



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

*Public*

**City of Menahga  
Special/Work Session Meeting  
Monday, October 28, 2024**

**6:00 pm**

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

## **Agenda**

- a. Call to Order
- b. Roll Call
- c. Pledge of Allegiance
- d. Department Reports
  - Liquor Store – Heather Shepersky
    1. Monthly Report
  - Fire – Dave Kicker
    1. Monthly Report
  - Police – Amy Lane
    1. Monthly Report
  - Public Works/Streets – Ron Yliniemi
    1. Monthly Report
  - Park/Beach/Mowing/Building Maintenance – Bryan Soukup
    1. Monthly Report
  - Greenwood Connections – Laura Ahlf
    1. Monthly Report and Financials
  - Administration – Brett Gagnonpalick

1. Monthly Report – September Budget YTD Rev-Exp, Check Reconciliation, Cash and Investments - FYI
2. WCTA to Switch Antivirus Platforms Approval

e. New Business

1. Resolution 2024-34 - Final Adoption of Ordinance Chapter 30 and Chapter 31
2. Approve Summary Publication of Ordinance Chapter 30 and Chapter 31
3. Resolution 2024-35 - Appointing Gagnonpalick Responsible Authority
4. Resolution 2024-36 – Amending 2024 Budget Correction

f. Consideration of Bills

1. Batch #102824checks - \$55,827.92

g. Closed Session - Evaluation of Performance of an Individual Subject to City Council Authority under Minnesota State Statute sec. 13D.05,subd.3(a).

h. Adjournment

**REMINDER:**

- **Budget Meeting – November 4, 2024 at 5 pm at Learning Center**
- **Regular City Council Meeting - November 12, 2024 at 6:00 pm**
- **Work Session/Special Meeting – November 25, 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.

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
9/1/2024	\$ 1,388.56	\$ 2,273.04	\$ 85.31	\$ 761.12	\$ 26.99	\$ 2,191.98	\$	\$ 65.95	\$ 1.25	\$	\$
9/2/2024	Closed										
9/3/2024	\$ 1,694.66	\$ 1,049.13	\$ 102.47	\$ 815.05	\$ 59.27	\$ 1,082.90	\$	\$ 32.64	\$ 89.97	\$ 292.50	\$ 266.21
9/4/2024	\$ 1,278.98	\$ 906.30	\$ 42.92	\$ 371.97	\$ 129.39	\$ 764.31	\$	\$ 22.30	\$ 65.03	\$ 207.00	\$ 188.40
9/5/2024	\$ 2,100.07	\$ 1,200.83	\$ 53.47	\$ 1,063.22	\$ 99.26	\$ 1,306.31	\$	\$ 39.25	\$ 67.90	\$ 641.00	\$ 583.39
9/6/2024	\$ 2,546.14	\$ 2,914.84	\$ 72.19	\$ 739.94	\$ 115.61	\$ 2,322.63	\$	\$ 66.86	\$ 120.35	\$ 572.50	\$ 521.05
9/7/2024	\$ 2,617.63	\$ 1,916.40	\$ 160.07	\$ 1,305.82	\$ 35.00	\$ 1,795.30	\$	\$ 54.06	\$ (0.62)	\$ 718.25	\$ 653.70
9/8/2024	\$ 674.18	\$ 631.74	\$ 16.52	\$ 519.48	\$ 68.19	\$ 715.75	\$	\$ 21.50	\$ (1.17)	\$	\$
9/9/2024	\$ 1,309.02	\$ 1,056.14	\$ 88.39	\$ 677.86	\$ 32.36	\$ 887.30	\$	\$ 26.76	\$ 1.70	\$ 111.75	\$ 101.71
9/10/2024	\$ 1,268.96	\$ 1,008.96	\$ 63.51	\$ 664.12	\$ 28.49	\$ 1,041.60	\$	\$ 31.59	\$ 0.16	\$ 215.50	\$ 196.13
9/11/2024	\$ 1,350.61	\$ 990.79	\$ 80.21	\$ 504.23	\$ 82.00	\$ 908.10	\$	\$ 26.52	\$ 74.38	\$ 254.75	\$ 231.85
9/12/2024	\$ 1,730.85	\$ 1,457.71	\$ 108.56	\$ 946.26	\$ 191.10	\$ 1,508.32	\$	\$ 46.77	\$ (13.70)	\$ 351.50	\$ 319.91
9/13/2024	\$ 2,804.11	\$ 2,651.86	\$ 143.01	\$ 1,436.65	\$ 100.23	\$ 2,796.93	\$	\$ 85.71	\$ (54.21)	\$ 531.00	\$ 483.28
9/14/2024	\$ 2,332.10	\$ 2,004.80	\$ 197.81	\$ 1,061.08	\$ 257.10	\$ 2,109.13	\$	\$ 64.78	\$ 284.31	\$ 591.75	\$ 538.57
9/15/2024	\$ 797.09	\$ 893.27	\$ 34.57	\$ 403.12	\$ 47.69	\$ 745.20	\$	\$ 22.39	\$	\$	\$
9/16/2024	\$ 1,301.41	\$ 1,213.43	\$ 47.30	\$ 622.48	\$ 50.11	\$ 1,131.98	\$	\$ 34.05	\$ (1.07)	\$ 167.50	\$ 152.45
9/17/2024	\$ 1,391.49	\$ 1,179.96	\$ 67.00	\$ 589.95	\$ 59.50	\$ 1,041.63	\$	\$ 29.22	\$ 69.14	\$ 162.50	\$ 147.90
9/18/2024	\$ 1,303.56	\$ 785.41	\$ 43.76	\$ 595.73	\$ 54.75	\$ 748.30	\$	\$ 23.03	\$ 37.48	\$ 217.25	\$ 197.72
9/19/2024	\$ 1,407.20	\$ 1,117.48	\$ 33.85	\$ 739.22	\$ 19.98	\$ 1,102.47	\$	\$ 30.58	\$ 179.38	\$ 439.75	\$ 400.23
9/20/2024	\$ 2,577.29	\$ 1,947.18	\$ 80.41	\$ 1,568.17	\$ 132.52	\$ 2,424.63	\$	\$ 73.75	\$ (10.91)	\$ 583.00	\$ 530.60
9/21/2024	\$ 2,097.11	\$ 2,469.53	\$ 156.64	\$ 1,183.16	\$ 98.14	\$ 2,860.64	\$	\$ 86.15	\$ 2.74	\$ 434.75	\$ 395.68
9/22/2024	\$ 802.52	\$ 906.90	\$ 2.50	\$ 319.47	\$ 102.65	\$ 698.47	\$	\$ 31.90	\$ (6.68)	\$	\$
9/23/2024	\$ 1,085.61	\$ 1,061.22	\$ 23.38	\$ 530.17	\$ 44.77	\$ 989.03	\$	\$ 32.61	\$ (1.68)	\$ 72.25	\$ 65.76
9/24/2024	\$ 1,150.48	\$ 771.88	\$ 22.02	\$ 571.00	\$ 71.46	\$ 780.43	\$	\$ 23.53	\$ 0.11	\$ 219.75	\$ 200.00
9/25/2024	\$ 1,249.04	\$ 987.05	\$ 61.03	\$ 291.13	\$ 61.98	\$ 728.18	\$	\$ 21.90	\$ 69.30	\$ 249.50	\$ 227.08
9/26/2024	\$ 2,276.14	\$ 1,910.15	\$ 68.71	\$ 899.00	\$ 11.98	\$ 1,694.04	\$	\$ 49.95	\$ 0.36	\$ 537.50	\$ 489.19
9/27/2024	\$ 3,096.47	\$ 2,508.56	\$ 158.45	\$ 1,258.86	\$ 142.45	\$ 2,291.64	\$	\$ 68.82	\$ (19.83)	\$ 665.00	\$ 605.23
9/28/2024	\$ 2,797.64	\$ 2,035.05	\$ 81.52	\$ 777.87	\$ 125.72	\$ 1,534.01	\$	\$ 45.54	\$ 21.18	\$ 650.50	\$ 592.04
9/29/2024	\$ 957.78	\$ 919.00	\$ 26.58	\$ 536.61	\$ 66.27	\$ 628.16	\$	\$ 18.91	\$ 6.98	\$	\$
9/30/2024	\$ 1,182.26	\$ 980.70	\$ 19.09	\$ 568.73	\$ 75.86	\$ 890.71	\$	\$ 26.62	\$ (62.66)	\$ 122.25	\$ 111.26
TOTALS	\$ 48,568.96	\$ 41,749.31	\$ 2,141.25	\$ 22,321.47	\$ 2,390.82	\$ 39,720.08	\$	\$ 1,203.64	\$ 919.19	\$ 9,009.00	\$ 8,199.34
											\$ 809.66

	JAN	FEB	MARCH	APRIL
On-sale I.E.	\$	\$	\$ 0	\$
Off-sale I.E.	\$ 72.64	\$ 72.64	\$ 73.21	\$ 115.37
ATM User fee	\$ 106.50	\$ 106.50	\$ 138	\$ 150.00
Liions Lease	\$ 0	\$ 0	\$ 0	\$ 184.50
Div/Pat	\$	\$	\$ 0	\$ 450.00
Rebate	\$	\$	\$ 0	\$
Cap Outlay	\$	\$	\$ 0	\$
Gift cards & chips	\$	\$	\$ -150.12	\$ (81.43)
4m Totals	\$	\$	\$	\$ 56.00

**MONTHLY SALES TAX TOTALS**

ON-SALE	ON-SALE	OFF-SALE
ALCOHOL	RETAIL	RETAIL
\$ 1,664.08	\$ 224.59	\$ 6,224.97
		\$ 8,197.14

ON-SALE	ON-SALE	OFF-SALE
REVENUE	EXPENSE	EXPENSE
\$ 22,473.64	\$ 16,768.61	\$ 70,315.38
		\$ 75,239.96

ON-SALE PROFIT/LOSS	OFF-SALE PROFIT/LOSS
\$	\$ (4,924.58)

YTD ON-SALE PROFIT/LOSS	YTD OFF-SALE PROFIT/LOSS
\$ 29,092.17	\$ 74,719.39

	YTD
ON-SALE PROFIT/LOSS	\$ 106,440.32







DATE	JUKEBOX	VENDING	BAR TRANSFERS	MLS GC&DC	ALCOHOL TAX	RETAIL TAX	ON-SALE TAX	TOTAL SALES TAX	TOTAL SALES	TOTAL SALES
9/1/2024	\$ -	\$ -	\$ -	\$ -	\$ 302.30	\$ -	\$ 4.08	\$ 2.37	\$ 308.75	\$ 1,388.56
9/2/2024										
9/3/2024	\$ -	\$ -	\$ 195.42	\$ 4.00	\$ 173.96	\$ 4.32	\$ 4.32	\$ 68.68	\$ 246.96	\$ 1,594.66
9/4/2024	\$ -	\$ 177.60	\$ 75.28	\$ -	\$ 131.58	\$ 2.61	\$ 44.19	\$ 178.38	\$ 1,278.98	
9/5/2024	\$ -	\$ -	\$ 302.24	\$ 10.50	\$ 206.83	\$ 0.66	\$ 120.62	\$ 328.11	\$ 2,100.07	
9/6/2024	\$ -	\$ -	\$ 215.79	\$ 6.50	\$ 354.24	\$ 2.90	\$ 110.11	\$ 467.25	\$ 2,546.14	
9/7/2024	\$ -	\$ -	\$ 202.81	\$ 4.75	\$ 301.72	\$ 8.26	\$ 166.27	\$ 476.25	\$ 2,617.63	
9/8/2024										
9/9/2024			\$ 203.42		\$ 159.94	\$ 0.76	\$ 34.49	\$ 195.57	\$ 1,309.02	
9/10/2024	\$ -	\$ -	\$ -	\$ 4.75	\$ 168.03	\$ 4.43	\$ 47.92	\$ 220.38	\$ 1,268.96	
9/11/2024	\$ -	\$ -	\$ 130.72	\$ 18.75	\$ 144.08	\$ 4.00	\$ 47.48	\$ 195.56	\$ 1,350.61	
9/12/2024	\$ -	\$ -	\$ 285.58	\$ 3.00	\$ 234.75	\$ 0.79	\$ 73.36	\$ 308.90	\$ 1,730.85	
9/13/2024	\$ -	\$ -	\$ 207.72	\$ -	\$ 394.58	\$ 6.94	\$ 115.23	\$ 516.75	\$ 2,804.11	
9/14/2024	\$ -	\$ -	\$ 285.33	\$ 28.75	\$ 305.11	\$ 6.79	\$ 129.64	\$ 441.54	\$ 2,332.10	
9/15/2024	\$ -	\$ -	\$ -	\$ -	\$ 132.71	\$ 2.54	\$ 0.41	\$ 135.66	\$ 797.09	
9/16/2024	\$ -	\$ -	\$ 66.95	\$ 15.00	\$ 180.42	\$ 2.53	\$ 29.42	\$ 212.37	\$ 1,301.41	
9/17/2024	\$ -	\$ -	\$ 7.19	\$ 8.00	\$ 179.95	\$ 3.83	\$ 39.84	\$ 223.62	\$ 1,391.49	
9/18/2024	\$ -	\$ -	\$ 140.55	\$ 15.25	\$ 127.91	\$ 2.63	\$ 48.23	\$ 178.77	\$ 1,303.56	
9/19/2024	\$ -	\$ -	\$ 273.11	\$ 14.00	\$ 160.06	\$ 0.26	\$ 80.21	\$ 240.53	\$ 1,407.20	
9/20/2024	\$ -	\$ -	\$ 100.09	\$ 17.00	\$ 349.80	\$ 2.97	\$ 121.95	\$ 474.72	\$ 2,577.29	
9/21/2024	\$ -	\$ -	\$ 200.37	\$ 7.00	\$ 353.42	\$ 5.92	\$ 93.49	\$ 452.83	\$ 2,097.11	
9/22/2024	\$ -	\$ -	\$ -	\$ -	\$ 131.25	\$ -	\$ -	\$ -	\$ 131.25	\$ 802.52
9/23/2024	\$ -	\$ -	\$ 22.49	\$ 4.00	\$ 159.37	\$ 1.54	\$ 20.09	\$ 181.00	\$ 1,085.61	
9/24/2024	\$ -	\$ -	\$ 100.61	\$ 6.00	\$ 130.20	\$ 0.57	\$ 39.44	\$ 170.21	\$ 1,150.48	
9/25/2024	\$ -	\$ -	\$ 67.49	\$ -	\$ 128.10	\$ 1.96	\$ 40.34	\$ 170.40	\$ 1,249.04	
9/26/2024	\$ -	\$ -	\$ 269.87	\$ -	\$ 253.25	\$ 3.29	\$ 103.88	\$ 360.42	\$ 2,276.14	
9/27/2024	\$ -	\$ -	\$ 135.97	\$ 12.00	\$ 376.56	\$ 2.67	\$ 132.33	\$ 511.56	\$ 3,096.47	
9/28/2024	\$ -	\$ -	\$ 166.99	\$ 10.75	\$ 273.73	\$ 2.89	\$ 143.25	\$ 419.87	\$ 2,797.64	
9/29/2024	\$ -	\$ -	\$ 151.23	\$ -	\$ 135.36	\$ 1.96	\$ 0.86	\$ 138.18	\$ 957.78	
9/30/2024	\$ -	\$ -	\$ 52.61	\$ 8.00	\$ 155.35	\$ 0.26	\$ 33.70	\$ 189.31	\$ 1,182.26	
TOTALS	\$ -	\$ 177.60	\$ 3,859.83	\$ 198.00	\$ 6,224.97	\$ 83.50	\$ 1,888.66	\$ 8,197.13	\$ 48,568.96	

ON-SALE ALCOHOL \$ 1,664.08

ON-SALE REVENUE \$ 22,473.64

ON-SALE PROFIT/LO: \$

YTD ON-SALE PROFIT: \$







# MENAHGA Police Department

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

## City Council Monthly Reporting September 25, 2024 – October 22, 2024

**Total Calls: 170**

Date: 10/22/2024

Time: 11:13:32AM  
Report: CFS21

Agency: Menauga Police  
Date: 09/25/2024 To: 10/22/2024

Activity	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Total
Agency: MPD Menauga Police								
01021 Call By Phone	0	0	0	0	0	1	0	1
01028 Registration Check	0	1	0	0	0	0	0	1
01038 Traffic Stop	4	6	7	6	18	8	15	64
01074 Theft Complaint	0	1	0	1	0	0	0	2
01075 Juvenile Trouble	0	0	0	0	0	2	0	2
01078 Ambulance Run (LE)	0	0	0	2	1	3	1	7
911HA 911 Hangup Call	0	0	1	0	0	1	0	2
ASSAU Assault	0	0	1	0	0	0	0	1
ASSIS Assist Other Agency	0	0	2	1	1	3	0	7
CAMP Campground Patrol	1	1	1	0	0	0	1	4
CHILD Child Welfare	0	2	0	0	1	0	0	3
DOG Dog Animal Complaint	0	0	0	0	0	1	0	1
DRIVE Driving/Parking Complaint	0	0	1	0	1	0	1	3
GARBA Garbage Complaint	0	0	0	0	1	0	0	1
INFOR Information	0	1	0	0	0	0	1	2
MOTOR Motorist Assist	0	1	0	1	0	0	0	2
NUISA PUBLIC NUISANCE	0	1	0	0	0	0	0	1
OPF Protection Order Viol	0	0	1	0	0	0	0	1
OTHER Other Calls	1	3	0	3	1	0	0	8
PFND Found Property	0	0	0	0	0	0	1	1
PUBLI Public Assist	0	0	1	0	0	0	0	1
Speci Special Service Detail	0	2	4	1	3	5	0	15
SUSPI Suspicious Activity	1	1	1	0	1	2	0	6
TRAFF Traffic Control	0	8	7	6	5	6	0	32
WELFA Welfare Check	0	1	0	0	1	0	0	2
Menauga Police Agency Total	7	29	27	21	34	32	20	170
<b>Total</b>	<b>7</b>	<b>29</b>	<b>27</b>	<b>21</b>	<b>34</b>	<b>32</b>	<b>20</b>	<b>170</b>

**Citations:**

STATE- (1) Expired Registration, (1) Speed, (1) Nuisance Parking & Storage, (1) Inoperable MV Storage  
ADMIN- (7) Speed

### Squad Cars

**2020 Chevrolet Tahoe**  
**Officer White**  
Mileage: 54,088

**2018 Ford Explorer**  
**Chief A. Lane**  
Mileage: 82,273

**2016 Ford Explorer**  
**Officer Huotari**  
Mileage: 43,838

### Miscellaneous Information:

- Officer White's 6-month eval completed, met expectations
- Two new squad computers are installed- will complete grant process with Todd Wad & Enbridge
- Nuisance Property- unpaid admin citation so submitted to courts

## Departmental Work Session Report

Department: Public Works

Date: 10/28/2024

	Comments	Next Steps/Due Date(s)
<b>Informational</b>	<ul style="list-style-type: none"><li>• Hydrant flushing finished</li><li>• Secondary Discharge Pipe update.</li><li>• Johnsons Jetline video showed trouble areas.</li><li>• Worked on Street Sweeper and sweeping streets.</li><li>• Blew out irrigation, Campground, and beach for season.</li><li>• Reminder citizens can go to RMB lake samples page to see sample results.</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>		



# Parks and Recreation

The month of September was another good month for the Campground, bringing in just over \$20,000 in revenue for Park Fees alone.

As for October bringing in just under \$8000, it has been much quieter as this month winds down. Now that the Campground and Bathrooms have been winterized for the year it provides time for some projects to be started and hopefully finished before the freezing temps are upon us. Some of the projects are listed below.

1. There are leaks on our water lines for the RV Dump that need to be addressed and fixed.
2. One of Two Water Heaters for the bathrooms will need Professional Inspection.
3. Middle sinks in both Guys and Gals bathrooms have both been disconnected for over 3 summers and need to be replumbed.
4. Dirt work to provide better access and parking to some of our Sites.
5. Trees that need to be removed for ease of maneuvering campers.
6. Misc. sanding and painting of Picnic Tables and signage.

The Plan is to get moving on these projects as soon as possible.

Thanks for your consideration,

Parks and Rec. Temporary Supervisor

Bryan Soukup



# Council Action Request Form



### 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:** October 28, 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**





**GREENWOOD CONNECTIONS  
BOARD MEETING MINUTES  
October 21, 2024**

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

**ABSENT:** Durwin Tomperi

**A. Call to Order**

President Hillstrom called the meeting to order at 3:00 p.m.

**B. Approval of Minutes**

<b>Main Motion:</b> To approve the September 23, 2024, Meeting Minutes	
Moved by:	Murphy
Seconded by:	Pederson
Action:	Motion carried by unanimous voice vote
In favor:	Hillstrom, Komulainen, Murphy, Netland, Paurus, Pederson
Opposed:	None

**C. Payment of Bills**

- Invoices for various expenses were reviewed and discussed.
- Netland questioned a building repair invoice for paint, asking if we are giving the local hardware store the opportunity for such purchases. Ahlf responded that we do buy many things from the local hardware store, but not everything. The availability of items and costs are factors in purchasing decisions.

<b>Main Motion:</b> To approve the September 2024 bills in the amount of \$835,837.21	
Moved by:	Netland
Seconded by:	Paurus
Action:	Motion carried by unanimous voice vote
In favor:	Hillstrom, Komulainen, Murphy, Netland, Paurus, Pederson
Opposed:	None

**D. Financial Report**

- Ahlf discussed the September 2024 financial reports. She informed the board that the nursing home census was 88% for September with 168 skilled days. Today's census is down a bit at 53 residents.
- September was a good month financially. Ahlf noted that \$400,000 was transferred from the CFB operating account to the CFB money market account. Netland asked how the 3M interest rates compared to CFB. Ahlf responded that the funds had recently been transferred but had not been invested in CDs yet. She will check with 3M and CFB before investing and

would like to ask CFB to match the 3M rate, as she has done previously, to keep the business local if possible.

- With the September financials completed, Ahlf plans to begin work on the 2025 budget. Netland requested that Ahlf prepare a statement of assumptions made to present along with the budget.

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

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

- Hired: Keira Eckman, Dietary; Brooklyn Tomczak, CNA; Joslyn Alajoki, CNA; Lori Pederson, Housekeeping; Erika Stenersen, HH Aide; Grace Kessler, RN
- Job Changes:
- Terminated/Separated: Kayla Frame, DON; Lorraine Endres, RN; Landon Opsal, Dietary; Gail Clements, Activities; Joan Gravely, Dietary; Allison Ohlgren, HH Aide; Kierra Koob, Dietary; Lori Pederson, Housekeeping; Erika Stenersen, HH Aide
- There were no involuntary terminations.
- Ahlf noted that we have now hired a nurse educator/infection preventionist RN, who will also fill in for unit managers.
- There is no update on the arrival of the nurses from the Philippines. It was two years in August since the process was started. Ahlf has been advised that the visa process is very slow, and this is a typical wait time.

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

#### **F. Leave / ESST**

- Ahlf discussed the MN Department of Labor requirements regarding Employee Sick & Safe Time (ESST). Currently, the facility pays PTO to employees who are working at least 16 hours/week. The remainder of the employees who work less than 16 hours a week earn ESST time only. There is currently only one calculation for those earning PTO; the ESST is not calculated separately. According to MN DOL, if the PTO hours, including ESST, are all in one bucket, all hours in the PTO bucket would need to follow the ESST guidelines. Meaning, an employee could potentially call in for all the hours in that bucket without retaliation.

- Ahlf recommends separating PTO and ESST. Ahlf also recommended limiting PTO accrual to employees working 30 hours or more per week, like other benefits that are offered starting at 30 hours.

<b>Main Motion:</b>	To adopt the two-bucket proposal for PTO/ESST and accrue PTO according to 30-hour eligibility for benefits, effective January 1, 2025
<b>Moved by:</b>	Netland
<b>Seconded by:</b>	Murphy
<b>Action:</b>	Motion carried by unanimous voice vote
<b>In favor:</b>	Hillstrom, Komulainen, Murphy, Netland, Paurus, Pederson
<b>Opposed:</b>	None

### G. Drug Policy

- Currently, it is the GWC policy to require drug testing upon hire. In August of 2023, the policy was reviewed by the city attorney considering the legalization of recreational marijuana. The attorney advised that it was legal to test because of the population that we care for, and in 2023 it was decided by the board and the council that we would continue to test upon hire for all drugs.
- Ahlf recently asked the city attorney to review the policy again due to checking with other facilities and questions arising from drug testing. The attorney (Nico) advised that legally we can continue to test, but we are not required to. His recommendation is not to test upon hire, but for reasonable suspicion only.
- Ahlf recommends going away from testing upon hire, but to continue to test if there is reasonable suspicion due to impairment while on duty or in the case of missing narcotics. She notes that this would help to streamline the hiring process.
- The city attorney is willing to revise the policy.

<b>Main Motion:</b>	To remove drug testing upon hire and to have the city attorney revise the policy
<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, Netland, Paurus, Pederson
<b>Opposed:</b>	None

### H. Incentive

- Ahlf informed the board that she has applied for a State of MN Department of Human Services Minnesota Care Force Incentive grant once again. The grant would pay \$1,000 to each employee earning less than \$30/hour.
- Last year, the facility contributed additional funds to pay out the incentive to all employees. Ahlf estimates that one-third of the employees earn greater than \$30/hour.
- Pederson noted that many of the employees who wouldn't qualify for the grant are nurses, which are hard to get and keep.

- As to how it would be paid out, Ahlf stated that we have previously paid after working a certain amount of time or hours. This incentive must be paid out within 45 days, so a time worked restriction would not be possible.
- Netland asked if it can be done so that it doesn't cost the facility, by removing the taxes, and Ahlf said that it could.
- Murphy asked how many wouldn't qualify. Ahlf thought maybe 30-40 employees.
- Ahlf will make calculations and will present additional information at the next meeting.
- The discussion was tabled.

**I. Health Insurance / HSA**

- Health insurance premiums were quoted by Medica at an 18% increase. The BCBS quote was just a bit lower, but not enough to make it worth switching from Medica. Ahlf presented the board with several options for employer contributions, including keeping the HSA contributions the same or reducing them all back to \$1750 per year.
- Much discussion was had weighing the options. Ahlf reminded/informed the board that the cost of employer paid health insurance and HSA contributions are reimbursed 100% by the State of MN in the facility rates but is about two years before they get the money back. Pederson said we have the funds now so we could cover the costs until we were reimbursed.
- Most employees are currently receiving a higher HSA contribution with the Medica Essentia plans. It was felt that it would be best not to take away the additional contribution. Several agreed that we want to attract employees by being the "employer and facility of choice."
- The option decided upon will increase the facility cost by \$106,378. The employee plus one premium contribution will be around \$1,000 and family contribution will be around \$1,150.
- Netland questioned why the City of Menahga employees are not included in the GWC group health plan. Ahlf said that our agent, Marsh & McLennan, said they could be. Ahlf had communicated this to the mayor last year, Netland said the council was not aware.
- Open enrollment will take place in November, prior to Thanksgiving.

<b>Main Motion:</b> To choose the \$106,378 increase in employer paid health insurance option and to keep the HSA contributions the same	
<b>Moved by:</b>	Hillstrom
<b>Seconded by:</b>	Murphy
<b>Action:</b>	Motion carried by unanimous voice vote
<b>In favor:</b>	Hillstrom, Komulainen, Murphy, Netland, Paurus, Pederson
<b>Opposed:</b>	None

**J. Holidays**

- In accordance with the MN Nursing Home Workforce Standards Board, GWC must offer eleven holidays, paid at time and one-half for holidays worked, effective 1/1/2025. Currently, GWC pays for seven holidays at double time. Ahlf will be meeting with staff and taking a vote to determine if any holiday substitutions from the Workforce Standards list are desired. Up to four holidays may be substituted if agreed upon by the majority of staff.
- Ahlf presented a spreadsheet showing the cost differences of paying eleven holidays versus seven and paying double time versus paying time and one-half. The calculations used the most recent Labor Day holiday, which included a normal mixture of staff working. The cost increase was too significant to continue paying double time for holidays.

<b>Main Motion:</b> To pay holidays worked at time and one-half effective January 1, 2025	
<b>Moved by:</b>	Netland
<b>Seconded by:</b>	Pederson
<b>Action:</b>	Motion carried by unanimous voice vote
<b>In favor:</b>	Hillstrom, Komulainen, Murphy, Netland, Paurus, Pederson
<b>Opposed:</b>	None

**K. Ordinance**

- Ahlf informed the board that an effective date needed to be added to the motion made last month for committee and board meetings.

<b>Main Motion:</b> To recommend the board meeting and committee meeting fee at \$75.00 per meeting effective January 1, 2024	
<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, Netland, Paurus, Pederson
<b>Opposed:</b>	None

**L. Long Term Planning**

- No update on a feasibility study for a Woodside Manor expansion project at this time.
- Ahlf received one quote for new windows and installation for Woodside Manor and will get another quote before presenting for approval.

The next board meeting will take place on Monday, November 18, 2024, at 3:00 p.m.

**M. Meeting Adjourned**

Main Motion: To adjourn the meeting at 5:11 p.m.	
Moved by:	Paurus
Seconded by:	Komulainen
Action:	Motion carried by unanimous voice vote
In favor:	Hillstrom, Komulainen, Murphy, Netland, Paurus, Pederson
Opposed:	None



Amy Kor  
Secretary

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
	9/3/2024	2024-09	1466-1	CITY OF MENAUGA		\$11,000.00	Posted
Account	Amount	Description					
701700-ASSET TRANSFER EXP.	\$11,000.00						
	9/3/2024	2024-09	1466-2	CWIKLA ACE HARDWARE		\$99.98	Posted
Account	Amount	Description					
663500-MINOR EQUIPMENT	\$99.98						
	9/3/2024	2024-09	1466-7	MINNESOTA POWER		\$9,823.34	Posted
Account	Amount	Description					
663000-UTILITIES	\$9,823.34						
	9/3/2024	2024-09	1466-3	GLACIER SALT, INC.		\$224.70	Posted
Account	Amount	Description					
662000-MAINTENANCE SPLY	\$224.70						
	9/3/2024	2024-09	1466-5	JACOB, TROY		\$75.00	Posted
Account	Amount	Description					
662000-MAINTENANCE SPLY	\$25.00						
804200-TRAVEL & VAN MAINTENANCE	\$50.00						
	9/3/2024	2024-09	1466-6	LAKE COUNTRY FOODS		\$203.84	Posted
Account	Amount	Description					
671900-W/M - ACTMTY EXP	\$45.17						
633000-FOOD EXPENSE	\$158.67						
	9/3/2024	2024-09	1466-4	GREEN PINE ACRES SINKING FUN...		\$33,000.00	Posted
Account	Amount	Description					
523000-CASH TRANSFER	\$33,000.00						
	9/3/2024	2024-09	1466-8	NAPA CENTRAL		\$2.24	Posted
Account	Amount	Description					
664100-REPAIRS - EQT	\$2.24						
	9/3/2024	2024-09	1466-9	OPTION CARE		\$2,920.63	Posted
Account	Amount	Description					
612600-MC-A STERILE SPLY	\$2,920.63						
	9/3/2024	2024-09	1466-10	POSTMASTER		\$146.00	Posted
Account	Amount	Description					
602200-POSTAGE	\$146.00						
	9/4/2024	2024-09	1467-1	VESTIS		\$114.46	Posted
Account	Amount	Description					
652000-HOUSEKEEPING SUPPLIES	\$114.46						
	9/4/2024	2024-09	1467-2	WeCare Connect LLC		\$435.00	Posted
Account	Amount	Description					
807800-DATA PROCESSING FEES	\$435.00						
	9/4/2024	2024-09	1467-3	MCKESSON		\$9,505.37	Posted
Account	Amount	Description					
663500-MINOR EQUIPMENT	\$71.32						
633000-FOOD EXPENSE	\$248.07						
622000-ACTIVITY SUPPLIES	\$16.43						
616500-OTHER NURSING	\$864.78						
612000-NURSING SUPPLIES	\$8,304.79						
	9/4/2024	2024-09	1467-4	WEST CENTRAL TELEPHONE		\$3,712.55	Posted
Account	Amount	Description					
623000-CABLE TV.	\$357.00						
623300-RESIDENT PHONE	\$36.88						
663500-MINOR EQUIPMENT	\$333.85						
664100-REPAIRS - EQT	\$320.00						
684900-H/H - TELEPHONE	\$96.87						
807800-DATA PROCESSING FEES	\$1,523.89						
674900-W/M - TELEPHONE/DSL	\$78.78						
674100-W/M - EQT REPAIR	\$80.00						
687800-H/H- DATA PROCESSING FEES	\$16.45						
804900-TELEPHONE/DSL	\$658.70						
602000-OFFICE EQUIPMENT LEASES	\$4.95						

Date: Oct 18, 2024  
 Time: 15:09:16 CT  
 User: Amy Kor

Greenwood Connections - SNF  
 Transaction Journal - Invs./Adjs.  
 Date Range: 9/1/2024 to 9/30/2024

Facility # 00678

Page # 2

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
Account 214800-PEDC WH EMPLEE	9/4/2024	2024-09	1488-2	RELIASTAR LIFE INSURANCE CO.		\$100.00	Posted
	Amount	Description					
	\$100.00						
Account 216900-OTHER EMPLOYEE WH	9/4/2024	2024-09	1488-1	MN CHILD SUPPORT PAYMENT CEN...		\$31.20	Posted
	Amount	Description					
	\$31.20						
Account 105000-PREPAID INSURANCE	9/4/2024	2024-09	1488-3	SFM		\$13,347.00	Posted
	Amount	Description					
	\$13,347.00						
Account 637000-DIETICIAN CONSULT FEES	9/5/2024	2024-09	1489-1	HAUGRUD, MIRANDA		\$1,115.20	Posted
	Amount	Description					
	\$1,115.20						
Account 673000-WM - UTILITIES	9/5/2024	2024-09	1489-2	MINNESOTA POWER		\$3,443.03	Posted
	Amount	Description					
	\$3,443.03						
Account 633000-FOOD EXPENSE	9/5/2024	2024-09	1489-3	PAN-O-GOLD		\$117.25	Posted
	Amount	Description					
	\$117.25						
Account 617800-NURSING DATA PROCESSING FEES 607800-DATA PROCESSING FEES	9/5/2024	2024-09	1469-4	POINT CLICK CARE TECHNOLOGIE...		\$475.00	Posted
	Amount	Description					
	\$385.66						
	\$89.34						
Account 633000-FOOD EXPENSE 632000-DIETARY SUPPLIES	9/5/2024	2024-09	1469-5	PERFORMANCE FOODSERVICE		\$1,802.67	Posted
	Amount	Description					
	\$1,480.59						
	\$321.98						
Account 665500-PRCHD SERV-GARBAGE	9/6/2024	2024-09	1470-1	SHARPS COMPLIANCE		\$86.90	Posted
	Amount	Description					
	\$86.90						
Account 675500-WM - PRCHD SERV-GARBAGE 666500-PRCHD SERV-GARBAGE	9/6/2024	2024-09	1470-3	G & T SANITATION INC.		\$2,508.48	Posted
	Amount	Description					
	\$676.75						
	\$1,829.73						
Account 662000-MAINTENANCE SPLY	9/6/2024	2024-09	1470-2	BATTERY WHOLESALE INC		\$233.06	Posted
	Amount	Description					
	\$233.06						
Account 614600-MSHO RUGS - RESPIRATORY 616500-OTHER NURSING	9/6/2024	2024-09	1470-4	NORTHWEST RESPIRATORY SERVIC...		\$76.35	Posted
	Amount	Description					
	\$28.93						
	\$47.42						
Account 662000-MAINTENANCE SPLY 604200-TRAVEL & VAN MAINTENANCE	9/6/2024	2024-09	1470-5	SHELL SPORT & BAIT		\$214.81	Posted
	Amount	Description					
	\$60.39						
	\$154.42						
Account 633000-FOOD EXPENSE 632000-DIETARY SUPPLIES 663500-MINOR EQUIPMENT	9/6/2024	2024-09	1470-6	US FOODS INC.		\$6,030.49	Posted
	Amount	Description					
	\$5,723.43						
	\$294.88						
	\$12.18						
Account 902500-PERA -(EMPLOYER'S SHARE) 215400-PERA WH (EMPLOYEE) 675200-WM - PERA 665200-IH - PERA	9/6/2024	2024-09	1488-3	PERA		\$22,800.25	Posted
	Amount	Description					
	\$11,028.05						
	\$10,585.83						
	\$223.24						
	\$983.13						
Account 215600-HSA (EMPLOYEE)	9/6/2024	2024-09	1488-4	HSA		\$7,518.50	Posted
	Amount	Description					
	\$2,694.81						



Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
672700-WM - HSA		\$253.83					
687200-HH - CONSLT PHARMACIST		\$169.22					
902700-HSA (EMPLOYER SHARE)		\$4,200.64					
Account	9/6/2024	2024-09	1488-1	MN DEPT. OF REVENUE (C)		\$6,958.19	Posted
215900-STATE WH (EMPLOYEE)		Amount			Description		
Account	9/6/2024	2024-09	1488-2	INTERNAL REVENUE SERVICE		\$39,208.29	Posted
215900-STATE WH (EMPLOYEE)		Amount			Description		
675100-WM - FICA		\$218.66					
685100-HH - FICA		\$1,837.88					
901100-FICA -(EMPLOYER'S SHARE)		\$12,459.08					
215100-FICA (EMPLOYEE)		\$13,715.70					
215200-FEDERAL WH (EMPLOYEE)		\$11,778.97					
Account	9/9/2024	2024-09	1471-1	COLE PAPERS INC.		\$2,870.06	Posted
652000-HOUSEKEEPING SUPPLIES		Amount			Description		
642000-LAUNDRY SUPPLIES		\$1,205.88					
612000-NURSING SUPPLIES		\$989.40					
		\$474.78					
Account	9/9/2024	2024-09	1471-2	MARJON PRINTERS INC		\$325.00	Posted
674500-WM - ADVERTISING		Amount			Description		
804800-ADVERTISING GENERAL		\$117.00					
		\$208.00					
Account	9/9/2024	2024-09	1471-3	SCHWARTZ, CAROL		\$3,197.00	Posted
201100-A/R REFUNDS		Amount			Description		
		\$3,197.00					
Account	9/10/2024	2024-09	1472-1	VIVENTIUM SOFTWARE		\$429.40	Posted
808000-OTHER ADMIN & AGENT FEES		Amount			Description		
		\$429.40					
Account	9/10/2024	2024-09	158-3	FORUM COMMUNICATIONS COMPANY	Reversed Invoice	(\$349.00)	Posted
674500-WM - ADVERTISING		Amount			Description		
804800-ADVERTISING GENERAL		(\$125.64)			Reversed		
		(\$223.36)			Reversed		
Account	9/10/2024	2024-09	158-5	L & M FLEET SUPPLY INC.	Reversed Invoice	(\$843.58)	Posted
663500-MINOR EQUIPMENT		Amount			Description		
674100-WM - EQT REPAIR		(\$30.98)			Reversed		
664200-REPAIRS - BLDG		(\$39.52)			Reversed		
664100-REPAIRS - EQT		(\$308.19)			Reversed		
		(\$264.89)			Reversed		
Account	9/10/2024	2024-09	158-4	LAKE BROS CARPET & DUCT CLEA...	Reversed Invoice	(\$2,711.32)	Posted
675500-WM - PRCHD SERV-GARBAGE		Amount			Description		
665500-PRCHD SERV-GARBAGE		(\$2,033.49)			Reversed		
		(\$677.83)			Reversed		
Account	9/10/2024	2024-09	158-1	BLUE STONE THERAPY	Reversed Invoice	(\$29,069.58)	Posted
625800-MSHO RUGS - PT		Amount			Description		
625400-MSHO RUGS - OT		(\$125.88)			Reversed		
625500-MSHO RUGS - SPEECH		(\$117.24)			Reversed		
626100-MC-A PHYS.THERAPY		(\$23.07)			Reversed		
626200-MC-A SPEECH		(\$4,414.97)			Reversed		
626300-MC-A OCCUP.THERAPY		(\$1,187.73)			Reversed		
626400-MC-B PHYS.THERAPY		(\$4,054.55)			Reversed		
626500-MC-B OCCUP.THERAPY		(\$2,028.38)			Reversed		
626600-MC-B OCCUP.THERAPY		(\$778.68)			Reversed		
626000-OTHER - ACTIVITIES		(\$102.90)			Reversed		
627800-Managed Care - OT - Part B E		(\$4,341.31)			Reversed		
626700-Managed Care PT- Part B Expen		(\$5,795.03)			Reversed		
626800-Medicare Adv - P.T. - Part A		(\$1,206.18)			Reversed		
626900-Medicare Adv - O.T. - Part A		(\$1,150.18)			Reversed		
627000-Medicare Adv - Speech - Part		(\$407.49)			Reversed		
627106-PHYSICAL THERAPY		(\$3,337.99)			Reversed		
Account	9/10/2024	2024-09	158-6	MINNESOTA ENERGY RESOURCES	Reversed Invoice	(\$109.81)	Posted

Date: Oct 18, 2024  
 Time: 15:09:18 CT  
 User: Amy Kor

Greenwood Connections - SNF  
 Transaction Journal - Invs./Adj.  
 Date Range: 9/1/2024 to 9/30/2024

Facility # 00678

Page # 4

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
663000-UTILITIES		(\$109.81) Reversed					
	9/10/2024	2024-09	158-2	DHS MEDICAL CARE SURCHARGE	Reversed Invoice	(\$15,247.91)	Posted
Account	Amount	Description					
701100-SURCHARGE	(\$15,247.91)	Reversed					
	9/10/2024	2024-09	1473-1	VIVENTIUM SOFTWARE		\$1,122.50	Posted
Account	Amount	Description					
808000-OTHER ADMIN & AGENT FEES	\$1,122.50						
	9/10/2024	2024-09	1476-3	SupremeCare LLC		\$125.00	Posted
Account	Amount	Description					
808000-OTHER ADMIN & AGENT FEES	\$125.00						
	9/10/2024	2024-09	1478-2	NETWORK SERVICES COMPANY		\$1,900.77	Posted
Account	Amount	Description					
652000-HOUSEKEEPING SUPPLIES	\$1,825.02						
632000-DIETARY SUPPLIES	\$73.85						
642000-LAUNDRY SUPPLIES	\$202.10						
	9/10/2024	2024-09	1476-4	RELIASTAR LIFE INSURANCE CO.		\$100.00	Posted
Account	Amount	Description					
214800-PEDC WH EMPLEE	\$100.00						
	9/10/2024	2024-09	1476-1	NCPERS GROUP LIFE INS.		\$64.00	Posted
Account	Amount	Description					
215700-EMPLOYEE LIFE INS.	\$64.00						
	9/10/2024	2024-09	1476-5	VERIZON		\$228.24	Posted
Account	Amount	Description					
804900-TELEPHONE/DSL	\$228.24						
	9/10/2024	2024-09	1474-6	MINNESOTA ENERGY RESOURCES		\$109.81	Posted
Account	Amount	Description					
663000-UTILITIES	\$109.81						
	9/10/2024	2024-09	1474-1	BLUE STONE THERAPY		\$29,089.58	Posted
Account	Amount	Description					
625400-MSHO RUGS - OT	\$117.24						
625500-MSHO RUGS - SPEECH	\$23.07						
625300-MSHO RUGS - PT	\$125.88						
626300-MC-A OCCUP.THERAPY	\$4,054.65						
626400-MC-B PHYS. THERAPY	\$2,026.38						
626100-MC-A PHYS.THERAPY	\$4,414.97						
626200-MC-A SPEECH	\$1,187.73						
627000-Medicare Adv - Speech - Part	\$407.49						
627100-PHYSICAL THERAPY	\$3,337.89						
626800-Medicare Adv - P.T. - Part A	\$1,208.18						
626900-Medicare Adv - O.T. - Part A	\$1,150.18						
626800-MC-B OCCUP.THERAPY	\$778.88						
626700-Managed Care PT- Part B Expen	\$5,795.03						
627800-Managed Care - OT - Part B E	\$4,341.31						
628000-OTHER - ACTIVITIES	\$102.80						
	9/10/2024	2024-09	1474-2	DHS MEDICAL CARE SURCHARGE		\$15,247.91	Posted
Account	Amount	Description					
701100-SURCHARGE	\$15,247.91						
	9/10/2024	2024-09	1474-3	FORUM COMMUNICATIONS COMPANY		\$348.00	Posted
Account	Amount	Description					
674500-W/M - ADVERTISING	\$125.84						
804600-ADVERTISING GENERAL	\$223.38						
	9/10/2024	2024-09	1474-4	LAKE BROS CARPET & DUCT CLEA...		\$2,711.32	Posted
Account	Amount	Description					
685500-PRCHD SERV-GARBAGE	\$877.83						
675500-W/M - PRCHD SERV-GARBAGE	\$2,033.48						
	9/10/2024	2024-09	1474-5	L & M FLEET SUPPLY INC.		\$643.58	Posted
Account	Amount	Description					
664100-REPAIRS - EQT	\$264.89						
663500-MINOR EQUIPMENT	\$30.88						
674100-W/M - EQT REPAIR	\$38.52						

Date: Oct 18, 2024  
 Time: 15:09:18 CT  
 User: Amy Kor

Greenwood Connections - SNF  
 Transaction Journal - Invs./Adjs.  
 Date Range: 9/1/2024 to 9/30/2024

Facility # 00678

Page # 5

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
664200-REPAIRS - BLDG		\$308.19					
	9/10/2024	2024-09	1475-1	BLUE STONE THERAPY		\$29,069.58	Posted
Account	Amount	Description					
628200-MC-A SPEECH	\$1,187.73						
626100-MC-A PHYS.THERAPY	\$4,414.87						
625500-MSHO RUGS - SPEECH	\$23.07						
626300-MC-A OCCUP.THERAPY	\$4,054.55						
626600-MC-B OCCUP.THERAPY	\$778.88						
628400-MC-B PHYS. THERAPY	\$2,026.38						
625300-MSHO RUGS - PT	\$125.88						
625400-MSHO RUGS - OT	\$117.24						
627800-Managed Care - OT - Part B E	\$4,341.31						
628000-OTHER - ACTIVITIES	\$102.90						
626700-Managed Care PT- Part B Expen	\$5,785.03						
626800-Medicare Adv - P.T. - Part A	\$1,208.18						
627100-PHYSICAL THERAPY	\$3,337.99						
627000-Medicare Adv - Speech - Part	\$407.49						
626900-Medicare Adv - O.T. - Part A	\$1,150.18						
	9/10/2024	2024-09	1475-4	LAKE BROS CARPET & DUCT CLEA...		\$2,711.32	Posted
Account	Amount	Description					
665500-PRCHD SERV-GARBAGE	\$677.83						
675500-WM - PRCHD SERV-GARBAGE	\$2,033.49						
	9/10/2024	2024-09	1475-5	L & M FLEET SUPPLY INC.		\$643.58	Posted
Account	Amount	Description					
664200-REPAIRS - BLDG	\$308.19						
674100-WM - EQT REPAIR	\$39.52						
663500-MINOR EQUIPMENT	\$30.98						
664100-REPAIRS - EQT	\$264.89						
	9/10/2024	2024-09	1475-3	FORUM COMMUNICATIONS COMPANY		\$349.00	Posted
Account	Amount	Description					
674500-WM - ADVERTISING	\$125.84						
604800-ADVERTISING GENERAL	\$233.36						
	9/10/2024	2024-09	1475-2	DHS MEDICAL CARE SURCHARGE		\$15,247.91	Posted
Account	Amount	Description					
701100-SURCHARGE	\$15,247.91						
	9/10/2024	2024-09	1475-6	MINNESOTA ENERGY RESOURCES		\$109.81	Posted
Account	Amount	Description					
663000-UTILITIES	\$109.81						
	9/11/2024	2024-09	1477-1	KOR, AMY		\$432.00	Posted
Account	Amount	Description					
633000-FOOD EXPENSE	\$432.00						
	9/11/2024	2024-09	1477-2	LAKES AREA COOPERATIVE		\$7.44	Posted
Account	Amount	Description					
662000-MAINTENANCE SPLY	\$7.44						
	9/11/2024	2024-09	1477-4	THRIFTY WHITE PHARMACY		\$8.59	Posted
Account	Amount	Description					
612000-NURSING SUPPLIES	\$8.59						
	9/11/2024	2024-09	1477-3	PAN-O-GOLD		\$123.27	Posted
Account	Amount	Description					
633000-FOOD EXPENSE	\$123.27						
	9/12/2024	2024-09	1478-1	PERFORMANCE FOODSERVICE		\$1,134.31	Posted
Account	Amount	Description					
632000-DIETARY SUPPLIES	\$224.07						
633000-FOOD EXPENSE	\$910.24						
	9/12/2024	2024-09	1478-2	US FOODS INC.		\$4,245.48	Posted
Account	Amount	Description					
663500-MINOR EQUIPMENT	\$86.62						
632000-DIETARY SUPPLIES	\$79.88						
633000-FOOD EXPENSE	\$4,099.01						
	9/13/2024	2024-09	1478-1	AMERICAN QUALITY FOODS		\$289.88	Posted

Date: Oct 18, 2024  
 Time: 16:09:16 CT  
 User: Amy Kor

Greenwood Connections - SNF  
 Transaction Journal - Invs./Adjs.  
 Date Range: 9/1/2024 to 9/30/2024

Facility # 00678

Page # 6

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
<b>Account</b> 633000-FOOD EXPENSE	<b>Amount</b> \$289.68	<b>Description</b>					
	9/13/2024	2024-09	1479-2	MINNESOTA ENERGY RESOURCES		\$265.43	Posted
<b>Account</b> 663000-UTILITIES	<b>Amount</b> \$288.43	<b>Description</b>					
	9/13/2024	2024-09	1460-1	MINNESOTA ENERGY RESOURCES		\$106.68	Posted
<b>Account</b> 673000-WM - UTILITIES	<b>Amount</b> \$106.68	<b>Description</b>					
	9/13/2024	2024-09	1480-2	WAYSTAR, INC		\$58.87	Posted
<b>Account</b> 807800-DATA PROCESSING FEES	<b>Amount</b> \$58.87	<b>Description</b>					
	9/16/2024	2024-09	1481-1	CITY OF MENAUGA		\$25,000.00	Posted
<b>Account</b> 701200-PAYMENT IN LIEU OF TAXES	<b>Amount</b> \$25,000.00	<b>Description</b>					
	9/16/2024	2024-09	1481-2	CHOCKER'S BAKERY		\$72.75	Posted
<b>Account</b> 871900-WM - ACTIVITY EXP	<b>Amount</b> \$72.75	<b>Description</b>					
	9/16/2024	2024-09	1481-3	DIRECT SUPPLY INC.		\$921.03	Posted
<b>Account</b> 643000-LINEN & BEDDING 663500-MINOR EQUIPMENT	<b>Amount</b> \$211.83 \$709.20	<b>Description</b>					
	9/16/2024	2024-09	1481-4	TED'S HARDWARE		\$264.56	Posted
<b>Account</b> 672000-WM - SUPPLIES 664200-REPAIRS - BLDG 662000-MAINTENANCE SPLY	<b>Amount</b> \$28.96 \$152.97 \$84.83	<b>Description</b>					
	9/16/2024	2024-09	1481-5	WADENA COUNTY AUDITOR/TREASU...		\$1,254.00	Posted
<b>Account</b> 214600-SPECIAL ASSESSMENTS PAY	<b>Amount</b> \$1,254.00	<b>Description</b>					
	9/16/2024	2024-09	1481-6	THRIFTY WHITE PHARMACY		\$2,880.84	Posted
<b>Account</b> 614700-MSHO RUGS - MEDICATIONS 615800-MSHO LOC - MEDICATIONS 613500-MC-A DRUGS 614100-Medicare Adv - Drugs	<b>Amount</b> \$713.75 \$44.34 \$1,526.22 \$597.53	<b>Description</b>					
	9/16/2024	2024-09	1483-1	WeCare Connect LLC		\$435.00	Posted
<b>Account</b> 807800-DATA PROCESSING FEES	<b>Amount</b> \$435.00	<b>Description</b>					
	9/17/2024	2024-09	1482-1	GULL LAKE GLASS, INC.		\$1,056.50	Posted
<b>Account</b> 664200-REPAIRS - BLDG	<b>Amount</b> \$1,056.50	<b>Description</b> TEMPERED WINDOW GLASS					
	9/17/2024	2024-09	1482-2	HEALTHCARE ENVIRONMENTAL SER...		\$224.38	Posted
<b>Account</b> 665500-PRCHD SERV-GARBAGE	<b>Amount</b> \$224.38	<b>Description</b>					
	9/17/2024	2024-09	1482-3	LTC PROFESSIONALS, PLLC		\$2,000.00	Posted
<b>Account</b> 617600-NURSE CONSULTANT	<b>Amount</b> \$2,000.00	<b>Description</b>					
	9/17/2024	2024-09	1482-4	TERMINIX		\$525.00	Posted
<b>Account</b> 675500-WM - PRCHD SERV-GARBAGE 665500-PRCHD SERV-GARBAGE	<b>Amount</b> \$210.00 \$315.00	<b>Description</b>					
	9/18/2024	2024-09	1484-1	GULL LAKE GLASS, INC.		\$3,200.00	Posted
<b>Account</b> 112000-BUILDING	<b>Amount</b> \$3,200.00	<b>Description</b>					
	9/18/2024	2024-09	1484-2	MARSH & MCLENNAN AGENCY LLC		\$7,500.00	Posted
<b>Account</b> 808000-OTHER ADMIN & AGENT FEES	<b>Amount</b> \$7,500.00	<b>Description</b>					

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
	9/18/2024	2024-09	1484-3	METRO SALES, INC		\$165.05	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
802100-OFFICE SUPPLIES	\$165.05						
	9/18/2024	2024-09	1484-5	PAN-O-GOLD		\$96.33	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
633000-FOOD EXPENSE	\$96.33						
	9/18/2024	2024-09	1484-4	MN CHILD SUPPORT PAYMENT CEN...		\$31.20	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
215900-OTHER EMPLOYEE WH	\$31.20						
	9/20/2024	2024-09	1489-1	MN DEPT. OF REVENUE (C)		\$7,446.64	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
216300-STATE WH (EMPLOYEE)	\$7,446.64						
	9/20/2024	2024-09	1489-2	INTERNAL REVENUE SERVICE		\$41,216.74	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
675100-W/M - FICA	\$266.68						
901100-FICA -(EMPLOYER'S SHARE)	\$13,185.29						
685100-H/H - FICA	\$978.62						
215200-FEDERAL WH (EMPLOYEE)	\$12,359.61						
215100-FICA (EMPLOYEE)	\$14,428.58						
	9/20/2024	2024-09	1489-3	PERA		\$24,382.34	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
215400-PERA WH (EMPLOYEE)	\$11,320.37						
685200-H/H - PERA	\$639.73						
675200-W/M - PERA	\$363.94						
902500-PERA -(EMPLOYER'S SHARE)	\$11,838.30						
	9/20/2024	2024-09	1489-4	HSA		\$7,688.69	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
902700-HSA (EMPLOYER SHARE)	\$4,207.37						
672700-W/M - HSA	\$253.83						
215600-HSA (EMPLOYEE)	\$2,812.12						
682700-H/H - HSA	\$315.37						
	9/23/2024	2024-09	1485-1	ACCELERATED CARE PLUS LEASIN...		\$1,430.20	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
625100-THERAPY SUPPLIES	\$1,430.20						
	9/23/2024	2024-09	1485-2	B&J CLEANING OF MN		\$500.00	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
664100-REPAIRS - EQT	\$500.00						
	9/23/2024	2024-09	1485-3	CITY OF MENAHGA		\$622.70	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
673000-W/M - UTILITIES	\$622.70						
	9/23/2024	2024-09	1486-2	GUARDIAN		\$7,273.59	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
215500-AVESIS INS WH (EMPLOYEE)	\$524.68						
902100-DENTAL INSURANCE	\$2,988.71						
902300-GRP LIFE INSURANCE	\$415.27						
215700-EMPLOYEE LIFE INS.	\$848.62						
215800-CANCER & INT CARE INS.	\$2,496.31						
	9/23/2024	2024-09	1486-1	CITY OF MENAHGA		\$2,228.53	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
663000-UTILITIES	\$2,228.53						
	9/24/2024	2024-09	1491-1	CONSULTANT PHARMACIST INC.		\$850.00	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
617200-CNSLT PHARMACIST	\$850.00						
	9/24/2024	2024-09	1491-2	MIRABELLE MANAGEMENT, LLC		\$315.00	Posted
<b>Account</b>	<b>Amount</b>	<b>Description</b>					
636000-DIET TRNG-TRVL	\$35.00						
646000-LNDRY TRNG & TRVL	\$7.00						
656000-HSK TRNG & TRVL	\$15.00						
616600-NRSG TRNG & TRVL	\$200.00						

Date: Oct 18, 2024  
 Time: 15:09:16 CT  
 User: Amy Kor

Greenwood Connections - SNF  
 Transaction Journal - Invs./Adjs.  
 Date Range: 9/1/2024 to 9/30/2024

Facility # 00678

Page # 8

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
626000-ACTIVITY TRNG & TRVL		\$18.00					
902800-CLERICAL TRNG & TRVL		\$8.00					
686000-LICENSES & PERMITS		\$9.00					
676000-WM - TRNG & TRVL		\$3.00					
803100-SEMINAR & BUS.MTGS		\$2.00					
688400-HH1 - TRAINING & TRAVEL		\$20.00					
	9/24/2024	2024-09	1491-3	PERFORMANCE FOODSERVICE		\$773.88	Posted
Account	Amount	Description					
633000-FOOD EXPENSE	\$575.59						
632000-DIETARY SUPPLIES	\$198.29						
	9/24/2024	2024-09	1491-4	US FOODS INC.		\$9,639.83	Posted
Account	Amount	Description					
633000-FOOD EXPENSE	\$8,707.72						
683500-MINOR EQUIPMENT	\$202.18						
632000-DIETARY SUPPLIES	\$729.73						
	9/24/2024	2024-09	1490-1	VIVENTIUM SOFTWARE		\$423.60	Posted
Account	Amount	Description					
808000-OTHER ADMIN & AGENT FEES	\$423.60						
	9/25/2024	2024-09	1492-1	ON SHIFT INC.		\$2,936.25	Posted
Account	Amount	Description					
808000-OTHER ADMIN & AGENT FEES	\$2,936.25						
	9/25/2024	2024-09	1492-2	PAYCHEX OF NEW YORK LLC		\$1,120.00	Posted
Account	Amount	Description					
808000-OTHER ADMIN & AGENT FEES	\$1,120.00						
	9/25/2024	2024-09	1492-3	PAN-O-GOLD		\$218.72	Posted
Account	Amount	Description					
633000-FOOD EXPENSE	\$218.72						
	9/30/2024	2024-09	1493-1	COMMUNITY FIRST BANK		\$400,000.00	Posted
Account	Amount	Description					
101800-MONEY MARKET (OPERATING)	\$400,000.00						
	9/30/2024	2024-09	1494-3	SFM		\$4,445.00	Posted
Account	Amount	Description					
105000-PREPAID INSURANCE	\$4,445.00						
	9/30/2024	2024-09	1494-1	CITY OF MENAUGA		\$30,000.00	Posted
Account	Amount	Description					
701200-PAYMENT IN LIEU OF TAXES	\$30,000.00						
	9/30/2024	2024-09	1494-4	STATE CHEMICAL LTD		\$256.50	Posted
Account	Amount	Description					
652000-HOUSEKEEPING SUPPLIES	\$256.50						
	9/30/2024	2024-09	1494-2	OTIS ELEVATOR COMPANY		\$109.34	Posted
Account	Amount	Description					
674100-WM - EQT REPAIR	\$109.34						
	9/30/2024	2024-09	1494-5	US BANK EQUIPMENT FINANCE		\$245.00	Posted
Account	Amount	Description					
802000-OFFICE EQUIPMENT LEASES	\$245.00						
	9/30/2024	2024-09	1494-6	US FOODS INC.		\$4,492.61	Posted
Account	Amount	Description					
632000-DIETARY SUPPLIES	\$274.71						
633000-FOOD EXPENSE	\$4,217.90						

86 check(s) issued \$576,207.07  
 0 check(s) voided \$0.00  
 6 check(s) reversed (\$48,131.20)  
 18 direct payment(s) issued \$207,761.34  
 Total \$835,837.21

	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)	1,295,251.41	763,789.53
101900 TRU-STAR CHECKING	4,566.14	24,298.96
102000 OPERATING CHECKING	409,647.10	297,668.95
102800 OPER FUND C.D.	3,810,154.53	3,619,902.77
<b>TOTAL Operating Cash Account</b>	<b>5,520,619.18</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	12,451.62	12,088.94
<b>TOTAL Trust Funds Accounts</b>	<b>13,027.77</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)	264,558.21	292,405.42
103400 SNKG FND CHK & SVG	267.14	242.04
<b>TOTAL Sinking Fund Accounts</b>	<b>264,825.35</b>	<b>292,647.46</b>
<b>Resident Trust Fund</b>		
102600 Resident Trust Account	9,600.25	12,204.85
<b>TOTAL Resident Trust Fund</b>	<b>9,600.25</b>	<b>12,204.85</b>
<b>TOTAL Bank Accounts</b>	<b>7,001,851.24</b>	<b>6,342,800.47</b>
<b>Accounts Receivable</b>		
<b>GPA Receivables</b>		
103900 Accounts Receivable - Private	107,371.24	147,703.64
103901 A/R - RESIDENT LIABILITY	50,038.69	27,892.56
104000 Accounts Receivable - Medicaid	564,223.84	454,803.04
104300 Accounts Receivable - Medicare	98,105.11	58,566.06
104400 Accounts Receivable - Hospice	99,497.53	(37,000.58)
104600 Accounts Rec - Medicare Part B	2,163.30	1,886.35
104900 Accounts Rec -Other Insurance	323,283.85	333,074.14
<b>TOTAL GPA Receivables</b>	<b>1,244,683.56</b>	<b>986,925.21</b>
<b>WM/HH/AD Receivables</b>		
103600 ALF-PP-ACCTS RCVBL	26,930.83	28,539.51
103700 ALF-MA/MSHO-ACCTS RCVBL	64,715.39	22,389.93
<b>TOTAL WM/HH/AD Receivables</b>	<b>91,646.22</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	11,887.48	3,182.57
105500 OPR FND ACCR INT	4,206.15	4,206.15
106400 DUE FROM MEDICARE (Bad Debt)	5,409.71	1,645.52
<b>TOTAL Other Receivables</b>	<b>757,330.34</b>	<b>744,861.24</b>
<b>TOTAL Accounts Receivable</b>	<b>2,093,660.12</b>	<b>1,782,715.89</b>
<b>Other Current Assets</b>		
<b>Prepaid Expenses</b>		
105000 PREPAID INSURANCE	141,017.98	74,589.49
105100 PPD HLTH INS	40,473.00	40,473.00
105200 PREPAID DATA PROCESSING	38,106.69	7,035.21
105400 Prepaid Expenses	2,924.58	6,644.34
<b>TOTAL Prepaid Expenses</b>	<b>222,522.25</b>	<b>128,742.04</b>
<b>TOTAL Other Current Assets</b>	<b>222,522.25</b>	<b>128,742.04</b>
<b>TOTAL Current Assets</b>	<b>9,318,033.61</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 9/30/2024

	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	(52,940.92)	(52,429.18)
112000 BUILDING	8,717,162.56	8,685,581.23
112100 ACCUM DEPREC BLDG	(3,775,581.85)	(3,524,679.76)
117000 EQPT & FURN	1,655,143.79	1,367,030.77
117100 ACCUM DEPREC E&F	(1,133,081.85)	(1,090,214.49)
<b>TOTAL GPA Long Term Assets</b>	<b>5,550,402.58</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.DEP E&F	(1,750,272.66)	(1,675,898.55)
<b>TOTAL W/M Long Term Assets</b>	<b>1,164,800.40</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	(29,485.35)	(29,213.01)
<b>TOTAL A/D Long Term Assets</b>	<b>45,506.33</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>6,760,709.31</b>	<b>6,701,595.27</b>
<b>TOTAL Assets</b>	<b>16,078,742.92</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	109,286.45	98,242.96
201100 A/R REFUNDS	0.51	0.51
201400 MEDICAID ACCOUNTS PAYABLE	505.96	0.00
214600 SPECIAL ASSESSMENTS PAY	24,657.00	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>139,656.84</b>	<b>109,968.74</b>
<b>TOTAL Account Payable</b>	<b>139,656.84</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	203,999.78	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	12,550.31	6,822.41
215000 ACCRUED PAYROLL TAXES PAYABLE	14,988.14	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)	(641.28)	(434.28)
215600 HSA (EMPLOYEE)	1,398.51	1,456.59
215700 EMPLOYEE LIFE INS.	1,106.42	1,003.56
215800 CANCER & INT CARE INS.	663.13	(1,536.86)
215900 OTHER EMPLOYEE W/H	(451.74)	82.99
216100 ACCR PTO NRSG	138,407.49	138,407.49
216200 ACCR PTO ACT	23,434.07	23,434.07
216300 ACCR PTO DIET	53,101.86	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



Greenwood Connections - SNF  
**BALANCE SHEET**  
 As Of 9/30/2024

	CURRENT PERIOD	PREVIOUS YEAR
	Actual \$	Actual \$
<b>Employee Benefits Payable (con't)</b>		
218100 ACCR SICK GPA/MSRS	16,977.83	18,425.06
218300 ACCR SICK HH/ MSRS	1,191.96	1,191.96
<b>TOTAL Employee Benefits Payable</b>	<b>4,603,642.25</b>	<b>4,518,869.67</b>
<b>Non Operating Payables</b>		
202500 WM SECUR DEP	32,850.00	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	9,600.25	12,204.85
<b>TOTAL Non Operating Payables</b>	<b>298,396.37</b>	<b>299,320.29</b>
<b>TOTAL Other Current Liability</b>	<b>4,902,038.62</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	6,526.64	3,654.74
213800 ACCRUED INTEREST - 2017	26,210.82	53,839.58
214000 ACCRUED INTEREST PAYABLE	3,042.14	3,397.04
<b>TOTAL Bond &amp; Bond Interest Payable</b>	<b>3,711,623.48</b>	<b>3,946,735.24</b>
<b>TOTAL Long Term Liability</b>	<b>3,718,571.48</b>	<b>3,953,883.24</b>
<b>TOTAL Liabilities</b>	<b>8,760,266.94</b>	<b>8,881,841.94</b>
<b>Equity</b>		
324000 RESTRICTED FUNDS	336,566.53	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>(267,326.52)</b>	<b>(267,642.52)</b>
<b>Retained Earnings</b>		
888800 Retained Earnings	6,092,093.42	4,210,555.48
Net Income	1,220,740.64	1,881,537.94
<b>TOTAL Retained Earnings</b>	<b>7,312,834.06</b>	<b>6,092,093.42</b>
<b>TOTAL Liabilities &amp; Equities</b>	<b>15,805,774.48</b>	<b>14,706,292.84</b>

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	150,651.00	153,199.27	1,375,951.00	1,305,764.44
501100 Private Pay - Enhanced Rate C	(241.00)	0.00	(2,199.00)	2,128.61
<b>TOTAL PRIVATE REVENUE</b>	<b>150,410.00</b>	<b>153,199.27</b>	<b>1,373,752.00</b>	<b>1,307,893.05</b>
<b>MEDICAID REVENUE</b>				
502000 Medicaid - Revenue	419,118.00	388,294.24	3,827,941.00	4,019,356.93
<b>TOTAL MEDICAID REVENUE</b>	<b>419,118.00</b>	<b>388,294.24</b>	<b>3,827,941.00</b>	<b>4,019,356.93</b>
<b>MEDICARE PART A REVENUE</b>				
501400 Medicare/Bad Debt Contra	241.00	1,428.00	2,200.00	3,764.19
503000 Medicare - Revenue	54,535.00	33,867.38	498,089.00	440,209.39
503100 Medicare Part A - Contractual	(14,662.87)	(8,149.94)	(133,920.87)	(97,218.35)
503101 Medicare Part A-2% Contractual	(991.56)	(586.93)	(9,056.24)	(7,958.12)
503400 Medicare/Bad Debt - Contractual	(1,162.00)	(1,428.00)	(10,609.00)	(1,428.00)
505000 Medicare Part A - Medication	2,744.00	3,288.25	25,063.00	25,153.76
505500 Medicare Part A - Medical Sup	841.00	0.00	7,678.00	1,853.33
506000 Medicare Part A - Sterile Sup	945.00	1,571.00	8,629.00	5,951.95
506500 Medicare Part A - Speech Ther	311.00	210.00	2,845.00	1,915.00
507000 Medicare Part A - Oxygen Ther	133.00	0.00	1,214.00	607.80
507500 Medicare Part A - Occupationa	6,752.46	2,340.00	61,672.46	40,400.00
508500 Medicare Part A - Physical Th	6,372.00	3,835.00	58,194.00	44,145.00
509000 Medicare Part A - X-Ray	45.00	54.80	411.00	127.90
509500 Medicare Part A - Labs	140.90	285.79	1,286.90	625.80
<b>TOTAL MEDICARE PART A REVENUE</b>	<b>56,243.93</b>	<b>36,715.35</b>	<b>513,696.25</b>	<b>458,149.65</b>
<b>MEDICARE ADV-PART A REVENUE</b>				
500700 Medicare Advantage - Revenue	25,665.00	26,843.15	234,408.00	318,848.39
500900 Medicare Adv - Contractual	(8,399.00)	(7,599.58)	(76,716.00)	(94,966.00)
500901 Medicare Adv -2% Contractual	(382.13)	0.00	(3,490.13)	(2,322.32)
505100 Medicare Adv - Medications	1,304.00	1,486.74	11,910.00	21,213.00
505400 Medicare Adv/MA Bad Debt-Contr	(31.00)	0.00	(280.00)	(2,336.19)
506600 Medicare Adv - SP - Part A	230.00	0.00	2,099.00	2,325.00
507100 Medicare Adv - Respiratory	10.82	0.00	98.82	0.00
507600 Medicare Adv - OT - Part A	3,051.64	1,690.00	27,871.64	28,505.00
508600 Medicare Adv - PT - Part A	3,081.00	3,420.00	28,141.00	34,205.00
509100 Medicare Adv - X-Ray	0.00	0.00	0.00	119.47
509600 Medicare Adv - Labs	1.00	379.08	9.00	663.77
<b>TOTAL MEDICARE ADV-PART A REVENUE</b>	<b>24,531.33</b>	<b>26,219.39</b>	<b>224,051.33</b>	<b>306,255.12</b>
<b>MSHO-RUGS REVENUE</b>				
504900 MSHO RUGS - MEDICATIONS	131.00	1,661.37	1,197.00	6,368.27
506300 MSHO RUGS - SPEECH THERAPY	53.00	0.00	482.00	0.00
506800 MSHO RUGS - RESPIRATORY	10.82	0.00	98.82	0.00
507300 MSHO RUGS - OT	464.00	1,125.00	4,242.00	3,355.00
508300 MSHO RUGS - PHYSICAL THERAPY	495.00	2,030.00	4,521.00	4,570.00
508800 MSHO RUGS - X-RAY	0.00	0.00	0.00	27.05
509300 MSHO RUGS - LABS	1.00	14.93	9.00	23.39
511500 MSHO RUG - REVENUE	4,812.00	34,842.30	43,948.00	81,055.72
511600 MSHO RUGS - CONTRACTUAL	(1,078.00)	(2,176.35)	(9,844.00)	(5,831.59)
511601 MSHO RUGS- 2% Contractual	(14.00)	0.00	(129.00)	(280.91)
<b>TOTAL MSHO-RUGS REVENUE</b>	<b>4,874.82</b>	<b>37,497.25</b>	<b>44,524.82</b>	<b>89,286.93</b>
<b>MSHO-LOC REVENUE</b>				
505200 MSHO LOC - MEDICATIONS	1,202.00	1,489.93	10,983.00	6,525.55
505800 MSHO LOC - NURSING SUPPLIES	348.00	0.00	3,183.00	4,608.75
506200 MSHO LOC - STERILE SUPPLIES	714.00	0.00	6,525.00	0.00
506400 MSHO LOC - SPEECH	730.00	0.00	6,662.00	0.00
506900 MSHO LOC - RESPIRATORY	39.00	0.00	354.00	43.40
507400 MSHO LOC - OT	699.00	1,275.00	6,379.00	3,820.00
508400 MSHO LOC - PT	0.00	2,360.00	0.00	4,805.00
508900 MSHO LOC - X-RAY	0.00	0.00	0.00	40.44
509400 MSHO LOC - LABS	4.00	0.00	41.00	21.63
512000 MSHO LOC - REVENUE	6,369.00	0.00	58,172.00	31,674.23
512100 MSHO LOC - CONTRACTUAL	(4,291.00)	(5,124.93)	(39,195.00)	(22,619.37)
512101 MSHO LOC - 2% Contractual	(83.00)	0.00	(757.00)	(700.55)
<b>TOTAL MSHO-LOC REVENUE</b>	<b>5,731.00</b>	<b>0.00</b>	<b>52,347.00</b>	<b>28,219.08</b>

	CURRENT PERIOD		YEAR TO DATE	
	Budget \$	Actual \$	Budget \$	Actual \$
<b>HOSPICE REVENUE</b>				
501200 Hospice Revenue	20,523.00	86,166.92	187,448.00	276,970.93
<b>TOTAL HOSPICE REVENUE</b>	<b>20,523.00</b>	<b>86,166.92</b>	<b>187,448.00</b>	<b>276,970.93</b>
<b>PMAP/MSHO REVENUE</b>				
502500 PMAP Revenue	19,256.00	30,817.06	175,876.00	218,100.08
<b>TOTAL PMAP/MSHO REVENUE</b>	<b>19,256.00</b>	<b>30,817.06</b>	<b>175,876.00</b>	<b>218,100.08</b>
<b>OTHER INSURANCE REVENUE</b>				
501500 Other Insurance - Revenue	3,100.00	0.00	28,317.00	24,181.28
501600 Other Insurance - Enhance Rate	0.00	0.00	0.00	83.24
510000 Other Insurance - Physical T	395.00	0.00	3,604.00	1,770.00
510100 Other Insurance - OT Therapy	351.64	0.00	3,211.64	3,260.00
510200 Other Insurance - Speech The	170.00	0.00	1,550.00	1,550.00
510500 Other Insurance - Medication	100.00	0.00	908.00	555.21
510800 Other Insurance - Labs Revenue	0.00	0.00	0.00	8.46
510900 Other Insurance - Contractual	(1,364.00)	0.00	(12,454.00)	(13,212.06)
<b>TOTAL OTHER INSURANCE REVENUE</b>	<b>2,752.64</b>	<b>0.00</b>	<b>25,136.64</b>	<b>18,196.13</b>
<b>MEDICARE-PART B REVENUE</b>				
502700 Medicare Part B - PT	1,445.00	1,500.00	13,202.00	18,810.00
502800 Medicare Part B - OT	1,155.00	800.00	10,549.00	18,100.00
502900 Medicare Part B - Speech Ther	482.00	0.00	4,402.00	2,350.00
503200 Medicare Part B - Contractual	(1,075.00)	(778.83)	(9,814.00)	(15,882.32)
503201 Medicare Part B 2% Contractual	(33.00)	(20.86)	(300.00)	(387.29)
<b>TOTAL MEDICARE-PART B REVENUE</b>	<b>1,974.00</b>	<b>1,300.31</b>	<b>18,039.00</b>	<b>22,990.39</b>
<b>MANAGED CARE-PART B REVENUE</b>				
500600 Managed Care Part B- Cont	(3,277.00)	(5,080.33)	(29,930.00)	(37,100.99)
500601 Managed Care Part B-2% Contrac	(62.46)	2.89	(570.46)	(252.27)
506700 Managed Care - SP - Part B	1,190.00	0.00	10,870.00	4,975.00
507700 Managed Care - OT - Part B	4,233.00	5,880.00	38,664.00	40,560.00
508100 MEDICAID PART B	541.00	0.00	4,946.00	2,860.00
508101 MEDICAID PART B CONT.	(201.00)	0.00	(1,840.00)	(1,277.43)
508700 Managed Care - PT-Part B	4,828.00	9,405.00	44,094.00	67,875.00
<b>TOTAL MANAGED CARE-PART B REVENUE</b>	<b>7,251.54</b>	<b>10,207.56</b>	<b>66,233.54</b>	<b>77,639.31</b>
<b>OUTPATIENT THERAPY</b>				
511000 OUT PT THERAPY REV	953.00	6,040.00	8,709.00	22,880.00
511001 OUT PT THERAPY-CONT	(269.00)	(1,384.31)	(2,462.00)	(5,501.07)
<b>TOTAL OUTPATIENT THERAPY</b>	<b>684.00</b>	<b>4,655.69</b>	<b>6,247.00</b>	<b>17,378.93</b>
<b>WM REVENUE</b>				
503500 W/M - STORAGE RMS	98.36	120.00	898.36	1,037.94
503700 W/M - GARAGES	902.00	870.00	8,234.00	7,684.19
503900 W/M - WASHER/DRYER REV.	219.00	910.00	2,002.00	2,566.00
504100 W/M - RENT REV	41,279.00	45,380.00	377,011.00	399,942.63
504200 W/M - TRNG RM REV	16.00	0.00	150.00	0.00
<b>TOTAL WM REVENUE</b>	<b>42,514.36</b>	<b>47,280.00</b>	<b>388,295.36</b>	<b>411,230.76</b>
<b>H/H REVENUE</b>				
504300 H/H - REVENUE	38,670.00	51,428.36	353,184.00	415,318.35
<b>TOTAL H/H REVENUE</b>	<b>38,670.00</b>	<b>51,428.36</b>	<b>353,184.00</b>	<b>415,318.35</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>794,534.62</b>	<b>873,781.40</b>	<b>7,256,771.94</b>	<b>7,666,985.64</b>
<b>NON-OPERATING REVENUE</b>				
<b>NON-OPERATING</b>				
521000 DONATION	0.00	250.00	0.00	250.00
525000 MISC. INCOME	20,226.00	0.00	184,732.00	274,118.74
<b>TOTAL NON-OPERATING</b>	<b>20,226.00</b>	<b>250.00</b>	<b>184,732.00</b>	<b>274,368.74</b>
<b>TOTAL NON-OPERATING REVENUE</b>	<b>20,226.00</b>	<b>250.00</b>	<b>184,732.00</b>	<b>274,368.74</b>
<b>TOTAL REVENUE</b>	<b>814,760.62</b>	<b>874,031.40</b>	<b>7,441,503.94</b>	<b>7,941,354.38</b>
<b>OPERATING EXPENSE</b>				
<b>NURSING EXPENSES</b>				
611100 D.O.N. SALARY	7,797.00	3,503.68	71,210.00	72,638.01
611200 R.N. SALARIES	45,988.00	37,424.87	420,026.00	457,104.07
611300 L.P.N. SALARIES	38,115.00	34,233.05	343,029.00	269,863.01
611400 AIDE & ORD. SAL	82,663.00	93,845.60	754,986.00	858,050.13
611500 TMA SALARY	49,719.00	51,037.25	454,095.00	428,329.14
611600 MED REC SALARY	4,291.72	4,076.61	39,197.72	37,708.61

	CURRENT PERIOD		YEAR TO DATE	
	Budget \$	Actual \$	Budget \$	Actual \$
<b>NURSING EXPENSES (con't)</b>				
611700 ACCR PTO PAY NURS	0.00	0.00	0.00	1,128.47
612000 NURSING SUPPLIES	11,680.33	8,776.79	106,680.32	78,395.31
612400 MC-A CMLPX EQUIP	648.00	0.00	5,922.00	0.00
612500 MC-A NURSING SPLY	91.00	0.00	833.00	1,035.00
612600 MC-A STERILE SPLY	410.00	2,920.63	3,742.00	3,221.46
612700 MC-A RESPIRATORY	410.00	0.00	3,742.00	405.19
613500 MC-A DRUGS	1,967.00	1,525.22	17,967.00	16,790.38
613600 MC-A X-RAYS	46.00	0.00	423.00	114.21
613700 MC-A LABS	144.00	0.00	1,317.00	298.91
613800 Medicare Adv - Nursng Suppl	41.00	0.00	375.00	0.00
613900 Medicare Adv - Sterile Suppl	164.00	0.00	1,498.00	0.00
614000 Medicare Adv - Respiratory	8.00	0.00	69.00	0.00
614100 Medicare Adv - Drugs	929.00	597.53	8,480.00	13,973.01
614200 Medicare Adv - X-Ray	16.00	0.00	150.00	119.47
614300 Medicare Adv - Labs	16.00	0.00	150.00	284.69
614400 MSHO RUGS - NURSING SUPPLIES	16.00	0.00	150.00	0.00
614500 MSHO RUGS - STERILE SUPPLIES	164.00	0.00	1,498.00	0.00
614600 MSHO RUGS - RESPIRATORY	7.00	28.93	68.00	28.93
614700 MSHO RUGS - MEDICATIONS	197.46	713.75	1,803.46	3,628.76
614800 MSHO RUGS - X-RAY	16.00	0.00	150.00	27.05
614900 MSHO RUGS - LABS	16.00	0.00	150.00	30.09
615000 Other Insurance - Meds	12.00	0.00	107.00	370.14
615400 Other Insurance - Labs	0.00	0.00	0.00	8.46
615500 MSHO LOC - NURSING SUPPLIES	242.00	0.00	2,215.00	3,072.50
615700 MSHO LOC - RESPIRATORY	490.00	0.00	4,477.00	90.95
615800 MSHO LOC - MEDICATIONS	19.00	44.34	172.00	3,323.99
615900 MSHO LOC - X-RAY	719.00	0.00	6,571.00	40.44
616000 MSHO LOC - LABS	328.00	0.00	2,994.00	0.00
616600 NRSNG TRNG & TRVL	492.00	200.00	4,492.00	6,616.28
616700 OBRA 87 N.A. TRNG	0.00	0.00	0.00	3,753.75
617200 CNSLT PHARMACIST	1,543.00	950.00	14,090.00	8,550.00
617400 CNSLT MEDICAL RECRDS	0.00	0.00	0.00	120.00
617600 NURSE CONSULTANT	2,303.00	2,000.00	21,032.00	22,266.29
617800 NURSING DATA PROCESSING FEES	1,425.00	1,402.61	13,010.00	11,388.50
618500 OTHER NURSING	3,750.00	912.18	34,248.00	4,127.88
<b>TOTAL NURSING EXPENSES</b>	<b>256,883.51</b>	<b>244,193.04</b>	<b>2,341,119.50</b>	<b>2,306,903.08</b>
<b>ACTIVITIES EXPENSE</b>				
621100 SOC SERV SALARY	5,668.00	5,497.71	51,769.00	50,221.85
621200 ACTIVITY DIR SALARY	4,608.00	4,479.43	42,089.00	41,482.69
621300 ACT AIDE SALARY	13,515.00	12,486.69	123,437.00	109,117.44
621700 ACCRUED PTO PAY ACTI	541.00	0.00	4,942.00	0.00
622000 ACTIVITY SUPPLIES	241.00	16.43	2,204.00	2,976.90
623000 CABLE T.V.	287.00	357.00	2,623.00	3,083.00
623300 RESIDENT PHONE	36.00	39.88	333.00	351.94
623500 PET COSTS	18.00	0.00	161.00	66.39
623800 ACTIVITY DATA PROCESSING FEE	23.00	0.00	207.00	0.00
625100 THERAPY SUPPLIES	1,586.00	1,430.20	14,487.00	13,952.28
625300 MSHO RUGS - PT	205.00	125.88	1,874.00	3,131.84
625400 MSHO RUGS - OT	201.00	117.24	1,838.00	3,322.17
625500 MSHO RUGS - SPEECH	5.00	23.07	49.00	474.65
625600 MSHO LOC - PT	362.00	0.00	3,307.00	369.77
625700 MSHO LOC - OT	376.00	0.00	3,436.00	437.89
625800 MSHO LOC - SPEECH	9.00	0.00	85.00	0.00
625900 Other Insurance - Respiratory	8.00	0.00	76.00	0.00
626000 ACTIVITY TRNG & TRVL	145.00	18.00	1,329.00	563.82
626100 MC-A PHYS.THERAPY	4,917.00	4,414.97	44,911.00	37,825.24
626200 MC-A SPEECH	1,459.00	1,187.73	13,325.00	11,611.34
626300 MC-A OCCUP.THERAPY	4,321.00	4,054.55	39,460.00	34,005.20
626400 MC-B PHYS. THERAPY	564.00	2,026.38	5,155.00	11,258.71
626500 MC-B SPEECH	173.00	0.00	1,580.00	1,648.05
626600 MC-B OCCUP.THERAPY	687.00	778.68	6,278.00	9,380.31
626700 Managed Care PT- Part B Expen	2,569.00	5,795.03	23,462.00	33,013.91
626800 Medicare Adv - P.T. - Part A	1,617.00	1,206.18	14,769.00	21,488.53
626900 Medicare Adv - O.T. - Part A	1,646.00	1,150.18	15,038.00	21,603.94

	CURRENT PERIOD		YEAR TO DATE	
	Budget \$	Actual \$	Budget \$	Actual \$
<b>ACTIVITIES EXPENSE (con't)</b>				
627000 Medicare Adv - Speech - Part	137.00	407.49	1,247.00	5,495.74
627100 PHYSICAL THERAPY	329.00	3,337.99	3,007.00	7,412.93
627200 SPEECH THERAPY	8.00	0.00	76.00	191.22
627300 OCCUPATIONAL THERAPY	145.00	0.00	1,326.00	2,574.48
627400 MCD B PT	422.00	0.00	3,857.00	851.73
627401 MCD B OT	332.00	0.00	3,037.00	949.60
627402 MCD B ST	195.00	0.00	1,781.00	0.00
627500 Other Insurance - PT - Part A	284.00	0.00	2,596.00	1,454.38
627600 Other Insurance - OT - Part A	244.00	0.00	2,232.00	2,120.83
627700 Other Insurance - Speech - Pa	110.00	0.00	1,009.00	1,026.94
627800 Managed Care - OT - Part B E	2,208.00	4,341.31	20,163.00	21,297.20
627900 Managed Care SP - Part B Expe	473.00	0.00	4,317.00	4,404.34
628000 OTHER - ACTIVITIES	587.00	91.64	5,183.00	4,943.13
628200 MDCR/MSHO/MCD ANCILLARY EXP	197.00	0.00	1,797.00	2,200.00
<b>TOTAL ACTIVITIES EXPENSE</b>	<b>51,438.00</b>	<b>53,383.66</b>	<b>469,852.00</b>	<b>466,310.18</b>
<b>DIETARY EXPENSES</b>				
631100 FOOD SERV. DIRECTOR SALRY	5,847.00	5,561.14	53,399.00	50,940.70
631200 OTHER DIETARY SALARIES	45,969.00	37,866.25	419,849.00	384,910.41
631700 ACCRUED PTO	248.00	0.00	2,268.00	958.02
632000 DIETARY SUPPLIES	1,986.00	2,197.17	18,140.00	19,144.39
633000 FOOD EXPENSE	21,053.00	26,994.00	192,282.00	218,820.81
636000 DIET TRNG-TRVL	57.00	35.00	518.00	315.00
637000 DIETICIAN CONSULT FEES	892.00	1,115.20	8,151.00	7,772.50
639100 MEAL INCM(CREDIT)	(6,713.00)	(9,841.00)	(61,309.00)	(84,738.42)
<b>TOTAL DIETARY EXPENSES</b>	<b>69,339.00</b>	<b>63,927.76</b>	<b>633,298.00</b>	<b>598,123.41</b>
<b>LAUNDRY EXPENSES</b>				
641100 LAUNDRY SUPERVISOR SALARY	687.00	893.95	6,276.00	7,291.74
641200 LAUNDRY SALARIES	9,911.00	7,615.86	90,520.00	86,451.24
641700 ACCRUED PTO	455.00	0.00	4,150.00	0.00
642000 LAUNDRY SUPPLIES	2,025.00	1,191.50	18,492.00	10,174.85
643000 LINEN & BEDDING	328.00	211.83	2,994.00	5,019.66
646000 LNDRY TRNG & TRVL	7.00	7.00	59.00	63.00
<b>TOTAL LAUNDRY EXPENSES</b>	<b>13,413.00</b>	<b>9,920.14</b>	<b>122,491.00</b>	<b>109,000.49</b>
<b>HOUSEKEEPING EXPENSES</b>				
651100 DEPART. HEAD HSKG SALARY	1,644.00	1,272.58	15,013.00	14,617.88
651200 HSKG. ASST. SAL	17,182.00	16,376.32	156,926.00	141,584.85
652000 HOUSEKEEPING SUPPLIES	2,511.00	3,194.11	22,933.00	25,076.65
656000 HSK TRNG & TRVL	13.00	15.00	119.00	135.00
<b>TOTAL HOUSEKEEPING EXPENSES</b>	<b>21,350.00</b>	<b>20,858.01</b>	<b>194,991.00</b>	<b>181,414.38</b>
<b>MAINTENANCE EXPENSES</b>				
661100 HEAD MAINTENANCE SALARY	5,959.00	5,542.29	54,430.00	53,781.64
661200 MNT. ASST. SAL.	13,268.00	9,264.66	121,184.00	91,115.69
661700 ACCRUED PTO	465.00	0.00	4,248.00	0.00
662000 MAINTENANCE SPLY	1,115.00	635.22	10,178.00	8,023.41
663000 UTILITIES	11,609.00	11,628.11	106,034.00	98,033.95
663500 MINOR EQUIPMENT	2,810.00	1,526.41	25,667.00	29,565.11
664100 REPAIRS - EQT	2,130.00	1,087.13	19,453.00	24,684.38
664200 REPAIRS - BLDG	884.00	1,519.66	8,071.00	11,855.87
665500 PRCHD SERV-GARBAGE	2,663.00	3,133.84	24,318.00	23,636.77
666000 LICENSES & PERMITS	8.00	9.00	76.00	54.00
666600 MNT TRNG & TRVL	10.00	0.00	87.00	111.83
668000 OTHER - MAINTENANCE	17.00	0.00	151.00	0.00
<b>TOTAL MAINTENANCE EXPENSES</b>	<b>40,938.00</b>	<b>34,346.32</b>	<b>373,897.00</b>	<b>340,862.65</b>
<b>WOODSIDE MANOR EXPENSES</b>				
671000 W/M - ADMIN. SALARY EXP	342.00	280.04	3,126.00	2,970.57
671100 W/M - HSG MGR SALARY	5,016.00	4,906.29	45,812.00	44,569.49
671200 W/M NURSE MANAGEMENT	2,197.00	2,355.43	20,068.00	21,039.36
671300 W/M - ACT. SALARY	4,344.00	4,051.00	39,680.00	36,490.15
671400 W/M - MNT SALARY EXP	2,079.00	0.00	18,991.00	2,258.92
671500 W/M - HSKG SALARY EX	2,200.00	2,495.88	20,091.00	22,461.42
671900 W/M - ACTIVITY EXP	320.00	367.92	2,924.00	2,786.15
672000 W/M - SUPPLIES	577.00	26.96	5,271.00	4,314.07
672200 W/M - HEALTH INSURANCE	4,262.00	3,978.87	38,930.00	35,809.83
672400 W/M - W.C. INSURANCE	182.00	160.00	1,666.00	1,440.00

	CURRENT PERIOD		YEAR TO DATE	
	Budget \$	Actual \$	Budget \$	Actual \$
<b>WOODSIDE MANOR EXPENSES (con't)</b>				
672500 W/M - SECURITY DEP INT EXPENSE	3.00	0.00	28.00	19.36
672700 W/M - HSA	239.00	507.66	2,185.00	4,093.43
672900 W/M - CABLE TV	226.00	0.00	2,066.00	1,502.50
673000 W/M - UTILITIES	4,460.98	4,172.41	40,743.66	40,911.35
673100 W/M - INT. EXPENSE	405.00	411.60	3,698.00	3,704.40
673200 W/M - MEMBERSHIP DUES	190.00	100.00	1,731.00	900.00
673500 W/M - MINOR EQUIPMENT	489.00	0.00	4,462.00	10,019.50
674100 W/M - EQT REPAIR	852.00	228.86	7,777.00	5,752.42
674200 W/M - BLDG REPAIR	259.00	0.00	2,364.00	2,666.76
674500 W/M - ADVERTISING	441.00	242.64	4,024.00	1,588.68
674700 W/M - LIC. & PERMITS	1,475.00	0.00	13,471.00	5,225.00
674800 W/M - G & L INSURANCE	105.00	1,844.00	962.00	16,596.00
674900 W/M - TELEPHONE/DSL	1,125.00	79.76	10,280.00	771.44
675100 W/M - FICA	1,036.00	523.65	9,465.00	8,185.59
675200 W/M - PERA	927.00	653.08	8,468.00	7,871.04
675500 W/M - PRCHD SERV-GARBAGE	15.00	2,920.24	136.00	9,534.10
676000 WM - TRNG & TRVL	53.00	3.00	480.00	268.20
677700 W/M - AUDIT	244.00	0.00	2,227.00	607.46
677800 W/M DATA PROCESSING FEES	0.00	296.73	0.00	2,522.31
679000 W/M Bad Debt	41.00	0.00	375.00	0.00
<b>TOTAL WOODSIDE MANOR EXPENSES</b>	<b>34,104.98</b>	<b>30,606.02</b>	<b>311,501.66</b>	<b>296,879.50</b>
<b>HOME HEALTH EXPENSES</b>				
681000 H/H - ADMIN. SALARY	279.00	222.91	2,544.00	2,444.69
681100 H/H - RN SALARY	6,459.00	5,496.00	58,994.00	49,598.86
681300 H/H - LPN SALARY	1,881.00	2,817.20	17,176.00	23,606.78
681400 H/H - AIDE SALARY	18,137.00	14,994.46	165,650.00	146,090.28
681600 H/H - ACCTG & CLERICAL	205.00	0.00	1,871.00	0.00
681900 H/H - EMPLOYEE DRUG TESTING	26.00	0.00	237.00	200.00
682000 H/H - SUPPLIES	121.00	0.00	1,101.00	1,095.82
682200 H/H - HEALTH INSURANCE	1,807.00	1,837.26	16,506.00	16,535.34
682400 H/H - W.C. INSURANCE	303.00	256.00	2,767.00	2,304.00
682700 H/H - HSA	70.00	315.37	638.00	3,435.13
683500 H/H - MINOR EQUIPMENT	9.00	0.00	84.00	1,820.98
684500 H/H - TRAVEL	41.00	0.00	375.00	0.00
684600 H/H - ADVERTISING	3.00	0.00	27.00	36.00
684700 H/H - LIC&PERMITS	25.00	0.00	231.00	0.00
684800 H/H - G & L INSURANCE	279.00	386.00	2,547.00	3,474.00
684900 H/H - TELEPHONE	73.00	96.87	667.00	826.49
685100 H/H - FICA	2,033.00	2,078.38	18,564.00	15,889.66
685200 H/H - PERA	1,774.00	1,879.37	16,198.00	16,391.95
686400 H/H - TRAINING & TRAVEL	84.00	20.00	772.00	1,808.60
687200 H/H - CONSLT PHARMACIST	82.00	169.22	748.00	169.22
687700 H/H - AUDIT	35.00	0.00	320.00	404.98
687800 H/H- DATA PROCESSING FEES	102.00	126.20	933.00	1,267.94
688000 H/H - EMPLOY ASSESSMENT	18.00	0.00	164.00	204.00
<b>TOTAL HOME HEALTH EXPENSES</b>	<b>33,846.00</b>	<b>30,695.24</b>	<b>309,114.00</b>	<b>287,604.72</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	14,998.00	15,247.91	136,981.00	137,231.19
701200 PAYMENT IN LIEU OF TAXES	2,049.00	57,084.00	18,717.00	73,756.00
701400 SPECIAL ASSESSMENTS	184.00	202.00	1,684.00	1,818.00
701500 NRSRG HM LICENSE	754.00	0.00	6,888.00	7,333.00
701700 ASSET TRANSFER EXP.	10,328.00	11,000.00	94,328.00	99,000.00
703100 FACILITY INTEREST EXPENSE	196.00	176.40	1,794.00	1,587.60
703200 INTEREST EXPENSE - 2017	11,066.00	10,260.00	101,066.00	92,340.00
703900 RESTRCTD INT. INCOME (CR)	(828.00)	(1,220.67)	(7,564.00)	(8,396.65)
<b>TOTAL GENERAL EXPENSES</b>	<b>38,747.00</b>	<b>92,749.64</b>	<b>353,894.00</b>	<b>404,669.14</b>
<b>ADMINISTRATIVE EXPENSES</b>				
801100 ADMINISTRATOR SALARY	10,488.00	10,363.91	95,790.00	95,781.07
801400 BOOKKEEPER SALARIES	6,082.00	5,861.14	55,552.00	53,287.34
801600 CLERICAL SALARIES	9,791.00	11,331.62	89,421.00	137,866.75
801700 ACCRUED PTO. PAY ADMIN.	0.00	0.00	0.00	564.77
802000 OFFICE EQUIPMENT LEASES	1,069.00	249.95	9,767.00	2,410.05

Greenwood Connections - SNF  
**PROFIT & LOSS**  
 9/1/2024 to 9/30/2024

	CURRENT PERIOD		YEAR TO DATE	
	Budget \$	Actual \$	Budget \$	Actual \$
<b>ADMINISTRATIVE EXPENSES (con't)</b>				
802100 OFFICE SUPPLIES	993.00	165.05	9,074.00	10,547.37
802200 POSTAGE	141.00	146.00	1,291.00	1,079.17
803100 SEMINAR & BUS.MTGS	412.00	(423.00)	3,768.00	3,792.96
803200 MEMBERSHIP DUES	836.00	875.00	7,631.00	8,374.00
804200 TRAVEL & VAN MAINTENANCE	637.00	204.42	5,820.00	2,576.88
804500 ADVERTISING - EMPLOYMENT	57.00	0.00	526.00	1,149.25
804600 ADVERTISING GENERAL	436.00	431.36	3,982.00	2,795.76
804700 LICENSES/LAB	41.00	0.00	375.00	503.38
804900 TELEPHONE/DSL	899.00	1,087.94	8,211.00	6,044.18
805100 N-RSTR.INT INCOME	(5,394.00)	(6,825.75)	(49,264.00)	(178,932.64)
805500 BLDG & CONTENTS INS	1,792.00	2,225.00	16,364.00	20,025.00
805600 E&O, RES.TRST, AUTO & LIAB INS	4,773.00	6,362.00	43,593.00	57,258.00
807400 LEGAL FEES	523.00	0.00	4,779.00	7,912.25
807600 COST RPT PREP FEE	875.00	0.00	7,992.00	10,400.00
807700 AUDIT FEES	2,100.00	0.00	19,176.00	19,236.34
807800 DATA PROCESSING FEES	3,211.00	3,127.94	29,327.00	33,425.27
808000 OTHER ADMIN & AGENT FEES	9,059.00	13,675.15	82,737.00	59,536.31
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<b>48,821.00</b>	<b>48,857.73</b>	<b>445,912.00</b>	<b>355,633.46</b>
<b>PAYROLL TAX &amp; FRINGE BENEFITS</b>				
901100 FICA -(EMPLOYER'S SHARE)	28,333.00	26,819.73	258,776.00	243,534.14
901200 UNEMPLOYMENT COMPENSATION	247.00	0.00	2,254.00	4.83
901900 EMPLOYEE DRUG TESTING	210.00	0.00	1,915.00	1,751.00
902000 PRE-EMPLNT ASSESMNT	114.00	0.00	1,045.00	457.00
902100 DENTAL INSURANCE	2,664.00	2,107.59	24,330.00	18,699.07
902200 GROUP MEDICAL INSURANCE	43,852.00	43,354.60	400,520.00	375,443.65
902300 GRP LIFE INSURANCE	393.00	397.18	3,593.00	3,263.17
902400 WORKER'S COMPENSATION	5,304.00	4,141.00	48,440.00	37,269.00
902500 PERA -(EMPLOYER'S SHARE)	24,574.00	24,274.14	224,441.00	226,702.49
902700 HSA (EMPLOYER SHARE)	7,787.00	8,408.01	71,121.00	80,516.90
902800 CLERICAL TRNG & TRVL	6.00	6.00	54.00	54.00
902900 OTHER EMPLOYEE BENEFITS	82.00	0.00	745.00	1,505.34
903000 SCHOLARSHIP	997.00	0.00	9,103.00	13,190.00
<b>TOTAL PAYROLL TAX &amp; FRINGE BENEFITS</b>	<b>114,563.00</b>	<b>109,508.25</b>	<b>1,046,337.00</b>	<b>1,002,390.59</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>723,443.49</b>	<b>739,045.81</b>	<b>6,602,407.16</b>	<b>6,349,791.60</b>
<b>NON-OPERATING EXPENSES</b>				
<b>NON-OPERATING</b>				
677300 W/M - BLDG/E&F DP	8,128.00	8,263.79	74,239.00	74,374.11
697300 A/D - EQUIP & FURN. DEPR.	25.00	30.26	226.00	272.34
702000 DEP. LAND IMPROVEMENT	56.00	56.86	510.00	511.74
702100 DEP. - BUILDING	27,421.00	27,878.01	250,445.00	250,902.09
702300 DEP. EQUIP & FURN	3,912.00	3,977.33	35,730.00	35,795.97
702700 DEP. - VEHICLES	773.00	785.71	7,058.00	7,071.39
<b>TOTAL NON-OPERATING</b>	<b>40,315.00</b>	<b>40,991.96</b>	<b>368,208.00</b>	<b>368,927.64</b>
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>40,315.00</b>	<b>40,991.96</b>	<b>368,208.00</b>	<b>368,927.64</b>
<b>TOTAL EXPENSES</b>	<b>763,758.49</b>	<b>780,037.77</b>	<b>6,970,615.16</b>	<b>6,718,719.24</b>
<b>NET OPERATING INCOME</b>	<b>71,091.13</b>	<b>134,735.59</b>	<b>654,364.78</b>	<b>1,317,194.04</b>
<b>NET INCOME</b>	<b>51,002.13</b>	<b>93,993.63</b>	<b>470,888.78</b>	<b>1,222,635.14</b>

<b>1018 MONEY MARKET (OPERATING)</b>	<b>Rate</b>	<b>Beg. Balance</b>	<b>Deposits</b>	<b>Withdrawals</b>	<b>Interest</b>	<b>Balance</b>
CFB Money Market account 886102	5.16%	\$888,517.18	\$400,000.00		\$4,215.37	\$1,292,732.55
CFB Money Market account 880435	1.11%	\$2,493.17			\$2.33	\$2,495.50
TruStar Money Market ID 12	1.40%	\$0.00			\$23.36	\$23.36
<b>Total Money Market (Operating)</b>						<b>\$1,295,251.41</b>

<b>1017 MONEY MARKET (SINKING FUND)</b>	<b>Rate</b>	<b>Beg. Balance</b>	<b>Deposits</b>	<b>Withdrawals</b>	<b>Interest</b>	<b>Balance</b>
CFB Money Market account 886102	5.16%	\$230,337.54	\$33,000.00		\$1,220.67	\$264,558.21

<b>1022 CAP. IMPROV.-MONEY MARKET</b>	<b>Rate</b>	<b>Beg. Balance</b>	<b>Deposits</b>	<b>Withdrawals</b>	<b>Interest</b>	<b>Balance</b>
CFB Money Market account 886102	5.16%	\$111,570.69				<b>\$111,570.69</b>

<b>1019 TRU-STAR CHECKING</b>	<b>Rate</b>	<b>Beg. Balance</b>	<b>Deposits</b>	<b>Withdrawals</b>	<b>Interest</b>	<b>Balance</b>
TruStar Membership Savings ID 00	1.05%	\$4,536.92			\$29.22	<b>\$4,566.14</b>

<b>1021 CAP. IMPROV.-CD</b>	<b>Rate</b>	<b>Beg. Balance</b>	<b>Deposits</b>	<b>Withdrawals</b>	<b>Interest</b>	<b>Balance</b>
TruStar 17982, 13 mo. Due 7/12/25	5.00%	\$50,000.00				\$50,000.00
TruStar 17983, 13 mo. Due 7/12/25	5.00%	\$50,000.00				\$50,000.00
TruStar 17984, 13 mo., Due 7/12/25	5.00%	\$45,000.00				\$45,000.00
TruStar 17985, 13 mo., Due 7/12/25	5.00%	\$50,000.00				\$50,000.00
CFB 43112, 9 mo., Due 1/13/25	5.10%	\$55,000.00				\$55,000.00
<b>Total Cap. Improv.-CD</b>						<b>\$250,000.00</b>

<b>1028 OPER FUND C.D.</b>	<b>Rate</b>	<b>Beg. Balance</b>	<b>Deposits</b>	<b>Withdrawals</b>	<b>Interest</b>	<b>Balance</b>
TruStar 17981, 13 mo. Due 7/12/25	5.00%	\$35,101.42				\$35,101.42
TruStar 17982, 13 mo. Due 7/12/25	5.00%	\$8,502.26				\$8,502.26
TruStar 17983, 13 mo. Due 7/12/25	5.00%	\$8,502.26				\$8,502.26
TruStar 17984, 13 mo., Due 7/12/25	5.00%	\$7,652.04				\$7,652.04
TruStar 17985, 13 mo., Due 7/12/25	5.00%	\$6,613.36				\$6,613.36
TruStar 45-17533, 25 mo., Due 4/6/25	3.68%	\$56,126.61			\$514.25	\$56,640.86
TruStar 70-17534, 25 mo., Due 4/6/25	3.68%	\$56,126.61			\$514.25	\$56,640.86
TruStar 71-17535, 25 mo., Due 4/6/25	3.68%	\$56,126.61			\$514.25	\$56,640.86
TruStar 72-17536, 25 mo., Due 4/6/25	3.68%	\$56,126.61			\$514.25	\$56,640.86
TruStar 18033, 13 mo. Due 8/21/25	5.00%	\$50,000.00				\$50,000.00
CFB 43842, 6 mo., Due 2/3/25	5.34%	\$1,580,755.77				\$1,580,755.77
CFB 43563, 12 mo., Due 8/3/25	5.28%	\$1,052,128.81				\$1,052,128.81
CFB 43112, 9 mo., Due 1/13/25	5.10%	\$150,451.44				\$150,451.44
CFB 43539, 12 mo., Due 5/4/25	5.10%	\$683,883.73				\$683,883.73
<b>Total Oper Fund C.D.</b>						<b>\$3,810,154.53</b>

**Total Investments** **\$5,736,100.98**



G.P.A. MONTHLY CENSUS INFORMATION

	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24
ADMITTS	11	11	6	10	12	9	5	15	14	11	9	9
DISCHARGES	9	8	11	10	8	7	11	17	12	7	10	7
LOST BEDHOLD	1	11	11	10	13	4	15	19	19	13	10	16
EMPTY BEDS	338	233	225	359	298	189	250	385	349	282	221	216
MEDICARE DAYS	127	82	95	83	96	82	99	122	97	45	107	61
Managed Care Days	69	96	79	32	73	110	54	64	141	167	34	107
CHARGEABLE DAYS	1676	1706	1779	1646	1574	1822	1685	1611	1582	1720	1784	1718
TOTAL OCC. BEDS	1677	1717	1790	1656	1587	1826	1700	1630	1601	1733	1794	1734
TOTAL POSS. BEDS	2015	1950	2015	2015	1885	2015	1950	2015	1950	2015	2015	1950
OCCUPANCY RATE	83.23%	88.05%	88.83%	82.18%	84.19%	90.62%	87.18%	80.89%	82.10%	86.00%	89.03%	88.92%
CENSUS BEG. MONTH	54	56	59	54	54	58	60	54	52	54	58	57
CENSUS END MONTH	56	59	54	54	58	60	54	52	54	58	57	59
LOST BEDHOLD \$	150.14	2101.55	1373.07	1789.28	2120.97	538.32	1869.1	2684.73	2791.66	1581.28	1390.00	2597.76
PROFIT OR (LOSS)	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	93,993.63
Total Skilled Days	196	178	174	115	169	192	153	186	238	212	141	168

# Greenwood Connections

## EARNED SICK AND SAFE TIME POLICY (ACCRUAL)

### Purpose

The Earned Sick and Safe Time (ESST) Policy is intended to comply with the Minnesota Earned Sick and Safe Time law, Minn. Stat. §§ 181.9445 to 181.9448, effective January 1, 2024. If any federal, state, or local law provides for greater leave rights than this policy, the federal, state, or local law in question will control over this policy.

### Scope

Effective January 1, 2024, the ESST Policy applies to all part-time and casual employees who are not eligible for Paid Time Off and who work in the State of Minnesota for at least 80 hours in a year.

### Definitions

Covered Family Member means any of the following:

- The employee's: (i) child, foster child, adult child, legal ward, child for whom the employee is legal guardian, or child to whom the employee stands or stood in loco parentis; (ii) spouse or registered domestic partner; (iii) sibling, stepsibling, or foster sibling; (iv) biological, adoptive, or foster parent, stepparent, or a person who stood in loco parentis when the employee was a minor child; (v) grandchild, foster grandchild, or step-grandchild; (vi) grandparent or step-grandparent; (vii) a child of a sibling of the employee; (viii) a sibling of the parents of the employee; or (ix) a child-in-law or sibling-in-law; and
- Any family member listed above of a spouse or registered domestic partner; and
- Any other individual related by blood or whose close association with the employee is the equivalent of a family relationship; and
- Up to one individual annually designated by the employee.

Leave Year: Under this Policy, the Leave Year is defined as January 1 to December 31.

Regular Rate of Pay: The employee's regular hourly rate.

Earned Sick and Safe Time or ESST: In accordance with applicable law, employees may take ESST for any of the following purposes:

- (1) The employee's (i) mental or physical illness, injury, or other health condition; (ii) need for medical diagnosis, care, or treatment of a mental or physical illness, injury, or health condition; or (iii) need for preventive medical or health care; and
- (2) The employee's need to care for a family member (i) with a mental or physical illness, injury, or other health condition; (ii) who needs medical diagnosis, care, or treatment of a mental or physical illness, injury, or other health condition; or (iii) who needs preventive medical or health care; and

- (3) An absence due to domestic abuse, sexual assault, or stalking of the employee or employee's family member, provided the absence is to: (i) seek medical attention related to physical or psychological injury or disability caused by domestic abuse, sexual assault, or stalking; (ii) obtain services from a victim services organization; (iii) obtain psychological or other counseling; (iv) seek relocation or take steps to secure an existing home due to domestic abuse, sexual assault, or stalking; or (v) seek legal advice or take legal action, including preparing for or participating in any civil or criminal legal proceeding related to or resulting from domestic abuse, sexual assault, or stalking; and
- (4) The closure of the employee's place of business due to weather or other public emergency or an employee's need to care for a family member whose school or place of care has been closed due to weather or other public emergency; and
- (5) The employee's inability to work or telework because the employee is: (i) prohibited from working by the employer due to health concerns related to the potential transmission of a communicable illness related to a public emergency; or (ii) seeking or awaiting the results of a diagnostic test for, or a medical diagnosis of, a communicable disease related to a public emergency and such employee has been exposed to a communicable disease or the employee's employer has requested a test or diagnosis; and
- (6) When it has been determined by the health authorities having jurisdiction or by a health care professional that the presence of the employee or family member of the employee in the community would jeopardize the health of others because of the exposure of the employee or family member of the employee to a communicable disease, whether or not the employee or family member has actually contracted the communicable disease; and
- (7) For any other purpose required by state or local law.

### **Earned Sick and Safe Leave**

#### **Accrual**

Beginning on January 1, 2024 or the employee's date of hire, whichever is later, eligible employees accrue ESST at a rate of 1 hour for every 30 hours worked in the State of Minnesota, up to a maximum of 48 hours each Leave Year.

Employees accrue ESST only for hours actually worked in the State of Minnesota and not while on vacation, leave, while using ESST, or any other non-working time.

#### **Carryover and Cap on Accrual**

At the end of each Leave Year, eligible employees are permitted to carry forward up to 80 hours of accrued and unused ESST from one Leave Year to the next Leave Year.

While the employee may carry forward up to 80 hours of ESST from one Leave Year to the next, the employee will not accrue any additional hours after reaching an ESST balance of 80 hours and the total ESST balance drops below 80 hours.

## Usage

After working 80 hours, an employee may use earned ESST as it is accrued in increments of .25 hours.

Eligible employees may use ESST only if the employee is scheduled to work.

## Notice by Employee

To the greatest extent possible, employees must provide written notice of the need to use ESST.

If the need for ESST is foreseeable, the employee must provide reasonable advance notification to his or her manager or supervisor. *Employees must make a reasonable effort to schedule a foreseeable need for ESST in a manner that does not unduly disrupt operations.*

If the need for ESST is not foreseeable, the employee must provide notice to his or her manager as soon as practicable and must generally comply with the Company's notice and leave request procedures to the extent that such notice does not interfere with the ability of the employee to use the ESST when needed.

For more information about the Company's notice and leave procedures, see GWC PTO Policy & Procedures.

## Documentation

If an employee uses ESST for more than three consecutive days, the Company may require reasonable documentation substantiating the employee's need for ESST. Documentation will be accepted in accordance with applicable law.

Records and documents relating to medical certifications, recertifications, or medical histories of employees or family members of employees are confidential medical records and will be maintained separate from the employee's personnel records.

*The Company also reserves the right to require documentation verifying an employee's need to use ESST if there are clear indications of abuse, such as (a) using ESST hours on days when an employee's request for vacation has been denied, (b) a contemporaneous social media photo or post of the employee that conflicts with their stated reason for using ESST, or (c) a consistent pattern of circumstantial evidence.*

## Interaction with Other Leaves

Depending on the reason, an employee's use of ESST may also qualify for leave under federal, state, or other local laws.

Any leaves will run concurrently to the greatest extent possible. An employee will be required to exhaust any accrued and unused ESST, as well as any other paid time off, before being permitted to take unpaid leave.

## Compensation

ESST will be paid at the employee's Regular Rate of Pay. The Company will not pay overtime when an employee uses ESST, even for hours that would have been overtime hours if worked.

### **No Payout at Separation**

Upon an employee's separation of employment for any reason, all unused ESST is forfeited, and the Company will have no obligation to pay the employee for the unused ESST.

Employees who have a break in employment and are rehired within 180 days will be credited with any previously accrued, unused ESST.

### **ESST Notice**

The rights of covered employees under the Minnesota ESST Statute include the following: (1) the right to accrue at least one hour of ESST for every 30 hours worked in Minnesota, up to a maximum of 48 hours per year; (2) the right to carry over up to 80 hours of accrued but unused ESST each year; (3) the right to use ESST for the purposes set forth in the Minnesota ESST Statute; and (4) the right to file a complaint with the Minnesota Department of Labor and Industry or a civil action if the employee believes the employee has been retaliated against or improperly denied ESST. The employee notice procedures are outlined above.

*This Policy has been drafted to arguably comply with the employer's notice obligations as set forth in the Minnesota ESST Statute. (See Minn. Stat. § 181.9447, subd. 9.) The statute also requires that a copy of the notice be included in the Company's employee handbook. (Id.) ("An employer that provides an employee handbook to its employees must include in the handbook notice of employee rights and remedies under this section.").*

### **No Discrimination or Retaliation**

The Company strictly prohibits retaliation or discrimination against employees who request or use ESST. Any employee who believes that he or she has been wrongfully denied ESST, retaliated, or discriminated against for requesting or using ESST must immediately notify Human Resources.

### **Disclaimer**

This policy is not a contract for employment. The Company periodically may update this policy and reserves the right to interpret the policy as well as replace, modify, or revoke it at any time, upon reasonable notice.

Employee with 16 guaranteed hours per week accrue PTO .

Would like to consider changing to 30 hours a week same as benefits eligibility

<u>Accrual</u>	CURRENT PTO
1st year	88 40 vacation 48 sick 0.0423
2nd year	136 80 vacation 56 sick 0.0654
3rd year-9th year	168 80 vacation 88 sick 0.0808
10th year-19th year	208 120 vacation 88 sick 0.1
over 20 years	248 160 vacation 88 sick 0.1192

512 max carry over

PROPOSED PTO and ESST	
88 40 PTO	0.0192 48 ESST 0.033
136 88 PTO	0.0423 48 ESST 0.033
168 120 PTO	0.0577 48 ESST 0.033
208 160 PTO	0.0769 48 ESST 0.033
248 200 PTO	0.0962 48 ESST 0.033

ESST Max accrual is 48 annually with 80 carryover.

If over 80 per year will move to PTO

432 max carryover

Employees with no guaranteed hours or less than 16 hours guaranteed accrue ESST at rate .033  
1 hour for every 30 hours worked. Max 48

Reason for change. New rules for ESST say that if all in one bucket you have to allow all hours to be used as ESST.  
Meaning employees can call in sick for the whole amount of hours with the employer not able to have any retaliation.

MN DOLI- If an employer provides employees with paid time off (PTO) or other paid leave that is more than the amount required under the ESST law for absences due to personal illness or injury, the additional PTO must meet the same requirements as the ESST hours, other than the ESST accrual requirements. For example, if an employee receives 50 hours of PTO in addition to the minimum requirement of 48 ESST hours per year, the employer must follow the ESST requirements about notice, documentation, anti-retaliation, replacement workers and more for the PTO hours in addition to the ESST hours.

January 2025 Medical Renewal Review - Medica  
Prepared for Greenwood Connections

CURRENT BENEFITS BUDGET										RENEWAL BENEFITS BUDGET									
Employee					Medica					Employee					Medica				
Total	Monthly	Premium	Change (\$)	% of Total	Total	Monthly	Premium	Change (\$)	% of Total	Total	Monthly	Premium	Change (\$)	% of Total	Total	Monthly	Premium	Change (\$)	% of Total
<b>MEDICAL: Medica Passport</b> <b>MS PP BR \$1,294-\$2,274</b> Employee: 0, Premium: \$733.44, Cost per Pay Period: \$81.58, % of Total: 18% Employee +1: 0, Premium: \$1,540.23, Cost per Pay Period: \$341.84, % of Total: 48% Family: 0, Premium: \$1,307.01, Cost per Pay Period: \$94.77, % of Total: 40% Monthly Subtotal: \$3,580.68 Annual Subtotal: \$42,968.16										<b>MEDICAL: Medica Passport</b> <b>MS PP BR \$1,294-\$2,274</b> Employee: 0, Premium: \$509.47, Cost per Pay Period: \$58.15, % of Total: 15% Employee +1: 0, Premium: \$1,909.89, Cost per Pay Period: \$435.25, % of Total: 50% Family: 0, Premium: \$2,810.29, Cost per Pay Period: \$314.54, % of Total: 39% Monthly Subtotal: \$5,229.65 Annual Subtotal: \$62,755.80									
<b>MEDICAL: Medica Passport</b> <b>MS PP BR \$1,294-\$2,274</b> Employee: 17, Premium: \$667.89, Cost per Pay Period: \$60.00, % of Total: 0% Employee +1: 1, Premium: \$1,402.78, Cost per Pay Period: \$378.21, % of Total: 45% Family: 1, Premium: \$2,167.57, Cost per Pay Period: \$548.11, % of Total: 59% Monthly Subtotal: \$4,238.24 Annual Subtotal: \$50,858.88										<b>MEDICAL: Medica Passport</b> <b>MS PP BR \$1,294-\$2,274</b> Employee: 17, Premium: \$622.48, Cost per Pay Period: \$60.00, % of Total: 0% Employee +1: 1, Premium: \$1,729.22, Cost per Pay Period: \$400.00, % of Total: 45% Family: 1, Premium: \$2,551.95, Cost per Pay Period: \$680.55, % of Total: 59% Monthly Subtotal: \$4,903.65 Annual Subtotal: \$58,843.80									
<b>MEDICAL: Medica Passport</b> <b>MS PP BR \$1,294-\$2,274</b> Employee: 2, Premium: \$668.51, Cost per Pay Period: \$60.00, % of Total: 0% Employee +1: 1, Premium: \$1,256.86, Cost per Pay Period: \$378.21, % of Total: 38% Family: 0, Premium: \$1,915.22, Cost per Pay Period: \$443.89, % of Total: 50% Monthly Subtotal: \$3,840.59 Annual Subtotal: \$46,087.08										<b>MEDICAL: Medica Passport</b> <b>MS PP BR \$1,294-\$2,274</b> Employee: 2, Premium: \$742.15, Cost per Pay Period: \$60.00, % of Total: 0% Employee +1: 1, Premium: \$1,550.51, Cost per Pay Period: \$435.25, % of Total: 38% Family: 0, Premium: \$1,187.44, Cost per Pay Period: \$331.72, % of Total: 28% Monthly Subtotal: \$3,480.10 Annual Subtotal: \$41,761.20									
<b>MEDICAL: Medica Passport</b> <b>MS PP BR \$1,294-\$2,274</b> Employee: 2, Premium: \$598.75, Cost per Pay Period: \$60.00, % of Total: 0% Employee +1: 0, Premium: \$1,230.19, Cost per Pay Period: \$378.21, % of Total: 35% Family: 0, Premium: \$1,877.61, Cost per Pay Period: \$443.89, % of Total: 49% Monthly Subtotal: \$3,706.55 Annual Subtotal: \$44,478.60										<b>MEDICAL: Medica Passport</b> <b>MS PP BR \$1,294-\$2,274</b> Employee: 2, Premium: \$727.57, Cost per Pay Period: \$60.00, % of Total: 0% Employee +1: 0, Premium: \$1,571.90, Cost per Pay Period: \$435.25, % of Total: 35% Family: 0, Premium: \$2,128.23, Cost per Pay Period: \$591.21, % of Total: 49% Monthly Subtotal: \$4,427.70 Annual Subtotal: \$53,132.40									
<b>MEDICAL: Medica Passport</b> <b>MS PP BR \$1,294-\$2,274</b> Employee: 20, Premium: \$534.99, Cost per Pay Period: \$60.00, % of Total: 0% Employee +1: 4, Premium: \$1,122.22, Cost per Pay Period: \$378.21, % of Total: 26% Family: 5, Premium: \$1,710.05, Cost per Pay Period: \$443.89, % of Total: 44% Monthly Subtotal: \$3,367.26 Annual Subtotal: \$40,407.12										<b>MEDICAL: Medica Passport</b> <b>MS PP BR \$1,294-\$2,274</b> Employee: 20, Premium: \$553.99, Cost per Pay Period: \$60.00, % of Total: 0% Employee +1: 4, Premium: \$1,381.77, Cost per Pay Period: \$435.25, % of Total: 26% Family: 5, Premium: \$2,065.65, Cost per Pay Period: \$591.21, % of Total: 44% Monthly Subtotal: \$4,001.41 Annual Subtotal: \$48,016.92									
<b>MEDICAL: Medica Passport</b> <b>MS PP BR \$1,294-\$2,274</b> Employee: 1, Premium: \$478.80, Cost per Pay Period: \$60.00, % of Total: 0% Employee +1: 2, Premium: \$1,005.49, Cost per Pay Period: \$378.21, % of Total: 26% Family: 1, Premium: \$1,532.19, Cost per Pay Period: \$443.89, % of Total: 38% Monthly Subtotal: \$3,016.48 Annual Subtotal: \$36,197.76										<b>MEDICAL: Medica Passport</b> <b>MS PP BR \$1,294-\$2,274</b> Employee: 1, Premium: \$553.72, Cost per Pay Period: \$60.00, % of Total: 0% Employee +1: 2, Premium: \$1,246.61, Cost per Pay Period: \$435.25, % of Total: 26% Family: 4, Premium: \$1,699.90, Cost per Pay Period: \$591.21, % of Total: 38% Monthly Subtotal: \$3,500.23 Annual Subtotal: \$42,002.76									
<b>MEDICAL: Medica Passport</b> <b>MS PP BR \$1,294-\$2,274</b> Employee: 1, Premium: \$44,272, Cost per Pay Period: \$4,427.20, % of Total: 18% Annual Grand Total: \$525,819										<b>MEDICAL: Medica Passport</b> <b>MS PP BR \$1,294-\$2,274</b> Employee: 1, Premium: \$44,272, Cost per Pay Period: \$4,427.20, % of Total: 18% Annual Grand Total: \$525,819									
<b>Change Over Current:</b>										<b>Change Over Current:</b>									

Eleven paid holidays a year

**CURRENT**

MONTH	worked	paid holiday off	worked holiday pay	
holiday 1	\$ 8,425.00	\$ 8,079.00	\$ 16,850.00	\$ 24,929.00
holiday 2	\$ 8,425.00	\$ 8,079.00	\$ 16,850.00	\$ 24,929.00
holiday 3	\$ 8,425.00	\$ 8,079.00	\$ 16,850.00	\$ 24,929.00
holiday 4	\$ 8,425.00	\$ 8,079.00	\$ 16,850.00	\$ 24,929.00
holiday 5	\$ 8,425.00	\$ 8,079.00	\$ 16,850.00	\$ 24,929.00
holiday 6	\$ 8,425.00	\$ 8,079.00	\$ 16,850.00	\$ 24,929.00
holiday 7	\$ 8,425.00	\$ 8,079.00	\$ 16,850.00	\$ 24,929.00
				\$ 174,503.00

\$ 26,175.45 \$ 200,678.45

**TIME AND A HALF 11 HOLIDAYS**

MONTH	worked	paid holiday off	worked holiday pay	
holiday 1	\$ 8,425.00	\$ 8,079.00	\$ 12,637.50	\$ 20,716.50
holiday 2	\$ 8,425.00	\$ 8,079.00	\$ 12,637.50	\$ 20,716.50
holiday 3	\$ 8,425.00	\$ 8,079.00	\$ 12,637.50	\$ 20,716.50
holiday 4	\$ 8,425.00	\$ 8,079.00	\$ 12,637.50	\$ 20,716.50
holiday 5	\$ 8,425.00	\$ 8,079.00	\$ 12,637.50	\$ 20,716.50
holiday 6	\$ 8,425.00	\$ 8,079.00	\$ 12,637.50	\$ 20,716.50
holiday 7	\$ 8,425.00	\$ 8,079.00	\$ 12,637.50	\$ 20,716.50
holiday 8	\$ 8,425.00	\$ 8,079.00	\$ 12,637.50	\$ 20,716.50
holiday 9	\$ 8,425.00	\$ 8,079.00	\$ 12,637.50	\$ 20,716.50
holiday 10	\$ 8,425.00	\$ 8,079.00	\$ 12,637.50	\$ 20,716.50
holiday 11	\$ 8,425.00	\$ 8,079.00	\$ 12,637.50	\$ 20,716.50
				\$ 227,881.50

\$ 34,182.23 \$ 262,063.73  
\$ 61,385.28

**DOUBLE TIME 11 HOLIDAYS**

MONTH	worked	paid holiday off	worked holiday pay	
holiday 1	\$ 8,425.00	\$ 8,079.00	\$ 16,850.00	\$ 24,929.00
holiday 2	\$ 8,425.00	\$ 8,079.00	\$ 16,850.00	\$ 24,929.00
holiday 3	\$ 8,425.00	\$ 8,079.00	\$ 16,850.00	\$ 24,929.00
holiday 4	\$ 8,425.00	\$ 8,079.00	\$ 16,850.00	\$ 24,929.00
holiday 5	\$ 8,425.00	\$ 8,079.00	\$ 16,850.00	\$ 24,929.00
holiday 6	\$ 8,425.00	\$ 8,079.00	\$ 16,850.00	\$ 24,929.00
holiday 7	\$ 8,425.00	\$ 8,079.00	\$ 16,850.00	\$ 24,929.00
holiday 8	\$ 8,425.00	\$ 8,079.00	\$ 16,850.00	\$ 24,929.00
holiday 9	\$ 8,425.00	\$ 8,079.00	\$ 16,850.00	\$ 24,929.00
holiday 10	\$ 8,425.00	\$ 8,079.00	\$ 16,850.00	\$ 24,929.00
holiday 11	\$ 8,425.00	\$ 8,079.00	\$ 16,850.00	\$ 24,929.00
				\$ 274,219.00

\$ 41,132.85 \$ 315,351.85  
\$ 114,673.40



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

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

**Account Summary**

Beginning Balance on 9/1/2024	\$228,482.73
+ Receipts/Deposits	\$215,063.89
- Payments (Checks and Withdrawals)	\$179,173.07
Ending Balance as of 9/30/2024	\$264,373.55

Cleared Statement	\$264,373.55
Difference	\$0.00

**Cash Balance**

Active 101-10100 GENERAL FUND	-\$585,521.01
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	\$64,278.69
Active 228-10100 TIF DISTRICT PEDRO	\$5,357.87
Active 233-10100 TIF DISTRICT 1-6 PLEASANT PINE	-\$13,322.44
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	\$22,659.96
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	\$398,586.47
Active 602-10100 SEWER FUND	\$121,640.22
Active 607-10100 CEMETERY FUND	\$21,484.06
Active 609-10100 MUNICIPAL LIQUOR FUND	\$200,132.91
Active 750-10100 PAYROLL CLEARING FUND	\$3,842.13
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	\$169,505.84

Beginng Balance	\$228,482.73
+ Total Deposits	\$215,063.89
- Checks Written	\$274,040.78
Check Book Balance	\$169,505.84
Difference	\$0.00

CITY OF MENA HGA

\*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	083024USPS	8/30/2024	(\$144.91)	(\$144.91)	-	-
Deposit	090524GWC	9/5/2024	(\$420.00)	(\$420.00)	-	-
Deposit	Batch 696	9/5/2024	(\$60.00)	(\$60.00)	-	-
Deposit	Batch 696	9/6/2024	(\$15,494.75)	(\$15,494.75)	-	-
Deposit	Batch 697	9/9/2024	(\$40.00)	(\$40.00)	-	-
Deposit	20240906AC000	9/10/2024	(\$11,383.91)	(\$11,383.91)	-	-
Deposit	091124caron	9/11/2024	(\$36.00)	(\$36.00)	-	-
Deposit	Batch 697	9/11/2024	(\$20,114.89)	(\$20,114.89)	-	-
Deposit	091624DPcorrection	9/16/2024	\$96.89	\$96.89	-	-
Deposit	Batch 698	9/16/2024	(\$17,541.84)	(\$17,541.84)	-	-
Deposit	091924REC	9/19/2024	(\$80.22)	(\$80.22)	-	-
Deposit	092024GWC	9/20/2024	(\$25,000.00)	(\$25,000.00)	-	-
Deposit	20240917A00	9/20/2024	\$0.00	-	-	-
Deposit	Batch 699	9/25/2024	(\$7,325.68)	(\$7,325.68)	-	-
Deposit	Batch 700	9/27/2024	(\$2,583.98)	(\$2,583.98)	-	-
Deposit	Batch 701	9/30/2024	(\$11,265.89)	(\$11,265.89)	-	-
Deposit	092024REC	10/7/2024	(\$500.00)	(\$500.00)	-	-
Deposit	093024EOM	10/8/2024	(\$102,867.41)	(\$102,867.41)	-	-
Deposit	091124fines	10/8/2024	(\$301.30)	(\$301.30)	-	-
505295E	Bi-Weekly ACH	9/11/2024	\$22,004.05	\$22,004.05	-	-
002252E	AUTHORIZE.NET	9/24/2024	\$24.15	\$24.15	-	-
505311E	Bi-Weekly ACH	9/25/2024	\$20,513.77	\$20,513.77	-	-
002253E	ELIOT	9/27/2024	\$120.82	\$120.82	-	-
002254E	BREAKTHRU BEVERAGE	9/27/2024	\$3,521.50	\$3,521.50	-	-
002255E	BREAKTHRU BEVERAGE	9/27/2024	\$5,800.50	\$5,800.50	-	-
002256E	NORTHERN TOOL & EQUIPMENT CO.	9/27/2024	\$719.00	\$719.00	-	-
002257E	CARDMEMBER SERVICE	9/27/2024	\$2,004.78	\$2,004.78	-	-
002258E	Clover MarketPlace, LLC	9/27/2024	\$110.41	\$110.41	-	-
002259E	COLONIAL SUPPLEMENTAL INS.	9/27/2024	\$46.24	\$46.24	-	-
002260E	DELTA DENTAL OF MINNESOTA	9/27/2024	\$897.36	\$897.36	-	-
002261E	INTERNAL REVENUE SERVICE	9/27/2024	\$12,122.02	\$12,122.02	-	-
002262E	MINNESOTA POWER	9/27/2024	\$7,750.60	\$7,750.60	-	-
002263E	MINNESOTA REVENUE	9/27/2024	\$13,801.34	\$13,801.34	-	-
002265E	PERA	9/27/2024	\$10,535.14	\$10,535.14	-	-
002266E	RESNEXUS	9/27/2024	\$69.00	\$69.00	-	-
002267E	SWIPECLOCK, LLC	9/27/2024	\$105.00	\$105.00	-	-
002268E	FIRST UNUM LIFE INS CO.	9/27/2024	\$81.00	\$81.00	-	-
002269E	United States Postal Service	9/27/2024	\$305.76	\$305.76	-	-
002270E	VERIZON CONNECT FLEET USA LLC	9/27/2024	\$151.60	\$151.60	-	-
002271E	VERIZON WIRELESS	9/27/2024	\$454.70	\$454.70	-	-
002272E	WEST CENTRAL TELEPHONE	9/27/2024	\$2,089.29	\$2,089.29	-	-
002274E	Minnesota Energy Resources	10/4/2024	\$112.82	\$112.82	-	-
002275E	TODD-WADENA ELECTRIC COOP	10/4/2024	\$167.35	\$167.35	-	-
002276E	CHORD PAYMENT TECHNOLOGIES	10/8/2024	\$1,643.25	\$1,643.25	-	-
064096	NETLAND, MICHAEL	4/8/2024	\$54.37	-	\$54.37	-
064186	NETLAND, MICHAEL	5/13/2024	\$89.78	-	\$89.78	-
064430	THE RUSTIC INN	7/29/2024	\$943.72	\$943.72	-	-
064472	SHELL SPORT & BAIT	8/12/2024	\$374.36	\$374.36	-	-
064476	THE RUSTIC INN	8/12/2024	\$261.60	\$261.60	-	-

CITY OF MENA HGA

\*Check Reconciliation©

GENERAL CHECKING  
10100 GEN CHECK

Check Nbr	Vendor Name	Check Date	Amount	Cleared This Month	Amount Not Cleared	Partially Cleared Last Month
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	-	-
064486	CWIKLA ACE HARDWARE	8/26/2024	\$40.55	\$40.55	-	-
064489	DAHLHEIMER BEVERAGE BRAINERD	8/26/2024	\$8,177.20	\$8,177.20	-	-
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	-	-
064497	GRANITE CITY JOBBING CO.	8/26/2024	\$883.49	\$883.49	-	-
064498	HAWKINS, INC.	8/26/2024	\$1,518.85	\$1,518.85	-	-
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	-	-
064505	MARCO	8/26/2024	\$366.72	\$366.72	-	-
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	-	-
064512	R&R RENTAL	8/26/2024	\$158.09	\$158.09	-	-
064513	RMB ENVIRONMENTAL LABS	8/26/2024	\$57.48	\$57.48	-	-
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	-	-
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	-	-
064523	VIKING COCA-COLA BOTTLING	8/26/2024	\$249.86	\$249.86	-	-
064524	WADENA COUNTY DAC	8/26/2024	\$118.40	\$118.40	-	-
064526	BERNICKS	9/9/2024	\$471.00	\$471.00	-	-
064527	BEVERAGE WHOLESale	9/9/2024	\$2,784.58	\$2,784.58	-	-
064528	CINTAS	9/9/2024	\$173.08	\$173.08	-	-
064529	CULLIGAN OF WADENA	9/9/2024	\$55.15	\$55.15	-	-
064530	CWIKLA ACE HARDWARE	9/9/2024	\$2.50	\$2.50	-	-
064531	DAHLHEIMER BEVERAGE BRAINERD	9/9/2024	\$8,632.90	\$8,632.90	-	-
064532	D-S BEVERAGES INC	9/9/2024	\$6,097.21	\$6,097.21	-	-
064533	F.I.R.E.	9/9/2024	\$1,800.00	\$1,800.00	-	-
064534	GIOVANNI S	9/9/2024	\$446.45	\$446.45	-	-
064535	GOPHER STATE ONE-CALL	9/9/2024	\$18.90	\$18.90	-	-
064536	GRAND FORKS FIRE EQUIPMENT LLC	9/9/2024	\$2,681.00	\$2,681.00	-	-
064537	GRANITE CITY JOBBING CO.	9/9/2024	\$619.06	\$619.06	-	-
064538	HAWKINS, INC.	9/9/2024	\$2,218.87	\$2,218.87	-	-
064539	HEGGIES PIZZA	9/9/2024	\$274.50	\$274.50	-	-
064540	JANSSEN, ZAYNE	9/9/2024	\$30.13	\$30.13	-	-
064541	JOHNSON BROTHERS LIQUOR	9/9/2024	\$4,851.66	-	\$4,851.66	-
064542	K & K TRUCK & AUTO REPAIR	9/9/2024	\$116.00	\$116.00	-	-
064543	LAKE COUNTRY FOODS	9/9/2024	\$25.78	\$25.78	-	-
064544	LAW ENFORCEMENT LABOR SERVICE	9/9/2024	\$70.50	\$70.50	-	-
064545	MENA HGA CONCRETE	9/9/2024	\$3,584.20	\$3,584.20	-	-
064546	MINNESOTA FIRE SERV CERT BOARD	9/9/2024	\$183.75	\$183.75	-	-

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
064547	NAPA CENTRAL - MN	9/9/2024	\$74.67	\$74.67	-	-
064548	PEPSI COLA	9/9/2024	\$640.46	\$640.46	-	-
064549	PHILLIPS WINE & SPIRITS	9/9/2024	\$1,235.41	\$1,235.41	-	-
064550	PIETILA, RACHAEL	9/9/2024	\$30.13	\$30.13	-	-
064551	RMB ENVIRONMENTAL LABS	9/9/2024	\$57.48	\$57.48	-	-
064552	SHAWNS ELECTRIC	9/9/2024	\$160.00	\$160.00	-	-
064553	SHELL SPORT & BAIT	9/9/2024	\$347.91	\$347.91	-	-
064554	SOUTHERN GLAZERS OF MN	9/9/2024	\$1,781.29	\$1,781.29	-	-
064555	SPIRIT LAKE LUMBER	9/9/2024	\$52.54	\$52.54	-	-
064556	TEAMSTERS LOCAL UNION 346	9/9/2024	\$138.00	\$138.00	-	-
064557	VIKING COCA-COLA BOTTLING	9/9/2024	\$180.10	\$180.10	-	-
064558	WADENA COUNTY ATTORNEY	9/9/2024	\$700.00	\$700.00	-	-
064559	WARNICKS JANITORIAL SERVICE	9/9/2024	\$170.00	\$170.00	-	-
064560	BERNICKS	9/30/2024	\$810.85	-	\$810.85	-
064561	BEVERAGE WHOLESALE	9/30/2024	\$3,421.55	-	\$3,421.55	-
064562	CINTAS	9/30/2024	\$149.78	-	\$149.78	-
064563	CITY OF MENAHGA	9/30/2024	\$752.29	-	\$752.29	-
064564	DACOTAH PAPER CO.	9/30/2024	\$426.38	-	\$426.38	-
064565	DAHLHEIMER BEVERAGE BRAINERD	9/30/2024	\$7,357.70	-	\$7,357.70	-
064566	DEPARTMENT OF HUMAN SERVICES	9/30/2024	\$10,599.00	-	\$10,599.00	-
064567	D-S BEVERAGES INC	9/30/2024	\$9,659.03	-	\$9,659.03	-
064568	ECOLAB	9/30/2024	\$71.35	-	\$71.35	-
064569	EHLERS	9/30/2024	\$850.00	-	\$850.00	-
064570	FLAHERTY & HOOD, P.A.	9/30/2024	\$1,732.50	-	\$1,732.50	-
064571	G & T SANITATION, INC.	9/30/2024	\$715.37	-	\$715.37	-
064572	GIOVANNI S	9/30/2024	\$418.50	-	\$418.50	-
064573	GRAND FORKS FIRE EQUIPMENT LLC	9/30/2024	\$3,963.25	-	\$3,963.25	-
064574	GRANITE CITY JOBBING CO.	9/30/2024	\$1,129.94	-	\$1,129.94	-
064575	HAWKINS, INC.	9/30/2024	\$2,705.62	-	\$2,705.62	-
064576	HEGGIES PIZZA	9/30/2024	\$546.70	-	\$546.70	-
064577	Innovative Office Solutions, LLC	9/30/2024	\$240.00	-	\$240.00	-
064578	JIM DANDY SNACK FOOD CO.	9/30/2024	\$180.00	-	\$180.00	-
064579	JOHNSON BROTHERS LIQUOR	9/30/2024	\$2,394.14	-	\$2,394.14	-
064580	L&B CONSTRUCTION, INC.	9/30/2024	\$220.00	-	\$220.00	-
064581	LAKES COMMUNITY COOPERATIVE P	9/30/2024	\$40.97	-	\$40.97	-
064582	MARCO	9/30/2024	\$384.31	-	\$384.31	-
064583	MARJON PRINTING, INC.	9/30/2024	\$780.00	-	\$780.00	-
064584	MENAHGA CONCRETE	9/30/2024	\$900.00	-	\$900.00	-
064585	MIDWEST MACHINERY CO.	9/30/2024	\$317.78	-	\$317.78	-
064586	MINNESOTA DEPT OF HEALTH	9/30/2024	\$1,397.00	-	\$1,397.00	-
064587	Napa Auto Parts	9/30/2024	\$21.12	-	\$21.12	-
064588	NAPA CENTRAL - MN	9/30/2024	\$365.33	-	\$365.33	-
064589	PEDERSON OIL SERVICES, INC.	9/30/2024	\$895.11	-	\$895.11	-
064590	PHILLIPS WINE & SPIRITS	9/30/2024	\$2,470.24	-	\$2,470.24	-
064591	PIETILA, RACHAEL	9/30/2024	\$160.96	-	\$160.96	-
064592	S.C.D. TAP BEER LINE CLEANING	9/30/2024	\$42.00	-	\$42.00	-
064593	SOUTHERN GLAZERS OF MN	9/30/2024	\$2,958.70	-	\$2,958.70	-
064594	TASC	9/30/2024	\$16.98	-	\$16.98	-
064595	TEAM LABORATORY CHEMICAL	9/30/2024	\$400.00	-	\$400.00	-

**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
064596	TEAMSTERS LOCAL UNION 346	9/30/2024	\$138.00	-	\$138.00	-
064597	TEDS HARDWARE MENAHGA	9/30/2024	\$192.97	-	\$192.97	-
064598	The Home City Ice Company Inc	9/30/2024	\$446.00	-	\$446.00	-
064599	VIKING COCA-COLA BOTTLING	9/30/2024	\$120.64	-	\$120.64	-
064600	WADENA COUNTY DAC	9/30/2024	\$103.60	-	\$103.60	-
064601	WADENA COUNTY HIGHWAY DEPT.	9/30/2024	\$12,075.00	-	\$12,075.00	-
064602	WADENA COUNTY TREASURER	9/30/2024	\$10,652.00	-	\$10,652.00	-
064603	Wadena Iron & Metal	9/30/2024	\$1,009.00	-	\$1,009.00	-
064604	WARNER GARAGE DOOR INC	9/30/2024	\$1,026.29	-	\$1,026.29	-
064605	WHITE, JOSEPH	9/30/2024	\$28.95	-	\$28.95	-
Receipts/Deposits			(\$215,063.89)	(\$215,063.89)	\$0.00	\$0.00
Payments/Withdrawal			\$94,867.71	\$179,173.07	\$94,867.71	\$0.00

<b>Total Deposits</b>	(\$215,063.89)
<b>Total Checks Written (Outstanding + Cleared)</b>	\$274,040.78

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





11



# Council Action Request Form



## 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:** WCTA Switching Antivirus Platforms

**Date of Meeting:** Oct 28, 2024      **Total time requested:**

**Department Requesting Action:** Council / Administration

**Presenting at Meeting:**

**Background**  Supporting Documentation Enclosed

WCTA is moving their Antivirus platform from Avast Business Cloud solution to FortiClient. Currently the city has 14 Avast licenses that will be moving to FortiClient AV. The pricing for Avast is \$2.79 a license. The FortiClient is \$3.95 a license. Changing the city's monthly billing for AV is \$39.06 to \$55.03. We hope to have that switched over within the next 2 weeks.

**Options**  Supporting Documentation Enclosed

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

To approve changing the city monthly bill for AV from \$39.06 to \$55.03.

<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**



--	--

CITY OF MENAHGA, MINNESOTA

**Resolution No. 2024-34**

**A Resolution of the City Council of the City of Menahga, Minnesota,  
 Approve Adoption of Menahga Chapter 30 – City Council and  
 Chapter 31 – Department and Commissions**

WHEREAS, the City Council of the City of Menahga, Minnesota, has designated, as one of the duties of the Planning and Zoning Commission to update the City’s Municipal Code;

WHEREAS, the current Chapter 30 and Chapter 31 were determined to be in need of updating;

WHEREAS, the Menahga Planning and Zoning Commission held a Public Hearing on October 3, 2024 for the purpose of hearing public concerns, and making final recommendations and revisions:

WHEREAS, after reviewing the proposed document, the Planning and Zoning Commission recommended the adoption of Chapter 30 – City Council and Chapter 31 – Department and Commissions on October 3, 2024;

NOW THEREFORE, BE IT RESOLVED that the Menahga City Council has reviewed the proposed Chapter 30 and Chapter 31 on October 28, 2024 and does hereby approve its adoption.

Adopted by the City Council of the City of Menahga, Minnesota this the 28th day of October, 2024.

\_\_\_\_\_  
Elizabeth Olson, Mayor

\_\_\_\_\_  
Brett Gagnonpalick, City Clerk/Treasurer



# 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"/> Report
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution
<input type="checkbox"/> Informational Item	<input type="checkbox"/> Other _____
<input type="checkbox"/> Consent Agenda Items	

**Regarding:** Summary Publication Ch. 30 and 31

**Date of Meeting:** Oct 28, 2024      **Total time requested:**

**Department Requesting Action:** Administration

**Presenting at Meeting:** City Clerk

**Background**  Supporting Documentation Enclosed

The advertisement for the summary of Ordinance Chapters 30 and 31 will go out to the paper on be on the 30 October edition of the Review Messenger. The ordinances are online at the city website, and a copy is available from the City Clerk.

**Options**  Supporting Documentation Enclosed

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

To approve the summary publication of chapters 30 and 31.

<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**



# **CITY OF MENAHGA - City Ordinance**

The City of Menahga has amended the City Ordinance Chapter 30 City Council and Chapter 31 Fire Department, Police Department, Planning Commission and Greenwood Connections. This ordinance repeals and replaces the City of Menahga Ordinance Title Chapter 30 City Council Rules 30.01 through 30.08 Chapter 31 Departments & Commissions 31.01 through 31.55 in it's entirety.

These amendments become effective with this publication. This is a summarized ordinance. The full ordinance available at the Menahga City Hall and on the City website at [www.cityofmenahga.com](http://www.cityofmenahga.com).

Brett Gagnonpalick, City Clerk/Treasurer

10-30c





CITY OF MENAHGA, MINNESOTA

**Resolution No. 2024-35**

**A Resolution of the City Council of the City of Menahga, Minnesota,  
Menahga City Council appointing the Responsible Authority**

WHEREAS, Minnesota Statutes, section 13.02, subdivision 16, as amended, requires that the City of Menahga appoint one person as the Responsible Authority to administer the requirements for collection, storage, use, and dissemination of data on individuals and entities within the City and,

WHEREAS, the Menahga City Council shares concern expressed by the Legislature on the responsible use of all City data and wishes to satisfy this concern by immediately appointing an administratively qualified Responsible Authority as required under the statute

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MENAHGA, MINNESOTA AS FOLLOWS:

The City appoints Brett Gagnonpalick, City Clerk/Treasurer, as the Responsible Authority for the purposes of meeting all requirements of Minnesota Statutes, chapter 13 as amended, and with rules as lawfully promulgated by the commissioner of Administration.

FURTHER, BE IT RESOLVED, the Responsible Authority shall require the requesting party to pay the actual cost of making, certifying, and compiling copies and of preparing summary data, as allowed by Minnesota Statutes, chapter 13 and by Minnesota Rules, chapter 1205, as amended.

Adopted by the City Council of the City of Menahga, Minnesota this the 28th day of October, 2024.

\_\_\_\_\_  
Elizabeth Olson, Mayor

\_\_\_\_\_  
Brett A. Gagnonpalick City Clerk/Treasurer



--	--

CITY OF MENAHGA, MINNESOTA

Resolution No. 2024-36

A Resolution of the City Council of the City of Menahga, Minnesota, Repeal Resolution 2024-33 and Amending the 2024 Budget

WHEREAS, the 2024 budget for the City of Menahga is projected to exceed the planned amount for administrative salaries for the fiscal year;

WHEREAS, the planning process for the 2024 budget did not fully account for the costs associated with a fully staffed administration during a significant transition;

WHEREAS, Resolution No. 2024-33 overcompensated the necessary changes and should only reflect the specified line items;

WHEREAS, Resolution No. 2024-33 is hereby repealed in its entirety, effective immediately;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Menahga that the following budget amendment for 2024 is approved, reallocating funds from sources no longer required for their intended purposes to cover the administrative salaries;

E 101-41500-305 Professional Services	(\$15,000.00)
E 101-41400-131 Employer Paid Health	(\$15,000.00)
E 101-41400-101 Salaries (Administration)	\$30,000

Adopted by the City Council of the City of Menahga, Minnesota this the 28th day of October, 2024.

Elizabeth Olson, Mayor

Brett A. Gagnonpalick City Clerk/Treasurer



**Accounts 101-41500-305 Professional Services and 101-41400-131 Employer Paid Health would be the only actual budget adjustments. I will decrease the budget for 101-41500-305 Professional Services to \$21,000.00 and decrease the budget for 101-41400-131 Employer Paid Health to \$12,597.00. I will then increase the budget for 101-41400-101 Admin salaries to \$182,126.13.**

**A journal entry transferring the Admin Salaries from 101-42200-104, 601-49400-104, 602-49450-104, 609-49750-104, 609-49760-104 to 101-41400-102 Admin Salaries In. I will be debiting 101-42200-104 Admin Salaries \$2501.58, 601-49400-104 Admin Salaries \$10,574.00, 602-49450-104 Admin Salaries \$10,574.00, 609-49750-104 Admin Salaries \$1251.00, 609-49760-104 Admin Salaries \$1251.00 and crediting 101-41400-102 Admin Salaries In \$26151.58.**



# 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:** October 28, 2024      **Total time requested:**

**Department Requesting Action:** Administration

**Presenting at Meeting:**

**Background**  Supporting Documentation Enclosed

The City Council were sent copies of the actual invoices from Batch #102824checks in the amount of \$55,827.92.

**Options**  Supporting Documentation Enclosed

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

To approve Batch#102824checks for \$55,827.92.

**Financial Implications:** \$55,827.92      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

10/24/24 12:28 PM

Page 1

Payments

Current Period: October 2024

Payments Batch 102824checks

\$55,827.92

Refer <u>12 Bergstrom Electric</u>			
Cash Payment	E 601-49400-500 Capital Outlay	Installation of 125KW generator	\$9,491.00
Invoice	4688 10/18/2024		
Transaction Date	10/23/2024	GENERAL CHECKIN 10100	<b>Total \$9,491.00</b>
Refer <u>17 BEVERAGE WHOLESale</u>			
Cash Payment	E 609-49750-252 Beer Purchases	LS off sale beer purchase	\$536.30
Invoice			
Transaction Date	10/23/2024	GENERAL CHECKIN 10100	<b>Total \$536.30</b>
Refer <u>7 CINTAS</u>			
Cash Payment	G 750-21722 Uniform Deduction	PW uniforms	\$53.34
Invoice	4207718496 10/9/2024		
Cash Payment	G 750-21722 Uniform Deduction	PW Uniforms	\$53.34
Invoice	4204838039 9/11/2024		
Cash Payment	G 750-21722 Uniform Deduction	PW Uniforms	\$53.34
Invoice	4206280491 9/25/2024		
Cash Payment	G 750-21722 Uniform Deduction	PW uniforms	\$53.34
Invoice	4204174338 9/5/2024		
Cash Payment	G 750-21722 Uniform Deduction	PW uniforms	\$53.34
Invoice	4203398702 8/28/2024		
Cash Payment	G 750-21722 Uniform Deduction	PW uniforms	\$53.34
Invoice	4202676309 8/21/2024		
Cash Payment	E 101-43100-210 Operating Supplies	Shop rags	\$6.95
Invoice	4202676309 8/21/2024		
Cash Payment	G 750-21722 Uniform Deduction	PW uniforms	\$53.34
Invoice	4205548681 9/18/2024		
Cash Payment	E 101-43100-210 Operating Supplies	Shop rags	\$6.95
Invoice	4205548681 9/18/2024		
Transaction Date	10/22/2024	GENERAL CHECKIN 10100	<b>Total \$387.28</b>
Refer <u>27 CITY OF MENAHGA</u>			
Cash Payment	E 101-45120-382 Water/Sewer Utilities	City Beach	\$56.74
Invoice	10/16/2024		
Cash Payment	E 101-41940-382 Water/Sewer Utilities	City Memorial Garden	\$26.92
Invoice	10/16/2024		
Cash Payment	E 101-41940-382 Water/Sewer Utilities	City Fire and City Hall	\$51.76
Invoice	10/16/2024		
Cash Payment	E 101-41940-382 Water/Sewer Utilities	City St Urho	\$88.14
Invoice	10/16/2024		
Cash Payment	E 609-49750-382 Water/Sewer Utilities	LS off sale	\$64.87
Invoice	10/16/2024		
Cash Payment	E 609-49750-382 Water/Sewer Utilities	LS on sale	\$64.88
Invoice	10/16/2024		
Cash Payment	E 101-43100-382 Water/Sewer Utilities	City Shop	\$51.21
Invoice	10/16/2024		
Cash Payment	E 101-41940-382 Water/Sewer Utilities	Menahga Museum	\$43.88
Invoice	10/16/2024		
Cash Payment	E 101-41940-382 Water/Sewer Utilities	Learning Center	\$44.71
Invoice	10/16/2024		
Cash Payment	E 101-45200-382 Water/Sewer Utilities	City Campground	\$31.74
Invoice	10/16/2024		

CITY OF MENAHGA

10/24/24 12:28 PM

Page 2

Payments

Current Period: October 2024

Transaction Date	10/23/2024	GENERAL CHECKIN 10100	Total	\$524.85
Refer	1 D&N LAWN CARE			
Cash Payment	E 101-41500-305 Professional Services	Tree removal on Fir Ave		\$950.00
Invoice	0380	10/18/2024		
Transaction Date	10/22/2024	GENERAL CHECKIN 10100	Total	\$950.00
Refer	21 DACOTAH PAPER CO.			
Cash Payment	E 609-49760-210 Operating Supplies	LS on sale supplies		\$277.79
Invoice	83771	10/8/2024		
Cash Payment	E 609-49750-210 Operating Supplies	LS off sale grocery bags		\$30.32
Invoice	97237	7/9/2024		
Transaction Date	10/23/2024	GENERAL CHECKIN 10100	Total	\$308.11
Refer	18 DAHLHEIMER BEVERAGE BRAINE			
Cash Payment	E 609-49750-252 Beer Purchases	LS off sale beer purchase		\$2,999.90
Invoice	2304060	10/9/2024		
Cash Payment	E 609-49750-254 Snack, Ice, Soda Purch	LS off sale snack purchase		\$60.00
Invoice	2304060	10/9/2024		
Cash Payment	E 609-49760-252 Beer Purchases	LS on sale beer purchase		\$101.00
Invoice	2304060	10/9/2024		
Cash Payment	E 609-49760-252 Beer Purchases	LS on sale beer refund		-\$30.00
Invoice	2304060	10/9/2024		
Cash Payment	E 609-49760-254 Snack, Ice, Soda Purch	LS on sale snack purchase		\$19.00
Invoice	2304060	10/9/2024		
Cash Payment	E 609-49750-252 Beer Purchases	LS off sale beer refund		-\$22.10
Invoice	2304120	10/8/2024		
Transaction Date	10/23/2024	GENERAL CHECKIN 10100	Total	\$3,127.80
Refer	23 D-S BEVERAGES INC			
Cash Payment	E 609-49750-251 Liquor Purchases	LS off sale liquor purchase		\$60.40
Invoice	824666	10/9/2024		
Cash Payment	E 609-49750-252 Beer Purchases	LS off sale beer purchase		\$1,023.10
Invoice	824666	10/9/2024		
Transaction Date	10/23/2024	GENERAL CHECKIN 10100	Total	\$1,083.50
Refer	13 FLAHERTY & HOOD, P.A.			
Cash Payment	E 101-41500-304 Legal Services	Admin legal cost		\$820.00
Invoice	21613	8/2/2024		
Cash Payment	E 101-41500-304 Legal Services	Admin legal cost for litigation		\$860.00
Invoice	21732	9/5/2024		
Transaction Date	10/24/2024	GENERAL CHECKIN 10100	Total	\$1,680.00
Refer	24 GIOVANNI S			
Cash Payment	E 609-49760-254 Snack, Ice, Soda Purch	LS on sale Pizza purchase		\$446.60
Invoice	0410102409	10/10/2024		
Transaction Date	10/23/2024	GENERAL CHECKIN 10100	Total	\$446.60
Refer	9 GRAINGER			
Cash Payment	E 101-45200-210 Operating Supplies	Lever Lockset		\$181.42
Invoice	9271355969	10/4/2024		
Cash Payment	E 101-43100-210 Operating Supplies	Sanding belts		\$194.00
Invoice	9271355951	10/4/2024		
Transaction Date	10/22/2024	GENERAL CHECKIN 10100	Total	\$375.42
Refer	8 HACH COMPANY			

Payments

Current Period: October 2024

Cash Payment	E 601-49400-210	Operating Supplies	Chemicals for watertreat plant	\$587.64
Invoice	14218335	10/9/2024		
Transaction Date	10/22/2024		GENERAL CHECKIN 10100	<b>Total</b> \$587.64
Refer	6 HAWKINS, INC.			
Cash Payment	E 601-49400-210	Operating Supplies	Chemicals for Watertreat plant	\$2,524.55
Invoice	6811121	7/16/2024		
Cash Payment	E 601-49400-210	Operating Supplies	Chemicals for Watertreat plant	\$1,460.49
Invoice	6893154	10/17/2024		
Transaction Date	10/22/2024		GENERAL CHECKIN 10100	<b>Total</b> \$3,985.04
Refer	13 HUOTARI, DEREK			
Cash Payment	E 101-42110-331	Travel & Conference	Mileage Reimbursement	\$35.44
Invoice		10/16/2024		
Transaction Date	10/23/2024		GENERAL CHECKIN 10100	<b>Total</b> \$35.44
Refer	19 JOHNSON BROTHERS LIQUOR			
Cash Payment	E 609-49750-251	Liquor Purchases	LS off sale liquor purchase	\$3,098.60
Invoice	2639981	10/8/2024		
Cash Payment	E 609-49750-333	Freight	LS off sale freight	\$61.04
Invoice	2639981	10/8/2024		
Transaction Date	10/23/2024		GENERAL CHECKIN 10100	<b>Total</b> \$3,159.64
Refer	14 MATTHEW BACHMANN			
Cash Payment	E 609-49760-215	Entertainment	Entertainment on 11-2-24	\$325.00
Invoice		4/18/2024		
Transaction Date	10/23/2024		GENERAL CHECKIN 10100	<b>Total</b> \$325.00
Refer	26 MENAUGA FIRE RELIEF ASSN.			
Cash Payment	E 101-42200-124	Fire Relief Annual Contri	Fire Relief Annual Contribution	\$3,000.00
Invoice		10/28/2024		
Transaction Date	10/23/2024		GENERAL CHECKIN 10100	<b>Total</b> \$3,000.00
Refer	2 Minnesota Department Of Health			
Cash Payment	E 609-49760-437	Licenses & Permits	Food Safety License	\$35.00
Invoice		10/15/2024		
Transaction Date	10/22/2024		GENERAL CHECKIN 10100	<b>Total</b> \$35.00
Refer	20 PHILLIPS WINE & SPIRITS			
Cash Payment	E 609-49750-251	Liquor Purchases	LS off sale liquor purchase	\$1,423.70
Invoice	6859564	10/8/2024		
Cash Payment	E 609-49750-254	Snack, Ice, Soda Purch	LS off sale snack purchase	\$52.15
Invoice	6859564	10/8/2024		
Cash Payment	E 609-49750-333	Freight	LS off sale freight	\$25.07
Invoice	6859564	10/8/2024		
Transaction Date	10/23/2024		GENERAL CHECKIN 10100	<b>Total</b> \$1,500.92
Refer	25 R&R RENTAL			
Cash Payment	E 101-45120-220	Repair & Maintenance	Winterization	\$186.08
Invoice	157626-1	10/23/2024		
Cash Payment	E 101-45200-220	Repair & Maintenance	Winterization	\$186.08
Invoice	157626-1	10/23/2024		
Transaction Date	10/23/2024		GENERAL CHECKIN 10100	<b>Total</b> \$372.16
Refer	5 RMB ENVIRONMENTAL LABS			
Cash Payment	E 602-49450-305	Professional Services	Predischarge	\$119.13
Invoice	D058424	5/7/2024		

Payments

Current Period: October 2024

Cash Payment	E 602-49450-305 Professional Services	Predischarge	\$119.13
Invoice	D067156 10/15/2024		
Cash Payment	E 602-49450-305 Professional Services	Predischarge	\$119.13
Invoice	D067077 10/10/2024		
Transaction Date	10/22/2024	GENERAL CHECKIN 10100	<b>Total</b> \$357.39
Refer	11 SHELL RIVER TRANSPORT, INC.		
Cash Payment	E 101-43100-220 Repair & Maintenance	DOT inspection	\$140.00
Invoice	1155 10/21/2024		
Cash Payment	E 101-43100-220 Repair & Maintenance	DOT Inspection and maintenance	\$1,546.40
Invoice	1119 8/28/2024		
Transaction Date	10/22/2024	GENERAL CHECKIN 10100	<b>Total</b> \$1,686.40
Refer	16 SOUTHERN GLAZERS OF MN		
Cash Payment	E 609-49750-251 Liquor Purchases	LS off sale liquor purchase	\$3,071.59
Invoice	2540363 10/11/2024		
Cash Payment	E 609-49750-333 Freight	LS off sale freight	\$36.54
Invoice	2540363 10/11/2024		
Transaction Date	10/23/2024	GENERAL CHECKIN 10100	<b>Total</b> \$3,108.13
Refer	10 TASC		
Cash Payment	E 101-41400-131 Employer Paid Health	Cobra Administration Fee	\$17.43
Invoice	IN3246673 10/17/2024		
Transaction Date	10/22/2024	GENERAL CHECKIN 10100	<b>Total</b> \$17.43
Refer	4 TEAM LABORATORY CHEMICAL		
Cash Payment	E 601-49400-210 Operating Supplies	Hydrant Guard 5 GI Pail	\$420.00
Invoice	INV0043821 10/17/2024		
Transaction Date	10/22/2024	GENERAL CHECKIN 10100	<b>Total</b> \$420.00
Refer	28 TEDS HARDWARE MENAUGA		
Cash Payment	E 601-49400-210 Operating Supplies	Supplies for Water dept	\$10.46
Invoice	67506 9/3/2024		
Cash Payment	E 101-43100-210 Operating Supplies	Shop supplies	\$6.99
Invoice	67522 9/9/2024		
Cash Payment	E 101-45200-210 Operating Supplies	Parks Supplies	\$10.99
Invoice	67523 9/10/2024		
Cash Payment	E 101-43100-210 Operating Supplies	Shop Supplies	\$7.49
Invoice	67531 9/11/2024		
Cash Payment	E 101-45200-210 Operating Supplies	Campground Supplies	\$29.59
Invoice	67562 9/20/2024		
Cash Payment	E 601-49400-210 Operating Supplies	Water dept Supplies	\$1.75
Invoice	67566 9/23/2024		
Cash Payment	E 101-45200-210 Operating Supplies	Campground Supplies	\$32.86
Invoice	67570 9/25/2024		
Cash Payment	E 101-45200-210 Operating Supplies	Campground Supplies	\$27.89
Invoice	67581 9/30/2024		
Transaction Date	10/23/2024	GENERAL CHECKIN 10100	<b>Total</b> \$128.02
Refer	3 TITAN MACHINERY		
Cash Payment	E 101-43100-220 Repair & Maintenance	Equipment repair,hydraulic oil leak	\$398.75
Invoice	SO0127077-1 10/9/2024		
Cash Payment	E 601-49400-220 Repair & Maintenance	Equipment repair,hydraulic oil leak	\$737.52
Invoice	SO0127077-1 10/9/2024		
Cash Payment	E 602-49450-220 Repair & Maintenance	Equipment repair,hydraulic oil leak	\$737.52
Invoice	SO0127077-1 10/9/2024		

Payments

Current Period: October 2024

Cash Payment	E 101-43100-220	Repair & Maintenance	Equipment repair, overheating	\$607.72
Invoice	SO0118210-1	9/27/2024		
Cash Payment	E 101-45200-220	Repair & Maintenance	Equipment repair, overheating	\$607.72
Invoice	SO0118210-1	9/27/2024		
Cash Payment	E 101-45120-220	Repair & Maintenance	Equipment repair, overheating	\$607.72
Invoice	SO0118210-1	9/27/2024		
Cash Payment	E 601-49400-220	Repair & Maintenance	Equipment repair, overheating	\$607.73
Invoice	SO0118210-1	9/27/2024		
Cash Payment	E 602-49450-220	Repair & Maintenance	Equipment repair, overheating	\$607.72
Invoice	SO0118210-1	9/27/2024		
Transaction Date	10/22/2024		GENERAL CHECKIN 10100	<b>Total</b> \$4,912.40
Refer	15 VEIT & COMPANY, INC.			
Cash Payment	E 602-49450-305	Professional Services	Spring Cleaning T&M Day 1	\$3,750.00
Invoice	240155-01	5/28/2024		
Cash Payment	E 602-49450-305	Professional Services	Spring Cleaning T&M Day 2	\$3,000.00
Invoice	240155-02	6/5/2024		
Cash Payment	E 602-49450-305	Professional Services	Fall Cleaning 2 days	\$6,380.00
Invoice	240353-01	10/22/2024		
Transaction Date	10/23/2024		GENERAL CHECKIN 10100	<b>Total</b> \$13,130.00
Refer	22 VIKING COCA-COLA BOTTLING			
Cash Payment	E 609-49750-254	Snack, Ice, Soda Purch	LS off sale soda purchase	\$156.45
Invoice	3530983	10/10/2024		
Transaction Date	10/23/2024		GENERAL CHECKIN 10100	<b>Total</b> \$156.45

Fund Summary

	10100 GENERAL CHECKING	
101 GENERAL FUND		\$10,863.57
601 WATER FUND		\$15,841.14
602 SEWER FUND		\$14,832.63
609 MUNICIPAL LIQUOR FUND		\$13,917.20
750 PAYROLL CLEARING FUND		\$373.38
		<u>\$55,827.92</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$55,827.92
<b>Total</b>	<b>\$55,827.92</b>

