

City of Glyndon

Minnesota



City Council:

Mayor Tracy Tollefson
Justin Schreiber
Bryant DeVries
Patrick McCoy
Steven Ring

Glyndon City Council Packet

September 27th, 2023, at 6:00 p.m.

City Hall Council Chambers



Agenda for Glyndon City Council
9/27/2023 – 6:00 p.m.
Regular Council Meeting
City Hall Council Chambers

1. **Call to Order:** Mayor Tracy Tollefson
2. **Roll Call**
3. **Motion to Approve Consent Agenda**
 - a. **9/6/2023 – Special Meeting Minutes**
 - b. **9/13/2023 – Council Meeting Minutes**
 - c. **Approve Resolution of Payments**
 - **Approve Using \$708.76 of ARPA Funds for 16 Chairs for Guests to use in the Council Chambers**
 - **Approve Using \$432.00 of ARPA Funds for Roll-off at Johnson Park for Equipment Removal**
 - **Approve Using \$650.00 of ARPA Funds for Mini Excavator for Removal of Park Equipment at Johnson Park**
 - **Accept \$1,050 Check from Midco for Glyndon Days Radio Advertising**
 - **Accept Resignation Letter from Administrative Assistant Heather Johnson as of October 6, 2023**
4. **Any Additions to the Agenda** (*urgent items only please*)
5. **Motion to Approve Agenda**
6. **Mayor/Department Reports**
 - a. **Justin Vogel, Police Chief**
 - b. **Travis Braton, Public Works Supervisor**
 - **Christmas Tree Lighting Discussion**
 - c. **Bob Cuchna, Fire Chief**
 - d. **Wendy Affield, City Clerk**
 - **HR Committee Requested Affield to Advertise for the Administrative Assistant Position**
 - **Discuss Extra Hours Worked and Vacation Time Overage**
 - e. **Tracy Tollefson, Mayor**
7. **Committee Reports**
 - a. **Nuisance Committee Update**
8. **Old Business / Unfinished Business Update**
 - a. **Discussion Concerning Curbside Recycling - \$7.00 Charge to Utility Bill under Recycling with a \$2.00 Credit on the Garbage Portion of the Utility Bill – \$5.00 would be the Total Charge for Curbside Recycling** (*possibly a \$1.00 monthly recycling credit may be available*) (*Sabin will be starting soon*)
 - b. **2024 Budget Review/Adjustments**
 - c. **Set Preliminary Levy Percentage** (*need a motion*)

9. New Business

- a. Update on “Rebels United” Positive Community Norms – Jason McCoy** *(if anyone would like to join their Community Coalition please visit with Jason after the meeting)*

10. Time to Discuss the Additions to the Agenda *(only discuss if added and approved in #4 above)*

- 11. Open Forum – Public Comments/Concerns** - **this is the time for the General Public to address the Council regarding a City Business item that is not on the agenda. Typically, decisions will not be made at this meeting but will be referred to staff for further research. The Open Forum shall not be used to make political statements, political endorsements or for any political campaign purposes.*

12. Miscellaneous Announcements & Recognitions

- a. Thank Heather Johnson for her 4 ½ years of service to the City**

13. Adjournment

The Next Council Meeting is Scheduled for Wednesday October 11th, 2023, at 7:00 a.m.

Special Meeting - Nuisance Ordinance #194
Glyndon Community Center
Wednesday, September 6, 2023 @ 6:00 P.M.

1. Call To Order: Mayor Tollefson called the meeting to order at 6:00 P.M.

2. Roll Call – Mayor Tracy Tollefson; Council Members Justin Schreiber, Patrick McCoy, Bryant DeVries & Steven Ring; Police Chief Justin Vogel; Public Works Superintendent Travis Braton; City Attorney Ken Norman; Fire Chief Bob Cuchna and City Clerk Wendy Affield.

Attendees: Joe Irish; Carter & Twila Neset; Shonna Severson; Jo High; Craig Casler; Janice Jones; Allan Tollagson; Pat Mehrer; Cathie & Mahlon Karppinen; Karan Ambuehl; Nick Olek; Kris & Merle Johnson; Nancy Barbee; Kim Savageau; Mike Wardlow; Micah Thureen, Camilla & Jim Masseth; Joe Fortier.

Absent: None.

3. Discussion Concerning Draft Copy of Nuisance Ordinance #194 – Mayor Tollefson said there was a lot of feedback from the previous Public Meeting, and tonight they will be reviewing each section with the assistance of City Attorney Ken Norman:

General Provisions – No questions.

Public Nuisances – *Parts 1 & 2:* No questions. A resident asked where the information put into this ordinance came from. Mayor Tollefson explained if you look at the front page you will see what City ordinances have been combined into this one along with some information from surrounding areas. Mayor Tollefson informed the audience the plan tonight is to have Council review and discuss and then ask the audience if they have any questions. McCoy said *Part 3b* will need to be reworded based on the wording of “promiscuous sexual intercourse.” Norman explained this language/verbiage originates from Minnesota statutes. He said cities are able to institute ordinances that are more restrictive than state statutes, and Council has the right to remove the wording if they wish. Ring said he reads this sentence as pertaining to businesses, not personal or private residences. Council agreed to keep it in the ordinance as stated. *Parts 4 & 5:* No questions.

Public Nuisances Affecting Peace and Safety – Mayor Tollefson asked if anyone has any changes for this section. No changes were made so Council moved on.

Inoperable Vehicles – Mayor Tollefson said the timeframe for registered and unregistered vehicles was changed, but there are no other updates or changes at this time. DeVries mentioned that Council should look at changing something with collector/classic vehicles. Mayor Tollefson asked if he means a classic vehicle that is not registered would be allowed. A resident asked if she was gone for thirty (30) days and if her vehicle did not move would she be in violation. Council stated she would not be in violation because her car would be registered and Affield mentioned the section is for inoperable vehicles where they do not run.

Nuisance Parking & Storage – *Unlawful Parking & Storage:* Mayor Tollefson said this section had been updated to reflect the City right-of-way measurement. Braton explained the measuring will be 33-ft. from the center of the street. *Parts c) i & ii:* Schreiber said this needs more discussion, regarding the pavement, concrete, or graveled parking surface wording. McCoy agreed and wants to look at the

number of vehicles allowed to be stored in a yard. Chief Vogel said the City right-of-way requirement will take care of this, so an actual number of vehicles is not needed. Council discussed removing part (i) entirely which included the section of no more than four (4) vehicles per lawful dwelling unit. Ring thinks we will need to put definitions together concerning vehicles, campers, and trailers so there are no misconceptions. Mayor Tollefson looked at (ii) *Vehicles or trailers that are parked or stored outside must be on a paved, concrete, or graveled parking surface or driveway area*. She thought they discussed it did not have to be on paved or concrete. Chief Vogel reminded Council of the difference between the front and back parts of a property, and what needs to be on a parking surface and what can be on grass. Mayor Tollefson said they discussed allowing trailers and campers on grass in a backyard, but not vehicles as long as the mowing was done around the item and registered. DeVries would like to think about this section more. Mayor Tollefson believes we had talked about trailers, campers, ice/fish houses would be allowable in the back yards if needed, but no vehicles. Schreiber suggested removing vehicles from this section. Chief Vogel mentioned you could separate and have (i) be the front yard and (ii) be the back yard under (c). A resident asked what is considered your front yard and what is considered your backyard. McCoy said it would be the front of your house like where a fence can be installed. A question was asked concerning garages in your backyard and how will that be handled. Chief Vogel stated we do not want to nick pick things but want to make sure stuff does not get out of hand. Mayor Tollefson thinks there needs to be some clarity on what a vehicle is and asked Schreiber and DeVries what they thought. DeVries is wondering if a lawn mower is considered a vehicle or a snowmobile and has concerns with this section of the ordinance.

**At this time of the meeting, several attendees begin questioning the need for this ordinance, who implemented it, and their concern over the criminality inferred if someone is in violation. DeVries explained this ordinance stemmed from a property that was a mess for several years and the City had no leverage to get it taken care of, so in order to have some leverage so that does not happen again some people think this is necessary. Affield stated it was actually two (2) incidences that were taken care of last year. Someone from the audience stated there has been more than just those two. Casler was questioning why we need the ordinance when we all get along fine. Another resident understands you have to have some teeth and some bite but the people he has visited with are feeling like they are being persecuted for how their yard might look. Jones addressed Council by stating how the City has not kept up with the growth and population and a lot of things were just little things, but now common sense is no longer common and there are disagreements that need to be addressed. She does not think the City is overstepping by trying to adopt what every city in every state has had to do with developing some guidelines. She does not think this is aiming at anyone in particular, but we do have to have some guidelines so the people we elect and hire to run the City have to have some guidelines, they have to have the support of their community, that is why they are asking for input from all of us. Casler is concerned about individuals receiving a misdemeanor over not following the ordinance. Chief Vogel asked if City Attorney Ken Norman could explain the difference between the violations.

Norman explained this ordinance in fact is attempting to take away the criminal aspects of any violations and move more towards handling issues with administrative fees. He said the City's previous ordinances only dealt with misdemeanor infractions which ultimately lead to court cases, and now the City is improving its side of enforcement by attempting a different way. Casler questioned the notification process. Norman explained when you put together ordinances or statutes you are not going to fine line detail virtually everything that has to take place within that statute, there are going to be discretionary moves made by whomever is going to enforce the statutes. Mayor Tollefson reminded all present that tonight's meeting is not to finalize this ordinance. She said the goal is not to turn Glyndon into Minneapolis, or to try and emulate a big city, but rather to have the ability to enforce some clean up. McCoy said everyone's opinions will vary, but the Council has to have an ordinance that finds common ground for these nuisances.

**A resident said Council should listen to the individuals here who are saying they do not want this ordinance. Affield mentioned again, like she did at the last meeting, City Hall does receive calls concerning these issues from people that are not going to come to these meetings because they are happy with the ordinance. Mayor Tollefson explained how expensive the process is to have to tear down a house and this is a way of trying to keep properties cleaned up, so it does not get to that point. McCoy explained to the audience they could have just done their readings of the ordinance and have passed it but they as a Council would like to hear input from the residents. Another attendee came forward to ask the Council how residents can approach the City to voice their concerns or suggestions? This person said they have tried to share the ordinance information on their personal social media pages, but a lot of people are not comfortable with voicing their opinions in public or are not able to attend these forums.

Affield said anyone is welcome to send an email to City Hall, and Mayor Tollefson also suggested the City could have an anonymous survey posted to its website for people to comment, or have people submit a form for feedback. She said they can add more information to the monthly newsletter and on the City Facebook page, too. Thureen suggested not to have the survey anonymous because you do not know how many times a person for it or against it will fill it out. The names would not be released to the public if this was going to be done.

Schreiber went back to trying to determine the section on unlawful parking and storage, and said he still wants to discuss the number of allowable vehicles and define what “vehicles” will be. A resident asked what the fees would be if the ordinance is not followed. Mayor Tollefson informed the residents Ordinance #166 would be where the fees would be found once they are approved. Norman questioned at what point does it move from residential property with a few toys on it to being a storage facility or a junkyard. Ring suggested MNDOT would have written definitions of what constitutes a vehicle. DeVries suggested reading letter (K) and feels that section solves a lot of these concerns. Chief Vogel stated the wording is a lot of what was in the old ordinances, but we needed more teeth to it. Mayor Tollefson and DeVries both pondered whether you could put a physical number on someone’s hobbies? Ring wonders if we just want to give a number of vehicles or trailers to someone parks in their backyard on the grass, as a community do you want your neighbor to be allowed to park whatever they want back there like a reefer. Mayor Tollefson gave an example of a call she has received concerning a person wondering what can be done with her neighbor who has several vehicles in their backyard, and I have to look at them every day. Savageau feels that after the heading “Definitions” it should not have a letter in front of it because it is very confusing, stating you have both definitions and policies mixed. You cannot enforce definitions; it needs to be under a different section. Savageau tried to explain how policy and procedures work with ordinances. Chief Vogel wondered if the ordinance should be broken down into smaller areas or have things separated into a few ordinances. Some of the Council agreed this area needs more discussion.

Removal of Snow & Ice – From Sidewalks: Mayor Tollefson said some wording here was changed to reflect snow removal requirements to within 24 hours after a snowfall event. DeVries said he wants to suggest the City maintain both sides of Parke Avenue and disregard the small section of sidewalk along 2nd Street as it has not been maintained or used in years. Chief Vogel said the City has to be aware of any new developments that will have sidewalks as well. Braton also said he is unsure if the V-Boss plow will work on a smaller sidewalk. Chief Vogel suggested Council put in wording that would recuse 2nd Street properties from having to maintain this section. After hearing some negative responses regarding how Parke Avenue snow is cleared, Mayor Tollefson suggested this section be re-looked at and perhaps remove certain parts.

Open Burning – Cuchna feels this whole section should be removed, as some rules are incorrect, and others are misconstrued. He said some of this section follows MN State Fire Code, yet other parts do

not but would still be considered beneficial to the City. Norman stated he does not have any problems with these changes except he feels any part needing a permit should be kept in, as this is the only way to enforce a fee. He said the only issue with following the state fire code is that the only person who has a copy is Cuchna, so from an accessibility standpoint he would like to see the ordinance include what the City deems important, so it is easier for people to find. Ring said his suggestion would be to put wording in the ordinance that tells people to review the state codes, as well as information and reminders about open burning. Cuchna cautions against that as the state codes are really complex and something important might get left out unintentionally. Chief Vogel said this is why the City needs an ordinance, so that nothing is omitted. Cuchna began to read aloud the state statutes regarding open burning and recreational burning, and said this is the wording he would recommend for the ordinance. Chief Vogel asked if residents have questions or when there are violations should Cuchna's cell phone be listed as the contact? Cuchna said yes, and added that for burning bans the enforcement goes through the County Sheriff's office. Norman said this is all fine but the ordinance will need a specific statute otherwise there is nothing to enforce. Affield added that Dilworth has these sections in their nuisance ordinance too. Mayor Tollefson asked Cuchna to send a copy of the state codes to Affield. Braton asked Cuchna to clarify as he has read and printed out the state requirements and what they already have in the ordinance now is the same, but Cuchna expects residents to seek out the 800-page state fire code if they have questions? Mayor Tollefson interjected and asked Cuchna to provide any statutes that are not currently in the ordinance. She asked that he clean up the verbiage and requirements for Council, and Norman added there needs to be definitions. Cuchna said he has something written up that he will share, and pointed out there is a spot on the City website that residents can access regarding recreational fire rules Ring would like to make sure the clear definition for what you need a permit for is included and what that definition is. Chief Vogel stated, you should not need a burn permit in town, Cuchna agreed.

Noise Control – Mayor Tollefson said there were some changes to the wording regarding honking of a vehicle's horn, and no other updates have been made other than adding in generators. Chief Vogel recommended adding some verbiage regarding exceptions during emergencies, such as when the power goes out and a generator might have to run for some time. DeVries said the original discussion was regarding "reefer" semi-trucks running at night in residential areas. Mayor Tollefson asked Affield to make note of this section as they will need to go through it again.

Nuisance Penalties & Abatement – "Enforcement Officer" – Mayor Tollefson said this section pertains to "enforcement officers." Schreiber said there has been some concern due to the wording that any person appointed by the City can just enter a residence at will. Norman gave the example of 418 2nd Street, and how an administrative warrant was needed to access the property. He said the same applies to this, with an enforcement officer only being able to enter a property with a warrant. Chief Vogel cautions that part (*E*) should have the sentence at the end removed, as it could be misconstrued or seen as a threat. Norman said this wording is only necessary to denote who the City has authorized to be an enforcement officer. Chief Vogel said this is not just Police Officers but can include the Building Inspector or City maintenance personnel. Norman suggested changing the wording to be more specific regarding "purposes of entry." He said the enforcement officer will depend on the type of violation, ranging from fire code issues to building inspection issues. Mayor Tollefson said they can look to add some more definitions to clarify things.

Chief Vogel offered to those in attendance that if they have questions or feel like they could potentially be in violation of one of these sections, to give him a call and he will come out and take a look. He said he and Council are an open book through this process and are willing to answer any questions.

4. Open Forum – A resident asked to go back to the sidewalk clearing portion, and said the City should declare the west sidewalk on Parke Avenue closed during the winter months. He said this would alleviate the residents from having to deal with the huge amounts of snow piling up when the street gets plowed. Another resident said this poses a problem for kids walking to school. A question was then asked about the wording “all public exposure of people having a contagious disease.” Vogel ventured this wording may have come directly from the League of MN Cities. A couple other residents expressed some additional concern regarding the “enforcement officer” section. A recommendation was to include wording that states an administrative warrant would need to be obtained prior to the enforcement officer being able to enter a property. Another resident questioned the constitutionality of this section, and asked to hear more from Norman. A question was then asked to clarify more what the “City right-of-way” measurements will be in terms of alleyways. Braton said he will look into it with the City Engineer. Another suggestion from a resident was to separate the commercial requirements from the residential requirements.

Mayor Tollefson said the continuing review of the ordinance will now go to the subcommittee, and by the next regular meeting they should have some of these suggestions and changes made. Cuchna said he will make sure to get some simplified definitions regarding open burning and recreational burning to the Council.

5. Adjournment – The special meeting ended at 8:01 p.m. with a motion made by Steven Ring, seconded by Justin Schreiber. All in favor.
Motion Carried.

Tracy Tollefson, Mayor

Wendy Affield, City Clerk/Treasurer

Heather Johnson, Administrative Assistant

September 6, 2023 – Special Meeting Minutes – Nuisance Ordinance #194

**Glyndon City Council
9/13/2023 – 7:00 A.M.
Regular Council Meeting
Council Chambers**

1. Call to Order: Mayor Tracy Tollefson called the meeting to order at 7:00 a.m.

2. Roll Call: Council Members Present: Patrick McCoy, Bryant DeVries, & Steven Ring; Police Chief Justin Vogel; Public Works Superintendent Travis Braton; City Clerk Wendy Affield.

As Per Sign in Sheet:

Virtual Attendees: Jason Murray (David Drown Associates); City Engineer Kris Carlson; guest Harmonie Hoffman

Absent: Council Member Justin Schreiber

3. Motion to Approve Consent Agenda – A motion to approve the consent agenda was made by Steven Ring, seconded by Patrick McCoy. All in favor.
Motion Carried.

a. 8/23/2023 – Public Meeting Minutes

b. 8/23/2023 – Council Meeting Minutes

c. Approve Resolution of Payments

- **Accept Donation Check of \$1,089 from UC Hope for the Police Department’s “Shop With A Cop” Program**
- **Approve Using \$8,702.80 of ARPA Funds to Purchase the V-Boss from Bert’s Trucking to Move Snow at the Ponds and Lift Stations**
- **Approve Ordering Seven Chairs from Office Max for the Council Chambers for \$1,518.82**

4. Any Additions to the Agenda –

• **Cleaning of Highline Wires – Steven Ring** – Ring wanted to quickly address and ask who is responsible for cleaning of highline wires behind residential properties? DeVries said it would be the responsibility of the electric company to clear any branches away from wires.

5. Motion to Approve the Agenda – A motion to approve the agenda was made by Steven Ring, seconded by Bryant DeVries. All in favor.
Motion Carried.

6. Open Forum – Public Comments/Concerns –

• **Harmonie Hoffman – Public Health Issues and Related Factors** – Hoffman said she wanted to share some statistics regarding divorce and school children. She said 1 out of every 2 children in school are a product of divorced parents. Hoffman said these children are likely dealing with mental health issues, and so education on how to help them is key. She said she became aware earlier this year that the summer student staff may not have been aware of mandatory guidelines and reporting, and with the new nuisance ordinance she wonders how the City will handle school employees that are not educated properly? She feels it is very important to have the right educators to help assist those children who are

dealing with divorce. Vogel said all school staff are required to be mandated reporters, and Social Services provides training on this every year. Hoffman said she is questioning the student staff who are in charge of Rebel Kids Care, and learned that most of those student employees are not properly trained. Mayor Tollefson said she works for the school and also very closely with the Rebel Kids Care program, and agreed with what Vogel said that all school staff is properly trained to be mandated reporters. She said training is completed upon hiring, so if Hoffman has other questions she can meet with her on that. Mayor Tollefson also added that from a City standpoint, this does not really fall under the nuisance ordinance. Hoffman said she just wanted to clarify a few things and thanked the Council for answering her questions.

7. Department Reports – Committee Reports -

a. Justin Vogel, Police Chief – Vogel said his department continues to be busy and is hoping to be fully staffed by next month. He and Affield have been working together on the new MN State Employee Assistance Program, which legislation passed at the end of their session and needs to be in place by the first of the year. Vogel also said his department will be hosting a Halloween Extravaganza at the Community Center with UC Hope on Tuesday, October 31st. Mayor Tollefson asked if this event will also include Dilworth P.D.? Vogel said not this year.

b. Travis Braton, Public Works/Maintenance – Braton said his department is getting ready for the winter season, and the sander truck is over at JTF Trucking getting fixed. He said they have the mini excavator in town this week, the electrical outlet at the ponds has been finished, ditches have been cleaned, and the culvert by Mr. Annis' house has been fixed. He said they put in a new culvert at the skating rink and some class 5 gravel in order to grade out the parking area. Braton said today he hopes to clear out the playground equipment in Johnson Park, and the old equipment will have to be hauled away. He said it cannot be donated to anyone due to liability issues, according to the City Attorney and the League of MN Cities. He said the new playground will hopefully arrive in the first part of October. Other than that, Braton said they will be working on patching the streets and repairing some manholes around town prior to winter.

- **Discussion Concerning Hiring of a 3rd Full-Time Maintenance Employee** – Braton said he would like to request hiring a third full-time person, as there is too much work for only two people. He said with the way the City wants snow to be cleared this winter, his department will need the help. Ring asked if this position would start after January 1st of next year, or would it be sooner? Braton said he would like to hire someone as soon as possible. He wants to be able to train someone to drive the plow trucks before the first heavy snowfall. Mayor Tollefson said she and DeVries of the Maintenance Committee met with Braton and discussed the importance of having a “2nd in command” if Braton should need to take time off. Affield said a third position would also allow for a better weekend on-call rotation schedule. Ring asked if the starting pay would be the same as what the current maintenance employee is making? Affield said it is on the same grade line on the pay grid, but depending upon experience the committee will decide what the final rate will be. Braton said it will also depend on whether the person applying is certified in water/wastewater. Mayor Tollefson agreed this will definitely help with snow removal and will greatly decrease the need to outsource anything. A motion to approve advertising for a 3rd full-time maintenance employee was made by Steven Ring, seconded by Patrick McCoy. All in favor. Motion Carried.

c. Bob Cuchna, Fire Chief – Not present.

d. Wendy Affield, City Clerk – Affield said she is busy working on the budget and also preparing the new bond paperwork. She said she will be gone tomorrow and Friday for a clerk's training

opportunity in Staples, MN. Vogel asked Affield if she can check with other city clerks as to how they are preparing for the new employee assistance changes? Affield said yes.

e. **Tracy Tollefson, Mayor** – Mayor Tollefson said she has no updates at this time.

8. Committee Reports – Mayor Tollefson informed Council they did have a Maintenance Committee meeting and discussed a new 3rd person, recycling lien-to and curbside recycling, which will be discussed later in the meeting.

9. Old Business/Unfinished Business Update –

a. **2024 Budget Review/Adjustments** - Affield referred Council to the budget sheets in the packet, and pointed out the changes which have been made and are highlighted in red. She said there are changes to both expenditures and revenues. Affield discussed the salary increase was added for the two (2) percent at five (5) years of service and two (2) percent at ten (10) years of service that was approved by Council. The Metro Cog fee of \$3,000 for the study they will be doing was also added. She reminded Council they will need to set the preliminary levy percentage at the next meeting, but we can still work on the budget until December. Mayor Tollefson asked if this includes the bond numbers for Charleswood Addition? Affield said not at this time, those numbers will be coming from special assessments and will be put in before the budget is finalized. Affield stated the revenues from the bond sale will offset the expenses from the project. Affield asked if it was ok to have added an extra one hundred dollars (\$100) to the uniform allowance for both her and Heather. No one asked her to remove it at this time. She said Council can contact her if they have any questions.

10. New Business

a. **Resolution 2023-8 – A Resolution Awarding the Sale and Issuance of \$3,005,000 General Obligation Improvement Bonds, Series 2023A to Robert W. Baird & Co., Inc.** – Murray said it was a successful sale yesterday with four total bidders. He said the lowest interest rate came in at 4.10%, only a bit higher than what he had originally estimated. He said this bond is fully supported by the special assessments in Charleswood. Murray said the bond is for three million five thousand dollars (\$3,005,000) and the first year is capitalized interest, so the first payment of principal and interest will be on February 1st, 2026, which will be paid with collections from special assessments. The first payment on February 1st of 2025 is capitalized interest that was borrowed to make the first payment. Murray believes the assessments will be certified next year for first collection in 2025 with the first payment in 2026. Carlson agreed and said there will be an assessment hearing in August 2024, which will provide plenty of time for the assessments to be certified. Murray explained this is a 20-year bond, and the resolution is ready for Council to approve unless they have any questions for him. Affield informed Council the City received an “A+ stable rating” from Standard & Poor. A motion to approve Resolution 2023-8 was made by Steven Ring, seconded by Bryant DeVries. All in favor.
Motion Carried.

b. **MN Healthcare Consortium Refund Check of \$10,335.98 – Health Insurance Settlement Refund for 2022 Plan Year – Low Claim Utilization – Credited to Insurance Reimbursement Revenue Account #101-41000-50000** – Informational only.

c. **Discussion Concerning Curbside Recycling – Travis Braton** – Braton said he recently spoke with Fuchs Sanitation regarding curbside recycling prices and was told the cost is around six to seven dollars (\$6 to \$7) per household, per month (per container). He said there are roughly four hundred and fifty (450) residences in town, based on totes. He has also been researching the City’s current recycling

process, and found that the revenue (which are costs reimbursed by the County), is about even with expenses. He feels with the City's impending growth, the curbside revenue would help offset the cost of the lean-to on the Recycling Center. Braton calculated that around ten thousand dollars (\$10,000) per year is spent on dumping the roll-off container and the outside cardboard dumpster. He is hoping to reduce the number of dumpsters around town, as they are finding people just randomly dumping their garbage into them and this would hopefully be resolved with curbside services. Affield added as part of the six-to-seven-dollar (\$6-\$7) monthly charge, residents would receive a two-dollar (\$2) credit on their regular garbage service. Braton said it would only take Fuchs Sanitation a short while to get the totes in, and the service would run every other week. He and Affield have looked at the cost savings of possibly removing the on-site worker position at the Recycling Center, stating after visiting with Shannon from the County there are not a whole lot of maned centers anymore. Ring asked if there would still be enough usage at the center to receive the County's reimbursement or if there are any extra funds can they be used to help out the cost to the residents? Affield said yes. Mayor Tollefson asked when Braton will have the final numbers from Fuchs Sanitation? Braton said he is going to reach out to her again this week. Affield said the City can see what curbside costs for a year and then see if we can do a cost savings for the residents. She said the City might even see enough of a profit in a year's time to be able to take the monthly charge on utility bills down by \$1 dollar. Mayor Tollefson stated we have not increased our utility bill rates for many years. Affield informed Council we will need to increase the water portion of the bill and she will bring that to Council at a later time. Vogel also noted that Glyndon is the only city in the surrounding area to not have curbside recycling yet.

d. Discussion Concerning Adding a Lean-to on the Maintenance Building for Recycling – Building Estimate is \$28,750 (not including concrete) – Travis Braton – Braton said he contacted several builders but only received one bid so far, and it is from Jason Brenna Construction. He said the lean-to would be a forty (40) foot by eighteen (18) foot addition to the east side of the Recycling Center and would then house the recycling bins leaving space for storage of maintenance equipment. Braton said the concrete portion could be done in-house, and is hoping the lean-to could be constructed this fall before winter. He said the costs would be covered by the garbage and recycling fund. DeVries said he wants to make sure the outside cardboard dumpster is still available if it needs to be, as boxes will quickly fill up a tote. Braton explained how there will be a door installed so you can walk into the lean-to from the old building but there will not be one going outside from the lean-to, only an overhead door. Ring said he feels the lean-to will be needed regardless, considering more equipment will likely be purchased down the road. A motion to approve the addition of a lean-to was made by Steven Ring, seconded by Bryant DeVries. All in favor.
Motion Carried.

e. Preliminary Levy Percentage – Affield noted to Council the two sheets in the agenda packet that show prior year percentages and said Murray has advised the City to stay steady with it as there are certain bond payments coming up. Affield explained you can always go down with your number, but you cannot go higher. Mayor Tollefson agreed and said last year the City was one of the lowest in the area. Ring asked Affield what percentage she would recommend based on the budget? Affield said she would advise Council to go no lower than 8% for the preliminary levy percentage.

11. Time to Discuss Additions to the Agenda – *Previously discussed above.*

12. Miscellaneous Announcements & Recognitions – Mayor Tollefson said Representative Jim Joy was selected as a League of MN Cities "Legislator of Distinction" for 2023. She said the LOMC recognizes 35 legislators this year from both the House and Senate.

13. Adjournment – A motion was made by Steven Ring to adjourn at 7:46 a.m., seconded by Patrick McCoy. All in favor.
Motion Carried.

Tracy Tollefson, Mayor

Wendy Affield, City Clerk

Heather Johnson, Administrative Assistant

September 13, 2023 Council Meeting Minutes

CITY OF GLYNDON

RESOLUTION RECORD

9/27/2023

RESOLUTION ALLOWING CLAIMS & ORDERING PAYMENT THEREOF

WHEREAS, THE CITY CLERK HAS AUDITED AND THE DEPARTMENTS HAVE APPROVED THE FOLLOWING CLAIMS AGAINST THE CITY OF GLYNDON, AND HAVE CERTIFIED THAT SUCH CLAIMS ARE PROPERLY PAYABLE BY THE SAID CITY, AND THAT THE SAID CITY CLERK HAS VERIFIED SUCH CLAIMS TO BE PAID AND HAS SATISFIED HERSELF THAT SUCH BILLS AND CLAIMS ARE PROPER CHARGES AGAINST THE CITY OF GLYNDON;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GLYNDON, MINNESOTA,

FUNDS:

Wednesday, September 27th, 2023

Vendor	Description	Code	Amount
Acme Rents	Bosch Rotary Laser Kit Rental	Coded Separate	\$165.00
Affield, Wendy	Mileage to Clerk Training - Staples	101-41000-331	\$130.22
Agassiz Seed & Supply	Landscaping Material/Seed	101-47000-225	\$683.00
Anytime Mobile Truck Service	Rescue Supplies / Township Wildland Equip	Coded Separate	\$609.62
Aramark	Community Center Mops	101-43000-210	\$95.20
Beam Dental Card ACH	Employee Dental & Extra Coverage	Coded Separate	\$247.75
Berts Truck Equip	Wire Harness/Light Adaptor for Chevy	Coded Separate	\$914.40
Braton, Travis	Cell Phone Reimbursement - July/Aug/Sept	Coded Separate	\$135.00
Clay County Auditor	Specials on City Property - 2nd Half 2023	Coded Separate	\$3,612.00
Clay County Auditor	Stockwood Assessments - 2nd Half of 2023	101-51000-671	\$2,176.00
Clay County Auditor	Ditch Assessment-BRRWD-2nd Half of 2023	301-44000-510	\$5,815.20
Colonial Life Insurance	Employee Extra Insurance Premium	G 101-29000	\$63.04
David Drown & Associates	2022 Year Full Continuing Disclosure Filing	101-41000-300	\$900.00
D & S Construction of DL	Building Inspector Retainer for September	101-41000-300	\$500.00
Ellis, Todd	Training Mileage & Meals - Fire		
Fuchs Sanitation	Roll-off @ Johnson Park - Equip Removal	101-41000-333	\$432.00
Galls	Police Dept Uniform Allowance	101-42000-201	\$211.25
Great American Financial	Copy Machine Rent for City Hall/Police	Coded Separate	\$585.99
Hawkins	Water Dept Chemicals & Supplies	201-44000-216	\$1,272.45
Jet-Way	Flushing of Sewer Lines - 1/3 of Town	301-44000-300	\$8,467.50
Johnsons Auto Repair	Repairs to Ty's Truck 1/3 1/3 1/3	Coded Separate	\$1,233.05
Ken-Rich Ent., Inc	Dippin' Dots for Glyndon Days - Bayer	101-41000-665	\$540.00
JnB Installation	Installed Cabinets at Fire Hall	501-45000-401	\$450.00
Lakes Country Service ACH	Health Insurance for Employees - MEDICA	G 101-21706	\$5,358.08
Law Enforcement Labor	Police Union Dues for Ryan, Annie & Teryn	G 101-21707	\$202.50
Menards	Maintenance Supplies/Streets/Fire	Coded Separate	\$1,067.80
Radio FM Media	Glyndon Days Advertising -	101-41000-665	\$1,050.00
RMB	Water Testing on 9/22/23	201-44000-300	\$59.90
Runnings	Drag Harrow 4 x 4 w/drawbar 1/3 1/3 1/3	Coded Separate	\$299.99
Simmons, Dillon	Training Mileage & Meals - Fire	501-45000-208	\$235.66
SSI Crestmark	US Solar Xcel Payment for August	Coded Separate	\$1,639.08
Superfrog Signs	Brush Pile Sign / Emergency Vehicle Sign	Coded Separate	\$335.00
Swanston Equipment	Mini Excavator Rental-Parks/Sewer	Coded Separate	\$1,300.00
Wegenast, Ty	Cell Phone Reimbursement - July/Aug/Sept	Coded Separate	\$135.00
Wegenast, Ty	Mileage/Food for Wastewater Training	301-44000-208	
William E Young Co	Meter Verification of 8" Flow Meter	201-44000-300	\$325.00

TOTAL \$41,246.68

Transfer Funds from 4828 Acct

S & P Global	Analytical Services for Rating for Bond	Bond Funds	\$14,250.00
Ulteig Engineering	Basic Services for Charleswood	Bond Funds	\$35,500.00
		GRAND TOTAL	\$90,996.68

AS CERTIFIED BY WENDY AFFIELD CITY CLERK



Flynn Wright Inc
1408 Locust
Des Moines, IA 50309

000 0000010 00000000 001 001 00010 INS: 0 0

103017

Page 1 of 1
Date 09/14/2023

Account # C34645



Invoice Date	Invoice Number	Description	Gross Amt	Discount Amt	Net Amt
08/14/2023	GD-101	Glyndon Days Radio Ad Package (MIDCO sponsor)	1,050.00	0.00	1,050.00
TOTALS:			1,050.00	0.00	1,050.00

WARNING: THIS DOCUMENT CONTAINS SEVERAL DOCUMENT SECURITY FEATURES - DO NOT CASH IF THE WORD VOID IS VISIBLE - SEE REVERSE SIDE FOR LIST OF SECURITY FEATURES

FLYNN Wright Inc
1408 Locust
Des Moines, IA 50309

Bankers Trust

103017

33-64/730

BY THE ORDER : One Thousand Fifty And 0/100 Dollars

DATE

AMOUNT

09/14/2023

\$**** 1,050.00

CITY OF GLYNDON (C34645)
36 3RD ST SE
GLYNDON, MN 56547-4110

AUTHORIZED SIGNATURE
SIGNATURE HAS A BLUE-GREEN BACKGROUND - BORDER CONTAINS MICROPRINTING MP

103017 07300064 2346426159

9-25-23

Heather Johnson
1118 Southcreek Ave
Glyndon, MN 56547

Glyndon City Council
Attn: City Clerk Wendy Affield
City of Glyndon
36 3rd Street SE
Glyndon, MN 56547

To: Mayor Tollefson & the City Council

It is with a heavy heart that I submit my two-week notice of resignation, effective Monday, September 25th, 2023. Over the last four and a half years I have been given the opportunity to gain valuable experience, and was fortunate to be provided a place to make lasting friendships with both coworkers and residents alike.

My last day of employment will be **Friday, October 6th, 2023**. I wish all of you and the City nothing but the best, and look forward to seeing several projects come to fruition. Should you have any questions, I can be reached via email at heather_johns54@hotmail.com.

Sincerely,



Heather Johnson
Administrative Assistant

CITY OF GLYNDON MINNESOTA

Administrative Assistant Position

- Date Posted:** Wednesday, September 27th, 2023.
- Department:** City Hall
- Compensation:** Pay range \$21.32 to \$23.29 depending on qualifications.
- Hours:** 40 hours/week. The work schedule includes regular work shifts, 8:00 a.m. to 4:30 p.m., Monday through Friday. May be required to attend Council Meetings on occasion.
- Deadline:** **Thursday, October 12th, 2023, at 4:00 p.m.**
- Job Description:** The position requires performing skilled clerical work like answering phones, customer service, utility billing, sort and distribute mail, record maintenance, coding invoices, designing city newsletter, permits/licenses, council minutes, Community Center rental, and special projects. You will be working alongside the City Clerk/Treasurer, City Council, Maintenance, and Police Departments.

Minimum Requirements

- Required:** Individual must be eighteen years of age, have graduated from high school or GED equivalent; have two (2) years of experience in office, secretarial, and clerical work, OR an associate degree in business, accounting, customer service or related field; and experience working with the public.
- Desired:** Additional office support experience; experience in a municipal setting; familiarity with website and social media maintenance and general communications; and expertise in a variety of computer Microsoft Office software programs (Word, Excel, etc.).
- Benefits:** PERA pension, single health insurance, employer funded health savings account, life insurance, vision, dental, paid sick leave, personal time, holidays, and vacation.

How to Apply

All applicants must complete a City of Glyndon employment application. Applications may be obtained at City Hall, 36 3rd St SE, Glyndon, MN 56547 or online at www.glyndonmn.com. Interested applicants should email, mail, or drop off completed application and resume to:

Glyndon City Hall
PO Box 223
36 3rd St SE
Glyndon, MN 56547
Or
Email to waffield@glyndonmn.com

Questions call 218-498-2578 and ask for Wendy Affield

MEMORANDUM OF UNDERSTANDING REGARDING CONTRACT DATE FOR
RECYCLING CURBSIDE COLLECTION AND DISPOSAL BETWEEN THE CITY OF
GIYNDON AND FUCHS SANITATION

Curbside recycling totes would be provided by Fuchs Sanitation. Recyclable products would be picked up every other week, for a monthly fee, per residential address, of \$7.00. When offered in conjunction with curbside collection of garbage, the rate per resident for garbage is decreased by \$2.00, making the net additional cost \$5.00.

All disposal fees to be paid by Fuchs Sanitation.

WHEREAS, the terms of the contract are to run from agreed upon start date through December 31, 2024.

IN WITNESS WHEREOF, THE ABOVE PARTIES HAVE SET THEIR HANDS,
THIS _____ DAY OF _____.

CITY OF GLYNDON

BY: _____

FUCHS SANITATION

BY: _____

CITY OF GLYNDON Expenditure Budget Worksheet 2 - 2024

Account Descr	2024 Budget	2023 Budget	2023 YTD Amt	2022 Amt	Comment
101 GENERAL FUND					
E 101-41000-100 Salaries	\$27,598.00	\$24,790.00	\$18,095.22	\$23,113.48	33.3% Clerk - 2/5% 5yrs - 2% 10yrs
E 101-41000-101 Full-Time Hourly	\$8,876.00	\$8,550.00	\$5,566.32	\$7,051.36	10% Assist-2% 5yrs/Clean CH&PD-Elisha
E 101-41000-102 Full-Time Hourly/Overtime	\$200.00	\$200.00	\$47.07	\$31.38	10% Admin Assistant
E 101-41000-104 Council Members	\$16,800.00	\$16,800.00	\$10,800.00	\$14,550.00	150/meeting+12 Spec Mts
E 101-41000-105 Mayor	\$6,000.00	\$6,000.00	\$4,600.00	\$5,700.00	200/meeting+24 Spec Mts
E 101-41000-111 Other - EB Uses this Account	\$2,200.00	\$0.00	\$0.00	\$2,110.28	Election Judges & Meals
E 101-41000-121 PERA	\$3,900.00	\$3,750.00	\$2,386.08	\$3,074.82	Council 5% - Employee 7.5%
E 101-41000-122 FICA	\$5,050.00	\$4,860.00	\$3,327.47	\$4,798.54	All 7.65%
E 101-41000-130 Employer Paid Premium Health	\$0.00	\$0.00	\$16,074.24	\$0.00	Transfer Twice a Year July/Dec
E 101-41000-132 Employer Paid Benefit Payout	\$6,000.00	\$6,000.00	\$4,384.63	\$5,999.76	Wendy Cap at \$500.00 - Ins Reimbursement
E 101-41000-133 Employer Paid Vision Coverage	\$662.00	\$627.00	\$257.04	\$367.20	\$6.12 Eye Insurance (9)
E 101-41000-134 Employer Paid Life Insurance	\$480.00	\$510.00	\$330.00	\$500.60	\$25,000 Life Coverage (9)
E 101-41000-135 Employer Paid Health Savings	\$0.00	\$0.00	\$6,000.00	\$0.00	Transfer Twice a Year July/Dec
E 101-41000-142 Unemployment Benefit Payments	\$0.00	\$0.00	\$7,450.88	\$3,494.90	Unemployment (Luke's)
E 101-41000-151 LOMC-Workers Comp Insurance	\$40,000.00	\$45,000.00	\$35,442.00	\$47,700.00	LOMC Workmans Comp (2018 Claim Off)
E 101-41000-200 Office Supplies	\$2,300.00	\$2,100.00	\$2,281.59	\$1,910.39	Office Supplies
E 101-41000-207 Computer Technology	\$3,300.00	\$2,900.00	\$2,519.78	\$1,667.07	702 IT Bill - Server-1/3 1/3 1/3
E 101-41000-208 General Training	\$2,000.00	\$2,000.00	\$1,861.84	\$1,804.77	Conferences/Educa Classes
E 101-41000-210 Operating Supplies	\$2,400.00	\$2,400.00	\$2,208.61	\$1,811.11	Operating Supplies
E 101-41000-270 Abatement Expense	\$0.00	\$0.00	\$0.00	\$55,506.05	Prop/House Abatement Expenses
E 101-41000-300 Professional Services	\$20,000.00	\$17,000.00	\$13,205.92	\$13,868.11	Inspector,Drown,Web,Loffler,MetroCog Study
E 101-41000-301 Auditing/Accounting Services	\$28,300.00	\$24,100.00	\$26,065.00	\$23,589.00	Eide Bailey \$23,500/County Assessment fee \$4,
E 101-41000-302 2-Year Tax Abatement Fee	\$12,000.00	\$10,000.00	\$0.00	\$7,857.78	Pay County for New Homes 2yr Abatement
E 101-41000-304 Legal Fees	\$18,000.00	\$25,000.00	\$8,463.50	\$12,105.00	Attorney/Norman/Pemberton
E 101-41000-305 Criminal Legal Fees-Moorhead	\$11,195.00	\$11,195.00	\$11,085.04	\$10,758.36	Prosecuting Attorneys
E 101-41000-307 Building Inspector 50% Fee	\$5,000.00	\$5,000.00	\$4,986.93	\$5,752.35	50% of Permits to Building Inspector
E 101-41000-308 Building State Surcharge	\$2,000.00	\$2,000.00	\$522.40	\$4,652.47	State Permit Surcharge Fee
E 101-41000-321 Telephone	\$2,200.00	\$2,800.00	\$1,488.40	\$2,589.43	Separated Each Dept 2022
E 101-41000-322 Postage	\$100.00	\$100.00	\$94.00	\$84.00	Box Fee/Misc Mailings
E 101-41000-331 Travel/Mileage Expense	\$1,000.00	\$1,000.00	\$685.63	\$841.78	Mileage to Bank, Post Office, Misc
E 101-41000-333 ARPA Funds from COVID-19	\$0.00	\$0.00	\$58,736.74	\$0.00	ARPA-Generator/Squad/Fire/Park/Vboss
E 101-41000-340 Advertising	\$11,100.00	\$11,000.00	\$1,100.00	\$1,031.31	Gateway Ad - Hwy 10 Sign
E 101-41000-351 Legal Notice Publication	\$1,200.00	\$1,600.00	\$871.00	\$913.00	Legal Notices/Public Hearings
E 101-41000-361 General Liability Insurance	\$100.00	\$100.00	\$100.00	\$100.00	CNA Surety-Utility Permit Renewal
E 101-41000-381 Xcel-Electric/Gas Bill	\$37,000.00	\$34,000.00	\$30,305.78	\$32,107.96	All General
E 101-41000-383 Red River Co-Op	\$12,000.00	\$12,000.00	\$6,955.93	\$10,535.65	All Departments/City
E 101-41000-401 Repairs/Maintenance Buildings	\$14,000.00	\$14,000.00	\$4,037.65	\$6,287.23	City/Maint/Police-No Fire/Water/Sewer/CC
E 101-41000-413 Office Equipment Rental	\$6,600.00	\$6,400.00	\$4,002.58	\$5,983.40	Copy Machine Lease - City Hall
E 101-41000-433 Dues and Subscriptions	\$2,000.00	\$1,900.00	\$1,492.05	\$1,885.77	Dues & Subscriptions

Account Descr	2024 Budget	2023 Budget	2023 YTD Amt	2022 Amt	Comment
E 101-41000-434 Awards and Indemnities	\$0.00	\$0.00	\$44.76	\$202.80	Former Council Recognition
E 101-41000-560 Furniture and Fixtures	\$700.00	\$700.00	\$439.96	\$561.86	Chairs CH
E 101-41000-610 Interest - EB	\$0.00	\$0.00	\$0.00	\$0.00	EB Uses
E 101-41000-622 LOMC General/Liability Ins.	\$54,000.00	\$52,000.00	\$51,669.00	\$48,583.00	Ins. Policies Bldgs/Vehicles
E 101-41000-623 LOMC Membership Dues/Trainin	\$3,500.00	\$3,500.00	\$2,751.49	\$2,713.04	Dues & New Council Training
E 101-41000-624 BANYON	\$1,300.00	\$1,300.00	\$1,144.66	\$1,144.66	Software Support
E 101-41000-628 Donation Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	Donation Reimbursement
E 101-41000-630 City Specials Principal	\$4,816.00	\$4,500.00	\$2,408.00	\$4,648.00	Sp Ass - City Property
E 101-41000-631 City Specials Interest	\$2,600.00	\$2,800.00	\$1,204.00	\$2,576.00	Sp Ass Interest - City Property
E 101-41000-635 Miscellaneous Income/Expense	\$0.00	\$0.00	\$0.00	-\$748.00	Misc Income/Expense
E 101-41000-637 Bank Fees/Penalties	\$280.00	\$320.00	\$140.00	\$313.18	Bank/Penalty Fees
E 101-41000-663 Transfer In/Out - EB	\$0.00	\$0.00	\$0.00	\$0.00	EB Uses
E 101-41000-665 Glyndon Days/Ice Cr Social	\$6,000.00	\$6,000.00	\$10,782.77	\$9,262.00	Glyndon Days/Ice Cream/Donations
E 101-42000-100 Salaries	\$103,440.00	\$96,616.00	\$70,604.00	\$90,168.00	Police Chief
E 101-42000-102 Full-Time Hourly/Overtime	\$211,461.00	\$209,610.00	\$127,799.81	\$165,247.60	Full-time Officers/TZD/Holiday(\$14,000)
E 101-42000-103 Part-Time Employees	\$14,000.00	\$14,000.00	\$8,136.16	\$10,465.83	Part-time Employees
E 101-42000-106 Stipend Pay	\$12,000.00	\$12,077.00	\$8,825.50	\$11,271.00	Was 5hrs/wk x \$46.45 (260 hrs) Capped @ \$12
E 101-42000-121 PERA	\$58,795.00	\$58,000.00	\$37,289.92	\$47,988.49	PERA 17.7%
E 101-42000-122 FICA	\$6,100.00	\$6,100.00	\$3,627.38	\$4,667.57	No SS for Full Time Officers-1.45%
E 101-42000-130 Employer Paid Premium Health	\$36,741.12	\$41,334.00	\$18,370.56	\$35,844.96	\$765.44 Health Ins (4) Police
E 101-42000-135 Employer Paid Health Savings	\$12,000.00	\$13,500.00	\$6,000.00	\$12,000.00	\$3000 Bremer HS (4) Police
E 101-42000-136 Employer Paid Dental Coverage	\$1,396.80	\$1,575.00	\$1,047.60	\$0.00	\$29.10 ea (4) Police
E 101-42000-170 Special Purch/Other Equip	\$13,000.00	\$13,000.00	\$10.92	\$10,315.48	Watch Guard/Radar/Guns/Body Cams/Taser
E 101-42000-200 Office Supplies	\$2,000.00	\$2,500.00	\$222.01	\$888.55	MISC Supplies
E 101-42000-201 Uniforms	\$5,000.00	\$5,000.00	\$1,150.33	\$3,025.24	\$600.00 per union contract
E 101-42000-207 Computer Technology	\$4,400.00	\$4,400.00	\$0.00	\$0.00	Computer Equipment
E 101-42000-208 General Training	\$8,000.00	\$8,000.00	\$3,979.90	\$5,624.93	Train/Ammo/Travel-RO
E 101-42000-210 Operating Supplies	\$7,000.00	\$7,000.00	\$3,907.70	\$6,303.05	Misc/Siren1600/PBT/Lidar/WG Cloud 1500
E 101-42000-211 Vehicle Repair/Maintenance	\$8,000.00	\$8,000.00	\$2,295.15	\$7,110.80	Wash/Repairs/Tires
E 101-42000-212 Motor Fuels	\$20,000.00	\$20,000.00	\$11,328.78	\$16,387.58	Gas
E 101-42000-300 Professional Services	\$8,600.00	\$8,600.00	\$3,839.67	\$4,580.19	702/BCA/Eval/Medical/Trans
E 101-42000-319 Cell Phone	\$2,000.00	\$2,000.00	\$1,480.76	\$2,479.16	Cell Phones (4)
E 101-42000-320 Air Cards Squad WIFI	\$2,500.00	\$2,500.00	\$1,755.45	\$2,071.98	Squad Wi Fi
E 101-42000-321 Telephone	\$1,880.00	\$1,850.00	\$1,406.04	\$1,859.71	Telephone - Office
E 101-42000-324 New World	\$24,000.00	\$24,000.00	\$19,315.26	\$20,170.52	RR Dispatch Services/Part Fire&Rescue
E 101-42000-413 Office Equipment Rental	\$1,200.00	\$1,200.00	\$800.00	\$1,200.00	Copy Machine Lease - \$100 @ month
E 101-42000-490 Community Outreach Donations	\$500.00	\$500.00	\$2,934.39	\$1,564.19	Picnic/ShopCop Donations-RO
E 101-42000-512 Misc Income/Expense	\$0.00	\$0.00	\$0.00	\$0.00	Auction Charges/Donation Purchases
E 101-42000-550 Motor Vehicles	\$0.00	\$30,000.00	\$24,469.95	\$47,397.04	Squad Purchase
E 101-42000-627 Police Dept Escrow - RO	\$13,500.00	\$13,500.00	\$0.00	\$0.00	Escrow Transfer-RO
E 101-43000-210 Operating Supplies	\$3,000.00	\$3,500.00	\$2,474.10	\$4,013.21	Mats/Mops/Misc at Community Center
E 101-43000-220 Repair/Maintenance Supplies	\$0.00	\$0.00	\$0.00	\$0.00	Delete 2022

Account Descr	2024 Budget	2023 Budget	2023 YTD Amt	2022 Amt	Comment
E 101-43000-227 Utility Maintenance Supplies	\$0.00	\$0.00	\$0.00	\$0.00	Delete/Combined with 101-43000-210
E 101-43000-280 Community Center Enforcement	\$300.00	\$300.00	\$116.00	\$232.00	ASP Security Company
E 101-43000-321 Telephone	\$500.00	\$500.00	\$361.17	\$0.00	Telephone
E 101-43000-381 Xcel-Electric/Gas Bill	\$17,000.00	\$13,000.00	\$11,957.77	\$12,789.19	Community Center Elec/Gas
E 101-43000-401 Repairs/Maintenance Buildings	\$0.00	\$0.00	\$430.00	\$624.00	Use Escrow Funds if Needed
E 101-47000-200 Office Supplies	\$150.00	\$150.00	\$21.49	\$22.89	Maintenance Dept
E 101-47000-209 Safety Equipment/Training	\$1,000.00	\$0.00	\$0.00	\$0.00	Safety Equip/Training
E 101-47000-210 Operating Supplies	\$8,000.00	\$9,000.00	\$5,226.99	\$9,883.11	Merged 220/221
E 101-47000-211 Vehicle Repair/Maintenance	\$9,000.00	\$6,000.00	\$6,740.64	\$18,153.68	Repairs/Wash/Tires-1/2 1/4 1/4
E 101-47000-212 Motor Fuels	\$8,000.00	\$5,600.00	\$7,109.22	\$6,240.69	Mowers/Plow/Tractor
E 101-47000-216 Chemicals and Chem Products	\$3,000.00	\$4,200.00	\$471.64	\$1,206.71	Spraying weeds ourselves
E 101-47000-218 Mosquito Spraying - RO	\$3,000.00	\$7,000.00	\$48.99	\$2,811.00	Mosquito Spray/Aerial-RO
E 101-47000-219 Forestry - RO	\$7,000.00	\$2,600.00	\$2,400.00	\$3,600.00	Trees-RO
E 101-47000-224 Street Maintenance Materials	\$17,000.00	\$14,000.00	\$5,725.46	\$15,181.98	Class 5/Pot Hole Filler/Sweeping Streets
E 101-47000-225 Landscaping Materials	\$2,000.00	\$2,000.00	\$3,689.76	\$1,964.05	Flowers/Landscaping
E 101-47000-228 Street Seal Coating - RO	\$16,000.00	\$16,000.00	\$0.00	\$63,042.00	Seal Coat-RO
E 101-47000-300 Professional Services	\$5,200.00	\$5,200.00	\$2,580.00	\$17,813.25	Snow/Permits/Sign/Banners
E 101-47000-321 Telephone	\$770.00	\$870.00	\$536.25	\$742.30	Telephone - Office
E 101-47000-550 Motor Vehicles	\$100.00	\$0.00	\$0.00	\$96.25	Tabs - some every other year 2024
E 101-47000-629 Maintenance Escrow - RO	\$13,500.00	\$13,500.00	\$3,150.00	\$0.00	Snow Pusher/Salt Sander
E 101-47000-633 Parks - Yearly Repairs	\$6,000.00	\$6,000.00	\$1,783.66	\$3,873.61	Repair/Maintaining/Wood Chips/Removal
E 101-47000-636 Park Equipment - RO	\$15,000.00	\$15,000.00	\$0.00	\$11,640.00	Replacing Equipment - RO
E 101-47000-651 Equipment Purchases	\$0.00	\$0.00	\$0.00	\$49,934.00	L85 Bobcat Loader (\$89,598.32)
E 101-51000-601 Debt Srv Bond Principal - EB	\$0.00	\$0.00	\$0.00	\$24,000.00	EB Uses
E 101-51000-611 Debt Srv Bond Interest	\$0.00	\$0.00	\$0.00	\$1,418.00	EB Uses
E 101-51000-671 Stockwood Sp Assessment Expe	\$4,500.00	\$4,500.00	\$2,176.00	\$4,352.00	4 Lots Left/Need Road/Water & Sewer
E 101-61000-651 Equipment Purchases	\$0.00	\$0.00	\$0.00	\$0.00	EB Uses
101 GENERAL FUND	\$1,102,290.92	\$1,110,584.00	\$786,012.34	\$1,153,656.64	
201 WATER FUND					
E 201-44000-100 Salaries	\$66,068.00	\$57,700.00	\$41,114.07	\$53,802.83	33% Clerk 2% 5yr-2% 10yr/50% Supervisor
E 201-44000-101 Full-Time Hourly	\$76,645.00	\$57,000.00	\$36,124.04	\$53,557.76	50% Maint/45% Admin 2% 5 yr
E 201-44000-102 Full-Time Hourly/Overtime	\$1,500.00	\$1,500.00	\$211.78	\$284.73	Ty/New/Heather
E 201-44000-106 Stipend Pay	\$0.00	\$4,120.00	\$1,249.39	\$3,838.90	No more Stipend
E 201-44000-121 PERA	\$10,816.00	\$8,400.00	\$5,623.71	\$7,468.63	PERA 7.5%
E 201-44000-122 FICA	\$11,033.00	\$9,300.00	\$6,020.89	\$8,528.91	FICA 7.65%
E 201-44000-130 Employer Paid Premium Health	\$18,371.00	\$13,778.00	\$6,506.24	\$13,215.47	\$765.44-1/2 water (4) Travis, Ty, New, Heather
E 201-44000-135 Employer Paid Health Savings	\$7,500.00	\$6,000.00	\$2,875.00	\$5,875.00	HS Bremer \$3000 (5) 1/2 water
E 201-44000-136 Employer Paid Dental Coverage	\$882.00	\$525.00	\$247.35	\$0.00	\$29.10 x 4 - 1/2 Water
E 201-44000-200 Office Supplies	\$800.00	\$600.00	\$863.49	\$753.47	Billing Paper/Envelopes
E 201-44000-201 Uniforms	\$950.00	\$500.00	\$281.26	\$520.89	\$500 each-(3) 1/2 Water-W & H \$200 - Shirts
E 201-44000-207 Computer Technology	\$3,300.00	\$2,900.00	\$2,642.30	\$1,649.04	702 IT Bill / Server-1/3 1/3 1/3

Account Descr	2024 Budget	2023 Budget	YTD Amt	2022 Amt	Comment
E 201-44000-208 General Training	\$2,500.00	\$1,000.00	\$169.50	\$0.00	Training/Mileage/Food/Motel
E 201-44000-209 Safety Equipment/Training	\$1,000.00	\$0.00	\$0.00	\$0.00	Safety Equip/Training
E 201-44000-210 Operating Supplies	\$10,000.00	\$10,000.00	\$6,305.72	\$10,843.05	Merged 220/221
E 201-44000-211 Vehicle Repair/Maintenance	\$3,000.00	\$3,000.00	\$632.19	\$0.00	Repairs/Wash/Tires 1/2 1/4 1/4
E 201-44000-212 Motor Fuels	\$5,000.00	\$5,000.00	\$2,515.74	\$4,679.98	Gas
E 201-44000-216 Chemicals and Chem Products	\$12,000.00	\$12,000.00	\$8,906.53	\$10,846.35	Hawkins/Hach
E 201-44000-220 Repair/Maintenance Supplies	\$0.00	\$0.00	\$0.00	\$0.00	Delete
E 201-44000-300 Professional Services	\$30,000.00	\$30,000.00	\$48,427.76	\$85,721.23	Water Testing/Hydrant Repairs
E 201-44000-319 Cell Phone	\$970.00	\$700.00	\$427.59	\$751.19	Reimburse Employees\$45/Mifi \$120 Yr
E 201-44000-322 Postage	\$2,300.00	\$2,300.00	\$1,913.20	\$2,145.95	Billing Stamps/Samples
E 201-44000-331 Travel/Mileage Expense	\$0.00	\$1,000.00	\$391.25	\$0.00	Training-Delete combined in 208
E 201-44000-381 Xcel-Electric/Gas Bill	\$13,000.00	\$13,000.00	\$7,525.43	\$11,717.18	Elec/Gas
E 201-44000-401 Repairs/Maintenance Buildings	\$5,000.00	\$4,000.00	\$267.79	\$11,549.96	WTP Isolation Valve in 2022
E 201-44000-402 Infrastructure Repairs	\$3,500.00	\$0.00	\$0.00	\$0.00	Hydrants/Parts
E 201-44000-403 Water & Yard Meters	\$8,000.00	\$8,000.00	\$12,375.49	\$11,651.17	New Meters/\$2500.00 Support
E 201-44000-405 Depreciation (GENERAL)	\$0.00	\$0.00	\$0.00	\$116,868.00	EB Uses
E 201-44000-411 Land Rental	\$710.00	\$646.00	\$645.43	\$586.75	BNSF Lease Under Tracks
E 201-44000-415 Generator Lease - Water Dept	\$0.00	\$6,543.89	\$6,543.89	\$563.89	Pd Off-Generator Water Treatment Plant
E 201-44000-417 Well Head Certificate	\$0.00	\$0.00	\$0.00	\$0.00	Every 10 Yrs 2015 (2025)
E 201-44000-550 Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	If Vehicle is Purchased 1/2 Water
E 201-44000-611 Debt Srv Bond Interest	\$0.00	\$0.00	\$0.00	\$0.00	Inactive was 2014B WT Interest
E 201-44000-624 BANYON	\$1,300.00	\$1,300.00	\$1,144.67	\$1,144.67	Software Support
E 201-44000-635 Miscellaneous Income/Expense	\$0.00	\$0.00	\$0.00	\$0.00	EB
E 201-44000-640 Tower Const & Maintenance	\$4,000.00	\$4,000.00	\$0.00	\$3,500.00	Tower Maint - 2025 - RO
E 201-44000-641 2021A Bond Payment (2014B)	\$0.00	\$0.00	\$0.00	\$0.00	Inactive was 2014B WT Principle
E 201-44000-663 Transfer In/Out - EB	\$0.00	\$0.00	\$0.00	\$0.00	EB Uses
E 201-58000-601 Debt Srv Bond Principal - EB	\$0.00	\$0.00	\$0.00	-\$0.22	Pd Off - 2002 PFA Bond dw01
E 201-58000-611 Debt Srv Bond Interest	\$0.00	\$0.00	\$0.00	\$1,286.88	Pd Off - 2002 PFA Interest dw01
E 201-66000-611 Debt Srv Bond Interest	\$870.00	\$930.00	\$930.00	\$990.00	2018 PFA Looping Interest dw02
E 201-66000-690 Water Looping Project	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	2018 PFA Looping dw02
E 201-67000-601 Debt Srv Bond Principal - EB	\$44,221.00	\$0.00	\$0.00	\$0.00	2019A Parke Ave-Water Revenue Portion of Bon
E 201-68000-601 Debt Srv Bond Principal - EB	\$74,000.00	\$72,000.00	\$72,000.00	\$0.00	2021A Refund Principle WT
E 201-68000-606 Issuance Expenses for Bonds	\$0.00	\$0.00	\$0.00	\$5,000.00	2021A Refund Payment
E 201-68000-611 Debt Srv Bond Interest	\$12,181.00	\$16,323.00	\$12,649.00	\$17,054.88	2021A Refund Interest WT
201 WATER FUND	\$437,417.00	\$360,065.89	\$293,530.70	\$446,396.54	
301 SEWER FUND					
E 301-44000-100 Salaries	\$66,068.00	\$57,700.00	\$41,168.39	\$53,872.25	33%Clerk 2% 5yr-2% 10Yr/50%Supervisor
E 301-44000-101 Full-Time Hourly	\$76,645.00	\$57,000.00	\$36,124.04	\$53,557.75	50% Maint/45% Admin 2% 5yr
E 301-44000-102 Full-Time Hourly/Overtime	\$1,500.00	\$1,500.00	\$211.77	\$284.73	Ty/New/Heather
E 301-44000-106 Stipend Pay	\$0.00	\$4,120.00	\$1,249.39	\$3,838.90	No Stipend Pay
E 301-44000-121 PERA	\$10,816.00	\$8,400.00	\$5,627.66	\$7,474.34	PERA 7.5%

Account Descr	2024 Budget	2023 Budget	YTD Amt	2022 Amt	Comment
E 301-44000-122 FICA	\$11,033.00	\$9,300.00	\$6,024.64	\$8,533.44	FICA 7.65%
E 301-44000-130 Employer Paid Premium Health	\$18,371.00	\$13,778.00	\$6,506.24	\$13,215.46	\$765.44-1/2 Sewer (4) Travis, Ty, New, Heath
E 301-44000-135 Employer Paid Health Savings	\$7,500.00	\$6,000.00	\$2,875.00	\$5,875.00	HS Bremer \$3000-(5)1/2 Sewer
E 301-44000-136 Employer Paid Dental Coverage	\$882.00	\$525.00	\$247.35	\$0.00	\$29.10 mo x 4 - 1/2 Sewer
E 301-44000-200 Office Supplies	\$800.00	\$500.00	\$751.89	\$431.76	Billing Paper/Envelopes
E 301-44000-201 Uniforms	\$950.00	\$500.00	\$281.26	\$520.91	\$500ea-(3)1/2 Sewer-W & H \$200 - Shirts
E 301-44000-207 Computer Technology	\$3,300.00	\$2,900.00	\$2,642.31	\$1,649.08	702 IT Bill / Server 1/3 1/3 1/3
E 301-44000-208 General Training	\$2,500.00	\$1,000.00	\$457.50	\$0.00	New 2021 Training/Mileage/Food/Motel
E 301-44000-209 Safety Equipment/Training	\$1,000.00	\$0.00	\$0.00	\$0.00	Safety Equip/Training
E 301-44000-210 Operating Supplies	\$6,000.00	\$6,000.00	\$2,360.49	\$5,622.88	Merged 220/227
E 301-44000-211 Vehicle Repair/Maintenance	\$3,000.00	\$3,000.00	\$909.96	\$0.00	Repairs/Wash/Tires 1/2 1/4 1/4
E 301-44000-212 Motor Fuels	\$5,000.00	\$5,000.00	\$2,515.85	\$4,680.12	Gas
E 301-44000-216 Chemicals and Chem Products	\$4,000.00	\$3,800.00	\$2,922.18	\$1,264.88	BlueBook USA Invoices
E 301-44000-300 Professional Services	\$20,000.00	\$20,000.00	\$10,639.45	\$52,300.45	RMB Testing/Lift Station/Beavers
E 301-44000-319 Cell Phone	\$970.00	\$700.00	\$427.43	\$751.31	Reimburse Employees\$45.00/Mifi \$120 yr
E 301-44000-322 Postage	\$2,300.00	\$2,200.00	\$1,890.00	\$2,030.00	Billing Stamps
E 301-44000-331 Travel/Mileage Expense	\$0.00	\$900.00	\$391.28	\$0.00	Training-Delete combined in 208
E 301-44000-381 Xcel-Electric/Gas Bill	\$8,000.00	\$10,000.00	\$2,876.63	\$7,745.74	Lift Stations - Xcel
E 301-44000-383 Red River Co-Op	\$5,500.00	\$6,000.00	\$2,424.58	\$4,685.37	Lift Stations - RRVC
E 301-44000-401 Repairs/Maintenance Buildings	\$2,500.00	\$0.00	\$0.00	\$0.00	Fencing at Ponds
E 301-44000-405 Depreciation (GENERAL)	\$0.00	\$0.00	\$0.00	\$71,623.00	EB Uses
E 301-44000-410 Rentals (GENERAL)	\$5,000.00	\$0.00	\$0.00	\$0.00	Equipment Rental/Ditching/Ponds
E 301-44000-411 Land Rental	\$11,700.00	\$10,711.00	\$10,572.38	\$9,736.48	BNSF Lease Underground
E 301-44000-510 Water Shed District-BRRWD	\$15,601.00	\$11,601.00	\$5,815.20	\$4,030.42	Project #51 & #82 - Ditch 68 & East Tributary
E 301-44000-550 Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	If Vehicle is Purchased - 1/2 Sewer
E 301-44000-624 BANYON	\$1,300.00	\$1,300.00	\$1,144.67	\$1,144.67	Software Support
E 301-44000-651 Equipment Purchases	\$0.00	\$0.00	\$0.00	\$0.00	L85 Bobcat Loader (89,598.32)
E 301-44000-663 Transfer In/Out - EB	\$0.00	\$0.00	\$0.00	\$0.00	EB Uses
E 301-56000-601 Debt Srv Bond Principal - EB	\$55,000.00	\$54,000.00	\$54,000.00	\$0.00	2010B PFA cw02
E 301-56000-611 Debt Srv Bond Interest	\$4,345.00	\$4,933.00	\$4,933.18	\$5,309.24	2010B PFA Interest cw02
E 301-67000-601 Debt Srv Bond Principal - EB	\$13,953.00	\$0.00	\$0.00	\$0.00	2019A Parke Ave-Sewer Revenue for Bond
301 SEWER FUND	\$365,534.00	\$303,368.00	\$207,990.72	\$320,178.18	
401 GARBAGE & RECYCLING FUND					
E 401-41000-103 Part-Time Employees	\$4,000.00	\$4,350.00	\$2,263.63	\$3,829.54	County Reimburses the City
E 401-41000-121 PERA	\$0.00	\$330.00	\$0.00	\$0.00	No - Does not make enough
E 401-41000-122 FICA	\$330.00	\$335.00	\$173.18	\$292.90	County Reimburses the City
E 401-41000-210 Operating Supplies	\$300.00	\$300.00	\$256.09	\$42.25	County Reimburses the City
E 401-41000-384 Refuse/Garbage Disposal	\$157,000.00	\$157,000.00	\$115,395.50	\$155,050.21	Garbage/Recycling/Compost Hauling
E 401-41000-385 Clean Up Week	\$12,000.00	\$13,000.00	\$11,145.85	\$11,703.70	Clean-up Week
E 401-41000-386 Compost - City of Moorhead	\$4,200.00	\$4,200.00	\$1,446.50	\$4,118.58	City of Moorhead Invoices
E 401-41000-635 Miscellaneous Income/Expense	\$0.00	\$0.00	\$0.00	\$2,388.00	EB Uses

Account Descr	2024 Budget	2023 Budget	YTD Amt	2022 Amt	Comment
401 GARBAGE & RECYCLING FUND	\$177,830.00	\$179,515.00	\$130,680.75	\$6,171.53	L85 Bobcat Loader (\$89,598.32)
501 FIRE & RESCUE FUND				\$183,596.71	
E 501-45000-110 Other Pay (GENERAL)	\$12,000.00	\$12,450.00	\$0.00	\$11,007.50	Fire & Rescue Payroll
E 501-45000-122 FICA	\$1,000.00	\$1,100.00	\$0.00	\$949.97	FICA 7.65%
E 501-45000-124 Fire Pension Contributions	\$23,000.00	\$21,200.00	\$23,437.87	\$22,516.90	Fire Relief Association 2020
E 501-45000-153 Charges for Standby Services	\$2,100.00	\$2,160.00	\$0.00	\$1,410.00	Race Park Hours
E 501-45000-200 Office Supplies	\$800.00	\$1,000.00	\$202.59	\$254.40	Fire
E 501-45000-201 Uniforms	\$10,150.00	\$10,150.00	\$2,984.43	\$10,356.90	Uniforms
E 501-45000-206 State Training (Refunded Cost)	\$2,500.00	\$2,500.00	\$5,926.00	\$1,715.00	Training Reimbursement-Brock
E 501-45000-208 General Training	\$1,800.00	\$2,600.00	\$1,071.36	\$1,000.00	Fire
E 501-45000-211 Vehicle Repair/Maintenance	\$7,500.00	\$7,000.00	\$4,285.14	\$3,229.80	Fire
E 501-45000-212 Motor Fuels	\$2,400.00	\$1,600.00	\$1,268.32	\$2,161.01	Fire
E 501-45000-300 Professional Services	\$1,900.00	\$1,400.00	\$901.81	\$1,791.47	SCBA Testing/Air Quality Materials
E 501-45000-321 Telephone	\$1,400.00	\$1,400.00	\$927.71	\$1,259.54	Fire
E 501-45000-323 Radio Units	\$1,500.00	\$1,000.00	\$245.00	\$0.00	ARMER Radio
E 501-45000-401 Repairs/Maintenance Buildings	\$6,250.00	\$6,000.00	\$1,062.97	\$13,060.86	Sanford Rent-\$500 @ month
E 501-45000-433 Dues and Subscriptions	\$1,400.00	\$1,875.00	\$1,103.00	\$1,143.50	Fire
E 501-45000-435 Books and Pamphlets	\$400.00	\$400.00	\$0.00	\$0.00	Fire
E 501-45000-580 Other Equipment	\$6,400.00	\$6,400.00	\$3,462.98	\$8,324.31	Fire
E 501-45000-626 Fire Dept Escrow - RO	\$0.00	\$0.00	\$0.00	\$0.00	Escrow Rollover
E 501-45000-635 Miscellaneous Income/Expense	\$0.00	\$0.00	\$7,052.83	\$0.00	5,000 Crystal Sugar Donation/Helmets
E 501-45000-638 Mutual Aid Reimbursement	\$0.00	\$0.00	\$7,925.00	\$900.00	Mutual Aid Help
E 501-46000-200 Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	Rescue
E 501-46000-201 Uniforms	\$400.00	\$400.00	\$0.00	\$522.00	Rescue
E 501-46000-208 General Training	\$1,800.00	\$1,800.00	\$0.00	\$0.00	Rescue
E 501-46000-211 Vehicle Repair/Maintenance	\$1,600.00	\$1,600.00	\$0.00	\$141.51	Rescue
E 501-46000-212 Motor Fuels	\$900.00	\$900.00	\$898.38	\$1,041.52	Rescue
E 501-46000-300 Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	Rescue
E 501-46000-323 Radio Units	\$0.00	\$0.00	\$0.00	\$0.00	Rescue
E 501-46000-433 Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	Rescue
E 501-46000-580 Other Equipment	\$2,000.00	\$2,000.00	\$1,614.89	\$2,483.91	Rescue
501 FIRE & RESCUE FUND	\$89,200.00	\$86,935.00	\$64,370.28	\$85,270.10	
601 PROJECTS FUND - BONDS					
E 601-41000-635 Miscellaneous Income/Expense	\$0.00	\$0.00	\$0.00	\$0.00	EB Uses-418 2nd St Purchase
E 601-54000-601 Debt Srv Bond Principal - EB	\$0.00	\$0.00	\$0.00	\$0.00	Delete 2022
E 601-55500-601 Debt Srv Bond Principal - EB	\$62,000.00	\$50,000.00	\$0.00	\$49,160.92	Bayer/Monsanto TIF - 2025
E 601-55500-666 Township Payments	\$0.00	\$0.00	\$0.00	\$0.00	Delete 2022
E 601-61000-601 Debt Srv Bond Principal - EB	\$185,000.00	\$180,000.00	\$180,000.00	\$195,000.00	2014A Bond/StkWa/2004 Bond/Equip/C Hall/St
E 601-61000-611 Debt Srv Bond Interest	\$11,250.00	\$16,650.00	\$13,950.00	\$19,087.50	2014A Interest/Northland Trust

Account Descr	2024 Budget	2023 Budget	2023 YTD Amt	2022 Amt	Comment
E 601-61100-601 Debt Srv Bond Principal - EB	\$0.00	\$0.00	\$0.00	\$0.00	EB Uses
E 601-65000-611 Debt Srv Bond Interest	\$80,169.00	\$82,969.00	\$81,568.76	\$84,863.76	2017A Interest Southview
E 601-65000-680 2017A Bond Southview Addition	\$145,000.00	\$140,000.00	\$140,000.00	\$140,000.00	2017A Southview Bond - Kelly Richards
E 601-67000-601 Debt Srv Bond Principal - EB	\$0.00	\$0.00	\$0.00	\$70,000.00	EB Uses
E 601-67000-611 Debt Srv Bond Interest	\$120,975.00	\$122,575.00	\$121,775.02	\$123,275.02	2019A Interest Parke Ave
E 601-67000-663 Transfer In/Out - EB	\$0.00	\$0.00	\$0.00	\$0.00	EB Uses
E 601-67000-700 2019A Parke Avenue	\$66,826.00	\$80,000.00	\$80,000.00	\$58,183.84	2019A Parke Ave-Water/Sewer Revenues for Pa
601 PROJECTS FUND - BONDS	\$671,220.00	\$672,194.00	\$617,293.78	\$739,571.04	
603 TAX ABATEMENT NOTE FUND 2016A					
E 603-63000-500 Capital Outlay (GENERAL)	\$0.00	\$26,585.00	\$25,573.75	-\$0.50	2016A Bond Tax Abatement (paid)
603 TAX ABATEMENT NOTE FUND 2016A	\$0.00	\$26,585.00	\$25,573.75	-\$0.50	
801 MN DOT RD REPAIR-RECONST ASST					
E 801-41000-664 Bridge/Street Repair - RO	\$10,000.00	\$10,000.00	\$0.00	\$20,185.50	MN DOT Aid-RO-Parke/Hwy 10
801 MN DOT RD REPAIR-RECONST ASST	\$10,000.00	\$10,000.00	\$0.00	\$20,185.50	
	\$2,853,491.92	\$2,749,246.89	\$2,125,452.32	\$2,948,854.21	

Revenue - 2,870,601.55

Expense - 2,853,491.92

17,109.63 Surplus

CITY OF GLYNDON

Revenue Budget Worksheet 2 - 2024

Account Descr	2024 Budget	2023 Budget	2023 YTD Amt	2022 Amt	Comment
101 GENERAL FUND					
R 101-41000-31000 General Property Taxes	\$307,700.00	\$307,700.00	\$160,906.72	\$301,187.79	General Property Taxes/Levy
R 101-41000-31005 Stockwood Revenue	\$108,500.00	\$108,500.00	\$66,923.95	\$112,909.59	Stockwood Specials Pd/Selling Lots
R 101-41000-31020 Delinquent Taxes	\$5,000.00	\$5,000.00	\$5,564.16	\$9,743.38	Delinq Gen Prop Taxes
R 101-41000-32000 Tickets / Permits / Licenses	\$700.00	\$700.00	\$660.00	\$1,055.00	Burning/ATV/Snowmobile/Parking Fines
R 101-41000-32110 Liquor License/Permit	\$4,600.00	\$4,600.00	\$2,600.00	\$5,210.00	Hill & Morty's Liquor License
R 101-41000-32210 Building Permits	\$12,000.00	\$12,000.00	\$10,390.95	\$14,148.72	50% Goes to Building Inspector
R 101-41000-32215 Building Permit State Surchar	\$1,600.00	\$1,600.00	\$1,527.52	\$1,713.18	State Surcharge from Building Permits
R 101-41000-32240 Animal Licenses	\$300.00	\$400.00	\$234.00	\$518.00	Pet Tags/Danger Dog \$500
R 101-41000-32270 Abatement Revenue	\$35,664.55	\$35,664.55	\$0.00	\$25,000.00	Lugo Abatement/2022 Fuchs 418 Property
R 101-41000-33120 COVID-19 Relief-Federal Aid	\$0.00	\$0.00	\$0.00	\$0.00	State/Moland Township Cares Funds
R 101-41000-33400 State Grants & Aids	\$0.00	\$0.00	\$0.00	\$75,235.00	PERA Aid/Am Rescue COVID
R 101-41000-33401 Local Government Aid	\$454,449.00	\$416,738.00	\$208,369.00	\$412,432.00	LGA Funds
R 101-41000-34103 Zoning and Subdivision Fees	\$100.00	\$200.00	\$200.00	\$0.00	Any Land Changes - Plat/Zone/Split
R 101-41000-34700 Glyndon Days Donatio/Craft Fe	\$4,000.00	\$1,500.00	\$6,229.00	\$3,262.00	Glyndon Days Donations
R 101-41000-36200 Miscellaneous Revenues	\$50.00	\$75.00	\$41.42	\$73.81	Copies/Misc
R 101-41000-36210 Interest Earnings	\$2,000.00	\$300.00	\$2,905.45	\$1,246.87	Northwestern Bank
R 101-41000-36220 Other Rents and Royalties	\$550.00	\$550.00	\$0.00	\$1,650.00	Water Tower Lease-School/NO Midco
R 101-41000-36225 Franchise Fees	\$16,000.00	\$16,000.00	\$11,549.98	\$15,909.07	Xcel/Midco/RRVC
R 101-41000-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	Garbage Transfer/Restricted Savings Transfer
R 101-41000-46000 LOMC Insurance Dividend	\$0.00	\$0.00	\$0.00	\$6,272.00	Not Sure Each Year
R 101-41000-50000 Insurance Reimbursement	\$0.00	\$0.00	\$10,335.98	\$0.00	LOMC if we have a claim/Lakes Coop Hlth Ins R
R 101-41000-50102 Misc Income/Expense	\$150.00	\$150.00	-\$3,416.82	\$8,427.30	Petro Dividend Ck/Southview Parcel
R 101-41000-50600 Repair Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	Legal Fees Reimbursement
R 101-41000-50700 Project Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	
R 101-41000-50800 Transfer In/Out - EB	\$0.00	\$0.00	\$0.00	\$0.00	
R 101-42000-33400 State Grants & Aids	\$38,000.00	\$34,000.00	\$0.00	\$38,396.33	MN Police Aid Granted
R 101-42000-33416 Police Training Reimbursement	\$5,000.00	\$5,000.00	\$4,040.79	\$4,059.27	Training Reimburse - RO
R 101-42000-34001 Community Center Enforcement	\$0.00	\$0.00	\$0.00	\$280.00	ASP of Moorhead is doing
R 101-42000-35000 Fines-Clay County-Monthly	\$25,000.00	\$25,000.00	\$17,345.11	\$24,378.06	Merged 35104/35201
R 101-42000-35202 Reports/Permits	\$50.00	\$50.00	\$30.00	\$60.00	Copies of Reports
R 101-42000-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	
R 101-42000-45000 Donations	\$0.00	\$0.00	\$0.00	\$16,933.00	BNSF/Randall's
R 101-42000-45100 Donations Community Outreach	\$500.00	\$500.00	\$3,293.00	\$5,867.19	Picnic/ShopCop-RO
R 101-42000-50100 Safe & Sober - TZD	\$3,000.00	\$3,000.00	\$2,223.13	\$1,409.65	TZD Reimbursement
R 101-42000-50102 Misc Income/Expense	\$0.00	\$0.00	\$0.00	\$0.00	Transfer to Restricted - Auction
R 101-43000-34001 Community Center Enforcement	\$140.00	\$300.00	\$140.00	\$0.00	ASP of Moorhead
R 101-43000-34101 Building Rental Revenue	\$2,500.00	\$2,000.00	\$2,300.00	\$3,090.00	Comm Center Private Rentals
R 101-43000-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	Comm Center
R 101-47000-32150 Mosquito Fee - RO	\$3,000.00	\$7,000.00	\$5,513.85	\$13,554.14	Mosquito fee-ROLLOVER
R 101-47000-33610 County Grants/Aid for Hwy	\$7,000.00	\$5,000.00	\$7,887.66	\$7,607.00	Clay Cty Street Repair Reimbursement
R 101-47000-35204 Forestry Fee - RO	\$7,000.00	\$2,600.00	\$1,963.98	\$2,594.00	Forestry fee-ROLLOVER

Account Descr	2024 Budget	2023 Budget	2023 YTD Amt	2022 Amt	2022 Comment
R 101-47000-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$75.00	Mowing Charges
R 101-47000-36201 Vehicle Insurance Rev	\$0.00	\$0.00	\$0.00	\$1,577.55	Pynt for Vehicle Damage
R 101-47000-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	Restricted Savings Purchase
R 101-47000-48000 Vehicle Escrow Maint Dept	\$0.00	\$0.00	\$0.00	\$0.00	
R 101-51000-31000 General Property Taxes	\$0.00	\$0.00	\$0.00	\$26,149.00	Stockwood moved to 101-41000-31005
101 GENERAL FUND	\$1,044,553.55	\$996,127.55	\$529,758.83	\$1,142,023.90	
201 WATER FUND					
R 201-44000-31010 Refunding Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	Refunding Water Tower 2021A
R 201-44000-33400 State Grants & Aids	\$0.00	\$0.00	\$0.00	\$0.00	
R 201-44000-37000 PFA System Replacement Fund	\$19,000.00	\$18,000.00	\$0.00	\$0.00	2018A PFA (UB) RO-from 201-44000-37100
R 201-44000-37100 Water Sales	\$230,000.00	\$240,000.00	\$226,473.61	\$220,531.90	Transfer to 2002A / 2018 PFA / 2019A
R 201-44000-37150 Water Connect/Reconnect Fee	\$100.00	\$100.00	\$0.00	\$100.00	Utility Bill
R 201-44000-37160 Water Penalty	\$1,500.00	\$1,500.00	\$1,250.91	\$1,575.24	Utility Bill
R 201-44000-37161 Water Looping (Service Fee)	\$7,300.00	\$7,300.00	\$5,881.43	\$7,802.40	2018A PFA Water Looping
R 201-44000-37163 Water Tower User Fee	\$0.00	\$0.00	\$0.00	\$0.00	DELETE-2014B Water Tower
R 201-44000-39343 Water Sales Commercial	\$100.00	\$0.00	\$758.00	\$85.00	Bulk Water Sales
R 201-44000-50101 Water Meter Sales	\$3,000.00	\$3,000.00	\$2,590.00	\$3,710.00	New Meters Purchased
R 201-44000-50104 NSF Charge	\$100.00	\$100.00	\$90.20	\$124.80	Resident's NSF
R 201-44000-99999 Undistributed Receipts	\$6,000.00	\$6,000.00	-\$5,739.12	-\$0.37	Transfer to Water Sales - 201-44000-37100
R 201-58000-37100 Water Sales	\$0.00	\$0.00	\$0.00	\$55,358.00	Pd Off-2002A Bond-from 201-44000-37100
R 201-67000-36230 Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	EB Entry
R 201-67000-37100 Water Sales	\$44,221.00	\$22,807.00	\$0.00	\$0.00	2019A Parke Ave - from 201-44000-37100
R 201-68000-37163 Water Tower User Fee	\$100,000.00	\$100,000.00	\$73,982.70	\$100,044.16	2021A Refund Water Tower
201 WATER FUND	\$411,321.00	\$398,807.00	\$305,287.73	\$389,331.13	
301 SEWER FUND					
R 301-44000-34408 Other Sanitation Charges	\$34,500.00	\$34,500.00	\$25,258.01	\$34,245.52	Utility Pump Station Fee
R 301-44000-37200 Sewer Sales	\$211,160.00	\$211,160.00	\$177,369.19	\$232,308.65	2010B & 2019A Transfers Below
R 301-44000-37250 Sewer Connect/Reconnect Fee	\$800.00	\$1,500.00	\$400.00	\$1,300.00	
R 301-44000-37260 Sewer Penalty	\$1,400.00	\$1,400.00	\$1,075.30	\$1,462.07	Utility Bill Sewer Penalty
R 301-44000-37261 Storm Water	\$42,500.00	\$40,540.00	\$32,057.67	\$48,157.68	Utility Bill Storm Water
R 301-44000-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	Restricted Savings Acct
R 301-53000-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	1998 Sewer Cty Coded S-550120
R 301-56000-36100 Special Assessments	\$41,549.00	\$41,549.00	\$20,582.32	\$30,724.73	Bond 2010B Cty Coded 55001-2012
R 301-56000-37200 Sewer Sales	\$17,796.00	\$17,384.00	\$0.00	\$17,972.00	Transfer to pay 2010B Bond - 301-44000-3720
R 301-59000-31000 General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	Buffalo Watershed Ditch 68
R 301-67000-36230 Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	EB Entry
R 301-67000-37200 Sewer Sales	\$13,953.00	\$14,478.00	\$0.00	\$15,003.00	Transfer to pay 2019A Bond - 301-44000-3720
301 SEWER FUND	\$363,658.00	\$362,511.00	\$256,742.49	\$381,173.65	
401 GARBAGE & RECYCLING FUND					
R 401-41000-33620 Other County Grants/Aid	\$22,000.00	\$22,000.00	\$7,279.34	\$23,534.50	Staff Wage/Recycle Reimburse
R 401-41000-34403 Clean-up Week Charges	\$12,000.00	\$13,000.00	\$8,761.00	\$9,598.54	Clean-up Week
R 401-41000-37310 Residential Charge for Garbage	\$106,500.00	\$106,500.00	\$79,764.62	\$106,824.04	Residential Garbage

Account Descr	2024 Budget	2023 Budget	2023 YTD Amt	2022 Amt	2022 Comment
R 401-41000-37311 Commercial Charge for Garbag	\$54,800.00	\$54,800.00	\$40,548.85	\$54,871.61	Commercial Garbage
R 401-41000-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	Transfer to General Fund
401 GARBAGE & RECYCLING FUND	\$195,300.00	\$196,300.00	\$136,353.81	\$194,828.69	
501 FIRE & RESCUE FUND					
R 501-45000-31000 General Property Taxes	\$15,000.00	\$15,000.00	\$8,112.69	\$15,357.40	Fire Dept
R 501-45000-33100 General Grants & Aids	\$0.00	\$0.00	\$0.00	\$0.00	
R 501-45000-33300 Fire Relief Association Funds	\$23,000.00	\$21,200.00	\$23,437.87	\$22,516.90	Fire Pension 2020 Contribution
R 501-45000-33400 State Grants & Aids	\$0.00	\$0.00	\$0.00	\$0.00	SBR Reimbursement State
R 501-45000-34000 Charges for Services	\$4,000.00	\$4,000.00	\$9,262.20	\$4,315.00	Charges for Service
R 501-45000-34002 Charges for Standby Services	\$2,100.00	\$2,160.00	\$75.00	\$2,160.00	Standby Services - Races
R 501-45000-34101 Building Rental Revenue	\$6,000.00	\$6,000.00	\$3,500.00	\$5,500.00	Sanford Building Rental - \$500 @ month
R 501-45000-34202 Mutual Aid Services	\$0.00	\$0.00	\$7,925.00	\$2,100.00	Helping Dept from other towns
R 501-45000-34205 State Training Reimbursement	\$2,500.00	\$2,500.00	\$4,600.00	\$1,715.00	Training Reimbursement-Brock
R 501-45000-34207 Township Contract 1st Half	\$14,420.00	\$14,140.00	\$14,140.00	\$13,864.00	June Payment
R 501-45000-34208 Township Contract 2nd Half	\$14,420.00	\$14,140.00	\$0.00	\$13,864.00	December Payment
R 501-45000-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	Restricted Savings
R 501-45000-45000 Donations	\$0.00	\$0.00	\$10,000.00	\$0.00	Crystal Sugar Donation
R 501-45000-50102 Misc Income/Expense	\$0.00	\$0.00	\$5.00	\$0.00	Materials Used on Calls
R 501-46000-31000 General Property Taxes	\$10,000.00	\$10,000.00	\$5,408.45	\$10,238.27	Rescue
R 501-46000-33400 State Grants & Aids	\$0.00	\$0.00	\$0.00	\$0.00	Rescue
R 501-46000-36230 Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	ARPA Funds from County-RO
R 501-46000-50102 Misc Income/Expense	\$0.00	\$0.00	\$0.00	\$0.00	Rescue
501 FIRE & RESCUE FUND	\$91,440.00	\$89,140.00	\$86,466.21	\$91,630.57	
601 PROJECTS FUND - BONDS					
R 601-41000-50102 Misc Income/Expense	\$0.00	\$0.00	\$35.11	\$42,490.47	418 2nd Street Purchase back from County
R 601-55500-31050 Tax Increments	\$67,000.00	\$54,500.00	\$67,043.60	\$54,623.24	Monsanto TIF
R 601-61000-31000 General Property Taxes	\$148,600.00	\$152,200.00	\$130,182.20	\$206,519.05	Levy-Bond 2014A - Consolidated
R 601-61000-36100 Special Assessments	\$42,158.00	\$42,158.00	\$16,606.12	\$34,968.81	2014A/Lyndon,Lund,9 Reconst Coded 550161-
R 601-61000-50800 Transfer In/Out - EB	\$0.00	\$0.00	\$0.00	\$0.00	EB Uses - 2014A
R 601-65000-36700 Southview Addition 2017A	\$237,597.00	\$237,597.00	\$124,235.66	\$250,734.73	2017A Southview Addition
R 601-67000-31000 General Property Taxes	\$104,325.00	\$89,020.00	\$0.00	\$0.00	Levy 2019A-Parke Ave/Transfer Funds/Extra M
R 601-67000-36100 Special Assessments	\$124,649.00	\$124,649.00	\$56,158.27	\$180,111.26	Parke Ave Assessments 2019A
R 601-67000-36210 Interest Earnings	\$0.00	\$0.00	\$0.00	\$69.93	Parke Ave 2019
R 601-67000-36900 Parke Ave Project 2019A	\$0.00	\$0.00	\$0.00	\$0.00	
601 PROJECTS FUND - BONDS	\$724,329.00	\$700,124.00	\$394,260.96	\$769,517.49	
602 CAPITAL PROJECTS					
R 602-64000-50900 Capital Projects	\$30,000.00	\$39,931.20	\$21,462.14	\$0.00	Funds from Utility Bill
602 CAPITAL PROJECTS	\$30,000.00	\$39,931.20	\$21,462.14	\$0.00	
603 TAX ABATEMENT NOTE FUND 2016A					
R 603-51000-50800 Transfer In/Out - EB	\$0.00	\$0.00	\$0.00	\$0.00	
R 603-63000-31000 General Property Taxes	\$0.00	\$26,585.00	\$13,292.50	-\$1.00	Levy 2016A - Tax Abatement (paid)

Account Descr	2024	2023	2023	2022	Comment
	Budget	Budget	YTD Amt	Amt	
603 TAX ABATEMENT NOTE FUND 2016A	\$0.00	\$26,585.00	\$13,292.50	-\$1.00	
801 MN DOT RD REPAIR-RECONST ASST					
R 801-41000-33400 State Grants & Aids	\$10,000.00	\$10,000.00	\$0.00	\$0.00	State Aid for Street Maintenance - RO
801 MN DOT RD REPAIR-RECONST ASST	\$10,000.00	\$10,000.00	\$0.00	\$0.00	
	\$2,870,601.55	\$2,819,525.75	\$1,743,624.67	\$2,968,504.43	

<u>EXPENSES</u>						<u>9/27/23 Budget Changes</u>
<u>Sewer</u>						
301-44000-101	Full-Time Hourly	From \$54,575 to \$48,575		-	\$6,000.00	Removed Seasonal Salary
301-44000-101	Full-Time Hourly	From \$48,575 to \$76,645		\$28,070.00	-	New 3rd Maintenance
301-44000-121	PERA	From \$8,712 to \$10,816.		\$2,104.00	-	New 3rd Maintenance
301-44000-122	FICA	From \$9,400 to \$11,033		\$1,633.00	-	New 3rd Maintenance
301-44000-130	Employee Paid Premium Health	From \$13,778 to \$18,371		\$4,593.00	-	New 3rd Maintenance
301-44000-135	Employer Paid Health Savings	From \$6,000 to \$7,500		\$1,500.00	-	New 3rd Maintenance
301-44000-136	Employer Paid Dental Coverage	From \$525 to \$882		\$357.00	-	New 3rd Maintenance
301-44000-201	Uniforms	From \$700 to \$950		\$250.00	-	New 3rd Maintenance
301-44000-319	Cell Phone	From \$700 to \$970		\$270.00	-	New 3rd Maintenance
<u>REVENUES</u>						
<u>Department</u>	<u>Account Description</u>	<u>Amount Changed</u>	<u>Increase</u>	<u>Decrease</u>		<u>9/13/23 Budget Changes</u>
<u>General</u>						
101-41000-31000	General Property Taxes	Not in Yet (Levy %)			-	Decide on % to get total

**2024 Levy
Percentage Amounts**

2023 Levy Amount	Percentage	Amount of %	Total 2024 Levy
\$600,575.88	1.00%	\$6,005.76	\$606,581.64
\$600,575.88	2.00%	\$12,011.52	\$612,587.40
\$600,575.88	3.00%	\$18,017.28	\$618,593.16
\$600,575.88	4.00%	\$24,023.04	\$624,598.92
\$600,575.88	5.00%	\$30,028.79	\$630,604.67
\$600,575.88	6.00%	\$36,034.55	\$636,610.43
\$600,575.88	7.00%	\$42,040.31	\$642,616.19
\$600,575.88	8.00%	\$48,046.07	\$648,621.95
\$600,575.88	9.00%	\$54,051.83	\$654,627.71
% - needs to be figured into the Levy for the 2-year Tax Abatement on all new homes completed			
Should be over \$8,000			

YEAR PAYABLE	LEVY %
2009	4.76%
2010	9.00%
2011	7.00%
2012	3.00%
2013	4.00%
2014	0.00%
2015	0.00%
2016	3.00%
2017	3.00%
2018	4.00%
2019	1.75%
2020	2.00%
2021	5.00%
2022	6.00%
2023	8.00%
2024	

City of Glyndon

Minnesota



City Council:

Mayor Tracy Tollefson
Patrick McCoy
Bryant DeVries
Steven Ring
Justin Schreiber

September 28, 2023

Lori Johnson
Clay County Auditor
3510 12th Ave S
Moorhead, MN 56560

Lori Johnson,

The City of Glyndon has scheduled its "Truth in Taxation" Public Hearing to be held on December 13th, 2023, at 6:00 p.m. in the City Hall Council Chambers located at 36 3rd Street South, Glyndon, Minnesota.

The City of Glyndon's current Tax Levy is \$600,575.88

The proposed increase is - **8%**

Total Preliminary Levy Request is **\$648,621.95**

Residents may call 218-498-2578 or mail questions and comments to:

City of Glyndon
Wendy Affield
PO Box 223
Glyndon, MN 56547

Respectfully,

Wendy Affield, City Clerk/Treasurer

Rebels United



Positive Community Norms

By Jason McCoy, MPH
PCN Coordinator

Funded by DHS-BHDHD (SAMSHA)

Reduce Underage Substance Use
(Alcohol, vaping, cannabis)

Elevate Healthy Choices

Engage Parents

Shift Community Norms



PCN Grant



Rebels United

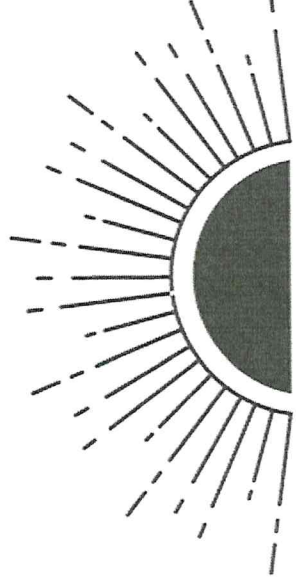
- Campaign & Community Coalition

Rebels United



RISE Club

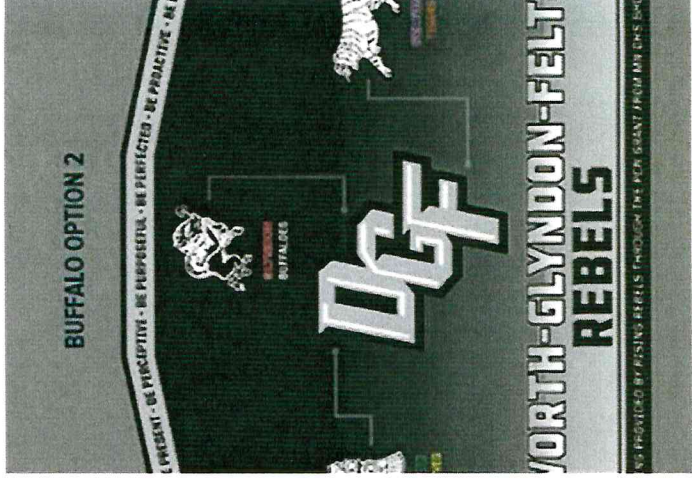
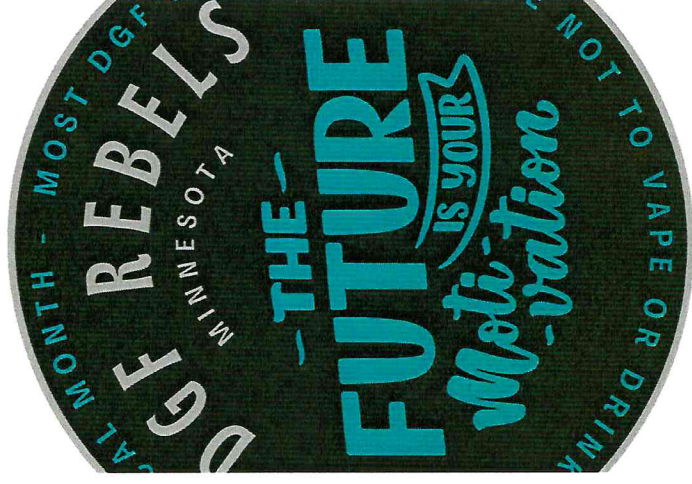
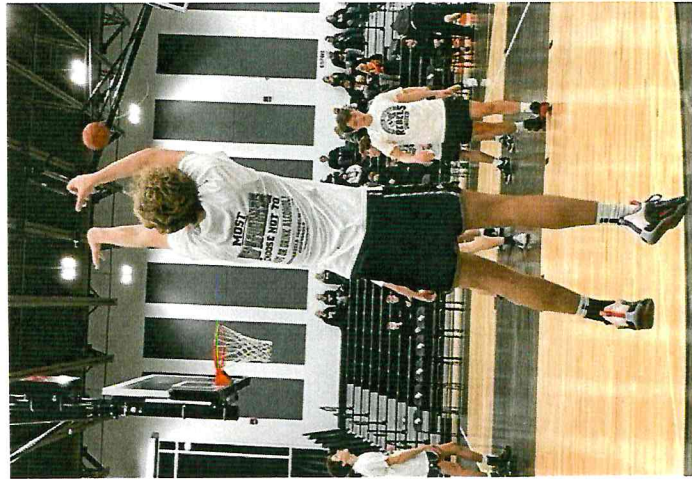
Responsible Individuals Striving
for Excellence



DGF RISE CLUB

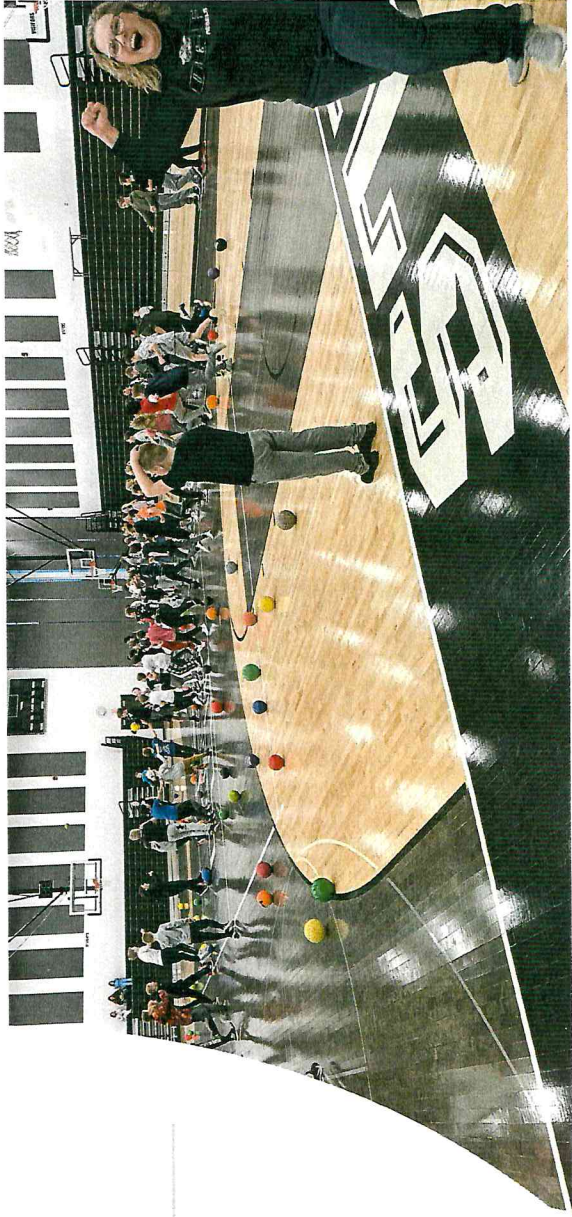
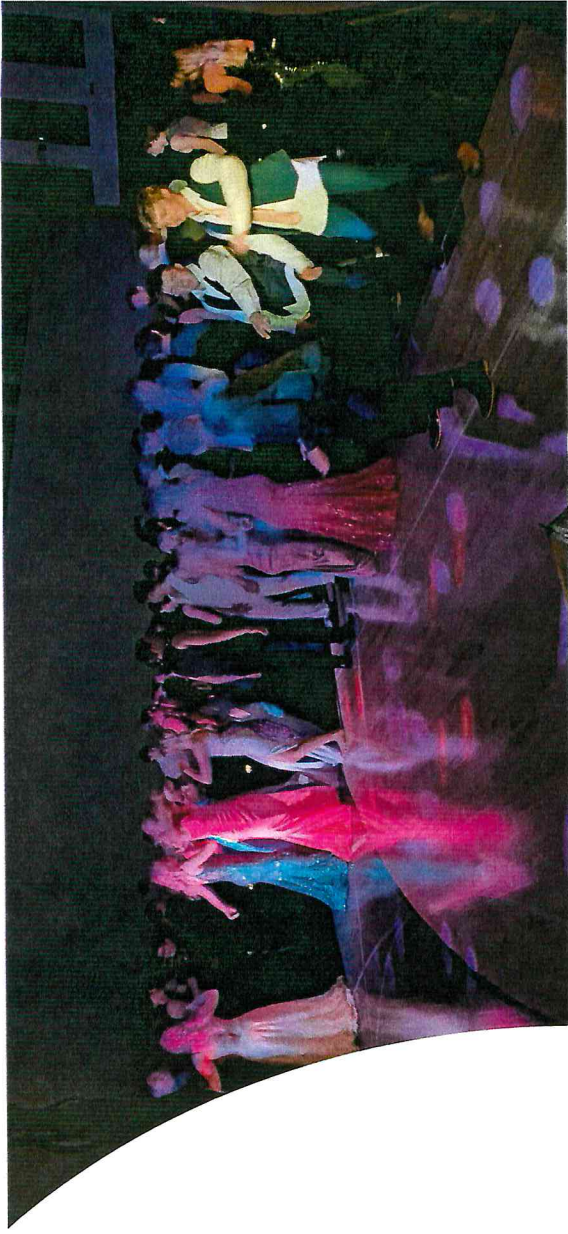
Responsible Individuals Striving for Excellence

Communication





Events



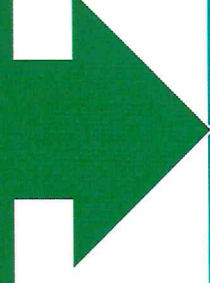
Activities

- Student, Staff, Parent/Guardian, & Community Surveys
- Senior Sunrise/Sunset
- End of Year Field Trips
- Day of Compassion – volunteer support
- Parades
- Magnitude Sports – fall sports sponsor



What is the Science of the Positive?

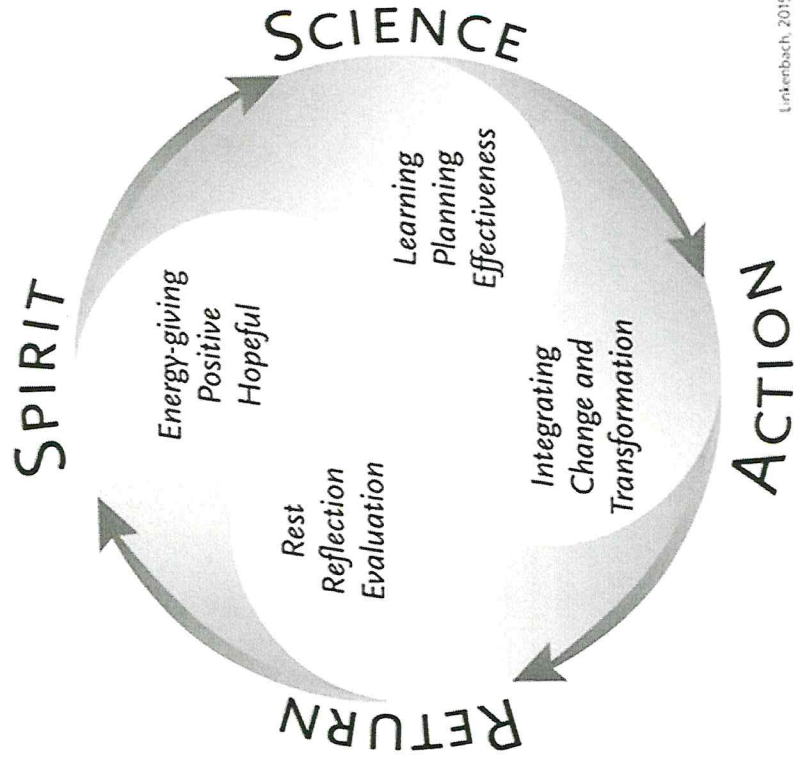
The Science of the Positive is the study of how positive factors impact culture and experience.



The focus is on how to measure and grow the positive, and is based upon the core assumption that the positive is real and is worth growing – in ourselves, our families, our workplaces and our communities.



Cycle of Transformation





Core Assumption

of The Science of the Positive:



The **POSITIVE**
exists, it is real,
and is worth
growing



science:positive



The solutions are in community.

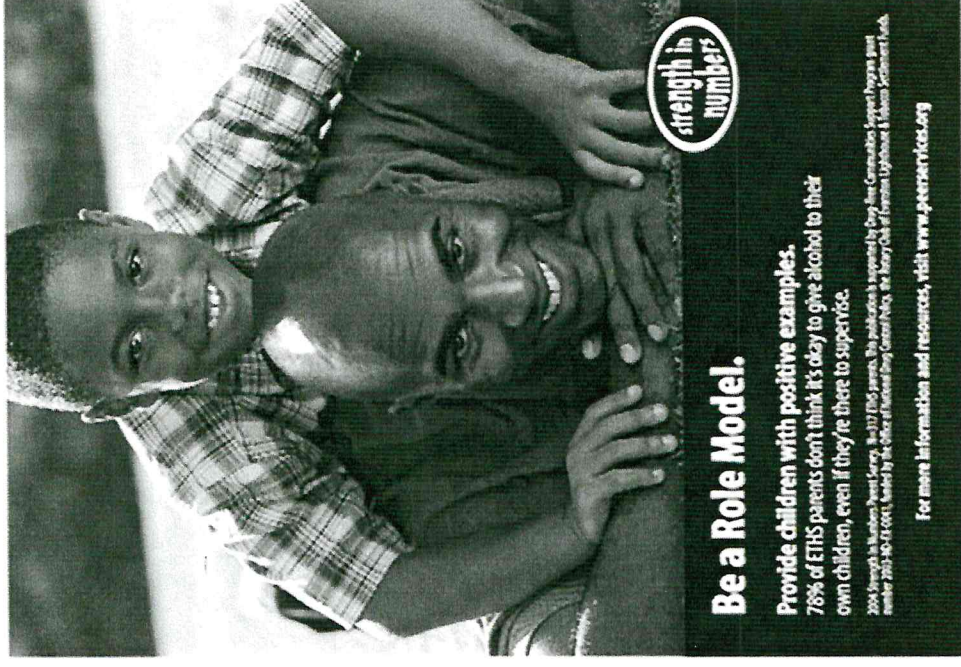
Linkenbach, J. (2007, 2009-2011, 2015-2016). The Science of the Positive: The Seven Core Principles Workbook.



science:positive®

■ “If we want
HEALTH,
we must
promote
HEALTH.”

Linkenbach, J. (2001) “Cultural Cataracts: Identifying and Correcting Misperceptions in the Media.” The Report on Social Norms: Working Paper No (1). Paper Clip Communications.



Be a Role Model.

Provide children with positive examples.
78% of EHS parents don't think it's okay to give alcohol to their own children, even if they're there to supervise.

strength in numbers

2004 Strength in Numbers Parent Survey. In 17 EHS parents. The publication is supported by Drug-Free Communities Support Program grant number 2813-00-01-0001, funded by the Office of National Drug Control Policy, the Harry Ochs of Tomorrow Foundation & Volusia-Seminole Youth.

For more information and resources, visit www.peerservice.org

science positive

Positive Community Norms is...



An application of the Science of the Positive Framework, in organizations, systems, communities and cultures to grow positive, protective norms. Key steps will:

1. Uncover the Positive
2. Measure Gaps
3. Challenge Misperceptions
4. Increase Health

*It ain't what you don't know
that gets you into trouble. It's
what you know for sure that
just ain't so.*

Mark Twain

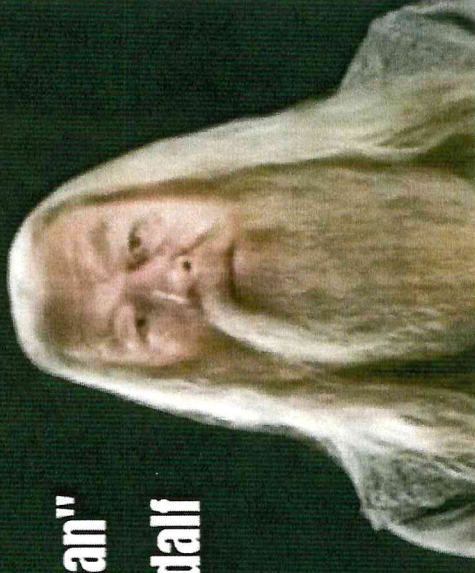


twainquotes.com



Messaging Matters.

**"Use the Force, Spiderman"
- Gandalf**



■ '23 Surveys

- **DID YOU KNOW...** of DGF students
- **91% DON'T drink alcohol** in a typical month
- **95% DON'T use marijuana** in a typical month
- **92% DON'T vape** in a typical month

Mind the Gap

ALCOHOL NON USE NORM		
Student Norm and Perception of the Norm		
Question: How often do YOU use alcohol?		
% of students that drink less than monthly (R6)	MS: 98 Total: 92.6	HS: 87.6
% of <u>students</u> that accurately perceive the norm (R10)	MS: 79.4 Total: 58	HS: 38.4
Main Norms Message: Most students DON'T drink alcohol in a typical month.		
Adult Perceptions of the Norm: the percentage of each group that accurately perceives the student norm.		
% of <u>school staff</u> that accurately perceive the norm (R2)	66	
% of <u>parents & guardians</u> that accurately perceive the norm (R3)	67.5	
% of <u>community adults</u> that accurately perceive the norm (R3)	27.2	

Mind the Gap

MARIJUANA NON USE NORM	
Student Norm and Perception of the Norm	
Question: How often do YOU use marijuana?	
% of students that use marijuana less than monthly (R7)	MS: 99.1 HS: 92.7 Total: 95.8
% of <u>students</u> that accurately perceives the norm (R11)	MS: 80 HS: 48.2 Total: 63.4
Main Norms Message: MOST students DON'T use marijuana in a typical month.	
Adult Perceptions of the Norm: the percentage of each group that accurately perceives the student norm.	
% of <u>school staff</u> that accurately perceives the norm (R3)	74.5
% of <u>parents & guardians</u> that accurately perceives the norm (R22)	71.9
% of <u>community adults</u> that accurately perceives the norm (R4)	40.8

Mind the Gap

VAPING NON USE NORM	
Student Norm and Perception of the Norm	
Question: How often do YOU use vape or use e-cigarettes?	
% of students that vape less than monthly (R8)	MS: 97.4 HS: 89 Total: 93
% of <u>students</u> that accurately perceives the norm (R12)	MS: 52.5 HS: 28.4 Total: 39.9
Main Norms Message: Most students DON'T vape or use e-cigarettes in a typical month.	
Adult Perceptions of the Norm: the percentage of each group that accurately perceives the student norm.	
% of <u>school staff</u> that accurately perceives the norm (R4)	55.3
% of <u>parents & guardians</u> that accurately perceives the norm (R41)	64.8
% of <u>community adults</u> that accurately perceives the norm (R5)	24.3

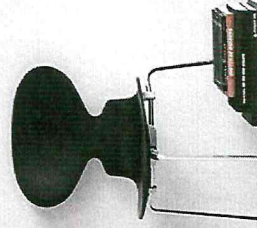


How can I help?

Knowledge is power.
Information is liberating.

Education is the premise of progress,
in every society, in every family.

- Kofi Annan



What's New This Year?

- New Posters, Shirts, Messaging
- Vinyl Door Wraps
- Vestibule Mural
- Student Survey in February
- Student Speaker
- Stall Messaging
- Support for Catch a Teacher Showing Rebel Pride



Have a great year!

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