



# Milroy City Council AGENDA

Monday, December 23, 2024  
6:00 p.m.

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1. **CALL TO ORDER – Pledge of Allegiance & Roll Call**
2. **APPROVE AGENDA – Additions/Deletions**
3. **GUESTS – Jack Christensen**
4. **CONSENT AGENDA – All items listed under the Consent Agenda, unless removed from the Consent Agenda, shall be approved by a Council motion.**
  - a. Minutes of the November 25, 2024, Regular City Council Meeting
  - b. Bills /ACH/Payroll
  - c. Resolution #15.2024 – Setting Fees
  - d. Resolution #16.2024 – Designating Fund Balances
5. **REPORTS**
  - Fire Department
  - Public Works
  - Mayor/Council
  - Clerk/Treasurer
6. **UNFINISHED BUSINESS**
  - Banners
  - Tile/Ditch
7. **NEW BUSINESS**
  - December utility billing due date misprint
  - Redwood County Cannabis Ordinance
  - ACH utility payment form
  - Pay Equity Reporting due 1/31/2025
8. **OPEN FORUM – Open forum provides residents with the opportunity to address the City Council. The City Council cannot take official action on items discussed during the open forum, except to refer items to staff for future reports or follow through. Speakers may be limited to three (3) minutes.**
9. **MAYOR/COUNCIL ITEMS**
  - January 1 & 20 – Holidays Observed
  - January 27 – City Council Meeting
  - Acknowledge of Years of Service of Councilmember Zwach(13) and Mayor Brooks(16)
10. **ADJOURN**

## **MILROY CITY COUNCIL**

Regular Meeting

November 25, 2024

### **CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL**

Mayor Brooks called the meeting to order at 6:00 p.m., followed by the pledge of allegiance.

Present: Mayor Brooks, Council Members Christensen, Olson, Sik and Zwach.

Staff in attendance: Clerk/Treasurer Snyder, Public Works Director Duscher and Fire Chief Krueger.

### **GUESTS**

Kent Miller, Steve & Debbie Todd, Sharri VanDeWiele, Lori Duscher, Mary Dahmes and Scott Haken.

### **APPROVE AGENDA**

**Christensen/Sik unanimous to approve the agenda with the addition of Redwood County Prosecution Contract under Unfinished Business.**

### **AUGUST 2024 MINUTES**

At the October 2024 meeting it was brought forward to amend the minutes of the August 2024 meeting. Upon review by the Clerk/Treasurer these minutes already stated what was wanted, therefore these will stand as written with no amendment.

### **CONSENT AGENDA**

**Zwach/Christensen unanimous to approve the consent agenda as presented.**

- October 28, 2024, Regular Council minutes and November 12, 2024, Canvass Meeting minutes.
- Claims Payable (check #12679 - #12692) for \$4,121.22, and electronic payments in the amount of \$14,933.18.
- Resolution #13-2024 – Acceptance of Podium.

### **REPORTS**

**FIRE** – DNR surplus items are being returned. The generator has been installed and needs to be wired. **Christensen/Zwach unanimous to approve the quote of \$2,250.68 from G & R Electric to hook up the generator.**

**PUBLIC WORKS** – Christmas lights have been put up around the Welcome to Milroy sign by Kent Miller family. One of the well house heaters was replaced. The lead service line inventory is complete and available on the website or city hall. **Christensen/Brooks unanimous to purchase a half inch impact from Running's for \$349.99.**

**MAYOR/COUNCIL** – Olson asked about the letter he received about his lead service line. He is wanting to get a test kit and he should contact the number in the letter which he has been doing with no response. He also asked if a letter had been sent about a vehicle which is sitting on city property. A letter will be sent to the resident.

Christensen asked about the apartment building roof and when or if it needs to be replaced because the Legion roof needs replacement and they thought this could be a joint project. The roof on the apartment building does not need any repairs/replacement at this time.

**CLERK/TREASURER** – Pat Dolan asked about banners and if the city had plans to buy/replace some of the ones which are wind torn. She explained to Pat the safety issue for the city with no proper equipment or no more than one employee to put these on the poles. The Milroy Yankees would maybe help in getting these up and provide funds if the city would purchase a few more of the Welcome to Milroy home of the Yankees banners. Banners sponsorship was discussed, but due to them being along a state highway MNDOT will be contacted. Banner hardware and different mechanisms to get these up without a lift will be researched. EDA members, bylaws, expectations and lack of interest to make up the required five members was discussed and will be on the January agenda. First Independent bank would like to come on 12/7/2024 to update their equipment in-house prior to their website conversion.

### **UNFINISHED BUSINESS**

The payment request from 604 Cedar Street for concrete replacement when their driveway had to be dug up to run the sewer line to the property next door was reviewed. **Christensen/Olson/Brooks/Zwach in favor to approve payment for \$563.48. Sik abstained.**

Purchasing new laptops or iPads for council was discussed. This will be on the January agenda.

Information on the 4M fund was reviewed. This is a Money Market account with a 4.3% interest rate through the League of MN cities. The next step would be to pass a resolution and fill out an application. This will be on the January agenda.

**Christensen/Zwach unanimous to approve Resolution #14.2025 Approving 2025 Final Levy; General Levy \$185,000; Tax Abatement Levy \$16,500 and 2022 Street Project Abatement Levy \$ 110,000.**

Sik asked how a city goes about filling out grants and who is responsible. There is the RADC in Redwood Falls that works with cities and Grady Holtberg, Redwood County EDA Coordinator that could be asked about what's out there and the eligibility to apply.

Sik questioned some items in the Personnel policy. She pointed out the social media policy and the guidelines when using. All city employees and council should consider if you don't want it posted about you, then you should not post about someone else, and all should have more respect for one another. City clerk hours and if there is a written policy was asked. The clerk explained these are posted hours and if there are or have been changes the information was listed only in the minutes. Sik would also like to meet with the clerk to see what this position entails; this is a great idea and will be set up. She also asked about a city complaint form and the city has one in place. She also met with the Public Works director and has a better idea of what he does as well.

All new and current council members are encouraged to attend the newly elected training put on by the League of MN cities.

Employee reviews were discussed. Zwach stated raises can be given at any time and to let the new council deal with raises. Sik would like to see at least a cost-of-living raise given. Olson questioned going back to the anniversary date if raises are given after the first of the year, which would be done. This will be put on the January agenda.

Matthew Novak was contacted about representing the city for prosecution services. Currently the city has a contract with the county. The county charges the city \$175.00 an hour and Novak will charge the city \$125.00 an hour. If the city terminates the contract with the county, they require a 160 day written notice. **Christensen/Sik unanimous to end the contract with Redwood County effective 5.3.2025.**

#### **NEW BUSINESS**

2025 fee schedule was reviewed with no changes.

West side of the city windbreak was discussed. Sik inquired if the city would consider selling this land to the adjacent property owners. It was decided that this will not be sold at this time.

#### **OPEN FORUM**

Lori Duscher then addressed the council about wages, benefits filing a grievance, area city wages and council pay. Area wages were collected by the clerk and shared with the council in the September and October packets. Sik also made some calls and found that Milroy's wages are a little under based on the employees' years of service, but the insurance offered to employees is more generous.

#### **MAYOR/COUNCIL ITEMS**

- December 23 – City Council Meeting
- December 25 – Holiday Observed

#### **ADJOURN**

**Zwach/Sik unanimous to adjourn the meeting 7:20 p.m.**

Approved on this 23<sup>rd</sup> day of December 2024.

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Betsy Snyder, City Clerk/Treasurer

**Accounts Payable Check Register Report - First Independent Bank-1005284**

For The Date Range From 11/22/2024 To 12/19/2024

For All Vendors And For Outstanding, Cleared Checks - Computer Generated, Hand Written, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
12693	C	11/25/2024	27	FCAM	\$16,500.00	O
12694	C	11/25/2024	54	Otter Tail Power Company	\$1,070.36	O
12695	C	11/25/2024	68	Wabasso Ambulance Association	\$1,000.00	O
12696	C	11/25/2024	226	Lanny Sik	\$563.48	O
12697	C	11/25/2024	284	Menards	\$110.70	O
12698	C	11/25/2024	386	Minnesota Department of Health	\$323.00	O
12699	C	12/10/2024	11	Wrenchers, LLC	\$145.00	O
12700	C	12/10/2024	27	FCAM	\$192.90	O
12701	C	12/10/2024	29	Gopher State One-Call	\$1.35	O
12702	C	12/10/2024	41	MN Valley Telephone Co.	\$283.45	O
12703	C	12/10/2024	59	Running's Supply, INC.	\$573.89	O
12704	C	12/10/2024	79	Milroy Postmaster	\$154.00	O
12705	C	12/10/2024	396	League of MN Cities Insurance Trust	\$933.00	O
12706	C	12/10/2024	428	City of Milroy	\$169.21	O
12707	C	12/10/2024	509	North Ambulance	\$400.00	O
12708	C	12/10/2024	569	League of Minnesota Cities	\$700.00	O
12709	C	12/10/2024	575	Quarnstrom & Doering P.A.	\$239.25	O
12710	C	12/18/2024	59	Running's Supply, INC.	\$62.93	O
12711	C	12/18/2024	67	Volunteer Firefighters Benefit Association of MN	\$14.00	O
12712	C	12/18/2024	137	One Office Solution	\$877.70	O
12713	C	12/18/2024	170	Redwood County Attorney's Office	\$87.50	O
12714	C	12/18/2024	531	Minnesota Fire Service Certification Board	\$786.00	O
Meadowland Farmers Coop	E	12/10/2024	40	Meadowland Farmers Coop	\$664.98	O
MEDICA	E	12/10/2024	544	MEDICA	\$3,234.50	O
Southwest Sanitation	E	12/10/2024	413	Southwest Sanitation	\$1,332.58	O
VISA	E	11/25/2024	90	VISA	\$9.90	O
WEX Health	E	12/10/2024	272	WEX Health	\$5.50	O

**Cleared \$0.00**

**Outstanding \$30,435.18**

**Void \$0.00**

## CITY OF MILROY

2024

CHECKING	AMOUNT	BALANCE
Beginning Balance	11/1/2024	56,056.62
EFT – Pera	1,273.24	54,783.38
EFT – IRS	1,706.09	53,077.29
EFT – State of MN	263.75	52,813.54
EFT - Sales Tax		52,813.54
EFT -		52,813.54
Payroll	7,183.13	45,630.41
Misc. Receipts	1,290.75	46,921.16
WSG Receipts	15,642.88	62,564.04
		62,564.04
AP	28,271.24	34,292.80
First Independent - Checking Interest	11.74	34,304.54
First Independent - Analysis Charge	70.60	34,233.94
Ending Balance	11/30/2024	

GENERAL FUND SAVINGS ACCOUNT	AMOUNT	BALANCE
Beginning Balance	11/1/2024	302,289.95
Transfer Out/In		302,289.95
Interest	372.69	302,662.64
Ending Balance	11/30/2024	

TRUCK FUND SAVINGS ACCOUNT	AMOUNT	BALANCE
Beginning Balance	11/1/2024	26,601.80
Transfer Out/In		26,601.80
Interest	10.93	26,612.73
Ending Balance	11/30/2024	

GENERAL FUND CD	AMOUNT	BALANCE
Beginning Balance	11/1/2024	300,000.00

TRUCK FUND CD	AMOUNT	BALANCE
Beginning Balance	11/1/2024	143,366.00

**CITY OF MILROY - 507-336-2495**

**Council Approval Report  
(Council Approval Report)**

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<b>General Fund</b>											
27	<b>FCAM, P.O. Box 100, 602 Euclid Avenue, Milroy, MN, 56263</b>										
11.24	12/09/24	Conference & Training	12/09/24	\$18.37	\$18.37	01-04-4070	Conference & Training	\$300.00	\$21.55		
11.24	12/09/24	Gas-City Pick Up	12/09/24	\$39.74	\$39.74	01-04-4175	Gas-City Pick Up	\$1,500.00	\$474.10		
11.24	12/09/24	Diesel-Plow, Tractor, Mower, Sweeper	12/09/24	\$118.81	\$118.81	01-04-4176	Diesel-Plow, Tractor, Mo	\$2,500.00	\$1,569.62		
11.24	12/09/24	Shop Supplies	12/09/24	\$15.98	\$15.98	01-04-4200	Shop Supplies	\$800.00	\$546.02		
						<b>\$192.90</b>					
29	<b>Gopher State One-Call, 7223 Parkway Drive, Suite 210, Hanover, MD, 21076-1317</b>										
4110602	12/09/24	Monthly Tickets	12/09/24	\$1.35	\$1.35	01-04-4190	One Call Concepts	\$400.00	\$318.95		
						<b>\$1.35</b>					
40	<b>Meadowland Farmers Coop, P.O. Box 338, Lamberton, MN, 56152</b>										
11.24	12/09/24	Utilities & LP	12/09/24	\$492.32	\$492.32	01-01-4095	Utilities & LP	\$12,000.00	\$5,967.66		
11.24	12/09/24	Utilities	12/09/24	\$172.66	\$172.66	01-04-4095	Utilities	\$7,500.00	\$251.10		
						<b>\$664.98</b>					
41	<b>MN Valley Telephone Co., P.O. Box 310, Franklin, MN, 55333-0310</b>										
11.24	12/09/24	Monthly Phone Charges	12/09/24	\$283.45	\$283.45	01-01-4060	Phone	\$4,000.00	\$844.11		
						<b>\$283.45</b>					
59	<b>Running's Supply, INC., 911 Michigan Road, Marshall, MN, 56258-2721</b>										
5919307	12/09/24	Shop Supplies	12/09/24	\$33.97	\$33.97	01-04-4200	Shop Supplies	\$800.00	\$546.02		
5931676	12/09/24	Shop Supplies	12/09/24	\$79.94	\$79.94	01-04-4200	Shop Supplies	\$800.00	\$546.02		
5932346	12/09/24	Shop Supplies	12/09/24	\$349.99	\$349.99	01-04-4200	Shop Supplies	\$800.00	\$546.02		
						<b>\$463.90</b>					
79	<b>Milroy Postmaster, , Milroy, MN, 56263</b>										
2025	12/09/24	Postage	12/09/24	\$154.00	\$154.00	01-01-4116	Postage	\$700.00	\$490.90		
						<b>\$154.00</b>					
272	<b>WEX Health, PO Box 9528, Fargo, ND, 58106-9528</b>										
0002070662-IN	12/09/24	VEBA Contributions	12/09/24	\$2.75	\$2.75	01-01-4077	VEBA-Maintenance	\$1,236.00	\$5.75		
0002070662-IN	12/09/24	VEBA Contributions	12/09/24	\$2.75	\$2.75	01-01-4078	VEBA-Clerk/Treasurer	\$2,436.00	\$5.75		
						<b>\$5.50</b>					
396	<b>League of MN Cities Insurance Trust, , P.O. Box 581517, Minneapolis, MN, 55458-1517</b>										
WC 2	12/09/24	Bonds & Insurance	12/09/24	\$933.00	\$933.00	01-01-4075	Bonds & Insurance	\$16,000.00	(\$9,672.00)		
						<b>\$933.00</b>					
544	<b>MEDICA, , ,</b>										
12.2024	12/09/24	Health Insurance Payable	12/09/24	\$483.17	\$483.17	01-00-2036	Health Insurance Payabl	\$0.00	(\$853.42)		
12.2024	12/09/24	Employer Paid Health Insurance	12/09/24	\$2,751.33	\$2,751.33	01-01-4076	Employer Paid Health Ins	\$30,000.00	(\$264.63)		
						<b>\$3,234.50</b>					

**Council Approval Report**  
**(Council Approval Report)**

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<b>569 League of Minnesota Cities, 145 University Ave West, St. Paul, MN, 55103-2044</b>											
	417264	12/09/24	Confrences & Training	12/09/24	\$350.00	\$350.00	01-01-4070	Confrences & Training	\$3,000.00		(\$147.09)
	417659	12/09/24	Confrences & Training	12/09/24	\$350.00	\$350.00	01-01-4070	Confrences & Training	\$3,000.00		(\$147.09)
							<b>\$700.00</b>				
<b>575 Quarnstrom &amp; Doering P.A., 109 South Fourth Street, Marshall, MN, 56258</b>											
	88999	12/09/24	Professional & Legal Services	12/09/24	\$239.25	\$239.25	01-01-4055	Professional & Legal Ser	\$13,000.00		(\$6,530.09)
							<b>\$239.25</b>				
<b>Total General Fund</b>							<b>\$6,872.83</b>				
<b><u>Water Fund</u></b>											
<b>59 Running's Supply, INC., 911 Michigan Road, Marshall, MN, 56258-2721</b>											
	5919307	12/09/24	Equipment Repairs/Maintenance	12/09/24	\$109.99	\$109.99	02-00-4052	Equipment Repairs/Maint	\$4,000.00		\$2,588.80
							<b>\$109.99</b>				
<b>428 City of Milroy, 410 Euclid Avenue, P.O. Box 9, Milroy, MN, 56263</b>											
	11.2024	12/09/24	MN 9.72 Fee Payable	12/09/24	\$0.81	\$0.81	02-00-2060	MN 9.72 Fee Payable	\$0.00		(\$131.25)
							<b>\$0.81</b>				
<b>Total Water Fund</b>							<b>\$110.80</b>				
<b><u>Garbage Fund</u></b>											
<b>413 Southwest Sanitation, P.O. Box 425, Marshall, MN, 56258</b>											
	11.2024	12/09/24	62 - 35 Gallon Carts@8.34 each	12/09/24	\$1,332.58	\$1,332.58	04-00-4250	Charges for Services	\$13,000.00		\$174.26
							<b>\$1,332.58</b>				
<b>Total Garbage Fund</b>							<b>\$1,332.58</b>				
<b><u>Fire Fund</u></b>											
<b>11 Wrenchers, LLC, , 511 Euclid Avenue, Milroy, MN, 56263</b>											
	3919	12/09/24	Vehicle Repairs & Maintenance	12/09/24	\$145.00	\$145.00	06-03-4170	Vehicle Repairs & Mainte	\$2,000.00		\$263.61
							<b>\$145.00</b>				
<b>509 North Ambulance, 111 S a St., Marshall, MN, 56258</b>											
	1	12/09/24	Conference & Training	12/09/24	\$400.00	\$400.00	06-03-4070	Conference & Training	\$1,000.00		(\$15,534.25)
							<b>\$400.00</b>				
<b>Total Fire Fund</b>							<b>\$545.00</b>				

**Council Approval Report**  
**(Council Approval Report)**

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
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**Milroy EDA**

428 City of Milroy, 410 Euclid Avenue, P.O. Box 9, Milroy, MN, 56263

11.2024	12/09/24	Water	12/09/24	\$120.32	\$120.32	08-08-4290	Water	\$1,000.00	(\$111.90)
11.2024	12/09/24	Sewer	12/09/24	\$48.08	\$48.08	08-08-4291	Sewer	\$500.00	\$40.29

**\$168.40**

**Total Milroy EDA**

**\$168.40**

**Total Bills To Pay:**

**\$9,029.61**

Employee Initials: \_\_\_\_\_



Mayor Initials: \_\_\_\_\_





**CITY OF MILROY - 507-336-2495**  
**Council Approval Report**  
 (Council Approval Report)

InvoiceNumber	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<b>General Fund</b>										
27 2024	FCAM, P.O. Box 100, 602 Euclid Avenue, Milroy, MN, 56263	11/25/24	Tax Abatement Expense	11/25/24	\$16,500.00	\$16,500.00	01-01-4255	Tax Abatement Expense	\$16,500.00	\$16,500.00
54	Otter Tail Power Company, 210 St. Olaf Ave North, PO Box 100, Canby, MN, 56220					\$16,500.00				
11.24	11/25/24 City Shop	11/25/24		11/25/24	\$47.83	\$47.83	01-01-4095	Utilities & LP	\$12,000.00	\$6,085.10
11.24	11/25/24 City Hall	11/25/24		11/25/24	\$69.61	\$69.61	01-01-4095	Utilities & LP	\$12,000.00	\$6,085.10
11.24	11/25/24 Street Lites	11/25/24		11/25/24	\$525.86	\$525.86	01-04-4095	Utilities	\$7,500.00	\$776.96
11.24	11/25/24 Park	11/25/24		11/25/24	\$34.62	\$34.62	01-05-4095	Utilities	\$450.00	\$41.80
68 24	Wabasso Ambulance Association, 1429 Front Street, P.O. Box 60, Wabasso, MN, 56293	11/25/24	Ambulance Dues	11/25/24	\$1,000.00	\$1,000.00	01-02-4145	Ambulance Dues	\$1,000.00	\$0.00
						\$1,000.00				
<b>Total General Fund</b>						\$18,177.92				
<b>Water Fund</b>										
54 11.24	Otter Tail Power Company, 210 St. Olaf Ave North, PO Box 100, Canby, MN, 56220	11/25/24	Tower	11/25/24	\$86.51	\$86.51	02-00-4095	Utilities	\$3,000.00	\$1,848.99
90 11.24	VISA, P.O. Box 4512, Carol Stream, IL, 60197-4512	11/25/24	Postage/Office Supplies	11/25/24	\$9.90	\$9.90	02-00-4116	Postage/Office Supplies	\$600.00	(\$130.05)
226 2024	Lanny Sik, P.O. Box 106, Milroy, MN, 56263	11/25/24	Capital Improvements	11/25/24	\$281.74	\$281.74	02-00-4205	Capital Improvements	\$0.00	(\$9,771.02)
386 3.24	Minnesota Department of Health, 625 North Robert Street, P.O. Box 64494, St. Paul, MN, 55164-0494	11/25/24	MN 9.72 Fee Payable	11/25/24	\$323.00	\$323.00	02-00-2060	MN 9.72 Fee Payable	\$0.00	(\$339.87)
						\$323.00				
<b>Total Water Fund</b>						\$701.15				
<b>Sewer Fund</b>										
54 11.24	Otter Tail Power Company, 210 St. Olaf Ave North, PO Box 100, Canby, MN, 56220	11/25/24	Lift Station	11/25/24	\$123.86	\$123.86	03-00-4095	Utilities & LP	\$3,000.00	(\$87.73)
11.24	11/25/24 Pump #1	11/25/24		11/25/24	\$68.33	\$68.33	03-00-4095	Utilities & LP	\$3,000.00	(\$87.73)

**CITY OF MILROY - 507-336-2495**  
**Council Approval Report**  
 (Council Approval Report)

InvoiceNumber	Vendor Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
226 2024	Lanny Sik, P.O. Box 106, Milroy, MN, 56263 11/25/24	Capital Improvements	11/25/24	\$281.74	\$281.74	03-00-4205	Capital Improvements	\$0.00	(\$1,761.25)
					\$192.19				
<b>Total Sewer Fund</b>					\$281.74				
					\$473.93				
<b><u>Fire Fund</u></b>									
54 11.24	Otter Tail Power Company, 210 St. Olaf Ave North, PO Box 100, Canby, MN, 56220 11/25/24	Siren	11/25/24	\$9.57	\$9.57	06-03-4095	Utilities	\$150.00	\$52.10
284 31689	Menards, 1500 Boyer Drive, Marshall, MN, 56258 11/25/24	Parade Candy	11/25/24	\$110.70	\$110.70	06-03-4109	Parade Candy	\$150.00	\$21.13
					\$9.57				
<b>Total Fire Fund</b>					\$110.70				
					\$120.27				
<b><u>Milroy Fitness Center</u></b>									
54 11.24	Otter Tail Power Company, 210 St. Olaf Ave North, PO Box 100, Canby, MN, 56220 11/25/24	Fitness Center	11/25/24	\$104.17	\$104.17	09-09-4095	Utilities & LP	\$2,000.00	\$165.94
<b>Total Milroy Fitness Center</b>					\$104.17				
					\$104.17				
<b>Total Bills To Pay:</b>					\$19,577.44				

**EMPLOYEE INITIALS:**

**CITY OF MILROY - 507-336-2495**  
**Council Approval Report**  
 (Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<b>General Fund</b>											
59	Running's Supply, INC., 911 Michigan Road, Marshall, MN, 56258-2721										
33580	12/18/24	Street Maintenance Supplies			12/18/24	\$62.93	\$62.93	01-04-4185	Street Maintenance Supp	\$1,000.00	\$1,000.00
							<b>\$62.93</b>				
137	One Office Solution, 435 Norfolk Ave., Norfolk, NE, 68701										
587173-00	12/18/24	Office Supplies			12/18/24	\$781.95	\$781.95	01-01-4040	Office Supplies	\$2,200.00	(\$848.45)
							<b>\$781.95</b>				
170	Redwood County Attorney's Office, P.O. Box 130, Redwood Falls, MN, 56283										
11.2024	12/18/24	Redwood County Court Costs			12/18/24	\$87.50	\$87.50	01-01-4056	Redwood County Court C	\$500.00	(\$4,050.00)
							<b>\$87.50</b>				
<b>Total General Fund</b>							<b>\$932.38</b>				
<b>Water Fund</b>											
137	One Office Solution, 435 Norfolk Ave., Norfolk, NE, 68701										
587173-00	12/18/24	Postage/Office Supplies			12/18/24	\$34.99	\$34.99	02-00-4116	Postage/Office Supplies	\$600.00	(\$139.95)
							<b>\$34.99</b>				
<b>Total Water Fund</b>							<b>\$34.99</b>				
<b>Sewer Fund</b>											
137	One Office Solution, 435 Norfolk Ave., Norfolk, NE, 68701										
587173-00	12/18/24	Postage/Office Supplies			12/18/24	\$34.99	\$34.99	03-00-4116	Postage/Office Supplies	\$600.00	(\$79.00)
							<b>\$34.99</b>				
<b>Total Sewer Fund</b>							<b>\$34.99</b>				
<b>Fire Fund</b>											
67	Volunteer Firefighters Benefit Association of MN, Steven Spaeth, Secretary, P.O. Box 822, Detroit Lakes, MN, 56502										
24	12/18/24	Dues & Subscriptions			12/18/24	\$14.00	\$14.00	06-03-4165	Dues & Subscriptions	\$500.00	\$48.00
							<b>\$14.00</b>				
531	Minnesota Fire Service Certification Board, PO Box 490667, Blaine, MN, 55449										
13371	12/18/24	Conference & Training			12/18/24	\$786.00	\$786.00	06-03-4070	Conference & Training	\$1,000.00	(\$15,534.25)
							<b>\$786.00</b>				
<b>Total Fire Fund</b>							<b>\$800.00</b>				

**Council Approval Report**  
**(Council Approval Report)**

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
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**Milroy Fitness Center**

137	One Office Solution, 435 Norfolk Ave., Norfolk, NE, 68701										
587173-00	12/18/24	Operating Supplies		12/18/24	\$25.77	\$25.77	09-09-4155	Operating Supplies	\$330.00	(\$2,968.86)	

\$25.77

**Total Milroy Fitness Center**

\$25.77

**Total Bills To Pay:**

\$1,828.13

Employee Initials: \_\_\_\_\_



Mayor Initials: \_\_\_\_\_

**CITY OF MILROY - 507-336-2495**  
**Statement of Revenue and Expenditures**  
 Revised Budget  
 For General Fund (01)  
 For the Fiscal Period 2024-12 Ending December 31, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
01-00-3000 General Property Tax	\$ 15,416.63	\$ 0.00	\$ 185,000.00	\$ 103,202.89	44.21%
01-00-3001 Tax Abatement	1,375.00	0.00	16,500.00	0.00	100.00%
01-00-3005 LGA	6,207.62	0.00	74,491.00	37,245.50	50.00%
01-00-3010 Small Cities Assistance	0.00	0.00	0.00	10,860.00	0.00%
01-00-3020 License & Permits	100.00	0.00	1,200.00	3,295.00	(174.58%)
01-00-3025 Interest Income	50.00	0.00	600.00	2,674.85	(345.81%)
01-00-3035 2% Fire State Aid	333.37	0.00	4,000.00	0.00	100.00%
01-00-3055 Insurance Dividend	125.00	0.00	1,500.00	936.70	37.55%
01-00-3060 Misc. Income	41.63	0.00	500.00	2,456.74	(391.35%)
01-00-3207 Spring Clean Up	25.00	0.00	300.00	285.00	5.00%
<b>Total Revenues</b>	<b>23,674.25</b>	<b>0.00</b>	<b>284,091.00</b>	<b>160,956.68</b>	<b>43.34%</b>
<b>Total General Fund Revenues</b>	<b>\$ 23,674.25</b>	<b>\$ 0.00</b>	<b>\$ 284,091.00</b>	<b>\$ 160,956.68</b>	<b>43.34%</b>

**Expenditures**

**General Government Expenditures**

01-01-4000 Mayor/Council Salary	\$ 416.63	\$ 0.00	\$ 5,000.00	\$ 3,400.00	32.00%
01-01-4005 Clerk/Treasurer Salary	4,750.00	0.00	57,000.00	54,710.64	4.02%
01-01-4010 Assessing Fees	186.63	0.00	2,240.00	2,460.00	(9.82%)
01-01-4011 Custodian Salary	20.87	0.00	250.00	102.44	59.02%
01-01-4020 City Share PERA	375.00	0.00	4,500.00	4,103.32	8.82%
01-01-4025 City Share SS	291.63	0.00	3,500.00	3,277.09	6.37%
01-01-4030 City Share MEDICARE	66.63	0.00	800.00	766.45	4.19%
01-01-4035 Election Expense	166.63	0.00	2,000.00	309.25	84.54%
01-01-4040 Office Supplies	183.37	0.00	2,200.00	3,048.45	(38.57%)
01-01-4045 Cleaning Supplies	16.63	0.00	200.00	170.39	14.81%
01-01-4050 Equipment Purchased	33.37	0.00	400.00	5,620.45	(1305.11%)
01-01-4052 Equipment Repairs/Maintenance	8.37	0.00	100.00	2,181.99	(2081.99%)
01-01-4055 Professional & Legal Services	1,083.37	0.00	13,000.00	19,530.09	(50.23%)
01-01-4056 Redwood County Court Costs	41.63	0.00	500.00	4,550.00	(810.00%)
01-01-4060 Phone	333.37	0.00	4,000.00	3,155.89	21.10%
01-01-4065 Mileage	108.37	0.00	1,300.00	2,009.83	(54.60%)
01-01-4070 Confrences & Training	250.00	0.00	3,000.00	3,147.09	(4.90%)
01-01-4075 Bonds & Insurance	1,333.37	0.00	16,000.00	25,672.00	(60.45%)
01-01-4076 Employer Paid Health Insurance	2,500.00	0.00	30,000.00	30,264.63	(0.88%)
01-01-4077 VEBA-Maintenance	103.00	0.00	1,236.00	1,230.25	0.47%
01-01-4078 VEBA-Clerk/Treasurer	203.00	0.00	2,436.00	2,430.25	0.24%
01-01-4080 Publications	41.63	0.00	500.00	0.00	100.00%
01-01-4095 Utilities & LP	1,000.00	0.00	12,000.00	6,032.34	49.73%
01-01-4107 Transfer Out to T. FUND SAVINGS	683.37	0.00	8,200.00	8,200.00	0.00%
01-01-4110 Misc. Expense	41.63	0.00	500.00	857.81	(71.56%)
01-01-4116 Postage	58.37	0.00	700.00	209.10	70.13%
01-01-4125 Property Taxes	41.63	0.00	500.00	405.00	19.00%
01-01-4165 Dues/Subscriptions	33.37	0.00	400.00	644.00	(61.00%)
01-01-4210 Government Building Repairs	41.63	0.00	500.00	510.38	(2.08%)

**CITY OF MILROY - 507-336-2495**  
**Statement of Revenue and Expenditures**

*Revised Budget*  
*For General Fund (01)*  
**For the Fiscal Period 2024-12 Ending December 31, 2024**

<b>Account Number</b>	<b>Current Budget</b>	<b>Current Actual</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>Remaining Budget %</b>
01-01-4255 Tax Abatement Expense	1,375.00	0.00	16,500.00	16,500.00	0.00%
01-01-4293 Clothing/Uniform Allowance	20.87	0.00	250.00	0.00	100.00%
01-01-5000 First Responder Lease Cost	41.63	0.00	500.00	500.00	0.00%
<b>Total General Government Expenditures</b>	<b>15,851.00</b>	<b>0.00</b>	<b>190,212.00</b>	<b>205,999.13</b>	<b>(8.30%)</b>
<b>Public Safety Expenditures</b>					
01-02-4052 Equipment Repairs	8.37	0.00	100.00	0.00	100.00%
01-02-4061 2% Fire State Aid	333.37	0.00	4,000.00	0.00	100.00%
01-02-4145 Ambulance Dues	83.37	0.00	1,000.00	2,000.00	(100.00%)
<b>Total Public Safety Expenditures</b>	<b>425.11</b>	<b>0.00</b>	<b>5,100.00</b>	<b>2,000.00</b>	<b>60.78%</b>
<b>Streets &amp; Maintenance Expenditures</b>					
01-04-4005 Street Salaries	1,583.37	0.00	19,000.00	17,099.22	10.00%
01-04-4020 City Share Pera	116.63	0.00	1,400.00	1,282.46	8.40%
01-04-4025 City Share SS	100.00	0.00	1,200.00	1,060.14	11.66%
01-04-4030 City Share Medicare	25.00	0.00	300.00	247.88	17.37%
01-04-4032 Spring Clean Up Day	208.37	0.00	2,500.00	2,713.49	(8.54%)
01-04-4050 Equipment Purchased	41.63	0.00	500.00	0.00	100.00%
01-04-4052 Equipment Repairs/Maintenance	166.63	0.00	2,000.00	2,445.28	(22.26%)
01-04-4060 Phone	13.37	0.00	160.00	146.74	8.29%
01-04-4070 Conference & Training	25.00	0.00	300.00	278.45	7.18%
01-04-4095 Utilities	625.00	0.00	7,500.00	7,248.90	3.35%
01-04-4110 Misc. Expense	8.37	0.00	100.00	108.03	(8.03%)
01-04-4170 Vehicle Repairs/Maintenance	166.63	0.00	2,000.00	1,389.88	30.51%
01-04-4175 Gas-City Pick Up	125.00	0.00	1,500.00	1,025.90	31.61%
01-04-4176 Diesel-Plow, Tractor, Mower, Sweeper	208.37	0.00	2,500.00	930.38	62.78%
01-04-4185 Street Maintenance Supplies	83.37	0.00	1,000.00	0.00	100.00%
01-04-4189 Tree Trimming	166.63	0.00	2,000.00	1,185.00	40.75%
01-04-4190 One Call Concepts	33.37	0.00	400.00	81.05	79.74%
01-04-4200 Shop Supplies	66.63	0.00	800.00	253.98	68.25%
01-04-4210 Government Building Repairs	41.63	0.00	500.00	0.00	100.00%
01-04-4275 Seal Coating & Crackfilling	666.63	0.00	8,000.00	0.00	100.00%
01-04-4278 Vehicle/Equipment Replacement	1,666.63	0.00	20,000.00	0.00	100.00%
01-04-4293 Clothing/Uniform Allowance	7.00	0.00	84.00	66.67	20.63%
<b>Total Streets &amp; Maintenance Expenditures</b>	<b>6,145.26</b>	<b>0.00</b>	<b>73,744.00</b>	<b>37,563.45</b>	<b>49.06%</b>
<b>Parks &amp; Recreation Expenditures</b>					
01-05-4052 Repairs & Maintenance	8.37	0.00	100.00	2,101.86	(2001.86%)
01-05-4095 Utilities	37.50	0.00	450.00	442.82	1.60%
01-05-4189 Tree Trimming	41.63	0.00	500.00	0.00	100.00%
01-05-4200 Equipment & Supplies	25.00	0.00	300.00	148.34	50.55%
01-05-4205 Capital Improvements	0.00	0.00	0.00	4,312.09	0.00%
01-05-4278 Equipment Replacement	41.63	0.00	500.00	0.00	100.00%
<b>Total Parks &amp; Recreation Expenditures</b>	<b>154.13</b>	<b>0.00</b>	<b>1,850.00</b>	<b>7,005.11</b>	<b>(278.65%)</b>
<b>Total General Fund Expenditures</b>	<b>\$ 22,575.50</b>	<b>\$ 0.00</b>	<b>\$ 270,906.00</b>	<b>\$ 252,567.69</b>	<b>6.77%</b>
<b>General Fund Excess of Revenues Over Expenditures</b>	<b>\$ 1,098.75</b>	<b>\$ 0.00</b>	<b>\$ 13,185.00</b>	<b>\$ (91,611.01)</b>	<b>794.81%</b>

**CITY OF MILROY - 507-336-2495**  
**Statement of Revenue and Expenditures**  
 Revised Budget  
 For Water Fund (02)  
 For the Fiscal Period 2024-12 Ending December 31, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
02-00-3080 Customer Water	\$ 3,750.00	\$ 0.00	\$ 45,000.00	\$ 45,242.40	(0.54%)
02-00-3090 Reconnection/Penalty/Deposit Fees	83.37	0.00	1,000.00	2,460.00	(146.00%)
02-00-3200 Improvement Fees	3,750.00	0.00	45,000.00	47,908.25	(6.46%)
<b>Total Revenues</b>	<b>7,583.37</b>	<b>0.00</b>	<b>91,000.00</b>	<b>95,610.65</b>	<b>(5.07%)</b>
<b>Total Water Fund Revenues</b>	<b>\$ 7,583.37</b>	<b>\$ 0.00</b>	<b>\$ 91,000.00</b>	<b>\$ 95,610.65</b>	<b>(5.07%)</b>
<b>Expenditures</b>					
<b>Expenditures</b>					
02-00-4005 Water Salaries	\$ 1,583.37	\$ 0.00	\$ 19,000.00	\$ 17,094.24	10.03%
02-00-4020 City Share PERA	116.63	0.00	1,400.00	1,282.04	8.43%
02-00-4025 City Share SS	100.00	0.00	1,200.00	1,059.84	11.68%
02-00-4030 City Share MEDICARE	25.00	0.00	300.00	247.89	17.37%
02-00-4052 Equipment Repairs/Maintenance	333.37	0.00	4,000.00	1,411.20	64.72%
02-00-4060 Phone	14.62	0.00	175.00	146.63	16.21%
02-00-4070 Conference & Training	25.00	0.00	300.00	593.32	(97.77%)
02-00-4095 Utilities	250.00	0.00	3,000.00	1,237.52	58.75%
02-00-4100 Meters and Supplies	125.00	0.00	1,500.00	927.46	38.17%
02-00-4116 Postage/Office Supplies	50.00	0.00	600.00	739.95	(23.33%)
02-00-4165 Dues/Memberships & Permits	41.63	0.00	500.00	612.57	(22.51%)
02-00-4200 Shop Supplies	25.00	0.00	300.00	235.35	21.55%
02-00-4205 Capital Improvements	0.00	0.00	0.00	10,052.76	0.00%
02-00-4217 Tower Maintenance	1,166.63	0.00	14,000.00	20,726.48	(48.05%)
02-00-4220 Chemicals & Testing Fees	41.63	0.00	500.00	726.33	(45.27%)
02-00-4260 Bond Principal	2,583.37	0.00	31,000.00	32,000.00	(3.23%)
02-00-4265 Bond Interest	271.63	0.00	3,260.00	2,330.50	28.51%
02-00-4270 Bond Agent Fees	31.25	0.00	375.00	395.00	(5.33%)
02-00-4293 Clothing/Uniform Allowance	6.88	0.00	83.00	66.64	19.71%
<b>Total Expenditures</b>	<b>6,791.01</b>	<b>0.00</b>	<b>81,493.00</b>	<b>91,885.72</b>	<b>(12.75%)</b>
<b>Total Water Fund Expenditures</b>	<b>\$ 6,791.01</b>	<b>\$ 0.00</b>	<b>\$ 81,493.00</b>	<b>\$ 91,885.72</b>	<b>(12.75%)</b>
<b>Water Fund Excess of Revenues Over Expenditures</b>	<b>\$ 792.36</b>	<b>\$ 0.00</b>	<b>\$ 9,507.00</b>	<b>\$ 3,724.93</b>	<b>60.82%</b>

**CITY OF MILROY - 507-336-2495**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
**For Sewer Fund (03)**  
 For the Fiscal Period 2024-12 Ending December 31, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
03-00-3090 Connection Fees	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00%
03-00-3110 Customer Sewer	1,250.00	0.00	15,000.00	10,145.10	32.37%
03-00-3200 Improvement Fees	250.00	0.00	3,000.00	28,917.86	(863.93%)
<b>Total Revenues</b>	<b>1,500.00</b>	<b>0.00</b>	<b>18,000.00</b>	<b>40,062.96</b>	<b>(122.57%)</b>
<b>Total Sewer Fund Revenues</b>	<b>\$ 1,500.00</b>	<b>\$ 0.00</b>	<b>\$ 18,000.00</b>	<b>\$ 40,062.96</b>	<b>(122.57%)</b>
<b>Expenditures</b>					
<b>Expenditures</b>					
03-00-4005 Sewer Salaries	\$ 1,583.37	\$ 0.00	\$ 19,000.00	\$ 17,094.24	10.03%
03-00-4020 City Share PERA	116.63	0.00	1,400.00	1,282.04	8.43%
03-00-4025 City Share SS	100.00	0.00	1,200.00	1,059.84	11.68%
03-00-4030 City Share MEDICARE	25.00	0.00	300.00	247.89	17.37%
03-00-4050 Equipment Purchased	83.37	0.00	1,000.00	0.00	100.00%
03-00-4052 Equipment Repairs/Maintenance	333.37	0.00	4,000.00	282.00	92.95%
03-00-4060 Phone	14.62	0.00	175.00	146.63	16.21%
03-00-4070 Conference & Training	25.00	0.00	300.00	593.32	(97.77%)
03-00-4095 Utilities & LP	250.00	0.00	3,000.00	3,279.92	(9.33%)
03-00-4116 Postage/Office Supplies	50.00	0.00	600.00	679.00	(13.17%)
03-00-4125 Property Taxes	0.00	0.00	0.00	874.24	0.00%
03-00-4165 Dues/Memberships & Permits	33.37	0.00	400.00	345.00	13.75%
03-00-4200 Shop Supplies	25.00	0.00	300.00	95.35	68.22%
03-00-4205 Capital Improvements	0.00	0.00	0.00	2,042.99	0.00%
03-00-4220 Chemicals & Testing Fees	416.63	0.00	5,000.00	5,300.66	(6.01%)
03-00-4240 Jetter Expenses	83.37	0.00	1,000.00	3,062.50	(206.25%)
03-00-4293 Clothing/Uniform Allowance	6.88	0.00	83.00	66.64	19.71%
<b>Total Expenditures</b>	<b>3,146.61</b>	<b>0.00</b>	<b>37,758.00</b>	<b>36,452.26</b>	<b>3.46%</b>
<b>Total Sewer Fund Expenditures</b>	<b>\$ 3,146.61</b>	<b>\$ 0.00</b>	<b>\$ 37,758.00</b>	<b>\$ 36,452.26</b>	<b>3.46%</b>
<b>Sewer Fund Excess of Revenues Over Expenditures</b>	<b>\$ (1,646.61)</b>	<b>\$ 0.00</b>	<b>\$ (19,758.00)</b>	<b>\$ 3,610.70</b>	<b>118.27%</b>



**CITY OF MILROY - 507-336-2495**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
*For Garbage Fund (04)*  
*For the Fiscal Period 2024-12 Ending December 31, 2024*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
04-00-3115 Charges for Services	\$ 1,666.63	\$ 0.00	\$ 20,000.00	\$ 18,969.02	5.15%
<b>Total Revenues</b>	<b>1,666.63</b>	<b>0.00</b>	<b>20,000.00</b>	<b>18,969.02</b>	<b>5.15%</b>
<b>Total Garbage Fund Revenues</b>	<b>\$ 1,666.63</b>	<b>\$ 0.00</b>	<b>\$ 20,000.00</b>	<b>\$ 18,969.02</b>	<b>5.15%</b>
<b>Expenditures</b>					
<b>Expenditures</b>					
04-00-4250 Charges for Services	\$ 1,083.37	\$ 0.00	\$ 13,000.00	\$ 12,825.74	1.34%
<b>Total Expenditures</b>	<b>1,083.37</b>	<b>0.00</b>	<b>13,000.00</b>	<b>12,825.74</b>	<b>1.34%</b>
<b>Total Garbage Fund Expenditures</b>	<b>\$ 1,083.37</b>	<b>\$ 0.00</b>	<b>\$ 13,000.00</b>	<b>\$ 12,825.74</b>	<b>1.34%</b>
<b>Garbage Fund Excess of Revenues Over Expenditures</b>	<b>\$ 583.26</b>	<b>\$ 0.00</b>	<b>\$ 7,000.00</b>	<b>\$ 6,143.28</b>	<b>12.24%</b>

**CITY OF MILROY - 507-336-2495**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
**For 2022 Street Project Levy (05)**  
**For the Fiscal Period 2024-12 Ending December 31, 2024**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
05-00-3205 '22 Street Project Abatement Levy	\$ 8,333.37	\$ 0.00	\$ 100,000.00	\$ 50,534.72	49.47%
<b>Total Revenues</b>	<b>8,333.37</b>	<b>0.00</b>	<b>100,000.00</b>	<b>50,534.72</b>	<b>49.47%</b>
<b>Total 2022 Street Project Levy Revenues</b>	<b>\$ 8,333.37</b>	<b>\$ 0.00</b>	<b>\$ 100,000.00</b>	<b>\$ 50,534.72</b>	<b>49.47%</b>
<b>Expenditures</b>					
<b>Expenditures</b>					
05-00-4260 Loan Principal	\$ 6,821.84	\$ 0.00	\$ 81,862.19	\$ 81,862.19	0.00%
05-00-4265 Loan Interest	3,841.53	0.00	46,097.81	46,097.81	0.00%
<b>Total Expenditures</b>	<b>10,663.37</b>	<b>0.00</b>	<b>127,960.00</b>	<b>127,960.00</b>	<b>0.00%</b>
<b>Total 2022 Street Project Levy Expenditures</b>	<b>\$ 10,663.37</b>	<b>\$ 0.00</b>	<b>\$ 127,960.00</b>	<b>\$ 127,960.00</b>	<b>0.00%</b>
<b>2022 Street Project Levy Excess of Revenues Over Exp</b>	<b>\$ (2,330.00)</b>	<b>\$ 0.00</b>	<b>\$ (27,960.00)</b>	<b>\$ (77,425.28)</b>	<b>(176.91%)</b>

**CITY OF MILROY - 507-336-2495**  
**Statement of Revenue and Expenditures**  
 Revised Budget  
 For Fire Fund (06)  
 For the Fiscal Period 2024-12 Ending December 31, 2024

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
06-00-3015 Relief Reimbursement	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,164.50	0.00%
06-00-3018 Fire Training Reimbursement	0.00	0.00	0.00	8,158.00	0.00%
06-00-3025 Interest Income	33.37	0.00	400.00	72.63	81.84%
06-00-3040 Township Contracts-Fire Protection	1,025.00	0.00	12,300.00	12,300.00	0.00%
06-00-3041 Township Contracts-T. Fund Savings	687.50	0.00	8,250.00	8,200.00	0.61%
06-00-3045 Fire Calls	125.00	0.00	1,500.00	1,500.00	0.00%
06-00-3065 Transfers In from GENERAL	0.00	0.00	0.00	8,200.00	0.00%
<b>Total Revenues</b>	<b>1,870.87</b>	<b>0.00</b>	<b>22,450.00</b>	<b>46,595.13</b>	<b>(107.55%)</b>
<b>Total Fire Fund Revenues</b>	<b>\$ 1,870.87</b>	<b>\$ 0.00</b>	<b>\$ 22,450.00</b>	<b>\$ 46,595.13</b>	<b>(107.55%)</b>
<b>Expenditures</b>					
<b>Fire Department Expenditures</b>					
06-03-4005 Salaries	\$ 166.63	\$ 0.00	\$ 2,000.00	\$ 0.00	100.00%
06-03-4025 City Share SS	14.13	0.00	170.00	0.00	100.00%
06-03-4030 City Share Medicare	3.37	0.00	40.00	0.00	100.00%
06-03-4050 Equipment Purchased	250.00	0.00	3,000.00	5,526.48	(84.22%)
06-03-4052 Equipment Repairs/Maintenance	83.37	0.00	1,000.00	1,153.56	(15.36%)
06-03-4055 Professional & Legal Services	83.37	0.00	1,000.00	1,912.06	(91.21%)
06-03-4066 Physicals	125.00	0.00	1,500.00	2,140.00	(42.67%)
06-03-4070 Conference & Training	83.37	0.00	1,000.00	16,534.25	(1553.43%)
06-03-4095 Utilities	12.50	0.00	150.00	107.47	28.35%
06-03-4109 Parade Candy	12.50	0.00	150.00	239.57	(59.71%)
06-03-4116 Postage	2.12	0.00	25.00	12.65	49.40%
06-03-4135 Civil Defense Per Diem	41.63	0.00	500.00	0.00	100.00%
06-03-4150 Vehicle Gas	41.63	0.00	500.00	748.47	(49.69%)
06-03-4151 Supplies/Fire Clothes	41.63	0.00	500.00	2,786.75	(457.35%)
06-03-4155 Operating Supplies	25.00	0.00	300.00	1,806.71	(502.24%)
06-03-4165 Dues & Subscriptions	41.63	0.00	500.00	452.00	9.60%
06-03-4170 Vehicle Repairs & Maintenance	166.63	0.00	2,000.00	1,736.39	13.18%
06-03-4205 Capital Improvements	0.00	0.00	0.00	5,783.00	0.00%
<b>Total Fire Department Expenditures</b>	<b>1,194.51</b>	<b>0.00</b>	<b>14,335.00</b>	<b>40,939.36</b>	<b>(185.59%)</b>
<b>Total Fire Fund Expenditures</b>	<b>\$ 1,194.51</b>	<b>\$ 0.00</b>	<b>\$ 14,335.00</b>	<b>\$ 40,939.36</b>	<b>(185.59%)</b>
<b>Fire Fund Excess of Revenues Over Expenditures</b>	<b>\$ 676.36</b>	<b>\$ 0.00</b>	<b>\$ 8,115.00</b>	<b>\$ 5,655.77</b>	<b>30.30%</b>

**CITY OF MILROY - 507-336-2495**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
*For Milroy EDA (08)*  
**For the Fiscal Period 2024-12 Ending December 31, 2024**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
08-00-3070 Rental Income	\$ 833.37	\$ 0.00	\$ 10,000.00	\$ 10,625.00	(6.25%)
<b>Total Revenues</b>	<b>833.37</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,625.00</b>	<b>(6.25%)</b>
<b>Total Milroy EDA Revenues</b>	<b>\$ 833.37</b>	<b>\$ 0.00</b>	<b>\$ 10,000.00</b>	<b>\$ 10,625.00</b>	<b>(6.25%)</b>
<b>Expenditures</b>					
<b>Milroy EDA Expenditures</b>					
08-08-4052 Equipment Repairs/Maintenance	\$ 16.63	\$ 0.00	\$ 200.00	\$ 0.00	100.00%
08-08-4095 Utilities & LP	8.37	0.00	100.00	0.00	100.00%
08-08-4125 Property Taxes	100.00	0.00	1,200.00	1,326.00	(10.50%)
08-08-4210 Government Building Repairs	41.63	0.00	500.00	0.00	100.00%
08-08-4290 Water	83.37	0.00	1,000.00	1,111.90	(11.19%)
08-08-4291 Sewer	41.63	0.00	500.00	459.71	8.06%
08-08-4292 Garbage	12.50	0.00	150.00	0.00	100.00%
<b>Total Milroy EDA Expenditures</b>	<b>304.13</b>	<b>0.00</b>	<b>3,650.00</b>	<b>2,897.61</b>	<b>20.61%</b>
<b>Total Milroy EDA Expenditures</b>	<b>\$ 304.13</b>	<b>\$ 0.00</b>	<b>\$ 3,650.00</b>	<b>\$ 2,897.61</b>	<b>20.61%</b>
<b>Milroy EDA Excess of Revenues Over Expenditures</b>	<b>\$ 529.24</b>	<b>\$ 0.00</b>	<b>\$ 6,350.00</b>	<b>\$ 7,727.39</b>	<b>(21.69%)</b>

**CITY OF MILROY - 507-336-2495**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
**For Milroy Fitness Center (09)**  
**For the Fiscal Period 2024-12 Ending December 31, 2024**

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
09-00-3209 Fitness Center Memberships	\$ 583.37	\$ 0.00	\$ 7,000.00	\$ 3,281.47	53.12%
<b>Total Revenues</b>	<b>583.37</b>	<b>0.00</b>	<b>7,000.00</b>	<b>3,281.47</b>	<b>53.12%</b>
<b>Total Milroy Fitness Center Revenues</b>	<b>\$ 583.37</b>	<b>\$ 0.00</b>	<b>\$ 7,000.00</b>	<b>\$ 3,281.47</b>	<b>53.12%</b>
<b>Expenditures</b>					
<b>Milroy Fitness Center Expenditures</b>					
09-09-4011 Custodian Salary	\$ 100.00	\$ 0.00	\$ 1,200.00	\$ 1,288.12	(7.34%)
09-09-4025 City Share SS	7.50	0.00	90.00	77.07	14.37%
09-09-4030 City Share MEDICARE	1.63	0.00	20.00	18.02	9.90%
09-09-4035 Election Expense	0.00	0.00	0.00	152.00	0.00%
09-09-4045 Cleaning Supplies	25.00	0.00	300.00	80.94	73.02%
09-09-4052 Equipment Repairs/Maintenance	41.63	0.00	500.00	250.00	50.00%
09-09-4095 Utilities & LP	166.63	0.00	2,000.00	1,938.23	3.09%
09-09-4125 Property Taxes	4.13	0.00	50.00	45.00	10.00%
09-09-4155 Operating Supplies	27.50	0.00	330.00	3,298.86	(899.65%)
09-09-4278 Equipment Replacement	83.37	0.00	1,000.00	0.00	100.00%
<b>Total Milroy Fitness Center Expenditures</b>	<b>457.39</b>	<b>0.00</b>	<b>5,490.00</b>	<b>7,148.24</b>	<b>(30.20%)</b>
<b>Total Milroy Fitness Center Expenditures</b>	<b>\$ 457.39</b>	<b>\$ 0.00</b>	<b>\$ 5,490.00</b>	<b>\$ 7,148.24</b>	<b>(30.20%)</b>
<b>Milroy Fitness Center Excess of Revenues Over Expend</b>	<b>\$ 125.98</b>	<b>\$ 0.00</b>	<b>\$ 1,510.00</b>	<b>\$ (3,866.77)</b>	<b>356.08%</b>

**CITY OF MILROY - 507-336-2495**  
**Statement of Revenue and Expenditures**  
*Revised Budget*

*For the Fiscal Period 2024-12 Ending December 31, 2024*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$ 46,045.23	\$ 0.00	\$ 552,541.00	\$ 426,635.63	22.79%
Total Expenditures	\$ 46,215.89	\$ 0.00	\$ 554,592.00	\$ 572,676.62	(3.26%)
Total Excess of Revenues Over Expenditures	\$ (170.66)	\$ 0.00	\$ (2,051.00)	\$ (146,040.99)	(7020.48%)

**RESOLUTION 2024–15**

**CITY OF MILROY  
COUNTY OF REDWOOD  
STATE OF MINNESOTA**

**SETTING FEES AND CHARGES FOR 2025**

**WHEREAS**, The City of Milroy requires the setting of fees and charges on a periodic basis through a resolution of the City Council; and

**WHEREAS**, fees and charges are reviewed on an annual basis to determine if they meet the expense of providing the service; and a resolution is needed to set fees each year.

**NOW, THEREFORE BE IT RESOLVED**, the following fees and charges shall be established January 1, 2025, until updated.

<b>Administrative Fees</b>		
Copies	0.25	Per Page
Return Check Fee	35.00	One Time Per Check Fee
Copy of City Audit	40.00	
Copy of City Budget	15.00	
Copy of City Ordinance	2.00	Per Ordinance Page
Copy of City Ordinance Book	100.00	One Time
Scan/Email	2.00	Per Page
Election Candidate Filing Fee	2.00	
<b>Fitness Center</b>		
Single Membership	35.00	1 Month
	180.00	6 Months
	335.00	1 Year
Student Membership – Ages 15-24	30.00	1 Month
Couple Membership – 2 People	60.00	1 Month
	330.00	6 Months
	610.00	1 Year
Family Membership – W/Kids Age 12-17	80.00	1 Month
	430.00	6 Months
	830.00	1 Year
Replacement Card	10.00	Per card
<b>Adult Business License</b>		
Adult Entertainment License	5,000.00	
<b>Planning &amp; Zoning</b>		
Special Assessment Search	35.00	
Variance Request	300.00	
Conditional Use Request	300.00	
Zoning Amendment	200.00	
Street Vacating	225.00	
Structure Penalty – Without secured permit	100.00	Application Incompliance
Plus, 2X the Permit Fee		
Structure is Closer/too close to the Property Line	200.00	Application Incompliance
Plus 10.00 per day that it is not in compliance		
Addition to Existing Structure – Residential	150.00	
Addition to Existing Structure – Commercial	150.00	
Deck/Patio/Fence/Concrete	40.00	
New Structure – Residential	500.00	
New Structure – Commercial	500.00	

Step Replacement	40.00	36 Sq. Ft. or Larger
Utility Shed	40.00	320 Sq. Ft. or Smaller
Accessory Structure	100.00	
Accessory Shed	100.00	321 Sq. Ft. or Larger
<b>Water</b>		
Water Hook-Up Fee	1,000.00	One Time Charge
Water Meter Connection Fee	150.00	One Time Charge/No Return
Usage – Base Fee	27.50	Per Month
Usage – Consumption Rate Residential/Commercial	10.05	Per 1000 Gallons
Water Meter Installation	50.00	Per Hour
Usage – Late Fee	10%	Of monthly amount owed
Disconnect Fee – Resident Request	50.00	
Reconnect Fee – Resident Request	50.00	
Reconnect Fee – Non-Payment	50.00	During Business Hours
Reconnect Fee – Non-Payment	100.00	After Business Hours
Service Connection Fee	.81	Per Month
<b>Sewer</b>		
Sewer Hook-Up	1,000.00	One Time Charge
Usage – Base Fee	16.50	Per Month
Usage – Residential/Commercial	2.32	Per 100 based on water usage
<b>Garbage</b>		
35 Gallon Cart	12.00	Per Month
65 Gallon Cart	15.00	Per Month
95 Gallon Cart	18.00	Per Month
<b>Fire</b>		
Fire Service Call (Any Service Used)	750.00	Per occurrence
Fire Service Call (Services Not Used)	375.00	Per occurrence
Fire Service Call (Dispatch Error)	0.00	Per occurrence
External Services (Company/Contractor)	Cost Paid by Owner	Per occurrence
Accident Calls	750.00	Per occurrence
Jaws of Life Use	750.00	Per occurrence
Recreational Fire Permit	10.00	Per Year
<b>Alcohol</b>		
Administration Fee/Background Check Fee	25.00	Per Permit/Request
On-Sale License Fee	200.00	Per Calendar Year
On-Sale 3.2 Fee	50.00	Per Calendar Year
Off Sale Fee	100.00	Per Calendar Year
Sunday Fee	200.00	Per Calendar Year
1 – 4 Day Temporary	50.00	Per License
Wine & Strong Beer	100.00	Per License
<b>City Park</b>		
Milroy City Park	50.00	Reservation/Deposit Fee
<b>Domestic Animals</b>		
Dog/Cat Lifetime License	50.00	Per Animal
Care of Impounded Animal Cost + Administrative Fee	Actual	
<b>EDA Fees</b>		
Apartment w/animal	475.00	Per Month
Apartment w/o animal	450.00	Per Month

Adopted by the Mayor and Council of the City of Milroy, Minnesota, this 23<sup>rd</sup> day of December 2024.

SIGNED: \_\_\_\_\_  
Colleen Brooks, Mayor

ATTEST: \_\_\_\_\_  
Betsy Snyder, City Clerk/Treasurer



**RESOLUTION 2024-16**

**CITY OF MILROY  
COUNTY OF REDWOOD  
STATE OF MINNESOTA**

**DESIGNATING OFFICIAL 2024 FUND BALANCES**

**WHEREAS**, a reasonable minimum fund balance is necessary to begin each budget year for the anticipated expenditures, and

**WHEREAS**, it is prudent financial responsibility to plan large expenditures in advance of year basis, and

**WHEREAS**, the purchase of larger items or projects from a single year's levy causes fluctuations in the levies from year to year, and

**WHEREAS**, it is necessary to develop a means to save dollars for the replacement and purchase of equipment and the completion of certain projects.

**NOW THEREFORE, BE IT RESOLVED**, by the Milroy City Council that the following sums of monies shall be designated from the General Fund for the stated purposes effective December 31, 2024.

**2022 Additions**

\$ 20,000 – Vehicle/Equipment Replacement  
\$ 13,000 – Seal coating & Crack filling  
\$ 2,000 – Park Equipment  
\$ 1,200 – Fitness Equipment Replacement

**2023 Additions**

\$ 20,000 – Vehicle/Equipment Replacement  
\$ 10,000 – Seal coating & Crack filling  
\$ 4,464.44 – Park Equipment/Bathrooms  
\$ 2,000 – Fitness Equipment Replacement

**2024 Additions**

\$ 20,000 – Vehicle/Equipment Replacement  
\$ 8,000 – Seal coating & Crack filling  
\$ 500 – Park Equipment/Bathrooms  
\$ 1,000 – Fitness Equipment Replacement

**2024 Year End Totals**

\*Vehicle/Equipment Replacement – 66,704.03  
\*Sealcoating/Crack filling – 125,804.89  
\*Park Equipment – 7,570.39  
\*Fitness Equipment Replacement – 6,756.14

Adopted by the Mayor and Council of the City of Milroy, Minnesota, this 23<sup>rd</sup> day of December 2024.

SIGNED: \_\_\_\_\_  
Colleen Brooks, Mayor

ATTEST: \_\_\_\_\_  
Betsy Snyder, City Clerk/Treasurer

**Betsy Snyder**

**From:** Brand, Cody (DOT) <cody.brand@state.mn.us>  
**Sent:** Tuesday, December 3, 2024 8:39 AM  
**To:** Krueger, Matthew (DOT); milroy@mnval.net  
**Cc:** Bartlett, Melissa (DOT); Schlagel, Sandra (DOT); Illies, Jeff (DOT); Kack, Corey (DOT)  
**Subject:** RE: Light Pole Banners

Good morning

I checked with a few people, there was agreement that a “sponsor” would be considered advertising, and advertising is not allowed within MnDOT right of way.

I do appreciate the creativity – maybe you could consider listing sponsors elsewhere (newspaper, City park, other).

Please let me know if you have any further questions.

Thank you

**Cody Brand, P.E.**

Traffic Engineer | District 8

Cell Phone (320) 979-4720

FYI

## Betsy Snyder

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**From:** Kyle Downs <mainstreetdesigns.kyle@gmail.com>  
**Sent:** Thursday, December 12, 2024 3:03 PM  
**To:** milroy@mnval.net  
**Subject:** Pricing for Banners

Hi Betsy,

Thanks for taking the time to chat on the phone today! I spoke with our owner and your price will be \$412.00 per banner for a quantity of 2 or \$156 per banner for a quantity of 5. Each option would come out to \$825.00 total.

Would you prefer the quantity of 5?

Thanks!  
Kyle Downs

- Relayed info to P. Dolan on 12/12 - will take to Yankee board and let city know.
- Ordered 5 banners on 12/16 per P. Dolan for a cost of \$ 825.00.

FYI



921 W BRIDGE ST  
REDWOOD FALLS MN 56283  
OFFICE PH: 507-637-1800 or 320-523-8002

December 5, 2024

RRRSWA MSW/Garbage Hauler

RE: 2025 RRRSWA Transfer Station Municipal Solid Waste Tipping Fee Adjustment

At the October 15, 2024 Lyon County Board meeting, the Lyon County Board of Commissioners, voted to raise the current 2024 Municipal Solid Waste (MSW) tipping fee at the Lyon County Landfill by \$4.00 per ton in 2025. This was by recommendation of the seven county Landfill Advisory Board on September 30, 2024. This fee increase is primarily due to: increased fuel cost, rising costs associated with new and upgrades to equipment, increased wages, and MSW cell development.

The Redwood/Renville Regional Solid Waste Authority (RRRSWA) met on November 12, 2024, for their monthly Board meeting, at which the 2025 RRRSWA fee schedule was approved, which included the Lyon County tip fee adjustment.

With costs increasing annually, the Board approved the 2025 Redwood/Renville Regional Solid Waste Authority Budget, which included an adjustment to its MSW base tipping fee from its current MSW base tip fee of \$69 per ton to \$74 per ton to match Lyon County's tip fee changes (plus a \$1.00 RRRSWA fee increase). This rate increase will take effect on January 1, 2025.

**This letter serves as a notice to you and to your residential, commercial, and municipal customers of this upcoming increase.** I want to thank you for your past patronage and hope you will continue utilizing our Facility in the future. If you have any questions, please feel free to contact me at (507) 637-1801.

Jon Mitchell  
Executive Director, Redwood /Renville Regional Solid Waste Authority

FYI

## **Betsy Snyder**

---

**From:** Honeck, Laura <lhoneck@lmc.org>  
**Sent:** Friday, November 22, 2024 9:49 AM  
**Subject:** League of Minnesota Cities Insurance Trust: 2025 Coverages, Rates, and Dividend Amounts

Dear Member,

The League of Minnesota Cities Insurance Trust Board of Trustees has set premium rates and coverage changes for the coming year. A dividend will also be returned to members. A copy of this communication will be sent to your insurance agent.

### **Rates are decreasing**

Property/casualty rates will decrease by an average of 6.5%, and workers' compensation rates will decrease by an average of 20%. Please keep in mind your own premium rate will also be affected by changes in your expenditures, payrolls, experience ratings, and other factors.

[Learn more about 2025 premium rates](#)

### **Coverage changes**

There are several coverage changes taking place, including five that are material in nature and several others that are clarifying in nature.

[Learn more about 2025 coverage changes](#)

### **Dividends total \$8 million**

The Trust will return \$3 million to members of the property/casualty program and \$5 million to members of the workers' compensation program. A check for your share of the dividend will be mailed in December.

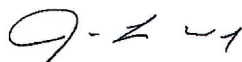
[Learn more about the dividends](#)

### **Thank you for your partnership**

We look forward to providing you risk management programs and broad, affordable, and stable coverage. If you have any questions about the changes taking place this year, feel free to contact your agent or underwriter.



**Dan Greensweig**  
LMCIT Administrator



**Jennifer Wolf**  
LMCIT Deputy Administrator

League of Minnesota Cities | 145 University Ave. West | St. Paul, MN 55103  
(651) 281-1200 | Toll-Free: (800) 925-1122  
[lmc.org](http://lmc.org) | [Facebook](#) | [X](#) | [LinkedIn](#)



To: All Regional Safety Group Members

From: Ashley Edwardson, Loss Control Program Coordinator

November 8, 2024

Reminder: RSG Training Cost Increase for 2025

Dear Members,

This memo serves as a reminder regarding the 5% annual cost increase approved by the LMCIT Board of Directors in 2023.

As outlined in last year's communication, the cost of each meeting will increase by 5%. Starting January 1, 2025, each RSG meeting will cost \$1,820. The 5% increase is part of the Board's decision to ensure the ongoing sustainability of services and accounts for rising operational costs.

**Cost Allocation:**

- LMCIT will continue to pay 55% of the meeting cost, amounting to \$1,001 per meeting.
- The remaining 45%, or \$819 per meeting, will be the responsibility of your Regional Safety Group (RSG) to split among its members.

We wanted to reiterate this information so that all members are aware of the updated fee structure and can plan accordingly. Invoices for 2024 will be sent out by the end of January, reflecting 2024's meeting cost of 1,732.50 per meeting. With the 2024 invoice, we are sending a renewal agreement for all RSG members. This agreement will have updated terms and conditions regarding the RSG Program. Please have your Council sign and approve the renewal agreement and return by May 2025 to continue to stay in your Regional Safety Group Program for 2026.

In addition, we would also like to remind groups that the cut-off to leave a group was October 1. If you want to leave the program, we encourage you to reach out directly about your options for 2025.

If you have any questions or need additional clarification, please contact Ashley Edwardson.

Sincerely,

Ashley Edwardson  
651-281-1268  
Aedwardson@lmc.org

FYI

*Ashley Edwardson*

SPECIAL MEETING - July 15, 1987

A special meeting of the Milroy City Council was held on Wednesday, July 15th at 7:00 p.m. at the Milroy City Hall to discuss the proposed tiling project.

Present: Mayor Terry Redding; Councilmembers Louis Dolan, Delmar Debbaut and James Thalacker; Maintenance Director Jeff Van De Wiele; Clerk Lynne Zick

Absent: Councilmember Tom Wurscher

Mayor Redding called the meeting to order.

The route of the proposed tile system was discussed, having three options. The first would be to start by the elevator, run straight east and curve to the ditch, which is approximately 3,000 feet. The second is to go straight across the field to the ditch, which is approximately 2,300 feet. The third was to run south on Roy C. Christensen's. Debbaut spoke with Dick Knutson, who said that running it straight across the field would dig up old tile, and would only sign easement for his property if the City tiles by the first option, which would be to curve to the ditch. It was also advised to stay at least 50 feet from treeline. After discussion, it was decided to go this route.

Approximate costs were discussed. For 12-inch solid plastic tile 2 feet in length, Dan Meyer charges 70¢ per foot for 4-foot digging. Deeper digging than 4 feet would be an additional 25¢ per foot. (Tile costs \$1.74 per foot). For 3,000 feet with approximately 300 feet deeper than 4 feet, the cost would be approximately \$7,470. (2,700 ft. x 2.44/ft. = \$6,588 + 300 ft. x 2.94/ft. = \$882 Total \$7,470).

A 12-inch culvert should run into the ditch. Meyer figured approximately 30 feet of the crops would be damaged using the trencher or 50 feet using a backhoe. Council agreed to settle with Dick Knutson for crop damage. Roy Christensen also verbally agreed the City could cut through his land. The drainage ditch is a private ditch, and Debbaut will contact Harold LaVoy for permission to drain into the ditch.

Using the present trap by the elevator or getting a new one was discussed, with no decision being made at this time. Dan Meyer would like to start the project as soon as possible. The necessary easements will have to be signed and executed.

Special Meeting

July 15, 1987

Page 2

Debbaut presented the following figures from Dan Meyer using the University of Iowa figures:

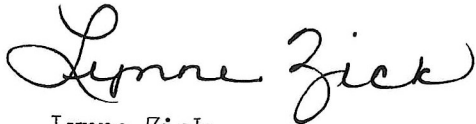
10% Grade	8" tile	Drains 29 acres
	10" tile	Drains 55 acres
	12" tile	Drains 83 acres
20% Grade	8" tile	Drains 42 acres
	10" tile	Drains 77 acres
	12" tile	Drains 122 acres

It was agreed that 12" tile is sufficient.

Delmar will handle and oversee the project, and council gave him permission to use his judgement should any problems arise during the project.

Thalacker made a motion to adjourn the special meeting, seconded by Dolan. All were in favor; motion carried. Meeting adjourned at 7:35 p.m.

Respectfully submitted,



Lynne Zick  
City Clerk











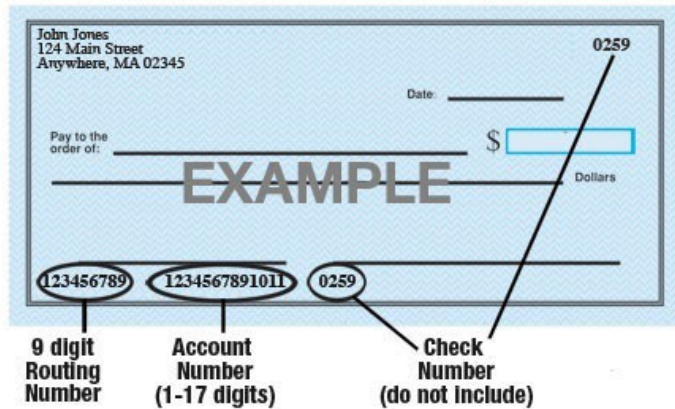


# CITY OF MILROY

410 Euclid Ave • PO Box 9 • Milroy, MN 56263

Phone: (507)-336-2495 • E-mail: [milroy@mnval.net](mailto:milroy@mnval.net) • Website: [www.milroy.municipalimpact.com](http://www.milroy.municipalimpact.com)

I (we) authorize the City of Milroy to initiate debit/credit entries for payment of my (our) account on the due date, and to initiate, if necessary, adjustments for any debit/credit entries in error to my (our) account. I (we) also authorize the banking facility indicated to debit and/or credit the same to such an account. I (we) understand that upon receipt of a draft returned to the City of Milroy due to insufficient funds in my (our) account, the City of Milroy may cancel drafting of my utility bill and charge applicable fees (\$35.00). There will also be a charge of \$.50 per month which will be listed on your utility bill.



Type of Account:	<input type="radio"/> Checking	<input type="radio"/> Savings
Bank Name:	_____	Phone #: _____
Bank Address:	_____	
Routing #:	_____	Account #: _____
<i>** Please attach a voided check or copy of a check for verification of account.</i>		

I (we) understand that this authorization will remain in full force and effect until I (we) notify the City of Milroy in writing that I (we) wish to revoke this authorization. If you wish to stop the automatic drafting of your account or if you have changes in utility account number, bank name, bank account or bank routing number, please notify the City of Milroy at once by calling (507) 336-2495 and follow-up with written notification. I (we) also understand that the City of Milroy requires at least three (3) days prior notice to cancel this authorization.

Name: \_\_\_\_\_ Utility Account #: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

From: Pay.Equity@state.mn.us  
Sent: Monday, December 9, 2024 2:34 PM  
To: milroy@mnval.net  
Cc: Pay.Equity@state.mn.us  
Subject: Jur ID 778 - Pay Equity Report Due January 31, 2025

Follow Up Flag: Follow up  
Flag Status: Flagged

Milroy,

The Local Government Pay Equity Act, M.S. 471.991-471.999 and Minnesota Rules, Chapter 3920 require local government jurisdictions to submit a pay equity report to the State of Minnesota every three years. Your next report is due January 31, 2025. This report must show data in place as of December 31, 2024. Jurisdictions who do not submit a report on or before the deadline will be out of compliance. There are no provisions in the law for any up-front exceptions to the deadline.

As a reminder, do not report elected officials or employees working less than 67 days in a calendar year (100 days for a full-time student) or employees working an average of 14 hours per week or less, during the weeks they are scheduled to work. If your jurisdiction has no employees to report, please access the system, create a new case, and select “No Jobs Meet Requirement to Report”. You will be taken to the implementation form to complete the process.

Once Minnesota Management and Budget reviews your report, you will receive a notice informing you whether your jurisdiction is “in compliance” or “out of compliance.” No penalties or other negative consequences will occur before you receive a formal notice of non-compliance.

Jurisdictions receiving a notice of non-compliance will have an opportunity to make adjustments to achieve compliance. A jurisdiction which remains out of compliance, past the grace period specified in the notice, will receive a second notice of non-compliance and will be subject to a penalty. The penalty is a five percent reduction in state aid payments or \$100 per day, whichever is greater, from January 1, 2025.

To access general information about Local Government Pay Equity please visit the MMB website: <https://mn.gov/mmb/employee-relations/compensation/laws/local-gov/local-gov-pay-equity/>

For step-by-step instructions to submit the pay equity report please refer to Instructions for submitting Local Government Pay Equity Report

You can access the Minnesota Pay Equity Management System at:  
<https://mn.gov/mmbapps/PayEquity/LogIn.aspx>

A copy of the 2025 notice to post can be found here ( To be posted after the report is submitted):  
2025 Notice to report

New Online Self-Guided Pay Equity Training  
Local Government Pay Equity Training

Please Note:

When entering jobs online or uploading a spreadsheet there is now an additional requirement to include non-binary employees. Please be sure to add this as an additional column to your spreadsheet. If you are entering jobs online this column is already added and is a required field.

After reviewing the materials, if you have questions or concerns, please send an email to [pay.equity@state.mn.us](mailto:pay.equity@state.mn.us)

Thank you for complying with the 1984 Local Government Pay Equity Act

Sincerely,  
Angela Garrity  
Pay Equity Coordinator  
651-259-3727 (office)



# City of Milroy

City Clerk/Treasurer  
410 Euclid Avenue, PO Box 9  
Milroy, MN 56263  
Phone:(507) 336-2495  
Email: [milroy@mnval.net](mailto:milroy@mnval.net)

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## Accrued PTO includes the ESST time

PTO = 260

11 Holidays = 88

Funeral Leave = 32

ESST = 1 hour for every 30 hours worked up to 48 hours Max included in PTO.

Can carry over PTO up to 2x the amount earned.

Dean Duscher – 14 <sup>th</sup> Yr	PTO	HOLIDAY	FUNERAL
EARNED – 2024	260	88	32
CARRIED OVER – 2023	313.25	0	0
<b>Totals</b>	<b>573.25</b>	<b>88</b>	<b>32</b>
Time Used – 1 <sup>st</sup> Quarter	50	24	0
Time Used – 2 <sup>nd</sup> Quarter	22	16	0
Time Used – 3 <sup>rd</sup> Quarter	64	16	0
Time Used – 4 <sup>th</sup> Quarter	32	32	0
<b>Time Used 2024</b>	<b>168</b>	<b>88</b>	<b>32</b>
<b>Carry Over to 2025</b>	<b>405.25</b>	<b>0</b>	<b>0</b>

Betsy Snyder – 30 <sup>th</sup> Yr	PTO	HOLIDAY	FUNERAL
EARNED – 2024	312	88	32
CARRIED OVER – 2023	510	0	0
<b>Totals</b>	<b>822</b>	<b>88</b>	<b>32</b>
Time Used – 1 <sup>st</sup> Quarter	8	24	0
Time Used – 2 <sup>nd</sup> Quarter	34	16	0
Time Used – 3 <sup>rd</sup> Quarter	70	16	0
Time Used – 4 <sup>th</sup> Quarter	110	32	0
<b>Time Used 2024</b>	<b>222</b>	<b>88</b>	<b>32</b>
<b>Carry Over to 2025</b>	<b>600</b>	<b>0</b>	<b>0</b>

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## The following are the 2025 Official Meeting Dates for the Milroy City Council

City Council		
Date/4 <sup>th</sup> Monday	Time	Location
January 27, 2025	6:00 PM	City Hall
February 24, 2025	6:00 PM	City Hall
March 23, 2025	6:00 PM	City Hall
April 27, 2025	6:00 PM	City Hall
May 27, 2025 (Tuesday)	6:00 PM	City Hall
June 23, 2025	6:00 PM	City Hall
July 27, 2025	6:00 PM	City Hall
August 24, 2025	6:00 PM	City Hall
September 28, 2025	6:00 PM	City Hall
October 27, 2025	6:00 PM	City Hall
November 23, 2025	6:00 PM	City Hall
December 22, 2025	6:00 PM	City Hall