

AGENDA
HENDERSON CITY COUNCIL
WEDNESDAY, February 17, 2021
TIME 7:00 P.M.

Topic: Henderson City Council Meeting
Time: Feb 17, 2021 07:00 PM Central Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/7276159557>

Meeting ID: 727 615 9557

TARGET TIME

7:00 P.M.

- I. Call to Order
- II. Minutes, January 20
- III. Requests To Appear Before the Council
- IV. Reports
 - A. Police Chief-monthly-Alex Schmidt police resignation/replacement
 - B. City Attorney-Carrie Rice correspondence; table of contents-ordinance codification
 - C. City Administrator
 - 1. Activity Report
 - D. City Council
 - 1. Utility
- V. Financial
 - A. End of Month-January 2021
 - B. Cash balance
 - C. Bills
- VI. Old Business
- VII. New Business
- VIII. Information Items
 - A. Revised Meeting Schedule
- IX. Adjourn

8:15 P.M.

MINUTES, HENDERSON CITY COUNCIL January 20, 2021

Meeting called to order at 7:00 P.M. by Mayor Paul Menne; present were council members Randy Tiegs, Janet Boese, Steve Sellner and Amy Hardel. Also present were Police Chief Dimitri Ikonitski, Rachel Miller, Jeff Steinborn, Chris Knutson, Tim Nytes, James Kroehler, Jerry Gilman, Jim Bauman, and Alex Schmidt. Social distancing methods were implemented, Zoom used, and participants left as their subject matter completed.

Motion Tiegs, seconded Boese to approve the minutes from January 6, 2021 meeting. Motion carried.

Henderson Building Inspector James Bauman went over the revised building permit process moving the application procedure to online as much as possible. He will be charging at a minimum \$20 for additional review and processing time and he verified how the system will work. Webmaster Jeff Steinborn will work with him on the application and form development process.

Jerry Gilman of Henderson Lawn care went over his plan for lawn care in 2021. The Highway 93 south and Bender Park Shelter areas will be moved up on his mowing list. Other areas will be added on an as needed basis. Motion Boese, seconded Tiegs to accept the revised mowing list as presented. Motion carried.

Utility Superintendent James Kroehler went over operations of the water and sanitary sewer system. He will continue to monitor and adjust chemical installation and representatives from Hawkins Chemicals will be at an upcoming meeting to discuss chemical mixtures.

Police Chief Ikonitski presented the department report of things done to date, downtown surveillance camera purchase/donation (budget over \$6000) information, operations, patrolling and outreach.

Chris Knutson from S.E.H. went over the latest information for the 2020 Sanitary Sewer/Utility/Street project with a recommendation to approve pay application for \$108,880.89 and Change Order Number 1. After an extensive discussion motion Tiegs, seconded Sellner to approve pay application # 4 but take no action on Change Order 1 at this time. Motion carried

Review of wastewater flow information; reduction is in the low 60,000 gallons per day range down from over 200,000 per day in 2020.

Information on the status of the Henderson City Code codification process was provided-next report in 60 days.

City Administrator went over activity report, FEMA projects, street sign program and staffing. He recommended rescinding January 6, 2021 motion for hiring Abdo, Eick and Meyers for utility billing and accounts payable service and to hire former Clerk/Treasurer Diane Frauendienst for the position on a contract basis. Motion Tiegs, seconded Hardel to rescind the Abdo, Eick and Meyers motion and hire Diane Frauendienst for the position on. Extensive discussion on the contract employee merits, terms of the contract, how it would work and other things. Motion carried 4-1 with Boese opposed.

The snowblower will be repaired. Review of purchasing a grappler for the loader. Motion Tiegs, seconded Boese to approve the purchase of the grappler. Motion carried.

Review of proposal from Sidekick to providing scanning documents and digitizing files and storage service. Motion Hardel, seconded Tiegs to accept the proposal. Motion carried.

Hardel presented list of current Library Board Members-she will update later.

Sellner indicated payroll committee was ok.

Motion Tiegs, seconded Boese to approve the following city bills-motion carried.

DENNIS GRAHAM	12/31/2020	\$50.00	deliver samples to nov
MEDIACOM	12/31/2020	\$164.82	police int nov
TOM FRAUENDIENST	12/31/2020	\$175.00	cleaning nov
AFLAC INSURANCE	12/31/2020	\$69.10	Lindsey health
INTERNAL REVENUE SERVICE	12/31/2020	\$2,537.76	federal withholding tax
MINNESOTA DEPT OF REVENUE	12/31/2020	\$498.87	state tax withholding
P.E.R.A.	12/31/2020	\$2,634.06	retirement pol & coord
HENDERSON POST OFFICE	12/31/2020	\$640.00	stamps
INTERNAL REVENUE SERVICE	1/15/2021	\$2,017.37	FICA
MINNESOTA DEPT OF REVENUE	1/15/2021	\$435.96	state tax withholding
P.E.R.A.	1/15/2021	\$2,392.49	retirement pol & coord
ADVANCED POWER SERVICES	1/22/2021	\$353.00	
ALEXANDRIA FIRE	1/22/2021	\$175.00	
BRUCE GUSTOFSON	1/22/2021	\$45.00	
BUESGENS TRUCKING	1/22/2021	\$600.00	
CITY OF LE SUEUR	1/22/2021	\$14,227.37	
DENZER'S VALLEY AG.	1/22/2021	\$77.05	
EXCEL ENERGY	1/22/2021	\$3,896.41	
HAWKINS INC.	1/22/2021	\$1,322.70	
C. Edward Townsend	1/22/2021	\$32.00	
JAGUAR	1/22/2021	\$390.20	
JEFF STEINBORN TECH	1/22/2021	\$662.14	
LEAGUE OF MINN CITIES	1/22/2021	\$175.00	
MATHESON TRI GAS INC.	1/22/2021	\$33.71	
MEDIACOM	1/22/2021	\$148.98	
MENARDS-MANKATO	1/22/2021	\$9.38	

MICROSOFT OFFICE 365	1/22/2021	\$12.83	microsoft office 365
MINNESOTA DEPT OF REVENUE	1/22/2021	\$163.00	4th quarter
MN Valley Electric	1/22/2021	\$680.00	
NELSON & JONES, LTD.	1/22/2021	\$1,312.50	
NORTHWEST NATURAL GAS	1/22/2021	\$418.23	
GOHPER STATE ONE CALL	1/22/2021	\$155.25	
SEH	1/22/2021	\$2,512.90	
DANIEL R REIMAN	1/22/2021	\$28.69	
TOM FRAUENDIENST	1/22/2021	\$175.00	Cleaning December
TOSHIBA BUSINESS	1/22/2021	\$49.88	
TRUE VALUE	1/22/2021	\$437.03	
TWIST OFFICE PRODUCTS	1/22/2021	\$935.18	
UC LABORATORY	1/22/2021	\$746.70	
VERIZON WIRELESS	1/22/2021	\$118.01	
WAGARS RED OWL 1/22/2021	\$956.60		water
AMERICAN LEGAL PUBLISHING	1/26/2021	\$4,140.00	60%
BLUE CROSS BLUESHIELD OF	1/26/2021	\$2,940.15	
BOND TRUST SERVICES	1/26/2021	\$365,541.25	
BREMER BANK	1/26/2021	\$61,833.78	
DELTA DENTAL	1/26/2021	\$181.65	dental insurance
EXTREME MECHANICAL LLC	1/26/2021	9,000.00	approved in 2019/20
GM CONTRACTING	1/26/2021	\$108,880.89	pay 4
HENDERSON AREA FIRE	1/26/2021	\$24,347.44	1st half
JAMES BAUMANN	1/26/2021	\$743.53	6 permits
JEFF STEINBORN TECH	1/26/2021	\$130.10	
LANO EQUIPMENT OF	1/26/2021	\$45.39	
MENARDS-MANKATO	1/26/2021	\$6.98	
MINNESOTA BCA	1/26/2021	\$150.00	
MINNESOTA ELEVATOR INC.	1/26/2021	\$1,694.74	
OmniSite	1/26/2021	\$144.00	notification service
GOHPER STATE ONE CALL	1/26/2021	\$50.00	
Prime Attachments & Custom fab	1/26/2021	\$3,250.00	grapple bucket
RACO MANUFACTURING	1/26/2021	\$375.00	annual renewal
SIBLEY COUNTY AUDITOR	1/26/2021	\$640.00	share of iPad-(\$1920 grant)
SEH	1/27/2021	\$16,523.41	tasks 4.2-4.4
INTERNAL REVENUE SERVICE	1/31/2021	\$2,103.37	FICA
MINNESOTA DEPT OF REVENUE	1/31/2021	\$423.86	state tax withholding
P.E.R.A.	1/31/2021	\$2,357.04	retirement pol & coord
HENDERSON POST OFFICE	2/5/2021	\$100.00	
HENDERSON POST OFFICE	2/5/2021	\$8.00	

Motion Hardel, seconded Tieg to approve the December 2020 monthly financial report. Motion carried.

Motion Tieg, seconded Geldner to approve Resolution 2021-1 relating to amending the budget. Motion carried.

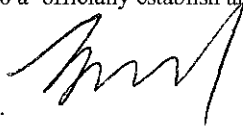
Motion Tieg, seconded Boese to approve the insurance waiver. Motion carried.

Motion Tieg seconded Boese to approve the revised meeting schedule. Motion carried.

Sellner asked about a motion on holding a hearing to officially establish an Economic Development Authority. No action taken.

Mayor Menne adjourned the meeting at 9:25 P.M.

Respectfully Submitted Lon Berberich, City Clerk.



Law Office of
NELSON & JONES, LTD.
511 Main Street
P.O. Box 65
Henderson, Minnesota 56044

Douglas G. Nelson
Alison E. Jones

Telephone (507) 248-3245
FAX (507) 248-3201

February 12, 2021

LEGAL MEMO TO HENDERSON CITY COUNCIL RE: What is or is not constitutionally protected speech.

A.) Speech which is unprotected by the First Amendment can be summarized as follows:

- 1.) Speech which incites or encourages illegal action
- 2.) Words which by their very utterance inflict injury and tend to incite an immediate breach of peace (fight words)
- 3.) Obscenity (sometimes)
- 4.) Hate speech which consists of communicating in a public place a view expressing and inciting hatred against an identifiable protected group which is likely to lead to a breach of the peace

At issue is a flag hung by a resident in Henderson which states, "F*ck Biden and F*ck you if you voted for him".

This is a mass-produced flag which has made appearances recently throughout the U.S. together with others of similar ilk. A quick search of the internet shows that City and County Attorneys all over the U.S. have addressed whether the flag is an example of unprotected obscene speech. The resounding conclusion has been as follows:

The flag is obscene;
It is lazy;
It is moronic;
It is unimaginative;
It is uncivil;
It is unneighborly;
It is a thoughtless tool that thoughtless people fall back on when they can't come up with more insightful language to convey an important message;

BUT IT IS PROTECTED SPEECH UNDER THE FIRST AMENDMENT BECAUSE AT THE INARTICULATE HEART OF THE STATEMENT IS A CONSTITUTIONALLY PROTECTED RIGHT TO EXPRESS A VIEW OR OPINION OF THE CURRENT ADMINISTRATION, NO MATTER HOW UNPOPULAR.

The words were not a direct personal insult and there has been no showing that anyone who actually read the flag was in fact violently aroused (fighting words).

The landmark U.S. Supreme Court case of Cohen v. California (1971) found that "F*ck the Draft" was profane but protected speech for precisely the reason that there was no "direct personal insult" and there was "no showing that anyone who saw the language was, in fact, violently aroused".

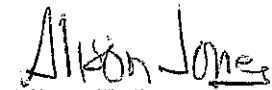
This landmark case has been followed over the years by other obscenity cases that re-affirm the holding in Cohen.

This is what free speech means. The City as a governmental entity, is prohibited by the First Amendment from applying its nuisance ordinance to this form of speech because it would have the effect of governmental action against protected speech.

If the flag had been hung by a homeowner in a community subject to restrictive covenants and other Homeowners Association restrictions, the HOA could take action against the flag, but only because it might violate a private property covenant the owner agreed to abide by.

Governments in the U.S. are not free to restrict this form of obscene but protected speech.

Respectfully,



Alison E. Jones
Henderson City Attorney

AMERICAN LEGAL

January 8, 2021

Lindsey Dhaene
Deputy City Clerk
600 Main Street
Henderson, MN 56044

Dear Mr. Dhaene:

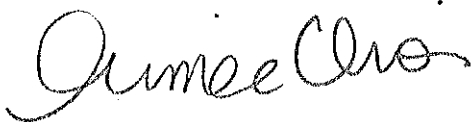
Please find enclosed one copy of the draft manuscript of the Henderson Code of Ordinances. This is the draft manuscript for review purposes. *Please be aware that under the contract, this is the only draft you will receive.*

You will also receive a legal and editorial report in approximately 60 days or more. This report will explain editorial revisions we made to your code, as well as any editorial and legal comments and questions regarding specific code sections. While we encourage you to page through the code and become familiar with it, we suggest postponing an in-depth review until you receive the report, which may answer any questions arising from your cursory review. *Upon receiving the legal and editorial report, you will have 60 days to review the draft before returning everything to us for completion of the first edition.*

The draft is printed on blue paper and for your convenience contains "parallel reference tables" in the back of the draft. This table is very useful in helping to locate source information while reviewing. *An index to your code will be generated at the final stage of production.*

If any ordinances are adopted during the review period, please send for inclusion in the first edition of your code. It is our goal to help you complete your code on a timely basis. *If you have any questions about the process, or if we can be of any other assistance, please contact me.*

Sincerely,



Aimee Mercer Choi
New Code Department Director
achoi@amlegal.com
800.445.5588

AMERICAN LEGAL PUBLISHING CORPORATION

CHECKLIST FOR DRAFT REVIEW PERIOD

1. Enclosed is a blue-papered draft of your code for review.
2. A legal and editorial research and report, which augments the draft, will be provided within 60 days.
3. An American Legal representative will contact you on a regular basis to assist you through the review period. You normally have 60 days to review the draft and answer the questions in the report. The report is set up in a way to expedite the process and help meet the contractual time line. We accommodate *reasonable* extensions, but highly recommend staying within the contractual time lines. The longer your draft is overdue, the more out of date it becomes and the more costly it will be to complete.
4. During the review period, any new materials that you forward to us are retained on file until we are ready to begin the next and final stage of production. (You may also choose to hold onto all materials and just return to us all at once with the editorial report responses.)
5. The final stage of production begins once answers to the editorial report and all other materials needed to complete the first edition have been returned to us. *No further changes will be processed once the final stage of production has begun.* We will finish the first edition and print and ship the designated number of copies of the code, complete with binders and tabs.
6. Any further changes submitted will be forwarded to our Supplement Department which handles all updates to completed municipal codes.
7. For specific details, please refer to your codification agreement which clearly outlines your steps in the codification process. If you have further questions, please contact us at 1-800-445-5588.

Review Table of Contents

**HENDERSON, MINNESOTA
CODE OF ORDINANCES
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Part

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*Tress & seller
indicated review dog ordinance
Any others?*

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- I. General Provisions on Water and Sewer Systems
- II. Definitions, Accounts, Billing, Utility Rate Schedule, Delinquent Accounts and Other Remedies
- III. Water System

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- I. Findings and Purposes
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PARALLEL REFERENCES

- References to Minnesota Statutes
- References to Ordinances

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Current and Follow-up Activities Status as of *Wednesday, February 17, 2021*

Levee & Disasters-Information submitted to FEMA on 2018 & 2019 Disaster, COVID 19-2020 submitted awaiting audit-Awaiting 2021 inspection scheduling

Signs and repairs: signs picked up 5/20/20-funded mostly through Henderson Lions-working on final installation, reselling & dedication spring 2021

Blacktop incl. crack sealing/sealcoat/repairs/patches-2021 projects

Compost pick-up and site: Bruce and Al and contractors on removal-sometime in next few weeks

2021 snow removal-Boehne, Buesgens

Allanson's/trails: electrical improvements-analyze for 2021-closed for camping-schedule park committee

Community Building/Grounds/brick and step in 2021-meeting room closed until open

Boat landing area maintenance for 2021-fishermen still using

Equipment/capital purchase-water plant improvements ongoing-year 2 billed-working on city completion

Waiting on 2021 ordinance codification prelim draft-next draft 30 days,-\$7000 est.

Metro net plans to be at a meeting in March or April of 2021.

Mc Gwire Iron has the 2021 work for service contract document provided-invited to the meeting-here in March

Hawkins Chemicals has provided an update on the water system-unable to attend meeting, here in March

HENDERSON, MN

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Page 1

Payments

Current Period: FEBRUARY 2021

Payments Batch feb21xcel

\$2,234.67

Refer	10448	EXCEL ENERGY		
Cash Payment Invoice	E 101-45200-381	ELECTRICITY	allanson's park	\$14.32
Cash Payment Invoice	E 601-49410-381	ELECTRICITY	well pump-895 fort road	\$169.10
Cash Payment Invoice	E 101-43110-381	ELECTRICITY	garage	\$74.19
Cash Payment Invoice	E 101-42501-381	ELECTRICITY	south pump station	\$36.57
Cash Payment Invoice	E 601-49410-381	ELECTRICITY	615 Locust	\$14.32
Cash Payment Invoice	E 101-42503-381	ELECTRICITY	old pump house	\$11.32
Cash Payment Invoice	E 601-49411-381	ELECTRICITY	well # 2	\$759.59
Cash Payment Invoice	E 101-41940-381	ELECTRICITY	city hall	\$340.82
Cash Payment Invoice	E 101-45211-381	ELECTRICITY	benderpark	\$49.13
Cash Payment Invoice	E 101-45500-381	ELECTRICITY	library	\$434.11
Cash Payment Invoice	E 101-42502-381	ELECTRICITY	north pumping station	\$67.58
Cash Payment Invoice	E 601-49402-381	ELECTRICITY	booster station	\$202.35
Cash Payment Invoice	E 101-43144-381	ELECTRICITY	flag pole	\$32.43
Cash Payment Invoice	E 101-45206-381	ELECTRICITY	boat landing	\$16.86
Cash Payment Invoice	E 101-45211-381	ELECTRICITY	night watch	\$11.98
Cash Payment Invoice	E 101-43002-381	ELECTRICITY	105 S 5th	\$0.00
Cash Payment Invoice	E 101-45220-381	ELECTRICITY	124 N 2nd	\$0.00
Cash Payment Invoice	E 101-43002-381	ELECTRICITY	303 S 5th	\$0.00
Cash Payment Invoice	E 101-43002-381	ELECTRICITY	106 N 6th	\$0.00
Cash Payment Invoice	E 101-43001-381	ELECTRICITY	100 South st.	\$0.00
Cash Payment Invoice	E 602-49470-381	ELECTRICITY	400 Oak Street	\$0.00
Cash Payment Invoice	E 101-43160-390	STREET LIGHTING	street lights	\$0.00
Transaction Date	2/12/2021		FIRST STATE BANK 10100	Total \$2,234.67

HENDERSON, MN

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Payments

Current Period: FEBRUARY 2021

Fund Summary

	10100 FIRST STATE BANK
101 GENERAL FUND	\$1,089.31
601 WATER UTILITY FUND	\$1,145.36
602 SEWER UTILITY FUND	\$0.00
	<hr/>
	\$2,234.67

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$2,234.67
Total	<hr/>
	\$2,234.67

HENDERSON, MN

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Payments

Current Period: FEBRUARY 2021

Payments Batch febre21

\$21,302.58

<u>Refer 10430 MN VALLEY ELECTRIC</u>				
Cash Payment	E 602-49472-381 ELECTRICITY	Security Lights		\$91.00
Invoice				
Cash Payment	E 101-41000-300 PROFESSIONAL SERVI	Operation Round Up		\$0.00
Invoice				
Cash Payment	E 101-45221-381 ELECTRICITY	sliding hill		\$58.00
Invoice				
Cash Payment	E 602-49471-381 ELECTRICITY	29326 Henderson Station RD		\$551.50
Invoice				
Cash Payment	E 602-49472-381 ELECTRICITY	30250 Henderson Station RD		\$0.00
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK 10100	Total	\$700.50
<u>Refer 10431 NORTHWEST NATURAL GAS</u>				
Cash Payment	E 101-45500-370 HEATING	library		\$116.14
Invoice				
Cash Payment	E 101-41940-370 HEATING	city hall		\$222.87
Invoice				
Cash Payment	E 101-43110-370 HEATING	city shop		\$121.05
Invoice				
Cash Payment	E 601-49401-370 HEATING	water tower		\$35.39
Invoice				
Cash Payment	E 101-41941-370 HEATING	meeting		\$106.31
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK 10100	Total	\$601.76
<u>Refer 10432 WAGAR'S RED OWL</u>				
Cash Payment	E 101-45200-212 UNLEADED GASOLINE	Parks		\$0.00
Invoice				
Cash Payment	E 101-42152-212 UNLEADED GASOLINE	Police		\$0.00
Invoice				
Cash Payment	E 601-49152-212 UNLEADED GASOLINE	water		\$0.00
Invoice				
Cash Payment	E 101-43153-212 UNLEADED GASOLINE	1 ton		\$0.00
Invoice				
Cash Payment	E 101-43154-212 UNLEADED GASOLINE	dumptruck		\$0.00
Invoice				
Cash Payment	E 101-41940-212 UNLEADED GASOLINE	buildings		\$0.00
Invoice				
Cash Payment	E 101-43101-212 UNLEADED GASOLINE	skidsteer		\$0.00
Invoice				
Cash Payment	E 101-45201-212 UNLEADED GASOLINE	kubota		\$0.00
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK 10100	Total	\$0.00
<u>Refer 10433 NELSON & JONES LDT</u>				
Cash Payment	E 101-41610-330 TRANSPORTATION			\$8.80
Invoice				
Cash Payment	E 101-41610-320 COMMUNICATION/TEL			\$0.00
Invoice				

Payments

Current Period: FEBRUARY 2021

Cash Payment	E 101-41610-202	COPYING SUPPLIES		\$0.00
Invoice				
Cash Payment	E 101-41610-322	POSTAGE		\$0.00
Invoice				
Cash Payment	E 101-41600-304	LEGAL		\$1,812.50
Invoice				
Cash Payment	E 101-41610-304	LEGAL		\$0.00
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total \$1,821.30
Refer	10434	TRUE VALUE		
Cash Payment	E 101-43110-220	REPAIR & MAINTENAN	Shop	\$115.04
Invoice				
Cash Payment	E 101-41940-220	REPAIR & MAINTENAN	Buildings	\$0.00
Invoice				
Cash Payment	E 601-49400-220	REPAIR & MAINTENAN	Water	\$0.00
Invoice				
Cash Payment	E 101-45500-220	REPAIR & MAINTENAN	library	\$0.00
Invoice				
Cash Payment	E 101-43100-220	REPAIR & MAINTENAN		\$0.00
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total \$115.04
Refer	10435	TOM FRAUENDIENST		
Cash Payment	E 101-41940-315	CONTRACTUAL SERVI	Cleaning	\$0.00
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total \$0.00
Refer	10436	ONE CALL CONCEPTS, INC		
Cash Payment	E 601-49400-311	GOPHER ONE CALL		\$2.70
Invoice				
Cash Payment	E 602-49450-311	GOPHER ONE CALL		\$2.70
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total \$5.40
Refer	10437	MATHESON TRI GAS INC		
Cash Payment	E 101-43110-220	REPAIR & MAINTENAN		\$28.02
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total \$28.02
Refer	10438	BRUCE GUSTOFSON		
Cash Payment	E 101-43000-320	COMMUNICATION/TEL		\$45.00
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total \$45.00
Refer	10439	JAGUAR COMMUNICATIONS		
Cash Payment	E 101-41000-321	TELEPHONE	248-3234	\$34.01
Invoice				
Cash Payment	E 101-41000-321	TELEPHONE	248-3235	\$28.52
Invoice				
Cash Payment	E 101-42100-321	TELEPHONE	248-3591	\$34.01
Invoice				

Payments

Current Period: FEBRUARY 2021

Cash Payment	E 101-45500-321 TELEPHONE	248-3880		\$34.01
Invoice				
Cash Payment	E 101-42100-321 TELEPHONE	248-3814		\$35.24
Invoice				
Cash Payment	E 101-41000-325 JAGUAR WIFI	wifi		\$225.00
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK 10100	Total	\$390.79
Refer	10440 VERIZON WIRELESS			
Cash Payment	E 101-42100-320 COMMUNICATION/TEL			\$118.01
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK 10100	Total	\$118.01
Refer	10441 MICROSOFT OFFICE 365			
Cash Payment	E 101-41400-430 MISCELLANEOUS	microsoft office 365		\$12.83
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK 10100	Total	\$12.83
Refer	10442 MEDIACOM			
Cash Payment	E 101-42100-320 COMMUNICATION/TEL			\$0.00
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK 10100	Total	\$0.00
Refer	10443 UC LABORATORY			
Cash Payment	E 602-41500-300 PROFESSIONAL SERVI			\$0.00
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK 10100	Total	\$0.00
Refer	10444 UC LABORATORY			
Cash Payment	E 602-49451-300 PROFESSIONAL SERVI	samples		\$497.80
Invoice 107820				
Transaction Date	2/12/2021	FIRST STATE BANK 10100	Total	\$497.80
Refer	10445 HENDERSON INDEPENDENT			
Cash Payment	E 101-41400-352 GENERAL NOTICES &			\$0.00
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK 10100	Total	\$0.00
Refer	10446 SEH			
Cash Payment	E 411-49460-303 ENGINEERING			\$1,349.00
Invoice				
Cash Payment	E 411-49460-303 ENGINEERING			\$1,748.00
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK 10100	Total	\$3,097.00
Refer	10447 CITY OF LE SUEUR			
Cash Payment	E 602-49450-220 REPAIR & MAINTENAN	Sept & Oct help		\$0.00
Invoice				
Cash Payment	E 602-49451-300 PROFESSIONAL SERVI	nov flows		\$0.00
Invoice				
Cash Payment	E 602-49451-300 PROFESSIONAL SERVI	dec flows		\$0.00
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK 10100	Total	\$0.00
Refer	10449 RACO			

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Payments

Current Period: FEBRUARY 2021

Cash Payment	E 601-49400-315 CONTRACTUAL SERVI	cloud based alarm		\$375.00
Invoice 103468				
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total \$375.00
Refer	10450	ARAMARK		
Cash Payment	E 101-41940-315 CONTRACTUAL SERVI	Paper service		\$18.44
Invoice 2801255238				
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total \$18.44
Refer	10451	BOND TRUST SERVICES CORPOR		
Cash Payment	E 602-49458-621 FISCAL FEES	utility rev bonds 2007B		\$75.00
Invoice 61648				
Cash Payment	E 605-47550-621 FISCAL FEES	utility rev bonds 2007B		\$50.00
Invoice 61648				
Cash Payment	E 601-47453-621 FISCAL FEES	2007 Bonds		\$75.00
Invoice 61648				
Cash Payment	E 601-47510-621 FISCAL FEES	GO Water Rev 2014 C		\$100.00
Invoice 61648				
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total \$300.00
Refer	10452	STEVE FRIES CONSTRUCTION		
Cash Payment	E 409-43126-300 PROFESSIONAL SERVI	repairs to old pump hous		\$1,400.00
Invoice 1258				
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total \$1,400.00
Refer	10453	PRIME ATTACHMENT & CUSTOM F		
Cash Payment	E 101-43101-400 REPAIRS & MAINTENA	cutting edge for snow bucket		\$200.00
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total \$200.00
Refer	10454	LEAGUE OF MINN CITIES		
Cash Payment	E 101-43100-430 MISCELLANEOUS	Regional training groups		\$300.00
Invoice 335091				
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total \$300.00
Refer	10456	SK TRUCKING & EXCAVATING		
Cash Payment	E 101-43100-408 STREET SWEEPING	STREET SWEEPING		\$1,650.00
Invoice 5234				
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total \$1,650.00
Refer	10457	THE MASTER S SERVANT		
Cash Payment	E 101-42152-220 REPAIR & MAINTENAN	FORD INTERCEPTER		\$90.04
Invoice 22833				
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total \$90.04
Refer	10458	ALEXANDER SCHMIDT		
Cash Payment	E 101-42100-240 SMALL TOOLS & EQUI	Office supplies		\$93.49
Invoice Alex				
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total \$93.49
Refer	10459	BUESGENS TRUCKING		
Cash Payment	E 101-43100-405 SNOW REMOVAL	Haul snow		\$1,080.00
Invoice				
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total \$1,080.00

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Payments

Current Period: FEBRUARY 2021

Refer	10460	LANO EQUIPMENT OF NORWOOD, -			
Cash Payment	E 101-43100-400	REPAIRS & MAINTENA	Valve		\$767.83
Invoice	57347	1/20/2021			
Cash Payment	E 101-43100-400	REPAIRS & MAINTENA	Cap		\$45.39
Invoice	57033	1/20/2021			
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total	\$813.22
Refer	10462	SIBLEY COUNTY AUDITOR			
Cash Payment	E 101-45500-300	PROFESSIONAL SERVI	1/4 Annual contribution		\$5,048.94
Invoice	2021-1				
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total	\$5,048.94
Refer	10463	DIANE FRAUENDIENST			
Cash Payment	E 101-41000-300	PROFESSIONAL SERVI	Service part Jan & Feb		\$2,500.00
Invoice	02-2021				
Transaction Date	2/12/2021	FIRST STATE BANK	10100	Total	\$2,500.00

Fund Summary

	10100	FIRST STATE BANK	
101 GENERAL FUND			\$14,949.49
409 MN AND 6TH STREET			\$1,400.00
411 INFILTRATION PROJECT			\$3,097.00
601 WATER UTILITY FUND			\$588.09
602 SEWER UTILITY FUND			\$1,218.00
605 ENVIRONMENTAL			\$50.00
			<hr/>
			\$21,302.58

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$21,302.58
Total	\$21,302.58

Henderson City Council Meeting/Notice Schedule, Friday, February 19, 2021

Monday, March 1, 2021	Payroll	tba
Tuesday, March 2, 2021	Utility Committee	4:30 PM
Monday, March 8, 2021	Community Facilities-Checklist Review per insurance	4:00 PM
Tuesday, March 9, 2021	City Equipment-Checklist Review per insurance plus fleet	4:00 PM
Wednesday, March 10, 2021	Parks	6:00 PM
Monday, March 15, 2021	Payroll	TBA
Wednesday, March 17, 2021	Bills, EOM, financial	6:30 PM
Wednesday, March 17, 2021	City Council	7:00 PM
Monday, March 29, 2021	Payroll	TBA
Thursday, April 1, 2021	Utility Committee	4:30 PM
Wednesday, April 21, 2021	Board of Review/Appeal-	6:00 PM
Wednesday, April 21, 2021	bills, End of Month, financial	6:30 PM
Wednesday, April 21, 2021	City Council	7:00 PM

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

Lon Berberich
City Clerk

Agreement for Services-Utility Billing and Fund Accounting, City of Henderson, Minnesota

Diane Frauendienst Shall Perform duties described as Deputy Clerk/Treasurer Office Assistant on the Attached Internal Controls and Financial Management Policy (Policy).

Work can be done either on or off site as long as tasks are accomplished within the framework of the Policy.

Use of a City of Henderson owned laptop computer is available to be used to perform these tasks as well as access to the computer in the Henderson City Offices.

Other duties not specifically detailed in the policy will include answering telephone calls from time to time based on needs and availability; meeting with and providing materials for City of Henderson employed auditing and accounting staff as necessary; attending any meetings related to job functions; continuing to remain up to date on any local and state training and legal requirements for job tasks.

Additional City of Henderson Internal Control and Accounting Policies are in place as well. The Contractor shall be responsible for familiarizing herself with those policies.

Contractor shall be responsible for their own personal insurance and will not be part of the City of Henderson workers compensation policy

Fee for the service described shall be \$2000 per month.

This Agreement shall remain in force until terminated by either party.

Dated this 26th of January 2021.

Contractor: Diane Frauendienst

Diane Frauendienst

City of Henderson

[Signature]

Lon Berberich, City Administrator

Minnesota Summary Budget Form : Henderson

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Please verify your data shown below. If anything is incorrect, please go back to the appropriate page and correct it. If the data shown is accurate, check the verification checkbox at the bottom of the page and submit your data. A printable page with a confirmation id will be available upon submission.

PLEASE NOTE: Once you have verified and submitted your data below, you WILL NOT be able to edit the data further. Be certain your form is accurate and complete before submitting this page with the verification checkbox filled.

Thank you.

[Budget Form Instructions \(new window\) \(https://www.auditor.state.mn.us/default.aspx?page=20111209.001\)](https://www.auditor.state.mn.us/default.aspx?page=20111209.001)

[<- Previous](#)

Please supply all the information requested on these lines. If the Primary Financial Officer is the Form Preparer, only complete the Primary Financial Officer Line.

	First Name	Last Name	Title	Phone*	Email
Primary Financial Officer:	Lon	Berberich		5072483234	lonber3@mchsl.com
Form Preparer:					

* Enter numbers only for phone numbers. Do not enter hyphens, parentheses, or other non-numeric values.

Budgets have been adopted for the following funds:

- General Fund
- Road & Bridge Fund
- Human Services Fund
- Other Special Revenue Funds
- Debt Service Funds
- Capital Projects Funds

Note: Enter whole numbers only. DO NOT use non-numeric values such as dollar signs, commas, decimal points, and parentheses. Use a hyphen (-) to indicate a negative number. All entries must contain a number before you can continue to the next page.

Revenues	2020 Original Budget	2020 Final Budget	2021 Proposed Budget
Property Taxes (Do not include Market Value Credits)	537000	537000	537000
Tax Increments	200	200	200
All Other Taxes (franchise, hotel/motel taxes, etc.)	52400	52400	52200
Special Assessments	0	0	0
Licenses and Permits	8720	8720	3700
Federal Grants	0	0	0
State General Purpose Aid (Market Value Credits, etc.)	301494	301494	314928
State Categorical Aid (state aid for streets, etc.)	15956	15956	17200
Grants from County and Other Local Governments	0	0	0
Charges for Services	15000	15000	24000
Fines and Forfeits	7000	7000	3000
Interest on Investments	200	200	1000
Miscellaneous Revenues	90000	90000	115900
Total Revenues	1027970	1027970	1069128
Proceeds from Bond Sales	0	0	0
Other Financing Sources	0	0	0
Transfers from Other Funds (incl. Enterprise Funds)	0	0	0

Total Revenues and Other Financing Sources	1027970	1027970	1069128
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Note: Enter whole numbers only. DO NOT use non-numeric values such as dollar signs, commas, decimal points, and parentheses. Use a hyphen (-) to indicate a negative number. All entries must contain a number before you can continue to the next page.

Expenditures	2020 Original Budget	2020 Final Budget	2021 Proposed Budget
Current Expenditures (Exclude Capital Outlay)			
General Government (board, administration, etc.)	178860	178860	166906
Public Safety	203190	203190	231300
Streets and Highways (excluding construction)	130965	130965	152965
Sanitation	0	0	0
Human Services	0	0	0
Health	0	0	0
Culture and Recreation	80880	80880	91640
Conservation of Natural Resources	0	0	0
Economic Development	24500	24500	24500
Miscellaneous Current Expenditures	20450	20450	20700
Total Current Expenditures	638845	638845	688011
Debt Service - Principal	320000	320000	315000
Interest and Fiscal Charges	62500	62500	60500
Streets and Highways Construction	0	0	0
Capital Outlay	6000	6000	5000
Other Financing Uses	0	0	0
Transfers to Other Funds (include Enterprise Funds)	0	0	0
Total Expenditures and Other Financing Uses	1027345	1027345	1068511

Fund Balance	2020 Original Budget	2020 Final Budget	2021 Proposed Budget
General Fund - Beginning Balance (January 1)	290260	290260	266859
General Fund - Ending Balance (December 31)	208221	208221	267476
Increase (Decrease) in Fund Balance - Budgeted Governmental Funds	82039	82039	617
Unrestricted Fund Balances (Includes committed, assigned, and unassigned) for GAAP-based entities			
General Fund - Unrestricted - Ending Balance (December 31)		208221	267467
Special Revenue Fund - Unrestricted - Ending Balance (December 31)		0	0

Other Items	2020 Original Budget	2020 Final Budget	2021 Proposed Budget
Total property Tax Levy - All Funds		537000	537000
Net Unrealized Gain or (Loss) from Investments for 2020		1000	

Cash Balance for Cash-based entities	2020 Actual Amount
General Fund - Cash Balance - Ending Balance (December 31)	266859

Please indicate anything unique to your city or any extraordinary circumstances that occurred which may have impacted the 2021 budget. An explanation of a significant increase or decrease in any category between the 2020 and 2021 budgets should be included.

Please note: this field is limited to 255 characters.

42 Budgeted Special Revenue Funds

fund 250 EDA/Community Development

43 Non-Budgeted Funds

I verify that this data is **ACCURATE AND COMPLETE** to the best of my knowledge.*

[Complete Form](#)

* **NOTE: You WILL NOT be able to edit your data once you verify the data.**

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