracey L	eCheck	\$453.50	C
R326E13	1/29/2024	King, Sharon M	eCheck	\$159.28	C
R326E14	1/29/2024	LaBarre, Robert R	eCheck	\$352.65	C
R326E15	1/29/2024	Lindner, Kimberly K	eCheck	\$998.32	C
R326E16	1/29/2024	Martin, Rebecca A	eCheck	\$735.79	C
R326E8	1/29/2024	Taggart, Phillip B	eCheck	\$1,570.25	C
R326E57	1/29/2024	Bramer, Michael W	eCheck	\$640.52	C
R324E58	1/29/2024	Hosler, Kristy L	eCheck	\$1,200.71	C
R326E17	1/29/2024	Myrvold, Lavonne K	eCheck	\$546.32	C
R326E5	1/29/2024	Grinsteinner, Leanne	eCheck	\$655.84	C
R325E45	1/29/2024	Perry, Mark	eCheck	\$1,248.84	C
R325E1	1/29/2024	Barmettler, Thomas M	eCheck	\$1,213.24	C
R324E80	1/29/2024	Jackson, Leaha M	eCheck	\$955.95	C
R324E1	1/29/2024	Barmettler, Thomas M	eCheck	\$2,071.03	C
R324E70	1/29/2024	Vork, Branden J	eCheck	\$1,193.87	C
R324E45	1/29/2024	Perry, Mark	eCheck	\$2,028.89	C

City of Hinckley
Payroll Check Register

For The Date Range From 1/1/2024 To 1/31/2024

For All Employees And For Outstanding, Cleared, Voided Checks

Check No.	Date	Name	Transaction Type	Amount	Status
R324E17	1/29/2024	Myrvold, Lavonne K	eCheck	\$186.90	C
R324E7	1/29/2024	Kohler, Travis L	eCheck	\$1,563.02	C
R324E6	1/29/2024	Dunagan, Richard D	eCheck	\$1,809.98	C
R326E81	1/29/2024	Colsch-Alfson, Trina A	eCheck	\$245.99	C
R324E80	1/29/2024	Jackson, Leaha M	eCheck	\$800.00	C
			Total	\$70,715.05	