



**BROWNS VALLEY CITY COUNCIL MEETING  
BROWNS VALLEY PUBLIC LIBRARY MEETING ROOM**

**Monday January 09, 2023 -5:30 P.M.**

**AGENDA**

**Call to order**

**Pledge of Allegiance**

**Roll Call:** Mike Heck Tony Miller Neil Madison Jan Biewer Devan Dobbs

Others in attendance: Jodi Hook-Hansen, Tony Serocki, Bernice Piechowski, and Terry Biewer

**Absent:**

**Oath of Office for newly elected members:**

**Mayor - Mike Heck term expires 2024**

**Council- Jan Biewer term expires 2026**

**Council- Devan Dobbs term expires 2026**

**Public Hearing**

**Approval of Agenda:**

**Consent Agenda**

➤ December 19<sup>th</sup>, 2022 Regular Meeting Minutes

➤ For a grand total of \$124,771.37

Wages: January 3<sup>rd</sup> = \$11,971.80

Claims: January 9<sup>th</sup> = \$112,366.24 + 433.33 End of Dec Bills

➤ Treasurer report

➤ Delinquency report

➤ Resolution 23-01 a Resolution Accepting a Donation to the City

➤ Resolution 23-02 a Resolution allowing wire/automated bank payments

➤

**Department Reports: Ambulance-Fire Department-Public Works-Library-Admin/Code Officer**

**Unfinished Business:**

**New Business:**

➤ Approval of the Appointments and Committees

➤ Approval to remove Ken Warren from bank accounts and add Jan Biewer

➤ Approval of Standard Mileage rate of 65.5 cents

➤ Approval of Wage Schedule for Union Members

➤ Approval of Piechowski Medicare monthly payment

➤ Approval of John Deere quote for offset rotary cutter

➤ Approval of Tobacco Licenses

○ Cenex

○ Dollar General

**Other Business:**

**Dates:**

**Items for council to consider for future:** Committees to review Personnel Handbook and Ordinance Book & EDA Committee

**Next scheduled meeting Monday January 23<sup>rd</sup> - 5:30 PM**

**Adjournment: Time \_\_\_\_\_**

**NOTE: The agenda is produced in advance of the council meeting. The actual meeting may consist of additional items, as may come before the council after the agenda is posted, or during the meeting itself.**



## Browns Valley Regular City Council Meeting Approved Minutes December 19, 2022

The regular council meeting of the City of Browns Valley, MN was held in the meeting room of the Public Library. Council members present were Mayor Mike Heck, Ken Warren, Neil Madison, Kenny Westbrook. Also, in attendance were City Maintenance Tony Serocki, City Administrator Jodi Hook-Hansen, Library Director Bernice Piechowski, Code Enforcement Officer Terry Biewer, and City Attorney Matt Franzese.

**Absent:** Tony Miller

Others present: Jan Biewer, Edith Foren, Deputy Andy Miller, Devan Dobbs

The meeting was called to order at 5:30 p.m. by Mayor Mike Heck.  
The Pledge of Allegiance was recited by those in attendance.

### **Agenda**

Upon a motion by Warren with a second by Madison, the Council unanimously approved the agenda with the additions of Resolution 22-37, a Resolution Approving the Final 2023 Operational Budget for the City of Browns Valley.

### **Public Hearing:** A Hearing for Tax Assessments

Upon a motion by Warren with a second by Madison, the Council unanimously approved the Resolution 22-35, a Resolution Certifying Unpaid Charges.

### **Consent Agenda**

- Upon a motion by Westbrook with a second by Warren, the Council unanimously approved the December 5, 2022, Regular Meeting Minutes.
- Upon a motion by Madison with a second by Warren, the Council unanimously approved the claims for a grand total of \$250,733.36 Wages December 16<sup>th</sup>= 6,918.41  
Claims: December 16<sup>th</sup>=\$243,814.95.
- Upon a motion by Warren with a second by Madison, the Council unanimously approved the Resolution 22-36, a Resolution Accepting a Donation to the City in the amount of \$820.00 from the Browns Valley Charity Drive.

### **Department Reports:**

- Deputy Miller was present from the Sheriff's office and asked the Council if they had any questions. The Council did not have any questions at this time.
- City Administrator Hook-Hansen gave a verbal report on administrative items completed in the office. She also asked City Attorney Franzese if restitution will be available for the fire hydrant that was recently damaged Franzese said he will see seek restitution, but needs a bill for the damage.  
She then informed the Council about the following surplus equipment: (1) 1985 Chevy Fire Truck P10; (2) 1986 Chevy Tanker Truck; (3) 1988 Fire Truck; and (4) old red City maintenance

**Browns Valley Regular City Council Meeting Approved Minutes  
December 19, 2022**

truck. She said that she has not received the information to properly advertise the equipment to sell, and that she and Biewer are working on retrieving the information and working on getting a title for the 1985 Chevy Fire Truck P10. Once all the information is received the equipment will be advertised for sale.

- Upon a motion by Miller with a second by Westbrook, the Council unanimously approved to advertise on mnbid.org once all vehicle information is received.
  - Library Director Piechowski gave a verbal report about activities at the library.
  - Code Enforcement Officer Biewer gave a verbal report on actions done to enforce City ordinances and items completed in the office.
  - City Maintenance Serocki gave verbal report on public works items completed.
  - City Attorney Franzese gave a verbal report on legal items he has been working on. He said that a hearing date for administrative search warrants for certain non-compliant rental homes has been set.

**Communications:** Heck and Madison met with Library Director Bernice Piechowski to discuss the library budget. Heck said they worked on the budget and were able to reduce it by \$5000. This was achieved by having Piechowski reduce her work hours from 36 hours per week to 33 hours per work. This will also result in eliminating 3 hours of open time at Library.

**Unfinished Business:**

- Upon a motion by Warren with a second by Madison, the Council approved the 2023 budget as presented.
- Upon a motion by Heck with a second by Madison, the Council approved the Resolution 22-37, a Resolution Approving the Final 2023 Operational Budget and Levy for the City of Browns Valley.

**New Business:**

- Upon a motion by Warren with a second by Madison, the Council unanimously rejected repealing Ordinance Section 120.27, an Ordinance Requiring Criminal Background Checks of Potential New Tenants at Rental Properties. The Council believed it should remain in effect and enforced.
- Upon a motion by Heck with a second by Warren, the Council approved the Amendment to the Ordinance Section 91.02 (B)(2)(A), an Ordinance Dealing with the Licensing of Dogs. Upon a motion by Warren with a second by Westbrook, the Council also approved a summary ordinance for publication in the newspaper.
- Upon a motion by Madison with a second by Westbrook, the Council approved the Documentation of Snow and Ice Removal.
- Upon a motion by Madison with a second by Westbrook, the Council approved of deeding 50' west of 20-0058000 City Shop to Paula and Bryce Heinje -Valley Vet 20-0059000. Since this transaction

**Browns Valley Regular City Council Meeting Approved Minutes  
December 19, 2022**

involves the division of the parcel, it will be completed upon receipt of a survey of the property, as required by county ordinance.

**Other Business:**

Hook-Hansen discussed about transferring money from account 603-10100 Refuse fund to 101-10100 General fund.

- Upon a motion by Miller with a second by Warren, the Council unanimously approved to transfer in the amount of \$80,000.00 from account 603-10100 Refuse Fund to 101-10100 General Fund.

**Public Forum:**

**Upcoming Dates:**

December 29<sup>th</sup> Union Meeting

**Items for council to consider for future:** Committees to review Personnel Handbook and Ordinance Book & EDA Committee

**Next scheduled meeting: Monday January 9<sup>th</sup> at 5:30 p.m.**

The meeting adjourned at 6:15 p.m.

Minutes submitted by:

Approved by:

\_\_\_\_\_  
Jodi Hook-Hansen, City Administrator

\_\_\_\_\_  
Mike Heck, Mayor / Acting Mayor

**RESOLUTION NO. 22-35**

**A RESOLUTION CERTIFYING UNPAID CHARGES**

**WHEREAS**, pursuant to proper notice duly given as required by law, the City Council has met, heard, and passed upon all objections to the proposed certifications of unpaid charges for municipal fees and utilities; and

**WHEREAS**, the amounts of bad debt have been minimized through diligent collection efforts by staff.

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROWNS VALLEY, MINNESOTA AS FOLLOWS:

Such proposed certification of unpaid charges, a copy of which is hereby attached as Exhibit 1 and made a part hereof, is hereby accepted and shall constitute a lien against the lands named herein

Such certification shall be payable over a period of one year on or before the first Monday in January.

The owner of the affected property may, at any time prior to certification of unpaid charges to the County Auditor, pay the whole of the certified unpaid charges on such property, with interest accrued to date of payment, to the City Administrator or Deputy Clerk, except that no interest shall be charged if the entire certified amount is paid within thirty (30) days from the adoption of the resolution. The taxpayer may at any time thereafter, pay the City Clerk or County Auditor, the entire amount certified and remaining unpaid, with interest accrued to December 31, of the year in which payment is made. Such payment must be made before November 1<sup>st</sup>, or interest will be charged through December 31 of the following year. If the owner decides not to prepay, the assessment before the date given above, the rate of interest that will apply is 5 percent per year.

The clerk shall forthwith transmit a certified copy of this certification role to the County Auditor to be extended on the property tax lists of the county and such certified unpaid charges shall be collected and paid over in the same manner as property taxes

Passed by the City Council of Browns Valley, Minnesota this 19<sup>th</sup> day of December, 2022.

  
\_\_\_\_\_  
Mayor / Acting Mayor

Attested:  
  
\_\_\_\_\_  
City Clerk/Administrator

**CITY OF BROWNS VALLEY  
RESOLUTION NO. 22-34  
EXHIBIT 1**

Certification Listing	Parcel Description	Service	Amount
502 3 <sup>rd</sup> St N Colleen Cloud	20-0320000	Utility Bill	\$313.66
221 Church St. S Rita Kloeckner	20-0230000	Utility Bill	207.47

(STATE OF MINNESOTA

COUNTY OF TRAVERSE) ) ss. Authentication Certificate

I, the undersigned, being the duly qualified City clerk of the City of Browns Valley, certify that the attached Resolution of the City Council adopting a(n) certification for unpaid charges under the Municipal and Public Utilities Ordinance, is a true copy of the original, of which is on file at the City of Browns Valley.

Dated this 19<sup>th</sup> day of December, 2022



City Clerk/Administrator  
City of Browns Valley

**RESOLUTION NO. 22-36**

**A RESOLUTION ACCEPTING A DONATION TO THE CITY OF BROWNS VALLEY**

**WHEREAS**, the City of Browns Valley is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

**WHEREAS**, the following persons and entities have offered to contribute the cash amount(s) set forth below to the city:

<b>Donated by</b>	<b>Purpose</b>	<b>Amount donated</b>
<b>BV Charity Drive</b>	<b>Ambulance Operating</b>	<b>\$820.00</b>

**WHEREAS**, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

**WHEREAS**, the City Council finds that it is appropriate to accept the donation(s) offered.

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROWNS VALLEY, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Passed by the City Council of Browns Valley, Minnesota this 19<sup>th</sup> day of December, 2022.

  
\_\_\_\_\_  
Mayor / Acting Mayor

Attested:  
  
\_\_\_\_\_  
City Administrator

**RESOLUTION APPROVING THE FINAL 2023 OPERATIONAL BUDGET  
FOR THE CITY OF BROWNS VALLEY, MINNESOTA**

**RESOLUTION NO. 22-37**

**WHEREAS**, Minnesota Statutes 275.065, subd 1(a) states that notwithstanding any law or charter to the contrary, on or before December 28, each taxing authority shall adopt a final budget and shall certify to the County Auditor the final property tax levy for taxes payable in the following year; and

**WHEREAS**, the City Council of the City of Browns Valley has prepared, EXHIBIT A, a final budget for the operations of the City for the 2023 calendar year;

**WHEREAS**, a resolution certifying the final levy was adopted on December 19, 2022 for said budget;

**NOW THEREFORE BE IT RESOLVED**, by the Council of the City of Browns Valley, County of Traverse, State of Minnesota, that the operational budget for the General Fund and Library, Funds 101 and 211, is hereby adopted totaling \$1,231,055. Said budget may be amended from time to time throughout the year, to conform to the needs of the City.

Adopted by the Browns Valley City Council this 19<sup>th</sup> day of December, 2022.



Michael J. Heck, Mayor

YES  
WESTBROCK   
MADISON   
MILLER   
WARREN

NO  
WESTBROCK   
MADISON   
MILLER   
WARREN

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**STATE OF MINNESOTA**

**COUNTY OF TRAVERSE**

I, Jodi J Hook-Hansen, duly appointed, qualified, and acting Clerk to the Council for the City of Browns Valley, County of Traverse, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution or motion with the original minutes of proceedings of the Browns Valley City Council, at their session held on the 19<sup>th</sup> day of December, 2022, now on file in my office and have found the same to be true and correct copy thereof.

Witness my hand and official seal at Browns Valley, Minnesota, the 19<sup>th</sup> day of December, 2022.

SEAL



Jodi J Hook-Hansen Clerk/Administrator/Treasurer



**CITY OF BROWNS VALLEY, MN**  
**Annual Budget for the Year Ending December 31, 2023**  
**BUDGET SUMMARY**

Fund No.	Fund Name	2023 Revenues	2022 Budget Revenues	2022 Levy Requested	2023 Levy Requested	2022 Expense Budget	2023 Expenses
100	GENERAL FUND	\$405,976.00	\$431,533.00	\$235,150.00	\$271,665.00	\$782,262.00	\$766,850.00
211	LIBRARY	\$1,205.00	\$1,555.00	\$80,000.00	\$75,000.00	\$78,721.00	\$75,000.00
	<i>*Financial Admin Wastewater loan payment</i>						\$80,000.00
	<i>*City Shop Payment</i>						\$40,000.00
410	AMBULANCE CAPITOL						\$0.00
413	FIRE DEPT CAPITOL						\$0.00
411	WASTEWATER LONG TERM		\$0.00		\$0.00	\$0.00	\$0.00
601	WATER FUND	\$107,000.00	\$90,000.00		\$0.00	\$198,700.00	\$133,000.00
602	SEWER FUND	\$210,235.00	\$214,916.00		\$0.00	\$66,102.00	\$186,180.00
603	GARBAGE FUND	\$78,000.00	\$78,000.00		\$0.00	\$63,450.00	\$70,025.00
	<b>Grand Total</b>	<b>\$802,416.00</b>	<b>\$816,004.00</b>	<b>\$315,150.00</b>	<b>\$346,665.00</b>	<b>\$1,189,235.00</b>	<b>\$1,231,055.00</b>

# Certification of Truth in Taxation Compliance

**TNT**

for Taxes Payable in 2023 (*Minnesota Statute § 275.065, subd. 7*)

**Due on or before December 28, 2022. Email as PDF to: PropTax.Admin@state.mn.us.**

**Email separately. Do not attach to any other documents.**


Print or type	Name of Governmental Unit City of Browns Valley		Name of Person Filling Out Form Jodi Hook-Hansen	
	Mailing address PO Box 334			
	City Browns Valley	State MN	Zip code 56219	Email Address cityadminbv@prtcl.com

Proposed Levy Cert.	<b>Certification of 2023 Proposed Property Tax Levy</b> ( <i>Not the final property tax levy</i> )	
	Date certified to county auditor (mm/dd/yyyy) 09/27/2022	Net Levy Amount (do not leave blank or write "maximum") 346,665.00

TNT Meeting	<b>Truth in Taxation Public Meeting</b>	
	Date meeting held (mm/dd/yyyy) 12/05/2022	Time meeting held 6:00 PM

Final Levy Certification	<b>Certification of 2023 Final Property Tax Levy</b>	
	Date certified to county auditor (mm/dd/yyyy) 12/20/2022	Net Levy Amount 346,665.00
If final levy is higher than proposed, an explanation is required		

*I, the representative of the above-named county, city, school district, or metropolitan special taxing district, certify that the information on this form is accurate to the best of my knowledge.*

Sign here	Signature of authorized representative 	Title City Admin/Clerk/Treas	Date 12/20/2022
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**Notifications:** Sign up for Truth in Taxation updates through GovDelivery on the Department of Revenue's Truth in Taxation webpage.

**Property Tax staff will notify you of any issues. Due to the high volume of submissions, we do not provide confirmation of submission.**

**REMINDER:** Cities with populations under 500 do not need to submit a compliance form.

**BROWNS VALLEY, MN**

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**\*Check Summary Register©**

Batch: LibraryEOM dec

	Name	Check Date	Check Amt	
10100	PRAIRIE SUN BANK			
19412	BUSINESS CARD	12/29/2022	\$164.36	Library books & magazines subscriptions
19413	QUILL CORPORATION	12/29/2022	\$268.97	bath tissue
		<b>Total Checks</b>	<b>\$433.33</b>	

FILTER: ((([Act Year]='2022' and [period] in (12))) and (Source in ('LibraryEOM dec')))

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**Payments**

Current Period: December 2022

<b>Payments Batch LibraryEOM dec</b>		<b>\$433.33</b>		
Refer	517 BUSINESS CARD	-		
Cash Payment	E 211-45500-433 Dues and Subscriptions	Library books & magazines subscriptions		\$164.36
Invoice				
Transaction Date	12/29/2022	PRAIRIE SUN BANK	10100	<b>Total</b> \$164.36
Refer	518 QUILL CORPORATION	-		
Cash Payment	E 211-45500-210 Operating Supplies (GE	bath tissue		\$72.59
Invoice				
Cash Payment	E 211-45500-429 Misc Grant Items for Rei	Step Stools for grant reimbursement		\$196.38
Invoice 29765369				
Transaction Date	12/29/2022	PRAIRIE SUN BANK	10100	<b>Total</b> \$268.97

**Fund Summary**

	10100 PRAIRIE SUN BANK	
211 LIBRARY		\$433.33
		<u>\$433.33</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$433.33
<b>Total</b>	<b>\$433.33</b>

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**\*Check Summary Register©**

Batch: Claims010923,Payroll lib 010323

Name	Check Date	Check Amt	
<b>10100 PRAIRIE SUN BANK</b>			
13134e	AFLAC	1/3/2023	\$521.93 Decembers
13135e	MN DEPT OF REVENUE	1/3/2023	\$724.00 Comm Water
13136e	MN DEPT OF REVENUE	1/3/2023	\$618.34 Dec 16-31
13137e	PUBLIC EMPLOYEES RETIREME	1/3/2023	\$1,280.68 Dec 16-31
13138e	IRS	1/3/2023	\$3,191.14 Federal
13139e	BLUE CROSS BLUE SHIELD OF	1/4/2023	\$12.82 dec payment
13140e	MN PEIP - C/O MMB FISCAL SVC	12/9/2023	\$3,454.62 Feb. invoice
13141e	USDA RURAL DEVELOPMENT	1/4/2023	\$79,160.00
13142e	VERIZON WIRELESS	1/4/2023	\$99.53 Ambulance cell
13144e	VISA	1/4/2023	\$616.81 tax forms
13145e	TRAVERSE ELECTRIC COOP, IN	1/6/2023	\$79.34 monthly statement (water)
19436	TRAVERSE COUNTY DVS	1/5/2023	\$37.00 license registration renewal
19438	# 2 Welding & Repair	1/9/2023	\$45.00 weld up shelf
19439	AFSCME #65	1/9/2023	\$85.66 Darrell Dobbs
19440	AMBULANCE CLAIMS PROCESSI	1/9/2023	\$176.00 December billing
19441	BAKER & TAYLOR	1/9/2023	\$5.63 books
19442	BENS SERVICE	1/9/2023	\$72.00 14.7 gal generator gas
19443	TERRY BIEWER	1/9/2023	\$65.50 mileage to Wheaton 65.5 x 50 miles 12/21/22
19444	BRIAN D KOEHN, CPA, PLLC	1/9/2023	\$1,500.00 audit of financial statements year end 2022
19445	BROWNS VALLEY HARDWAREH	1/9/2023	\$653.09 City Hall supplies
19446	CENEX FLEET FUELING	1/9/2023	\$943.13 #4 Maintenance
19447	CENGAGE LEARNING	1/9/2023	\$26.59 book
19448	CS DIESEL, INC.	1/9/2023	\$65.21 plow truck repair
19449	DAKOTA SUPPLY GROUP	1/9/2023	\$684.85 hydrant repair from vehicle accident
19450	FIRST CALL AUTO PARTS INC	1/9/2023	\$345.69 fire truck repairs/maint
19451	Gazette Publishing Company	1/9/2023	\$374.00 Notice: Snow Emergency
19452	GOODHART EXCAVATING, INC	1/9/2023	\$1,600.00 haul loader to Sauk Rapids
19453	LEAGUE OF MN CITIES INS TRU	1/9/2023	\$12,796.00 Workers compensation coverage premium
19454	MADISON NATIONAL LIFE	1/9/2023	\$25.34 January premium
19455	MIDWEST TAPE LLC	1/9/2023	\$49.55 audiobooks and ebooks
19456	MIKE JACOBSON	1/9/2023	\$400.00 January
19457	MN VALLEY TESTING LABS, INC	1/9/2023	\$60.27 wastewater testing
19458	SWANSTON EQUIPMENT	1/9/2023	\$2,000.00 Bobcat skid steer loader
19459	VALLEY TELEPHONE CO	1/9/2023	\$596.52 2871,2872,2243, lift stations
		<b>Total Checks</b>	<b>\$112,366.24</b>

FILTER: ((([Act Year]='2023' and [period] in (1))) and (Source in ('Claims010923','Payroll lib 010323')))

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## Payments

Current Period: January 2023

Payments Batch Payroll lib 010323		\$6,336.09	
Refer	530 AFLAC	Ck# 013134E 1/3/2023	
Cash Payment	G 101-21708 AFLAC	Decembers	\$521.93
Invoice 276185			
Transaction Date	1/3/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$521.93
Refer	531 MN DEPT OF REVENUE ST	Ck# 013135E 1/3/2023	
Cash Payment	E 601-49400-441 Sales tax	Comm Water	\$47.00
Invoice			
Cash Payment	E 603-49500-441 Sales tax	Comm Garbage	\$302.00
Invoice			
Cash Payment	E 603-49500-441 Sales tax	Res Garbage	\$375.00
Invoice			
Transaction Date	1/3/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$724.00
Refer	532 MN DEPT OF REVENUE SW	Ck# 013136E 1/3/2023	
Cash Payment	G 101-21702 State Withholding	Dec 16-31	\$618.34
Invoice			
Transaction Date	1/3/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$618.34
Refer	533 PUBLIC EMPLOYEES RETIREMEN	Ck# 013137E 1/3/2023	
Cash Payment	G 101-21704 PERA	Dec 16-31	\$1,280.68
Invoice			
Transaction Date	1/3/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$1,280.68
Refer	534 IRS	Ck# 013138E 1/3/2023	
Cash Payment	G 101-21701 Federal Withholding	Federal	\$818.68
Invoice			
Cash Payment	G 101-21703 FICA Tax Withholding	SS & Medicare	\$2,372.46
Invoice			
Transaction Date	1/3/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$3,191.14

### Fund Summary

	10100 PRAIRIE SUN BANK
101 GENERAL FUND	\$5,612.09
601 WATER FUND	\$47.00
603 REFUSE (GARBAGE) FUND	\$677.00
	<b>Total</b> \$6,336.09

Pre-Written Checks	\$6,336.09
Checks to be Generated by the Computer	\$0.00
<b>Total</b>	<b>\$6,336.09</b>

Payments

Current Period: January 2023

Payment Batch Claims010923		\$106,030.15	
Refer	519 CENEX FLEET CARD	Ck# 019446 1/9/2023	
Cash Payment	E 603-49500-212 Motor Fuels Invoice	#4 Maintenance	\$54.06
Cash Payment	E 101-42260-212 Motor Fuels Invoice	#6 Fire Department	\$57.07
Cash Payment	E 101-42153-212 Motor Fuels Invoice	#3 Ambulance	\$147.39
Cash Payment	E 101-43000-212 Motor Fuels Invoice	#4 Maintenance	\$621.00
Cash Payment	E 601-49400-212 Motor Fuels Invoice	#4 Maintenance	\$75.74
Cash Payment	E 602-49450-212 Motor Fuels Invoice	#4 Maintenance	\$75.76
Cash Payment	E 101-45000-212 Motor Fuels Invoice	#4 Maintenance	\$200.24
Cash Payment	E 101-43000-212 Motor Fuels Invoice	overpayment credit	-\$288.13
Transaction Date	1/3/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$943.13
Refer	520 SWANSTON EQUIPMENT	Ck# 019458 1/9/2023	
Cash Payment	E 101-43000-540 Heavy Machinery Invoice E08300 12/31/2022	Bobcat skid steer loader	\$900.00
Cash Payment	E 602-49450-540 Heavy Machinery Invoice E08300 12/31/2022	Bobcat skid steer loader	\$200.00
Cash Payment	E 601-49400-540 Heavy Machinery Invoice E08300 12/31/2022	Bobcat skid steer loader	\$200.00
Cash Payment	E 101-45000-540 Heavy Machinery Invoice E08300 12/31/2022	Bobcat skid steer loader	\$600.00
Cash Payment	E 603-49500-540 Heavy Machinery Invoice E08300 12/31/2022	Bobcat skid steer loader	\$100.00
Transaction Date	1/3/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$2,000.00
Refer	521 BROWNS VALLEY HARDWARE HA	Ck# 019445 1/9/2023	
Cash Payment	E 101-41000-210 Operating Supplies (GEN City Hall supplies Invoice		\$75.93
Cash Payment	E 101-42153-210 Operating Supplies (GEN ambulance supplies Invoice		\$207.98
Cash Payment	E 101-42260-220 Repair/Maint Supply (GE fire dept repairs/maint Invoice		\$164.36
Cash Payment	E 101-43000-210 Operating Supplies (GEN streets supplies Invoice		\$7.49
Cash Payment	E 602-49450-210 Operating Supplies (GEN sewer supplies Invoice		\$1.88
Cash Payment	E 101-43000-210 Operating Supplies (GEN shop supplies Invoice		\$97.73
Cash Payment	E 101-45000-210 Operating Supplies (GEN shop supplies Invoice		\$48.86
Cash Payment	E 601-49400-210 Operating Supplies (GEN shop supplies Invoice		\$29.32
Cash Payment	E 602-49450-210 Operating Supplies (GEN shop supplies Invoice		\$19.54

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Payments

Current Period: January 2023

Transaction Date	1/3/2023	PRAIRIE SUN BANK 10100	Total	\$653.09
Refer	522 BIEWER, TERRY	Ck# 019443 1/9/2023		
Cash Payment Invoice	E 101-41000-331 Travel Expenses	mileage to Wheaton 65.5 x 50 miles 12/21/22		\$32.75
Cash Payment Invoice	E 101-41000-331 Travel Expenses	mileage to Wheaton 65.5 x 50 miles 1/5/23		\$32.75
Transaction Date	1/3/2023	PRAIRIE SUN BANK 10100	Total	\$65.50
Refer	523 VALLEY TELEPHONE	Ck# 019459 1/9/2023		
Cash Payment Invoice	E 602-49450-321 Telephone	2871,2872,2243, lift stations		\$111.81
Cash Payment Invoice	E 101-41000-321 Telephone	2127, Fax Village Hall		\$38.73
Cash Payment Invoice	E 101-41000-321 Telephone	2110, Phone, Village Hall		\$305.46
Cash Payment Invoice	E 211-45500-321 Telephone	2318, 2125, Library		\$50.67
Cash Payment Invoice	E 101-43000-321 Telephone	2846, Maintenance Dept.		\$44.93
Cash Payment Invoice	E 101-45000-321 Telephone	2846, Maintenance Dept.		\$22.46
Cash Payment Invoice	E 601-49400-321 Telephone	2846, Maintenance Dept.		\$13.48
Cash Payment Invoice	E 602-49450-321 Telephone	2846, Maintenance Dept.		\$8.98
Transaction Date	1/3/2023	PRAIRIE SUN BANK 10100	Total	\$596.52
Refer	524 GAZETTE PUBLISHING COMPANY	Ck# 019451 1/9/2023		
Cash Payment Invoice	E 101-41000-340 Advertising	Notice: Snow Emergency		\$68.00
Cash Payment Invoice	E 101-41000-340 Advertising	Legal Notice: Issacson Estate 11/23 and 11/30		\$250.00
Transaction Date	1/3/2023	PRAIRIE SUN BANK 10100	Total	\$318.00
Refer	525 AMBULANCE CLAIMS PROCESSIN	Ck# 019440 1/9/2023		
Cash Payment Invoice	E 101-41000-300 Professional Srvs (GENE Invoice 17731 12/28/2022	December billing		\$176.00
Transaction Date	1/3/2023	PRAIRIE SUN BANK 10100	Total	\$176.00
Refer	526 BRIAN D KOEHN, CPA, PLLC	Ck# 019444 1/9/2023		
Cash Payment Invoice	E 101-41000-301 Audit & Acct Services Invoice 986 1/2/2023	audit of financial statements year end 2022		\$1,500.00
Transaction Date	1/3/2023	PRAIRIE SUN BANK 10100	Total	\$1,500.00
Refer	527 BENS SERVICE	Ck# 019442 1/9/2023		
Cash Payment Invoice	E 101-43000-212 Motor Fuels	14.7 gal generator gas		\$72.00
Transaction Date	1/3/2023	PRAIRIE SUN BANK 10100	Total	\$72.00
Refer	528 MADISON NATIONAL LIFE	Ck# 019454 1/9/2023		
Cash Payment Invoice	E 101-41000-130 Employer Paid Ins (GEN Invoice	January premium		\$25.34
Transaction Date	1/3/2023	PRAIRIE SUN BANK 10100	Total	\$25.34
Refer	529 VERIZON WIRELESS	Ck# 013142E 1/4/2023		



Payments

Current Period: January 2023

Cash Payment	E 101-42153-321 Telephone Invoice	Ambulance cell		\$52.76
Cash Payment	E 101-42260-321 Telephone Invoice	Fire cell		\$46.77
Transaction Date	1/3/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$99.53
Refer	535 BLUE CROSS BLUE SHIELD OF MN	Ck# 013139E	1/4/2023	
Cash Payment	G 101-21710 Other Deductions Invoice	dec payment		\$12.82
Transaction Date	1/4/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$12.82
Refer	536 GAZETTE PUBLISHING COMPANY	Ck# 019451	1/9/2023	
Cash Payment	E 211-45500-433 Dues and Subscriptions Invoice	1 yr subscription for library		\$56.00
Transaction Date	1/4/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$56.00
Refer	537 BAKER & TAYLOR	Ck# 019441	1/9/2023	
Cash Payment	E 211-45500-435 Books and Pamphlets Invoice 2037217388	books	12/19/2022	\$5.57
Cash Payment	E 211-45500-333 Freight and Express Invoice 2037217388	books	12/19/2022	\$0.06
Transaction Date	1/4/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$5.63
Refer	538 CENGAGE LEARNING	Ck# 019447	1/9/2023	
Cash Payment	E 211-45500-435 Books and Pamphlets Invoice 79768412	book	12/14/2022	\$26.59
Transaction Date	1/4/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$26.59
Refer	539 MIDWEST TAPE LLC	Ck# 019455	1/9/2023	
Cash Payment	E 211-45500-435 Books and Pamphlets Invoice 503175621	audiobooks and ebooks	12/31/2022	\$28.01
Cash Payment	E 211-45500-437 Tapes/CD s/Movies Invoice 503175621	digital movies	12/31/2022	\$21.54
Transaction Date	1/4/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$49.55
Refer	540 DAKOTA SUPPLY GROUP	Ck# 019449	1/9/2023	
Cash Payment	E 601-49400-220 Repair/Maint Supply (GE Invoice S102380630.001	hydrant repair from vehicle accident	12/19/2022	\$517.66
Cash Payment	E 602-49450-216 Chemicals and Chem Pr Invoice S102352428.001	sewer dye	12/6/2022	\$167.19
Transaction Date	1/4/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$684.85
Refer	541 AFSCME #65	Ck# 019439	1/9/2023	
Cash Payment	G 101-21707 Union Dues Invoice	Darrell Dobbs		\$47.46
Cash Payment	G 101-21707 Union Dues Invoice	Arlene Reinart		\$38.20
Transaction Date	1/4/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$85.66
Refer	542 PEIP	Ck# 013140E	12/9/2023	
Cash Payment	G 101-21706 Health Insurance Invoice	Feb. invoice		\$3,454.62
Transaction Date	1/4/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$3,454.62
Refer	542 USDA RURAL DEVELOPMENT	Ck# 013141E	1/4/2023	

# BROWNS VALLEY, MN

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## Payments

Current Period: January 2023

Cash Payment	E 602-41500-600 Debt Srv Principal (GEN				\$41,000.00
Invoice					
Cash Payment	E 602-41500-610 Interest				\$38,160.00
Invoice					
Transaction Date	1/4/2023	PRAIRIE SUN BANK	10100	<b>Total</b>	\$79,160.00
Refer	543 VISA				
Cash Payment	E 101-41000-200 Office Supplies (GENER tax forms				\$71.21
Invoice					
Cash Payment	E 101-43000-210 Operating Supplies (GEN shop tools				\$43.47
Invoice					
Cash Payment	E 101-45000-210 Operating Supplies (GEN shop tools				\$21.74
Invoice					
Cash Payment	E 601-49400-210 Operating Supplies (GEN shop tools				\$13.04
Invoice					
Cash Payment	E 602-49450-210 Operating Supplies (GEN shop tools				\$8.69
Invoice					
Cash Payment	E 101-41000-309 Software & Design Wix website fee				\$12.71
Invoice					
Cash Payment	E 101-43000-210 Operating Supplies (GEN electric hand dryer to replace paper towels				\$254.46
Invoice					
Cash Payment	E 101-41000-200 Office Supplies (GENER office supplies				\$191.49
Invoice					
Transaction Date	1/4/2023	PRAIRIE SUN BANK	10100	<b>Total</b>	\$616.81
Refer	544 CS DIESEL				
Cash Payment	E 101-43000-220 Repair/Maint Supply (GE plow truck repair				\$65.21
Invoice	CIO18412 12/27/2022				
Transaction Date	1/4/2023	PRAIRIE SUN BANK	10100	<b>Total</b>	\$65.21
Refer	545 MIKE JACOBSON				
Cash Payment	E 101-42400-300 Professional Srvs (GENE January				\$400.00
Invoice					
Transaction Date	1/4/2023	PRAIRIE SUN BANK	10100	<b>Total</b>	\$400.00
Refer	546 TRAVERSE COUNTY DVS				
Cash Payment	E 101-42260-312 License license registration renewal				\$37.00
Invoice					
Transaction Date	1/5/2023	PRAIRIE SUN BANK	10100	<b>Total</b>	\$37.00
Refer	547 #2 WELDING & REPAIR				
Cash Payment	E 101-42260-220 Repair/Maint Supply (GE weld up shelf				\$45.00
Invoice	10650 12/9/2022				
Transaction Date	1/5/2023	PRAIRIE SUN BANK	10100	<b>Total</b>	\$45.00
Refer	548 FIRST CALL AUTO PARTS INC				
Cash Payment	E 101-42260-220 Repair/Maint Supply (GE fire truck repairs/maint				\$21.57
Invoice	892639 12/9/2022				
Cash Payment	E 101-42260-220 Repair/Maint Supply (GE fire truck repairs/maint				\$64.32
Invoice	892296 12/6/2022				
Cash Payment	E 101-42260-220 Repair/Maint Supply (GE fire truck repairs/maint				\$99.99
Invoice	893083 12/19/2022				
Cash Payment	E 101-42260-220 Repair/Maint Supply (GE fire truck repairs/maint				\$159.81
Invoice	894022 12/29/2022				

Payments

Current Period: January 2023

Transaction Date	1/5/2023	PRAIRIE SUN BANK 10100	Total	\$345.69
Refer	549 LEAGUE OF MN CITIES INS TRUST Ck# 019453 1/9/2023			
Cash Payment	E 101-41000-360 Insurance (GENERAL)	Workers compensation coverage premium		\$12,796.00
Invoice	1/4/2023			
Transaction Date	1/5/2023	PRAIRIE SUN BANK 10100	Total	\$12,796.00
Refer	550 MVTL Ck# 019457 1/9/2023			
Cash Payment	E 602-49450-306 Testing	wastewater testing		\$60.27
Invoice	1181099 1/5/2023			
Transaction Date	1/5/2023	PRAIRIE SUN BANK 10100	Total	\$60.27
Refer	551 GOODHART EXCAVATING, INC Ck# 019452 1/9/2023			
Cash Payment	E 101-43000-300 Professional Svcs (GENE	haul loader to Sauk Rapids		\$1,600.00
Invoice	10069 12/28/2022			
Transaction Date	1/6/2023	PRAIRIE SUN BANK 10100	Total	\$1,600.00
Refer	552 TRAVERSE ELECTRIC COOP, INC Ck# 013145E 1/6/2023			
Cash Payment	E 601-49400-381 Electric Utilities	monthly statement (water)		\$40.86
Invoice				
Cash Payment	E 602-49450-381 Electric Utilities	monthly statement (wastewater)		\$38.48
Invoice				
Transaction Date	1/6/2023	PRAIRIE SUN BANK 10100	Total	\$79.34

Fund Summary

	10100 PRAIRIE SUN BANK	
101 GENERAL FUND		\$24,944.95
211 LIBRARY		\$188.44
601 WATER FUND		\$890.10
602 SEWER FUND		\$79,852.60
603 REFUSE (GARBAGE) FUND		\$154.06
		<u>\$106,030.15</u>

Pre-Written Checks	\$106,030.15
Checks to be Generated by the Computer	\$0.00
Total	<u>\$106,030.15</u>

**BROWNS VALLEY, MN**  
**\*Check Reconciliation©**  
**PRAIRIE SUN BANK**

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**10100 Checking**  
**December 2022**

**Account Summary**

Beginning Balance on 12/1/2022	\$924,812.61
+ Receipts/Deposits	\$316,930.89
- Payments (Checks and Withdrawals)	\$230,619.12
Ending Balance as of 12/30/2022	<u>\$1,011,124.38</u>

Cleared Statement	\$1,011,124.38
Difference	<u>\$1,011,124.38</u>

**Cash Balance**

Active 101-10100 GENERAL FUND	\$221,672.87
Active 211-10100 LIBRARY	\$40,445.87
Active 302-10100 DEBT SERVICE - WASTEWATER	\$0.00
Active 400-10100 CAPITAL PROJECTS FUND	\$0.00
Active 402-10100 WASTEWATER SHORT-TERM REPLACE	\$41,886.48
Active 410-10100 AMBULANCE CAPITAL FUND	\$44,501.53
Active 411-10100 WASTEWATER RD RESERVE	\$69,624.00
Active 413-10100 FIRE TRUCK CAPITAL FUND	\$0.00
Active 601-10100 WATER FUND	-\$74,390.42
Active 602-10100 SEWER FUND	\$482,718.29
Active 603-10100 REFUSE (GARBAGE) FUND	\$117,015.59
Cash Balance	\$943,474.21

Beginng Balance	\$924,812.61
+ Total Deposits	\$317,287.44
- Checks Written	\$298,625.84
Check Book Balance	<u>\$943,474.21</u>
Difference	\$0.00

# BROWNS VALLEY, MN

## Profit Loss YTD to Previous Years

January - December 2022

	2020			2021			2022			2020		2021		2020		2021	
	YTD Amt	YTD Amt	YTD Amt	YTD Diff	YTD Amt	YTD Diff	YTD Amt	YTD Diff	% Diff From	% Diff From	% Diff From	% Diff From	% Diff From	% Diff From	% Diff From	% Diff From	
<b>FUND 601 WATER FUND</b>																	
R 601-49400-37100 Water Sales	\$86,307.40	\$83,382.04	\$95,528.90	-\$2,925.36	\$12,146.86	-\$3.39%											14.57%
R 602-49450-37200 Sewer Sales	\$158,369.72	\$155,144.24	\$148,153.46	-\$3,225.48	-\$6,990.78	-2.04%											-4.51%
R 603-49500-37300 Refuse (Garbage) Charges	\$79,367.71	\$79,066.32	\$77,443.26	-\$301.39	-\$1,623.06	-0.38%											-2.05%
<b>FUND 601 WATER FUND</b>	<b>\$324,044.83</b>	<b>\$317,592.60</b>	<b>\$321,125.62</b>	<b>-\$2,919.21</b>	<b>\$3,533.02</b>	<b>-1.00%</b>											<b>1.00%</b>
<b>Gain/(Loss)</b>	<b>\$324,044.83</b>	<b>\$317,592.60</b>	<b>\$321,125.62</b>	<b>(\$2,919.21)</b>	<b>\$3,533.02</b>	<b>-1.00%</b>											<b>1.00%</b>

FILTER: ((([\*Exp/Rev Accounts].[Fund] In ("601";"602";"603")) AND ([\*Exp/Rev Accounts].[Dept] In ("49400";"49450";"49500")))) AND ([\*Exp/Rev Accounts].[Source] In ("37100";"37200";"37300"))

Delinquency Report

Balance	CurCharges	1 PerOverdue	2 PerOverdue	FullPropertyAddress
\$134.95	\$69.15	\$65.80	\$0.00	18 2nd St N
\$238.22	\$123.88	\$114.34	\$0.00	523 4th St N
\$223.58	\$105.78	\$117.80	\$0.00	123 3rd St S
\$167.95	\$74.54	\$79.79	\$13.62	118 Washington St S
\$157.91	\$80.48	\$77.43	\$0.00	422 Logan St NW
\$207.06	\$99.61	\$107.25	\$0.20	221 4th St S
\$196.21	\$92.23	\$103.80	\$0.18	26 Washington St S
\$142.93	\$69.89	\$73.04	\$0.00	316 5th St N
\$235.04	\$85.44	\$123.46	\$26.14	217 E Broadway
\$298.64	\$149.85	\$148.79	\$0.00	112 6th St S
\$177.11	\$82.67	\$94.44	\$0.00	226 Church St S
\$157.33	\$73.62	\$83.71	\$0.00	504 Washington St S
\$149.75	\$71.59	\$78.16	\$0.00	204 Ash Ave SW
\$142.89	\$86.34	\$56.55	\$0.00	218 Walnut St S
\$206.15	\$96.45	\$109.70	\$0.00	116 4th St S
\$192.44	\$97.43	\$95.01	\$0.00	326 3rd St N
\$248.69	\$83.70	\$129.13	\$35.86	123 1st Ave SE
\$185.50	\$91.45	\$94.05	\$0.00	312 4th St S
\$130.63	\$73.09	\$57.54	\$0.00	118 E Broadway
\$184.00	\$84.83	\$99.17	\$0.00	330 2nd St N
\$178.81	\$84.38	\$94.43	\$0.00	304 Jefferson St S
\$100.08	\$82.00	\$18.08	\$0.00	319 4th St N
\$126.80	\$91.27	\$35.53	\$0.00	427 2nd St N

pd \$51.00

pd \$143.00

\$2,057.00

\$76.00

**CITY OF BROWNS VALLEY  
STATE OF MINNESOTA  
RESOLUTION 23-02  
ELECTRONIC FUNDS WIRE TRANSFER POLICY**

**RESOLUTION TO ADOPT AN ELECTRONIC FUNDS WIRE  
TRANSFER POLICY FOR THE CITY OF BROWNS VALLEY**

**ADMINISTRATIVE PROCEDURE POLICY**

WHEREAS, the purpose of this resolution is to authorize and approve automatic transfers for the City of Browns Valley, per Minnesota State Statute 471.38 Claims subd. 3, notwithstanding any other law to the contrary; and

WHEREAS, the City of Browns Valley recognizes that from time to time it may be beneficial and/or required to use electronic funds transfers for receipts and deposits and instead of checks for paying of vendor claims, bond and debt obligation payments, purchases, investments (selling/purchasing), State and Federal payroll taxes; and

WHEREAS, as per MN Statute 471.381, the Browns Valley City Council hereby authorizes the use of electronic funds wire transfers for the following areas:

- EFTPS Online –IRS for federal tax, FICA, Medicare withholding taxes
- MN PERA – Employee Retirement Pension withholding and reporting
- Minnesota Department of Revenue - Sales taxes, withholding taxes
- MN Dept of Labor – Quarterly unemployment insurance payments
- Aflac – Employee payroll deduction option for insurance coverage
- USDA-RD – Automatic debit of account for debt obligation payment as per signed agreement
- Prairie Sun Bank – Manually initiated funds transfers between accounts, and various authorized city vendors with Electronic Fund Transfer options for payment
- VISA-Credit Card payments City and Ambulance
- Verizon Wireless- Phone bill for Ambulance and Fire Dept
- MN PEIP- Health Insurance
- Traverse Electric- Electricity Bill
- CHS Border States Coop-Fuel-Propane-Chemicals
- Cenex Fleet Card-Fuel
- Otter Tail Electric- Electricity Bill

WHEREAS, the City Council will annually review and authorize said electronic funds transfers from the official depository to the designated business issuing claim against the City of Browns Valley.

NOW, THEREFORE, BE IT RESOLVED, that the City of Browns Valley does hereby approve the foregoing resolution to authorize the policy for the use of Electronic Funds Wire Transfers.

WHEREUPON said resolution was duly adopted this 9<sup>th</sup> day of January, 2023

\_\_\_\_\_  
Michael J Heck, Mayor

ATTEST:

\_\_\_\_\_  
Jodi J Hook-Hansen, Clerk-Treasurer-Administrator

**APPENDIX A  
WAGE SCHEDULE**

**CLASSIFICATIONS**                      **01/01/22**

**CITY HALL**

Clerk Assistant                              **\$15.80**

**PUBLIC WORKS**

Full-Time Maintenance                      **\$16.80**

**LIBRARY**

Part-Time Library                              **\$13.50**

**Employee(s) who hold two City positions will be compensated for the actual hours worked in each position.**

**Section A.** Newly hired employees shall be compensated at ninety percent (90%) of the base hourly rate of pay for their classification for the first three (3) months of employment. Newly hired employees shall be compensated at ninety-five percent (95%) of the base hourly rate of pay for their classification from three (3) to six (6) months. Upon completion of the probationary period of six (6) months, employees shall be compensated at one hundred percent (100%) of the base hourly rate for their classification, effective the first full payroll period. after completion of probation.

**Section B.** In order to assure fair and equitable treatment of employees who are promoted or transferred to a full-time, regular position or to a higher classification, an employee's part-time service with the City shall be calculated on a pro-rated basis and added to any full-time service the employee has with the City when determining appropriate time of service step placement on the wage schedule. The pro rata calculation shall be made by adding all part-time hours worked for the City, then dividing that total of hours by two thousand and eighty (2,080) hours to determine years of service.

**Section C.** Maintenance employees working in the water/wastewater department shall receive an additional twenty-five cents (\$.25) per hour base pay for each class operator's license which they obtain.

**Section D.** Maintenance employees with a Chemical Application License shall receive an additional fifteen cents (\$.15) per hour.

**Section E. There is no general wage increase during the term of this agreement. However, each bargaining unit employee will receive a one-time payment of \$600.00 in January 2023.**





Quote Summary

Prepared For:  
CITY OF BROWNS VALLEY  
19 3RD STREET SOUTH  
BROWNS VALLEY, MN 56219  
Business: 320-695-2846

Prepared By:  
Dalton Stack  
Kibble Equipment  
609 Hwy 75 North  
Wheaton, MN 56296  
Phone: 320-563-8112  
dalton.stack@kibbleeq.com

Quote Id: 27987470  
Created On: 29 December 2022  
Last Modified On: 29 December 2022  
Expiration Date: 31 December 2022

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE RC8M Semi-Mount, Hydraulic Offset Drive, Rotary Cutter - 540 RPM PTO	\$ 13,779.00	\$ 12,000.00 X	1 =	\$ 12,000.00

Equipment Total \$ 12,000.00

Quote Summary

Equipment Total	\$ 12,000.00
SubTotal	\$ 12,000.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 12,000.00
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 12,000.00</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_



**JOHN DEERE**

# Selling Equipment

Quote Id: 27987470

Customer: CITY OF BROWNS VALLEY

<b>JOHN DEERE RC8M Semi-Mount, Hydraulic Offset Drive, Rotary Cutter - 540 RPM PTO</b>				
<b>Hours:</b>				<b>Suggested List</b>
<b>Stock Number:</b>				\$ 13,779.00
				<b>Selling Price</b>
				\$ 12,000.00
<b>Code</b>	<b>Description</b>	<b>Qty</b>	<b>Unit</b>	<b>Extended</b>
22UDP	RC8M Semi-Mount, Hydraulic Offset Drive, Rotary Cutter - 540 RPM PTO	1	\$ 11,875.00	\$ 11,875.00
<b>Standard Options - Per Unit</b>				
0202	United States	1	\$ 0.00	\$ 0.00
<b>Standard Options Total</b>				<b>\$ 0.00</b>
<b>Value Added Services Total</b>				<b>\$ 0.00</b>
<b>Other Charges</b>				
	Freight	1	\$ 799.00	\$ 799.00
	Setup	1	\$ 1,105.00	\$ 1,105.00
<b>Other Charges Total</b>				<b>\$ 1,904.00</b>
<b>Suggested Price</b>				<b>\$ 13,779.00</b>
<b>Customer Discounts</b>				
<b>Customer Discounts Total</b>			<b>\$ -1,779.00</b>	<b>\$ -1,779.00</b>
<b>Total Selling Price</b>				<b>\$ 12,000.00</b>