

Agenda for Board Meeting, February 8th, 2016

1. Approve the minutes of the January 11th Board Meeting and the January 26th Special Meeting as presented.
2. Open forum.
3. Planning & Zoning Ordinances.
4. Road and Bridge report.
5. Fire Department report.
6. Transfer Station report.
7. Park & Recreation report.
8. Approve the January 2016 treasurer's report.
9. Approve payment of all February bills.
10. Other business that may come before the board.

John Plein
Ideal Township Clerk
February 6th, 2016



Ideal Township Board Meeting, January 11th, 2016

The meeting was called to order by Chairman Peterson at 7:00 p.m. with the Pledge of Allegiance. All Board members, the Clerk, Chief Schultz, and twelve residents were in attendance.

Motion by Bilek, seconded by Johnson to accept the minutes of the December 14th Board Meeting, and the January 6th Special Reorganizational Meeting as presented. Carried unanimous.

Tom Watson gave a report on the Northern Crow Wing Lake Associations plan to coordinate efforts of lake association groups, the County, and State to improve water quality and aquatic invasive species monitoring. The Association has made recommendations to the County and is working to increase coverage of lake access monitoring. Several residents made comments on the plan. The association will be asking for participation of municipalities as the group progresses.

Chairman Peterson gave the Planning & Zoning as follows:

1. There had been two permits issued in December.
2. There were no variance requests to review.

Chairman Peterson presented the Road and Bridge report as follows:

1. The crew have been plowing and sanding roads as needed.
2. The crew was working on repairing dumpsters for the Transfer Station and will build a couple more as it is cheaper to build them than to purchase.
3. The crew has been clearing down trees and limbs.
4. Ken Athmann has submitted his resignation and will be done on January 15th. The Board will start the process to hire a replacement.
5. There were no safety incidents.

Chief Schultz gave the Fire Department report as follows:

1. There had been 4 emergency runs during December; 1 false alarm and 3 first responder calls. Total year-to-date is 4 runs; 1 fire and 3 first responder.
2. Training on cold water rescue was held.

3. The new Rescue Pumper truck is ready and can be delivered as soon as financing is in place.
4. The old rescue van will be put up for auction. Once the new truck is here, they will move the old truck to be on display at the auction company's location in St Cloud.
5. The new SCBA compressor to be installed next week and will try to coordinate install when new truck is in place.
6. A new set of extrication tools will come with the new truck. The current set, purchased two years ago, will be moved to Station II. Will look into selling the oldest set that is now at Station II.
7. The Clerk presented three donations that had been received recently; \$1700 from the Ideal Community Service Organization to be used for First Responder bags; \$5000 from the Lakes Area Medical Development Association for First Responder use as needed; and \$1000 from Peter Schenck for fire equipment.
8. There were no safety incidents.

Bill Wortham commented that the Fire Department did an excellent job hosting the department's Christmas Party held last month at the Town Hall.

Chairman Peterson presented information on proposals from several banks for the new fire truck financing. First National Bank of Walker's proposal offered the lowest rate at 3.25% and the lowest total cost at \$23,780.15. First annual payment of \$76,859.63 is due on delivery. Motion by Peterson, second by Bilek to accept the proposal from First National Bank of Walker. Carried unanimous. Motion by Johnson, second by Bilek to authorize Chairman Peterson and Clerk Plein to be signatories for the Certificate of Indebtedness. Carried unanimous. Motion by Peterson, second by Johnson to transfer \$15,000 from the General fund to the Capital Projects fund to cover the truck payment and the remaining costs associated with the emergency siren project.

Supervisor Bilek presented the Transfer Station/Recycling Center report as follows:

1. Things are being kept well organized and looking sharp.
2. Sales of 2016 permits has been brisk with 75 sold the first Saturday and 32 sold on the second Saturday.
3. Bilek will look into getting bids and contracts set up for the haulers.

There was nothing to report for Parks & Recreation. MJ Schneider asked about the community garden idea that was discussed earlier in the year. Peterson said it is still being considered and funds had been budgeted for the project in 2016. He will work with Supervisor Johnson to make a presentation at the Township Annual Meeting to assess the resident's feelings on the idea.

Motion by Bilek, second by Johnson to accept the treasurer's report for December as presented. Report includes receipts #5029 through #5045 totaling \$945,155.66 and disbursements #TRX120215 through #TRX123115 for total of \$660,047.68 including \$554,000 of operating funds transfers. Carried unanimous.

Motion by Johnson, second by Bilek to approve the January claims as presented; claims #42253 through #42288 totaling \$20,104.56. Carried unanimous.

A discussion of the Township Comprehensive Plan took place. Peterson noted that Bill Wortham has 15 years experience with the Township and was intimately involved with developing the plan in 2004. Motion by Peterson, second by Bilek to retain Wortham as a consultant at \$15/hour to work on a update of the Comp Plan and other projects as needed. Carried unanimous. Supervisor Johnson has been assigned to be responsible for the Comp Plan and will work with Wortham to set up a committee of residents to review and revise the plan.

Peterson presented a road sign policy document that he had received from the Township Association and modified to our needs. He felt it was a good policy that had been used by several other townships to comply with road sign regulations. Motion by Peterson, second by Bilek to adopt the policy as presented. Carried unanimous.

The Clerk presented a series of correspondence as follows:

1. Under the current policy, only the Clerk-Treasurer and Deputy is automatically bonded. To cover the other employees, Commercial Crime coverage could be added at a cost of \$95 per year. Coverage was limited to \$5000 per incident but would cover all employees automatically. The Clerk will contact the agency to have the coverage added.
2. The Clerk will submit the annual report of indebtedness as required by the February 1st deadline. There is no indebtedness as of December 31, 2015.
3. Certification of Trained Members as required for the Local Board of Appeal and Equalization Meeting has been completed and will be submitted by the February 1st deadline. Two members are currently trained.
4. Election dates for 2016 were presented. Under state statute, no school activities or public meetings are to be held on these dates.
 - a. Political Party Precinct Caucuses – Tuesday March 1st;
 - b. Annual March Township Election – Tuesday March 8th (inclement weather date is March 15th);
 - c. State Primary Election – Tuesday August 9th;
 - d. State General Election – Tuesday November 8th.
5. A letter and rate sheet from Northland Press. Designation of legal newspaper will be approved at the Township Annual Meeting.

Upcoming calendar items were reviewed as follows:

1. Going-away gathering for Ken Athmann on Friday January 15th at 2pm;
2. Preliminary 2017 Budget Levy Meeting on Tuesday January 26th at 9am;
3. February Board Meeting on Monday February 8th at 7pm;
4. March Board Meeting on Monday March 7th at 7pm, held early to be prior to Annual Meeting.
5. Annual Township Election and Meeting on Tuesday March 8th. Polling from 5 pm until 8 pm; Annual Meeting at 8 pm;
6. MAT Spring Short Course on Monday March 21st from 8 am to 3 pm at the Breezy Point Convention Center.

There being no further business to transact, the meeting adjourned at 8:50 pm.

John Plein,
Ideal Township Clerk
January 12th, 2016



Special Meeting, January 26th, 2016

The meeting was called to order at 9:00 am. All members and the clerk were in attendance.

Chairman Peterson presented documents related to the bond issue financing for the new fire truck. Documents were prepared by bond counsel, the firm of Fryberger, Buchanan, Smith & Frederick, P.A., of Duluth, Minnesota. Motion by Bilek, second by Johnson to approve the documents as presented including:

- Town of Ideal Pre- and Post-Issuance Compliance Policy and Procedures
- Purchaser Proposal by First National Bank North
- Town of Ideal Resolution 2016-01, Authorizing the Issuance, Sale, and Delivery of a \$288,000 General Obligation Certificate of Indebtedness, Series 2016

Carried unanimous

A discussion of the previous years' budget/levy versus actual took place. Overall for 2015 was over budget, mostly due to carry-over expenses in road construction and capital projects. Specific items that occurred in 2015 were noted - including additional road sealcoating, the 2nd attendant & concrete work at the transfer station, and the new fire truck down payment & new work truck – that added to the deficit.

Each fund was discussed with regard to plans for 2016 & 2017.

In road construction, there are plans for upgrades to Wild Acres Road, Buschmann Road and Nelson Road which have to be coordinated with the City of Pequot Lakes. These roads will require substantial cost and the Board wants to be prepared with the funds needed for when the City is ready. In Parks & Recreation for 2017, there may be some costs if the Board pursues the Community Garden idea. In Capital Projects, a salt/sand shed, and the new fire truck were discussed for 2016 & 2017.

A preliminary budget for 2017 was set as follows:

General Fund	\$175,000
Road & Bridge	\$200,000
Road Construction	\$240,000
Fire Department	\$215,000
Parks & Rec	\$5,000
Recycling	\$5,000
Capital Projects	\$120,000
Transfer Station	\$2,000
Total	\$962,000

This proposed 2017 budget amount would be a 2.7% increase of levy over 2016.

There being no further business to conduct, the meeting adjourned at 10:50 am.

John Plein
Ideal Township Clerk
February 4th, 2016

IDEAL TOWNSHIP

Summary of Cash Accounts

Month of January 2016

Checking Account - Lakes State Bank

Balance per Statement		\$ 74,814.89
Deposits	\$ 27,192.66	
Disbursements	\$ 49,721.34	
Bank Balance - End of Month		\$ 52,286.21

General Fund Savings - Lakes State Bank

Fund Balance - Beginning of Month		\$ 519,160.76
Interest Earned	\$ 227.58	
Deposits	\$ -	
Withdrawals/Transfers	\$ -	
Bank Balance - End of Month		\$ 519,388.34

General Fund Savings - American National Bank

Fund Balance - Beginning of Month		\$ 20,860.27
Interest Earned	\$ -	
Deposits	\$ -	
Withdrawals/Transfers	\$ -	
Bank Balance - End of Month		\$ 20,860.27

Lodging Fund/Checking - American National Bank

Fund Balance - Beginning of Month		\$ 18,148.61
Interest Earned	\$ 0.72	
Deposits	\$ -	
Withdrawals	\$ -	
Bank Balance - End of Month		\$ 18,149.33

Lodging Fund/Savings - American National Bank

Fund Balance - Beginning of Month		\$ 64,112.91
Interest Earned	\$ -	
Deposits	\$ 910.45	
Withdrawals	\$ -	
Bank Balance - End of Month		\$ 65,023.36

Cash Summary

Cash - Checking		\$ 52,286.21
Cash - Savings Accounts		\$ 540,248.61
Cash - Lodging		\$ 83,172.69

Total Cash **\$ 675,707.51**

Non-Levy Fund (251) Balance \$ 49,660.52

Non-Levy Fund (801) Balance \$ 1,137.59

Non-Levy Fund (849) Lodging \$ 71,048.89

Capital Projects Fund (405) Balance \$ 92,534.89

Net Cash Available **\$ 461,325.62**

John Plein
Clerk/Treasurer

IDEAL NON-LEVY FUNDS

Month of January 2016

ICSO General Fund

Beginning Balance		\$	1,459.20
Receipts 100-36231	\$	-	
Expenditures			
Ending Balance		\$	1,459.20

Ideal Park Improvements

Beginning Balance		\$	1,276.85
Receipts 280-36235	\$	-	
Expenditur 280-45200			
Ending Balance		\$	1,276.85

Rollie Johnson Recreation Area

Beginning Balance		\$	941.89
Receipts 801-36234	\$	195.70	
Expenditur 801-45201			
Ending Balance		\$	1,137.59

ICSO Fire Fund

Beginning Balance		\$	3,721.02
Receipts 251-36232	\$	-	
Expenditures			
Ending Balance		\$	3,721.02

Ideal 1st Responders

Beginning Balance		\$	4,823.87
Receipts 251-36230	\$	6,700.00	
Expenditur 251-44110	\$	-	
Ending Balance		\$	11,523.87

Fire Equipment Fund

Beginning Balance		\$	28,303.05
Receipts 251-36236	\$	1,015.79	
Expenditures	\$	-	
Ending Balance		\$	29,318.84

Northside Fire Station

Beginning Balance		\$	5,096.79
Receipts 251-36238	\$	-	
Expenditur 251-44111	\$	-	
Ending Balance		\$	5,096.79

FD Relief Association

Beginning Balance		\$	-
Receipts 251-34203	\$	-	
Expenditures	\$	-	
Ending Balance		\$	-

Total for FD Non-Levy Funds

Beginning Balance		\$	41,944.73
Receipts	\$	7,715.79	
Expenditures	\$	-	
Ending Balance		\$	49,660.52

FD Non-Levy	
YTD from Schedule 1	
	\$41,944.73
\$7,715.79	
\$0.00	
	\$49,660.52

Ideal Township Operating Budget vs. Actual

As of 1/31/2016

Fund	Beginning Balance	Receipts	YTD Fund	YTD Expenditures	YTD Net	Estimated Annual Fund	Ending Balance	% Annual Spent
100 General Fund	\$ 134,812.56	\$ 3,278.27	\$ 138,090.83	\$ 23,462.99	\$ (20,184.72)	\$ 292,558.56	\$ 114,627.84	8%
201 Road and Bridge	\$ 33,657.43	\$ 3,365.61	\$ 37,023.04	\$ 20,083.64	\$ (16,718.03)	\$ 227,257.43	\$ 16,939.40	9%
210 Road Construction	\$ 232,592.98	\$ 4,437.35	\$ 237,030.33	\$ -	\$ 4,437.35	\$ 501,110.00	\$ 237,030.33	0%
250 Fire Department	\$ 77,542.03	\$ 2,750.48	\$ 80,292.51	\$ 8,437.35	\$ (5,686.87)	\$ 250,422.03	\$ 71,855.16	3%
280 Parks	\$ 5,231.33	\$ 56.40	\$ 5,287.73	\$ -	\$ 56.40	\$ 10,231.33	\$ 5,287.73	0%
290 Recycling	\$ 1,912.81	\$ 958.69	\$ 2,871.50	\$ 2,385.82	\$ (1,427.13)	\$ 32,069.81	\$ 485.68	7%
401 Capital Projects	\$ 74,338.39	\$ 18,196.50	\$ 92,534.89	\$ -	\$ 18,196.50	\$ 279,338.39	\$ 92,534.89	0%
603 Transfer Station	\$ 2,376.51	\$ 2,095.15	\$ 4,471.66	\$ 6,388.60	\$ (4,293.45)	\$ 57,646.51	\$ (1,916.94)	11%
Sub-total	\$ 562,464.04	\$ 35,138.45	\$ 597,602.49	\$ 60,758.40	\$ 536,844.09	\$ 1,650,634.06	\$ 536,844.09	4%
251 FD Non-Levy	\$ 41,944.73	\$ 7,715.79	\$ 49,660.52	\$ -			\$ 49,660.52	
801 Big Island Non-Levy	\$ 1,137.59	\$ -	\$ 1,137.59	\$ -			\$ 1,137.59	
849 Lodging Account	\$ 82,021.52	\$ 911.17	\$ 82,932.69	\$ 11,883.80			\$ 71,048.89	
Total	\$ 687,567.88	\$ 43,765.41	\$ 731,333.29	\$ 72,642.20			\$ 658,691.09	\$ 658,691.09

Ideal Township 2016 Levy vs. Actual

Fiscal Year Month	1	8.33%	January	2016	
Fund	Annual Budget	Budget Y-T-D	Actual Y-T-D	Budget Remaining	% Annual Budget Spent
100 General	\$ 165,000.00	\$ 13,750.00	\$ 8,462.99	\$ 156,537.01	5.13%
201 Road & Bridge	\$ 190,000.00	\$ 15,833.33	\$ 20,083.64	\$ 169,916.36	10.57%
210 Road Construction	\$ 240,000.00	\$ 20,000.00	\$ -	\$ 240,000.00	0.00%
250 Fire Department	\$ 140,000.00	\$ 11,666.67	\$ 8,437.35	\$ 131,562.65	6.03%
280 Park & Recreation	\$ 5,000.00	\$ 416.67	\$ -	\$ 5,000.00	0.00%
290 Recycle	\$ 5,000.00	\$ 416.67	\$ 1,427.13	\$ 3,572.87	28.54%
401 Capital Projects	\$ 190,000.00	\$ 15,833.33	\$ -	\$ 190,000.00	0.00%
603 Transfer Station	\$ 2,000.00	\$ 166.67	\$ 4,293.45	\$ (2,293.45)	214.67%
TOTAL	\$ 937,000.00	\$ 78,083.33	\$ 42,704.56	\$ 894,295.44	4.56%

As on 1/31/2016

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	134,812.56	3,278.27	0.00	0.00	8,462.99	0.00	15,000.00	114,627.84	0.00	114,627.84
Road and Bridge	33,657.43	3,365.61	0.00	0.00	20,083.64	0.00	0.00	16,939.40	0.00	16,939.40
Road Construction	232,592.98	4,437.35	0.00	0.00	0.00	0.00	0.00	237,030.33	0.00	237,030.33
Fire Department	77,542.03	2,750.48	0.00	0.00	8,437.35	0.00	0.00	71,855.16	0.00	71,855.16
FD Non-levy	41,944.73	7,715.79	0.00	0.00	0.00	0.00	0.00	49,660.52	0.00	49,660.52
Parks & Recreation	5,231.33	56.40	0.00	0.00	0.00	0.00	0.00	5,287.73	0.00	5,287.73
Recycling	1,912.81	958.69	0.00	0.00	2,385.82	0.00	0.00	485.68	0.00	485.68
General Capital Projects	74,338.39	3,196.50	0.00	15,000.00	0.00	0.00	0.00	92,534.89	0.00	92,534.89
Transfer Station	2,376.51	2,095.15	0.00	0.00	6,388.60	0.00	0.00	(1,916.94)	0.00	(1,916.94)
Big Island	1,137.59	0.00	0.00	0.00	0.00	0.00	0.00	1,137.59	0.00	1,137.59
Lodging Tax Fund	82,021.52	911.17	0.00	0.00	11,883.80	0.00	0.00	71,048.89	0.00	71,048.89
Total :	687,567.88	28,765.41	0.00	15,000.00	57,642.20	0.00	15,000.00	658,691.09	0.00	658,691.09

Fund Name: All Funds

Date Range: 01/01/2016 To 01/31/2016

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
01/02/2016	Transfer Station	5046	receipts -	(01/04/2016) - 0700-2	N	TS User Permits	290-32260-	\$ 150.00
						TS Recycling	290-34415-	\$ 461.00
						TS User Permits	603-32260-	\$ 450.00
						TS Refuse	603-34410-	\$ 7.00
								\$ 1,068.00
01/02/2016	Transfer Station	5047	receipts -	(01/04/2016) - adj	N	TS Recycling	290-34415-	\$ 40.00
								\$ 40.00
01/06/2016	First National Bank	5048	interest on savings	(01/06/2016) - trx	N	Transfer From General Fund	401-39201-	\$ 15,000.00
								\$ 15,000.00
01/09/2016	Transfer Station	5049	receipts -	(01/11/2016) - 0703	N	TS User Permits	290-32260-	\$ 64.00
						TS User Permits	603-32260-	\$ 192.00
						TS Refuse	603-34410-	\$ 304.00
								\$ 560.00
01/16/2016	Transfer Station	5050	receipts -	(01/18/2016) - 0704	N	TS User Permits	290-32260-	\$ 38.00
						TS Recycling	290-34415-	\$ 7.00
						TS User Permits	603-32260-	\$ 114.00
						TS Refuse	603-34410-	\$ 184.00
								\$ 343.00
01/23/2016	Transfer Station	5051	receipts -	(01/25/2016) -	N	TS User Permits	290-32260-	\$ 44.00
						TS Recycling	290-34415-	\$ 84.00
						TS User Permits	603-32260-	\$ 132.00
						TS Refuse	603-34410-	\$ 278.00
								\$ 538.00
01/25/2016	LAMDA	5052	donation	(01/25/2016) - 1	N	Contributions and Donations from Private Sources	251-36230-	\$ 5,000.00
								\$ 5,000.00

Fund Name: All Funds

Date Range: 01/01/2016 To 01/31/2016

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
01/25/2016	Peter Schenck	5053	donation	(01/25/2016) - 1	N	Contributions and Donations from Private Sources	251-36230-	\$ 1,000.00
								<hr/>
								\$ 1,000.00
01/25/2016	ICSO	5054	donation first responder	(01/25/2016) - 1	N	Contributions and Donations from Private Sources	251-36230-	\$ 1,700.00
								<hr/>
								\$ 1,700.00
01/25/2016	Curt Johnson	5055	filing fee	(01/25/2016) - 1	N	Other Charges	100-34901-	\$ 2.00
								<hr/>
								\$ 2.00
01/25/2016	Crow Wing County	5056	tax settlement - 2015 final	(01/25/2016) - 2	N	General Property Taxes	100-31001-	\$ 2,806.39
						Penalties & Interest on Delinquent Tax	100-31901-	\$ 419.12
						General Property Taxes	201-31001-	\$ 3,352.94
						General Property Taxes	210-31001-	\$ 4,349.77
						General Property Taxes	250-31001-	\$ 2,721.28
						General Property Taxes	280-31001-	\$ 54.43
						General Property Taxes	290-31001-	\$ 25.96
						General Property Taxes	401-31001-	\$ 3,168.51
						General Property Taxes	603-31001-	\$ 43.26
								<hr/>
								\$ 16,941.66
01/25/2016	First National Bank	5057	interest on savings	(01/25/2016) - 3	N	Interest Earning	100-36210-	\$ 50.76
						Interest Earning	201-36210-	\$ 12.67
						Interest Earning	210-36210-	\$ 87.58
						Interest Earning	250-36210-	\$ 29.20
						Interest Earning	251-36210-	\$ 15.79
						Interest Earning	280-36210-	\$ 1.97
						Interest Earning	290-36210-	\$ 0.73
						Interest Earning	401-36210-	\$ 27.99
						Interest Earning	603-36210-	\$ 0.89
								<hr/>
								\$ 227.58
01/28/2016	Lodging Tax - returns	5058	remits - Jan	(01/28/2016) -	N	Hotel-Motel Tax	849-31410-	\$ 910.45
								<hr/>
								\$ 910.45
01/29/2016	American National Bank - lodging	5059	interest on savings	(01/29/2016) -	N	Interest Earning	849-36210-	\$ 0.72
								<hr/>
								\$ 0.72

Fund Name: All Funds

Date Range: 01/01/2016 To 01/31/2016

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
01/30/2016	Transfer Station	5060	receipts -	(02/01/2016) - 0706	N	TS User Permits	290-32260-	\$ 24.00
						TS Recycling	290-34415-	\$ 20.00
						TS User Permits	603-32260-	\$ 72.00
						TS Refuse	603-34410-	\$ 318.00
								<hr/>
								\$ 434.00
								<hr/>
								\$ 43,765.41
								<hr/> <hr/>
Total for Selected Receipts								

Fund Name: All Funds

Date Range: 01/01/2016 To 01/31/2016

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
01/06/2016	First National Bank of Walker	TRX010616	interfund transfer	N	Transfer To Governmental Fund	100-49360-720-	\$ 15,000.00
	Total For Check	TRX010616					\$ 15,000.00
01/09/2016	IRS	IRS010916	payroll tax deposit - Dec 2015	N	Wortham	100-41114-122-	\$ 6.24
		IRS010916				100-41114-177-	\$ 6.24
		IRS010916			Peterson	100-41118-122-	\$ 7.69
		IRS010916				100-41118-177-	\$ 7.69
		IRS010916			Bilek	100-41119-122-	\$ 8.70
		IRS010916				100-41119-177-	\$ 8.70
		IRS010916			Clerk	100-41425-122-	\$ 246.66
		IRS010916				100-41425-171-	\$ 214.78
		IRS010916				100-41425-177-	\$ 246.66
		IRS010916			General Government	100-41901-101-	\$(0.06)
		IRS010916			Maint Supervisor	201-43103-122-	\$ 340.12
		IRS010916				201-43103-171-	\$ 437.23
		IRS010916				201-43103-177-	\$ 340.12
		IRS010916			Maint Crew	201-43104-122-	\$ 362.64
		IRS010916				201-43104-171-	\$ 332.95
		IRS010916				201-43104-177-	\$ 362.64
		IRS010916			Fire Administration	250-42210-122-	\$ 1,967.99
		IRS010916				250-42210-177-	\$ 1,967.99
		IRS010916			Sanitation Administration	290-43210-122-	\$ 31.22
		IRS010916				290-43210-177-	\$ 31.22
		IRS010916				603-43210-122-	\$ 31.22
		IRS010916				603-43210-177-	\$ 31.22
	Total For Check	IRS010916					\$ 6,989.86
01/09/2016	PERA	PERA010916	for payroll ending 12/31/15	N	Clerk	100-41425-121-	\$ 122.95
		PERA010916				100-41425-174-	\$ 106.56
		PERA010916			Maint Supervisor	201-43103-121-	\$ 181.80
		PERA010916				201-43103-174-	\$ 157.56
		PERA010916			Maint Crew	201-43104-121-	\$ 194.24
		PERA010916				201-43104-174-	\$ 168.34
		PERA010916			Sanitation Administration	290-43210-121-	\$ 14.69
		PERA010916				290-43210-174-	\$ 12.73
		PERA010916				603-43210-121-	\$ 14.69
		PERA010916				603-43210-174-	\$ 12.73
	Total For Check	PERA010916					\$ 986.29

Fund Name: All Funds

Date Range: 01/01/2016 To 01/31/2016

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
01/12/2016	William Wortham	20316	Mileage & Expenses	N	Wortham	100-41114-331-	\$ 17.25
	Total For Check	20316					\$ 17.25
01/12/2016	Dave Peterson	20317	Mileage & Expenses	N	Peterson	100-41118-331-	\$ 54.28
	Total For Check	20317					\$ 54.28
01/12/2016	John Bilek	20318	mileage & expenses	N	Bilek	100-41119-331-	\$ 120.75
	Total For Check	20318					\$ 120.75
01/12/2016	John Plein	20319	mileage & expenses	N	Clerk	100-41425-331-	\$ 332.35
		20319			Fire Vehicles	250-42281-431-	\$ 56.25
	Total For Check	20319					\$ 388.60
01/12/2016	Health Partners	20320	Health Insurance Premium - Group #30888	N	Clerk	100-41425-131-	\$ 1,207.98
		20320				100-41425-175-	\$ 134.22
		20320			Maint Supervisor	201-43103-131-	\$ 1,393.37
		20320				201-43103-175-	\$ 154.82
		20320			Maint Crew	201-43104-131-	\$ 1,066.22
		20320				201-43104-175-	\$ 118.46
	Total For Check	20320					\$ 4,075.07
01/12/2016	Mid-Minnesota FCU	20321	HSA Contribution - employee	N	Clerk	100-41425-176-	\$ 312.50
		20321			Maint Supervisor	201-43103-176-	\$ 200.00
		20321			Maint Crew	201-43104-176-	\$ 51.32
	Total For Check	20321					\$ 563.82
01/12/2016	Minnesota Benefit Association	20322	group dental	N	Wortham	100-41114-178-	\$ 62.83
		20322			Clerk	100-41425-132-	\$ 62.83
		20322			General Government	100-41901-431-	\$ 5.00
		20322			Maint Supervisor	201-43103-132-	\$ 123.80
		20322			Maint Crew	201-43104-132-	\$ 62.83
	Total For Check	20322					\$ 317.29
01/12/2016	Mn Child Support Payment Ctr	20323	Child Support	N	Maint Supervisor	201-43103-173-	\$ 553.00
	Total For Check	20323					\$ 553.00
01/12/2016	NCPERS Minnesota	20324	Life Insurance Premium	N	Clerk	100-41425-133-	\$ 16.00
		20324			Maint Supervisor	201-43103-133-	\$ 16.00
		20324			Maint Crew	201-43104-133-	\$ 16.00
	Total For Check	20324					\$ 48.00

Fund Name: All Funds

Date Range: 01/01/2016 To 01/31/2016

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
01/12/2016	Brainerd Dispatch/Echo	20325	election notice	N	Elections	100-41410-351-	\$ 78.38
	Total For Check	20325					\$ 78.38
01/12/2016	Northland Press	20326	election & filing notice	N	Elections	100-41410-351-	\$ 326.40
	Total For Check	20326					\$ 326.40
01/12/2016	The Office Shop	20327	supplies	N	Clerk	100-41425-201-	\$ 29.55
	Total For Check	20327					\$ 29.55
01/12/2016	Canon Financial Services, Inc	20328	copier lease	N	Clerk	100-41425-201-	\$ 49.82
	Total For Check	20328					\$ 49.82
01/12/2016	Clean Team	20329	Cleaning Services	N	General Government Buildings and Plant	100-41940-401-	\$ 170.00
		20329			Fire Station II	250-42282-401-	\$ 30.00
	Total For Check	20329					\$ 200.00
01/12/2016	Crow Wing Power	20330	Electric Service	N	Transfer Station Building	603-43245-381-	\$ 109.00
	Total For Check	20330					\$ 109.00
01/12/2016	Xcel Energy	20331	Natural Gas	N	General Government Buildings and Plant	100-41940-383-	\$ 333.98
		20331			Maint Building	201-43101-383-	\$ 138.15
	Total For Check	20331					\$ 472.13
01/12/2016	Spectrum Business	20332	Internet & TV	N	General Government Buildings and Plant	100-41940-325-	\$ 65.00
		20332			Fire Administration	250-42210-431-	\$ 7.48
	Total For Check	20332					\$ 72.48
01/12/2016	Ace Hardware	20333	shop supplies	N	General Government Buildings and Plant	100-41940-211-	\$ 35.62
		20333			Maint Building	201-43101-215-	\$ 138.47
	Total For Check	20333					\$ 174.09
01/12/2016	Oasis Oil	20334	Fuel	N	Road and Bridge Equipment	201-43126-212-	\$ 482.24
		20334			Fire Fighting	250-42220-212-	\$ 160.75
	Total For Check	20334					\$ 642.99
01/12/2016	Auto Value Pequot Lakes	20335	Repair supplies	N	Road and Bridge Equipment	201-43126-221-	\$ 105.99
	Total For Check	20335					\$ 105.99
01/12/2016	DVS Renewal	20336	truck tabs	N	Road and Bridge Equipment	201-43126-431-271	\$ 16.00

Fund Name: All Funds

Date Range: 01/01/2016 To 01/31/2016

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		20336				201-43126-431-272	\$ 16.00
	Total For Check	20336					\$ 32.00
01/12/2016	Verizon Wireless	20337	Active 911 wireless service	N	Fire Communication	250-42250-327-	\$ 140.04
	Total For Check	20337					\$ 140.04
01/12/2016	Nisswa Rolloff Service	20338	transfer fee	N	Waste (Refuse) Disposal	603-43240-387-	\$ 3,615.30
	Total For Check	20338					\$ 3,615.30
01/12/2016	Breen & Person Ltd	20339	Legal Services	N	City/Town Attorney	603-41610-304-	\$ 361.00
	Total For Check	20339					\$ 361.00
01/12/2016	Pequot Lakes Sanitation	20340	Trash pickup, TS hauling	N	General Government Buildings and Plant	100-41940-384-	\$ 15.00
		20340			Recycling Disposal	290-43235-387-	\$ 120.00
		20340			Waste (Refuse) Disposal	603-43240-387-	\$ 482.72
	Total For Check	20340					\$ 617.72
01/12/2016	Simonson Lumber Co	20341	ts office door	N	Maint Building	603-43101-401-	\$ 361.66
	Total For Check	20341					\$ 361.66
01/12/2016	North County Roll Off Service	20342	Recycling disposal	N	Recycling Disposal	290-43235-387-	\$ 1,214.00
	Total For Check	20342					\$ 1,214.00
01/12/2016	Minnesota Power	20343	Dry Hydrant	N	Dry Hydrants	250-42283-381-	\$ 11.94
	Total For Check	20343					\$ 11.94
01/12/2016	Motorola Solutions, Inc.	20344	radio	N	Fire Communication	250-42250-323-	\$ 2,842.00
	Total For Check	20344					\$ 2,842.00
01/12/2016	Galligan Marine	20345	generator repair	N	Fire Equipment & Tools	250-42224-404-	\$ 188.00
	Total For Check	20345					\$ 188.00
01/12/2016	F.I.R.E.	20346	officer class	N	Fire Training	250-42240-308-	\$ 500.00
	Total For Check	20346					\$ 500.00
01/12/2016	Booth Office Supply	20347	office supplies	N	Fire Administration	250-42210-201-	\$ 11.98
	Total For Check	20347					\$ 11.98
01/12/2016	Granite Electronics	20348	radio repair	N	Fire Communication	250-42250-404-	\$ 235.00
	Total For Check	20348					\$ 235.00
01/12/2016	Emergency Response Solutions	20349	scba parts	N	Fire Equipment & Tools	250-42224-240-252	\$ 317.93

Fund Name: All Funds

Date Range: 01/01/2016 To 01/31/2016

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		Total For Check	20349				\$ 317.93
01/12/2016	Fisher Signs	20350	signs	N	Road Signage	603-43145-225-	\$ 832.10
		Total For Check	20350				\$ 832.10
01/12/2016	Crow Wing County Landfill, LLC	20351	electronics recycle	N	Recycling Disposal	290-43235-387-	\$ 425.00
		Total For Check	20351				\$ 425.00
01/14/2016	MN Department of Revenue	MN011416	state withholding for Q4 2015	N	Peterson	100-41118-172-	\$ 12.33
		MN011416			Clerk	100-41425-172-	\$ 288.94
		MN011416			Maint Supervisor	201-43103-172-	\$ 530.83
		MN011416			Maint Crew	201-43104-172-	\$ 391.37
		Total For Check	MN011416				\$ 1,223.47
01/15/2016	Payroll Period Ending 01/15/2016	20352		N	Maint Crew	201-43104-101-	\$ 1,227.92
		Total For Check	20352				\$ 1,227.92
01/15/2016	Payroll Period Ending 01/15/2016	20353		N	Bilek	100-41119-101-	\$ 318.07
		Total For Check	20353				\$ 318.07
01/15/2016	Payroll Period Ending 01/15/2016	20354		N	General Government Buildings and Plant	100-41940-101-	\$ 0.01
		20354			Maint Crew	201-43104-101-	\$ 791.87
		20354			Sanitation Administration	290-43210-101-	\$ 98.98
		20354				603-43210-101-	\$ 98.98
		Total For Check	20354				\$ 989.84
01/15/2016	Payroll Period Ending 01/15/2016	20355		N	Sanitation Administration	290-43210-101-	\$ 99.91
		20355				603-43210-101-	\$ 99.91
		Total For Check	20355				\$ 199.82
01/15/2016	Payroll Period Ending 01/15/2016	20356		N	Peterson	100-41118-101-	\$ 353.62
		Total For Check	20356				\$ 353.62
01/15/2016	Payroll Period Ending 01/15/2016	20357		N	Clerk	100-41425-101-	\$ 1,412.49
		Total For Check	20357				\$ 1,412.49
01/15/2016	Payroll Period Ending 01/15/2016	20358		N	Maint Supervisor	201-43103-101-	\$ 1,211.60
		Total For Check	20358				\$ 1,211.60
01/15/2016	Payroll Period Ending 01/15/2016	20359		N	Wortham	100-41114-101-	\$ 152.33
		Total For Check	20359				\$ 152.33

Fund Name: All Funds

Date Range: 01/01/2016 To 01/31/2016

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
01/15/2016	Mid-Minnesota FCU	20360	HSA Contribution - employee KA final	N	Maint Crew	201-43104-176-	\$ 5,694.00
		Total For Check	20360				\$ 5,694.00
01/27/2016	PERA	PERA012716	for payroll ending 1/15/16	N	Wortham	100-41114-121-	\$ 11.50
		PERA012716				100-41114-174-	\$ 11.50
		PERA012716			Peterson	100-41118-121-	\$ 18.90
		PERA012716				100-41118-174-	\$ 18.90
		PERA012716			Bilek	100-41119-121-	\$ 17.00
		PERA012716				100-41119-174-	\$ 17.00
		PERA012716			Clerk	100-41425-121-	\$ 162.37
		PERA012716				100-41425-174-	\$ 140.72
		PERA012716			General Government	100-41901-101-	\$ 0.02
		PERA012716			Maint Supervisor	201-43103-121-	\$ 171.60
		PERA012716				201-43103-174-	\$ 148.72
		PERA012716			Maint Crew	201-43104-121-	\$ 201.17
		PERA012716				201-43104-174-	\$ 174.35
		PERA012716			Sanitation Administration	290-43210-121-	\$ 17.36
		PERA012716				290-43210-174-	\$ 15.07
		PERA012716				603-43210-121-	\$ 17.36
		PERA012716				603-43210-174-	\$ 15.07
		Total For Check	PERA012716				\$ 1,158.61
01/28/2016	Brainerd Lakes Chamber of Commerce	1670L	web advertising	N	Lodging Tax	849-47505-342-	\$ 425.00
		Total For Check	1670L				\$ 425.00
01/28/2016	Crosslake Chamber	1671L	St Pats sponsor	N	Lodging Tax	849-47505-342-	\$ 500.00
		Total For Check	1671L				\$ 500.00
01/28/2016	Crosslake Chamber	1672L	Winterfest sponsor	N	Lodging Tax	849-47505-342-	\$ 500.00
		Total For Check	1672L				\$ 500.00
01/28/2016	Greenspring Media	1673L	advertising	N	Lodging Tax	849-47505-342-	\$ 4,000.00
		Total For Check	1673L				\$ 4,000.00
01/28/2016	Kate Perkins Johnson	1674L	writing	N	Lodging Tax	849-47505-342-	\$ 350.00
		Total For Check	1674L				\$ 350.00
01/28/2016	Kira Moses	1675L	illustrations	N	Lodging Tax	849-47505-342-	\$ 350.00
		Total For Check	1675L				\$ 350.00
01/28/2016	Moore Consulting	1676L	consulting	N	Lodging Tax	849-47505-342-	\$ 2,610.08

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<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		Total For Check	1676L				\$ 2,610.08
01/28/2016	SCSU Athletics	1677L	sponsorship	N	Lodging Tax	849-47505-342-	\$ 3,000.00
		Total For Check	1677L				\$ 3,000.00
01/28/2016	Tim Roggenkamp, CPA	1678L	accounting services	N	Lodging Tax	849-47505-301-	\$ 100.00
		Total For Check	1678L				\$ 100.00
01/28/2016	Ideal Township	1679L	lodging admin fee - Dec	N	Lodging Tax	849-47505-620-	\$ 48.72
		Total For Check	1679L				\$ 48.72
01/29/2016	Payroll Period Ending 01/31/2016	20361	adjust account distribution	N	Maint Crew	201-43104-101-	\$ 934.76
		20361			Sanitation Administration	290-43210-101-	\$ 161.04
		20361				603-43210-101-	\$ 161.04
		Total For Check	20361				\$ 1,256.84
01/29/2016	Payroll Period Ending 01/31/2016	20362		N	General Government Buildings and Plant	100-41940-101-	\$ 0.01
		20362			Sanitation Administration	290-43210-101-	\$ 144.60
		20362				603-43210-101-	\$ 144.60
		Total For Check	20362				\$ 289.21
01/29/2016	Payroll Period Ending 01/31/2016	20363		N	Clerk	100-41425-101-	\$ 1,114.73
		Total For Check	20363				\$ 1,114.73
01/29/2016	Payroll Period Ending 01/31/2016	20364		N	Maint Supervisor	201-43103-101-	\$ 1,075.14
		Total For Check	20364				\$ 1,075.14
Total For Selected Checks							\$ 72,642.20

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<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
02/06/2016	Dave Peterson	Mileage & Expenses	42290	\$100.28	100-41118-331-	Peterson	\$100.28
02/06/2016	John Bilek	mileage & expenses	42291	\$1.00	100-41119-331-	Bilek	\$1.00
02/06/2016	Curtis Johnson	mileage	42292	\$1.00	100-41121-331-	Johnson	\$1.00
02/06/2016	John Plein	mileage & expenses	42293	\$226.53	100-41425-331-	Clerk	\$167.90
					100-41425-431-	Clerk	\$33.99
					100-41425-322-	Clerk	\$24.64
02/06/2016	Minnesota Benefit Association	Board life policy	42294	\$725.00	100-41118-133-	Peterson	\$240.00
					100-41119-133-	Bilek	\$240.00
					100-41121-133-	Johnson	\$240.00
					100-41901-431-	General Government	\$5.00
02/06/2016	Health Partners	Health Insurance Premium - Group #30888	42295	\$4,075.07	100-41425-175-	Clerk	\$134.22
					100-41425-131-	Clerk	\$1,207.98
					201-43103-175-	Maint Supervisor	\$154.82
					201-43103-131-	Maint Supervisor	\$1,393.37
					201-43104-175-	Maint Crew	\$1,184.68
02/06/2016	Mid-Minnesota FCU	HSA Contribution	42296	\$2,512.50	201-43103-176-	Maint Supervisor	\$200.00
					100-41425-176-	Clerk	\$312.50
					100-41425-137-	Clerk	\$1,000.00
					100-43103-137-	Maint Supervisor	\$1,000.00
02/06/2016	Minnesota Benefit Association	group dental	42297	\$629.58	100-41114-178-	Wortham	\$125.66
					100-41425-132-	Clerk	\$125.66
					201-43103-132-	Maint Supervisor	\$247.60
					201-43104-132-	Maint Crew	\$125.66
					100-41901-431-	General Government	\$5.00

Date Range : 1/6/2016 To 2/6/2016

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
02/06/2016	NCPERS Minnesota	Life Insurance Premium	42298	\$32.00			
					100-41425-133-	Clerk	\$16.00
					201-43103-133-	Maint Supervisor	\$16.00
02/06/2016	Brainerd Dispatch/Echo	election notice	42299	\$100.49			
					100-41410-351-	Elections	\$100.49
02/06/2016	Crow Wing County Treasurer	audit confirmation fee	42300	\$30.00			
					100-41510-431-	Treasurer	\$30.00
02/06/2016	MN Assoc of Townships Agency	Employee bond	42301	\$74.00			
					201-43103-361-	Maint Supervisor	\$18.50
					201-43104-361-	Maint Crew	\$18.50
					290-43210-361-	Sanitation Administration	\$18.50
					603-43210-361-	Sanitation Administration	\$18.50
02/06/2016	US Postal Service	postage	42302	\$49.00			
					100-41425-322-	Clerk	\$49.00
02/06/2016	Booth Office Supply	office supplies	42303	\$69.31			
					100-41425-201-	Clerk	\$69.31
02/06/2016	The Office Shop	copier contract	42304	\$58.69			
					100-41425-201-	Clerk	\$58.69
02/06/2016	Canon Financial Services, Inc	copier lease	42305	\$49.82			
					100-41425-201-	Clerk	\$49.82
02/06/2016	TDS Telecom	phone	42306	\$370.58			
					100-41940-321-	General Government Buildings and Plant	\$311.58
					201-43101-325-	Maint Building	\$59.00
02/06/2016	Spectrum Business	Internet & TV	42307	\$72.48			
					100-41940-325-	General Government Buildings and Plant	\$65.00
					250-42210-431-	Fire Administration	\$7.48

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<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
02/06/2016	Crow Wing Power	Electric Service	42308	\$773.28			
					603-43245-381-	Transfer Station Building	\$241.00
					100-41940-381-	General Government Buildings and Plant	\$283.00
					201-43101-381-	Maint Building	\$114.00
					250-42283-381-	Dry Hydrants	\$18.00
					250-42282-381-	Fire Station II	\$117.28
02/06/2016	Xcel Energy	Natural Gas	42309	\$821.86			
					100-41940-383-	General Government Buildings and Plant	\$577.48
					201-43101-383-	Maint Building	\$244.38
02/06/2016	Clean Team	Cleaning Services	42310	\$200.00			
					100-41940-401-	General Government Buildings and Plant	\$170.00
					250-42282-401-	Fire Station II	\$30.00
02/06/2016	D & D Beverage	Supplies	42311	\$127.32			
					100-41940-211-	General Government Buildings and Plant	\$127.32
02/06/2016	Mn Child Support Payment Ctr	Child Support	42312	\$553.00			
					201-43103-173-	Maint Supervisor	\$553.00
02/06/2016	Oasis Oil	Fuel	42313	\$796.55			
					201-43126-212-	Road and Bridge Equipment	\$597.41
					250-42220-212-	Fire Fighting	\$199.14
02/06/2016	Auto Value Pequot Lakes	Repair supplies	42314	\$104.88			
					201-43126-221-	Road and Bridge Equipment	\$104.88
02/06/2016	Brainerd Hydraulics	welding supplies	42315	\$524.99			
					201-43126-404-	Road and Bridge Equipment	\$524.99
02/06/2016	Thurlows	shop supplies	42316	\$24.99			
					201-43101-221-	Maint Building	\$24.99
02/06/2016	Synchrony Bank	Fleet Farm - shop supplies & tools	42317	\$150.98			
					201-43101-215-	Maint Building	\$150.98

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<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
02/06/2016	Verizon Wireless	Active 911 wireless service	42318	\$140.04	250-42250-327-	Fire Communication	\$140.04
02/06/2016	Lakes Gas Co	LP gas	42319	\$582.06	250-42282-383-	Fire Station II	\$582.06
02/06/2016	Crow Wing Power	siren pole	42320	\$1,724.00	401-41940-211-	General Government Buildings and Plant	\$1,724.00
02/06/2016	Custom Fire Apparatus, Inc.	Rescue pumper	42321	\$360,518.00	401-42281-550-	Fire Vehicles	\$360,518.00
02/06/2016	North County Roll Off Service	Recycling disposal	42322	\$1,174.00	290-43235-387-	Recycling Disposal	\$1,174.00
02/06/2016	Pequot Lakes Sanitation	Trash pickup, TS hauling	42323	\$507.68	603-43240-387- 290-43235-387- 100-41940-384-	Waste (Refuse) Disposal Recycling Disposal General Government Buildings and Plant	\$372.68 \$120.00 \$15.00
02/06/2016	L & M Steel	steel for dump bins	42324	\$169.60	603-43210-215-	Sanitation Administration	\$169.60
02/06/2016	Container Components, Inc	dump bin lids	42325	\$674.30	603-43210-215-	Sanitation Administration	\$674.30
Total For Selected Claims				\$378,744.86			\$378,744.86

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<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
<hr/>						<hr/>	
Dave Peterson			City Council/Town Board				Date
<hr/>						<hr/>	
John M Bilek			City Council/Town Board				Date