

Yellow—Fund Balance remains the same

Green—Decrease in Fund Balance

Red—Increase in Fund Balance

CITY OF EMERADO COUNCIL

201 Main Street, Emerado, ND 58228

FINAL PRELIMINARY BUDGET MEETING

8/5/2024 6pm

Mayor Lanes started the meeting at 6:05pm. Roll Call Vote: T Wynn, T Kramer, J Linnmean, T Hanson. Mayor let record show all are present.

Mayor Lanes explained today’s meeting would be to go over the budget again to see if any changes need to be made before we hand it into the County by August 10,2025.

REVENUES:

General Property Fund: \$0.

Liquor License—Remain the same at \$5000.

Building Permit—Remain the same at \$2000.

Gaming Permit—Remain the same at \$100.

State Aid—\$21,032.43 taken in so far, projected by end of year \$42,064.86. Remain the same at \$39,000.

Cigarette Tax—\$328.29 taken in so far, projected by end of year \$658.58. Remain the same at \$600.00.

Water Main Assessment: \$3000.865 collected so far this year. Auditor Klava explained that the amount is never the same it depends when people pay their taxes. Remain the same at \$1000.

Disconnect/Reconnect Fees & Late Fees: \$1125.99 collected so far this year, council voted to Decrease to \$500

Highway Tax: \$13,343.50 taken in so far, projected by end of year \$26,687.00. Decrease to \$25,000.

Legacy Highway Fund: Leave at \$0 as do not know what will be received.

Snow Removal Reimbursement: Leave at \$0 as do not know what will be received.

Mowing: \$1656.50 collected so far this year. Auditor Klava explained that the amount is never the same it depends when people pay their taxes. Remain the same at \$1000.

Telecommunications—Remains the same at \$75.00.

Homestead Credit: \$3155.21 taken in so far, Auditor Klava explained the extra money was from the homestead credit people could apply for, so it would not remain the same. Remain the same at \$500.

Yellow—Fund Balance remains the same

Green—Decrease in Fund Balance

Red—Increase in Fund Balance

Veteran Credit: Remain the same at \$400.00.

American Rescue Act: Leave at \$0 as do not know what will be received.

Prairie Dog Fund: Leave at \$0 as do not know what will be received.

Midco Reimbursement: \$5000, remain the same. Mayor Lanes explained that there was a mix-up when Midco did the upgrade at the Firehall so he has talked to them and they agreed to up the reimbursement to \$5500 to compensate for the increase on the bill for the firehall. Increase to \$5500

Street Lights: \$7383.78 taken in so far, projected by end of year \$16,613.70. Increase to 15,000.

Sewer Fees: \$38,595.08 taken in so far, projected by the end of year \$86,118.58. Decrease to \$82,000.

Sanitation Fees: \$38,409.29 taken in so far, projected by the end of year \$86,403.98. Decrease to \$82,000.

Mosquito Control: \$11,427.30 taken in so far, projected by the end of year \$25,711.70. Decrease to \$24,000.

Lagoon Maintenance Fund: \$2933.82 taken in so far, projected by the end of year \$6,565.12. Decrease to \$5500.

Water Fees: \$93,595.46 taken in so far, projected by the end of year \$211,683.10. Increase to \$180,000.

Improvement: \$3504.05 taken in so far, projected by end of year \$67883.18. Increase to \$7000.

Infrastructure: \$27,249.70 collected so far this year. Projected by end of year \$61,312.70. Decrease to \$55,000.

City Hall Collections: \$10,313.30 taken in so far, projected by end of year \$23,073.46. Increase to \$21,000

Vehicle Fund: \$4902.19 taken in so far, projected by end of year \$11,039.74. Remain the same at \$10,500.

Water Fill (Tower): \$654.22 taken in so far. Auditor Klava explained it usually is not that much, but NPL (natural gas contractor) has been using the tower for water. Remain the same at \$500.

Water Hookups: Leave at \$0 as do not know what will be received

Insurance Reserve: Remains the same at \$500

Background Checks: Leave at \$0 as do not know what will be received.

Public Service Fee: \$48,581.60 taken in so far, projected by end of year \$93,804.00. Decrease to \$94,000.

Yellow—Fund Balance remains the same

Green—Decrease in Fund Balance

Red—Increase in Fund Balance

Fines: \$561.00 taken in so far. Remains the same at \$1000.

EXPENDITURES:

Governing Board: Remains the same at \$8100.

Judge: Remain the same at \$2500.

Clerk of Court: Remain the same at \$5000.

Mayor: Remain the same at \$3000.

Auditor Salary: Auditor stated she would be in agreement with not getting a raise this year as her health insurance increased. Council agreed to 2% raise. Current salary is \$48,307.02 x 2% raise would be \$49,273.35. Increase to \$49,273.35.

Auditors Health: Council agreed to the increase. Split between 3 funds: general, water and sewer. Increase to \$40,950.

Auditors Life Insurance: Remains the same at \$1050.

Mileage: Remain the same at \$900

Auditors Dental Insurance: Remains the same at \$2400.

Auditors Vision Insurance: Remains the same at \$800.

Auditors Retirement: Remains the same at \$4890.

City Attorney: Council decided to increase this due to a lot of civil matters. Increase to \$10,000

City Assessor: Remains the same at \$700.

Workers Compensation: Remain the same at \$2000.

Audit Fees: Council decided to increase this due to audits needing to be done in the next year. Increase to \$10,000

Utilities: \$4535.81 paid out so far, projected to pay out by end of year \$9457.92. Remain the same at \$10,000.

Printing and Publishing: \$835.92 paid out so far, projected to pay out by end of year \$1790.38. Increase to 1500.

Dues: \$753 paid out so far, projected to pay out by end of year \$753. Remain the same at \$500.

Meeting/Workshops: \$0 paid out so far, projected to pay out by end of year \$200. Decrease to \$200.

Office Supplies: \$1604.05 paid out so far, projected to pay out by end of year \$3208.10. Remain the same at \$3000.

Yellow—Fund Balance remains the same

Green—Decrease in Fund Balance

Red—Increase in Fund Balance

Equipment Maintenance: \$2214.61 paid out so far, projected to pay out by end of year \$4429.22. Remain the same at \$5,000.

Improvement City: \$424.92 paid out so far, projected to pay out by end of year \$1019.76. Remain the same at \$5000.

Infrastructure: \$0.00 paid out so far, unsure of what will be paid out by end of year. Remain the same at \$5000.

Building & Ground: \$12,623.99 paid out so far, projected to pay out by end of year \$20,323.99. Increase to \$25,000.

Park Board State Aid: Auditor Klava explained that quarterly the City has to pay Park Board 10.6% of the State Aid received. \$560.96 paid out so far, projected to pay out by end of year \$1121.92. The Council agreed to allocate \$1150

Drain 58 Taxes (GF County): \$8925.48 paid out so far, projected to pay out by end of year \$0. Remain the same at \$8925.48.

Office Maintenance: \$7539.07 paid out so far, projected to pay out by end of year \$16,651.96. Increase to \$17,000.

Mowing Lots: \$0 paid out so far, unsure of what will be paid out by end of year. Remain the same at \$1000.

Elections: \$0 paid out so far, unsure of what will be paid out by end of year. Remain the same at \$100.

Bank Service Fees: \$134.94 paid out so far, unsure of what will be paid out by end of year. Increase to \$200.

STREET LIGHT FUND:

Street Lights: 6825.50 paid out so far, projected to pay out by end of year \$7446. Remain the same at \$7800.

HIGHWAY DISTRRIBUTION FUND:

Street Repair: \$1020 paid out so far, projected to pay out by end of year \$16,613.70. Decrease to \$15,000.

Snow Removal: \$7452.50 paid out so far, projected to pay out by end of year \$0. Remain the same at \$24,000.

SOCIAL SECURITY FUND:

Social Security/Medicare: \$4683.62 paid out so far, projected to pay out by end of year \$0. Remain the same at \$12,390.

INSURANCE RESERVE:

Yellow—Fund Balance remains the same

Green—Decrease in Fund Balance

Red—Increase in Fund Balance

Building Insurance: \$3205 paid out so far, unsure of what will be paid out by end of year. Remain the same at \$4000.

Water Fund:

Utilities: \$2253.31 paid out so far, projected to pay out by end of year \$4506.62. Remain the same at \$4,600.

Water Maintenance Contract: Remains the same at \$18,000.

East Central Regional Water: \$39,399.22 paid out so far, projected to pay out by end of year \$96,861.88. Remain the same at \$100,000.

Water Testing: \$350 paid out so far, projected to pay out by end of year \$668. Remain the same at \$400.

Postage: \$719.75 paid out so far, projected to pay out by end of year \$1439.50. Remain the same at \$1400.

Utility Locates: \$54.35 paid out so far, projected to pay out by end of year \$108.70. Remain the same at \$100.

Improvement: \$2680.28 paid out so far, projected to pay out by end of year \$5360.56. Remain the same at \$7,000.

Mileage: \$345.49 paid out so far, projected to pay out by end of year \$690.98. Remain the same at \$900.

Sewer Fund:

Utilities: \$133.45 paid out so far, projected to pay out by end of year \$266.90. Remain the same at \$300.

Sewer Maintenance Contract: Remains the same at \$18,000.

Mileage: \$338.47 paid out so far, projected to pay out by end of year \$676.94. Remain the same at \$900.

Water Testing: \$166.83 paid out so far, projected to pay out by end of year \$333.66. Remain the same at \$500.

Improvements: \$10,222.50 paid out so far, unsure of what will be paid out by end of year. Remain the same at \$15,000.

SANITATION:

Garbage Contract: \$35,199.84 paid out so far, projected to pay out by end of year \$70,399.68. Increase to \$72,000.

Yellow—Fund Balance remains the same

Green—Decrease in Fund Balance

Red—Increase in Fund Balance

Mosquito Fund: \$2630, paid out so far, projected to pay out by end of year \$5260. Remain the same at \$12,500.

LAGOON SINKING FUND:

ND Public Finance Authority: \$10,000 paid out so far. Remain the same at \$10,000.

ND Public Finance Authority: \$1612.50 paid out so far. Remain the same at \$5,000.

ND Public Finance Authority: \$150 paid out so far. Remain the same at \$300.

POLICE:

Police Salary: \$60,000. Council agreed to 2% raise. Current salary is \$60,000 x 2% raise would be \$61,200.00. Increase to \$61,200.00.

Health Insurance: \$15,210.18 paid out so far, projected to pay out by end of year \$30,420.36. Increase to \$32,400.

Life Insurance: \$276.18 paid out so far, projected to pay out by end of year \$552.36. Remain the same at \$650.

Dental Insurance: \$2396.76. Remain the same at \$2400.

Vision Insurance: \$794.88. Increase to \$800.

Retirement: \$3598 paid out so far, projected to pay out by end of year \$7196. Increase to \$7200.

Attorney Fees: \$406 paid out so far, projected to pay out by end of year \$812. Remain the same at \$1200.

Gas & Oil: \$1566.98 paid out so far, projected to pay out by end of year \$3133.96. Remain the same at \$4000.

Police Budget: \$4017.09 paid out so far, projected to pay out by end of year \$8034.18. Remain the same at \$8000.

Police Car Insurance: \$617 paid out so far, projected to pay out by end of year \$1234. Remain the same at \$1300.

Police Car Maintenance: \$142.86 paid out so far, projected to pay out by end of year \$285.72. Remain the same at \$1300.

Workshop/Dues: \$732.15 paid out so far, projected to pay out by end of year \$1464.30. Increase to \$800.

Uniforms/Badges: \$434.05 paid out so far, projected to pay out by end of year \$868.10. Remain the same at \$500.

Communications/PSAP: \$4120. Mayor Lanes explained the increase would be about \$1000. Increase to \$5200.

Yellow—Fund Balance remains the same

Green—Decrease in Fund Balance

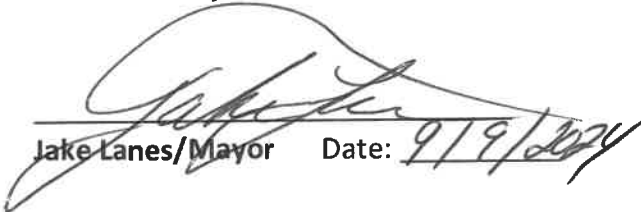
Red—Increase in Fund Balance

Fire Department: \$16,000 paid out so far. **Increase to \$16,500.**

Chief Lund asked the council why there were no salary increases for himself or the Auditor. Auditor Klava explained at the last preliminary budget meeting she opted out for a raise due to the increase of the health insurance premium. J Linneman stated there were substantial increases in all of the insurances, that's why no raises were being considered this time. Chief Lund told the council that Northwood and Thompson were both asking for a 5% raise at their budget meeting. Chief Lund stated that in the 8 years he has worked for the city he has only gotten 4 raises. Mayor Lanes explained the normal cola increase was usually 3%. J Linneman asked if Chief Lund and Auditor Klava would step out so they could have a discussion on this topic. After looking at the budget the council was willing to offer a 2% pay raise to Chief Lund and Auditor Klava. Chief Lund and Auditor Klava agreed. M/S/C (TW/TK) Motion to approve the 2% pay increase for Chief Lund and Auditor Klava. **The new salaries with the increase will be Chief Lund \$60,000 (current salary) x 2%=\$1200 so new salary starting January 1, 2025, will be 61,200 and Auditor Klava \$48,307.20 (current salary) x 2%=966.15 so new salary starting January 1, 2025, will be \$49,273.35.**

Auditor Klava explained she worked with Deb from GF County on the last two-line items on the budget. The Cash balance as of December 31, 2024, will be \$198,132.84. And Deb instructed us to put the same amount on the Interim Budget line. So, since a few things changed on the budget regarding the salaries, the changes will be made and then Auditor Klava will contact Deb at the County and get the new numbers put in there.

Motion to Adjourn: JL


Jake Lanes/Mayor Date: 9/9/24


Janelle Klava/City Auditor Date: 9/9/24