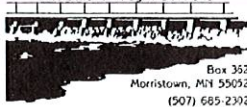


City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



MORRISTOWN CITY COUNCIL MEETING AGENDA

Regular Meeting 7:00 p.m.

Monday, December 4, 2023

Public Hearing 7:15 p.m. (Truth-in-Taxation)

1. Call to Order

2. Pledge of Allegiance

3. Additions/Corrections to Agenda:

4. Comments and Suggestions from Citizens Present:

5. Consent Agenda:

- A. Police Report – November 2023 – Will be sent in separate email when received
- B. Fire Department Report – November 2023
- C. Public Works Report – November 2023
- D. City Council Meeting Minutes – Regular Meeting 11/6/2023 & Work Session 11/8/2023
 - i. Special Meeting 10/11/2023
- E. Zoning Board Meeting Minutes – 11/16/2023
- F. Financial Reports – 11/31/23 – to come in separate email
- G. Claims and Accounts – 11/1/2023-11/31/2023
- H. Water Bill Delinquency Report

PUBLIC HEARING 7:15p.m. – TRUTH IN TAXATION HEARING

6. Unfinished Business:

- A. ESST Policy
- B. Drug and Alcohol Consortium and MMUA Membership
- C. Fine Letters

7. New Business:

- A. Resolution 2023-22 Adopting Final Property Tax Levy
- B. Resolution 2023-24 – Requesting the Establishment of Parking Restrictions
- C. Proposed Master Fee Schedule, Schedule Hearing: January 2nd, 7:05pm proposed
- D. SEH – Wencil Final Pay Application
- E. Re-Schedule January Meeting – Tuesday, January 2nd proposed
- F. Re-approve Resolution 2023-21 Post-Election Write-In Vote Counting with correct number
- G. All About Signs Quote for Permitting Required Signs
- H. Fund Balance Policy – Update
- I. CD Investment Options
- J. Sidewalk on Main St – Rice County Proposal
- K. Fence Dispute – Mark to give insight
- L. Permitting Process – Mark to explain
- M. Wholesale Tire – Parcel Division – Mark to explain
- N. Fire Department Call Amount - \$10 to \$15 per call
- O. Fire Relief Spending
- P. Tanker Fund to increase from \$50,000 to \$65,000
- Q. Sheriff's Contract
- R. After Prom, Hall Use – Linda to explain
- S. Pay City Council, Zoning Board, and Elected Fire Officials
- T. Commercial Club Parking Lot Use, Christmas Parade
- U. Supervisor for 2024 Street Project
- V. Approval to Pay Bills in Advance – Entire List for Council Consideration and Approval
- W. Resolution 2023-26 Creation of Fund 403, 2024 Street Project
- X. Resolution 2023-25 Creation of Fund 703 Sewer Capital Fund
- Y. Resolution 2023-23 Creation of Fund 702 Water Capital Fund
- Z. Bill Public Works time to Homeowner
- AA. COLA
- BB. Travis Review

8. Correspondence and Announcements:

Council Discussion and Concerns:

9. Adjournment:

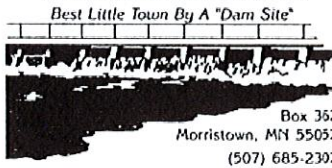
11. Next Meeting: Tuesday, January 2, 2024 – 7:00 p.m.

PUBLIC WORKS REPORT

	LEAD	OPERATOR	SEASONALS
WATER	<input type="checkbox"/> Seasonal water shut off <input type="checkbox"/> Notify for shutdown	<input type="checkbox"/> Shut curb stop off on Franklin <input type="checkbox"/> Water tests <input type="checkbox"/> Turn water on, Main St <input type="checkbox"/> Flushed and oiled hydrants <input type="checkbox"/> Patch water tower floor	<input type="checkbox"/> Done working as of October 31st
WASTEWATER	<input type="checkbox"/> Ran samples to Janesville <input type="checkbox"/> WWTP Cleaning <input type="checkbox"/> Manhole checks <input type="checkbox"/> Fix ferric pump	<input type="checkbox"/> Wastewater training <input type="checkbox"/> WWTP cleaning <input type="checkbox"/> Serviced generator <input type="checkbox"/> Manhole checks <input type="checkbox"/> Train Val for rounds <input type="checkbox"/> Locate Church service <input type="checkbox"/> Bypass liftstation <input type="checkbox"/> Remove chlorine pump for season	<input type="checkbox"/>
STREETS	<input type="checkbox"/> Prep Ford for salt/sand spread <input type="checkbox"/> Prep skidloader <input type="checkbox"/> Snow removal <input type="checkbox"/> Locates <input type="checkbox"/> Clean storm drains <input type="checkbox"/> Sweep streets <input type="checkbox"/> Remove fallen tree <input type="checkbox"/> Start cleaning storm drains	<input type="checkbox"/> Multiple locates off Bloomer <input type="checkbox"/> Clean out culverts at City Hall <input type="checkbox"/> Clean up tree <input type="checkbox"/> Ramp manhole for plowing <input type="checkbox"/> Sweep streets	<input type="checkbox"/>
PARKS	<input type="checkbox"/> Clean up parking lot by Mill	<input type="checkbox"/> Clean up parking lot by Mill	<input type="checkbox"/>
MISC	<input type="checkbox"/> Clean up brush pile <input type="checkbox"/> Generator checks <input type="checkbox"/> Clean trucks <input type="checkbox"/> Clean shop <input type="checkbox"/> Move furniture at City Hall <input type="checkbox"/> Remove dead plants from planters <input type="checkbox"/> Clean bathrooms at PW <input type="checkbox"/> Louisville for service	<input type="checkbox"/> Generator checks <input type="checkbox"/> Lower flag at City Hall <input type="checkbox"/> Clean trucks <input type="checkbox"/> Full service on Dodge truck <input type="checkbox"/> Move furniture at City Hall <input type="checkbox"/> Louisville for service	<input type="checkbox"/>

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION



MORRISTOWN CITY COUNCIL MEETING MINUTES

PUBLIC HEARING 7:00 p.m.

Regular Meeting followed at 8:25 p.m.

Monday, November 6, 2023

Council Present: Tony Lindahl (Mayor), Jake Golombeski, Joe Caldwell, Leon Gregor, Linda Murphy

Others Present: Travis Mullenmeister (PW), Bruce Morris (FD), Doug Scott (SEH), J. Schwichtenberg, S. Nordmeier, M. O'Rourke, J. Schlie, L. Karsten, R. Karsten, J. Regan, D. Schlie, L. Schlie, S. Willing, K. McMullen, J. Rossow, P. Remington, S. Krenik, E. Eklund, J. Chmelik, D. Dulas, O. Gonzales, J. Byers, J. Wenker, K. Anderson, V. Locklier, E. Kaspaski, D. Carter, R. Merritt, T. Ahlman, R. Gauthier, C. Gauthier, T. Pratt, T. Butterfield, J. Butterfield, T. Nusbaum, A. Nusbaum, R. Schniell, M. Mellon, D. Walz

1. **Call to Order:** Mayor Tony Lindahl called the meeting to order of the Morristown City Council on Monday, November 6, 2023, at 7:05 p.m. in the Council Chambers at 402 Division St., S, Morristown, MN.

2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.

3. **Additions/Corrections to Agenda:**

- A. Investment into CD
- B. Plow Truck Cutting Edges Quotes
- C. Plow Truck Rear Axle Repair
- D. Contract Proposal for Final Bidding and Assessments

Motion by L. Gregor, seconded by J. Caldwell and was carried unanimously to accept the Agenda with the additions added and with the Fire Department report being pulled.

Motion by J. Caldwell, seconded by L. Gregor and was carried unanimously to close regular meeting at 7:10 p.m. and open public hearing.

PUBLIC HEARING – NOTICE ON IMPROVEMENT

The public meeting was opened with Doug Scott of SEH speaking with a corresponding power point presentation. He introduced himself and stated that the purpose of the meeting is to review the Feasibility Study for the Council's consideration of the project. Doug spoke of the different phases to the 2024-2025 road project – with Phase I (2024) includes Ann St., W to Division St.; Ann St., E (Division) to 2nd St., E; Washington St., SE (Division) to 3rd St., E; 1st St., SE (Washington to Main); and 2nd St., SE (Ann to Main). Phase 2 (2025) includes Chestnut St E (Division) to 3rd St., E; Division St., N (Franklin to Bloomer); 1st St., NE (Main) to dead end; and 2nd St., E (Chestnut to Ann, Main to Franklin, from Bloomer to dead end. Doug spoke of street and utilities issues consisting of the existing water main, lead pipes, water system breakage or leakage and flow due to the age of the original lines. He also stated that MN Dept of Health does not recognize 4" water mains as providing adequate distribution of public water and it does not meet the current municipal standards for fire flow protection. Doug spoke of the existing sanitary sewer and indicated that most of the system is in good working condition with only a few areas needing repairs as opposed to the storm sewers which appear to be from the original system and that drainage routes are flat with slow drainage. The scope of work with respect to these issues are full street reconstruction pedestrian safety improvements, complete water main replacement, complete water service replacement, drainage improvements and sanitary sewer spot repairs.

His presentation continued to the estimated cost of the phases. Phase 1 comes at an estimated construction cost of 2,013,105 adding in the construction contingency and project related costs the estimated total project cost for Phase 1 is \$2,828,345. Phase 2 total construction cost \$1,614,605 and total estimated total project cost \$2,260,445. With that said the funding for Phase 1 is estimated at Special Assessments – 34%=\$952,230, City Fund – 16%=\$456,945, 2022 Bonding Bill – 50%=\$1,409,175. Phase 2 is estimated at Special Assessments – 49%=\$1,107,540, City Fund – 7%=\$152,910, 2024 Bonding Bill (city is asking for \$1M from bonding bill) – 44%=\$1,000,000.

In final he presented the Morristown Special Assessment Policy in percentages and the Assessment Rates in dollar amounts as follows: Street Reconstruction (FF)- 50% at \$98.27/unit; Curb & Gutter (FF)-100% at \$23.28/unit; Driveways (Sq Ft)- 100% at \$86.47/unit; Reconstructed Sidewalks (FF)- 50% at \$42.05/unit; New Sidewalk (FF)-100% at \$84.10/unit; Storm Sewer Reconstruction (Sq Ft)- 50% at \$42.05/unit; Water Main (FF)- 50% at \$38.16/unit; Water Service – 100% at \$1,444/unit. Finally, he presented the timeline for public hearings and meetings that will take place prior to anything being finalized and signed off on. With all that said, Doug Scott opened the hearing for questions from citizens present.

Many residents voiced their unhappiness with the assessments that will affect their property taxes. They voiced their concerns with the project in full and the extent of disruption. The residents see no need for sidewalks that are part of the project as being necessary and/or wanted. The council informed the residents that the sidewalks are part of the project for allowance of the grant money from the state. The main concern is the necessity of this project, the price tag of this project and the assessments to the residents. Council and Doug Scott stressed to the group that what was being presented was not the final project just a projection. The council informed the

residents that the cost being presented is not the actual final numbers and that they had asked SEH to prepare an aggressive project with the understanding that many changes can and will be made prior to the final project. Nothing is written in stone.

Motion by L. Gregor, seconded by J. Caldwell and was carried unanimously to close the public hearing at 8:25 p.m. and open regular meeting.

Comments and Suggestions from Citizens Present:

- S. Nordmeier thanked the council and community for a great turnout on Halloween. The Truck and Treat was a success as was the FD first stop and CC's second stop.
- M. O'Rourke inquired about the closing of the compost site – he would like to turn off cameras. The Council briefly discussed and opined that it should stay open as late as possible or until first snow fall. Council will revisit in December.
- B. Morris (FD Chief) New Hires

Motion by L. Murphy, seconded by L. Gregor and was carried unanimously to accept B. Morris request to hire 4 new applicants to the Fire Department with hire dates of January 4, 2024.

- B. Morris/S. Nordmeier discussed the new tanker truck that at present time is being wrapped. FD is requesting approval to begin the process of putting out bids for sale of current tanker truck.

Motion by J. Caldwell, seconded by L. Murphy and was carried unanimously to approve the beginning process of putting out bids for sale of current tanker truck.

5. Consent Agenda:

- A. Police Report – October 2023
- B. Fire Department Report – October 2023
- C. Public Works Report – October 2023
- D. City Council Meeting Minutes – Regular Meeting 10/2/2023 & Work Session 10/17/2023
- E. Zoning Board Meeting Minutes – 10/26/2023
- F. Financial Reports – 10/31/23
- G. Claims and Accounts – 10/1/2023-10/31/2023

Motion by J. Caldwell, seconded by L. Gregor and was carried unanimously to approve the Consent Agenda.

6. Unfinished Business:

A. 204 Franklin St – 90-day progress update – Updates have been completed. Premises is in compliance to what was asked of homeowner.

B. Event Set-up Position – Jessica Purdie & Ryan Seykora

Motion by J. Caldwell, seconded by J. Golombeski and was carried unanimously to hire Jessica Purdie and Ryan Seykora to the Community Center Set-up position. Conditional that Jessica Purdie will be the main contact and only utilize Ryan's assistance with large set-ups.

C. Change Order from Wencel – Wencel has been back to area to rectify issues.

7. New Business:

A. Resolution 2023-20 – Doug to Explain

Motion by L. Murphy, seconded by L. Gregor and was carried unanimously to accept Resolution 2023-20 a Resolution Ordering Improvement and Preparation of Plans with the change to Washington Street.

B. Ordinance 2023-5 - Section 92.70 – Cannabis

Motion by L. Gregor, seconded by J. Caldwell and was carried unanimously to accept Ordinance 2023-5 – An Ordinance Creating Section 92.70 of the Morristown City Code Regulating Use of Cannabis on Public Property.

C. COLA – Council briefly discussed and tabled until December meeting for further discussion.

D. Earned Safe and Sick Time (ESST) – Council briefly discussed and tabled until December for further discussion with respect to options,

E. Training Reimbursement Policy

Motion by L. Gregor, seconded by L. Murphy and was carried unanimously with respect to the Training Reimbursement Policy for CDL change being at 75% 1st year and 50% 2nd year.

F. Firefighter Pay Schedule Agreement – Council briefly discussed. No action needed to be taken. Fire Department pay schedule is part of Fire Department's by-laws.

G. Drug and Alcohol Consortium & MMUA Membership – Council briefly discussed. No action was taken.

H. Second Public Works Cell Phone – \$41/month

Motion by J. Caldwell, seconded by J. Golombeski and was carried unanimously to approve the purchase of a 2nd cellphone for the Public Works Department (J. West).

I. Resolution 2023-18 – Post Election Write-In Vote Counting

Motion by L. Gregor, seconded by J. Golombeski and was carried unanimously to accept Resolution 2023-18 A Post-Election Write-In Vote Counting

J. 4H Club - Permission to use Government room free of charge

- i. Halloween party, Nov 12th starting at 4pm
- ii. Christmas Party – Dec 10th at 4pm
- iii. June 9th – Scrap booking – date may change

Motion by J. Golombeski, seconded by J. Caldwell and was carried unanimously to approve the request of the 4H Club to waive government room charge.

K. ATM at Community Center – O'Rourke's to explain – M. O'Rourke commented that the Commercial Club will be contracting to have an ATM located in the Community Center.

L. Hydrant Removal for Fire Department – B. Morris informed the council that the FD removed hydrants due to lack of use.

Motion by J. Golombeski, seconded by L. Murphy and was carried unanimously to accept the expense of removing the hydrants.

M. Resolution 2023-16 Final Polling Place

Motion by J. Golombeski, seconded by L. Murphy and was carried unanimously to accept Resolution 2023-16 A Resolution Designating Final Polling Place

N. Resolution 2023-17 Assessment of Delinquent Water Bills

Motion by J. Golombeski, seconded by L. Gregor and was carried unanimously to accept Resolution 2023-17 Authorizing Assessment of Delinquent Water Bills for Collection in 2024.

O. WEM Prom Committee – Request to waive hall fees for After-Prom (May 4-5, 2024)

Motion by J. Caldwell, seconded by L. Murphy to approve WEM Prom Committee the rental of the Great Hall for \$250.00 and not waive the fee completely.

P. Resolution 2023-19 Accepting a Donation to the Fire Department

Motion by J. Golombeski, seconded by J. Caldwell and was carried unanimously to accept Resolution 2023-19 A Resolution Accepting Donation to the Fire Department.

Q. Pay Community Co-op Bill through bank account in advance

Motion by L. Murphy, seconded by J. Golombeski and was carried unanimously to allow the payment of the Co-Op invoice through bank account.

R. Copier Rental Agreement

Motion by J. Caldwell, seconded by L. Gregor and was carried unanimously to approve the rental agreement with EO Johnson for the Toshiba Estudio 3025AC 30 CPM Color.

S. Water Bill Delinquency Report – Council discussed depth. City Clerk will mail out delinquency letters and turn off water on scheduled turn off day.

T. Connie Review – Review was moved to end of meeting.

U. Investment into CD

Motion by L. Murphy, seconded by L. Gregor and was carried unanimously to invest into the Edward Jones 12-month CD at 5.45% with Wells Fargo.

V. Plow Truck Cutting Edges Quotes

Motion by J. Caldwell, seconded by J. Golombeski and was carried unanimously to accept Napa quote for the plow truck cutting edges.

W. Plow Truck Rear Axle Repair

Motion by L. Gregor, seconded by J. Golombeski and was carried unanimously to accept Freightliner quote for plow truck rear axle repair conditional that Freightliner expedite work.

X. Contract Proposal for Final Bidding and Assessments

Motion by L. Murphy, seconded by J. Golombeski and was carried unanimously to accept the contract proposal for final bidding and assessments as of today November 6, 2023, and 2024 project.

Motion by L. Murphy, seconded by J. Golombeski and was carried unanimously to close regular meeting and open closed meeting for Connie's review.

City Clerk discussed review and items for improvement. Council discussed. Not a monetary review.

Motion by J. Golombeski, seconded by L. Gregor and was carried unanimously to close the closed meeting and open regular meeting.

8. Correspondence and Announcements:

- Utility Bills can now be emailed. Please call City Hall to enroll or email admin@ci.morristown.nj.us
- November 29th Senate Capital Investment Tour – Leon Gregor and Joe Caldwell will attend.

9. Council Discussion and Concerns:

10. Adjournment:

Motion by J. Golombeski, seconded by L. Murphy and was carried unanimously to adjourn the Morristown City Council meeting at 10:10 p.m.

11. Next Meeting: Monday, December 4, 2023 – 7:00 p.m.

Tony Lindahl, Mayor

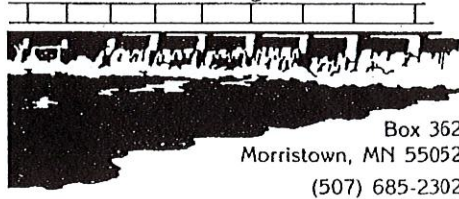
Attest:

Connie Medeiros, City Clerk

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 362

Morristown, MN 55052

(507) 685-2302

MORRISTOWN CITY COUNCIL WORK SESSION

Wednesday, November 8, 2023

Council Present: Mayor Tony Lindahl, Jake Golombeski, Linda Murphy, Leon Gregor, Joe Caldwell

Others Present: Ellen Judd, (City Administrator), Travis Mullenmeister, (Public Works), Connie Medeiros (City Clerk)

Call to Order: N/A **Pledge of Allegiance:** N/A

1. **Additions/Corrections to Agenda:** N/A
2. **Comments and Suggestions from Citizens Present:** N/A
3. **Consent Agenda:** N/A
4. **Unfinished Business:** N/A
5. **New Business**

➤ **Marijuana License** – Council discussed the fee for future marijuana licenses. The Council agreed that a fee will be added to the Master Fee Schedule for 2024.

➤ **Office Privacy** – The council discussed the City Administrator's request for a private office. The office in question is the Skywarn office. Discussions ensued as to the new location of the Skywarn office. As of this meeting the Council will ask the Fire Department to acquire unused office space at the fire station for Skywarn.

➤ **Budget and Levy** – City Administrator outlined the City's 2024 Budget. Instead of going over the entire budget spreadsheet the council reviewed and asked questions respectively.

➤ **Snow Removal Options** – Council discussed the options for this winter's snow removal from city streets and roads. It was discussed to contact Timm's Trucking and other companies that might be available. Public Works is fine with having a company do the plowing so that they can concentrate on the alleyways, sidewalks and parking lots. The City Administrator will look into contacting other snowplowing providers and report back to council.

➤ **Unemployment Payouts** – The City Administrator stated that a seasonal employee has applied for unemployment benefits. The Council discussed what can be done to avoid claims of this nature in the future. The discussion turned to possibly having seasonal employees employed at part-time employees. The City Administrator will look into options with respect to seasonal employees. The city will not deny the employees unemployment benefits.

➤ **Master Fee Schedule** – The Master Fee schedule was discussed for changes to 2024.

The work session started at 7:05 p.m. and was completed by 9:40 p.m.

Tony Lindahl, Mayor

Attest:

Connie Medeiros, City Clerk

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

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Box 362

Morristown, MN 55052

(507) 685-2392

MORRISTOWN CITY COUNCIL MEETING MINUTES

Special Meeting 6:30 p.m.

Wednesday, October 11, 2023

Council Present: Mayor Tony Lindahl, Jake Golombeski, Linda Murphy, Leon Gregor, Joe Caldwell

Others Present: Ellen Judd (City Administrator), Connie Medeiros (City Clerk), Travis Mullenmeister (Public Works)

Call to Order: Lindahl called the special meeting of the Morristown City Council to order on Wednesday October 11, 2023, at 6:30 pm., in the Council Chambers, at 402 Division Street S., Morristown, MN.

- A. **Pledge of Allegiance:** NA
- B. **Additions/Corrections to Agenda:** None
- C. **Comments and Suggestions from Citizens Present:** NA
- D. **Consent Agenda:** NA
- E. **Unfinished Business:** NA
- F. **New Business:**

1. SEH to present 2024 Street Project

Doug Scott of SEH presented to the Council the 2024 Street Project requested by the Council. He began his discussion presenting the Feasibility Study which consists of the 2 phases of the project. Phase 1, which will occur in the spring of 2024 and Phase 2 in the spring of 2025. Doug presented highlight maps of the roads that will be included in the street project. Phase 1 include Ann St., W to Division St.; Ann St., E (Division) to 2nd St., E; Washington St., SE (Division) to 3rd St., E; 1st St., SE (Washington to Main); and 2nd St., SE (Ann to Main). The Council inquired about some streets that could potentially be withdrawn and/or added from/to the project. He answered questions from the council with respect to widening roads, sidewalks, drainage, etc. Doug spoke of the existing sanitary sewer and indicated that most of the system is in good working condition with only a few areas needing repairs as opposed to the storm sewers which appear to be from the original system and that drainage routes are flat with slow drainage. The scope of work with respect to these issues are full street reconstruction pedestrian safety improvements, complete water main replacement, complete water service replacement, drainage improvements and sanitary sewer spot repairs. The presentation was a projected insight as to what/will/can be part of the 2024 street project included were estimated costs and assessments to homeowners. Phase 2 which is projected to commence in the spring of 2025 consists of Chestnut St E (Division) to 3rd St., E; Division St., N (Franklin to Bloomer); 1st St., NE (Main) to dead end; and 2nd St., E (Chestnut to Ann, Main to Franklin, from Bloomer to dead end. As opposed to Phase 1, Phase 2 is not as extensive and costly. The Council's questions with respect to Phase 2 were minimal due to the fact that council is mostly viewing and evaluating Phase 1 at this point in time.

Motion by Murphy, seconded by Caldwell, and approved unanimously to approve Resolution 2023-18 Receiving Report & Calling Hearing.

Adjournment: *Motion by Murphy, seconded by Caldwell, and was carried unanimously to adjourn the Morristown City Council special meeting at 7:32 p.m.*

Tony Lindahl, Mayor

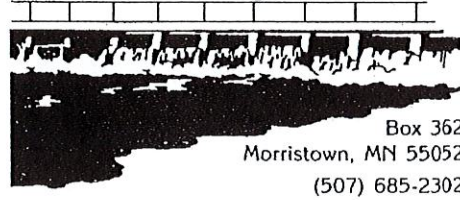
Attest,

Connie Medeiros, City Clerk

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting 7:00 p.m.
Thursday, November 16, 2023

Members Present: Jim Lonergan (Chair), Val Kruger, Ralph Barney (Zoning Administrator)

Others Present: Connie Medeiros (City Clerk)

- 1. Call to Order:** The Morristown Zoning Board Meeting was called to order at 7:05pm by Jim Lonergan on Thursday, November 16, 2023, in the Council Chamber in City Hall at 402 Division St., S
- 2. Additions/Corrections to Agenda:** None. *Motion by R. Barney, seconded by V. Kruger and was carried unanimously to accept the Zoning Board Meeting Agenda.*
- 3. Additions/Corrections of Meeting Minutes:** *Motion by R. Barney, seconded by V. Kruger and was carried unanimously to accept the Zoning Board Meeting Minutes of October 26, 2023.*
- 4. Report Council Action Taken at Last Meeting:** None.
- 5. Requests to be heard:** None.
- 6. Old/Unfinished Business:** None.

New Business:

A. Application for a Variance from JLM Holdings, LLC (address: 403 Sidney St., W)

The Board discussed the variance and concluded that they would approve it for the reasons that the permit was approved as the plans showed, there is no room for a garage in the back of the property, and the existing garage is a "floater" and it's not possible to attached it to main structure. Application for Variance will now be sent to Council for discussion and approval.

Motion by V. Kruger, seconded by R. Barney and was carried unanimously to approve the Application for Variance from JLM Holdings, LLC for 403 Sidney St., W. as stated above respectively.

8. Zoning Administrator's Report:

Open	4/21/2023	2023-2	Val Kruger	203 1st St., NE	Re-side garage	Kenow Const.
Open	4/28/2023	2023-4	Marcus DeLeon	411 Sidney St., W	New Construction (Rambler)	DeLeon Const.
Open	5/9/2023	2023-5	Jerome Hurst	107 Main St., E	Replace deck and porch	Berger Const.
Open	6/1/2023	2023-9	Kim Halvorson	105 1 st St., NE	Fence	
Open	6/9/2023	2023-13	Robert Dirks	307 Main St W	Replace - 6' Privacy fence	
Open	7/7/2023	2023-26	Valentyn Builders,	407 Sidney St., W	New Construction	Valentyn
Open	8/21/2023	2023-31	Anita Livingston	104 Franklin St., W.	Replace existing fence	
Open	8/25/2023	2023-34	Joshua Haefemeyer	306 Division St S	Siding & windows	
Open	9/21/2023	2023-38	Michael Bohner	202 Washington St E	Re-roof	Valentyn
Open	10/5/2023	2023-40	Steve Droog	5 Front Road	Siding & windows	
Open	10/6/2023	2023-40	Jeff Jandro	9868 Morristown Blvd	New Construction (Storage)	Jeff Jandro
Open	10/16/2023	2023-43	Shawn White	807 Division St.	Remove & Re-side	D&G Siding
Open	10/17/2023	2023-44	Stacy Connors	203 3 rd St., SE	Replace 4 windows	MN Rusco

Open	10/19/2023	2023-45	Bethlehem Lutheran	404 Franklin St., W	New Construction-Parsonage	
Open	11/7/2023	2023-46	Mike Anderson	406 Washington St., E	Replace existing shed	
Open	11/7/2023	2023-47	Tyler Nusbaum	202 1 st St., NE	Remove & replace shingles	Piepho Roofing
Open	11/9/2023	2023-48	Shawn White	807 Division St., S	Rebuild existing deck	Terpstra Const.
Open	11/9/2023	2023-49	Shawn White	807 Division St., S	Replace window & door	Terpstra Const.
Open	11/9/2023	2023-50	Morristown MHC	68 Jack Drive	Install new mobile home	HMC
Open	11/9/2023	2023-51	Morristown MHC	8 Front Street	Install new mobile home	HMC
Open	11/9/2023	2023-52	Morristown MHC	61 Charlotte Street	Install new mobile home	HMC
Open	11/9/2023	2023-53	Morristown MHC	65A Charlotte Street	Install new mobile home	HMC

9. **Board Discussion and Concerns:** None.

10. **Adjournment:** *Motion by R. Barney, seconded by V. Kruger and was carried unanimously to adjourn the Thursday, November 16, 2023, Zoning Board Meeting at 7:40 p.m.*

11. **Next Regular Meeting:** Thursday, December 21, 2023, at 7:00 p.m.

Connie Medeiros

Connie Medeiros
City Clerk/Treasurer

CITY OF MORRISTOWN

Transaction Activity

Search Name	Account Descr	Amount	Comments	Check/Receipt Date
-E Expenditure				
AIRGAS	E 100-41941-300 Professional Services	\$9.63	Cylinder Rental	11/14/23
AIRGAS	E 100-41941-215 Operating & Maintenance Supp	\$128.78	Compressed Gas & MIG Wire	11/14/23
CENTERPOINT ENERGY	E 204-42210-380 Utility Services	\$124.14	October Gas Utilities at Fire Hall. Acct#10583553-2	11/14/23
CUSTOM ALARM	E 100-41944-311 Alarm Company	\$152.19	12/1/23-2/29/24 Historical Society Intrusion/Fire Monit	11/14/23
ECKBERG LAMMERS	E 100-41610-304 Legal Fees	\$400.00	October Prosecution Services	11/14/23
FERGUSON	E 602-49490-215 Operating & Maintenance Supp	\$33.59	Pipe insulation	11/14/23
HAWKINS INC	E 602-49490-216 Chemicals	\$3,052.61	WWTP Chemicals	11/14/23
HAWKINS INC	E 601-49440-216 Chemicals	\$2,190.02	Water Tower Chemicals	11/14/23
MED COMPASS	E 204-42210-300 Professional Services	\$4,010.00	HAZMAT Physical	11/14/23
PRAIRIE CREEK FENCE	E 708-45202-500 Capital Outlay	\$13,138.40	Remove existing fence, replace 1000' of new fence	11/14/23
SEH SHORT ELLIOT HENDRICKSON	E 402-43101-303 Engineering Fees	\$750.00	2022 Street Project, record drawings	11/14/23
SEH SHORT ELLIOT HENDRICKSON	E 100-43101-300 Professional Services	\$17,826.10	2024 Street Project, Prepare feasibility report	11/14/23
SUEL PRINTING COMPANY	E 100-41110-350 Printing and Binding	\$253.00	2024 Street Project hearing notice	11/14/23
TRUCK CENTER COMPANIES	E 602-49490-300 Professional Services	\$97.75	DOT inspection on Dodge	11/14/23
UTILITY CONSULTANTS INC	E 602-49490-306 W/S Sample Testing	\$1,609.44	Weekly Sewer Samples	11/14/23
VERIZON WIRELESS	E 100-41941-320 Communication	\$40.01	10/7/23-11/6/23 Public Works Tablet Internet	11/14/23
VERIZON WIRELESS	E 100-41941-320 Communication	\$41.23	10/7/23-11/6/23 Public Works Phone	11/14/23
VERIZON WIRELESS	E 100-41946-320 Communication	\$41.23	10/7/23-11/6/23 Community Center Phone	11/14/23
VIKING FIRE AND SAFETY	E 100-41941-300 Professional Services	\$120.98	Annual Fire Extinguisher Check	11/14/23
VIKING FIRE AND SAFETY	E 100-41946-300 Professional Services	\$120.97	Annual Fire Extinguisher Check	11/14/23
VIKING FIRE AND SAFETY	E 204-42210-300 Professional Services	\$124.64	Annual Fire Extinguisher Check	11/14/23
WHOLESALE TIRE	E 100-41941-300 Professional Services	\$30.79	Scrap tire and filter disposal	11/14/23
WHOLESALE TIRE	E 602-49490-215 Operating & Maintenance Supp	\$1,218.60	Tires 2017 Dodge 5500	11/14/23
BEVCOMM	E 601-49440-320 Communication	\$305.50	December, Water Internet	11/29/23
BEVCOMM	E 100-42502-320 Communication	\$10.91	December, Skywarn TV	11/29/23
BEVCOMM	E 603-49520-320 Communication	\$185.48	December, Refuse Internet	11/29/23
BEVCOMM	E 204-42210-320 Communication	\$130.93	December, Fire Hall TV	11/29/23
BEVCOMM	E 100-42110-320 Communication	\$130.93	December, Police Internet	11/29/23
BEVCOMM	E 602-49490-320 Communication	\$327.32	December, WWTP Internet	11/29/23
CENTERPOINT ENERGY	E 602-49490-380 Utility Services	\$22.13	10/1/2023-10/31/2023 Sewer Plant Gas Utilities	11/29/23
CENTERPOINT ENERGY	E 100-41946-380 Utility Services	\$87.89	10/1/2023-10/31/2023 Community Center Gas Utilities	11/29/23
CENTERPOINT ENERGY	E 100-41948-380 Utility Services	\$87.88	10/1/2023-10/31/2023 City Hall Gas Utilities	11/29/23
CENTERPOINT ENERGY	E 100-41941-380 Utility Services	\$30.77	10/1/2023-10/31/2023 Maintenance Shop Gas Utilities	11/29/23
CENTERPOINT ENERGY	E 601-49440-380 Utility Services	\$15.00	10/1/2023-10/31/2023 Water Pump Gas Utilities	11/29/23
CENTERPOINT ENERGY	E 601-49440-380 Utility Services	\$26.23	10/1/2023-10/31/2023 Water Tower Gas Utilities	11/29/23

Check/Receipt

Search Name	Account Descr	Amount	Comments	Date
CHOSEN VALLEY TESTING, INCL.	E 100-43101-300 Professional Services	\$4,045.00	Project No. 7-22309.23.MNR	11/29/23
CLEARWAY COMMUNITY SOLAR LLC	E 601-49440-380 Utility Services	\$73.01	9/1/23-9/30/23 Electricity for 201 Division St: Well #1	11/29/23
CLEARWAY COMMUNITY SOLAR LLC	E 602-49490-380 Utility Services	\$1,590.61	9/1/2023 -9/30/2023 Electricity for 75 Verdev Dr: WW	11/29/23
ECKBERG LAMMERS	E 100-41610-304 Legal Fees	\$400.00	September Prosecution Services	11/29/23
EO JOHNSON CO INC	E 601-49440-206 Printer/Rental/Software	\$21.60		11/29/23
EO JOHNSON CO INC	E 204-42210-206 Printer/Rental/Software	\$10.80		11/29/23
EO JOHNSON CO INC	E 602-49490-206 Printer/Rental/Software	\$21.60		11/29/23
EO JOHNSON CO INC	E 100-41948-206 Printer/Rental/Software	\$43.20	11/13/2023-12/12/2023 Toshiba Coverage	11/29/23
EO JOHNSON CO INC	E 603-49520-206 Printer/Rental/Software	\$10.80		11/29/23
HAWKINS INC	E 602-49490-216 Chemicals	\$10.00	WWTP Chemicals (150 LB Chlorine Cylinder)	11/29/23
MN DEPARTMENT OF HEALTH	E 601-49440-433 Dues/Subscriptions	\$798.00	2023 Water Permit Usage Dues	11/29/23
MN HYDRO VAC	E 602-49490-300 Professional Services	\$1,240.00	Hydro Excavation (Water Treatment Plant)	11/29/23
USA BLUEBOOK	E 601-49440-216 Chemicals	\$130.03	Water Chemicals	11/29/23
USA BLUEBOOK	E 602-49490-216 Chemicals	\$129.98	Sewer Chemicals	11/29/23
XCEL ENERGY	E 204-42210-380 Utility Services	\$217.65	9/11/23-10/10/23 Electricity: Fire Hall	11/29/23
XCEL ENERGY	E 601-49440-380 Utility Services	\$42.07	10/10/23-11/8/23 Electricity: Water Pump (Well#1)	11/29/23
XCEL ENERGY	E 601-49440-380 Utility Services	-\$117.18	10/10/23-11/8/23 Electricity: Water Tower	11/29/23
XCEL ENERGY	E 100-43101-387 Street Lighting	\$670.00	10/10/23-11/8/23 Electricity: Street Lights Co-owned	11/29/23
XCEL ENERGY	E 100-43101-387 Street Lighting	\$17.95	10/10/23-11/8/23 Electricity: Auto Protective	11/29/23
XCEL ENERGY	E 100-43101-387 Street Lighting	\$13.23	10/10/23-11/8/23 Electricity: Street Lights	11/29/23
XCEL ENERGY	E 602-49490-380 Utility Services	-\$260.48	10/10/23-11/8/23 Electricity: Sewer Pump (WWTP)	11/29/23
XCEL ENERGY	E 602-49490-380 Utility Services	\$13.36	10/10/23-11/8/23 Electricity: Water Pump (Liftstation)	11/29/23
XCEL ENERGY	E 100-41941-380 Utility Services	\$39.71	10/10/23-11/8/23 Electricity: Maintenance Shop	11/29/23
XCEL ENERGY	E 100-41946-380 Utility Services	-\$152.18	10/10/23-11/8/23 Electricity: Community Center	11/29/23
XCEL ENERGY	E 100-43101-387 Street Lighting	-\$58.24	10/10/23-11/8/23 Electricity: Street Lights	11/29/23
XCEL ENERGY	E 100-41944-380 Utility Services	\$22.24	10/10/23-11/8/23 Electricity: Historic Site (Feed Mill)	11/29/23
XCEL ENERGY	E 100-45202-380 Utility Services	\$23.89	10/10/23-11/8/23 Electricity: Parks	11/29/23
ZARNOTH BRUSH WORKS INC	E 100-43101-215 Operating & Maintenance Supp	\$180.80	Street sweeper brushes	11/29/23
-E Expenditure		\$56,052.52		
		\$56,052.52		

Good afternoon Ellen,

The purpose of the TNT hearing is for the respective tax authority to hold a meeting at which the authority would discuss their **budget and levy** and let the public speak. Note that taxpayers questions regarding values and classifications should have already been addressed by the Assessor's Office upon receipt of their valuation notices and at the appeal and equalization meetings in Spring.

If taxpayers have specific tax calculation questions, those folks can reach out to our department directly.

Also, have them keep in mind that special assessments are excluded from TNTs.

Thank you!

Jody Wagner
Property Tax & Elections Assistant Director
Rice County Property Tax & Elections Department
320 Third Street NW
Faribault, MN 55021
507-332-6135
jody.wagner@ricecountymn.gov

Earned Sick and Safe Leave

(a) Accruing Earned Sick and Safe Time (ESST)

Part-time, non-benefitted employees, including seasonal employees and volunteer firefighters, who work at least 80 hours in a year for the city will accrue Earned Sick and Safe Time at one hour for every 30 hours worked, up to a maximum of 48 hours of ESST per year. The hourly rate of ESST is the same hourly rate an employee earns from employment with the city.

Full-time benefitted employees will continue to follow the PTO policy established in the employee handbook.

Pay out of ESST will be at the same rate for the activity being claimed for on-call firefighters. For purposes of hours worked, firefighters will be considered to have worked the following hours for each of the following activities.

Volunteer Firefighters Activities:

<u>Activity</u>	<u>ESST Accrued</u>
Call-Out	One hour per call
Training	Hourly, up to 8 hours
Truck Check	Hourly
Meeting	One hour per meeting

(b) Earned Sick and Safe Time Use

For Volunteer Firefighters, leave may be used as it is accrued in the increments for the activities noted above. The request to use ESST for any activity missed must be made in the month that it occurred. A form must be filled out with the Fire Chief noting the call/training missed in order to use the leave. You will then be paid the normal pay for that item and the deduction of your Earned Sick and Safe Leave will be made in the amount standardized above.

For all other part-time employees, the leave may be used as it is accrued in the smallest increment of time tracked by the city's payroll system (0.25 hours) for the following circumstances:

- An employee's own:
 - Mental or physical illness, injury or other health condition
 - Need for medical diagnosis, care or treatment, of a mental or physical illness
 - injury or health condition
 - Need for preventative care
 - Closure of the employee's place of business due to weather or other public emergency
 - The employee's inability to work or telework because the employee is prohibited from working by the city due to health concerns related to the potential transmission of a communicable illness related to a public emergency, or seeking or awaiting the results of a diagnostic test for, or a medical diagnosis of, a

communicable disease related to a public emergency and the employee has been exposed to a communicable disease or the city has requested a test or diagnosis.

- Absence due to domestic abuse, sexual assault, or stalking of the employee provided the absence is to:
 - Seek medical attention related to physical or psychological injury or disability caused by domestic abuse, sexual assault, or stalking
 - Obtain services from a victim services organization
 - Obtain psychological or other counseling
 - Seek relocation or take steps to secure an existing home due to domestic abuse, sexual assault or stalking
 - Seek legal advice or take legal action, including preparing for or participating in any civil or criminal legal proceeding related to or resulting from domestic abuse, sexual assault, or stalking
- Care of a family member:
- With mental or physical illness, injury or other health condition Who needs medical diagnosis, care or treatment of a mental or physical illness, injury or other health condition Who needs preventative medical or health care Whose school or place of care has been closed due to weather or other public emergency When it has been determined by health authority or a health care professional that the presence of the family member of the employee in the community would jeopardize the health of others because of the exposure of the family member of the employee to a communicable disease, whether or not the family member has actually contracted the communicable disease
- Absence due to domestic abuse, sexual assault or stalking of the employee's family member provided the absence is to:
 - Seek medical attention related to physical or psychological injury or disability caused by domestic abuse, sexual assault, or stalking
 - Obtain services from a victim services organization
 - Obtain psychological or other counseling
 - Seek relocation or take steps to secure an existing home due to domestic abuse, sexual assault or stalking
 - Seek legal advice or take legal action, including preparing for or participating in any civil or criminal legal proceeding related to or resulting from domestic abuse, sexual assault, or stalking

(c) For Earned Sick and Safe Time purposes, family member includes an employee's:

- Spouse or registered domestic partner
- Child, foster child, adult child, legal ward, child for whom the employee is legal guardian, or child to whom the employee stands or stood in loco parentis
- Sibling, step sibling or foster sibling
- Biological, adoptive or foster parent, stepparent or a person who stood in loco parentis when the employee was a minor child
- Grandchild, foster grandchild or step grandchild
- Grandparent or step grandparent
- A child of a sibling of the employee
- A sibling of the parent of the employee or

- A child-in-law or sibling-in-law
- Any of the above family members of a spouse or registered domestic partner
- Any other individual related by blood or whose close association with the employee is the equivalent of a family relationship
- Up to one individual annually designated by the employee

(d) Advance Notice for use of Earned Sick and Safe Time

If the need for sick and safe leave is foreseeable, the city requires two days' advance notice. However, if the need is unforeseeable, employees must provide notice of the need for ESST as soon as practicable. When an employee uses ESST for more than three consecutive days, the city requires appropriate supporting documentation (such as medical documentation supporting medical leave, court records or related documentation to support safety leave). The city will not require an employee to disclose details related to domestic abuse, sexual assault, or stalking or the details of the employee's or the employee's family member's medical condition. In accordance with state law, the city will not require an employee using ESST to find a replacement worker to cover the hours the employee will be absent.

(e) Carry Over of Earned Sick and Safe Time

Part-time, non-benefitted employees and volunteer firefighters are eligible for carry over of accrued but unused Earned Sick and Safe Time into the following year, but the total of Earned Sick and Safe Leave carry over hours shall not exceed 80 hours.

(f) Retaliation prohibited

The city shall not discharge, discipline, penalize, interfere with, or otherwise retaliate or discriminate against an employee for asserting ESST rights, requesting an ESST absence, or pursuing remedies. Further, use of ESST will not be factored into any attendance point system the city may use. Additionally, it is unlawful to report or threaten to report a person or a family member's immigration status for exercising a right under ESST.

(g) Return to work protections

An employee returning from time off using accrued ESST is entitled to return to their city employment at the same rate of pay received when their leave began, plus any automatic pay adjustments that may have occurred during the employee's time off. Seniority during ESST absences will continue to accrue as if the employee has been continually employed.

(h) Separation from employment

Upon separation from employment, Earned Sick and Safe Time previously accrued but not used will not be paid out.

When there is a separation from employment with the city and the employee is rehired again within 180 days of separation, previously accrued ESST that had not been used will be reinstated. An employee is entitled to use and accrue ESST at the commencement of reemployment.

MMUA Drug and Alcohol Testing Consortium Member Agreement Fee Schedule

Effective: January 1, 2023

The following fees apply for MMUA Drug and Alcohol Testing Consortium services.
The program year commences on January 1 of each calendar year.

1. **Initial Administrative Fee**—Each participating employer or independently participating contractor is assessed an initial fee of fifty dollars (\$50). Contractors whose employees participate as part of a member's substance abuse prevention program are not assessed the annual fee. Contractors who join the Consortium as an independent entity are assessed the annual fee.
2. **Annual Random Drug Testing Fee**—An annual random drug testing fee of \$35.00 is assessed for each covered employee subject to random drug testing per program year. The Random Drug Testing Fee is assessed for subsequent years of employment.
3. **Additional Drug Testing Fee**—A fee of \$41.25 is assessed for each pre-employment, post-accident, reasonable suspicion, return to duty or follow-up drug test.
4. **Alcohol Testing**—The Consortium's selected vendor will give notice of random alcohol testing in conjunction with random drug testing. Consortium members must communicate back to the Consortium Third Party Administrator all alcohol test results.

Not included in this fee schedule are the services performed by local sites, which collect the urine specimen for drug testing, complete the required chain of custody form, and forward the specimen to the lab in a post-paid overnight package. Nor does the fee schedule include local services conducted by the employer, at a collection site, or by a cooperating law enforcement agency. Collection and breath testing fees are set by each collection agency and are separately billed by the collection agency to the participating member or contractor. Additional charges may also apply to extra copies of printed materials and for workshop registration.

MMUA Membership for 2024
\$183

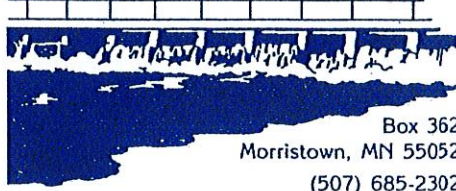
VIOLATION LETTERS SENT (November 6, 2023)

ADDRESS	VIOLATION	NOTES
200 Sidney St., W	Unlicensed, not on hard surface	<i>Status unknown</i>
101 Main St., E	Unlicensed, not on hard surface	Resident called – vehicle has been moved
106 1 st St., SE	# of cars, unlicensed, not on hard surface	Resident called – will have all vehicles moved/removed by end of month
200 Franklin St. W	Van not on hard surface, unlicensed	Resident came into office – van has been moved to hard surface
304 Division St., N	Excessive vehicles	Resident came into office – vehicles have been moved

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



CITY OF MORRISTOWN RESOLUTION NO. 2023-22

A RESOLUTION ADOPTING THE FINAL 2023 PROPERTY TAX LEVY, COLLECTIBLE IN 2024 AND THE FINAL BUDGET FOR 2024

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MORRISTOWN, RICE COUNTY, MINNESOTA, that the following sums of money be levied for the current year, collectible in 2024, upon taxable property in the City of Morristown for the following purposes:

Fund	2024
General Fund	\$372,481
Fire Relief Fund	\$5,000
Fire Department Fund	\$39,070
Fire Hall Debt Fund	\$110,053
2022 Street Capital Project Bond Fund	\$75,702
2024 Street Capital Project Bond	\$13,341
Total	\$576,088

BE IT FINALLY RESOLVED that the City Clerk is hereby instructed to transmit a certified copy of this Resolution to the Rice County Auditor.

ADOPTED by the City Council of the City of Morristown, Minnesota, this 4th day of December 2023.

Tony Lindahl, Mayor

ATTEST:

Connie Medeiros, City Clerk

STATE OF MINNESOTA)

COUNTY OF RICE)

CITY OF MORRISTOWN)

I, Connie Medeiros, the City Clerk of the City of Morristown, do hereby certify that I have compared, Resolution 2023-22 with the resolution adopted at a meeting of the Morristown City Council held December 4, 2023 with the original on file in my office, and that same is a full, true and correct copy thereof.

Dated this 4th day of December 2023

Connie Medeiros, City Clerk

City of Morristown - 2024 Master Fee Schedule

Type of License/Fee	Period	Amount	2024 Proposed
Licenses			
Dog Tag	One-Time	\$10.00	
Dangerous Animal Registration	One-Time	\$1,000.00	
Dog Impound Fee – Initial		\$25.00	
Per Day Impound Fee		\$25.00	
Chicken Permit Fee (licensing period January 1-December 31)		\$25.00	
Golf Cart License (licensing period April 1-March 31)		\$25.00	
Cigarette/ Tobacco License	Per Year	\$100.00	
Peddler/Solicitor License (Mayor to Approve)	Single per day	\$25.00	
	Yearly	\$150.00	
	Group – 2 or more Daily	\$50.00	
	Group – 2 or more – Yearly	\$300.00	
Dispensary Store License			TBD
Liquor			
On-Sale		\$1,900.00	
Off-Sale		\$200.00	
Sunday		\$200.00	
Club On-Sale		\$450.00	
Morristown Commerical Club On-Sale		\$100.00	\$250.00
On-Sale, Non-Intoxicating		\$50.00	
Zoning Permit			
Utility Sheds, Fences, Decks, Signs		\$100.00	
Siding, Roof, Window, Residential Solar Panels		\$100.00	
New Construction, Garages, Additions	Per Square Foot	\$0.25	
Mobile Home Single Wide		\$350.00	
Mobile Home Double Wide		\$500.00	
Permit Extension, and additional case by case fee	Minimum Charge	\$50.00	
(after expiration of initial extension period, the extension fee will double for each extension thereafter up to the discretion of the zoning board to review on a case-by-case basis)			
Conditional Use Hearing, Public Hearing or Special Meetings		\$250.00	
Rentals			
Council Room Rent			
Rent	Per Day	\$40.00	
Setup Fee (if applicable)	Per Day	\$25.00	
Community Center Great Hall			
Rental - Entire hall	Friday, Saturday, Holidays	\$1,000.00	\$1,100.00
Rental - Entire hall	Sunday through Thursday	\$500.00	\$600.00
Rental - Half hall	Friday, Saturday, Holidays	\$550.00	\$650.00
Rental - Half hall	Sunday through Thursday	\$350.00	\$450.00
Dance Security (Per Person)		\$200.00	
Damage Deposit		\$500.00	
<i>501©(3) may rent the hall for half price with proper documentation. School events are a flat rate of \$250.</i>			
Park Shelter Rent	Per Event	\$40.00	
Water/Sewer/Trash Rates			
Late Fee		\$25.00	\$35.00
Non-sufficient Fund (NSF) Fee		\$40.00	
Water Rates			
Base Charge		\$8.50	\$10.50
Per 1,000 Gallons Water Used		\$3.74	\$3.85
Second Meter Rate Per 1,000 Gallons Water Used		\$3.55	\$3.66
Residential Flat Rate Water Charge		\$5.56	\$5.73
Commercial Flat Rate Water Charge		\$12.99	\$13.38
Water Access Fee (WAC)		\$1,125.00	
Water Hookup Fee		\$187.50	
Water Reconnection Fee		\$50.00	
Sale of Bulk Water (\$30 minimum, \$0.01/gallon after that)	Minimum Charge	\$30.00	
Meter Charge (Second Meter)			At Cost

Sewer Rates			
Base Charge		\$31.68	\$32.63
Per 1,000 Gallons Water Used		\$8.55	\$8.81
WEM School Sewer Base Charge		\$136.59	\$140.69
Residential Flat Rate Sewer Charge		\$60.88	\$62.71
Commercial Flat Rate Sewer Charge		\$44.66	\$46.00
Sewer Access Fee (SAC)		\$1,125.00	
Sewer Hookup Fee		\$150.00	
Garbage			
Residential (recycling bin & 96, 64, or 48 gallon garbage can)		\$17.70	\$18.05
Mobile Home Park		\$18.63	\$19.00
(every private line connected to a City connection will be charged the base rate every month for Water, Sewer, and			
Garbage, regardless if it is utilized with the exception of properties deemed uninhabitable by the City; with the exception			
of the WEM School, buildings will be charged water & sewer base rates according to the number of dwelling units)			
Miscellaneous			
Assessment Search Fee		\$30.00	
Ordinance Copies		\$25.00	
Audit and Budget Reports		\$25.00	
Copies	Per Sheet	\$0.25	
Community Center Sign Rental			
1 Year with 4 sign changes	Per Month	\$25.00	
6 Months with 2 sign changes		\$35.00	
3 Months with 1 sign change		\$45.00	
2 Months with 0 sign changes		\$50.00	
1 Month with 0 sign changes		\$55.00	
Sign Change	Per Change	\$10.00	
Non-profit (No monthly charge)	Set-up Fee	\$10.00	

Updated: November 9th, 2023



Application for Payment
(Unit Price Contract)
No. Six

Project No.: MORRT 161109

Location: Morristown, Minnesota

Contractor <u>Wend Construction, Inc.</u>	Contract Date <u>May 2, 2022</u>
<u>2800 Park Drive</u>	
<u>Owatonna, MN 55060</u>	Contract Amount <u>\$ 1,559,386.00</u>

Contract for 2022 Street and Utility Improvement Project

Application Date <u>November 30, 2023</u>	For Period Ending <u>November 30, 2023</u>
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Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
Street, Curb and Gutter, Drainage Pipe, Driveways							
2021.501	MOBILIZATION	LUMP					
		SUM	1.0	1.00	1.00	\$17,000.00	\$17,000.00
2101.502	CLEARING	TREE	3.0	3.00	3.00	\$600.00	\$1,800.00
2101.502	GRUBBING	TREE	3.0	2.00	2.00	\$600.00	\$1,200.00
2104.502	REMOVE SIGN	EACH	4.0	0.00	0.00	\$100.00	\$0.00
2104.502	SALVAGE SIGN	EACH	9.0	5.00	5.00	\$100.00	\$500.00
2105.502	SALVAGE MAILBOX	EACH	18.0	19.00	19.00	\$200.00	\$3,800.00
2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	LIN FT	415.0	326.00	326.00	\$2.00	\$652.00
2104.503	REMOVE CURB & GUTTER	LIN FT	400.0	181.00	181.00	\$3.00	\$543.00
2104.505	REMOVE BITUMINOUS PAVEMENT	SQ YD	12,490.0	12,490.00	12490.00	\$1.00	\$12,490.00
2104.505	REMOVE DRIVEWAY PAVEMENT (BITUMINOUS OR CONCRETE)	SQ YD	1,070.0	1,107.55	1107.55	\$5.00	\$5,537.75
2104.518	REMOVE CONCRETE WALK	SQ FT	4,650.0	5,833.00	5833.00	\$2.00	\$11,666.00
2105.501	COMMON EXCAVATION (EV) (P)	CU YD	5,633.0	5,633.00	5633.00	\$10.00	\$56,330.00
2105.522	SELECT GRANULAR EMBANKMENT (CV) (P)	CU YD	1,160.0	1,307.80	1307.80	\$25.00	\$32,695.00
2105.601	CONSTRUCT ACCESS ROAD #1	LUMP					
		SUM	1.0	1.00	1.00	\$2,000.00	\$2,000.00
2105.601	CONSTRUCT ACCESS ROAD #2	LUMP					
		SUM	1.0	0.00	0.00	\$2,000.00	\$0.00
2105.619	MINOR GRADING	ROAD					
		STA	34.0	34.30	34.30	\$1,000.00	\$34,300.00
2106.607	SUBGRADE EXCAVATION	CU YD	105.0	147.80	147.80	\$20.00	\$2,956.00
2108.504	GEOTEXTILE FABRIC, TYPE 5	SQ YD	14,055.0	13,670.80	13670.80	\$1.00	\$13,670.80
2112.519	SUBGRADE PREPARATION	ROAD					
		STA	42.0	12.80	12.80	\$500.00	\$6,400.00
2118.501	AGGREGATE SURFACING CLASS 2 (CV)	CU YD	104.0	12.00	12.00	\$40.00	\$480.00
2123.510	INVESTIGATIVE EXPLORATION	HOUR	10.0	2.00	2.00	\$250.00	\$500.00
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	25.0	0.00	0.00	\$100.00	\$0.00
2130.523	WATER (FOR DUST CONTROL)	MGAL	25.0	5.00	5.00	\$50.00	\$250.00
2130.523	WATER (FOR TURF ESTABLISHMENT)	MGAL	65.0	0.00	0.00	\$50.00	\$0.00
2211.507	AGGREGATE BASE CLASS 5 (CV) (P)	CU YD	4,335.0	4,335.00	4335.00	\$30.00	\$130,050.00
2232.504	MILL BITUMINOUS SURFACE	SQ YD	57.0	90.00	90.00	\$20.00	\$1,800.00
2302.502	DRILL AND GROUT REINFORCEMENT BARS	EACH	36.0	34.00	34.00	\$12.00	\$408.00
2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	990.0	990.00	990.00	\$1.00	\$990.00

Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
2360.504	TYPE SP 12.5 WEARING COURSE MIX (2,B) (SPWEB240B) 3" THICK W/6" AGGREGATE BASE	SQ YD	759.0	889.00	889.00	\$23.00	\$20,447.00
2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	1,320.0	1,318.70	1318.70	\$97.00	\$127,913.90
2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (2,B)	TON	1,870.0	1,746.00	1746.00	\$85.00	\$148,410.00
2502.503	6" PERF. PVC PIPE DRAIN	LIN FT	969.0	588.00	588.00	\$12.00	\$7,056.00
2502.602	6" PVC PIPE DRAIN CLEAN OUT	EACH	25.0	25.00	25.00	\$200.00	\$5,000.00
2502.602	SUMP PUMP SERVICE CONNECTION (TOTAL UNIT)	EACH	4.0	4.00	4.00	\$1,500.00	\$6,000.00
2506.602	CASTING ASSEMBLY SPECIAL	EACH	3.0	1.00	1.00	\$2,000.00	\$2,000.00
2521.518	4" CONCRETE WALK	SQ FT	3,017.0	3,340.00	3340.00	\$7.00	\$23,380.00
2521.518	6" CONCRETE WALK	SQ FT	1,334.0	1,316.00	1316.00	\$10.00	\$13,160.00
2531.503	CONCRETE CURB & GUTTER DESIGN D418	LIN FT	627.0	619.00	619.00	\$19.00	\$11,761.00
2531.503	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	486.0	512.00	512.00	\$19.00	\$9,728.00
2531.503	CONCRETE CURB & GUTTER DESIGN B618 (KNOCK DOWN)	LIN FT	244.0	235.00	235.00	\$21.00	\$4,935.00
2531.503	CONCRETE CURB DESIGN V6	LIN FT	158.0	88.00	88.00	\$27.00	\$2,376.00
2531.504	7" CONCRETE DRIVEWAY PAVEMENT	SQ YD	448.0	531.00	531.00	\$81.00	\$43,011.00
2531.504	7" CONCRETE DRIVEWAY PAVEMENT (COMMERCIAL)	SQ YD	120.0	78.00	78.00	\$92.00	\$7,176.00
2531.604	8" CONCRETE VALLEY GUTTER	SQ YD	41.0	40.00	40.00	\$108.00	\$4,320.00
2531.618	TRUNCATED DOMES	SQ FT	50.0	41.00	41.00	\$53.00	\$2,173.00
2540.602	INSTALL MAILBOX SUPPORT (SINGLE)	EACH	18.0	18.00	18.00	\$300.00	\$5,400.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1.0	1.00	1.00	\$5,000.00	\$5,000.00
2563.601	ALTERNATE PEDESTRIAN ROUTE	LUMP SUM	1.0	0.00	0.00	\$1,600.00	\$0.00
2564.518	SIGN PANELS TYPE C	SQ FT	29.3	0.00	4.00	\$70.00	\$280.00
2564.602	INSTALL SIGN	EACH	4.0	0.00	2.00	\$350.00	\$700.00
2564.602	INSTALL SALVAGED SIGN	EACH	9.0	0.00	0.00	\$150.00	\$0.00
2573.602	TEMPORARY ROCK ENTRANCE	EACH	5.0	0.00	0.00	\$200.00	\$0.00
2573.603	SEDIMENT CONTROL LOG	LIN FT	100.0	146.00	146.00	\$5.00	\$730.00
2573.503	SILT FENCE, TYPE MS	LIN FT	250.0	0.00	0.00	\$5.00	\$0.00
2575.504	EROSION CONTROL BLANKETS, CATEGORY 20	SQ YD	250.0	0.00	20.00	\$4.00	\$80.00
2574.607	BOULEVARD TOPSOIL BORROW (CV)	CU YD	1,100.0	351.00	351.00	\$20.00	\$7,020.00
2575.604	TURF ESTABLISHMENT	SQ YD	9,920.0	9,424.00	9920.00	\$2.00	\$19,840.00
2575.604	WEED SPRAYING	SQ YD	4,960.0	3,720.00	3720.00	\$1.00	\$3,720.00
2575.604	OVERSEEDING	SQ YD	4,960.0	3,720.00	3720.00	\$0.50	\$1,860.00
2582.503	4" SOLID LINE PAINT - WHITE	LIN FT	1,024.0	0.00	0.00	\$1.00	\$0.00
2582.503	6" SOLID LINE PAINT - WHITE	LIN FT	80.0	0.00	0.00	\$2.00	\$0.00
2582.503	PAVEMENT MESSAGE - PAINT	SQ FT	40.0	0.00	0.00	\$3.00	\$0.00
Street, Curb and Gutter, Drainage Pipe, Driveways Subtotal							\$821,495.45
Storm Sewer							
2104.503	REMOVE STORM SEWER PIPE	LIN FT	1,900.0	1,439.00	1,439.00	\$2.00	\$2,878.00
2104.502	REMOVE STORM MANHOLE OR CATCH BASIN	EACH	13.0	11.00	11.00	\$200.00	\$2,200.00
2503.503	6" HDPE DUAL WALL PERFORATED PIPE	LIN FT	5,170.0	5,172.00	5,172.00	\$10.00	\$51,720.00
2503.503	8" HDPE DUAL WALL PERFORATED PIPE	LIN FT	455.0	444.00	444.00	\$8.00	\$3,552.00
2503.503	12" RC PIPE SEWER DES 3006 CL V	LIN FT	499.0	515.00	515.00	\$35.00	\$18,025.00
2503.503	15" RC PIPE SEWER DES 3006 CL V	LIN FT	1,200.0	1,204.00	1,204.00	\$40.00	\$48,160.00

Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
2503.503	18" RC PIPE SEWER DES 3006 CL III	LIN FT	385.0	385.00	385.00	\$50.00	\$19,250.00
2503.602	CONNECT TO EXISTING STORM SEWER	EACH	6.0	6.00	6.00	\$1,000.00	\$6,000.00
2506.502	CASTING ASSEMBLY (STORM)	EACH	26.0	24.00	25.00	\$1,000.00	\$25,000.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE SPECIAL #1	EACH	3.0	3.00	3.00	\$2,500.00	\$7,500.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	LIN FT	43.5	40.70	40.70	\$500.00	\$20,350.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SD-48	LIN FT	16.5	7.10	7.10	\$500.00	\$3,550.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LIN FT	47.0	41.30	41.30	\$500.00	\$20,650.00
2573.502	STORM DRAIN INLET PROTECTION	EACH	40.0	36.00	36.00	\$150.00	\$5,400.00
Storm Sewer Subtotal							\$234,235.00
Water Main							
2104.502	REMOVE GATE VALVE	EACH	10.0	8.00	8.00	\$200.00	\$1,600.00
2104.502	REMOVE HYDRANT	EACH	5.0	4.00	4.00	\$300.00	\$1,200.00
2104.503	REMOVE WATER MAIN PIPE	LIN FT	3,086.0	1,169.00	1,169.00	\$2.00	\$2,338.00
2504.601	TEMPORARY WATER SERVICE	LUMP SUM	1.0	1.00	1.00	\$10,000.00	\$10,000.00
2504.602	1" CURB STOP AND BOX	EACH	36.0	30.00	30.00	\$500.00	\$15,000.00
2504.602	1" CORP STOP W/SADDLE	EACH	36.0	30.00	30.00	\$800.00	\$24,000.00
2504.602	CONNECT TO EXISTING WATER MAIN	EACH	5.0	5.00	5.00	\$1,000.00	\$5,000.00
2504.602	HYDRANT	EACH	8.0	7.00	7.00	\$7,000.00	\$49,000.00
2504.602	6" GATE VALVE AND BOX	EACH	12.0	12.00	12.00	\$2,500.00	\$30,000.00
2504.602	8" GATE VALVE AND BOX	EACH	12.0	10.00	10.00	\$3,000.00	\$30,000.00
2504.603	1" SERVICE PIPE TYPE PE	LIN FT	1,254.0	930.00	930.00	\$40.00	\$37,200.00
2504.602	LOWER WATER MAIN	EACH	3.0	0.00	0.00	\$2,500.00	\$0.00
2504.603	6" PVC WATER MAIN W/TRACER WIRE	LIN FT	498.0	414.00	414.00	\$40.00	\$16,560.00
2504.603	8" PVC WATER MAIN W/TRACER WIRE	LIN FT	2,920.0	2,845.00	2,845.00	\$40.00	\$113,800.00
2504.604	4" POLYSTYRENE INSULATION	SQ YD	21.0	46.40	46.40	\$40.00	\$1,856.00
2504.608	WATER MAIN FITTINGS	LBS	1,800.0	1,840.00	1,840.00	\$5.00	\$9,200.00
Water Main Subtotal							\$346,754.00
Sanitary Sewer							
2104.502	SALVAGE MANHOLE CASTING (SANITARY)	EACH	12.0	11.00	11.00	\$100.00	\$1,100.00
2503.602	SANITARY SEWER SPOT REPAIR #1	EACH	1.0	1.00	1.00	\$3,500.00	\$3,500.00
2503.602	SANITARY SEWER SPOT REPAIR #2	EACH	1.0	2.50	2.50	\$3,500.00	\$8,750.00
2506.502	CASTING ASSEMBLY, NEENAH R-1642 (SANITARY SEWER)	EACH	2.0	0.00	0.00	\$2,000.00	\$0.00
2506.502	REINSTALL SALVAGED CASTING	EACH	10.0	2.00	10.00	\$1,600.00	\$16,000.00
2506.602	EXTERNAL MANHOLE SEAL	EACH	10.0	2.00	12.00	\$300.00	\$3,600.00
Sanitary Sewer Subtotal							\$32,950.00
TOTAL BASE BID							\$1,435,434.45
CHANGE ORDER NO. ONE							
Street, Curb and Gutter, Drainage Pipe, Driveway:							
2021.501	MOBILIZATION	LUMP SUM	1.0	0.00	1.00	\$750.00	\$750.00
2104.504	REMOVE BITUMINOUS SURFACING	SQ YD	600.0	0.00	600.00	\$3.00	\$1,800.00
2105.501	COMMON EXCAVATION	CU YD	180.0	0.00	180.00	\$14.00	\$2,520.00
2211.509	AGGREGATE BASE CLASS 5 (10")	TON	330.0	0.00	174.00	\$25.00	\$4,350.00
2360.509	TYPE SPWEA340B WEAR COURSE MIX (1.5")	TON	50.0	0.00	70.20	\$95.00	\$6,669.00
2360.509	TYPE SPNWB330B NON-WEARING COURSE MIX (2")	TON	66.0	0.00	91.00	\$88.00	\$8,008.00
5% PRIME CONTRACTOR MARKUP							\$1,204.85
TOTAL CHANGE ORDER NO. ONE							\$25,301.85

Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
CHANGE ORDER NO. TWO							
<u>Street, Curb and Gutter, Drainage Pipe, Driveway:</u>							
21.501	MOBILIZATION (WENCL & NIELSEN)	LUMP					
		SUM	1.0	1.00	1.00	\$2,100.00	\$2,100.00
2104.504	REMOVE CURB & GUTTER	LIN FT	85.0	85.00	85.00	\$3.00	\$255.00
2104.504	REMOVE CONCRETE WALK	SQ FT	255.0	255.00	255.00	\$2.00	\$510.00
2211.509	4" CONCRETE WALK	SQ FT	255.0	255.00	255.00	\$8.59	\$2,190.45
2211.509	CONCRETE CURB & GUTTER	LIN FT					
	DESIGN B618		85.0	85.00	85.00	\$32.00	\$2,720.00
2506.602	INSTALL CATCH BASIN (CATCH	EACH					
	BASIN, CASTING, RINGS)		1.0	1.00	1.00	\$1,522.00	\$1,522.00
	CREW LABOR (17 HOURS @	LUMP					
	\$90/HR)	SUM	1.0	1.00	1.00	\$1,530.00	\$1,530.00
	EQUIPMENT LABOR	LUMP					
		SUM	1.0	1.00	1.00	\$1,500.00	\$1,500.00
TOTAL CHANGE ORDER NO. TWO							\$12,327.45
CHANGE ORDER NO. THREE							
<u>Street, Curb and Gutter, Drainage Pipe, Driveway:</u>							
2104.504	REMOVE & REPLACE CURB &	LIN FT					
	GUTTER		150.0	0.00	150.00	\$30.00	\$4,500.00
2360.509	PATCH BITUMINOUS PAVEMENT	TONS	3.0	0.00	3.00	\$80.00	\$240.00
	CREW LABOR (6 HOURS @ \$85/HR)	LUMP					
		SUM	1.0	0.00	1.00	\$510.00	\$510.00
	EQUIPMENT LABOR	LUMP					
		SUM	1.0	0.00	1.00	\$930.00	\$930.00
TOTAL CHANGE ORDER NO. THREE							\$6,180.00
Total Amount Earned							\$1,479,243.75

Original Contract Amount	\$ 1,559,386.00
Revised Contract Amount	\$ 1,602,965.35

Contract Change Order No.	<u>One</u>	\$25,071.90
Contract Change Order No.	<u>Two</u>	\$12,327.45
Contract Change Order No.	<u>Three</u>	\$6,180.00
Less Previous Applications:		
AFP No. 1:	<u>\$353,061.39</u>	AFP No. 6: _____
AFP No. 2:	<u>\$592,660.33</u>	AFP No. 7: _____
	<u>\$195,684.71</u>	AFP No. 8: _____
AFP No. 4:	<u>\$76,248.38</u>	AFP No. 9: _____
AFP No. 5:	<u>\$243,775.02</u>	

Percent Complete	<u>N/A (included above)</u>	
Percent Complete	<u>N/A (included above)</u>	
Percent Complete	<u>N/A (included above)</u>	
GROSS AMOUNT DUE		\$ 1,479,243.75
LESS <u>0</u> % RETAINAGE		\$
AMOUNT DUE TO DATE		\$ 1,479,243.75
LESS PREVIOUS APPLICATIONS		\$ 1,461,429.83
AMOUNT DUE THIS APPLICATION		\$ 17,813.92

Page 5 of 5

AFP #6 Final- Signed

Doug Scott <dscott@sehinc.com>

i 12/1/2023 11:32 AM

To: Ellen Judd <ejudd@ci.morristown.mn.us>

 1 attachments (6 MB)

AFP#6_Final_fully expected.pdf;

Ellen,

See attached final AFP.

Included in the final payment of \$17,813.92 our a few minor quantities (2 Signs, some turf establishment that I was withholding for those two areas, the blanket they put down, and a casting they brought (approx. \$3,200), but the main part of the payment is made up of when the retainage was released (approx. \$14,600).

I wasn't planning on attending the council meeting as this really is just a formality of releasing the retainage. Again the remaining items that the council would like to see can be addressed under their warranty period next year.

Also, we are still waiting on the close out documents from WencI before you actually cut the check.

Any questions, let me know.

hanks,

Douglas J. Scott, PE (MN)

Project Engineer

Short Elliott Hendrickson Inc. (SEH®)

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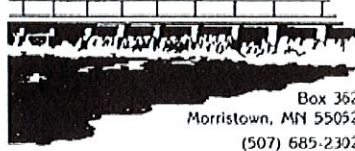
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City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

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Morristown, MN 55052

(507) 685-2302

RESOLUTION 2023-21

POST-ELECTION WRITE-IN VOTE COUNTING

WHEREAS, Minnesota Statutes 2022, section 204B.09, subdivision 3, has been amended, and

WHEREAS, subdivision 3 reads:

(b) The governing body of a statutory or home rule charter city may adopt a resolution governing the counting of write-in votes for local elective office. The resolution may:

- (1) Require the candidate to file a written request with the chief election official no later than the seventh day before the city election if the candidate wants to have the candidate's write-in votes individually recorded;

WHEREAS, If the governing body of the statutory or home rule charter city adopts a resolution authorized by this paragraph, the resolution must be adopted before the first day of filing for office. A resolution adopted under this paragraph remains in effect until subsequent resolution on the same subject is adopted by the governing body of the statutory home rule charter city.

THEREFORE, BE IT RESOLVED that the City Council of the City of Morristown, in compliance with subdivision 3 (b) (1), does hereby adopt the above resolution,

Adopted by the City Council of the City of Morristown this 4th day of December, 2023.

Approved:

Tony Lindahl, Mayor

Attested:

Connie Medeiros, City Clerk



107 Bloomer St. W
Morristown, MN 55052

Estimate

Date	Estimate #
11/6/2023	20-49

Name / Address

City of Morristown
402 Division St. S
Morristown, MN 55052

			Project
Description	Qty	Rate	Total
24"x18" .08 Alum in Reflective Permits in the city signs	1	90.00	90.00
We look forward to working with you.		Subtotal	\$90.00
		Sales Tax (7.375%)	\$0.00
		Total	\$90.00

507-384-3666

kristina@allaboutsins.net

www.AllAboutSigns.net

CITY OF MORRISTOWN, MN

FUND BALANCE POLICY

Adopted December 5, 2011

I. PURPOSE

The purpose of this policy is to establish specific guidelines the City of Morristown will use to maintain an adequate level of fund balance to provide for cash flow requirements and contingency needs because major revenues, including property taxes and other government aids are received in the second half of the City's fiscal year.

The purpose of this policy is to also establish specific guidelines the City of Morristown will use to classify fund balances into a categories based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in these funds can be spent.

II. CLASSIFICATION OF FUND BALANCE/PROCEDURES

1. **Nonspendable**

- This category includes fund balance that cannot be spent because it is either (i) not in spendable form or (ii) is legally or contractually required to be maintained intact. Examples include inventories and prepaid amounts.

2. **Restricted**

- Fund balance should be reported as restricted when constraints placed on those resources are either (i) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or (ii) imposed by law through constitutional provisions or enabling legislation.

3. **Committed**

- Fund balance that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority. The committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of action it employed to commit those amounts.
- The City's highest level of decision making authority (City Council) will annually or as deemed necessary commit specific revenue sources for specified purposes by resolution. This formal action must occur prior to the end of the reporting period, however, the amount to be subject to the constraint, may be determined in the subsequent period.

II. CLASSIFICATION OF FUND BALANCE/PROCEDURES – CONTINUED

- To remove the constraint on specified use of committed resources the City Council shall pass a resolution

4. Assigned

- Amounts that are constrained by the government's intent to use for specified purposes, but are neither restricted nor committed. Assigned fund balance in the General fund includes amounts that are intended to be used for specific purposes.
- The City Council has delegated the authority to assign and remove assignments of fund balance amounts for specified purposes to the Clerk/Treasurer.

5. Unassigned

- Unassigned fund balance represents the residual classification for the General fund. Includes amounts that have not been assigned to other funds and that have not been restricted, committed, or assigned to specific purposes within the General fund. The General fund should be the only fund that reports a positive unassigned fund balance amount.

- i. The City will maintain an unrestricted fund balance in the General fund of an amount not less than 35% of the next year's budgeted expenditures of the General fund. This will assist in maintaining an adequate level of fund balance to provide for cash flow requirements and contingency needs because major revenues, including property taxes and other government aids are received in the second half of the City's fiscal year.

- ii. Unrestricted fund balance can be "spent down" if there is an anticipated budget shortfall in excess of \$25,000.

- iii. If spending unrestricted fund balance in designated circumstances has reduced unrestricted fund balance to a point below the minimum targeted level, as noted above, the replenishment will be funded by budget surplus within 3 years.

50-75%

recommendation

III. STABILIZATION ARRANGEMENTS

Stabilization arrangements are defined as formally setting aside amounts for use in emergency situations or when revenue shortages or budgetary imbalances arise.

The City will set aside amounts by resolution as deemed necessary that can only be expended when certain specific circumstances exist. The resolution will identify and describe the specific circumstances under which a need for stabilization arises. The need for stabilization will only be utilized for situations that are not expected to occur routinely.

IV. MONITORING AND REPORTING

The Clerk/Treasurer shall annually prepare the status of fund balances in relation to this policy and present to the City Council in conjunction with the development of the annual budget.

When both restricted and unrestricted resources are available for use, it is the City's policy to first use restricted resources, and then use unrestricted resources as they are needed.

When committed, assigned or unassigned resources are available for use, it is the City's policy to use resources in the following order; 1.) committed 2.) assigned and 3.) unassigned.

A negative residual amount may not be reported for restricted, committed, or assigned fund balances in the General fund.

Maturity Schedule

	Place	Name	Type	Rate	Maturity Date	Maturity Value
2023	Edward Jones	Truist BK	CD	5.10%	11/13/2023	\$ 125,000.00
	Edward Jones	Wells Fargo BK	CD	5.10%	11/13/2023	\$ 125,000.00
	Coming Due in 2023					\$ 250,000.00
2024	Edward Jones	Charles Schwab	CD	4.75%	2/2/2024	\$ 90,000.00
	Edward Jones	Fifth Third Bk	CD	5.15%	5/14/2024	\$ 100,000.00
	Edward Jones	Citizens Cmnty Fed	CD	5.30%	6/12/2024	\$ 200,000.00
	Lake Country	16234	CD	4.00%	6/22/2024	\$ 80,000.00
	Edward Jones	Goldman Sachs	CD	3.30%	8/27/2024	\$ 14,000.00
	Edward Jones	Synovus Bk Columbus	CD	5.30%	9/13/2024	\$ 200,000.00
	Edward Jones	State Bank of India	CD	3.10%	12/5/2024	\$ 9,000.00
	Edward Jones	Adams BK	CD	5.25%	12/16/2024	\$ 150,000.00
	Edward Jones	Ally BK	CD	5.15%	12/16/2024	\$ 200,000.00
	Edward Jones	Morgan Stanley	CD	5.15%	12/16/2024	\$ 200,000.00
	Edward Jones	First Fndtn Bk	CD	5.15%	12/23/2024	\$ 100,000.00
	Coming Due in 2024					\$ 1,343,000.00
2025	Edward Jones	Morgan Stanley	CD	5.50%	4/11/2025	\$ 28,000.00
	Edward Jones	Wells Fargo	CD	5.40%	5/14/2023	\$ 90,000.00
	Coming Due in 2025					\$ 118,000.00
2030	Edward Jones	Alexandria Lake	Bond	3.25%	2/1/2030	\$ 10,000.00
	Edward Jones	Elk River	Bond	3.00%	2/1/2030	\$ 10,000.00
	Coming Due in 2030					\$ 20,000.00
2031	Edward Jones	Austin, MN	Bond	3.25%	2/1/2031	\$ 10,000.00
	Edward Jones	MN NE Met	Bond	3.50%	2/1/2031	\$ 20,000.00
	Edward Jones	Owatonna Indpt	Bond	3.00%	2/1/2031	\$ 5,000.00
	Edward Jones	St. Louis Cnty	Bond	2.38%	12/1/2031	\$ 10,000.00
	Coming Due in 2031					\$ 45,000.00
2032	Edward Jones	Chaska MN Indpt	Bond	3.00%	2/1/2032	\$ 15,000.00
	Edward Jones	Forest Lake	Bond	3.00%	2/1/2032	\$ 10,000.00
	Coming Due in 2032					\$ 25,000.00
2034	Edward Jones	Waconia	Bond	3.20%	2/1/2034	\$ 15,000.00
	Coming Due in 2034					\$ 15,000.00
2035	Edward Jones	St. Paul Hsg & Redev	Bond	3.25%	10/1/2035	\$ 10,000.00
	Coming Due in 2035					\$ 10,000.00
						\$ 1,826,000.00

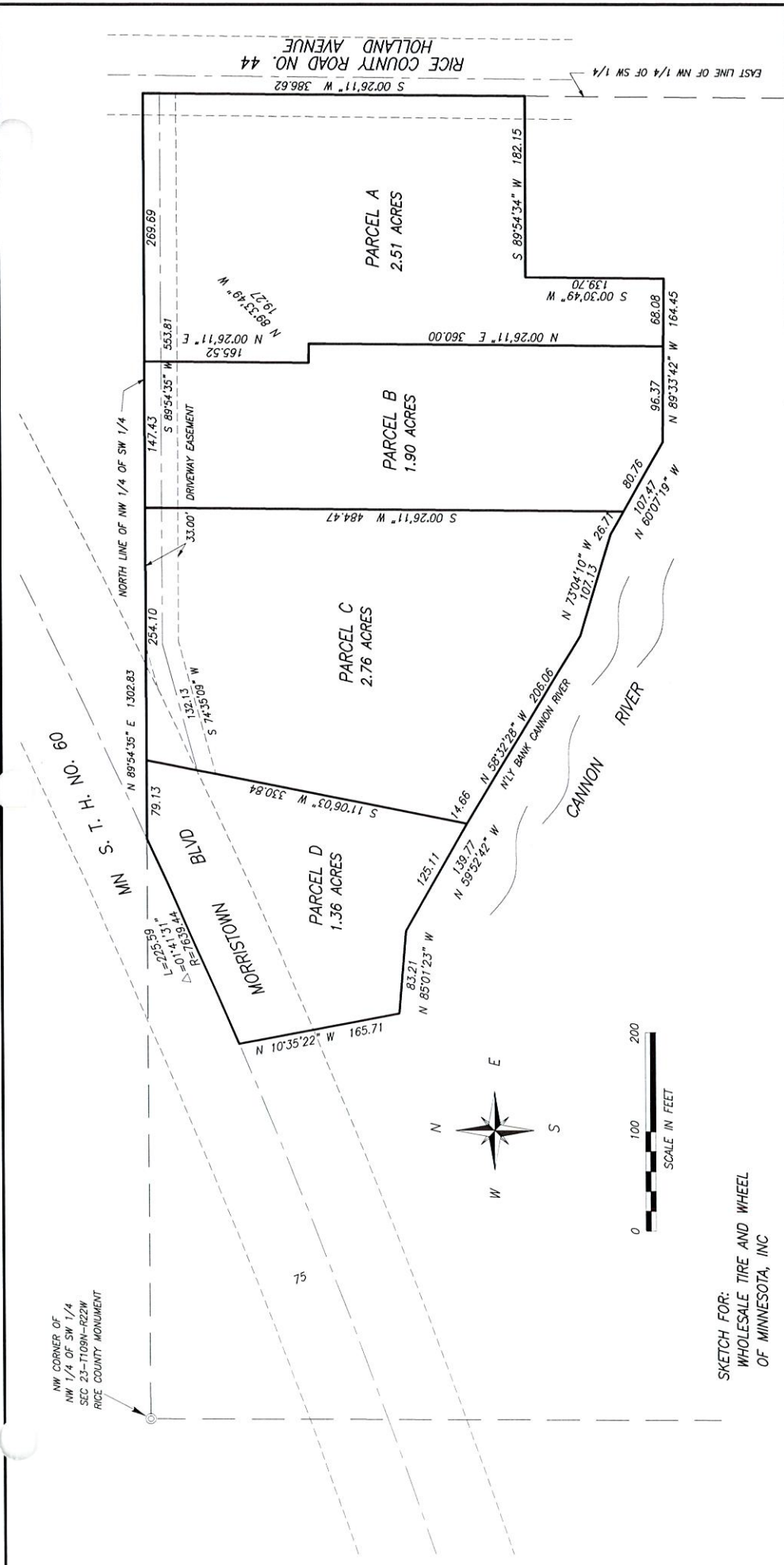
Reccommended Plan

Total Cash: \$259,021.31

Term	As of 12/1/23	Cushion	Amount
3 year	4.75%	4.60%	\$130,000.00
2 year	4.80%	4.70%	\$129,000.00
		Extra	\$21.31
			\$259,021.31

Additional Notes

- If we have to withdraw funds early we are NOT penalized
- We would get the price of the CD on the statement, plus interest accrued up until that point.
- In 1.5 years, it is predicted that 7.7% will look really good.
Interest rates are expected to fall back into the 2's in coming years.



RAPP LAND SURVEYING, INC.			
45967 HIGHWAY 56 BLVD			
KENYON, MN 55946			
612-532-1263			
DRAWN BY:	DATE:	PROJECT NO.	
DCR	8-23-23	D23193	
SCALE:	SHEET	BOOK/PAGE	
1"=100'	1 of 1 sheet	577/66	

SKETCH FOR:
WHOLESALE TIRE AND WHEEL
OF MINNESOTA, INC

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

AUGUST 23, 2023
Dated: David L. Rapp
David G. Rapp
Minnesota Registration No. 22044

2024 Proposed Levy

Fund	2021	2022	2023	2024		Notes
				With Fire Relief Funding	Without Fire Relief Funding	
General Fund	\$362,433	\$379,144	\$343,440	\$372,481	\$372,481	
Fire Relief Fund	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	
Fire Department Fund	\$11,425	\$36,740	\$36,908	\$39,070	\$89,570	
Fire Hall Debt Fund	\$39,400	\$39,400	\$110,990	\$110,053	\$110,053	Pay off in 2034. Transcript, page 46
2022 Street Capital Project Bond Fund	\$0	\$0	\$77,750	\$75,702	\$75,702	
2024 Street Project	\$0	\$0	\$0	\$13,341	\$13,341	
Total	\$418,258	\$460,284	\$574,088	\$615,647	\$666,147	
Levy Increase		10.0%	24.7%	7.2%	16.0%	

Turn out gear	\$12,500.00
SCBA	\$8,000.00
Radios	\$30,000.00
	\$50,500.00

Fire Relief Spending



Projects

Project Number	Description	Abbrev	Start Date	End Date	Status
42210F	Fire - Tanker Fund				Active

Comment New fund set up in 2023 per Leon Gregor.

Posted	Receipts	Payments	Customer/Vendor	Comment	Account
January 2023	\$50,000.00		MORRISTOWN FIRE RELIEF	2022 EOY Donation to Tanke	R 204-36244 Donations
June 2023		\$711.00	WHOLESALE TIRE	Aluminum wheel for tanker tr	E 204-42210-215 Operating & M
June 2023		\$6,500.00	DEPARTMENT OF NATURAL	Tanker Truck, 2010 Freightlin	E 204-42210-500 Capital Outlay 3
September 2023		\$2,289.15	MACQUEEN EMERGENCY	Siren and mounting bracket f	E 204-42210-215 Operating & M
September 2023		\$20,986.95	SPLASH SALES, LLC	Tank for new tanker truck	E 204-42210-500 Capital Outlay
October 2023	\$15,000.00		MORRISTOWN FIRE RELIEF	Donation Resolution 2023-14	R 204-36244 Donations 6
October 2023		\$504.00	MACQUEEN EMERGENCY	Siren and lights for tanker tru	E 204-42210-215 Operating & M
October 2023		\$738.46	MACQUEEN EMERGENCY	Siren and lights for tanker tru	E 204-42210-215 Operating & M
October 2023		\$1,820.32	MACQUEEN EMERGENCY	Siren and lights for tanker tru	E 204-42210-215 Operating & M 9

Receipts \$65,000.00

Payments \$33,549.88

Project Balance \$31,450.12

Adjustments(JE) \$0.00

Estimated Receipts

Estimated Payment

Estimated

Balance

Balance - Does Not Include Adjustment(JE) If you want adj to affect budgets use Receipts/Payments

FILTER: [Proj Nbr]='42210F'

Exhibit A

May 1, 2023 through April 31, 2028

Law Enforcement Services Provided by Rice County

Based on average deputy salary of \$36.05 per hour.

Salary Computation of deputies:

1. 40 hrs/week x 52 weeks = 2080 hours x \$36.05	\$74,984.00
2. PERA (13%)	\$9747.92
3. Medicare (1.45%)	\$1087.27
4. Workers Comp (1.84%)	\$1379.71
5. Holiday pay x 88 hours x \$36.05	\$3172.40
6. Shift Differential for 1 deputy	\$ 1500.00
7. Uniform Maintenance for 1 deputy	\$ 2100.00
8. Health Benefits (Emp + 1)	\$16,152.00
9. Court Time Pay of 18 hours per year (OT rate \$54.08)	\$ 973.44
10. Overtime for calls, reports, sick and vacation 60 hours (OT 54.08)	\$ 3244.80
11 Squad (initial cost to purchase and outfit /5)	\$ 12,925.00
12. Maintenance, Fuel & Insurance for 1 squad	<u>\$ 8,000.00</u>
	\$135,266.54

13. TOTAL

Line 13 will be subject to the following Cost of Living Adjustments:

May 01, 2023 total due is \$135,266.54

May 01, 2024 at 3% COLA = \$139,324.54

May 01, 2025 at 3% COLA = \$143,504.28

May 01, 2026 at 3% COLA = \$147,809.41

May 01, 2027 at 3% COLA = \$152,243.69

Exhibit A

May 1, 2023 through April 31, 2028

Law Enforcement Services Provided by Rice County

Based on average deputy salary of \$36.05 per hour.

Salary Computation of deputies:

1. 60 hrs/week x 52 weeks = 3120 hours x \$36.05	\$112,476.00
2. PERA (13%)	\$14,621.88
3. Medicare (1.45%)	\$1630.90
4. Workers Comp (1.84%)	\$2069.56
5. Holiday pay x 132 hours x \$36.05	\$4758.60
6. Shift Differential for 1.5 deputies	\$ 2250.00
7. Uniform Maintenance for 1.5 deputies	\$ 3150.00
8. Health Benefits (Emp + 1 and half of a Single)	\$21,249.00
9. Court Time Pay of 21 hrs per year (OT rate \$54.08)	\$ 1135.68
10. Overtime for calls, reports, sick and vacation 60 hours (OT 54.08)	\$ 3244.80
11 Squad (initial cost to purchase and outfit /5)1.5	\$ 19,387.50
12. Maintenance, Fuel & Insurance for 1.5 squads	<u>\$ 12,000.00</u>
13. TOTAL	\$197,973.92

Line 13 will be subject to the following Cost of Living Adjustments:

May 01, 2023 total due is

May 01, 2024 at 3% COLA = \$203,913.14

May 01, 2025 at 3% COLA = \$210,030.53

May 01, 2026 at 3% COLA = \$216,331.45

May 01, 2027 at 3% COLA = \$222,821.39

City Council Meeting Attendance 2023

	Mayor, Tony Lindahl	Jake Golombeski	Linda Murphy	Joe Caldwell	Leon Gregor
Annual Pay: \$	1,000.00	\$ 925.00	\$ 925.00	\$ 925.00	\$ 925.00
Additional Pay: \$	200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Total Pay: \$	1,200.00	\$ 1,125.00	\$ 1,125.00	\$ 1,125.00	\$ 1,125.00
1/3/2023 Regular	Present	Present	Present	Present	Present
1/9/2023 Special Meeting	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00 Employee review
2/6/2023 Regular	Present	Present	Present	Present	Present
2/15/2023 Special Meeting	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00 Audit presentation
3/6/2023 Regular	Present	Present	Present	Present	Present
4/3/2023 Regular	Present	Present	Present	Present	Present
4/26/2023 Work Session	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00 Parental leave, seasonal applications, Ralph pro
4/26/2023 Special Meeting	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00 Hire seasonals
5/1/2023 Regular	Absent	Present	Present	Present	Present
5/10/2023 Special Meeting	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00 WWTP plans & Investment options
6/5/2023 Regular	Present	Present	Present	Present	Present
7/5/2023 Regular	Present	Present	Present	Present	Present
8/7/2023 Regular	Present	Absent	Present	Present	Present
9/5/2023 Regular	Present	Present	Present	Present	Present
10/2/2023 Regular	Present	Present	Present	Present	Present
10/11/2023 Special Meeting	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00 SEH presenting
10/11/2023 Work Session	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
11/6/2023 Regular	Present	Present	Present	Present	Present
11/8/2023 Work Session	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
12/4/2023 Regular	Present	Present	Present	Present	Present

City of Morristown 2023 Zoning Committee Meeting Attendance

	Jim Lonergan	Kurt Wolf	Val Kruger	Faye Golombeski	*R. Barney
1/19/2023	1	1		1	
2/16/2023	1	1		1	
March (No quorum)					
4/20/2023	1	1		1	
5/18/2023	1	1	1		
6/15/2023	1		1	1	
7/10/2023 (Special Mtg)	1		1		
7/20/2023	1		1	1	
7/24/2023 (Emergency Mtg)	1		1		
8/17/2023 (No meeting)					
9/28/2023	1		1	1	1
10/26/2023	1		1	1	1
11/6/2023 (Special Mtg)	1		1	1	1
11/16/2023	1		1		1
Total Meetings Attended	12	4	9	8	
Pay Per Meeting Attended	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
Pay for Meetings	\$300.00	\$100.00	\$225.00	\$200.00	\$100.00

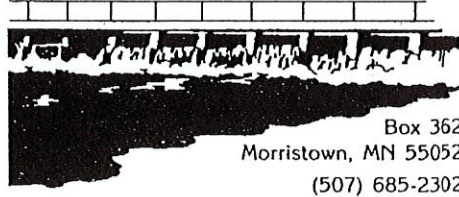
* Zoning Administrator w/ voting rights (beginning w/ September meeting)

= \$925.00
OK
\$825.00

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



RESOLUTION 2023-9

A RESOLUTION DESIGNATING OFFICIAL ROLES AND ANNUAL PAY OF 2023 FIRE DEPARTMENT ELECTED AND APPOINTED OFFICIALS

BE IT RESOLVED by the Morristown City Council, that the following elected and appointed officials are hereby statutorily appointed to serve and receive annual payment for their service in 2023:

Fire Department Chief	Bruce Morris	\$2,400
Assistant Fire Department Chief	Todd Schmidtke	\$1,000
Fire Department Training Officer	Matt Rossow	\$1,200
Fire Department Secretary	Kyle Morris	\$450
Fire Department Captain	Kyle Morris	\$600
Fire Department Captain	Mike O'Rourke	\$600
Fire Department Captain	Marlon Quiggle	\$600
Fire Department Captain	Ryan Culhane	\$600
Fire Department Board of Director Member	Steve Nordmeier	\$250
Fire Department Board of Director Member	Mike Ahlman	\$250
		<i>Total: \$7,950</i>

Accepted by the City Council of the City of Morristown on Monday, April 3, 2023.

Approved:

Mayor, Tony Lindahl

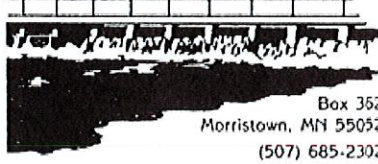
Attested:

City Clerk, Connie Medeiros

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 352

Morristown, MN 55052

(507) 685-2302

RESOLUTION 2023-24 REQUESTING THE ESTABLISHMENT OF PARKING RESTRICTIONS FROM RICE COUNTY

WHEREAS, the Rice County Board of Commissioners have jurisdiction over County State Aid Highways (CSAH) within the City of Morristown, MN, and

WHEREAS, the City of Morristown has determined that safety and operational issues exist due to parking at the intersection of CSAH 44, (Franklin Street), and CSAH 16, (Division Street), and

WHEREAS, the City of Morristown has determined that parking restrictions extending 150' west of the intersection are necessary to address public safety and operational issues.

THEREFORE, BE IT RESOLVED, that the City of Morristown hereby requests the Rice County Board of Commissioners establish PARKING RESTRICTIONS on CSAH 16 west of the intersection of CSAH 44 and CSAH 16 for a distance of 150'

BE IT FURTHER RESOLVED, the City Council of the City of Morristown, does hereby authorize the Morristown City Clerk to submit this resolution to Rice County for consideration.

Adopted by the City Council of the City of Morristown this 4th day of December 2023.

By:

Tony Lindahl, Mayor

ATTEST:

Connie Medeiros, City Clerk

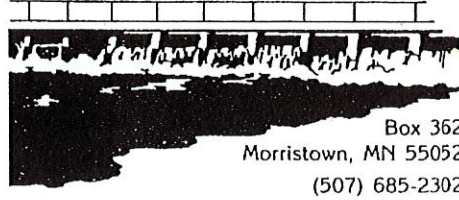
Bills

Vendor	Currently Epay?	Approved to Epay?	Pay in Advance of Approval?	Date Approved	Date We Receive Bill	Notes
Archambault's	No	No				
Badger Meter	No	No				
Bevcomm	Yes	Yes	Yes	10/2/2023		
BHE Community Solar	No	No				
Centerpoint Energy	Yes	Unknown	Unknown			
Clearway Community Solar	No	No				
Community Co-op	Yes	Yes	Yes	11/6/2023		
Corporate Payment Systems	No	No				
Custom Alarm	No	No				
Eckberg Lammers	Yes	Unknown				To pay Federal withholding from paychecks
EFTPS Direct	Yes	Unknown				Only Dallas location
EO Johnson	Yes	Yes	Yes	4/3/2023		
Esri (ArcGIS)	Yes	Unknown	Unknown			
Lincoln Natiaonal Life Insurance	Yes	Unknown				
Lonnie Dahle	No	Unknown	Unknown			
PERA	Yes	No				
Securitas	No	No				
Smith, Tollefson, Rahrnick & Cass	No	No				
Utility Consultants	No	No				
Verizon	Yes	Yes	Yes	6/5/2023		
Xcel Energy	Yes	Unknown	Unknown			
MN Dept of Revenue	Yes	Unknown	Unknown			Sales tax, withholding, etc.

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

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RESOLUTION 2023-26

A RESOLUTION AUTHORIZING THE CREATION OF CAPITAL RESERVE FUND AND APPROVING TRANSFER OF FUNDS

WHEREAS, the Morristown City Council propose capital reserve funds be established for city divisions;

WHEREAS, Minnesota Statutes, Section 365.10, Subdivision 18, Capital Reserve Fund allows electors to authorize creation of capital reserve funds and designate its use for any lawful purpose;

WHEREAS: Recommend creation of fund (403) 2024 Street Project Capital Reserve Fund to pay for costs related to the 2024 Street Project.

NOW, THEREFORE BE IT RESOLVED, by the Morristown City Council to authorize and approve the creation of the 2024 Street Project Capital Reserve Fund (Fund 403), effective 12/4/23.

Accepted by the City Council of the City of Morristown on Monday, December 4, 2023.

Approved:

Mayor, Tony Lindahl

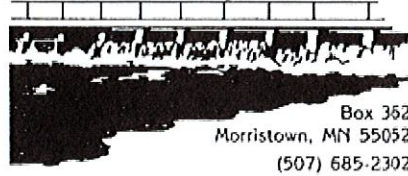
Attested:

City Clerk/Treasurer, Connie Medeiros

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

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RESOLUTION 2023-25

A RESOLUTION AUTHORIZING THE CREATION OF THE SEWER REVOLVING CAPITAL RESERVE FUND AND APPROVING TRANSFER OF FUNDS

WHEREAS, the Morristown City Council propose sewer capital reserve funds be established for city divisions;

WHEREAS, Minnesota Statutes, Section 365.10, Subdivision 18, Capital Reserve Fund allows electors to authorize creation of capital reserve funds and designate its use for any lawful purpose;

WHEREAS: The City of Morristown has excess funds in the amount of \$5,000 in the Sewer Fund (602) which is meant to be used for general operations of the sewer department;

WHEREAS: Recommend transferring funds to the Sewer Revolving Capital Reserve Fund (703) to pay for future capital water projects.

NOW, THEREFORE BE IT RESOLVED, by the Morristown City Council as follows:

1. Authorize and approve Sewer Revolving Capital Reserve Fund (Fund 703) to be created effective 12/4/2023.
2. Authorize and approve the transfer of funds in the amount of \$5,000 from Sewer Fund (Fund 602) to Sewer Revolving Capital Reserve Fund (Fund 703) effective 12/4/2023.

Accepted by the City Council of the City of Morristown on Monday, December 4, 2023.

Approved:

Mayor, Tony Lindahl

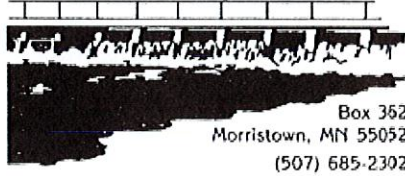
Attested:

City Clerk/Treasurer, Connie Medeiros

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

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RESOLUTION 2023-23

A RESOLUTION AUTHORIZING THE CREATION OF THE WATER REVOLVING CAPITAL RESERVE FUND AND APPROVING TRANSFER OF FUNDS

WHEREAS, the Morristown City Council propose water capital reserve funds be established for city divisions;

WHEREAS, Minnesota Statutes, Section 365.10, Subdivision 18, Capital Reserve Fund allows electors to authorize creation of capital reserve funds and designate its use for any lawful purpose;

WHEREAS: The City of Morristown has excess funds in the amount of \$200,000 in the Water Fund (601) which is meant to be used for general operations of the water department;

WHEREAS: Recommend transferring funds to the Water Revolving Capital Reserve Fund (702) to pay for future capital water projects.

NOW, THEREFORE BE IT RESOLVED, by the Morristown City Council as follows:

1. Authorize and approve Water Revolving Capital Reserve Fund (Fund 702) to be created effective 12/4/2023.
2. Authorize and approve the transfer of funds in the amount of \$200,000 from Water Fund (Fund 601) to Water Revolving Capital Reserve Fund (Fund 702) effective 12/4/2023.

Accepted by the City Council of the City of Morristown on Monday, December 4, 2023.

Approved:

Mayor, Tony Lindahl

Attested:

City Clerk/Treasurer, Connie Medeiros