

AGENDA
HARMONY CITY COUNCIL
Regular Meeting

January 9, 2018
7:00 P.M.

Council Room
Community Center

1. Call To Order
2. Roll Call
3. Public Forum
4. Consent Agenda
 - a. Minutes
 - b. Claims
 - c. Administrator Report
 - d. Financial Report
 - e. CD
 - f. Annual Appointments
 - g. Fee Schedule
 - h. Bond Payment
5. Reports
 - a. Personnel Committee
 - b. Building & Maintenance Report
 - c. EDA Board
 - d. Park Board
 - e. Library Board
 - f. Arts Board
 - g. COLA
6. Adjourn

**BACKGROUND INFORMATION
HARMONY CITY COUNCIL
REGULAR MEETING**

**January 9, 2018
7:00 P.M.**

**Council Room
Community Center**

1. Call To Order
2. Roll Call
3. Public Forum
4. Consent Agenda
 - a. Minutes
 - b. Claims
 - c. Administrator Report-See report.
 - d. Financial Report-See report.
 - e. CD-Cash in CD #43700. Purchase CDs 43882-43889.
 - f. Annual Appointments-Consider resolution 18-01.
 - g. Fee Schedule-Consider resolution 18-02.
 - h. Bond Payment-Transfer \$27,207.50 for principal and interest on 2/1/18 for 2013B Bond. Transfer \$55,071.25 for principal and interest on 2/1/18 for 2014A Bond.
5. Reports
 - a. Personnel Committee-Consider recommendation of modification to non-union VEBA/HSA contribution from \$217 to \$265. Consider cell phone allowance modification for non-union staff from \$25 to \$50. Consider change to meal allowance from \$10/\$10/\$20 to \$15/\$15/\$25.
 - b. Building & Maintenance Report
 - c. EDA Board
 - d. Park Board
 - e. Library Board
 - f. Arts Board
 - g. COLA-Consider annual COLA adjustment.
6. Adjourn

DECEMBER 12, 2017

REGULAR MEETING

HARMONY CITY COUNCIL

A Regular meeting of the Harmony City Council was called to order by Mayor Steve Donney at 7:00 PM. Present were Mayor Donney, Councilmembers Sagen, Mensink and Swenson; Attorney Richard Nethercut, Administrator Jerome Illg, Corey Whalen, Melissa VanderPlas, Hannah Wingert and Eileen Schansberg. Absent was Councilmember Kyle Morem.

PUBLIC FORUM:

Nobody was present.

CONSENT AGENDA:

Motion by Mensink and seconded by Swenson to approve the Consent Agenda which consisted of the Minutes to the November 14, 2017 meeting, the Claims, Administrator's Report, Financial Report and cashing in CD #43700 to the General Fund. All present voting yes. Absent was Morem. Motion carried.

ASSESSMENT POLICY:

Motion by Sagen and seconded by Mensink to make the following change to the #4 Interest rate portion of the Assessment Policy as follows: "The interest rate on assessments shall be 1.00% more than the net effective interest rate of the bond financing associated with the assessment project, but shall not exceed the maximum set by State Law. If the Assessment project does not have financing, the interest rate on assessments shall be set by the City Council, but shall not exceed the maximum set by State Law." Under #5 Assessment Term the sentence shall read as follows: "For lower cost public improvements such as gravel alleyway improvements and small improvement projects" instead of sidewalk improvements. All present voting yes. Absent was Morem. Motion carried.

UNION CONTRACT:

The Union Contract has been negotiated between the Personnel Committee and the Local 49 Union rep. Motion by Donney and seconded by Sagen to approve the Union Contract as recommended by the Personnel Committee. Union Employee Corey Whalen stated the staff had reviewed the Contract and had no objections. All present voting yes. Absent was Morem. Motion carried.

BUILDING & MAINTENANCE:

-Maintenance staff Corey Whalen requested permission to purchase a salt and sander for the Ford F550 plow truck as it would be easier to get through smaller areas. Whalen stated the sander had an option of adding a brine attachment for about \$200 more and would recommend that possible feature. Motion by Swenson and seconded by Sagen to purchase the salt and sander box from Ironside Truck and Trailer with the brine feature option in the future for the cost of \$6,300. All present voting yes. Absent was Morem. Motion carried.

-Discussion held on increasing the fees for businesses wanting their parking lots sanded to \$50 for small lots and \$70 for large lots. Motion by Swenson and seconded by Mensink to approve the increase. All present voting yes. Absent was Morem. Motion carried.

EDA REPORT:

-Modified guidelines for the Housing Incentive Program to include townhomes.

-Continuing with the Bike Trail plan.

PARK BOARD:

Did not meet this month.

LIBRARY BOARD:

- Working with the Chamber on a Patron's Survey.
- Still waiting on the Clothing Recycle Bin.

ARTS BOARD:

- Helped sponsor the 6th thru 8th Grade Young Writer's Conference
- Helped sponsor the Golden Happenings with \$600 worth of painting supplies for rosemaking project.
- Hosting author Amy Hahn to come for book signing on January 6, 2018 from 1pm-3pm.

2018 BUDGET:

Discussion was held on the 2018 Budget. Mayor Donney suggested removing \$40,000 from the Fire Fund for the flooring and firehall roof with dollars coming from fire equipment reserves; reduce the Library budget by \$4,000, remove \$22,600 from the Community Center fund setting the tax levy at \$652,200. Motion by Donney and seconded by Swenson to approve RESOLUTION 17-10; A RESOLUTION CERTIFYING THE PROPOSED PROPERTY TAX LEVY TO THE COUNTY AUDITOR FOR 2017 TAXES PAYABLE IN 2018.

Voting for the Resolution was: Donney, Swenson, Mensink and Sagen

Voting against the Resolution was: No One

Abstained from voting was: No One

Absent from voting was: Morem

The motion carried and Resolution was adopted.

Administrator Illg mentioned that the \$20,000 reduction in the general fund levy would come from reserves since it was lost rental income from Fillmore Central not leasing rooms at the community center. It would further complicate the situation into the future. He also mentioned that the recent Walnut Farms housing development used reserves for construction.

Mayor Donney adjourned the meeting.

Mayor Steve Donney

Eileen Schansberg, Deputy Clerk

CITY OF HARMONY
City Council Claims for Review

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Fund Descr	Department	Object of Expense	Vendor	Comments	Amount
Fund 101 General Fund					
General Fund		Union Central Pension Fund	CENTRAL PENSION FUND	Union pensions	\$252.00
General Fund		Health Insurance	I.U.O.E. LOCAL 49 FRINGE BENEF	Union health Ins-Brian/Chris/Corey	\$3,510.00
General Fund		Union Central Pension Fund	IUOE LOCAL #49	Union dues Brian/Chris/Corey	\$103.50
General Fund		NCPERS Insurance	NCPERS GROUP LIFE INS	511800	\$48.00
General Fund		Life Insurance	USABLE LIFE	101421301G	\$75.10
General Fund	Administration	General Operating Supplies	1 SOURCE	office supplies/W2s 1099s/	\$298.86
General Fund	Administration	Postage	ELAN FINANCIAL SERVICES	postage paid envelops	\$237.55
General Fund	Administration	Repair/Maint Office Equipment	METRO SALES	copy machine contract	\$375.35
General Fund	Administration	Taxes, Licenses & Permits	AUTO LICENSE BUREAU	City '02 Chevy Van license	\$16.00
General Fund	Civil Defense	Telephone	HARMONY TELEPHONE COMPANY	Sirens/DSL Phone	\$89.42
General Fund	Community Center	Cleaning Supplies	DALCO	paper towels	\$40.09
General Fund	Community Center	Electric Utilities	HARMONY PUBLIC UTILITIES	Comm Ctr-Elec	\$2,107.74
General Fund	Community Center	Gas Utilities	MINNESOTA ENERGY	monthly gas service-Community Center	\$473.43
General Fund	Community Center	General Operating Supplies	DALCO	ice melt	\$346.27
General Fund	Community Center	General Operating Supplies	KINGSLEY MERCANTILE	lights, extension cord, batteries	\$48.03
General Fund	Community Center	Motor Fuels/Lubricants	KWIK TRIP,INC	gas-Chev Pickup	\$34.71
General Fund	Community Center	Repair/Maint Other Equipment	CLAREY S SAFETY EQUIPMENT, INC	annual fire extinguisher inspection	\$35.86
General Fund	Community Center	Repair/Maint Other Equipment	KINGSLEY MERCANTILE	refrigerator shelf	\$79.95
General Fund	Community Center	Sewer Utilities	HARMONY PUBLIC UTILITIES	Comm Ctr-sewer	\$58.20
General Fund	Community Center	Taxes, Licenses & Permits	AUTO LICENSE BUREAU	'17 Chevy pickup 1/2 license	\$8.00
General Fund	Community Center	Telephone	HARMONY TELEPHONE COMPANY	Admin Phone/DSL	\$220.14
General Fund	Community Center	Water Utilities	HARMONY PUBLIC UTILITIES	Comm Ctr-water	\$36.53
General Fund	Community Events	General Operating Supplies	HARMONY FOODS	Golden Happenings Food for Programs-Va	\$83.39
General Fund	Community Events	Program Services	DOWE, BETTY	Cinn Rolls/Bowling reimbursed	\$72.33
General Fund	Council	Wages & Salaries	MINNESOTA ENERGY	monthly gas service-Well 2	\$23.27
General Fund	Ice & Snow Removal	Equipment Parts	HAMMELL EQUIPMENT	Filter and support strut	\$85.00
General Fund	Ice & Snow Removal	Equipment Parts	S & S AUTOMOTIVE	Truck trains	\$270.55
General Fund	Ice & Snow Removal	Motor Fuels/Lubricants	KWIK TRIP,INC	diesel-skidloader/tractor/plow truck	\$126.69
General Fund	Ice & Snow Removal	Motor Fuels/Lubricants	SEVERSON OIL CO.	gas/diesel-tractor/skidsteer	\$41.94
General Fund	Ice & Snow Removal	Repair/Maint Other Improve	CLAREY S SAFETY EQUIPMENT, INC	annual fire extinguisher inspection	\$35.84
General Fund	Ice & Snow Removal	Street Maint Materials	BRUENING ROCK PRODUCTS, INC	sand	\$1,612.44
General Fund	Ice & Snow Removal	Taxes, Licenses & Permits	AUTO LICENSE BUREAU	'97 plow truck license	\$16.00
General Fund	Ice & Snow Removal	Taxes, Licenses & Permits	AUTO LICENSE BUREAU	'09 Int plow truck license	\$16.00
General Fund	Legal Services	Legal Fees	NETHERCUT SCHIEBER ATTORNEYS	legal services for Dec	\$101.50
General Fund	Personnel Administration	General Operating Supplies	CULLIGAN	Wellness Program	\$52.90
General Fund	Personnel Administration	General Operating Supplies	ILLG, JEROME	Wellness	\$28.94

CITY OF HARMONY
City Council Claims for Review

January 9, 2018

Fund Descr	Department	Object of Expense	Vendor	Comments	Amount
General Fund	Personnel Administration	General Operating Supplies	SCHANSBERG, EILEEN	wellness program	\$67.29
General Fund	Personnel Administration	Uniforms	JOHNSON, CHRIS	Clothing Allowance 2017	\$300.00
General Fund	Police Department	Contractual Services	FILLMORE COUNTY SHERIFF	2nd Qtr Sheriff Contract	\$14,401.10
General Fund	Police Department	Contractual Services	FILLMORE COUNTY SHERIFF	3rd Qtr Sheriff Contract	\$23,377.65
General Fund	Police Department	Motor Fuels/Lubricants	SEVERSON OIL CO.	gas-squad	\$253.08
General Fund	Police Department	Telephone	HARMONY TELEPHONE COMPANY	Police Phone	\$49.74
General Fund	Public Works Buildings	Building Repair Materials	HAHN LUMBER CO	3 garage door transmitters for shop	\$119.70
General Fund	Public Works Buildings	Electric Utilities	HARMONY PUBLIC UTILITIES	Shop-Elec	\$152.74
General Fund	Public Works Buildings	Gas Utilities	MINNESOTA ENERGY	monthly gas service-Shop	\$252.66
General Fund	Public Works Buildings	General Operating Supplies	KINGSLEY MERCANTILE	mouse traps, lights, batteries, staples	\$68.80
General Fund	Public Works Buildings	General Operating Supplies	KINGSLEY MERCANTILE	safety works ear radio	\$79.94
General Fund	Public Works Buildings	General Operating Supplies	MISSISSIPPI WELDERS SUPPLY CO	oxygen cylinders	\$32.86
General Fund	Public Works Buildings	General Operating Supplies	S & S AUTOMOTIVE	air filter	\$22.49
General Fund	Public Works Buildings	Repair/Maint Machinery/Equip	VIS PLUMBING	repair shop furnace	\$101.00
General Fund	Public Works Buildings	Repair/Maint Other Improve	CLAREY S SAFETY EQUIPMENT, INC	annual fire extinguisher inspection	\$35.84
General Fund	Public Works Buildings	Water Utilities	HARMONY PUBLIC UTILITIES	Shop-water	\$20.03
General Fund	Streets	Taxes, Licenses & Permits	AUTO LICENSE BUREAU	'16 Ford 1-ton license	\$16.00
General Fund	Visitor Center	Cleaning Supplies	DALCO	paper towels/gloves	\$131.48
General Fund	Visitor Center	Electric Utilities	HARMONY PUBLIC UTILITIES	Vis Ctr-Elec	\$119.57
General Fund	Visitor Center	Gas Utilities	MINNESOTA ENERGY	monthly gas service-Visitor Center	\$356.74
General Fund	Visitor Center	General Operating Supplies	DALCO	ice melt	\$173.13
General Fund	Visitor Center	Repair/Maint Other Equipment	CLAREY S SAFETY EQUIPMENT, INC	annual fire extinguisher inspection	\$35.84
General Fund	Visitor Center	Sewer Utilities	HARMONY PUBLIC UTILITIES	Vis Ctr-sewer	\$27.32
General Fund	Visitor Center	Taxes, Licenses & Permits	AUTO LICENSE BUREAU	'17 Chevy pickup 1/2 license	\$8.00
General Fund	Visitor Center	Water Utilities	HARMONY PUBLIC UTILITIES	Vis Ctr-water	\$17.23
Fund 101 General Fund					\$51,281.75
Fund 202 CDBG Rehab Loan Program					
CDBG Rehab Loan Progr	Loan Programs	Management Fees	CEDA	retainer services for Dec	\$312.83
CDBG Rehab Loan Progr	Loan Programs	Management Fees	FILLMORE COUNTY RECORDER	recording fees for Rehab loans	\$92.00
Fund 202 CDBG Rehab Loan Program					\$404.83
Fund 211 Library Fund					
Library Fund	Library	Media-Audio	INGRAM LIBRARY SERVICES, INC	audiobooks	\$14.29
Library Fund	Library	Media-Audio	INGRAM LIBRARY SERVICES, INC	audiobooks	\$43.98
Library Fund	Library	Media-Books	CENTER POINT LARGE PRINT	large print subscription	\$1,625.04
Library Fund	Library	Media-Books	CENTER POINT LARGE PRINT	large print books	\$44.34
Library Fund	Library	Media-Books	GALE GROUP	large print book	\$31.19

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Fund Descr	Department	Object of Expense	Vendor	Comments	Amount
Library Fund	Library	Media-Books	JUNIOR LIBRARY GUILD	children's books subscription	\$631.40
Library Fund	Library	Media-Books	PENWORTHY COMPANY	children's books	\$137.64
Library Fund	Library	Media-Periodicals	ROCHESTER POST-BULLETIN	annual subscription	\$187.20
Library Fund	Library	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$128.82
Library Fund	Library	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$40.05
Library Fund	Library	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$50.95
Library Fund	Library	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$24.98
Library Fund	Library	Office Accessories	DEMCO, INC	CD albums for Audiobooks	\$401.16
Library Fund	Library	Postage	SOUTHEASTERN LIBRARIES COOP	postage on mailers	\$22.54
Library Fund	Library	Printed Forms	SOUTHEASTERN LIBRARIES COOP	mailers and SMS notices	\$15.10
Library Fund	Library	Program Supplies	SOUTHEASTERN LIBRARIES COOP	winter read prizes	\$70.00
Library Fund	Library	Repair/Maint Office Equipment	METRO SALES	copier maintenance	\$367.79
Library Fund	Library	Software Service Fees	SOUTHEASTERN LIBRARIES COOP	basic service and PC support	\$587.42
Library Fund	Library	Telephone	HARMONY TELEPHONE COMPANY	Library Phone	\$54.96
Fund 211 Library Fund					\$4,478.85
Fund 222 Fire Fund					
Fire Fund	Fire Department	General Operating Supplies	KINGSLEY MERCANTILE	lights and bows	\$29.55
Fire Fund	Fire Department	Motor Fuels/Lubricants	SEVERSON OIL CO.	diesel-Fire	\$55.63
Fire Fund	Fire Department	Repair/Maint Machinery/Equip	CLAREY S SAFETY EQUIPMENT, INC	check fire extinguishers/6 new fire extingu	\$221.00
Fire Fund	Fire Stations and Bldgs	Electric Utilities	HARMONY PUBLIC UTILITIES	Firehall-Elec	\$315.60
Fire Fund	Fire Stations and Bldgs	Gas Utilities	MINNESOTA ENERGY	monthly gas service-Firehall	\$291.91
Fire Fund	Fire Stations and Bldgs	Landscaping Materials	CRW ARCHITECTURE & DESIGN GR	design for Fire Memorial landscape	\$756.51
Fire Fund	Fire Stations and Bldgs	Sewer Utilities	HARMONY PUBLIC UTILITIES	Firehall-sewer	\$24.60
Fire Fund	Fire Stations and Bldgs	Telephone	HARMONY TELEPHONE COMPANY	Fire Phone	\$44.56
Fire Fund	Fire Stations and Bldgs	Water Utilities	HARMONY PUBLIC UTILITIES	Firehall-water	\$15.53
Fund 222 Fire Fund					\$1,754.89
Fund 223 Ambulance Fund					
Ambulance Fund	Ambulance Service	Equipment Parts	EMERGENCY MEDICAL PRODUCTS	AED Pro battery	\$159.95
Ambulance Fund	Ambulance Service	General Operating Supplies	DALCO	paper towels	\$25.67
Ambulance Fund	Ambulance Service	Medical Supplies	ELAN FINANCIAL SERVICES	O2 sensor cable	\$120.00
Ambulance Fund	Ambulance Service	Medical Supplies	EMERGENCY MEDICAL PRODUCTS	medical supplies	\$43.30
Ambulance Fund	Ambulance Service	Medical Supplies	MISSISSIPPI WELDERS SUPPLY CO	medical oxygen	\$52.35
Ambulance Fund	Ambulance Service	Motor Fuels/Lubricants	KWIK TRIP, INC	diesel-Ambulance	\$259.26
Ambulance Fund	Ambulance Service	Motor Fuels/Lubricants	SEVERSON OIL CO.	diesel-Amb	\$23.87
Ambulance Fund	Ambulance Service	Repair/Maint Other Equipment	CLAREY S SAFETY EQUIPMENT, INC	annual fire extinguisher inspection	\$35.84
Ambulance Fund	Ambulance Service	Telephone	VERIZON WIRELESS	monthly cell service	\$47.88

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Fund Descr	Department	Object of Expense	Vendor	Comments	Amount
Fund 223 Ambulance Fund					\$768.12
Fund 251 Park Fund					
Park Fund	Parks	Electric Utilities	HARMONY PUBLIC UTILITIES	Parks-Elec	\$178.77
Fund 251 Park Fund					\$178.77
Fund 261 Arts Fund					
Arts Fund	Arts	Taxes, Licenses & Permits	ASCAP	2018 Copyright licensure	\$348.00
Fund 261 Arts Fund					\$348.00
Fund 601 Water Fund					
Water Fund	Water Utility Administratio	Postage	ELAN FINANCIAL SERVICES	postage paid envelops	\$237.55
Water Fund	Water Utility Administratio	Taxes, Licenses & Permits	AUTO LICENSE BUREAU	1/2 trenchbox trailer	\$8.00
Water Fund	Water Utility Operation	Chemicals and Chem Products	HAWKINS WATER TREATMENT GROU	chlorine cylinders	\$20.00
Water Fund	Water Utility Operation	Electric Utilities	HARMONY PUBLIC UTILITIES	Pumphouses-Elec	\$1,234.21
Water Fund	Water Utility Operation	Gas Utilities	MINNESOTA ENERGY	monthly gas service-Well 1	\$60.20
Water Fund	Water Utility Operation	Laboratory & Testing Fees	UTILITY CONSULTANTS, INC	Water Testing Lab Fees	\$40.00
Water Fund	Water Utility Operation	Management Fees	MINN MUNICIPAL UTILITIES ASSOC	1st Quarter 2018 Safety Program	\$750.00
Water Fund	Water Utility Operation	Utility Maint Materials	METERING & TECHNOLOGY SOLUTIO	washers for water meters	\$37.68
Fund 601 Water Fund					\$2,387.64
Fund 602 Sewer Fund					
Sewer Fund	Sewer Administration	Postage	ELAN FINANCIAL SERVICES	postage paid envelops	\$237.55
Sewer Fund	Sewer Administration	Taxes, Licenses & Permits	AUTO LICENSE BUREAU	jetter trailer license	\$16.00
Sewer Fund	Sewer Administration	Taxes, Licenses & Permits	AUTO LICENSE BUREAU	1/2 trenchbox trailer	\$8.00
Sewer Fund	Sewer Operation	Chemicals and Chem Products	HAWKINS WATER TREATMENT GROU	chlorine cylinders	\$10.00
Sewer Fund	Sewer Operation	Electric Utilities	HARMONY PUBLIC UTILITIES	WWTP-Elec	\$1,439.38
Sewer Fund	Sewer Operation	Equipment Parts	RUN RIGHT POWER LLC	Snowblower parts	\$6.90
Sewer Fund	Sewer Operation	Gas Utilities	MINNESOTA ENERGY	monhtly gas service-WWTP	\$458.12
Sewer Fund	Sewer Operation	General Operating Supplies	KINGSLEY MERCANTILE	light bulbs	\$7.58
Sewer Fund	Sewer Operation	General Operating Supplies	KINGSLEY MERCANTILE	key and spring	\$8.36
Sewer Fund	Sewer Operation	Laboratory & Testing Fees	UTILITY CONSULTANTS, INC	Wastewater Testing Lab Fees	\$812.40
Sewer Fund	Sewer Operation	Management Fees	MINN MUNICIPAL UTILITIES ASSOC	1st Quarter 2018 Safety Program	\$750.00
Sewer Fund	Sewer Operation	Motor Fuels/Lubricants	KWIK TRIP,INC	gas-1 ton	\$130.24
Sewer Fund	Sewer Operation	Motor Fuels/Lubricants	RUN RIGHT POWER LLC	Fuel and Fuel Mix for snowblowers	\$27.44
Sewer Fund	Sewer Operation	Motor Fuels/Lubricants	SEVERSON OIL CO.	gas-1 ton truck	\$9.14
Sewer Fund	Sewer Operation	Repair/Maint Other Equipment	CLAREY S SAFETY EQUIPMENT, INC	annual fire extinguisher inspection	\$35.84
Sewer Fund	Sewer Operation	Repair/Maint Other Improve	K&R EQUIPMENT, INC	sludge hauling 99200 gal	\$1,726.44
Sewer Fund	Sewer Operation	Sewer Utilities	HARMONY PUBLIC UTILITIES	WWTP-sewer	\$1,570.12

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Fund Descr	Department	Object of Expense	Vendor	Comments	Amount
Sewer Fund	Sewer Operation	Telephone	HARMONY TELEPHONE COMPANY	Lift Stations Dialer/DSL Phone	\$144.46
Sewer Fund	Sewer Operation	Water Utilities	HARMONY PUBLIC UTILITIES	WWTP-water	\$981.48
Fund 602 Sewer Fund					\$8,379.45
Fund 603 Solid Waste Fund					
Solid Waste Fund	Solid Waste Operation	General Operating Supplies	HAHN LUMBER CO	black plastic for treedump dumping	\$75.90
Solid Waste Fund	Solid Waste Operation	Postage	ELAN FINANCIAL SERVICES	postage paid envelops	\$237.55
Fund 603 Solid Waste Fund					\$313.45
Fund 604 Electric Fund					
Electric Fund	Electric Utility Operation	Electric Power for Resale	MI ENERGY COOPERATIVE	Power for Resale	\$76,537.96
Electric Fund	Electric Utility Operation	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Streetlights	\$1,540.14
Electric Fund	Electric Utility Operation	Electric Utilities	HARMONY PUBLIC UTILITIES	Town Clock-Elec	\$13.03
Electric Fund	Electric Utility Operation	Management Fees	MINN MUNICIPAL UTILITIES ASSOC	1st Quarter 2018 Safety Program	\$750.00
Electric Fund	Electric Utility Operation	Motor Fuels/Lubricants	KWIK TRIP,INC	gas-Ford Pickup	\$38.77
Electric Fund	Electric Utility Operation	Motor Fuels/Lubricants	SEVERSON OIL CO.	gas-Ford pickup	\$135.57
Electric Fund	Electric Utility Operation	Repair/Maint Other Improve	GOPHER STATE ONE CALL, INC	locates/no locates	\$10.80
Electric Fund	Electric Utility Operation	Repair/Maint Other Improve	MOREM ELECTRIC, INC	Streetlight control	\$504.08
Electric Fund	Electric Utility Operation	Repair/Maint Other Improve	MOREM ELECTRIC, INC	overhead wires 3rd Ave NW	\$400.39
Electric Fund	Electric UtilityAdministratio	General Operating Supplies	1 SOURCE	Utility cash receipt books	\$36.92
Electric Fund	Electric UtilityAdministratio	Postage	ELAN FINANCIAL SERVICES	postage paid envelops	\$237.55
Electric Fund	Electric UtilityAdministratio	Taxes, Licenses & Permits	AUTO LICENSE BUREAU	'14 Ford pickup license	\$16.00
Electric Fund	Electric UtilityAdministratio	Taxes, Licenses & Permits	AUTO LICENSE BUREAU	Boom truck license	\$16.00
Electric Fund	Electric UtilityAdministratio	Taxes, Licenses & Permits	AUTO LICENSE BUREAU	Generator trailer license	\$16.00
Fund 604 Electric Fund					\$80,253.21
Fund 620 Economic Development Authority					
Economic Development	Economic Development	Planning & Development Fees	CEDA	1st Qtr Contract Services	\$7,352.75
Economic Development	Economic Development	Program Services	HARMONY GOLF CLUB	'Experience Harmony' Luncheon	\$545.06
Economic Development	Economic Development	Telephone	HARMONY TELEPHONE COMPANY	EDA Phone	\$17.36
Fund 620 Economic Development Authority					\$7,915.17
					\$158,464.13

ADMINISTRATOR'S REPORT

For the Period from December 12, 2017 to January 9, 2018

ADMINISTRATION

Mailed approved assessment notices for 2017 street project. Notified county of prepaid assessments.

Submitted 2018 budget and levy to state and county.

Begun year-end audit and procedures.

MNDOT has approved permit for Historical Society to install 6 signs in right-of-way. They will be installed in Spring 2018.

Assembling information for Well #3 DNR appropriation permit. Have begun process of updating Wellhead Protection Plan for this well.

Contracts have been signed for Hammel House development project. Utilities are installed. All grading with rock is complete on street. Curb, gutter, and paving will be completed spring 2018.

UTILITY/BUILDING COMMITTEE

The contractor has water, sewer, curb and gutter installed in all of the areas for our 2017 Street and Utility Project. It has been paved with first lift of asphalt. Final lift will be installed in 2018.

MNDOT has finished up mill and overlay on TH139 from Hwy 52 to State Line in 2017. Have inquired with MNDOT on closing out project for remaining funds determination.

Met with school to discuss North Park area, school ball fields, and area around community center.

Will be meeting to determine future street/utility projects along with seal coating.

City of Harmony
Cash Balance Report
November 2016 and November 2017

Fund Description	November-16	November-17
General Fund	729,772.06	696,741.87
Revolving Loan Fund	32,093.19	41,670.69
Commercial Rehab Fund	(13,369.75)	6,264.71
Library Fund	(28,520.97)	(28,739.67)
Fire Fund	(21,646.63)	48,279.65
Ambulance Fund	159,140.09	10,040.38
Park Fund	28,426.58	40,795.22
Arts Fund	2,107.08	2,195.99
GO Improvement 2010A-3rd St SW	33,088.99	34,990.08
GO Tax Abatement 2013A-Comm Cntr	(13,835.69)	(11,278.22)
GO Improvement 2013B-Heritage Grove	5,872.11	8,329.23
GO Improvement 2014A-1st Ave SW	131,197.94	134,607.09
GO Improvement 2017A-Various		20,159.86
Capital Projects Fund	537,718.03	646,553.24
TIF District #5-Antique Mall	6,054.17	7,349.07
TIF District #6-HECO	2,677.57	4,531.33
2017 Street and Utility Project		126,208.99
Water Fund	(405,389.41)	188,184.02
Sewer Fund	(165,020.52)	47,638.98
Solid Waste Fund	(6,439.63)	(773.80)
Electric Fund	700,836.84	584,632.12
Storm Water Fund	4,765.14	11,664.67
Economic Development Fund	34,765.55	53,011.14
Total	1,754,292.74	2,673,056.64

Resolution No. 18-01

**A RESOLUTION MAKING APPOINTMENTS TO CERTAIN POSTS AND OFFICES
OF THE CITY OF HARMONY FOR THE YEAR 2018**

BE IT HEREBY RESOLVED, that the persons and firms named on the attached Appendix A be and are hereby appointed to their respective posts or offices for the City of Harmony, Fillmore County, Minnesota, for the term of one year (unless otherwise stated in said Exhibit A) beginning January 1, 2018.

The foregoing resolution was introduced and moved for adoption by Council Member _____ and seconded by Council Member _____.

Voting for the Resolution:
Voting Against the Resolution:
Abstained from Voting:
Absent:

Motion carried and resolution adopted this 9th day of January 2018.

Steve Donney, Mayor

ATTEST:

Jerome Illg, City Administrator

Exhibit A

CITY OF HARMONY
 2018 APPOINTMENTS
 (1 year term unless otherwise noted)

Position	Held In 2017	Appointed For 2018
Mayor Pro-Tem	Swenson	Swenson
Street & Utilities Committee	Morem, Sagen	Morem, Sagen
Personnel Committee.....	Swenson, Sagen.....	Swenson, Sagen
Building Committee	Morem, Sagen	Morem, Sagen
Budget Committee	Donney, Sagen	Donney, Sagen
EDA Board	Andy Batstone	Andy Batstone (12/31/23)
Planning Commission	Jim Strozyk	Jim Strozyk (12/31/21)
(5 members, 4 year terms)		
Park Board	Alissa Stelpflug	Alissa Stelpflug (12/31/20)
(5 members, 3 year terms).....	Kelli Jo Dornink.....	Kelli Jo Dornink(12/31/20)
Arts Board	Lu Ommen	Lu Ommen (12/31/20)
(7 members, 3 year terms).....	Gerri Nielsen.....	Gerri Nielsen (12/31/20)
.....	Lori Slindee.....	Lori Slindee (12/31/20)
Library Board	Jon Rhodes.....	Jon Rhodes (12/31/20)
(7 members, 3 year terms)	Sue Thorson.....	Vicky Christiansen (12/31/20)
.....	Lynn Mensink.....	Lynn Mensink (12/31/20)
Fire Relief Board	Steve Sagen	Steve Sagen
City Attorney.....	Nethercut Schieber Attorneys...Nethercut Schieber Attorneys	
City Assessor	Fillmore County.....	Fillmore County
Official Newspaper	News Leader	News Leader
Official Depository	First Southeast Bank.....	First Southeast Bank
.....	MN Money Market Fund	MN Money Market Fund
Approved Signatories.....	Steve Donney.....	Steve Donney
.....	Debbie Swenson.....	Debbie Swenson
.....	Jerome Illg.....	Jerome Illg
.....	Eileen Schansberg	Eileen Schansberg

Resolution No. 18-02

**A RESOLUTION MODIFYING A SCHEDULE OF FEES AND CHARGES FOR
VARIOUS SERVICES, LICENSES AND PERMITS FOR THE CITY OF
HARMONY, MINNESOTA**

WHEREAS, the City Council of the City of Harmony has adopted the Minnesota Basic Code as it has been amended and supplemented to be its city code and that the code permits the city to adopt and modify by resolution a schedule of fees and charges for various services, licenses, and permits,

NOW THEREFORE the City Council of the CITY OF HARMONY, MINNESOTA, ordains:

Section 1. All fees and charges in effect as of the date of the adoption of the city code for the city shall remain in effect unless otherwise modified by the provisions of this resolution. All citations below are to various sections of the city code unless otherwise indicated.

Section 2. The following are the fees and charges for permits, licenses, and services listed below which are referenced to the section of the city code which authorizes their establishment:

(See Attached Schedule)

The foregoing resolution was introduced and moved for adoption by Council Member _____ and seconded by Council Member _____.

Voting for the Resolution:
Voting against the Resolution:
Abstained from Voting:
Absent from Voting:

Motion carried and resolution adopted this 9th day of January 2018.

Steve Donney, Mayor

ATTEST:

Jerome Illg, City Administrator

CITY OF HARMONY
Section 31.11
Table of Fees and Charges
Effective 01/01/2018

BUSINESS LICENSES		
Liquor, off-sale	Chapter 113	100.00
Liquor, on-sale	Chapter 113	650.00
Liquor, on-sale, Sunday	Chapter 113	125.00
Wine & Strong Beer, on-sale	Chapter 113	225.00
3.2 beer, off-sale	Chapter 113	100.00
3.2 beer, on-sale	Chapter 113	100.00
Plumbers license	53.70	50.00
Consumption and Display Permit	113.22 (J)	50.00
Tree service license	33.179 & 33.181	25.00
Adult Oriented Businesses	116.07	1,000.00
Tattoo & Body Piercing	115.03	500.00
Peddler License	112.03	10.00
Electric License (Non-master)	54.70	100.00
Amusement Activities	111.01	25.00
Motorized Bicycles	72.32	10.00
Golf Carts/UTV/ATV	72.52	10.00
ANIMAL LICENSES		
License fee	91.02	10.00
Late penalty after May 1st	91.02	2.00
Replacement dog tag	91.02	2.00
Impounding Fee (1 st Offense)	91.05	20.00/day
(2 nd Offense)		35.00/day
(3 rd Offense)		50.00/day
Kennel License		50.00
COMMUNITY BUILDINGS		
Community Center		
Meeting room		50.00 per ½ day
Gymnasium		75.00 per ½ day
Gymnasium for auction (two day max incl. kitchen)		250.00
PUBLIC SAFETY		
Accident reports		5.00
Fire calls per hour (outside city limits)		300.00
Fire calls per hour (inside city limits)		200.00
Thermal Image Camera w/operator per hour		100.00
Administrative Parking Citation		25.00
Administrative Citation (other than parking)		75.00

ADMINISTRATION	
Election filing fee	2.00
Copy charges: one sided (B&W)	0.10
two sided (B&W)	0.15
one sided (color)	0.25
Fax charges: out/page	1.00
in/page	0.10
returned check charge	30.00
PUBLIC WORKS	
Labor/hour (minimum 1 hour)	25.00/weekday & 35.00/holiday & weekends
Equipment/hour (minimum 1 hour)	50.00
Salting/Sanding Parking Lot	50.00/sm lot 70.00/lg lot
Right of Way Permit	93.25 25.00
Delay Right of Way Permit (after 30 days)	93.20 10.00/day
Water Cooled Air Conditioning	53.07 50.00
Electric Inspection Permit	54.29 & 54.30 Based on State Board of Elec
Fire Hydrant Fee	53.08 50.00
Sewer hook-up	500.00
Water hook-up	300.00/700.00
Electric hook-up	500.00
COMMUNITY DEVELOPMENT	
Zoning permit (0-999 sq ft)	25.00
Zoning permit (1,000-1,999 sq ft)	100.00
Zoning permit (2,000 & over sq ft)	200.00
Sign permit	25.00
Conditional use permit application	50.00
Variance application	150.00
Rezoning application	150.00
Subdivision application	100.00
Subdivision fees per lot	50.00