

BOVEY CITY COUNCIL MEETING

February 3, 2021

6:00 p.m. Council meeting

Virtual via Zoom

CALL TO ORDER:

ROLL CALL:

APPROVE AGENDA:

PUBLIC INPUT:

CONSENT AGENDA:

1. Minutes from January 27, 2021 council meeting
2. Disbursements for claims and payroll
3. 2020 Treasurer's report

DEPARTMENT HEADS & COMMITTEES:

1. Public Works, Kevin Odden
 - a. AFSCME Contract
 - b. Letter of Understanding
2. Clerk, Tara DeGuseppi
 - a. 2020 Financial statements

**UNFINISHED
BUSINESS:**

NEW BUSINESS:

CORRESPONDENCE:

ADJOURNMENT:

BOVEY CITY COUNCIL MEETING

January 27, 2021

6:00 p.m. Council meeting

Virtual via Zoom

CALL TO ORDER: Mayor Pro tem Deborah Trbojevich called the meeting to order at 6:00 p.m.

ROLL CALL: Members present were Deborah Trbojevich, Nancilyn Meyer-Nail, Bryan Johnson, and Adam Hecimovich (arrived at 6:02 p.m.) . Attorney John Dimich and Clerk Tara DeGuiseppi were also present. Mayor Robert Stein was absent.

APPROVE AGENDA: Johnson/Meyer-Nail/all in favor

GUESTS: None

PUBLIC FORUM: None

CONSENT AGENDA: 1. Minutes from January 13, 2021 council meeting
2. Disbursements for claims and payroll
Meyer-Nail/Johnson/all in favor

DEPARTMENT HEADS & COMMITTEES:

1. Police, Chief William Hollom
 - a. Status report – Hollom reported that both departments are short staffed but it's working fine for now.
 - b. Court Amendment – Johnson/Hecimovich/all in favor
 - c. Master JPA – Johnson/Hecimovich/all in favor
 - d. CJDN Fee Structure – Hecimovich/Johnson/all in favor
 - e. Resolution 21-0127 – Johnson/Meyer-Nail/roll call vote with all in favor
2. Attorney, John Dimich
 - a. Reiterated that the above documents are required so approving was appropriate.
3. City Council
 - a. WMMPB (Meyer-Nail) – Meyer-Nail updated the council on meeting held Jan 14. She also attended a County meeting just to observe and listen to the information and not as a city representative.
 - b. Joint meeting with Coleraine on Friday (Hecimovich) – Trbojevich confirmed there will be a meeting on Friday with both Mayors, herself, and another council member from Coleraine. Attorney John Dimich will also be attending. The meeting is informational.

UNFINISHED

BUSINESS: None

NEW BUSINESS: None

CORRESPONDENCE: None

ADJOURNMENT: Johnson/Hecimovich/all in favor. Meeting adjourned at 6:24 p.m.

Tara DeGuseppi, Clerk

Robert Stein, Mayor

Date approved

Date Range : 1/2/2021 To 2/2/2021

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
02/02/2021	GREENWAY TOWNSHIP	PLOW PURCHASE	2603	\$2,500.00	100-43128-551-	STREETS, SIDEWALKS, CURBS	\$2,500.00
02/02/2021	DULUTH NEWS TRIBUNE	ACCOUNT 178100560	2604	\$201.76	211-45506-433-	Periodicals	\$201.76
02/02/2021	ITASCA COUNTY AUDITOR/TREASURER	PROPOSED TAX NOTICES	2605	\$94.68	100-41940-352-	General Government Buildings and Plant	\$94.68
02/02/2021	VISIT GRAND RAPIDS	INVOICE 570 - CONTRIBUTION	2606	\$1,500.00	100-41940-433-	General Government Buildings and Plant	\$1,500.00
02/02/2021	MINNESOTA ENERGY	JAN 2021	2607	\$802.78	100-43128-383- 100-41940-383- 601-49440-383-	STREETS, SIDEWALKS, CURBS General Government Buildings and Plant Water Utilities - Administration and General	\$114.61 \$586.00 \$102.17
02/02/2021	SCI BROADBAND	FEB 2021	2608	\$44.15	100-41940-321- 211-45501-321-	General Government Buildings and Plant Library Administration	\$22.08 \$22.07
02/02/2021	JOINT WASTEWATER COMMISSION	INVOICE 166	2609	\$9,000.00	602-49490-312-	Sewer Utilities - Administration and General	\$9,000.00
02/02/2021	GOPHER STATE ONE CALL	INVOICE 1010237	2610	\$2.70	100-43128-310-	STREETS, SIDEWALKS, CURBS	\$2.70
02/02/2021	AWSI	INVOICE 456813 - RANDOM URINE & ANNUAL MEMBERSHIP	2611	\$366.55	100-43128-306- 100-43128-433-	STREETS, SIDEWALKS, CURBS STREETS, SIDEWALKS, CURBS	\$41.55 \$325.00

Date Range : 1/2/2021 To 2/2/2021

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
02/02/2021	MWOA	2 YEAR MEMBERSHIP	2612	\$25.00	602-49490-433-	Sewer Utilities - Administration and General	\$25.00
02/02/2021	LAW ENFORCEMENT LABOR SERVICES	FEB 2021 MEMBERSHIP DUES - HOLLON, WILLIAM	2613	\$63.50	100-42123-101-	Patrol	\$63.50
02/02/2021	KEVIN ODDEN	LAPTOP COMPUTER	2614	\$1,084.98	100-43128-201- 603-49520-201- 601-49440-201- 602-49490-201- 100-41940-201- 100-45010-201-	STREETS, SIDEWALKS, CURBS Refuse Utilities - Administration and General Water Utilities - Administration and General Sewer Utilities - Administration and General General Government Buildings and Plant Culture-Recreation Administration	\$180.83 \$180.83 \$180.83 \$180.83 \$180.83 \$180.83
02/02/2021	BOVEY BAIT, INC	INVOICE 1444	2615	\$355.19	100-42123-212- 100-43128-212-	Patrol STREETS, SIDEWALKS, CURBS	\$194.29 \$160.90
02/02/2021	DEREK VEKICH	2021 FEBRUARY - RENT	2616	\$100.00	100-43128-412-	STREETS, SIDEWALKS, CURBS	\$100.00
Total For Selected Claims				\$16,141.29			\$16,141.29

Date Range : 1/2/2021 To 2/2/2021

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
	ADAM M HECIMOVICH		City Council/Town Board			Date	
	BRYAN D JOHNSON		City Council/Town Board			Date	
	DEBORAH LEE TRBOYEVICH		City Council/Town Board			Date	
	NANCILYN MEYER		City Council/Town Board			Date	
	ROBERT M STEIN		City Council/Town Board, Mayor			Date	

Fund Name: All Funds

Date Range: 01/28/2021 To 02/02/2021

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
02/01/2021	AFLAC	2101AFLAC	2021 JAN - INVOICE 74409	N	Clerk	100-41425-131-	\$ 86.28
		2101AFLAC			General Government Buildings and Plant	100-41940-131-	\$ 45.66
		2101AFLAC			Patrol	100-42123-101-	\$ 140.88
		2101AFLAC			STREETS, SIDEWALKS, CURBS	100-43128-101-	\$ 59.28
		2101AFLAC				100-43128-131-	\$ 234.68
		2101AFLAC			Culture-Recreation Administration	100-45010-131-	\$ 27.98
		2101AFLAC			Water Utilities - Administration and General	601-49440-131-	\$ 36.13
		2101AFLAC			Sewer Utilities - Administration and General	602-49490-131-	\$ 12.58
		2101AFLAC			Refuse Utilities - Administration and General	603-49520-131-	\$ 37.29
		Total For Check	2101AFLAC				\$ 680.76
02/01/2021	NORTHEAST SERVICE COOPERATIVE	2102DENTAL	2021 FEB PREMIUMS - INVOICE 534	N	Clerk	100-41425-103-	\$ 15.75
		2102DENTAL				100-41425-132-	\$ 26.25
		2102DENTAL			General Government Buildings and Plant	100-41940-132-	\$ 32.06
		2102DENTAL			Patrol	100-42123-132-	\$ 220.00
		2102DENTAL			STREETS, SIDEWALKS, CURBS	100-43128-132-	\$ 155.16
		2102DENTAL			Culture-Recreation Administration	100-45010-132-	\$ 17.82
		2102DENTAL			Water Utilities - Administration and General	601-49440-132-	\$ 24.52
		2102DENTAL			Sewer Utilities - Administration and General	602-49490-132-	\$ 8.54
		2102DENTAL			Refuse Utilities - Administration and General	603-49520-132-	\$ 23.90
		Total For Check	2102DENTAL				\$ 524.00
Total For Selected Checks							\$ 1,204.76

For the Period : 1/1/2020 To 12/31/2020

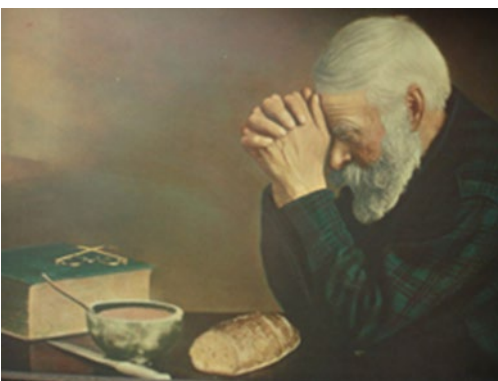
<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$316,070.99	\$961,005.04	\$835,179.06	\$441,896.97	\$0.00	\$12,072.69	\$453,969.66
SPECIAL REVENUE FUNDS (201 through 299)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Petty Cash - Clerk	\$64.52	\$0.00	\$0.00	\$64.52	\$0.00	\$0.00	\$64.52
Petty Cash - Police	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00
Gambling Funds	\$731.81	\$519.06	\$500.00	\$750.87	\$0.00	\$0.00	\$750.87
Tac Prod Tax - Fire Collaboration	(\$112,490.83)	\$112,490.83	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CBT Sewer Savings	\$44,166.71	\$0.00	\$36,168.13	\$7,998.58	\$0.00	\$0.00	\$7,998.58
Refuse Savings	\$129,033.00	\$0.00	\$112,490.83	\$16,542.17	\$0.00	\$0.00	\$16,542.17
City Beautification	\$3,904.51	\$1,790.00	\$1,200.00	\$4,494.51	\$0.00	\$0.00	\$4,494.51
Library	\$19,827.16	\$33,231.08	\$31,206.17	\$21,852.07	\$0.00	\$234.65	\$22,086.72
Sweeper Fund	\$37,919.49	\$1,689.77	\$23,765.56	\$15,843.70	\$0.00	\$0.00	\$15,843.70
DEED SCDP PROGRAM	\$0.00	\$67,878.47	\$50,831.57	\$17,046.90	\$0.00	\$0.00	\$17,046.90
Playground Equipment Fundraiser	\$3,087.30	\$500.00	\$250.00	\$3,337.30	\$0.00	\$0.00	\$3,337.30
Playground Petty Cash	\$0.00	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00
DEBT SERVICE FUNDS (301 through 399)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2014A GO WATER REV BONDS	\$3,267.23	\$30,265.74	\$29,634.85	\$3,898.12	\$0.00	\$0.00	\$3,898.12
2016A GO REFUNDING BONDS	\$193,664.65	\$137,464.52	\$152,152.06	\$178,977.11	\$0.00	\$0.00	\$178,977.11
CAPITAL PROJECT FUNDS (401 through 499)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
General Capital Projects	\$69,046.81	\$13,861.89	\$5,853.46	\$77,055.24	\$0.00	\$0.00	\$77,055.24
Water	\$180,750.30	\$155,039.78	\$105,544.79	\$230,245.29	\$0.00	\$594.47	\$230,839.76
Sewage Collection and Disposal	\$200,109.72	\$277,710.97	\$224,907.71	\$252,912.98	\$0.00	\$229.22	\$253,142.20
Refuse or Garbage Collection	\$59,065.16	\$73,911.04	\$75,400.92	\$57,575.28	\$0.00	\$673.60	\$58,248.88
FIDUCIARY FUNDS (801 through 899)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sick Leave 975859 - Hollom	\$2,613.52	\$1,773.51	\$1,585.20	\$2,801.83	\$0.00	\$0.00	\$2,801.83
Sick Leave 975856 - Lawson	\$8,412.35	\$224.66	\$8,637.01	\$0.00	\$0.00	\$0.00	\$0.00
Sick Leave 975850 - Odden	\$17,203.56	\$538.53	\$0.00	\$17,742.09	\$0.00	\$0.00	\$17,742.09
Sick Leave 975862 - McCartney	\$1,429.61	\$448.87	\$277.80	\$1,600.68	\$0.00	\$0.00	\$1,600.68
Sick Leave 976015 - DeGuisseppi	\$6,198.06	\$378.54	\$987.38	\$5,589.22	\$0.00	\$0.00	\$5,589.22
Sick Leave 976030 - Hoshal	\$5,024.72	\$302.89	\$1,767.20	\$3,560.41	\$0.00	\$0.00	\$3,560.41

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
Total	\$1,189,200.35	\$1,871,275.19	\$1,698,339.70	\$1,362,135.84	\$0.00	\$13,804.63	\$1,375,940.47

ADAM M HECIMOVICH	City Council/Town Board						Date
BRYAN D JOHNSON	City Council/Town Board						Date
DEBORAH LEE TRBOYEVICH	City Council/Town Board						Date
NANCILYN MEYER	City Council/Town Board						Date
ROBERT M STEIN	City Council/Town Board, Mayor						Date

LABOR AGREEMENT

BETWEEN



City of Bovey MN

AND



REPRESENTING:
Public Works Employees
LOCAL # 456

January 1, 2020 – December 31, 2022

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PREAMBLE

This agreement is made and entered into by and between the CITY OF BOVEY, hereinafter referred to as the Employer and Local Union No. 456, AFSCME Council 65, of the American Federation of State County and Municipal Employees, Affiliated with the AFL-CIO, herein after referred to as the Union.

ARTICLE 1 **PURPOSE OF AGREEMENT**

- 1.1 This agreement has as its purpose the promotion of harmonious relations between the Employer, it's Employees and the Union, the furtherance of efficient governmental services; the establishment of an equitable and peaceful procedure for the resolution of disputes that may arise without interference or disruption of efficient operation of the department; and the establishment of a formal understanding relative to all terms and conditions of employment.

ARTICLE 2 **RECOGNITION**

- 2.1 The Employer recognizes Local Union No. 456, AFSCME Council 65, American Federation of State, County and Municipal Employees, or known as AFSCME, AFL-CIO, Local No. 456, as the exclusive representative for collective bargaining purposes for all service/public works employees of the City of Bovey, Minnesota, excluding elected officials and officials appointed by the Employer to serve on Commissions or Boards, and Essential Employees. No discrimination shall be exercised against any employee because of Union membership or because of race, creed, sex, and color, religious or political belief.
- 2.2 In the event that the Employer and the Union are unable to agree as to the inclusion or exclusion of a new or modified job class, the issue shall be submitted to the Bureau of Mediation Services for determination.

ARTICLE 3 **EMPLOYER AUTHORITY**

- 3.1 It is recognized by both parties that except as expressly stated herein, the Employer shall retain whatever rights and authority necessary to operate and direct the affairs of the Bovey Public Works Employees in all of its various aspects, including, but not limited to, the right to direct the working forces; to plan, direct and control all the operations and services of the department, to determine the methods, means, organization and number of personnel by which such operations and services are to be conducted; to assign and transfer Employees; to determine whether goods or services should be made or purchased; to hire, promote, demote, suspend, discipline, discharge or relieve Employees due to lack of work or other legitimate reasons; to make and enforce rules and regulations; and to change or eliminate existing methods.

ARTICLE 4 **UNION SECURITY**

- 4.1 In recognition of AFSCME Council 65 as the exclusive representative:
 - a) The Employer agrees to deduct from the salary of each employee who has signed an authorized union card such deductions in writing an amount necessary to cover monthly Union dues.

- b) Deductions shall be based on the amounts certified as correct from time to time by AFSCME Council 65 and shall be made, continued and terminated in accordance with the terms of said authorization card.
 - c) The Employer agrees to deduct voluntary contributions to the American Federation of State, County and Municipal Employee's International Union's Public Employees Organized to Promote Legislative Equality (PEOPLE) Committee from the pay of an employee, upon receipt from the Union of an individual written authorization card, voluntarily executed by the employee.
 - d) Such deductions are to be made from the payroll period ending the first half of each month, and transmit to AFSCME Council 65 the amount so deducted, together with a, list of the names of the employees from whose pay deductions were made.
 - e) An employee may terminate his payroll deductions by written notice to the City Clerk, who shall forthwith transmit a copy of such termination to the Financial Secretary of Local 456.
- 4.2 The Employer agrees not to enter into any additional agreements with Employees, individually or collectively concerning any terms or conditions of employment.
 - 4.3 The Union may designate one (1) member to act as a steward and shall inform the Employer within fourteen (14) days of such choice and of any changes in stewards in writing.
 - 4.4 The Employer agrees to make space available on the Employer bulletin board for the posting of Union notice(s) and announcements and to make space available for Union meetings when it does not conflict with the operation of the department.
 - 4.5 The Employer agrees to allow the officers and representatives of the bargaining unit reasonable time off and leaves of absence, with prior approval for the purpose of conducting Union business.
 - 4.6 The Employer agrees to post all promotional opportunities within the department; to publish the method by which promotions shall be made within the department; and to make copies of written work rules and regulations available to Employees.

ARTICLE 5
EQUAL APPLICATION

- 5.1 The Employer shall not discriminate against, interfere with, restrain, or coerce an Employee from exercising the right to join or not to join the Union or participate in an official capacity on behalf of the Union.

ARTICLE 6
SAVINGS

- 6.1 This agreement is subject to the laws of the United States, the State of Minnesota and the City of Bovey.

- 6.2 In the event that any provision of this agreement shall be held to be contrary to law by a court of competent jurisdiction, the Equal Employment Opportunity Commission (the EEOC) or the Minnesota Department of Human Rights, from whose final judgment or decree no appeal has been taken within the time provided, such provision shall be voided. All other provisions of this agreement shall continue in full force and effect. The voided provisions may be renegotiated upon written request of either party.

ARTICLE 7 **GRIEVANCE PROCEDURE**

- 7.1 A grievance shall be defined as a dispute or disagreement raised by an Employee against the Employer involving the interpretation or application of the provisions of this agreement.
- 7.2 An individual covered by the Veterans Preference Act may elect to use this grievance procedure in lieu of the Veterans Preference hearing. Such election must be in writing.
- 7.3 Grievance Procedure: Grievances as herein defined, shall be processed in the following manner:

Step 1

An Employee claiming a violation concerning the interpretation or application of the express provisions of this agreement shall, within twenty-one (21) days after the first occurrence of the event or such time as the Employee reasonably should be aware of the event giving rise to the grievance, present such grievance to the Mayor, or his/her designee and shall be signed by the Union Representative. The written grievance shall set forth the nature of the grievance and facts on which it is based, the provision or provisions of the Agreement allegedly violated, and the relief requested. The Mayor shall give his/her written answer within ten (10) days after such presentation. If the grievance is not resolved, it will move to Step 2 of the grievance process.

Grievances based on disciplinary actions shall not be subject to Steps 1 and are to be submitted at Step 3. The disciplinary grievance shall be referred in writing to the Mayor or his/her designee within ten (10) days and shall be signed by the Union Representative. The written grievance shall set forth the nature of the grievance and facts on which it is based, the provision or provisions of the Agreement allegedly violated, and the relief requested.

Step 2

A meeting between the City or their designated representative, the Employee and the Union Representative shall be held at a time mutually agreeable to the parties. In no event may the City's designated representative(s) request a meeting that would be subject to the Open Meeting Law, Minnesota Statutes Chapter 13D. If the grievance is settled as a result of such a meeting, the settlement shall be reduced to writing and signed by the City or their designated representative, and Union. If no settlement is reached, the City, or their designated representative, shall give the Employer's written answer to the Union within ten (10) days following the meeting.

Step 3A-Mediation

If the grievance is not settled in accordance with the foregoing procedures, either party may request mediation. If neither party elects to pursue mediation, or if the mediation is not successful, a party may appeal to Step 3B Arbitration.

Step 3B-Arbitration

If the grievance is not settled in accordance with the foregoing procedure, either party may refer the grievance to arbitration, within forty-five (45) days after mailing of the Employer's written answer in Step 1 or Step 2, as provided in Minnesota Statutes, Section 179A.21. A request shall be made to the Bureau of Mediation Services to submit a panel of seven (7) arbitrators.

The fee and expenses of the arbitrator and any special services mutually agreed to by the parties, shall be divided equally between the Employer and the Union; provided, however, that each party shall be responsible for compensating its own attorney, non-attorney representatives and witnesses.

The arbitrator shall not have the right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this agreement. The arbitrator shall consider and decide only the specific issue(s) submitted to him or her in writing by the Employer and the Union and shall have no authority to make a decision on any other issues not so submitted. The arbitrator shall be without power to make decisions contrary to or inconsistent with, or modify or vary in any way, the application of laws, rules, or regulations having the force and effect of law.

The arbitrator shall submit his/her or his/her decision, in writing, within thirty (30) days following the close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties mutually agree to an extension thereof. The decision shall be based solely up on the arbitrator's interpretation or application of the terms of this agreement and on the facts of the grievance presented. The parties may, by mutual written agreement, agree to submit more than one grievance to an arbitrator, provided that each grievance will be considered as a separate issue and each on its own merits.

- 7.4 If a grievance is not presented within the time limits set forth above, it shall be considered "waived". If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Employer's last answer. If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Employee and the Union shall treat the grievance as denied at that step and may appeal the grievance to the next step. The time limit in each step may be extended by mutual written agreement of the Employer and the Union representatives involved in each step. Days as used in this Article shall mean calendar days.

ARTICLE 8 **DISCIPLINE**

- 8.1 The Employer will discipline for just cause only. Discipline will be in one of the following forms:
- a) Oral reprimand
 - b) Written reprimand
 - c) Suspension
 - d) Demotion
 - e) Discharge

- 8.2 Notices of suspension, demotions and discharges will be in written form and will state the reason(s) for the action taken. The Union shall be provided with a copy of each such notice within 48 hours. Written documentation of oral reprimands and written reprimands shall be removed from the Employee's personnel file after one year from date of reprimand. Suspensions will set forth the time period for which the suspension shall be effective. Demotions will state the classification to which the Employee is demoted.
- 8.3 Employees shall receive a copy of written reprimands, notices of suspension and notices of discharge which are to become part of an Employee's personnel file upon final disposition.
- 8.4 Employees shall be permitted to have a Union representative and an attorney of his/her choice present when being questioned concerning disciplinary action involving any form of discipline, as defined in Article 8.1.
- 8.5 Discharges will be preceded by a five (5) calendar day suspension without pay.
- 8.6 Grievances relating to suspension, demotion or discharge under the provisions of This Article may be initiated by the Union in Step 3 of the Grievance Procedure.

ARTICLE 9 **SENIORITY**

- 9.1 **Definitions.** Seniority shall mean an Employee's continuous length of service with the Employer since his/her date of hire. An Employee's continuous service shall be broken only by separation from service by reasons of resignation, discharge for cause, retirement or death. When two or more Employees have the same seniority date, their position on the seniority list shall be determined by position offer date.
- 9.2 **Layoffs.** When a reduction in the work force becomes necessary, the Employee with the least amount of seniority shall be laid off first. While the reduction in work force is in place, no new full-time, part-time, or temporary Employees may be hired. The last Employee laid off shall be the first to be recalled for work. No new Employees shall be hired until the layoff list has been exhausted. If an Employee has not been recalled from layoff within two (2) calendar years of the date of layoff, his/her name shall be removed from the layoff list and he/she shall be deemed to have resigned.
- 9.3 **Probationary Employees.** Each newly hired Employee shall serve a probationary period, during which the Employee may be discharged at the sole discretion of the Employer. The probation period for newly hired Employees shall be one (1) calendar year. The probation period for a rehired Employee shall be for thirty (30) to ninety (90) days as determined by the Public Works Supervisor. The probation period may be extended by giving written notice to the Union and the Employee if circumstances involving illness, injury or other absence have reduced the actual time worked during the probationary period by thirty (30) calendar days or more. Any such extension shall be for a comparable period to the time missed during the probation period.

A promoted Employee shall serve a six (6) month probationary period and may be returned to his/her previous position at the sole discretion of the Employer during such period. A reassigned

Employee shall serve a thirty (30) to ninety (90) days probation as determined by the Public Works Supervisor. Extension of the probationary period may apply in circumstances similar to those allowed for extension of probation for a newly hired or rehired Employee.

- 9.4 It shall be the policy of the Employer to consider full-time present Employees for positions within the bargaining unit above the entry level applicants. Such positions shall be posted, and qualified full-time Employees shall be awarded the vacant position before it is filled from outside the department. If two (2) or more equally qualified Employees or applicants apply for the same position, determination of the appointment shall be made according to seniority.
- 9.5 The parties agree that any Employee promoted to a position within the city, but outside the bargaining unit, shall have a right to return without loss of seniority if the Employee does not successfully pass the probation period. Any Employee promoted to a position within the city but outside the bargaining unit shall have bargaining unit seniority rights frozen if promoted to a position within the department and may exercise "bumping rights" against less senior Employees.

ARTICLE 10 **CONSTITUTIONAL PROTECTION**

- 10.1 Employees shall have the rights guaranteed to all citizens by the United States Constitution and the Minnesota State Constitution.

ARTICLE 11 **WORK SCHEDULE**

- 11.1 The normal work year shall consist of two-thousand eighty (2,080) hours to be accounted for by each Employee through the calculation of Hours Worked:

Hours Actually Worked
Holidays
Training
Vacation
Personal Leave
Sick Leave

- 11.2 The duration of each regular shift shall be eight (8) consecutive hours per shift regularly scheduled Monday-Friday. Each shift will include a thirty (30) minute paid meal break and two (2) fifteen (15) minute rest periods in each eight hour shift, at times designated by their immediate supervisor. The Public Works Supervisor shall provide 90-day notice to Employees of any change, to the normal workday schedules, when the change is likely to last more than 30 days.
- 11.3 Nothing contained in this or any other Article shall be interpreted to be a guarantee of a minimum or maximum number of hours the Employer may assign Employees.
- 11.4 The Employer may schedule an employee to a forty (40) hour work week consisting of four (4) days of (10) hours each, providing the proper notice delineated in 11.2 is provided.

ARTICLE 12
COURT TIME

- 12.1 An Employee required to appear in Court for City Business during his/her scheduled off duty time shall receive a minimum of two (2) hours pay at one and one-half (1-1/2) times the Employee's regular rate of pay. Additional time spent in court, over the two (2) hour minimum, shall be compensated at one and one-half (1-1/2) times the Employee's regular rate of pay.
- 12.2 An Employee scheduled to appear in court for City Business during off duty hours shall receive a minimum of two (2) hours of pay at the Employee's regular rate of pay if court is cancelled without a notice by at least 4:00 p.m. the day prior to the scheduled court appearance. In addition, since his/her compensation is not for time actually worked, it shall not count in determining eligibility for overtime pursuant to Article 15.

ARTICLE 13
CALLBACK TO DUTY

- 13.1 Any Employee called back to work outside his or her regularly posted schedule, except for court appearances, shall be paid at time and one-half (1-1/2) his/her regular rate of pay for a minimum of two (2) hours. An extension or early report to a regularly scheduled shift does not qualify the Employee for the two (2) hour minimum.

ARTICLE 14
ON-CALL PAY

- 14.1 Any Employee scheduled by the Public Works Supervisor to remain On-Call, will be paid seven dollars (\$7) per hour for all hours spent in an On-Call status. The On-Call employee shall remain available at all times and be able to return to duty within 30 minutes. If an On-Call Employee is requested to return to duty, they shall be compensated in accordance with Article 13.

ARTICLE 15
OVERTIME

- 15.1 Employees shall be compensated at one and one-half (1-1/2) times the Employee's regular rate of pay for all hours worked in excess of the Employee's regularly scheduled shift or, at the Employee's choice, the equivalent amount of time off. Compensatory time off shall be allowed to accumulate to a rolling maximum bank of two hundred and forty (240) hours. Any unused compensatory time above the rolling maximum shall be paid out on the last payroll of each calendar year.
- 15.2 Overtime will be offered on the grounds of most senior to least senior bargaining unit employee. For the purpose of computing overtime compensation, overtime hours worked shall not be pyramided, compounded or paid twice for the same hours worked. Overtime shall be calculated to the nearest fifteen (15) minutes.
- 15.3 Employees who are assigned to and attend training sessions during their normally scheduled off-duty time shall receive compensatory time or pay, at the Employee's request, at straight time rates. An Employee's shift may be flexed so that training time will not result in overtime pay. Travel time will be allowed whether the Employee is attending training or traveling on a regularly scheduled day or on their scheduled day off.

For purposes of this paragraph, the time spent training shall be considered the time the training is scheduled for.

- 15.4 Mileage and meal expenses, and reimbursement, are subject to current yearly Council Reorganizational meeting.

ARTICLE 16
VACATION

- 16.1 Vacation Earning Schedule. Vacation is earned at the following rates:

	<u>Full Years of Service</u>
(80 hours – 3.08 hours per pay period)	After One (1)
(120 hours – 4.62 hours per pay period)	Five (5)
(160 hours – 6.15 hours per pay period)	Ten (10)
(200 hours – 7.69 hours per pay period)	Fifteen (15)
(240 hours – 9.23 hours per pay period)	Twenty (20)
(250 hours – 9.62 hours per pay period)	Twenty-five (25)
(260 hours – 10 hours per pay period)	Twenty-seven (27)
(270 hours – 10.38 hours per pay period)	Twenty-eight (28)
(280 hours – 10.77 hours per pay period)	Twenty-nine (29)
(290 hours – 11.15 hours per pay period)	Thirty (30)

- 16.2 Employees may request to use earned vacation leave any time after completion of their probationary period. These requests shall require supervisory approval. Requests for vacation leave must be received at least 24 hours prior to the leave. Paid holidays that occur during vacation shall not be counted as days of vacation leave. Employees who are absent because of reported illness the workday before or after scheduled vacation days, may be requested to submit a doctor's statement verifying the illness. In choosing time for vacation, preference is given to seniority.
- 16.3 Employees terminating City employment in good standing shall be compensated for any unused vacation leave accrued to the date of termination. Good standing means fourteen (14) calendar day notice of retirement or resignation.
- 16.4 Employees will be allowed to accrue vacation in the amount it is earned pursuant to Article 18.1. All increases will take place on the Employee's anniversary date of hire. Maximum vacation accrual shall not exceed two-hundred ninety (290) hours on the Employee's anniversary date.

ARTICLE 17
LEAVES OF ABSENCE

- 17.1 **Jury Duty.** If an employee is selected to serve on jury duty, the employee will provide the Employer a copy of the notification as soon as possible after receiving notification. The employee will be paid at his/her regular hourly wage for all scheduled hours missed due to jury duty up to a maximum of 120 hours. The employee will turn into the Employer the amount of jury duty pay received for scheduled hours missed. Pay received for mileage allowance.

Should any employee be released prior to the end of their scheduled shift from jury duty, they shall return to work or use personal leave time after consulting with the supervisor.

- 17.2 **Other Leaves of Absence.** Other paid and non-paid leaves of absence that occur shall require a meeting of the Union and the Employer to mutually agree to the terms and conditions of such leave.
- 17.3 Employees using paid leave time shall be considered to be working for the purpose of accruing benefits and seniority.

ARTICLE 18 **HOLIDAYS**

- 18.1 Thirteen (13) days during a calendar year shall be considered as holidays for all full-time Employees, along with one (1) Floating Holiday:

New Year's Day	Labor Day
Martin Luther King Jr. Day	Thanksgiving Day
Good Friday	Day After Thanksgiving Day
President's Day	Christmas Eve (1/2 Day)
Memorial Day	Christmas Day
Independence Day	New Year's Eve (1/2 Day)
Veterans Day	

- 18.2 **Holiday Rate of Pay:** An Employee scheduled to work on a holiday shall be compensated at one and one-half times (1.5) their regular rate of pay for eight (8) hours worked in addition to their regular holiday pay on the official holidays listed in Section 20.1. If the employee is working a ten hour (10) scheduled shift, the remaining hours will be paid at straight time. Upon their request, Employees may be compensated for holiday pay in time off equivalent to hours earned. Any remaining banked holiday time remaining on the last pay period of the year will be automatically paid out.

ARTICLE 19 **SICK LEAVE**

- 19.1 Regular full-time Employees shall earn sick leave at the rate of twelve (12) working days for each year of service (8 hours per month for a total of 96 hours per year). The resulting value shall be placed in an interest-bearing account for each individual eligible Employee. Each eligible Employee shall have his/her own account and will accrue all interest earned to his/her account. The individual Employee accounts will be set up and administered by the City of Bovey.

When an Employee utilizes sick leave, the Employee's sick leave pay will be subtracted and paid for from his/her sick leave account. In the event an Employee's sick leave account is depleted, he/she will not be eligible for further sick leave pay until earned.

Employees shall receive an updated sick leave report quarterly.

- 19.2 Sick leave may only be used to the extent that it is earned. Sick leave shall be granted in accordance with MN Statute 181.9413.

- 19.3 Employees shall notify their immediate supervisor as soon as reasonably possible of their need to use sick leave. Employees must keep their supervisor informed of the continuous need to use sick leave, if absent for more than four (4) days. If sick leave abuse is suspected, the immediate supervisor may require a doctor's note specifying the nature and duration of the illness.
- 19.4 Employees who are ill on scheduled vacation, personal day or holiday shall be paid as sick leave time. Their vacation, personal day or holiday time shall be reimbursed to the appropriate bank.
- 19.5 Leaves of more than four (4) days which may be necessary because of illness, may require the submission of a doctor's note, which must indicate the expected date of return to work.
- 19.6 Using or claiming sick leave for a purpose not authorized may be cause for disciplinary action.
- 19.7 Sick leave hours may be used to make up any difference between pay for the Employee's normal number of hours worked and Worker's Comp Insurance payments.
- 19.8 No sick leave credit will be accrued while an Employee is away from work due to an approved leave of absence, suspension, or during layoffs.
- 19.9 Upon retirement, total permanent disability, permanent layoff, or temporary layoff lasting six (6) months or longer, the Employee will be paid out at one hundred percent (100%) of all accumulated sick leave.
- 19.10 An Employee who voluntarily separates from employment will be paid out as follows. These funds shall be paid out on the last payroll issued by the City.
- Five (5) years of service to receive 25% of their accrued sick leave
Ten (10) years of service to receive 50% of their accrued sick leave
Fifteen (15) years of service to receive 75% of their accrued sick leave
Twenty (20) years of service to receive 100% of their accrued sick leave
- 19.11 An Employee who is terminated for just cause is not entitled to receive any sick leave pay out benefits.

ARTICLE 20 **WORKER'S COMPENSATION**

- 20.1 In the event an Employee receives a work-related injury and has banked sick leave, vacation, holiday time or personal days, the Employer shall pay the difference between the compensation received by the Employee from Worker's Compensation. These funds will be deducted from the Employee's accrued leave banks. It is understood that the additional payments made to the Employee over and above that paid by the Worker's Compensation shall not exceed the amount of time of which an Employee is entitled to from their accrued leave banks.

ARTICLE 21 **PERSONAL DAYS**

- 21.1 All regular full-time Employees shall receive six (6) personal days (48 hours) of leave time per calendar year. All six (6) days shall be credited to the Employee's personal leave time bank on January 1 after each year of service. All Employees hired after January 1, 2020 will no longer qualify for this provision.

- 21.2 Upon separation of employment, an Employee will be paid out 100% of all accumulated personal leave time.

ARTICLE 22 FUNERAL LEAVE

- 22.1 A maximum of three (3) days absence without loss of pay shall be allowed an Employee in the case of a death in the immediate family. Immediate family shall be defined as a brother, sister, son, daughter, stepchildren, father, mother, wife or husband, father-in-law, mother-in-law, grandparents and grandchildren of either the Employee or his spouse. The Employees may use vacation, personal leave or unpaid leave for up to two (2) additional days.

ARTICLE 23 COMPENSATION

- 23.1 **2020**
Effective January 1, 2020 the salary ranges will increase with a onetime market adjustment of \$1.00 per hour paid retroactively.

2021
Effective January 1, 2021 Employees will receive a (3%) general wage increase and \$.50 to all steps and classifications paid retroactively.

2022
Effective January 1, 2022 Employees will receive a (3%) general wage increase and \$.50 to all steps and classifications.

Current employees hired prior to 12/31/2019 shall remain on Pay Scale A. Any new employees hired after 1/1/2020 shall b start employment on Pay Scale B.

Shift Differential: Employees shall receive fifty cents (\$0.50) per hour for all hours worked between 1800-0600 hours.

The Ranges and Step Compensation for each position are attached as Appendix A.

- 23.2 The Assistant Public Works Supervisor will receive Public Works Supervisor pay only after the Public Works Supervisor has been off for forty (40) consecutive hours. Anyone employed as Assistant Public Works Supervisor shall maintain any and all appropriate licensure or obtain within two years of date of hire. This needs to be removed as the Asst Public Works Supervisor position has been dissolved.

ARTICLE 24 SEVERANCE

- 24.1 Any severance due the Employee of the bargaining unit upon separation of employment from the City from banked vacation, personal day, holiday, compensatory time, and sick leave shall be cashed out following separation of City service. In the event of the Employee's death, any severance due the Employee will be paid to their estate.

ARTICLE 25
INSURANCE FOR ACTIVE EMPLOYEES

- 25.1 The Employer will provide and pay the entire premium for life insurance in the amount of \$20,000 for each eligible Employee. If fifty-one percent (51%) of the group under the age of sixty-five (65) are willing to purchase an additional \$5,000 of life insurance and pay the premiums themselves, this option is permitted. Each Employee at age sixty-five (65) shall be provided with a \$1,500 death benefit.
- 25.2 For all Employees of the City hired on or before January 1, 2004, the Employer shall provide and pay the full cost of a single coverage health insurance plan. Employees desiring family health insurance plan coverage will be required to pay fifteen percent (15%) of the difference between the single and family health insurance plans.
- 25.3 Employees hired after January 1, 2004, will be required to pay twenty percent (20%) of either the single or family health insurance plan.
- 25.4 The Employer agrees to provide all eligible Employees with comprehensive group health insurance through the Public Employees Insurance Plan (PEIP). A Cost Level-2 Health Savings Account (HSA) shall be provided to all eligible active employees.
- a. Effective July 1, 2018, the Employer will move to the aforementioned deductible plan subsidized through Employer contributions. Effective January 1, 2020, the Employer's annual contribution to all full and part-time active employees into their HSA/HRA account shall be \$3,000 for those with single coverage and \$6,000 for those with family coverage.
 - b. The annual contribution shall occur to coincide with the insurance plan renewals, expected to occur on or about January 1st of each calendar year.
 - c. The Employer agrees to contribute no less than the agreed to amounts of the plan deductible in subsequent years unless otherwise negotiated. If any Employee is excluded due to veteran's status, the Employer will pay that Employee directly, the above listed amounts.
 - d. Deductibles for part-time qualifying Employees shall be fully funded in the same manner as full-time employees.
 - e. At the Employee's expense, supplemental policies may be purchased.
- 25.5 The Employer will provide and pay the entire premium for dental coverage under the Delta Dental Plan. Present claim allowed benefits shall not be altered unless agreed to by both parties. Negotiations may be reopened on the aforementioned, at the request of either party.
- 25.6 Life insurance, health insurance and dental insurance coverage shall be provided by the Employer during sick leave and vacation. The Employer agrees to pay for group life insurance (as stated in Article 29.1), health insurance (as stated in Article 29.2, 29.3 and 29.4), and dental insurance coverage

(as stated in Article 29.5) for all Employees who perform work during any month or are on paid sick leave, vacation, or who are unable to work due to a compensable injury.

- 25.7 It shall be understood by all parties to this Agreement, that the Employer shall provide the aforementioned insurance benefit plan coverages on a plan by plan basis, or their equivalent benefit plan coverages, and is subject to negotiations.
- 25.8 An Employee's dependent(s) may continue coverage under the health insurance plan after an active or retired Employee's death and exhaustion of all their sick leave accruals, provided, such dependent(s) shall be required to pay the full premium amount to the Employer, prior to then premium due date.

ARTICLE 26 **INSURANCE FOR RETIRED EMPLOYEES**

- 26.1 An Employee who has ten (10) or more years of employment and who retires, shall become eligible for the supplemental insurance coverage or insurance programs now in effect for the City of Bovey; provided, however, that such retired Employee is eligible for the benefits under Public Employees Retirement Association (PERA), or entitled to benefits under the Social Security Act. All Employees hired after January 1, 2008 and before January 1, 2020 shall need twelve (12) years of service to qualify for this provision. All Employees hired after January 1, 2020 will no longer qualify for this provision.
- 26.2 For any Employee who retires in accordance with PERA rules and guidelines and is not eligible for Medicare, the Employer will continue to provide health insurance coverage for the retired Employee and their dependents. Payment for such shall be as follows:
1. Should an employee elect to participate in a single plan, the employer shall pay the full single health insurance plan rate.
 2. Should the employee elect to participate in a family plan the employee shall pay 50% of the difference in cost between a single health insurance plan rate and family health insurance plan rate. The employer shall be responsible for the remainder of said health insurance plan rate.

(Example: Single plan cost: \$500.00, Family plan cost: \$1500. $\$1500 - 500 = \$1000.00 / 2 = \$500.00$ Employer contribution. \$500.00 Employee contribution)
- 26.3 The Employer agrees to provide all eligible Retirees with comprehensive group health insurance through the Public Employees Insurance Plan (PEIP). PEIP Advantage Plan Cost Level-2 Option-Early Retiree/Retiree Health Reimbursement Account (HRA) shall be provided to all retired employees.
- a. Effective July 1, 2018, the Employer will move to the aforementioned deductible plan subsidized through Employer contributions. Effective January 1, 2020, the Employer's annual contribution to all full and part-time active employees into their HSA/HRA account shall be \$3,000 for those with single coverage and \$6,000 for those with family coverage.
 - b. The annual contribution shall occur to coincide with the insurance plan renewals, expected to occur on or about January 1st of each calendar year.

- c. The Employer agrees to contribute no less than the agreed to amounts of the plan deductible in subsequent years unless otherwise negotiated. If any Employee is excluded due to veteran's status, the Employer will pay that Employee directly, the above listed amounts.
 - d. Any retired Employee shall be provided the same level of deductible contribution afforded to active employees.
 - e. At the Employee's expense, supplemental AFLAC policies may purchased.
 - f. For all retirees covered under contract language for reimbursement of prescription costs over \$0.50, the retirees HRA will be used to cover prescription costs. Should the annual prescription reimbursement costs exceed the annual HRA contribution, the City shall make additional contributions to the HRA to cover these costs.
- 26.4 Any Employee who separates from service due to a total permanent disability, shall continue to be covered by the then-existing health insurance plan covering Employees of the City of Bovey per Minnesota state statute 299A.465.
- 26.5 The Employer agrees to provide each retiree and his/her dependents who are entitled to Medicare, a supplemental health insurance plan provided by Blue Cross – Blue Shield. Such coverage shall be insurance benefit coverage that is not covered under Medicare. The Employer agrees to provide and pay the premium for such retirees and their dependents on the basis of a full single premium and fifty percent (50%) of dependency coverage. Any portion of the premium for such insurance that may be the obligation of the of the retiree, shall be paid for by the retiree.
- 26.6 All retirees and dependents that are eligible for Medicare, must enroll in Medicare.
- 26.7 An Employee's dependent(s) may continue coverage under the health insurance plan after an active or retired Employee's death and exhaustion of all their sick leave accruals, provided, such dependent(s) shall be required to pay the full premium amount to the Employer, prior to the premium due date.

ARTICLE 27
DISCRETIONARY BENEFIT PAYMENTS

- 27.1 All Employees of the bargaining unit shall be eligible to enroll in the MN Deferred Compensation Plan. Contributions are made by the Employee through payroll deductions.
- 27.2 The Employer shall provide and pay a maximum matching contribution each pay period to the Employee's Deferred Compensation Plan. The Employer shall begin matching Employee contributions commencing with the first pay period of an Employee's sixth (6th) year of service. In the event an Employee chooses not to make Employee contributions to the Deferred Compensation Plan, the Employer is under no obligation to contribute to the plan.
- After five (5) years of Service - \$50.00
After ten (10) years of Service - \$100.00
- 27.3 Any Employee hired after January 1, 2020 will receive a maximum matching contribution of fifty dollars (\$50) each pay period to the Employee's Deferred Compensation Plan, as long as the Employee contributes one-hundred dollars (\$100) each pay period in conjunction with the Employer's contribution. This provision will not commence until the Employee is no longer on probation.

ARTICLE 28
CLOTHING ALLOWANCE

- 28.1 Employer will pay up to \$300 for length of contract for work related clothing and boots for employees working in the Public Works Department.
- 28.3 Prescriptions safety glasses shall be furnished by the Employer for those Employees requiring them in the performance of their job duties.

ARTICLE 29
CITY RELATED LICENSURE

- 29.1 The City shall pay the entire fee for licenses or endorsements required for an Employee to continue to perform the duties and responsibilities of a position that Employee holds on the date the licensing requirement becomes effective. The City shall pay the entire fee for renewal of licenses or endorsements required for the position the Employee holds, except that the city shall not pay the cost of renewal of a driver's license or any endorsement thereto, and shall not pay fees necessary to meet a promotional requirement or original appointment.

ARTICLE 30
CITY COUNCIL MEETING ATTENDANCE

- 30.1 It will be required that the Public Works Supervisor or Designee will attend one regular City Council meeting per month.

ARTICLE 31
COMPLETE AGREEMENT AND WAIVER OF BARGAINING

- 31.1 This agreement shall represent the complete Agreement between AFSCME Council 65 Local 456 and the Employer. The parties acknowledge that during the negotiations which resulted in this agreement, each had the right and opportunity to make requests and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that complete understandings and agreements arrived at by the parties after the exercise of the right and opportunity are set forth in this agreement.

ARTICLE 3
DURATION

33.1 Except as herein provided, this agreement shall be effective January 1, 2020, and shall continue in full force and effect until December 31, 2022, and thereafter until modified or amended by mutual agreement of the parties. Either party desiring to amend or modify this agreement shall notify the other in writing by August 1st of the year in which modifications are desired, so as to comply with the provisions of the Public Employment Labor Relations Act of 1971, as amended.

AFSCME Council 65, AFL-CIO – LOCAL #456

Labor Representative

Date

Steward

Date

CITY OF BOVEY

Mayor

Date

Mayor Pro-Temp

Date

APPENDIX A

WAGE SCALE.

CURRENT 2019 WAGES

*For the purposes of this Agreement, years of service shall mean years of service with the City.

City of Bovey Wage - Step Plan	Start	6 Month	12 Month	18 Month	2 Years
2019	91.69%	93.77%	95.81%	97.92%	Full
PW SUPERVISOR	\$23.84	\$24.38	\$24.91	\$25.46	\$26.00
ASST PW SUPERVISOR	\$21.01	\$21.54	\$22.08	\$22.61	\$23.15
FT LABORER	\$16.66	\$17.19	\$17.73	\$18.26	\$18.80
PT LABORER	\$12.34	\$12.85	\$13.36	\$13.87	\$14.38

The following annual rates shall be effective for 2020-2022

City of Bovey Wage - Step Plan	Start	2 nd Year	3 rd Year	4 th Year	5 th Year	10 th Year	20 th Year
2020 PERCENT STEP	80%	82%	84%	86%	90%	96%	Full
PW SUPERVISOR	\$24.75	\$25.37	\$25.99	\$26.61	\$27.85	\$29.70	\$30.94
ASST PW SUPERVISOR	\$22.45	\$23.01	\$23.57	\$24.13	\$25.25	\$26.94	\$28.06
LABORER	\$19.55	\$20.04	\$20.53	\$21.02	\$22.00	\$23.46	\$24.44
PT LABORER	\$13.69	\$14.03	\$14.37	\$14.71	\$15.40	\$16.43	\$17.11

2021 PERCENT STEP	80%	82%	84%	86%	90%	96%	Full
PW SUPERVISOR	\$25.49	\$26.13	\$26.77	\$27.41	\$28.68	\$30.59	\$31.87
ASST PW SUPERVISOR	\$23.12	\$23.70	\$24.28	\$24.86	\$26.01	\$27.75	\$28.90
LABORER	\$20.14	\$20.64	\$21.15	\$21.65	\$22.66	\$24.17	\$25.17
PT LABORER	\$14.10	\$14.45	\$14.80	\$15.16	\$15.86	\$16.92	\$17.62

2022 PERCENT STEP	80%	82%	84%	86%	90%	96%	Full
PW SUPERVISOR	\$26.26	\$26.92	\$27.57	\$28.23	\$29.54	\$31.51	\$32.82
ASST PW SUPERVISOR	\$23.82	\$24.41	\$25.01	\$25.60	\$26.79	\$28.58	\$29.77
LABORER	\$20.74	\$21.26	\$21.78	\$22.30	\$23.34	\$24.89	\$25.93
PT LABORER	\$14.52	\$14.88	\$15.25	\$15.61	\$16.34	\$17.43	\$18.15

As of 12/31/2020

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	316,070.99	949,594.64	0.00	11,410.40	836,581.86	0.00	210.00	440,284.17	0.00	440,284.17
SPECIAL REVENUE FUNDS (201 through 299)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Petty Cash - Clerk	64.52	0.00	0.00	0.00	0.00	0.00	0.00	64.52	0.00	64.52
Gambling Funds	731.81	519.06	0.00	0.00	500.00	0.00	0.00	750.87	0.00	750.87
Tac Prod Tax - Fire Collaboration	(112,490.83)	0.00	0.00	112,490.83	0.00	0.00	0.00	0.00	0.00	0.00
CBT Sewer Savings	44,166.71	0.00	0.00	0.00	36,168.13	0.00	0.00	7,998.58	0.00	7,998.58
Refuse Savings	129,033.00	0.00	0.00	0.00	0.00	0.00	112,490.83	16,542.17	0.00	16,542.17
City Beautification	3,904.51	1,790.00	0.00	0.00	1,200.00	0.00	0.00	4,494.51	0.00	4,494.51
Library	19,827.16	33,231.08	0.00	0.00	31,206.17	0.00	0.00	21,852.07	0.00	21,852.07
Sweeper Fund	37,919.49	1,479.77	0.00	210.00	23,765.56	0.00	0.00	15,843.70	0.00	15,843.70
DEED SCDP PROGRAM	0.00	67,878.47	0.00	0.00	50,831.57	0.00	0.00	17,046.90	0.00	17,046.90
Playground Equipment Fundraiser	3,087.30	500.00	0.00	0.00	250.00	0.00	0.00	3,337.30	0.00	3,337.30
Playground Petty Cash	0.00	250.00	0.00	0.00	0.00	0.00	0.00	250.00	0.00	250.00
DEBT SERVICE FUNDS (301 through 399)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2014A GO WATER REV BONDS	3,267.23	0.00	0.00	30,265.74	29,634.85	0.00	0.00	3,898.12	0.00	3,898.12
2016A GO REFUNDING BONDS	193,664.65	42,884.06	0.00	94,580.46	152,152.06	0.00	0.00	178,977.11	0.00	178,977.11
CAPITAL PROJECT FUNDS (401 through 499)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
General Capital Projects	69,046.81	13,861.89	0.00	0.00	5,853.46	0.00	0.00	77,055.24	0.00	77,055.24
Water	180,750.30	155,039.78	0.00	0.00	46,586.35	0.00	58,958.44	230,245.29	0.00	230,245.29
Sewage Collection and Disposal	200,109.72	277,710.97	0.00	0.00	159,019.95	0.00	65,887.76	252,912.98	0.00	252,912.98
Refuse or Garbage Collection	59,065.16	73,911.04	0.00	0.00	75,400.92	0.00	0.00	57,575.28	0.00	57,575.28
FIDUCIARY FUNDS (801 through 899)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sick Leave 975859 - Hollom	2,613.52	2.52	0.00	1,770.99	1,585.20	0.00	0.00	2,801.83	0.00	2,801.83
Sick Leave 975856 - Lawson	8,412.35	1.22	0.00	223.44	8,637.01	0.00	0.00	0.00	0.00	0.00
Sick Leave 975850 - Odden	17,203.56	20.61	0.00	517.92	0.00	0.00	0.00	17,742.09	0.00	17,742.09
Sick Leave 975862 - McCartney	1,429.61	1.85	0.00	447.02	277.80	0.00	0.00	1,600.68	0.00	1,600.68

Sick Leave 976015 - DeGuiseppe	6,198.06	7.20	0.00	371.34	987.38	0.00	0.00	5,589.22	0.00	5,589.22
Sick Leave 976030 - Hoshal	5,024.72	4.24	0.00	298.65	1,767.20	0.00	0.00	3,560.41	0.00	3,560.41
Petty Cash - Police	100.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	100.00
Total :	1,189,200.35	1,618,688.40	0.00	252,586.79	1,462,405.47	0.00	237,547.03	1,360,523.04	0.00	1,360,523.04

SCHEDULE 2

As Of: As of 12/31/2020

100: General Fund

Receipts:

Taxes

Current Ad Valorem Taxes	215,975.25	
Delinquent Ad Valorem Taxes	8,201.79	
Fiscal Disparities	150,974.57	
Delinquent Fiscal Disparities	8,866.83	
Taconite Credit nonTIF	32,410.53	
Unmined Taconite NTC	114.53	
Penalties and Interest on Ad valorem Taxes	1,547.04	
Total		418,090.54

Licenses and Permits

ALCOHOL AND TOBACCO LICENSE	1,653.67	
Animal Licenses	25.00	
Total		1,678.67

Intergovernmental Revenues (IGR)

Excise Tax Refund	821.00	
Fed Grant - CARES	59,971.00	
Local Government Aid	296,191.00	
Taconite Production Tax	81,566.00	
Police Training Reimbursement	2,119.00	
Other State Grants	373.26	
Police State Aid	18,902.07	
MN Historical Society Grant	10,000.00	
Total		469,943.33

Charges for Services

City/Town Hall Rent	1,665.00	
Accident Reports	10.34	
Street Light Charges	21,792.55	
ROAD MAINTENANCE AGREEMENT	11,110.00	
Total		34,577.89

Fines and Forfeits

Court Fines	3,768.90	
Forfeits	1,000.00	
Total		4,768.90

Miscellaneous

Refunds & Reimbursements	19,166.06	
FILING FEE	8.00	
RECYCLING	163.60	
Interest Earning	1,197.65	
Total		20,535.31

Total Receipts**949,594.64**

Other Financing Sources:

Transfers from other Funds	11,410.40	
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Disbursements:

General Government

SCHEDULE 2

As Of: As of 12/31/2020

100: General Fund (Continued)

Disbursements: (Continued)

General Government (Continued)

Council/Town Board- Current	12,945.24	
Mayor- Current	3,875.40	
Elections- Current	1,718.12	
Clerk- Current	40,396.87	
Treasurer- Current	239.45	
City/Town Attorney- Current	2,669.15	
General Government Buildings and Plant- Current	76,359.05	
EMPLOYEE/RETIREE BENEFITS- Current	21,345.20	
Other General Government - CARES- Current	62,848.78	
Election Exp - CARES- Current	350.09	
Total		222,747.35

Public Safety

Patrol- Current	257,052.97	
Police Training- Current	713.26	
Fire Administration- Current	41,650.00	
Fire Stations and Buildings- Current	2,500.00	
Other Public Safety - CARES- Current	235.30	
Total		302,151.53

Public Works

STREETS, SIDEWALKS, CURBS- Current	223,529.06	
STREETS, SIDEWALKS, CURBS- Capital Outlay	39,579.32	
Street Lighting- Current	25,175.51	
Total		288,283.89

Culture and Recreation

Culture-Recreation Administration- Current	23,361.29	
Total		23,361.29

Miscellaneous Expenditures

CARES Expenses - (Enterprise Funds)- Current	37.80	
Total		37.80

Total Disbursements**836,581.86**

Other Financing Uses:

Transfers to other Funds	210.00	
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SCHEDULE 2

As Of: As of 12/31/2020

200: SPECIAL REVENUE FUNDS (201 through 299)

Receipts:

Total Receipts

0.00

Other Financing Sources:

Disbursements:

Total Disbursements

0.00

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

204: Petty Cash - Clerk

Receipts:

Total Receipts

0.00

Other Financing Sources:

Disbursements:

Total Disbursements

0.00

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

205: Petty Cash - Police

Receipts:

Total Receipts

0.00

Other Financing Sources:

Disbursements:

Total Disbursements

0.00

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

206: Gambling Funds

Receipts:

Taxes

Gambling Tax

519.06

Total

519.06

Total Receipts

519.06

Other Financing Sources:

Disbursements:

Public Safety

Fire Stations and Buildings- Current

500.00

Total

500.00

Total Disbursements

500.00

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

207: Tac Prod Tax - Fire Collaboration

Receipts:

Total Receipts

0.00

Other Financing Sources:

Transfers from other Funds

112,490.83

Disbursements:

Total Disbursements

0.00

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

208: CBT Sewer Savings

Receipts:

Total Receipts

0.00

Other Financing Sources:

Disbursements:

Miscellaneous Expenditures

Sewer Utilities - Administration and General- Current

36,168.13

Total

36,168.13

Total Disbursements

36,168.13

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

209: Refuse Savings

Receipts:

Total Receipts

0.00

Other Financing Sources:

Disbursements:

Total Disbursements

0.00

Other Financing Uses:

Transfers to other Funds

112,490.83

SCHEDULE 2

As Of: As of 12/31/2020

210: City Beautification

Receipts:

Miscellaneous

Contributions and Donations from Private Sources

1,790.00

Total

1,790.00

Total Receipts

1,790.00

Other Financing Sources:

Disbursements:

General Government

General Government Buildings and Plant- Current

1,200.00

Total

1,200.00

Total Disbursements

1,200.00

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

211: Library

Receipts:

Taxes

Current Ad Valorem Taxes	16,008.37	
Delinquent Ad Valorem Taxes	861.31	
Fiscal Disparities	11,201.69	
Delinquent Fiscal Disparities	828.08	
Taconite Credit nonTIF	2,397.15	
Unmined Taconite NTC	8.48	
Total		<u>31,305.08</u>

Charges for Services

Regional System	1,826.00	
Total		<u>1,826.00</u>

Miscellaneous

Contributions and Donations from Private Sources	100.00	
Total		<u>100.00</u>

Total Receipts		<u>33,231.08</u>
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Other Financing Sources:

Disbursements:

Culture and Recreation

Library Administration- Current	29,580.06	
Circulation- Current	175.00	
Circulation- Capital Outlay	733.44	
Periodicals- Current	652.44	
LIBRARY PROGRAMS- Current	65.23	
Total		<u>31,206.17</u>

Total Disbursements		<u>31,206.17</u>
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Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

214: Sweeper Fund

Receipts:

Charges for Services

Sweeper use agreement

1,479.77

Total

1,479.77

Total Receipts

1,479.77

Other Financing Sources:

Transfers from other Funds

210.00

Disbursements:

General Government

General Government Buildings and Plant- Current

23,765.56

Total

23,765.56

Total Disbursements

23,765.56

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

215: DEED SCDP PROGRAM

Receipts:

Intergovernmental Revenues (IGR)

Other State Grants

50,831.57

Total

50,831.57

Miscellaneous

Refunds & Reimbursements

17,046.90

Total

17,046.90

Total Receipts

67,878.47

Other Financing Sources:

Disbursements:

General Government

General Government Buildings and Plant- Current

50,831.57

Total

50,831.57

Total Disbursements

50,831.57

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

216: Playground Equipment Fundraiser

Receipts:

Miscellaneous

Contributions and Donations from Private Sources

500.00

Total

500.00

Total Receipts

500.00

Other Financing Sources:

Disbursements:

Public Works

STREETS, SIDEWALKS, CURBS- Current

250.00

Total

250.00

Total Disbursements

250.00

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

217: Playground Petty Cash

Receipts:

Miscellaneous

Refunds & Reimbursements

250.00

Total

250.00

Total Receipts

250.00

Other Financing Sources:

Disbursements:

Total Disbursements

0.00

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

300: DEBT SERVICE FUNDS (301 through 399)

Receipts:

Total Receipts

0.00

Other Financing Sources:

Disbursements:

Total Disbursements

0.00

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

306: 2014A GO WATER REV BONDS

Receipts:

Total Receipts

0.00

Other Financing Sources:

Transfers from other Funds

30,265.74

Disbursements:

Debt Service

Bond Principal- Current

28,000.00

REFUNDS & REIMBURSEMENTS- Current

9.85

Interest - Bonds- Current

1,625.00

Total

29,634.85

Total Disbursements

29,634.85

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

307: 2016A GO REFUNDING BONDS

Receipts:

Taxes

Current Ad Valorem Taxes	12,924.11	
Delinquent Ad Valorem Taxes	1,159.91	
Fiscal Disparities	9,069.89	
Delinquent Fiscal Disparities	1,043.58	
Taconite Credit nonTIF	1,923.11	
Unmined Taconite NTC	6.80	
Principal on Special Assessments	15,703.75	
Total		41,831.15
Total Receipts		41,831.15

Other Financing Sources:

Transfers from other Funds	94,580.46
Proceeds For General Long Term Debt	1,052.91

Disbursements:

Debt Service

Bond Principal- Current	125,000.00	
REFUNDS & REIMBURSEMENTS- Current	29.56	
Interest - Bonds- Current	26,192.50	
Fiscal Agent's Fees- Current	930.00	
Total		152,152.06
Total Disbursements		152,152.06

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

400: CAPITAL PROJECT FUNDS (401 through 499)

Receipts:

Total Receipts

_____ 0.00

Other Financing Sources:

Disbursements:

Total Disbursements

_____ 0.00

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

401: General Capital Projects

Receipts:

Taxes

Principal on Special Assessments

1,916.68

Total

1,916.68

Miscellaneous

Capital Improvement Charge on Utility Bill

11,945.21

Total

11,945.21

Total Receipts

13,861.89

Other Financing Sources:

Disbursements:

Public Works

STREETS, SIDEWALKS, CURBS- Current

5,850.00

Total

5,850.00

Debt Service

REFUNDS & REIMBURSEMENTS- Current

3.46

Total

3.46

Total Disbursements

5,853.46

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

601: Water

Receipts:

Proprietary Fund Revenues

Rate Class I	94,385.92	
Water Sales Tax	1,040.51	
Penalties and Forfeited Discounts	3,411.46	
Total		<u>98,837.89</u>
Total Receipts		<u>98,837.89</u>

Other Financing Sources:

Proceeds For General Long Term Debt	56,201.89
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Disbursements:

Miscellaneous Expenditures

Water Utilities - Administration and General- Current	46,586.35	
Total		<u>46,586.35</u>
Total Disbursements		<u>46,586.35</u>

Other Financing Uses:

Transfers to other Funds	58,958.44
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SCHEDULE 2

As Of: As of 12/31/2020

602: Sewage Collection and Disposal

Receipts:

Miscellaneous

Refunds & Reimbursements

249.15

Total

249.15

Proprietary Fund Revenues

Rate Class I

203,236.49

Dumpstation

2,169.56

Penalties and Forfeited Discounts

3,411.46

Total

208,817.51**Total Receipts****209,066.66**

Other Financing Sources:

Proceeds For General Long Term Debt

68,644.31

Disbursements:

Miscellaneous Expenditures

Sewer Utilities - Administration and General- Current

159,019.95

Total

159,019.95**Total Disbursements****159,019.95**

Other Financing Uses:

Transfers to other Funds

65,887.76

SCHEDULE 2

As Of: As of 12/31/2020

603: Refuse or Garbage Collection

Receipts:

Proprietary Fund Revenues

Refuse Late Penalties	3,184.35	
Customer Charges	64,028.20	
Refuse Sales Tax	6,698.49	
Total		73,911.04
Total Receipts		73,911.04

Other Financing Sources:

Disbursements:

Public Works

STREETS, SIDEWALKS, CURBS- Current	134.99	
Total		134.99

Miscellaneous Expenditures

Refuse Utilities - Administration and General- Current	75,265.93	
Total		75,265.93
Total Disbursements		75,400.92

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

800: FIDUCIARY FUNDS (801 through 899)

Receipts:

Total Receipts

0.00

Other Financing Sources:

Disbursements:

Total Disbursements

0.00

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

801: Sick Leave 975859 - Hollom

Receipts:

Miscellaneous

Interest Earning

2.52

Total

2.52

Total Receipts

2.52

Other Financing Sources:

Transfers from other Funds

1,770.99

Disbursements:

Public Safety

Patrol- Current

1,585.20

Total

1,585.20

Total Disbursements

1,585.20

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

803: Sick Leave 975856 - Lawson

Receipts:

Miscellaneous

Interest Earning

1.22

Total

1.22

Total Receipts

1.22

Other Financing Sources:

Transfers from other Funds

223.44

Disbursements:

Public Safety

Patrol- Current

8,637.01

Total

8,637.01

Total Disbursements

8,637.01

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

804: Sick Leave 975850 - Odden

Receipts:

Miscellaneous

Interest Earning

20.61

Total

20.61

Total Receipts

20.61

Other Financing Sources:

Transfers from other Funds

517.92

Disbursements:

Total Disbursements

0.00

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

805: Sick Leave 975862 - McCartney

Receipts:

Miscellaneous

Interest Earning

1.85

Total

1.85

Total Receipts

1.85

Other Financing Sources:

Transfers from other Funds

447.02

Disbursements:

Public Works

STREETS, SIDEWALKS, CURBS- Current

277.80

Total

277.80

Total Disbursements

277.80

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

806: Sick Leave 976015 - DeGuseppi

Receipts:

Miscellaneous

Interest Earning

7.20

Total

7.20

Total Receipts

7.20

Other Financing Sources:

Transfers from other Funds

371.34

Disbursements:

General Government

Clerk- Current

347.38

Total

347.38

Debt Service

REFUNDS & REIMBURSEMENTS- Current

640.00

Total

640.00

Total Disbursements

987.38

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2020

807: Sick Leave 976030 - Hoshal

Receipts:

Miscellaneous

Interest Earning

4.24

Total

4.24

Total Receipts

4.24

Other Financing Sources:

Transfers from other Funds

298.65

Disbursements:

Public Works

STREETS, SIDEWALKS, CURBS- Current

1,767.20

Total

1,767.20

Total Disbursements

1,767.20

Other Financing Uses:

Water

STATEMENT OF REVENUES AND EXPENSES

For the Year Ended December 31, 2020

Operating Revenues	
Rate Class I	94,385.92
Water Sales Tax	1,040.51
Penalties and Forfeited Discounts	3,411.46
Total Operating Revenues	<u>98,837.89</u>
Operating Expenses	
Water Utilities - Administration and General	46,586.35
Total Operating Expenses	<u>46,586.35</u>
Operating Income (Loss)	52,251.54
Nonoperating Revenue (Expenses)	
Total Nonoperating Revenues (Expenses)	<u> </u>
Net Income (Loss) Before Operating Transfers	52,251.54
Transfers From Other Funds	0.00
Transfers To Other Funds	58,958.44
Net Income	<u>(6,706.90)</u>

Sewage Collection and Disposal

STATEMENT OF REVENUES AND EXPENSES

For the Year Ended December 31, 2020

Operating Revenues	
Rate Class I	203,236.49
Dumpstation	2,169.56
Penalties and Forfeited Discounts	3,411.46
Total Operating Revenues	<u>208,817.51</u>
Operating Expenses	
Sewer Utilities - Administration and General	159,019.95
Total Operating Expenses	<u>159,019.95</u>
Operating Income (Loss)	49,797.56
Nonoperating Revenue (Expenses)	
Refunds & Reimbursements	249.15
Total Nonoperating Revenues (Expenses)	<u>249.15</u>
Net Income (Loss) Before Operating Transfers	50,046.71
Transfers From Other Funds	0.00
Transfers To Other Funds	65,887.76
Net Income	<u>(15,841.05)</u>

Refuse or Garbage Collection

STATEMENT OF REVENUES AND EXPENSES

For the Year Ended December 31, 2020

Operating Revenues

Refuse Late Penalties	3,184.35
Customer Charges	64,028.20
Refuse Sales Tax	6,698.49
Total Operating Revenues	<u>73,911.04</u>

Operating Expenses

Refuse Utilities - Administration and General	75,265.93
Total Operating Expenses	<u>75,265.93</u>

Operating Income (Loss)

(1,354.89)

Nonoperating Revenue (Expenses)

STREETS, SIDEWALKS, CURBS	(134.99)
Total Nonoperating Revenues (Expenses)	<u>(134.99)</u>

Net Income (Loss) Before Operating Transfers

(1,489.88)

Transfers From Other Funds

0.00

Transfers To Other Funds

0.00

Net Income

(1,489.88)

CITY OF BOVEY

Water

Statement of Cash Flows

For the Year Ended December 31, 2020

Cash Flows From Operating Activities

Rate Class I	94,385.92
Water Sales Tax	1,040.51
Penalties and Forfeited Discounts	3,411.46
Water Utilities - Administration and General	(46,586.35)
Net Cash Provided (Used) for Operating Activities	52,251.54

Cash Flows From Noncapital Financing Activities

Transfer to Bond Fund	(58,958.44)
Net Cash Provided (Used) for Noncapital Financing Activities	(58,958.44)

Cash Flows From Capital and Related Financing Activities

General Obligation Bond Proceeds	56,201.89
Net Cash Provided (Used) for Capital and Related Financing Activities	56,201.89

Cash Flows From Investing Activities

Net Cash Provided (Used) for Investing Activities	0.00
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Net Increase (Decrease) in Cash and Cash Equivalents	49,494.99
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Cash and Cash Equivalents, January 1	180,750.30
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Cash and Cash Equivalents, December 31	230,245.29
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CITY OF BOVEY

Sewage Collection and Disposal

Statement of Cash Flows

For the Year Ended December 31, 2020

Cash Flows From Operating Activities

Rate Class I	203,236.49
Dumpstation	2,169.56
Penalties and Forfeited Discounts	3,411.46
Sewer Utilities - Administration and General	(159,019.95)
Net Cash Provided (Used) for Operating Activities	<u>49,797.56</u>

Cash Flows From Noncapital Financing Activities

Transfer to Bond Fund	(65,887.76)
Net Cash Provided (Used) for Noncapital Financing Activities	<u>(65,887.76)</u>

Cash Flows From Capital and Related Financing Activities

General Obligation Bond Proceeds	68,644.31
Net Cash Provided (Used) for Capital and Related Financing Activities	<u>68,644.31</u>

Cash Flows From Investing Activities

Refunds & Reimbursements	249.15
Net Cash Provided (Used) for Investing Activities	<u>249.15</u>

Net Increase (Decrease) in Cash and Cash Equivalents	52,803.26
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Cash and Cash Equivalents, January 1	200,109.72
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Cash and Cash Equivalents, December 31	<u><u>252,912.98</u></u>
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CITY OF BOVEY

Refuse or Garbage Collection

Statement of Cash Flows

For the Year Ended December 31, 2020

Cash Flows From Operating Activities

Refuse Late Penalties	3,184.35
Customer Charges	64,028.20
Refuse Sales Tax	6,698.49
STREETS, SIDEWALKS, CURBS	(134.99)
Refuse Utilities - Administration and General	(75,265.93)
Net Cash Provided (Used) for Operating Activities	(1,489.88)

Cash Flows From Noncapital Financing Activities

Net Cash Provided (Used) for Noncapital Financing Activities	0.00
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Cash Flows From Capital and Related Financing Activities

Net Cash Provided (Used) for Capital and Related Financing Activities	0.00
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Cash Flows From Investing Activities

Net Cash Provided (Used) for Investing Activities	0.00
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Net Increase (Decrease) in Cash and Cash Equivalents	(1,489.88)
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Cash and Cash Equivalents, January 1	59,065.16
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Cash and Cash Equivalents, December 31	57,575.28
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CITY OF BOVEY
STATEMENT OF INDEBTEDNESS
For The Year Ended December 31, 2020

Bonded Indebtedness	Interest Rate	Issue Date	Final Maturity Date	Outstanding Jan 1, 2020	Issued in 2020	Paid in 2020	Outstanding Dec 31, 2020
General Obligation*							
				\$0.00	\$0.00	\$0.00	0.00
TotalGeneral Obligation*				\$0.00	\$0.00	\$0.00	0.00
Tax Increment Bonds							
				\$0.00	\$0.00	\$0.00	0.00
TotalTax Increment Bonds				\$0.00	\$0.00	\$0.00	0.00
Special Assessment Bonds							
2001 GO IMPROVEMENT BONDS	0.00	10/01/2001	02/01/2017	\$0.00	\$0.00	\$0.00	0.00
2009B GO IMP BONDS	0.00	08/05/2009	02/01/2030	\$0.00	\$0.00	\$0.00	0.00
TotalSpecial Assessment Bonds				\$0.00	\$0.00	\$0.00	0.00
General Obligation Revenue Bonds							
2004 GO SEWER & WATER REVENUE BONDS	0.00	04/01/2004	02/01/2020	\$0.00	\$0.00	\$0.00	0.00
2009A GO SEWER & WATER REV BONDS	0.00	08/05/2009	02/01/2030	\$0.00	\$0.00	\$0.00	0.00
2014A GO WATER REVENUE	0.00	11/03/2014	02/01/2022	\$72,000.00	\$0.00	\$28,000.00	44,000.00
SERIES 2016A GO REFUNDING BONDS	1.00	04/01/2016	02/01/2030	\$1,225,000.00	\$0.00	\$125,000.00	1,100,000.00
TotalGeneral Obligation Revenue Bonds				\$1,297,000.00	\$0.00	\$153,000.00	1,144,000.00
Revenue Bonds							
				\$0.00	\$0.00	\$0.00	0.00
TotalRevenue Bonds				\$0.00	\$0.00	\$0.00	0.00
Total Bonded Indebtedness				\$1,297,000.00	\$0.00	\$153,000.00	1,144,000.00
Other Long Term Debt							
2020 FORD F350	3.90	08/26/2020	08/26/2025	\$0.00	\$45,444.03	\$2,757.10	42,686.93
DODGE RAM POLICE TRUCK	3.90	06/09/2015	06/09/2020	\$0.00	\$0.00	\$0.00	0.00
JOHN DEERE LOADER	5.75	12/15/2016	12/31/2019	\$115,636.80	\$0.00	\$7,511.12	108,125.68
TotalOther Long Term Debt				\$115,636.80	\$45,444.03	\$10,268.22	150,812.61
Short Term Debt							
				\$0.00	\$0.00	\$0.00	0.00
TotalShort Term Debt				\$0.00	\$0.00	\$0.00	0.00

CITY OF BOVEY
 STATEMENT OF INDEBTEDNESS
 For The Year Ended December 31, 2020

<u>Bonded Indebtedness</u>	<u>Interest Rate</u>	<u>Issue Date</u>	<u>Final Maturity Date</u>	<u>Outstanding Jan 1, 2020</u>	<u>Issued in 2020</u>	<u>Paid in 2020</u>	<u>Outstanding Dec 31, 2020</u>
				<u>\$1,412,636.80</u>	<u>\$45,444.03</u>	<u>\$163,268.22</u>	<u>1,294,812.61</u>
				[a]		[b]	[c]

Note:

[*] Special Assessment Bonds and Revenue Bonds with General Obligation backing should not be classified as General Obligation Bonds.

[a] The Jan, 1 balance should agree with the Dec. 31 balance of the prior year.

[b] Amounts paid should agree with the amounts shown as principal paid on Schedule 2 and 4.

[c] Bonds Maturing January 1, which are paid on or before December 31, should not be included in the balance outstanding at December 31

For the period : 1/1/2020 To 12/31/2020

Investment Type	Description	Beginning Balance	Date	Deposits	Withdrawals	Ending Balance
	Total			0.00	0.00	0.00
	Total All Investments			0.00	0.00	0.00

As of As of 12/31/2020

Personal Services

AFLAC	11,197.26
AFSCME COUNCIL 65	2,763.79
AFSCME PEOPLE	105.00
BCBS - SUPPLEMENTAL	14,952.00
BRIAN MCCARTNEY	69.99
City of Bovey - General Fund	11,410.40
CITY OF BOVEY - Sick Leave	2,326.16
CITY OF COLERAINE	2,933.43
CNA SURETY	350.00
FURTHER	31,651.50
GENERAL FUND	1,204.19
HOLLUM SICK ACCT	1,303.20
Internal Revenue Service	61,702.76
L & M SUPPLY, INC	134.99
LAW ENFORCEMENT LABOR SERVICES	496.00
LEAGUE OF MN CITIES INSURANCE TRUST	34,364.00
MEDICO LIFE AND HEALTH INSURANCE CO	625.50
MN DEPT OF HUMAN SERVICES	3,121.24
MN PEIP	74,468.80
MN REVENUE	12,472.78
MN REVENUE - SALES TAX	7,735.00
MN UI FUND	1,097.37
MSRS	20,005.65
MSRS - HCSP	104.46
NORTHEAST SERVICE COOPERATIVE	4,716.00
Payroll Period Ending 01/03/2020	10,844.96
Payroll Period Ending 01/17/2020	10,575.64
Payroll Period Ending 01/31/2020	9,777.73
Payroll Period Ending 02/14/2020	9,810.89
Payroll Period Ending 02/28/2020	8,405.21
Payroll Period Ending 03/13/2020	8,861.91
Payroll Period Ending 03/27/2020	7,968.10
Payroll Period Ending 04/10/2020	8,508.86
Payroll Period Ending 04/24/2020	7,857.02
Payroll Period Ending 05/08/2020	12,611.68
Payroll Period Ending 05/22/2020	8,082.05
Payroll Period Ending 06/05/2020	7,267.54
Payroll Period Ending 06/23/2020	7,121.84
Payroll Period Ending 07/03/2020	6,120.85
Payroll Period Ending 07/17/2020	7,262.07
Payroll Period Ending 07/31/2020	7,772.66
Payroll Period Ending 08/14/2020	9,536.28
Payroll Period Ending 08/28/2020	8,281.42
Payroll Period Ending 09/11/2020	9,682.24
Payroll Period Ending 09/25/2020	8,444.71
Payroll Period Ending 10/09/2020	9,084.11
Payroll Period Ending 10/23/2020	9,366.85
Payroll Period Ending 11/06/2020	10,016.96

As of As of 12/31/2020

Personal Services (Continued)

Payroll Period Ending 11/20/2020	9,839.59
Payroll Period Ending 12/04/2020	8,928.44
Payroll Period Ending 12/18/2020	9,116.11
PERA	58,913.17
WILLIAM HOLLUM	4,450.00

Supplies

AMERICAN BANK OF THE NORTH	14,435.34
APPLE INC	6,230.00
ASPIRE HEATING & COOLING INC	39,286.00
ASV, LLC	927.59
AXON ENTERPRISE, INC	1,185.00
BEIER'S GREENHOUSE INC	1,200.00
BOB'S COUNTRY MARKET	50.45
BOVEY BAIT, INC	7,834.87
BTC INC	4,075.00
BURGGRAF'S ACE HARDWARE	534.83
COLE HARDWARE	296.06
CORE & MAIN	655.84
CW TECHNOLOGY	5,716.67
DEMCO	89.22
FLOW MEASUREMENT & CONTROL	1,110.00
HAWKINS, INC	463.29
HAWKINSON SAND AND GRAVEL	722.80
HILLYARD/HUTCHINSON	237.43
HOPKINS ELECTRIC	8,300.00
ITASCA COUNTY TRANSPORTATION DEPT	1,980.00
JIM OHMAN	120.00
KURITA AMERICA INC	861.93
L & M SUPPLY, INC	2,352.72
LAKE WOODS CHRYSLER DODGE JEEP	79.77
LITTLE FALLS MACHINE INC	183.30
Mackley's Auto Repair	15,056.86
MACQUEEN EQUIPMENT INC	703.09
MARTIN'S SNOWPLOW & EQUIPMENT	359.17
MCCOY CONSTRUCTION & FORESTRY	5,829.29
MN DEPT OF LABOR AND INDUSTRY	30.00
NAPA AUTO PARTS	1,195.83
NORTHERN BUSINESS PRODUCTS	113.97
NORTHERN LIGHTS TRUCK	400.99
POKEGAMA LAWN & SPORT	299.24
QUALITY FLOW SYSTEMS, INC	100.00
RANGE BOTTLE GAS	27.00
RANGE WATER CONDITIONING	480.00
RJ'S MARKET & LIQUOR INC	1,574.08
ROBIN GOODRICH	86.01
SCHWARTZ REDI-MIX	14.10
SHERWIN WILLIAMS CO	158.58
SOFTLINE DATA INC	660.00

As of As of 12/31/2020

Supplies (Continued)

TACTICAL SOLUTIONS	34.00
TARA DEGUISEPI	29.99
TOTAL CONTROL SYSTEMS, INC	8,630.13
TREASURE BAY PRINTING	34.00
VICTOR LUNDEEN COMPANY	365.91
WILLIAM HOLLOW - PETTY CASH	20.00

Other Services and Charges

AMERICAN BANK OF THE NORTH	2,013.83
APG MEDIA OF MN, LLC	234.00
ARROWHEAD LIBRARY SYSTEM	175.00
BLUESTEM HERITAGE GROUP	450.00
BOLTON & MENK INC	24,364.50
BRAUN INTERTEC CORP	5,850.00
CASPER CONSTRUCTION INC	14,481.06
CITY OF COLERAINE	1,750.00
D & S STUMP GRINDING	525.00
DEREK VEKICH	300.00
DULUTH NEWS TRIBUNE	201.76
DVS RENEWAL	96.25
FLEETSCREEN LTD	366.55
GOPHER STATE ONE CALL	126.95
GRAND RAPIDS HERALD REVIEW	70.00
IMMENSE IMPACT LLC	549.45
ITASCA COUNTY AUDITOR/TREASURER	181.66
ITASCA COUNTY RECORDER	92.00
ITASCA COUNTY TRANSPORTATION DEPT	91.08
ITASCA GUN CLUB	75.00
JOHN P DIMICH	6,844.15
JOINT WASTEWATER COMMISSION	157,168.13
KENT E NYBERG LAW OFFICE, LTD	625.00
KEVIN ODDEN	957.55
KNIFE LAKE CONCRETE, INC	25,895.30
KOOTASCA COMMUNITY ACTION INC	6,574.57
LEAGUE OF MN CITIES	1,233.00
LEAGUE OF MN CITIES INSURANCE TRUST	20,187.00
LISTON GENERAL CONTRACTING	21,465.00
LISTON GENERAL CONTRACTING INC	21,900.00
MCFOA	45.00
MINNESOTA DNR - OMB	140.00
MINNESOTA ENERGY	12,592.48
MINNESOTA POWER	32,084.99
MN CHIEFS OF POLICE ASSOCIATION	199.00
MN DEPT OF HEALTH	3,244.00
MN DEPT OF LABOR AND INDUSTRY	20.00
MN POLLUTION CONTROL AGENCY	782.50
MN RURAL WATER ASSOCIATION	300.00
NORTHEAST LAW ENFORCEMENT ADMIN	75.00
NORTHERN DRUG SCREENING	45.00

As of As of 12/31/2020

Other Services and Charges (Continued)

OMNI SITE	309.00
PARSONS ELECTRIC	5,575.00
POSTMASTER	240.00
PREMIER PYROTECHNICS, INC	3,000.00
QUALITY AIR CHECK	800.00
R & R RENTAL GRAND RAPIDS	346.50
RANGE WATER CONDITIONING	154.80
RAPID ROOTER INC	21,210.92
RICK SORENSON	975.00
SCENIC RANGE NEWS FORUM	268.00
SCI BROADBAND	489.50
STAR TRIBUNE	355.68
TARA DEGUISEPPI - PETTY CASH	1,171.81
THEIN WELL	195.00
TJ TOWING	370.00
TOONSTRA PSYCHOLOGICAL SERVICES, PC	700.00
TROUT LAKE FIRE DEPARTMENT	44,150.00
TROUT LAKE FIRE RELIEF ASSOC	500.00
WASTE MANAGEMENT OF WI-MN	37,990.42
WILLIAM HOLLOW	105.00
WILLIAM HOLLOW - PETTY CASH	2.46
WMMPB	400.00

Capital Outlay

AMERICAN BANK OF THE NORTH	50.94
BAKER & TAYLOR	614.87
BELL BANK EQUIPMENT FINANCE	14,875.00
First Nat'l Bank of Coleraine	16,829.32
MICHAEL FREDERICK	48.00
NORTHLAND OFF ROAD & 4 W.D.	7,875.00
ROBIN GOODRICH	19.63

Debt Service

NORTHLAND SECURITIES INC	435.00
NORTHLAND TRUST SERVICES INC	151,687.50
PINE ISLAND BANK	29,625.00

Other Financing Uses

BOND FUNDS	124,846.20
CITY OF COLERAINE	23,765.56
FIVE INC	1,308.09
PUBLIC UTILITY	640.00
SWEEPER FUND	210.00
Tac Prod Tax - Fire Coll Fund	112,490.83

Total	1,699,952.50
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