# REGULAR CITY COUNCIL MEETING

# AGENDA

## Tuesday, March 10, 2026, at 6:00 P.M.

**Location: City Hall Council Chambers 241 W Broadway, Plainview**

Broadcast of the City Council Meetings will be streamed on FaceBook
https://www.facebook.com/plainviewmn/

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **PUBLIC COMMENTS**– *Using the Four Minutes Per Attendee Policy*

   The City Council welcomes and encourages participation from community members. Please keep in mind that your comments must be relevant to City business and must adhere to Data Privacy Rules, no employee's names may be used. Please do not expect action from the Council this evening regarding your concerns. We also request that your comments be limited to four (4) minutes. Council members may ask clarifying questions but is not intended to be a back-and-forth discussion. At this time, we ask that anyone who would like to address the City Council to please step up to the podium and state your name and address for the record. We ask that citizens maintain social distancing and that all comments remain respectful.

   In an effort to better communicate with your City, we have designated the City Administrator as a conduit to questions related to the City Council Agenda. We continue to POST this agenda on the City Website, Facebook page and a copy is posted at City Hall and the Post Office.

   Should you have any questions related to the City Council Agenda, PLEASE contact the City Administrator at 507-534-2229.

   *This agenda item is intended to provide an opportunity for citizens to address the City Council. The topics can include any agenda item or general comment they would like to share with the City Council. We do expect that all participants provide a name and address of their residence and expect that all parties remain respectful and adhere to the four-minute period to permit all to participate. This is the only portion of the meeting that public comments are allowed.*

4. **APPROVAL OF AGENDA**
5. **APPROVAL OF CONSENT AGENDA**
   - A. City Council Minutes- February 10, 2026
   - B. Bills
   - C. Permits/Licenses/Donations
     1. 3.2% Liquor License Renewal – Kwik Trip
     2. 3.2% Liquor License Renewal – BP Lyons Oil
     3. Gambling Permit – Plainview Lions Club
     4. Loudspeaker Permit –Church of Christ
   - D. Department Head Reports and Board Minutes
   - E. Plainview Firefighter's Relief Association Bylaws
   - F. Range Lease for Police Department Weapons Practice
   - G. 2026 Body Worn Camera Audit
6. **UNFINISHED BUSINESS**
7. **NEW BUSINESS**
   - A. 2026 Pool Employee Hires
   - B. Grapple Bucket
   - C. Grant Application Authorization – Minnesota PFA – Resolution 2026-06
   - D. Series 2026A General Obligation Water Revenue Bonds – Resolution 2026-07
   - E. Fire Department Hires
8. **INFORMATION ONLY DOCUMENTS**
   - A. Board of Equalization Hearing Notice
9. **COUNCIL COMMENT**
10. **ADJOURN**

PLAINVIEW
CITY COUNCIL ACTION

**Executive Summary**
City Council Regular Meeting: March 10, 2026

| | |
|---|---|
| **AGENDA ITEM:** Minutes | **AGENDA SECTION:** Consent |
| **PREPARED BY:** Carol Kujath, City Clerk | **AGENDA NO. 5.A.** |
| **ATTACHMENTS:** Draft Minutes | **APPROVED BY: cjk** |
| **RECOMMENDED ACTION:**<br>**1. Motion** to approve Minutes of the February 10, 2026, Regular Meeting Proceedings. | |

# PLAINVIEW CITY COUNCIL
# REGULAR MEETING
**Tuesday February 10, 2026, at 6:00 P.M.**

**1. CALL TO ORDER-** Mayor Holm called the Regular Plainview City Council meeting to order on Tuesday February 10, 2026, at 6:00 p.m.

Council Members in attendance: Keith Holm, Holly Reeve, Brandon Bauman, and Don Kuschel.
Council Members absent: Lindsay Hammer Bartley.
Department Heads in attendance: City Administrator David Todd, Finance Director Vicki Axley, City Clerk Carol Kujath, Deputy Clerk Kayla Hall, and Police Chief Jason Timm.
Department Heads absent: Public Works Director Shane Loftus, Fire Chief Mike Lyons, and Library Director Alice Henderson.

Guests in attendance: Brian Malm with Bolton & Menk, Sara Fuher with SEMMCHRA, Jae Gourley, Seamus Johnston, Dustin Boettcher, Tony Montgomery, and Richard Johnson.

**2. PLEDGE OF ALLEGIANCE –**

**3. PUBLIC COMMENTS –**
-Dustin Boettcher – Came before the City Council wanting the city to explore the potential of a Federal EDA Grant worth up to $5 million for the business park development that he and Tony Montgomery have been working on. He believes this would be a great opportunity for the city to have an industrial park in the city for a lot less than was anticipated. And he stated he is here to answer any questions when the council discusses it later in the meeting.

**4**. **APPROVAL OF AGENDA** – Motion by Kuschel, second by Bauman to approve the amended Agenda to include 7.C., the Federal EDA Grant Opportunity.
Motion carried unanimously.

**5. APPROVAL OF CONSENT AGENDA** – Motion by Reeve, second by Holm to approve the Consent Agenda. Motion carried.

- **A.** City Council Minutes – January 13, 2026.
- **B.** Bills
- **C.** Permits/Licenses/Donations
- **D.** Department Head Reports and Board Minutes

**6. UNFINISHED BUSINESS –** None.

**7. NEW BUSINESS –**

A. **City of Plainview's Small Cities Development Program Policies and Procedures–** In December 2024, Southeast Minnesota Multi-County Housing and Redevelopment Authority (SEMMCHRA) briefed the City Council on the Small Cities Development Program Grant sponsored through the Minnesota Department of Employment and

Economic Development (DEED). This grant would provide funds to assist residents of low to moderate income facilitate improvements to their homes. The City has been awarded $599,982 in grant funding to assist with completing 21 projects in Plainview, which will be administered through SEMMCHRA. One of the next steps to receive the grant funds is to accept and approve the Policies and Procedures of the Small Cities Development Program. There were multiple motions to achieve this.

1. Motion by Holm, second by Bauman to approve the Administrative Contract and Resolution 2026-02 for the City of Plainview's Small Cities Development Program.
2. Motion by Reeve, second by Kuschel to approve Excessive Force (Civil Rights) Policy Resolution 2026-03.
3. Motion by Bauman, second by Kuschel to approve the Residential Anti-displacement and Relocation Assistance Plan Resolution 2026-04.
4. Motion by Holm, second by Reeve to approve the Authorization of the Release of Funds Resolution 2026-05.
5. Motion by Reeve, second by Bauman to approve the HUD-50070 Drugfree Workplace.
6. Motion by Holm, second by Reeve to approve the Fair Housing Plan.
7. Motion by Reeve, second by Kuschel to approve the Program & Local Income Plan.
8. Motion by Bauman, second by Holm to approve the Section 3 Plan.
9. Motion by Holm, second by Reeve to approve the 2025 SCDP Rehabilitation Standards.
10. Motion by Kuschel, second by Bauman to approve the Owner-Occupied Housing Rehabilitation Policies and Procedures.
11. Motion by Reeve, second by Bauman to approve the SEMMCHRA Walk Away Policy.
12. Motion by Holm, second by Reeve to approve the Post Grant SEMMCHRA Administration Contract.

Motions carried unanimously.

B. **Part-Time Police Officer Hire** –

Police Chief Jason Timm explained to Council that the Police Department continues to experience challenges covering shifts when staff takes approved time off. Chief Timm proposed the addition of a part-time hire which would help alleviate staffing shortages, improve schedule flexibility, and reduce reliance on overtime while maintaining public safety services. Officer Odessa Ward, who currently works part-time for Wabasha County reached out to Chief Timm looking for additional part-time work. It was noted that the County holds Ward's license, and she already has equipment, so the cost to the city would be minimal. According to Chief Timm the city paid $40,000 in overtime pay last year, which was over budget. This part-time hire would be a budget saving measure.

Motion by Kuschel, second by Bauman to approve the hire of Odessa Ward as a part-time police officer.

Motion carried unanimously.

C. **Federal EDA Grant Opportunity** –

Mayor Holm had a meeting with Kurt Bustrom from Rochester Area Economic Development Inc. (RAEDI), Mark Tein with Small Business Development Center (SBDC), and Darrin Fleener with the Federal EDA regarding the opportunity to apply for a Federal Grant that could possibly be 100% funded. Holm requested the City pursue a grant from the Federal EDA that would assist with the development of Rolling Plains Business Park. The grant would require the city to purchase the parcel from BA Holdings to be qualified to apply for the grant funding. This would make the City the owner of the project. Holm believes the Federal EDA Grant is a 100% funded grant with no city match. As part of the process to explore the grant further, the city would need to know the cost of development for the entire 38.6-acre parcel. Mayor Holm was merely seeking the Council to authorize staff to expend limited resources to determine the feasibility of acquiring the grant.

Motion by Kuschel, second by Holm to authorize staff to conduct research to determine whether it is financially feasible and in the best interest of the city to purchase the parcel of land currently owned by BA Holdings, known as the Rolling Plains Business Park.

Motion carried unanimously.

**8. INFORMATION ONLY DOCUMENTS –** None

**9. COUNCIL COMMENT**

**-** Administrator Todd – Told Council they are far apart from the developer on the Development Agreement for BA Holdings and would like to suggest a special meeting to discuss, however with the change in direction now looking into the Federal EDA grant decided to wait on scheduling a special meeting at this time.

**10. ADJOURN –**

Motion by Kuschel, second by Bauman to adjourn the Plainview City Council meeting. Motion carried. Meeting adjourned at 6:37 p.m.

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|---|---|
| ______________________________ | ______________________________ |
| Keith Holm, Mayor | Carol Kujath, City Clerk |

# PLAINVIEW
## CITY COUNCIL ACTION

**Executive Summary**
City Council Regular Meeting: March 10, 2026

| | |
|---|---|
| **AGENDA ITEM:** Bills | **AGENDA SECTION:** Consent |
| **PREPARED BY:** Vicki Axley | **AGENDA NO. 5.B.** |
| **ATTACHMENTS:** Bills Report | **APPROVED BY: dt** |
| **RECOMMENDED ACTION:**<br>**Motion** to approve payment of all bills listed in the attached report. | |

Report Criteria:
[Report].GL Account = {<>} "10121709"

| Input Date | Invoice | Seq | Type | Description | Invoice Date | Due Date | Total Cost | GL Account |
|---|---|---|---|---|---|---|---|---|
| **106237 42 N. MAIN COMMON GROUNDS, LLC** | | | | | | | | |
| 02/05/2026 | FEB 2026 | 1 | Invoice | FEB 2026 TIF PAYMENT | 02/05/2026 | 02/05/2026 | 3,026.00 | 506-46500-439 |
| Total 106237 42 N. MAIN COMMON GROUNDS, LLC: | | | | | | | 3,026.00 | |
| **106617 AT&T MOBILITY** | | | | | | | | |
| 02/20/2026 | 2872918546 | 1 | Invoice | PHONES POLICE | 01/25/2026 | 02/20/2026 | 655.90 | 101-42100-321 |
| 02/25/2026 | 2872969810 | 1 | Invoice | PHONES & IPADS/FIRE DEPT | 02/11/2026 | 02/25/2026 | 154.92 | 101-42200-321 |
| Total 106617 AT&T MOBILITY: | | | | | | | 810.82 | |
| **106440 AXLEY, VICKI** | | | | | | | | |
| 02/24/2026 | 2/24/26 | 1 | Invoice | UNIFORM ALLOWANCE REIMBURSEMENT | 02/24/2026 | 02/24/2026 | 129.98 | 101-41500-417 |
| Total 106440 AXLEY, VICKI: | | | | | | | 129.98 | |
| **106772 BADGER METER** | | | | | | | | |
| 02/10/2026 | 80225933 | 1 | Invoice | MONTHLY FEE-ORION CELLULAR | 01/29/2026 | 02/10/2026 | 1,205.75 | 601-49400-321 |
| 03/04/2026 | 80229127 | 1 | Invoice | MONTHLY FEE-ORION CELLULAR | 02/26/2026 | 03/04/2026 | 1,219.00 | 601-49400-321 |
| Total 106772 BADGER METER: | | | | | | | 2,424.75 | |
| **329 BECKLEYS OFFICE PRODUCTS** | | | | | | | | |
| 03/03/2026 | 122263 | 1 | Invoice | paper shred | 03/03/2026 | 03/04/2026 | 49.50 | 101-41500-401 |
| Total 329 BECKLEYS OFFICE PRODUCTS: | | | | | | | 49.50 | |
| **107066 BLACKSTONE PUBLISHING** | | | | | | | | |
| 02/09/2026 | 2222633 | 1 | Invoice | BOOKS/LIBRARY | 01/08/2026 | 02/10/2026 | 167.65 | 211-45500-592 |
| Total 107066 BLACKSTONE PUBLISHING: | | | | | | | 167.65 | |
| **106463 BOLTON & MENK, INC.** | | | | | | | | |
| 02/09/2026 | 0386015 | 1 | Invoice | 3RD AVE NE WATERMAIN RELOCATION | 01/30/2026 | 02/10/2026 | 415.00 | 601-49400-303 |
| 02/09/2026 | 0386152 | 1 | Invoice | WELL #3 NEW WATER TOWER PROJECT | 01/30/2026 | 02/10/2026 | 2,979.00 | 601-49400-303 |
| 02/09/2026 | 0386152 | 2 | Invoice | REHAB EXISTING WATER TOWER | 01/30/2026 | 02/10/2026 | 1,679.50 | 601-49400-303 |
| 02/09/2026 | 0386433 | 1 | Invoice | ROLLING PLAINS BUSINESS PARK | 01/30/2026 | 02/10/2026 | 2,100.00 | 101-41500-303 |
| 02/09/2026 | 0386603 | 1 | Invoice | ORCHARD HILLS 7TH | 01/30/2026 | 02/10/2026 | 195.00 | 101-41500-303 |
| 03/04/2026 | 0388635 | 1 | Invoice | GENERAL ENGINEERING | 02/27/2026 | 03/04/2026 | 2,520.00 | 101-41500-303 |
| 03/04/2026 | 0388635 | 2 | Invoice | 2026 STREET MAINTENANCE | 02/27/2026 | 03/04/2026 | 210.00 | 101-43100-303 |
| 03/04/2026 | 0388637 | 1 | Invoice | 2026 LEAD SERVICE LINE REPLACEMENT P | 02/27/2026 | 03/04/2026 | 1,973.00 | 601-49400-303 |
| 03/04/2026 | 0388695 | 1 | Invoice | WELL #3 NEW WATER TOWER PROJECT | 02/27/2026 | 03/04/2026 | 3,337.50 | 601-49400-303 |
| 03/04/2026 | 0388695 | 2 | Invoice | REHAB EXISTING WATER TOWER | 02/27/2026 | 03/04/2026 | 2,850.00 | 601-49400-303 |
| Total 106463 BOLTON & MENK, INC.: | | | | | | | 18,259.00 | |
| **106219 BRAUN, DAVID** | | | | | | | | |
| 02/18/2026 | 463967 | 1 | Invoice | REPAIRS/PW | 02/01/2026 | 02/19/2026 | 172.00 | 101-43100-221 |
| 02/27/2026 | 463978 | 1 | Invoice | SUPPLIES/SNOW | 02/27/2026 | 02/27/2026 | 241.41 | 101-43125-221 |
| Total 106219 BRAUN, DAVID: | | | | | | | 413.41 | |
| **106834 CANON FINANCIAL SERVICES, INC.** | | | | | | | | |
| 02/23/2026 | 42644839 | 1 | Invoice | COPIER/LIBRARY | 02/09/2026 | 02/23/2026 | 66.80 | 211-45500-401 |
| 02/18/2026 | 42644840 | 1 | Invoice | COPIER LEASE AGREEMENT/ADMIN | 02/09/2026 | 02/19/2026 | 169.36 | 101-41500-401 |

| Input Date | Invoice | Seq | Type | Description | Invoice Date | Due Date | Total Cost | GL Account |
|---|---|---|---|---|---|---|---|---|
| Total 106834 CANON FINANCIAL SERVICES, INC.: | | | | | | | 236.16 | |
| **106997 CARRIE EVERSMAN LLC** | | | | | | | | |
| 02/09/2026 | FEB 26 | 1 | Invoice | PROPERTY MANAGEMENT-EDA BUILDING | 02/04/2026 | 02/10/2026 | 300.00 | 101-46500-401 |
| 02/24/2026 | MARCH 26 | 1 | Invoice | PROPERTY MANAGEMENT-EDA BUILDING | 02/24/2026 | 02/24/2026 | 300.00 | 101-46500-401 |
| Total 106997 CARRIE EVERSMAN LLC: | | | | | | | 600.00 | |
| **107069 CENGAGE LEARNING, INC** | | | | | | | | |
| 02/23/2026 | 9991020752 | 1 | Invoice | BOOKS/LIBRARY | 01/22/2026 | 02/23/2026 | 18.19 | 211-45500-592 |
| 02/23/2026 | 9991021392 | 1 | Invoice | BOOKS/LIBRARY | 01/26/2026 | 02/23/2026 | 18.19 | 211-45500-592 |
| 02/23/2026 | 9991022978 | 1 | Invoice | BOOKS/LIBRARY | 02/05/2026 | 02/23/2026 | 119.21 | 211-45500-592 |
| Total 107069 CENGAGE LEARNING, INC: | | | | | | | 155.59 | |
| **104828 CENTER POINT LARGE PRINT** | | | | | | | | |
| 02/23/2026 | 2226899 | 1 | Invoice | LG PRT BOOKS/LIBRARY | 02/03/2026 | 02/23/2026 | 144.05 | 211-45500-592 |
| Total 104828 CENTER POINT LARGE PRINT: | | | | | | | 144.05 | |
| **337 CHILDS WORLD** | | | | | | | | |
| 02/23/2026 | NA165574 | 1 | Invoice | BOOKS/LIBRARY | 02/13/2026 | 02/23/2026 | 275.40 | 211-45500-592 |
| Total 337 CHILDS WORLD: | | | | | | | 275.40 | |
| **106449 CINTAS CORPORATION** | | | | | | | | |
| 03/04/2026 | 4258306996 | 1 | Invoice | MOPS&TOWELS/CITYHALL | 02/03/2026 | 03/04/2026 | 51.88 | 101-41500-310 |
| 03/04/2026 | 4258307539 | 1 | Invoice | MATS & SCRAPER/PW | 02/03/2026 | 03/04/2026 | 50.00 | 101-43100-310 |
| 03/04/2026 | 4259055110 | 1 | Invoice | MATS & SCRAPER/PW | 02/10/2026 | 03/04/2026 | 50.00 | 101-43100-310 |
| 03/04/2026 | 4259817675 | 1 | Invoice | MATS & SCRAPER/PW | 02/17/2026 | 03/04/2026 | 50.00 | 101-43100-310 |
| 03/04/2026 | 4260553733 | 1 | Invoice | MATS & SCRAPER/PW | 02/24/2026 | 03/04/2026 | 50.00 | 101-43100-310 |
| Total 106449 CINTAS CORPORATION: | | | | | | | 251.88 | |
| **106758 COMPASS MINERALS AMERICA INC.** | | | | | | | | |
| 02/18/2026 | 1622694 | 1 | Invoice | HWY DEICING ROCK SALT | 02/04/2026 | 02/19/2026 | 2,628.84 | 101-43125-217 |
| Total 106758 COMPASS MINERALS AMERICA INC.: | | | | | | | 2,628.84 | |
| **757 CRYSTEEL TRUCK EQUIPMENT, INC** | | | | | | | | |
| 02/18/2026 | L36341 | 1 | Invoice | 10' DUMP BODY FOR HYVA HOIST | 02/10/2026 | 02/19/2026 | 26,375.02 | 101-43100-590 |
| Total 757 CRYSTEEL TRUCK EQUIPMENT, INC: | | | | | | | 26,375.02 | |
| **106665 DANCKWART COMPANIES, LLC** | | | | | | | | |
| 02/11/2026 | 25X.136500 | 1 | Invoice | 3RD AVE NE WATERMAIN RELOCATION | 01/07/2026 | 01/14/2026 | 20,109.57 | 601-49400-590 |
| Total 106665 DANCKWART COMPANIES, LLC: | | | | | | | 20,109.57 | |
| **106428 DATA SMART COMPUTERS INC.** | | | | | | | | |
| 02/10/2026 | 97023 | 1 | Invoice | IT SUPPORT-ADMIN FIRMWARE | 01/29/2026 | 02/10/2026 | 145.00 | 101-41500-309 |
| 02/10/2026 | 97097 | 1 | Invoice | DATTO BACKUP/ADMIN | 02/01/2026 | 02/10/2026 | 179.00 | 101-41500-309 |
| 02/10/2026 | 97098 | 1 | Invoice | SENTINELONE SECURITY/ADMIN | 02/01/2026 | 02/10/2026 | 212.50 | 101-41500-309 |
| 02/10/2026 | 97099 | 1 | Invoice | MONTHLY CLOUD BACKUP | 02/01/2026 | 02/10/2026 | 14.00 | 101-41500-309 |
| 02/10/2026 | 97100 | 1 | Invoice | SENTINELONE SECURITY/FIRE DEPT | 02/01/2026 | 02/10/2026 | 17.00 | 101-42200-309 |
| 02/18/2026 | 97413 | 1 | Invoice | ADMIN IT SUPPORT-SERVER ISSUE | 02/17/2026 | 02/19/2026 | 145.00 | 101-41500-310 |
| 02/18/2026 | 97414 | 1 | Invoice | MICROSOFT MONTHLY LICENSES | 02/17/2025 | 02/19/2025 | 258.17 | 101-41500-309 |

| Input Date | Invoice | Seq | Type | Description | Invoice Date | Due Date | Total Cost | GL Account |
|---|---|---|---|---|---|---|---|---|
| 03/04/2026 | 97627 | 1 | Invoice | DATTO BACKUP/ADMIN | 03/01/2026 | 03/04/2026 | 179.00 | 101-41500-309 |
| 03/04/2026 | 97628 | 1 | Invoice | SENTINELONE SECURITY/ADMIN | 03/01/2026 | 03/04/2026 | 212.50 | 101-41500-309 |
| 03/04/2026 | 97629 | 1 | Invoice | MONTHLY CLOUD BACKUP | 03/01/2026 | 03/04/2026 | 14.00 | 101-41500-309 |
| 03/04/2026 | 97630 | 1 | Invoice | SENTINELONE SECURITY/FIRE DEPT | 03/01/2026 | 03/04/2026 | 17.00 | 101-42200-309 |
| Total 106428 DATA SMART COMPUTERS INC.: | | | | | | | 1,393.17 | |
| **105564 DEARBORN LIFE INS CO.** | | | | | | | | |
| 02/24/2026 | MARCH 202 | 1 | Invoice | EMPLOYEE INS. | 02/13/2026 | 02/24/2026 | 178.75 | 101-41500-131 |
| 02/24/2026 | MARCH 202 | 2 | Invoice | EMPLOYEE INS. | 02/13/2026 | 02/24/2026 | 373.88 | 101-42100-131 |
| 02/24/2026 | MARCH 202 | 3 | Invoice | EMPLOYEE INS. | 02/13/2026 | 02/24/2026 | 84.83 | 101-43100-131 |
| 02/24/2026 | MARCH 202 | 4 | Invoice | EMPLOYEE INS. | 02/13/2026 | 02/24/2026 | 81.83 | 211-45500-131 |
| 02/24/2026 | MARCH 202 | 5 | Invoice | EMPLOYEE INS. | 02/13/2026 | 02/24/2026 | 31.38 | 225-45200-131 |
| 02/24/2026 | MARCH 202 | 6 | Invoice | EMPLOYEE INS. | 02/13/2026 | 02/24/2026 | 36.27 | 601-49400-131 |
| 02/24/2026 | MARCH 202 | 7 | Invoice | EMPLOYEE INS. | 02/13/2026 | 02/24/2026 | 36.76 | 602-49450-131 |
| Total 105564 DEARBORN LIFE INS CO.: | | | | | | | 823.70 | |
| **106773 EDWARDS, DAVID & ELIZABETH** | | | | | | | | |
| 03/03/2026 | 2026 BRUSH | 1 | Invoice | BRUSH & COMPOST LEASE | 03/02/2026 | 03/04/2026 | 925.00 | 101-43100-310 |
| Total 106773 EDWARDS, DAVID & ELIZABETH: | | | | | | | 925.00 | |
| **105806 FLAHERTY & HOOD, P.A.** | | | | | | | | |
| 02/10/2026 | 24539 | 1 | Invoice | JANUARY GENERAL LEGAL FEES | 02/08/2026 | 02/10/2026 | 880.00 | 101-41500-304 |
| 02/10/2026 | 24593 | 1 | Invoice | JANUARY LABOR & EMPLOYMENT LEGAL F | 02/04/2026 | 02/10/2026 | 382.50 | 101-41500-304 |
| Total 105806 FLAHERTY & HOOD, P.A.: | | | | | | | 1,262.50 | |
| **106564 HAWKINS, INC.** | | | | | | | | |
| 02/27/2026 | 7339173 | 1 | Invoice | Water Supplies | 02/17/2026 | 02/27/2026 | 923.97 | 601-49400-217 |
| Total 106564 HAWKINS, INC.: | | | | | | | 923.97 | |
| **105808 HBC, INC.** | | | | | | | | |
| 02/10/2026 | 105099 FEB | 1 | Invoice | PHONE&INTERNET/FIRE DEPT. | 02/02/2026 | 02/10/2026 | 196.92 | 101-42200-321 |
| 02/10/2026 | 1277099 FE | 1 | Invoice | PHONE & INTERNET/POOL | 02/02/2026 | 02/10/2026 | 155.40 | 225-45128-321 |
| 02/10/2026 | 71466 FEB. | 1 | Invoice | PHONE&INTERN/LIBRARY | 02/02/2026 | 02/10/2026 | 56.69 | 211-45500-321 |
| 02/10/2026 | 78487 FEB. | 1 | Invoice | PHONE INTERNET/ADMIN | 02/02/2026 | 02/10/2026 | 481.58 | 101-41500-321 |
| 02/10/2026 | 78487 FEB. | 2 | Invoice | PHONE INTERNET/POLICE | 02/02/2026 | 02/10/2026 | 355.69 | 101-42100-321 |
| 02/10/2026 | 78487 FEB. | 3 | Invoice | PHONE INTERNET/PUBLIC WORKS | 02/02/2026 | 02/10/2026 | 318.90 | 101-43100-321 |
| Total 105808 HBC, INC.: | | | | | | | 1,565.18 | |
| **116 HIGH PLAINS** | | | | | | | | |
| 02/24/2026 | 10182 | 1 | Invoice | FUEL/SNOW | 01/17/2026 | 02/24/2026 | 48.80 | 101-43125-212 |
| 02/24/2026 | 10817 | 1 | Invoice | FUEL/SNOW | 01/19/2026 | 02/24/2026 | 54.19 | 101-43125-212 |
| 02/24/2026 | 11027 | 1 | Invoice | FUEL/SNOW | 01/20/2026 | 02/24/2026 | 17.16 | 101-43125-212 |
| 02/24/2026 | 11097 | 1 | Invoice | FUEL/SNOW | 01/20/2026 | 02/24/2026 | 86.76 | 101-43125-212 |
| 02/24/2026 | 11513 | 1 | Invoice | FUEL/SNOW | 01/22/2026 | 02/24/2026 | 18.16 | 101-43125-212 |
| 02/24/2026 | 11582 | 1 | Invoice | FUEL/SNOW | 01/22/2026 | 02/24/2026 | 90.65 | 101-43125-212 |
| 02/24/2026 | 17770 | 1 | Invoice | FUEL/FIRE DEPT | 01/07/2026 | 02/24/2026 | 36.80 | 101-42200-212 |
| 02/24/2026 | 17773 | 1 | Invoice | FUEL/RURAL FIRE DEPT | 01/07/2026 | 02/24/2026 | 61.22 | 245-42200-212 |
| 02/24/2026 | 17799 | 1 | Invoice | FUEL/SNOW | 01/08/2026 | 02/24/2026 | 81.11 | 101-43125-212 |
| 02/24/2026 | 17991 | 1 | Invoice | FUEL/ICE RINK | 01/08/2026 | 02/24/2026 | 39.63 | 225-45127-212 |
| 02/24/2026 | 18312 | 1 | Invoice | FUEL/PW | 01/09/2026 | 02/24/2026 | 64.01 | 101-43100-212 |
| 02/24/2026 | 18996 | 1 | Invoice | FUEL/SNOW | 01/12/2026 | 02/24/2026 | 54.67 | 101-43125-212 |
| 02/24/2026 | 19732 | 1 | Invoice | FUEL/PW | 01/15/2026 | 02/24/2026 | 65.70 | 101-43100-212 |

| Input Date | Invoice | Seq | Type | Description | Invoice Date | Due Date | Total Cost | GL Account |
|---|---|---|---|---|---|---|---|---|
| 02/24/2026 | 24637 | 1 | Invoice | FUEL/PW | 01/15/2026 | 02/24/2026 | 18.13 | 101-43100-212 |
| 02/24/2026 | 24721 | 1 | Invoice | FUEL/SNOW | 01/15/2026 | 02/24/2026 | 47.59 | 101-43125-212 |
| 02/24/2026 | 24772 | 1 | Invoice | FUEL/SNOW | 01/16/2026 | 02/24/2026 | 17.15 | 101-43125-212 |
| 02/24/2026 | 25053 | 1 | Invoice | FUEL/SNOW | 01/18/2026 | 02/24/2026 | 45.72 | 101-43125-212 |
| 02/24/2026 | 25357 | 1 | Invoice | FUEL/PW | 01/21/2026 | 02/24/2026 | 19.63 | 101-43100-212 |
| 02/24/2026 | 25432 | 1 | Invoice | FUEL/SNOW | 01/21/2026 | 02/24/2026 | 44.51 | 101-43125-212 |
| 02/24/2026 | 25433 | 1 | Invoice | FUEL/SNOW | 01/21/2026 | 02/24/2026 | 65.11 | 101-43125-212 |
| 02/24/2026 | 25488 | 1 | Invoice | FUEL/SNOW | 01/22/2026 | 02/24/2026 | 96.51 | 101-43125-212 |
| Total 116 HIGH PLAINS: | | | | | | | 1,073.21 | |
| **107071 HOSE GUYS LLC** | | | | | | | | |
| 02/20/2026 | 2147 | 1 | Invoice | REPLACE HOSE ON ELGIN SWEEPER | 02/06/2026 | 02/20/2026 | 450.41 | 101-43100-221 |
| Total 107071 HOSE GUYS LLC: | | | | | | | 450.41 | |
| **107072 HUMBERT, TREVOR** | | | | | | | | |
| 02/20/2026 | 1298 | 1 | Invoice | F-72 REPLACED SEAT AIR BAG | 06/30/2025 | 02/20/2026 | 293.93 | 245-42200-221 |
| Total 107072 HUMBERT, TREVOR: | | | | | | | 293.93 | |
| **105714 I.U.O.E LOCAL49 FRINGE BENEFIT FUND** | | | | | | | | |
| 02/27/2026 | APRIL 2026 | 1 | Invoice | EMPLOYEE HEALTH INSURANCE-APRIL 202 | 02/27/2026 | 02/27/2026 | 5,025.00 | 101-41500-131 |
| 02/27/2026 | APRIL 2026 | 2 | Invoice | EMPLOYEE HEALTH INSURANCE-APRIL 202 | 02/27/2026 | 02/27/2026 | 1,675.00 | 101-42100-131 |
| 02/27/2026 | APRIL 2026 | 3 | Invoice | EMPLOYEE HEALTH INSURANCE-APRIL 202 | 02/27/2026 | 02/27/2026 | 1,407.00 | 101-43100-131 |
| 02/27/2026 | APRIL 2026 | 4 | Invoice | EMPLOYEE HEALTH INSURANCE-APRIL 202 | 02/27/2026 | 02/27/2026 | 268.00 | 101-43125-131 |
| 02/27/2026 | APRIL 2026 | 5 | Invoice | EMPLOYEE HEALTH INSURANCE-APRIL 202 | 02/27/2026 | 02/27/2026 | 1,675.00 | 225-45200-131 |
| 02/27/2026 | APRIL 2026 | 6 | Invoice | EMPLOYEE HEALTH INSURANCE-APRIL 202 | 02/27/2026 | 02/27/2026 | 1,675.00 | 601-49400-131 |
| 02/27/2026 | APRIL 2026 | 7 | Invoice | EMPLOYEE HEALTH INSURANCE-APRIL 202 | 02/27/2026 | 02/27/2026 | 1,675.00 | 602-49450-131 |
| 02/27/2026 | APRIL 2026 | 1 | Invoice | EMPLOYEE HEALTH INSURANCE-APRIL 202 | 02/27/2026 | 02/27/2026 | 1,907.00 | 101-41500-131 |
| 02/27/2026 | APRIL 2026 | 2 | Invoice | EMPLOYEE HEALTH INSURANCE-APRIL 202 | 02/27/2026 | 02/27/2026 | 15,256.00 | 101-42100-131 |
| 02/27/2026 | APRIL 2026 | 3 | Invoice | EMPLOYEE HEALTH INSURANCE-APRIL 202 | 02/27/2026 | 02/27/2026 | 1,601.88 | 101-43100-131 |
| 02/27/2026 | APRIL 2026 | 4 | Invoice | EMPLOYEE HEALTH INSURANCE-APRIL 202 | 02/27/2026 | 02/27/2026 | 305.12 | 101-43125-131 |
| 02/27/2026 | APRIL 2026 | 5 | Invoice | EMPLOYEE HEALTH INSURANCE-APRIL 202 | 02/27/2026 | 02/27/2026 | 3,814.00 | 211-45500-131 |
| Total 105714 I.U.O.E LOCAL49 FRINGE BENEFIT FUND: | | | | | | | 36,284.00 | |
| **107055 INGRAM LIBRARY SERVICES, LLC** | | | | | | | | |
| 02/09/2026 | 93970338 | 1 | Invoice | BOOKS/LIBRARY | 01/26/2026 | 02/10/2026 | 596.65 | 211-45500-592 |
| 02/09/2026 | 94183626 | 1 | Invoice | BOOKS/LIBRARY | 02/03/2026 | 02/10/2026 | 667.94 | 211-45500-592 |
| 02/23/2026 | 94405654 | 1 | Invoice | BOOKS/LIBRARY | 02/11/2026 | 02/23/2026 | 440.80 | 211-45500-592 |
| 02/23/2026 | 94450974 | 1 | Invoice | BOOKS/LIBRARY | 02/12/2026 | 02/23/2026 | 305.00 | 211-45500-592 |
| 03/03/2026 | 94574813 | 1 | Invoice | BOOKS/LIBRARY | 02/18/2026 | 03/04/2026 | 634.87 | 211-45500-592 |
| Total 107055 INGRAM LIBRARY SERVICES, LLC: | | | | | | | 2,645.26 | |
| **348 JOHN DEERE FINANCIAL** | | | | | | | | |
| 02/18/2026 | IP61866 | 1 | Invoice | MN AG GROUP-GREASE/PW | 02/10/2026 | 02/19/2026 | 81.00 | 101-43100-221 |
| Total 348 JOHN DEERE FINANCIAL: | | | | | | | 81.00 | |
| **106520 KENNY SYLVESTER CONSTRUCTION** | | | | | | | | |
| 02/13/2026 | JAN 11 - FEB | 1 | Invoice | CLEANING CITY HALL/COUNCIL | 02/13/2026 | 02/13/2026 | 600.00 | 101-41110-401 |
| 02/13/2026 | JAN 11 - FEB | 2 | Invoice | CLEANING CITY HALL/ADMIN | 02/13/2026 | 02/13/2026 | 600.00 | 101-41500-401 |
| Total 106520 KENNY SYLVESTER CONSTRUCTION: | | | | | | | 1,200.00 | |

| Input Date | Invoice | Seq | Type | Description | Invoice Date | Due Date | Total Cost | GL Account |
|---|---|---|---|---|---|---|---|---|
| **141 KREOFSKY BUILDING SUPPLIES** | | | | | | | | |
| 02/19/2026 | 2601-513501 | 1 | Invoice | CYLINDER KEY BLK/POOL | 01/05/2026 | 02/19/2026 | 3.99 | 225-45128-223 |
| 02/19/2026 | 2601-514122 | 1 | Invoice | PADLOCK/SEWER | 01/08/2026 | 02/19/2026 | 21.99 | 602-49450-217 |
| 02/19/2026 | 2601-514142 | 1 | Invoice | BATTERIES/PW | 01/08/2026 | 02/19/2026 | 22.99 | 101-43100-217 |
| 02/19/2026 | 2601-514889 | 1 | Invoice | SCREWS, LUMBER, OSB/PARKS | 01/12/2026 | 02/19/2026 | 99.74 | 225-45200-228 |
| 02/19/2026 | 2601-514975 | 1 | Invoice | SCREWS, LUMBER, OSB/PARKS | 01/13/2026 | 02/19/2026 | 197.58 | 225-45200-228 |
| 02/19/2026 | 2601-515027 | 1 | Invoice | SCREWS, LUMBER, OSB/PARKS | 01/13/2026 | 02/19/2026 | 102.03 | 225-45200-228 |
| 02/19/2026 | 2601-515027 | 2 | Invoice | MISC FASTENER, SCREWS, ETC, PINE LUM | 01/13/2026 | 02/19/2026 | 41.04 | 101-41500-223 |
| 02/19/2026 | 2601-515108 | 1 | Invoice | MISC FASTENER, SCREWS, ETC/CITY HALL | 01/13/2026 | 02/19/2026 | 3.16 | 101-41500-223 |
| 02/19/2026 | 2601-515908 | 1 | Invoice | PLYWOOD, FURRING STRIP, REBAR, EARPL | 01/16/2026 | 02/19/2026 | 113.13 | 101-42100-331 |
| 02/19/2026 | 2601-515922 | 1 | Invoice | COUPLING WITH SHUT-OFF/PW | 01/16/2026 | 02/19/2026 | 7.99 | 101-43100-217 |
| 02/19/2026 | 2601-517046 | 1 | Invoice | BROWN WALL BASE, ADHESIVE/CITY HALL | 01/23/2026 | 02/19/2026 | 255.57 | 101-41500-223 |
| 02/19/2026 | 2601-517135 | 1 | Invoice | MISC FASTENER, SCREWS, ETC/SNOW | 01/23/2026 | 02/19/2026 | 14.47 | 101-43125-221 |
| 02/19/2026 | 2601-517645 | 1 | Invoice | SOLID STEEL ROD/PW | 01/27/2026 | 02/19/2026 | 11.49 | 101-43100-217 |
| 02/19/2026 | 2601-517869 | 1 | Invoice | FURRING STRIPS/PW | 01/28/2026 | 02/19/2026 | 8.37 | 101-43100-217 |
| 02/19/2026 | 2601-517928 | 1 | Invoice | SPRAY PRIMER GRAY/PW | 01/28/2026 | 02/19/2026 | 25.47 | 101-43100-217 |
| 02/19/2026 | 2601-517992 | 1 | Invoice | PAINT THINNER/PW | 01/28/2026 | 02/19/2026 | 16.99 | 101-43100-217 |
| 02/19/2026 | 2601-518319 | 1 | Invoice | ADHESIVE/CITY HALL | 01/29/2026 | 02/19/2026 | 13.98 | 101-41500-223 |
| Total 141 KREOFSKY BUILDING SUPPLIES: | | | | | | | 959.98 | |
| **106329 LAKE CITY RECYCLING & DISPOSAL** | | | | | | | | |
| 02/19/2026 | 02/02/2026 | 1 | Invoice | GARBAGE/CEMETERY | 02/02/2026 | 02/19/2026 | 72.54 | 235-49010-384 |
| 02/19/2026 | 02/02/2026 | 2 | Invoice | GARBAGE/PARKS | 02/02/2026 | 02/19/2026 | 72.54 | 225-45200-384 |
| 02/19/2026 | 02/02/2026 | 3 | Invoice | GARBAGE/PARKS | 02/02/2026 | 02/19/2026 | 72.54 | 225-45200-384 |
| 02/19/2026 | 02/02/2026 | 4 | Invoice | GARBAGE/STREETS | 02/02/2026 | 02/19/2026 | 50.25 | 101-43100-384 |
| 02/19/2026 | 02/02/2026 | 5 | Invoice | GARBAGE/PW | 02/02/2026 | 02/19/2026 | 72.54 | 101-43100-384 |
| 02/19/2026 | 02/02/2026 | 6 | Invoice | GARBAGE/FIRE HALL | 02/02/2026 | 02/19/2026 | 54.76 | 101-42200-384 |
| Total 106329 LAKE CITY RECYCLING & DISPOSAL: | | | | | | | 395.17 | |
| **365 LEAGUE OF MINNESOTA CITIES/FINANCE** | | | | | | | | |
| 02/10/2026 | 441851 | 1 | Invoice | ANNUAL MEMBERSHIP FEES | 01/01/2026 | 02/10/2026 | 4,738.00 | 101-41110-433 |
| 02/18/2026 | 445485 | 1 | Invoice | SAFETY TRAINING/PUBLIC WORKS | 02/11/2026 | 02/19/2026 | 1,638.00 | 101-43100-406 |
| 03/03/2026 | 446621 | 1 | Invoice | SAFETY & LOSS CONTROL WORKSHOP | 03/03/2026 | 03/04/2026 | 20.00 | 101-43100-331 |
| Total 365 LEAGUE OF MINNESOTA CITIES/FINANCE: | | | | | | | 6,396.00 | |
| **106017 LEAGUE OF MN CITIES INSURANCE TRUST** | | | | | | | | |
| 02/09/2026 | 2026 WORK | 1 | Invoice | 2026 WORK COMP PREMIUMS | 02/05/2026 | 02/10/2026 | 71.94 | 101-41110-151 |
| 02/09/2026 | 2026 WORK | 2 | Invoice | 2026 WORK COMP PREMIUMS | 02/05/2026 | 02/10/2026 | 2,598.89 | 101-41500-151 |
| 02/09/2026 | 2026 WORK | 3 | Invoice | 2026 WORK COMP PREMIUMS | 02/05/2026 | 02/10/2026 | 32,236.25 | 101-42100-151 |
| 02/09/2026 | 2026 WORK | 4 | Invoice | 2026 WORK COMP PREMIUMS | 02/05/2026 | 02/10/2026 | 2,984.39 | 101-42200-151 |
| 02/09/2026 | 2026 WORK | 5 | Invoice | 2026 WORK COMP PREMIUMS | 02/05/2026 | 02/10/2026 | 17,676.72 | 101-43100-151 |
| 02/09/2026 | 2026 WORK | 6 | Invoice | 2026 WORK COMP PREMIUMS | 02/05/2026 | 02/10/2026 | 742.41 | 211-45500-151 |
| 02/09/2026 | 2026 WORK | 7 | Invoice | 2026 WORK COMP PREMIUMS | 02/05/2026 | 02/10/2026 | 3,474.11 | 225-45128-151 |
| 02/09/2026 | 2026 WORK | 8 | Invoice | 2026 WORK COMP PREMIUMS | 02/05/2026 | 02/10/2026 | 2,562.00 | 225-45200-151 |
| 02/09/2026 | 2026 WORK | 9 | Invoice | 2026 WORK COMP PREMIUMS | 02/05/2026 | 02/10/2026 | 2,923.52 | 245-42200-151 |
| 02/09/2026 | 2026 WORK | 10 | Invoice | 2026 WORK COMP PREMIUMS | 02/05/2026 | 02/10/2026 | 1,283.77 | 601-49400-151 |
| Total 106017 LEAGUE OF MN CITIES INSURANCE TRUST: | | | | | | | 66,554.00 | |
| **107067 LIBRARY IDEAS, LLC** | | | | | | | | |
| 02/18/2026 | 123686 | 1 | Invoice | BOOKS/LIBRARY | 02/05/2026 | 02/19/2026 | 293.67 | 211-45500-592 |
| Total 107067 LIBRARY IDEAS, LLC: | | | | | | | 293.67 | |

| Input Date | Invoice | Seq | Type | Description | Invoice Date | Due Date | Total Cost | GL Account |
|---|---|---|---|---|---|---|---|---|
| **105769 LIBRARY JOURNAL** | | | | | | | | |
| 03/03/2026 | 8801735 | 1 | Invoice | SUBSCRIPTION/LIB. | 02/05/2026 | 03/04/2026 | 179.00 | 211-45500-592 |
| Total 105769 LIBRARY JOURNAL: | | | | | | | 179.00 | |
| **106720 LOFFLER COMPANIES INC.** | | | | | | | | |
| 02/09/2026 | 5257176 | 1 | Invoice | COPIES/LIBRARY | 02/02/2026 | 02/10/2026 | 78.25 | 211-45500-401 |
| 03/03/2026 | 5285463 | 1 | Invoice | COPIER CHARGES/ADMIN | 03/02/2026 | 03/04/2026 | 37.61 | 101-41500-401 |
| Total 106720 LOFFLER COMPANIES INC.: | | | | | | | 115.86 | |
| **105676 LOFTUS, SHANE** | | | | | | | | |
| 02/20/2026 | 21326 | 1 | Invoice | FORESTRY CLASS (MN FORESTRY) 2/13/26 | 02/13/2026 | 02/20/2026 | 15.00 | 101-43100-331 |
| Total 105676 LOFTUS, SHANE: | | | | | | | 15.00 | |
| **160 LYONS OIL MINI MART** | | | | | | | | |
| 02/12/2026 | 1/31/2026 ST | 1 | Invoice | CREDIT/DISCOUNT JANUARY 2026 | 01/31/2026 | 02/13/2026 | 5.44- | 101-43100-212 |
| 02/12/2026 | 1/31/2026 ST | 2 | Invoice | CREDIT/DISCOUNT JANUARY 2026 | 01/31/2026 | 02/13/2026 | .54- | 225-45127-212 |
| 02/12/2026 | 1/31/2026 ST | 3 | Invoice | CREDIT/DISCOUNT JANUARY 2026 | 01/31/2026 | 02/13/2026 | 7.57- | 101-43125-212 |
| 02/12/2026 | 5155848 | 1 | Invoice | CAR WASHES/PD | 01/31/2026 | 02/13/2026 | 21.46 | 101-42100-221 |
| 02/12/2026 | 5155917 | 1 | Invoice | FUEL/PW | 01/12/2026 | 02/13/2026 | 51.04 | 101-43100-212 |
| 02/12/2026 | 5155953 | 1 | Invoice | FUEL/PW | 01/16/2026 | 02/13/2026 | 22.63 | 101-43100-212 |
| 02/12/2026 | 5155978 | 1 | Invoice | FUEL/PW | 01/16/2026 | 02/13/2026 | 47.37 | 101-43100-212 |
| 02/12/2026 | 5155984 | 1 | Invoice | FUEL/SNOW | 01/17/2026 | 02/13/2026 | 9.36 | 101-43125-212 |
| 02/12/2026 | 5755852 | 1 | Invoice | FUEL/ICE RINK | 01/28/2026 | 02/13/2026 | 37.85 | 225-45127-212 |
| 02/12/2026 | 5755879 | 1 | Invoice | FUEL/PW | 01/30/2026 | 02/13/2026 | 66.38 | 101-43100-212 |
| 02/12/2026 | 5755936 | 1 | Invoice | FUEL/SNOW | 01/05/2026 | 02/13/2026 | 10.36 | 101-43125-212 |
| 02/12/2026 | 5755955 | 1 | Invoice | FUEL/SNOW | 01/06/2026 | 02/13/2026 | 47.32 | 101-43125-212 |
| 02/12/2026 | 5755964 | 1 | Invoice | FUEL/SNOW | 01/07/2026 | 02/13/2026 | 15.67 | 101-43125-212 |
| 02/12/2026 | 5755992 | 1 | Invoice | FUEL/PW | 01/09/2026 | 02/13/2026 | 44.85 | 101-43100-212 |
| 02/12/2026 | 5756279 | 1 | Invoice | FUEL/SNOW | 01/02/2026 | 02/13/2026 | 16.27 | 101-43125-212 |
| 02/12/2026 | 5756280 | 1 | Invoice | FUEL/PW | 01/02/2026 | 02/13/2026 | 50.65 | 101-43100-212 |
| 02/12/2026 | 5756628 | 1 | Invoice | FUEL/SNOW | 01/20/2026 | 02/13/2026 | 91.18 | 101-43125-212 |
| 02/12/2026 | 5756643 | 1 | Invoice | FUEL/SNOW | 01/21/2026 | 02/13/2026 | 17.78 | 101-43125-212 |
| 02/12/2026 | 5756646 | 1 | Invoice | FUEL/SNOW | 01/21/2026 | 02/13/2026 | 62.01 | 101-43125-212 |
| 02/12/2026 | 5756648 | 1 | Invoice | FUEL/SNOW | 01/21/2026 | 02/13/2026 | 28.86 | 101-43125-212 |
| 02/12/2026 | 5756653 | 1 | Invoice | FUEL/SNOW | 01/21/2026 | 02/13/2026 | 41.38 | 101-43125-212 |
| 02/12/2026 | 5756659 | 1 | Invoice | FUEL/SNOW | 01/22/2026 | 02/13/2026 | 22.89 | 101-43125-212 |
| 02/12/2026 | 5756663 | 1 | Invoice | FUEL/SNOW | 01/22/2026 | 02/13/2026 | 11.15 | 101-43125-212 |
| 02/12/2026 | 5756678 | 1 | Invoice | FUEL/SNOW | 01/23/2026 | 02/13/2026 | 127.99 | 101-43125-212 |
| 02/12/2026 | 5756689 | 1 | Invoice | FUEL/SNOW | 01/23/2026 | 02/13/2026 | 9.78 | 101-43125-212 |
| Total 160 LYONS OIL MINI MART: | | | | | | | 840.68 | |
| **164 MACQUEEN EQUIPMENT INC.** | | | | | | | | |
| 02/18/2026 | 065057 | 1 | Invoice | PARTS/PW | 02/06/2026 | 02/19/2026 | 52.22 | 101-43100-221 |
| Total 164 MACQUEEN EQUIPMENT INC.: | | | | | | | 52.22 | |
| **106592 MCKELLIPS, JORDAN** | | | | | | | | |
| 02/20/2026 | 114-5727119- | 1 | Invoice | AMAZON-UNIFORM SHOES | 02/01/2026 | 02/20/2026 | 149.95 | 101-42100-417 |
| 02/20/2026 | 1799932 | 1 | Invoice | KEEN FOOTWEAR-UNIFORM SHOES | 02/01/2026 | 02/20/2026 | 165.17 | 101-42100-417 |
| 02/20/2026 | 3500004704 | 1 | Invoice | GUIDEFITTER-CLEANING CLOTH & PEN, RA | 02/07/2026 | 02/20/2026 | 123.55 | 101-42100-418 |
| 02/20/2026 | 7300000148 | 1 | Invoice | GUIDEFITTER-SHOT TIMER/PD | 02/07/2026 | 02/20/2026 | 312.16 | 101-42100-418 |
| Total 106592 MCKELLIPS, JORDAN: | | | | | | | 750.83 | |

| Input Date | Invoice | Seq | Type | Description | Invoice Date | Due Date | Total Cost | GL Account |
|---|---|---|---|---|---|---|---|---|
| **107051 MEDINA ELECTRIC, LLC** | | | | | | | | |
| 02/18/2026 | MED 94 | 1 | Invoice | POWER PROBLEM AT LEVAN LIFT STATION | 02/06/2026 | 02/19/2026 | 125.00 | 602-49450-221 |
| Total 107051 MEDINA ELECTRIC, LLC: | | | | | | | 125.00 | |
| **175 MICHAEL'S TIRE & AUTO** | | | | | | | | |
| 02/19/2026 | 142146 | 1 | Invoice | 231 OIL CHANGE, WASHER FLUID, ANTIFRE | 01/28/2026 | 02/19/2026 | 72.30 | 101-42100-221 |
| 02/19/2026 | 142158 | 1 | Invoice | 251 OIL CHANGE, WASHER FLUID/PD | 01/29/2026 | 02/19/2026 | 68.91 | 101-42100-221 |
| 03/03/2026 | 142284 | 1 | Invoice | KEROSENE/SNOW | 02/20/2026 | 03/04/2026 | 55.00 | 101-43125-212 |
| Total 175 MICHAEL'S TIRE & AUTO: | | | | | | | 196.21 | |
| **106719 MIDWEST TAPE** | | | | | | | | |
| 02/09/2026 | 2000018848 | 1 | Invoice | MOVIES/LIBRARY | 02/02/2026 | 02/10/2026 | 261.79 | 211-45500-592 |
| Total 106719 MIDWEST TAPE: | | | | | | | 261.79 | |
| **106624 MISSISSIPPI WELDERS SUPPLY CO.** | | | | | | | | |
| 02/19/2026 | 4759584 | 1 | Invoice | NOZZLE SLIP/PW | 02/09/2026 | 02/19/2026 | 39.00 | 101-43100-221 |
| Total 106624 MISSISSIPPI WELDERS SUPPLY CO.: | | | | | | | 39.00 | |
| **104410 MN DEPARTMENT OF HEALTH** | | | | | | | | |
| 02/24/2026 | 1ST QTR 20 | 1 | Invoice | 1ST QTR WATER CONNECT FEES | 02/23/2026 | 02/24/2026 | 4,966.00 | 601-49400-310 |
| Total 104410 MN DEPARTMENT OF HEALTH: | | | | | | | 4,966.00 | |
| **223 MN ENERGY RESOURCES CORP.** | | | | | | | | |
| 02/13/2026 | 0503043614 | 1 | Invoice | GAS UTILITY/SEWER | 01/30/2026 | 02/13/2026 | 26.33 | 602-49450-383 |
| 02/13/2026 | 0503078391 | 1 | Invoice | GAS UTILITY/FIRE DEPT. | 01/30/2026 | 02/13/2026 | 783.20 | 101-42200-383 |
| 02/13/2026 | 0503494971 | 1 | Invoice | GAS UTILITY/ICE RINK | 02/03/2026 | 02/13/2026 | 184.10 | 225-45127-383 |
| 02/13/2026 | 0505377887 | 1 | Invoice | GAS UTILITY/COUNCIL | 01/30/2026 | 02/13/2026 | 176.47 | 101-41110-383 |
| 02/13/2026 | 0505377887 | 2 | Invoice | GAS UTILITY/ADMIN | 01/30/2026 | 02/13/2026 | 176.46 | 101-41500-383 |
| 02/13/2026 | 0505377887 | 3 | Invoice | GAS UTILITY/PD | 01/30/2026 | 02/13/2026 | 176.47 | 101-42100-383 |
| 02/13/2026 | 0506816622 | 1 | Invoice | GAS UTILITY/SEWER | 02/03/2026 | 02/13/2026 | 27.06 | 602-49450-383 |
| 02/13/2026 | 0506912263 | 1 | Invoice | GAS UTILITY/PW | 01/30/2026 | 02/13/2026 | 893.33 | 101-43100-383 |
| 02/13/2026 | 0506912263- | 1 | Invoice | GAS UTILITY/WELL #2 GENERATOR | 01/30/2026 | 02/13/2026 | 57.06 | 601-49400-383 |
| 02/13/2026 | 0507609025 | 1 | Invoice | GAS UTILITY/LIBRARY | 01/30/2026 | 02/13/2026 | 447.90 | 211-45500-383 |
| Total 223 MN ENERGY RESOURCES CORP.: | | | | | | | 2,948.38 | |
| **482 MORATH, MICHAEL & JEANETTE** | | | | | | | | |
| 03/03/2026 | 2026 BRUSH | 1 | Invoice | BRUSH & COMPOST | 03/02/2026 | 03/04/2026 | 1,700.00 | 101-43100-310 |
| Total 482 MORATH, MICHAEL & JEANETTE: | | | | | | | 1,700.00 | |
| **106753 MyRec.Com** | | | | | | | | |
| 03/04/2026 | 032185765 | 1 | Invoice | RECREATION SOFTWARE-ANNUAL FEE/PO | 03/01/2026 | 03/04/2026 | 3,445.00 | 225-45128-309 |
| Total 106753 MyRec.Com: | | | | | | | 3,445.00 | |
| **106277 NATIONAL FIRE SAFETY COUNCIL, INC.** | | | | | | | | |
| 02/20/2026 | MN79F2-25 | 1 | Invoice | FIRE SAFETY ITEMS | 07/23/2025 | 08/23/2025 | 861.00 | 101-42200-207 |
| Total 106277 NATIONAL FIRE SAFETY COUNCIL, INC.: | | | | | | | 861.00 | |
| **106877 NICK'S SKID & STEER** | | | | | | | | |
| 03/03/2026 | 2760 | 1 | Invoice | OIL, REPLACE HYD HOSE/PW | 07/09/2025 | 03/03/2026 | 570.01 | 101-43100-221 |

| Input Date | Invoice | Seq | Type | Description | Invoice Date | Due Date | Total Cost | GL Account |
|---|---|---|---|---|---|---|---|---|
| 03/03/2026 | 3156 | 1 | Invoice | REPLACE BALL JOINTS, CV AXLE & SPINDL | 02/19/2026 | 03/03/2026 | 2,245.66 | 101-43100-221 |
| | Total 106877 NICK'S SKID & STEER: | | | | | | 2,815.67 | |
| **106903 OFFICE OF ADMINISTRATIVE HEARINGS** | | | | | | | | |
| 02/13/2026 | 531389-2 | 1 | Invoice | REVIEW FILE/FILING-PD CASE | 11/30/2025 | 02/13/2026 | 13.50 | 101-41500-310 |
| 02/13/2026 | 531705-2 | 1 | Invoice | DRAFT CONTINUANCE ORDER-PD CASE | 12/31/2025 | 02/13/2026 | 67.50 | 101-41500-310 |
| | Total 106903 OFFICE OF ADMINISTRATIVE HEARINGS: | | | | | | 81.00 | |
| **106085 ON-SITE COMPUTERS, INC.** | | | | | | | | |
| 02/19/2026 | CW105833 | 1 | Invoice | MICROSOFT 365 BUSINESS AGREEMENT/P | 02/02/2026 | 02/19/2026 | 98.00 | 101-42100-310 |
| 02/19/2026 | CW106047 | 1 | Invoice | CLOUD BACKUP, HUNTRESS, ACRONIS/PD | 02/02/2026 | 02/19/2026 | 169.99 | 101-42100-310 |
| | Total 106085 ON-SITE COMPUTERS, INC.: | | | | | | 267.99 | |
| **106161 PEOPLE'S ENERGY COOPERATIVE** | | | | | | | | |
| 02/18/2026 | 2643900 FE | 1 | Invoice | ELEC WELL #3 | 02/05/2026 | 02/18/2026 | 596.00 | 601-49400-381 |
| 02/18/2026 | 2647400 FE | 1 | Invoice | ELEC ICE RINK | 02/05/2026 | 02/18/2026 | 121.00 | 225-45127-381 |
| 02/18/2026 | 2658900 FE | 1 | Invoice | ELEC POOL | 02/05/2026 | 02/18/2026 | 172.00 | 225-45128-381 |
| 02/18/2026 | 2706100 FE | 1 | Invoice | ELEC NE LIFT STATION | 02/05/2026 | 02/18/2026 | 380.00 | 602-49450-381 |
| 02/18/2026 | 2709900 FE | 1 | Invoice | ELEC WEST BROADWAY | 02/05/2026 | 02/18/2026 | 12.00 | 101-42500-381 |
| 02/18/2026 | 2714900 FE | 1 | Invoice | ELEC STREET LIGHTS | 02/05/2026 | 02/18/2026 | 3,140.00 | 101-43100-381 |
| 02/18/2026 | 2738000 FE | 1 | Invoice | ELEC WELL #2 | 02/05/2026 | 02/18/2026 | 2,744.00 | 601-49400-381 |
| 02/18/2026 | 2739100 FE | 1 | Invoice | ELEC PW BUILDING | 02/05/2026 | 02/18/2026 | 433.00 | 101-43100-381 |
| 02/18/2026 | 2747700 FE | 1 | Invoice | ELEC SW SIREN | 02/05/2026 | 02/18/2026 | 83.00 | 101-42500-381 |
| 02/18/2026 | 2764400 FE | 1 | Invoice | ELEC NW LIFT STATION | 02/05/2026 | 02/18/2026 | 538.00 | 602-49450-381 |
| 02/18/2026 | 2767800 FE | 1 | Invoice | ELEC CEMETERY FLAG LIGHT | 02/05/2026 | 02/18/2026 | 66.00 | 235-49010-381 |
| 02/20/2026 | 2777600 FE | 1 | Invoice | ELEC LIBRARY | 02/05/2026 | 02/20/2026 | 368.00 | 211-45500-381 |
| 02/18/2026 | 3036800 FE | 1 | Invoice | ELEC FIRE HALL | 02/05/2026 | 02/18/2026 | 240.00 | 101-42200-381 |
| 02/18/2026 | 3038100 FE | 1 | Invoice | ELEC CITY HALL/COUNCIL | 02/05/2026 | 02/18/2026 | 166.00 | 101-41110-381 |
| 02/18/2026 | 3038100 FE | 2 | Invoice | ELEC CITY HALL/ADMIN | 02/05/2026 | 02/18/2026 | 166.00 | 101-41500-381 |
| 02/18/2026 | 3038100 FE | 3 | Invoice | ELEC CITY HALL/PD | 02/05/2026 | 02/18/2026 | 166.00 | 101-42100-381 |
| 02/18/2026 | 3041300 FE | 1 | Invoice | ELEC WEDGEWOOD PARK | 02/05/2026 | 02/18/2026 | 97.00 | 225-45200-381 |
| 02/18/2026 | 3042300 FE | 1 | Invoice | ELEC WATER TOWER | 02/05/2026 | 02/18/2026 | 376.00 | 601-49400-381 |
| 02/18/2026 | 3043900 FE | 1 | Invoice | ELEC BIKE TRAIL | 02/05/2026 | 02/18/2026 | 80.00 | 225-45200-381 |
| 02/18/2026 | 3274000 FE | 1 | Invoice | ELEC 6TH ST SW LIGHTS | 02/05/2026 | 02/18/2026 | 120.87 | 101-43100-381 |
| 02/18/2026 | 3274100 FE | 1 | Invoice | ELEC 4TH ST SW LIGHTS | 02/05/2026 | 02/18/2026 | 147.86 | 101-43100-381 |
| 02/18/2026 | 3274200 FE | 1 | Invoice | ELEC 2ND ST SW LIGHTS | 02/05/2026 | 02/18/2026 | 128.65 | 101-43100-381 |
| 02/18/2026 | 3274300 FE | 1 | Invoice | ELEC 1ST ST SW LIGHTS | 02/05/2026 | 02/18/2026 | 103.80 | 101-43100-381 |
| 02/18/2026 | 3333200 FE | 1 | Invoice | ELEC ECKSTEIN TENNIS COURT | 02/05/2026 | 02/18/2026 | 82.00 | 225-45200-381 |
| | Total 106161 PEOPLE'S ENERGY COOPERATIVE: | | | | | | 10,527.18 | |
| **107070 PILLAR DESIGNS LLC** | | | | | | | | |
| 02/20/2026 | SPY_#2425 | 1 | Invoice | TWO PERSON PILLAR BOOTH-WHITE VOGU | 02/19/2026 | 02/20/2026 | 16,790.00 | 211-45500-590 |
| | Total 107070 PILLAR DESIGNS LLC: | | | | | | 16,790.00 | |
| **104928 PITNEY BOWES INC.** | | | | | | | | |
| 03/04/2026 | 1029041085 | 1 | Invoice | INK CART/POSTAGE | 02/27/2026 | 03/04/2026 | 225.74 | 101-41500-201 |
| | Total 104928 PITNEY BOWES INC.: | | | | | | 225.74 | |
| **105004 PK MEYER BUILDERS, INC.** | | | | | | | | |
| 02/10/2026 | 25PV-00027 | 1 | Invoice | REFUND DEPOSIT WATER | 02/01/2026 | 02/10/2026 | 500.00 | 601-49400-229 |
| 02/10/2026 | 25PV-00027 | 2 | Invoice | REFUND DEPOSIT SEWER | 02/01/2026 | 02/10/2026 | 500.00 | 602-49450-229 |
| 02/05/2026 | FEB 2026 | 1 | Invoice | FEB 2026 TIF PAYMENT | 02/05/2026 | 02/05/2026 | 16,393.00 | 505-46500-439 |

| Input Date | Invoice | Seq | Type | Description | Invoice Date | Due Date | Total Cost | GL Account |
|---|---|---|---|---|---|---|---|---|
| Total 105004 PK MEYER BUILDERS, INC.: | | | | | | | 17,393.00 | |
| **104294 PLAINVIEW AREA COMM. CENTER** | | | | | | | | |
| 02/23/2026 | 2026 DONAT | 1 | Invoice | 2026 FUNDING | 02/23/2026 | 02/23/2026 | 12,500.00 | 101-49300-425 |
| Total 104294 PLAINVIEW AREA COMM. CENTER: | | | | | | | 12,500.00 | |
| **105272 PLAINVIEW LAWN & SNOW** | | | | | | | | |
| 02/09/2026 | 28 | 1 | Invoice | OPEN & CLOSE/Z. ZABEL | 01/31/2026 | 02/10/2026 | 335.00 | 235-49010-401 |
| 02/09/2026 | 30 | 1 | Invoice | OPEN & CLOSE/A. BREMHER | 01/29/2026 | 02/10/2026 | 670.00 | 235-49010-401 |
| 03/04/2026 | 32 2/24/26 | 1 | Invoice | OPEN & CLOSE/D. LANNING | 02/24/2026 | 03/04/2026 | 335.00 | 235-49010-401 |
| Total 105272 PLAINVIEW LAWN & SNOW: | | | | | | | 1,340.00 | |
| **239 PLAINVIEW NEWS** | | | | | | | | |
| 02/09/2026 | 83108 | 1 | Invoice | ADVERTISE/VOLUNTEER FIRE FIGHTERS W | 01/08/2026 | 02/10/2026 | 69.00 | 101-42200-343 |
| 02/09/2026 | 83154 | 1 | Invoice | ADVERTISE/VOLUNTEER FIRE FIGHTERS W | 01/15/2026 | 02/10/2026 | 69.00 | 101-42200-343 |
| 02/09/2026 | 83158 | 1 | Invoice | ADVERTISE/2026 BUDGET SUMMARY | 01/15/2026 | 02/10/2026 | 312.00 | 101-41500-343 |
| 02/09/2026 | 83254 | 1 | Invoice | ADVERTISE/ORDINANCE NO. 2026-01 | 01/29/2026 | 02/10/2026 | 47.24 | 101-41500-343 |
| 03/04/2026 | 83290 | 1 | Invoice | ADVERTISE/SUMMER JOB-POOL | 02/03/2026 | 03/04/2026 | 138.00 | 225-45128-343 |
| 03/04/2026 | 83335 | 1 | Invoice | ADVERTISE/SUMMER JOB-POOL | 02/10/2026 | 03/04/2026 | 138.00 | 225-45128-343 |
| 03/04/2026 | 83449 | 1 | Invoice | ADVERTISE/PUBLIC NOTICE: DOG LICENSE | 02/24/2026 | 03/04/2026 | 161.00 | 101-41500-343 |
| Total 239 PLAINVIEW NEWS: | | | | | | | 934.24 | |
| **238 PLAINVIEW PARTS HOUSE** | | | | | | | | |
| 02/19/2026 | 773516 | 1 | Invoice | WORK LIGHT/PW | 01/14/2026 | 02/20/2026 | 75.95 | 101-43100-217 |
| 02/19/2026 | 773721 | 1 | Invoice | WINDSHIELD WASH/PD | 01/17/2026 | 02/20/2026 | 3.99 | 101-42100-221 |
| 02/19/2026 | 773812 | 1 | Invoice | FOLDING WORK LIGHT/PW | 01/19/2026 | 02/20/2026 | 78.28 | 101-43100-217 |
| 02/19/2026 | 773812 | 2 | Invoice | WARRANTY FOLDING WORK LIGHT/PW | 01/19/2026 | 02/20/2026 | 78.28- | 101-43100-217 |
| 02/19/2026 | 773874 | 1 | Invoice | 2.5 DEF, DIESEL ANTIGEL/SNOW | 01/20/2026 | 02/20/2026 | 47.49 | 101-43125-212 |
| 02/19/2026 | 774167 | 1 | Invoice | PIPE TAP-PIPE THREAD/PW | 01/23/2026 | 02/20/2026 | 37.07 | 101-43100-217 |
| 02/19/2026 | 774193 | 1 | Invoice | ADAPTER, BIT KIT, GRINDER/SNOW | 01/23/2026 | 02/20/2026 | 236.09 | 101-43125-221 |
| 02/19/2026 | 774193 | 2 | Invoice | RETURN PIPE TAP-PIPE THREAD/PW | 01/23/2026 | 02/20/2026 | 37.07- | 101-43100-217 |
| 02/19/2026 | 774301 | 1 | Invoice | HYDRAULIC HOSE FITTINGS, WIRE BRAID H | 01/26/2026 | 02/20/2026 | 62.10 | 101-43125-221 |
| 02/19/2026 | 774405 | 1 | Invoice | OIL AND AIR FILTERS, OIL/PW | 01/27/2026 | 02/20/2026 | 30.72 | 101-43100-221 |
| 02/19/2026 | 774514 | 1 | Invoice | PLUG TAP/PW | 01/28/2026 | 02/20/2026 | 13.60 | 101-43100-217 |
| Total 238 PLAINVIEW PARTS HOUSE: | | | | | | | 469.94 | |
| **240 PLAINVIEW POSTMASTER** | | | | | | | | |
| 03/02/2026 | MARCH 202 | 1 | Invoice | UTILITY BILLING | 03/02/2026 | 03/02/2026 | 267.23 | 601-49400-322 |
| 03/02/2026 | MARCH 202 | 2 | Invoice | UTILITY BILLING | 03/02/2026 | 03/02/2026 | 267.23 | 602-49450-322 |
| Total 240 PLAINVIEW POSTMASTER: | | | | | | | 534.46 | |
| **107064 PLAYAWAY PRODUCTS LLC** | | | | | | | | |
| 02/09/2026 | 523338 | 1 | Invoice | BOOKS/LIBRARY | 01/26/2026 | 02/10/2026 | 54.89 | 211-45500-592 |
| Total 107064 PLAYAWAY PRODUCTS LLC: | | | | | | | 54.89 | |
| **105152 PURCHASE POWER** | | | | | | | | |
| 02/13/2026 | 0602-5906 2/ | 1 | Invoice | POSTAGE REFILL | 02/11/2026 | 02/13/2026 | 441.99 | 101-41500-322 |
| Total 105152 PURCHASE POWER: | | | | | | | 441.99 | |

| Input Date | Invoice | Seq | Type | Description | Invoice Date | Due Date | Total Cost | GL Account |
|---|---|---|---|---|---|---|---|---|
| **741 QUILL CORPORATION** | | | | | | | | |
| 02/10/2026 | 47583596 | 1 | Invoice | APC BACKUPS/SEWER | 01/29/2026 | 02/10/2026 | 260.54 | 602-49450-221 |
| 02/10/2026 | 47583596 | 2 | Invoice | APC BACKUPS/WATER | 01/29/2026 | 02/10/2026 | 260.54 | 601-49400-221 |
| 02/10/2026 | 47583596 | 3 | Invoice | APC BACKUPS/PW | 01/29/2026 | 02/10/2026 | 74.44 | 101-43100-221 |
| 02/24/2026 | 47776087 | 1 | Invoice | STORAGE FILE BOXES/ADMIN | 02/12/2026 | 02/24/2026 | 137.34 | 101-41500-201 |
| 03/03/2026 | 47863577 | 1 | Invoice | ENVELOPES, SHEET PROTECTORS, ACCOR | 02/19/2026 | 03/04/2026 | 283.29 | 101-41500-201 |
| 03/03/2026 | 47863577 | 2 | Invoice | NAPKINS/ADMIN | 02/19/2026 | 03/04/2026 | 13.84 | 101-41500-217 |
| 03/03/2026 | 47886444 | 1 | Invoice | MANILA FOLDERS/ADMIN | 02/21/2026 | 03/04/2026 | 97.70 | 101-41500-201 |
| Total 741 QUILL CORPORATION: | | | | | | | 1,127.69 | |
| **105845 RAHMAN HEATING, AC &** | | | | | | | | |
| 03/03/2026 | I-26248-15 | 1 | Invoice | COMFORT CLUB MARCH 2026/PW | 03/02/2026 | 03/04/2026 | 49.00 | 101-43100-223 |
| 03/03/2026 | I-26248-15 | 2 | Invoice | COMFORT CLUB MARCH 2026/CITY HALL | 03/02/2026 | 03/04/2026 | 28.00 | 101-41500-223 |
| 03/03/2026 | I-26248-15 | 3 | Invoice | COMFORT CLUB MARCH 2026/POOL | 03/02/2026 | 03/04/2026 | 28.00 | 225-45128-223 |
| 03/03/2026 | I-26248-15 | 4 | Invoice | COMFORT CLUB MARCH 2026/EASTWOOD | 03/02/2026 | 03/04/2026 | 7.00 | 225-45200-223 |
| 03/03/2026 | I-26248-15 | 5 | Invoice | COMFORT CLUB MARCH 2026/FIRE HALL | 03/02/2026 | 03/04/2026 | 42.00 | 101-42200-223 |
| 03/03/2026 | I-26248-15 | 6 | Invoice | COMFORT CLUB MARCH 2026/MAYO AMBUL | 03/02/2026 | 03/04/2026 | 35.00 | 101-41500-227 |
| 03/03/2026 | I-26248-15 | 7 | Invoice | COMFORT CLUB MARCH 2026/LIBRARY | 03/02/2026 | 03/04/2026 | 42.00 | 211-45500-223 |
| Total 105845 RAHMAN HEATING, AC &: | | | | | | | 231.00 | |
| **105837 ROTO-ROOTER** | | | | | | | | |
| 02/18/2026 | 164144 | 1 | Invoice | JETTED CITY MAIN 350' TWICE | 02/06/2026 | 02/19/2026 | 630.00 | 602-49450-221 |
| 02/18/2026 | 164233 | 1 | Invoice | CLEANED, TELEVISED, LOCATED SEWER M | 02/12/2026 | 02/19/2026 | 1,675.00 | 602-49450-221 |
| 02/27/2026 | 164254 | 1 | Invoice | OPEN FROZEN STORM DRAIN 400 7TH ST. S | 02/16/2026 | 02/27/2026 | 804.00 | 602-49450-221 |
| Total 105837 ROTO-ROOTER: | | | | | | | 3,109.00 | |
| **107027 SAFEBUILT, LLC** | | | | | | | | |
| 02/09/2026 | 3241416 | 1 | Invoice | BUILDING INSPECTIONS | 01/31/2026 | 02/10/2026 | 1,189.96 | 101-41500-316 |
| 03/04/2026 | 3398234 | 1 | Invoice | BUILDING INSPECTIONS | 02/28/2026 | 03/04/2026 | 1,243.90 | 101-41500-316 |
| Total 107027 SAFEBUILT, LLC: | | | | | | | 2,433.86 | |
| **106438 SAND CREEK EAP, LLC** | | | | | | | | |
| 02/24/2026 | 1001 | 1 | Invoice | EAP SERVICES UTILIZIED 10/31/25-12/31/25 | 12/31/2025 | 01/31/2026 | 572.55 | 101-41500-401 |
| Total 106438 SAND CREEK EAP, LLC: | | | | | | | 572.55 | |
| **268 SELCO** | | | | | | | | |
| 02/09/2026 | 54070 | 1 | Invoice | ILS PACKAGE/LIBRARY | 02/02/2026 | 02/10/2026 | 464.15 | 211-45500-310 |
| 02/09/2026 | 54105 | 1 | Invoice | PC MANAGEMENT-ENVISIONWARE/LIBRAR | 02/06/2026 | 02/10/2026 | 257.02 | 211-45500-310 |
| Total 268 SELCO: | | | | | | | 721.17 | |
| **106770 SZYMANSKI, LOGAN** | | | | | | | | |
| 03/04/2026 | NVN538435 | 1 | Invoice | NEVENEYEWEAR-REIMBURSE UNIFORM AL | 02/17/2026 | 03/04/2026 | 91.27 | 101-42100-417 |
| Total 106770 SZYMANSKI, LOGAN: | | | | | | | 91.27 | |
| **106971 TALOS DYNAMICS** | | | | | | | | |
| 03/04/2026 | 2046 | 1 | Invoice | VEST-L. SZYMANSKI/PD | 02/23/2026 | 03/04/2026 | 2,042.38 | 101-42100-417 |
| Total 106971 TALOS DYNAMICS: | | | | | | | 2,042.38 | |
| **289 THATCHER POOLS & SPA** | | | | | | | | |
| 02/18/2026 | 21826 S. LO | 1 | Invoice | CPO COURSE S. LOFTUS | 02/18/2026 | 02/18/2026 | 395.00 | 225-45128-331 |

| Input Date | Invoice | Seq | Type | Description | Invoice Date | Due Date | Total Cost | GL Account |
|---|---|---|---|---|---|---|---|---|
| 02/18/2026 | 21826 T. KR | 1 | Invoice | CPO COURSE T. KRUSMARK | 02/18/2026 | 02/18/2026 | 395.00 | 225-45128-331 |
| Total 289 THATCHER POOLS & SPA: | | | | | | | 790.00 | |
| **104900 TOMS LAWN & CLEANING SERVICE** | | | | | | | | |
| 02/09/2026 | 822 | 1 | Invoice | CLEANING/LIBRARY | 01/31/2026 | 02/10/2026 | 780.00 | 211-45500-401 |
| Total 104900 TOMS LAWN & CLEANING SERVICE: | | | | | | | 780.00 | |
| **106785 US INTERNET CORP.** | | | | | | | | |
| 02/10/2026 | 5668439 | 1 | Invoice | MONTHLY EMAIL SPAM FILTERING/ADMIN | 01/31/2026 | 02/10/2026 | 31.50 | 101-41500-309 |
| 03/04/2026 | 5728223 | 1 | Invoice | MONTHLY EMAIL SPAM FILTERING/ADMIN | 02/28/2026 | 03/04/2026 | 31.50 | 101-41500-309 |
| Total 106785 US INTERNET CORP.: | | | | | | | 63.00 | |
| **105461 VISA/TCM BANK N.A.** | | | | | | | | |
| 02/12/2026 | #0165 FEB. | 1 | Invoice | THE ATLANTIC-ANNUAL SUBSCRIPTION/LIB | 02/02/2026 | 02/12/2026 | 114.99 | 211-45500-592 |
| 02/12/2026 | #0165 FEB. | 2 | Invoice | AMAZON-LOCKBOX/LIBRARY | 02/02/2026 | 02/12/2026 | 31.76 | 211-45500-217 |
| 02/12/2026 | #0165 FEB. | 3 | Invoice | AMAZON-PRINTER PAPER, STAPLES, SCRA | 02/02/2026 | 02/12/2026 | 94.26 | 211-45500-201 |
| 02/12/2026 | #0165 FEB. | 4 | Invoice | AMAZON-BOOKS/LIBRARY | 02/02/2026 | 02/12/2026 | 34.85 | 211-45500-592 |
| 02/12/2026 | #0165 FEB. | 5 | Invoice | AMAZON-LOCKBOX/LIBRARY | 02/02/2026 | 02/12/2026 | 32.44 | 211-45500-217 |
| 02/12/2026 | #0165 FEB. | 6 | Invoice | AMAZON-PRINTER PAPER/LIBRARY | 02/02/2026 | 02/12/2026 | 26.00 | 211-45500-201 |
| 02/12/2026 | #6188 FEB. | 1 | Invoice | AMAZON-1 INCH EXTRACTOR/PW | 02/02/2026 | 02/12/2026 | 25.73 | 101-43100-217 |
| 02/12/2026 | #6188 FEB. | 2 | Invoice | MNAWWA-WATER OPERATORS SCHOOL S. | 02/02/2026 | 02/12/2026 | 430.00 | 601-49400-331 |
| 02/12/2026 | #6188 FEB. | 3 | Invoice | MENARDS-CARPET AND INSTALLATION TAP | 02/02/2026 | 02/12/2026 | 1,699.75 | 101-41500-223 |
| 02/12/2026 | #6196 FEB. | 1 | Invoice | NORTHERN TOOL & EQUIP-PENETRATING C | 02/02/2026 | 02/12/2026 | 125.92 | 101-43100-217 |
| 02/12/2026 | #6196 FEB. | 2 | Invoice | VIKING ELECTRIC-R-DOT ASLB-XL6 SERVIC | 02/02/2026 | 02/12/2026 | 100.64 | 602-49450-223 |
| 02/12/2026 | #6196 FEB. | 3 | Invoice | BATTERIES PLUS-BATTERY/PW | 02/02/2026 | 02/12/2026 | 24.53 | 101-43100-217 |
| 02/12/2026 | #6196 FEB. | 4 | Invoice | BATTERIES PLUS-BATTERIES/WATER | 02/02/2026 | 02/12/2026 | 208.14 | 601-49400-221 |
| 02/12/2026 | #6196 FEB. | 5 | Invoice | BATTERIES PLUS-BATTERIES/SEWER | 02/02/2026 | 02/12/2026 | 208.14 | 602-49450-221 |
| 02/12/2026 | #6196 FEB. | 6 | Invoice | MENARDS-CEILING FAN/ADMIN | 02/02/2026 | 02/12/2026 | 89.99 | 101-41500-223 |
| 02/12/2026 | #6196 FEB. | 7 | Invoice | MENARDS-VEHICLE CLEANING SUPPLIES, | 02/02/2026 | 02/12/2026 | 158.67 | 101-43100-217 |
| 02/12/2026 | #6196 FEB. | 8 | Invoice | SUMMIT SAFETY HIVIS SUPPLY-UNIFORM J | 02/02/2026 | 02/12/2026 | 37.48 | 602-49450-217 |
| 02/12/2026 | #6196 FEB. | 9 | Invoice | SUMMIT SAFETY HIVIS SUPPLY-UNIFORM J | 02/02/2026 | 02/12/2026 | 151.44 | 602-49450-217 |
| 02/12/2026 | #6196 FEB. | 10 | Invoice | MENARDS-BRASS HEX BUSHING, BRASS H | 02/02/2026 | 02/12/2026 | 69.00 | 225-45128-223 |
| 02/12/2026 | #6196 FEB. | 11 | Invoice | BATTERIES PLUS-CREDIT TAX/SEWER | 02/02/2026 | 02/12/2026 | 13.39- | 602-49450-221 |
| 02/12/2026 | #6196 FEB. | 12 | Invoice | BATTERIES PLUS-CREDIT TAX/WATER | 02/02/2026 | 02/12/2026 | 13.39- | 601-49400-221 |
| 02/12/2026 | #6196 FEB. | 13 | Invoice | BATTERIES PLUS-CREDIT TAX/PW | 02/02/2026 | 02/12/2026 | 1.58- | 101-43100-217 |
| 02/12/2026 | #6196 FEB. | 14 | Invoice | BATTERIES PLUS-BATTERIES/PW | 02/02/2026 | 02/12/2026 | 62.85 | 101-43100-223 |
| 02/12/2026 | #6196 FEB. | 15 | Invoice | USPS-POSTAGE/WATER | 02/02/2026 | 02/12/2026 | 7.45 | 601-49400-322 |
| 02/12/2026 | #6634 FEB. | 1 | Invoice | KEENFOOTWEAR-UNIFORM BOOTS/B. FLIE | 02/02/2026 | 02/12/2026 | 319.95 | 601-49400-417 |
| 02/12/2026 | #6634 FEB. | 2 | Invoice | KEENFOOTWEAR-REFUND UNIFORM BOOT | 02/02/2026 | 02/12/2026 | 182.54- | 601-49400-417 |
| 02/12/2026 | #6840 FEB. | 1 | Invoice | MENARDS-CARPET SAMPLES FOR COUNCI | 02/02/2026 | 02/12/2026 | 16.05 | 101-41110-437 |
| 02/12/2026 | #6840 FEB. | 2 | Invoice | MAURICES-UNIFORM TOPS, SCARF/C. KUJA | 02/02/2026 | 02/12/2026 | 45.94 | 101-41500-417 |
| 02/12/2026 | #6840 FEB. | 3 | Invoice | MAURICES-UNIFORM TOPS, PANTS/C. KUJA | 02/02/2026 | 02/12/2026 | 172.09 | 101-41500-417 |
| 02/12/2026 | #6840 FEB. | 4 | Invoice | DEPT OF LABOR-4TH QTR 2025 STATE SUR | 02/02/2026 | 02/12/2026 | 530.60 | 101-41500-316 |
| 02/12/2026 | #6840 FEB. | 5 | Invoice | ADOBE-C. KUJATH | 02/02/2026 | 02/12/2026 | 21.46 | 101-41500-433 |
| 02/12/2026 | #6931 FEB. | 1 | Invoice | USPS-CERTIFIED MAIL NOTICE FOR PUSHI | 02/02/2026 | 02/12/2026 | 10.48 | 101-41500-322 |
| 02/12/2026 | #6998 FEB. | 1 | Invoice | OPTICS PLANET-RIFLESCOPE/PD | 02/02/2026 | 02/12/2026 | 328.57 | 101-42100-418 |
| 02/12/2026 | #6998 FEB. | 2 | Invoice | BCA TRAINING-DMT-G ONLINE RECERT. TR | 02/02/2026 | 02/12/2026 | 75.00 | 101-42100-331 |
| 02/12/2026 | #7228 FEB. | 1 | Invoice | AMERICAN RED CROSS-LIFEGUARD TRAINI | 02/02/2026 | 02/12/2026 | 315.00 | 225-45128-331 |
| 02/13/2026 | #7798 FEB. | 1 | Invoice | APPLE.COM/PD | 02/02/2026 | 02/13/2026 | .99 | 101-42100-321 |
| 02/13/2026 | #7798 FEB. | 2 | Invoice | USPS-POSTAGE/PD | 02/02/2026 | 02/13/2026 | 1.27 | 101-42100-322 |
| 02/13/2026 | #7798 FEB. | 3 | Invoice | AMAZON-UNIFORM SHIRT & SHOES/A. MCG | 02/02/2026 | 02/13/2026 | 219.47 | 101-42100-417 |
| 02/13/2026 | #7798 FEB. | 4 | Invoice | EXPERTVOICE-UNIFORM PANTS/L. SZYMAN | 02/02/2026 | 02/13/2026 | 116.00 | 101-42100-417 |
| 02/13/2026 | #7798 FEB. | 5 | Invoice | COSTCO-TRASH BAGS, BATTERIES/PD | 02/02/2026 | 02/13/2026 | 91.74 | 101-42100-217 |
| 02/13/2026 | #7798 FEB. | 6 | Invoice | HOSTGATOR.COM-WEEBLY RENEWAL/PD | 02/02/2026 | 02/13/2026 | 8.99 | 101-42100-321 |
| 02/13/2026 | #7798 FEB. | 7 | Invoice | WETHEPEOPLEHOLSTERS-UNIFORM/J. PRI | 02/02/2026 | 02/13/2026 | 77.30 | 101-42100-417 |

| Input Date | Invoice | Seq | Type | Description | Invoice Date | Due Date | Total Cost | GL Account |
|---|---|---|---|---|---|---|---|---|
| 02/13/2026 | #7798 FEB. | 8 | Invoice | SAFE LINE DEFENSE-UNIFORM DUTY BELT/ | 02/02/2026 | 02/13/2026 | 125.05 | 101-42100-417 |
| 02/13/2026 | #7798 FEB. | 9 | Invoice | GALLS.COM-UNIFORM/J. PRIETO | 02/02/2026 | 02/13/2026 | 361.51 | 101-42100-417 |
| 02/13/2026 | #7798 FEB. | 10 | Invoice | BCA TRAINING-DMT-G ONLINE RECERT. TR | 02/02/2026 | 02/13/2026 | 75.00 | 101-42100-331 |
| 02/13/2026 | #7798 FEB. | 11 | Invoice | ADOBE-SUBSCRIPTION/PD | 02/02/2026 | 02/13/2026 | 21.46 | 101-42100-309 |
| 02/12/2026 | #8143 FEB. | 1 | Invoice | FLEET FARM-UNIFORM APPAREL/D. HOFFM | 02/02/2026 | 02/12/2026 | 109.98 | 225-45200-417 |
| 02/12/2026 | #8143 FEB. | 2 | Invoice | FLEET FARM-UNIFORM PANTS, SWEATSHIR | 02/02/2026 | 02/12/2026 | 156.97 | 225-45200-417 |
| Total 105461 VISA/TCM BANK N.A.: | | | | | | | 6,724.00 | |
| **307 WABASHA COUNTY AUDITOR/TREAS.** | | | | | | | | |
| 02/09/2026 | 0410128261 | 1 | Invoice | 2026 TIF MAINTENANCE | 01/28/2026 | 02/10/2026 | 280.00 | 101-41500-310 |
| 02/18/2026 | 091-0206202 | 1 | Invoice | FEBRUARY 2026 LEGAL SERVICES CONTRA | 02/06/2026 | 02/19/2026 | 1,800.00 | 101-42100-304 |
| Total 307 WABASHA COUNTY AUDITOR/TREAS.: | | | | | | | 2,080.00 | |
| **104759 WABASHA COUNTY RECORDER** | | | | | | | | |
| 03/02/2026 | LOT 3 BLOC | 1 | Invoice | OH8TH LOT 3 BLOCK 3 MORTGAGE SATISFA | 03/02/2026 | 03/02/2026 | 46.00 | 101-41500-310 |
| Total 104759 WABASHA COUNTY RECORDER: | | | | | | | 46.00 | |
| **106269 WATER SYSTEMS COMPANY** | | | | | | | | |
| 02/09/2026 | 310799 | 1 | Invoice | WATER/CITY HALL | 01/22/2026 | 02/10/2026 | 28.95 | 101-41500-401 |
| Total 106269 WATER SYSTEMS COMPANY: | | | | | | | 28.95 | |
| **324 ZARNOTH BRUSH WORKS INC.** | | | | | | | | |
| 02/18/2026 | 0205118-IN | 1 | Invoice | TAKE UP BEARING/PW | 02/04/2026 | 02/19/2026 | 186.50 | 101-43100-221 |
| 02/18/2026 | 0205119-IN | 1 | Invoice | DIRT SHOE RUNNER, SCRAPER/PW | 02/04/2026 | 02/19/2026 | 6.00 | 101-43100-221 |
| Total 324 ZARNOTH BRUSH WORKS INC.: | | | | | | | 192.50 | |
| Grand Totals: | | | | | | | 301,483.21 | |

Report GL Period Summary

| GL Period | Amount |
|---|---|
| 03/26 | 27,688.60 |
| 02/26 | 271,416.12 |
| 12/25 | 2,378.49 |
| Grand Totals: | 301,483.21 |

| | |
|---|---|
| Vendor number hash: | 14898773 |
| Vendor number hash - split: | 23676380 |
| Total number of invoices: | 249 |
| Total number of transactions: | 343 |

| Terms Description | Invoice Amount | Discount Amount | Net Invoice Amount |
|---|---|---|---|
| Open Terms | 301,483.21 | .00 | 301,483.21 |
| Grand Totals: | 301,483.21 | .00 | 301,483.21 |

| Terms Description | Invoice Amount | Discount Amount | Net Invoice Amount |
| --- | --- | --- | --- |

Report Criteria:
[Report].GL Account = {<>} "10121709"

# PLAINVIEW
## CITY COUNCIL ACTION

**Executive Summary**
City Council Regular Meeting: March 10, 2026

| | |
|---|---|
| **AGENDA ITEM:** Permits/Licenses/Donations | **AGENDA SECTION:** Consent |
| **PREPARED BY:** Carol Kujath, City Clerk | **AGENDA NO. 5.C.** |
| **ATTACHMENTS:** None | **APPROVED BY: dt** |

**RECOMMENDED ACTION:**

1. **Motion** to approve the renewal of Off-Sale, 3.2% Liquor License to Kwik Trip, Inc. for the period April 7, 2026, to April 6, 2027.
2. **Motion** to approve the renewal of Off-Sale, 3.2% Liquor License to Lyons Oil Company for the period April 7, 2026, to April 6, 2027.
3. **Motion** to approve the Gambling Permit for Plainview Lion's Club for 5/28/2026.
4. **Motion** to approve the Loudspeaker Permit for the Church of Christ for 06/07/2026.

**SUMMARY**

1. Kwik Trip, Inc has submitted the required application, proof of insurance, and paid the appropriate license fees to the City of Plainview for their 3.2% Liquor License.

2. Lyons Oil Company has submitted the required application, proof of insurance, and paid the appropriate license fees to the City of Plainview for their 3.2% Liquor License.

3. The Plainview Lions Club has submitted a gambling permit application, with a Certificate of Good Standing from the MN Secretary of State Office to the City of Plainview. The date of activity is May 28, 2026.

4. The Church of Christ has applied for a Loudspeaker Permit for their Sunday June 7, 2026 service in the park.

| Permit Number | Issued Date | Valuation | Fees Paid | Address | Permit Type | Owner Name | Notes |
|---|---|---|---|---|---|---|---|
| 25PV-00130 | 2/23/2026 | $80,000.00 | $946.68 | 229 W BROADWAY | Re-roof (Commercial) | JEFFREY A & SHERRI L NORTON | Remove rolled tar roofing; Inspect decking materials; Install underlayment ; Install rubber membrane and wall cap |
| 26PV-00005 | 2/24/2026 | | $81.00 | 310 3RD AVE SE | Plumbing | BRETT A FORD | Basement bath finish. Installation of shower base and wall kit. Installation of shower valve. Installation of water lines serving lav, toilet, shower. |
| 26PV-00008 | 2/4/2026 | | $64.00 | 635 2ND AVE SW | Plumbing | ROBERT WILLIAM HUGHES | Water heater change out |
| 26PV-00009 | 2/6/2026 | | $76.00 | 410 6TH AVE NE | Mechanical | THEISEN LIVING TRUST | replace furnace & ac |
| 26PV-00010 | 2/10/2026 | $12,500.00 | $75.00 | 420 5TH AVE NE | Re-Roof | RUTH ANN LENTZ | Remove and replace all shingles, vents, and drip edge. Install ridge vent and remove box vents. Skylights (X2) |
| 26PV-00011 | 2/11/2026 | | $70.00 | 410 2ND AVE NE | Plumbing | Cheryl Lynn Siem | REPLACE WATER HEATER |
| 26PV-00013 | 2/25/2026 | $7,742.00 | $75.00 | 606 3RD AVE NE | Re-Window/Exterior Door | RONALD B & JEAN M CAMERON | Installing (1) replacement gliding patio door into an existing opening; the existing opening will not be altered. |
| 26PV-00014 | 2/25/2026 | | $81.00 | 540 2ND AVE SW | Mechanical | TONYA MARIE LADEN | Replace AC |

# PLAINVIEW
# CITY COUNCIL ACTION

**Executive Summary**
City Council Regular Meeting: March 10, 2026

| | | |
|---|---|---|
| **AGENDA ITEM:** | Dept. Head Reports & Board Minutes | **AGENDA SECTION:** Consent |
| **PREPARED BY:** | David Todd, City Administrator | **AGENDA NO. 5.D.** |
| **ATTACHMENTS:** Department Head Reports | | **APPROVED BY: dt** |
| **RECOMMENDED ACTION: Motion** to accept Department reports. | | |

**MONTHLY REPORT OF FINANCE DIRECTOR**
**February, 2026**

## Routine Work/General Items

- Processed bi-weekly payroll and all duties related to payroll, benefits and personnel administration.
- Liability & Work Comp and Unemployment Insurance Claims
- Provide financial information and assistance as needed to departments
- Provide software support for financial/utility billing/xpress bill pay systems
- Work with DataSmart – IT/Network Issues
- Journal Entries to record payments, receipts, adjustments
- Code invoices for payment
- Dept. Budget Reports
- Investments Redeemed/Purchased
- Assist in front office as needed
- Monthly Financial Processes-Bank recs, account reconciliations/fund cash balances, cash allocations
- Assist City Administrator
- Finance Issues/Current Development Projects

## Activities

- Utility Billing-New & Terminated Services, Customer Inquiries, Monthly Billing Process, Industrial Sewer Billing, Meter Issues
- Work on cleaning up some old meter issues.
- Review compensation study information prepared to date and meet with Flaherty & Hood. This will be ongoing until the compensation study is completed.
- One Big Beautiful Bill Act changes implemented by the federal government for OT changes and required reporting changes. Some of the issues are still being worked out for the law that went into effect retroactively back to January 1, 2025.
- Feb. 2026 TIF Payments
- Wilson McShane Payroll Audit
- Work Comp Audit
- 2025 audit field work is scheduled for April 20-22, 2026. Year-end financial work and audit preparation will be on-going for the next several months.

## Projects

- Continued water meter changeout program started in March, 2021–coordinating with Public Works. Project will continue over multiple years. We will be running two software systems for meter reading & billing until the entire city is converted to the new meters. By the end of January 2026, 1033 new meters have been installed and there are 275 old meters left to replace.

## Reports

- Monthly Department of Labor Report
- Monthly Sales Tax Report
- MN Police State Aid Report
- MN Fire State Aid Report

## Training/Meetings

- Dept. head meetings/Council meetings/special meetings
- Meet with City Administrator on current issues
- Meetings with council members and staff regarding current issues
- Meet with Flaherty & Hood – Compensation Study
- Meet with Flaherty & Hood Personnel Attorney
- Meeting for BA Holdings Development/Federal EDA Grant

## Other Items of Interest

***Submitted by Vicki Axley, Finance Director***

| Account Number | Account Title | 2025-25 Prior year Actual | 2026-26 Current year Budget | 2026-26 Current year Actual | 2026-26 Budget Remaining |
|---|---|---|---|---|---|
| **Council** | | | | | |
| 101-41110-103 | Part-Time Employees | 13,300.00 | 13,300.00 | .00 | 13,300.00 |
| 101-41110-122 | FICA | 1,017.45 | 1,017.00 | .00 | 1,017.00 |
| 101-41110-151 | Worker s Comp Insurance Prem | 74.12 | 78.00 | 71.94 | 6.06 |
| 101-41110-152 | MN Paid Leave Premium | .00 | 59.00 | .00 | 59.00 |
| 101-41110-201 | Office Supplies(paper-pens-et) | 27.93 | 100.00 | .00 | 100.00 |
| 101-41110-217 | Other Operating Supplies | 309.00 | .00 | .00 | .00 |
| 101-41110-310 | Other Professional Services | .00 | 1,000.00 | .00 | 1,000.00 |
| 101-41110-322 | Postage | 12.44 | .00 | .00 | .00 |
| 101-41110-331 | Meetings-Conferences (mtgs/mi) | 198.00 | 2,500.00 | .00 | 2,500.00 |
| 101-41110-343 | Advertising | 720.00 | 500.00 | .00 | 500.00 |
| 101-41110-362 | Property - Casualty Ins (Auto) | 6,433.53 | 7,054.00 | .00 | 7,054.00 |
| 101-41110-381 | Electric Utilities | 1,656.33 | 1,845.00 | 329.67 | 1,515.33 |
| 101-41110-383 | Gas Utilities | 746.67 | 960.00 | 330.79 | 629.21 |
| 101-41110-401 | Contractual Services | 7,200.00 | 7,200.00 | 1,200.00 | 6,000.00 |
| 101-41110-433 | Dues and Subscriptions | 11,253.00 | 11,713.00 | 4,768.00 | 6,945.00 |
| 101-41110-437 | Miscellaneous | .00 | 300.00 | 16.05 | 283.95 |
| 101-41110-440 | City Cleanup | 8,834.44 | 6,800.00 | .00 | 6,800.00 |
| 101-41110-590 | Capital Outlay | 6,026.07 | .00 | 2,832.00 | 2,832.00- |
| Total Council: | | 57,808.98 | 54,426.00 | 9,548.45 | 44,877.55 |
| **Elections** | | | | | |
| 101-41410-103 | Part-Time Employees | .00 | 6,000.00 | .00 | 6,000.00 |
| 101-41410-217 | Other Operating Supplies | .00 | 4,500.00 | .00 | 4,500.00 |
| 101-41410-331 | Meetings-Conferences (mtgs/mi) | .00 | 750.00 | .00 | 750.00 |
| 101-41410-437 | Miscellaneous | 1,200.00 | 2,000.00 | .00 | 2,000.00 |
| Total Elections: | | 1,200.00 | 13,250.00 | .00 | 13,250.00 |
| **Administration** | | | | | |
| 101-41500-101 | Full-Time Employees Regular | 334,872.82 | 346,750.00 | 52,215.25 | 294,534.75 |
| 101-41500-102 | Full-Time Employees Overtime | 15,148.75 | 17,500.00 | 2,041.44 | 15,458.56 |
| 101-41500-120 | CENTRAL PENSION FUND | 2,995.20 | 3,000.00 | 460.80 | 2,539.20 |
| 101-41500-121 | PERA | 25,650.01 | 26,719.00 | 4,061.75 | 22,657.25 |
| 101-41500-122 | FICA | 26,455.32 | 27,586.00 | 4,085.35 | 23,500.65 |
| 101-41500-131 | Employer Paid Health | 79,389.00 | 82,719.00 | 20,688.50 | 62,030.50 |
| 101-41500-151 | Worker s Comp Insurance Prem | 2,684.25 | 2,818.00 | 2,598.89 | 219.11 |
| 101-41500-152 | MN Paid Leave Premium | .00 | 1,475.00 | 57.33 | 1,417.67 |
| 101-41500-201 | Office Supplies | 3,616.53 | 4,250.00 | 315.11 | 3,934.89 |
| 101-41500-211 | Operating Supplies - Cleaning | 416.73 | 750.00 | .00 | 750.00 |
| 101-41500-217 | Other Operating Supplies | 1,278.38 | 1,200.00 | .00 | 1,200.00 |
| 101-41500-221 | Repair/Maint - Equipment | .00 | 250.00 | .00 | 250.00 |
| 101-41500-223 | Repair/Maintain - Building | 2,043.52 | 3,000.00 | 4,639.88 | 1,639.88- |
| 101-41500-227 | Repair/Maintain - Amb Building | 978.40 | 2,000.00 | 35.00 | 1,965.00 |
| 101-41500-301 | Auditing and Acct g Services | 34,500.00 | 35,500.00 | .00 | 35,500.00 |
| 101-41500-303 | Engineering Fees | 23,572.00 | 40,000.00 | 2,295.00 | 37,705.00 |
| 101-41500-304 | Legal Fees | 34,570.80 | 30,000.00 | 1,262.50 | 28,737.50 |
| 101-41500-309 | Software and Design | 33,680.91 | 28,000.00 | 6,137.23 | 21,862.77 |
| 101-41500-310 | Other Professional Services | 30,835.90 | 25,000.00 | 476.88 | 24,523.12 |
| 101-41500-312 | CITY WEBSITE | 7,000.87 | 7,000.00 | .00 | 7,000.00 |
| 101-41500-314 | Nuisance Abatements | .00 | 15,000.00 | .00 | 15,000.00 |
| 101-41500-316 | Building Inspections | 26,923.08 | 30,000.00 | 1,720.56 | 28,279.44 |
| 101-41500-317 | Dial A Ride Bus | 5,951.50 | 8,800.00 | 1,250.00 | 7,550.00 |
| 101-41500-321 | Communications | 5,751.81 | 6,000.00 | 963.18 | 5,036.82 |
| 101-41500-322 | Postage | 3,509.15 | 3,500.00 | 452.47 | 3,047.53 |

| Account Number | Account Title | 2025-25 Prior year Actual | 2026-26 Current year Budget | 2026-26 Current year Actual | 2026-26 Budget Remaining |
|---|---|---|---|---|---|
| 101-41500-331 | Meetings-Conferences (mtgs/mi) | 924.54 | 3,500.00 | .00 | 3,500.00 |
| 101-41500-343 | Advertising | 2,310.13 | 3,500.00 | 359.24 | 3,140.76 |
| 101-41500-362 | Property - Casualty Ins (Auto) | 4,664.17 | 4,898.00 | .00 | 4,898.00 |
| 101-41500-381 | Electric Utilities | 1,656.33 | 2,000.00 | 329.67 | 1,670.33 |
| 101-41500-383 | Gas Utilities | 746.68 | 1,200.00 | 330.78 | 869.22 |
| 101-41500-401 | Contractual Services | 13,704.80 | 16,500.00 | 2,467.48 | 14,032.52 |
| 101-41500-417 | Uniforms | 1,803.50 | 1,986.00 | 348.01 | 1,637.99 |
| 101-41500-433 | Dues and Subscriptions | 2,384.14 | 2,700.00 | 151.46 | 2,548.54 |
| 101-41500-434 | Sales Tax Paid | 9.00 | 20.00 | .00 | 20.00 |
| 101-41500-437 | Miscellaneous | 953.64 | 1,000.00 | 166.72 | 833.28 |
| 101-41500-442 | Bank Service Charges | 3,034.76 | 3,200.00 | .00 | 3,200.00 |
| 101-41500-443 | Credit Card Merchant Fees | 4,028.36 | 3,500.00 | .00 | 3,500.00 |
| 101-41500-444 | XPRESS Bill Pay Fees | 8,799.50 | 6,500.00 | .00 | 6,500.00 |
| 101-41500-560 | Furniture & Fixtures | .00 | 1,000.00 | .00 | 1,000.00 |
| 101-41500-570 | Office Equipment & Furnishings | .00 | 1,000.00 | .00 | 1,000.00 |
| 101-41500-580 | Computers & Technology | 1,139.47 | 5,000.00 | .00 | 5,000.00 |
| 101-41500-590 | Capital Outlay | .00 | 30,000.00 | .00 | 30,000.00 |
| Total Administration: | | 747,983.95 | 836,321.00 | 109,910.48 | 726,410.52 |
| **Police** | | | | | |
| 101-42100-101 | Full-Time Employees Regular | 721,163.25 | 727,909.00 | 108,751.21 | 619,157.79 |
| 101-42100-102 | Full-Time Employees Overtime | 43,609.29 | 40,000.00 | 7,585.87 | 32,414.13 |
| 101-42100-103 | Part-Time Employees | 1,358.28 | 3,000.00 | 84.78 | 2,915.22 |
| 101-42100-120 | CENTRAL PENSION FUND | 998.40 | 1,000.00 | 153.60 | 846.40 |
| 101-42100-121 | PERA | 122,207.01 | 129,046.00 | 19,495.58 | 109,550.42 |
| 101-42100-122 | FICA | 15,132.83 | 15,680.00 | 2,303.61 | 13,376.39 |
| 101-42100-131 | Employer Paid Health | 192,568.56 | 224,731.00 | 50,350.76 | 174,380.24 |
| 101-42100-151 | Worker s Comp Insurance Prem | 33,289.82 | 34,954.00 | 32,236.25 | 2,717.75 |
| 101-42100-152 | MN Paid Leave Premium | .00 | 3,278.00 | 130.27 | 3,147.73 |
| 101-42100-201 | Office Supplies(paper-pens-et) | 2,182.06 | 3,000.00 | .00 | 3,000.00 |
| 101-42100-212 | Motor Fuels-Gas | 18,393.19 | 20,000.00 | 1,296.91 | 18,703.09 |
| 101-42100-217 | Other Operating Supplies | 416.01 | 500.00 | 91.74 | 408.26 |
| 101-42100-221 | Repair/Maint - Equipment | 13,052.88 | 16,000.00 | 166.66 | 15,833.34 |
| 101-42100-228 | Repair/Maintain Other | 2,501.87 | 3,500.00 | 412.19 | 3,087.81 |
| 101-42100-240 | Repair/Maint Taser Program | 6,279.99 | 6,500.00 | .00 | 6,500.00 |
| 101-42100-304 | Legal Fees | 21,600.00 | 21,600.00 | 3,600.00 | 18,000.00 |
| 101-42100-305 | Employee Wellness Program | 3,356.52 | 10,000.00 | .00 | 10,000.00 |
| 101-42100-309 | Software and Design | 9,519.53 | 13,000.00 | 21.46 | 12,978.54 |
| 101-42100-310 | Other Professional Services | 4,984.90 | 10,000.00 | 577.14 | 9,422.86 |
| 101-42100-318 | Animal Control | .00 | 500.00 | .00 | 500.00 |
| 101-42100-319 | Forfeitures | .00 | 1,000.00 | .00 | 1,000.00 |
| 101-42100-321 | Communications | 12,765.93 | 15,000.00 | 1,377.27 | 13,622.73 |
| 101-42100-322 | Postage | 197.72 | 200.00 | 1.27 | 198.73 |
| 101-42100-331 | Meetings-Conferences (mtgs/mi) | 5,788.62 | 9,000.00 | 263.13 | 8,736.87 |
| 101-42100-343 | Advertising | .00 | 500.00 | .00 | 500.00 |
| 101-42100-362 | Property - Casualty Ins (Auto) | 5,174.01 | 5,432.00 | .00 | 5,432.00 |
| 101-42100-381 | Electric Utilities | 1,656.34 | 2,000.00 | 329.66 | 1,670.34 |
| 101-42100-383 | Gas Utilities | 746.64 | 1,300.00 | 330.79 | 969.21 |
| 101-42100-406 | Safety | 208.36 | 1,000.00 | .00 | 1,000.00 |
| 101-42100-417 | Uniforms | 9,729.17 | 12,000.00 | 1,214.45 | 10,785.55 |
| 101-42100-418 | Range/Ammo | 7,980.45 | 10,000.00 | 764.28 | 9,235.72 |
| 101-42100-433 | Dues and Subscriptions | 6,513.57 | 3,500.00 | 1,190.00 | 2,310.00 |
| 101-42100-436 | Towing Charges | 225.00 | 500.00 | .00 | 500.00 |
| 101-42100-437 | Miscellaneous | 1,356.20 | 3,000.00 | .00 | 3,000.00 |
| 101-42100-438 | Police - DARE Prog | 603.93 | 2,500.00 | .00 | 2,500.00 |

| Account Number | Account Title | 2025-25 Prior year Actual | 2026-26 Current year Budget | 2026-26 Current year Actual | 2026-26 Budget Remaining |
|---|---|---|---|---|---|
| 101-42100-446 | NSF Checks | .00 | 250.00 | .00 | 250.00 |
| 101-42100-491 | Contributions/Donations Expend | .00 | 500.00 | .00 | 500.00 |
| 101-42100-560 | Furniture & Fixtures | 1,183.25 | .00 | .00 | .00 |
| 101-42100-580 | Computers & Technology | .00 | 8,000.00 | .00 | 8,000.00 |
| 101-42100-590 | Capital Outlay | 106,156.47 | 62,500.00 | .00 | 62,500.00 |
| Total Police: | | 1,372,900.05 | 1,422,380.00 | 232,728.88 | 1,189,651.12 |
| **City Fire** | | | | | |
| 101-42200-103 | Part-Time Employees | 23,023.08 | 30,000.00 | 80.00 | 29,920.00 |
| 101-42200-122 | FICA | 1,761.27 | 2,295.00 | 6.12 | 2,288.88 |
| 101-42200-151 | Worker s Comp Insurance Prem | 3,081.88 | 3,236.00 | 2,984.39 | 251.61 |
| 101-42200-152 | MN Paid Leave Premium | .00 | 146.00 | .00 | 146.00 |
| 101-42200-201 | Office Supplies(paper-pens-et) | 132.16 | 1,000.00 | .00 | 1,000.00 |
| 101-42200-207 | Fire Prevention Instruct Supps | 861.00 | 2,000.00 | .00 | 2,000.00 |
| 101-42200-211 | Operating Supplies - Cleaning | .00 | 100.00 | .00 | 100.00 |
| 101-42200-212 | Motor Fuels-Gas | 571.40 | 1,500.00 | 36.80 | 1,463.20 |
| 101-42200-217 | Other Operating Supplies | 316.41 | 1,500.00 | .00 | 1,500.00 |
| 101-42200-221 | Repair/Maint - Equipment | 78,024.83 | 30,000.00 | .00 | 30,000.00 |
| 101-42200-223 | Repair/Maintain - Building | 1,734.43 | 10,000.00 | 2,282.13 | 7,717.87 |
| 101-42200-226 | Foam | .00 | 2,500.00 | .00 | 2,500.00 |
| 101-42200-228 | Repair/Maintain - Other | .00 | 1,000.00 | .00 | 1,000.00 |
| 101-42200-309 | Software and Design | 204.00 | 204.00 | 34.00 | 170.00 |
| 101-42200-310 | Other Professional Services | .00 | 2,500.00 | .00 | 2,500.00 |
| 101-42200-321 | Communications | 4,059.25 | 3,500.00 | 703.72 | 2,796.28 |
| 101-42200-331 | Meetings-Conferences (mtgs/mi) | 7,531.15 | 3,000.00 | .00 | 3,000.00 |
| 101-42200-343 | Advertising | .00 | 500.00 | 138.00 | 362.00 |
| 101-42200-362 | Property - Casualty Ins (Auto) | 5,677.45 | 6,225.00 | .00 | 6,225.00 |
| 101-42200-381 | Electric Utilities | 2,196.00 | 2,000.00 | 474.00 | 1,526.00 |
| 101-42200-383 | Gas Utilities | 2,246.24 | 5,000.00 | 1,407.47 | 3,592.53 |
| 101-42200-384 | Garbage Service | 657.12 | 700.00 | 150.47 | 549.53 |
| 101-42200-417 | Uniforms/Fire Gear | .00 | 20,000.00 | .00 | 20,000.00 |
| 101-42200-433 | Dues and Subscriptions | .00 | 1,200.00 | .00 | 1,200.00 |
| 101-42200-437 | Miscellaneous | .00 | 100.00 | .00 | 100.00 |
| 101-42200-590 | Capital Outlay | 175,928.00 | .00 | .00 | .00 |
| 101-42200-602 | Other LT Obligation Principal | .00 | 44,768.00 | .00 | 44,768.00 |
| 101-42200-612 | Other Long-Term Obligation Int | 18,796.00 | 17,918.00 | .00 | 17,918.00 |
| Total City Fire: | | 326,801.67 | 192,892.00 | 8,297.10 | 184,594.90 |
| **Emergency Management** | | | | | |
| 101-42500-103 | Part-Time Employees | 1,353.47 | 2,385.00 | .00 | 2,385.00 |
| 101-42500-122 | FICA | 103.54 | 182.00 | .00 | 182.00 |
| 101-42500-221 | Repair/Maint - Equipment | .00 | 4,000.00 | .00 | 4,000.00 |
| 101-42500-310 | Other Professional Services | 1,116.00 | 1,300.00 | .00 | 1,300.00 |
| 101-42500-381 | Electric Utilities | 1,029.00 | 1,000.00 | 189.00 | 811.00 |
| Total Emergency Management: | | 3,602.01 | 8,867.00 | 189.00 | 8,678.00 |
| **Public Works (GENERAL)** | | | | | |
| 101-43100-101 | Full-Time Employees Regular | 130,692.06 | 131,582.00 | 20,765.82 | 110,816.18 |
| 101-43100-102 | Full-Time Employees Overtime | 938.99 | 2,000.00 | 203.14 | 1,796.86 |
| 101-43100-120 | CENTRAL PENSION FUND | 677.46 | 840.00 | 129.04 | 710.96 |
| 101-43100-121 | PERA | 9,432.92 | 10,019.00 | 1,565.74 | 8,453.26 |
| 101-43100-122 | FICA | 10,030.55 | 10,219.00 | 1,597.07 | 8,621.93 |
| 101-43100-131 | Employer Paid Health | 31,800.51 | 35,901.00 | 8,990.50 | 26,910.50 |

| Account Number | Account Title | 2025-25 Prior year Actual | 2026-26 Current year Budget | 2026-26 Current year Actual | 2026-26 Budget Remaining |
|---|---|---|---|---|---|
| 101-43100-151 | Worker s Comp Insurance Prem | 18,253.95 | 19,167.00 | 17,676.72 | 1,490.28 |
| 101-43100-152 | MN Paid Leave Premium | .00 | 729.00 | 22.27 | 706.73 |
| 101-43100-201 | Office Supplies(paper-pens-et) | 156.49 | 250.00 | .00 | 250.00 |
| 101-43100-211 | Operating Supplies - Cleaning | 224.91 | 200.00 | .00 | 200.00 |
| 101-43100-212 | Motor Fuels-Gas | 8,823.79 | 8,000.00 | 444.95 | 7,555.05 |
| 101-43100-217 | Other Operating Supplies | 15,477.96 | 14,000.00 | 896.12 | 13,103.88 |
| 101-43100-221 | Repair/Maint - Equipment | 17,514.02 | 25,000.00 | 1,433.55 | 23,566.45 |
| 101-43100-222 | Tree trimming | 9,853.00 | 18,500.00 | .00 | 18,500.00 |
| 101-43100-223 | Repair/Maintain - Building | 8,849.44 | 7,500.00 | 111.85 | 7,388.15 |
| 101-43100-224 | Repair/Maintain - Streets | 95,623.50 | 100,000.00 | .00 | 100,000.00 |
| 101-43100-225 | Repair/Maint - Detention Ponds | 41,620.00 | 50,000.00 | .00 | 50,000.00 |
| 101-43100-226 | Sidewalk Repairs | 72,418.55 | 55,000.00 | .00 | 55,000.00 |
| 101-43100-303 | Engineering Fees | 5,103.00 | 15,000.00 | .00 | 15,000.00 |
| 101-43100-309 | Software and Design | 1,081.20 | 1,135.00 | .00 | 1,135.00 |
| 101-43100-310 | Other Professional Services | 23,529.27 | 30,000.00 | 413.18 | 29,586.82 |
| 101-43100-321 | Communications | 3,819.93 | 4,000.00 | 637.81 | 3,362.19 |
| 101-43100-331 | Meetings-Conferences (mtgs/mi) | 78.36 | 300.00 | 15.00 | 285.00 |
| 101-43100-343 | Advertising | 552.00 | 600.00 | .00 | 600.00 |
| 101-43100-362 | Property - Casualty Ins (Auto) | 14,369.20 | 15,088.00 | .00 | 15,088.00 |
| 101-43100-381 | Electric Utilities | 44,664.82 | 49,000.00 | 8,165.07 | 40,834.93 |
| 101-43100-383 | Gas Utilities | 2,671.54 | 4,000.00 | 1,615.35 | 2,384.65 |
| 101-43100-384 | Garbage Service | 1,473.48 | 1,500.00 | 245.58 | 1,254.42 |
| 101-43100-401 | Contractual Services | .00 | 850.00 | .00 | 850.00 |
| 101-43100-406 | Safety | 861.31 | 1,000.00 | 1,638.00 | 638.00- |
| 101-43100-417 | Uniforms | 1,298.03 | 1,324.00 | .00 | 1,324.00 |
| 101-43100-418 | Rentals | .00 | 1,000.00 | .00 | 1,000.00 |
| 101-43100-437 | Miscellaneous | 109.59 | 200.00 | .00 | 200.00 |
| 101-43100-590 | Capital Outlay | .00 | 5,000.00 | 26,375.02 | 21,375.02- |
| Total Public Works (GENERAL): | | 571,999.83 | 618,904.00 | 92,941.78 | 525,962.22 |
| **Ice & Snow Removal** | | | | | |
| 101-43125-101 | Full-Time Employees Regular | 24,893.72 | 25,063.00 | 3,955.39 | 21,107.61 |
| 101-43125-102 | Full-Time Employees Overtime | 178.85 | 500.00 | 38.70 | 461.30 |
| 101-43125-120 | CENTRAL PENSION FUND | 128.94 | 160.00 | 24.56 | 135.44 |
| 101-43125-121 | PERA | 1,796.78 | 1,917.00 | 298.23 | 1,618.77 |
| 101-43125-122 | FICA | 1,910.57 | 1,955.00 | 304.19 | 1,650.81 |
| 101-43125-131 | Employer Paid Health | 5,877.44 | 6,838.00 | 1,680.16 | 5,157.84 |
| 101-43125-152 | MN Paid Leave Premium | .00 | .00 | 4.24 | 4.24- |
| 101-43125-212 | Motor Fuels-Gas | 5,349.48 | 8,000.00 | 1,320.01 | 6,679.99 |
| 101-43125-217 | Other Operating Supplies | 15,373.21 | 15,000.00 | 2,628.84 | 12,371.16 |
| 101-43125-221 | Repair/Maint - Equipment | 10,426.50 | 15,000.00 | 882.81 | 14,117.19 |
| 101-43125-310 | Other Professional Services | 21,503.25 | 30,000.00 | 2,523.31 | 27,476.69 |
| 101-43125-343 | Advertising | 78.00 | 200.00 | .00 | 200.00 |
| Total Ice & Snow Removal: | | 87,516.74 | 104,633.00 | 13,660.44 | 90,972.56 |
| **Economic Development** | | | | | |
| 101-46500-331 | Meetings-Conferences (mtgs/mi) | 404.75 | .00 | .00 | .00 |
| 101-46500-401 | Contractual Services | 61,618.13 | 58,653.00 | 14,663.25 | 43,989.75 |
| 101-46500-489 | EDA Matching Grant Funds | 5,000.00 | 10,000.00 | .00 | 10,000.00 |
| Total Economic Development: | | 67,022.88 | 68,653.00 | 14,663.25 | 53,989.75 |
| **Other Finanacing Uses/Contrib** | | | | | |
| 101-49300-422 | Corn on the Cob Activities | 3,000.00 | 3,000.00 | .00 | 3,000.00 |

| Account Number | Account Title | 2025-25 Prior year Actual | 2026-26 Current year Budget | 2026-26 Current year Actual | 2026-26 Budget Remaining |
|---|---|---|---|---|---|
| 101-49300-423 | Ye Old Fashioned Christmas | 1,000.00 | 1,000.00 | .00 | 1,000.00 |
| 101-49300-424 | Sesquicentennial/Garden Club | 300.00 | 350.00 | .00 | 350.00 |
| 101-49300-425 | Plainview Community Center | 12,500.00 | 12,500.00 | 12,500.00 | .00 |
| 101-49300-426 | Blue Bell Festival | 1,000.00 | 1,000.00 | .00 | 1,000.00 |
| | Total Other Finanacing Uses/Contrib: | 17,800.00 | 17,850.00 | 12,500.00 | 5,350.00 |
| **Libraries (GENERAL)** | | | | | |
| 211-45500-101 | Full-Time Employees Regular | 145,806.27 | 149,490.00 | 23,031.43 | 126,458.57 |
| 211-45500-103 | Part-Time Employees | 26,836.85 | 42,290.00 | 3,858.30 | 38,431.70 |
| 211-45500-121 | PERA | 12,771.78 | 14,191.00 | 1,988.20 | 12,202.80 |
| 211-45500-122 | FICA | 13,077.05 | 14,671.00 | 2,036.85 | 12,634.15 |
| 211-45500-131 | Employer Paid Health | 43,329.96 | 45,498.00 | 11,335.66 | 34,162.34 |
| 211-45500-151 | Worker s Comp Insurance Prem | 766.22 | 805.00 | 742.41 | 62.59 |
| 211-45500-152 | MN Paid Leave Premium | .00 | 755.00 | 29.28 | 725.72 |
| 211-45500-201 | Office Supplies(paper-pens-et) | 1,764.86 | 1,000.00 | 257.93 | 742.07 |
| 211-45500-217 | Other Operating Supplies | 2,846.52 | 3,000.00 | 333.95 | 2,666.05 |
| 211-45500-221 | Repair/Maint - Equipment | 2,211.07 | 2,400.00 | .00 | 2,400.00 |
| 211-45500-223 | Repair/Maintain - Building | 7,819.70 | 3,500.00 | 42.00 | 3,458.00 |
| 211-45500-310 | Other Professional Services | 6,452.24 | 7,530.00 | 1,185.32 | 6,344.68 |
| 211-45500-321 | Communications | 689.61 | 700.00 | 113.09 | 586.91 |
| 211-45500-322 | Postage | 146.00 | 200.00 | .00 | 200.00 |
| 211-45500-331 | Meetings-Conferences (mtgs/mi) | 274.00 | 825.00 | .00 | 825.00 |
| 211-45500-362 | Property - Casualty Ins (Auto) | 5,009.84 | 5,265.00 | .00 | 5,265.00 |
| 211-45500-381 | Electric Utilities | 3,979.00 | 4,000.00 | 718.00 | 3,282.00 |
| 211-45500-383 | Gas Utilities | 1,703.76 | 2,000.00 | 827.82 | 1,172.18 |
| 211-45500-401 | Contractual Services | 12,135.96 | 11,520.00 | 1,031.13 | 10,488.87 |
| 211-45500-434 | Sales Tax Paid | 232.00 | 250.00 | 38.00 | 212.00 |
| 211-45500-437 | Miscellaneous | 58.00 | .00 | 120.00 | 120.00- |
| 211-45500-590 | Capital Outlay | .00 | 200,000.00 | 16,790.00 | 183,210.00 |
| 211-45500-592 | Books/Periodicals | 41,883.20 | 36,750.00 | 8,274.69 | 28,475.31 |
| | Total Libraries (GENERAL): | 329,793.89 | 546,640.00 | 72,754.06 | 473,885.94 |
| **ICE RINK** | | | | | |
| 225-45127-212 | Motor Fuels-Gas | 228.61 | 500.00 | 76.94 | 423.06 |
| 225-45127-217 | Other Operating Supplies | 536.99 | 1,500.00 | .00 | 1,500.00 |
| 225-45127-221 | Repair/Maint - Equipment | 84.56 | 500.00 | .00 | 500.00 |
| 225-45127-223 | Repair/Maintain - Building | 49.96 | 1,000.00 | .00 | 1,000.00 |
| 225-45127-381 | Electric Utilities | 1,276.00 | 1,300.00 | 249.00 | 1,051.00 |
| 225-45127-383 | Gas Utilities | 663.70 | 1,300.00 | 355.27 | 944.73 |
| | Total ICE RINK: | 2,839.82 | 6,100.00 | 681.21 | 5,418.79 |
| **POOL** | | | | | |
| 225-45128-103 | Part-Time Employees | 121,726.31 | 128,500.00 | 1,854.00 | 126,646.00 |
| 225-45128-121 | PERA | 1,049.22 | 1,200.00 | 139.06 | 1,060.94 |
| 225-45128-122 | FICA | 9,312.03 | 9,500.00 | 141.82 | 9,358.18 |
| 225-45128-151 | Worker s Comp Insurance Prem | 3,587.69 | 3,767.00 | 3,474.11 | 292.89 |
| 225-45128-152 | MN Paid Leave Premium | .00 | 535.00 | .00 | 535.00 |
| 225-45128-211 | Operating Supplies - Cleaning | 149.60 | 500.00 | .00 | 500.00 |
| 225-45128-217 | Other Operating Supplies | 13,041.38 | 12,500.00 | .00 | 12,500.00 |
| 225-45128-221 | Repair/Maint - Equipment | 867.97 | 7,500.00 | 2,811.25 | 4,688.75 |
| 225-45128-223 | Repair/Maintain - Building | 6,089.47 | 5,000.00 | 100.99 | 4,899.01 |
| 225-45128-228 | Repair/Maintain - Other | .00 | 1,000.00 | .00 | 1,000.00 |
| 225-45128-259 | Merchandise For Resale - Other | 8,274.25 | 7,500.00 | .00 | 7,500.00 |

| Account Number | Account Title | 2025-25 Prior year Actual | 2026-26 Current year Budget | 2026-26 Current year Actual | 2026-26 Budget Remaining |
|---|---|---|---|---|---|
| 225-45128-309 | SOFTWARE & DESIGN | 3,295.00 | 3,450.00 | .00 | 3,450.00 |
| 225-45128-310 | Other Professional Services | 3,462.50 | 4,000.00 | .00 | 4,000.00 |
| 225-45128-321 | Communications | 1,896.43 | 2,000.00 | 310.80 | 1,689.20 |
| 225-45128-322 | Postage | .00 | 50.00 | .00 | 50.00 |
| 225-45128-331 | Meetings-Conferences (mtgs/mi) | 3,702.00 | 5,000.00 | 1,105.00 | 3,895.00 |
| 225-45128-343 | Advertising | 276.00 | 300.00 | .00 | 300.00 |
| 225-45128-362 | Property - Casualty Ins (Auto) | 12,417.43 | 13,038.00 | .00 | 13,038.00 |
| 225-45128-381 | Electric Utilities | 8,232.00 | 8,000.00 | 347.00 | 7,653.00 |
| 225-45128-383 | Gas Utilities | 10,016.53 | 8,000.00 | 926.73- | 8,926.73 |
| 225-45128-417 | UNIFORMS | 2,415.82 | 3,000.00 | .00 | 3,000.00 |
| 225-45128-433 | Dues and Subscriptions | .00 | 670.00 | 995.00 | 325.00- |
| 225-45128-434 | Sales Tax Paid | 5,014.00 | 4,000.00 | .00 | 4,000.00 |
| 225-45128-437 | Miscellaneous | 50.00 | 200.00 | .00 | 200.00 |
| 225-45128-443 | Credit Card Merchant Fees | 1,685.33 | 2,000.00 | .00 | 2,000.00 |
| Total POOL: | | 216,560.96 | 231,210.00 | 10,352.30 | 220,857.70 |
| **PARKS** | | | | | |
| 225-45200-101 | Full-Time Employees Regular | 58,095.26 | 58,032.00 | 9,234.01 | 48,797.99 |
| 225-45200-102 | Full-Time Employees Overtime | 434.56 | 3,000.00 | .00 | 3,000.00 |
| 225-45200-103 | Part-Time Employees | 18,814.39 | 20,000.00 | .00 | 20,000.00 |
| 225-45200-120 | CENTRAL PENSION FUND | 998.40 | 1,000.00 | 153.60 | 846.40 |
| 225-45200-121 | PERA | 4,334.64 | 4,669.00 | 688.80 | 3,980.20 |
| 225-45200-122 | FICA | 5,814.29 | 6,199.00 | 679.63 | 5,519.37 |
| 225-45200-131 | Employer Paid Health | 19,066.56 | 19,990.00 | 4,977.76 | 15,012.24 |
| 225-45200-142 | Unemployment Benefit Payments | 7,242.45 | .00 | .00 | .00 |
| 225-45200-151 | Worker s Comp Insurance Prem | 2,646.19 | 2,778.00 | 2,562.00 | 216.00 |
| 225-45200-152 | MN Paid Leave Premium | .00 | 344.00 | 9.82 | 334.18 |
| 225-45200-212 | Motor Fuels-Gas | 3,296.38 | 4,000.00 | .00 | 4,000.00 |
| 225-45200-217 | Other Operating Supplies | 2,644.66 | 4,000.00 | .00 | 4,000.00 |
| 225-45200-221 | Repair/Maint - Equipment | 12,652.54 | 8,000.00 | 175.68 | 7,824.32 |
| 225-45200-223 | Repair/Maintain - Building | 9,338.87 | 10,000.00 | 7.00 | 9,993.00 |
| 225-45200-228 | Repair/Maintain - Other | .00 | 200.00 | 399.35 | 199.35- |
| 225-45200-229 | Refunds | .00 | 100.00 | .00 | 100.00 |
| 225-45200-303 | Engineering Fees | 26,393.50 | .00 | .00 | .00 |
| 225-45200-310 | Other Professional Services | 1,533.92 | 2,000.00 | .00 | 2,000.00 |
| 225-45200-331 | Meetings-Conferences (mtgs/mi) | .00 | 100.00 | .00 | 100.00 |
| 225-45200-343 | Advertising | .00 | 250.00 | .00 | 250.00 |
| 225-45200-362 | Property - Casualty Ins (Auto) | 16,555.36 | 17,383.00 | .00 | 17,383.00 |
| 225-45200-381 | Electric Utilities | 10,834.00 | 7,000.00 | 528.00 | 6,472.00 |
| 225-45200-384 | Garbage Service | 1,740.96 | 1,900.00 | 290.16 | 1,609.84 |
| 225-45200-417 | Uniforms | 591.69 | 662.00 | 266.95 | 395.05 |
| 225-45200-418 | Rentals | 519.49 | 1,000.00 | .00 | 1,000.00 |
| 225-45200-434 | Sales Tax Paid | 78.00 | 50.00 | 5.00 | 45.00 |
| 225-45200-590 | Capital Outlay | 167,460.30 | .00 | .00 | .00 |
| Total PARKS: | | 371,086.41 | 172,657.00 | 19,977.76 | 152,679.24 |
| **Cemetery** | | | | | |
| 235-49010-217 | Other Operating Supplies | 51.70 | 1,500.00 | .00 | 1,500.00 |
| 235-49010-221 | Repair/Maint - Equipment | 24.19 | 500.00 | .00 | 500.00 |
| 235-49010-228 | Repair/Maintain - Other | .00 | 500.00 | .00 | 500.00 |
| 235-49010-258 | Columbarium Plaques | 343.57 | 2,000.00 | .00 | 2,000.00 |
| 235-49010-309 | Software & Design | 1,686.39 | 1,030.00 | .00 | 1,030.00 |
| 235-49010-310 | Other Professional Services | 2,140.32 | 2,500.00 | .00 | 2,500.00 |
| 235-49010-362 | Property - Casualty Ins (Auto) | 3,133.77 | 3,290.00 | .00 | 3,290.00 |

| Account Number | Account Title | 2025-25 Prior year Actual | 2026-26 Current year Budget | 2026-26 Current year Actual | 2026-26 Budget Remaining |
|---|---|---|---|---|---|
| 235-49010-381 | Electric Utilities | 710.00 | 785.00 | 129.00 | 656.00 |
| 235-49010-384 | Garbage Service | 870.48 | 1,000.00 | 145.08 | 854.92 |
| 235-49010-401 | Contractual Services | 35,570.00 | 35,000.00 | 1,005.00 | 33,995.00 |
| 235-49010-418 | Rental | .00 | 200.00 | .00 | 200.00 |
| 235-49010-590 | Capital Outlay | 6,907.00 | .00 | .00 | .00 |
| Total Cemetery: | | 51,437.42 | 48,305.00 | 1,279.08 | 47,025.92 |
| **RURAL FIRE** | | | | | |
| 245-42200-103 | Part-Time Employees | 12,728.08 | 11,000.00 | 80.00 | 10,920.00 |
| 245-42200-122 | FICA | 973.69 | 842.00 | 6.12 | 835.88 |
| 245-42200-151 | Worker s Comp Insurance Prem | 3,018.78 | 3,170.00 | 2,923.52 | 246.48 |
| 245-42200-201 | Office Supplies(paper-pens-et) | .00 | 100.00 | .00 | 100.00 |
| 245-42200-212 | Motor Fuels-Gas | 1,322.67 | 2,500.00 | 61.22 | 2,438.78 |
| 245-42200-217 | Other Operating Supplies | .00 | 200.00 | .00 | 200.00 |
| 245-42200-221 | Repair/Maint - Equipment | 10,805.40 | 7,500.00 | .00 | 7,500.00 |
| 245-42200-226 | Foam | .00 | 2,500.00 | .00 | 2,500.00 |
| 245-42200-228 | Repair/Maintain - Other | .00 | 500.00 | .00 | 500.00 |
| 245-42200-310 | Other Professional Services | .00 | 1,000.00 | .00 | 1,000.00 |
| 245-42200-331 | Meetings-Conferences (mtgs/mi) | .00 | 300.00 | .00 | 300.00 |
| 245-42200-362 | Property - Casualty Ins (Auto) | 5,677.45 | 5,961.00 | .00 | 5,961.00 |
| 245-42200-417 | Uniform | .00 | 3,000.00 | .00 | 3,000.00 |
| 245-42200-433 | Dues and Subscriptions | .00 | 1,000.00 | .00 | 1,000.00 |
| 245-42200-437 | Miscellaneous | .00 | 100.00 | .00 | 100.00 |
| Total RURAL FIRE: | | 34,526.07 | 39,673.00 | 3,070.86 | 36,602.14 |
| **Fire Relief** | | | | | |
| 250-42300-124 | Fire Relief Pension-State Aid | 66,483.38 | 62,483.00 | .00 | 62,483.00 |
| 250-42300-490 | City Cont- Fire Relief Retire | 22,000.00 | 22,000.00 | .00 | 22,000.00 |
| Total Fire Relief: | | 88,483.38 | 84,483.00 | .00 | 84,483.00 |
| **Debt Service** | | | | | |
| 300-47000-601 | Bond Principal Pymt | 681,000.00 | 706,000.00 | 706,000.00 | .00 |
| 300-47000-611 | Bond Interest Payment | 188,595.50 | 168,337.00 | 89,337.25 | 78,999.75 |
| 300-47000-620 | Fiscal Agent Fees | 495.00 | 495.00 | .00 | 495.00 |
| Total Debt Service: | | 870,090.50 | 874,832.00 | 795,337.25 | 79,494.75 |
| **CAPITAL IMPROVEMENT FUND** | | | | | |
| 405-48000-700 | Tansfers Out | 207,869.00 | 297,500.00 | .00 | 297,500.00 |
| Total CAPITAL IMPROVEMENT FUND: | | 207,869.00 | 297,500.00 | .00 | 297,500.00 |
| **2023 STREET/UTIL IMPROVE PROJ** | | | | | |
| 418-48000-303 | Engineering Fees | 19,418.00 | .00 | .00 | .00 |
| 418-48000-530 | Capital-Other Improvements | 120,479.94 | .00 | .00 | .00 |
| 418-48000-700 | Transfers Out | 114,207.42 | .00 | .00 | .00 |
| Total 2023 STREET/UTIL IMPROVE PROJ: | | 254,105.36 | .00 | .00 | .00 |
| **TIF 1-9 LEVAN** | | | | | |
| 505-46500-310 | Other Professional Services | 1,000.00 | 1,000.00 | .00 | 1,000.00 |
| 505-46500-439 | TIF Payments | 34,655.00 | 35,000.00 | 16,393.00 | 18,607.00 |

| Account Number | Account Title | 2025-25 Prior year Actual | 2026-26 Current year Budget | 2026-26 Current year Actual | 2026-26 Budget Remaining |
|---|---|---|---|---|---|
| Total TIF 1-9 LEVAN: | | 35,655.00 | 36,000.00 | 16,393.00 | 19,607.00 |
| **TIF DOWNTOWN REDEVELOPMENT** | | | | | |
| 506-46500-310 | Other Professional Services | 1,000.00 | 1,000.00 | .00 | 1,000.00 |
| 506-46500-439 | TIF Payments | 5,987.00 | 6,500.00 | 3,026.00 | 3,474.00 |
| Total TIF DOWNTOWN REDEVELOPMENT: | | 6,987.00 | 7,500.00 | 3,026.00 | 4,474.00 |
| **Water Utilities (GENERAL)** | | | | | |
| 601-49400-101 | Full-Time Employees Regular | 67,226.90 | 65,060.00 | 10,581.20 | 54,478.80 |
| 601-49400-102 | Full-Time Employees Overtime | 3,361.74 | 5,000.00 | 1,848.97 | 3,151.03 |
| 601-49400-120 | CENTRAL PENSION FUND | 998.40 | 1,000.00 | 153.60 | 846.40 |
| 601-49400-121 | PERA | 5,271.64 | 5,255.00 | 928.52 | 4,326.48 |
| 601-49400-122 | FICA | 5,377.12 | 5,360.00 | 947.08 | 4,412.92 |
| 601-49400-131 | Employer Paid Health | 19,125.24 | 19,990.00 | 4,987.54 | 15,002.46 |
| 601-49400-151 | Worker s Comp Insurance Prem | 1,326.10 | 1,392.00 | 1,283.77 | 108.23 |
| 601-49400-152 | MN Paid Leave Premium | .00 | 297.00 | 13.78 | 283.22 |
| 601-49400-201 | Office Supplies(paper-pens-et) | 585.01 | 1,000.00 | .00 | 1,000.00 |
| 601-49400-212 | Motor Fuels-Gas | 321.73 | 750.00 | .00 | 750.00 |
| 601-49400-217 | Other Operating Supplies | 10,149.77 | 10,000.00 | 2,828.75 | 7,171.25 |
| 601-49400-221 | Repair/Maint -WELLS | 969.43 | 30,000.00 | 455.29 | 29,544.71 |
| 601-49400-223 | Repair/Maintain - Building | 44.33 | 2,000.00 | .00 | 2,000.00 |
| 601-49400-228 | Repair-Water Main Repairs | 30,346.94 | 30,000.00 | .00 | 30,000.00 |
| 601-49400-229 | Refunds | 1,000.00 | 3,000.00 | 500.00 | 2,500.00 |
| 601-49400-303 | Engineering Fees | 255,888.50 | 496,350.00 | 5,073.50 | 491,276.50 |
| 601-49400-309 | Software and Design | 5,046.63 | 10,000.00 | .00 | 10,000.00 |
| 601-49400-310 | Other Professional Services | 21,817.12 | 25,155.00 | 7,166.96 | 17,988.04 |
| 601-49400-321 | Communications | 14,215.95 | 9,500.00 | 1,205.75 | 8,294.25 |
| 601-49400-322 | Postage | 3,238.56 | 3,500.00 | 914.72 | 2,585.28 |
| 601-49400-331 | Meetings-Conferences (mtgs/mi) | 218.00 | 1,000.00 | 430.00 | 570.00 |
| 601-49400-343 | Advertising | 902.14 | 200.00 | .00 | 200.00 |
| 601-49400-362 | Property - Casualty Ins (Auto) | 6,330.47 | 6,647.00 | .00 | 6,647.00 |
| 601-49400-381 | Electric Utilities | 38,688.00 | 43,000.00 | 7,314.00 | 35,686.00 |
| 601-49400-383 | Gas Utilities | 571.27 | 2,500.00 | 117.21 | 2,382.79 |
| 601-49400-401 | Contractual Services | .00 | 1,500.00 | .00 | 1,500.00 |
| 601-49400-406 | SAFETY | .00 | 1,000.00 | .00 | 1,000.00 |
| 601-49400-417 | Uniforms | 1,024.46 | 662.00 | 338.83 | 323.17 |
| 601-49400-420 | Depreciation | .00 | 160,000.00 | .00 | 160,000.00 |
| 601-49400-433 | Dues and Subscriptions | 425.00 | 1,000.00 | .00 | 1,000.00 |
| 601-49400-434 | Sales Tax Paid | .42 | .00 | .02 | .02- |
| 601-49400-437 | Miscellaneous | .00 | 200.00 | .00 | 200.00 |
| 601-49400-520 | Capital Outlay-Bldg & Structur | .00 | 3,553,650.00 | .00 | 3,553,650.00 |
| 601-49400-550 | WA Meter Replacement Program | 34,781.56 | .00 | .00 | .00 |
| 601-49400-590 | Capital Outlay | 35,294.76 | .00 | 20,109.57 | 20,109.57- |
| 601-49400-611 | Bond Interest | 2,072.18 | 1,783.00 | 891.41 | 891.59 |
| 601-49400-700 | Transfers Out | 321,736.20 | 323,321.00 | .00 | 323,321.00 |
| Total Water Utilities (GENERAL): | | 888,355.57 | 4,821,072.00 | 68,090.47 | 4,752,981.53 |
| **Sewer (GENERAL)** | | | | | |
| 602-49450-101 | Full-Time Employees Regular | 72,562.24 | 67,746.00 | 11,204.43 | 56,541.57 |
| 602-49450-102 | Full-Time Employees Overtime | 7,988.03 | 7,000.00 | 2,353.19 | 4,646.81 |
| 602-49450-120 | CENTRAL PENSION FUND | 998.40 | 1,000.00 | 153.60 | 846.40 |
| 602-49450-121 | PERA | 5,829.05 | 5,155.00 | 1,013.07 | 4,141.93 |
| 602-49450-122 | FICA | 6,139.15 | 5,718.00 | 1,033.33 | 4,684.67 |

| Account Number | Account Title | 2025-25 Prior year Actual | 2026-26 Current year Budget | 2026-26 Current year Actual | 2026-26 Budget Remaining |
|---|---|---|---|---|---|
| 602-49450-131 | Employer Paid Health | 19,131.12 | 19,990.00 | 4,988.52 | 15,001.48 |
| 602-49450-152 | MN Paid Leave Premium | .00 | 305.00 | 16.89 | 288.11 |
| 602-49450-201 | Office Supplies(paper-pens-et) | 585.00 | 1,000.00 | .00 | 1,000.00 |
| 602-49450-212 | Motor Fuels-Gas | 82.91 | 250.00 | .00 | 250.00 |
| 602-49450-217 | Other Operating Supplies | 398.09 | 2,000.00 | 210.91 | 1,789.09 |
| 602-49450-221 | Repair/Maint - Equipment | 126,281.11 | 20,000.00 | 3,689.29 | 16,310.71 |
| 602-49450-223 | BUILDING REPAIR | 10.56 | 500.00 | 100.64 | 399.36 |
| 602-49450-229 | Refunds | 1,000.00 | 2,500.00 | 500.00 | 2,000.00 |
| 602-49450-310 | Other Professional Services | 297.70 | 1,000.00 | 26.35 | 973.65 |
| 602-49450-322 | Postage | 3,129.40 | 2,880.00 | 537.26 | 2,342.74 |
| 602-49450-331 | Meetings-Conferences (mtgs/mi) | 2,221.43 | 1,000.00 | .00 | 1,000.00 |
| 602-49450-343 | Advertising | .00 | 500.00 | .00 | 500.00 |
| 602-49450-362 | Property - Casualty Ins (Auto) | 4,372.32 | 4,591.00 | .00 | 4,591.00 |
| 602-49450-381 | Electric Utilities | 7,810.00 | 9,500.00 | 1,749.00 | 7,751.00 |
| 602-49450-383 | Gas Utilities | 469.08 | 1,000.00 | 97.72 | 902.28 |
| 602-49450-385 | Sewer Plv-Elgin Sewer District | 755,706.39 | 792,714.00 | .00 | 792,714.00 |
| 602-49450-417 | UNIFORM | 642.50 | 662.00 | .00 | 662.00 |
| 602-49450-420 | Depreciation | .00 | 35,000.00 | .00 | 35,000.00 |
| 602-49450-437 | Miscellaneous | .00 | 500.00 | .00 | 500.00 |
| 602-49450-700 | Transfers Out | 457,604.30 | 459,982.00 | .00 | 459,982.00 |
| Total Sewer (GENERAL): | | 1,473,258.78 | 1,442,493.00 | 27,674.20 | 1,414,818.80 |
| Net Grand Totals: | | 8,085,685.27- | 11,946,641.00- | 1,513,075.57- | 10,433,565.43- |

# PLAINVIEW POLICE DEPARTMENT

241 West Broadway
Plainview, Minnesota 55964

Jason M. Timm
CHIEF OF POLICE

Telephone:
1-507-534-2441 Private
1-800-927-2647 Non-Emergency
Fax: 1-507-534-2437


## Executive Summary

City Council Meeting: March 10, 2026

| | |
|---|---|
| **AGENDA ITEM:** Department Report to Council | **AGENDA SECTION:** Consent |
| **PREPARED BY:** Jason Timm, Chief of Police | **AGENDA NO.** **5.D.** |
| **ATTACHMENTS:** February Activity Summary Report | **APPROVED BY:** |
| **RECOMMENDED ACTION: Information only** | |

**SUMMARY**

**The following is a summary of the highlights for February.*

### Meeting/Training

- Our agency certified a Wabasha County Deputy with the use of the 40 MM less-lethal.

### Misc. Activity

- We had our bi-annual Body Worn Camera audit this month. It went very well. The results are included in the council packet under the consent agenda.
- Completed the background investigation for our new part-time officer. We will start training her in March.

**Citations issued: 13**

| **February Call Activity** | **2026** |
|---|---|
| 9-11 Hang-Ups | 3 |
| Alarms | 1 |
| All other* | 3 |
| Animal Complaints | 3 |
| Assault | 0 |
| Assist Other Department | 15 |
| Attempt to Locate | 5 |
| ATV Violations | 0 |
| Burglary | 0 |
| Child Abuse/Custody Exchange | 0 |
| Civil Matter | 3 |
| Contempt/Curfew Violation | 0 |
| Damage to Property | 1 |
| DANCO Violation | 0 |
| Disorderly Conduct/Disturb. | 0 |
| Domestics | 3 |
| Driving Complaints | 1 |
| Driving Under the Influence | 1 |
| Drugs All Types | 0 |
| Fire Calls | 1 |
| Flock Camera | 5 |
| Found Property | 1 |
| Fraud | 2 |
| Funeral Assist | 2 |
| Harassment/Threats | 2 |
| Littering | 0 |
| Lost Property | 0 |
| Medical Calls | 25 |
| Misc. Information | 1 |
| Motorist Assists | 3 |
| Noise Complaints | 1 |
| OFP/HRO Violation | 0 |
| Ordinance Complaint/Violation | 0 |
| Parking Complaints/Violations | 3 |
| POR Predatory Offender Reg. | 0 |
| Public Assists | 3 |
| School Bus/Incident & Tobacco | 0 |
| Security Check | 18 |
| Sex Offense | 0 |
| Snow Removal | 0 |
| Sudden Death | 0 |
| Suspicious Activity | 6 |
| Theft Offenses | 0 |
| Traffic Crashes/Violations/VOR | 95 |
| Trespassing | 0 |
| Vulnerable Adults | 0 |
| Weapons Violation | 0 |
| Warrants All | 0 |

| | |
|---|---|
| Welfare Checks | 5 |
| Worthless Checks | 0 |
| **TOTAL CALLS** | **214** |

*Includes calls without an activity listed

# CITY OF PLAINVIEW
# PUBLIC WORKS DIRECTOR REPORT

**Water**

- Water reports were filled out and sent to the MDH (Minnesota Department of Health) for the month of February. We as a city averaged 231,250 gallons per day. The highest being 308,000 gallons and the lowest being 174,000 gallons. We pumped 6,475,000 gallons for the month.
- Water meters were read on the 2nd of the month.
- Water meter replacement is ongoing.
- We had 1 locate for Gopher State One Call.
- We rebuilt the bulk water cart.
- We took old meter bottoms to Watson Recycling.

**Streets**

- We have been filling potholes as they appear. This will continue as needed.
- We are working with Bolton & Menk on what project we are doing for street maintenance this year.

**Equipment**

- We took the Sterling out Crysteel to have the new box put on.
- We built a sander cart to safely remove the sanders from the plow trucks.
- We went through the street sweeper and replaced all the wearable pieces for the preparation of spring.
- We had the Toolcat repaired.

**Snow**

- We had several snow events that required us to treat or plow streets.
- We cleaned out storm drains so the melting snow was able to get to them.
- We had a storm sewer freeze closed causing it to back up into a resident's yard. We had to have Roto-Rooter come and steam it open.

**Parks**

- The rinks are now closed for the season.
- With the melting snow we have picked up debris from the wind.

**Trees**

- We removed a couple of trees at the walking trail.
- We have been trimming trees that hit our trucks and equipment. This will continue as needed.

**Buildings**

- Mayo Clinic had their safety inspection at the Ambulance building. This required us to fix a couple of things.
- We removed a bulkhead at the Library to make room for the Pillar Booth.
- We got the council chambers carpeted and trim back on after the painting.
- We replaced all the APC battery backups.

**Daily Tasks**

- We check the wells and record the readings from the day before. We record these readings for the MDH and check our equipment to ensure everything is operating as it should.
- We check the lift stations and record the readings from the day before. We do this for record keeping and to ensure our pumps are working properly.
- We take water samples and test them and record test for the MDH.
- We check for locates, if there are any, we have 48 hours to complete them.

**Respectfully,**
**Shane Loftus**
**Public Works Director**

BOLTON & MENK
Real People. Real Solutions.

2900 43rd Street NW
Suite 100
Rochester, MN 55901

Ph: (507) 208-4332
Bolton-Menk.com

**MEMORANDUM**

**Date**: March 4, 2026

**To**: David Todd, City Administrator

**From**: Drew Weber, P.E.

Brian Malm, P.E., City Engineer

**Subject**: Current Projects Update
City of Plainview
Project No.: 26X.142201.000

**100,000 Gallon Elevated Water Tower (Well No. 3 Air Entrainment)**

The preconstruction meeting for the new water tower was held on March 2nd. The contractor plans to begin work the week of March 9th. This work will consist of tree removal, exploratory excavation and erosion control installation. The contractor then plans to begin site work and underground utility installation in late April or early May (depending on road restrictions). Work will continue onsite and in the fabrication shop throughout this construction season with final completion planned for summer of 2027.

**Rehabilitation of Existing 500,000 Gallon Water Tower**

The preconstruction meeting for the rehabilitation of the existing water tower was also held on March 2nd. The contractor plans to begin work in late March or early April (depending on weather and telecommunication relocation). This work will consist of preparing for the tower containment system (required for removal of the existing coatings). Once the tower coatings have been removed, the contractor will apply the new coatings on the interior and exterior of the tower. This project is expected to be completed by June/July of 2026.

**3rd Ave NE Watermain**

No update since the last meeting. The contractor, Danckwart Companies, has completed all underground utility work. They plan to complete the final grading and turf establishment in the spring. During the April meeting, we will begin the easement vacation process of the existing utility easement.

**Orchard Hills 7th and 8th Subdivisions**

No update since the last meeting. Developers and contractors for both subdivisions have made progress with the remaining items on the punchlists and within the development agreements. We will continue coordination with city staff and the city attorney.

**Water Service Line Inventory & Replacement**

We continue to coordinate with Public Works staff on the project scope. Plans and specifications will be submitted at the end of March to Minnesota Department of Health for certification. Based on the typical certification and funding application process, we anticipate construction to begin in late summer or fall of 2026. This project will be financed through the Minnesota Public Facilities Authority with a loan/grant from the Drinking Water Revolving Fund. The attached resolution is a standardized requirement for the funding application.

- Attachments: Resolution of Application to MPFA for the 2026 Lead Service Line Replacement Project

**<u>Rolling Plains Business Park & Utility Extension</u>**

We are working with staff on possible pursuit of a Federal EDA grant and determining how that may or may not affect the BDPI grant funding. We are also still working with the PESSD on a route for the sewer main.

**<u>Skye View Development</u>**

No update since the last meeting. We are working with city staff and the developer to determine a path for this project to move forward.

**<u>2025 Trail Improvements</u>**

No update since the last meeting. Elcor Construction and subcontractors have completed the trail paving, concrete work, grading and turf establishment. We will continue to work with the contractor to complete the final punchlist items in the spring.

**<u>Miscellaneous</u>**

We are continuing to work with staff on the following miscellaneous items:

- Local Road Improvement Program Grant Application ($2^{nd}$ Ave SW)
- 2026 Street Maintenance
- 2026 Pond Maintenance

Plainview Public Library

Connecting Our Community With Information, Experiences, and Each Other

## Director's Report: March 2026

**Office Booth Installation:** The library will soon be installing a new office booth designed to provide a quiet, sound-dampened space for focused work and private conversations. We anticipate that it will be used for activities such as two-person meetings, telehealth meetings, online job interviews, and telecommuting, all of which can be difficult to accommodate with the library's open floor plan.

The booth, which will be funded through donations, will be available during regular business hours for sessions of up to four hours. Patrons will also be able reserve the space in advance through the library's website using their library card number and PIN.

**Family Learning Survey:** Library staff members have created a survey intended for families with children from birth through age five to learn how they connect with library services and what barriers they experience. The goal is to better understand how the library can better meet the needs of local families. We are hoping to hear from residents who currently utilize the library and those who do not. We are also hoping to hear from our entire service area which roughly matches the Plainview-Elgin-Millville area. It is important for us to know how rural residents' experience differs from folks within Plainview city limits. The survey can be accessed through the library's website or in paper format at the library.

**February Quick Stats:**

3184 Items Circulated

15 New Patrons

271 New Items

Respectfully Submitted,

Alice L. Henderson
Director, Plainview Public Library

Plainview Public Library
Connecting Our Community With Information, Experiences, and Each Other

**Plainview Public Library Board of Trustees**

Tuesday, January 27th, 2026, 7:00 PM

**Members Present:** Chad Gelner, Beckie Kronebusch, Mary Schneider, Nicholas Ozment, Annie Jurrens

**Member Not Present:** Ian McDonald, Gary Melbostad

**Staff:** Alice Henderson

**City Council Member:** None

**Attendees:** Richard Johnson, Cris Wadley, Lesley Balcome

The meeting was called to order by Mary at 7:00 PM.

A motion was made by Mary and seconded by Annie to approve the agenda. Motion carried unanimously.

Beckie Kronebusch and Annie Jurrens were sworn in as Trustees for a term of three years.

A motion was made to approve the slate of Mary Schneider as President, Chad Gelner as Vice President, and Ian McDonald as Secretary. Motion carried unanimously.

A motion was made by Mary and seconded by Nick to approve Annie as the secretary for this meeting. Motion carried unanimously.

**Public Comments**: None

A motion was made by Chad and seconded by Beckie to approve the Consent Agenda including reports from staff and SELCO representatives, an acknowledgement of donations, and payment of bills. Motion carried unanimously.

**Unfinished business**:

A. Pillar Booth: A motion was made by Annie and seconded by Nick to appoint a task force consisting of Chad and Beckie to research similar products to the Pillar Booth. Motion carried unanimously.

**New Business**:

A. Donation presentation: Members of the Grace United Church of Christ presented a $580 donation to the library in memory of former trustee, Youlonda Loechler.
B. SELCO Foundation Memorandum of Understanding: A motion was made by Chad and seconded by Annie to accept the SELCO Library Foundation and the Sub-fund Memorandum of Understanding. Motion carried unanimously.
C. Hiring Task Force: A motion was made by Annie and seconded by Chad to appoint a hiring task force comprised of Mary and Annie to review applications and participate in interviews for a morning Library Assistant. Motion carried unanimously.

**Announcements**

A. Trustee or Staff Comments: None
B. Next Regular Meeting set for February 17th, 2026.

The meeting adjourned at approximately 7:45 PM.

Respectfully submitted,
Annie Jurrens
Secretary, Plainview Library Board of Trustees

# Plainview Fire Relief Association Monthly Report

February 2026

**Calls: 2**

1-Gas Smell
1-Carbon Monoxide call

**Other:**

- Interviewed the applicants for membership.  Will decide at the March meeting.
- Toured the PEM School for training to update our preplanning.

Respectfully Submitted by **Mike Lyons, Fire Chief**

# Economic Development – March 2026 Update

## Update:

- The February 2026 EDA meeting was held on Tuesday, February 17th, at 6:00 p.m., with the following EDA board members in attendance
  - Aaron Luckstein, Will Harrington, Keith Holm, and Xander Henderson.
  - The February EDA meeting was to conduct a SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis, which will help to define the EDA Goals and Priorities for the upcoming year and beyond; however, with low meeting attendance, this will take place at the March meeting.

- Envision Plainview's February meeting was also held on February 17th, and discussed the next steps of the business toolkit and how to roll it out in the coming months.
  - The next meeting will be held on Tuesday, March 17th, at 5 pm at the City Hall.

- The next Plainview EDA (6 pm) and Envision Plainview (5 pm) Meetings will be held on Tuesday, March 17th, at the Plainview City Hall for those who would like to attend.

- A ribbon cutting was held on February 13th at The Wildflower Naturalist, at 338 West Broadway, Suite 1. Thank you to Mayor Holm, Will Harrington, and City Council Rep Lindsay Hammer Bartley for attending the ribbon-cutting.

- The Plainview Business Center (445 W Broadway) has rental space available. Interested parties can contact Carrie Eversman at 507-534-9200.

Ongoing projects:

- Continued updates to the EDA website (now available: potential available grants, update your business directory information, etc.)
- Continued work on the Envision Plainview Toolkit

Respectfully,

Trisha Hess
EDA Director – Plainview / CEDA Representative
Trisha.Hess@cedausa.com / https://www.plainviewmn.com/o/eda

# PLAINVIEW
## CITY COUNCIL ACTION

**Executive Summary**
City Council Regular Meeting: March 10, 2026

| | | |
|---|---|---|
| **AGENDA ITEM:** | Plainview Firefighter's Relief Association Bylaws | **AGENDA SECTION:** Consent |
| **PREPARED BY:** | David Todd, City Administrator | **AGENDA NO 5.E.** |
| **ATTACHMENTS:** | Copy of the Edited Plainview Fire Relief Association Bylaws. Copy of the Clean Version of Plainview Fire Relief Association Bylaws | **APPROVED BY: dt** |
| **RECOMMENDED ACTION:**<br>**Motion** to approve the updated Plainview Firefighter's Relief Association Bylaws | | |

## SUMMARY

The Plainview Fire Department has updated the Firefighter's Relief Association Bylaws to reflect the current practices of the fire department and to further define membership into the relief association. The edited version of the bylaws show language changed by strike-though and language added by highlighted areas. Similarly, they also provided the clean version of the bylaws for Council review and approval. Bylaws of the Plainview Firefighter's Relief Association will be modified to reflect the changes upon approval of the City Council at its regular March meeting.

Respectfully Submitted

David Todd, City Administrator

# BYLAWS OF THE
# PLAINVIEW FIREFIGHTER'S RELIEF ASSOCIATION

## ~~PURPOSE~~
## ARTICLE 1
## NAME & PURPOSE

The *Plainview Firefighter's Relief Association* is a governmental entity that receives and manages public money to provide retirement for individuals providing the governmental services of firefighting and rescue. The purpose of the *Plainview Firefighter's Relief Association* is to provide retirement relief and other benefits to its members and dependents. This instrument constitutes the Bylaws of the *Plainview Firefighter's Relief Association* adopted for regulating and managing the internal affairs of the corporation and shall serve as the written defined contribution pension plan for the relief association. All benefits issued by this Association are governed by these bylaws and federal and state laws.

(Amended **A**; Res. 12-25)
(Amended **A**; Res. 02-07; **B**; Res. 07-10)

## ~~ARTICLE 1~~
## ARTICLE 2
## MEMBERSHIP

**1.1.* - MEMBERSHIP**. All active members of the **Plainview Fire Department** are eligible for membership in the *Plainview Firefighter's Relief Association*. Written application~~, accompanied by an application fee of $10.00,~~ may be made at any regular or special meeting of the board of trustees, and then laid over for one month for consideration. ~~If the application is not approved, the application fee shall be returned to the applicant. Membership fees, dues and assessments shall be deposited in the General Fund of the Association.~~

(Amended **A**; Res. 12-25; **B**; Res. 12-25)
(Amended **A**; Res. 02-07; **B**; Res. 07-XX)

**1.2. – MEMBERSHIP START DATE.** Membership in the Association begins on the date a firefighter is hired by the city.

(Amended **B**; Res. 12-25)

**1.3 - CLASSES OF MEMBERS**. Members of the Association shall be classified into the following categories: active, deferred, retired and disabled.

(a) Active members shall be those serving on active duty as members of the **Plainview Fire Department.**

(b) Deferred members shall be those members who have not yet reached the age of 50 years but who have served at least 10 years of active duty as firefighters in the **Plainview Fire Department**, have separated from such service as firefighters and have been members in good standing of the Association at least 10 years prior to separation from service, other than approved Leaves of Absence.

(c) Retired members shall be those members who have received service pensions from the *Association.*

(d) Disabled members shall be those members who have received a disability pension from the *Association* as defined in 6.3 of these bylaws.

(Amended **A**; Res. 02-7; **B**; Res. 07-10)

**1.3. - ACTIVE SERVICE**.

**(a)** Active service shall be defined as the active performance of fire suppression duties or the supervision of fire suppression duties. The performance of fire suppression duties or the supervision of fire suppression duties include, ~~not being absent from three (3) successive~~ attendance at every other **Plainview Fire Department** meeting~~s~~ or failing to attend at least ~~50%~~ 75% of the fire practices held by the **Plainview Fire Department** during a calendar year. A member who has lost active status and then regains active status in the **Plainview Fire Department**, may apply for reinstatement as described in 1.5.

(Amended **A**; Res. 12-25; **B**; Res. 12-25)
(Amended **A**; Res. 02-07; **B**; Res. 07-10)

**1.4.* – LEAVE OF ABSENCE**.

**(a)** Any member who is granted a leave of absence by the **Plainview Fire Department** shall during such leave ~~be relieved of paying dues to this *Association*, and during such leave and period of nonpayment of dues,~~ shall not be entitled to any benefit whatever. If, after expiration of such leave, the member again becomes active in the **Plainview Fire Department**, the member can be reinstated ~~by payment of dues accrued during the leave of absence~~.

(b) Any member who enlists or is drafted to enter the Armed Services of the United States of America shall ~~be relieved of paying dues in this Association during the time of active military service, but shall~~ retain all rights and benefits in the Association.

(1) Subject to restrictions stated in M.S. 424A.021, a volunteer firefighter who is absent from firefighting service due to service in the uniformed services, as defined in United States Code, title 38, section 4303(13), may obtain service credit not to exceed five years, unless a longer period is required under United States Code, title 38, section 4312.

(a) To be eligible for service credit under this section, the volunteer firefighter must return to firefighting service with coverage by the Association upon discharge from service in the uniformed service within the time frame required in United States Code, title 38, section 4312(e).

(b) Service credit is not authorized if the firefighter separates from uniformed service with a dishonorable or bad conduct discharge or under other than honorable conditions.

(c) Service credit is not authorized if the firefighter fails to provide notice to the fire department that the individual is leaving to provide service in the uniformed service, unless it is not feasible to provide that notice due to the emergency nature of the situation.

(c) Leave of absence time is not time towards retirement.

(Amended **B**; Res. 12-25)
(Amended **A**; Res. 02-07; **B**; Res. 07-10)

**1.5. – REINSTATEMENT.** A member who lost active status, may be reinstated to full membership in this association and their rights, privileges and duties fully restored upon making application to the President for reinstatement. At the next scheduled meeting of the association following ~~his~~ their expulsion and ~~his~~ their acceptance and reinstatement shall be voted upon by having the application read at the meeting of the association and voted upon at that meeting. If said application is voted favorably by a majority of the members present and voting, reinstatement shall be made forthwith. ~~Reinstatement applications shall be accompanied by a fee of $10~~.

(Amended **A**; Res. 12-25; **B**; Res. 12-25)
(Amended **A**; Res. 02-07)

**1.6. – EXPULSION and TERMINATION**. Active members may be expelled from the Association for cause by a 2/3 vote of all members present at a regular or special meeting of the general membership, provided a quorum is present. Written notice of the meeting and a written statement of the particular charges will be sent via registered mail to the individual at least 10 days prior to the meeting. The member shall be given an opportunity to be heard at the meeting. Cause for expulsion or termination includes, but

*Refer to Policies of the Board

is not limited to, failure to account for money belonging to the association, or feigning illness or injury for the purpose of defrauding the association, resignation or discharge from the **Plainview Fire Department**.
(Amended **A**; Res. 02-07)

**1. 7.* - DUES** Each active, deferred, disabled or retired member of the Association shall pay no dues.
(Amended **B**; Res. 07-10)

## ~~ARTICLE 2~~
## ~~BOARD OF TRUSTEES~~
## ARTICLE 3
## OFFICERS & BOARD OF TRUSTEES

**2. 1. - BOARD MEMBERS**. The Board of Trustees as specified under Minn. Stat. 424A.04, shall be composed of the following nine (9) persons: a President, a Vice President, a Secretary, a Treasurer, and two (2) general Trustees, each of whom shall be elected for a three-year term as specified in this Article, or until their successor has been elected and qualified, at the annual meeting of the *Association* from its members, and the Chief of the **Plainview Fire Department** and one elected municipal official and one elected or appointed municipal official who are designated annually as municipal representatives by the **City Council of Plainview**. In no event will any Trustee hold more than one Officer positions at any one time. In no event will any municipal Trustee hold an Officer position.
(Amended **A**; Res. 12-25; **B**; Res. 12-25)
(Amended **A**; Res. 02-07 **B**; Res. 07-10)

**2. 2. - TERMS.** The terms of office of the general Trustees and the officers shall be grouped as follows: (President and one Trustee), (Vice President and Secretary), (Treasurer and one Trustee). The terms shall be arranged so that one group shall be elected at each annual meeting. If a vacancy, other than a vacancy caused by removal for cause of an officer or trustee, occurs during the term of office of any officer or trustee, the remaining members of the *Board of Trustees* shall elect a member of the *Association* to serve for the unexpired term of the vacated position.

**2. 3. – VOTING.** Voting for elected officers and general trustees shall include:

(a) Nomination process shall include a secret ballot nomination one month prior to the annual meeting. The President and Secretary shall be the only presiding members over the nominations process.

(b) Voting shall consist of a written secret ballot vote. Vote by proxy shall at no time be allowed. The President and Secretary shall be the clerking members over the voting process.

(Amended **B**; Res. 12-25)
(Amended **A**; Res. 02-07)

**2. 4. - DUTIES.** It shall be the duty of the Board of Trustees to:

1. Prepare modes and plans for the safe and profitable investment of the unappropriated funds of the *Association*, and whenever investments are made, to investigate and pass upon the securities offered and to attend to the drawing up and execution of the necessary papers.
2. Order an audit of the books and accounts of the Secretary and the Treasurer annually, according to law.
3. Submit a written report of the condition of the *Association* to the members at the annual meeting.
4. Participate in continuing education to keep themselves abreast of their fiduciary responsibilities and assist the members of the *Board of Trustees* with their duties.

(Amended **A**; Res. 12-25)
(Amended **A**; Res. 02-07)

**2. 5. - INVESTMENT POLICY**. The Board of Trustees shall investigate and prepare for the safe and profitable investment of Association funds in conformance with state statutes. The investment of the funds of the Association shall be in the exclusive control of the Board of Trustees, in conformance with state statues, and the bylaws. The special fund assets of the Association shall be invested in securities that are authorized investments under Minn. Stat. 356A.06. The Board shall have on file a copy of the investment policy of the Association.

(Amended **A**; Res. 12-25)
(Amended **A**; Res. 02-07)

**2. 6. - STANDARD OF DILIGENCE**. The members of the *Board of Trustees* shall act as Trustees with a fiduciary obligation to the members of the *Association*, to the **City of Plainview** and to the **State of Minnesota**. The Trustees shall discharge their duties in good faith and shall exercise that degree of judgment and care which an ordinarily prudent person would exercise under similar circumstances. In the discharge of their respective duties, each Trustee of the Board of Trustees is a fiduciary and shall be held to the standard of care enumerated in M.S. Section 11A.09. In addition, the Trustees must act in accordance with M.S. Chapter 356A. No Trustee of the *Plainview Firefighter's Relief Association* shall cause the relief association to engage in a transaction if the fiduciary knows or should know that a transaction constitutes one of the following direct or indirect transactions:

(1) sale, exchange, or leasing of any real property between the relief association and a board member;
(2) lending of money or other extension of credit between the relief association and a board member or member of the relief association;
(3) furnishing of goods, services, or facilities between the relief association and a board member; or
(4) transfer to a board member, or use by or for the benefit of a board member, of any assets of the relief association. Transfer of assets does not mean the payment of relief association benefits or administrative expenses permitted by law.

(Amended **A**; Res. 12-25)
(Amended **A**; Res. 2002-07)

**2. 7. - REMOVAL.** A general trustee or officer may be removed for cause. Cause for removal shall include, but shall not be limited to, the breach of the duties as set forth in Articles 2 and 3 of these *Bylaws*. One or more of the Trustees or officers may be removed at a meeting of the membership which has been called for that purpose by a 2/3 vote of those present and voting at such meeting, provided a quorum is present. Notice of the meeting at which removal is to be considered shall be given to each member and shall include the purpose of the meeting. The general trustee or officer shall be furnished with a statement of the particular charges at least 5 days before the meeting is to be held. At the meeting, the general trustee or officer shall be given an opportunity to be fully heard as to each charge. If a general trustee or officer is removed, a replacement shall be elected at the same meeting, and such replacement shall serve out the unexpired term of the removed general trustee or officer.

(Amended **A**; Res. 12-25)
(Amended **A**; Res. 2002-07)

~~**ARTICLE 3**~~
~~**DUTIES OF THE OFFICERS**~~

**2. 8. - DUTIES OF THE OFFICERS.**

~~**3. 1.***~~ **(a.)** It shall be the **duty of the President** to:

*1.* Attend and to preside at all meetings of the *Association* and the *Board of Trustees.*
2. Enforce the due observance of the *Articles of Incorporation* and *Bylaws* and see that the other officers properly perform the duties assigned to them.
3. Sign all checks issued by the Treasurer and all documents requiring the signature of the President.
4. Be a member of all committees.
5. Exercise careful supervision over the affairs of the *Association*.

(Amended **A**; Res. 12-25)

~~**3. 2.**~~ **(b.)** It shall be the **duty of the Vice President** to:

*Refer to Policies of the Board

1. Perform the duties of the President in the absence of the President. In the absence of both the President and the Vice President, it shall be the duty of the *Association* to elect a President Pro Tem, who shall perform the duties incident to the office.
2. Assist the President.
3. Be a member of the Aid Committee.

(Amended **A**; Res. 12-25)
(Amended **B**; Res. 07-10)

~~3. 3.*~~ - **(c.)** It shall be the **duty of the Secretary** to:

1. Keep and post a true and accurate record of the proceedings of all meetings of the Association and of the Board of Trustees.
2. Keep a correct record of all amendments, alterations and additions to the bylaws in a separate book from the minute books of the Association.
3. Prepare all paperwork and obtain required signatures for relief benefits due to membership and insure benefits are distributed to appropriate parties.
4. Keep an account book in which he/she shall enter all money transactions of the Association including the dates and amounts of all receipts and the source from which derived and the dates and the amounts of all expenditures with the payee and the object.
5. Keep individual files and a roll of membership, with the date of joining, resignation, discharge, retirement~~, dues~~, and retirement benefits paid.
6. The books of the Secretary shall be at all times open to the Board of Trustees.
7. The Secretary shall prepare and process all correspondence as needed.
8. Jointly with the Treasurer prepare and file all reports and statements as required by law.

(Amended **A**; Res. 12-25)

~~3. 4.*~~ - **(d.)** It shall be the **duty of the Treasurer** to:

1. Receive all funds belonging to the *Association* and hold them subject to the order of the President and countersigned by the Secretary.
2. Keep separate and distinct accounts of the Special and General Funds.
3. Prepare and present to the *Board of Trustees,* a full and detailed statement of the assets and liabilities of each fund at each meeting of the *Board of Trustees,* and prior to the annual meeting of the *Association.*
4. Deliver to their successor in office, or to any committee appointed by the *Board of Trustees* to receive the same, all moneys, books, papers and other items pertaining to the office immediately upon expiration of the term of office.
5. Prior to entering upon the duties of the office, give a bond in such amount as required by M.S 69.051, subd. 2, and with such sureties as may be required and approved by the *Board of Trustees*, conditioned upon the faithful discharge of trust and the faithful performance of the duties of the office. Such bond shall be paid for from the Special Fund of the *Association.*
6. Jointly with the Secretary, the Treasurer shall prepare and file all reports and statements as required by law.
7. For failure to perform the duties of the office, the Treasurer may be impeached or expelled from the *Association.*

(Amended **A**; Res. 12-25)
(Amended **A**; Res. 02-07)

~~3.5~~ **(e.)** It shall be the duty of the General Trustees to assist the members of the Board of Trustees with their duties.

(Amended **A**; Res. 12-25)
(Amended **B**; Res. 07-10)

~~3.6*~~ There shall be an Aid Committee composed of the Vice President and three other members of the Association, who may or may not be members of the Board of Trustees, appointed by the Board of Trustees. The Vice President shall be the chairperson of this committee. The duty of the committee shall be to make provisions for the assistance to be rendered to each sick or disabled member, and to the survivors of any deceased member in accordance with the provisions of these Bylaws.

(Amended **A**; Res. 12-25)
(Amended **B**; Res. 07-10)

## ARTICLE 4
## MEETINGS

**4.1. - ANNUAL MEETING**. The annual meeting of the Association shall be held on the first (1) Wednesday after the first (1) Monday in January of each year, immediately following the regular meeting of the **Plainview Fire Department**. The meeting shall be held at the Plainview Fire Hall or such other place as may be designated from time to time by the Board of Trustees.

**4.2. - SPECIAL MEETINGS**. Special meetings of the members may be called at any time upon the written order of the President, Secretary and one member of the board of trustees, or of 10 members of the Association. The order shall be filed with the secretary and it shall be his duty to give due notice of each special meeting specifying the object of said meeting, and no business shall be transacted at any special meeting except the business for which the meeting was called.

**4.3. - BOARD MEETINGS**. The Board of Trustees shall meet at least four (4) times during the year to discuss the investments of the Association monies. These meetings shall be open to any members.

**4.4. - QUORUM**. A majority of the members of the Board of Trustees shall constitute a quorum for the transaction of any business at the meetings of the board and a majority of the members of the Association shall constitute a quorum for the transaction of any business at the annual or any special meeting of the Association.

**4.5.* - NOTICE OF MEETINGS**. Notice of meetings of the Board of Trustees and each meeting of the members shall be given by the Secretary to each officer, each general trustee and to each member entitled to vote at the meeting. A notice of meetings, including the date, time and location, shall be posted at city hall and be posted at the fire hall not less than 5 nor more than 30 days before the meeting, excluding the date of the meeting. (Amended **A**; Res. 02-07)

**4.6. - ORDER OF BUSINESS**. All meetings of the Association shall be conducted according to Robert's Rules of Order:

1. Call to order
2. Roll call
3. Reading of minutes of previous meeting
4. Secretary's report
5. Treasurer's report
6. Committee reports
7. Unfinished business
8. Election of officers (annual meeting)
9. New business
10. Adjournment

(Amended **A**; Res. 02-07)

**4.7. - VOTING**. Each active or deferred member shall be entitled to one vote on any matter voted upon by the membership. Voting by proxy is not permitted. All votes, unless specified prior to the vote, shall be conducted by a voice vote. If a majority cannot be determined by voice vote, the officer in charge of the vote shall ask for a vote by secret ballot. (Amended **B**; Res. 07-10)

*Refer to Policies of the Board

## ARTICLE 5
## FUNDS

**5.1. - FUNDS**. All money received from the Association shall be kept in 2 separate funds. Disbursements from the funds shall be in accordance with Minnesota Statutes and the bylaws for the *Plainview Firefighter's Relief Association*.

**5.2. - GENERAL FUND**. One fund shall be called the General Fund to which shall be credited all funds received by this Association from dues, fines, initiation fees, entertainment revenues, and other miscellaneous sources not mandated by law or these bylaws. Funds may be disbursed by the Board of Trustees for any purposes reasonably suited to the welfare of the Association and its members for equipment and maintenance of the **Plainview Fire Department**.

**5.3. - SPECIAL FUND**. The Special Fund shall be credited with all fire state aid money received pursuant to state law, all taxes levied by other revenues received from the municipality pursuant to state law, any monies or property donated which is specified for use for the support of the special fund, and any interest earned upon the assets of the Special Fund. Disbursements from the Special Fund shall not be made for any purpose other than one of following:

(a) Payment of members' service pension benefits in accordance with state law and these bylaws.
(b) Payment of ancillary benefits in accordance with state law and these bylaws.
(c) Administrative expenses as authorized pursuant to Minn. Stat. 69.80, i.e. office expense, salaries of the officers, educational expenses of the trustees, audit and legal expense, insurance expense, expenses of officers related to the responsibilities as administrators of the Special Fund. All other expenses of the Association shall be paid out of the General Fund.

**5.4. - DEPOSITS**. All money belonging to this Association shall be deposited to the credit of the Association in such banks, trust companies, or other depositories the Board of Trustees may designate. Board of Trustees shall make deposits in conformance with State Statutes and the bylaws.

**5.5. - DISBURSEMENTS**. No disbursement of the fund of this Association shall be made except by checks drawn by the Treasurer and countersigned by the President. Except when issued for pensions and other fixed charges, the exact amount of which has been determined by the Board of Trustees or the members. No check shall be issued until the claim to which it relates has been approved by the Board of Trustees.

## ARTICLE 6
## BENEFITS

**6.1.* -** Service Pensions.

**(a) Eligibility requirements.** To be eligible to receive a service pension, a member must meet all of the following requirements:

(I) Be at least 50 years of age;
(II) Have retired from the **Plainview Fire Department** and ceased to perform or supervise fire suppression duties;
(III) Have a minimum of ten years of service with such department before separation or retirement; and
(IV) Have been an active member of the *Association* in good standing at least ten consecutive years prior to separation from service, other than approved Leaves of Absence. (Amended **B**; Res. 07-XX)

**(b) Service Pension Benefit Amount.** The Association shall pay a defined contribution lump sum service pension to each member meeting the requirements of (a). Because of varying circumstances in each member's retirement planning, optional benefit payment methods are offered. Selection should occur after consultation with a tax consultant, financial planner, or an attorney.

An individual account for each firefighter who is a member of the Association shall be established as specified in Minn. Stat. 424A.02, Subd. 4. To each individual member account shall be credited a right to an equal share of:

(a) any amounts of fire state aid received by the Association;

(b) any amounts of municipal contributions to the Association raised from levies on real estate or from other available revenue sources exclusive of fire state aid; and

(c) any amount equal to the share of the assets of the special fund to the credit of:

(1) any former member who terminated active service with the **Plainview Fire Department** prior to meeting the 10 year minimum service requirement and has not returned to active service with the **Plainview Fire Department** for a period of five years; or

(2) any inactive member who separated from service prior to obtaining a full nonforfeitable interest in the amounts credited to the individual member account (i.e. two types of forfeitures).

In addition, any interest or investment income earned on the assets of the special fund shall be credited in proportion to the share of the assets of the special fund to the credit of each individual member account. (Amended **A**; Res. 02-07 **B**; Res. 07-10)

**(c) Uniformed service leave for Defined Contribution plan**

**(1) AUTHORIZATION. Subject to limitations stated in this article, a volunteer firefighter who is absent from firefighting service due to service in the uniformed services, as defined in United States Code, title 38, section 4303(13) may obtain service credit for the period of the uniformed service, not to exceed five years, unless a longer period is required under United States Code, title 38, section 4312.**

**(2) LIMITATIONS. (a) To be eligible for an investment return allocation under this section, the volunteer firefighter must return to firefighting service with coverage by this relief association or its successor upon discharge from service in the uniformed service within the time frame required in United States Code, title 38, section 4312(e). (b) An allocation of any fire state aid, any municipal contributions, and any investment return is not authorized if the firefighter separates from uniformed service with a dishonorable or bad conduct discharge or under other than honorable conditions. Any investment allocation is not authorized if the firefighter fails to provide notice to the fire department that the individual is leaving to provide service in the uniformed service, unless it is not feasible to provide that notice due to the emergency nature of the situation**

**(d) Payment Options**. The manner of payment of the retirement benefits shall be Specified by the retiring member. Options include but are not limited to:

(a) A single lump sum check payment payable to the eligible retiree, (subject to current income tax withholding requirements).

(b) Lump sum payment by the Association to a recognized insurance carrier, licensed to do business in this state and approved for this product by the Commerce Commissioner under Minn. Stat. 60A.40, to purchase an annuity contract on behalf of a retiring member.

(c) Direct transfer of the member's lump sum payment to the member's individual retirement account under Section 408(a) of the Internal Revenue Code, as amended.

**(e) Applications.** All applications for pensions or deferred pension status shall be submitted to the Board of Trustees at a regular or Special meeting of the Board. The Secretary of the Association will provide an application form. Applications shall be verified by an oath of the applicant and shall state the applicant meets each of the eligibility requirements set forth in (a) of this section, and such other information as the *Board of Trustees* may require. The Association requires at least 30 days advance notice for service pension payment.

(Amended **A**; Res. 02-07)

**(f) Approval, amount of pension.** It shall be the duty of the *Board* to approve applications for service pensions if the applicant meets all of the eligibility requirements set forth in (a) of this section. It shall also be the duty of the *Board* not to approve the application if any of the eligibility requirements are not met. No benefits or pensions shall be paid until the application thereof has been approved by a majority vote of the board of trustees. If an application is not approved, the *Board* shall return the application to the applicant within 30 days, noting thereon, with particularity, which requirements the applicant does not meet. Thereafter, the applicant shall be furnished the opportunity to be heard by the full *Board,* within the next 30 days, on the question of whether the applicant meets all of the eligibility requirements. The service pension shall be payable at the rates set forth in (b) of this section. Payment shall be made from the Special Fund. (Amended **A**; Res. 02-07)

**(g) Year of service.** For the purpose of computing benefits or pensions, a "Year of Service" shall be defined as a period of 12 full months of active duty in **Plainview Fire Department**, beginning on the anniversary date when the member became an active firefighter. ~~of~~ ~~1/9/~~2008 A period of active service is not continuous, parts of years may be added together to complete full years. Incomplete years of service, after the member's anniversary date, shall be prorated at the rate of 8.33% per complete month of active duty, pursuant to M.S. 424A.02, Subd. 1. Notwithstanding any other provisions, all benefit payments except for death benefits shall be calculated at the rate in effect as of the resignation date of the member.

(Amended **A**; Res. 12-25)
(Amended **A**; Res. 02-07)

**(h) Deferred Service Pension.** Pursuant to M.S. 424A.02, Subd. 7., a member of the *Association* who has completed a minimum of ten years of active service with **Plainview Fire Department** and at least ten years of active membership in the *Association* and who separates from active service and membership before reaching the age of 50 years shall be entitled to a deferred service pension to commence upon reaching the age of 50 years and upon making a valid written application to the *Association.* The value of the deferred pension shall be based on the amount of the member's account balance on the date on which the member separated from active service from the **Plainview Fire Department**. The Association shall pay interest on the deferred lump sum service pension during the deferral period. Interest shall be paid at the rate actually earned by the Association as specified in Minn. Stat. 424A.02, Subd. 7 (e).
The retirement benefit may be reduced as specified in Minn. Stat. 424A.02, Subd. 2 and shall be calculated as follows:

| Completed Years of Service | Nonforfeitable Percentage of Pension Amount |
|---|---|
| 10 | 60% |
| 11 | 64% |
| 12 | 68% |
| 13 | 72% |
| 14 | 76% |
| 15 | 80% |
| 16 | 84% |
| 17 | 88% |
| 18 | 92% |
| 19 | 96% |
| 20 | 100% |

*Refer to Policies of the Board

The Association must hold all retirement funds until the retiree reaches 50 years of age.

(Amended **A**; Res. 02-07 **B**; Res. 07-10)

**6. 2. - ANCILLARY BENEFITS** Upon the death of an active or deferred member of this *Association* there shall be paid a survivor or funeral benefit. Pursuant to M.S. 424A.02, Subd. 9. (2), the sum of the ancillary benefit shall be calculated as of the date the active or deferred member died. The account balance paid under Article 6 herein, cannot exceed the benefit earned by the member.

(a) Survivor Benefit. Pursuant to M.S. 424A.05, Subd. 3. (3), a survivor benefit may be paid to a surviving spouse, or if no surviving spouse, the surviving child or children, regardless of age, or if none, to a designated beneficiary, who must be a natural person, of the deceased member. Upon approval of a written application, the sum shall be calculated using the Lump Sum Service Pension table in effect at the time of death as listed in 6.1 (b), using years of service as determined in 6.1 (f).

(1) Surviving Spouse. "Surviving Spouse" means any person who was the dependent spouse of a deceased active or deferred member living with the member at the time of death of the active or deferred member for at least one year prior to the date on which the member terminated active service. M.S. 424A.001, Subd. 6.

(b) Funeral Benefit.Pursuant to M.S. 424A.05, Subd. 3. (4), a funeral benefit may be paid to the estate, of the deceased member, if no survivor benefit pursuant to 6.2 (a) herein has been paid. Upon approval of a written application, the sum shall be calculated using the Lump Sum Service Pension in effect at the time of death as listed in 6.1 (b), using years of service as determined in 6.1 (f). (Amended **A**; Res. 02-07 **B**; Res. 07-10)

**6.3 - SUPPLEMENTAL BENEFIT.** As described in M.S. 424A.10, the Association must pay a supplemental benefit to individuals who receive a lump sum distribution of pension or retirement benefits for service performed as a volunteer firefighter at the time that the lump sum benefit is paid. The supplemental benefit is calculated as ten percent of the regular lump sum distribution, but not to exceed $1,000.

(1) Upon the payment of a lump sum survivor benefit to the survivor of a deceased active or deferred member, a supplemental survivor benefit will be paid to the legally married surviving spouse or, if none, to the surviving minor child or children. The survivor supplemental benefit is calculated as twenty percent of the survivor benefit distribution, but not to exceed $2,000.

(Amended **B**; Res. 07-10)

**6. 4. - LIMITS ON BENEFITS.** Following the receipt of a lump sum or deferred service pension or ancillary benefit neither a member's surviving spouse, children or estate is entitled to any other or further financial relief or benefits from the Association.

**(a)** Domestic Relations Order. A qualified domestic relations or domestic relations order that complies with the provisions of M.S. 518.58, 518.581, or 518.611, shall be accepted by the plan administrator if in compliance with state and federal law. A distribution made pursuant to a domestic relations order shall be treated as made pursuant to qualified domestic relations order as specified by Internal Revenue Code 414 (p) (11), as amended. No benefits shall be paid under a domestic relations order which requires the plan to provide any type or form of benefit, or any option, not otherwise provided under the plan or under state law. When a qualified domestic relations order is submitted to the Plainview Firefighters Relief Association Board for review and/or consideration, it must be accompanied with a fee of $500.00 to help defray the cost of attorney fees and meeting costs of the Board.

**(b)** Garnishment, Judgment or Legal Process. No service pension benefits paid or payable from the Special Fund of the relief association to any person receiving or entitled to receive a service pension shall be subject to garnishment, judgment, execution, or other legal process, except as provided in Minn. Stat. 518.58, 518.581, or 518.611.

**(c)** No member entitled to a service pension or ancillary benefit from the Association may assign any service pension or ancillary benefit payments, nor shall the Association have the authority to recognize any assignment or pay over any sum, which has been assigned.

**(d)** No provision which places limits on benefits as contained within Section 415 of the Internal Revenue Code shall be exceeded. Plan participants cannot receive an annual benefit greater than the amount specified in Section 415 of the code as may be subsequently amended.

(Amended **A**; Res. 02-07 **B**; Res. 07-10)

## ARTICLE 7
## AMENDMENTS

**7.1. – AMENDMENTS**. Amendments to the bylaws, other than those amendments which increase or otherwise affect the retirement coverage, may be adopted at any regular or special meeting of the Association with a favorable vote of 2/3 of the members present and voting provided a quorum is present, and provided further, notice of any proposed amendment or amendments shall be given by reading at a regular or special meeting not more than 31 days preceding the date on which the amendment is to be acted upon, and that a notice is mailed to each member at the member's last known address at least 10 days prior to the scheduled date of the meeting.

Resolution A (12-25)
*References as (Amended **A**; Res. 12-25)*

- "NOW, THERFORE, BE IT RESOLVED that the membership of the Plainview Firefighters Relief Association herby make the above accepted general language changes to the **Bylaw of the Plainview Firefighters Relief Association.**"
    - Heading changes on Pages 1, 3 & 4
    - Grammatical error on Pages 2 & 9

Resolution A (12-25)
*References as (Amended **B**; Res. 12-25)*

- "NOW, THERFORE, BE IT RESOLVED that the membership of the Plainview Firefighters Relief Association herby make the above accepted language strikes and additions to the **Bylaw of the Plainview Firefighters Relief Association.**"
    - Stricken language on Pages 1, 2 & 9
    - Additional definition on Page 1
    - Additional language on Page 3
    - 

# ARTICLE 8
# MUNICIPAL RATIFICATION

**8. 1. -** The adoption of, or any amendment to the *Articles* or *Bylaws* of this *Association* which increases or otherwise affects the retirement coverage provided by, or the service pensions or retirement benefits payable from the Special Fund of this *Association*, shall not be effective until it is ratified by the **Plainview City Council.**

**A.** At a duly called regular meeting thereof, the ***Plainview Volunteer Firefighter's Relief Association*** did adopt on the 7th day of December, 2007, the foregoing *BYLAWS* with the stamp DECEMBER 7, 2007 being on each page. Which *Bylaws* were approved by the **Plainview City Council** on the 26th day of December 2007 Resolution No.07-10.

**B.** At a duly called regular meeting thereof, the ***Plainview Volunteer Firefighter's Relief Association*** did adopt on the 7th day of December, 2007, the foregoing *BYLAWS* with the stamp December 7, 2007 being on each page. Which *Bylaws* were approved by the **Plainview City Council** on the 26th day of December 2007; Resolution No. 07-10

______________________________ ______________________________
President Secretary

Approved by the PLAINVIEW City Council on the 26th day of December, 2007.

______________________________ ______________________________
Mayor City Clerk/Treasurer

*Refer to Policies of the Board

# BYLAWS OF THE
# PLAINVIEW FIREFIGHTER'S RELIEF ASSOCIATION

## ARTICLE 1
## NAME & PURPOSE

The *Plainview Firefighter's Relief Association* is a governmental entity that receives and manages public money to provide retirement for individuals providing the governmental services of firefighting and rescue. The purpose of the *Plainview Firefighter's Relief Association* is to provide retirement relief and other benefits to its members and dependents. This instrument constitutes the Bylaws of the *Plainview Firefighter's Relief Association* adopted for regulating and managing the internal affairs of the corporation and shall serve as the written defined contribution pension plan for the relief association. All benefits issued by this Association are governed by these bylaws and federal and state laws.

(Amended **A**; Res. 12-25)
(Amended **A**; Res. 02-07; **B**; Res. 07-10)

## ARTICLE 2
## MEMBERSHIP

**2.1.* - MEMBERSHIP**. All active members of the **Plainview Fire Department** are eligible for membership in the *Plainview Firefighter's Relief Association*. Written application may be made at any regular or special meeting of the board of trustees, and then laid over for one month for consideration.

(Amended **A**; Res. 12-25; **B**; Res. 12-25)
(Amended **A**; Res. 02-07; **B**; Res. 07-XX)

**2.2. – MEMBERSHIP START DATE.** Membership in the Association begins on the date a firefighter is hired by the city.

(Amended **B**; Res. 12-25)

**2.3 - CLASSES OF MEMBERS**. Members of the Association shall be classified into the following categories: active, deferred, retired and disabled.

(a) <u>Active members</u> shall be those serving on active duty as members of the **Plainview Fire Department.**

(b) <u>Deferred members</u> shall be those members who have not yet reached the age of 50 years but who have served at least 10 years of active duty as firefighters in the **Plainview Fire Department**, have separated from such service as firefighters and have been members in good standing of the Association at least 10 years prior to separation from service, other than approved Leaves of Absence.

(c) <u>Retired members</u> shall be those members who have received service pensions from the *Association.*

(d) <u>Disabled members</u> shall be those members who have received a disability pension from the *Association* as defined in 6.3 of these bylaws.

(Amended **A**; Res. 02-7; **B**; Res. 07-10)

**2.4. - ACTIVE SERVICE**.

**(a)** Active service shall be defined as the active performance of fire suppression duties or the supervision of fire suppression duties. The performance of fire suppression duties or the supervision of fire suppression duties include attendance at every other **Plainview Fire Department** meeting and failing to attend at least 75% of the fire practices held by the **Plainview Fire Department** during a calendar year. A member who has lost active status and then regains active status in the **Plainview Fire Department**, may apply for reinstatement as described in 1.5.

(Amended **A**; Res. 12-25; **B**; Res. 12-25)
(Amended **A**; Res. 02-07; **B**; Res. 07-10)

*Refer to Policies of the Board

**2.5.* – LEAVE OF ABSENCE.**

**(a)** Any member who is granted a leave of absence by the **Plainview Fire Department** shall during such leave shall not be entitled to any benefit whatever. If, after expiration of such leave, the member again becomes active in the **Plainview Fire Department**, the member can be reinstated.

(b) Any member who enlists or is drafted to enter the Armed Services of the United States of America shall retain all rights and benefits in the Association.

(1) Subject to restrictions stated in M.S. 424A.021, a volunteer firefighter who is absent from firefighting service due to service in the uniformed services, as defined in United States Code, title 38, section 4303(13), may obtain service credit not to exceed five years, unless a longer period is required under United States Code, title 38, section 4312.

(a) To be eligible for service credit under this section, the volunteer firefighter must return to firefighting service with coverage by the Association upon discharge from service in the uniformed service within the time frame required in United States Code, title 38, section 4312(e).

(b) Service credit is not authorized if the firefighter separates from uniformed service with a dishonorable or bad conduct discharge or under other than honorable conditions.

(c) Service credit is not authorized if the firefighter fails to provide notice to the fire department that the individual is leaving to provide service in the uniformed service, unless it is not feasible to provide that notice due to the emergency nature of the situation.

(c) Leave of absence time is not time towards retirement.

(Amended **B**; Res. 12-25)
(Amended **A**; Res. 02-07; **B**; Res. 07-10)

**2.6. – REINSTATEMENT.** A member who lost active status, may be reinstated to full membership in this association and their rights, privileges and duties fully restored upon making application to the President for reinstatement. At the next scheduled meeting of the association following their expulsion and their acceptance and reinstatement shall be voted upon by having the application read at the meeting of the association and voted upon at that meeting. If said application is voted favorably by a majority of the members present and voting, reinstatement shall be made forthwith.

(Amended **A**; Res. 12-25; **B**; Res. 12-25)
(Amended **A**; Res. 02-07)

**2.7. – EXPULSION and TERMINATION**. Active members may be expelled from the Association for cause by a 2/3 vote of all members present at a regular or special meeting of the general membership, provided a quorum is present. Written notice of the meeting and a written statement of the particular charges will be sent via registered mail to the individual at least 10 days prior to the meeting. The member shall be given an opportunity to be heard at the meeting. Cause for expulsion or termination includes, but is not limited to, failure to account for money belonging to the association, or feigning illness or injury for the purpose of defrauding the association, resignation or discharge from the **Plainview Fire Department**.
(Amended **A**; Res. 02-07)

**2. 8. - DUES** Each active, deferred, disabled or retired member of the Association shall pay no dues.

(Amended **B**; Res. 07-10)

*Refer to Policies of the Board

## ARTICLE 3
## OFFICERS & BOARD OF TRUSTEES

**3. 1. - BOARD MEMBERS**. The Board of Trustees as specified under Minn. Stat. 424A.04, shall be composed of the following nine (9) persons: a President, a Vice President, a Secretary, a Treasurer, and two (2) general Trustees, each of whom shall be elected for a three-year term as specified in this Article, or until their successor has been elected and qualified, at the annual meeting of the *Association* from its members, and the Chief of the **Plainview Fire Department** and one elected municipal official and one elected or appointed municipal official who are designated annually as municipal representatives by the **City Council of Plainview**. In no event will any Trustee hold more than one Officer positions at any one time. In no event will any municipal Trustee hold an Officer position.

(Amended **A**; Res. 12-25; **B**; Res. 12-25)
(Amended **A**; Res. 02-07 **B**; Res. 07-10)

**3. 2. - TERMS.** The terms of office of the general Trustees and the officers shall be grouped as follows: (President and one Trustee), (Vice President and Secretary), (Treasurer and one Trustee). The terms shall be arranged so that one group shall be elected at each annual meeting. If a vacancy, other than a vacancy caused by removal for cause of an officer or trustee, occurs during the term of office of any officer or trustee, the remaining members of the *Board of Trustees* shall elect a member of the *Association* to serve for the unexpired term of the vacated position.

**3. 3. – VOTING.** Voting for elected officers and general trustees shall include:

(a) Nomination process shall include a secret ballot nomination one month prior to the annual meeting. The President and Secretary shall be the only presiding members over the nominations process.

(b) Voting shall consist of a written secret ballot vote. Vote by proxy shall at no time be allowed. The President and Secretary shall be the clerking members over the voting process.

(Amended **B**; Res. 12-25)
(Amended **A**; Res. 02-07)

**3. 4. - DUTIES.** It shall be the duty of the Board of Trustees to:

1. Prepare modes and plans for the safe and profitable investment of the unappropriated funds of the *Association*, and whenever investments are made, to investigate and pass upon the securities offered and to attend to the drawing up and execution of the necessary papers.
2. Order an audit of the books and accounts of the Secretary and the Treasurer annually, according to law.
3. Submit a written report of the condition of the *Association* to the members at the annual meeting.
4. Participate in continuing education to keep themselves abreast of their fiduciary responsibilities and assist the members of the *Board of Trustees* with their duties.

(Amended **A**; Res. 12-25)
(Amended **A**; Res. 02-07)

**3. 5. - INVESTMENT POLICY**. The Board of Trustees shall investigate and prepare for the safe and profitable investment of Association funds in conformance with state statutes. The investment of the funds of the Association shall be in the exclusive control of the Board of Trustees, in conformance with state statues, and the bylaws. The special fund assets of the Association shall be invested in securities that are authorized investments under Minn. Stat. 356A.06. The Board shall have on file a copy of the investment policy of the Association.

(Amended **A**; Res. 12-25)
(Amended **A**; Res. 02-07)

**3. 6. - STANDARD OF DILIGENCE**. The members of the *Board of Trustees* shall act as Trustees with a fiduciary obligation to the members of the *Association*, to the **City of Plainview** and to the **State of Minnesota**. The Trustees shall discharge their duties in good faith and shall exercise that degree of judgment and care which an ordinarily prudent person would exercise under similar circumstances. In the discharge of their respective duties, each Trustee of the Board of Trustees is a fiduciary and shall be held to the standard of care enumerated in M.S. Section 11A.09. In addition, the Trustees must act in accordance with M.S. Chapter 356A. No Trustee of the *Plainview Firefighter's Relief Association* shall cause the relief association to engage in a transaction if the fiduciary knows or should know that a transaction constitutes one of the following direct or indirect transactions:

(1) sale, exchange, or leasing of any real property between the relief association and a board member;
(2) lending of money or other extension of credit between the relief association and a board member or member of the relief association;
(3) furnishing of goods, services, or facilities between the relief association and a board member; or
(4) transfer to a board member, or use by or for the benefit of a board member, of any assets of the relief association. Transfer of assets does not mean the payment of relief association benefits or administrative expenses permitted by law.

(Amended **A**; Res. 12-25)
(Amended **A**; Res. 2002-07)

**3. 7. - REMOVAL.** A general trustee or officer may be removed for cause. Cause for removal shall include, but shall not be limited to, the breach of the duties as set forth in Articles 2 and 3 of these *Bylaws*. One or more of the Trustees or officers may be removed at a meeting of the membership which has been called for that purpose by a 2/3 vote of those present and voting at such meeting, provided a quorum is present. Notice of the meeting at which removal is to be considered shall be given to each member and shall include the purpose of the meeting. The general trustee or officer shall be furnished with a statement of the particular charges at least 5 days before the meeting is to be held. At the meeting, the general trustee or officer shall be given an opportunity to be fully heard as to each charge. If a general trustee or officer is removed, a replacement shall be elected at the same meeting, and such replacement shall serve out the unexpired term of the removed general trustee or officer.

(Amended **A**; Res. 12-25)
(Amended **A**; Res. 2002-07)

**3. 8. - DUTIES OF THE OFFICERS.**

**(a.)** It shall be the **duty of the President** to:

*1.* Attend and to preside at all meetings of the *Association* and the *Board of Trustees.*
2. Enforce the due observance of the *Articles of Incorporation* and *Bylaws* and see that the other officers properly perform the duties assigned to them.
3. Sign all checks issued by the Treasurer and all documents requiring the signature of the President.
4. Be a member of all committees.
5. Exercise careful supervision over the affairs of the *Association*.

(Amended **A**; Res. 12-25)

**(b.)** It shall be the **duty of the Vice President** to:

1. Perform the duties of the President in the absence of the President. In the absence of both the President and the Vice President, it shall be the duty of the *Association* to elect a President Pro Tem, who shall perform the duties incident to the office.
2. Assist the President.
3. Be a member of the Aid Committee.

(Amended **A**; Res. 12-25)
(Amended **B**; Res. 07-10)

**(c.)** It shall be the **duty of the Secretary** to:

1. Keep and post a true and accurate record of the proceedings of all meetings of the Association and of the Board of Trustees.
2. Keep a correct record of all amendments, alterations and additions to the bylaws in a separate book from the minute books of the Association.
3. Prepare all paperwork and obtain required signatures for relief benefits due to

membership and insure benefits are distributed to appropriate parties.
4. Keep an account book in which he/she shall enter all money transactions of the Association including the dates and amounts of all receipts and the source from which derived and the dates and the amounts of all expenditures with the payee and the object.
5. Keep individual files and a roll of membership, with the date of joining, resignation, discharge, retirement~~,~~ and retirement benefits paid.
6. The books of the Secretary shall be at all times open to the Board of Trustees.
7. The Secretary shall prepare and process all correspondence as needed.
8. Jointly with the Treasurer prepare and file all reports and statements as required by law.

(Amended **A**; Res. 12-25)

**(d.)** It shall be the **duty of the Treasurer** to:
1. Receive all funds belonging to the *Association* and hold them subject to the order of the President and countersigned by the Secretary.
2. Keep separate and distinct accounts of the Special and General Funds.
3. Prepare and present to the *Board of Trustees,* a full and detailed statement of the assets and liabilities of each fund at each meeting of the *Board of Trustees,* and prior to the annual meeting of the *Association.*
4. Deliver to their successor in office, or to any committee appointed by the *Board of Trustees* to receive the same, all moneys, books, papers and other items pertaining to the office immediately upon expiration of the term of office.
5. Prior to entering upon the duties of the office, give a bond in such amount as required by M.S 69.051, subd. 2, and with such sureties as may be required and approved by the *Board of Trustees*, conditioned upon the faithful discharge of trust and the faithful performance of the duties of the office. Such bond shall be paid for from the Special Fund of the *Association.*
6. Jointly with the Secretary, the Treasurer shall prepare and file all reports and statements as required by law.
7. For failure to perform the duties of the office, the Treasurer may be impeached or expelled from the *Association.*

(Amended **A**; Res. 12-25)
(Amended **A**; Res. 02-07)

**(e.)** It shall be the duty of the General Trustees to assist the members of the Board of Trustees with their duties.

(Amended **A**; Res. 12-25)
(Amended **B**; Res. 07-10)

**(f.)** There shall be an Aid Committee composed of the Vice President and three other members of the Association, who may or may not be members of the Board of Trustees, appointed by the Board of Trustees. The Vice President shall be the chairperson of this committee. The duty of the committee shall be to make provisions for the assistance to be rendered to each sick or disabled member, and to the survivors of any deceased member in accordance with the provisions of these Bylaws.

(Amended **A**; Res. 12-25)
(Amended **B**; Res. 07-10)

## ARTICLE 4
## MEETINGS

**4.1. - ANNUAL MEETING**. The annual meeting of the Association shall be held on the first (1) Wednesday after the first (1) Monday in January of each year, immediately following the regular meeting of the **Plainview Fire Department**. The meeting shall be held at the Plainview Fire Hall or such other place as may be designated from time to time by the Board of Trustees.

**4.2. - SPECIAL MEETINGS**. Special meetings of the members may be called at any time upon the written order of the President, Secretary and one member of the board of trustees, or of 10 members of the Association. The order shall be filed with the secretary and it shall be his duty to give due notice of each special meeting specifying the object of said meeting, and no business shall be transacted at any special meeting except the business for which the meeting was called.

**4.3. - BOARD MEETINGS**. The Board of Trustees shall meet at least four (4) times during the year to discuss the investments of the Association monies. These meetings shall be open to any members.

**4.4. - QUORUM**. A majority of the members of the Board of Trustees shall constitute a quorum for the transaction of any business at the meetings of the board and a majority of the members of the Association shall constitute a quorum for the transaction of any business at the annual or any special meeting of the Association.

**4.5. - NOTICE OF MEETINGS**. Notice of meetings of the Board of Trustees and each meeting of the members shall be given by the Secretary to each officer, each general trustee and to each member entitled to vote at the meeting. A notice of meetings, including the date, time and location, shall be posted at city hall and be posted at the fire hall not less than 5 nor more than 30 days before the meeting, excluding the date of the meeting. (Amended **A**; Res. 02-07)

**4.6. - ORDER OF BUSINESS**. All meetings of the Association shall be conducted according to Robert's Rules of Order:

1. Call to order
2. Roll call
3. Reading of minutes of previous meeting
4. Secretary's report
5. Treasurer's report
6. Committee reports
7. Unfinished business
8. Election of officers (annual meeting)
9. New business
10. Adjournment (Amended **A**; Res. 02-07)

**4.7. - VOTING**. Each active or deferred member shall be entitled to one vote on any matter voted upon by the membership. Voting by proxy is not permitted. All votes, unless specified prior to the vote, shall be conducted by a voice vote. If a majority cannot be determined by voice vote, the officer in charge of the vote shall ask for a vote by secret ballot. (Amended **B**; Res. 07-10)

## ARTICLE 5
## FUNDS

**5.1. - FUNDS**. All money received from the Association shall be kept in 2 separate funds. Disbursements from the funds shall be in accordance with Minnesota Statutes and the bylaws for the *Plainview Firefighter's Relief Association*.

**5.2. - GENERAL FUND**. One fund shall be called the General Fund to which shall be credited all funds received by this Association from dues, fines, initiation fees, entertainment revenues, and other miscellaneous sources not mandated by law or these bylaws. Funds may be disbursed by the Board of Trustees for any purposes reasonably suited to the welfare of the Association and its members for equipment and maintenance of the **Plainview Fire Department**.

**5.3. - SPECIAL FUND**. The Special Fund shall be credited with all fire state aid money received pursuant to state law, all taxes levied by other revenues received from the municipality pursuant to state law, any monies or property donated which is specified for use for the support of the special fund, and any interest earned upon the assets of the Special Fund. Disbursements from the Special Fund shall not be made for any purpose other than one of following:

(a) Payment of members' service pension benefits in accordance with state law and these bylaws.
(b) Payment of ancillary benefits in accordance with state law and these bylaws.
(c) Administrative expenses as authorized pursuant to Minn. Stat. 69.80, i.e. office expense, salaries of the officers, educational expenses of the trustees, audit and legal expenses, insurance expense, expenses of officers related to the responsibilities as administrators of the Special Fund. All other expenses of the Association shall be paid out of the General Fund.

**5.4. - DEPOSITS**. All money belonging to this Association shall be deposited to the credit of the Association in such banks, trust companies, or other depositories the Board of Trustees may designate. Board of Trustees shall make deposits in conformance with State Statutes and the Bylaws.

**5.5. - DISBURSEMENTS**. No disbursement of the fund of this Association shall be made except by checks drawn by the Treasurer and countersigned by the President. Except when issued for pensions and other fixed charges, the exact amount of which has been determined by the Board of Trustees or the members. No check shall be issued until the claim to which it relates has been approved by the Board of Trustees.

## ARTICLE 6
## BENEFITS

**6.1.** - Service Pensions.

**(a) Eligibility requirements.** To be eligible to receive a service pension, a member must meet all of the following requirements:

(I) Be at least 50 years of age;
(II) Have retired from the **Plainview Fire Department** and ceased to perform or supervise fire suppression duties;
(III) Have a minimum of ten years of service with such department before separation or retirement; and
(IV) Have been an active member of the *Association* in good standing at least ten consecutive years prior to separation from service, other than approved Leaves of Absence. (Amended **B**; Res. 07-XX)

**(b) Service Pension Benefit Amount.** The Association shall pay a defined contribution lump sum service pension to each member meeting the requirements of (a). Because of varying circumstances in each member's retirement planning, optional benefit payment methods are offered. Selection should occur after consultation with a tax consultant, financial planner, or an attorney.

An individual account for each firefighter who is a member of the Association shall be established as specified in Minn. Stat. 424A.02, Subd. 4. To each individual member account shall be credited a right to an equal share of:

(a) any amounts of fire state aid received by the Association;
(b) any amounts of municipal contributions to the Association raised from levies on real estate or from other available revenue sources exclusive of fire state aid; and
(c) any amount equal to the share of the assets of the special fund to the credit of:

(1) any former member who terminated active service with the **Plainview Fire Department** prior to meeting the 10 year minimum service requirement and has not returned to active service with the **Plainview Fire Department** for a period of five years; or

(2) any inactive member who separated from service prior to obtaining a full

nonforfeitable interest in the amounts credited to the individual member account (i.e. two types of forfeitures).

In addition, any interest or investment income earned on the assets of the special fund shall be credited in proportion to the share of the assets of the special fund to the credit of each individual member account. (Amended **A**; Res. 02-07 **B**; Res. 07-10)

**(c) Uniformed service leave for Defined Contribution plan**

**(1) AUTHORIZATION. Subject to limitations stated in this article, a volunteer firefighter who is absent from firefighting service due to service in the uniformed services, as defined in United States Code, title 38, section 4303(13) may obtain service credit for the period of the uniformed service, not to exceed five years, unless a longer period is required under United States Code, title 38, section 4312.**

**(2) LIMITATIONS. (a) To be eligible for an investment return allocation under this section, the volunteer firefighter must return to firefighting service with coverage by this relief association or its successor upon discharge from service in the uniformed service within the time frame required in United States Code, title 38, section 4312(e). (b) An allocation of any fire state aid, any municipal contributions, and any investment return is not authorized if the firefighter separates from uniformed service with a dishonorable or bad conduct discharge or under other than honorable conditions. Any investment allocation is not authorized if the firefighter fails to provide notice to the fire department that the individual is leaving to provide service in the uniformed service, unless it is not feasible to provide that notice due to the emergency nature of the situation**

**(d) Payment Options**. The manner of payment of the retirement benefits shall be Specified by the retiring member. Options include but are not limited to:

(a) A single lump sum check payment payable to the eligible retiree, (subject to current income tax withholding requirements).

(b) Lump sum payment by the Association to a recognized insurance carrier, licensed to do business in this state and approved for this product by the Commerce Commissioner under Minn. Stat. 60A.40, to purchase an annuity contract on behalf of a retiring member.

(c) Direct transfer of the member's lump sum payment to the member's individual retirement account under Section 408(a) of the Internal Revenue Code, as amended.

**(e) Applications.** All applications for pensions or deferred pension status shall be submitted to the Board of Trustees at a regular or Special meeting of the Board. The Secretary of the Association will provide an application form. Applications shall be verified by an oath of the applicant and shall state the applicant meets each of the eligibility requirements set forth in (a) of this section, and such other information as the *Board of Trustees* may require. The Association requires at least 30 days advance notice for service pension payment.

(Amended **A**; Res. 02-07)

**(f) Approval, amount of pension.** It shall be the duty of the *Board* to approve applications for service pensions if the applicant meets all of the eligibility requirements set forth in (a) of this section. It shall also be the duty of the *Board* not to approve the application if any of the eligibility requirements are not met. No benefits or pensions shall be paid until the application thereof has been approved by a majority vote of the board of trustees. If an application is not approved, the *Board* shall return the application to the applicant within 30 days, noting thereon, with particularity, which requirements the applicant does not meet. Thereafter, the applicant shall be furnished the opportunity to be heard by the full *Board,* within the next 30 days, on the question of whether the applicant meets all of the eligibility requirements. The service pension shall be payable at the rates set forth in (b) of this section. Payment shall be made from the Special Fund. (Amended **A**; Res. 02-07)

**(g) Year of service.** For the purpose of computing benefits or pensions, a "Year of Service" shall be defined as a period of 12 full months of active duty in **Plainview Fire Department**, beginning on the anniversary date when the member became an active firefighter. A period of active service is not continuous, parts of years may be added together to complete full years. Incomplete years of service, after the member's anniversary date, shall be prorated at the rate of 8.33% per complete month of active duty, pursuant to M.S. 424A.02, Subd. 1. Notwithstanding any other provisions, all benefit payments except for death benefits shall be calculated at the rate in effect as of the resignation date of the member.

(Amended **A**; Res. 12-25)
(Amended **A**; Res. 02-07)

**(h) Deferred Service Pension.** Pursuant to M.S. 424A.02, Subd. 7., a member of the *Association* who has completed a minimum of ten years of active service with **Plainview Fire Department** and at least ten years of active membership in the *Association* and who separates from active service and membership before reaching the age of 50 years shall be entitled to a deferred service pension to commence upon reaching the age of 50 years and upon making a valid written application to the *Association.* The value of the deferred pension shall be based on the amount of the member's account balance on the date on which the member separated from active service from the **Plainview Fire Department**. The Association shall pay interest on the deferred lump sum service pension during the deferral period. Interest shall be paid at the rate actually earned by the Association as specified in Minn. Stat. 424A.02, Subd. 7 (e).
The retirement benefit may be reduced as specified in Minn. Stat. 424A.02, Subd. 2 and shall be calculated as follows:

| Completed Years of Service | Nonforfeitable Percentage of Pension Amount |
|---|---|
| 10 | 60% |
| 11 | 64% |
| 12 | 68% |
| 13 | 72% |
| 14 | 76% |
| 15 | 80% |
| 16 | 84% |
| 17 | 88% |
| 18 | 92% |
| 19 | 96% |
| 20 | 100% |

The Association must hold all retirement funds until the retiree reaches 50 years of age.
(Amended **A**; Res. 02-07 **B**; Res. 07-10)

**6. 2. - ANCILLARY BENEFITS** Upon the death of an active or deferred member of this *Association* there shall be paid a survivor or funeral benefit. Pursuant to M.S. 424A.02, Subd. 9. (2), the sum of the ancillary benefit shall be calculated as of the date the active or deferred member died. The account balance paid under Article 6 herein, cannot exceed the benefit earned by the member.

(a) Survivor Benefit. Pursuant to M.S. 424A.05, Subd. 3. (3), a survivor benefit may be paid to a surviving spouse, or if no surviving spouse, the surviving child or children, regardless of age, or if none, to a designated beneficiary, who must be a natural person, of the deceased member. Upon approval of a written application, the sum shall be calculated using the Lump Sum Service Pension table in effect at the time of death as listed in 6.1 (b), using years of service as determined in 6.1 (f).

(1) Surviving Spouse. "Surviving Spouse" means any person who was the

dependent spouse of a deceased active or deferred member living with the member at the time of death of the active or deferred member for at least one year prior to the date on which the member terminated active service. M.S. 424A.001, Subd. 6.

(b) Funeral Benefit.Pursuant to M.S. 424A.05, Subd. 3. (4), a funeral benefit may be paid to the estate, of the deceased member, if no survivor benefit pursuant to 6.2 (a) herein has been paid. Upon approval of a written application, the sum shall be calculated using the Lump Sum Service Pension in effect at the time of death as listed in 6.1 (b), using years of service as determined in 6.1 (f). (Amended **A**; Res. 02-07 **B**; Res. 07-10)

**6.3 - SUPPLEMENTAL BENEFIT.** As described in M.S. 424A.10, the Association must pay a supplemental benefit to individuals who receive a lump sum distribution of pension or retirement benefits for service performed as a volunteer firefighter at the time that the lump sum benefit is paid. The supplemental benefit is calculated as ten percent of the regular lump sum distribution, but not to exceed $1,000.

(1) Upon the payment of a lump sum survivor benefit to the survivor of a deceased active or deferred member, a supplemental survivor benefit will be paid to the legally married surviving spouse or, if none, to the surviving minor child or children. The survivor supplemental benefit is calculated as twenty percent of the survivor benefit distribution, but not to exceed $2,000.

(Amended **B**; Res. 07-10)

**6. 4. - LIMITS ON BENEFITS.** Following the receipt of a lump sum or deferred service pension or ancillary benefit neither a member's surviving spouse, children or estate is entitled to any other or further financial relief or benefits from the Association.

**(a)** Domestic Relations Order. A qualified domestic relations or domestic relations order that complies with the provisions of M.S. 518.58, 518.581, or 518.611, shall be accepted by the plan administrator if in compliance with state and federal law. A distribution made pursuant to a domestic relations order shall be treated as made pursuant to qualified domestic relations order as specified by Internal Revenue Code 414 (p) (11), as amended. No benefits shall be paid under a domestic relations order which requires the plan to provide any type or form of benefit, or any option, not otherwise provided under the plan or under state law. When a qualified domestic relations order is submitted to the Plainview Firefighters Relief Association Board for review and/or consideration, it must be accompanied with a fee of $500.00 to help defray the cost of attorney fees and meeting costs of the Board.

**(b)** Garnishment, Judgment or Legal Process. No service pension benefits paid or payable from the Special Fund of the relief association to any person receiving or entitled to receive a service pension shall be subject to garnishment, judgment, execution, or other legal process, except as provided in Minn. Stat. 518.58, 518.581, or 518.611.

**(c)** No member entitled to a service pension or ancillary benefit from the Association may assign any service pension or ancillary benefit payments, nor shall the Association have the authority to recognize any assignment or pay over any sum, which has been assigned.

**(d)** No provision which places limits on benefits as contained within Section 415 of the Internal Revenue Code shall be exceeded. Plan participants cannot receive an annual benefit greater than the amount specified in Section 415 of the code as may be subsequently amended.

(Amended **A**; Res. 02-07 **B**; Res. 07-10)

## ARTICLE 7
## AMENDMENTS

**7.1. – AMENDMENTS**. Amendments to the bylaws, other than those amendments which increase or otherwise affect the retirement coverage, may be adopted at any regular or special meeting of the Association with a favorable vote of 2/3 of the members present and voting provided a quorum is present, and provided further, notice of any proposed amendment or amendments shall be given by reading at a regular or special meeting not more than 31 days preceding the date on which the amendment is to be acted upon, and that a notice is mailed to each member at the member's last known address at least 10 days prior to the scheduled date of the meeting.

Resolution A (12-25)
*References as (Amended **A**; Res. 12-25)*

- "NOW, THERFORE, BE IT RESOLVED that the membership of the Plainview Firefighters Relief Association herby make the above accepted general language changes to the **Bylaw of the Plainview Firefighters Relief Association.**"
  - Heading changes on Pages 1, 3 & 4
  - Grammatical error on Pages 2 & 9

Resolution A (12-25)
*References as (Amended **B**; Res. 12-25)*

- "NOW, THERFORE, BE IT RESOLVED that the membership of the Plainview Firefighters Relief Association herby make the above accepted language strikes and additions to the **Bylaw of the Plainview Firefighters Relief Association.**"
  - Stricken language on Pages 1, 2 & 9
  - Additional definition on Page 1
  - Additional language on Page 3
  - 

## ARTICLE 8
## MUNICIPAL RATIFICATION

**8. 1. -** The adoption of, or any amendment to the *Articles* or *Bylaws* of this *Association* which increases or otherwise affects the retirement coverage provided by, or the service pensions or retirement benefits payable from the Special Fund of this *Association*, shall not be effective until it is ratified by the **Plainview City Council.**

**A.** At a duly called regular meeting thereof, the ***Plainview Volunteer Firefighter's Relief Association*** did adopt on the 7th day of December, 2007, the foregoing *BYLAWS* with the stamp DECEMBER 7, 2007 being on each page. Which *Bylaws* were approved by the **Plainview City Council** on the 26th day of December 2007 Resolution No.07-10.

**B.** At a duly called regular meeting thereof, the ***Plainview Volunteer Firefighter's Relief Association*** did adopt on the 7th day of December, 2007, the foregoing *BYLAWS* with the stamp December 7, 2007 being on each page. Which *Bylaws* were approved by the **Plainview City Council** on the 26th day of December 2007; Resolution No. 07-10

________________________________ ________________________________

President Secretary

Approved by the PLAINVIEW City Council on the 26th day of December, 2007.

________________________________ ________________________________

Mayor City Clerk/Treasurer

**PLAINVIEW POLICE DEPARTMENT**
241 West Broadway
Plainview, Minnesota 55964

Jason M. Timm
CHIEF OF POLICE

Telephone:
1-507-534-2441 Private
1-800-927-2647 Non-Emergency
Fax: 1-507-534-2437

## Executive Summary

City Council Regular Meeting: March 10, 2026

| | |
|---|---|
| **AGENDA ITEM:** Range Lease for Weapons Practice | **AGENDA SECTION:** Consent |
| **PREPARED BY:** Jason Timm, Chief of Police | **AGENDA NO.** 5.F. |
| **ATTACHMENTS:** Range Lease | **APPROVED BY:** |
| **RECOMMENDED ACTION: Motion** to approve the weapons practice range lease between the City of Plainview and Eric and Colleen Ronnigan/ Melvin Life Estate. | |

### SUMMARY

For the past several years, the Plainview Police Department has leased the Melvin Quarry for firearms and less-lethal training purposes. The previous lease agreement expired at the end of 2025.

Attached is the proposed new lease agreement, which establishes an annual lease rate of $2,500 for a five-year term covering 2026 through 2030. Please see the attached contract for full details.

## LEASE AGREEMENT FOR WEAPONS PRACTICE RANGE

THIS AGREEMENT is entered into this 20 day of February, 2026, by and between Eric Ronningen and Colleen Ronningen on behalf of Judith A. Melvin Life Estate (hereinafter the "Lessor"); and the City of Plainview, Minnesota, a municipal corporation, (hereinafter the "Lessee").

WITNESSETH

WHEREAS, Lessor owns a parcel of land described as: W ½, NE ¼, Section 6, Township 108, Range 11, Wabasha County, State of Minnesota;

WHEREAS, a portion of Lessor's property contains a quarry;

WHEREAS, Lessor and Lessee mutually desire to enter into a lease agreement for Lessee's use of the quarry for law enforcement training, specifically firearms and weapons training;

NOW, THEREFORE, in consideration of the use of the premises and the mutual covenants contained in this Agreement, the parties hereby agree as follows:

Section 1. Leased Premises. Lessor hereby leases to Lessee, and Lessee hereby leases from Lessor, the portion of Lessor's property that contains the quarry, which is identified and shown on Exhibit A (hereinafter the "Leased Premises"), which is attached hereto and incorporated herein by reference, as well as the right of ingress and egress to the Leased Premises from County Road 8 North.

Section 2. Use of Leased Premises. Lessee's use of Leased Premises is limited to firearms training, including using Leased Premises as a handgun, rifle, and shotgun practice range. Use of the Leased Premises is limited to members of the Plainview Police Department, Plainview city staff at the direction of the Plainview Police Department, or other persons who are licensed peace officers in the State of Minnesota and are accompanied by a member of the Plainview Police Department.

Section 3. Term and Termination. The term of this Agreement shall be for a period of 5 years (60 Months), commencing on the 1st **Day of March 2026**, and shall continue until midnight on February 28, 2031 (hereinafter the "Lease Term"), unless sooner terminated as herein provided. As used herein, the expression "term hereof" refers to such initial term and any renewal terms as hereinafter provided.

A. The Lessor and the Lessee agree that this lease shall automatically renew, for one additional two (2) year term, under the same terms, covenants, and conditions as stated herein, unless either party provides to the other a written notice stating their intent to end the lease after the conclusion of the initial lease term. Such a notice must be provided to the other party not less than 60 days prior to the expiration of the initial lease term in the manner provided in Section 14 (A) of this Agreement.

B. Unless otherwise expressly stated to the contrary, all provisions of this Lease shall be applicable to any such renewal period.

C. Notwithstanding anything herein to the contrary, either party may terminate this Lease Agreement upon 180 days written notice to the other at any time during the original term or any renewal term.

D. If this Agreement expires or is terminated for any reason, Lessee shall remove its personal property from the Premises prior to the date of expiration or termination. Failure of the Lessee to remove its personal property by such date shall constitute a waiver of the right to do so, and such personal property shall be deemed abandoned, and the items may then be disposed of or used at the discretion of the Lessor or the City.

Section 4. <u>Payments</u>. In consideration of the rights and privileges granted by this Agreement, Lessee shall pay to Lessor the amount of two-thousand five hundred dollars ($2,500.00) (hereinafter the "Lease Fee"). This payment shall be made in one installment per year, due no later than March 15, 2026, and no later than March 15th of each successive year of the Lease Term. The payment shall be mailed to the Lessor at 6556 70th Ave NE, Rochester, MN. 55906. The payment under this Section shall constitute the only monetary payment due to the Lessor under this Agreement. The Lessee shall not be responsible for any taxes, fees, or assessments owed by the Lessor to any third party.

Section 5. <u>Improvements</u>.

A. Construction, Alterations, Repairs, and Additional Construction. Lessee shall be permitted to erect portable structures on the property for training purposes, which shall be removed from the property at the conclusion of the lease term. Other than this, Lessee shall not erect any structure, make any improvements or modifications, or undertake any other construction on the Leased Premises, nor alter, modify, or make additions, improvements, or repairs to or replacement of any structure, existing or built, or install any fixtures without prior written approval of the Lessor.

B. Maintenance and Operation. Lessee and Lessor have examined the Leased Premises, and Lessee accepts them in the condition in which they are now. Lessee shall, in a timely manner, repair all damage to the Premises caused by its employees or agents. Lessee will only use the leased premises between the hours of 7:00 a.m. and 10:00 p.m. No firearms or ammunition will be stored on the Leased Premises at times when the premises are unoccupied by Lessee. Lessor shall not permit any person, organization, or entity other than Lessee to use the Leased Premises for firearms practice or for any other purpose.

Section 6. Utilities. Lessee acknowledges there are no utilities that have been extended to the quarry area of the property. If Lessee requires utility service to Leased Premises, Lessee shall provide these services via a portable generator, portable water tank, or through other arrangements at its own expense.

Section 7. Termination for Breach of Lessor. This Agreement may be terminated by the Lessee if either of the following events occurs:

A. A default by the Lessor in the performance of any of the terms, covenants, or conditions of this Agreement. In the event of termination under this provision, the Lessor shall remit to the Lessee a prorated portion of the Lease Fee. The prorated portion of the Lease Fee is calculated by multiplying the total number of days remaining on the Lease Term (calculated from the date on the termination notice) by $2.73 (the amount of rent under this agreement, prorated daily).

B. The Leased Premises is damaged or destroyed so that the Lessee cannot use the Leased Premises for Lessee's training activities as outlined in this Agreement.

Section 8. Termination for Breach of Lessee. The Lessor may terminate this Agreement in the event the Lessee fails to perform a covenant or condition of this Agreement, including failure to pay to Lessor the License Fee in a timely manner as outlined herein. In the event of Lessee's Breach of a material term of this agreement, Lessor is not responsible for remittance of any of the Lease Fee.

Section 9. Insurance. Lessee shall maintain in effect through the term of this Agreement personal injury liability insurance covering the Leased Premises for injury to or death of any one person, for injury or death of any number of persons in one occurrence, and property damage liability in at least the amounts required by state law for municipalities.

Section 10. Indemnification. To the extent of any insurance carried in favor of the Lessor, Lessee shall keep and hold harmless Lessor from and against any and all claims, demands, suits, judgements, costs and expenses asserted by any person or person, including agents or employees of Lessor, Lessee or sub-lessee, by reason of death or injury to persons or loss of or damage to property, resulting from Lessee's use of the Leased Premises, except to the extent that such claims, demands suits, judgements, costs and expenses may be attributed to the acts or omissions of Lessor, its agents or employees. Lessee shall not be obligated to indemnify and hold harmless Lessor for death, injury, or loss of or damage to property which occurs on Lessor's property outside of the Leased Premises.

Section 11. Assignment /Sublease. Lessee may not sublease the Premises without the prior written consent of the Lessor.

Section 12. Signage. Lessee shall erect and maintain warning signs around the Leased Premises that indicate the Leased Premises is being used as a weapons range. The warning signs shall be maintained on the Leased Premises for the duration of the Lease Term.

Section 13. Ingress and Egress. Upon payment of the Lease Fee, the Lessee and its employees and agents shall have the right of ingress and egress to and from the Leased Premises from County Road 25, or any other area used as a driveway, path, or road. Lessor may install a gate or door at the boundary of the property, but shall provide a key to the Lessee if the gate or door is locked.

Section 14. Miscellaneous Provisions

A. Notice. Any notice given by one party to the other party in connection with this Agreement shall be in writing and shall be sent by registered mail, return receipt requested, with posted and registration fees prepaid to:

1. If to Lessor to Eric and Colleen Ronningen at 6556 70th Ave NE, Rochester, MN. 55906

2. If to Lessee to Plainview Police Department, Plainview City Hall, 241 West Broadway, Plainview, MN 55946.

B. Severability. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision. Any invalid or unenforceable provision shall be deemed severed from this Agreement to the extent of its invalidity or unenforceability, and this Agreement shall be construed and enforced as if the Agreement did not contain that particular provision to the extent of its invalidity or unenforceability.

C. Entire Contract. These terms and conditions constitute the entire Agreement between the parties regarding the subject matter hereof. All discussions and negotiations are deemed merged in this Agreement.

D. Headings and Captions. Headings and captions contained in this Agreement are for convenience only and are not intended to alter any of the provisions of this Agreement and shall not be used for the interpretation of the validity of the Agreement or any provision hereof.

E. Survivability. All covenants, indemnities, guarantees, releases, representations, and warranties by the Lessee or Lessor, and any undischarged obligations of the Lessee and Lessor arising prior to the expiration of this Agreement (whether by completion or earlier termination), shall survive such expiration.

F. Governing Law. This Agreement shall be deemed to have been made and accepted in Wabasha County, Minnesota, and the laws of the State of Minnesota shall govern any interpretations or constructions of the Agreement without regard to its choice of law or conflict of laws principles.

G. Holding Over. In the event Lessee shall continue to occupy the Leased Premises beyond the term of this Agreement, such holding over shall not constitute a renewal of this Agreement but shall be a month-to-month tenancy only.

H. Successors and Assigns. All the terms, covenants, and agreements contained herein shall be binding upon and shall inure to the benefit of the successors and assigns of the parties.

IN WITNESS WHEREOF, the PARTIES have hereunto executed this document the day and year first above written.

**ERIC RONNINGEN:**

By: ______________________ Date: 2/20/26
(Signature)

Print Name: Eric Ronningen

**COLLEEN RONNINGEN:**

By: ______________________ Date: 2-20-2026
(Signature)

Print Name: Colleen Ronningen

**CITY OF PLAINVIEW:**

By: ______________________ Date: ______________
Keith Holm, Mayor

By: ______________________ Date: ______________
Carol Kujath, City Clerk

**PLAINVIEW POLICE DEPARTMENT**
241 West Broadway
Plainview, Minnesota 55964

Jason M. Timm
CHIEF OF POLICE

Telephone:
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# Executive Summary

City Council Regular Meeting: March 10, 2026

| | |
|---|---|
| **AGENDA ITEM:** 2026 Body Worn Camera Audit | **AGENDA SECTION:** Consent |
| **PREPARED BY:** Jason Timm, Chief of Police | **AGENDA NO.** **5.G.** |
| **ATTACHMENTS:** Body Worn Camera (BWC) Audit | **APPROVED BY: jt** |
| **RECOMMENDED ACTION:** Information only. Results from our 2026 BWC Audit. | |

## SUMMARY

State law requires a biennial audit for agencies utilizing Body Worn Cameras (BWC). This audit represents the department's second review since the implementation of the BWC program.

The attached audit results indicate that the Plainview Police Department is in full compliance with all required standards and review criteria.

Please see the attached report for detailed findings.

# Plainview Police Department
# 2026 AXON Body Worn Camera (BWC) Audit

## Executive Summary Report

Prepared for City of Plainview

March 2, 2026


80 South Eighth Street Suite 900, Minneapolis, MN 55402
www.mnsec.org

**Background:**

Plainview Police Department retained the Minnesota Security Consortium (MNSec) to audit its agency's use of its Body-Worn Camera (BWC, see Definitions Section below) program against the requirements of Minn. Stat. § 13.825 and Minn. Stat. § 626.8473. The Minnesota Security Consortium (MNSec) does not operate or have access to their BWC systems, therefore allowing it to audit the systems as an independent auditor. The Plainview Police Department Chief of Police and Technical Specialist provided their administrative access to the AXON system during the audit to review audit criteria. Interviews and auditing of the AXON system were conducted with the Plainview Police Department Command and IT staff during the audit process.

**Definitions**:

For the purposes of this audit and report, the use of the term Body-Worn Camera (BWC) systems shall be the same as the State Statute definition of "Portable Recording Systems," as defined by Minn. Stat. § 13.825, Subd. 1 (b) as follows:

> "portable recording system" means a device worn by a peace officer that is capable of both video and audio recording of the officer's activities and interactions with others or collecting digital multimedia evidence as part of an investigation;
>
> "portable recording system data" means audio or video data collected by a portable recording system; and
>
> "redact" means to blur video or distort audio so that the identity of the subject in a recording is obscured sufficiently to render the subject unidentifiable.

**Audit Period and Scope:**

The Audit Period covered by this report covers the period 2/1/2024 to 1/31/2026.

Plainview Police Department uses the Cloud-based AXON video system for its BWC program. Although their AXON system records both in-squad video as well as BWC videos, the scope of the audit focused only on BWC video data. Their AXON system was treated as their only primary source of all BWC data and was the focus of this audit. All AXON BWC data videos had date and time stamps of when the data was collected.

**Required Public Hearing:**

Pursuant to Minn. Stat. § 626.8473, Subd. 2, Plainview Police Department solicited public comments concerning their new BWC Program on social media. The public was invited to provide comments at the public City Council Meeting on 12/14/21 or via email or regular mail.

Board Minutes of this Plainview City Council Meeting and screenshots of the Social Media posts were provided to us and reviewed during the audit.

Plainview was compliant with this aspect of the Statute, Minn. Stat. § 626.8473, Subd. 2.

**Department BWC Policy:**

Plainview Police Department has a BWC Policy in place entitled, "Policy 415: Body Worn Cameras." This policy is posted on their public web site, as required by statute:

https://plainviewpolice.com/uploads/3/5/5/2/35524436/plainview_police_department_policy_manual.pdf

Their Policy was reviewed to ensure that it contained the required elements as outlined in Minn. Stat. § 626.8473, Subd. 3. Plainview was compliant with this aspect of the Statute.

**Officer use of BWC Equipment:**

Plainview Police Department "Policy 415: Body Worn Cameras" requires that Officers wear their BWC equipment and activate it during specific instances.

BWC data was sampled and audited across the audit period, and more intensely in the periods of January 2026 and December 2025. Officer's Calls for Service were compared to the AXON video library to determine if they had been recording videos during those calls in accordance with their policy. In all cases, the patrol officers appeared to be using their BWC appropriately and activating recordings as outlined in the policy section 415.5, "Activation of BWC."


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**Data Classification and Retention:**

Plainview Police Department treats BWC data as private unless it is permitted to be released in accordance with the provisions of Stat. § 13.825, Subd. 2.

At the time of the audit, the AXON system had 1295.8 GB of stored data, with 1,531 retained videos, which includes both BWC and squad videos.

Plainview Police Department processes BWC data requests via the front desk staff of the police lobby, using the paper "Information Disclosure Request" form. These requests are then reviewed by the Chief of Police prior to being approved.

At the time of the audit, there were no Court mandated BWC data disclosures reported during this audit period.

Plainview Police Department set up its data classification and retention schedule for BWC videos in the administrative settings of the AXON console. All BWC data is retained for a minimum of 90 Days, as required by Minn. Stat. §13.825, Subd. 3 (a).

When the BWC data involves the use of force, discharge of a firearm by a peace officer, or when the event triggers a formal complaint against the peace officer, the BWC data is retained for a minimum of 1 year in accordance with Minn. Stat. §13.825, Subd. 3 (b). At the time of the audit, Plainview Police Department has set that Retention Period to a minimum of 1 years for each of these special circumstances.

In addition, on specific types of calls, the Plainview Police Commander(s) in charge of the BWC program also review related BWC videos to ensure that all related videos have the appropriate classification. Any modifications to the classification are auditable in the AXON audit trail. Sampled BWC data was examined for modifications to the classification tags. The AXON audit trail indicated when the re-classification was made and by whom. Samples examined during the audit showed that all BWC Data was tagged with the correct classification and Retention Period.

BWC data was sampled and audited across the audit period, and more intensely in the periods of January 2026 and December 2025.

Plainview Police Department was compliant with its Classification and Retention requirements based on Statute, Minn. Stat. § 626.8473, Subd. 2. And Subd. 3.



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www.mnsec.org

**Access by Data Subjects**:

Plainview Police Department currently processes through the front desk of the police lobby, using the paper “Data Request Form.” This form can also be found online at:

https://plainviewpolice.com/records--reports.html

These BWC data requests are then reviewed by the Chief of Police for approval. Once approved, the data request is then prepared by the Technical Specialist who also completes any required redaction.

**Use of Agency-Issued BWC**:

Minn. Stat. § 13.825, Subd. 6 states that:

> “While on duty, a peace officer may only use a portable recording system issued and maintained by the officer's agency in documenting the officer's activities.”

Plainview Police Department “Policy 415: Body Worn Cameras,” Section 415.4 (a), states:

> “Only department-issued BWCs should be used (Minn. Stat. § 13.825, Subd. 6).”

Plainview Police Department is compliant with part of the Statute.

**Authorization to Access Data**:

Plainview Police Department allows its officers to review their own BWC data. Access is enforced using user accounts and roles/rights in the AXON system.

BWC data was sampled and audited across the audit period, and more intensely in the period of January 2026 and December 2025. Results of sampling the BWC data, and its related audit trail in the AXON system, showed that it was either not viewed at all, viewed by the officer who recorded the data, or by a police supervisor. In approximately 33 samples, BWC video metadata was reviewed during the audit process by the auditor and the department staff. In all samples, the BWC videos were shown to be viewed by either no one, the officer or supervisor.

All views and access were consistent with Plainview Police Department “Policy 415: Body Worn Cameras” and Minn. Stat. § 13.825 Subd. 7, as authorized by the Chief of Police.

**Sharing Among Agencies**:

Plainview Police Department treats BWC data as private and may only share BWC data with other agencies when permitted by Minn. Stat. § 13.825, Subd. 8 and Subd. 7.

Plainview Police Department processes BWC data requests by other Agencies using a form called “Body Camera Dat Sharing” that requests a legitimate, specified law enforcement purpose for the data, as required by Minn. Stat. § 13.825, Subd. 7. The form also notifies the requesting agency that they must handle the requested BWC data in accordance with Minn. Stat. § 13.825.

Plainview Police Department was compliant with this aspect of the Statute.

**Biennial Audits**:

Plainview Police Department has acknowledged that it intends to continue completing a biennial audit of its BWC System, as required by Minn. Stat. § 13.825, Subd. 9. Their last audit was in June 2024, covering a two-year period ending in February 2024. That audit was for their GETAC system which is now decommissioned. This year’s audit covers 2/1/2024 to 1/31/2026, in which they are using the AXON system

Plainview Police Department was compliant with this aspect of the Statute.

**BWC System Vendors**:

At the time of the audit, AXON was the primary vendor and system for their BWC program. BWC videos were recorded, classified, and stored Cloud based AXON system.

Because Evidence.com is a cloud-based solution, it is subject to the requirements of Minn. Stat. § 13.825, Subd. 11 (b), which requires Axon to follow the requirements of the FBI’s CJIS Policy 5.9.5 and subsequent versions. Axon has published a CJIS White paper outlining is responsibilities for CJIS compliance, and it also stated that it has filed the appropriate CJIS Security Addendum with the State of Minnesota, which we verified with the BCA.

https://axon-static-site.s3.us-west-1.amazonaws.com/images/axon-2/a120c9a7-739e-4a55-aba7-72ed75156064_security-white-paper.pdf

**Conclusion:**

Based on the results of the Plainview Police Department BWC Audit conducted by the Minnesota Security Consortium (MNSec), we were able to demonstrate that Plainview Police Department is using the AXON BWC System in accordance with the requirements of Minn. Stat. § 13.825 and Minn. Stat. § 626.8473.

This Audit was conducted and attested to by:

Dimitrios Hilton

Senior Auditor, Minnesota Security Consortium (MNSec)

Submitted to:

- Plainview Police Department Chief of Police
- Plainview City Council
- Legislative Commission on Data Practices and Personal Data Privacy
- Required Legislative members, as specified by Statute
- MN Legislative Library

# PLAINVIEW
## CITY COUNCIL ACTION

### Executive Summary
City Council Regular Meeting:  March 10, 2026

| | |
|---|---|
| **AGENDA ITEM:** 2026 Pool Employee Hires | **AGENDA SECTION:** New Business |
| **PREPARED BY:** Michelle Olig, Pool Manager | **AGENDA NO. 7.A.** |
| **ATTACHMENTS:** Pool Employee List for 2026 | **APPROVED BY:** mo |
| **RECOMMENDED ACTION:** **Motion** to approve the hiring of pool employees as listed for the 2026 pool season. | |

**SUMMARY**
The interview and hiring process for the 2026 pool season is complete for Water Aerobics, Headguard, Water Safety Instructor (WSI), Lifeguard, and Desk Attendant positions.  Pool Manager Michelle Olig has provided a list of employees to be approved by Council.  All hires are pending drug screens and background checks.  Some hires are contingent on passing the Water Safety Instructor Course or Lifeguard Training.

# 2026 Pool Employees

**Headguards/$17.84**
Ellie Eidenschink
Kadence Ihrke
Noah Eidenschink
Molly Eversman
Emma Tentis
Isabelle Loftus

**WSI/$16.07**
Presley Marshman
Adyson Nielsen
Karly Peter
Delani Schweim
Lyllia Benike
Olivia Benike
Lucille Doane
Danica Heppding
Cole Floeter
Landon Staudacher
Elizabeth Curtiss
Anika Steel
Brynlee Beauperlant
Paige Marshman
Maura Marshman
Cate Rahman
Sadie Schroeder
Alyvia Engler
Khloe Peter**

**Contingent on passing the Water Safety Instructor Course on June 2 and 3, 2026.

**Desk Attendants/$13.40**
Teagan Loftus
Hazel Bartley
Hallie Busby
Anika Steele
Elsie Yoch

**Lifeguards/$15.00**
Nora Henry
Jocelyn Loya
Reid Ihrke
Patrick Conway
Grace Conway*
Mattison Jensen*
Adelyn Heins*
Charlotte Doane*
Avery Swanson*
Layton Luckstein*

*Contingent on passing Lifeguard Training on May 24 and May 29, 2026

**Water Aerobics/$15.00**
Tamara Sawyer
Bonnie Bosma

# PLAINVIEW
## CITY COUNCIL ACTION

**Executive Summary**
City Council Regular Meeting: March 10, 2026

| | |
|---|---|
| **AGENDA ITEM:** Grapple Bucket | **AGENDA SECTION:** New Business |
| **PREPARED BY:** Shane Loftus, PW Director | **AGENDA NO.** **7.B.** |
| **ATTACHMENTS:** none | **APPROVED BY:** **sl** |
| **RECOMMENDED ACTION: Motion** to approve Wingert Metal Fabrication & Repair to build a grapple attachment for the bucket on the loader for $7,164.00 | |

**SUMMARY**
Public Works is looking to purchase an attachment to make tree removal/transport safer. With the storms becoming more volatile, we have had more trees blow over or large branches break off trees. The current way of hauling the trees or branches is to put them on a set of forks we have for the loader. This becomes a balancing act with hopes the tree or branch will ride to the shop. If we were to have a grapple attachment on the bucket there is more certainty that we are doing it in a safe manner and more efficiently. This would be used not only during storms but also in general tree removal.

I did get quotes for the grapple and Wingert was the least expensive.

| Company | Grapple | Brackets |
|---|---|---|
| **RDO** | $8,200.00 | $900.00 |
| **Wingert Metal Fabrication & Repair** | $7,164.00 | No cost. Part of the bid. |

I spoke with Vicki about cost and there is money in the CIP to cover the cost of the grapple purchase.

**Respectfully submitted,**
**Shane Loftus**
**Public Works Director**

# PLAINVIEW
## CITY COUNCIL ACTION

**Executive Summary**
City Council Special Meeting: March 10, 2026

| | | |
|---|---|---|
| **AGENDA ITEM:** | Resolution 2026-06 Authorizing a Grant Application to the Minnesota PFA | **AGENDA SECTION:** New Business |
| **PREPARED BY:** | David Todd, City Administrator | **AGENDA NO 7.C.** |
| **ATTACHMENTS:** | Resolution 2026-06 | **APPROVED BY: dt** |
| **RECOMMENDED ACTION:** to approve Resolution 2026-06 authorizing Bolton and Menk to submit application to the Minnesota Public Facilities Authority for a grant to replace non-compliant service lines in Plainview | | |

## SUMMARY

At the regular City Council meeting on January 13, 2026, the City Council moved to approve entering into an agreement with Bolton and Menk for the Lead Service Line Replacement Grant through the Minnesota Public Facilities Authority.

The Minnesota Public Facilities Authority (PFA) provides funding through the Lead Service Line Replacement Program to replace non-compliant service lines. Individual residents cannot apply for this funding; it is only available for projects administered by the Public Water System. While funds remain, the program offers 100% reimbursement for eligible project costs, including construction, engineering, and contingency. The city has been approved to replace 10 service lines this year with a total funding allocation of $250,000. There is no cost to homeowners or the city for these replacements. Upfront expenses for Bolton and Menk's services will be covered by the water fund and reimbursed through the grant. The plan is to complete 10 service line replacements this year and reapply for funding next year. By then, we expect to have our inventory completed and a clearer understanding of how many additional lines need replacement.

City staff is seeking council approval of the attached Resolution 2026-06, authorizing Bolton and Menk to submit the grant application to the Minnesota Public Facilities Authority.

Respectfully Submitted,

David Todd
City Administrator

**CITY OF PLAINVIEW**
**WABASHA COUNTY, MINNESOTA**

**RESOLUTION 2026-06**

# RESOLUTION OF APPLICATION TO MPFA FOR THE 2026 LEAD SERVICE LINE REPLACEMENT PROJECT

**WHEREAS** that the City Of Plainview is hereby applying to the Minnesota Public Facilities Authority for a loan and/or grant from the Drinking Water Revolving Fund for a lead service line replacement project as described in the application.

**WHEREAS** that the City of Plainview estimates the MPFA-Financed amount to be $375,000 or the as-bid cost of the project.

**WHEREAS** that the City of Plainview has the legal authority to apply for the loan and/or grant, and the financial, technical, and managerial capacity to repay the loan and ensure proper construction, operation and maintenance of the project for its designed life.

ADOPTED BY THE CITY COUNCIL THIS 10TH DAY OF MARCH 2026.

______________________________ ______________________________

Keith Holm — David Todd

Mayor — City Administrator

Attest:

______________________________
Carol Kujath, City Clerk

# PLAINVIEW
## CITY COUNCIL ACTION

**Executive Summary**
City Council Meeting: March 10, 2026

| | |
|---|---|
| **AGENDA ITEM:** Series 2026A General Obligation Water Revenue Bonds | **AGENDA SECTION:** New Business |
| **PREPARED BY:** Vicki Axley, Finance Director | **AGENDA NO.** **7.D.** |
| **ATTACHMENTS:** Letter – DDA Recommendations Plainview 2026A, Master Cash Flow-Debt Payment Schedule, PFA CE Program Agreement Form and Resolution 2026-07, | **APPROVED BY: VA** |
| **RECOMMENDED ACTION: Motion** to approve Resolution 2026-07 authorizing the issuance and awarding the sale of $3,650,000 General Obligation Water Revenue Bonds, Series 2026A. | |

**SUMMARY**

At the October 14, 2025, city council meeting, the council awarded the two contracts for the elevated water storage projects as follows: Project No. 1 – Rehabilitation of existing 500,000-gallon elevated storage tank in the amount of $663,650 to Tankez Coatings, Inc. of Fort Worth, TX. Project No. 2 – Construction of a new 100,000-gallon elevated storage tank in the amount of $2,890,000 to Maguire Iron, Inc. of Sioux Falls, SD. We have chosen to finance a portion of this project using GO Water Utility Revenue Bonds. The remaining portion of the project will be paid with cash from the Water Fund.

Project No. 1 is necessary rehabilitation of the existing 32-year-old water storage tank. The proposed improvements include complete removal and replacement of the interior wet, interior dry and exterior coating systems. The primary purpose of Project No. 2 is to dissipate entrained gas from Well No. 3, while providing the benefit of additional elevated volume for managing summer peak demands and operation flexibility.

I have included the letter from Mike Bubany with David Drown Associates, Inc. detailing his recommendations as well as the loan details and payment schedules. Mike will be present at the meeting to discuss this financing issue and answer any questions you may have.

**RECOMMENDATION**

Staff recommend a motion to approve Resolution 2026-07 authorizing the issuance and awarding the sale of the $3,650,000 General Obligation Water Revenue Bonds, Series 2026A.

**DDA**
**David Drown Associates, Inc.**
**Public Finance Advisors**

Spring Valley Office:
29359 County 38
Spring Valley, MN 55975
Phone 507-346-7895 | Cell 507-273-2443
Fax 612-605-2375
www.daviddrown.com

February 13, 2026 **RECOMMENDATIONS**

VIA EMAIL

City of Plainview
Keith Holm, Mayor
David Todd, Administrator
241 West Broadway
Plainview, MN 55964

**RE: General Obligation Water Revenue Bonds, Series 2026A**

Honorable Mayor Holm, Members of the City Council, and Mr. Todd:

This letter outlines our recommendations for the structure and sale of General Obligation Bonds associated with the City's rehabilitation of its existing water tower and the construction of a new one.

**Statutory Authority**

Cities must cite the specific statutory authority they intend to use before issuing general obligation bonds. In this instance, this is an easy choice. I am advising that the bonds be issued as General Obligation Water Revenue Bonds utilizing authority provided in Minnesota Statutes Chapters 444 and 475. This type of debt requires no public hearings and is not subject to statutory debt limits and/or petition periods. The only requirement is that the City will covenant to keep utility rates so that the net operating income of the system can cover 105% of the anticipated debt payments.

I also advise that the City apply to the Minnesota Public Facilities Authority's Credit Enhancement program. For only $500 additional issuance costs, we will be able to assign the State's credit rating to the bonds to enhance the City's own. Reduced interest expense will more than cover that additional expense many, many times over.

**Taxability Issues**

The current water tower leases space to Verizon Wireless. The rental agreement introduces private activity issues which would jeopardize our ability to issue bonds with the benefit of tax exempt (i.e. lower) rates. As such, I'm advising the City use cash reserves (estimated to be $663,650) to fund the rehabilitation of the existing water tower and only finance the construction of the new tower which will not have any private use associated with it. Should the use of cash prove to be a poor decision, the City reserves the right to reimburse itself with a taxable issue in the future. However, based on my discussions with staff we believe the City has more than enough in reserve for this purpose without presenting any cashflow problems for the City.

**Overview of Project and Component Costs**
The major component costs, sources of funds, and recommended bond size are detailed below:

| Uses of Funds | | |
|---|---|---|
| Rehab existing tower | | 663,650.00 |
| New tower constuction & engineering | | 3,355,000.00 |
| Contingency | | 200,933.00 |
| **Total Project Costs** | | **4,219,583.00** |
| Underwriter's Discount Allowance | 1.25% | 45,625.00 |
| Unused Discount to D/S Fund | | - |
| Fiscal Fee | | 19,000.00 |
| Bond Counsel | | 16,000.00 |
| Pay Agent | | 750.00 |
| Printing & Misc | | 1,650.00 |
| State CE Fee | | 500.00 |
| Rating Fee | | 16,250.00 |
| Original Issue Discount (OID) | | - |
| Excess Proceeds | | - |
| Capitalized Interest (to D/S Fund) | | - |
| | | 4,319,358.00 |

| Sources of Funds | |
|---|---|
| Bond Issue | **3,650,000.00** |
| Bond Premium | - |
| Construction Fund Earnings / Rounding | 5,708.00 |
| City Cash for Existing Water Tower | 663,650.00 |
| | 4,319,358.00 |

**Payment and Revenue Requirements**
At today's rates, we are projecting annual bond payments to average approximately $264,000 per year. Please refer to the attached exhibit for bond details and a breakdown of revenue requirements. If rates were to increase by 50 basis points, average annual bond payments would increase by approximately $10,000, so this issuance is fairly sensitive to interest rate movement.

**Sales Method & Other Options Considered**
I am advising a competitive, rated, public sale with the State of Minnesota's Credit Enhancement. While this represents the most expensive option (in terms of issuance costs), it will provide the lowest interest rates and result in the lowest overall payments. When deals are larger with longer terms such as this, controlling interest rates becomes the number one concern.

I considered other financing mechanisms such as intergovernmental loan programs and direct bank placements. Intergovernmental programs were disregarded for various reasons such as uncertainty of funding, timing, and program requirements that increased project costs to an extent that their below-market terms were no longer beneficial. Direct bank placements were disregarded due to the higher interest rates leading to increased payments far beyond the benefits of lower issuance costs.

## Other Bond Sale Components and Schedule

In summary, key elements of this financing would be:

- 20-year term, which is consistent with the City's prior capital financial planning.
- Callable any time after 2/1/2034 @ par plus acc'd interest. This is a typical call protection for current bond offerings.
- Sale of bonds utilizing a competitive sales process.
- Offer up to 1.25% discount allowance.
- Standard and Poor's Rating along with State Credit Enhancement
- Full Continuing Disclosure. By offering full disclosure the City may improve bidding results.

## Post Issuance Compliance

Once the City has closed on the proceeds of the bond issue, it should strive to maximize interest earnings on those funds while complying with arbitrage rules, which are very complicated. For this reason, I believe it advisable to have the bond proceeds professionally managed. The City of Plainview is a member of the League of MN Cities, so one option might be to take advantage of their 4M Fund.

The proposed schedule for putting the project financing in place is as follows:

| | |
|---|---|
| March 10, 2026 | Resolution Set Sale Date of Bond Issue |
| April 14, 2026 | Open bids / Resolution Award Sale of Bonds |
| May 1, 2026 | Closing |

We believe these recommendations are suitable and in the best interests of the City. If the Council agrees, it should approve the attached resolution setting sale date during its March 10th meeting, at which I will be present. Thank you and we look forward to working with the City of Plainview on this project.

Yours truly,

Mike Bubany, Associate
David Drown Associates, Inc.

**City of Plainview, Minnesota** **Proposed for Competitive Sale**

**$3,650,000**
**General Obligation Water Revenue Bonds, Series 2026A**

**MINNESOTA PFA CREDIT ENHANCED**

**Master Cash Flow ~ PRELIMINIARY**

| **Uses of Funds** | | |
|---|---|---|
| Rehab existing tower | | 663,650.00 |
| New tower constuction & engineering | | 3,355,000.00 |
| Contingency | | 200,933.00 |
| **Total Project Costs** | | **4,219,583.00** |
| Underwriter's Discount Allowance | 1.25% | 45,625.00 |
| Unused Discount to D/S Fund | | - |
| Fiscal Fee | | 19,000.00 |
| Bond Counsel | | 16,000.00 |
| Pay Agent | | 750.00 |
| Printing & Misc | | 1,650.00 |
| State CE Fee | | 500.00 |
| Rating Fee | | 16,250.00 |
| Original Issue Discount (OID) | | - |
| Excess Proceeds | | - |
| Capitalized Interest (to D/S Fund) | | - |
| | | 4,319,358.00 |

| **Sources of Funds** | |
|---|---|
| Bond Issue | **3,650,000.00** |
| Bond Premium | - |
| Construction Fund Earnings / Rounding | 5,708.00 |
| City Cash for Existing Water Tower | 663,650.00 |
| | 4,319,358.00 |

| **Bond Details** | | |
|---|---|---|
| Set Sale / PFA Resolution | | 3/10/2026 |
| DDA presentation of recommendations | | 3/10/2026 |
| Sale Date | | 4/14/2026 |
| Dated Date | | 5/1/2026 |
| Closing Date | | 5/1/2026 |
| 1st Interest Payment | | 2/1/2027 |
| Proceeds spent by: | | 12/31/2027 |
| Purchase Price | | 3,604,375.00 |
| Net Interest Cost | | 1,675,460.63 |
| Net Effective Rate | | **4.065912%** |
| Average Coupon | | 3.955192% |
| Call Option | @ par | 2/1/2034 |
| Weighted Avg. Maturity | | 11.290 |
| Average Life | | 11.290 |
| Bond Yield | | 3.90998% |
| Purchaser | | Proposed for Competitive Sale |
| Bond Counsel | | Taft Law |
| Rating Agency | | Standard & Poors |
| Pay Agent | | Northland Bond Services |
| Tax Status | | Tax Exempt |
| Continuing Disclosure | | Full |
| Rebate | | Small Issuer |
| Statutory Authority | | MS, Chapters 444, 475 |

**Payment Schedule & Cashflow**

| *Payment Schedule* | | | | | | | | *Pledged Revenues* | | *Account Balances* | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 12-Month Period ending* | Principal | Coupon | Yield | Interest | Payment Total | **PLUS 5%** | Collection Year | Water Revenues | 5% Coverage Revenues | Surplus (deficit) | Account Balance |
| 5/1/2026 | *Dated Date* | | | | | | | | | Initial Deposit to D/S Fund > | - |
| 2/1/2027 | 165,000.00 | 2.750% | 2.750% | 99,501 | 264,501 | **277,726** | 2026 | 264,501 | 13,225 | - | - |
| 2/1/2028 | 135,000.00 | 2.800% | 2.800% | 128,130 | 263,130 | **276,287** | 2027 | 263,130 | 13,157 | - | - |
| 2/1/2029 | 140,000.00 | 2.800% | 2.800% | 124,350 | 264,350 | **277,568** | 2028 | 264,350 | 13,218 | - | - |
| 2/1/2030 | 145,000.00 | 2.800% | 2.800% | 120,430 | 265,430 | **278,702** | 2029 | 265,430 | 13,272 | - | - |
| 2/1/2031 | 150,000.00 | 2.850% | 2.850% | 116,370 | 266,370 | **279,689** | 2030 | 266,370 | 13,319 | - | - |
| 2/1/2032 | 150,000.00 | 2.950% | 2.950% | 112,095 | 262,095 | **275,200** | 2031 | 262,095 | 13,105 | - | - |
| 2/1/2033 | 155,000.00 | 3.000% | 3.000% | 107,670 | 262,670 | **275,804** | 2032 | 262,670 | 13,134 | - | - |
| 2/1/2034 | 160,000.00 | 3.050% | 3.050% | 103,020 | 263,020 | **276,171** | 2033 | 263,020 | 13,151 | - | - |
| 2/1/2035 | 165,000.00 | 3.150% | 3.150% | 98,140 | 263,140 | **276,297** | 2034 | 263,140 | 13,157 | - | - |
| 2/1/2036 | 170,000.00 | 3.250% | 3.250% | 92,943 | 262,943 | **276,090** | 2035 | 262,943 | 13,147 | - | - |
| 2/1/2037 | 175,000.00 | 3.650% | 3.650% | 87,418 | 262,418 | **275,538** | 2036 | 262,418 | 13,121 | - | - |
| 2/1/2038 | 185,000.00 | 3.750% | 3.750% | 81,030 | 266,030 | **279,332** | 2037 | 266,030 | 13,302 | - | - |
| 2/1/2039 | 190,000.00 | 3.850% | 3.850% | 74,093 | 264,093 | **277,297** | 2038 | 264,093 | 13,205 | - | - |
| 2/1/2040 | 195,000.00 | 3.950% | 3.950% | 66,778 | 261,778 | **274,866** | 2039 | 261,778 | 13,089 | - | - |
| 2/1/2041 | 205,000.00 | 4.050% | 4.050% | 59,075 | 264,075 | **277,279** | 2040 | 264,075 | 13,204 | - | - |
| 2/1/2042 | 215,000.00 | 4.150% | 4.150% | 50,773 | 265,773 | **279,061** | 2041 | 265,773 | 13,289 | - | - |
| 2/1/2043 | 225,000.00 | 4.250% | 4.250% | 41,850 | 266,850 | **280,193** | 2042 | 266,850 | 13,343 | - | - |
| 2/1/2044 | 230,000.00 | 4.350% | 4.350% | 32,288 | 262,288 | **275,402** | 2043 | 262,288 | 13,114 | - | - |
| 2/1/2045 | 240,000.00 | 4.450% | 4.450% | 22,283 | 262,283 | **275,397** | 2044 | 262,283 | 13,114 | - | - |
| 2/1/2046 | 255,000.00 | 4.550% | 4.550% | 11,603 | 266,603 | **279,933** | 2045 | 266,603 | 13,330 | - | - |
| | 3,650,000 | | | 1,629,836 | 5,279,836 | **5,543,827** | | 5,279,836 | 263,992 | - | |

**MINNESOTA PUBLIC FACILITIES AUTHORITY**
**CREDIT ENHANCEMENT PROGRAM AGREEMENT**

This Credit Enhancement Program Agreement, ("the Agreement"), is made between the Minnesota Public Facilities Authority (the "Authority") and Plainview, Minnesota (the "Governmental Unit"), in order to comply with the requirements of Minnesota Statutes, Section 446A.086 (the "Act"). The Governmental Unit has passed a resolution dated March 10, 2026, (the "Resolution) authorizing the issuance of its $3,650,000 General Obligation Water Revenue Bonds, Series 2026A (the "Bonds"), the proceeds of which will be used to provide funds for costs associated with the City's rehabilitation of its existing water tower and the construction of a new water tower. The Governmental Unit represents that the Resolution authorizes the Governmental Unit to enter into this Agreement and obligates the Governmental Unit to be bound by the provisions of the Act. The Governmental Unit and the Authority agree as follows:

Section 1. The Governmental Unit will deposit with Northland Bond Services, a division of First National Bank of Omaha (and any subsequent paying agent) (the "Paying Agent") three business days before the date on which each payment is due on the Bonds an amount sufficient to make that payment.

Section 2. The Governmental Unit will notify the Authority not less than 15 business days prior to the date a payment is due on the Bonds if the Governmental Unit will be unable to make all or a portion of the payment. Notification shall be provided by faxing and mailing a completed and executed Notification of Potential Default form to the Authority.

Section 3. The Governmental Unit will include a provision in its agreement with the Paying Agent for the Bonds that requires the Paying Agent to immediately inform the Minnesota Commissioner of Management and Budget, with a copy to the Authority, if the Paying Agent becomes aware of a default or potential default in the payment of principal or interest on the Bonds or if, on the day two business days before the date a payment is due on the Bonds, there are insufficient funds on deposit with the Paying Agent to make the payment. For purposes of this paragraph and the Act, funds invested in a refunding escrow account established under Minnesota Statutes, Section. 475.67 that are to become available to the Paying Agent on a principal or interest payment date are deemed to be on deposit with the Paying Agent three business days before the payment date.

Section 4. The provisions of this Agreement are binding with respect to the Bonds as long as the Bonds remain outstanding.

Section 5. According to its terms, the Act is a contract with bondholders and may not be amended or repealed for the covered bonds so long as the covered bonds are outstanding.

Section 6. The Governmental Unit agrees to provide the Authority with a copy of the final debt service schedule for the Bonds within 30 days of the closing date and an estimate of the interest savings that will be achieved by participation in the program.

Section 7. The Authority has reviewed the application of the Governmental Unit dated _____________________, and, based solely upon the application, the opinion of bond counsel and the provisions of this Agreement, verifies that the Bonds are participating in the Credit Enhancement Program established pursuant to the Act, and that if the Governmental Unit is unable to make any portion of the payment on the Bonds on or before the date due, the State of Minnesota, acting through the Authority, shall make such payment in its place pursuant to the Act, providing that funds are available in the State General Fund. **The obligation to make a payment under the Act is not a general obligation of the State of Minnesota. The Act does not obligate the legislature to provide for the availability of funds in the General Fund for this purpose.**

Section 8. The Authority will provide to the Governmental Unit upon request, or to its duly authorized agent, any information which the State of Minnesota files with the Nationally Recognized Municipal Securities Information Repositories pursuant to the State's obligations under rule 15c2-12.

Section 9. The Governmental Unit agrees to notify the Authority if the Paying Agent is replaced by a subsequent paying agent and to provide to the Authority a certification by the subsequent paying agent in the form set forth for the original paying agent below.

IN WITNESS WHEREOF, the Authority and the Governmental Unit acknowledge their assent to this Agreement and agree to be bound by its terms and the terms of the Act through their signatures entered below.

**1. PLAINVIEW, MINNESOTA:**

By: ______________________________

Title: Mayor

Date: ______________________________

By: ______________________________

Title: Administrator

Date: ______________________________

**2. PUBLIC FACILITIES AUTHORITY:**

By (auth. signature): ______________________

Title: Executive Director

Date: ______________________________

**3. COMMISSIONER OF ADMINISTRATION:**
As delegated to: Office of State Procurement

By (auth. signature): ______________________

Date: ______________________________

Admin ID: ______________________________

# PAYING AGENT CERTIFICATION

The undersigned Paying Agent for the bonds of Plainview , Minnesota in the original principal amount of $ 3,650,000 referred to in the Agreement to which this certification is attached acknowledges, understands, and agrees to be bound by the procedures contained in Minnesota Statutes, Section 446A.086 and the Agreement which, in part, requires that the Paying Agent notify the Minnesota Commissioner of Management and Budget, with a copy to the Minnesota Public Facilities Authority if it becomes aware of a default or a potential default in the payment of principal or interest on those debt obligations, or if, on the day two business days prior to the date a payment is due on those debt obligations, there are insufficient funds to make the payment on deposit with the Paying Agent. Notification shall be provided by faxing and mailing a completed and executed Paying Agent Notification of Potential Default form to the Commissioner of Management and Budget and the Authority.

I, Scott R Miles, do hereby certify that I am a Director duly appointed and acting as such, of the Paying Agent, and am authorized to execute this Certificate on behalf of the Paying Agent.

By: ________________________________________ Date: _____________

Signature - Paying Agent Authorized Representative

| TO BE COMPLETED BY THE PAYING AGENT | | | |
|---|---|---|---|
| Name of Paying Agent<br>Northland Bond Services, a division of First National Bank of Omaha | | | |
| Address<br>150 South Fifth Street, Suite 3300 | City<br>Minneapolis | State<br>MN | Zip<br>55402 |
| Paying Agent Contact Person<br>Scott R Miles | Title<br>Director | Telephone Number<br>612-851-5914 | Fax Number<br>612-851-4933 |
| Paying Agent's Name of Bank<br>First National Bank of Omaha | Paying Agent's Bank Account Name<br>Northland Bond Services, a division of First National Bank of | | |
| Bank Association Number<br>104-000-016 | Paying Agent Bank Account Number<br>11090200401110 | | |
| Paying Agent Federal Tax ID<br>47-0259043 | State Tax ID<br>1069756 | | |

**EXTRACT OF MINUTES OF A MEETING OF THE**
**CITY COUNCIL OF THE**
**CITY OF PLAINVIEW, MINNESOTA**

**HELD: March 10, 2026**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Plainview, Wabasha County, Minnesota, was duly held at the City Hall in said City on the 10th day of March, 2026, beginning at 6:00 o'clock P.M. for the purpose, in part, of authorizing the competitive negotiated sale of the $3,650,000 General Obligation Water Revenue Bonds, Series 2026A, of said City.

The following Council Members were present:

and the following were absent:

Council member ______________________ introduced the following resolution and moved its adoption:

**RESOLUTION 2026-07**

PROVIDING FOR THE COMPETITIVE NEGOTIATED SALE OF
$3,650,000 GENERAL OBLIGATION WATER REVENUE BONDS, SERIES 2026A

A. WHEREAS, the City Council of the City of Plainview, Minnesota (the "City"), has heretofore determined that it is necessary and expedient to issue the City's $3,650,000 General Obligation Water Revenue Bonds, Series 2026A (the "Bonds"), to finance costs associated with the City's rehabilitation of its existing water tower and the construction of a new water tower (the "Project"), located within the City; and

B. WHEREAS, the City has retained David Drown Associates, Inc., in Minneapolis, Minnesota ("David Drown"), as its independent municipal advisor for the Bonds and is therefore authorized to sell the Bonds by a competitive negotiated sale in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9):

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Plainview, Minnesota, as follows:

1. Authorization. The Council hereby authorizes David Drown to solicit bids for the competitive negotiated sale of the Bonds.

2. Meeting; Bid Opening. The Council shall meet at the time and place specified in the Terms of Offering attached hereto as Exhibit A for the purpose of considering sealed bids for, and awarding the sale of, the Bonds. The City Administrator, or designee, shall open bids at the time and place specified in such Terms of Offering.

3. The Council wishes to issue the Bonds using the Minnesota Public Facilities Credit Enhancement Program.

   a) The Form of Minnesota Public Facilities Authority Credit Enhancement Agreement (the "Agreement") and the Application for Participation in the PFA Credit Enhancement Program (the "Application") are authorized and approved in substantially the forms presented to the Council. Submission of the Application to the PFA and payment of related fees are approved. The City hereby covenants and obligates itself to be bound by the provisions of Minnesota Statutes, Section 446A.086, as it may be amended from time to time. The City understands that as a result of its covenant to be bound by the provisions of Minnesota Statutes, Section 446A.086, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

b) The City hereby covenants and obligates itself to notify the Minnesota Public Facilities Authority of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 446A.086 to guarantee payment of the principal and interest on the Bonds when due. The City further covenants to deposit with the Bond Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Minnesota Public Facilities Authority that it will be unable to make all or a portion of that payment. The Bond Registrar for the Bonds is authorized and directed to notify the Minnesota Public Facilities Authority if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Bond Registrar.

c) The City further covenants to comply with all procedures now or hereafter established by the Department of Finance and Minnesota Public Facilities Authority pursuant to Minnesota Statutes, Section 446A.086, subdivision 3 and otherwise to take such actions as necessary to comply with that section. The Mayor and City Clerk-Treasurer are authorized to execute any applicable Minnesota Public Facilities Authority forms and to provide for the payment of the City's application fee of $500 to the Authority, or will reimburse DDA for their payment of the fee on the City's behalf, which fee is required to be submitted with the executed forms

4. Terms of Offering. The terms and conditions of the Bonds and the negotiation thereof are fully set forth in the "Terms of Offering" attached hereto as Exhibit A and hereby approved and made a part hereof.

5. Official Statement. In connection with said competitive negotiated sale, the officers or employees of the City are hereby authorized to cooperate with David Drown and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by Council member ________________________ and, after full discussion thereof and upon a vote being taken thereon, the following Council members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted on this 10th day of March, 2026.

STATE OF MINNESOTA
COUNTY OF WABASHA
CITY OF PLAINVIEW

I, the undersigned, being the duly qualified and acting City Administrator of the City of Plainview, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes relate to the City's $3,650,000 General Obligation Water Revenue Bonds, Series 2026A.

WITNESS my hand as such City Administrator of the City this 10th day of March, 2026.

________________________________
David Todd, City Administrator

**EXHIBIT A**

**TERMS OF OFFERING**

**City of Plainview, Minnesota**

**$3,650,000**

**General Obligation Water Revenue Bonds, Series 2026A**

**(BOOK ENTRY ONLY)**

## TERMS OF PROPOSAL

Proposals for the Bonds will be received on Tuesday, April 14, 2026 at 11:00 A.M. Central Time, at the offices of David Drown Associates, Inc., 5029 Upton Avenue South, Minneapolis, Minnesota, after which time they will be opened and tabulated. Consideration for award of the Bonds will be by the City Council of the City of Plainview (the "City") at 6:00 P.M., Central Time, on that same date.

## SUBMISSION OF PROPOSALS

Proposals may be submitted in a sealed envelope or by fax (612) 605-2375 to David Drown Associates, Inc. Signed Proposals, without final price or coupons, may be submitted to David Drown Associates, Inc. prior to the time of sale. The bidder shall be responsible for submitting to David Drown Associates, Inc. the final Proposal price and coupons, by telephone (612) 920-3320 or fax (612) 605-2375 for inclusion in the submitted Proposal. David Drown Associates, Inc. will assume no liability for the inability of the bidder to reach David Drown Associates, Inc. prior to the time of sale specified above.

Notice is hereby given that electronic proposals will be received via PARITY®, in the manner described below, until 11:00 A.M., local time on April 14th 2026. Bids may be submitted electronically via PARITY® pursuant to this Notice until 11:00 A.M., local time, but no bid will be received after the time for receiving bids specified above. To the extent any instructions or directions set forth in PARITY® conflict with this Notice, the terms of this Notice shall control. For further information about PARITY®, potential bidders may contact David Drown Associates, Inc. or PARITY® at (212) 806-8304.

Neither the City of Plainview nor David Drown Associates, Inc. assumes any liability if there is a malfunction of PARITY. All bidders are advised that each Proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Bonds regardless of the manner of the Proposal submitted.

## DETAILS OF THE BONDS

The Bonds will be dated May 1, 2026, as the date of original issue, and will bear interest payable on February 1 and August 1 of each year, commencing February 1, 2027. Interest will be computed on the basis of a 360-day year of twelve 30-day months. The Bonds will mature February 1 in the years and amounts as follows:

| Year | Amount | Year | Amount |
|---|---|---|---|
| 2027 | $ 165,000 | 2037 | $ 175,000 |
| 2028 | 135,000 | 2038 | 185,000 |
| 2029 | 140,000 | 2039 | 190,000 |
| 2030 | 145,000 | 2040 | 195,000 |
| 2031 | 150,000 | 2041 | 205,000 |
| 2032 | 150,000 | 2042 | 215,000 |
| 2033 | 155,000 | 2043 | 22,5000 |
| 2034 | 160,000 | 2044 | 230,000 |
| 2035 | 165,000 | 2045 | 240,000 |
| 2036 | 170,000 | 2046 | 255,000 |

**TERM BOND OPTION**

Bids for the bonds may contain a maturity schedule providing for a combination of serial bonds and term bonds. All term bonds shall be subject to mandatory sinking fund redemption and must conform to the maturity schedule set forth above at a price of par plus accrued interest to the date of redemption. In order to designate term bonds, the bid must specify as provided on the Proposal Form.

**BOOK ENTRY SYSTEM**

The Bonds will be issued by means of a book entry system with no physical distribution of Bonds made to the public. The Bonds will be issued in fully registered form and one Bond, representing the aggregate principal amount of the Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company ("DTC"), New York, New York, which will act as securities depository of the Bonds. Individual purchases of the Bonds may be made in the principal amount of $5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The purchaser, as a condition of delivery of the Bonds, will be required to deposit the Bonds with DTC.

**REGISTRAR**

The City will name Northland Bond Services, a division of First National Bank of Omaha, Minneapolis, MN, as registrar for the Bonds. Northland Bond Services shall be subject to applicable SEC regulations. The City will pay for the services of the registrar.

**OPTIONAL REDEMPTION**

The City may elect on February 1, 2034 and on any day thereafter, to prepay Bonds due on or after February 1, 2035. Redemption may be in whole or in part and if in part at the option of the City and in such manner as the City shall determine. If less than all Bonds of a maturity are called for redemption, the City will notify DTC of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. All prepayments shall be at a price of par plus accrued interest.

**SECURITY AND PURPOSE**

The Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. In addition the City will pledge revenues from its water utility. The proceeds will finance costs associated with the City's rehabilitation of its existing water tower and the construction of a new water tower.

**TYPE OF PROPOSALS**

Proposals shall be for not less than $3,604,375.00 (98.75%) and accrued interest on the total principal amount of the Bonds. The apparent low-bidder as notified by David Drown Associates, Inc. shall wire, to a designated account, a good faith amount of $73,000.00 by 3:00 p.m. on the date of sale. If the good faith wire transfer is not in process prior to the award, the City shall retain the right to reject the bid. In the event the purchaser fails to comply with the accepted proposal, said amount will be retained by the City. No proposal can be withdrawn or amended after the time set for receiving proposals unless the meeting of the City scheduled for award of the Bonds is adjourned, recessed, or continued to another date without award of the Bonds having been made. Rates shall be in integral multiples of 5/100 or 1/8 of 1%. Rates must be in ascending order. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity. No conditional proposals will be accepted.

**AWARD**

The Bonds will be awarded on the basis of the lowest interest rate to be determined on a net interest cost (NIC) basis. The City's computation of the interest rate of each proposal, in accordance with customary practice, will be controlling. The City will reserve the right to waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Bonds, reject all proposals without cause, and reject any proposal, which the City determines to have failed to comply with the terms herein.

**MATURITY ADJUSTMENTS**

The City reserves the right to increase or decrease the principal amount of the Bonds on the day of sale, in increments of $5,000 each. Increases or decreases may be made in any maturity. If any principal amounts are adjusted, the purchase price proposed will be adjusted to maintain the same gross spread per $1,000.

**ISSUE PRICE DETERMINATION**

In order to provide the City with information necessary for compliance with Section 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations promulgated thereunder (collectively, the "Code"), the Purchaser will be required to assist the City in establishing the issue price of the Bonds and shall complete, execute, and deliver to the City prior to the closing date, a written certification in a form acceptable to the Purchaser, the City, and Bond Counsel (the "Issue Price Certificate") containing the following for each maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity): (i) the interest rate; (ii) the reasonably expected initial offering price to the "public" (as said term is defined in Treasury Regulation Section 1.148-1(f) (the "Regulation")) or the sale price; and (iii) pricing wires or equivalent communications supporting such offering or sale price. However, such Issue Price Certificate may indicate that the Purchaser has purchased the Bonds for its own account in a capacity other than as an underwriter or wholesaler, and currently has no intent to reoffer the Bonds for sale to the public. Any action to be taken or documentation to be received by the City pursuant hereto may be taken or received on behalf of the City by David Drown Associates, Inc.

The City intends that the sale of the Bonds pursuant to this Terms of Offering shall constitute a "competitive sale" as defined in the Regulation based on the following:

i. the City shall cause this Terms of Offering to be disseminated to potential bidders in a manner that is reasonably designed to reach potential bidders;
ii. all bidders shall have an equal opportunity to submit a bid;
iii. the City reasonably expects that it will receive bids from at least three bidders that have established industry reputations for underwriting municipal bonds such as the Bonds; and
iv. the City anticipates awarding the sale of the Bonds to the bidder who provides a proposal with the lowest net interest cost, as set forth in this Terms of Offering (See "AWARD" herein).

Any bid submitted pursuant to this Terms of Offering shall be considered a firm offer for the purchase of the Bonds, as specified in the proposal. The Purchaser shall constitute an "underwriter" as said term is defined in the Regulation. By submitting its proposal, the Purchaser confirms that it shall require any agreement among underwriters, a selling group agreement, or other agreement to which it is a party relating to the initial sale of the Bonds, to include provisions requiring compliance with the provisions of the Code and the Regulation regarding the initial sale of the Bonds.

If all requirements of a "competitive sale" are not satisfied, the City shall advise the Purchaser of such fact prior to the time of award of the sale of the Bonds to the Purchaser. **In such event, any proposal submitted will not be subject to cancellation or withdrawal.** Within twenty-four (24) hours of the notice of award of the sale of the Bonds, the Purchaser shall advise the City and David Drown Associates, Inc. if a "substantial amount" (as defined in the Regulation) of any maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity) has been sold to the public and the price at which such substantial amount was sold. The City will treat such sale price as the “issue price” for such maturity, applied on a maturity-by-maturity basis. The City will not require the Purchaser to comply with that portion of the Regulation commonly described as the “hold-the-offering-price” requirement for the remaining maturities, but the Purchaser may elect such option. If the Purchaser exercises such option, the City will apply the initial offering price to the public provided in the proposal as the issue price for such maturities. If the Purchaser does not exercise that option, it shall thereafter promptly provide the City and David Drown Associates, Inc. the prices at which a substantial amount of such maturities are sold to the public; provided such determination shall be made and the City and David Drown Associates, Inc. notified of such prices not later than three (3) business days prior to the closing date.

**BOND INSURANCE AT PURCHASER'S OPTION**

If the Bonds qualify for issuance of any policy of municipal bond insurance or commitment therefor at the option of the underwriter, the purchase of any such insurance policy or the issuance of any such commitment shall be at the sole option and expense of the purchaser of the Bonds. Any increased costs of issuance of the Bonds resulting from such purchase of insurance shall be paid by the purchaser, except that, if the City has requested and received a rating on the Bonds from a rating agency, the City will pay that rating fee. Any other rating agency fees shall be the responsibility of the purchaser. Failure of the municipal bond insurer to issue the policy after Bonds have been awarded to the purchaser shall not constitute cause for failure or refusal by the purchaser to accept delivery on the Bonds.

**CUSIP NUMBERS**

If the Bonds qualify for assignment of CUSIP numbers such numbers will be printed on the Bonds, but neither the failure to print such numbers on any Bond nor any error with respect thereto will constitute cause for failure or refusal by the purchaser to accept delivery of the Bonds. The purchaser shall pay the CUSIP Service Bureau charge for the assignment of CUSIP identification numbers.

**SETTLEMENT**

Within 40 days following the date of their award, the Bonds will be delivered without cost to the purchaser at a place mutually satisfactory to the City and the purchaser. Delivery will be subject to receipt by the purchaser of an approving legal opinion of bond counsel, and of customary closing papers, including a no-litigation certificate. On the date of settlement payment for the Bonds shall be made in federal, or equivalent, funds which shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Except as compliance with the terms of payment for the Bonds shall have been made impossible by action of the City, or its agents, the purchaser shall be liable to the City for any loss suffered by the City by reason of the purchaser's non-compliance with said terms for payment.

**FULL CONTINUING DISCLOSURE**

On the date of the actual issuance and delivery of the Bonds, the City will be obligated with respect to more than $10,000,000 of outstanding municipal securities, including the Bonds being offered hereby. In order to assist bidders in complying with SEC Rule 15c2-12, the City will covenant to provide certain financial and operating information that is customarily prepared and is publicly available and notices of certain material events to the limited extend required by SEC Rule 15c2-12(d)(2). A description of the City’s undertaking is set forth in the Official Statement.

**OFFICIAL STATEMENT**

The City has authorized the preparation of an Official Statement containing pertinent information relative to the Bonds, and said Official Statement will serve as a nearly final Official Statement within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For copies of the Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Financial Advisor to the City, David Drown Associates, Inc., 5029 Upton Avenue South, Minneapolis, Minnesota 55410, and telephone (612) 920-3320.

The Official Statement, when further supplemented by an addendum or addenda specifying the maturity dates, principal amounts and interest rates of the Bonds, together with any other information required by law, shall constitute a "Final Official Statement" of the City with respect to the Bonds, as that term is defined in Rule 15c2-12. By awarding the Bonds to any underwriter or underwriting syndicate submitting a proposal therefor, the City agrees that, no more than seven business days after the date of such award, it shall provide without cost to the senior managing underwriter of the syndicate to which the Bonds are awarded 5 copies of the Official Statement and the addendum or addenda described above. The City designates the senior managing underwriter of the syndicate to which the Bonds are awarded as its agent for purposes of distributing copies of the Final Official Statement to each Participating Underwriter. Any underwriter delivering a proposal with respect to the Bonds agrees thereby that if its proposal is accepted by the City (i) it shall accept such designation and (ii) it shall enter into a contractual relationship with all Participating Underwriters of the Bonds for purposes of assuring the receipt by each such Participating Underwriter of the Final Official Statement.

Dated: 10 March, 2026

BY ORDER OF THE CITY COUNCIL

/s/ David Todd
City Administrator

# PLAINVIEW
## CITY COUNCIL ACTION

**Executive Summary**
City Council Regular Meeting: March 10, 2026

| | |
|---|---|
| **AGENDA ITEM:** Fire Department Hires | **AGENDA SECTION:** New Business |
| **PREPARED BY:** David Todd, City Administrator | **AGENDA NO. 7.E.** |
| **ATTACHMENTS:** None | **APPROVED BY: dt** |
| **RECOMMENDED ACTION:** **1. Motion** to approve the hiring of Matt Davidson, Ryan Marking, and Timothy Jurgensen to the Plainview Fire Department. | |

**SUMMARY**

On February 25, 2026, a committee of firefighters as well as Councilor Holly Reeve and City Administrator David Todd conducted interviews with three very good applicants for open positions within the Plainview Fire Department. Applicants Matt Davidson, Ryan Marking, and Timothy Jurgensen were selected for the immediate openings and pending City Council approval, will be appointed as new hires to the Plainview Fire Department.

Matt Davidson, Ryan Marking and Timothy Jurgensen all hold the proper certifications to be paid-on-call firefighters and will assimilate seamlessly into the PFD. Staff recommends hiring these three recruits to the Plainview Fire Department.

Respectfully Submitted,

David Todd, City Administrator

## OFFICE OF COUNTY ASSESSOR

TO THE CLERK OF THE City OF Plainview ***OPEN BOOK MEETING***

Wabasha County, Minnesota

NOTICE IS HEREBY GIVEN that the Board of Appeal and Equalization for **Plainview City** will be open from **April 6, 2026 to May 29, 2026** – Contact the Assessor's Office for an Appointment Monday through Friday, 8:00 am to 4:00 pm – Phone: 651-565-3669 or Email: LBAE@co.wabasha.mn.us.

Pursuant to the provisions of Minnesota Statutes Section 274.03, you are required to give notice of said meeting by publication and posting, no later than ten days prior to the date of said meeting.

Given under my hand this 6th day of February, 2026.

Jessie Gusa, County Assessor

Wabasha County, Minnesota

*Applies only in Cities whose charters provide for a Board of Equalization.

Filed in my office this 11th day of FEBRUARY, 2026.

Clerk

**Important Information Regarding Assessment and Classification of Property**

**This may affect your 2027 property taxes.**

**OPEN BOOK APPEAL**

NOTICE IS HEREBY GIVEN that the Board of Appeal and Equalization for **Plainview City** will be open from **April 6, 2026 to May 29, 2026** – Contact the Assessor's Office for an Appointment Monday through Friday, 8:00 am to 4:00 pm – Phone: 651-565-3669 or Email: LBAE@co.wabasha.mn.us**.** The purpose of this meeting is to determine whether taxable property in the jurisdiction has been properly valued and classified by the assessor, and to determine whether corrections need to be made.

If you believe the value or classification of your property is incorrect, please contact your assessor's office to discuss your concerns. If you are still not satisfied with the valuation or classification after discussing it with your assessor, you may appear before the local board of appeal and equalization. The board shall review the valuation, classification, or both if necessary, and shall correct it as needed. Generally, an appearance before your local board of appeal and equalization is required by law before an appeal can be taken to the county board of appeal and equalization.

Given under my hand this 11th day of February, 2026

Clerk of the City of Plainview