



Mayor Elizabeth Olson  
Council Member Durwin Tomperi  
Council Member Dan Warmbold  
Council Member Mike Netland  
Council Member Jody Bjornson

**City of Menahga  
Special Meeting  
Monday, September 30, 2024  
5:30 pm Closed Session  
6:00 pm Special/Work Session**

City Council Chambers  
115 2<sup>nd</sup> Street NE  
Menahga MN 56464  
[www.cityofmenahga.com](http://www.cityofmenahga.com)

## **Agenda**

- a. 5:30 pm - CLOSED SESSION 13D.05 Subd (1d) Attorney-Client Privilege
  - Call to Order
  - Adjourn Closed Session
- b. 6:00 pm - Regular Meeting
- c. Call to Order
- d. Roll Call
- e. Pledge of Allegiance
- f. Department Reports
  - Park/Beach/Mowing/Building Maintenance – Bryan Soukup
    1. Monthly Report
  - Police – Amy Lane
    1. Monthly Report
  - Fire – Dave Kicker
    1. Monthly Report
    2. Samantha Carlson
    3. Anthony Eiler
  - Liquor Store – Heather Shepersky
    1. Monthly Report
  - Public Works/Streets – Ron Yliniemi
    1. Monthly Report

- Greenwood Connections – Laura Ahlf
  1. Monthly Report and Financials
- Administration – Brett Gagnonpalick
  1. Monthly Report – August Budget YTD Rev-Exp, Check Reconciliation, Cash and Investments - FYI
  2. Ordinance Discussion Chapter 30 and Chapter 31
  - 3.

g. New Business

1. Menahga Public Schools Polling Place Discussion
- 2.

h. Consideration of Bills

1. Batch #093024checks - \$85,286.90

i. Meeting Adjournment

**REMINDER:**

- **Regular City Council Meeting - October 15, 2024 at 6:00 pm**
- **Work Session/Special Meeting – October 28, 2024 at 6:00 pm**

Comments from visitors must be informational in nature and not exceed five (5) minutes per issue. The City Council cannot engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the City Council protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public council meeting.

Anyone wishing to speak must be recognized by the presiding officer.

We ask that once the meeting is over, everyone leave the building so it may be locked.

# Parks and Recreation

The month of August was a good month for the Campground, bringing in just over \$10,000 in revenue.

We had received many compliments of how well maintained the Park and Disc Golf Course were and cleanliness of the Bathrooms and Pavilions as well.

Moving forward there are a few changes that I would like to implement into the park that I believe would be beneficial for the clientele that I would wait to do until after the park is closed for the season.

1. Site 1 – Adding a new water source. As it is right now, those who use Site 1 have to have at least a 50' hose to reach the water source which is located very near Site 2. Also, a “Y” adapter must be used if Site 1 and Site 2 are used at the same time.
2. Site 3 – Directly across the other side of the road of Site 3 are some Norway Pines that I would like to eliminate. These trees make it difficult to back into Site 3.
3. Site 10 – Directly across the other side of the road is a ditch that I would like to fill in allowing those who back into site 10 to do so with better ease.
4. Disc Golf - Bringing in wood chips to help with the constant traffic around the Tee Boxes and Baskets which would control the erosion of the soil surrounding them.

Thanks for your consideration,

Parks and Rec. Temporary Supervisor

Bryan Soukup





# MENAHGA

## Police Department

115 2<sup>ND</sup> Street NE  
 Menahga, MN 56464  
 PH:218.564.4516

### City Council Monthly Reporting

August 22, 2024 – September 25, 2024

**Total Calls: 193**

Date: 09/25/2024

Time: 11:54:26AM

Report: (PND)

Agency: Menahga Police

Date: 08/22/2024

Time: 09/25/2024

Activity	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Total
Agency: MPD Menahga Police								
01021 Call By Phone	0	0	4	1	3	0	0	8
01028 Registration Check	0	1	0	0	0	0	0	1
01029 Stolen Or Wanted	0	1	0	0	0	0	0	1
01038 Traffic Stop	6	5	8	2	15	11	12	59
01050 Accident-Property Damage	1	0	0	0	0	1	0	2
01057 Intoxicated Person	0	1	0	0	0	0	0	1
01074 Theft Complaint	0	1	0	1	1	1	0	4
01075 Juvenile Trouble	0	1	1	1	0	0	0	3
01076 Sex Complaint	0	1	2	1	0	0	0	4
01078 Ambulance Run (LE)	0	1	0	1	0	1	1	4
01081 Alarm	0	1	0	0	0	0	0	1
01083 Disturbance/Noise Comp	1	0	0	0	0	1	1	3
ASSIS Assist Other Agency	2	2	1	2	1	1	1	10
ATL Attempt To Locate	0	0	0	0	1	0	0	1
BUS Bus Stop Arm Violation	0	0	0	0	0	1	0	1
CAMP Campground Patrol	2	2	1	0	0	2	2	9
CHILD Child Welfare	0	0	0	1	0	0	0	1
Damage Damage To Property	0	0	0	1	1	0	0	2
DESTR DESTRUCTION	0	0	0	0	0	1	0	1
DOG Dog/Animal Complaint	0	2	0	1	0	2	0	5
DRIVE Driving/Parking Complaint	1	0	3	0	2	0	1	7
INFOR Information	1	0	0	0	0	0	0	1
NUISA PUBLIC NUISANCE	0	0	0	0	1	0	0	1
OTHER Other Calls	3	0	1	0	2	2	1	9
PROBA Probation Check/Assist	0	0	0	0	0	1	0	1
Speci Special Service Detail	0	0	2	3	3	2	0	10
SUSPI Suspicious Activity	1	2	1	0	0	0	1	5
TEST Test Activity	0	0	0	0	1	0	0	1
THREA Threat	0	0	1	0	0	0	0	1
TRAFF Traffic Control	0	4	8	6	5	6	0	29
VA Vulnerable Adult Maltreat	0	1	0	0	1	1	0	3
VANDA Vandalism	0	0	0	1	0	0	0	1
WELFA Welfare Check	1	0	0	1	1	0	0	3
Menahga Police Agency Total	19	26	33	23	38	34	20	193
<b>Total</b>	<b>19</b>	<b>26</b>	<b>33</b>	<b>23</b>	<b>38</b>	<b>34</b>	<b>20</b>	<b>193</b>

**Citations:**

STATE- (2) Speed (1) Wrong class license (5) Illegal Fireworks Possession (1) Bus Stop Arm Violation

**ADMIN-** (7) Speed (1) Dog at Large (1) Nuisance Parking & Storage (1) Inoperable MV's

**Squad Cars**

**2020 Chevrolet Tahoe**  
**Officer White**  
Mileage: 53,817

**2018 Ford Explorer**  
**Chief A. Lane**  
Mileage: 81,603

**2016 Ford Explorer**  
**Officer Huotari**  
Mileage: 42,889

**Miscellaneous Information:**

- Sale of old Tasers
- Cat update (Residence)
- 2020 Tahoe- Matching decals
- Officer White's pay step

**Sep-24**

Call Type	Township					Mutual Aid					Totals	
	Blueberry	Huntersville	Shell River	City	DNR	Nevis	Park Rapids	Sebeka	Wolf Lake			
CO2												0
Grass Fire	1											1
Landing Zone												0
Other												0
Rescue Assist												0
Structure Fire							1				1	2
Vehicle Crash	1											1
Vehicle Fire												0
Water Rescue												0
Weather Spotter												0
<b>Totals</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>4</b>

**Year End 2024**

Call Type	Township					Mutual Aid					Totals
	Blueberry	Huntersville	Shell River	City	DNR	Nevis	Park Rapids	Sebeka	Wolf Lake		
CO2	0	0	0	0	0	0	0	0	0	0	0
Grass Fire	0	1	5	2	0	0	1	3	0	12	
Landing Zone	2	0	0	0	0	0	0	0	0	2	
Other	0	0	0	1	0	0	0	1	0	2	
Rescue Assist	1	0	0	0	0	0	0	0	0	1	
Structure Fire	0	0	1	1	0	1	1	1	0	5	
Vehicle Crash	0	0	1	0	0	0	0	0	0	1	
Vehicle Fire	2	0	2	0	0	0	0	0	0	4	
Water Rescue	0	0	0	0	0	0	0	0	0	0	
Weather Spotter	0	0	0	0	0	0	0	0	0	0	
<b>Totals</b>	<b>5</b>	<b>1</b>	<b>9</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>5</b>	<b>0</b>	<b>27</b>	



# Council Action Request Form



**CITY OF MENAHGA**  
*"The Gateway to the Pines"*

115 2nd St NE - PO Box C  
 Menahga, MN 56464  
 218-564-4557  
 www.cityofmenahga.com

### Action Requested

<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Informational Item <input type="checkbox"/> Consent Agenda Items	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other _____
--	--

**Regarding:** Hiring of New Employees to Fire Department

**Date of Meeting:** Sept 30, 2024      **Total time requested:**

**Department Requesting Action:** Fire Department

**Presenting at Meeting:** Dave Kicker

**Background**  Supporting Documentation Enclosed

The Fire Department wishes to hire Chaplain Samantha Carlson to be a member of the Menahga City Volunteer Fire Department. Her hiring will only be approved after a successful background check and any other necessary human resource requirement. The deputy clerk, in concert with the city clerk/treasurer, will issue final approval once all requirements are satisfied. As previously noted, this will be at no cost to the city.

**Options**  Supporting Documentation Enclosed

**Recommendations**  The Menahga City Council approves the following by Motion:

To approve and hire Samantha Carlson contingent upon a successful background check and city in-processing.

<b>Financial Implications:</b> \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Opposed
Motion:	<input type="checkbox"/> Olson	<input type="checkbox"/> Olson
Second:	<input type="checkbox"/> Tomperi	<input type="checkbox"/> Tomperi
<input type="checkbox"/> Passed	<input type="checkbox"/> Bjornson	<input type="checkbox"/> Bjornson
<input type="checkbox"/> Failed	<input type="checkbox"/> Netland	<input type="checkbox"/> Netland
<input type="checkbox"/> Tabled	<input type="checkbox"/> Warmbold	<input type="checkbox"/> Warmbold

**Signatures**



# Council Action Request Form



**CITY OF MENAHGA**  
*"The Gateway to the Plains"*

115 2nd St NE - PO Box C  
 Menahga, MN 56464  
 218-564-4557  
 www.cityofmenahga.com

### Action Requested

<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Informational Item <input type="checkbox"/> Consent Agenda Items	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other _____
--	--

**Regarding:** Hiring of New Employees to Fire Department

**Date of Meeting:** Sept 30, 2024      **Total time requested:**

**Department Requesting Action:** Fire Department

**Presenting at Meeting:** Dave Kicker

**Background**  Supporting Documentation Enclosed

The Fire Department wishes to hire Anthony Eiler to be a member of the Menahga City Volunteer Fire Department. His hiring will only be approved after a successful city council vote, background check, and any other necessary human resource requirement. The deputy clerk, in concert with the city clerk/treasurer, will issue final approval once all requirements are satisfied.

**Options**  Supporting Documentation Enclosed

**Recommendations**  The Menahga City Council approves the following by Motion:

To approve and hire Anthony Eiler contingent upon a successful background check and city in-processing.

<b>Financial Implications:</b> \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Opposed
Motion:	<input type="checkbox"/> Olson	<input type="checkbox"/> Olson
Second:	<input type="checkbox"/> Tomperi	<input type="checkbox"/> Tomperi
<input type="checkbox"/> Passed	<input type="checkbox"/> Bjornson	<input type="checkbox"/> Bjornson
<input type="checkbox"/> Failed	<input type="checkbox"/> Netland	<input type="checkbox"/> Netland
<input type="checkbox"/> Tabled	<input type="checkbox"/> Warmbold	<input type="checkbox"/> Warmbold

**Signatures**



DATE	BANK DEPOSIT	OFF-SALE BEER	OFF-SALE GROCERY	OFF-SALE LIQUOR	OFF-SALE WINE	OFF-SALE CREDIT CARD	OFF-SALE CARD FEE	OFF-SALE OVER/UNDER	ON-SALE BEER	ON-SALE BEER TAX	ON-SALE LIQUOR
8/1/2024	\$ 2,267.86	\$ 1,446.82	\$ 57.46	\$ 808.46	\$ 104.26	\$ 1,612.53	\$ 41.16	\$ 123.13	\$ 539.25	\$	\$ 418.50
8/2/2024	\$ 2,374.02	\$ 2,933.50	\$ 244.29	\$ 1,261.44	\$ 191.12	\$ 3,349.33	\$ 93.12	\$ (0.51)	\$ 570.25	\$	\$ 377.75
8/3/2024	\$ 2,476.39	\$ 2,545.55	\$ 256.49	\$ 1,188.86	\$ 211.75	\$ 2,482.69	\$ 66.92	\$ (151.64)	\$ 368.25	\$	\$ 708.00
8/4/2024	\$ 630.37	\$ 630.74	\$ 5.50	\$ 491.03	\$ 59.08	\$ 777.28	\$ 20.16	\$	\$	\$	\$
8/5/2024	\$ 1,262.26	\$ 845.30	\$ 14.58	\$ 723.01	\$ 36.50	\$ 1,086.85	\$ 29.04	\$ (0.95)	\$ 225.50	\$	\$ 436.00
8/6/2024	\$ 1,560.37	\$ 1,450.55	\$ 66.98	\$ 847.91	\$ 120.53	\$ 1,287.78	\$ 32.99	\$ 51.56	\$ 215.75	\$	\$ 221.25
8/7/2024	\$ 1,178.35	\$ 932.97	\$ 80.80	\$ 489.79	\$ 70.87	\$ 847.94	\$ 40.52	\$ 2.14	\$ 248.75	\$	\$ 336.25
8/8/2024	\$ 1,513.38	\$ 1,294.00	\$ 74.38	\$ 740.76	\$ 92.76	\$ 1,561.42	\$ 40.85	\$ 24.43	\$ 512.25	\$	\$ 385.50
8/9/2024	\$ 2,349.13	\$ 2,718.07	\$ 118.43	\$ 1,099.74	\$ 97.64	\$ 2,425.51	\$ 63.06	\$ 120.29	\$ 493.75	\$	\$ 774.75
8/10/2024	\$ 2,453.13	\$ 2,354.39	\$ 140.48	\$ 958.12	\$ 130.53	\$ 2,289.81	\$ 61.97	\$ 32.66	\$ 510.75	\$	\$ 613.75
8/11/2024	\$ 628.91	\$ 732.55	\$ 72.74	\$ 461.80	\$ 81.85	\$ 786.19	\$ 21.77	\$ (0.03)	\$	\$	\$
8/12/2024	\$ 1,852.80	\$ 1,363.36	\$ 17.28	\$ 595.61	\$ 19.98	\$ 940.03	\$ 26.63	\$ (34.86)	\$ 201.50	\$	\$ 242.25
8/13/2024	\$ 1,653.98	\$ 1,113.27	\$ 144.93	\$ 645.84	\$ 18.99	\$ 1,061.79	\$ 29.41	\$ 81.91	\$ 248.75	\$	\$ 472.00
8/14/2024	\$ 1,509.61	\$ 1,377.30	\$ 33.00	\$ 613.72	\$ 137.48	\$ 1,186.45	\$ 32.12	\$ (2.08)	\$ 251.50	\$	\$ 357.75
8/15/2024	\$ 1,725.56	\$ 1,318.97	\$ 110.43	\$ 769.10	\$ 162.65	\$ 1,124.60	\$ 31.10	\$ (28.61)	\$ 391.75	\$	\$ 398.75
8/16/2024	\$ 2,499.57	\$ 2,158.88	\$ 130.77	\$ 1,324.23	\$ 240.68	\$ 2,520.05	\$ 69.40	\$ 86.17	\$ 610.75	\$	\$ 916.00
8/17/2024	\$ 2,104.32	\$ 2,430.80	\$ 175.47	\$ 1,127.10	\$ 143.22	\$ 2,568.74	\$ 70.83	\$ 37.32	\$ 384.50	\$	\$ 722.75
8/18/2024	\$ 820.00	\$ 937.09	\$ 44.15	\$ 540.61	\$ 43.64	\$ 969.95	\$ 27.44	\$ 0.74	\$	\$	\$
8/19/2024	\$ 1,644.78	\$ 1,189.09	\$ 72.48	\$ 767.98	\$ 58.99	\$ 1,257.62	\$ 32.70	\$ 95.46	\$ 354.75	\$	\$ 250.00
8/20/2024	\$ 1,891.18	\$ 1,163.13	\$ 62.37	\$ 915.67	\$ 145.93	\$ 1,082.52	\$ 29.92	\$ (40.58)	\$ 283.75	\$	\$ 331.50
8/21/2024	\$ 1,408.86	\$ 1,278.75	\$ 82.63	\$ 722.59	\$ 19.30	\$ 1,417.19	\$ 39.66	\$ (93.40)	\$ 248.75	\$	\$ 308.25
8/22/2024	\$ 2,291.47	\$ 1,404.94	\$ 27.88	\$ 910.89	\$ 107.54	\$ 1,253.87	\$ 34.67	\$ 183.71	\$ 488.75	\$	\$ 512.25
8/23/2024	\$ 2,329.36	\$ 2,289.48	\$ 94.64	\$ 1,324.73	\$ 75.96	\$ 2,717.12	\$ 75.30	\$ 4.81	\$ 656.75	\$	\$ 476.50
8/24/2024	\$ 2,503.93	\$ 2,588.26	\$ 95.06	\$ 1,124.66	\$ 159.10	\$ 2,284.34	\$ 63.18	\$ 0.11	\$ 435.25	\$	\$ 610.00
8/25/2024	\$ 574.63	\$ 740.16	\$ 35.67	\$ 284.29	\$ 79.24	\$ 718.88	\$ 19.93	\$ (2.00)	\$	\$	\$
8/26/2024	\$ 1,373.02	\$ 1,014.53	\$ 15.49	\$ 484.65	\$ 90.64	\$ 693.26	\$ 18.52	\$ (16.81)	\$ 74.25	\$	\$ 152.50
8/27/2024	\$ 1,676.81	\$ 919.41	\$ 68.31	\$ 710.56	\$ 94.04	\$ 716.47	\$ 19.76	\$ 54.09	\$ 210.75	\$	\$ 265.75
8/28/2024	\$ 1,529.19	\$ 1,305.64	\$ 109.09	\$ 610.06	\$ 208.58	\$ 1,253.93	\$ 33.23	\$ 71.30	\$ 291.00	\$	\$ 316.25
8/29/2024	\$ 1,780.70	\$ 1,517.19	\$ 50.00	\$ 805.57	\$ 84.62	\$ 1,724.89	\$ 44.68	\$ 226.06	\$ 476.50	\$	\$ 387.00
8/30/2024	\$ 2,722.58	\$ 2,918.22	\$ 229.66	\$ 1,793.76	\$ 155.40	\$ 3,459.11	\$ 92.41	\$ 431.22	\$ 543.25	\$	\$ 928.50
8/31/2024	\$ 3,616.54	\$ 3,037.75	\$ 290.26	\$ 1,720.01	\$ 174.30	\$ 2,976.28	\$ 83.30	\$ 42.00	\$ 597.25	\$	\$ 756.00
TOTALS	\$ 56,153.06	\$ 49,950.66	\$ 3,021.70	\$ 26,862.55	\$ 3,417.17	\$ 50,384.42	\$ 1,368.75	\$ 1,295.64	\$ 10,434.25	\$ 9,496.46	\$ 12,675.75

	JAN	FEB	MARCH	APRIL
On-sale I.E.	\$	\$	\$	\$
Off-sale I.E.	\$ 72.64	\$ 73.21	\$ 115.37	\$
ATM User fee	\$ 106.50	\$ 138.00	\$ 184.50	\$ 184.50
Lions Lease	\$ 450.00	\$	\$	\$ 450.00
Div/Pat	\$	\$	\$	\$
Rebate	\$	\$	\$	\$
Cap Outlay	\$	\$	\$	\$
Gift cards & Chips	\$	\$ (150.12)	\$ (81.43)	\$ 56.00
4M Totals	\$	\$	\$ 937.80	\$

MONTHLY SALES TAX TOTALS

ON-SALE ALCOHOL	ON-SALE RETAIL	OFF-SALE ALCOHOL	OFF-SALE RETAIL
\$ 2,077.01	\$ 234.42	\$ 7,511.28	\$ 109.79

ON-SALE REVENUE	ON-SALE EXPENSE	OFF-SALE REVENUE	OFF-SALE EXPENSE
\$ 26,312.32	\$ 18,269.47	\$ 85,338.69	\$ 66,108.98

ON-SALE PROFIT/LOSS	OFF-SALE PROFIT/LOSS
\$ 8,042.85	\$ 19,229.71

YTD ON-SALE PROFIT/LOSS	YTD OFF-SALE PROFIT/LOSS
\$ 23,387.14	\$ 79,643.97

\$ 105,665.79
---------------

DATE	ON-SALE LIQUOR TAX	ONSALE SNACK	ON-SALE SNACK TAX	ON-SALE CREDIT CARD	ON-SALE CARD FEES	ON-SALE OVER/UNDER	CHANGE BOX OVER/UNDER	TOTAL OVER/UNDER	APPAREL	TOBACCO	GIFT CARDS & DRINK CHIPS	JUKEBOX
8/1/2024	\$ 380.89	\$ 265.50	\$ 247.26	\$ 147.70	\$ 7.75	\$ (111.75)	\$ -	\$ 11.38	\$ 3.00	\$ 91.00	\$ 3.00	\$ -
8/2/2024	\$ 343.80	\$ 114.75	\$ 106.87	\$ 406.48	\$ 10.48	\$ 2.55	\$ -	\$ 2.04	\$ 25.00	\$ 52.00	\$ 8.00	\$ -
8/3/2024	\$ 644.37	\$ 115.25	\$ 107.33	\$ 527.66	\$ 12.78	\$ 147.86	\$ -	\$ (3.78)	\$ -	\$ 91.00	\$ 20.75	\$ -
8/4/2024	\$ -	\$ 8.50	\$ 7.92	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26.00	\$ -	\$ -
8/5/2024	\$ 396.81	\$ 52.75	\$ 49.13	\$ 230.28	\$ 6.03	\$ (2.00)	\$ -	\$ (2.95)	\$ -	\$ 52.00	\$ 7.00	\$ -
8/6/2024	\$ 201.37	\$ 70.75	\$ 65.89	\$ 256.17	\$ 6.00	\$ (49.86)	\$ -	\$ 1.70	\$ -	\$ -	\$ -	\$ -
8/7/2024	\$ 306.03	\$ 105.25	\$ 98.02	\$ 224.52	\$ 5.81	\$ 2.00	\$ -	\$ 2.14	\$ -	\$ 26.00	\$ -	\$ -
8/8/2024	\$ 350.85	\$ 61.75	\$ 57.51	\$ 302.03	\$ 10.02	\$ (13.64)	\$ -	\$ 10.79	\$ -	\$ 91.00	\$ 35.24	\$ -
8/9/2024	\$ 705.12	\$ 53.75	\$ 50.06	\$ 840.82	\$ 25.94	\$ (117.02)	\$ -	\$ 3.27	\$ -	\$ -	\$ 29.75	\$ -
8/10/2024	\$ 558.59	\$ 154.50	\$ 143.89	\$ 465.23	\$ 12.73	\$ (34.15)	\$ -	\$ (1.49)	\$ -	\$ 39.00	\$ -	\$ -
8/11/2024	\$ -	\$ 6.00	\$ 5.59	\$ -	\$ -	\$ -	\$ -	\$ (0.03)	\$ -	\$ 26.00	\$ -	\$ -
8/12/2024	\$ 220.48	\$ 125.75	\$ 117.11	\$ 35.95	\$ 0.70	\$ 35.42	\$ -	\$ 0.56	\$ -	\$ 39.00	\$ 4.00	\$ -
8/13/2024	\$ 429.58	\$ 75.50	\$ 70.31	\$ 158.73	\$ 4.11	\$ (58.72)	\$ -	\$ 23.19	\$ 25.00	\$ 65.00	\$ -	\$ -
8/14/2024	\$ 325.60	\$ 105.00	\$ 97.79	\$ 235.21	\$ 6.38	\$ 20.00	\$ -	\$ 17.92	\$ -	\$ -	\$ -	\$ -
8/15/2024	\$ 362.91	\$ 108.75	\$ 101.28	\$ 479.89	\$ 12.85	\$ 3.87	\$ -	\$ (24.74)	\$ -	\$ 39.00	\$ 39.75	\$ -
8/16/2024	\$ 833.67	\$ 259.75	\$ 241.91	\$ 869.33	\$ 23.94	\$ (68.02)	\$ -	\$ 18.15	\$ -	\$ 91.00	\$ -	\$ -
8/17/2024	\$ 657.79	\$ 166.50	\$ 155.06	\$ 752.55	\$ 19.44	\$ (38.29)	\$ -	\$ (0.97)	\$ -	\$ 65.00	\$ 18.25	\$ -
8/18/2024	\$ -	\$ 43.00	\$ 40.05	\$ -	\$ -	\$ -	\$ -	\$ 0.74	\$ -	\$ -	\$ -	\$ -
8/19/2024	\$ 227.53	\$ 114.00	\$ 106.17	\$ 202.03	\$ 5.19	\$ (117.92)	\$ -	\$ (22.46)	\$ -	\$ 65.00	\$ 12.75	\$ -
8/20/2024	\$ 301.71	\$ 116.00	\$ 108.03	\$ 134.22	\$ 3.70	\$ 49.01	\$ -	\$ 8.43	\$ -	\$ 52.00	\$ -	\$ -
8/21/2024	\$ 280.55	\$ 64.75	\$ 60.30	\$ 122.00	\$ 2.75	\$ 93.69	\$ -	\$ 0.29	\$ -	\$ 78.00	\$ -	\$ -
8/22/2024	\$ 466.21	\$ 145.00	\$ 135.04	\$ 112.30	\$ 2.77	\$ (183.69)	\$ -	\$ 0.02	\$ -	\$ 39.00	\$ 4.00	\$ -
8/23/2024	\$ 433.67	\$ 119.00	\$ 110.83	\$ 421.27	\$ 10.74	\$ 35.89	\$ (20.00)	\$ 20.70	\$ 40.00	\$ 65.00	\$ 22.75	\$ (6.00)
8/24/2024	\$ 555.18	\$ 227.00	\$ 211.41	\$ 612.83	\$ 14.43	\$ (0.12)	\$ -	\$ (0.01)	\$ -	\$ -	\$ -	\$ -
8/25/2024	\$ -	\$ 12.00	\$ 11.18	\$ -	\$ -	\$ -	\$ -	\$ (2.00)	\$ -	\$ 13.00	\$ -	\$ -
8/26/2024	\$ 138.79	\$ 64.50	\$ 60.07	\$ 18.41	\$ 0.41	\$ 2.24	\$ -	\$ (14.57)	\$ -	\$ 26.00	\$ -	\$ -
8/27/2024	\$ 241.87	\$ 111.25	\$ 103.61	\$ 103.95	\$ 2.88	\$ (62.81)	\$ -	\$ (8.72)	\$ -	\$ 13.00	\$ -	\$ -
8/28/2024	\$ 287.83	\$ 95.50	\$ 88.94	\$ 238.89	\$ 5.38	\$ (61.16)	\$ -	\$ 10.14	\$ -	\$ 52.00	\$ -	\$ -
8/29/2024	\$ 352.22	\$ 119.25	\$ 111.06	\$ 91.16	\$ 5.19	\$ (223.20)	\$ -	\$ 2.86	\$ -	\$ 52.00	\$ 4.00	\$ -
8/30/2024	\$ 845.05	\$ 196.50	\$ 183.00	\$ 757.06	\$ 21.29	\$ (483.42)	\$ -	\$ (52.00)	\$ -	\$ 78.00	\$ -	\$ -
8/31/2024	\$ 688.05	\$ 135.25	\$ 125.96	\$ 527.73	\$ 14.41	\$ (42.79)	\$ -	\$ (0.79)	\$ -	\$ 13.00	\$ 12.00	\$ -
TOTALS	\$ 11,536.52	\$ 3,413.00	\$ 3,178.58	\$ 9,274.40	\$ 254.10	\$ (1,275.83)	\$ (20.00)	\$ (0.19)	\$ 93.00	\$ 1,339.00	\$ 221.24	\$ (6.00)
	\$ 1,139.23		\$ 234.42				YTD		OFF-SALE	OFF-SALE		
			\$ 2,077.03		TOTAL CARD FEES	\$ 165.06			\$ 46.50	\$ 669.50		
			\$ 2,311.44		\$ 1,622.85				ON-SALE	ON-SALE		
									\$ 46.50	\$ 669.50		

ON-SALE	
ALCOHOL	
\$ 2,077.01	

ON-SALE	
REVENUE	
\$ 26,312.32	

	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
ON-SALE PROFIT/LOSS	\$ 1.64	\$ 1.68	\$ 1.68	\$ 1.52	\$ 1.86			
\$	\$ 165.00	\$ 115.50	\$ 115.50	\$ 216.00	\$ 120.00			
\$	\$ -	\$ -	\$ -	\$ 951.66	\$ 1,016.66			
\$	\$ -	\$ -	\$ -	\$ -	\$ -			
\$	\$ -	\$ -	\$ -	\$ -	\$ -			
\$	\$ -	\$ -	\$ -	\$ -	\$ -			
YTD ON-SALE PROFIT/	\$ 90.88	\$ 33.50	\$ -	\$ (85.75)	\$ (3.26)			\$ (140.18)
\$	\$ 1,900.09	\$ 233.53	\$ -	\$ 236.31	\$ 239.87			\$ 2,609.80

DATE	VENDING	BAR TRANSFERS	MLS GC&DC	ALCOHOL TAX	RETAIL TAX	ON-SALE TAX	TOTAL SALES TAX	TOTAL SALES
8/1/2024	\$ -	\$ -	\$ 4.00	\$ 233.08	\$ 1.47	\$ 104.31	\$ 338.86	\$ 2,267.86
8/2/2024	\$ -	\$ 212.64	\$ 13.50	\$ 412.18	\$ 10.05	\$ 93.08	\$ 515.31	\$ 2,324.02
8/3/2024	\$ -	\$ 435.84	\$ 19.00	\$ 353.79	\$ 5.97	\$ 104.65	\$ 464.41	\$ 2,476.39
8/4/2024	\$ -	\$ -	\$ -	\$ 116.64	\$ -	\$ 0.58	\$ 117.22	\$ 630.37
8/5/2024	\$ -	\$ -	\$ 4.50	\$ 158.46	\$ 0.67	\$ 63.08	\$ 222.21	\$ 1,262.26
8/6/2024	\$ -	\$ 152.50	\$ 4.75	\$ 224.25	\$ 2.91	\$ 44.13	\$ 271.29	\$ 1,560.37
8/7/2024	\$ -	\$ 204.43	\$ -	\$ 130.76	\$ 2.33	\$ 59.81	\$ 192.90	\$ 1,178.35
8/8/2024	\$ -	\$ 140.94	\$ 32.75	\$ 199.05	\$ 2.17	\$ 84.93	\$ 286.15	\$ 1,513.38
8/9/2024	\$ -	\$ 228.34	\$ 3.75	\$ 364.96	\$ 4.44	\$ 117.70	\$ 487.10	\$ 2,349.13
8/10/2024	\$ -	\$ 101.45	\$ -	\$ 330.01	\$ 4.88	\$ 111.67	\$ 446.56	\$ 2,453.13
8/11/2024	\$ -	\$ 107.11	\$ -	\$ 115.92	\$ 3.61	\$ 0.41	\$ 119.94	\$ 628.91
8/12/2024	\$ -	\$ -	\$ 4.00	\$ 195.48	\$ 0.68	\$ 48.52	\$ 244.68	\$ 1,852.80
8/13/2024	\$ -	\$ 155.22	\$ 8.25	\$ 167.62	\$ 4.36	\$ 69.97	\$ 241.95	\$ 1,653.98
8/14/2024	\$ -	\$ 193.88	\$ -	\$ 191.46	\$ 1.52	\$ 61.96	\$ 254.94	\$ 1,509.61
8/15/2024	\$ -	\$ 199.67	\$ 36.25	\$ 203.64	\$ 3.97	\$ 78.52	\$ 286.13	\$ 1,725.56
8/16/2024	\$ -	\$ 289.82	\$ 9.50	\$ 339.14	\$ 5.58	\$ 155.06	\$ 499.78	\$ 2,499.57
8/17/2024	\$ -	\$ 243.42	\$ 5.00	\$ 346.45	\$ 4.69	\$ 110.96	\$ 462.10	\$ 2,104.32
8/18/2024	\$ -	\$ -	\$ -	\$ 150.21	\$ 3.07	\$ 2.95	\$ 156.23	\$ 820.00
8/19/2024	\$ -	\$ -	\$ -	\$ 199.16	\$ 4.80	\$ 62.18	\$ 266.14	\$ 1,644.78
8/20/2024	\$ -	\$ 207.61	\$ -	\$ 200.35	\$ 2.78	\$ 63.26	\$ 266.39	\$ 1,891.18
8/21/2024	\$ -	\$ 93.28	\$ -	\$ 190.34	\$ 5.27	\$ 54.51	\$ 250.12	\$ 1,408.86
8/22/2024	\$ -	\$ 223.49	\$ 15.25	\$ 218.41	\$ 0.26	\$ 99.93	\$ 318.60	\$ 2,291.47
8/23/2024	\$ -	\$ 145.60	\$ 8.00	\$ 352.04	\$ 3.76	\$ 110.03	\$ 465.83	\$ 2,329.36
8/24/2024	\$ -	\$ 272.83	\$ -	\$ 355.46	\$ 1.54	\$ 109.53	\$ 466.53	\$ 2,503.93
8/25/2024	\$ -	\$ -	\$ -	\$ 109.00	\$ 2.22	\$ 0.82	\$ 112.04	\$ 574.63
8/26/2024	\$ -	\$ -	\$ -	\$ 157.03	\$ 0.74	\$ 24.81	\$ 182.58	\$ 1,373.02
8/27/2024	\$ -	\$ 69.99	\$ 8.00	\$ 165.08	\$ 3.15	\$ 50.46	\$ 218.69	\$ 1,676.81
8/28/2024	\$ -	\$ 211.90	\$ -	\$ 194.96	\$ 2.08	\$ 61.13	\$ 258.17	\$ 1,529.19
8/29/2024	\$ -	\$ 170.04	\$ 6.00	\$ 221.28	\$ 2.65	\$ 85.80	\$ 309.73	\$ 1,780.70
8/30/2024	\$ -	\$ 396.89	\$ 19.50	\$ 444.16	\$ 5.99	\$ 145.77	\$ 595.92	\$ 2,722.58
8/31/2024	\$ -	\$ 172.78	\$ 22.50	\$ 470.91	\$ 12.18	\$ 130.92	\$ 614.01	\$ 3,616.54
TOTALS	\$ -	\$ 4,629.67	\$ 224.50	\$ 7,511.28	\$ 109.79	\$ 2,311.44	\$ 9,932.51	\$ 56,153.06

wolf lake harvest fest  
wolf lake harvest fest

Nimrod days  
Nimrod days

ON-SALE ALCOHOL
\$ 2,077.01

ON-SALE REVENUE
\$ 26,312.32

ON-SALE PROFIT/LOSS
\$

YTD ON-SALE PROFIT/LOSS
\$





## Departmental Work Session Report

Department: Public Works

Date: 9/30/2024

	Comments	Next Steps/Due Date(s)
<b>Informational</b>	<ul style="list-style-type: none"><li>• Hydrant flushing starting.</li><li>• Sewer main trouble area jetted by Motel.</li><li>• Johnsons Jetline Jetted and root cutted Sewer Main areas.</li><li>• Aluminum sulfide being delivered to treat Secondary Pond for discharge.</li><li>• When turning Pier to shore. Need to have the spud worked on.</li><li>• Salt sand hauled to storage.</li></ul>	
<b>Financial</b>	<ul style="list-style-type: none"><li>•</li></ul>	
<b>Ongoing Items/Status Updates</b>	<ul style="list-style-type: none"><li>•</li></ul>	
<b>Action Items</b>	<ul style="list-style-type: none"><li>•</li></ul>	
<b>Other</b>		



**GREENWOOD CONNECTIONS  
BOARD MEETING MINUTES  
September 23, 2024**

**PRESENT:** Jan Hillstrom, Glenda Komulainen, Larry Murphy, Vickie Paurus, Cindy Pederson, Laura Ahlf, Amy Kor  
**ABSENT:** Mike Netland, Durwin Tomperi

**A. Call to Order**

President Hillstrom called the meeting to order at 3:04 p.m.

**B. Approval of Minutes**

<b>Main Motion:</b> To approve the August 19, 2024, Meeting Minutes	
<b>Moved by:</b>	Paurus
<b>Seconded by:</b>	Pederson
<b>Action:</b>	Motion carried by unanimous voice vote
<b>In favor:</b>	Hillstrom, Komulainen, Murphy, Paurus, Pederson
<b>Opposed:</b>	None

**C. Payment of Bills**

- Invoices for various expenses were reviewed and discussed.

<b>Main Motion:</b> To approve the August 2024 bills in the amount of \$445,417.39	
<b>Moved by:</b>	Murphy
<b>Seconded by:</b>	Komulainen
<b>Action:</b>	Motion carried by unanimous voice vote
<b>In favor:</b>	Hillstrom, Komulainen, Murphy, Paurus, Pederson
<b>Opposed:</b>	None

**D. Financial Report**

- Ahlf discussed the August 2024 financial reports. She informed the board that the nursing home census was 89% for August. There were less skilled days but an increased census from July. Today's census is 49 in long-term care and 10 in the TCU, for a total census of 59.
- August was another good month financially. Ahlf reported that \$42,000 of the net income is interest income from matured CDs. The two CDs have been reinvested; one in a 6-month CD and the other in a 12-month CD. So far, over \$100,000 has been earned in interest income in 2024.
- Ahlf mentioned that she had been in contact with the administrator of another facility. Their facility does not have a therapy contract so they can't accept short-term residents and are looking to partner with a facility who can do so for their local residents, with the agreement that if the resident were to

transition to long term, they would then return to the other facility. Ahlf felt that this could be a beneficial arrangement if agreed upon.

<b>Main Motion:</b> To approve the August 2024 Financial Reports	
Moved by:	Pederson
Seconded by:	Paurus
Action:	Motion carried by unanimous voice vote
In favor:	Hillstrom, Komulainen, Murphy, Paurus, Pederson
Opposed:	None

**E. Employees Terminated/Separated/Hired**

- Hired: Milan Murphy, Housekeeping; Tessa Wagner, LPN
- Job Changes:
- Terminated/Separated: Lily Gomez, LPN; Madison Haataja, Housekeeping; TiAnna Simi, Dietary; Connie Nevala, Dietary; Krystyna Entwistle, CNA; Sarah Short, CNA; Maddison Massie, HH Aide; Anna Ronnebaum, CNA; Caitilin Reitmeyer, CNA
- Ahlf noted that two LPNs had been hired, but one has already terminated employment. She also mentioned that the new Director of Nursing started today. She has former experience as a DON and was most recently working for a hospice provider.

<b>Main Motion:</b> To approve the August 2024 New Hire/Job Change/Terminated/Separated Employment Report	
Moved by:	Pederson
Seconded by:	Murphy
Action:	Motion carried by unanimous voice vote
In favor:	Hillstrom, Komulainen, Murphy, Paurus, Pederson
Opposed:	None

**F. Holidays**

- Ahlf discussed the proposed revision to the Greenwood Connections holiday compensation guidelines, to become effective 1/1/2025. To comply with the Work Force Standards for Minnesota, eleven holidays must be paid at time and one-half for the holiday worked. The standards are currently in the comment period, but they are expected to be approved. Currently, Greenwood Connections pays for seven holidays at double time for worked holidays.
- Ahlf is seeking the Board’s input to decide if GWC should continue to pay double time, or if we should change to time and one-half. With the four extra holidays, at time and one-half, the cost would be approximately \$135,058. At double time, the cost would increase to approximately \$181,533. Both options include pay for staff who are eligible for paid Holiday days off. Murphy asked about the rest of the city employees and if the GWC staff holiday policy should be in line with the rest of the City of

Menahga employees. Ahlf stated that it has been different in the past, but it is a good question.

- Ahlf stated she does not need a decision right now but will need one to communicate this prior to the end of the year. Ahlf said there is also some ability to change four of the eleven holidays, so she will be meeting with staff to discuss this (once it has been approved), and to see if there is a Holiday that most staff would like to substitute for Easter (Easter is not on the government list of holidays but is currently a GWC paid holiday).
- The Board tabled the decision until the October meeting.

**G. Exempt Employees**

- The Department of Labor is increasing the minimum salary threshold for exempt employees to \$58,656 in January. The Activities Director is currently the only GWC exempt employee who falls under that threshold, by an amount of \$2.00 per hour. Ahlf stated that the employee does a good job, and there is room for the \$2.00 per hour increase within the pay scale for that position. Alternatively, discussion was held on the option of turning this position into an hourly position, which would then make it eligible for overtime pay. GWC exempt employees have the benefit of company paid family health insurance, which is a benefit that the Activities Director currently utilizes and wishes to keep.

<b>Main Motion:</b> To increase the Activities Director's wage to meet the Department of Labor minimum wage threshold and to keep the position an exempt, salaried position	
<b>Moved by:</b>	Paurus
<b>Seconded by:</b>	Komulainen
<b>Action:</b>	Motion carried by unanimous voice vote
<b>In favor:</b>	Hillstrom, Komulainen, Murphy, Paurus, Pederson
<b>Opposed:</b>	None

**H. Ordinance Update**

- The revised ordinance will go forward for public comment at the October 3<sup>rd</sup> Planning and Zoning meeting. Ahlf noted a few items that had been discussed at the last council meeting.
  - There had previously been much discussion regarding contracts. It was decided that the contracts will remain at GWC, but the city council will be made aware of any new contracts that are signed.
  - Section 31.54 (5) was added to add language prohibiting splitting large purchases into smaller amounts to keep costs under the \$25,000 limit.
  - Compensation. The city set their meeting compensation fee amount at \$75 per meeting. The ordinance states that the board will determine and recommend the compensation amount from time to time, and it will be ratified by the city council.

- Discussion was held regarding the PILOT and additional amounts that the city plans to transfer from GWC. \$55,00 this year, which includes the \$25,000 PILOT plus \$30,000 additional. \$85,000 next year, which includes the \$25,000 PILOT plus \$60,000 additional.
  - Ahlf stated that the original ordinance contained language that nursing home funds are not to be transferred if there is a bond, but this language was dropped from the ordinance at some point. The current ordinance says that all money is to be deposited in the nursing home fund. Several board members expressed disapproval of the transfer of funds. Pederson asked how much the city is losing from GWC and what services are not being paid for. Ahlf has worked with Wadena County, who calculated that the maximum amount for 2023, which is \$72,820. This brought up the subject of other tax-exempt properties, such as the school district.

<b>Main Motion:</b> To recommend the board meeting and committee meeting fee at \$75.00 per meeting	
<b>Moved by:</b>	Paurus
<b>Seconded by:</b>	Murphy
<b>Action:</b>	Motion carried by unanimous voice vote
<b>In favor:</b>	Hillstrom, Komulainen, Murphy, Paurus, Pederson
<b>Opposed:</b>	None

#### I. Open Meeting Law

- A brief discussion was held regarding the Minnesota Open Meeting Law. The main point of discussion being that when replying to an email regarding city business, you are not allowed to “reply all” to the email. Fines for violating open meeting laws can be stiff, with the potential liability for legal expenses. Ahlf also mentioned social events, stating that it is acceptable for all members of a board or council to be present at the same event if it is a social event as long as they are not discussing city matters.

#### J. Long Term Planning / Other

- Komulainen asked if the GWC park fountain had been running this year. Ahlf replied that it had been running for a few months this summer but has been shut down for the year because it was starting to get clogged with fallen leaves.
- Ahlf mentioned that the gazebo is up with the tables and chairs. She also reported that there had been a good turnout with 235 attendees at the resident and family picnic.
- Ahlf updated the Board on the administrator’s evaluation, reporting that the City Council will not do a reevaluation of her job performance. Ahlf apologized that the board’s contributions were not included in the annual evaluation.
- Ahlf informed the board that there had been a self-reported complaint survey conducted by the Minnesota Department of Health. The incident was determined to be an issue of resident dignity, and did not qualify as abuse. The incident took place

on a Monday but was not reported to the Administrator and Director of Nursing until Thursday, at which point it was reported. The facility was cited on the late report. The facility will conduct staff training this Thursday on incident reporting.

- Ahlf mentioned that she has not had time to research architects for the potential Woodside Manor expansion.

The next board meeting will take place on Monday, October 21, 2024, at 3:00 p.m. Ahlf will be attending the national convention at the following October 28 council meeting. She said that any board member can take her place to report to the city council, or they can just review the submitted minutes.

**K. Meeting Adjourned**

Meeting adjourned by President Hillstrom at 4:15 p.m.

Amy Kor  
Secretary





Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
	8/1/2024	2024-08	1433-1	GREEN PINE ACRES SINKING FUN...		\$33,000.00	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
823000-CASH TRANSFER	\$33,000.00						
	8/1/2024	2024-08	1433-2	HAUGRUD, MIRANDA		\$989.20	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
837000-DIETICIAN CONSULT FEES	\$989.20						
	8/1/2024	2024-08	1433-3	JACOB, TROY		\$75.00	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
804200-TRAVEL & VAN MAINTENANCE	\$50.00						
862000-MAINTENANCE SPLY	\$25.00						
	8/1/2024	2024-08	1433-8	SPIRIT LAKE LUMBER		\$41.35	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
863500-MINOR EQUIPMENT	\$17.99						
864200-REPAIRS - BLDG	\$23.36						
	8/1/2024	2024-08	1433-4	LAKE COUNTRY FOODS		\$290.03	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
871900-W/M - ACTIVITY EXP	\$57.93						
628000-OTHER - ACTIVITIES	\$169.20						
633000-FOOD EXPENSE	\$72.90						
	8/1/2024	2024-08	1433-7	POSTMASTER		\$138.00	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
802200-POSTAGE	\$138.00						
	8/1/2024	2024-08	1433-5	NAPA CENTRAL		\$370.14	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
864100-REPAIRS - EQT	\$38.34						
804200-TRAVEL & VAN MAINTENANCE	\$333.80						
	8/1/2024	2024-08	1433-9	US FOODS INC.		\$3,960.24	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
832000-DIETARY SUPPLIES	\$169.87						
833000-FOOD EXPENSE	\$3,790.37						
	8/1/2024	2024-08	1433-6	NETWORK SERVICES COMPANY		\$2,048.93	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
852000-HOUSEKEEPING SUPPLIES	\$1,729.45						
842000-LAUNDRY SUPPLIES	\$215.00						
832000-DIETARY SUPPLIES	\$104.48						
	8/1/2024	2024-08	148-1	POSTMASTER	Reversed Invoice	(\$138.00)	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
802200-POSTAGE	(\$138.00)	Reversed					
	8/5/2024	2024-08	1434-1	CHOCKER'S BAKERY		\$35.75	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
871900-W/M - ACTIVITY EXP	\$35.75						
	8/5/2024	2024-08	1434-2	CONSULTANT PHARMACIST INC.		\$950.00	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
817200-CNSLT PHARMACIST	\$950.00						
	8/5/2024	2024-08	1434-3	ePROVIDER SOLUTIONS		\$124.00	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
807800-DATA PROCESSING FEES	\$124.00						
	8/5/2024	2024-08	1434-9	PARK RAPIDS FLORAL		\$60.00	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
828000-OTHER - ACTIVITIES	\$60.00						
	8/5/2024	2024-08	1434-4	GLACIER SALT, INC.		\$277.18	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
862000-MAINTENANCE SPLY	\$277.18						
	8/5/2024	2024-08	1434-7	MINNESOTA POWER		\$8,391.68	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
863000-UTILITIES	\$8,391.68						
	8/5/2024	2024-08	1434-11	PERFORMANCE FOODSERVICE		\$553.79	Posted

Date: Sep 20, 2024  
 Time: 12:10:16 CT  
 User: Amy Kor

Greenwood Connections - SNF  
 Transaction Journal - Invs./Adjs.  
 Date Range: 8/1/2024 to 8/31/2024

Facility # 00678

Page # 2

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
632000-DIETARY SUPPLIES		\$72.21					
633000-FOOD EXPENSE		\$481.58					
	8/5/2024		2024-08	1434-5	HD SUPPLY FACILITIES	\$128.98	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
622000-ACTIVITY SUPPLIES		\$128.98					
	8/5/2024		2024-08	1434-6	KOSKI, MELISSA	\$24.67	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
628000-OTHER - ACTIVITIES		\$24.67					
	8/5/2024		2024-08	1434-12	POSTMASTER	\$146.00	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
602200-POSTAGE		\$146.00					
	8/5/2024		2024-08	1434-8	NORTHWEST RESPIRATORY SERVIC...	\$3,267.21	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
618600-OTHER NURSING		\$194.71					
616500-MSHO LOC - NURSING SUPPLIES		\$3,072.50					
	8/5/2024		2024-08	1434-10	POINT CLICK CARE TECHNOLOGIE...	\$950.00	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
617800-NURSING DATA PROCESSING FEES		\$771.32					
607800-DATA PROCESSING FEES		\$178.68					
	8/5/2024		2024-08	1434-13	SHELL SPORT & BAIT	\$223.17	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
622000-ACTIVITY SUPPLIES		\$8.56					
662000-MAINTENANCE SPLY		\$74.25					
604200-TRAVEL & VAN MAINTENANCE		\$140.38					
	8/6/2024		2024-08	1435-1	VESTIS	\$101.29	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
652000-HOUSEKEEPING SUPPLIES		\$101.29					
	8/6/2024		2024-08	1435-2	COLE PAPERS INC.	\$1,881.37	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
642000-LAUNDRY SUPPLIES		\$1,078.71					
652000-HOUSEKEEPING SUPPLIES		\$364.78					
612000-NURSING SUPPLIES		\$437.90					
	8/6/2024		2024-08	1435-3	G & T SANITATION INC.	\$2,488.47	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
675500-WM - PRCHD SERV-GARBAGE		\$671.89					
665600-PRCHD SERV-GARBAGE		\$1,815.68					
	8/6/2024		2024-08	1435-9	WEST CENTRAL TELEPHONE	\$3,081.78	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
604900-TELEPHONE/DSL		\$680.88					
607800-DATA PROCESSING FEES		\$1,683.89					
602000-OFFICE EQUIPMENT LEASES		\$4.95					
684900-H/H - TELEPHONE		\$88.87					
674900-WM - TELEPHONE/DSL		\$79.58					
687800-H/H- DATA PROCESSING FEES		\$19.42					
623000-CABLE T.V.		\$357.00					
623300-RESIDENT PHONE		\$38.57					
684100-REPAIRS - EQT		\$40.00					
	8/6/2024		2024-08	1435-4	JACKSON-HIRSH INC.	\$89.46	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
602100-OFFICE SUPPLIES		\$89.46					
	8/6/2024		2024-08	1435-5	PAN-O-GOLD	\$151.38	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
633000-FOOD EXPENSE		\$151.38					
	8/6/2024		2024-08	1435-6	PARK RAPIDS BUILDING SUPPLY	\$23.86	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
672000-WM - SUPPLIES		\$23.86					
	8/6/2024		2024-08	1435-7	TED'S HARDWARE	\$434.63	Posted

Tx. Status: All

Account	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
<b>Account</b>							
674200-W/M - BLDG REPAIR						\$328.92	
663500-MINOR EQUIPMENT						\$26.78	
662000-MAINTENANCE SPLY						\$78.95	
	8/8/2024	2024-08	1436-8	US FOODS INC.		\$4,721.24	Posted
<b>Account</b>							
633000-FOOD EXPENSE						\$4,431.49	
632000-DIETARY SUPPLIES						\$289.75	
	8/7/2024	2024-08	1436-1	MN CHILD SUPPORT PAYMENT CEN...		\$91.20	Posted
<b>Account</b>							
215900-OTHER EMPLOYEE WH						\$31.20	
	8/7/2024	2024-08	1436-2	NCPERS GROUP LIFE INS.		\$64.00	Posted
<b>Account</b>							
215700-EMPLOYEE LIFE INS.						\$84.00	
	8/7/2024	2024-08	1436-3	MCKESSON		\$12,318.15	Posted
<b>Account</b>							
633000-FOOD EXPENSE						\$208.69	
663500-MINOR EQUIPMENT						\$592.62	
652000-HOUSEKEEPING SUPPLIES						\$128.88	
618500-OTHER NURSING						\$168.47	
612000-NURSING SUPPLIES						\$11,014.69	
625100-THERAPY SUPPLIES						\$210.00	
	8/7/2024	2024-08	1437-2	L & M FLEET SUPPLY INC.		\$256.80	Posted
<b>Account</b>							
622000-ACTIVITY SUPPLIES						\$88.87	
664100-REPAIRS - EQT						\$129.95	
664200-REPAIRS - BLDG						\$39.98	
	8/7/2024	2024-08	1437-1	CHARLES PETERSON		\$8,420.48	Posted
<b>Account</b>							
201100-A/R REFUNDS						\$8,420.48	
	8/7/2024	2024-08	1437-5	SupremeCare LLC		\$125.00	Posted
<b>Account</b>							
807800-DATA PROCESSING FEES						\$125.00	
	8/7/2024	2024-08	1437-3	MARJON PRINTERS INC		\$97.00	Posted
<b>Account</b>							
674500-W/M - ADVERTISING						\$34.92	
604600-ADVERTISING GENERAL						\$82.08	
	8/7/2024	2024-08	1437-4	MINNESOTA CHEMICAL CO.		\$295.00	Posted
<b>Account</b>							
664100-REPAIRS - EQT						\$295.00	
	8/7/2024	2024-08	158-1	MINNESOTA CHEMICAL CO.	Reversed Invoice	(\$295.00)	Posted
<b>Account</b>							
664100-REPAIRS - EQT						(\$295.00)	
	8/8/2024	2024-08	1438-1	BLUE STONE THERAPY		\$31,232.81	Posted
<b>Account</b>							
628000-OTHER - ACTIVITIES						\$50.00	
626100-MC-A PHYS.THERAPY						\$1,887.42	
626200-MC-A SPEECH						\$381.85	
626300-MC-A OCCUP.THERAPY						\$1,728.50	
626400-MC-B PHYS. THERAPY						\$1,678.30	
626600-MC-B OCCUP.THERAPY						\$1,162.87	
626700-Managed Care PT- Part B Expen						\$5,715.52	
626800-Medicare Adv - P.T. - Part A						\$5,990.14	
626900-Medicare Adv - O.T. - Part A						\$5,502.96	
627000-Medicare Adv - Spesch - Part						\$1,807.61	
627100-PHYSICAL THERAPY						\$1,902.42	
627200-SPEECH THERAPY						\$181.22	
627400-MCD B PT						\$228.12	
627800-Managed Care - OT - Part B E						\$2,780.06	
627900-Managed Care SP - Part B Expe						\$127.80	
627401-MCD B OT						\$128.42	

Date: Sep 20, 2024  
 Time: 12:10:16 CT  
 User: Amy Kor

Greenwood Connections - SNF  
 Transaction Journal - Invs.Adjs.  
 Date Range: 8/1/2024 to 8/31/2024

Facility # 00678

Page # 4

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
Account	8/8/2024	2024-08	1438-2	ESSENTIA HEALTH		\$50.89	Posted
614200-Medicare Adv - X-Ray	Amount	Description				\$50.89	
Account	8/8/2024	2024-08	1438-1	FORUM COMMUNICATIONS COMPANY		\$280.00	Posted
804800-ADVERTISING GENERAL	Amount	Description				\$185.80	
674500-W/M - ADVERTISING	Amount	Description				\$104.40	
Account	8/8/2024	2024-08	1438-2	HD SUPPLY FACILITIES		\$170.56	Posted
822000-ACTIVITY SUPPLIES	Amount	Description				\$170.56	
Account	8/9/2024	2024-08	1438-3	MINNESOTA POWER		\$3,341.71	Posted
878000-W/M - UTILITIES	Amount	Description				\$3,341.71	
Account	8/9/2024	2024-08	1441-1	MN DEPT. OF REVENUE (C)		\$7,528.79	Posted
215300-STATE WH (EMPLOYEE)	Amount	Description				\$7,528.79	
Account	8/9/2024	2024-08	1441-2	INTERNAL REVENUE SERVICE		\$41,845.86	Posted
215100-FICA (EMPLOYEE)	Amount	Description				\$14,825.11	
215200-FEDERAL WH (EMPLOYEE)	Amount	Description				\$12,385.69	
885100-HH - FICA	Amount	Description				\$788.82	
875100-W/M - FICA	Amount	Description				\$458.40	
801100-FICA -(EMPLOYER'S SHARE)	Amount	Description				\$13,381.84	
Account	8/9/2024	2024-08	1441-3	PERA		\$23,473.08	Posted
215400-PERA WH (EMPLOYEE)	Amount	Description				\$10,898.22	
675200-W/M - PERA	Amount	Description				\$460.40	
685200-HH - PERA	Amount	Description				\$785.12	
902500-PERA -(EMPLOYER'S SHARE)	Amount	Description				\$11,329.34	
Account	8/9/2024	2024-08	1441-4	HSA		\$7,276.02	Posted
902700-HSA (EMPLOYER SHARE)	Amount	Description				\$4,103.60	
882700-HH - HSA	Amount	Description				\$180.76	
215600-HSA (EMPLOYEE)	Amount	Description				\$2,730.21	
672700-W/M - HSA	Amount	Description				\$281.46	
Account	8/12/2024	2024-08	1442-8	VERIZON		\$227.84	Posted
804900-TELEPHONE/DSL	Amount	Description				\$227.84	
Account	8/12/2024	2024-08	1442-4	LAKES AREA COOPERATIVE		\$37.98	Posted
673500-W/M - MINOR EQUIPMENT	Amount	Description				\$14.99	
672000-W/M - SUPPLIES	Amount	Description				\$23.00	
Account	8/12/2024	2024-08	1442-3	ESSENTIA HEALTH		\$180.00	Posted
801900-EMPLOYEE DRUG TESTING	Amount	Description				\$180.00	
Account	8/12/2024	2024-08	1442-1	DIRECT SUPPLY INC.		\$4,058.01	Posted
117000-EQPT & FURN	Amount	Description				\$1,529.88	
643000-LINEN & BEDDING	Amount	Description				\$2,123.70	
683500-MINOR EQUIPMENT	Amount	Description				\$402.33	
Account	8/12/2024	2024-08	1442-2	DMP HEATING & COOLING, LLC		\$872.62	Posted
684100-REPAIRS - EQT	Amount	Description				\$672.62	
Account	8/12/2024	2024-08	1442-5	LINCOLN MARKETING INC.		\$689.00	Posted
804600-ADVERTISING GENERAL	Amount	Description				\$447.38	
674500-W/M - ADVERTISING	Amount	Description				\$251.64	
Account	8/13/2024	2024-08	1443-1	MINNESOTA ENERGY RESOURCES		\$107.88	Posted

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
673000-WM - UTILITIES		\$107.86					
	8/13/2024	2024-08	1443-2	US FOODS INC.		\$4,890.97	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
632000-DIETARY SUPPLIES		\$86.83					
633000-FOOD EXPENSE		\$4,802.14					
	8/13/2024	2024-08	1444-1	MINNESOTA ENERGY RESOURCES		\$273.44	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
673000-WM - UTILITIES		\$273.44					
	8/13/2024	2024-08	1444-3	RELIASTAR LIFE INSURANCE CO.		\$100.00	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
214800-PEDC WH EMPLEE		\$100.00					
	8/13/2024	2024-08	1444-2	PERFORMANCE FOODSERVICE		\$1,372.51	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
633000-FOOD EXPENSE		\$1,084.89					
632000-DIETARY SUPPLIES		\$267.52					
	8/14/2024	2024-08	1446-1	VIVENTIUM SOFTWARE		\$1,200.20	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
808000-OTHER ADMIN & AGENT FEES		\$1,200.20					
	8/14/2024	2024-08	1446-3	HEALTHCARE ENVIRONMENTAL SER...		\$448.76	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
685500-PRCHD SERV-GARBAGE		\$448.76					
	8/14/2024	2024-08	1446-1	SHARPS COMPLIANCE		\$86.90	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
685500-PRCHD SERV-GARBAGE		\$86.90					
	8/14/2024	2024-08	1446-7	WAYSTAR, INC		\$58.87	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
807800-DATA PROCESSING FEES		\$58.87					
	8/14/2024	2024-08	1446-2	ACCELERATED CARE PLUS LEASIN...		\$1,430.20	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
625100-THERAPY SUPPLIES		\$1,430.20					
	8/14/2024	2024-08	1446-4	PAN-O-GOLD		\$132.69	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
633000-FOOD EXPENSE		\$132.69					
	8/14/2024	2024-08	1446-5	SUMMIT COMPANIES		\$3,732.25	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
674100-WM - EQT REPAIR		\$539.00					
684100-REPAIRS - EQT		\$3,193.25					
	8/14/2024	2024-08	1446-8	THRIFTY WHITE PHARMACY		\$5,891.14	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
613500-MC-A DRUGS		\$702.84					
614100-Medicare Adv - Drugs		\$3,532.87					
614700-MSHO RUGS - MEDICATIONS		(\$2.99)					
615800-MSHO LOC - MEDICATIONS		\$1,659.42					
	8/16/2024	2024-08	1460-1	WeCare Connect LLC		\$251.00	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
807800-DATA PROCESSING FEES		\$251.00					
	8/20/2024	2024-08	1449-1	AMERICAN QUALITY FOODS		\$156.84	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
633000-FOOD EXPENSE		\$156.84					
	8/20/2024	2024-08	1449-5	KENMARK SCREEN PRINTERS		\$162.00	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
902900-OTHER EMPLOYEE BENEFITS		\$162.00					
	8/20/2024	2024-08	1449-6	MARSH & MCLENNAN AGENCY LLC		\$2,500.00	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		
808000-OTHER ADMIN & AGENT FEES		\$2,500.00					
	8/20/2024	2024-08	1449-2	CITY OF MENAUGA		\$11,000.00	Posted
<b>Account</b>		<b>Amount</b>			<b>Description</b>		

Date: Sep 20, 2024  
 Time: 12:10:16 CT  
 User: Amy Kor

Greenwood Connections - SNF  
 Transaction Journal - Invs./Adjs.  
 Date Range: 8/1/2024 to 8/31/2024

Facility # 00678

Page # 6

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
701700-ASSET TRANSFER EXP.	\$11,000.00						
	8/20/2024	2024-08	1448-4	JOHNSON, CHERYL		\$241.20	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
876000-WM - TRNG & TRVL	\$241.20						
	8/20/2024	2024-08	1448-3	EIDE BAILLY LLP		\$4,100.00	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
807600-COST RPT PREP FEE	\$4,100.00						
	8/20/2024	2024-08	1448-7	US FOODS INC.		\$4,478.94	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
833000-FOOD EXPENSE	\$4,254.31						
832000-DIETARY SUPPLIES	\$224.63						
	8/20/2024	2024-08	1448-8	WEST BEND MUTUAL INSURANCE C...		\$1,892.08	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
106000-PREPAID INSURANCE	\$1,892.08						
	8/20/2024	2024-08	1460-1	DELCO ENERGY LLC		\$3,991.93	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
117000-EQPT & FURN	\$3,991.93						
	8/21/2024	2024-08	1451-1	MN CHILD SUPPORT PAYMENT CEN...		\$31.20	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
215900-OTHER EMPLOYEE WHI	\$31.20						
	8/21/2024	2024-08	1461-2	PAN-O-GOLD		\$125.14	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
838000-FOOD EXPENSE	\$125.14						
	8/22/2024	2024-08	1465-1	VIVENTIUM SOFTWARE		\$2,193.80	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
808000-OTHER ADMIN & AGENT FEES	\$2,193.80						
	8/22/2024	2024-08	1463-1	VIVENTIUM SOFTWARE		\$2,193.80	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
808000-OTHER ADMIN & AGENT FEES	\$2,193.80						
	8/22/2024	2024-08	151-1	VIVENTIUM SOFTWARE	Reversed Invoice	(\$2,193.80)	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
808000-OTHER ADMIN & AGENT FEES	(\$2,193.80)	Reversed					
	8/22/2024	2024-08	1464-1	VIVENTIUM SOFTWARE		\$2,193.80	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
808000-OTHER ADMIN & AGENT FEES	\$2,193.80						
	8/22/2024	2024-08	1468-1	ADVANCED HEALTH INSTITUTE		\$120.00	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
617400-CNSLT MEDICAL RECRDS	\$120.00						
	8/22/2024	2024-08	1468-8	NORTH CENTRAL ALIGNMENT & TI...		\$232.75	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
804200-TRAVEL & VAN MAINTENANCE	\$232.75						
	8/22/2024	2024-08	1468-4	INPRO CORPORATION		\$225.35	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
884200-REPAIRS - BLDG	\$225.35						
	8/22/2024	2024-08	1468-2	CITY OF MENAHA		\$3,025.39	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
883000-UTILITIES	\$2,190.84						
873000-WM - UTILITIES	\$834.55						
	8/22/2024	2024-08	1466-3	CONSULTANT PHARMACIST INC.		\$950.00	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
617200-CNSLT PHARMACIST	\$950.00						
	8/22/2024	2024-08	1466-5	LAKES AREA COOPERATIVE		\$762.12	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
865500-PRCHO SERV-GARBAGE	\$762.12						
	8/22/2024	2024-08	154-1	VIVENTIUM SOFTWARE	Reversed Invoice	(\$2,193.80)	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
808000-OTHER ADMIN & AGENT FEES	(\$2,193.80)	Reversed					

Date: Sep 20, 2024  
 Time: 12:10:16 CT  
 User: Amy Kor

Greenwood Connections - SNF  
 Transaction Journal - Invs./Adjs.  
 Date Range: 8/1/2024 to 8/31/2024

Facility # 00678

Page # 7

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
	8/23/2024	2024-08	1464-1	MN DEPT. OF REVENUE (C)		\$7,269.36	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
216300-STATE WH (EMPLOYEE)	\$7,269.36						
	8/23/2024	2024-08	1464-2	INTERNAL REVENUE SERVICE		\$40,915.03	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
216100-FICA (EMPLOYEE)	\$14,339.28						
901100-FICA - (EMPLOYER'S SHARE)	\$12,972.66						
676100-W/M - FICA	\$510.12						
885100-H/H - FICA	\$856.63						
216200-FEDERAL WH (EMPLOYEE)	\$12,236.43						
	8/23/2024	2024-08	1464-4	HSA		\$7,276.02	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
682700-H/H - HSA	\$171.40						
902700-HSA (EMPLOYER SHARE)	\$4,044.15						
672700-W/M - HSA	\$282.96						
216600-HSA (EMPLOYEE)	\$2,777.51						
	8/23/2024	2024-08	1464-3	PERA		\$23,435.18	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
902600-PERA - (EMPLOYER'S SHARE)	\$11,230.83						
685200-W/H - PERA	\$853.41						
216400-PERA WH (EMPLOYEE)	\$10,890.61						
674200-W/M - BLDG REPAIR	\$470.31						
	8/26/2024	2024-08	1458-1	ONTRACK NURSING ASSISTANT TR...		\$3,125.00	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
903000-SCHOLARSHIP	\$3,125.00						
	8/26/2024	2024-08	1459-1	LeadingAge Minnesota		\$1,175.00	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
803100-SEMINAR & BUS.MTGS	\$1,175.00						
	8/27/2024	2024-08	1463-1	CARDMEMBER SERVICE		\$10,840.59	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
612000-NURSING SUPPLIES	\$35.08						
117000-EQPT & FURN	\$4,819.45						
623500-PET COSTS	\$33.57						
622000-ACTIVITY SUPPLIES	\$237.89						
628000-OTHER - ACTIVITIES	\$26.72						
682000-MAINTENANCE SPLY	\$84.63						
633000-FOOD EXPENSE	\$344.14						
665500-PRCHD SERV-GARBAGE	\$120.00						
672000-W/M - SUPPLIES	\$174.79						
671900-W/M - ACTIVITY EXP	\$153.06						
674200-W/M - BLDG REPAIR	\$111.70						
683600-MINOR EQUIPMENT	\$1,184.79						
684100-REPAIRS - EQT	\$862.23						
804600-ADVERTISING - EMPLOYMENT	\$63.38						
803100-SEMINAR & BUS.MTGS	\$588.35						
803200-MEMBERSHIP DUES	\$160.00						
802100-OFFICE SUPPLIES	\$561.36						
886400-W/H - TRAINING & TRAVEL	\$101.46						
674600-W/M - ADVERTISING	\$35.64						
807800-DATA PROCESSING FEES	\$1,067.51						
903000-SCHOLARSHIP	\$320.00						
625100-THERAPY SUPPLIES	\$35.88						
901800-BACKGROUND CHECKS	\$109.00						
	8/28/2024	2024-08	1461-1	BATTERY WHOLESALE INC		\$866.88	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
682000-MAINTENANCE SPLY	\$866.88						
	8/28/2024	2024-08	1461-2	CITY OF MENAUGA		\$420.00	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
807400-LEGAL FEES	\$420.00						
	8/28/2024	2024-08	1461-3	DHS MEDICAL CARE SURCHARGE		\$16,247.91	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					

Date: Sep 20, 2024  
 Time: 12:10:16 CT  
 User: Amy Kor

Greenwood Connections - SNF  
 Transaction Journal - Invs./Adjs.  
 Date Range: 8/1/2024 to 8/31/2024

Facility # 00678

Page # 8

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
701100-SURCHARGE						\$15,247.91	
	8/28/2024	2024-08	1461-4	GUARDIAN		\$7,448.16	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
216500-AVESIS INS W/H (EMPLOYEE)	\$576.20						
902300-GRP LIFE INSURANCE	\$474.33						
902100-DENTAL INSURANCE	\$3,090.91						
216700-EMPLOYEE LIFE INS.	\$864.82						
216800-CANCER & INT CARE INS.	\$2,442.80						
	8/28/2024	2024-08	1461-5	KOSKI, MELISSA		\$101.74	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
622000-ACTIVITY SUPPLIES	\$38.38						
633000-FOOD EXPENSE	\$63.36						
	8/28/2024	2024-08	1461-7	MIRABELLE MANAGEMENT, LLC		\$316.00	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
689000-LICENSES & PERMITS	\$9.00						
639000-DIET TRNG-TRVL	\$35.00						
648000-LNDRY TRNG & TRVL	\$7.00						
658000-HSK TRNG & TRVL	\$15.00						
619900-NRSG TRNG & TRVL	\$200.00						
629900-ACTIVITY TRNG & TRVL	\$18.00						
902600-CLERICAL TRNG & TRVL	\$8.00						
679000-WM - TRNG & TRVL	\$3.00						
688400-H/H - TRAINING & TRAVEL	\$20.00						
603100-SEMINAR & BUS.MTGS	\$2.00						
	8/28/2024	2024-08	1461-8	MEDICA		\$44,472.65	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
602200-GROUP MEDICAL INSURANCE	\$44,472.65						
	8/28/2024	2024-08	1462-7	GRAINGER INC.		\$3,728.78	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
664100-REPAIRS - EQT	\$3,438.83						
663600-MINOR EQUIPMENT	\$291.93						
	8/28/2024	2024-08	1462-4	PERFORMANCE FOODSERVICE		\$1,071.25	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
633000-FOOD EXPENSE	\$864.73						
632000-DIETARY SUPPLIES	\$406.52						
	8/28/2024	2024-08	1462-5	STAR TRIBUNE		\$120.28	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
622000-ACTIVITY SUPPLIES	\$120.28						
	8/28/2024	2024-08	1462-6	US FOODS INC.		\$5,002.13	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
633000-FOOD EXPENSE	\$4,798.07						
632000-DIETARY SUPPLIES	\$234.06						
	8/28/2024	2024-08	1462-1	METRO SALES, INC		\$215.33	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
802100-OFFICE SUPPLIES	\$215.33						
	8/28/2024	2024-08	1462-2	OTIS ELEVATOR COMPANY		\$109.34	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
674100-W/M - EQT REPAIR	\$109.34						
	8/28/2024	2024-08	1462-3	PAN-O-GOLD		\$187.09	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
633000-FOOD EXPENSE	\$187.09						
	8/30/2024	2024-08	1465-1	PACHOLL THOMAS		\$4,330.35	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
201100-AR REFUNDS	\$4,330.35						
	8/30/2024	2024-08	1465-4	US BANK EQUIPMENT FINANCE		\$514.50	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
802000-OFFICE EQUIPMENT LEASES	\$514.50	RICOH IM CS000					
	8/30/2024	2024-08	1465-2	QUILL CORPORATION		\$139.98	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					



Date: Sep 20, 2024  
Time: 12:10:16 CT  
User: Amy Kor

Greenwood Connections - SNF  
Transaction Journal - Invs./Adjs.  
Date Range: 8/1/2024 to 8/31/2024

Facility # 00678

Page # 9

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
802100-OFFICE SUPPLIES		\$139.88					
	8/30/2024	2024-08	1485-3	SPIRIT LAKE LUMBER		\$234.08	Posted
Account		Amount			Description		
664200-REPAIRS - BLDG		\$234.08					

97 check(s) issued	\$285,243.38
0 check(s) voided	\$0.00
4 check(s) reversed	(\$4,818.80)
16 direct payment(s) issued	\$181,992.81
Total	\$446,417.39



Greenwood Connections - SNF  
**BALANCE SHEET**  
 As Of 8/31/2024

	CURRENT PERIOD	PREVIOUS YEAR
	Actual \$	Actual \$
<b>Assets</b>		
<b>Current Assets</b>		
<b>Bank Accounts</b>		
<b>Operating Cash Account</b>		
101000 PETTY CASH	200.00	200.00
101500 PETTY CASH - RESIDENT ACCT	800.00	800.00
101800 MONEY MARKET (OPERATING)	891,010.35	763,789.53
101900 TRU-STAR CHECKING	4,536.92	24,298.96
102000 OPERATING CHECKING	620,766.16	297,668.95
102800 OPER FUND C.D.	3,808,097.53	3,619,902.77
<b>TOTAL Operating Cash Account</b>	<b>5,325,410.96</b>	<b>4,706,660.21</b>
<b>Trust Funds Accounts</b>		
103300 GPA SCHLRSHF FND	576.15	576.15
103500 TRST FND CHK & SVG	12,696.23	12,088.94
<b>TOTAL Trust Funds Accounts</b>	<b>13,272.38</b>	<b>12,665.09</b>
<b>Capital Improvement Acct</b>		
102100 CAP. IMPROV.-C.D.	250,000.00	250,000.00
102200 CAP. IMPROV.-MONEY MARKET	111,570.69	236,414.86
<b>TOTAL Capital Improvement Acct</b>	<b>361,570.69</b>	<b>486,414.86</b>
<b>Deferred Assets</b>		
103100 PERA DEFERRED OUTFLOWS	832,208.00	832,208.00
<b>TOTAL Deferred Assets</b>	<b>832,208.00</b>	<b>832,208.00</b>
<b>Sinking Fund Accounts</b>		
101700 MONEY MARKET (SINKING FUND)	230,337.54	292,405.42
103400 SNKG FND CHK & SVG	267.14	242.04
<b>TOTAL Sinking Fund Accounts</b>	<b>230,604.68</b>	<b>292,647.46</b>
<b>Resident Trust Fund</b>		
102600 Resident Trust Account	9,587.66	12,204.85
<b>TOTAL Resident Trust Fund</b>	<b>9,587.66</b>	<b>12,204.85</b>
<b>TOTAL Bank Accounts</b>	<b>6,772,654.37</b>	<b>6,342,800.47</b>
<b>Accounts Receivable</b>		
<b>GPA Receivables</b>		
103900 Accounts Receivable - Private	219,890.39	147,703.64
103901 A/R - RESIDENT LIABILITY	6,611.67	27,892.56
104000 Accounts Receivable - Medicaid	553,534.30	454,803.04
104300 Accounts Receivable - Medicare	69,345.76	58,566.06
104400 Accounts Receivable - Hospice	59,990.97	(37,000.58)
104600 Accounts Rec - Medicare Part B	4,096.77	1,886.35
104900 Accounts Rec -Other Insurance	314,965.45	333,074.14
<b>TOTAL GPA Receivables</b>	<b>1,228,435.31</b>	<b>986,925.21</b>
<b>WM/HH/AD Receivables</b>		
103600 ALF-PP-ACCTS RCVBL	25,989.82	28,539.51
103700 ALF-MA/MSHO-ACCTS RCVBL	98,137.87	22,389.93
<b>TOTAL WM/HH/AD Receivables</b>	<b>124,127.69</b>	<b>50,929.44</b>
<b>Other Receivables</b>		
104500 OTHER ACCTS RCVBLE	745,827.00	745,827.00
104800 ALLOW,UNCOLLECT ACCTS	(10,000.00)	(10,000.00)
105300 OUT PT THERAPY REC	7,785.12	3,182.57
105500 OPR FND ACCR INT	4,206.15	4,206.15
106400 DUE FROM MEDICARE (Bad Debt)	3,981.71	1,645.52
<b>TOTAL Other Receivables</b>	<b>751,799.98</b>	<b>744,861.24</b>
<b>TOTAL Accounts Receivable</b>	<b>2,104,362.98</b>	<b>1,782,715.89</b>
<b>Other Current Assets</b>		
<b>Prepaid Expenses</b>		
105000 PREPAID INSURANCE	138,599.98	74,589.49
105100 PPD HLTH INS	40,473.00	40,473.00
105200 PREPAID DATA PROCESSING	40,115.86	7,035.21
105400 Prepaid Expenses	3,899.58	6,644.34
<b>TOTAL Prepaid Expenses</b>	<b>223,088.42</b>	<b>128,742.04</b>
<b>TOTAL Other Current Assets</b>	<b>223,088.42</b>	<b>128,742.04</b>
<b>TOTAL Current Assets</b>	<b>9,100,105.77</b>	<b>8,254,258.40</b>
<b>Fixed Assets</b>		
<b>GPA Long Term Assets</b>		
109100 PROJECT FUND	108.37	108.37
111000 LAND	87,340.00	87,340.00

Greenwood Connections - SNF  
**BALANCE SHEET**  
 As Of 8/31/2024

	CURRENT PERIOD	PREVIOUS YEAR
	Actual \$	Actual \$
<b>GPA Long Term Assets (con't)</b>		
111100 LAND IMPROVEMENTS	52,252.48	52,252.48
111200 ACCUM DEPREC LAND IMPROVE	(52,884.06)	(52,429.18)
112000 BUILDING	8,713,962.56	8,685,581.23
112100 ACCUM DEPREC BLDG	(3,747,703.84)	(3,524,679.76)
117000 EQPT & FURN	1,655,143.79	1,367,030.77
117100 ACCUM DEPREC E&F	(1,128,318.81)	(1,090,214.49)
<b>TOTAL GPA Long Term Assets</b>	<b>5,579,900.49</b>	<b>5,524,989.42</b>
<b>W/M Long Term Assets</b>		
111300 W/M LAND IMPROVE	13,952.50	13,952.50
112200 W/M - BUILDING	2,729,803.93	2,638,228.93
116200 W/M EQT & FRN	171,316.63	154,544.30
116300 W/M ACCUM.DEPR E&F	(1,742,008.87)	(1,675,898.55)
<b>TOTAL W/M Long Term Assets</b>	<b>1,173,064.19</b>	<b>1,130,827.18</b>
<b>A/D Long Term Assets</b>		
112600 A/D - BUILDING	69,161.00	69,161.00
116600 A/D EQPT & FURN	5,830.68	5,830.68
116700 A/D-ACCUM DEPR E & F & B	(29,455.09)	(29,213.01)
<b>TOTAL A/D Long Term Assets</b>	<b>45,536.59</b>	<b>45,778.67</b>
<b>H/H Long Term Assets</b>		
116400 H/H EQPT & FURN	1,323.06	1,323.06
116500 H/H-ACCUM DEP E&F	(1,323.06)	(1,323.06)
<b>TOTAL H/H Long Term Assets</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL Fixed Assets</b>	<b>6,798,501.27</b>	<b>6,701,595.27</b>
<b>TOTAL Assets</b>	<b>15,898,607.04</b>	<b>14,955,853.67</b>
<b>Liabilities &amp; Equities</b>		
<b>Liabilities</b>		
<b>Account Payable</b>		
<b>Operating Payables</b>		
201000 ACCOUNTS PAYABLE	56,561.77	98,242.96
201100 A/R REFUNDS	0.51	0.51
214600 SPECIAL ASSESSMENTS PAY	23,625.00	6,591.00
214700 SALES TAX	138.00	65.35
222100 CURRENT LEASE LIABILITY	2,940.00	2,940.00
244000 DUE TO MEDICAID	2,128.92	2,128.92
<b>TOTAL Operating Payables</b>	<b>85,394.20</b>	<b>109,968.74</b>
<b>TOTAL Account Payable</b>	<b>85,394.20</b>	<b>109,968.74</b>
<b>Other Current Liability</b>		
<b>Employee Benefits Payable</b>		
203000 PERA NET PENSION LIABILITY	2,958,109.00	2,958,109.00
203100 PERA DEFERRED INFLOWS	1,041,800.39	1,065,208.00
213000 ACCRUED SALARIES PAYABLE	186,616.88	133,355.01
214200 EMPLOYEE FLEX ACCT PAYABLE	82.66	328.89
214800 PEDC W/H EMPLEE	172.00	172.00
214900 ACCRUED PERA PAYABLE	11,020.15	6,822.41
215000 ACCRUED PAYROLL TAXES PAYABLE	13,710.57	9,842.57
215100 FICA (EMPLOYEE)	7,338.58	(7,472.33)
215200 FEDERAL W/H (EMPLOYEE)	11,454.83	(586.60)
215300 STATE W/H (EMPLOYEE)	(5.00)	(5.00)
215400 PERA W/H (EMPLOYEE)	359.69	359.66
215500 AVESIS INS W/H (EMPLOYEE)	(596.30)	(434.28)
215600 HSA (EMPLOYEE)	1,465.81	1,456.59
215700 EMPLOYEE LIFE INS.	1,185.03	1,003.56
215800 CANCER & INT CARE INS.	743.85	(1,536.86)
215900 OTHER EMPLOYEE W/H	(451.74)	82.99
216100 ACCR PTO NRSRG	138,407.49	138,407.49
216200 ACCR PTO ACT	23,434.07	23,434.07
216300 ACCR PTO DIET	53,101.88	53,101.86
216400 ACCR PTO LNDRY	15,243.12	15,243.12
216500 ACCR PTO HSKG	4,509.33	4,509.33
216600 ACCR PTO MNT	15,972.91	15,972.91
216700 ACCR PTO ADM	49,295.43	49,295.43
216800 ACCR PTO WSM	13,260.84	13,260.84
216900 ACCR PTO H/H	19,321.99	19,321.99
218100 ACCR SICK GPA/MSRS	16,977.83	18,425.06

Greenwood Connections - SNF  
**BALANCE SHEET**  
 As Of 8/31/2024

	CURRENT PERIOD	PREVIOUS YEAR
	Actual \$	Actual \$
<b>Employee Benefits Payable (con't)</b>		
218300 ACCR SICK HH/ MSRS	1,191.96	1,191.96
<b>TOTAL Employee Benefits Payable</b>	<b>4,583,723.23</b>	<b>4,518,869.67</b>
<b>Non Operating Payables</b>		
202500 WM SECUR DEP	31,500.00	30,940.00
202600 SECURITY DEPOSIT LIABILITY	946.12	1,175.44
212000 BONDS PAYABLE	255,000.00	255,000.00
246500 Resident Trust Fund Liability	9,587.66	12,204.85
<b>TOTAL Non Operating Payables</b>	<b>297,033.78</b>	<b>299,320.29</b>
<b>TOTAL Other Current Liability</b>	<b>4,880,757.01</b>	<b>4,818,189.96</b>
<b>Long Term Liability</b>		
213100 LEASE LIABILITY	6,948.00	6,948.00
<b>Bond &amp; Bond Interest Payable</b>		
212700 BOND PAY - 2012	130,000.00	130,000.00
212800 BOND PAY - 2017	3,505,000.00	3,715,000.00
212900 BOND PREMIUM - 2017	40,825.00	40,825.00
213500 A/D - ACCRUED INTEREST	18.88	18.88
213600 W/M - ACCRUED INTEREST	6,115.04	3,654.74
213800 ACCRUED INTEREST - 2017	15,950.82	53,839.58
214000 ACCRUED INTEREST PAYABLE	2,865.74	3,397.04
<b>TOTAL Bond &amp; Bond Interest Payable</b>	<b>3,700,775.48</b>	<b>3,946,735.24</b>
<b>TOTAL Long Term Liability</b>	<b>3,707,723.48</b>	<b>3,953,683.24</b>
<b>TOTAL Liabilities</b>	<b>8,673,874.69</b>	<b>8,881,841.94</b>
<b>Equity</b>		
324000 RESTRICTED FUNDS	336,816.53	336,250.53
324100 NET EQUITIES	(568,837.45)	(568,837.45)
324600 GPA FINANCING COST ADJ.	(13,997.07)	(13,997.07)
324700 CONTRIBUTED ASSETS	10,000.00	10,000.00
324800 W/M FINANCING COST ADJ.	(34,090.84)	(34,090.84)
324900 W/M - CONTRIBUTED ASSETS	3,032.31	3,032.31
<b>TOTAL Equity</b>	<b>(267,076.52)</b>	<b>(267,642.52)</b>
<b>Retained Earnings</b>		
888800 Retained Earnings	6,092,093.42	4,210,555.48
Net Income	1,126,747.01	1,881,537.94
<b>TOTAL Retained Earnings</b>	<b>7,218,840.43</b>	<b>6,092,093.42</b>
<b>TOTAL Liabilities &amp; Equities</b>	<b>15,625,638.60</b>	<b>14,706,292.84</b>



Greenwood Connections - SNF  
**PROFIT & LOSS**  
 8/1/2024 to 8/31/2024

Include Adjustment Periods: NO      Include Closing Periods: NO

	CURRENT PERIOD		YEAR TO DATE	
	Budget \$	Actual \$	Budget \$	Actual \$
<b>OPERATING REVENUE</b>				
<b>PRIVATE REVENUE</b>				
501000 Private Pay - Revenue	155,673.00	195,939.58	1,225,300.00	1,152,565.17
501100 Private Pay - Enhanced Rate C	(249.00)	0.00	(1,958.00)	2,128.61
<b>TOTAL PRIVATE REVENUE</b>	<b>155,424.00</b>	<b>195,939.58</b>	<b>1,223,342.00</b>	<b>1,154,693.78</b>
<b>MEDICAID REVENUE</b>				
502000 Medicaid - Revenue	433,088.00	446,644.98	3,408,823.00	3,631,062.69
<b>TOTAL MEDICAID REVENUE</b>	<b>433,088.00</b>	<b>446,644.98</b>	<b>3,408,823.00</b>	<b>3,631,062.69</b>
<b>MEDICARE PART A REVENUE</b>				
501400 Medicare/Bad Debt Contra	249.00	0.00	1,959.00	2,336.19
503000 Medicare - Revenue	56,353.00	64,092.27	443,554.00	406,342.01
503100 Medicare Part A - Contractual	(15,151.63)	(13,414.99)	(119,258.00)	(89,088.41)
503101 Medicare Part A-2% Contractual	(1,024.61)	(1,188.74)	(8,064.68)	(7,371.19)
503400 Medicare/Bad Debt - Contractual	(1,200.00)	0.00	(9,447.00)	0.00
505000 Medicare Part A - Medication	2,835.00	2,079.43	22,319.00	21,865.51
505500 Medicare Part A - Medical Sup	869.00	0.00	6,837.00	1,853.33
506000 Medicare Part A - Sterile Sup	976.00	4,380.95	7,684.00	4,380.95
506500 Medicare Part A - Speech Ther	322.00	0.00	2,534.00	1,705.00
507000 Medicare Part A - Oxygen Ther	137.00	0.00	1,081.00	607.80
507500 Medicare Part A - Occupational	6,977.54	3,005.00	54,920.00	38,060.00
508500 Medicare Part A - Physical Th	6,584.00	7,250.00	51,822.00	40,310.00
509000 Medicare Part A - X-Ray	46.50	0.00	366.00	73.10
509500 Medicare Part A - Labs	145.60	0.00	1,146.00	340.01
<b>TOTAL MEDICARE PART A REVENUE</b>	<b>58,118.40</b>	<b>66,203.92</b>	<b>457,452.32</b>	<b>421,434.30</b>
<b>MEDICARE ADV-PART A REVENUE</b>				
500700 Medicare Advantage - Revenue	26,521.00	15,759.86	208,743.00	292,005.24
500900 Medicare Adv - Contractual	(8,679.00)	47.80	(68,317.00)	(87,366.42)
500901 Medicare Adv -2% Contractual	(394.87)	0.00	(3,108.00)	(2,322.32)
505100 Medicare Adv - Medications	1,348.00	896.30	10,606.00	19,726.26
505400 Medicare Adv/MA Bad Debt-Contr	(32.00)	0.00	(249.00)	(2,336.19)
506600 Medicare Adv - SP - Part A	238.00	0.00	1,869.00	2,325.00
507100 Medicare Adv - Respiratory	11.18	0.00	88.00	0.00
507600 Medicare Adv - OT - Part A	3,153.36	1,290.00	24,820.00	26,815.00
508600 Medicare Adv - PT - Part A	3,184.00	2,370.00	25,060.00	30,785.00
509100 Medicare Adv - X-Ray	0.00	0.00	0.00	119.47
509600 Medicare Adv - Labs	1.00	0.00	8.00	284.69
<b>TOTAL MEDICARE ADV-PART A REVENUE</b>	<b>25,350.67</b>	<b>20,364.06</b>	<b>199,520.00</b>	<b>280,035.73</b>
<b>MSHO-RUGS REVENUE</b>				
504900 MSHO RUGS - MEDICATIONS	135.00	1,279.04	1,066.00	4,706.90
506300 MSHO RUGS - SPEECH THERAPY	54.00	0.00	429.00	0.00
506800 MSHO RUGS - RESPIRATORY	11.18	0.00	88.00	0.00
507300 MSHO RUGS - OT	480.00	155.00	3,778.00	2,230.00
508300 MSHO RUGS - PHYSICAL THERAPY	511.00	295.00	4,026.00	2,540.00
508800 MSHO RUGS - X-RAY	0.00	0.00	0.00	27.05
509300 MSHO RUGS - LABS	1.00	0.00	8.00	8.46
511500 MSHO RUG - REVENUE	4,972.00	1,750.23	39,136.00	46,213.42
511600 MSHO RUGS - CONTRACTUAL	(1,114.00)	(989.60)	(8,766.00)	(3,655.24)
511601 MSHO RUGS- 2% Contractual	(14.00)	0.00	(115.00)	(280.91)
<b>TOTAL MSHO-RUGS REVENUE</b>	<b>5,036.18</b>	<b>2,489.67</b>	<b>39,650.00</b>	<b>51,789.68</b>
<b>MSHO-LOC REVENUE</b>				
505200 MSHO LOC - MEDICATIONS	1,242.00	66.51	9,781.00	5,035.62
505800 MSHO LOC - NURSING SUPPLIES	360.00	0.00	2,835.00	4,608.75
506200 MSHO LOC - STERILE SUPPLIES	738.00	0.00	5,811.00	0.00
506400 MSHO LOC - SPEECH	754.00	0.00	5,932.00	0.00
506900 MSHO LOC - RESPIRATORY	40.00	43.40	315.00	43.40
507400 MSHO LOC - OT	722.00	0.00	5,680.00	2,545.00
508400 MSHO LOC - PT	0.00	0.00	0.00	2,445.00
508900 MSHO LOC - X-RAY	0.00	0.00	0.00	40.44
509400 MSHO LOC - LABS	4.00	0.00	37.00	21.63
512000 MSHO LOC - REVENUE	6,582.00	0.00	51,803.00	31,674.23
512100 MSHO LOC - CONTRACTUAL	(4,434.00)	(109.91)	(34,904.00)	(17,494.44)
512101 MSHO LOC - 2% Contractual	(86.00)	0.00	(674.00)	(700.55)
<b>TOTAL MSHO-LOC REVENUE</b>	<b>5,922.00</b>	<b>0.00</b>	<b>46,616.00</b>	<b>28,219.08</b>

Greenwood Connections - SNF  
**PROFIT & LOSS**  
 8/1/2024 to 8/31/2024

	CURRENT PERIOD		YEAR TO DATE	
	Budget \$	Actual \$	Budget \$	Actual \$
<b>HOSPICE REVENUE</b>				
501200 Hospice Revenue	21,207.00	50,248.66	166,925.00	190,804.01
<b>TOTAL HOSPICE REVENUE</b>	<b>21,207.00</b>	<b>50,248.66</b>	<b>166,925.00</b>	<b>190,804.01</b>
<b>PMAP/MSHO REVENUE</b>				
502500 PMAP Revenue	19,898.00	21,658.97	156,620.00	187,283.02
<b>TOTAL PMAP/MSHO REVENUE</b>	<b>19,898.00</b>	<b>21,658.97</b>	<b>156,620.00</b>	<b>187,283.02</b>
<b>OTHER INSURANCE REVENUE</b>				
501500 Other Insurance - Revenue	3,204.00	0.00	25,217.00	24,181.28
501600 Other Insurance - Enhance Rate	0.00	0.00	0.00	83.24
510000 Other Insurance - Physical T	408.00	0.00	3,209.00	1,770.00
510100 Other Insurance - OT Therapy	363.36	0.00	2,860.00	3,260.00
510200 Other Insurance - Speech The	175.00	0.00	1,380.00	1,550.00
510500 Other Insurance - Medication	103.00	0.00	808.00	555.21
510800 Other Insurance - Labs Revenue	0.00	0.00	0.00	8.46
510900 Other Insurance - Contractual	(1,409.00)	0.00	(11,090.00)	(13,212.06)
<b>TOTAL OTHER INSURANCE REVENUE</b>	<b>2,844.36</b>	<b>0.00</b>	<b>22,384.00</b>	<b>18,198.13</b>
<b>MEDICARE-PART B REVENUE</b>				
502700 Medicare Part B - PT	1,494.00	1,890.00	11,757.00	17,310.00
502800 Medicare Part B - OT	1,193.00	2,210.00	9,394.00	17,500.00
502900 Medicare Part B - Speech Ther	498.00	0.00	3,920.00	2,350.00
503200 Medicare Part B - Contractual	(1,110.00)	(1,818.58)	(8,739.00)	(15,103.49)
503201 Medicare Part B 2% Contractual	(34.00)	(35.96)	(267.00)	(366.43)
<b>TOTAL MEDICARE-PART B REVENUE</b>	<b>2,041.00</b>	<b>2,245.46</b>	<b>16,065.00</b>	<b>21,690.08</b>
<b>MANAGED CARE-PART B REVENUE</b>				
500600 Managed Care Part B- Cont	(3,386.00)	(7,384.23)	(26,653.00)	(32,020.66)
500601 Managed Care Part B-2% Contrac	(64.54)	0.00	(508.00)	(255.16)
506700 Managed Care - SP - Part B	1,230.00	0.00	9,680.00	4,975.00
507700 Managed Care - OT - Part B	4,374.00	7,460.00	34,431.00	34,680.00
508100 MEDICAID PART B	559.00	0.00	4,405.00	2,860.00
508101 MEDICAID PART B CONT.	(208.00)	0.00	(1,639.00)	(1,277.43)
508700 Managed Care - PT -Part B	4,989.00	12,780.00	39,266.00	58,470.00
<b>TOTAL MANAGED CARE-PART B REVENUE</b>	<b>7,493.46</b>	<b>12,855.77</b>	<b>58,982.00</b>	<b>67,431.75</b>
<b>OUTPATIENT THERAPY</b>				
511000 OUT PT THERAPY REV	985.00	5,850.00	7,756.00	16,840.00
511001 OUT PT THERAPY-CONT	(278.00)	(993.08)	(2,193.00)	(4,116.76)
<b>TOTAL OUTPATIENT THERAPY</b>	<b>707.00</b>	<b>4,856.92</b>	<b>5,563.00</b>	<b>12,723.24</b>
<b>WM REVENUE</b>				
503500 W/M - STORAGE RMS	101.64	120.00	800.00	917.94
503700 W/M - GARAGES	932.00	854.19	7,332.00	6,814.19
503900 W/M - WASHER/DRYER REV.	227.00	190.00	1,783.00	1,656.00
504100 W/M - RENT REV	42,655.00	44,286.80	335,732.00	354,562.63
504200 W/M - TRNG RM REV	17.00	0.00	134.00	0.00
<b>TOTAL WM REVENUE</b>	<b>43,932.64</b>	<b>45,450.99</b>	<b>345,781.00</b>	<b>363,950.76</b>
<b>H/H REVENUE</b>				
504300 H/H - REVENUE	39,959.00	47,023.57	314,514.00	363,889.99
<b>TOTAL H/H REVENUE</b>	<b>39,959.00</b>	<b>47,023.57</b>	<b>314,514.00</b>	<b>363,889.99</b>
<b>ADS REVENUE</b>				
<b>TOTAL ADS REVENUE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL OPERATING REVENUE</b>	<b>821,021.71</b>	<b>915,982.55</b>	<b>6,462,237.32</b>	<b>6,793,204.24</b>
<b>NON-OPERATING REVENUE</b>				
<b>NON-OPERATING</b>				
525000 MISC. INCOME	20,900.00	62.73	164,506.00	274,118.74
<b>TOTAL NON-OPERATING</b>	<b>20,900.00</b>	<b>62.73</b>	<b>164,506.00</b>	<b>274,118.74</b>
<b>TOTAL NON-OPERATING REVENUE</b>	<b>20,900.00</b>	<b>62.73</b>	<b>164,506.00</b>	<b>274,118.74</b>
<b>TOTAL REVENUE</b>	<b>841,921.71</b>	<b>916,045.28</b>	<b>6,626,743.32</b>	<b>7,067,322.98</b>
<b>OPERATING EXPENSE</b>				
<b>NURSING EXPENSES</b>				
611100 D.O.N. SALARY	8,057.00	8,578.71	63,413.00	69,134.33
611200 R.N. SALARIES	47,521.00	40,392.47	374,038.00	419,679.20
611300 L.P.N. SALARIES	38,115.00	35,744.29	304,914.00	235,629.96
611400 AIDE & ORD. SAL	85,418.00	99,762.11	672,323.00	764,204.53
611500 TMA SALARY	51,376.00	51,542.22	404,376.00	377,291.89
611600 MED REC SALARY	4,434.78	4,216.00	34,906.00	33,632.00
611700 ACCR PTO PAY NURS	0.00	0.00	0.00	1,128.47



	CURRENT PERIOD		YEAR TO DATE	
	Budget \$	Actual \$	Budget \$	Actual \$
<b>NURSING EXPENSES (con't)</b>				
612000 NURSING SUPPLIES	12,069.67	11,452.49	94,999.99	69,618.52
612400 MC-A CMLX EQUIP	670.00	0.00	5,274.00	0.00
612500 MC-A NURSING SPLY	94.00	0.00	742.00	1,035.00
612600 MC-A STERILE SPLY	424.00	0.00	3,332.00	300.83
612700 MC-A RESPIRATORY	424.00	0.00	3,332.00	405.19
613500 MC-A DRUGS	2,033.00	702.84	16,000.00	15,265.16
613600 MC-A X-RAYS	48.00	0.00	377.00	114.21
613700 MC-A LABS	149.00	0.00	1,173.00	298.91
613800 Medicare Adv - Nursing Suppl	42.00	0.00	334.00	0.00
613900 Medicare Adv - Sterile Suppl	169.00	0.00	1,334.00	0.00
614000 Medicare Adv - Respiratory	8.00	0.00	61.00	0.00
614100 Medicare Adv - Drugs	960.00	3,532.87	7,551.00	13,375.48
614200 Medicare Adv - X-Ray	17.00	50.69	134.00	119.47
614300 Medicare Adv - Labs	17.00	0.00	134.00	284.69
614400 MSHO RUGS - NURSING SUPPLIES	17.00	0.00	134.00	0.00
614500 MSHO RUGS - STERILE SUPPLIES	169.00	0.00	1,334.00	0.00
614600 MSHO RUGS - RESPIRATORY	8.00	0.00	61.00	0.00
614700 MSHO RUGS - MEDICATIONS	204.04	(2.99)	1,606.00	2,915.01
614800 MSHO RUGS - X-RAY	17.00	0.00	134.00	27.05
614900 MSHO RUGS - LABS	17.00	0.00	134.00	30.09
615000 Other Insurance - Meds	12.00	0.00	95.00	370.14
615400 Other Insurance - Labs	0.00	0.00	0.00	8.46
615500 MSHO LOC - NURSING SUPPLIES	250.00	3,072.50	1,973.00	3,072.50
615700 MSHO LOC - RESPIRATORY	507.00	0.00	3,987.00	90.95
615800 MSHO LOC - MEDICATIONS	19.00	1,658.42	153.00	3,279.66
615900 MSHO LOC - X-RAY	743.00	0.00	5,852.00	40.44
616000 MSHO LOC - LABS	339.00	0.00	2,666.00	0.00
616600 NRSNG TRNG & TRVL	508.00	200.00	4,000.00	6,416.28
616700 OBRA 87 N.A. TRNG	0.00	0.00	0.00	3,753.75
617200 CNSLT PHARMACIST	1,594.00	1,900.00	12,547.00	7,600.00
617400 CNSLT MEDICAL RECRDS	0.00	120.00	0.00	120.00
617600 NURSE CONSULTANT	2,379.00	0.00	18,729.00	20,266.29
617800 NURSING DATA PROCESSING FEES	1,472.00	1,788.27	11,585.00	9,985.89
618500 OTHER NURSING	3,875.00	361.18	30,498.00	3,215.70
<b>TOTAL NURSING EXPENSES</b>	<b>264,176.49</b>	<b>265,072.07</b>	<b>2,084,235.99</b>	<b>2,062,710.04</b>
<b>ACTIVITIES EXPENSE</b>				
621100 SOC SERV SALARY	5,857.00	5,680.97	46,101.00	44,724.14
621200 ACTIVITY DIR SALARY	4,762.00	4,628.74	37,481.00	37,003.26
621300 ACT AIDE SALARY	13,965.00	11,786.24	109,922.00	96,630.75
621700 ACCRUED PTO PAY ACTI	559.00	0.00	4,401.00	0.00
622000 ACTIVITY SUPPLIES	249.00	759.90	1,963.00	2,960.47
623000 CABLE T.V.	297.00	357.00	2,336.00	2,726.00
623300 RESIDENT PHONE	38.00	39.57	297.00	312.06
623500 PET COSTS	18.00	33.57	143.00	66.39
623800 ACTIVITY DATA PROCESSING FEE	24.00	0.00	184.00	0.00
625100 THERAPY SUPPLIES	1,639.00	1,676.06	12,901.00	12,522.08
625300 MSHO RUGS - PT	212.00	0.00	1,669.00	3,005.96
625400 MSHO RUGS - OT	208.00	0.00	1,637.00	3,204.93
625500 MSHO RUGS - SPEECH	5.00	0.00	44.00	451.58
625600 MSHO LOC - PT	374.00	0.00	2,945.00	369.77
625700 MSHO LOC - OT	389.00	0.00	3,060.00	437.69
625800 MSHO LOC - SPEECH	10.00	0.00	76.00	0.00
625900 Other Insurance - Respiratory	8.00	0.00	68.00	0.00
626000 ACTIVITY TRNG & TRVL	150.00	18.00	1,184.00	545.82
626100 MC-A PHYS.THERAPY	5,081.00	1,887.42	39,994.00	33,410.27
626200 MC-A SPEECH	1,508.00	381.65	11,866.00	10,423.61
626300 MC-A OCCUP.THERAPY	4,465.00	1,728.50	35,139.00	29,950.65
626400 MC-B PHYS. THERAPY	583.00	1,678.30	4,591.00	9,232.33
626500 MC-B SPEECH	179.00	0.00	1,407.00	1,648.05
626600 MC-B OCCUP.THERAPY	710.00	1,152.67	5,591.00	8,601.63
626700 Managed Care PT- Part B Expen	2,654.00	5,715.52	20,893.00	27,218.88
626800 Medicare Adv - P.T. - Part A	1,671.00	5,990.14	13,152.00	20,282.35
626900 Medicare Adv - O.T. - Part A	1,701.00	5,502.96	13,392.00	20,453.76
627000 Medicare Adv - Speech - Part	141.00	1,807.61	1,110.00	5,088.25

**Greenwood Connections - SNF**  
**PROFIT & LOSS**  
 8/1/2024 to 8/31/2024

	CURRENT PERIOD		YEAR TO DATE	
	Budget \$	Actual \$	Budget \$	Actual \$
<b>ACTIVITIES EXPENSE (con't)</b>				
627100 PHYSICAL THERAPY	340.00	1,902.42	2,678.00	4,074.94
627200 SPEECH THERAPY	8.00	191.22	68.00	191.22
627300 OCCUPATIONAL THERAPY	150.00	0.00	1,181.00	2,574.48
627400 MCD B PT	436.00	228.12	3,435.00	851.73
627401 MCD B OT	343.00	128.42	2,705.00	949.60
627402 MCD B ST	201.00	0.00	1,586.00	0.00
627500 Other Insurance - PT - Part A	294.00	0.00	2,312.00	1,454.38
627600 Other Insurance - OT - Part A	253.00	0.00	1,988.00	2,120.83
627700 Other Insurance - Speech - Pa	114.00	0.00	899.00	1,026.94
627800 Managed Care - OT - Part B E	2,281.00	2,760.06	17,955.00	16,955.89
627900 Managed Care SP - Part B Expe	489.00	127.80	3,844.00	4,404.34
628000 OTHER - ACTIVITIES	586.00	227.97	4,616.00	4,851.49
628200 MDCR/MSHO/MCD ANCILLARY EXP	203.00	0.00	1,600.00	2,200.00
<b>TOTAL ACTIVITIES EXPENSE</b>	<b>53,155.00</b>	<b>56,390.83</b>	<b>418,414.00</b>	<b>412,926.52</b>
<b>DIETARY EXPENSES</b>				
631100 FOOD SERV. DIRECTOR SALRY	6,042.00	5,746.52	47,552.00	45,379.56
631200 OTHER DIETARY SALARIES	47,501.00	41,765.36	373,880.00	347,044.16
631700 ACCRUED PTO	257.00	0.00	2,020.00	958.02
632000 DIETARY SUPPLIES	2,052.00	1,877.87	16,154.00	16,947.22
633000 FOOD EXPENSE	21,755.00	25,469.63	171,229.00	191,826.81
636000 DIET TRNG-TRVL	59.00	35.00	461.00	280.00
637000 DIETICIAN CONSULT FEES	922.00	989.20	7,259.00	6,657.30
639100 MEAL INCM(CREDIT)	(6,936.00)	(9,329.94)	(54,596.00)	(74,897.42)
<b>TOTAL DIETARY EXPENSES</b>	<b>71,652.00</b>	<b>66,553.64</b>	<b>563,959.00</b>	<b>534,195.65</b>
<b>LAUNDRY EXPENSES</b>				
641100 LAUNDRY SUPERVISOR SALARY	710.00	869.42	5,589.00	6,397.79
641200 LAUNDRY SALARIES	10,241.00	8,160.64	80,609.00	78,835.38
641700 ACCRUED PTO	470.00	0.00	3,695.00	0.00
642000 LAUNDRY SUPPLIES	2,092.00	1,293.71	16,467.00	8,983.35
643000 LINEN & BEDDING	339.00	2,123.70	2,666.00	4,807.83
646000 LNDRY TRNG & TRVL	7.00	7.00	52.00	56.00
<b>TOTAL LAUNDRY EXPENSES</b>	<b>13,859.00</b>	<b>12,454.47</b>	<b>109,078.00</b>	<b>99,080.35</b>
<b>HOUSEKEEPING EXPENSES</b>				
651100 DEPART. HEAD HSKG SALARY	1,699.00	1,339.63	13,369.00	13,345.30
651200 HSKG. ASST. SAL	17,754.00	15,975.91	139,744.00	125,208.53
652000 HOUSEKEEPING SUPPLIES	2,595.00	2,324.48	20,422.00	21,882.54
656000 HSK TRNG & TRVL	14.00	15.00	106.00	120.00
<b>TOTAL HOUSEKEEPING EXPENSES</b>	<b>22,062.00</b>	<b>19,655.02</b>	<b>173,641.00</b>	<b>160,556.37</b>
<b>MAINTENANCE EXPENSES</b>				
661100 HEAD MAINTENANCE SALARY	6,158.00	5,727.03	48,471.00	48,239.35
661200 MNT. ASST. SAL.	13,710.00	8,830.57	107,916.00	81,851.03
661700 ACCRUED PTO	481.00	0.00	3,783.00	0.00
662000 MAINTENANCE SPLY	1,152.00	1,216.99	9,063.00	7,388.19
663000 UTILITIES	11,996.00	10,582.52	94,425.00	86,405.84
663500 MINOR EQUIPMENT	2,904.00	2,515.29	22,857.00	28,038.70
664100 REPAIRS - EQT	2,201.00	8,171.22	17,323.00	23,597.25
664200 REPAIRS - BLDG	913.00	522.77	7,187.00	10,336.21
665500 PRCHD SERV-GARBAGE	2,751.00	3,234.36	21,655.00	20,502.93
666000 LICENSES & PERMITS	8.00	9.00	68.00	45.00
666600 MNT TRNG & TRVL	10.00	0.00	77.00	111.83
668000 OTHER - MAINTENANCE	17.00	0.00	134.00	0.00
<b>TOTAL MAINTENANCE EXPENSES</b>	<b>42,301.00</b>	<b>40,809.75</b>	<b>332,959.00</b>	<b>306,516.33</b>
<b>WOODSIDE MANOR EXPENSES</b>				
671000 W/M - ADMIN. SALARY EXP	354.00	319.22	2,784.00	2,690.53
671100 W/M - HSG MGR SALARY	5,183.00	5,069.83	40,796.00	39,663.20
671200 W/M NURSE MANAGEMENT	2,271.00	2,433.94	17,871.00	18,683.93
671300 W/M - ACT. SALARY	4,489.00	4,506.44	35,336.00	32,439.15
671400 W/M - MNT SALARY EXP	2,148.00	0.00	16,912.00	2,258.92
671500 W/M - HSKG SALARY EX	2,273.00	2,873.95	17,891.00	19,965.54
671900 W/M - ACTIVITY EXP	331.00	246.74	2,604.00	2,418.23
672000 W/M - SUPPLIES	596.00	221.75	4,694.00	4,287.11
672200 W/M - HEALTH INSURANCE	4,404.00	3,978.87	34,668.00	31,830.96
672400 W/M - W.C. INSURANCE	189.00	160.00	1,484.00	1,280.00
672500 W/M - SECURITY DEP INT EXPENSE	3.00	0.00	25.00	19.36

Greenwood Connections - SNF  
**PROFIT & LOSS**  
 8/1/2024 to 8/31/2024

	CURRENT PERIOD		YEAR TO DATE	
	Budget \$	Actual \$	Budget \$	Actual \$
<b>WOODSIDE MANOR EXPENSES (cont)</b>				
672700 W/M - HSA	247.00	524.42	1,946.00	3,585.77
672900 W/M - CABLE TV	234.00	0.00	1,840.00	1,502.50
673000 W/M - UTILITIES	4,609.68	4,557.56	36,282.68	36,738.94
673100 W/M - INT. EXPENSE	418.00	411.60	3,293.00	3,292.80
673200 W/M - MEMBERSHIP DUES	196.00	100.00	1,541.00	800.00
673500 W/M - MINOR EQUIPMENT	505.00	14.99	3,973.00	10,019.50
674100 W/M - EQT REPAIR	880.00	648.34	6,925.00	5,523.58
674200 W/M - BLDG REPAIR	287.00	441.62	2,105.00	2,666.76
674500 W/M - ADVERTISING	455.00	426.60	3,583.00	1,346.04
674700 W/M - LIC. & PERMITS	1,524.00	0.00	11,996.00	5,225.00
674800 W/M - G & L INSURANCE	109.00	1,844.00	857.00	14,752.00
674900 W/M - TELEPHONE/DSL	1,163.00	79.58	9,155.00	691.68
675100 W/M - FICA	1,071.00	1,033.26	8,429.00	7,661.94
675200 W/M - PERA	958.00	936.12	7,541.00	7,217.96
675500 W/M - PRCHD SERV-GARBAGE	15.00	671.89	121.00	6,613.86
676000 W/M - TRNG & TRVL	54.00	244.20	427.00	265.20
677700 W/M - AUDIT	252.00	0.00	1,983.00	607.46
677800 W/M DATA PROCESSING FEES	0.00	296.73	0.00	2,225.58
679000 W/M Bad Debt	42.00	0.00	334.00	0.00
<b>TOTAL WOODSIDE MANOR EXPENSES</b>	<b>35,240.68</b>	<b>32,041.65</b>	<b>277,396.68</b>	<b>266,273.48</b>
<b>HOME HEALTH EXPENSES</b>				
681000 H/H - ADMIN. SALARY	288.00	230.01	2,265.00	2,221.78
681100 H/H - RN SALARY	6,675.00	5,679.20	52,535.00	44,102.86
681300 H/H - LPN SALARY	1,943.00	3,328.32	15,295.00	20,789.58
681400 H/H - AIDE SALARY	18,742.00	14,577.72	147,513.00	131,095.82
681600 H/H - ACCTG & CLERICAL	212.00	0.00	1,666.00	0.00
681900 H/H - EMPLOYEE DRUG TESTING	27.00	0.00	211.00	200.00
682000 H/H - SUPPLIES	125.00	0.00	980.00	1,095.82
682200 H/H - HEALTH INSURANCE	1,867.00	1,837.26	14,699.00	14,698.08
682400 H/H - W.C. INSURANCE	313.00	256.00	2,464.00	2,048.00
682700 H/H - HSA	72.00	352.15	568.00	3,119.76
683500 H/H - MINOR EQUIPMENT	10.00	0.00	75.00	1,820.98
684500 H/H - TRAVEL	42.00	0.00	334.00	0.00
684600 H/H - ADVERTISING	3.00	0.00	24.00	36.00
684700 H/H - LIC&PERMITS	26.00	0.00	206.00	0.00
684800 H/H - G & L INSURANCE	288.00	386.00	2,268.00	3,088.00
684900 H/H - TELEPHONE	75.00	96.87	594.00	729.62
685100 H/H - FICA	2,100.00	1,754.68	16,531.00	13,811.28
685200 H/H - PERA	1,833.00	1,789.77	14,424.00	14,512.58
686400 H/H - TRAINING & TRAVEL	87.00	121.46	688.00	1,788.60
687200 H/H - CONSLT PHARMACIST	85.00	0.00	666.00	0.00
687700 H/H - AUDIT	36.00	0.00	285.00	404.98
687800 H/H - DATA PROCESSING FEES	105.00	129.17	831.00	1,141.74
688000 H/H - EMPLOY ASSESSMENT	19.00	0.00	146.00	204.00
<b>TOTAL HOME HEALTH EXPENSES</b>	<b>34,973.00</b>	<b>30,538.61</b>	<b>275,268.00</b>	<b>256,909.48</b>
<b>ADULT DAY CARE EXPENSES</b>				
<b>TOTAL ADULT DAY CARE EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>GENERAL EXPENSES</b>				
701100 SURCHARGE	15,498.00	15,247.91	121,983.00	121,983.28
701200 PAYMENT IN LIEU OF TAXES	2,117.00	2,084.00	16,668.00	16,672.00
701400 SPECIAL ASSESSMENTS	191.00	202.00	1,500.00	1,616.00
701500 NRSR HM LICENSE	779.00	0.00	6,134.00	7,333.00
701700 ASSET TRANSFER EXP.	10,672.00	11,000.00	84,000.00	88,000.00
703100 FACILITY INTEREST EXPENSE	203.00	176.40	1,598.00	1,411.20
703200 INTEREST EXPENSE - 2017	11,434.00	10,260.00	90,000.00	82,080.00
703900 RESTRICTD INT. INCOME (CR)	(856.00)	(1,042.19)	(6,736.00)	(7,175.98)
<b>TOTAL GENERAL EXPENSES</b>	<b>40,038.00</b>	<b>37,928.12</b>	<b>315,147.00</b>	<b>311,919.50</b>
<b>ADMINISTRATIVE EXPENSES</b>				
801100 ADMINISTRATOR SALARY	10,838.00	10,679.87	85,302.00	85,417.16
801400 BOOKKEEPER SALARIES	6,285.00	6,056.52	49,470.00	47,426.20
801600 CLERICAL SALARIES	10,117.00	12,435.94	79,630.00	126,535.13
801700 ACCRUED PTO. PAY ADMIN.	0.00	0.00	0.00	564.77
802000 OFFICE EQUIPMENT LEASES	1,105.00	519.45	8,698.00	2,160.10
802100 OFFICE SUPPLIES	1,026.00	993.11	8,081.00	10,382.32

**Greenwood Connections - SNF**  
**PROFIT & LOSS**  
 8/1/2024 to 8/31/2024

	CURRENT PERIOD		YEAR TO DATE	
	Budget \$	Actual \$	Budget \$	Actual \$
<b>ADMINISTRATIVE EXPENSES (con't)</b>				
802200 POSTAGE	146.00	146.00	1,150.00	933.17
803100 SEMINAR & BUS.MTGS	426.00	1,765.35	3,356.00	4,215.96
803200 MEMBERSHIP DUES	864.00	1,035.00	6,795.00	7,499.00
804200 TRAVEL & VAN MAINTENANCE	659.00	756.91	5,183.00	2,372.46
804500 ADVERTISING - EMPLOYMENT	59.00	63.36	469.00	1,149.25
804600 ADVERTISING GENERAL	451.00	695.04	3,546.00	2,364.40
804700 LICENSES/LAB	42.00	0.00	334.00	503.38
804900 TELEPHONE/DSL	929.00	1,108.32	7,312.00	4,956.24
805100 N-RSTR.INT INCOME	(5,574.00)	(46,601.66)	(43,870.00)	(172,106.89)
805500 BLDG & CONTENTS INS	1,851.00	2,225.00	14,572.00	17,800.00
805600 E&O, RES.TRST, AUTO & LIAB INS	4,932.00	6,362.00	38,820.00	50,896.00
807400 LEGAL FEES	541.00	420.00	4,256.00	7,912.25
807600 COST RPT PREP FEE	904.00	4,100.00	7,117.00	10,400.00
807700 AUDIT FEES	2,170.00	0.00	17,076.00	19,236.34
807800 DATA PROCESSING FEES	3,318.00	3,954.49	26,116.00	30,297.33
808000 OTHER ADMIN & AGENT FEES	9,361.00	5,914.10	73,678.00	45,861.16
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<b>50,450.00</b>	<b>12,628.80</b>	<b>397,091.00</b>	<b>306,775.73</b>
<b>PAYROLL TAX &amp; FRINGE BENEFITS</b>				
901100 FICA -(EMPLOYER'S SHARE)	29,278.00	28,400.94	230,443.00	216,714.41
901200 UNEMPLOYMENT COMPENSATION	255.00	4.83	2,007.00	4.83
901900 EMPLOYEE DRUG TESTING	217.00	180.00	1,705.00	1,751.00
902000 PRE-EMPLNT ASSESMNT	118.00	0.00	931.00	457.00
902100 DENTAL INSURANCE	2,753.00	2,288.19	21,666.00	16,591.48
902200 GROUP MEDICAL INSURANCE	45,314.00	35,952.87	356,688.00	332,089.05
902300 GRP LIFE INSURANCE	407.00	456.24	3,200.00	2,865.99
902400 WORKER'S COMPENSATION	5,480.00	4,141.00	43,136.00	33,128.00
902500 PERA -(EMPLOYER'S SHARE)	25,393.00	24,737.66	199,867.00	202,428.35
902700 HSA (EMPLOYER SHARE)	8,046.00	8,147.75	63,334.00	72,108.89
902800 CLERICAL TRNG & TRVL	6.00	6.00	48.00	48.00
902900 OTHER EMPLOYEE BENEFITS	84.00	162.00	663.00	1,505.34
903000 SCHOLARSHIP	1,030.00	3,445.00	8,106.00	13,190.00
<b>TOTAL PAYROLL TAX &amp; FRINGE BENEFITS</b>	<b>118,381.00</b>	<b>107,922.48</b>	<b>931,774.00</b>	<b>892,882.34</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>746,288.17</b>	<b>681,995.24</b>	<b>5,878,963.67</b>	<b>5,610,745.79</b>
<b>NON-OPERATING EXPENSES</b>				
<b>NON-OPERATING</b>				
677300 W/M - BLDG/E&F DP	8,399.00	8,263.79	66,111.00	66,110.32
697300 A/D - EQUIP & FURN, DEPR.	26.00	30.26	201.00	242.08
702000 DEP. LAND IMPROVEMENT	58.00	56.86	454.00	454.88
702100 DEP. - BUILDING	28,335.00	27,878.01	223,024.00	223,024.08
702300 DEP. EQUIP & FURN	4,043.00	3,977.33	31,818.00	31,818.64
702700 DEP. - VEHICLES	799.00	785.71	6,285.00	6,285.68
<b>TOTAL NON-OPERATING</b>	<b>41,660.00</b>	<b>40,991.96</b>	<b>327,893.00</b>	<b>327,935.68</b>
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>41,660.00</b>	<b>40,991.96</b>	<b>327,893.00</b>	<b>327,935.68</b>
<b>TOTAL EXPENSES</b>	<b>787,948.17</b>	<b>722,987.20</b>	<b>6,206,856.67</b>	<b>5,938,681.47</b>
<b>NET OPERATING INCOME</b>	<b>74,733.54</b>	<b>233,987.31</b>	<b>583,273.65</b>	<b>1,182,458.45</b>
<b>NET INCOME</b>	<b>53,973.54</b>	<b>193,058.08</b>	<b>419,886.65</b>	<b>1,128,641.51</b>

G.P.A. MONTHLY CENSUS INFORMATION

	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24
ADMITTS	5	11	11	6	10	12	9	5	15	14	11	9
DISCHARGES	7	9	8	11	10	8	7	11	17	12	7	10
LOST BEDHOLD	8	1	11	11	10	13	4	15	19	19	13	10
EMPTY BEDS	294	338	233	225	359	298	189	250	385	349	282	221
MEDICARE DAYS	70	127	82	95	83	96	82	99	122	97	45	107
Managed Care Days	106	69	96	79	32	73	110	54	64	141	167	34
CHARGEABLE DAYS	1648	1676	1706	1779	1646	1574	1822	1685	1611	1582	1720	1784
TOTAL OCC. BEDS	1656	1677	1717	1790	1656	1587	1826	1700	1630	1601	1733	1794
TOTAL POSS. BEDS	1950	2015	1950	2015	2015	1885	2015	1950	2015	1950	2015	2015
OCCUPANCY RATE	84.92%	83.23%	88.05%	88.83%	82.18%	84.19%	90.62%	87.18%	80.89%	82.10%	86.00%	89.03%
CENSUS BEG. MONTH	56	54	56	59	54	54	58	60	54	52	54	58
CENSUS END MONTH	54	56	59	54	54	58	60	54	52	54	58	57
LOST BEDHOLD \$	1269.36	150.14	2101.55	1373.07	1789.28	2120.97	538.32	1869.1	2684.73	2791.66	1581.28	1390.00
PROFIT OR (LOSS)	81,208.99	386,849.42	-163,370.05	144,929.14	35,792.41	101,453.77	153,947.14	83,679.46	159,609.15	82,026.36	362,360.26	193,058.08
Total Skilled Days	176	196	178	174	115	169	192	153	186	238	212	141



# Council Action Request Form



**CITY OF MENAHGA**  
*"The Gateway to the Pine"*

115 2nd St NE - PO Box C  
 Menahga, MN 56464  
 218-564-4557  
 www.cityofmenahga.com

### Action Requested

<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Informational Item <input type="checkbox"/> Consent Agenda Items	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other _____
--	--

**Regarding:** Greenwood Connection (GWC) Monthly Report and Financial.

**Date of Meeting:** Sep 30, 2024      **Total time requested:**

**Department Requesting Action:** GWC

**Presenting at Meeting:** Laura Ahlf

**Background**  Supporting Documentation Enclosed

Greenwood Connections Administrator Laura Ahlf presented the City Council with her monthly report and financial.

**Options**  Supporting Documentation Enclosed

**Recommendations**  The Menahga City Council approves the following by Motion:

To approve the monthly report and financial, as presented by GWC Administrator Laura Ahlf.

<b>Financial Implications:</b> \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Opposed
Motion:	<input type="checkbox"/> Olson	<input type="checkbox"/> Olson
Second:	<input type="checkbox"/> Tomperi	<input type="checkbox"/> Tomperi
<input type="checkbox"/> Passed	<input type="checkbox"/> Bjornson	<input type="checkbox"/> Bjornson
<input type="checkbox"/> Failed	<input type="checkbox"/> Netland	<input type="checkbox"/> Netland
<input type="checkbox"/> Tabled	<input type="checkbox"/> Warmbold	<input type="checkbox"/> Warmbold

**Signatures**





	Community First Bank		From 4M		PMA Financial Network - 4M Fund - LMC										Totals
	MM #861516 226-01154	MM #881532 406-04000	General Fund Cash 101-10100	4M 10456	4MPlus 10159	DTC - 61655-1 10400 Matures 9/26/75	DTC - 61653 10403 Matures 3/26/75	CD 34607 1349025-1 10403 Matures 5/16/24	CD 29147 1349077-1 10404 Matures 5/16/24	CD 5496 1349028-1 10405 Matures 5/19/75	CD 19899 1349024-1 10406 Matures 5/18/26	CD 135497-1 10407 Matures 10/30/24	CD 1365017-1 10409 Matures 04/31/2025	CD 1365270-1 10410 Matures 01/21/2025	
Fire Dept Equipment (101)				102,061.26	131,087.75		51,468.02			25,000.00				362,192.72	
Economic Development (226)				55,704.68		50,865.02			17,345.04					126,520.18	
Capital Equipment (406) GF		2,563.37		60,132.64										67,696.01	
Capital Equipment (406) PD															
Capital Equipment (406) Parks				10,011.93										10,011.93	
General Fund 101				13,760.76	12,061.66							100,000.00		325,822.42	
General Fund 101 HS Improv				7,435.23										7,435.23	
Debt Service Fun 307				115,302.44	68,874.35					65,317.41	20,000.00			482,668.59	
Water Fund 601				62,865.12	130,806.47		65,174.39			75,000.00	85,000.00			546,024.10	
Sewer Fund 602							65,000.00			15,000.00				15,000.00	
Cemetery Fund 607				708.55	37,639.65		15,000.00			27,337.55	20,000.00			100,685.75	
Liquor Store Fund 609															

Cost	72,575.69	2,605.44	2,563.37	357,838.04	450,614.45	129,352.51	243,507.43			225,000.00	125,000.00	150,000.00	100,000.00	200,000.00	2,059,056.93
Interest Rate	1.41%	1.36%	1.36%	5.75%	5.297%	5.456%	5.405%			5.067%	4.124%	5.44%	5.250%	5.267%	
Face Value				357,838.04	450,614.45	129,000.00	243,000.00			248,328.73	141,073.03	158,143.69	103,869.18	205,283.44	2,037,150.56
Market Value				357,838.04	450,614.45	130,520.08	244,200.84			225,000.00	125,000.00	150,000.00	100,000.00	200,000.00	1,983,173.41

Both CFB & 4M  
4M Accounts

Cornerstone  
248,328.73

KS StateBank R Bank TX  
141,073.03

Financial Fede Western Alliance Bank  
158,143.69

103,869.18

205,283.44

4M  
357,838.04

4MPlus  
450,614.45

GreenState  
129,000.00

Comerex CU  
243,000.00

1,809.20

1,748.02

1,988.20

101-10459

602.59

1,345.43

601-10456

August, 2024

Dividends  
Purchases  
Transfers



CITY OF MENA HGA

\*Cash Balance Investments

Cash Account: 10100  
August 2024

Fund	Begin 2024	Receipts	Disbursements	Transfers		JE Payroll	Balance NO Investments	Investments	Balance
				Rec/Disb	Journal Entries				
<b>10100 - GENERAL CHECKING</b>									
101 - GENERAL FUND	(\$75,923.63)	\$762,690.90	(\$842,588.07)	\$0.00	(\$8,173.45)	(\$367,105.17)	(\$531,099.42)	\$715,449.24	\$184,349.82
225 - SAFE ROUTES TO S	(\$3,291.50)			\$0.00			(\$3,291.50)		(\$3,291.50)
226 - ECONOMIC DEV RE	\$63,071.33	\$1,118.04		\$0.00	\$28.06		\$64,217.43	\$126,520.23	\$190,737.66
228 - TIF DISTRICT PEDR	\$21,963.11		(\$16,615.00)	\$0.00	\$9.76		\$5,357.87		\$5,357.87
233 - TIF DISTRICT 1-6 PL	(\$2,405.07)	\$8,937.96	(\$19,615.33)	\$0.00			(\$13,082.44)		(\$13,082.44)
303 - 1990 CITY HALL DEB	\$0.00			\$0.00			\$0.00		\$0.00
304 - 2012A FIRE TRUCK	\$0.00			\$0.00			\$0.00		\$0.00
307 - WATER SEWER DEB	\$37,132.56	\$7,758.43		\$0.00	\$16.84		\$44,907.83	\$0.00	\$44,907.83
310 - 2012a NURSING HO	\$24,955.68	\$333,693.76	(\$333,693.76)	\$0.00	\$11.08		\$24,966.76		\$24,966.76
311 - 2003 IMPROVEMENT	\$0.00	\$165.36		\$0.00			\$165.36		\$165.36
312 - 2004 IMPROVEMENT	\$0.00			\$0.00			\$0.00	\$0.00	\$0.00
313 - 2006 UTILITY/STREE	\$0.00			\$0.00			\$0.00		\$0.00
315 - 2009 GO IMPROVEM	\$0.00			\$0.00			\$0.00		\$0.00
316 - 2013 STREET & UTIL	\$142,856.08	\$39,907.53	(\$25,175.00)	\$0.00	\$120.55		\$157,709.16		\$157,709.16
317 - 2015B Imp. Refunding	(\$62,713.28)	\$46,825.95	(\$66,267.50)	\$0.00			(\$82,154.83)		(\$82,154.83)
318 - 2020A GO Improveme	\$0.00	\$32,095.90	(\$159,390.00)	\$0.00			(\$127,294.10)		(\$127,294.10)
404 - 2009 CSAH 21	\$0.00			\$0.00			\$0.00		\$0.00
406 - CAPITAL PROJECTS	\$77,935.61	\$6,300.00	(\$24,166.00)	\$0.00	\$4,989.44		\$65,059.05	\$72,707.94	\$137,766.99
414 - 2017 N.H. CONST-CA	\$0.00			\$0.00			\$0.00		\$0.00
415 - 2020a Bond	\$0.00			\$0.00			\$0.00		\$0.00
416 - Region 5 Energy Initiat	\$16,466.68		(\$16,467.00)	\$0.00	\$0.32		\$0.00		\$0.00
417 - Water Tower Construc	(\$144,504.00)		(\$13,155.00)	\$0.00			(\$157,659.00)		(\$157,659.00)
418 - TH87 Watermain Repl	\$0.00			\$0.00			\$0.00		\$0.00
601 - WATER FUND	\$134,581.19	\$534,809.17	(\$227,270.90)	\$0.00	\$65.13	(\$62,739.86)	\$379,444.73	\$482,666.60	\$862,111.33
602 - SEWER FUND	\$94,989.59	\$151,227.98	(\$87,988.61)	\$0.00	\$46.30	(\$50,225.84)	\$108,049.42	\$546,026.88	\$654,076.30
607 - CEMETERY FUND	\$23,031.55	\$1,750.00	(\$392.70)	\$0.00	\$10.23	(\$2,327.31)	\$22,071.77	\$15,000.00	\$37,071.77
609 - MUNICIPAL LIQUOR	\$90,926.60	\$807,270.20	(\$584,344.53)	\$0.00	\$47.11	(\$118,989.44)	\$194,909.94	\$100,686.04	\$295,595.98
750 - PAYROLL CLEARING	\$2,459.66	\$635.34	(\$227,579.63)	\$0.00		\$227,418.81	\$2,934.18		\$2,934.18
755 - GET HOOKED ON FI	\$9,660.60	\$4,800.00	(\$3,494.39)	\$0.00	\$4.29		\$10,970.50		\$10,970.50
760 - SOUNDS OF SPIRIT	\$8,813.30	\$15,507.14	(\$15,849.62)	\$0.00	\$5.70		\$8,476.52		\$8,476.52
765 - BRE PROJECTS	\$4,663.93			\$0.00	\$2.08		\$4,686.01		\$4,686.01
770 - Frisbee Golf	(\$373.36)			\$0.00			(\$373.36)		(\$373.36)
800 - American Rescue Pla	\$0.00			\$0.00			\$0.00		\$0.00
999 - Covid 19-	(\$34,233.36)			\$0.00			(\$34,233.36)		(\$34,233.36)
	\$430,083.27	\$2,755,493.66	(\$2,664,053.04)	\$0.00	(\$2,816.56)	(\$373,968.81)	\$144,738.52	\$2,059,056.93	\$2,203,795.45



**CITY OF MENAHGA**  
**\*Check Reconciliation@**  
**MAIN RECON**

**CHKG/10104 GEN CHKG/10105 GEN CHKG/10106 80WSDEBT/10107 WELLHEADPR**  
**August 2024**

**Account Summary**

Beginning Balance on 8/1/2024	\$364,758.10
+ Receipts/Deposits	\$262,566.29
- Payments (Checks and Withdrawals)	\$398,841.66
Ending Balance as of 8/30/2024	\$228,482.73

Cleared Statement	\$228,482.73
Difference	\$0.00

**Cash Balance**

Active 101-10100 GENERAL FUND	-\$531,099.42
Active 101-10103 GENERAL FUND	\$0.00
Active 225-10100 SAFE ROUTES TO SCHOOL	-\$3,291.50
Active 226-10100 ECONOMIC DEV REVOLVING LN FD	\$64,217.43
Active 228-10100 TIF DISTRICT PEDRO	\$5,357.87
Active 233-10100 TIF DISTRICT 1-6 PLEASANT PINE	-\$13,082.44
Active 303-10100 1990 CITY HALL DEBT FUND	\$0.00
Active 304-10100 2012A FIRE TRUCK	\$0.00
Active 304-10120 2012A FIRE TRUCK	\$0.00
Active 307-10100 WATER SEWER DEBT	\$44,907.83
Active 310-10100 2012a NURSING HOME DEBT FUND	\$24,966.76
Active 311-10100 2003 IMPROVEMENT DEBT FUND	\$165.36
Active 312-10100 2004 IMPROVEMENT DEBT FUND	\$0.00
Active 313-10100 2006 UTILITY/STREET IMPROV	\$0.00
Active 315-10100 2009 GO IMPROVEMENT	\$0.00
Active 316-10100 2013 STREET & UTILITY IMPROVEM	\$157,709.16
Active 317-10100 2015B Imp. Refunding GO Bond	-\$82,154.83
Active 318-10100 2020A GO Improvement Refunding	-\$127,294.10
Active 404-10100 2009 CSAH 21	\$0.00
Active 406-10100 CAPITAL PROJECTS-EQUIPMENT	\$65,059.05
Active 406-10104 CAPITAL PROJECTS-EQUIPMENT	\$22,559.96
Active 406-10105 CAPITAL PROJECTS-EQUIPMENT	\$18,431.94
Active 414-10100 2017 N.H. CONST-CAPITAL PROJ	\$0.00
Active 415-10100 2020a Bond	\$0.00
Active 416-10100 Region 5 Energy Initiative	\$0.00
Active 417-10100 Water Tower Construction	-\$157,659.00
Active 418-10100 TH87 Watermain Replacement	\$0.00
Active 601-10100 WATER FUND	\$379,444.73
Active 602-10100 SEWER FUND	\$108,049.42
Active 607-10100 CEMETERY FUND	\$22,071.77
Active 609-10100 MUNICIPAL LIQUOR FUND	\$194,909.94
Active 750-10100 PAYROLL CLEARING FUND	\$2,934.18
Active 755-10100 GET HOOKED ON FISHING	\$10,970.50
Active 760-10100 SOUNDS OF SPIRIT LAKE	\$8,476.52
Active 765-10100 BRE PROJECTS	\$4,686.01
Active 770-10100 Frisbee Golf	-\$373.36
Active 800-10100 American Rescue Plan	\$0.00
Active 999-10100 Covid 19-	-\$34,233.36
Cash Balance	\$185,730.42

Beginng Balance	\$364,758.10
+ Total Deposits	\$262,711.20
- Checks Written	\$441,738.88
Check Book Balance	\$185,730.42
Difference	\$0.00



CITY OF MENAHA

\*Check Reconciliation©

GENERAL CHECKING

10100 GEN CHECK

Check Nbr	Vendor Name	Check Date	Amount	Cleared This Month	Amount Not Cleared	Partially Cleared Last Month
Deposit	Batch 689	8/6/2024	(\$11,513.17)	(\$11,513.17)	-	-
Deposit	080824GWC	8/8/2024	(\$3,168.75)	(\$3,168.75)	-	-
Deposit	Batch 690	8/8/2024	(\$4,095.46)	(\$4,095.46)	-	-
Deposit	Batch 690	8/8/2024	(\$20.00)	(\$20.00)	-	-
Deposit	081224Caron	8/12/2024	(\$36.00)	(\$36.00)	-	-
Deposit	20240808AC000	8/12/2024	(\$11,201.82)	(\$11,201.82)	-	-
Deposit	Batch 691	8/12/2024	(\$20.00)	(\$20.00)	-	-
Deposit	Batch 691	8/12/2024	(\$9,230.89)	(\$9,230.89)	-	-
Deposit	Batch Correction	8/14/2024	\$48.86	\$48.86	-	-
Deposit	Batch 686	8/14/2024	(\$5,281.73)	-	-	(\$5,281.73)
Deposit	Batch 692	8/15/2024	(\$11,268.18)	(\$11,268.18)	-	-
Deposit	202408164A00	8/15/2024	\$0.00	-	-	-
Deposit	081924USPS	8/19/2024	(\$96.47)	(\$96.47)	-	-
Deposit	080124enbridgedonati	8/19/2024	(\$6,000.00)	(\$6,000.00)	-	-
Deposit	081924TASC	8/19/2024	(\$80.22)	(\$80.22)	-	-
Deposit	20240815010	8/21/2024	\$7,166.15	\$7,166.15	-	-
Deposit	Batch 693	8/21/2024	(\$2,910.31)	(\$2,910.31)	-	-
Deposit	Batch 694	8/21/2024	(\$120.00)	(\$120.00)	-	-
Deposit	082624special	8/26/2024	(\$829.33)	(\$829.33)	-	-
Deposit	Batch 694	8/27/2024	(\$22,095.81)	(\$22,095.81)	-	-
Deposit	083024USPS	8/30/2024	(\$144.91)	-	(\$144.91)	-
Deposit	Batch 695	8/30/2024	(\$4,634.51)	(\$4,634.51)	-	-
Deposit	083124vest	9/5/2024	(\$565.65)	(\$565.65)	-	-
Deposit	083124post	9/5/2024	(\$4,054.57)	(\$4,054.57)	-	-
Deposit	083124transferfrom4M	9/5/2024	(\$70,000.00)	(\$70,000.00)	-	-
Deposit	083124EOM	9/6/2024	(\$107,840.16)	(\$107,840.16)	-	-
002227E	CARDMEMBER SERVICE	8/13/2024	\$1,674.84	\$1,674.84	-	-
002228E	Clover MarketPlace, LLC	8/13/2024	\$110.41	\$110.41	-	-
002229E	COLONIAL SUPPLEMENTAL INS.	8/13/2024	\$46.24	\$46.24	-	-
002230E	HEALTH PARTNERS	8/13/2024	\$22,091.91	\$22,091.91	-	-
002231E	INTERNAL REVENUE SERVICE	8/13/2024	\$13,008.11	\$13,008.11	-	-
002232E	Minnesota Energy Resources	8/13/2024	\$110.44	\$110.44	-	-
002233E	MINNESOTA REVENUE	8/13/2024	\$16,030.96	\$16,030.96	-	-
002234E	MINNESOTA POWER	8/13/2024	\$7,105.79	\$7,105.79	-	-
002235E	OPTUM BANK	8/13/2024	\$89.25	\$89.25	-	-
002236E	PERA	8/13/2024	\$11,042.17	\$11,042.17	-	-
002237E	SWIPECLOCK, LLC	8/13/2024	\$105.00	\$105.00	-	-
002238E	TODD-WADENA ELECTRIC COOP	8/13/2024	\$193.83	\$193.83	-	-
002239E	FIRST UNUM LIFE INS CO.	8/13/2024	\$81.00	\$81.00	-	-
002240E	WEST CENTRAL TELEPHONE	8/13/2024	\$2,107.76	\$2,107.76	-	-
002242E	WEX BANK	8/13/2024	\$2,081.42	\$2,081.42	-	-
505261E	Bi-Weekly ACH	8/14/2024	\$22,445.83	\$22,445.83	-	-
002243E	NORTHERN TOOL & EQUIPMENT CO.	8/19/2024	\$55.04	\$55.04	-	-
002244E	VERIZON WIRELESS	8/19/2024	\$547.61	\$547.61	-	-
002245E	ELIOT	8/20/2024	\$187.46	\$187.46	-	-
002246E	AUTHORIZE.NET	8/20/2024	\$26.35	\$26.35	-	-
002247E	RESNEXUS	8/20/2024	\$69.00	\$69.00	-	-
002248E	United States Postal Service	8/20/2024	\$305.20	\$305.20	-	-
002249E	DELTA DENTAL OF MINNESOTA	8/20/2024	\$980.88	\$980.88	-	-





CITY OF MENAHGA

\*Check Reconciliation©

GENERAL CHECKING

10100 GEN CHECK

Check Nbr	Vendor Name	Check Date	Amount	Cleared This Month	Amount Not Cleared	Partially Cleared Last Month
505279E	Bi-Weekly ACH	8/28/2024	\$22,766.99	\$22,766.99	-	-
002250E	CHORD PAYMENT TECHNOLOGIES	9/5/2024	\$1,987.19	\$1,987.19	-	-
002251E	VERIZON CONNECT FLEET USA LLC	9/5/2024	\$151.60	\$151.60	-	-
064096	NETLAND, MICHAEL	4/8/2024	\$54.37	-	\$54.37	-
064186	NETLAND, MICHAEL	5/13/2024	\$89.78	-	\$89.78	-
064368	NAPA CENTRAL - MN	7/8/2024	\$252.21	\$252.21	-	-
064375	STATE CHEMICAL SOLUTIONS	7/8/2024	\$939.60	\$939.60	-	-
064382	LARSON, ANDREA W.	7/17/2024	\$178.34	\$178.34	-	-
064383	BERNICKS	7/29/2024	\$638.40	\$638.40	-	-
064384	BEVERAGE WHOLESale	7/29/2024	\$5,923.36	\$5,923.36	-	-
064385	CINTAS	7/29/2024	\$284.15	\$284.15	-	-
064386	CINTAS	7/29/2024	\$263.00	\$263.00	-	-
064387	DACOTAH PAPER CO.	7/29/2024	\$349.27	\$349.27	-	-
064388	DAHLHEIMER BEVERAGE BRAINERD	7/29/2024	\$14,420.72	\$14,420.72	-	-
064389	DEANS CRANK & REPAIR LLC	7/29/2024	\$269.72	\$269.72	-	-
064390	DEPARTMENT OF HUMAN SERVICES	7/29/2024	\$10,599.00	\$10,599.00	-	-
064391	DIAMOND MAPS	7/29/2024	\$288.00	\$288.00	-	-
064392	D-S BEVERAGES INC	7/29/2024	\$14,729.70	\$14,729.70	-	-
064393	ECOLAB	7/29/2024	\$71.35	\$71.35	-	-
064394	EIDE BAILLY	7/29/2024	\$406.00	\$406.00	-	-
064396	G & T SANITATION, INC.	7/29/2024	\$616.27	\$616.27	-	-
064397	GATEWAY LIONS	7/29/2024	\$150.00	\$150.00	-	-
064398	GIOVANNI S	7/29/2024	\$902.85	\$902.85	-	-
064399	GOPHER STATE ONE-CALL	7/29/2024	\$37.80	\$37.80	-	-
064400	GRAINGER	7/29/2024	\$1,145.52	\$1,145.52	-	-
064401	GRANITE CITY JOBBING CO.	7/29/2024	\$823.06	\$823.06	-	-
064402	HAAS PRINTING, INC	7/29/2024	\$380.60	\$380.60	-	-
064403	HEGGIES PIZZA	7/29/2024	\$322.60	\$322.60	-	-
064404	JOHNSON BROTHERS LIQUOR	7/29/2024	\$6,019.39	\$6,019.39	-	-
064405	L&B CONSTRUCTION, INC.	7/29/2024	\$820.00	\$820.00	-	-
064406	LAKES AREA COOP -2 MENAHGA	7/29/2024	\$154.99	\$154.99	-	-
064407	MARCO	7/29/2024	\$366.72	\$366.72	-	-
064408	MARJON PRINTING, INC.	7/29/2024	\$1,080.00	\$1,080.00	-	-
064409	MENAHGA CONCRETE	7/29/2024	\$288.60	\$288.60	-	-
064410	MINNESOTA PUMP WORKS	7/29/2024	\$2,747.00	\$2,747.00	-	-
064411	MINNESOTA RURAL WATER ASSN.	7/29/2024	\$539.60	\$539.60	-	-
064412	MN MUNICIPAL BEV ASSN	7/29/2024	\$1,200.00	\$1,200.00	-	-
064413	NATHAN SCHAPER	7/29/2024	\$100.00	\$100.00	-	-
064414	PEPSI COLA	7/29/2024	\$1,042.11	\$1,042.11	-	-
064415	PHILLIPS WINE & SPIRITS	7/29/2024	\$3,321.61	\$3,321.61	-	-
064416	PLEASANT PINE ACRES	7/29/2024	\$8,044.16	\$8,044.16	-	-
064417	R&R RENTAL	7/29/2024	\$760.00	\$760.00	-	-
064418	RMB ENVIRONMENTAL LABS	7/29/2024	\$161.98	\$161.98	-	-
064419	S.C.D. TAP BEER LINE CLEANING	7/29/2024	\$42.00	\$42.00	-	-
064420	SECRETARY OF STATE - NOTARY	7/29/2024	\$120.00	\$120.00	-	-
064421	SHAWNS ELECTRIC	7/29/2024	\$145.00	\$145.00	-	-
064422	SHELL SPORT & BAIT	7/29/2024	\$364.65	\$364.65	-	-
064423	SOURCEWELL	7/29/2024	\$632.50	\$632.50	-	-
064424	SOUTHERN GLAZERS OF MN	7/29/2024	\$3,655.57	\$3,655.57	-	-



CITY OF MENAHGA

\*Check Reconciliation©

GENERAL CHECKING  
10100 GEN CHECK

Check Nbr	Vendor Name	Check Date	Amount	Cleared This Month	Amount Not Cleared	Partially Cleared Last Month
064425	TASC	7/29/2024	\$16.98	\$16.98	-	-
064426	TED S HARDWARE SEBEKA	7/29/2024	\$62.97	\$62.97	-	-
064427	TEDS HARDWARE MENAHGA	7/29/2024	\$191.84	\$191.84	-	-
064428	The Cotty	7/29/2024	\$139.04	\$139.04	-	-
064429	The Home City Ice Company Inc	7/29/2024	\$861.00	\$861.00	-	-
064430	THE RUSTIC INN	7/29/2024	\$943.72	-	\$943.72	-
064431	VIKING COCA-COLA BOTTLING	7/29/2024	\$480.15	\$480.15	-	-
064432	VKM CREATIONS LLC	7/29/2024	\$720.00	\$720.00	-	-
064433	WADENA COUNTY DAC	7/29/2024	\$88.80	\$88.80	-	-
064434	WARNICKS JANITORIAL SERVICE	7/29/2024	\$340.00	\$340.00	-	-
064435	ZENERGY	7/29/2024	\$172.31	\$172.31	-	-
064436	FLAHERTY & HOOD, P.A.	7/26/2024	\$4,281.25	\$4,281.25	-	-
064437	LAKES COMMUNITY COOPERATIVE	8/2/2024	\$3,440.00	\$3,440.00	-	-
064438	Amy Lane	8/12/2024	\$37.24	\$37.24	-	-
064439	BERNICKS	8/12/2024	\$620.35	\$620.35	-	-
064440	BEVERAGE WHOLESALE	8/12/2024	\$2,415.90	\$2,415.90	-	-
064441	CINTAS	8/12/2024	\$147.31	\$147.31	-	-
064442	CULLIGAN OF WADENA	8/12/2024	\$55.15	\$55.15	-	-
064443	DACOTAH PAPER CO.	8/12/2024	\$28.34	\$28.34	-	-
064444	DAHLHEIMER BEVERAGE BRAINERD	8/12/2024	\$7,999.00	\$7,999.00	-	-
064445	DEANS CRANK & REPAIR LLC	8/12/2024	\$85.00	\$85.00	-	-
064446	D-S BEVERAGES INC	8/12/2024	\$8,487.30	\$8,487.30	-	-
064447	G & T SANITATION, INC.	8/12/2024	\$769.43	\$769.43	-	-
064448	GIOVANNI S	8/12/2024	\$518.10	\$518.10	-	-
064449	GOPHER STATE ONE-CALL	8/12/2024	\$40.50	\$40.50	-	-
064450	GRANITE CITY JOBBING CO.	8/12/2024	\$738.72	\$738.72	-	-
064451	GREENER TOMORROWS	8/12/2024	\$28.00	\$28.00	-	-
064452	HAWKINS, INC.	8/12/2024	\$483.52	\$483.52	-	-
064453	HEGGIES PIZZA	8/12/2024	\$164.70	\$164.70	-	-
064454	INNOVATIVE SIGN & GRAFFIX	8/12/2024	\$115.00	\$115.00	-	-
064455	JOHNSON BROTHERS LIQUOR	8/12/2024	\$2,964.17	\$2,964.17	-	-
064456	K & K TRUCK & AUTO REPAIR	8/12/2024	\$889.10	\$889.10	-	-
064457	KUMPULA, RALPH	8/12/2024	\$9.59	\$9.59	-	-
064458	KURTTI, KEITH	8/12/2024	\$730.00	\$730.00	-	-
064459	L&B CONSTRUCTION, INC.	8/12/2024	\$500.00	\$500.00	-	-
064460	LAW ENFORCEMENT LABOR SERVICE	8/12/2024	\$70.50	\$70.50	-	-
064461	LOCATORS & SUPPLIES, INC.	8/12/2024	\$199.00	\$199.00	-	-
064462	MENAHGA CONCRETE	8/12/2024	\$1,631.33	\$1,631.33	-	-
064463	MINNESOTA ASSN OF SMALL CITIES	8/12/2024	\$826.50	\$826.50	-	-
064464	MINNESOTA PUMP WORKS	8/12/2024	\$790.00	\$790.00	-	-
064465	MN PUBLIC FACILITIES AUTHORITY	8/12/2024	\$48,532.48	\$48,532.48	-	-
064466	NORTHLAND FIRE PROTECTION	8/12/2024	\$135.74	\$135.74	-	-
064467	PARK RAPIDS FORD	8/12/2024	\$80.63	\$80.63	-	-
064468	PEDERSON OIL SERVICES, INC.	8/12/2024	\$3,036.38	\$3,036.38	-	-
064469	PHILLIPS WINE & SPIRITS	8/12/2024	\$1,821.41	\$1,821.41	-	-
064470	RMB ENVIRONMENTAL LABS	8/12/2024	\$582.07	\$582.07	-	-
064471	SAND CREEK EAP, LLC	8/12/2024	\$1,725.00	\$1,725.00	-	-
064472	SHELL SPORT & BAIT	8/12/2024	\$374.36	-	\$374.36	-
064473	SOUTHERN GLAZERS OF MN	8/12/2024	\$1,984.54	\$1,984.54	-	-



CITY OF MENAHGA

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GENERAL CHECKING

10100 GEN CHECK

Check Nbr	Vendor Name	Check Date	Amount	Cleared This Month	Amount Not Cleared	Partially Cleared Last Month
064474	TEDS HARDWARE MENAHGA	8/12/2024	\$344.41	\$344.41	-	-
064475	The Home City Ice Company Inc	8/12/2024	\$506.90	\$506.90	-	-
064476	THE RUSTIC INN	8/12/2024	\$261.60	-	\$261.60	-
064477	WADENA COUNTY ATTORNEY	8/12/2024	\$700.00	\$700.00	-	-
064478	WARNER GARAGE DOOR INC	8/12/2024	\$121.20	\$121.20	-	-
064479	TEAMSTERS LOCAL UNION 346	8/13/2024	\$276.00	\$276.00	-	-
064480	AMERICAN LEGAL PUB. CORP.	8/26/2024	\$52.65	-	\$52.65	-
064481	BERNICKS	8/26/2024	\$488.75	-	\$488.75	-
064482	BEVERAGE WHOLESALE	8/26/2024	\$2,164.20	-	\$2,164.20	-
064483	CINTAS	8/26/2024	\$284.15	-	\$284.15	-
064484	CINTAS	8/26/2024	\$218.18	-	\$218.18	-
064485	CITY OF MENAHGA	8/26/2024	\$369.54	\$369.54	-	-
064486	CWIKLA ACE HARDWARE	8/26/2024	\$40.55	-	\$40.55	-
064487	D&N LAWN CARE	8/26/2024	\$975.00	\$975.00	-	-
064488	DACOTAH PAPER CO.	8/26/2024	\$198.00	\$198.00	-	-
064489	DAHLHEIMER BEVERAGE BRAINERD	8/26/2024	\$8,177.20	-	\$8,177.20	-
064490	DEPARTMENT OF HUMAN SERVICES	8/26/2024	\$10,599.00	\$10,599.00	-	-
064491	D-S BEVERAGES INC	8/26/2024	\$9,108.00	\$9,108.00	-	-
064492	ECOLAB	8/26/2024	\$151.91	\$151.91	-	-
064493	EHLERS	8/26/2024	\$2,695.00	-	\$2,695.00	-
064494	FLAHERTY & HOOD, P.A.	8/26/2024	\$14,821.25	-	\$14,821.25	-
064495	FORUM COMMUNICATIONS COMPANY	8/26/2024	\$60.00	\$60.00	-	-
064496	GIOVANNI S	8/26/2024	\$257.40	\$257.40	-	-
064497	GRANITE CITY JOBBING CO.	8/26/2024	\$883.49	-	\$883.49	-
064498	HAWKINS, INC.	8/26/2024	\$1,518.85	-	\$1,518.85	-
064499	HEGGIES PIZZA	8/26/2024	\$350.25	\$350.25	-	-
064500	JOHNSON BROTHERS LIQUOR	8/26/2024	\$3,666.60	\$3,666.60	-	-
064501	L&M SUPPLY, INC.	8/26/2024	\$537.97	-	\$537.97	-
064502	LAKE COUNTRY FOODS	8/26/2024	\$37.76	-	\$37.76	-
064503	LAKES COMMUNITY COOPERATIVE P	8/26/2024	\$12.84	-	\$12.84	-
064504	MACQUEEN EQUIPMENT, LLC	8/26/2024	\$399.07	\$399.07	-	-
064505	MARCO	8/26/2024	\$366.72	-	\$366.72	-
064506	MARJON PRINTING, INC.	8/26/2024	\$403.00	\$403.00	-	-
064507	MINNESOTA PUMP WORKS	8/26/2024	\$625.00	-	\$625.00	-
064508	Napa Auto Parts	8/26/2024	\$75.74	-	\$75.74	-
064509	NAPA CENTRAL - MN	8/26/2024	\$660.06	-	\$660.06	-
064510	PHILLIPS WINE & SPIRITS	8/26/2024	\$2,453.18	\$2,453.18	-	-
064511	PRO CONTRACTORS, INC.	8/26/2024	\$55,781.75	\$55,781.75	-	-
064512	R&R RENTAL	8/26/2024	\$158.09	-	\$158.09	-
064513	RMB ENVIRONMENTAL LABS	8/26/2024	\$57.48	-	\$57.48	-
064514	S.C.D. TAP BEER LINE CLEANING	8/26/2024	\$42.00	\$42.00	-	-
064515	SHELL SPORT & BAIT	8/26/2024	\$14.48	-	\$14.48	-
064516	SOUTHERN GLAZERS OF MN	8/26/2024	\$1,497.94	-	\$1,497.94	-
064517	SPIRIT LAKE LUMBER	8/26/2024	\$32.26	\$32.26	-	-
064518	STAR SQUADS LLC	8/26/2024	\$4,585.00	-	\$4,585.00	-
064519	TASC	8/26/2024	\$16.98	-	\$16.98	-
064520	TEAM LABORATORY CHEMICAL	8/26/2024	\$425.00	-	\$425.00	-
064521	The Home City Ice Company Inc	8/26/2024	\$389.80	-	\$389.80	-
064522	ULTIMATE SAFETY CONCEPTS INC.	8/26/2024	\$900.00	\$900.00	-	-



CITY OF MENAUGA

09/06/24 4:20 PM

Page 6

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**GENERAL CHECKING**

**10100 GEN CHECK**

Check Nbr	Vendor Name	Check Date	Amount	Cleared This Month	Amount Not Cleared	Partially Cleared Last Month
064523	VIKING COCA-COLA BOTTLING	8/26/2024	\$249.86	-	\$249.86	-
064524	WADENA COUNTY DAC	8/26/2024	\$118.40	-	\$118.40	-
064525	YLINIEMI, RONALD	8/26/2024	\$110.17	\$110.17	-	-

Receipts/Deposits	(\$267,992.93)	(\$262,566.29)	(\$144.91)	(\$5,281.73)
Payments/Withdrawal	\$42,897.22	\$398,841.66	\$42,897.22	\$0.00

<b>Total Deposits</b>	(\$262,711.20)
<b>Total Checks Written (Outstanding + Cleared)</b>	\$441,738.88

*\*Next month items not included in Total Deposits & Checks Written*





# Existing Ordinance

## **GREENWOOD CONNECTIONS BOARD**

### **§ 31.50 FACILITY NAME.**

The nursing home, assisted living facilities and other related facilities operated by the city shall be officially known as Greenwood Connections.

(Ord. passed 3-13-00; Am. Ord. 31, passed 3-14-16)

### **§ 31.51 ESTABLISHMENT.**

There shall be a Greenwood Connections Board whose duty shall be to manage and operate the Greenwood facilities subject to the authority of the City Council as provided in M.S. § 447.41, as it may be amended from time to time.

(Ord. passed 3-13-00; Am. Ord. 31, passed 3-14-16)

### **§ 31.52 COMPOSITION AND APPOINTMENT.**

The Greenwood Connections Board ("Board") shall be composed of seven members, two of whom shall be members of the City Council, appointed by the Council on an annual basis. The remaining five members of the Board shall serve for a term of four years with the terms of each such member to begin and expire as follows: two members whose term shall expire on December 31, 2000, one member whose term shall expire on December 31, 2001, two members whose term shall expire on December 31, 2002, and one member whose term shall expire on December 31, 2003. At all times a minimum of five of the members of the Board shall be residents and qualified voters of the city. A member shall serve for a maximum of three consecutive terms. The Council, at its meeting in December, shall appoint appropriate persons to succeed the members whose terms expire in such year. Vacancies on the Board shall be filled by appointment by the Mayor with Council approval.

(Ord. passed 3-13-00; Am. Ord. 31.52, passed 3-14-11; Am. Ord. 31, passed 3-14-16)

### **§ 31.53 ORGANIZATION OF BOARD.**

Each year in January at the first regular meeting of the Board, the Board shall elect a President and Vice-President from members of the Board and a Secretary, who may be a non-Board member. The President shall preside at all meetings of the Board. The Vice-President shall perform the duties of the President in the case of absence or disability. The Secretary shall keep a complete record of the minutes of each meeting of the Board and shall cause a copy of such record to be filed in the Office of the City Administrator/Clerk/Treasurer within ten days after such meeting.

(Ord. passed 3-13-00; Am. Ord. 31, passed 3-14-16)

### **§ 31.54 POWERS AND DUTIES OF BOARD.**

(A) The Board shall provide recommendation to the City Council for the administration, maintenance and operations of Greenwood Connections;

(B) The Board shall establish written bylaws governing the management and operation of the Board, subject to approval of the City Council, with copies to be filed with the City Council;

(C) The Board shall meet monthly and all meetings must comply with the open meeting law pursuant to Minnesota Statutes;

(D) The Board shall recommend salary scales and a benefit program for employees subject to approval of the City Council;

(E) The Board shall present to the City Council at its monthly meeting in the month of August, a yearly budget for the upcoming fiscal year commencing October 1, subject to approval of the City Council;

(F) The Board and City Council shall meet jointly prior to the September Greenwood Connection Board Meeting to review the proposed Greenwood Connections budget;

(G) The Board may contract and purchase all necessary equipment, apparatus and supplies, provided however, that any single capital item of purchase not specifically included in the budget between the amounts of \$5,000 and \$25,000 shall be first approved by the City Council and all capital items of purchase of more than \$25,000 shall first be approved by the City Council;

(H) The Board shall recommend to the City Council all major transactions such as disposition of assets, acquisitions, major capital improvements and strategic plans and goals;

(I) A member shall serve in good faith and in a diligent and responsible manner with a duty of loyalty to exercise his or her authority for the benefit of the institution rather than for any personal gain or benefit;

(J) The Greenwood Connections Board shall meet annually in joint session with the City Council to hear the report of the Auditor, review the Auditor's management letter and review the operation of Greenwood Connections; and

(K) The City Council shall be responsible for the appointment of a qualified individual to function as the Greenwood Connections Administrator, with a recommended compensation package. Search committee will consist of: City Council, two Greenwood Connections Board Members, up to two Greenwood Connections supervisory staff, and City Administrator/Clerk/Treasurer.

(Ord. passed 3-13-00; Am. Ord. 31, passed 3-14-16)

#### **§ 31.55 FUNDS, ACCOUNTING AND PAYMENT OF ACCOUNTS.**

All earnings of Greenwood Connections together with all contributions and other funds procured for the maintenance and improvement of the Greenwood Connections fund. All checks drawn on the account of Greenwood Connections shall contain two signatures. One signature shall be the signature of the Greenwood Connections Administrator/Mayor or City Administrator/Clerk/Treasurer. The second signature shall be the signature of either the Business Office Manager, Deputy Mayor or Deputy Clerk. The City Council authorizes the Greenwood Connections Administrator and Greenwood Connections Business Office Manager to make payment of regular expenditures for Greenwood Connections to include payroll expenditures, regular cyclical payments such as utility bills, payment of medical services contracts pre-approved by Board and Council and payment of all necessary equipment, apparatus and supplies provided however, that any single capital item of purchase not specifically included in the budget between

the amounts of \$5,000 through \$25,000 shall be first approved by the City Council and all capital items of purchase of more than \$25,000 shall first be approved by the City Council, per Res. 110-2011. The Greenwood Connections Board shall keep accurate accountings of all monies received and disbursed by it and of all outstanding credits and liability and shall furnish to the Council on a monthly basis an itemized list of all checks written and a financial statement showing monthly income, expenditures and fund balances. The books, accounts and funds of the facility shall be audited in the same manner as all other funds of the city. The Board and its administration shall be subject to limitations on their powers as may be set by City Council resolution or other city ordinances.

(Ord. passed 3-13-00; Am. Ord. 31, passed 3-14-16)



**GREENWOOD CONNECTIONS BOARD (DRAFT ORDINANCE 8.30.24)**

**§ 31.50 ESTABLISHMENT AND AUTHORITY**

Greenwood Connections Board ("Board") is hereby established and authorized to manage and operate Greenwood Connections, pursuant to Minn. Stat. § 447.41, as amended.

(Ord. passed 3-13-00; Am. Ord. 31, passed 3-14-16)

**§ 31.51 NAME.**

The nursing home, and home for the aged, and related facilities managed and operated by the Board is hereby collectively named Greenwood Connections. The nursing home may also be known or referred to as Green Pine Acres Nursing Home, and the assisted living known or referred to as Woodside Manor.

(Ord. passed 3-13-00; Am. Ord. 31, passed 3-14-16)

**§ 31.52 BOARD COMPOSITION, APPOINTMENT, AND TERM LIMITS.**

The Board shall be composed of seven members, two of whom shall be members of the City of Menahga (City) City Council, appointed by the City Council on an annual basis. The remaining five members of the Board shall serve for a term of four years. At all times a minimum of five of the members of the Board shall be residents and qualified voters of the City. A member shall serve for a maximum of three consecutive terms. The City Council, at its meeting in December, shall appoint appropriate persons to succeed the members whose terms expire in such year. Vacancies on the Board shall be filled by appointment by the Mayor with City Council approval. Board members will be compensated for each meeting they attend with the amount to be determined and recommended from time to time by the board and ratified by City Council. In the event that an ad hoc committee is needed they will be compensated for each meeting they attend with the amount to be determined and recommended from time to time by the board and ratified by the City Council.

(Ord. passed 3-13-00; Am. Ord. 31.52, passed 3-14-11; Am. Ord. 31, passed 3-14-16)

**§ 31.53 BOARD OFFICERS.**

Each year in January at the first regular meeting of the Board, the Board shall elect the Board President and Vice-President from members of the Board, and the Board Secretary, who may be a non-Board member. The Board President is the presiding officer for all Board meetings. The Board Vice-President shall perform the duties of the Board President in the case of absence or incapacity. The Board Secretary shall take Board meeting minutes and provide the City's designated responsible authority and/or designee with the minutes within ten days after each meeting.

(Ord. passed 3-13-00; Am. Ord. 31, passed 3-14-16)

**§ 31.54 BOARD POWERS AND DUTIES.**

**The Board or its Designee, to the extent permissible by law, shall have the power to:**

- (1) Require a bond of any officer or employee and pay the premium thereon;
- (2) Recommend hiring and terminating of employees to the City Council.
- (3) Effect all necessary insurance;
- (4) Approve repairs of Greenwood Connections and its contents;
- (5) Administrator has authority to purchase all necessary equipment, apparatus and supplies up to \$25,000. Splitting of purchase orders to create orders of \$25,000 or less which cumulatively would exceed \$25,000 is prohibited.
- (6) Receive and accept all donations and contributions for Greenwood Connections and related purposes and manage any such gifts that may be in the form of securities or property; subject to acceptance by the City Council.

**The Board shall reserve unto itself the following powers:**

- (7) Establish such committees as it sees fit;
- (8) A search committee to replace the Greenwood Connections Administrator will consist of: the entire City Council, two Greenwood Connections Board Members, two Greenwood Connections supervisory staff and City Clerk/Treasurer. The City Council shall be responsible for the appointment of a qualified individual to function as the Greenwood Connections Administrator, with a recommended compensation package.
- (9) The Board shall approve the budget including rates and suitable charges for Greenwood Connections, and for payment and collection of the rates and charges; subject to approval by the City Council.
- (10) The Board shall recommend capital improvement/purchases over \$25,000; subject to City Council approval.
- (11) The Board shall meet monthly and all meetings must comply with the open meeting law pursuant to Minnesota Statutes;
- (12) The Board shall establish salary scales and benefit program for employees; subject to City Council approval.
- (13) Each member of the board shall serve in good faith and in a diligent and responsible manner with a duty of loyalty to exercise his or her authority on behalf of the institution rather than for any personal gain or benefit;
- (14) The Board shall meet annually in joint session with the City Council to hear the report of the Auditor, review the Auditors management letter and review the operations of Greenwood Connections.

(Ord. passed 3-13-00; Am. Ord. 31, passed 3-14-16)

**§ 31.55 ESTABLISHMENT AND AUTHORITY OF GREENWOOD CONNECTIONS ADMINISTRATOR.**

The Greenwood Connections Administrator is hereby established for the purposes of carrying out the administration of Greenwood Connections and its related facilities' management and operations and is directly responsible to the Board. To the extent deemed necessary by the board including the duties provided in 31.54 at the discretion of the Board. The City Council authorizes the GWC Administrator to approve and sign all contracts with the following restrictions: Purchase of capital and non-capital items or contracts over \$25,000 shall first be approved by City Council. All employment contracts and final authority for hiring and terminations of employees shall be approved by the City Council monthly.

**§ 31.56 FUNDS, ACCOUNTING AND PAYMENT OF ACCOUNTS.**

All earnings of Greenwood Connections together with all contributions and other funds procured for the maintenance and improvement of Greenwood Connections shall be deposited into the nursing home fund. All checks drawn on the account of Greenwood Connections shall contain two signatures. One signature shall be of either the Greenwood Connections Administrator, Mayor or City Clerk/Treasurer. The second signature shall be either the Business Office Manager, Mayor, City Clerk/Treasurer, Deputy Clerk/Treasurer or Deputy Mayor. The City Council authorizes the Greenwood Connections Administrator and Greenwood Connections Business Office Manager to make regular expenditure payments for Greenwood Connections to include payroll expenditures, regular cyclical payments and payments for all necessary equipment, apparatus, and supplies. The Board authorizes the Greenwood Connections Administrator to approve and make the payment of regular expenditures and any single capital item of purchase not specifically included in the budget that does not exceed \$25,000. All capital items of purchase of more than \$25,000 shall first be approved by the City Council. The Greenwood Connections Board/Administrator shall keep accurate accountings of all monies received and disbursed by it and of all outstanding credits and liabilities and shall furnish to the Council on a monthly basis an itemized list of all checks written and a financial statement showing monthly income, expenditures and fund balances. The books, accounts and funds of the facility shall be audited in the same manner as all other funds of the city.

(Ord. passed 3-13-00; Am. Ord. 31, passed 3-14-16)

**§ 31.57 AUTHORITY RESERVED BY CITY COUNCIL**

The City Council shall, to the extent permissible by law, have the exclusive authority to:

- (1) Construct any additional nursing homes and related facilities;
- (2) Construct any appurtenant structures;
- (3) Acquire any real property;
- (4) The City shall withdraw, by referendum vote only, its interest in a nursing home or home for the aged.
- (5) Levy or impose taxes for the operation and maintenance of any part of Greenwood Connections.

DRAFT ORDINANCE 8.30.24





31.54 Powers and duties of Board

31.55 Funds, accounting and payment of accounts

**Cross-reference.**

*Fireworks, see Chapter 94*

*Open Burning, see §§ 92.60 et seq.*

*Subdivisions, see Chapter 150*

*Zoning, see Chapter 151*

## **FIRE DEPARTMENT**

### **§ 31.01 CONTINUANCE.**

There is continued in the city, a volunteer fire department, which shall have the following officers: a Chief, an Assistant Chief, a Secretary and a Treasurer.

('77 Code, § 203.01)

### **§ 31.02 APPOINTMENT OF OFFICERS.**

(A) The Chief of the Fire Department shall be appointed annually by the Council. Members of the Department may recommend to the Council a nominee for appointment by submitting the same in writing to the Council prior to February 1 of each year. The Chief of the Fire Department shall appoint each year the Assistant Chief, the Secretary and the Treasurer, subject to confirmation by the Council. The Chief of the Fire Department, the Assistant Chief, the Secretary and the Treasurer shall hold office for one year and until the successor has been duly appointed or qualified. The above named officers may be removed by the Council for cause and after a public hearing.

(B) Fire fighters and probationary fire fighters shall be appointed by the members of the Department, subject to confirmation by the Council. Fire fighters shall continue as members of the Department during good behavior, and may be removed by the Council only for cause and after a public hearing.

('77 Code, § 203.02)

### **§ 31.03 DUTIES OF FIRE CHIEF.**

(A) The Chief shall have control over all of the fire fighters and shall be solely responsible for the Department's care and condition. The Chief shall make a report monthly to the Council and semi-annually to the Council at its meeting in March and September, as to the condition of the equipment and needs of the Fire Department. Any request for changes in compensation, city contribution to the Fire Relief Association, or pension amount increases, must be requested with a cost impact analysis. The Chief may submit additional reports and recommendations at any meeting of the Council and shall report each suspension of a member of the Fire Department at the first meeting of the Council following each suspension. The Chief shall be responsible for the proper training and discipline of the members of the Fire Department, and may suspend any



member for refusal or neglect to obey orders pending final action by the Council on the discharge or retention.

('77 Code, § 203.03)

(B) The Chief shall keep, in convenient form, a complete record of all fires (Menahga Fire Department Call Log). The record shall include the time of the alarm, location of fire, cause of fire (if known), type of building, name of owner and tenant, purpose for which occupied, value of building and contents, members of the Department responding to the alarm and other information as the Chief may deem advisable or as may be required from time to time by the Council or the state department.

('77 Code, § 203.05)

(C) It is the duty of the Chief, when the weather permits, to hold a monthly practice drill of at least a one-hour duration for the Fire Department and to give the fire fighters instruction in approved methods of fire fighting and fire prevention.

('77 Code, § 203.06)

#### **§ 31.04 DUTIES OF FIRE MARSHAL.**

The office of Fire Marshal may be held by the Chief or by the Assistant Chief, if the Council approves. He or she shall be charged with the enforcement of laws for fire prevention. The Marshal shall have full authority to inspect all premises and to cause the removal or abatement of all fire hazards.

('77 Code, § 203.04)

#### ***Cross-reference:***

*Fireworks, see Chapter 94*

#### **§ 31.05 ASSISTANT FIRE CHIEF.**

In the absence or disability of the Chief, the Assistant Chief shall perform all the functions and exercise all the authority of the Chief.

('77 Code, § 203.07)

#### **§ 31.06 FIRE FIGHTERS; MEMBERSHIP AND COMPENSATION.**

(A) The Chief, the Assistant Chief and all fire fighters and probationary fire fighters shall be not less than 18 years of age and shall be able-bodied. They shall become members of the Fire Department only after a 12-month probationary period. The Council may require that each candidate, before becoming a probationary fire fighter, must satisfy certain minimum qualifications, which may be specified by the Council, and must pass a satisfactory physical examination.

('77 Code, § 203.08)

(B) Fire fighters absent from three consecutive drills or calls, unless excused by the Chief, shall forfeit membership in the Department.

('77 Code, § 203.09)

(C) Compensation shall be established by the Council.

('77 Code, § 203.10)

(D) Persons who have been members of the Fire Department for at least one year at the time of the adoption of this code section shall not be required to serve a probationary period before receiving rating.

('77 Code, § 203.11)

#### **§ 31.07 INTERFERENCE WITH OFFICERS.**

It is unlawful for any person to give or make, or cause to be given or made, an alarm of fire without probable cause, or to neglect or refuse to obey any reasonable order of the Chief at a fire. To interfere shall include the following of the fire truck when its siren and emergency lights are in operation, closer than 500 feet, by persons not on official city business.

('77 Code, § 203.12) Penalty, see § 10.99

#### **§ 31.08 FEES FOR EMERGENCY PROTECTION FIRE SERVICES.**

(A) *Purposes and intent.* This section is adopted for the purpose of authorizing the City of Menahga to charge for fire service as authorized by M.S. §§ 366.011, 366.012, and 415.01.

(B) *Definitions.* For this section, the following definitions shall apply unless the context indicates or requires a different meaning.

***FIRE PROTECTION CONTRACT.*** A contract between the city and a town or other city for the city to provide fire service.

***FIRE SERVICE.*** Any deployment of firefighting personnel and/or equipment to extinguish a fire or perform any preventative measure to protect equipment, life, or property in an area threatened by fire. It also includes the deployment of firefighting personnel and/or equipment to provide fire suppression, rescue, extrication, and any other services related to fire and rescue as may occasionally occur.

***FIRE SERVICE CHARGE.*** The charge imposed by the city for receiving fire service.

***MOTOR VEHICLE.*** Any self-propelled vehicle designed and originally manufactured to operate primarily upon public roads and highways, and not operated exclusively upon railroad tracks. It includes semi-trailers. It does not include snowmobiles, manufactured homes, all-terrain vehicles, or park trailers.

***MUTUAL AID AGREEMENT.*** An agreement between the city and a town or other city for the city's Fire Department to provide assistance to the Fire Department of a town or other city.

(C) *Parties affected.*

(1) Owners of property within the city who receive fire service.

(2) Anyone who receives fire service as a result of a motor vehicle accident or fire within the city.

(3) Owners of property in towns or cities to which the city provides fire service pursuant to a fire protection contract.

(D) *Rates.* The charges for services shall be set and amended from time to time by resolution of the City Council and included on the fee schedule of the city.

(E) *Billing and collection.*

(1) Parties requesting and receiving fire services may shall be billed directly by the city. Additionally, if the party receiving fire services did not request services but a fire or other situation exists which, at the discretion of the Fire Department personnel in charge requires fire service, the party will be charged and billed. All parties will be billed whether or not the fire service is covered by insurance. Any billable amount of the fire charge not covered by a party's insurance remains a debt of the party receiving the fire service.

(2) Parties billed for fire service will have 30 days to pay. If the fire service charge cannot be paid in full within 30 days, arrangements may be made with the Deputy Clerk for six (6) equal monthly installments of the unpaid fire charge. If the fire service charge is not paid by that time, it will be considered delinquent, and the city will send a notice of delinquency.

(3) If the fire service charge remains unpaid for 30 days after this notice of delinquency is sent, the city will use all practical and reasonable legal means to collect the fire service charge. The party receiving fire service shall be liable for all collection costs incurred by the city including, but not limited to, reasonable attorney fees and court costs.

(4) Pursuant to M.S. § 366.011, if the fire service charge remains unpaid for 30 days after the notice of delinquency is sent, the City Council may also, on or before November 15 30 of each year, certify the unpaid fire service charge to the County Auditor in which the recipient of the services owns real property for collection with property taxes. The County Auditor is responsible for remitting to the city all charges collected on behalf of the city. The city must give the property owner notice of its intent to certify the unpaid fire service charge by October 15.

(5) False alarms will be billed as a fire call.

(F) *Mutual aid agreement.* When the city Fire Department provides fire service to another fire department pursuant to a Mutual Aid Agreement, the billing will be determined by the Mutual Aid Agreement.

(G) *Application of collections to budget.* All collected fire charges will be designated as city funds and will be deposited into a fund the City's General Fund, to be designated by the City Council, to offset equipment purchases.the cost of operations of the Fire Department.

(Ord. 31.08, passed 1-14-08)



## POLICE DEPARTMENT

### § 31.20 ESTABLISHMENT.

A Police Department is hereby continued. The head of the Department shall be known as the Chief of Police and the number of additional members of the Department, together with their ranks and titles, shall be determined by the Council by resolution. The compensation to paid members of the Police Department shall be fixed by the Council. Members of the Department shall be appointed by the Council.

('77 Code, § 202.01)

### § 31.21 DUTIES OF CHIEF OF POLICE.

The Chief of Police shall have supervision and control of the Police Department and its members. The Chief shall be responsible for the proper training and discipline of the members of the Department.

The Chief shall be responsible for the keeping of adequate records and shall report to the Council on the needs of the Department. Every member of the Department, subordinate to the Chief, shall obey the instructions of the Chief and any superior officer. The Council may designate one of the police officers as Acting Chief, who shall have all powers and duties of the Chief during an absence or disability.

### 31.21 CHIEF OF POLICE. – PARK RAPIDS

The Chief of Police shall have supervision and control of the Police Department and its members. He or she shall be responsible to the Council for law enforcement and for property of the city used by the Department. He or she shall be responsible for the proper training and discipline of the members of the Department. He or she shall be responsible for the keeping of adequate records and he or she shall report to the Council on the needs of the Department and its work. Every member of the Department subordinate to the Chief shall obey the instructions of the Chief and any superior officer. The Council shall designate one (1) of the police officers as Acting Chief, who shall have all the powers and duties of the Chief during his or her absence or disability.

('77 Code, § 202.02)

### § 31.22 DUTIES OF OFFICERS.

Members of the Police Department shall enforce the laws applicable to the city, bring violators before the court and make complaints for offenses coming to their knowledge. Members of the Police Department shall serve processes on behalf of the city and shall serve notices as may be required by the Council or other authority. When the city is not party to the proceedings or involved in the process or notice, the officer shall collect the same fees as provided by law for town constables. All fees shall be paid into the City Treasury.

(2) Anyone who receives fire service as a result of a motor vehicle accident or fire within the city.

(3) Owners of property in towns or cities to which the city provides fire service pursuant to a fire protection contract.

(D) *Rates.* The charges for services shall be set and amended from time to time by resolution of the City Council and included on the fee schedule of the city.

(E) *Billing and collection.*

(1) Parties requesting and receiving fire services may shall be billed directly by the city. Additionally, if the party receiving fire services did not request services but a fire or other situation exists which, at the discretion of the Fire Department personnel in charge requires fire service, the party will be charged and billed. All parties will be billed whether or not the fire service is covered by insurance. Any billable amount of the fire charge not covered by a party's insurance remains a debt of the party receiving the fire service.

(2) Parties billed for fire service will have 30 days to pay. If the fire service charge cannot be paid in full within 30 days, arrangements may be made with the Deputy Clerk for six (6) equal monthly installments of the unpaid fire charge. If the fire service charge is not paid by that time, it will be considered delinquent, and the city will send a notice of delinquency.

(3) If the fire service charge remains unpaid for 30 days after this notice of delinquency is sent, the city will use all practical and reasonable legal means to collect the fire service charge. The party receiving fire service shall be liable for all collection costs incurred by the city including, but not limited to, reasonable attorney fees and court costs.

(4) Pursuant to M.S. § 366.011, if the fire service charge remains unpaid for 30 days after the notice of delinquency is sent, the City Council may also, on or before November 15 30 of each year, certify the unpaid fire service charge to the County Auditor in which the recipient of the services owns real property for collection with property taxes. The County Auditor is responsible for remitting to the city all charges collected on behalf of the city. The city must give the property owner notice of its intent to certify the unpaid fire service charge by October 15.

(5) False alarms will be billed as a fire call.

(F) *Mutual aid agreement.* When the city Fire Department provides fire service to another fire department pursuant to a Mutual Aid Agreement, the billing will be determined by the Mutual Aid Agreement.

(G) *Application of collections to budget.* All collected fire charges will be designated as city funds and will be deposited into a fund the City's General Fund , to be designated by the City Council, to offset equipment purchases.the cost of operations of the Fire Department.

(Ord. 31.08, passed 1-14-08)



('77 Code, § 202.03)

### **§ 31.23 UNIFORM AND BADGE.**

Each member of the Department shall, while on duty, wear a suitable badge and uniform, except that the Chief may authorize the performance of specific duties while not in uniform. The city shall furnish each full-time officer with a badge, which, upon termination of membership in the Department, the member shall immediately deliver to the city, along with all other city property. The city shall furnish each part-time officer with a uniform and badge. Upon termination of membership in the Department, the member shall immediately deliver to the city the badge, uniform and all other property of the city.

('77 Code, § 202.04)

### **§ 31.24 SPECIAL OFFICERS.**

In case of a riot or other law enforcement emergency, the Council – PR Chief of Police may appoint for a specified time as many emergency assistants to the Chief of Police as may be necessary for the maintenance of law and order. During the term of appointment, the emergency assistants to the Chief of Police shall have only those powers and perform only those duties as shall be specifically assigned by the Chief of Police.

('77 Code, § 202.05)

### **§ 31.25 RESIDENCE REQUIREMENTS.**

The City Council has found it necessary for the welfare and protection of city residents to require police officers to live close enough to the city to be able to respond to a call within 15 minutes.

Therefore, all city police officers shall live close enough to the city to be able to respond to a call within 15 minutes driving the posted speed limit.

(Ord. 8, passed 7-9-84)

## **CRIMINAL HISTORY CHECKS**

### **§ 31.30 PERSONS SUBJECT TO CRIMINAL HISTORY CHECKS.**

(A) The City Council of the City of Park Rapids hires, appoints and contracts with individuals for the following positions: all staff positions; volunteer firefighters; citizens on patrol (COPS) and other entities designated as neighborhood watch programs; City Boards and Committees; and independent contractors hired to perform specific contracts or services.

(B) In addition, the city accepts filings for those wishing to run for elective offices and issues various licenses and permits pursuant to the City Code.

### **§ 31.31 APPLICATIONS.**

Individuals applying for the above list of activities in § 31.30 will complete an application with the City Clerk or City Administrator with respect to city offices and with directors of the other agencies mentioned in the above list in § 31.30.

### **§ 31.32 WAIVER STATEMENT TO BE ON APPLICATIONS.**

The following waiver language shall appear on all applications.

Everything that I have stated in this application is correct to the best of my knowledge. I understand that you will retain this application whether or not it is approved. You are authorized to conduct a criminal history check.

### **§ 31.33 INFORMATION ON APPLICATION.**

Applications submitted to the Chief of Police for background checks must include the following information:

- (A) Name, place and date of birth, and residence address;
- (B) Whether the applicant has ever used or been known by a name other than his or her present name, and if so, the names so used and any additional information concerning dates and places where those names were used;
- (C) Whether the applicant is married or single. If married, the name, place and date of birth, and residence of the applicant's present spouse;
- (D) Whether the applicant, applicant's spouse, or a parent, brother, sister or child of either of them has been convicted of any felony, crime or violation or any city ordinance other than traffic matters and petty misdemeanors. If so, the applicant shall furnish information regarding the time, place, and offense for which convictions were had; and
- (E) Any other information as the city or other agency may require.

### **§ 31.34 REFERRAL TO CHIEF OF POLICE.**

All applications will be referred to the Chief of Police for verification and investigation of the facts set forth in the application. Investigations shall include, but not be limited to, a criminal history records check. The Chief of Police will cause to be made an investigation of the information requested in § 31.33 as shall be necessary and a list of all violations of federal or state law or municipal ordinance and other facts that weigh upon the public interest in considering an application.

**§ 31.35 VERIFICATION.**

Upon investigation and verification of the facts set forth in the application, the City Clerk or City Administrator may use the data compiled to approve or deny an applicant's application.

**§ 31.36 OTHER INVESTIGATIONS.**

Nothing in this subchapter will prohibit the Chief of Police from conducting other investigations and background checks including driver's license checks and credit checks as authorized by state or federal law.

**§ 31.37 EFFECTIVE DATE**

The effective date of this subchapter will be its date of publication.



## PLANNING COMMISSION

### § 31.35 ESTABLISHMENT.

A Planning Commission for the city is established. The Commission shall be the city planning agency authorized by M.S. § 462.354, Subdivision 1, as it may be amended from time to time.

('77 Code, § 204.01) (Am. Ord. 2018-001, passed 2-12-18)

### § 31.36 COMPOSITION AND MEMBERSHIP.

(A) The Planning Commission shall consist of five members from the resident population of the city or a businessowner appointed by the Mayor with the approval of the Council.

(1) The appointees shall be appointed to serve staggered terms of three years, except as noted below, commencing on the first day of January in the year of appointment.

(2) Upon expiration of a term, the appointee shall continue until reappointed, or a successor is appointed.

(3) It is the duty of each member to be present at all Planning Commission meetings. Absence from any three meetings in a year, unless excused in advance by the chair, constitutes a vacancy.

(4) In the event of any vacancy, the Mayor, with the approval of the Council, shall appoint a person to complete the unexpired term.

(B) One member may shall be a Council member appointed by the Mayor with Council approval, for a one-year term to expire on December 31 of each year.

(C) Other persons people may serve in an ex-officio capacity as the Council deems appropriate. Ex-officio members will not have voting rights.

(D) Each of the five regular Planning Commission members shall have equal voting privileges.

(E) Any member may be removed for cause by a 4/5 majority vote of the City Council upon written charge and after a public hearing held by the City Council.

('77 Code, § 204.02) (Am. Ord. 2018-001, passed 2-12-18)

### § 31.37 ORGANIZATION AND MEETINGS.

(A) At the first regular meeting in January, the Commission shall elect a Chair and Vice Chair from among its appointed members, each for a term of one year.

(B) The Commission may create and fill other offices as it may determine.

(C) The Commission shall meet monthly on the third first Thursday of each month, unless otherwise determined by the Commission.

(D) Special meetings may be called at any time by the Chair, or in case of the Chair's absence, by the Vice Chair.

(E) Written minutes of meetings shall be kept and filed with the Clerk/Treasurer and/or Administrator prior to the next regular scheduled Council meeting, but shall be subject to approval at the next Planning Commission meeting.

(F) No expenditures by the Commission shall be made unless and until authorized for the purpose by the Council.

('77 Code, § 204.03) (Am. Ord. 2018-001, passed 2-12-18)

### **§ 31.38 DUTIES AND POWERS; EXECUTION OF PLANS.**

(A) Powers and duties. The Planning Commission shall have the powers and duties given city planning agencies generally by law and shall also exercise the duties conferred upon it by this code.

(B) Comprehensive plan.

(1) The Planning Commission shall prepare and recommend council adoption of a comprehensive plan for the physical development of the city, including proposed public buildings, street arrangements and improvements, efficient design of major thoroughfares for traffic movement, parking facilities, public utilities services, parks and playgrounds, a general land use plan and other matters relating to the physical development of the city.

(2) The plan may be prepared in sections, each of which shall relate to the overall comprehensive plan.

(3) The Commission shall periodically, but at least every five years, review the comprehensive plan and any ordinances or program implementing the plan.

(4) Following Council adoption of the comprehensive plan or any section of the plan, the Commission shall recommend to the Council reasonable and practicable means for implementing the plan or sections.

(5) The plan will serve as a pattern and guide for the orderly physical development of the city and as a basis for judging the timely disbursements of funds to implement the objective.

(6) Means of effectuating the plan shall, among other things, consist of zoning ordinances, subdivision regulations, capital improvement programming and technical review, and recommendations of matters referred to the Planning Commission by the Council.

(C) Zoning Code. The Planning Commission shall review all proposed amendments to the zoning chapter, hold public hearings and make recommendations to the Council as prescribed by the zoning chapter.

(D) Conditional Use and Interim Use Permits. The Planning Commission shall make recommendations on all conditional use permit requests under the terms of the zoning

chapter. The Commission shall report its recommendations to the Council for council action.

(E) Subdivision of land and rezone requests. The Planning Commission shall make recommendations in relation to the subdividing of land and rezone requests as prescribed by the zoning chapter. The Commission shall report its recommendation to the Council for council action.

(F) Capital improvement plan.

(1) The Planning Commission shall yearly review the ensuing five-year capital improvement plan. The Planning Commission shall also request from the local school district a similar list of its proposed public works.

(1) The Planning Commission shall list and classify all proposed public works projects and shall prepare a coordinated program of proposed public works projects for the ensuing year and for a projected five-year period. The Planning Commission shall recommend to the Council all needed updates to the plan.

('77 Code, § 204.04)

(G) Variances. All applications for variances shall be referred to the city's Planning Commission and forwarded with or without recommendations directly to the Council for its decision.

(H) Other Duties

(1) To hold Public Hearings for the City as directed by the City Council. All Public Hearings will be held in accordance to Minnesota Statute 394.26 which requires placing notice in the Official Newspaper, required notifications and posted at City Hall at least 10 days prior to the meeting.

(2) To acknowledge all metes and bounds property divisions within the City that result in parcels under 5 acres.

('77 Code, § 204.05) (Am. Ord. 2018-001, passed 2-12-18)

### **§ 31.39 COMPENSATION.**

Each commission member shall receive \$35 compensation for each meeting the member attends. Compensation will be set by resolution of the City Council from time to time.

(Am. Ord. 2018-001, passed 2-12-18)





**RELEVANT LINKS:**

In the alternative, cities may vest appointment power in the mayor exclusively, or may vest in the mayor the power to appoint commissioners, subject to council approval.

Some city charters may already contain provisions related to general appointments to city boards and commissions. In these cities, the charter provisions preempt local ordinance.

Cities also should consider adopting a policy for the recruitment and retention of commission members. The policy may be adopted as a resolution and need not be in ordinance form. Adopting the policy via resolution will allow more flexibility in developing and amending the ordinance. Although state law does not require the following, the policy may wish to include information regarding:

- The advertisement period for open positions.
- The submission of letters of interest and a statement of qualifications for board positions, or a city application form.
- An interview process prior to appointment.

### **C. Residency requirements**

State statute does not require that planning commissioners reside within city limits. As a result, city ordinance should specify any residency requirements for serving on the planning commission. Frequently, cities limit eligibility for planning commission membership to city residents. Often, these cities feel that planning commissioners should live in the communities they plan for and create. Conversely, some cities may wish to allow non-residents to serve on planning commissions to increase the pool of eligible citizens. In addition, these cities may feel that property owners or business owners who do not reside within the city may still bring a valuable perspective to the planning commission.

### **D. Councilmembers and city staff serving on the planning commission**

In cities where the council as a whole has decided not to serve as the planning commission, it may still be desirable for some councilmembers to sit on the planning commission or attend commission meetings. Cities may establish in their ordinance or planning commission policy various ways for councilmembers to serve on the planning commission.

#### **1. Full voting members**

Local ordinance or commission policy may provide that one or two city councilmembers will participate as full voting members of the planning commission on all decisions, and for discussion and quorum purposes.

See Section II-A, *Council as a Whole May Serve as the Planning Commission.*



## CHAPTER 30: CITY COUNCIL

### Section

- 30.01 Meetings
- 30.02 Presiding officer; procedure
- 30.03 Appeal procedure
- 30.04 Minutes; recording and approval
- 30.05 Order of business
- 30.06 Communication and appearance requests
- 30.07 Voting
- 30.08 Compensation

Master  
9-12-24  
Chapter 30  
UPDATED DRAFT  
8-2024 JK-final

### § 30.01 MEETINGS.

#### (A) *Regular meetings.*

(1) Regular meetings of the Council shall be held on the second Monday of each month at 6:00 p.m. Meeting dates and times may be amended by resolution of the City Council at their January Regular Meeting.

(2) Any regular meeting falling upon a holiday shall be held on the next following business day at the same time and place.

(3) All meetings, including special meetings, shall be held in City Hall unless the Council decides otherwise at a prior meeting or meeting in City Hall is impossible.

#### (B) *Special meetings.*

(1) Special meetings shall be called by the Administrator and/or Clerk/Treasurer at the written or verbal request of the Mayor or any two members of the Council.

(2) Notice of the meeting containing the date, time, place, and purpose of the meeting shall be posted on the principal bulletin board of the Council outside window of the main entrance of City Hall and the Menahga Post Office.

(3) The notice shall be posted at least three days before the meeting date.

(4) The notice shall be mailed, e-mailed, or otherwise delivered three days prior to the meeting to each person who has filed a written request requested notification with the Administrator and/or City Clerk/Treasurer for special all city meeting notices.

(5) In calculating the three days, if the last day falls on a Saturday, Sunday or legal holiday, the next regular business day shall be counted as the third day.

#### (C) *Emergency meetings.*

(1) An emergency meeting is a special meeting called because of circumstances that in the judgment of the Council requires immediate consideration.

(2) An emergency meeting may be called by the Mayor or any two Council members.

(3) Posted or published notice of an emergency meeting is not required. However, the city shall make a good faith effort to notify each news outlet and all persons requesting meeting notifications with the Administrator and/or City Clerk/Treasurer that has filed a written request for notice, verbal request or via e-mail.

(4) Members of the Council shall be given notice of the meeting by telephone, e-mail, text or any other effective method to reach members. Notice shall include the subject of the meeting.

(D) *Closed meetings.* When a meeting is closed, the presiding officer will state on the record, the reason for closing the meeting and cite the state statute that permits closing.

(E) *Recessed or continued meetings.*

(1) When a meeting is recessed or continued, the presiding officer shall state the time and place for the meeting to occur and shall record the time and place in the minutes.

(2) No further notice of the recessed or continued meeting is necessary.

(F) *Organizational meeting.* At the first regular Council meeting in January of each year, the Council shall:

(1) Designate the depositories of city funds;

(2) Designate the official newspaper;

(3) Choose one of the Council members as Acting Mayor, who shall perform the duties of the Mayor during the disability or absence of the Mayor from the city or, in case of a vacancy in the Office of Mayor, until a successor has been appointed and qualifies;

(4) Appoint officers and employees and members of boards, commissions and committees, as may be necessary; and

(5) Establish and appoint Council members to Council committees or representatives as are deemed appropriate for the efficient and orderly management of the city.

(G) *Public meetings.* All Council meetings shall be conducted in accordance with the Minnesota Open Meeting Law.

('77 Code, § 201.01) (Am. Ord. 2017-001, passed 3-13-17; Am. Ord. 2018-002, passed 12-10-18)

## **§ 30.02 PRESIDING OFFICER; PROCEDURE.**

(A) *Presiding officer.*

(1) The Mayor shall preside at all meetings of the Council.

(2) In the absence of the Mayor, the Acting Mayor shall preside.

(3) In the absence of both, the Clerk/Treasurer and/or Administrator shall call the meeting to order and shall preside until the Council members present at the meeting choose one of their members to act temporarily as presiding officer.

(B) *Procedure.* *Changed from numbers*

(1) The presiding officer shall preserve order, enforce the rules of procedure herein prescribed, and determine without debate, subject to the final decision of the Council on appeal, all questions of procedure and order.

(2) Except as otherwise provided by statute or by these rules, the proceedings of the Council shall be conducted in accordance with *guided, but not bound by Robert's Rules of Order, Revised.*

('77 Code, § 201.02) (Am. Ord. 2017-001, passed 3-13-17)

### **§ 30.03 APPEAL PROCEDURE.**

(A) Any member may appeal to the Council a ruling of the presiding officer.

(B) An appeal is made by motion. No second is needed for the motion.

(C) The member making the motion may speak solely on the question involved and the presiding officer may explain the ruling, but no other Council member shall participate in the discussion.

(D) Once both the maker of the motion and the presiding officer have spoken, the matter must be voted upon by all the members present.

(E) The appeal shall be sustained if it is approved by a majority of the members present, including the presiding officer.

('77 Code, § 201.02) (Am. Ord. 2017-001, passed 3-13-17)

### **§ 30.04 MINUTES; RECORDING AND APPROVAL.**

(A) *Recording duties.*

(1) Minutes of each Council meeting shall be kept by the Clerk/Treasurer and/or Administrator or, in his or her absence, by the Deputy Clerk.

(2) In the absence of both, the presiding officer shall appoint secretary pro tem.

(3) Ordinances, resolutions and claims need not be recorded in full in the minutes if they appear in other permanent records of the Clerk/Treasurer and/or Administrator and can be accurately identified from the description given in the minutes.

(B) *Approval of minutes.*

(1) The minutes of each meeting shall be reduced to typewritten form, shall be signed by the Mayor and Clerk/Treasurer and/or Administrator.

*updated*

(2) Copies of the minutes shall be in the Council packet for the next regular City Council meeting for approval.

(3) The minutes need not be read aloud, but the presiding officer shall call for any additions or corrections.

(4) If there is no objection, the Council shall vote upon the addition or correction.

(5) If there are no additions or corrections, the minutes shall stand approved.

('77 Code, § 201.03) (Am. Ord. 2017-001, passed 3-13-17)

### **§ 30.05 ORDER OF BUSINESS.**

Council business shall be conducted in the following order, unless varied by the presiding officer:

- (A) Call to order;
- (B) Roll call;
- (C) Pledge of Allegiance;
- (D) Approval of agenda:
  - (1) Approval of consent agenda;
  - (2) Approval of minutes;
- (E) Communication and appearance requests;
- (F) Public input;
- (G) Reports by departments and liaison groups;
- (H) Notices and communications;
- (I) Public hearings;
- (J) Unfinished business;
- (K) New business;
- (L) Consideration of bills; and
- (M) Adjournment.

('77 Code, § 201.04) (Am. Ord. 2017-001, passed 3-13-17)

### **§ 30.06 COMMUNICATION AND APPEARANCE REQUESTS.**

(A) All persons desiring to present new business before the Council shall submit an appearance request to the Clerk/Treasurer and/or Administrator at least five working days before the new business is to be heard.

(B) All presentations to the council shall be limited to five minutes, unless otherwise ordered by the Council.

(C) Persons who do not wish to speak before the Council under communication and appearance requests, may be heard under "public input," which is scheduled for each regular meeting.

(D) Varying order. The order of business may be varied by the presiding officer; but all public hearings shall be held at the time specified in the notice of hearing.

(E) Agenda. An agenda of business for each regular Council meeting shall be prepared and filed in the office of the Clerk not later than 5 days before the meeting. The agenda shall be prepared in accordance with the order of business and copies thereof shall be delivered to each Council member as far in advance of the meeting as time for preparation will permit. No item of business shall be considered unless it appears on the agenda for all special meetings. Additions to the agenda at a regular meeting may be added to the agenda at the meeting, if approved by a majority of the Council members present.

('77 Code, § 201.04) (Am. Ord. 2017-001, passed 3-13-17)

**§ 30.07 VOTING.**

- (A) City Council votes shall be taken by voice vote.
- (B) A clear statement of the matter being voted on and the names of those voting for and against the matter shall be recorded in the minutes.
- (C) Council members may ask for a roll call vote by the Clerk/Treasurer and/or Administrator on any motion.
- (D) The Clerk/Treasurer and/or Administrator may ask for a verification roll call vote if the vote of a Council member is not clear on the voice vote.
- (E) A majority vote of the quorum present shall be sufficient for all matters before the Council, unless otherwise provided by state statute.
- (F) Whenever a matter is put forward for a vote, every Council member shall vote, unless a bona fide conflict of interest, as defined by state law exists.

('77 Code, § 201.05) (Am. Ord. 2017-001, passed 3-13-17)

**§ 30.08 COMPENSATION.**

- (A) Effective January 1, 2025, the salary of the Mayor shall be \$250 per month (which includes the regular meeting) and the salary of each Council member shall be \$200 per month (which includes the regular meeting).
- (B) Effective January 1, 2025, the Mayor and each Council member shall receive, in addition to their regular compensation, \$75 for each special meeting and budget meeting of the City Council which they attend.

*Updated*

*Updated*

(C) Effective January 1, 2025, the Mayor and each Council member shall receive, in addition to their regular compensation, \$75 for each meeting they attend, as assigned by the City Council eg. Fire Contract Committee, Union Negotiations Representatives, Policy Meetings, or Representatives for other matters.

('77 Code, §§ 201.08 and 201.09) (Ord. 30.08, passed 10-14-02; Am. Ord. 2012-01, passed 10-9-12)



# Council Action Request Form



**CITY OF MENAHGA**

*'The Gateway to the Pine'*

115 2nd St NE - PO Box C  
Menahga, MN 56464  
218-564-4557  
www.cityofmenahga.com

### Action Requested

<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Informational Item <input type="checkbox"/> Consent Agenda Items	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other _____
--	--

**Regarding:** Consideration of Bills

**Date of Meeting:** Sept 30, 2024      **Total time requested:**

**Department Requesting Action:** Administration

**Presenting at Meeting:**

**Background**  Supporting Documentation Enclosed

The invoice copies were sent to the City Council for the following batches:

Batch # 093024checks - \$85,286.90

Total \$85,286.90

**Options**  Supporting Documentation Enclosed

**Recommendations**  The Menahga City Council approves the following by Motion:

To approve Batch # 093024checks - \$85,286.90, for a total of \$85,286.90.

**Financial Implications:** \$      Comments

Funding Source:  
 Budgeted:  Yes  No

Action	Voting in Favor	Voting Opposed
Motion:	<input type="checkbox"/> Olson	<input type="checkbox"/> Olson
Second:	<input type="checkbox"/> Tomperi	<input type="checkbox"/> Tomperi
<input type="checkbox"/> Passed	<input type="checkbox"/> Bjornson	<input type="checkbox"/> Bjornson
<input type="checkbox"/> Failed	<input type="checkbox"/> Netland	<input type="checkbox"/> Netland
<input type="checkbox"/> Tabled	<input type="checkbox"/> Warmbold	<input type="checkbox"/> Warmbold

**Signatures**



CITY OF MENAHGA

09/27/24 8:52 AM

Page 1

Payments

Current Period: September 2024

Payments Batch 093024checks \$85,286.90

Refer		1 BERNICKS			
Cash Payment	E 609-49750-252	Beer Purchases	LS off sale beer purchase		\$374.20
Invoice	20069355	9/4/2024			
Cash Payment	E 609-49750-251	Liquor Purchases	LS off sale liquor purchase		\$27.70
Invoice	20069355	9/4/2024			
Cash Payment	E 609-49750-254	Snack, Ice, Soda Purch	LS off sale snack purchase		\$107.95
Invoice	20069356	9/4/2024			
Cash Payment	E 609-49750-251	Liquor Purchases	LS off sale liquor purchase		\$30.10
Invoice	20070879	9/18/2024			
Cash Payment	E 609-49750-252	Beer Purchases	LS off sale beer purchase		\$147.90
Invoice	20070879	9/18/2024			
Cash Payment	E 609-49750-254	Snack, Ice, Soda Purch	LS off sale snack purchase		\$123.00
Invoice	20070880	9/18/2024			
Transaction Date	9/16/2024	GENERAL CHECKIN 10100		<b>Total</b>	<b>\$810.85</b>

Refer		2 BEVERAGE WHOLESAL			
Cash Payment	E 609-49750-252	Beer Purchases	LS off sale beer purchase		\$896.80
Invoice	346023	9/6/2024			
Cash Payment	E 609-49750-252	Beer Purchases	LS off sale beer refund		-\$4.68
Invoice	346023	9/6/2024			
Cash Payment	E 609-49750-252	Beer Purchases	LS on sale beer refund		-\$30.00
Invoice	346023	9/6/2024			
Cash Payment	E 609-49750-252	Beer Purchases	LS off sale beer purchase		\$1,259.25
Invoice	347096	9/13/2024			
Cash Payment	E 609-49750-252	Beer Purchases	LS off sale beer purchase		\$1,309.30
Invoice	348148	9/20/2024			
Cash Payment	E 609-49750-252	Beer Purchases	LS off sale beer refund		-\$9.12
Invoice	348148	9/20/2024			
Transaction Date	9/16/2024	GENERAL CHECKIN 10100		<b>Total</b>	<b>\$3,421.55</b>

Refer		28 CINTAS			
Cash Payment	E 609-49750-210	Operating Supplies	LS off sale supplies		\$74.89
Invoice	4205548712	9/18/2024			
Cash Payment	E 609-49750-210	Operating Supplies	LS on sale supplies		\$74.89
Invoice	4205548712	9/18/2024			
Transaction Date	9/20/2024	GENERAL CHECKIN 10100		<b>Total</b>	<b>\$149.78</b>

Refer		23 CITY OF MENAHGA			
Cash Payment	E 101-41940-382	Water/Sewer Utilities	St Urho Utility Bill		\$61.76
Invoice	Sept 2024	9/18/2024			
Cash Payment	E 101-41940-382	Water/Sewer Utilities	Learning Center Utility Bill		\$45.12
Invoice	Sept 2024	9/18/2024			
Cash Payment	E 101-41940-382	Water/Sewer Utilities	City Fire and City Hall Utility Bill		\$282.80
Invoice	Sept 2024	9/18/2024			
Cash Payment	E 609-49750-382	Water/Sewer Utilities	LS off sale utility bill		\$59.53
Invoice	Sept 2024	9/18/2024			
Cash Payment	E 609-49750-382	Water/Sewer Utilities	LS on sale Utility Bill		\$59.52
Invoice	Sept 2024	9/18/2024			
Cash Payment	E 101-43100-382	Water/Sewer Utilities	City Shop Utility Bill		\$51.75
Invoice	Sept 2024	9/18/2024			
Cash Payment	E 101-41940-382	Water/Sewer Utilities	Muesum Utility Bill		\$44.71
Invoice	Sept 2024	9/18/2024			

CITY OF MENAUGA

09/27/24 8:52 AM

Page 2

Payments

Current Period: September 2024

Cash Payment	E 101-45120-382	Water/Sewer Utilities	City Beach Utility Bill	\$90.19
Invoice	Sept 2024	9/18/2024		
Cash Payment	E 101-45200-382	Water/Sewer Utilities	City Campground Utility Bill	\$29.99
Invoice	Sept 2024	9/18/2024		
Cash Payment	E 101-41940-382	Water/Sewer Utilities	Memorial Garden Utility Bill	\$26.92
Invoice	Sept 2024	9/18/2024		
Transaction Date	9/20/2024		GENERAL CHECKIN 10100	<b>Total</b> \$752.29
Refer	3 DACOTAH PAPER CO.			
Cash Payment	E 609-49750-210	Operating Supplies	LS off sale supplies	\$81.48
Invoice	66586	9/4/2024		
Cash Payment	E 609-49760-210	Operating Supplies	LS on sale supplies	\$275.37
Invoice	66586	9/4/2024		
Cash Payment	E 609-49750-210	Operating Supplies	LS off sale supplies	\$69.53
Invoice	73186	9/17/2024		
Transaction Date	9/16/2024		GENERAL CHECKIN 10100	<b>Total</b> \$426.38
Refer	4 DAHLHEIMER BEVERAGE BRAINE			
Cash Payment	E 609-49750-252	Beer Purchases	LS off sale beer purchase	\$1,376.65
Invoice	2275008	9/5/2024		
Cash Payment	E 609-49760-252	Beer Purchases	LS on sale beer purchase	\$99.00
Invoice	2275008	9/5/2024		
Cash Payment	E 609-49760-252	Beer Purchases	LS on sale beer refund	-\$30.00
Invoice	2275008	9/5/2024		
Cash Payment	E 609-49750-252	Beer Purchases	LS off sale beer purchase	\$1,951.00
Invoice	2287490	9/18/2024		
Cash Payment	E 609-49750-254	Snack, Ice, Soda Purch	LS off sale snack purchase	\$74.80
Invoice	2287490	9/18/2024		
Cash Payment	E 609-49750-252	Beer Purchases	LS off sale beer refund	-\$72.80
Invoice	2287490	9/18/2024		
Cash Payment	E 609-49760-252	Beer Purchases	LS on sale beer purchase	\$99.00
Invoice	2287490	9/18/2024		
Cash Payment	E 609-49760-252	Beer Purchases	LS on sale beer refund	-\$30.00
Invoice	2287490	9/18/2024		
Cash Payment	E 609-49750-252	Beer Purchases	LS off sale beer refund	-\$20.00
Invoice	2281678	9/10/2024		
Cash Payment	E 609-49750-252	Beer Purchases	LS off sale beer purchase	\$3,840.85
Invoice	2281530	9/11/2024		
Cash Payment	E 609-49760-252	Beer Purchases	LS on sale beer purchase	\$99.00
Invoice	2281530	9/11/2024		
Cash Payment	E 609-49760-252	Beer Purchases	LS on sale beer refund	-\$30.00
Invoice	2281530	9/11/2024		
Transaction Date	9/16/2024		GENERAL CHECKIN 10100	<b>Total</b> \$7,357.70
Refer	5 DEPARTMENT OF HUMAN SERVIC			
Cash Payment	E 101-49200-439	ECPN State Payment	ECPN Payment	\$10,599.00
Invoice	00000817051	9/1/2024		
Transaction Date	9/16/2024		GENERAL CHECKIN 10100	<b>Total</b> \$10,599.00
Refer	6 D-S BEVERAGES INC			
Cash Payment	E 609-49750-251	Liquor Purchases	LS off sale liquor purchase	\$100.50
Invoice	815437	9/4/2024		
Cash Payment	E 609-49750-252	Beer Purchases	LS off sale beer purchase	\$5,020.58
Invoice	815437	9/4/2024		

CITY OF MENAHGA

09/27/24 8:52 AM

Page 3

Payments

Current Period: September 2024

Cash Payment	E 609-49750-254	Snack, Ice, Soda Purch	LS off sale snack purchase	\$53.00
Invoice	815437	9/4/2024		
Cash Payment	E 609-49760-252	Beer Purchases	LS on sale beer refund	-\$30.00
Invoice	815437	9/4/2024		
Cash Payment	E 609-49750-251	Liquor Purchases	LS off sale liquor purchase	\$45.00
Invoice	819162	9/18/2024		
Cash Payment	E 609-49750-252	Beer Purchases	LS off sale beer purchase	\$1,259.80
Invoice	819162	9/18/2024		
Cash Payment	E 609-49750-254	Snack, Ice, Soda Purch	LS off sale snack purchase	\$199.25
Invoice	819162	9/18/2024		
Cash Payment	E 609-49750-251	Liquor Purchases	LS off sale liquor purchase	\$168.00
Invoice	817398	9/11/2024		
Cash Payment	E 609-49750-252	Beer Purchases	LS off sale beer purchase	\$2,853.25
Invoice	817398	9/11/2024		
Cash Payment	E 609-49750-252	Beer Purchases	LS off sale beer refund	-\$10.35
Invoice	817398	9/11/2024		
Transaction Date	9/16/2024		GENERAL CHECKIN 10100	<b>Total</b> \$9,659.03
Refer	7 <b>ECOLAB</b>			
Cash Payment	E 609-49750-305	Professional Services	LS off sale rodent program	\$35.68
Invoice	6253086	9/5/2024		
Cash Payment	E 609-49760-305	Professional Services	LS on sale rodent program	\$35.67
Invoice	6253086	9/5/2024		
Transaction Date	9/16/2024		GENERAL CHECKIN 10100	<b>Total</b> \$71.35
Refer	8 <b>EHLERS</b>			
Cash Payment	E 101-41500-305	Professional Services	2024 Continuing Disclosure Reporting	\$850.00
Invoice	99016	9/9/2024		
Transaction Date	9/16/2024		GENERAL CHECKIN 10100	<b>Total</b> \$850.00
Refer	9 <b>FLAHERTY &amp; HOOD, P.A.</b>			
Cash Payment	E 101-41500-304	Legal Services	Administrative Legal Services	\$1,365.00
Invoice	21774	9/10/2024		
Cash Payment	E 101-42110-304	Legal Services	Police Legal Services	\$367.50
Invoice	21744	9/10/2024		
Transaction Date	9/16/2024		GENERAL CHECKIN 10100	<b>Total</b> \$1,732.50
Refer	10 <b>G &amp; T SANITATION, INC.</b>			
Cash Payment	E 101-41940-384	Garbage Services	City Shop Trash	\$91.01
Invoice	129089	9/1/2024		
Cash Payment	E 101-43100-384	Garbage Services	City Hall Trash	\$91.00
Invoice	129089	9/1/2024		
Cash Payment	E 609-49750-384	Garbage Services	LS off sale trash	\$77.49
Invoice	129089	9/1/2024		
Cash Payment	E 609-49760-384	Garbage Services	LS on sale trash	\$77.49
Invoice	129089	9/1/2024		
Cash Payment	E 101-45200-384	Garbage Services	City Park Trash	\$288.29
Invoice	129089	9/1/2024		
Cash Payment	E 101-45120-384	Garbage Services	Beach trash	\$90.09
Invoice	129089	9/1/2024		
Transaction Date	9/16/2024		GENERAL CHECKIN 10100	<b>Total</b> \$715.37
Refer	29 <b>GIOVANNI S</b>			
Cash Payment	E 609-49760-254	Snack, Ice, Soda Purch	LS on sale pizza purchase	\$418.50
Invoice	0409122411	9/12/2024		

CITY OF MENAUGA

09/27/24 8:52 AM

Page 4

Payments

Current Period: September 2024

Transaction Date	9/20/2024	GENERAL CHECKIN 10100	Total	\$418.50
Refer	11 GRAND FORKS FIRE EQUIPMENT			
Cash Payment	E 101-42200-225 Safety Equipment	G-extrem coat and trousers		\$3,963.25
Invoice 41701	8/30/2024			
Transaction Date	9/16/2024	GENERAL CHECKIN 10100	Total	\$3,963.25
Refer	12 GRANITE CITY JOBBING CO.			
Cash Payment	E 609-49750-256 Tobacco Products For R	LS off sale tobacco purchase		\$284.36
Invoice 410735	9/5/2024			
Cash Payment	E 609-49760-256 Tobacco Products For R	LS on sale tobacco purchase		\$284.35
Invoice 410735	9/5/2024			
Cash Payment	E 609-49750-254 Snack, Ice, Soda Purch	LS off sale snack purchase		\$33.96
Invoice 410733	9/5/2024			
Cash Payment	E 609-49750-333 Freight	LS off sale freight		\$5.00
Invoice 410733	9/5/2024			
Cash Payment	E 609-49760-254 Snack, Ice, Soda Purch	LS on sale snack purchase		\$88.76
Invoice 410733	9/5/2024			
Cash Payment	E 609-49760-333 Freight	LS on sale freight		\$5.00
Invoice 410733	9/5/2024			
Cash Payment	E 609-49750-256 Tobacco Products For R	LS off sale tobacco purchase		\$171.37
Invoice 413353	9/19/2024			
Cash Payment	E 609-49750-210 Operating Supplies	LS off sale supplies		\$21.85
Invoice 413353	9/19/2024			
Cash Payment	E 609-49750-333 Freight	LS off sale freight		\$5.00
Invoice 413353	9/19/2024			
Cash Payment	E 609-49760-256 Tobacco Products For R	LS on sale tobacco purchase		\$171.36
Invoice 413353	9/19/2024			
Cash Payment	E 609-49760-210 Operating Supplies	LS on sale supplies		\$39.82
Invoice 413353	9/19/2024			
Cash Payment	E 609-49760-254 Snack, Ice, Soda Purch	LS on sale snack purchases		\$14.11
Invoice 413353	9/19/2024			
Cash Payment	E 609-49760-333 Freight	LS on sale freight		\$5.00
Invoice 413353	9/19/2024			
Transaction Date	9/16/2024	GENERAL CHECKIN 10100	Total	\$1,129.94
Refer	5 HAWKINS, INC.			
Cash Payment	E 601-49400-210 Operating Supplies	Chemicals for water treatment		\$844.80
Invoice 6871517	9/24/2024			
Cash Payment	E 601-49400-210 Operating Supplies	Chemicals for water treatment		\$1,860.82
Invoice 6868257	9/20/2024			
Transaction Date	9/25/2024	GENERAL CHECKIN 10100	Total	\$2,705.62
Refer	13 HEGGIES PIZZA			
Cash Payment	E 609-49760-254 Snack, Ice, Soda Purch	LS on sale pizza purchase		\$255.75
Invoice 1012074015	9/4/2024			
Cash Payment	E 609-49760-254 Snack, Ice, Soda Purch	LS on sale pizza purchase		\$290.95
Invoice 1012088015	9/18/2024			
Transaction Date	9/16/2024	GENERAL CHECKIN 10100	Total	\$546.70
Refer	34 Innovative Office Solutions, LLC			
Cash Payment	E 101-41400-200 Office Supplies	Copy paper		\$240.00
Invoice IN4648033	9/24/2024			
Transaction Date	9/24/2024	GENERAL CHECKIN 10100	Total	\$240.00
Refer	14 JIM DANDY SNACK FOOD CO.			

CITY OF MENAHGA

09/27/24 8:52 AM

Page 5

Payments

Current Period: September 2024

Cash Payment	E 609-49760-254	Snack, Ice, Soda Purch	LS on sale snack purchase	\$180.00
Invoice	60763	9/3/2024		
Transaction Date	9/16/2024		GENERAL CHECKIN 10100	Total \$180.00
Refer	30 JOHNSON BROTHERS LIQUOR			
Cash Payment	E 609-49750-251	Liquor Purchases	LS off sale liquor purchase	\$2,344.00
Invoice	2620288	9/10/2024		
Cash Payment	E 609-49750-333	Freight	LS off sale freight	\$50.14
Invoice	2620288	9/10/2024		
Transaction Date	9/23/2024		GENERAL CHECKIN 10100	Total \$2,394.14
Refer	15 L&B CONSTRUCTION, INC.			
Cash Payment	E 101-45200-220	Repair & Maintenance	Pump dump tank at campground	\$220.00
Invoice	1914	9/3/2024		
Transaction Date	9/20/2024		GENERAL CHECKIN 10100	Total \$220.00
Refer	8 LAKES COMMUNITY COOPERATIV			
Cash Payment	E 101-45200-210	Operating Supplies	Nuts for Parks	\$2.98
Invoice	484701	8/30/2024		
Cash Payment	E 101-45200-220	Repair & Maintenance	Tube and labor for parks	\$37.99
Invoice	484895	9/9/2024		
Transaction Date	9/25/2024		GENERAL CHECKIN 10100	Total \$40.97
Refer	3 MARCO			
Cash Payment	E 101-41940-419	Equipment Lease	Konica lease payment	\$384.31
Invoice	537472219	9/29/2024		
Transaction Date	9/25/2024		GENERAL CHECKIN 10100	Total \$384.31
Refer	16 MARJON PRINTING, INC.			
Cash Payment	E 233-00000-350	Printing & Publishing	Annual Tif Disclosure	\$240.00
Invoice	080724RM319	8/7/2024		
Cash Payment	E 101-41400-350	Printing & Publishing	Summary Financial Report	\$480.00
Invoice	081424RM311	8/14/2024		
Cash Payment	E 609-49750-340	Advertising	RM Don't Drink and Drive	\$30.00
Invoice	082824RM212	8/28/2024		
Cash Payment	E 609-49760-340	Advertising	RM Don't Drink and Drive	\$30.00
Invoice	082824RM212	8/28/2024		
Transaction Date	9/20/2024		GENERAL CHECKIN 10100	Total \$780.00
Refer	18 MENAHGA CONCRETE			
Cash Payment	E 101-42200-220	Repair & Maintenance	Changed and disposed of 10 tires	\$900.00
Invoice	776897	9/20/2024		
Transaction Date	9/20/2024		GENERAL CHECKIN 10100	Total \$900.00
Refer	17 MIDWEST MACHINERY CO.			
Cash Payment	E 602-49450-220	Repair & Maintenance	Parts for Mower	\$317.78
Invoice	167123	6/26/2024		
Transaction Date	9/20/2024		GENERAL CHECKIN 10100	Total \$317.78
Refer	19 MINNESOTA DEPT OF HEALTH			
Cash Payment	R 601-00000-37170	State Test Fee	State test fee 3rd quarter	\$1,397.00
Invoice	3rd Qtr	9/30/2024		
Transaction Date	9/20/2024		GENERAL CHECKIN 10100	Total \$1,397.00
Refer	9 Napa Auto Parts			
Cash Payment	E 101-42200-210	Operating Supplies	Parts for Fire Department	\$21.12
Invoice	749426	9/15/2024		

CITY OF MENAUGA

09/27/24 8:52 AM

Page 6

Payments

Current Period: September 2024

Transaction Date	9/25/2024	GENERAL CHECKIN 10100	Total	\$21.12
Refer	10 NAPA CENTRAL - MN			
Cash Payment	E 601-49400-220	Repair & Maintenance	Brakes and rotors for water dept vehicle	\$461.03
Invoice	583439	9/17/2024		
Cash Payment	E 601-49400-220	Repair & Maintenance	credit for parts purchased on invoice 583439	-\$4.21
Invoice	583810	9/24/2024		
Cash Payment	E 601-49400-220	Repair & Maintenance	credit for parts purchased on invoice 583439	-\$101.48
Invoice	583602	9/19/2024		
Cash Payment	E 101-45200-210	Operating Supplies	Disposable gloves for park	\$9.99
Invoice	583060	9/10/2024		
Transaction Date	9/25/2024	GENERAL CHECKIN 10100	Total	\$365.33
Refer	11 PEDERSON OIL SERVICES, INC.			
Cash Payment	E 101-43100-212	Motor Fuels & Lubricant	Streets Dept Gasoline	\$298.37
Invoice	34706	9/26/2024		
Cash Payment	E 601-49400-212	Motor Fuels & Lubricant	Water Dept Gasoline	\$298.37
Invoice	34706	9/26/2024		
Cash Payment	E 602-49450-212	Motor Fuels & Lubricant	Sewer Dept Gasoline	\$298.37
Invoice	24706	9/26/2024		
Transaction Date	9/27/2024	GENERAL CHECKIN 10100	Total	\$895.11
Refer	31 PHILLIPS WINE & SPIRITS			
Cash Payment	E 609-49750-251	Liquor Purchases	LS off sale liquor purchase	\$2,144.00
Invoice	6844140	9/10/2024		
Cash Payment	E 609-49750-333	Freight	LS off sale freight	\$37.24
Invoice	6844140	9/10/2024		
Cash Payment	E 609-49750-251	Liquor Purchases	LS off sale liquor purchase	\$270.00
Invoice	6848075	9/17/2024		
Cash Payment	E 609-49750-333	Freight	LS off sale freight	\$19.00
Invoice	6848075	9/17/2024		
Transaction Date	9/23/2024	GENERAL CHECKIN 10100	Total	\$2,470.24
Refer	2 PIETILA, RACHAEL			
Cash Payment	E 609-49760-331	Travel & Conference	Reimbursement for Food Manager Training	\$110.00
Invoice		9/23/2024		
Cash Payment	E 609-49760-331	Travel & Conference	Mileage Reimbursement for Training	\$50.96
Invoice		9/23/2024		
Transaction Date	9/25/2024	GENERAL CHECKIN 10100	Total	\$160.96
Refer	32 S.C.D. TAP BEER LINE CLEANING			
Cash Payment	E 609-49760-210	Operating Supplies	LS on sale tap cleaning	\$42.00
Invoice	9255	9/11/2024		
Transaction Date	9/23/2024	GENERAL CHECKIN 10100	Total	\$42.00
Refer	20 SOUTHERN GLAZERS OF MN			
Cash Payment	E 609-49750-251	Liquor Purchases	LS off sale liquor purchase	\$615.30
Invoice	2526024	9/6/2024		
Cash Payment	E 609-49750-333	Freight	LS off sale freight	\$6.80
Invoice	2526024	9/6/2024		
Cash Payment	E 609-49750-251	Liquor Purchases	LS off sale liquor purchase	\$2,307.13
Invoice	2528946	9/13/2024		
Cash Payment	E 609-49750-333	Freight	LS off sale freight	\$29.47
Invoice	2528946	9/13/2024		
Transaction Date	9/20/2024	GENERAL CHECKIN 10100	Total	\$2,958.70



Payments

Current Period: September 2024

Refer	6 TASC			
Cash Payment	E 101-41400-131	Employer Paid Health	Cobra Administration Fee	\$16.98
Invoice	IN3218622	9/17/2024		
Transaction Date	9/25/2024		GENERAL CHECKIN 10100	Total \$16.98
Refer	21 TEAM LABORATORY CHEMICAL			
Cash Payment	E 101-43100-221	Street & Road Repair	Fine Road Patch	\$400.00
Invoice	INV0043188	9/6/2024		
Transaction Date	9/20/2024		GENERAL CHECKIN 10100	Total \$400.00
Refer	24 TEAMSTERS LOCAL UNION 346			
Cash Payment	G 750-21720	Teamsters Union 346	Parvi, Gary Oct Union Dues	\$69.00
Invoice	Oct 2024	9/19/2024		
Cash Payment	G 750-21720	Teamsters Union 346	Soukup, Bryan Oct Union Dues	\$69.00
Invoice	Oct 2024	9/19/2024		
Transaction Date	9/20/2024		GENERAL CHECKIN 10100	Total \$138.00
Refer	7 TEDS HARDWARE MENAHGA			
Cash Payment	E 609-49750-220	Repair & Maintenance	LS off sale bolts	\$0.27
Invoice	67483	8/22/2024		
Cash Payment	E 609-49760-220	Repair & Maintenance	LS on sale bolts	\$0.27
Invoice	67483	8/22/2024		
Cash Payment	E 609-49750-220	Repair & Maintenance	LS off sale nuts and washers	\$0.54
Invoice	67484	8/22/2024		
Cash Payment	E 609-49760-220	Repair & Maintenance	LS on sale nuts and washers	\$0.53
Invoice	67484	8/22/2024		
Cash Payment	E 101-43100-210	Operating Supplies	City Shop Filler and gas cans	\$169.39
Invoice	67444	8/8/2024		
Cash Payment	E 101-43100-210	Operating Supplies	Tape measure and clamps	\$21.97
Invoice	67470	8/19/2024		
Transaction Date	9/25/2024		GENERAL CHECKIN 10100	Total \$192.97
Refer	22 The Home City Ice Company Inc			
Cash Payment	E 609-49750-254	Snack, Ice, Soda Purch	LS off sale ice purchase	\$446.00
Invoice	7648240734	9/4/2024		
Transaction Date	9/20/2024		GENERAL CHECKIN 10100	Total \$446.00
Refer	33 VIKING COCA-COLA BOTTLING			
Cash Payment	E 609-49750-254	Snack, Ice, Soda Purch	LS off sale snack purchase	\$180.10
Invoice	3519672	9/12/2024		
Cash Payment	E 609-49750-254	Snack, Ice, Soda Purch	LS off sale snack refund	-\$59.46
Invoice	3519673	9/12/2024		
Transaction Date	9/23/2024		GENERAL CHECKIN 10100	Total \$120.64
Refer	26 WADENA COUNTY DAC			
Cash Payment	E 101-41940-386	Cleaning Services	August Cleaning Hours	\$103.60
Invoice	24394	8/31/2024		
Transaction Date	9/20/2024		GENERAL CHECKIN 10100	Total \$103.60
Refer	35 WADENA COUNTY HIGHWAY DEP			
Cash Payment	E 101-43100-210	Operating Supplies	Salt and sand mixture	\$12,075.00
Invoice	284	9/16/2024		
Transaction Date	9/24/2024		GENERAL CHECKIN 10100	Total \$12,075.00
Refer	4 WADENA COUNTY TREASURER			
Cash Payment	E 101-42110-421	Squad Car Equipment	Computers and Hardware for Squads	\$10,652.00
Invoice	24-100	9/25/2024		

Payments

Current Period: September 2024

Transaction Date	9/25/2024	GENERAL CHECKIN 10100	Total	\$10,652.00
Refer	27 <i>Wadena Iron &amp; Metal</i>			
Cash Payment	E 101-43100-220 Repair & Maintenance	City Shop tire disposal		\$252.25
Invoice	011226	8/30/2024		
Cash Payment	E 601-49400-220 Repair & Maintenance	Water Dept Tire Disposal		\$252.25
Invoice	011226	8/30/2024		
Cash Payment	E 602-49450-220 Repair & Maintenance	Sewer Dept Tire Disposal		\$252.25
Invoice	011226	8/30/2024		
Cash Payment	E 101-43100-220 Repair & Maintenance	Street Dept Tire Disposal		\$252.25
Invoice	011226	8/30/2024		
Transaction Date	9/20/2024	GENERAL CHECKIN 10100	Total	\$1,009.00
Refer	36 <i>WARNER GARAGE DOOR INC</i>			
Cash Payment	E 101-43100-220 Repair & Maintenance	City Shop garage door repair		\$1,026.29
Invoice	645479	9/16/2024		
Transaction Date	9/24/2024	GENERAL CHECKIN 10100	Total	\$1,026.29
Refer	25 <i>WHITE, JOSEPH</i>			
Cash Payment	E 101-42110-217 Uniform Allowance	Reimbursement for hat		\$28.95
Invoice		9/19/2024		
Transaction Date	9/20/2024	GENERAL CHECKIN 10100	Total	\$28.95

Fund Summary

	10100 GENERAL CHECKING
101 GENERAL FUND	\$45,931.82
233 TIF DISTRICT 1-6 PLEASANT PINE	\$240.00
601 WATER FUND	\$5,008.58
602 SEWER FUND	\$868.40
609 MUNICIPAL LIQUOR FUND	\$33,100.10
750 PAYROLL CLEARING FUND	\$138.00
	<u>\$85,286.90</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$85,286.90
Total	<u>\$85,286.90</u>