

AGENDA  
HENDERSON CITY COUNCIL ANNUAL MEETING  
WEDNESDAY, JANUARY 18, 2022  
**TIME 7:00 P.M.**

TARGET TIME  
**7:00 P.M.**

- I. Call to Order
- II. Minutes, December 28, 2022
- III. Requests to Appear Before the Council, Ordinances
  - A.
- IV. Reports
  - A. Police Chief-monthly
  - B. S.E.H. project updates-agreement flood mitigation amendment?
  - C. City Attorney
  - C. Assistant Administrator-Resolution 2023-01
  - D. City Administrator-Activity Report-Sales Tax (Resolution 2023-02), Trails, Flood Mitigation, Legislation
  - E. City Council Appointments/Policies
    - 1. Henderson Fire District
    - 2. Library
    - 3. Trails
- IV. Financial
  - A. Cash balance-12/31/2022; cash flow, fund updates, audit
  - B. Bills
  - D. Financial Information, Debt Balances, 2022 Tax Calculator, 2023 rates
- V. Old Business
- VII. New Business
  - A. Kaitlyn Steinborn, Bender Park, wedding reception
  - B.
- VIII. Information Items
  - A. Revised Meeting Schedule
- V. Adjourn

8:30 P.M.

## MINUTES, HENDERSON CITY COUNCIL WEDNESDAY, DECEMBER 28, 2022

Meeting called to order at 6:00 P.M. by Mayor Keith Swenson; present were Council Members Steve Sellner, Randy Tiegs and Amy Hardel. Also present Chase Boehne, Police Chief Eric Karels, Building Inspector James Bauman, City Engineer Chris Knutson, Rachel Miller, Council Member Elect Crystal Thomas and Beth Cornish.

Motion Swenson, seconded Sellner to approve of the minutes of the November 16, 2022 meeting. Motion carried.

Hearing on pedestrian, bike, street and access plan called to order. Chris Knutson at S.E.H. presented plans and discussed how they tie into submittal of a Minnesota Department of Transportation Active Transportation grant. Questions on how the plan ties into the existing trail along the east side of Sibley County 6 and drainage and access along the levee, difficulty of use during wet times of the year; any improvements adjacent to the levee and a connection to the existing gravel levee trail and other safety, access, maintenance and agreement related issues were raised and discussed. Modifications will be made as appropriate.

Hearing adjourned and regular meeting resumed.

Motion Swenson, seconded Hardel to approve details of MNDOT Active Transportation Grant Application for \$280,000 with revisions to the attachments and continue with submittal of the grant application. Voting in favor Swenson, Hardel, Sellner; opposed Tiegs-Motion carried 3-1.

Motion Hardel, seconded Swenson to approve pedestrian and bike plan with revisions including removal of any trail and access items in proximity to the Henderson levee. Motion carried.

Motion Swenson, seconded Hardel to approve the street access plan and language-Motion carried.

Knutson discussed the current closeout of the sanitary sewer project (S.E.H. will finance/closeout any work needed on resolving any outstanding issues) and refocusing the water improvement project to a waterline replacement, pressure reducing, looping and other associated items project. The filtration system components will be long range with costs for costs and outline for reconstruction and related items presented at upcoming meetings.

Chase Boehne provided a status update on Main Street snow removal-all seemed to agree that things were going well-a few cars still need to be moved from time to time during snow emergency (anytime an inch or more of snow) events.

Hearing on delinquent utilities and fire call charge called to order-no comments from the public. Motion Tiegs, seconded Swenson to approve the delinquent list as presented and certify for collection with the 2023 taxes. Motion carried.

Henderson Building Inspector James Bauman presented 2023 building permit fee information. Extensive discussion on procedures, how permits are handled, how to find out information on permits, who provides follow-up, how to determine if properties comply with the Henderson Building Code, what the Building Inspector can do related to enforcement, etc. (see video tape for more details).

Motion Hardel, seconded Swenson to accept the 2023 fixed fee schedule as submitted and restart changing fees for all permit applications in 2023-a payment collection method will be worked out but applications will continue to be submitted online with the Building Inspector doing the initial review. Motion carried.

Motion Tiegs, seconded Hardel the Water and Sanitary Sewer Access fees will continue to be waived for all new construction in 2023. Motion carried.

Police Chief Karels provided a written monthly report. Sellner asked about status of junk citations, how many are being charged and why this is not being enforced more extensively. Discussion ensued between Chief Karels, mayor and city council with no resolution.

Personnel Committee reported on recommendations for the Henderson Police Department-effective January 1, 2023, switch Chief Eric Karels to 30 hours (PTO & Holiday based on 30 hours a week) a week at pay rate of \$6200 per month with 80% of health paid as salary; to hire Carl Martin full time police at a salary of \$4400 per month, 80% health as salary and full dental increase Parks and Streets Superintendent Bruce Gustafson to \$30 per hour + dental; Tasha Anderson \$23 per hour plus 80% of health as salary and full dental with PTO/Holiday based on 30 hours a week plus other part time employees per the attached sheet.

Tiegs does not agree with the recommendation-specifically based on the monthly reports it does not appear that coverage of 70 hours a week is warranted for the Henderson Police Department.

Motion Swenson, seconded Hardel to approve the Personnel Committee recommendation-Voting Yes-Swenson, Hardel, Sellner; No Tiegs-Motion carried 3-1.

Assistant Administrator Pautsch provided an update on 2023 liquor licenses-all in compliance; training he has scheduled, motorcycle bids forfeiture bids, and resolution 2022-15 relating to designating a polling place.

Motion Hardel, seconded Sellner to adopt Resolution 2022-15 regarding designating a polling place. Motion carried.

6 bids received for the sale of seized 2006 Harley Davidson Electra-Motion Tiegs, seconded Sellner to accept the bid of John Schaefer for \$6001. Motion carried.

City Administrator went over activity report including comparable worth study submittal due in January and 2023 sales tax legislative bill.

Motion Tiegs, seconded Hardel to approve the following city bills-Motion carried:

ARAMARK	\$361.67	MN DEPT. OF HEALTH	\$1,047.00
BADGER METER INC.	\$429.12	MN Valley Electric	\$819.67
BOND TRUST SERVICES CORPORATIO	\$0.00	MORRIS ELECTRONICS	\$625.00
BRUCE GUSTOFSON	\$45.00	NAPA AUTO PARTS OF LE SUEUR	\$22.99
CENGAGE LEARNING INC / GALE	\$149.22	NORTHWEST NATURAL GAS	\$675.22
CHRISTIAN, KEOGH, MORAN & KING	\$932.00	NORTHWESTERN POWER EQUIPMENT	\$11,386.50
CITY OF LE SUEUR	\$6,107.43	NUESSMEIER ELECTRIC, INC	\$355.01
COMPUTER PLUS SOLUTIONS	\$975.54	QUILL LLC	\$175.59
CONSTRUCTION AND TREE SERVICE	\$3,000.00	RACO MANUFACTURING	\$360.00
CO-OP TIRE & AUTO	\$1,050.90	RITWAY BUSINESS FORMS	\$130.00
DENNIS GRAHAM	\$50.00	SEH	\$7,631.79
DENZER'S VALLEY AG.	\$116.66	SIWEK LUMBER & MILLWORK	\$56.00
EHLERS 2023 PUBLIC FINANCE SEM	\$295.00	STREICHER'S	\$2,012.91
ERIC KARELS	\$129.33	THEIN WELL CO.	\$275.00
EXCEL ENERGY	\$4,815.79	TOSHA ANDERSON	\$356.67
HAWKINS INC.	\$60.00	TOSHIBA AMERICA BUSINESS SOLUT	\$21.38
HENDERSON FIRE & RESCUE	\$9,377.75	TRUE VALUE	\$256.67
HENDERSON INDEPENDENT	\$556.00	UC LABORATORY	\$1,375.15
HENDERSON LAWN CARE	\$50.00	VERIZON WIRELESS	\$122.31
INTOXIMETERS, INC.	\$110.22	WAGARS RED OWL	\$1,056.05
LEAGUE OF MINN CITIES	\$1,295.00	FIRST STATE BANK	\$25,525.00
MANKATO CLINCI	\$173.00	C. BOEHNE CONSTRUCTION	\$6,992.25
MANKATO SYMPHONY ORCHESTRA	\$1,100.00	OmniSite	\$152.00
MATHESON TRI GAS INC.	\$55.44	BADGER METER INC.	\$900.96
MEDIACOM	\$68.46	BRUCE GUSTOFSON	\$65.00
MENARDS-MANKATO	\$12.98	HENDERSON INDEPENDENT	\$122.00
Metro FiberNet LLC	\$951.32	GOHPER STATE ONE CALL	\$8.10
METRO SALES, INC	\$74.62	TRUE VALUE	\$78.12
MICROSOFT OFFICE 365	\$12.83	WAGARS RED OWL	\$1,259.25
MN DEPT OF LABOR AND INDUSTRY	\$100.00	CITY OF LE SUEUR	\$6,203.13
		HOMETOWN BANK	\$24.18
		PSN	\$89.00

Motion Tiegs, seconded Hardel to approve the cash balance as submitted. Motion carried.

Hearing called to order and review of 2023 budget and tax levy. No questions, discussion or comments from members of the public.

Motion Tiegs, seconded Swenson to adopt Resolution 2022-13 approving the 2023 budget. Motion carried.

Motion Tiegs, seconded Hardel to adopt Resolution 2022-14 approving the 2023 tax levy. Motion carried.

Motion Hardel, seconded Sellner to approve the revised meeting schedule. Motion carried.

Mayor Swenson adjourned the meeting at 9:10 P.M.

Lon Berbenich  
City Clerk

# CITY OF HENDERSON

Wednesday, December 21, 2022

FROM: Personnel Committee (Keith Swenson, Amy Hardel)

RE ***2023 Recommendations***

Bruce Gustafson (FT)-increase from \$28 per hour to \$30, full dental-Street and Park Superintendent

James Kroehler (PT)-increase from \$25 per hour to \$27.50-Water and Sewer Superintendent

Eric Karels-(PT) currently \$35 per hour (\$73,000 annual)-classify at parttime (30 hours per week); hire new full time officer & switch to salary \$6200 per month plus full dental and pay 80% health as salary, pro rate PTO and Holiday 75%; Police Chief

Hire new FT police \$4400 per month, 80% health as salary, full dental, Police Officer-Carl Martin

Tasha Anderson (PT)-Head of Library Department, \$23 per hour (about 1500 hours per year); pay 80% of health as salary, full dental, prorated PTO and Holiday 75%

Up to 3 part time library staff at \$20 per hour; 2 are budgeted to make the PERA earnings threshold

Library Department-designate own fund (290) effective December 10, 2022 and staff hired that day. Staff Renee Berger, Nancy Jirek, Lacey Schmidt-apportion balance to fund and amend 2023 tax levy allocation

Timothy Pautsch (FT)-under contract-not enough members to be part of group; pay 80% health as salary and full dental-Administration/Enterprise

Lon Berberich-(FT) under contract-ends October 31, 2023; City Administrator

Part time Street/Parks: \$20 per hour

Part time Police: \$25 per hour

**Exhibit C – Specifications, Duties and Scope of Work – Amendment 1**  
**MnDOT Contract No. 1048033**

The following tasks are added through Amendment 1:

**Task 3.7 – Design Revisions due to Box Culvert Change, Profile Overbuild**

Revise floodwall calculations and design narrative based on new box culvert configuration. Revise geotechnical summaries and Section 408 comment responses. Revise proposed surface to reflect new box culvert location and roadway profile.

**Task 4.4 – Plan Revisions due to Box Culvert Change, Profile Overbuild**

Revise levee and floodwall construction plans to reflect the revised design.

**Task 4.5 – Utility Design for City-Owned Utilities**

Design realignment of water main in area of Ridge Road realignment at TH93. Provide construction drawings and special provisions to be included in Bidding Documents for overall project. Complete Utility Permit with MnDOT and water main permit for MnDOT. Does not include construction related services.

1 Project Management		0	\$50.00	\$0.00												
<b>SUBCONTRACTOR - SEH</b>																
Task No.	Work Task Description	Project Manager	QC Manager	Lead Geotechnical Engineer	Geotechnical Engineer	Design Tech / Landscape Architect	Water Resources Engineer	Environmental Liaison	Highway Design Engineer	Structural Engineer	Civil/Utility Engineer	Surveyor	Admin	Total Hours	Total Labor Cost	
1	Project Management	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00	
2	Permitting and Regulatory Agency Coordination	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00	
3	Levee Design & Plan Preparation	6	2	48	6	16	6	0	0	8	0	0	0	92	\$5,168.00	
4	Detailed Design	4	1	0	0	6	0	0	8	0	60	0	0	79	\$4,116.00	
5	Utility Coordination	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00	
6	Levee Study	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00	
7	Construction Support	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00	
<b>Total Hours</b>		10	3	48	6	22	6	0	8	8	60	0	0	171		
<b>Average Hourly Rate</b>		\$57.00	\$72.00	\$63.00	\$52.00	\$46.00	\$35.00	\$65.00	\$45.00	\$50.00	\$53.00	\$45.00	\$90.00			
<b>Subtotal</b>		\$570.00	\$216.00	\$3,024.00	\$312.00	\$1,012.00	\$210.00	\$0.00	\$360.00	\$400.00	\$3,180.00	\$0.00	\$0.00			
<b>Total Labor Costs</b>																
<b>Total Overhead</b>																
<b>Total Labor Costs + OH</b>																
<b>Fixed Fee</b>																
<b>Subcontractor Fee (Drilling &amp; Testing)</b>																
<b>Direct Expenses - Subcontractor (SEH)</b>		Quantity	Unit	Cost/Unit	Total Cost											
Technology Charge: (\$5180/Labor Hour)		171	hr	\$ 51.80	\$ 991.80											
Mileage		0	mi	\$ 0.56	\$											
Survey Equipment		0	hr	\$ 25.00	\$											
Survey Vehicle		0	hr	\$ 4.50	\$											
<b>Direct Expenses Total - Subcontractor (SEH)</b>															\$991.80	
<b>TOTAL FEES - SUBCONTRACTOR (SEH)</b>																
<b>\$28,242.21</b>																
<b>\$9,284.00</b>																
<b>\$15,782.80</b>																
<b>\$25,066.80</b>																
<b>\$2,256.01</b>																
<b>\$0.00</b>																
<b>9.0%</b>																

Current and Follow-up Activities Status as of *January 18, 2023*

Levee & Disasters-Inspection May 3, 2022 -no written follow up from Corps

Signs and repairs: final installation and resell 2023-working with Lions Club, Bruce-more signs to install

Blacktop incl. crack sealing/sealcoat/repairs/patches-2023 projects?

Compost pick-up and site: working on cleanup and camera

2022 snow removal-review for 2022/23-Boehne Main Street contract

Allanson's/trails: improvements-analyze for 2023 with new plan-waiting on funding approvals-sales tax-resolution 2023-02?

Community Building/Grounds-working on fountain funding-so far \$5200 from Lions, City, Foundation, Sellner

Boat landing area maintenance for 2023-same

Equipment/capital purchase-water plant improvements and 2023/2032 CIP-approve February 2023

2021 ordinance codification in force; update in February 2023

Update on future uses of SLSRF an amounts-approximately \$80k to be used from now until 2024-1 payment 2022 and second 2023.

2022 audit/budget/financial: working on 2023 plan for January-auditors here January 23-25

Sales Tax Use/legislation-15 years 1/2%, up to \$250,000-submit/vote 2023?-decide January 18

Checklists which will follow through to CIP and comp planning with filing update-CIP S.E.H. and City

Update on info south levee/93/6-Sibely County 6-out for Corps 404 permit review until February 12, 2023

Parrott-ponds in Maple ridge-not frozen, setting schedule

Sanitary Sewer System flows-some work done; low flows right now, report available

Hilltop baseball and facility use-discuss in February 2023

Trail grant-resolution revision/package-Sibley County approved and sent im-will hear in March of 2023

**CITY OF HENDERSON, MINNESOTA  
RESOLUTION 2023-02**

**A resolution supporting the authority to impose a local sales tax to fund park and trail improvements providing regional benefit, to establish the duration of the tax and the revenue to be raised by the tax and to authorize the city to issue bonds supported by the sales tax revenue.**

**WHEREAS** the city has engaged the local community and identified enhancing Allanson's facilities, campground, trail and amenities as a significant local and regional project; and,

**WHEREAS** the project will result in benefits to both the residents, property owners and businesses of the City of Henderson and to non-resident visitors and businesses; and,

**WHEREAS**, funding the project with a local sales tax will more closely distribute the cost of the project to the users of the facilities; and,

**WHEREAS** the project is estimated to cost approximately \$250,000; and,

**WHEREAS** the city estimates that a local sales tax of \$.005 would generate \$250,000 over 15 years; and,

**WHEREAS**, the City of Henderson has provided documentation of the regional significance of the Allanson's Park Campground and Trail project and the community per the findings below; and,

**WHEREAS** annually the City of Henderson hosts multiple events including weekly roll-ins on Tuesday nights, Hummingbird Hurrah, Sauerkraut Day's, Baseball and Softball Tournaments, Ladies Night Out and other events that increases the number of sales tax remitting businesses by over 20; and,

**WHEREAS** non-residents/tourists use the existing Campground at Allanson's Park (17 developed sites plus primitive sites) as well as the shelter hosting multiple visitors (graduations, wedding, reunions, birthday parties, etc.) from throughout the region from April through October of each year including the adjoining playground and recreational facilities during their visits; and,

**WHEREAS** a study done by the University of Minnesota extension in 2017 determined that on the average 700 roll-in attendees of which about 80% were non 56044 zip code residents spent about \$17 per visit to Henderson. In 2021, a supplemental survey showed that dollar amount increased to about \$30 per visitor; and,

**WHEREAS**, based on the above findings the Henderson City Council determines that over half of sales tax collection eligible revenue generated is from non-City of Henderson residents, businesses and property owners and the referenced project is regionally significant in its impact; and,

**WHEREAS** the estimated local sales tax revenue and estimated time needed to raise that amount of revenue the project is as follows:

Allanson Park Campground and Trail: The city will collect \$250,000 over 15 years.



**WHEREAS** Minn. Stat. § 297A.99 authorizes the imposition of a general sales tax if permitted by special law of the Minnesota Legislature; and,

**WHEREAS** Minn. Stat. § 297A.99 requires the City to pass a resolution authorizing such a local tax and to obtain Legislative approval prior to approval by the local voters to enact the local tax.

**NOW THEREFORE, BE IT RESOLVED** the following:

1. The Henderson City Council supports the authority to impose a general local sales tax of \$.005 for a period of 15 years to fund the aforementioned project.
2. Upon approval of the resolution the city will submit the adopted resolution which includes documentation of regional significance to chairs and ranking minority members of the House and Senate Taxes committees, Senator Glenn Gruenhagen and Representative Bobbie Harder for approval and passage of a special law authorizing the tax by January 31, 2023.
3. Upon Legislative approval and passage of the special law authorizing the tax, the city will adopt a resolution accepting the new law, which will be filed with a local approval certificate to the Office of the Secretary of State before the following Legislative session.
4. The city will put a detailed ballot question on a special election ballot for local voter approval. This will be done by November of 2023.
5. If the ballot question passes, the city will also pass an ordinance imposing the tax and notify the Commissioner of Revenue at least 90 days before the first day of the calendar quarter that the tax will be imposed.
6. Upon completion of the requirements, the local sales tax will commence and run until 2038 or until a sum sufficient to fund the voter approved project, including related debt costs, is raised, whichever comes first.
7. Adoption by the City Council of the City of Henderson this 18<sup>th</sup> day of January 2023.

**BY:**

\_\_\_\_\_  
Mayor Keith Swenson

**ATTEST:**

\_\_\_\_\_  
Lon Berberich, City Clerk

**RESOLUTION NO. 2023-01**

**RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF HENDERSON ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT**

WHEREAS, the City of Henderson on behalf of its Prosecuting Attorney and Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the City to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Henderson, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Henderson on behalf of its Prosecuting Attorney and Police Department, are hereby approved.
2. That the Chief of Police-Eric Karels, or his or her successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.
3. That the Attorney-at-Law, Jason Moran or his or her successor, is designated the Authorized Representative for the Prosecuting Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.
4. That Keith Swenson, the Mayor for the City of Henderson, and Lon Berberich, the City Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

Passed and Adopted by the Council on this 18<sup>th</sup> day of January, 2023.

CITY OF HENDERSON

\_\_\_\_\_  
By: Keith Swenson  
Its Mayor

ATTEST: \_\_\_\_\_  
By: Lon Berberich  
Its City Clerk

All of the appointments below approved-motion and vote included per grouping-effective January 18, 2023

1.) *Pat Steckman, Arlene Busse, Judy Loewe, Julie Determan (chair), Terry Bovee, Jeff Steinborn-Heritage Preservation*

2.) *Joseph R. Brown Heritage Society: Lon Berberich-Mayor Appointment*

3.) Economic Development and Housing Committee-Henderson City Council

4.) Chamber Representative: Keith Swenson-Mayor Appointment

5.) Parks/Trails Committee/Tree Board: Randy Tiegs, Mark Hardel, Terry Bovee, Ron Walters, Jim Wartman, Jeff DuCharme, Steve Sellner- Mayor Appointments

Appoint the Henderson City Council as Planning Commission with Amy Hardel as chair.

**6.) Community Facilities-Amy Hardel, Crystal Thomas-Mayor appointment**

7.) Henderson Library Board-Mayor Appointment-Cindy Jackelen, Keith Swenson, Jerry Johnson, -need 2 more-Tosha Anderson Director

**8.) Henderson Area Fire District Joint Powers: Crystal Thomas, Steve Sellner, Keith Swenson**

**9.) Steve Sellner/Randy Tiegs-City Equipment, Mayor appointment-**

10.) Mayor/City council Infrastructure, Transportation, Telecommunications, Flood Mitigation

11.) Emergency Management/Civil Defense Director: Tom Phillips-Mayor Appointment

12.) Personnel Committee: Keith Swenson, Amy Hardel-Mayor Appointment

13.) Acting Mayor: Amy Hardel-

14.) Utility Bills—  
Randy Tiegs, Crystal Thomas

15.) Bills, budget, audit/EOM/EOQ/EOY-Amy Hardel, Randy Tiegs

16.) Payroll-Steve Sellner

17) Trails Task Force-Jeff Steinborn, Keith Swenson, Amy Hardel, Martha Wavrin, Danielle Buesgens, Denny Graham, Terry Bovee, Troy Koester, David Rice, Doug Thomas

## **17.) Continue Current designations/approvals**

- a.) Hometown and First State Banks of Henderson official depositories for city funds for 2023 with checking and/or investment accounts to be established in both banks at the discretion of the City Treasurer
- b.) City Attorney: Jason Moran
- c.) City Assessor: Sibley County Assessor/Open book in Henderson-City Council Vote Equalization Committee: Randy Tiegs and Amy Hardel-certified
- d.) Insurance: Community Insurance of Henderson
- e.) Henderson Independent as official newspaper
- f.) Building Inspector: Jim Bauman
- g.) Well and Tower Contracts: Their Well and McGwire Iron
- h.) Evolution-manages website, social media, meeting setup and related matters
- i.) Don Boehne Construction and Chase Boehne Snow Removal
- j.) Nuisance/Health Officer (s): Henderson Police Department/Mayor/Building Inspector/other Appropriate Personnel-Many duties determined by statute

## **Other information**

Franchise fees from: Metro net, Mediacom-Cable TV; Xcel Electric, MN Valley Electric (service to Mapleridge) and Northwest Natural Gas. Various firms provide Internet/Fiber (at a minimum 3 Fiber optic lines in the City of Henderson) with no franchise fees.

# HENDERSON, MN

01/18/23 3:47 PM

Page 1

## \*Check Summary Register©

10100 Unposted

	Name	Check Date	Check Amt
<b>10100 FIRST STATE BANK</b>			
Unposted	ABDO	1/18/2023	\$5,900.00
Unposted	BRUCE GUSTOFSON	1/18/2023	\$219.44
Unposted	CENGAGE LEARNING INC / GAL	1/18/2023	\$51.73
Unposted	COLLABORATIVE SUMMER LIB P	1/18/2023	\$14.95
Unposted	EXCEL ENERGY	1/18/2023	\$5,224.34
Unposted	HAWKINS INC.	1/18/2023	\$40.00
Unposted	HENDERSON AREA FIRE DISTRI	1/18/2023	\$32,201.80
Unposted	INGRAM LIBRARY SERVICES	1/18/2023	\$495.71
Unposted	KAREN ZIMNY	1/18/2023	\$510.26
Unposted	LEAGUE OF MINN CITIES	1/18/2023	\$700.00
Unposted	LUCKY LUKE, LLC	1/18/2023	\$176.24
Unposted	MATHESON TRI GAS INC.	1/18/2023	\$63.21
Unposted	MEI TOTAL ELEVATOR SOLUTIO	1/18/2023	\$1,886.25
Unposted	Metro FiberNet LLC	1/18/2023	\$638.62
Unposted	METRO SALES, INC	1/18/2023	\$10.00
Unposted	MICROSOFT OFFICE 365	1/18/2023	\$12.83
Unposted	Minnesota Department of revenu	1/18/2023	\$224.00
Unposted	MN DEPT OF LABOR AND INDUS	1/18/2023	\$7.00
Unposted	MN Valley Electric	1/18/2023	\$663.67
Unposted	NAPA AUTO PARTS OF LE SUEU	1/18/2023	\$50.98
Unposted	NORTHWEST NATURAL GAS	1/18/2023	\$869.45
Unposted	SEH	1/18/2023	\$11,890.14
Unposted	TOSHIBA AMERICA BUSINESS S	1/18/2023	\$25.05
Unposted	VERIZON WIRELESS	1/18/2023	\$122.29
	<b>Total Checks</b>		<b>\$61,997.96</b>

# HENDERSON, MN

01/18/23 3:15 PM

Page 1

## Payments

Current Period: JANUARY 2023

Payments Batch 01182023AP

\$12,591.78

Refer 848 *MATHESON TRI GAS INC*

Cash Payment G 101-20200 ACCOUNTS PAYABLE December 2022 gas & maintenance \$63.21  
Invoice 0026960345

Transaction Date 1/18/2023 FIRST STATE BANK 10100 **Total** \$63.21

Refer 853 *KAREN ZIMNY*

Cash Payment G 101-20200 ACCOUNTS PAYABLE HPD Background Checks (payable 1) \$400.00  
Invoice

Transaction Date 1/18/2023 FIRST STATE BANK 10100 **Total** \$400.00

Refer 855 *SEH*

Cash Payment G 413-20200 ACCOUNTS PAYABLE Invoice 15 Project 163992, HENDE TH 93 Levee \$11,890.14  
Invoice 440045

Transaction Date 1/18/2023 FIRST STATE BANK 10100 **Total** \$11,890.14

Refer 856 *MINNESOTA DEPT OF REVENUE*

Cash Payment G 601-20200 ACCOUNTS PAYABLE 4Q Sales tax \$175.90  
Invoice

Cash Payment G 101-20200 ACCOUNTS PAYABLE 4Q use tax \$48.10  
Invoice

Transaction Date 1/18/2023 FIRST STATE BANK 10100 **Total** \$224.00

Refer 857 *TOSHIBA*

Cash Payment G 101-20200 ACCOUNTS PAYABLE copier maintenance \$14.43  
Invoice 5934294

Transaction Date 1/18/2023 FIRST STATE BANK 10100 **Total** \$14.43

### Fund Summary

	10100 FIRST STATE BANK	
101 GENERAL FUND		\$525.74
413 TH 93 LEVEE		\$11,890.14
601 WATER UTILITY FUND		\$175.90
		<hr/>
		\$12,591.78

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$12,591.78
<b>Total</b>	<b>\$12,591.78</b>

# HENDERSON, MN

01/18/23 3:22 PM

Page 1

## Payments

Current Period: JANUARY 2023

Payments Batch 010623 PAYJanBills		\$49,406.18	
Refer	790 METRO FIBERNET LLC		
Cash Payment	E 101-41000-321 TELEPHONE	(507) 248-3234 City Office	\$36.52
Invoice			
Cash Payment	E 101-42100-321 TELEPHONE	(507) 248-3591 Police Office	\$36.03
Invoice			
Cash Payment	E 101-41000-321 TELEPHONE	(507) 248-3235 City Office Line 2	\$30.14
Invoice			
Cash Payment	E 101-42100-321 TELEPHONE	(507) 248-3814 Fax	\$30.14
Invoice			
Cash Payment	E 101-45500-321 TELEPHONE	(507) 248-3880 Library	\$35.15
Invoice			
Cash Payment	E 101-41000-321 TELEPHONE	(507) 214-0080	\$27.36
Invoice			
Cash Payment	E 101-41000-325 JAGUAR WIFI	Fiber/WiFi/Internet	\$443.28
Invoice			
Transaction Date	1/6/2023	FIRST STATE BANK 10100	<b>Total</b> \$638.62
Refer	795 MN DEPT OF LABOR AND INDUST		
Cash Payment	E 101-42400-387 PERMIT SUR CHARGE	2022 4Q permit surcharge	\$7.00
Invoice			
Transaction Date	1/6/2023	FIRST STATE BANK 10100	<b>Total</b> \$7.00
Refer	799 HAWKINS INC.		
Cash Payment	E 601-49400-216 CHEMICAL & CH PROD	Chlorine Cylinders	\$40.00
Invoice	6379589		
Transaction Date	1/6/2023	FIRST STATE BANK 10100	<b>Total</b> \$40.00
Refer	802 MN VALLEY ELECTRIC		
Cash Payment	E 602-49472-381 ELECTRICITY	Security Lights	\$102.00
Invoice	774857310		
Cash Payment	E 101-45213-381 ELECTRICITY	Bus Garage	\$24.09
Invoice	774857310		
Cash Payment	E 101-45221-381 ELECTRICITY	Sliding Hill	\$18.00
Invoice	774857310		
Cash Payment	E 602-49471-381 ELECTRICITY	29326 Henderson Station Rd	\$519.58
Invoice	774857310		
Transaction Date	1/6/2023	FIRST STATE BANK 10100	<b>Total</b> \$663.67
Refer	805 NAPA AUTO PARTS OF LE SUEUR		
Cash Payment	E 101-43153-220 REPAIR & MAINTENAN	1-ton rear universal joint	\$50.98
Invoice	526584		
Transaction Date	1/6/2023	FIRST STATE BANK 10100	<b>Total</b> \$50.98
Refer	813 NORTHWEST NATURAL GAS		
Cash Payment	E 101-45500-370 HEATING	Library	\$196.35
Invoice	505742.01		
Cash Payment	E 101-41940-370 HEATING	City Hall	\$91.06
Invoice	509258.01		
Cash Payment	E 101-43110-370 HEATING	City Shop	\$161.26
Invoice	504756.01		

# HENDERSON, MN

## Payments

01/18/23 3:22 PM

Page 2

Current Period: JANUARY 2023

Cash Payment	E 601-49401-370 HEATING	Water Tower		\$68.83
Invoice	507755.01			
Cash Payment	E 101-41941-370 HEATING	Meeting		\$351.95
Invoice	500600.02			
Transaction Date	1/6/2023	FIRST STATE BANK 10100	<b>Total</b>	\$869.45
Refer	814 MICROSOFT OFFICE 365			
Cash Payment	E 101-41400-430 MISCELLANEOUS	January 2023 Microsoft Office Supscription		\$12.83
Invoice	E0800LTZDS			
Transaction Date	1/6/2023	FIRST STATE BANK 10100	<b>Total</b>	\$12.83
Refer	815 VERIZON WIRELESS			
Cash Payment	E 101-42100-320 COMMUNICATION/TEL	(507) 473-5991 PD1		\$41.14
Invoice	9924208836			
Cash Payment	E 101-42100-320 COMMUNICATION/TEL	(507) 479-0603 PD2		\$41.14
Invoice	9924208836			
Cash Payment	E 101-42100-320 COMMUNICATION/TEL	(952) 378-5697 Eric Karels		\$40.01
Invoice	9924208836			
Transaction Date	1/6/2023	FIRST STATE BANK 10100	<b>Total</b>	\$122.29
Refer	816 TOSHIBA			
Cash Payment	E 101-41000-406 COPIER MAINTENANC	copier maintenance January 2023		\$10.62
Invoice	5934294			
Transaction Date	1/6/2023	FIRST STATE BANK 10100	<b>Total</b>	\$10.62
Refer	821 EXCEL ENERGY			
Cash Payment	E 101-43160-390 STREET LIGHTING	124 N 2n street lights		\$16.58
Invoice				
Cash Payment	E 101-43160-390 STREET LIGHTING	Co-owned street lights		\$1,941.91
Invoice				
Cash Payment	E 101-43160-390 STREET LIGHTING	105 S 5th street lights		\$17.45
Invoice				
Cash Payment	E 101-43160-390 STREET LIGHTING	106 N 5th street lights		\$17.56
Invoice				
Cash Payment	E 101-43160-390 STREET LIGHTING	303 S 5th street lights		\$17.86
Invoice				
Cash Payment	E 101-43160-390 STREET LIGHTING	100 S St street lights		\$25.90
Invoice				
Cash Payment	E 101-45200-381 ELECTRICITY	Allanson Park street lights		\$16.79
Invoice				
Cash Payment	E 601-49410-381 ELECTRICITY	895 Fort Road - well pump		\$908.65
Invoice				
Cash Payment	E 101-43110-381 ELECTRICITY	200 Market St - Garage		\$127.49
Invoice				
Cash Payment	E 101-42501-381 ELECTRICITY	300 S 3rd St - South Pumping Station		\$46.63
Invoice				
Cash Payment	E 601-49410-381 ELECTRICITY	615 Locust st- heat tapes		\$16.80
Invoice				
Cash Payment	E 601-49411-381 ELECTRICITY	203 S 5th st - pump house		\$13.76
Invoice				
Cash Payment	E 101-43002-381 ELECTRICITY	200 S 5th St - well house		\$319.78
Invoice				



# HENDERSON, MN

01/18/23 3:22 PM

Page 3

## Payments

Current Period: JANUARY 2023

Cash Payment	E 101-41940-381	ELECTRICITY	Community Hall	\$432.30
Invoice				
Cash Payment	E 101-45211-381	ELECTRICITY	Bender Park	\$60.80
Invoice				
Cash Payment	E 101-45500-381	ELECTRICITY	Library	\$578.19
Invoice				
Cash Payment	E 101-42502-381	ELECTRICITY	200 Oak St - North pump station	\$63.21
Invoice				
Cash Payment	E 601-49402-381	ELECTRICITY	900 Minnesota St - water pump lift station	\$273.02
Invoice				
Cash Payment	E 101-43144-381	ELECTRICITY	601 Beverly Circle - flag pole	\$38.52
Invoice				
Cash Payment	E 602-49470-381	ELECTRICITY	400 Oak St - lift station	\$291.14
Invoice				
Transaction Date	1/6/2023		FIRST STATE BANK 10100	<b>Total</b> \$5,224.34
Refer	836	INGRAM LIBRARY SERVICES		
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	Library books	\$26.06
Invoice	73395556			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	Library books	\$18.32
Invoice	73395555			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	Library books	\$40.06
Invoice	73522653			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	Library books	\$44.57
Invoice	73501181			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	Library books	\$125.04
Invoice	73377977			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	Library books	\$10.15
Invoice	73377976			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	Library books	\$10.87
Invoice	73813710			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	Library books	\$90.57
Invoice	73813711			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	Library books	\$13.15
Invoice	73735619			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	Library books	\$38.98
Invoice	73735620			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	Library books	\$24.81
Invoice	73636793			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	Library books	\$40.34
Invoice	73885670			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	Library books	\$12.79
Invoice	73885669			
Transaction Date	1/13/2023		FIRST STATE BANK 10100	<b>Total</b> \$495.71
Refer	837	COLLABORATIVE SUMMER LIB PR		
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	All Together Now 2023 Manual	\$14.95
Invoice	25314			
Transaction Date	1/13/2023		FIRST STATE BANK 10100	<b>Total</b> \$14.95
Refer	838	CENGAGE LEARNING INC / GALE		

# HENDERSON, MN

01/18/23 3:22 PM

Page 4

## Payments

Current Period: JANUARY 2023

Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books		\$51.73
Invoice 79844348					
Transaction Date	1/13/2023	FIRST STATE BANK	10100	<b>Total</b>	\$51.73
Refer	839	METRO SALES, INC			
Cash Payment	E 290-45500-315	CONTRACTUAL SERVI	Library copier monthly charge		\$10.00
Invoice INV2195384					
Transaction Date	1/13/2023	FIRST STATE BANK	10100	<b>Total</b>	\$10.00
Refer	840	LUCKY LUKE, LLC			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	18 ll children's books		\$176.24
Invoice D2170					
Transaction Date	1/13/2023	FIRST STATE BANK	10100	<b>Total</b>	\$176.24
Refer	841	BRUCE GUSTOFSON			
Cash Payment	E 101-43154-220	REPAIR & MAINTENAN	5 gallons motor oil		\$112.27
Invoice					
Cash Payment	E 101-43153-220	REPAIR & MAINTENAN	truck mirror for F350		\$62.17
Invoice					
Cash Payment	E 101-43000-320	COMMUNICATION/TEL	telephone		\$45.00
Invoice					
Transaction Date	1/13/2023	FIRST STATE BANK	10100	<b>Total</b>	\$219.44
Refer	847	MEI TOTAL ELEVATOR SOLUTION			
Cash Payment	E 101-46520-316	ELEVATOR CONTRAC	Elevator Contract 1878		\$1,886.25
Invoice 999160					
Transaction Date	1/18/2023	FIRST STATE BANK	10100	<b>Total</b>	\$1,886.25
Refer	852	HENDERSON AREA FIRE DISTRIC			
Cash Payment	E 101-42200-300	PROFESSIONAL SERV	2023 Capital Outlay Truck Contribution		\$11,500.00
Invoice 2023-HAFDH03					
Cash Payment	E 101-42200-300	PROFESSIONAL SERV	First Half Contribution 2023		\$20,701.80
Invoice					
Transaction Date	1/18/2023	FIRST STATE BANK	10100	<b>Total</b>	\$32,201.80
Refer	854	KAREN ZIMNY			
Cash Payment	E 101-42200-300	PROFESSIONAL SERV	HPD background checks (payable 2)		\$110.26
Invoice					
Transaction Date	1/18/2023	FIRST STATE BANK	10100	<b>Total</b>	\$110.26
Refer	858	LEAGUE			
Cash Payment	E 101-41110-440	CONFERENCES & EDU	2023 Elected Leaders Institute Keith Swenson		\$350.00
Invoice 374293					
Cash Payment	E 101-41110-440	CONFERENCES & EDU	2023 Elected Leaders Institute Crystal Rose Thomas		\$350.00
Invoice 369529					
Transaction Date	1/18/2023	FIRST STATE BANK	10100	<b>Total</b>	\$700.00
Refer	859	ABDO			
Cash Payment	E 101-41540-301	AUDITING AND APPRA	Certified audit services per agreement for year ended 12/31/2022		\$5,900.00
Invoice 466022					
Transaction Date	1/18/2023	FIRST STATE BANK	10100	<b>Total</b>	\$5,900.00

# HENDERSON, MN

01/18/23 3:22 PM

Page 5

## Payments

Current Period: JANUARY 2023

### Fund Summary

	10100 FIRST STATE BANK
101 GENERAL FUND	\$46,423.77
290 LIBRARY FUND	\$748.63
601 WATER UTILITY FUND	\$1,321.06
602 SEWER UTILITY FUND	\$912.72
	<hr/>
	\$49,406.18

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$49,406.18
Total	<hr/>
	\$49,406.18

# HENDERSON, MN

## Cash Balance Summary1

01/18/23 3:26 PM

Page 1

Fund	Begin	Receipts	Disbursements	JE	JE Payroll	Balance No Invest	T
Cash Act 10100 FIRST STATE BANK							
101 GENERAL FUN	\$224,758.65	\$924,907.00	\$633,927.92	(\$125,528.32)	(\$212,639.72)	\$177,569.69	0
205 COVIDCARES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
206 COVID-19	\$9,328.18	\$50,816.23	\$48,654.89	\$0.00	\$0.00	\$11,489.52	0
250 COMMUNITY	\$7,510.06	\$16,535.88	\$18,923.04	(\$1,672.26)	\$0.00	\$3,450.64	0
290 LIBRARY FUN	\$0.00	\$12,384.40	\$1,680.51	\$0.00	\$0.00	\$10,703.89	0
301 DEBT SERVIC	(\$252,318.03)	\$80,378.68	\$48,066.00	\$54,238.99	\$0.00	(\$165,766.36)	0
303 2003 DEBT SE	\$28,385.73	\$3,048.86	\$15,198.00	(\$300.40)	\$0.00	\$15,936.19	0
304 2005A GO BO	\$0.36	\$0.00	\$36,910.00	\$36,910.00	\$0.00	\$0.36	0
307 2011C TAX AB	\$27,276.25	\$20,182.11	\$41,043.75	\$23,817.89	\$0.00	\$30,232.50	0
308 2013A eq cert	\$10,578.23	\$3,210.88	\$10,837.50	\$3,789.12	\$0.00	\$6,740.73	0
309 2014 Bond	\$1,440.89	\$0.00	\$47,462.50	\$46,786.71	\$0.00	\$765.10	0
310 1998 DEBT SE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
311 2018EQUIPM	\$9,777.74	\$31,491.75	\$40,896.19	\$0.00	\$0.00	\$373.30	0
312 2018TAXABAT	\$27,560.81	\$12,383.08	\$25,700.56	\$14,616.92	\$0.00	\$28,860.25	0
313 2019A EQUIP	\$85.96	\$0.00	\$74,046.90	\$74,000.00	\$0.00	\$39.06	0
314 2020A water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
375 2002 GEN OB	\$5,991.05	\$27,520.70	\$54,280.00	\$35,050.50	\$0.00	\$14,282.25	0
379 GO Tax Incre	\$9,033.80	\$3,802.20	\$0.00	\$0.00	\$0.00	\$12,836.00	0
403 BENDERPARK	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
409 MN AND 6TH	\$0.68	\$0.00	\$0.00	\$0.00	\$0.00	\$0.68	0
410 2018 EQUIPM	(\$0.36)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.36)	0
411 INFILTRAATI	\$176,556.70	\$0.00	\$109,389.26	\$0.00	\$0.00	\$67,167.44	0
412 2017-2023 W	\$139,571.05	\$240,000.00	\$58,227.60	(\$240,000.00)	\$0.00	\$81,343.45	0
413 TH 93 LEVEE	(\$370.00)	\$152,154.21	\$145,059.57	(\$4,965.00)	\$0.00	\$1,759.64	0
414 HEND TRAIL	(\$218.03)	\$0.00	\$13,399.47	\$0.00	\$0.00	(\$13,617.50)	0
601 WATER UTILI	\$188,503.92	\$135,884.80	\$397,602.29	\$241,329.94	(\$14,694.11)	\$153,422.26	0
602 SEWER UTILI	(\$562,585.33)	\$219,316.59	\$231,251.11	(\$60,966.63)	(\$11,835.32)	(\$647,321.80)	0
604 PFABOND	\$605,813.55	\$231,901.47	\$2,761.00	(\$75,960.23)	\$0.00	\$758,993.79	0
605 ENVIRONMEN	\$13,343.28	\$25,907.37	\$6,850.53	(\$12,663.04)	\$0.00	\$19,737.08	0
	\$670,025.14	\$2,191,826.21	\$2,062,168.59	\$8,484.19	(\$239,169.15)	\$568,997.80	0

*- 28,096.26*

*D  
906-90 - Pcy  
IN 1/17/23*

**2022 BANK RECONCILIATION REPORT/projected balance sheet**

	January	February	March	April	May	June	July	August	September	October	November	December
Beg. Bal.	\$ 670,025.14	\$ 31,220.33	\$ 118,793.10	\$ 96,744.11	\$ 29,818.47	\$ 32,182.76	\$ 299,521.39	\$ 368,727.34	\$ 352,305.87	\$ 275,092.45	\$ 267,190.53	\$ 185,762.47
Receipts	\$ 109,851.11	\$ 294,788.29	\$ 74,488.63	\$ 72,344.41	\$ 101,617.51	\$ 414,420.69	\$ 261,168.25	\$ 104,469.52	\$ 79,415.80	\$ 52,373.19	\$ 99,613.44	\$ 529,717.00
Payments	\$ (748,655.92)	\$ (207,131.07)	\$ (96,537.62)	\$ (139,270.03)	\$ (95,551.48)	\$ (143,380.32)	\$ (191,962.30)	\$ (120,890.99)	\$ (161,478.54)	\$ (60,275.11)	\$ (181,041.50)	\$ (144,406.42)
Payroll												
return check												
other net (e/adj)												
JE/corrections												
Ending Bal	\$ 31,220.33	\$ 118,793.10	\$ 96,744.11	\$ 29,818.47	\$ 32,182.76	\$ 299,521.39	\$ 368,727.34	\$ 352,305.87	\$ 275,092.45	\$ 267,190.53	\$ 185,762.47	\$ 568,096.90
Bank Bal.	\$ 75,872.97	\$ 146,854.24	\$ 119,498.19	\$ 108,576.35	\$ 55,171.62	\$ 327,719.32	\$ 472,628.33	\$ 369,999.25	\$ 409,122.11	\$ 329,238.37	\$ 236,344.63	\$ 675,944.02
Out. Rec/Dis	\$ (46,188.47)	\$ (30,294.82)	\$ (24,096.73)	\$ (80,444.28)	\$ (24,718.99)	\$ (85,941.59)	\$ (103,326.94)	\$ (21,606.16)	\$ (134,029.66)	\$ (59,690.47)	\$ (51,472.80)	\$ (107,853.12)
Dep.in transit	\$ 240.00	\$ 2,233.68	\$ 1,349.11	\$ 1,686.42	\$ 1,686.42	\$ 1,686.42						
JE ?	\$ 360.12	\$	\$ (6.46)	\$	\$ 65.48							
JE ?	\$ (64.29)				\$ (21.77)							
Recon. Bal.	\$ 31,220.33	\$ 118,793.10	\$ 96,744.11	\$ 29,818.47	\$ 32,182.76	\$ 299,521.39	\$ 368,727.34	\$ 352,305.87	\$ 275,092.45	\$ 267,190.53	\$ 185,762.47	\$ 568,096.90

**Review of EOM including cancelled checks, void checks, check sequencing, payees, vendors, JE's, receipts, balances, bank statements, invoices, monthly bills, etc.**  
 Council Members Amy Hardel and Randall Tieggs:

	Date	Name/Initial
Jan		
Feb		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		

\$240-check dated 2/1, \$360.12-psn deposit posted 2/1, \$64.29-most likely interest & posting investments-review February  
 \$2233.68 deposit in transit, \$84.45-61-audit adjust/int/rounding, reverse \$100 DPS, Reverse \$312.20 Nelson & Jones in march  
 1349.11 utility, 6.46 prprepay xcel  
 \$1686.42 utility adjust  
 \$65.48 delta, \$21.77 je, 1686.42 utility adj, \$173.96 delta, \$2515.23 irs, \$1012.55 stripe  
 4969.08-utility wrong place, 1682.42 still has to go in  
 179263.45-adjusted book-will make journal entry later and accept as balance, cancelled 5 checks in November-5554, 55599, 55707, 55850, 55940  
 54919.80-50537.60-4562.20 (work papers); (adjust prior utility & carry over) \$542294.03-572469.42-1824.61, \$154.56 adjust to balance (utility)

*X 1/14/2023*

2023 Cash Flow

2023 BANK RECONCILIATION REPORT/projected balance sheet

	January	February	March	April	May	June	July	August	September	October	November	December
Reg. Bal.	\$ 569,000.00											
Receipts	\$ 120,000.00											
Payments	\$ (520,000.00)											
Payroll												
return check												
Other net (lead)												
(E) corrections												
Ending Bal.	\$ 169,000.00	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Bank Bal.												
Dut. Rec/Dis												
Dep in transit												
IE ?												
IE ?												
Reconc. Bal.	\$ -	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

170,000

Review of EOM including cancelled checks, void checks, check sequencing, payees, vendors, JE's, receipts, balances, bank statements, invoices, monthly bills, etc.  
 Council Members Amy Hardele and Randall Tieg:

	Date	Name/Initial
Jan		
Feb		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		

**HENDERSON, MN**  
**Cash Balance Summary1**

*After  
Jan 11 Pay*

Fund	Begin	Receipts	Disbursements	JE	JE Payroll	Balance No Invest	T
<b>Cash Act 10100 FIRST STATE BANK</b>							
101 GENERAL FUN	\$177,569.69	\$10,338.02	\$55,925.85	\$0.00	(\$14,439.53)	\$117,542.33	0
205 COVIDCARES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
206 COVID-19	\$11,489.52	\$0.00	\$0.00	\$0.00	\$0.00	\$11,489.52	0
250 COMMUNITY	\$3,450.64	\$0.00	\$0.00	\$0.00	\$0.00	\$3,450.64	0
290 LIBRARY FUN	\$10,703.89	\$19,374.25	\$748.63	\$0.00	\$0.00	\$29,329.51	0
301 DEBT SERVIC	(\$173,010.07)	\$0.00	\$0.00	\$0.00	\$0.00	(\$173,010.07)	0
303 2003 DEBT SE	\$15,936.19	\$0.00	\$15,255.00	\$0.00	\$0.00	\$681.19	0
304 2005A GO BO	\$0.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.36	0
307 2011C TAX AB	\$30,232.50	\$0.00	\$40,300.00	\$0.00	\$0.00	(\$10,067.50)	0
308 2013A eq cert	\$6,740.73	\$0.00	\$0.00	\$0.00	\$0.00	\$6,740.73	0
309 2014 Bond	\$765.10	\$0.00	\$31,116.67	\$0.00	\$0.00	(\$30,351.57)	0
310 1998 DEBT SE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
311 2018EQUIPM	\$373.30	\$0.00	\$0.00	\$0.00	\$0.00	\$373.30	0
312 2018TAXABAT	\$28,860.25	\$0.00	\$0.00	\$0.00	\$0.00	\$28,860.25	0
313 2019A EQUIP	\$39.06	\$0.00	\$0.00	\$0.00	\$0.00	\$39.06	0
314 2020A water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
375 2002 GEN OB	\$14,282.25	\$0.00	\$55,935.00	\$0.00	\$0.00	(\$41,652.75)	0
379 GO Tax Incre	\$12,836.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,836.00	0
403 BENDERPARK	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
409 MN AND 6TH	\$0.68	\$0.00	\$0.00	\$0.00	\$0.00	\$0.68	0
410 2018 EQUIPM	(\$0.36)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.36)	0
411 INFILTRAATI	\$67,167.44	\$0.00	\$0.00	\$0.00	\$0.00	\$67,167.44	0
412 2017-2023 W	\$81,343.45	\$0.00	\$0.00	\$0.00	\$0.00	\$81,343.45	0
413 TH 93 LEVEE	\$1,759.64	\$0.00	\$11,890.14	\$0.00	\$0.00	(\$10,130.50)	0
414 HEND TRAIL	(\$13,617.50)	\$0.00	\$0.00	\$0.00	\$0.00	(\$13,617.50)	0
601 WATER UTILI	\$155,957.26	\$4,211.52	\$134,781.27	\$0.00	(\$637.06)	\$24,750.45	0
602 SEWER UTILI	(\$645,148.80)	\$7,863.12	\$127,578.60	\$0.00	(\$521.23)	(\$765,385.51)	0
604 PFABOND	\$761,166.79	\$8,863.97	\$0.00	\$0.00	\$0.00	\$770,030.76	0
605 ENVIRONMEN	\$20,099.79	\$865.61	\$6,944.50	\$0.00	\$0.00	\$14,020.90	0
	\$568,997.80	\$51,516.49	\$480,475.66	\$0.00	(\$15,597.82)	\$124,440.81	0

# CITY OF HENDERSON UTILITY RATES EFFECTIVE JANUARY 1, 2023

\$10 per month Water Debt Service Base effective August 1, 2010 (was \$15 per month)  
 \$.81 per month Minnesota Department of Health Community Water Supply Service Connection Fee  
 \$5.00 per month Environmental fee.

<i><b>Water</b></i>	<i><b>Effective August 1, 2010</b></i>	<i><b>Effective January 1, 2012</b></i>
<i><b>Residential</b></i>		
First 1000 gallons	\$4.50-per 1000 gallons used	same-
2000-3000	\$4.60	same
4000-6000	\$4.70	same
7000-9000	\$4.80	same
10,000-12,000	\$4.90	same
13,000 and above	\$5.00	same
 <i><b>Commercial</b></i>		
Up to 5000 gallons	same as water	\$4.50-per 1000 gallons used
6000-15000	“	\$4.60
16000-30000	“	\$4.70
31000-45000	“	\$4.80
46,000-60,000	“	\$4.90
60,000 and above	“	\$5.00

<i><b>Sanitary Sewer</b></i>	<i><b>Effective August 1, 2010</b></i>	<i><b>Effective January 1, 2012</b></i>
<i><b>Residential:</b></i>		
First 1000 gallons	\$7.00-per 1000 gallons	same
2000-3000	\$7.25	same
4000-6000	\$7.35	same
7000-9000	\$7.45	same
10,000 and above	\$7.50	same
 <i><b>Commercial</b></i>		
Up to 5000 gallons	same as sewer	\$7.00-per 1000 gallons used
6000-15000	“	\$7.25
16000-30000	“	\$7.35
31000-60000	“	\$7.45
60,000 and above	“	\$7.50

\$45 per month Wastewater Treatment Plant Debt Service Base effective 1/2012/ + \$20 more per month 1/1/2014 for Sanitary Sewer Debt Service Base

***Minimum residential bill water and sewer \$92.31 per month (\$15.31 water, \$5 environmental, \$72 wastewater)***

**City of Henderson Hook/up-Connection Fees**

Connection Charge Water:	\$1500-waiver 2023
Water Meter Fee:	\$500-waived 2023
Connection Charge Sewer:	\$1500-waived 2023
Waste Water Treatment Plant:	\$2500-waived 2023
West Ridge	\$600 sewer-waived 2023
Maple Ridge	\$600 water-waived 2023



**APPLICATION FOR PERMIT TO USE BENDER PARK**

The undersigned, being a representative for Kaithyn Steinborn does make application for a permit to use/rent Bender Park on (date) June 10, 2023 from 2pm (am/pm) to 12am (am/pm) for the purpose of Wedding Reception

This application is made with the understanding that alcohol will be served (not sold-no commercial transaction will take place) at the park by Kaithyn Steinborn and that said permit is required by City Ordinance. The undersigned accepts any and all liability associated with serving alcohol at said event.

Dated: 01/12/23 Permit requested by: Kaithyn Steinborn

Signed By (responsible party): [Signature]

Purpose: wedding reception

Relation/Title \_\_\_\_\_

Bathrooms needed: (YES) | NO Rental Fee: \$ 0

The above application was approved and signed by the Henderson City Council.

City of Henderson

By: \_\_\_\_\_ Date \_\_\_\_\_  
Keith Swenson, Mayor

Attest: \_\_\_\_\_ Date \_\_\_\_\_  
Lon Berberich, City Clerk

Office Use: Contact Personnel for bathrooms \_\_\_\_\_ Date \_\_\_\_\_

Informed representative about trash containers \_\_\_\_\_



**Certificate of Insurance**

This is to certify that Kaitlyn Steinborn is insured for the coverage and  
Name of Policyholder (s)

provisions of a Renters policy under H41-243-707296-70  
(Type of Policy) (Policy Number)

Section II Liability Coverages is hereby extended to the following location:

Bender Park

200 N Third St. Henderson, MN 56044

(Name and/or Address of Location)

for the following specific period of time 06/10/2023 and is subject to all terms, exclusions and conditions of the above  
(Date of Event)  
policy.

Personal Liability Limit \$ 100,000

Medical Payments to Others Limit \$ 1,000

Mail address if different from  
property address.

This certification or verification of insurance is not an insurance policy and does not amend, extend or alter the coverage afforded by the policies listed herein. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate or verification of insurance may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies.

  
SECRETARY

  
PRESIDENT

Date 01/12/2023

Countersigned by:  \_\_\_\_\_

Authorized Representative

## Henderson City Council Meetings January 18, 2023

Tuesday, January 31, 2023	Payroll	TBA
Tuesday, January 31, 2023	Utility	4:00 P.M.
Wednesday, February 15, 2023	Payroll	TBA
Wednesday, February 15, 2023	Bills, Budget and Finance	6:30 P.M.
Wednesday, February 15 2023	City Council/Annual Meeting	7:00 PM
Tuesday, February 28, 2023	Payroll	TBA
Wednesday, April 19, 2023	Board of Review	6:00 P.M.

Posting pursuant to Minn Stat. 475.705 subd. 1 the Open Meeting Law.

Lon Berberich  
City Clerk