

AGENDA  
HENDERSON CITY COUNCIL  
WEDNESDAY, MARCH 15, 2023  
**TIME 7:00 P.M.**

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

- I. Call to Order
- II. Minutes, February 15, 2023
  - 1. Abdo, Eick & Meyer-2022 Audit Presentation
- III. Requests to Appear Before the Council, Ordinances
  - A.
- IV. Reports
  - A. Police Chief-monthly
  - B. S.E.H. project updates-water project proposal & flood mitigation-written
  - C. City Attorney-Library
  - C. Assistant Administrator-Banyon, Tree Grant
  - D. City Administrator-Activity Report-Sales Tax
  - E. City Council
- IV. Financial
  - A. Cash balance-2/28/2023; cash flow
  - B. Bills
  - D. Financial Information-Ehlers Finance
- V. Old Business
- VII. New Business
  - A. Workers Compensation Approval/Deductible
- VIII. Information Items
  - A. Revised Meeting Schedule
- 8:30 P.M. V. Adjourn

**MINUTES, HENDERSON CITY COUNCIL WEDNESDAY, FEBRUARY 15, 2023**

Meeting called to order at 7:00 P.M. by Mayor Keith Swenson; present were Council Members Steve Sellner, Crystal Thomas, Randy Tiegs and Amy Hardel. Also present Tim Pautsch, Police Chief Eric Karels, City Engineer Chris Knutson and Beth Cornish.

Motion Hardel, seconded Sellner to approve of the minutes of the January 18, 2023 meeting. Motion carried.

Police Chief Karels provided a written monthly report. New full-time police officer Carl Martin and Part time Officer Jake Schneider working their regular shifts. Looking at setting up dog licensing; repairs made to backup squad and old squad ready for sale.

Chris Knutson presented revised proposal for providing water services. Extensive discussion on the scope of the project; work to be done in Westridge and Maple Ridge Additions, water pressures, timing, accountability and other details. Motion Sellner, seconded Swenson to accept the proposals with a reduced/revised not to exceed amount as discussed and to get started on the water modeling as soon as possible. Voting Yes: Swenson, Sellner, Thomas, Hardel; No: Tiegs-Motion carried 4-1.

Assistant Administrator Pautsch reported on attendance at Ehlers Conference and Ash Bore DNR grant-Park Board meeting February 23 at 5:00 P.M.

City Administrator went over activity report including comparable worth submittal, 2023 sales tax legislative bill; flood mitigation projects, changes the city attorney is working on to Henderson Library By-Laws and City Code, internal controls, financial reports, tax rates and recommendations.

Recommend: Pass Tax anticipation resolution with First State Bank Henderson; increase Fund Balance Policy to 35%; reallocate \$71,144 Due From Other Governments-Library Repayment based on additional review with the City Auditor Abdo, Eick and Meyers.

Motion Tiegs, seconded Swenson to approve January 31, 2023 cash balances-Motion carried

Motion Tiegs, seconded Hardel to approve increase the unassigned Fund Balance Policy to 35%-Motion carried.

Motion Thomas, seconded Swenson to approve Library Fund Due From Other Governments Allocations as audit reviewed. Motion carried.

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

BREMER BANK	\$65,447.75	BETH CARLSON, MCFOA	\$50.00
FIRST STATE BANK	\$243,109.73	TREASURER	
FIRST STATE BANK	\$243,485.61	Metro FiberNet LLC	\$634.33
ABDO	\$13,000.00	METRO SALES, INC	\$117.68
ANDERSON BROTHERS	\$15,310.74	MICROSOFT OFFICE 365	\$12.83
BRUCE GUSTOFSON	\$68.19	MIDWEST TAPE, LLC	\$104.95
BUSINESS ESSENTIALS	\$122.95	MN Valley Electric	\$880.65
CENGAGE LEARNING INC / GALE	\$195.18	GOHPER STATE ONE CALL	\$63.50
CHRISTIAN, KEOGH, MORAN & KING	\$120.00	PAUL KUECHLE	\$90.00
DEMCO Inc	\$101.89	QUILL LLC	\$74.37
EVOLUTION MEDIA & DESIGN, LLC	\$1,500.00	RENEE BERGER	\$238.55
EXCEL ENERGY	\$4,736.75	SAINT PETER PUBLIC LIBRARY	\$237.00
FIRST STATE BANK	\$252.30	SK TRUCKING & EXCAVATING	\$250.00
HENDERSON LAWN CARE	\$270.00	ST. CLOUD STATE UNIVERSITY	\$355.00
INGRAM LIBRARY SERVICES	\$1,175.23	DANIEL R REIMAN	\$312.10
JAMES BAUMANN	\$695.00	TIMOTHY PAUTSCH	\$151.96
LEAGUE OF MN CITIES	\$290.00	TOSHIBA AMERICA BUSINESS SOLUT	\$26.74
LON BERBERICH	\$377.69	TRUE VALUE	\$169.95
MATHESON TRI GAS INC.	\$73.01	UC LABORATORY	\$1,014.47
		VERIZON WIRELESS	\$1,444.22
		WAGARS RED OWL	\$1,480.44

Motion Tiegs, seconded Thomas to approve the revised meeting schedule. Motion carried.

Mayor Swenson adjourned the meeting at 8:35 P.M.

  
Lon Berberich  
City Clerk



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## MEMORANDUM

TO: Mayor and City Council  
Lon Berberich, City Administrator  
Tim Pautsch, Assistant City Administrator

FROM: Chris Knutson, PE (Lic. MN)

DATE: March 13, 2023

RE: Street and Utility Project Update

See below for updates on the proposed 2023/2024 Street and Utility Improvement Project

### PROJECT UPDATE

Internal meetings with water modeling staff have been held to review the existing water model and determine what additional information will be needed. Work on the water model will resume once the weather warms up and allows the operation of hydrants without freezing concerns. A meeting to review concerns over the existing water main system with City staff and fire department personnel will be held closer to when this water modeling can resume. This can be held virtually or in-person as preferred. Once the additional testing is complete and the water model is finalized, mapping of the existing conditions will be provided before proceeding with determining additional improvements that can be made.

Topographic survey will be the first step before design of the proposed improvements can be started. Survey work will start once snow has melted. This will include utility locates and location of property irons. Before SEH surveyors are on-site, an informational letter will be mailed out to residents in and around the proposed project area so they are aware of the potential project.

Weather dependent, it is expected that work on both water modeling and topographic survey will start up in the next 4-6 weeks.

### CONGRESSIONAL DIRECTED SPENDING REQUESTS

Opportunities for Congressional Directed Spending have recently come through with Congressperson Michelle Fischbach, Senator Tina Smith, and Senator Amy Klobuchar. Funding applications to the two senators were made last week and one for Congressperson Fischbach will be made this week toward funding of a new water treatment plant. A grant request amounting to 80%, the maximum allowed, have been made toward the estimated \$5,800,000 cost of a new filter plant.

cdk

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Engineers | Architects | Planners | Scientists

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Good Morning Lon,

I'm writing to update you on the status of the levee realignment project, the associated sanitary and watermain realignment, and the overall TH93 project because we haven't touched based for a couple months.

Concerning the levee realignment project, SEH updated the plans based on the revised MnDOT Geotech recommendations. A little over two weeks ago, on behalf of SEH, MnDOT submitted the plans to the US Army Corp of Engineers for review as part of the 408 permit. They do not have a timeline for their review.

Chris Knutson has taken a first cut at the sanitary and water main realignment under Ridge Rd and TH93. Both the sanitary and water main plan and the levee realignment plan will be incorporated into the same bid package as the overall TH93 project.

The overall TH93 project has picked up pace a bit since the new MnDOT PM, Forrest Hasty, has taken lead. MnDOT is planning to let that project in December of this year, though all parties recognize the schedule is tight on a couple of different fronts.

Please let me know if you'd like to set up meeting (or call whenever) to discuss any of the items in more detail.

Thanks and have a great day!

Luke Johnson, PE (MN)  
Project Engineer, Project Manager  
Short Elliott Hendrickson, Inc.  
[651.490.2033](tel:651.490.2033) direct | [715.514.9153](tel:715.514.9153) mobile | [651.490.2000](tel:651.490.2000) main  
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CITY OF HENDERSON  
SIBLEY COUNTY, MINNESOTA

**Ordinance No. \_\_\_\_\_**

**An Ordinance Amending §1002.01-Library Board-Appointments.**

**Whereas**, the City Council for the City of Henderson, Sibley County, Minnesota met this \_\_\_\_ day of \_\_\_\_\_, 2023, and discussed current Ordinance §1002.01-Library Board-Appointments; and

**Whereas**, the City Council wishes to Amend Ordinance §1002.01 to reflect current State Law.

**NOW THEREFORE**, the City Council for the City of Henderson, hereby and herein Ordains as follows:

That Henderson Ordinance §1002.01 shall be Amended to read as follows:

**§1002.01 Governed By.**

The mayor of the city, with the approval of the Council shall appoint a Board of five Directors, but not more than one of whom shall, at any time, be a member of the governing body; such appointment to be made prior to the first meeting of such Library Board after the end of the fiscal year. Two such Directors shall hold office for one year, ~~three for two years, two for two years, and one for three years.~~ All terms shall end with the fiscal year. Annually thereafter, the Mayor, with the approval of the Council, shall appoint board members for the term of three years until their successors qualify a sufficient number of members to fill the places of those whose term or terms expire. ~~shall appoint for a term of two years and until successors qualify, a sufficient number of Directors to fill the places of those whose terms expire.~~ A library board member shall not be eligible to serve more than three consecutive three-year terms. All Library Board Members must be residents of the City of Henderson.

Upon motion made, the same passed unanimously.

This Ordinance shall be effective upon publication.

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

ATTEST:

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Lon Berberich, City Administrator

CITY OF HENDERSON  
SIBLEY COUNTY, MINNESOTA

**Ordinance No. \_\_\_\_\_**

**An Ordinance Establishing §1006.02-Library Board-Abolishment.**

**Whereas**, the City Council for the City of Henderson, Sibley County, Minnesota met this \_\_\_\_ day of \_\_\_\_\_, 2023, and discussed Ordinance §1007.01-Library Board-Abolishment; and

**Whereas**, the City Council wishes to reflect current State Law.

**NOW THEREFORE**, the City Council for the City of Henderson, hereby and herein Ordains as follows:

That Henderson Ordinance §1007.01 shall read as follows:

**§1007.01 Abolishment.**

Upon recommendation of the library board, the City Council may abolish the library board at the end of any fiscal year provided that the City Council shall simultaneously establish a successor library board of either five, seven, or nine members by Resolution or Ordinance. The appointment of successor board members shall be made as provided in M.S.A. §134.09 Subd. 1, as it may be amended from time to time. The terms of successor board members shall be as provided in M.S.A. §134.09 Subd. 2.

Upon motion made, the same passed unanimously.

This Ordinance shall be effective upon publication.

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

ATTEST:

\_\_\_\_\_  
Lon Berberich, City Administrator

CITY OF HENDERSON  
SIBLEY COUNTY, MINNESOTA

**Ordinance No. \_\_\_\_\_**

**An Ordinance Amending §1004.02-Library Board-Governed By.**

**Whereas**, the City Council for the City of Henderson, Sibley County, Minnesota met this \_\_\_\_ day of \_\_\_\_\_, 2023, and discussed current Ordinance §1004.02-Library Board-Governed By; and

**Whereas**, the City Council wishes to Amend Ordinance §1004.02 to reflect current State Law and the fact that the Sibley County Library Board has been dissolved and the Henderson Library is now under local control.

**NOW THEREFORE**, the City Council for the City of Henderson, hereby and herein Ordains as follows:

That Henderson Ordinance §1004.02 shall be Amended to read as follows:

**§1004.02 Governed By.**

The board will be governed by the rules and regulations ~~adopted by the County~~ set forth in Minnesota Statutes Chapter 134 and those By-Laws Adopted by the Library Board. In the event that any such By-Law of the Board is inconsistent with State Law, State Law shall govern.

Upon motion made, the same passed unanimously.

This Ordinance shall be effective upon publication.

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

ATTEST:

\_\_\_\_\_  
Lon Berberich, City Administrator



## By-Laws of the Henderson Public Library

These By-Laws shall govern the operation of the Henderson Library Board. They shall be consistent with the Henderson City Code and Minnesota Statutes Chapter 134. If any such By-Law shall be inconsistent with Minnesota Statutes Chapter 134 then that particular By-Law shall be given no effect and the Board shall operate consistent with State Law.

### **Article I: Identification.**

The name of the organization shall be the Henderson Library Board, Henderson, Minnesota. The Henderson Library is a member of the Traverse des Sioux Library System, Mankato, Minnesota.

### **Article 2: Board of Trustees.**

#### **2.1 Number and Qualification of Board Members.**

The Henderson Library Board shall be composed of five (5) members appointed by the Mayor, with the approval of the Henderson City Council, consistent with Minnesota Statutes Chapter 134.09 Subd. 1. Board Members must be residents of the City of Henderson. No more than one member of the Board shall be a Member of the City Council.

Board members must be library cardholders and users. Board members cannot be paid employees of the Library. Library staff may, with the approval of the Board, serve as advisors to the Board.

#### **2.2 Terms of Office.**

The Mayor, with the approval of the City Council, shall appoint board members for the term of three years until their successors qualify a sufficient number of members to fill the places of those whose term or terms expire. A library board member shall not be eligible to serve more than three consecutive three-year terms.

#### **2.3 Disqualifications, Vacancies.**

Any member who moves out of the City's corporate limits shall be responsible for notifying the Secretary of the Board. Upon receipt of such notification, the position shall be declared vacant.

When any member fails to attend at least three (3) consecutive meetings of the Board without sufficient reason, the Board shall declare the position vacant.

Any vacancies may, in the discretion of the City Council, be filled by Mayoral Appointment with the approval of the City Council.

#### **2.4 Officers.**

Officers of the Library Board shall be: President, Vice President, Secretary, and Financial Secretary. Officers shall be elected at the annual meeting which shall be the first meeting of the fiscal year. Officer terms shall be one-year terms. Vacancies in office shall be filled by majority vote at the next regular meeting of the Board after the vacancy occurs.

The duties of the Officers are as follows:

The President shall preside at all meetings and perform any such other duties as customary or assigned by the Board.

The Vice-President shall assume the duties of the President in the event of the absence or disability of the President.

The Secretary shall keep an accurate record of all proceedings of the Board meetings and supply copies of the same to Henderson Library Board Members.

The Financial Secretary shall be responsible for the accounting of library receipts and expenditures.

The Library Board shall assign any other and such duties as may be needed to any of the Officers named herein.

#### **2.5 Duties of the Board.**

The duties of the Henderson Library Board shall be as follows:

- A. To determine policies of the Henderson Public Library and develop the highest degree of operating efficiency of the Library. The Board is designated as the sole governing and policymaking body of the Library.
- B. The Board shall adopt By-Laws, Amended By-Laws, Regulations, and Amended Regulations for the Library and for the conduct of its business as is in the sole discretion of the Board.
- C. To build, lease, and maintain buildings and their grounds. The purchasing of any grounds shall only be done with the consent of the City Council. To supervise and maintain those buildings and grounds and to regularly review

various physical and building needs to ensure that they meet the requirements of the library program.

- D. To study and support legislation which will bring about the greatest good to the Library.
- E. To cooperate with other public officials and boards and maintain vital public relations.
- F. To review the administration and operation of the Library.
- G. The Library Board shall appoint staff, hire employees, agents, contractors, subcontractors, and work with volunteers in its discretion to accomplish Library Board goals and objectives. The Library Board shall be empowered to supervise the same, and if necessary, consistent with State Law, discipline or terminate the same.
- H. To have exclusive control over the expenditure of all money collected or placed in the Library Fund; Fund 290. All money received for the Library shall be paid into the City, kept separate from other money of the City, and paid out only upon approval of the Board. Said moneys shall be kept in separate fund called the "Library Fund."
- I. To take in funds and pay expenditures in the Board's discretion to accomplish Library Board goals and objectives.
- J. To enter into Agreements that advance the goals and policies of the Library.
- K. To file various reports with the City, County, State, and Federal Government as the Law may, from time to time, require. The Board shall additionally provide the City Council with an annual report documenting its expenditures and inventory on an annual basis consistent with M.S.A. 134.13, as it may be amended from time to time.
- L. To accept donations consistent with M.S.A. 134.14 and 134.15 as those statutes may be amended from time to time. Any such donations shall be vested in, and become the property solely of, the Henderson Library.
- M. To set hours of operation and any other such Rules and Regulations that the Board, in its discretion, deems necessary to advance its goals.

**Article 3:  
Meetings.**

**3.1 Regular Meetings.**

The Henderson Library Board shall meet quarterly on the first Monday of the quarter, beginning in January. Notice of all meetings shall be given to all Henderson Library Board Members, and to the public, in accordance with Minnesota Law. All meetings shall be conducted pursuant to Minnesota's Open Meeting Laws.

**3.2 Special Meetings.**

The President may call special meetings of the Library Board. Two boards members may also call a special meeting of the Library Board. Notice stating the time and place of any special meeting and the purposes for which it is called shall be given to each member of the Board, and to the public, in accordance with Minnesota Law. Any such meeting conducted hereunder shall be conducted pursuant to Minnesota's Open Meeting Laws.

**3.3 Annual Meeting.**

The annual meeting shall take place on the first Monday in January unless otherwise noticed by the Board.

**3.4 Quorum.**

A quorum for transaction of business shall consist of a simple majority of the Board.

**3.5 Parliamentary Authority.**

Roberts Rules of Order, or latest revised edition, shall govern the parliamentary procedure of the meetings.

**Article 4:  
Committees.**

**4.1 Ad Hoc Committee.**

The President may appoint Ad Hoc Committees to serve until the question of the work for which they were appointed is completed.

**Article 5:  
Amendments.**

These By-Laws may be amended from time to time, at any regular meeting of the Board, with a quorum present, by simple majority vote of the members present, providing the proposed amendment was read at the preceding meeting.

These By-Laws were passed this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

Current and Follow-up Activities Status as of *March 15, 2023*

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

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

Blacktop incl. crack sealing/sealcoat/repairs/patches-2023 projects?-minimal, tie to water project

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

2023 snow removal-Boehne Main Street contract

Allanson's/trails: improvements-waiting on funding approvals, sales tax-hearing in Senate, waiting on House

Community Building/Grounds-

Boat landing area maintenance for 2023-same

2023 audit/budget/financial: present/approve March 15

Checklists which will follow through to CIP-April meting-working with Bruce

Update on info south levee/93/6-Sibely County 6-New 93 project manager; comments complete Sibley 6, starting 93-see attached

Hilltop baseball and facility use-discuss in March 2023

Library Ordinance update-March/April, effective May or June 1, 2023

2023 BANK RECONCILIATION REPORT/projected balance sheet

	January	February	March	April	May	June	July	August	September	October	November	December
Beg. Bal.	\$ 588,090.90	\$ 146,028.68	\$ (335,773.63)	\$ (335,773.63)	\$ (335,773.63)	\$ (335,773.63)	\$ (335,773.63)	\$ (335,773.63)	\$ (335,773.63)	\$ (335,773.63)	\$ (335,773.63)	\$ (335,773.63)
Receipts	\$ 99,041.70	\$ 163,622.99										
Payments	\$ (521,010.59)	\$ (645,622.30)										
Payroll												
return check												
other net je/adj		\$ 200.00										
JE/rrrections	\$ (93.33)	\$ (3.00)										
Ending Bal.	\$ 146,028.68	\$ (335,773.63)	\$ (335,773.63)	\$ (335,773.63)	\$ (335,773.63)	\$ (335,773.63)	\$ (335,773.63)	\$ (335,773.63)	\$ (335,773.63)	\$ (335,773.63)	\$ (335,773.63)	\$ (335,773.63)
Bank Bal.	\$ 203,594.14	\$ 39,206.47										
Out. Rec/Dis	\$ (57,565.46)	\$ (374,980.10)										
Dep in transit												
JE ?												
JE ?												
Recon. Bal.	\$ 146,028.68	\$ (335,773.63)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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		

2023 cash flow sheet

	January	February	March	April	May	June	July	August	September	October	November	December
Reg. Bal.	\$ 568,000.00	\$ 146,028.00	\$ (335,972.00)	\$ (325,972.00)	\$ (325,972.00)	\$ (315,972.00)	\$ (25,972.00)	\$ 164,028.00	\$ 174,028.00	\$ 194,028.00	\$ 234,028.00	\$ 234,028.00
Receipts	\$ 117,000.00	\$ 164,000.00	\$ 100,000.00	\$ 70,000.00	\$ 70,000.00	\$ 380,000.00	\$ 260,000.00	\$ 70,000.00	\$ 80,000.00	\$ 110,000.00	\$ 70,000.00	\$ 540,000.00
Payments	\$ (480,000.00)	\$ (646,000.00)	\$ (90,000.00)	\$ (70,000.00)	\$ (60,000.00)	\$ (90,000.00)	\$ (70,000.00)	\$ (60,000.00)	\$ (60,000.00)	\$ (70,000.00)	\$ (70,000.00)	\$ (170,000.00)
Payroll												
return check												
other net je/adj												
IE/corrections												
short term cash/warrant												
Ending Bal	\$ 205,000.00	\$ (335,972.00)	\$ (325,972.00)	\$ (325,972.00)	\$ (315,972.00)	\$ (25,972.00)	\$ 164,028.00	\$ 174,028.00	\$ 194,028.00	\$ 234,028.00	\$ 234,028.00	\$ 604,028.00
Bank Bal.	\$ 205,000.00	\$ 40,000.00										
Out. Rec/Dis												
Dep in transit												
IE ?												
IE ?												
Recon. Bal.	\$ 205,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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 Hirdel and Randall Tieggs:

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



# HENDERSON, MN

## Cash Balance Summary1

03/15/23 2:10 PM

Page 1

Fund	Begin	Receipts	Disbursements	JE	JE Payroll	Balance No Invest	T
Cash Act 10100 FIRST STATE BANK							
101 GENERAL FUN	\$204,458.41	\$31,536.23	\$92,100.78	\$2,610.38	(\$52,298.53)	\$94,205.71	0
205 COVIDCARES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
206 COVID-19	\$3,664.52	\$0.00	\$0.00	\$0.00	\$0.00	\$3,664.52	0
250 COMMUNITY	\$3,450.64	\$600.00	\$1,584.21	\$0.00	\$0.00	\$2,466.43	0
290 LIBRARY FUN	\$10,703.89	\$91,880.65	\$21,486.31	(\$2,610.38)	(\$6,187.45)	\$72,300.40	0
301 DEBT SERVIC	(\$127,947.57)	\$0.00	\$246,222.45	\$0.00	\$0.00	(\$374,170.02)	0
303 2003 DEBT SE	\$15,581.19	\$0.00	\$15,255.00	\$0.00	\$0.00	\$326.19	0
304 2005A GO BO	\$0.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.36	0
307 2011C TAX AB	\$24,557.50	\$0.00	\$40,300.00	\$0.00	\$0.00	(\$15,742.50)	0
308 2013A eq cert	\$6,580.73	\$0.00	\$0.00	\$0.00	\$0.00	\$6,580.73	0
309 2014 Bond	\$90.10	\$0.00	\$31,116.67	\$0.00	\$0.00	(\$31,026.57)	0
310 1998 DEBT SE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
311 2018EQUIPM	\$373.30	\$30,588.75	\$37,996.26	\$0.00	\$0.00	(\$7,034.21)	0
312 2018TAXABAT	\$28,860.25	\$0.00	\$27,451.49	\$0.00	\$0.00	\$1,408.76	0
313 2019A EQUIP	\$39.06	\$0.00	\$76,580.48	\$0.00	\$0.00	(\$76,541.42)	0
314 2020A water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
375 2002 GEN OB	\$13,182.25	\$0.00	\$55,935.00	\$0.00	\$0.00	(\$42,752.75)	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	\$13,711.61	\$11,890.14	\$0.00	\$0.00	\$3,581.11	0
414 HEND TRAIL	(\$13,617.50)	\$0.00	\$0.00	\$0.00	\$0.00	(\$13,617.50)	0
601 WATER UTILI	\$143,643.95	\$22,490.44	\$281,451.81	\$0.00	(\$2,606.82)	(\$117,924.24)	0
602 SEWER UTILI	(\$670,170.43)	\$32,925.84	\$156,190.43	\$0.00	(\$2,132.86)	(\$795,567.88)	0
604 PFABOND	\$762,566.79	\$33,569.39	\$0.00	\$0.00	\$0.00	\$796,136.18	0
605 ENVIRONMEN	\$19,949.79	\$3,645.56	\$7,846.20	\$0.00	\$0.00	\$15,749.15	0
	\$589,074.08	\$260,948.47	\$1,103,407.23	\$0.00	(\$63,225.66)	(\$316,610.34)	0

- Adjust after 19,163.25  
 Audit approved  
335773.63  
 End of Feb 2023

# HENDERSON, MN

## Cash Balance Summary1

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Fund	Begin	Receipts	Disbursements	JE	JE Payroll	Balance No Invest	T
Cash Act 10100 FIRST STATE BANK							
101 GENERAL FUN	\$204,458.41	\$34,886.75	\$111,299.09	\$2,610.38	(\$52,298.53)	\$78,357.92	0
205 COVIDCARES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
206 COVID-19	\$3,664.52	\$0.00	\$0.00	\$0.00	\$0.00	\$3,664.52	0
250 COMMUNITY	\$3,450.64	\$600.00	\$2,373.21	\$0.00	\$0.00	\$1,677.43	0
290 LIBRARY FUN	\$10,703.89	\$91,990.65	\$24,549.76	(\$2,610.38)	(\$6,187.45)	\$69,346.95	0
301 DEBT SERVIC	(\$127,947.57)	\$0.00	\$247,472.45	\$0.00	\$0.00	(\$375,420.02)	0
303 2003 DEBT SE	\$15,581.19	\$0.00	\$15,255.00	\$0.00	\$0.00	\$326.19	0
304 2005A GO BO	\$0.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.36	0
307 2011C TAX AB	\$24,557.50	\$0.00	\$40,300.00	\$0.00	\$0.00	(\$15,742.50)	0
308 2013A eq cert	\$6,580.73	\$0.00	\$0.00	\$0.00	\$0.00	\$6,580.73	0
309 2014 Bond	\$90.10	\$0.00	\$31,116.67	\$0.00	\$0.00	(\$31,026.57)	0
310 1998 DEBT SE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
311 2018EQUIPM	\$373.30	\$30,588.75	\$37,996.26	\$0.00	\$0.00	(\$7,034.21)	0
312 2018TAXABAT	\$28,860.25	\$0.00	\$27,451.49	\$0.00	\$0.00	\$1,408.76	0
313 2019A EQUIP	\$39.06	\$0.00	\$76,580.48	\$0.00	\$0.00	(\$76,541.42)	0
314 2020A water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
375 2002 GEN OB	\$13,182.25	\$0.00	\$55,935.00	\$0.00	\$0.00	(\$42,752.75)	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	\$2,015.70	\$0.00	\$0.00	\$79,327.75	0
413 TH 93 LEVEE	\$1,759.64	\$13,711.61	\$11,890.14	\$0.00	\$0.00	\$3,581.11	0
414 HEND TRAIL	(\$13,617.50)	\$0.00	\$0.00	\$0.00	\$0.00	(\$13,617.50)	0
601 WATER UTILI	\$143,643.95	\$28,917.93	\$287,999.39	\$0.00	(\$2,606.82)	(\$118,044.33)	0
602 SEWER UTILI	(\$670,170.43)	\$41,646.23	\$165,224.16	\$0.00	(\$2,132.86)	(\$795,881.22)	0
604 PFABOND	\$762,566.79	\$42,987.75	\$991.25	\$0.00	\$0.00	\$804,563.29	0
605 ENVIRONMEN	\$19,949.79	\$4,712.02	\$8,368.70	\$0.00	\$0.00	\$16,293.11	0
	\$589,074.08	\$290,041.69	\$1,146,818.75	\$0.00	(\$63,225.66)	(\$330,928.64)	0

Correct

# HENDERSON, MN

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## \*Check Summary Register©

10100 Unposted

Name	Check Date	Check Amt
<b>10100 FIRST STATE BANK</b>		
Unposted ABDO	3/15/2023	\$5,000.00
Unposted BANYON DATA SYSTEMS	3/15/2023	\$2,520.00
Unposted BRUCE GUSTOFSON	3/15/2023	\$135.00
Unposted BUESGENS TRUCKING	3/15/2023	\$100.00
Unposted BUSINESS ESSENTIALS	3/15/2023	\$53.27
Unposted C. BOEHNE CONSTRUCTION	3/15/2023	\$8,162.50
Unposted CEMSTONE PRODUCTS COMPA	3/15/2023	\$141.56
Unposted CENGAGE LEARNING INC / GAL	3/15/2023	\$203.19
Unposted CHRISTIAN, KEOGH, MORAN & K	3/15/2023	\$383.75
Unposted CITY OF LE SUEUR	3/15/2023	\$6,314.61
Unposted COLLABORATIVE SUMMER LIB P	3/15/2023	\$210.51
Unposted DELTA DENTAL	3/15/2023	\$181.20
Unposted DEMCO Inc	3/15/2023	\$129.13
Unposted GOPHER STATE ONE CALL	3/15/2023	\$5.40
Unposted HAWKINS INC.	3/15/2023	\$2,654.61
Unposted HENDERSON INDEPENDENT	3/15/2023	\$48.40
Unposted HENDERSON LAWN CARE	3/15/2023	\$200.00
Unposted HENDERSON POST OFFICE	3/15/2023	\$188.00
Unposted INGRAM LIBRARY SERVICES	3/15/2023	\$744.25
Unposted JAMES BAUMANN	3/15/2023	\$2,202.19
Unposted KNOW BUDDY RESOURCES	3/15/2023	\$123.70
Unposted KNUJ	3/15/2023	\$164.00
Unposted LEAGUE OF MN CITIES	3/15/2023	\$635.62
Unposted MATHESON TRI GAS INC.	3/15/2023	\$77.91
Unposted Metro FiberNet LLC	3/15/2023	\$204.17
Unposted METRO SALES, INC	3/15/2023	\$112.75
Unposted MICROSOFT OFFICE 365	3/15/2023	\$12.83
Unposted MIDWEST TAPE, LLC	3/15/2023	\$177.90
Unposted MN DEPT OF HEALTH- WATER P	3/15/2023	\$1,047.00
Unposted MN Valley Electric	3/15/2023	\$1,088.42
Unposted NORTHWEST NATURAL GAS	3/15/2023	\$1,713.16
Unposted ON EDGE SERVICES LLC	3/15/2023	\$177.91
Unposted QUILL CORPORATION	3/15/2023	\$37.07
Unposted RENEE BERGER	3/15/2023	\$166.45
Unposted SEH	3/15/2023	\$2,015.70
Unposted TOSHIBA AMERICA BUSINESS S	3/15/2023	\$25.97
Unposted TRUE VALUE	3/15/2023	\$206.06
Unposted UC LABORATORY	3/15/2023	\$716.10
Unposted VERIZON WIRELESS	3/15/2023	\$562.40
Unposted XCEL ENERGY	3/15/2023	\$4,568.83
	<b>Total Checks</b>	<b>\$43,411.52</b>

# HENDERSON, MN

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## Payments

Current Period: MARCH 2023

Payments Batch 03152023MonthlyBills		\$43,411.52	
Refer	139 METRO FIBERNET LLC	-	
Cash Payment	E 101-41000-321 TELEPHONE	(507) 248-3234 City Office	\$12.22
Invoice	3/1/2023		
Cash Payment	E 101-42100-321 TELEPHONE	(507) 248-3591 Police Office	\$12.05
Invoice	3/1/2023		
Cash Payment	E 101-41000-321 TELEPHONE	(507) 248-3235 City Office Line 2	\$9.90
Invoice	3/1/2023		
Cash Payment	E 101-42100-321 TELEPHONE	(507) 248-3814 Fax	\$9.90
Invoice	3/1/2023		
Cash Payment	E 290-45500-321 TELEPHONE	(507) 248-3880 Library	\$11.55
Invoice	3/1/2023		
Cash Payment	E 101-41000-321 TELEPHONE	(507) 214-0080 Elevator	\$8.99
Invoice	3/1/2023		
Cash Payment	E 101-41000-325 WIFI	Fiber/WiFi/Internet	\$139.56
Invoice	3/1/2023		
Transaction Date	3/16/2023	FIRST STATE BANK 10100	<b>Total</b> \$204.17
Refer	142 SEH	-	
Cash Payment	E 412-49400-303 ENGINEERING	Henderson PER engineering	\$1,832.50
Invoice	441622		
Cash Payment	E 412-49400-303 ENGINEERING	Henderson 2024 Street & Util engineering	\$183.20
Invoice	443176		
Transaction Date	3/16/2023	FIRST STATE BANK 10100	<b>Total</b> \$2,015.70
Refer	147 HAWKINS INC.	-	
Cash Payment	E 601-49400-216 CHEMICAL & CH PROD	chlorine cylinder x 3	\$30.00
Invoice	6402106		
Cash Payment	E 601-49400-216 CHEMICAL & CH PROD	chemicals	\$2,624.61
Invoice	6399794		
Transaction Date	3/16/2023	FIRST STATE BANK 10100	<b>Total</b> \$2,654.61
Refer	148 UC LABORATORY	-	
Cash Payment	E 602-49451-300 PROFESSIONAL SERV	water testing services	\$716.10
Invoice	115376		
Transaction Date	3/16/2023	FIRST STATE BANK 10100	<b>Total</b> \$716.10
Refer	149 HENDERSON INDEPENDENT	-	
Cash Payment	E 101-42100-430 MISCELLANEOUS	Miranda warning cards (two-sided)	\$28.60
Invoice			
Cash Payment	E 101-42100-430 MISCELLANEOUS	business cards	\$19.80
Invoice			
Transaction Date	3/16/2023	FIRST STATE BANK 10100	<b>Total</b> \$48.40
Refer	150 MN VALLEY ELECTRIC	-	
Cash Payment	E 101-43160-390 STREET LIGHTING	Security Lights	\$103.00
Invoice			
Cash Payment	E 101-45213-381 ELECTRICITY	Bus Garage	\$21.58
Invoice			
Cash Payment	E 101-45221-381 ELECTRICITY	Sliding Hill	\$41.00
Invoice			

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## Payments

Current Period: MARCH 2023

Cash Payment	E 602-49471-381	ELECTRICITY	29326 Henderson Station Rd		\$922.84
Invoice					
Transaction Date	3/16/2023		FIRST STATE BANK 10100	<b>Total</b>	<b>\$1,088.42</b>
Refer	151	TRUE VALUE			
Cash Payment	E 101-43110-220	REPAIR & MAINTENAN	Shop		\$53.75
Invoice		PO 935			
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	Streets		\$38.39
Invoice		PO 935			
Cash Payment	E 101-42100-220	REPAIR & MAINTENAN	Police		\$113.92
Invoice		PO 935			
Transaction Date	3/16/2023		FIRST STATE BANK 10100	<b>Total</b>	<b>\$206.06</b>
Refer	156	MN DEPT OF HEALTH- WATER PR			
Cash Payment	G 601-20810	MDH TEST FEE	2023 Q1 MDH Test Fee		\$1,047.00
Invoice					
Transaction Date	3/16/2023		FIRST STATE BANK 10100	<b>Total</b>	<b>\$1,047.00</b>
Refer	159	CHRISTIAN KEOGH, MORAN & KIN			
Cash Payment	E 101-41610-304	LEGAL	Telephone conf. re library board		\$160.00
Invoice	19				
Cash Payment	E 101-41600-304	LEGAL	city attorney court fees		\$223.75
Invoice	19				
Transaction Date	3/16/2023		FIRST STATE BANK 10100	<b>Total</b>	<b>\$383.75</b>
Refer	161	NORTHWEST NATURAL GAS			
Cash Payment	E 101-45500-370	HEATING	Library		\$328.01
Invoice					
Cash Payment	E 101-41940-370	HEATING	City Hall		\$168.49
Invoice					
Cash Payment	E 101-43110-370	HEATING	City Shop		\$311.76
Invoice					
Cash Payment	E 601-49401-370	HEATING	Water Tower		\$121.16
Invoice					
Cash Payment	E 101-41941-370	HEATING	Meeting room		\$783.74
Invoice					
Transaction Date	3/16/2023		FIRST STATE BANK 10100	<b>Total</b>	<b>\$1,713.16</b>
Refer	162	MICROSOFT OFFICE 365			
Cash Payment	E 101-41400-430	MISCELLANEOUS	March 2023 Microsoft Office subscription		\$12.83
Invoice	E0800MM4XJ				
Transaction Date	3/16/2023		FIRST STATE BANK 10100	<b>Total</b>	<b>\$12.83</b>
Refer	163	VERIZON WIRELESS			
Cash Payment	E 101-42100-320	COMMUNICATION/TEL	(507) 473-5991 PD1		\$41.14
Invoice	9928968990				

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## Payments

Current Period: MARCH 2023

Cash Payment	E 101-42100-320	COMMUNICATION/TEL (507) 479-0603 PD2		\$41.14
Invoice	9928968990			
Cash Payment	E 101-42100-320	COMMUNICATION/TEL (952) 378-5697 Eric Karels		\$40.01
Invoice	9928968990			
Cash Payment	E 290-45500-325	WIFI	Library Wifi Hotspots	\$440.11
Invoice	9927508878			
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b> \$562.40
Refer	164	TOSHIBA	-	
Cash Payment	E 101-41000-406	COPIER MAINTENANC	monthly office copier maintenance charge	\$25.97
Invoice	5972913			
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b> \$25.97
Refer	168	HENDERSON LAWN CARE	-	
Cash Payment	E 101-41940-319	CLEANING/CHARGES	community building clean 2/20/23	\$50.00
Invoice	902			
Cash Payment	E 101-41940-319	CLEANING/CHARGES	community building clean 3/1/23	\$50.00
Invoice	902			
Cash Payment	E 101-41940-319	CLEANING/CHARGES	community building clean 3/7/23	\$50.00
Invoice	902			
Cash Payment	E 101-41940-319	CLEANING/CHARGES	community building clean 3/13/23	\$50.00
Invoice	902			
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b> \$200.00
Refer	170	INGRAM LIBRARY SERVICES	-	
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books	\$15.69
Invoice	74439336			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books	\$19.40
Invoice	74439335			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books	\$24.81
Invoice	74306414			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books	\$341.99
Invoice	74627334			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books	\$10.25
Invoice	74627333			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books	\$34.55
Invoice	74565368			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books	\$11.70
Invoice	74558902			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books	\$22.37
Invoice	74558901			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books	\$18.35
Invoice	74674386			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books	\$11.07
Invoice	74674387			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books	\$30.87
Invoice	74674388			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books	\$101.98
Invoice	74681783			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books	\$20.65
Invoice	74849907			

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## Payments

Current Period: MARCH 2023

Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books		\$15.59
Invoice	74849908				
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books		\$18.87
Invoice	74979793				
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books		\$34.62
Invoice	74979794				
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books		\$11.49
Invoice	74979795				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b>	\$744.25
Refer	171	<u>METRO SALES, INC</u>			
Cash Payment	E 290-45500-315	CONTRACTUAL SERVI	library copier monthly maintenance contract		\$92.75
Invoice	INV2228001				
Cash Payment	E 290-45500-315	CONTRACTUAL SERVI	Library copier monthly IT contract Feb23		\$10.00
Invoice	INV2233562				
Cash Payment	E 290-45500-315	CONTRACTUAL SERVI	Library copier monthly IT contract Mar23		\$10.00
Invoice	INV2236015				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b>	\$112.75
Refer	172	<u>COLLABORATIVE SUMMER LIB PR</u>			
Cash Payment	E 290-45500-434	PROGRAM SERVICES	summer reading program supplies		\$210.51
Invoice	26010				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b>	\$210.51
Refer	173	<u>CENGAGE LEARNING INC / GALE</u>			
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books		\$79.47
Invoice	80710048				
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books		\$25.49
Invoice	80648980				
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books		\$46.50
Invoice	80792200				
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library books		\$51.73
Invoice	80831250				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b>	\$203.19
Refer	174	<u>BRUCE GUSTOFSON</u>			
Cash Payment	E 101-43000-320	COMMUNICATION/TEL	telephone		\$45.00
Invoice					
Cash Payment	E 101-43110-430	MISCELLANEOUS	DOT Physical Reimbursement		\$90.00
Invoice					
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b>	\$135.00
Refer	175	<u>MATHESON TRI GAS INC</u>			
Cash Payment	E 101-43110-220	REPAIR & MAINTENAN	Acetylene rental invoice		\$77.91
Invoice	0027322726				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b>	\$77.91
Refer	176	<u>C. BOEHNE CONSTRUCTION</u>			
Cash Payment	E 101-43100-405	SNOW REMOVAL	tandem plow truck, 4.5 hours		\$697.50
Invoice	1349			Project 0	
Cash Payment	E 101-43100-405	SNOW REMOVAL	Quad Axle dumpquad axle dump truck, 19.5 hours		\$2,437.50
Invoice	1349				

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## Payments

Current Period: MARCH 2023

Cash Payment	E 101-43100-405	SNOW REMOVAL	tandem dump truck, 14 hours	\$1,470.00
Invoice 1349				
Cash Payment	E 101-43100-405	SNOW REMOVAL	skidloader, 21.5 hours	\$2,795.00
Invoice 1349				
Cash Payment	E 101-43100-405	SNOW REMOVAL	wheel loader, 2.5 hours	\$762.50
Invoice 1349				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b> \$8,162.50
Refer	177	CITY OF LE SUEUR	-	
Cash Payment	E 602-49451-300	PROFESSIONAL SERV	January 2023 wastewater treatment	\$6,314.61
Invoice INV02214				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b> \$6,314.61
Refer	178	DELTA DENTAL	-	
Cash Payment	E 290-45500-130	PAID HEALTH INSURA	March 2023 dental	\$36.24
Invoice RIS0004750980				
Cash Payment	E 101-43000-130	PAID HEALTH INSURA	March 2023 dental	\$36.24
Invoice RIS0004750980				
Cash Payment	E 101-42110-130	PAID HEALTH INSURA	March 2023 dental	\$36.24
Invoice RIS0004750980				
Cash Payment	E 101-41000-130	PAID HEALTH INSURA	March 2023 dental	\$72.48
Invoice RIS0004750980				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b> \$181.20
Refer	180	LEAGUE OF MN CITIES	-	
Cash Payment	G 101-20200	ACCOUNTS PAYABLE	LMCIT/MMUA regional safety groups training	\$635.62
Invoice 376996				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b> \$635.62
Refer	184	BUSINESS ESSENTIALS	-	
Cash Payment	E 290-45500-200	OFFICE SUPPLIES	copy paper	\$53.27
Invoice WO-1229196-1				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b> \$53.27
Refer	188	DEMCO INC	-	
Cash Payment	E 290-45500-434	PROGRAM SERVICES	library program supplies	\$129.13
Invoice 7257246				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b> \$129.13
Refer	190	MIDWEST TAPE, LLC	-	
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library dvd/media	\$45.97
Invoice 503352797				
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library dvd/media	\$89.20
Invoice 503378719				
Cash Payment	E 290-45500-435	BOOKS, MAPS & PUBL	library dvd/media	\$42.73
Invoice 503416302				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b> \$177.90
Refer	191	BANYON DATA SYSTEMS	-	
Cash Payment	E 101-41000-309	COMPUTER SUPPORT	Fund Acct, Payroll Support	\$1,680.00
Invoice 00163792				
Cash Payment	E 601-49400-309	COMPUTER SUPPORT	UB support	\$210.00
Invoice 00163792				



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## Payments

Current Period: MARCH 2023

Cash Payment	E 602-49490-309	COMPUTER SUPPORT	UB support		\$210.00
Invoice	00163792				
Cash Payment	E 604-00000-309	COMPUTER SUPPORT	UB support		\$210.00
Invoice	00163792				
Cash Payment	E 605-00000-309	COMPUTER SUPPORT	UB support		\$210.00
Invoice	00163792				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b>	<b>\$2,520.00</b>
Refer	192	<i>XCEL ENERGY</i>			
Cash Payment	E 101-45200-381	ELECTRICITY	Allanson's Park		\$15.42
Invoice					
Cash Payment	E 101-43110-381	ELECTRICITY	200 Market St -- Garage		\$92.84
Invoice					
Cash Payment	E 101-42501-381	ELECTRICITY	south pumping station		\$41.05
Invoice					
Cash Payment	E 601-49410-381	ELECTRICITY	well pump fort road		\$877.25
Invoice					
Cash Payment	E 601-49411-381	ELECTRICITY	pump house		\$144.88
Invoice					
Cash Payment	E 101-43002-381	ELECTRICITY	well house		\$51.36
Invoice					
Cash Payment	E 101-41940-381	ELECTRICITY	community hall		\$302.11
Invoice					
Cash Payment	E 101-45211-381	ELECTRICITY	Bender Park		\$55.23
Invoice					
Cash Payment	E 290-45500-381	ELECTRICITY	Library		\$498.15
Invoice					
Cash Payment	E 101-42502-381	ELECTRICITY	north pumping station		\$0.00
Invoice					
Cash Payment	E 601-49402-381	ELECTRICITY	booster station		\$239.98
Invoice					
Cash Payment	E 101-43144-381	ELECTRICITY	flag pole		\$19.32
Invoice					
Cash Payment	E 602-49470-381	ELECTRICITY	400 Oak St. -- lift station		\$242.48
Invoice					
Cash Payment	E 101-42503-381	ELECTRICITY	pump house		\$12.57
Invoice					
Cash Payment	E 101-43001-381	ELECTRICITY	124 N 2nd st		\$26.62
Invoice					
Cash Payment	E 101-43160-390	STREET LIGHTING	street lighting		\$1,949.57
Invoice					
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b>	<b>\$4,568.83</b>
Refer	193	<i>BUESGENS TRUCKING</i>			
Cash Payment	E 101-43100-405	SNOW REMOVAL	haul 2 loads of sand for salt/sand mix		\$100.00
Invoice					
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b>	<b>\$100.00</b>
Refer	194	<i>KNUJ</i>			
Cash Payment	E 250-00000-340	ADVERTISING	Town Day 2023 advertising		\$164.00
Invoice	86490-1				

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## Payments

Current Period: MARCH 2023

Transaction Date	3/16/2023	FIRST STATE BANK	10100	Total	\$164.00
Refer	195 HENDERSON POST OFFICE				
Cash Payment	E 101-41000-430 MISCELLANEOUS	2023 PO BOX 433 rental fee			\$94.00
Invoice					
Cash Payment	E 101-41000-430 MISCELLANEOUS	2023 PO BOX 404 rental fee			\$94.00
Invoice					
Transaction Date	3/16/2023	FIRST STATE BANK	10100	Total	\$188.00
Refer	196 ON EDGE SERVICES LLC				
Cash Payment	E 101-43153-400 REPAIRS & MAINTENA	1-ton truck, replace #1 ignition coil			\$177.91
Invoice	2642				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	Total	\$177.91
Refer	198 ONE CALL CONCEPTS, INC				
Cash Payment	E 601-49400-311 GOPHER ONE CALL	gopher state one call			\$2.70
Invoice	3020461				
Cash Payment	E 602-49450-311 GOPHER ONE CALL	gopher state one call			\$2.70
Invoice	3020461				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	Total	\$5.40
Refer	199 ABDO				
Cash Payment	E 250-41540-301 AUDITING AND APPRA	2022 audit services			\$312.50
Invoice	467891				
Cash Payment	E 250-43142-301 AUDITING AND APPRA	2022 audit services			\$312.50
Invoice	467891				
Cash Payment	E 290-45500-301 AUDITING AND APPRA	2022 audit services			\$156.25
Invoice	467891				
Cash Payment	E 301-41540-301 AUDITING AND APPRA	2022 audit services			\$1,250.00
Invoice	467891				
Cash Payment	E 601-41540-301 AUDITING AND APPRA	2022 audit services			\$625.00
Invoice	467891				
Cash Payment	E 601-47000-301 AUDITING AND APPRA	2022 audit services			\$625.00
Invoice	467891				
Cash Payment	E 602-41540-301 AUDITING AND APPRA	2022 audit services			\$625.00
Invoice	467891				
Cash Payment	E 604-00000-301 AUDITING AND APPRA	2022 audit services			\$781.25
Invoice	467891				
Cash Payment	E 605-00000-301 AUDITING AND APPRA	2022 audit services			\$312.50
Invoice	467891				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	Total	\$5,000.00
Refer	200 JAMES BAUMANN				
Cash Payment	E 101-42400-300 PROFESSIONAL SERV	3/3/2023 inspections			\$2,202.19
Invoice					
Transaction Date	3/16/2023	FIRST STATE BANK	10100	Total	\$2,202.19
Refer	201 CEMSTONE PRODUCTS COMPAN				
Cash Payment	E 101-43100-405 SNOW REMOVAL	sand for streets			\$141.56
Invoice	7080752				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	Total	\$141.56
Refer	202 QUILL CORPORATION				

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## Payments

Current Period: MARCH 2023

Cash Payment	E 101-41400-200 OFFICE SUPPLIES	file folders x 2 boxes, letter opener		\$37.07
Invoice 31215770				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b> \$37.07
Refer	203 <i>KNOW BUDDY RESOURCES</i> -			
Cash Payment	E 290-45500-435 BOOKS, MAPS & PUBL	library books		\$123.70
Invoice ARU0351281				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b> \$123.70
Refer	204 <i>RENEE BERGER</i> -			
Cash Payment	E 290-45500-434 PROGRAM SERVICES	Program supply reimbursement		\$166.45
Invoice 2023-10				
Transaction Date	3/16/2023	FIRST STATE BANK	10100	<b>Total</b> \$166.45

### Fund Summary

	10100 FIRST STATE BANK
101 GENERAL FUND	\$19,198.31
250 COMMUNITY DEVELOPMENT/EDA	\$789.00
290 LIBRARY FUND	\$3,063.45
301 DEBT SERVICE FUNDS PIR	\$1,250.00
412 2017-2023 WATER DEBT	\$2,015.70
601 WATER UTILITY FUND	\$6,547.58
602 SEWER UTILITY FUND	\$9,033.73
604 PFABOND	\$991.25
605 ENVIRONMENTAL	\$522.50
	<hr/>
	\$43,411.52

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$43,411.52
<b>Total</b>	<hr/> \$43,411.52

**League of Minnesota Cities Insurance Trust**  
**Group Self-Insured Workers' Compensation Plan**  
**145 University Avenue West St. Paul, MN 55103-2044 Phone (651) 215-4173**

**Notice of Premium Options for Standard Premiums of \$25,000 - \$50,000**

HENDERSON, CITY OF  
 PO BOX 433  
 HENDERSON, MN 56044-0433

Agreement No.: WC 1001881\_Q-7  
 Agreement Period:  
 From: 03/01/2023  
 To: 03/01/2024

Enclosed is a quotation for workers' compensation deposit premium. **Note: Renewal Coverage will be bound as per the expiring coverage arrangement, including coverage for elected and appointed officials, with the premium indicated on the quote, unless the member or agent sends a written request not to bind renewal coverage.**

<u>PAYROLL DESCRIPTION</u>	<u>CODE</u>	<u>RATE</u>	<u>ESTIMATED PAYROLL</u>	<u>DEPOSIT PREMIUM</u>
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SEE ATTACHED SCHEDULE FOR DETAILS

Manual Premium		26,377
Debit	1.56	14,771
Standard Premium		41,148
Deductible Credit	0.00%	0
Premium Discount		-3,434
Net Deposit Premium		\$37,714
Adjustment for Commission*		0
Total Net Deposit Premium		\$37,714

\*Workers compensation rates assume a 2% standard commission. The commission adjustment accounts for the commission difference, above or below 2%.

**Agent:**  
 00469 HomeTown Insurance Agency  
 Po Box 327  
 Cleveland, MN 56017-0327

**Notice of Premium Options for Standard Premiums of \$25,000 - \$50,000  
(Con't)**

**CONTINUATION SCHEDULE FOR QUOTATION PAGE**

<b>REMUNERATION</b>	<b>RATE</b>	<b>CODE</b>	<b>DESCRIPTION</b>	<b>EST. PREM</b>
70,000	9.66	5506	GENERAL MAINTENANCE	6,762
36,300	4.06	7520	WATERWORKS	1,474
140,000	11.08	7720	POLICE	15,512
74,000	0.76	8810	LIBRARY OR MUSEUM-PROF & CLERICAL	562
256,000	0.76	8810	CLERICAL OFFICE EMPLOYEES NOC	1,946
2,753	0.95	9410	MUNICIPAL EMPLOYEES	26
18,200	0.52	9411	ELECTED OR APPOINTED OFFICIALS	95
Manual Premium				26,377

## Notice of Premium Options for Standard Premiums of \$25,000 - \$50,000 (Con't)

### OPTIONS

Please indicate below the premium option you wish to select. You may choose only one option and you cannot change options during the agreement period.

1. <input type="checkbox"/> <b>Regular Premium Option</b>	<b>Net Deposit Premium</b>	<b>Commission Adjustment</b>	<b>Total Net Deposit Premium</b>
	37,714	0	37,714

2.  **Deductible Premium Option**  
 Deductible options are available in return for a premium credit applied to your estimated standard Premium of \$ 41,148. The deductible will apply per occurrence to paid medical costs only. There is no aggregate limit.

	<b>Deductible per Occurrence</b>	<b>Premium Credit</b>	<b>Credit Amount</b>	<b>Net Deposit Premium</b>	<b>Commission Adjustment</b>	<b>Total Net Deposit Premium</b>
<input type="checkbox"/>	\$250	0.70%	-288	37,426	0	37,426
<input type="checkbox"/>	\$500	1.20%	-494	37,220	0	37,220
<input type="checkbox"/>	\$1,000	2.00%	-823	36,891	0	36,891
<input type="checkbox"/>	\$2,500	3.50%	-1,440	36,274	0	36,274
<input type="checkbox"/>	\$5,000	5.50%	-2,263	35,451	0	35,451
<input type="checkbox"/>	\$10,000	8.00%	-3,292	34,422	0	34,422
<input type="checkbox"/>	\$25,000	12.50%	-5,144	32,570	0	32,570
<input type="checkbox"/>	\$50,000	17.50%	-7,201	30,513	0	30,513

3.  **Retrospective Rates Premium Option**

	<b>Retro-Rated Minimum Factor</b>	<b>Est. Minimum Premium</b>	<b>Retro-Rated Maximum Factor</b>	<b>Est. Maximum Premium</b>
<input type="checkbox"/>	0.717 %	29,503	1.150 %	47,320
<input type="checkbox"/>	0.699 %	28,762	1.250 %	51,435
<input type="checkbox"/>	0.662 %	27,240	1.500 %	61,722

This quotation is for a deposit premium based on your estimate of payroll and selected options. Your final actual premium will be computed after an audit of payroll subsequent to the close of your agreement year and will be subject to revisions in rates, payrolls and experience modification. While you are a member of the LMCIT Workers' Compensation Plan, you will be eligible to participate in dividend distributions from the Trust based upon claims experience and earnings of the Trust.

If you desire the coverage offered above, please return this signed document for the option you have selected.

This quotation should be signed by an authorized representative of the city requesting coverage.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

## Henderson City Council Meetings March 15, 2023

Thursday, March 30, 2023	Payroll	TBA
Monday, April 3, 2023	Utility	4:00 P.M.
Thursday, April 13, 2023	Payroll	TBA
Wednesday, April 19, 2023	Board of Review	6:00 P.M.
Wednesday, April 19, 2023	Bills, Budget and Finance	6:30 P.M.
Wednesday, April 19, 2023	City Council	7:00 PM
Thursday, March 30, 2023	Payroll	TBA

Henderson Fire Commission??  
Henderson Personnel Committee  
Henderson Park Board??

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

Lon Berberich  
City Clerk



# Sibley County Assessor

400 Court Ave, PO Box 532

Gaylord, MN 55334

Phone: (507) 237-4078

TDD: (507) 237-4330

E-mail: [assessor1@co.sibley.mn.us](mailto:assessor1@co.sibley.mn.us)

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September 27, 2022

City of Henderson  
Lon Berberich  
PO Box 433  
Henderson, MN 56044

Dear Lon,

The Sibley County Assessor's Office has tentatively scheduled the Local Board of Appeal and Equalization meetings.

The proposed date and time of the meeting for your jurisdiction is:

**Wednesday, April 19, 2023 at 6:00 p.m.  
Henderson Community Building 600 Main Street, Henderson**

If you have any concerns or wish to discuss changing the date, time, or location, you will need to contact our office by December 1, 2022.

If you have any questions, please feel free to contact our office at 507-237-4078 or e-mail [assessor1@co.sibley.mn.us](mailto:assessor1@co.sibley.mn.us).

Sincerely,

Sibley County Assessor's Office  
Property Assessing & Zoning Department