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**CITY OF EAST GULL LAKE
REGULAR SESSION
AGENDA
Tuesday, February 02, 2016
6:30 PM**

- 1. Call meeting to order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Adoption of Agenda by motion**
 - 4a. Additions
 - 4b. Deletions
- 5. Approval of Consent Agenda by motion ***
 - 5a. January 5, 2016 City Council Meeting Minutes
 - 5b. Financial Report
 - December, 2015 bank statement
 - Monthly Budget Report and Delinquent WW Customers Report
 - January, 2016 Check Register
 - Approved January, 2016 claims 18967 to 18993 for total amount of \$362,645.59
- 6. Open Forum****

None
- 7. Planning & Zoning**
 - 7a. Administrator's Report
 - 7b. Conditional Use Permit 2016-02: Donnie Berg property
- 8. Wastewater & Roads Report**
 - 8a. RESOLUTION 02:01-16 – Increase in Sewer Charges
 - 8b. SSTS changes in City Ordinance
- 9. Public Safety**

No Report
- 10. Parks and Trails**

No Report
- 11. Personnel Committee**

No Report
- 12. Budget Committee**

No Report
- 13. Mayor**
 - 13a. Mayor's Report
- 14. City Administrator**
 - 14a. Administrator's Report
 - 14b. RESOLUTION 02:02-16 – Gambling Permit: Ducks Unlimited at Madden's on 4/22/2016

15. Old Business

None

16. New Business

None

17. Announce Next Regular Sessions of City Council/Other Meetings

Planning and Zoning Meeting Tuesday, February 23, 2016 at 6:30pm
City Council MeetingTuesday, March 01, 2016 at 6:30pm
Wastewater & Road Committee Meeting..... Wednesday, February 17, 2016 at 3:00pm

18. Adjournment

***CONSENT AGENDA ITEMS** are considered to be routine and noncontroversial by the Council and will be approved by one motion. There will be no separate discussion for decision of these items unless a Councilmember, staff member, or citizen so requests due to a speculative controversy, in which case the item will be removed from the consent agenda and considered under the regular agenda.

****OPEN FORUM** allows the public to speak to the Council regarding issues that are not on the agenda.

Prepared by East Gull Lake Administrative Assistant
Kathy Schack

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA
REGULAR SESSION
January 5, 2016
6:30 PM**

Mayor Kavanaugh called the January 5, 2016 regular Council meeting to order at 6:30 PM.
The pledge of allegiance was recited.

ROLL CALL

Present: Mayor Kavanaugh, Councilors Lang, Ruttger, Demgen and Hoffmann, City Administrator Mason, Wastewater Superintendent Jasmer, Administrative Assistant Schack

Absent: None

Audience: None

ADOPTION OF AGENDA

4a. Additions: 14f – Raffle Resolution 01:01-16: TIP at Cragun’s Legacy on February 20, 2016

4b. Deletions: None

M/S/P, all ayes, Lang, Demgen, to approve the agenda as presented

ADOPTION OF CONSENT AGENDA

M/S/P, all ayes, Councilors Demgen, Hoffmann; to approve the following Consent Agenda items:

5a. December 1, 2015 City Council Meeting Minutes

5b. Financial Report

- November, 2015 bank statement
- Monthly Budget Report, Delinquent WW Customers Report
- Approved December, 2015 claims 18923 to 18966 for total amount of \$148,548.57
- December, 2015 Check Register

OPEN FORUM**

None

PLANNING & ZONING

7a. Planning Administrator’s Report

There was no Planning Commission meeting in December 2015. Administrator Mason discussed the Trout garage project and asked for direction as to the action to take due to the over-extension of the project. Mr. Trout has made considerable progress this last year, but the project was supposed to be completed by the end of 2015. It was noted that the Council would like to see the siding on the front first (facing the road), by early spring.

WASTEWATER & ROAD REPORT

8a. Increase in City Wastewater Base Charges by \$3.00

Mayor Kavanaugh noted that the wastewater committee approved a motion to recommend a \$3.00 per quarter per ERC increase for the wastewater base effective January 1, 2016 to the Council. Discussion ensued and it was decided to approve notification for a public hearing on the February 2, 2016 meeting.

M/S/P, all ayes, Councilors Lang, Ruttger to approve notification for a public hearing at the February 2, 2016 meeting for a \$3.00 per quarter per ERC increase for the wastewater base effective January 1, 2016.

8b. Retro action to transfer \$130,000 from wastewater to general bond fund in 2015

Discussion ensued regarding the transfer from the Wastewater Fund to the General Bond (PFA, In-House Debt) fund for 2015 to offset payment on the bond.

M/S/P, all ayes, Councilors Ruttger, Hoffmann to approve request for retroactive transfer of \$130,000.00 from the Wastewater Fund to the General Bond fund for 2015.

Mayor Kavanaugh discussed the shortfall in assessments to pay the wastewater and road bonding. It was noted that there will need to be an increase in the City levy next year to cover bond repayments.

PUBLIC SAFETY

No Report

PARK & TRAILS

No Report

PERSONNEL COMMITTEE

No Report

BUDGET COMMITTEE

No Report

MAYOR'S REPORT

13a. 2016 Appointments

Mayor Kavanaugh noted the appointments as presented. Administrator Mason noted that Paul Tollefson agreed to another term as Planning Commissioner.

- **Regular Meeting Dates:** First Tuesday of each month. (Note: Should Council not able to hold meeting on this date, changes will be posted in the Brainerd Dispatch & City Hall Bulletin Board notifying the date of change.
- **Official Check Signers:** Dave Kavanaugh, Carol Demgen, and Rob Mason
- **Official Depository is designated as:** Bremer Bank
- **Official Newspaper is designated as the:** Brainerd Dispatch
- **Mileage Reimbursement Rate set as:** \$.54 per mile (IRS Rate)
- **Appointment of Acting Mayor:** Jim Ruttger
- **Official City Attorney:** Gammello, Qualley, Pearson & Mallak, PLLC

- **Weed Inspector:** Joel Jasmer
- **Board of Review Training:** Carol Demgen

COMMITTEE APPOINTMENTS

- **Public Safety:** Neal Gaalswyk, Dave Kavanaugh, Kevin Lee
- **Roads & Wastewater:** Abbey Pieper, Eric Peterson, Dennis Lang, Dave Kavanaugh, Jerry Stromberg
- **History Committee:** Linda Engel, Ruth Nelson
- **Personnel:** Jim Ruttger, Carol Demgen
- **Planning & Zoning:** Paul Tollefson
- **Parks & Trails:** Scott Hoffmann, Mark Kavanaugh
- **Budget:** Jim Ruttger, Carol Demgen, Herm Schley

M/S/P, all ayes, Councilors Demgen, Lang to approve request for appointments made by Mayor Kavanaugh.

CITY ADMINISTRATOR

14a. 2015-2016 Summary Budget Data for publishing

Discussion ensued regarding the 2016 Budget Summary. Mayor Kavanaugh noted that the expenditures for the 2015 Storm should not be included within the 2016 budget. After removing that amount, the general cash needed to subsidize the budget came down to \$16,049.43. It was decided to approve publishing of the summary with that change.

**CITY OF EAST GULL LAKE
SUMMARY BUDGET DATA**

Revenues	2015 Adopted Budget	2016 Adopted Budget
Property Taxes	\$547,107.00	\$584,007.00
2015 Storm Damage Expenses	-----	\$62,000.00
Licenses and Permits	\$20,351.00	\$19,650.00
Miscellaneous Revenues	\$72,930.30	\$71,262.79
Wastewater Revenues	\$484,581.24	\$494,828.00
State Aid	\$245.50	\$7,945.50
Interest	\$110.00	\$160.00
Airport Revenues	\$1,884.00	\$3,000.00
	<u>\$18,187.96</u>	<u>\$16,049.43</u>
Total Revenues	\$1,145,397.00	\$1,258,902.72
Expenditures		
General Government	\$146,615.19	\$153,635.06
Planning & Zoning	\$76,854.28	\$76,044.02
Public Safety	\$39,941.00	\$37,941.00
Roads, Streets, Highway	\$96,089.27	\$102,017.32
Wastewater Expenditures	\$476,801.26	\$518,447.90
GO Bond Roads Expenses	\$298,920.00	\$328,517.42
Parks and Recreation	\$5,426.00	\$21,050.00
Capital Outlay	\$0.00	\$16,000.00
Airport Expenditures	\$4,750.00	\$5,250.00
Total Expenditures	\$1,145,397.00	\$1,258,902.72

M/S/P, all ayes, Councilors Demgen, Demgen to approve publishing of the 2016 Summary Budget.

14b. EDC Membership Service Agreement

Administrator Mason presented the services the EDC (Economic Development Corporation) performed for the area in 2015. It was decided to support them for 2016 for \$1050.00.

M/S/P, all ayes, Councilors Demgen, Lang to approve the request for support for Cass County EDC for \$1050.00 for 2016.

14c. 2016 City of East Gull Lake meeting schedule

The 2016 meeting schedule was discussed.

M/S/P, all ayes, Councilors Hoffmann, Demgen to approve the 2016 City of East Gull Lake meeting schedule.

14d. Adding penalty to tax certifications for delinquent

Administrative Assistant Schack brought attention to the fact that Cass County charges the City \$10.00 for each tax certification sent for delinquent wastewater accounts. The request was made to add a penalty to the tax certification process to cover that charge.

M/S/P, all ayes, Councilors Demgen, Lang to approve request for a penalty of \$10.00 per account sent to the County for tax certification due to delinquency on the wastewater billing.

14e. LMCIT 2015 Property/Casualty Dividend

Administrator Mason presented the information from the League of MN Cities Insurance Trust regarding the dividend received.

14f. Raffle Resolution 01:01-16: TIP at Cragun's Legacy on February 20, 2016

Discussion ensued regarding the request for a gambling permit for TIP (Turn In Poachers) at Cragun's Legacy on February 20, 2016.

Ayes by roll call vote: Councilors Hoffmann, Ruttger, Demgen, Lang, Mayor Kavanaugh, approval to adopt Gambling Permit Resolution 1: 01-16; absent: None

OLD BUSINESS

None

NEW BUSINESS

None

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

Planning and Zoning MeetingTuesday, January 26, 2016 at 6:30pm
City Council Meeting Tuesday, February 02, 2016 at 6:30pm
Wastewater & Road Committee Meeting..... Wednesday, February 17, 2016 at 3:00pm

M/S/P, all ayes, Ruttger, Demgen, to adjourn the meeting.

Transcribed by East Gull Lake Administrative Assistant
Kathy Schack

These minutes are paraphrased and are not written word for word.

***CONSENT AGENDA ITEMS** are considered to be routine and noncontroversial by the Council and will be approved by one motion. There will be no separate discussion for decision of these items unless a Councilmember, staff member, or citizen so requests due to a speculative controversy, in which case the item will be removed from the consent agenda and considered under the regular agenda.

****OPEN FORUM** allows the public to speak to the Council regarding issues that are not on the agenda.



PO Box 1000
Lake Elmo, MN 55042-1000

Last statement: November 30, 2015
This statement: December 31, 2015
Total days in statement period: 31

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0007001073
(58)

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CITY OF EAST GULL LAKE
10790 SQUAW POINT RD
EAST GULL LAKE MN 56401-3088

Direct inquiries to:
Your Local Branch or, 800-908-Bank
(2265)

Bremer Bank
372 St Peter St
Saint Paul MN 55102

Community Business W/Interest

Account number	0007001073	Beginning balance	\$408,912.95
Enclosures	58	Total additions	605,614.63
Low balance	\$700,990.16	Total subtractions	187,306.00
Average balance	\$870,250.88	Ending balance	\$827,221.58
Avg collected balance	\$870,110		
Interest paid year to date	\$75.40		

CHECKS

Number	Date	Amount	Number	Date	Amount
18912	12-04	1,702.00	18937	12-22	20.85
18916 *	12-07	375.00	18938	12-21	300.00
18917	12-01	118.46	18940 *	12-23	100.00
18918	12-01	13.01	18941	12-22	50.00
18919	12-01	45.00	18942	12-22	100.00
18920	12-14	50.00	18943	12-23	200.00
18921	12-01	7,344.50	18944	12-24	1,170.00
18923 *	12-15	416.00	18945	12-18	50.00
18924	12-08	92,343.04	18947 *	12-21	200.00
18925	12-10	5,250.00	18948	12-28	100.00
18926	12-08	39.15	18949	12-21	30.42
18927	12-07	5,284.09	18950	12-21	200.00
18928	12-07	45.59	18951	12-24	200.00
18929	12-11	7,344.50	18952	12-24	50.00
18930	12-10	367.76	18953	12-22	45.26
18931	12-07	3,230.00	18954	12-18	26,355.00
18932	12-11	122.50	18955	12-17	194.88
18933	12-08	227.48	18956	12-18	172.50
18934	12-07	1,001.48	18957	12-21	85.10
18935	12-22	100.00	18966 *	12-31	203.00
18936	12-31	396.00			

* Skip in check sequence

DEBITS

Date	Description	Subtractions
12-01	' ACH Withdrawal MN DEPT OF REVEN MN Rev pay 151201 000000066869296	705.46
12-02	' ACH Withdrawal AFLAC INSURANCE 151202 CJ371686440	91.76
12-04	' ACH Withdrawal CITY E GULL LAKE 30457 151204	125.00
12-04	' ACH Withdrawal MN PERA PERA TXP*PERA*436900*12 042015****\	1,164.68
12-04	' ACH Withdrawal EAST GULL LAKE PAYROLL 151204	6,957.06
12-18	' ACH Withdrawal CITY E GULL LAKE 30457 151218	125.00
12-18	' ACH Withdrawal MN PERA PERA TXP*PERA*436900*12 182015****\	1,198.10
12-18	' ACH Withdrawal EAST GULL LAKE PAYROLL 151218	6,040.28
12-22	' Account Analysis Fee ANALYSIS ACTIVITY FOR 11/15	127.80
12-31	' ACH Withdrawal CITY E GULL LAKE 30457 151231	125.00
12-31	' ACH Withdrawal MN PERA PERA TXP*PERA*436900*12 312015****\	1,225.19
12-31	' ACH Withdrawal CITY E GULL LAKE HSA 151231	1,265.00
12-31	' ACH Withdrawal IRS USATAXPYMT 151231 270576500589445	6,236.96
12-31	' ACH Withdrawal EAST GULL LAKE PAYROLL 151231	6,276.14

CREDITS

Date	Description	Additions
12-01	Remote Deposit	28.80
12-01	' ACH Deposit CASSCOUNTY CASSCOUNTY 151201	300,274.84
12-02	Remote Deposit	143.10
12-02	' ACH Deposit MN State-MMB ACH TRN*1*0002925238*1 416007162\	288,131.37

Date	Description	Additions
12-07	Remote Deposit	482.16
12-08	Remote Deposit	10.00
12-08	Remote Deposit	103.00
12-08	Remote Deposit	150.00
12-14	Remote Deposit	70.96
12-14	Remote Deposit	516.00
12-15	Remote Deposit	76.00
12-16	Remote Deposit	412.00
12-18	Remote Deposit	141.45
12-18	Remote Deposit	300.00
12-23	Remote Deposit	265.85
12-23	Remote Deposit	650.00
12-24	' ACH Deposit MN State-MMB ACH TRN*1*0002967127*1 416007162\	13,654.74
12-28	Remote Deposit	17.65
12-28	Remote Deposit	76.32
12-28	Remote Deposit	103.00
12-31	' Interest Credit	7.39

DAILY BALANCES

Date	Amount	Date	Amount	Date	Amount
11-30	408,912.95	12-11	864,338.70	12-22	829,993.92
12-01	700,990.16	12-14	864,875.66	12-23	830,609.77
12-02	989,172.87	12-15	864,535.66	12-24	842,844.51
12-04	979,224.13	12-16	864,947.66	12-28	842,941.48
12-07	969,770.13	12-17	864,752.78	12-31	827,221.58
12-08	877,423.46	12-18	831,253.35		
12-10	871,805.70	12-21	830,437.83		

OVERDRAFT/RETURN ITEM FEES

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

Thank you for banking with Bremer Bank

City of East Gull Lake 2016 Budget

GL Account # General Fund	Account Title	2014		2015		2016		2016 Current Year Budget	% Remaining	2016 Current Year Remaining	% Inc	2017 Future Year Budget
		Actual	Actual	Actual	Actual	Year to Date Actual	Current Year Budget					
100-10100	Cash	\$165,030.68	\$105,857.53	\$91,504.95								
100-10500	Taxes Receivable Current	\$1,363.00	\$1,363.00	\$1,363.00								
100-10501	Taxes Receivable Delinquent	\$15,762.00	\$15,762.00	\$15,762.00								
100-11500	Accounts Receivable	\$5.00	\$0.00	\$0.00								
100-11599	Unapplied Accounts Receivable	\$0.28	\$91.00	\$91.00								
100-12100	Assessments Receivable	\$0.43	\$0.43	\$0.43								
100-13000	Due from other Fund	\$0.22	\$0.22	\$0.22								
100-13500	Due from other Governments	\$0.00	\$0.00	\$0.00								
100-15500	Prepays	\$1,200.00	\$1,200.00	\$1,200.00								
100-21100	Accounts Payable	-\$810.00	-\$4,347.95	-\$810.00								
100-21200	Wages Payable	-\$1,847.00	-\$1,847.00	-\$1,847.00								
100-21201	Section 125 Medical	-\$0.18	\$0.34	\$0.34								
100-21202	Section 125 Child Care	\$0.00	\$0.00	\$0.00								
100-21203	ICMA	\$0.00	\$0.00	\$0.00								
100-21204	AFLAC	\$0.14	-\$0.24	-\$0.24								
100-21205	HEALTH INSURANCE	-\$0.14	-\$0.14	-\$0.14								
100-21206	DENTAL INSURANCE	\$0.00	\$0.00	\$0.00								
100-21207	LIFE INSURANCE	\$0.00	\$0.00	\$0.00								
100-21208	CHILD SUPPORT	\$0.00	\$0.00	\$0.00								
100-21209	GARNISHMENTS	\$0.00	\$0.00	\$0.00								
100-21210	UNION DUES-AFSCME	\$0.00	\$0.00	\$0.00								
100-21211	UNION DUES-POLICE	\$0.00	\$0.00	\$0.00								
100-21212	UNION DUES-TEAMSTERS	\$0.00	\$0.00	\$0.00								
100-21213	PERA	\$0.06	-\$0.05	\$0.05								
100-21214	UNITED WAY	\$0.00	\$0.00	\$0.00								
100-21215	MISCELLANEOUS	\$0.03	-\$0.25	\$0.25								
100-21216	IMPUTED INCOME	\$0.00	\$0.00	\$0.00								
100-21217	FICA	-\$0.03	\$0.00	\$0.00								
100-21218	STATE WITHHOLDINGS	\$0.00	\$0.00	\$0.00								
100-21219	SUTA	\$0.00	\$0.00	\$0.00								
100-21220	WORKERS COMP	\$0.00	\$0.00	\$0.00								
100-21601	Compensated Absences	\$0.00	\$0.00	\$0.00								
100-22201	Deferred Revenue	\$0.00	\$15,762.00	\$15,762.00								
100-25300	Fund Balance	\$15,762.00	\$164,942.49	\$102,317.49								
100-31010	General Property Taxes	\$238,135.65	\$108,705.83	\$2,377.91					98%	\$145,622.09	-100%	\$0.00
100-31900	Penalties & Int-Delinq Taxes	\$76,495.79	\$1,361.23	\$86.82					83%	\$413.18	-100%	\$0.00
100-32100	Business Licenses and Permits	\$600.36	\$7,550.00	\$0.00					100%	\$7,550.00	-100%	\$0.00
100-32262	Reimbursements	\$7,550.00	\$0.00	\$0.00					0%	\$0.00	0%	\$0.00
100-33400	State Grants and Aids	\$0.00	\$26,817.49	\$0.00					0%	\$0.00	0%	\$0.00

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget			
100-33402	HACA (Homestead Credit)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00			
100-33403	2015 Storm Dmg Revenue	\$73.00	\$296,840.82	\$0.00	\$0.00	\$62,000.00	0%	\$0.00	-100%	\$0.00			
100-33423	PERA Aid	\$0.00	\$491.00	\$0.00	\$0.00	\$245.50	-100%	-\$245.50	-100%	\$0.00			
100-36200	Miscellaneous Revenues	\$491.49	\$2,415.62	\$15.00	\$15.00	\$2,000.00	0%	\$0.00	-100%	\$0.00			
100-36210	Interest Earnings	\$3,468.67	\$75.40	\$0.00	\$0.00	\$100.00	0%	\$0.00	-100%	\$0.00			
100-38020	Airport Revenues	\$119.02	\$6,394.28	\$0.00	\$0.00	\$3,000.00	0%	\$0.00	-100%	\$0.00			
General Government													
100-41000-200	Office Supplies	\$2,341.84	\$804.01	\$0.00	\$0.00	\$1,500.00	100%	\$1,500.00	-100%	\$0.00			
100-41000-205	Maint. Contracts/Software	\$6,420.69	\$1,888.08	\$1,976.00	\$1,976.00	\$4,000.00	51%	\$2,024.00	-100%	\$0.00			
100-41000-210	Operating Supplies	\$292.18	\$0.00	\$0.00	\$0.00	\$1,000.00	100%	\$1,000.00	-100%	\$0.00			
100-41000-300	Professional Services	\$14,965.90	\$3,005.85	\$100.00	\$100.00	\$4,000.00	98%	\$3,900.00	-100%	\$0.00			
100-41000-301	Auditor - Accounting	\$5,362.80	\$10,409.28	\$0.00	\$0.00	\$4,500.00	100%	\$4,500.00	-100%	\$0.00			
100-41000-304	Legal Fees	\$385.00	\$170.00	\$0.00	\$0.00	\$500.00	100%	\$500.00	-100%	\$0.00			
100-41000-321	Telephone & Internet	\$2,530.69	\$2,925.52	\$0.00	\$0.00	\$3,000.00	100%	\$3,000.00	-100%	\$0.00			
100-41000-322	Postage	\$291.78	\$202.72	\$0.00	\$0.00	\$300.00	100%	\$300.00	-100%	\$0.00			
100-41000-323	Cell Phone	\$352.55	\$749.11	\$62.74	\$62.74	\$780.00	92%	\$717.26	-100%	\$0.00			
100-41000-350	Legal Notices Publishing	\$337.10	\$278.00	\$0.00	\$0.00	\$400.00	100%	\$400.00	-100%	\$0.00			
100-41000-360	Insurance	\$2,709.13	\$1,764.50	\$0.00	\$0.00	\$2,700.00	100%	\$2,700.00	-100%	\$0.00			
100-41000-380	Water	\$291.35	\$312.21	\$0.00	\$0.00	\$400.00	100%	\$400.00	-100%	\$0.00			
100-41000-381	Electric	\$1,925.72	\$1,657.72	\$0.00	\$0.00	\$2,000.00	100%	\$2,000.00	-100%	\$0.00			
100-41000-383	Gas Utilities	\$2,098.82	\$1,006.94	\$133.80	\$133.80	\$1,800.00	93%	\$1,666.20	-100%	\$0.00			
100-41000-384	Refuse Disposal	\$153.29	\$91.03	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00			
100-41000-410	Rentals	\$125.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00			
100-41000-437	Cass County Fees	\$10.00	\$66.00	\$0.00	\$0.00	\$100.00	100%	\$100.00	-100%	\$0.00			
100-41000-439	Licenses, Permits, Dues	\$1,268.00	\$1,525.00	\$0.00	\$0.00	\$1,500.00	100%	\$1,500.00	-100%	\$0.00			
100-41000-440	Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00			

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget	
Elections											
100-41410-110	Other Pay	\$1,884.00	\$0.00	\$0.00	\$0.00	\$2,000.00	100%	\$2,000.00	-100%	\$0.00	
100-41410-200	Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
100-41410-300	Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
100-41410-331	Mileage Outside City	\$390.88	\$0.00	\$0.00	\$0.00	\$500.00	100%	\$500.00	-100%	\$0.00	
100-41410-490	Miscellaneous	\$1,099.48	\$0.00	\$0.00	\$0.00	\$1,100.00	100%	\$1,100.00	-100%	\$0.00	
City Newsletter											
100-41430-217	City Newsletter Printing Costs	\$762.10	\$873.40	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
100-41430-322	Postage	\$424.30	\$432.42	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
100-41430-435	City Newsletter Design Costs	\$687.50	\$1,025.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
City Website											
100-41440-218	City Website	\$1,150.00	\$375.00	\$0.00	\$0.00	\$375.00	100%	\$375.00	-100%	\$0.00	
City Hall Building		\$0.00									
100-41700-300	City Hall Maintenance Expenses	\$147.79	\$1,046.81	\$0.00	\$0.00	\$1,000.00	100%	\$1,000.00	-100%	\$0.00	
Administrative Assistant (50%)											
100-41900-100	Wages and Salaries	\$0.00	\$15,865.16	\$1,524.08	\$1,524.08	\$20,800.00	93%	\$19,275.92	-100%	\$0.00	
100-41900-121	PERA	\$0.00	\$1,190.02	\$114.31	\$114.31	\$1,508.00	92%	\$1,393.69	-100%	\$0.00	
100-41900-122	FICA	\$0.00	\$981.74	\$92.64	\$92.64	\$1,289.60	93%	\$1,196.96	-100%	\$0.00	
100-41900-126	Medicare	\$0.00	\$229.66	\$21.67	\$21.67	\$301.60	93%	\$279.93	-100%	\$0.00	
Health Insurance Premium											
HSA Contribution											
100-41900-131	ER Health Insurance	\$3,693.42	\$2,362.24	\$490.66	\$490.66	\$5,663.10	91%	\$5,172.44	-100%	\$0.00	
100-41900-308	Training	\$563.45	\$810.72	\$0.00	\$0.00	\$600.00	100%	\$600.00	-100%	\$0.00	
100-41900-330	Mileage - In City	-\$195.44	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
100-41900-331	Mileage Outside City	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
100-41900-439	Licenses, Permits, Dues	\$20.00	\$0.00	\$0.00	\$0.00	\$50.00	100%	\$50.00	-100%	\$0.00	
History Committee											
100-49000-110	Other Pay	\$1,022.50	\$0.00	\$0.00	\$0.00	\$1,000.00	100%	\$1,000.00	-100%	\$0.00	
100-49000-490	Miscellaneous	\$922.70	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
										\$4,488.12	\$0.00
										\$1,174.98	\$0.00
										\$5,663.10	\$0.00

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016 Current Year Remaining	% Remaining	2016 Current Year Remaining	% Inc	2017 Future Year Budget
		Actual	Actual	Actual	Actual	Year to Date	Budget					
WW Employee-Part Time (20%)												
100-49452-100	Wages and Salaries	\$2,338.89	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00
100-49452-102	Wages and Salaries Part Time	\$2,440.71	\$3,618.82	\$107.88	\$5,728.27	\$415.34	\$5,620.39	\$5,620.39	98%	\$5,620.39	-100%	\$0.00
100-49452-121	PERA	\$346.52	\$271.43	\$8.10	\$415.34	\$355.19	\$349.59	\$349.59	98%	\$349.59	-100%	\$0.00
100-49452-122	FICA	\$258.54	\$191.48	\$5.60	\$355.19	\$81.76	\$349.59	\$349.59	98%	\$349.59	-100%	\$0.00
100-49452-126	Medicare	\$60.47	\$44.77	\$1.31	\$83.07		\$81.76	\$81.76	98%	\$81.76	-100%	\$0.00
Airport												
100-49810-304	Legal Fees	\$170.00	\$0.00	\$0.00	\$250.00		\$250.00	\$250.00	100%	\$250.00	-100%	\$0.00
100-49810-360	Insurance	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	0%	\$0.00	0%	\$0.00
100-49810-404	Mowing	\$3,000.00	\$3,000.00	\$0.00	\$3,500.00		\$3,500.00	\$3,500.00	100%	\$3,500.00	-100%	\$0.00
100-49810-412	Brush Removal	\$1,000.00	\$728.80	\$0.00	\$1,000.00		\$1,000.00	\$1,000.00	100%	\$1,000.00	-100%	\$0.00
100-49810-430	Repair Maintenance Services	\$0.00	\$4,443.79	\$0.00	\$400.00		\$400.00	\$400.00	100%	\$400.00	-100%	\$0.00
100-49810-439	Licenses, Permits, Dues	\$40.00	\$100.00	\$0.00	\$100.00		\$100.00	\$100.00	100%	\$100.00	-100%	\$0.00
General Fund Revenue Total:		\$326,933.98	\$450,651.67	\$2,479.73	\$223,395.50		\$153,339.77	\$153,339.77	69%	\$153,339.77	-100%	\$0.00
General Fund Expenditure Total:		\$141,875.13	\$513,276.67	\$10,824.63	\$158,885.06		\$148,060.43	\$148,060.43	93%	\$148,060.43	-100%	\$0.00
Net Total General Fund:		\$185,058.85	-\$62,625.00	-\$8,344.90	\$64,510.44		\$5,279.34	\$5,279.34	8%	\$5,279.34	-100%	\$0.00

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget	
Public Safety											
225-10100	Cash	\$3,617.19	\$7,418.23	\$7,418.23					0%		\$0.00
225-10500	Taxes Receivable Current	\$1,284.00	\$1,284.00	\$1,284.00							
225-10501	Taxes Receivable Delinquent	\$0.00	\$0.00	\$0.00							
225-11500	Accounts Receivable	\$0.00	\$0.00	\$0.00							
225-13500	Due from other Governments	\$0.00	\$0.00	\$0.00							
225-21100	Accounts Payable	\$0.00	\$0.00	\$0.00							
225-25300	Fund Balance	\$428.15	-\$4,901.19	\$8,702.23							
225-31010	General Property Taxes	-\$77,665.27	\$41,471.50	\$882.93		\$41,300.00	98%	\$40,417.07	-100%	\$0.00	
225-36210	Interest Earnings	-\$1.82	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	
225-39200	Transfers From Other Funds	\$0.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	
Public Safety Committee Pay											
225-41160-110	Other Pay	\$0.00	\$0.00	\$0.00		\$250.00	100%	\$250.00	-100%	\$0.00	
Public Safety											
225-41800-205	Maint. Contracts/Software	\$700.00	\$400.00	\$0.00		\$300.00	100%	\$300.00	-100%	\$0.00	
225-41800-300	Professional Services	\$120.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	
225-41800-308	Training	\$0.00	\$857.14	\$0.00		\$1.00	100%	\$1.00	-100%	\$0.00	
225-41800-401	Mosquito Control	\$10,800.00	\$11,413.32	\$0.00		\$12,040.00	100%	\$12,040.00	-100%	\$0.00	
225-41800-439	Licenses, Permits, Dues	\$345.00	\$0.00	\$0.00		\$350.00	100%	\$350.00	-100%	\$0.00	
Fire Service Contract											
225-42200-300	Prof Services-Fire Contract	\$60,372.75	\$25,000.00	\$0.00		\$25,000.00	0%	\$25,000.00	-100%	\$0.00	
Public Safety Revenue Total:		-\$77,667.09	\$41,471.50	\$882.93		\$41,300.00	98%	\$40,417.07	-100%	\$0.00	
Public Safety Expenditure Total:		\$72,337.75	\$37,670.46	\$0.00		\$37,941.00	100%	\$37,941.00	-100%	\$0.00	
Net Total Public Safety:		-\$150,004.84	\$3,801.04	\$882.93		\$3,359.00	74%	\$2,476.07	-100%	\$0.00	

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget	
WW In-House Debt Service (PFA)											
301-10100	Cash	\$72,205.45	\$8,128.12	-\$8,151.88							
301-10500	Taxes Receivable Current	\$1,121.00	\$1,121.00	\$1,121.00		\$0.00					\$0.00
301-11501	AR - Utilities	\$0.11	\$1,088.39	-\$1,088.39							
301-12100	Assessments Receivable	\$0.00	\$0.00	\$0.00							
301-12200	LT Assessments Receivable	\$1,018,011.00	\$1,018,011.00	\$1,018,011.00							
301-12201	ST Assessments Receivable	\$68,789.00	\$68,789.00	\$68,789.00							
301-12300	Accrued Interest Receivable	\$9,510.00	\$9,510.00	\$9,510.00							
301-21100	Accounts Payable	\$0.00	\$0.00	\$0.00							
301-21650	Accrued Interest	-\$14,795.00	\$14,795.00	\$14,795.00							
301-23500	Bonds Payable	-\$3,600,000.00	\$3,600,000.00	\$3,600,000.00							
301-24000	Bonds Issuance	\$0.00	\$0.00	\$0.00							
301-24500	Accum Amort - Bonds Issuance	\$0.00	\$0.00	\$0.00							
301-25300	Fund Balance	\$2,605,271.67	\$2,445,158.44	\$2,508,147.49							
301-31010	General Property Taxes	\$0.00	\$0.00	\$0.00							
301-31012	W.W.PlantCapacityLevy Increase	-\$67,989.14	\$66,537.29	\$1,445.63		\$67,607.00	98%	\$66,161.37	-100%	\$0.00	
301-31016	Sewer Access Connection (SAC)	\$0.20	\$10,478.51	\$0.00		\$6,400.00	100%	\$6,400.00	-100%	\$0.00	
301-36210	Interest Earnings	\$0.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	
301-37200	Wastewater User Charges	\$0.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	
301-37210	Wastewater ConnectPrincipal	\$0.33	\$78,691.07	\$0.00		\$88,242.14	100%	\$88,242.14	-100%	\$0.00	
301-37212	Pay-off WW Connect Principal	\$0.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	
301-37215	Stub Fee	\$0.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	
301-37217	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	
301-37220	Wastewater Connect Interest	\$36,133.62	\$31,304.08	\$0.00		\$37,212.00	100%	\$37,212.00	-100%	\$0.00	
301-39200	Transfers From Other Funds	\$94,000.00	\$130,000.00	\$0.00		\$130,000.00	100%	\$130,000.00	-100%	\$0.00	
Debt Service Payments											
301-47100-601	Bond Principal	\$0.00	\$344,000.00	\$0.00		\$348,000.00	100%	\$348,000.00	-100%	\$0.00	
301-47100-611	Bond Interest	\$38,009.00	\$36,000.00	\$16,280.00		\$32,560.00	50%	\$16,280.00	-100%	\$0.00	
WW In-House Debt Service - PFA Revenue Total:		\$62,145.01	\$317,010.95	\$1,445.63		\$329,461.14	100%	\$328,015.51	-100%	\$0.00	
WW In-House Debt Service - PFA Expenditure Total:		\$38,009.00	\$380,000.00	\$16,280.00		\$380,560.00	96%	\$364,280.00	-100%	\$0.00	
Net Total WW In-House Debt Service - PFA:		\$24,136.01	-\$62,989.05	-\$14,834.37		-\$51,098.86	71%	-\$36,264.49	-100%	\$0.00	

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget	
Roads, Streets, & Highway											
303-10100	Cash	\$63,938.67	\$94,497.69	\$84,225.29							
303-10500	Taxes Receivable Current	\$573.00	\$573.00	\$573.00							
303-10501	Taxes Receivable Delinquent	\$0.00	\$0.00	\$0.00							
303-11500	Accounts Receivable	\$0.00	\$0.00	\$0.00							
303-15500	Prepays	\$2,341.00	\$2,341.00	\$2,341.00							
303-21100	Accounts Payable	\$5,276.00	\$13,801.00	\$5,276.00							
303-21200	Wages Payable	\$1,812.00	\$1,812.00	\$1,812.00							
303-25300	Fund Balance	\$94,554.05	\$59,764.67	\$81,798.69							
303-31010	General Property Taxes	\$35,884.92	\$93,045.19	\$2,052.45		\$96,000.00	98%	\$93,947.55	-100%	\$0.00	\$0.00
303-36210	Interest Earnings	\$1.97	\$0.00	\$0.00		\$15.00	100%	\$15.00	-100%	\$0.00	\$0.00
303-39200	Transfers From Other Funds	\$10,000.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	\$0.00
Highways, Streets, & Roadways											
303-43100-200	Office Supplies	\$0.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	\$0.00
303-43100-210	Operating Supplies	\$144.90	\$183.33	\$0.00		\$500.00	100%	\$500.00	-100%	\$0.00	\$0.00
303-43100-212	Gas & Oil	\$943.00	\$2,410.24	\$103.00		\$1,500.00	93%	\$1,397.00	-100%	\$0.00	\$0.00
303-43100-240	Small Tools & Minor Equip	\$0.00	\$0.00	\$0.00		\$1,500.00	100%	\$1,500.00	-100%	\$0.00	\$0.00
303-43100-300	Professional Services	\$0.00	\$0.00	\$0.00		\$500.00	100%	\$500.00	-100%	\$0.00	\$0.00
303-43100-303	Engineer	-\$249.00	\$0.00	\$0.00		\$1,000.00	100%	\$1,000.00	-100%	\$0.00	\$0.00
303-43100-304	Legal Fees	\$46.00	\$0.00	\$0.00		\$500.00	100%	\$500.00	-100%	\$0.00	\$0.00
303-43100-330	Mileage	\$82.88	\$0.00	\$0.00		\$100.00	100%	\$100.00	-100%	\$0.00	\$0.00
303-43100-350	Legal Notices Publishing	\$0.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	\$0.00
303-43100-360	Insurance	\$3,966.12	\$5,552.00	\$0.00		\$5,000.00	100%	\$5,000.00	-100%	\$0.00	\$0.00
303-43100-400	Repair/Maint Contractual	\$3,158.00	\$0.00	\$0.00		\$3,500.00	100%	\$3,500.00	-100%	\$0.00	\$0.00
303-43100-402	Patching	\$1,927.94	\$0.00	\$0.00		\$1,500.00	100%	\$1,500.00	-100%	\$0.00	\$0.00
303-43100-403	Sweeping	\$1,162.50	\$1,987.50	\$0.00		\$2,000.00	100%	\$2,000.00	-100%	\$0.00	\$0.00
303-43100-404	Mowing	\$5,175.00	\$2,745.00	\$0.00		\$6,000.00	100%	\$6,000.00	-100%	\$0.00	\$0.00
303-43100-406	Plowing-Sanding	\$19,968.50	\$12,867.00	\$0.00		\$18,000.00	100%	\$18,000.00	-100%	\$0.00	\$0.00
303-43100-407	Salt & Sand	\$19,189.00	\$9,316.50	\$0.00		\$12,000.00	100%	\$12,000.00	-100%	\$0.00	\$0.00
303-43100-409	Crack Sealing	\$0.00	\$3,958.00	\$0.00		\$4,000.00	100%	\$4,000.00	-100%	\$0.00	\$0.00
303-43100-410	Rentals	\$0.00	\$0.00	\$0.00		\$250.00	100%	\$250.00	-100%	\$0.00	\$0.00
303-43100-411	EGL Signs	\$156.96	\$260.28	\$0.00		\$1,000.00	100%	\$1,000.00	-100%	\$0.00	\$0.00
303-43100-412	Brush Removal	\$0.00	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00	\$0.00
303-43100-413	Striping Roads	\$2,154.24	\$0.00	\$0.00		\$2,500.00	100%	\$2,500.00	-100%	\$0.00	\$0.00
303-43100-430	Vehicle-Equipment Services	\$0.00	\$0.00	\$0.00		\$3,000.00	100%	\$3,000.00	-100%	\$0.00	\$0.00
303-43100-439	Licenses, Permits, Dues	\$25.00	\$50.00	\$0.00		\$25.00	100%	\$25.00	-100%	\$0.00	\$0.00

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016 Current Year Remaining	% Remaining	2017 Future Year Budget	% Inc
		Actual	Actual	Actual	Actual	Year to Date	Budget				
WW Superintendent - 20%											
303-49451-100	Wages and Salaries	\$13,353.66	\$13,652.82	\$769.16	\$12,563.01			\$11,793.85	94%		-100%
303-49451-121	PERA	\$878.77	\$1,023.96	\$57.69	\$910.82			\$853.13	94%		-100%
303-49451-122	FICA	\$716.00	\$811.99	\$46.32	\$778.91			\$732.59	94%		-100%
303-49451-126	Medicare	\$167.44	\$189.89	\$10.84	\$182.16			\$171.32	94%		-100%
	Health Insurance Premium				\$2,353.97					\$2,353.97	
	HSA Contribution				\$760.01					\$760.01	
					\$3,113.98					\$3,113.98	
303-49451-131	Health Insurance	\$2,540.58	\$3,334.15	\$187.20	\$3,113.98			\$2,926.78	94%		-100%
303-49451-135	EE-Health Insurance	-\$15.78	\$0.00	\$0.00	\$0.00			\$0.00	0%		0%
WW Employee - 30%											
303-49452-100	Wages and Salaries	\$3,882.28	\$9,547.80	\$433.98	\$14,995.60			\$14,561.62	97%		-100%
303-49452-121	PERA	\$281.42	\$716.09	\$32.55	\$1,084.28			\$1,051.73	97%		-100%
303-49452-122	FICA	\$239.13	\$588.09	\$26.90	\$927.25			\$900.35	97%		-100%
303-49452-126	Medicare	\$55.93	\$137.52	\$6.29	\$216.86			\$210.57	97%		-100%
	Health Insurance Premium				\$1,082.23					\$1,082.23	
	HSA Contribution				\$704.99					\$704.99	
					\$1,787.22					\$1,787.22	
303-49452-131	Health Insurance	\$323.20	\$1,479.01	\$73.47	\$2,869.45			\$2,795.98	97%		-100%
	Roads, Streets, & Highway Revenue Total:	\$45,886.89	\$93,045.19	\$2,052.45	\$96,015.00			\$93,962.55	98%		-100%
	Roads, Streets, & Highway Expenditure Total:	\$80,273.67	\$70,811.17	\$1,747.40	\$102,017.32			\$100,269.92	98%		-100%
	Net Total Roads, Streets, & Highway:	-\$34,386.78	\$22,234.02	\$305.05	-\$6,002.32			-\$6,307.37	105%		-100%

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016 Current Year Budget	% Remaining	2016 Current Year Remaining	% Inc	2017 Future Year Budget
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget						
GOPIFB Bond Sewer												
304-10100	Cash	\$24,575.43	\$30.17	-\$49,708.50								
304-11500	Accounts Receivable	\$0.00	\$0.00	\$0.00								
304-12100	Assessments Receivable	\$120,600.00	\$120,600.00	\$120,600.00								
304-12101	ST Assessments	\$12,062.00	\$12,062.00	\$12,062.00								
304-12200	LT Assessments Receivable	\$0.00	\$0.00	\$0.00								
304-12201	ST Assessments Receivable	\$0.00	\$0.00	\$0.00								
304-12300	Accrued Interest Receivable	\$7,562.00	\$7,562.00	\$7,562.00								
304-21100	Accounts Payable	\$0.00	-\$49,738.67	\$0.00								
304-21650	Accrued Interest	-\$6,766.00	-\$6,766.00	\$6,766.00								
304-23500	Bonds Payable	-\$456,750.00	-\$456,750.00	-\$456,750.00								
304-24000	Bonds Issuance	\$0.00	\$0.00	\$0.00								
304-24500	Accum Amort - Bonds Issuance	\$0.00	\$0.00	\$0.00								
304-25300	Fund Balance	\$280,852.31	\$298,716.57	\$373,000.50								
304-36100	Special Assessments	\$3,218.14	\$33,109.67	\$0.00		\$19,043.09	100%	\$19,043.09	-100%	\$0.00		\$0.00
304-36210	Interest Earnings	\$1.82	\$0.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00		\$0.00
GO Bond Sewer												
304-49800-300	Professional Services	\$351.00	\$157.00	\$0.00		\$0.00	0%	\$0.00	0%	\$0.00		\$0.00
304-49800-601	Bond Principal	\$0.00	\$81,200.00	\$0.00		\$20,000.00	100%	\$20,000.00	-100%	\$0.00		\$0.00
304-49800-611	Bond Interest	\$20,733.22	\$26,036.60	\$0.00		\$3,250.00	100%	\$3,250.00	-100%	\$0.00		\$0.00
GO Bond Sewer Revenue Total:		\$3,219.96	\$33,109.67	\$0.00		\$19,043.09	100%	\$19,043.09	-100%	\$0.00		\$0.00
GO Bond Sewer Expenditure Total:		\$21,084.22	\$107,393.60	\$0.00		\$23,250.00	100%	\$23,250.00	-100%	\$0.00		\$0.00
Net Total GO Bond Sewer:		-\$17,864.26	-\$74,283.93	\$0.00		-\$4,206.91	100%	-\$4,206.91	-100%	\$0.00		\$0.00

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016 Current Year Budget	% Remaining	2016 Current Year Remaining	% Inc	2017 Future Year Budget
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget						
GOPIFB Bond Road												
305-10100	Cash	\$454,174.42	\$254,752.61		-\$8,558.01							
305-10101	Undeposited Funds	\$0.00	\$0.00		\$0.00							
305-10500	Taxes Receivable Current	\$3,713.00	\$3,713.00		\$3,713.00							
305-10501	Taxes Receivable Delinquent	\$0.00	\$0.00		\$0.00							
305-11500	Accounts Receivable	\$0.00	\$0.00		\$0.00							
305-12100	Assessments Receivable	\$367,181.35	\$367,181.35		\$367,181.35							
305-12305	Assessments Receivable	\$0.00	\$0.00		\$0.00							
305-13000	Due from other fund	\$0.00	\$0.00		\$0.00							
305-13500	Due from other Governments	\$0.00	\$0.00		\$0.00							
305-21100	Accounts Payable	\$0.00	-\$232,715.08		\$0.00							
305-21105	Retainage Payable	\$0.00	\$0.00		\$0.00							
305-21650	Accrued Interest	\$0.00	\$0.00		\$0.00							
305-22201	Deferred Revenue	-\$367,181.00	\$367,181.00		\$367,181.00							\$0.00
305-25300	Fund Balance	-\$295,269.29	\$457,887.77		\$25,750.88							\$0.00
305-31010	General Property Taxes	\$0.00	\$0.00		\$0.00							\$0.00
305-31013	2007 Road Improvement Levy	\$87,387.17	\$61,595.48		\$1,325.94							\$0.00
305-31014	2008 Road Improvement Levy	\$97,542.62	\$71,456.04		\$0.00							\$0.00
305-31015	2015 Refunding Road Imp Refund	\$0.00	\$0.00		\$1,540.15							\$0.00
305-31016	Sewer Access	\$0.00	\$0.00		\$0.00							\$0.00
305-31017	2011 Road Improvement Levy	\$30,530.39	\$29,533.21		\$641.44							\$0.00
305-31018	2013 Road Improvement Levy	\$9,819.80	\$232.41		\$0.00							\$0.00
305-36100	Special Assessments	\$88,690.29	\$63,277.71		\$3,652.48							\$0.00
305-36210	Interest Earnings	\$1.82	\$0.00		\$0.00							\$0.00
305-39200	Transfer In	\$94,718.00	\$0.00		\$0.00							\$0.00
305-39310	GO Bond Proceeds	\$0.00	\$3,672.89		\$0.00							\$0.00
GO Bond Roads												
305-49700-300	Professional Services	\$1,099.00	\$1,518.00		\$0.00							\$0.00
305-49700-303	Engineer	\$0.00	\$0.00		\$0.00							\$0.00
305-49700-350	Legal Notices Publishing	\$0.00	\$0.00		\$0.00							\$0.00
305-49700-360	Insurance	\$0.00	\$0.00		\$0.00							\$0.00
305-49700-441	Administrative Fees	\$1,230.00	\$0.00		\$0.00							\$0.00
305-49700-510	2015 Legacy Sewer Extension	\$0.00	\$129,228.04		\$0.00							\$0.00
305-49700-601	Bond Principal	\$161,750.00	\$409,788.32		\$29,000.00							\$0.00
305-49700-611	Bond Interest	\$81,992.61	\$121,370.27		\$1,595.54							\$0.00
	GO Bond Roads Revenue Total:	\$408,690.09	\$229,767.74		\$7,160.01							\$0.00
	GO Bond Roads Expenditure Total:	\$246,071.61	\$661,904.63		\$30,595.54							\$0.00
	Net Total GO Bond Roads:	\$162,618.48	-\$432,136.89		-\$23,435.53							\$0.00

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016 Current Year Budget	% Remaining	2016 Current Year Remaining	% Inc	2017 Future Year Budget
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget						
Parks & Recreation												
404-10100	Cash	\$53,574.97	\$52,282.37									
404-10500	Taxes Receivable Current	\$303.00	\$303.00									
404-10501	Taxes Receivable Delinquent	\$0.00	\$0.00									
404-11500	Accounts Receivable	\$0.00	\$0.00									
404-13500	Due from other Governments	\$0.00	\$0.00									
404-21100	Accounts Payable	\$0.00	-\$41.01									
404-25300	Fund Balance	\$28,571.34	\$52,585.37									
404-31010	General Property Taxes	\$18,358.69	\$64.05					\$10,000.00	99%	\$9,935.95	-100%	\$0.00
404-33400	State Grants and Aids	\$7,700.00	\$0.00					-\$7,700.00	100%	-\$7,700.00	-100%	\$0.00
404-33401	Local Government Aid	\$0.00	\$0.00					\$0.00	0%	\$0.00	0%	\$0.00
404-33600	County Grants & Aids	\$250.00	\$0.00					\$0.00	0%	\$0.00	0%	\$0.00
404-36210	Interest Earnings	\$1.82	\$0.00					\$0.00	0%	\$0.00	0%	\$0.00
Park & Trails Committee												
404-41170-110	Other Pay	\$0.00	\$0.00					\$400.00	100%	\$400.00	-100%	\$0.00
Tennis Courts												
404-45126-360	Insurance	\$0.00	\$0.00					\$150.00	100%	\$150.00	-100%	\$0.00
404-45126-400	Repair/Maint Contractual	\$1,003.88	\$0.00					\$4,000.00	100%	\$4,000.00	-100%	\$0.00
Parks/Recreation/Trails												
404-45127-304	Legal Fees	\$0.00	\$0.00					\$0.00	0%	\$0.00	0%	\$0.00
404-45127-350	Legal Notices Publishing	\$0.00	\$0.00					\$0.00	0%	\$0.00	0%	\$0.00
404-45127-402	Patching	\$0.00	\$0.00					\$500.00	100%	\$500.00	-100%	\$0.00
404-45127-510	Trail Construction Fund	\$0.00	\$0.00					\$10,000.00	100%	\$10,000.00	-100%	\$0.00
404-45127-515	Trail Maintenance	\$0.00	\$3,105.59					\$6,000.00	100%	\$6,000.00	-100%	\$0.00
Parks & Recreation Revenue Total:		\$26,310.51	\$4,687.99		\$64.05			\$2,300.00	97%	\$2,235.95	-100%	\$0.00
Parks & Recreation Expenditure Total:		\$1,003.88	\$5,980.59		\$0.00			\$21,050.00	100%	\$21,050.00	-100%	\$0.00
Net Total Parks & Recreation:		\$25,306.63	-\$1,292.60		\$64.05			-\$18,750.00	100%	-\$18,814.05	-100%	\$0.00

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2016		2017	
		Actual	Actual	Actual	Actual	Year to Date	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget		
Planning & Zoning													
407-10100	Cash	\$53,150.99	\$59,190.08	\$56,681.92									
407-10500	Taxes Receivable Current	\$473.00	\$473.00	\$473.00									
407-10501	Taxes Receivable Delinquent	\$0.00	\$0.00	\$0.00									
407-11500	Accounts Receivable	\$0.00	\$150.00	\$150.00									
407-21100	Accounts Payable	\$0.00	\$0.00	\$0.00									
407-21200	Wages Payable	\$0.00	\$0.00	\$0.00									
407-25300	Fund Balance	\$0.00	\$53,623.99	\$59,813.08									
407-31010	General Property Taxes	\$45,253.07	\$62,205.89	\$1,369.01			\$64,000.00	98%	\$62,630.99	-100%	\$0.00	\$0.00	
407-32200	Land Use Permits	\$28,284.62	\$14,580.00	\$1,100.00			\$10,000.00	89%	\$8,900.00	-100%	\$0.00	\$0.00	
407-34103	Zoning & Subdivision Fees	\$10,460.00	\$300.00	\$0.00			\$300.00	100%	\$300.00	-100%	\$0.00	\$0.00	
407-34104	Variance	\$600.00	\$1,292.00	\$0.00			\$900.00	100%	\$900.00	-100%	\$0.00	\$0.00	
407-34105	Conditional Use Permit	\$446.00	\$892.00	\$2,050.00			\$900.00	-128%	-\$1,150.00	-100%	\$0.00	\$0.00	
407-34106	Home Occupation Permit	\$846.00	\$0.00	\$0.00			\$0.00	0%	\$0.00	0%	\$0.00	\$0.00	
407-34107	Recording Fee	\$0.00	\$46.00	\$92.00			\$0.00	0%	-\$92.00	0%	\$0.00	\$0.00	
407-36200	Miscellaneous Revenues	\$46.00	\$0.00	\$0.00			\$0.00	0%	\$0.00	0%	\$0.00	\$0.00	
407-36210	Interest Earnings	\$0.00	\$0.00	\$0.00			\$30.00	100%	\$30.00	-100%	\$0.00	\$0.00	
Planning & Zoning Committee													
407-41180-110	Other Pay	\$5,750.00	\$5,850.00	\$0.00			\$6,000.00	100%	\$6,000.00	-100%	\$0.00	\$0.00	
Administrator-50%													
407-41400-100	Wages and Salaries	\$14,364.00	\$35,086.42	\$2,731.34			\$35,612.79	92%	\$32,881.45	-100%	\$0.00	\$0.00	
407-41400-121	PERA	\$1,003.56	\$2,631.46	\$204.85			\$2,581.92	92%	\$2,377.07	-100%	\$0.00	\$0.00	
407-41400-122	FICA	\$921.94	\$2,113.42	\$169.34			\$2,207.99	92%	\$2,038.65	-100%	\$0.00	\$0.00	
407-41400-126	Medicare	\$215.59	\$494.09	\$39.60			\$516.39	92%	\$476.79	-100%	\$0.00	\$0.00	
Health Insurance Premium							\$9,983.76				\$9,983.76		
HSA Contribution							\$1,900.02				\$1,900.02		
							\$11,883.78				\$11,883.78		
407-41400-131	ER Health Insurance	\$3,085.38	\$12,762.75	\$1,037.36			\$11,883.78	91%	\$10,846.42	-100%	\$0.00	\$0.00	
407-41400-330	Mileage	\$0.00	\$216.21	\$0.00			\$0.00	0%	\$0.00	0%	\$0.00	\$0.00	

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget	
Administrative Assistant-25%											
407-41900-100	Wages and Salaries	\$0.00	\$7,932.63	\$762.04	\$10,400.00	93%	\$9,637.96	-100%	\$0.00		
407-41900-121	PERA	\$0.00	\$594.88	\$57.15	\$754.00	92%	\$696.85	-100%	\$0.00		
407-41900-122	FICA	\$0.00	\$490.98	\$46.32	\$644.80	93%	\$598.48	-100%	\$0.00		
407-41900-126	Medicare	\$0.00	\$114.96	\$10.83	\$150.80	93%	\$139.97	-100%	\$0.00		
	Health Insurance Premium		\$2,244.06		\$2,244.06				\$2,244.06		
	HSA Contribution		\$587.49		\$587.49				\$587.49		
			\$2,831.55		\$2,831.55				\$2,831.55		
407-41900-131	ER - Health Insurance	-\$225.90	\$3,027.87	\$245.33	\$2,831.55	91%	\$2,586.22	-100%	\$0.00		
407-41900-135	EE-Health Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
407-41900-308	Training	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
Planning & Zoning											
407-41910-200	Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
407-41910-207	Zoning Ordinance	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
407-41910-300	Professional Services	\$1,222.00	\$0.00	\$0.00	\$500.00	100%	\$500.00	-100%	\$0.00		
407-41910-303	Engineer	\$936.82	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
407-41910-304	Legal Fees	\$1,680.35	\$45.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
407-41910-322	Postage	\$0.00	\$32.38	\$0.00	\$150.00	100%	\$150.00	-100%	\$0.00		
407-41910-331	Mileage	\$59.37	\$186.89	\$0.00	\$560.00	100%	\$560.00	-100%	\$0.00		
407-41910-350	Legal Notices Publishing	\$312.29	\$257.16	\$0.00	\$800.00	100%	\$800.00	-100%	\$0.00		
407-41910-360	Insurance	\$0.00	\$1,013.70	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
407-41910-437	Cass County Fees	\$1,078.00	\$276.00	\$0.00	\$450.00	100%	\$450.00	-100%	\$0.00		
407-41910-810	Refunds & Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
	Planning & Zoning Revenue Total:	\$85,935.69	\$79,315.89	\$4,611.01	\$76,130.00	94%	\$71,518.99	-100%	\$0.00		
	Planning & Zoning Expenditure Total:	\$30,403.40	\$73,126.80	\$5,304.16	\$76,044.02	93%	\$70,739.86	-100%	\$0.00		
	Net Total Planning & Zoning:	\$55,532.29	\$6,189.09	-\$693.15	\$85.98	906%	\$779.13	-100%	\$0.00		

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016 Current Year Budget	% Remaining	2016 Current Year Remaining	% Inc	2017 Future Year Budget
		Actual	Actual	Actual	Actual	Year to Date Actual	Current Year Budget					
Wastewater												
602-10100	Cash	\$204,987.23	\$238,358.99	\$207,257.16								
602-10500	Taxes Receivable Current	\$0.00	\$0.00	\$0.00								
602-10501	Taxes Receivable Delinquent	\$0.16	\$0.16	\$0.16								
602-11500	Accounts Receivable	-\$91.00	\$853.46	\$853.46								
602-11501	AR - Utilities	\$120,544.38	\$116,419.83	\$116,419.83								
602-12100	Assessments Receivable	\$25,715.00	\$25,715.00	\$25,715.00								
602-12101	ST Assessment Assessments	\$3,247.00	\$3,247.00	\$3,247.00								
602-12200	LT Assessments Receivable	\$0.00	\$0.00	\$0.00								
602-12201	ST Assessments Receivable	\$0.00	\$0.00	\$0.00								
602-12300	Accrued Interest Receivable	\$1,619.00	\$1,619.00	\$1,619.00								
602-13500	Due from other Governments	\$0.00	\$0.00	\$0.00								
602-15500	Prepays	\$6,037.00	\$6,037.00	\$6,037.00								
602-16000	Construction in Progress	\$0.00	\$0.00	\$0.00								
602-16100	Plant	\$12,337,848.00	\$12,337,848.00	\$12,337,848.00								
602-16200	Vehicles	\$74,990.00	\$74,990.00	\$74,990.00								
602-16300	Equipment	\$61,771.00	\$61,771.00	\$61,771.00								
602-16400	Infrastructure	\$104,593.00	\$104,593.00	\$104,593.00								
602-16600	Accumulated Depreciation	\$4,705,694.00	\$4,705,694.00	\$4,705,694.00								
602-21100	Accounts Payable	\$23,543.00	\$38,906.72	\$23,543.00								
602-21105	Retainage Payable	\$0.00	\$0.00	\$0.00								
602-21200	Wages Payable	\$4,471.00	\$4,471.00	\$4,471.00								
602-21217	FICA	\$0.00	\$0.00	\$0.00								
602-21218	State Withholdings	\$0.00	\$0.00	\$0.00								
602-21601	Compensated Absences	\$10,916.00	\$10,916.00	\$10,916.00								
602-21650	Accrued Interest	\$0.00	\$0.00	\$0.00								
602-23000	Due to Other Funds	\$0.00	\$0.00	\$0.00								
602-23500	Bonds Payable	\$0.00	\$0.00	\$0.00								
602-25300	Fund Balance	\$8,479,397.24	\$8,167,783.22	\$8,169,131.55								
602-25301	Designated CapOut Fund Balance	\$14,088.33	\$28,853.55	\$42,333.17								

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget	
602-31016	Sewer Access Charge - Grinder	\$14,749.24	\$11,000.00	\$0.00	\$0.00	\$5,500.00	100%	\$5,500.00	-100%	\$0.00	
602-32210	Wastewater/ISTS Permits	\$0.00	\$750.00	\$150.00	\$0.00	\$0.00	0%	-\$150.00	0%	\$0.00	
602-36100	Special Assessments	-\$2,881.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-36101	Special Asses- 2015 Legacy	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-36200	Miscellaneous Revenues	\$4,688.78	\$48,027.71	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-36210	Interest Earnings	\$1.82	\$0.00	\$0.00	\$0.00	\$15.00	100%	\$15.00	-100%	\$0.00	
602-36240	WW Bio Solids Treatment	\$21,202.96	\$19,246.62	\$0.00	\$0.00	\$13,500.00	100%	\$13,500.00	-100%	\$0.00	
602-37200	Wastewater User Charges	\$450,125.73	\$441,387.13	\$0.00	\$0.00	\$455,388.00	100%	\$455,388.00	-100%	\$0.00	
602-37216	Sewer Hook-Up Inspection	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-37217	Capital Outlay	\$14,765.22	\$13,479.62	\$0.00	\$0.00	\$13,440.00	100%	\$13,440.00	-100%	\$0.00	
602-37218	CapOut Reimbursed	\$1,058.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-37260	WW Penalty	\$1,439.70	\$172.70	\$0.00	\$0.00	\$2,000.00	100%	\$2,000.00	-100%	\$0.00	
602-37264	WW Delinquents to County	\$2,649.72	\$5,933.12	\$0.00	\$0.00	\$5,000.00	100%	\$5,000.00	-100%	\$0.00	
602-39200	Transfer In	\$3,264.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
Wastewater Committee											
602-41150-110	Other Pay	\$500.00	\$950.00	\$0.00	\$0.00	\$800.00	100%	\$800.00	-100%	\$0.00	
Administrator											
602-41400-100	Wages and Salaries	\$20,744.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-41400-121	PERA	\$1,003.51	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-41400-122	FICA	\$921.77	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-41400-125	ICMA	-\$461.52	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-41400-126	Medicare	\$215.58	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-41400-131	Health Insurance	\$2,407.52	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-41400-330	Mileage	\$0.00	\$74.76	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
Administrative Assistant-25%											
602-41900-100	Wages and Salaries	\$0.00	\$7,932.63	\$762.04	\$10,400.00	\$9,637.96	93%	\$9,637.96	-100%	\$0.00	
602-41900-121	PERA	\$0.00	\$594.88	\$57.15	\$754.00	\$696.85	92%	\$696.85	-100%	\$0.00	
602-41900-122	FICA	\$0.00	\$490.74	\$46.31	\$644.80	\$598.49	93%	\$598.49	-100%	\$0.00	
602-41900-126	Medicare	\$0.00	\$114.70	\$10.83	\$150.80	\$139.97	93%	\$139.97	-100%	\$0.00	
Health Insurance Premium					\$2,244.06			\$2,244.06	0%		
HSA Contribution					\$587.49			\$587.49	0%		
					\$2,831.55			\$2,831.55	0%		
602-41900-131	ER-Health Insurance	\$0.00	\$3,027.65	\$245.32	\$2,831.55	\$2,586.23	91%	\$2,586.23	-100%	\$0.00	
602-41900-135	EE-Health Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
602-41900-308	Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	
Transfers from other Funds											
602-49360-720	Operating Transfers	\$94,000.00	\$130,000.00	\$0.00	\$130,000.00	\$130,000.00	100%	\$130,000.00	-100%	\$0.00	

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget	
Wastewater											
602-49450-200	Office Supplies	-\$1,866.09	\$1,055.58	\$0.00	\$850.00	100%	\$850.00	-100%	\$0.00		
602-49450-205	Maint. Contract/Software	\$1,394.68	\$2,600.00	\$0.00	\$2,600.00	100%	\$2,600.00	-100%	\$0.00		
602-49450-210	Operating Supplies	\$4,836.10	\$5,815.73	\$0.00	\$4,200.00	100%	\$4,200.00	-100%	\$0.00		
602-49450-212	Gas & Oil	\$9,001.40	\$5,701.57	\$27.00	\$8,500.00	100%	\$8,473.00	-100%	\$0.00		
602-49450-215	Ferric Chloride	\$7,058.56	\$4,797.79	\$0.00	\$6,000.00	100%	\$6,000.00	-100%	\$0.00		
602-49450-220	Repair & Maint. Supplies	\$10,392.47	\$7,596.39	\$1,760.99	\$11,000.00	84%	\$9,239.01	-100%	\$0.00		
602-49450-240	Small Tools & Minor Equip	\$5,576.80	\$698.28	\$0.00	\$1,000.00	100%	\$1,000.00	-100%	\$0.00		
602-49450-300	Professional Services	\$0.00	\$110.00	\$0.00	\$500.00	100%	\$500.00	-100%	\$0.00		
602-49450-301	Auditor - Accounting	\$7,949.60	\$4,500.00	\$0.00	\$4,500.00	100%	\$4,500.00	-100%	\$0.00		
602-49450-303	Engineer	\$2,078.79	\$1,246.08	\$0.00	\$3,000.00	100%	\$3,000.00	-100%	\$0.00		
602-49450-304	Legal Fees	\$2,424.75	\$6,285.00	\$0.00	\$500.00	100%	\$500.00	-100%	\$0.00		
602-49450-311	Lab Services	\$12,527.00	\$13,445.00	\$615.00	\$15,000.00	96%	\$14,385.00	-100%	\$0.00		
602-49450-321	Telephone & Internet	\$1,258.71	\$1,908.88	\$0.00	\$1,800.00	100%	\$1,800.00	-100%	\$0.00		
602-49450-322	Postage	\$2,393.29	\$1,989.38	\$0.00	\$2,500.00	100%	\$2,500.00	-100%	\$0.00		
602-49450-323	Cell Phone	\$1,912.95	\$2,051.83	\$167.34	\$2,100.00	92%	\$1,932.66	-100%	\$0.00		
602-49450-350	Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$300.00	100%	\$300.00	-100%	\$0.00		
602-49450-360	Insurance	\$11,034.75	\$12,590.80	\$0.00	\$14,000.00	100%	\$14,000.00	-100%	\$0.00		
602-49450-381	Electric	\$67,945.12	\$62,447.78	\$0.00	\$65,000.00	100%	\$65,000.00	-100%	\$0.00		
602-49450-383	Gas Utilities	\$1,361.76	\$903.88	\$134.47	\$1,500.00	91%	\$1,365.53	-100%	\$0.00		
602-49450-384	Refuse Disposal	\$207.07	\$304.20	\$0.00	\$350.00	100%	\$350.00	-100%	\$0.00		
602-49450-385	Sludge Removal	\$2,403.00	\$2,585.00	\$0.00	\$30,000.00	100%	\$30,000.00	-100%	\$0.00		
602-49450-386	Septic Pumping - Scheduled	\$6,260.00	\$7,050.00	\$0.00	\$7,000.00	100%	\$7,000.00	-100%	\$0.00		
602-49450-387	Septic Jetting	\$6,812.00	\$4,352.00	\$0.00	\$3,500.00	100%	\$3,500.00	-100%	\$0.00		
602-49450-389	Septic Pumping - Emergency	\$10,365.00	\$3,130.00	\$0.00	\$3,500.00	100%	\$3,500.00	-100%	\$0.00		
602-49450-400	Repair/Maint - Contractual	\$3,906.00	\$7,061.63	\$0.00	\$20,000.00	100%	\$20,000.00	-100%	\$0.00		
602-49450-405	Depreciation Expense	\$331,078.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
602-49450-410	Rentals	\$179.90	\$0.00	\$0.00	\$500.00	100%	\$500.00	-100%	\$0.00		
602-49450-430	Vehicle-Equipment Services	\$11,898.00	\$2,129.97	\$218.28	\$3,500.00	94%	\$3,281.72	-100%	\$0.00		
602-49450-439	Licenses, Permits, Dues	\$2,017.00	\$1,776.39	\$0.00	\$2,000.00	100%	\$2,000.00	-100%	\$0.00		

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		Current Year Budget	% Remaining	2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Budget	Current Year Remaining			% Inc	Future Year Budget		
602-49450-490	Miscellaneous	\$2,265.89	\$34.75	\$0.00	\$0.00	\$1,000.00	100%	\$1,000.00	100%	\$1,000.00	-100%	\$0.00	
602-49450-499	2015 Storm Damage Exp	\$0.00	\$52,780.55	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	
602-49450-500	Capital Outlay	\$0.00	\$15,970.00	\$0.00	\$0.00	\$16,000.00	100%	\$16,000.00	100%	\$16,000.00	-100%	\$0.00	
602-49450-501	CapOut Reimbursable Supplies	\$15,660.00	\$5,976.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	
602-49450-502	Trucks	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	100%	\$3,000.00	100%	\$3,000.00	-100%	\$0.00	
602-49450-503	Lawn Mower	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	
602-49450-504	Lift Stations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	
602-49450-505	Control Panel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	
602-49450-506	Pumps	\$9,940.71	\$4,251.49	\$0.00	\$0.00	\$5,000.00	100%	\$5,000.00	100%	\$5,000.00	-100%	\$0.00	
602-49450-507	Collection System	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	
602-49450-508	Capital Outlay Squaw Pt Plant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	
602-49450-509	Capital OutlayPine Beach Plant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	
602-49450-510	Capital Outlay-2015 Legacy	\$0.00	\$2,340.98	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	
602-49450-570	Office Equip/Furnishings	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	100%	\$250.00	100%	\$250.00	-100%	\$0.00	
602-49450-581	Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	
602-49450-590	Capital Outlay Designated	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	
602-49450-810	Refunds & Reimbursements	\$124.00	\$0.00	\$0.00	\$0.00	\$500.00	100%	\$500.00	100%	\$500.00	-100%	\$0.00	
WW Superintendent - 80%													
602-49451-100	Wages and Salaries	\$48,482.52	\$60,316.03	\$6,320.49	\$6,320.49	\$50,252.06	87%	\$43,931.57	87%	\$43,931.57	-100%	\$0.00	
602-49451-121	PERA	\$3,514.97	\$4,523.74	\$474.03	\$474.03	\$3,643.27	87%	\$3,169.24	87%	\$3,169.24	-100%	\$0.00	
602-49451-122	FICA	\$2,864.01	\$3,584.91	\$377.79	\$377.79	\$3,115.63	88%	\$2,737.84	88%	\$2,737.84	-100%	\$0.00	
602-49451-126	Medicare	\$669.81	\$838.45	\$88.36	\$88.36	\$728.65	88%	\$640.29	88%	\$640.29	-100%	\$0.00	
Health Insurance Premium													
HSA Contribution													
								\$9,415.87		\$9,415.87		\$9,415.87	
								\$3,040.03		\$3,040.03		\$3,040.03	
								\$12,455.90		\$12,455.90		\$12,455.90	
602-49451-131	Health Insurance	\$7,830.20	\$14,942.16	\$1,759.30	\$1,759.30	\$12,455.90	86%	\$10,696.60	86%	\$10,696.60	-100%	\$0.00	
602-49451-308	Training	\$1,205.39	\$1,373.83	\$0.00	\$0.00	\$2,000.00	100%	\$2,000.00	100%	\$2,000.00	-100%	\$0.00	
602-49451-330	Mileage - In City	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	
602-49451-331	Mileage Outside City	\$127.68	\$104.08	\$0.00	\$0.00	\$300.00	100%	\$300.00	100%	\$300.00	-100%	\$0.00	
602-49451-438	Uniforms	\$181.00	\$284.90	\$0.00	\$0.00	\$400.00	100%	\$400.00	100%	\$400.00	-100%	\$0.00	
602-49451-439	Licenses, Permits, Dues	\$0.00	\$275.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	

City of East Gull Lake 2016 Budget

GL Account #	Account Title	2014		2015		2016		2016		2017	
		Actual	Actual	Actual	Year to Date Actual	Current Year Budget	% Remaining	Current Year Remaining	% Inc	Future Year Budget	
WW Employees - 70%/PT 80%											
602-49452-100	Wages and Salaries	\$37,628.21	\$24,569.44	\$1,444.08	\$34,896.40	96%	\$33,452.32	-100%	\$0.00		
602-49452-102	Wages and Salaries Part Time	\$16,429.62	\$15,327.35	\$874.36	\$22,915.48	96%	\$22,041.12	-100%	\$0.00		
602-49452-121	PERA	\$3,919.23	\$2,992.27	\$173.88	\$4,191.36	96%	\$4,017.48	-100%	\$0.00		
602-49452-122	FICA	\$3,185.70	\$2,295.85	\$129.34	\$3,584.34	96%	\$3,455.00	-100%	\$0.00		
602-49452-126	Medicare	\$745.02	\$536.92	\$30.24	\$838.27	96%	\$808.03	-100%	\$0.00		
	Health Insurance Premium				\$2,525.21				\$5,050.42		
	HSA Contribution				\$1,644.97				\$1,644.97		
					\$4,170.18				\$6,695.39		
602-49452-131	Health Insurance	\$3,614.13	\$3,450.84	\$171.51	\$6,695.39	97%	\$6,523.88	-100%	\$0.00		
602-49452-308	Training	\$1,122.46	\$883.00	\$0.00	\$1,000.00	100%	\$1,000.00	-100%	\$0.00		
602-49452-322	Postage	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
602-49452-331	Mileage Outside City	\$0.00	\$316.25	\$0.00	\$300.00	100%	\$300.00	-100%	\$0.00		
602-49452-438	Uniforms	\$395.42	\$886.64	\$0.00	\$600.00	100%	\$600.00	-100%	\$0.00		
602-49452-439	Licenses, Permits, Dues	\$23.00	\$45.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
602-49452-810	Refunds & Reimbursements	\$4,843.68	\$0.00	\$0.00	\$0.00	0%	\$0.00	0%	\$0.00		
	Wastewater Revenue Total:	\$511,064.17	\$540,096.90	\$150.00	\$494,843.00	100%	\$494,693.00	-100%	\$0.00		
	Wastewater Expenditure Total:	\$808,190.12	\$525,268.95	\$15,888.11	\$534,447.90	97%	\$518,559.79	-\$1.00	\$0.00		
	Net Total Wastewater:	-\$297,125.95	\$14,827.95	-\$15,738.11	-\$39,604.90	60%	-\$23,866.79	-100%	\$0.00		
	Net Grand Totals:	\$72,749.43	-\$466,796.37	\$57,684.97	-\$160,905.29	103%	-\$165,566.26	-100%	\$0.00		
Cash											
999-10100	Cash Allocated to Other Funds	\$820,556.82	\$820,556.82	\$432,951.55							
999-10101	Cash	\$818,350.66	\$818,350.66	\$535,972.31							
999-10105	Utility Cash Clearing	\$2,206.16	\$2,206.16	\$86,186.49							
999-10106	AR Cash Clearing	\$0.00	\$0.00	-\$944.46							
999-10108	UM NSF Clearing	\$0.00	\$0.00	\$0.00							
999-10111	Due from Sold Property	\$0.00	\$0.00	\$0.00							
999-21100	Accounts Payable	\$0.00	\$0.00	\$0.00							

Customer Number	Name	Balance	Non-Delinq	09/30/2015	06/30/2015	03/31/2015	Last Pmt Date	Last Pmt Amount
1-03790050-00	ANDERSON, BRETT	422.36	232.77	189.59	-	-		-
1-00094316-00	CHALUPSKY, LAWRENCE	209.09	106.09	103.00	-	-	07/03/2014	445.04
1-03570270-00	GLEASON, WILLIAM L	209.09	106.09	103.00	-	-		-
1-00162103-00	HANSON, PETER J	209.09	106.09	103.00	-	-	10/13/2014	127.40
1-00293419-00	JOHNSON, CHARLIE	472.19	238.94	233.25	-	-	07/23/2015	233.90
1-00080020-00	KAVCO	844.45	458.64	385.81	-	-	10/06/2015	496.92
1-04080020-00	KAVCO	9,888.00	4,944.00	4,944.00	-	-	10/13/2015	4,493.05
1-09880020-00	KAVCO	206.00	103.00	103.00	-	-	09/02/2015	193.24
1-03560130-01	KOLAS, TOM	209.09	106.09	103.00	-	-	07/27/2015	103.00
1-00294306-00	MARVINS SUNSET	466.25	235.97	230.28	-	-	07/16/2015	230.93
1-03430060-00	MELLGREN, SHERRYL	209.09	106.09	103.00	-	-	08/03/2015	203.94
1-03510240-00	RAKOW, DARCY	594.08	116.53	114.94	111.85	250.76	11/13/2015	50.00
1-03720070-00	SANDE, ROD & ROBIN	206.56	106.02	100.54	-	-	09/22/2015	105.00
Grand Totals:		14,145.34	6,966.32	6,816.41	111.85	250.76		

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Amount
01/16	01/07/2016	18967	4	AW RESEARCH LABORATORIES INC	680.00
01/16	01/07/2016	18968	4522507	BOND TRUST SERVICES CORPORATION	282,453.75
01/16	01/07/2016	18969	4522542	CASS COUNTY ECONOMIC DEVELOPME	1,050.00
01/16	01/07/2016	18970	32	CULLIGAN	16.60
01/16	01/07/2016	18971	113	GOPHER STATE ONE-CALL	7.25
01/16	01/07/2016	18972	4522755	HOLMVIG EXCAVATING, LLC	7,576.00
01/16	01/07/2016	18973	4522553	MARK KAVANAUGH	41.01
01/16	01/07/2016	18974	66	MINNESOTA POWER	5,078.26
01/16	01/07/2016	18975	78	NISSWA SANITATION INC.	30.42
01/16	01/07/2016	18976	89	RARDIN EXCAVATING, INC.	890.00
01/16	01/07/2016	18977	93	SCI BROADBAND	367.76
01/16	01/07/2016	18978	159	SHORT ELLIOTT HENDRICKSON INC.	2,160.98
01/16	01/07/2016	18979	102	WW GOETSCH ASSOCIATES INC	5,976.00
01/16	01/14/2016	18980	4522761	ELITE FENCE & DECK, LLC	2,175.00
01/16	01/19/2016	18981	4	AW RESEARCH LABORATORIES INC	264.00
01/16	01/19/2016	18982	4522681	CIVIC SYSTEMS LLC	1,976.00
01/16	01/19/2016	18983	4522710	GAMMELLO, QUALLEY, PEARSON & MALLAK	480.00
01/16	01/19/2016	18984	19	INITIATIVE FOUNDATION	550.00
01/16	01/19/2016	18985	4522619	MN PUBLIC FACILITIES AUTHORITY	16,280.00
01/16	01/19/2016	18986	102	WW GOETSCH ASSOCIATES INC	1,626.54
01/16	01/26/2016	18987	4	AW RESEARCH LABORATORIES INC	615.00
01/16	01/26/2016	18988	8	BREMER BANK, NA	30,595.54
01/16	01/26/2016	18989	4522717	CARDMEMBER SERVICE	1,149.56
01/16	01/26/2016	18990	39	FIRST SUPPLY LLC	7.57
01/16	01/26/2016	18991	113	GOPHER STATE ONE-CALL	100.00
01/16	01/26/2016	18992	4522559	VERIZON WIRELESS	230.08
01/16	01/26/2016	18993	106	XCEL ENERGY	268.27
Grand Totals:					362,645.59

Date: February 2, 2016

Mayor:

City Administrator:

Dave Kavanaugh _____

Rob Mason _____

City Council:

Dennis Lang _____

Carol Demgen _____

Scott Hoffman _____

Jim Ruttger _____



New Permits:

PERMIT NUMBER	PARCEL ID	LAST NAME	FIRST NAME	PROPERTY ADDRESS	PERMIT TYPE	PERMIT FEE
2015-63	87-387-0240	Brott	Joel & Julie	TBD Birch Island Trl	LUA	\$150.00
2015-64	87-413-0060	Narlock	Randy & Cindy	TBD-L 15-16 PB Dr	LUA	\$500.00
2015-64A	87-413-0060	Narlock	Randy & Cindy	TBD-L 15-16 PB Dr	ISTS	\$150.00
2015-65	87-410-0771	Vliet	Vern	11653 Sylvan Rd	ISTS	\$150.00
2016-01	87-376-0420	Taylor	Mike	11095 PB Pen Rd	LUA	\$150.00
2016-02	87-028-1101	Berg	Donnie	11044 Gull River Rd	CUP	\$446.00
2016-03	87-030-1203	Thuringer	Brian	11266 PBP Rd	LUA	\$500.00
Total Fees						\$2,046.00

Potential Permits:

PARCEL ID	LAST NAME	FIRST NAME	PROPERTY ADDRESS	DESCRIPTION	PERMIT TYPE
87-016-3201	Rainsberger	Kristopher	10700 Sq Pt Rd	add front porch to existing house	Land Use Application
87-017-4201	Harstad	Martin	TBD - Sq Pt Rd	possible development	PUD?
87-020-3128	Lorenz	Thomas (Gary) EGL Properties	1506 Sunset View Rd	possible addition to existing structure	Var/CUP - TBD
87-376-0322	Foss	John	1723 Pine Top Trl	Boathouse reconstruction	Var/CUP/LUA? ?
87-387-0250	Swanson	Jeff & Ann	11346 Birch Is Rd	tear down existing structure and replace further from OHW	Variance
87-413-0270	Wagner	Mark & Marlene	11699 PB Dr	After the fact permit for shed; need to connect to City WW	Land Use Application
87-425-0115	Waverick	Mark & Charlene	11679 CR 18	new construction of garage with additional driveway	Land Use Application

Correspondence:

Date:	To:	From:	Re:
12/30/2015	Various	EGL	Completion letters: East Pointe, Ranweiler, McAthie, Tollefson, Burton, Twistol

Violations:

PID	Name/Address	Description	Update	Update Date

2013 Permits Update:

PERMIT NUMBER	PARCEL ID	LAST NAME	FIRST NAME	STATUS	PERMIT TYPE
2013-32	87-410-0400	Trout	Owen	Project not complete	LUA

2014 Permits Update:

PERMIT	PARCEL ID	LAST NAME	FIRST NAME	STATUS	PERMIT TYPE
2014-30	87-435-0120	Rennaker	Daniel	3/4 done, siding and roofing needs completion, working on it	LUA
2014-38	87-376-0238	Deans	Thomas	landscape work done, storm	LUA
2014-42	87-410-0771	Vliet	Vern	Shell is finished and windows installed	LUA
2014-52	87-385-0212	Ouren	Paul & Stephanie	90% done, hot tub needs to be installed before railing is finished	LUA
2014-53	87-360-0100	Anderson	Clifford	Long story, hopefully will start fall 2015	LUA
2014-55	87-383-0140	Hess	Tom	almost done some railings need to be installed	LUA



City of East Gull Lake

Staff Report

To: Planning Commission

Prepared by: Administrative Assistant Schack

Date: January 26, 2016

Agenda Item: 6a

Subject: Donnie Berg Conditional Use Application (CUP)

Report:

Council Action Requested:

City Staff is recommending approval of the 2016-02 CUP application for Donnie Berg:

- To excavate two wildlife ponds located on 20 acre parcel
- Ponds will be built to MN DNR requirements
- Ponds will be approximately 20ft x 50ft for one and 30ft x 75ft for the other
- Permit has been acquired from the Cass County Soil and Water Conservation District on 11/3/2015



Staff Report

Application: 2016-02

Parcel number: 87-028-1101

Applicants:

Donnie and Heather Berg on property described as E½ of NE¼NE¼, Section 28, township 134, Range 29, Cass County, Minnesota; PID# 87-028-1101, located at 11044 Gull River Road, East Gull Lake, MN. An application was submitted to request a Conditional Use to:

- To excavate two wildlife ponds located on 20 acre parcel
- Ponds will be built to MN DNR requirements
- Ponds will be approximately 20 ft x 50 ft for one and 30 ft x 75 ft for the other
- Permit has been acquired from the Cass County Soil and Water Conservation District on 11/3/2015

The property is located in the R-1, Wooded Residential zoning district and contains over 20 acres.

Directions to property: From City Hall go East on Gull Lake Dam Road for one mile. Turn right and proceed south one mile. Property address is on your left at 90 degree turn 11044 Gull River Road.

A conditional use permit is required based upon the proposed excavation exceeding the maximum of 50 cubic yards allowed. Based on our ordinance Section 8.5-3 a CUP (Conditional Use Permit) is required to proceed.

Staff Findings of fact:

1. The applicant has submitted a CUP application to excavate two wildlife ponds on his 20 acre parcel. One pond will be 30 ft x 75 ft x 4 ft deep or 333.33 cubic yards and the other pond will be 20ft x 50 ft x 4 ft deep or 148.15 cubic yards.
2. The property is currently zoned R-1, Low Density Wooded Residential which requires a CUP for excavating more than 50 cubic yards.
3. A site visit was conducted by Kelly Condiff of Cass County SWCD and Rob Mason, East Gull Lake P&Z Administrator with the owner of the property. A recommendation was made by Mr. Condiff to submit an application of the Landowner Statement and Contractor Responsibility form.
4. The Applicant submitted an application on October 30, 2015 and received approval of the Landowner Statement and Contractor Responsibility form for work in the wetlands or public waters with the Cass County SWCD.
5. Cass County determined that the existing wetland type where the excavation will occur will be transformed from one type of wetland designation to another type of wetland designation with a "No Loss Decision" as determined by Cass County.
6. Approval was granted by John Ringle Cass County WCA Administrator on 11/3/2015.
7. The location of the ponds is just south of the applicants residence. Before the July 12, 2015 storm, there was a section of trees dominating this area that was destroyed by the storm, inspiring the applicant to consider constructing the ponds to enhance the property.

Planning Commission Direction: The commission can recommend approval of the conditional use permit, recommend denial of the conditional use permit, or table the request if additional information is needed. If the recommendation is for approval or denial, findings of fact should be cited.

Staff Recommendation: Staff recommends that the Conditional Use Permit be approved based on the findings of fact listed above. This excavation exceeds the allowable 50 Cubic yards within this zoning designation and is within a wetland zone controlled by the County and the MN DNR. All permits were approved by the WCA Administrator and have been submitted to the MN DNR for approval. Staff would recommend approval of the CUP as it would enhance the habitat for wildlife in the area and it would be aesthetically pleasing to the area. The CUP request meets the criteria within the ordinance and is consistent with the City's Comprehensive Plan. We also recommend the following conditions:

1. All fill material removed from the wetland will be relocated on the applicant's property on an upland site.
2. Landowner will create wildlife ponds using MN DNR guidelines as supplied from DNR web site.

City of East Gull Lake

Staff Report

To: Mayor & City Council
From: Administrative Assistant Schack
Meeting Date: February 2, 2016
Subject: Resolution 2:01-16: Sewer Rate Increase

Agenda Item:

Description of Request

Quarterly sewer charge increase \$3.00 to \$106.00

The following members of Council voted in favor of the motion by _____
to adopt Resolution 2:01-16:

SECTION II - SEWER USE REGULATIONS

(Revisions included in this section from Ordinance Amendment 2016-01)

Purpose

An ordinance regulating the use of public and private sewers and drains, private wastewater disposal, the installation and connection of building sewers, and the discharge of waters and wastes into the public sewer systems(s); and providing penalties for violations thereof.

Further, the purpose of the Subsurface Sewage Treatment System (SSTS) Ordinance is to provide minimum standards for and regulation of Individual Sewage Treatment Systems (ISTS) and Midsized Sewage Treatment Systems (MSTS) including the proper location, design and construction; their necessary modification and reconstruction; their operation, maintenance and repair to protect surface water and groundwater from contamination by human sewage and waterborne household and commercial wastes; to protect the public's health and safety, and eliminate or prevent the development of public nuisances pursuant to the authority granted under Minnesota Statutes sections 115.55, 145A.05, 375.51, 394.21-394.37, and 471.82, the City of East Gull Lake Comprehensive Plan and the City of East Gull Lake Land Use Ordinance.

1. EFFECTIVE DATE

The provisions set forth in this Ordinance shall become effective on May 1, 2016.

2. SCOPE

This Ordinance regulates the siting, design, installation, inspection, alterations, operation, maintenance, monitoring, and management of all SSTS within East Gull Lake applicable jurisdiction including, but not necessarily limited to individual SSTS and cluster or community SSTS, privy vaults, and other non-water carried SSTS. All sewage generated in unsewered areas of East Gull Lake shall be treated and dispersed by an approved SSTS that is sited, designed, installed, operated, and maintained in accordance with the provisions of this Ordinance or by a system that has been permitted by the MPCA.

Comment [PZ1]: Added per MPCA request

Be it ordained and enacted by the Council of the City of East Gull Lake, Minnesota as follows:

1. ABROGATION AND GREATER RESTRICTIONS

It is not intended by this Ordinance to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this Ordinance imposes greater restrictions, the provisions of this ordinance shall prevail. All

other Ordinances inconsistent with this Ordinance are hereby repealed to the extent of the inconsistency only.

2. INTERPRETATION

In their interpretation and application, the provisions of this Ordinance shall be held to be minimum requirements and shall be liberally construed in favor of the City and shall not be deemed a limitation or repeal of any other powers granted by Minnesota Statutes.

3. SEVERABILITY

If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of law, the remainder of this Ordinance shall not be affected and shall remain in full force.

4. REPEALOR

The adoption of this Ordinance repeals Section 3.2-5(1) of the East Gull Lake City code.

5. CITY ADMINISTRATION

A. The City of East Gull Lake shall administer the SSTS program and all provisions of this ordinance.

B. The Cities duties and responsibilities include, but are not be limited to, the following;

1. Review all applications for SSTS
2. Issue all permits required in this Ordinance
3. Inspect all work regulated in this Ordinance
4. Investigate all complaints regarding SSTS
5. Issue certificates of installation, certificates of compliance or notices of noncompliance where applicable
6. Enact enforcement provisions of this Ordinance as necessary
7. Refer unresolved violations of this Ordinance to the City Attorney
8. Maintain current records for each permitted SSTS including all site evaluation documents, design documents, inspection documents, and other applicable documents.
9. The City shall employ or retain under contract qualified and appropriately licensed professionals to administer and operate the SSTS program
10. Submit annual reports to MPCA as required

Comment [PZ2]: Added per MPCA request

Section 3.2 - 1. Definitions

Unless the context specifically indicates otherwise, the meaning of terms used in this ordinance shall have the meanings hereinafter designated:

1. **Act.** The Federal Water Pollution Control Act also referred to as the Clean Water Act, as amended, 33. U.S.C. 1251, et seq.
2. **ASTM.** American Society for Testing Materials.

3. **Authority.** The City of East Gull Lake, Minnesota or its representative thereof.
4. **BOD₅ or Biochemical Oxygen Demand.** The quantity of oxygen utilized in the biochemical oxidation of organic matter under the standard laboratory procedure in five (5) days at 20° Centigrade in terms of milligrams per liter (mg/l).
5. **Building Drain.** That part of the lowest horizontal piping of a drainage system which receives the discharge from waste and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five (5) feet outside the building wall.
6. **Building Sewer.** The extension from the building drain to the public sewer or other place of disposal, also referred to as a house connection or service connection
7. **City.** The area within the corporate boundaries of the City of East Gull Lake as presently established or as amended by ordinance or other legal actions at a future time. The term “City” when used herein may also be used to refer to the City Council and its authorized representative.
8. **Chemical Oxygen Demand (COD).** The quantity of oxygen utilized in the chemical oxidation of organic matter as determined by standard laboratory procedures, and as expressed in terms of milligrams per liter (mg/l).
9. **Class V Injection Well:** A shallow well used to place a variety of fluids directly below the land surface, which includes all subsurface sewage treatment systems serving two-family dwellings or larger and systems serving other sewage generating establishments that serve more than 20 people. The US Environmental Protection Agency and delegated state groundwater programs permit these wells to inject wastes below the ground surface provided they meet certain requirements and do not endanger underground sources of drinking water. Class V motor vehicle waste disposal wells and large-capacity cesspools are specifically prohibited (see 40 CFR Parts 144 & 146).
10. **Cluster System:** A SSTS under some form of common ownership that collects wastewater from two or more dwellings or buildings and conveys it to a treatment and dispersal system located on an acceptable site near the dwellings or buildings
11. **Compatible Pollutant.** Biochemical Oxygen Demand, suspended solids, pH, and fecal coliform bacteria, plus additional pollutants identified in the NPDES/SDS Permit if the treatment facilities are designed to treat such pollutants to a degree which complies with effluent concentration limits imposed by the permit.

Comment [PZ3]: Added per MPCA request

12. **Control Manhole.** A structure specially constructed for the purpose of measuring flow and sampling of wastes.
13. **Design Flow:** The daily volume of wastewater for which an SSTS is designed to treat and discharge.
14. **Easement.** An acquired legal right for the specific use of land owned by others.
15. **ERC.** Equivalent Residential Connection for the purposes of calculating the user charge and debt service charge (connection charge), a building service with an anticipated park month volumetric flow not exceeding 300 gallons per day and an anticipated peak month average flow of 185 gallons per day or a service serving an individual dwelling unit; at a strength not greater than 250 mg/l of BOD₅ and 302 mg/l of total suspended solids.
16. **Failure to Protect Groundwater:** At a minimum, a SSTS that does not protect groundwater is considered to be a seepage pit, cesspool, drywell, leaching pit, or other pit; a SSTS with less than the required vertical separation distance, described in MR Chapter 7080.1500 Subp. 4 D and E; and a system not abandoned in accordance with part 7080.2500. The determination of the threat to groundwater for other conditions must be made by a Qualified Employee or an individual licensed pursuant to Section 5 hereof. An SSTS that is determined not to be protective of groundwater in accordance with Minnesota Rule 7080.1500, Subp. 4(B) shall be upgraded, repaired, replaced or abandoned by the owner in accordance with the provisions of this Ordinance within ten months upon receipt of a notice of noncompliance and must meet Class I sizing requirements according to Minnesota Rule 7080.1860.
17. **Fecal Coliform.** Any number of organisms common to the intestinal tract of man and animals whose presence in sanitary sewage is an indicator of pollution.
18. **Floatable Oil.** Oil, fat, or grease in a physical state, such that it will separate by gravity from wastewater.
19. **Garbage.** Animal and vegetable waste resulting from the handling, preparation, cooking, and serving of food.
20. **Imminent Threat to Public Health and Safety:** At a minimum a SSTS with a discharge of sewage or sewage effluent to the ground surface, drainage systems, ditches, or storm water drains or directly to surface water; SSTS that cause a reoccurring sewage backup into a dwelling or other establishment; SSTS with electrical hazards; or sewage tanks with unsecured, damaged, or weak maintenance access covers. The determination of protectiveness for other conditions must be made by a

Comment [PZ4]: Added per MPCA Requirements

Comment [PZ5]: Added per MPCA Requirements

Qualified Employee or a SSTS inspection business licensed pursuant to Section 5 hereof.

Comment [PZ6]: Added per MPCA Requirements

21. **Incompatible Pollutant.** Any pollutant that is not defined as a compatible pollutant (Section 3.2-2(9)) including non-biodegradable dissolved solids.
22. **Industry.** Any nongovernmental or nonresidential user of a publicly owned treatment works which is identified in the North American Industrial Classification System, latest edition, which categorizes industries into two-digit industry sectors which are subdivided further into three-, four-, five-, and six-digit industry codes.
23. **Industrial Waste.** Gaseous, liquid, and solid wastes from industrial or manufacturing processes, trade or business, or from the development, recovery, and processing of natural resources, as distinct from residential or domestic strength wastes.

SIC CODE(S)	INDUSTRY CATEGORY
753-7549	Automotive Repairs and Services
7231,7241	Beauty Shops, Barber Shops
7211-7219	Laundry Cleaning and Garment Services
4011-4581	Transportation (Maintenance only)
8062-8069	Hospitals
2000-3999	Manufacturing
2000-2099	Food Products
2100-2199	Tobacco Products
2400-2499	Lumber and Wood Products, except Furniture
2500-2599	Furniture and Fixtures
2600-2699	Paper and Allied Products
2700-2799	Printing, Publishing, and Allied Industries
2800-2899	Chemicals and Allied Products
2900-2999	Petroleum Refining and Related Industries
3000-3099	Rubber and Miscellaneous Plastics
3100-3199	Leather Tanning and Finishing
3000-3099	Rubber and Miscellaneous Plastics
3100-3199	Leather Tanning and Finishing
3200-3299	Stone, Clay, Glass, and Concrete Products
3300-3399	Primary Metal Industries
3400-3499	Fabricated Metal Products (except Machinery, and Transportation Equipment
3500-3599	Industrial and Commercial Machinery and Computer Equipment
3700-3799	Transportation Equipment

3800-3899	Measuring, Analyzing, and Controlling Instruments; Photographic, Medical and Optical Goods; Watches and Clocks
3900-3999	Miscellaneous Manufacturing Industries

Comment [PZ7]: Added per MPCA Requirements

24. **Infiltration.** Water entering the sewage system (including building drains and pipes) from the ground through such means as defective pipes, pipe joints, connections, and manhole walls.
25. **Infiltration/inflow - (I/I).** The total quantity of water from both infiltration and inflow.
26. **Inflow.** Wwater other than wastewater that enters a sewer system (including building drains) from sources such as, but not limited to, roof leaders, cellar drains, yard and area drains, foundation drains, drains from springs and swampy areas, manhole covers, cross-connections from storm sewers, catch basins, surface runoff, street wash or drainage.
27. **Interference.** The inhibition or disruption of the City’s wastewater disposal system processes or operation which cause or significantly contributes to a violation of any requirement of the City’s NPDES and/or SDS Permit. The term includes violation of sewage sludge use of disposal by the City in accordance with published regulations providing guidelines under Section 405 of that Act of any regulations developed pursuant to the Solid Waste Disposal Act, the Clean Air Act, the Toxic Substances Control Act, or more stringent State criteria applicable to the method of disposal or use employed by the City.
28. **ISTS:** An individual sewage treatment system having a design flow of no more than 5,000 gallons per day.
29. **Malfunction:** The partial or complete loss of function of a SSTS component, which requires a corrective action to restore its intended function.
30. **Management Plan:** A plan that describes necessary and recommended routine operational and maintenance requirements, periodic examination, adjustment, and testing, and the frequency of each to ensure system performance meets the treatment expectations, including a planned course of action to prevent an illegal discharge.
31. **Minor Repair:** The repair or replacement of an existing damaged or faulty component/part of an SSTS that will return the SSTS to its operable condition. The repair shall not alter the original area, dimensions, design, specifications or concept of the SSTS.
32. **MSTS:** A “midsized subsurface sewage treatment system” under single ownership that receives sewage from dwellings or other establishments

having a design flow of more than 5,000 gallons per day to a maximum of 10,000 gallons per day.

Comment [PZ8]: Added per MPCA Requirements

33. **MPCA.** Minnesota Pollution Control Agency.

34. **National Categorical Pretreatment Standards.** Federal regulations established pretreatment standards for introduction of pollutants in publicly-owned wastewater treatment facilities which are determined to be not susceptible to treatment by such treatment facilities or would interfere with the operation of such treatment facilities, pursuant to Section 307(b) of the Act.

35. **National Pollutant Discharge Elimination System (NPDES) Permit.** A permit issued by the MPCA, setting limits on pollutants that a permittee may legally discharge into navigable waters of the United States pursuant to Sections 402 and 405 of the Act.

36. **Natural Outlet.** Any outlet, including storm sewers and combined sewers combined sewers, which overflow into a watercourse, pond, ditch, lake or other body of surface water or ground water.

37. **Non-contact Cooling Water.** The water discharged from any use such as air conditioning, cooling or refrigeration, or during which the only pollutant added, is heat.

38. **Normal Domestic Strength Waste.** Wastewater that is primarily introduced by residential units complying with Minnesota Rules, Chapter 7080.2150 subp3K. In accordance with Minnesota Rules, Chapter 7080.1550 subp 2B the system must provide additional treatment if wastewater does not comply with parameters of Minnesota Rules, Chapter 7080.2150 subp 3K.

Comment [PZ9]: Changed per MPCA

39. **Notice of Noncompliance:** Notice of noncompliance” means a document written and signed by a certified inspector after a compliance inspection that gives notice that an ISTS is not in compliance as specified under part 7080.1500.

Comment [PZ10]: Added per MPCA Requirements

40. **Person.** Any individual, firm, company, association, society, corporation, or group.

41. **pH.** The logarithm of the reciprocal of the concentration of hydrogen ions in terms of grams per liter of solution.

42. **Pretreatment.** The treatment of wastewater from industrial sources prior to the introduction of the waste effluent into a publicly-owned treatment works. (See Subdivision 24.)

43. **Properly Shredded Garbage.** The wastes from the preparation, cooking and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally

prevailing in public sewers with no particle greater than 1/2 inch (1.27 cm) in any dimension.

44. **Qualified Employee:** An employee of the state or a local unit of government, who performs site evaluations or designs, installs, maintains, pumps, or inspects SSTS as part of the individual's employment duties and is registered on the SSTS professional register verifying specialty area endorsements applicable to the work being conducted.
45. **Record Drawings:** A set of drawings which to the fullest extent possible document the final in-place location, size, and type of all SSTS components including the results of any materials testing performed and a description of conditions during construction of the system.
46. **Sewage.** Waste from toilets, bathing, laundry, or culinary activities or operations or floor drains associated with these sources, including household cleaners and other constituents in amounts normally used for domestic purposes.
47. **Sewer.** A pipe or conduit that carries wastewater or drainage water.
 - A. Collection Sewer a sewer whose primary purpose is to collect wastewaters from individual point source discharges and connections.
 - B. Combined Sewer a sewer intended to serve as a sanitary sewer and a storm sewer.
 - C. Force Main a pipe in which wastewater is carried under pressure.
 - D. Interceptor Sewer a sewer whose primary purpose is to transport wastewater from collection sewers to a treatment facility.
 - E. Private Sewer a sewer which is not owned and maintained by a public authority.
 - F. Public Sewer a sewer owned, maintained and controlled by a public authority.
 - G. Sanitary Sewer a sewer intended to carry only liquid and water-carried wastes from residences, commercial buildings, industrial plants, and institutions together with minor quantities of ground, storm, and surface waters which are not admitted intentionally.
 - H. Storm Sewer or Storm Drain a drain or sewer intended to carry storm waters, surface runoff, ground water, sub-surface water, street wash water, drainage, and unpolluted water from any source.
48. **Significant Industrial User.** Any industrial user of the wastewater treatment facility which has a discharge flow (1) in excess of 25,000 gallons per average work day, or (2) has exceeded five percent (5%) of the total flow received at the treatment facility, or (3) whose waste contains a

Comment [PZ11]: Added per MPCA Requirements

Comment [PZ12]: Changed per MPCA Requirements

toxic pollutant in toxic amounts pursuant to Section 307(a) of the Act, or (4) whose discharge has a significant effect, either singly or in combination with other contributing industries, on the wastewater disposal system, the quality of sludge, the system's effluent quality, or emissions generated by the treatment system.

49. **Slug.** Any discharge of water or wastewater which in concentration of any given constituent, or in quantity of flow, exceeds for any period of duration longer than fifteen (15) minutes, more than five (5) times the average 24-hour concentration of flows during normal operation, and shall adversely affect the collection and/or performance of the wastewater treatment works.
50. **SSTS:** Subsurface sewage treatment system Including an ISTS, MSTS or LSTS.
51. **State:** The State of Minnesota
52. **State Disposal System (SDS) Permit.** Any permit (including any terms, conditions and requirements thereof) issued by the MPCA pursuant to Minnesota Statutes 115.07 for a disposal system as defined by Minnesota Statutes 115.01, Subdivision 8.
53. **Superintendent.** The utilities superintendent or a deputy, agent or representative thereof.
54. **Suspended Solids (SS) or Total Suspended Solids (TSS).** The total suspended matter that either floats on the surface of, or is in suspension in water, wastewater or other liquids, and is removable by laboratory filtering as prescribed in Standard Methods for the Examination of Water and Wastewater, latest edition, and referred to as non-filterable residue.
55. **Toxic Pollutant.** The concentration of any pollutant or combination of pollutants which upon exposure to or assimilation into any organism will cause adverse affects as defined in standards issues pursuant to Section 307(a) of the Act.
56. **Treatment Level:** Treatment system performance levels defined in Minnesota Rules, Chapter 7083.4030, Table III for testing of proprietary treatment products.
57. **Type I System:** An ISTS that follows a standard trench, bed, at-grade, mound, or graywater system design in accordance with MPCA rules, Minnesota Rules, Chapter 7080.2200 through 7080.2240.
58. **Type II System:** An ISTS with acceptable modifications or sewage containment system that may be permitted for use on a site not meeting the conditions acceptable for a standard Type I system. These include systems on lots with rapidly permeable soils or lots in floodplains and privies or holding tanks.

Comment [PZ13]: Added per MPCA request

59. **Type III System:** A custom designed ISTS having acceptable flow restriction devices to allow its use on a lot that cannot accommodate a standard Type I soil treatment and dispersal system.
60. **Type IV System:** An ISTS, having an approved pretreatment device and incorporating pressure distribution and dosing, that is capable of providing suitable treatment for use where the separation distance to a shallow saturated zone is less than the minimum allowed.
61. **Type V System:** An ISTS, which is a custom engineered design to accommodate the site taking into account pretreatment effluent quality, loading rates, loading methods, groundwater mounding, and other soil and other relevant soil, site, and wastewater characteristics such that groundwater contamination by viable fecal coliforms is prevented.
62. **Unpolluted Water.** Water of quality equal to or better than the effluent criteria in effect, or water that would not cause violation of receiving water quality standards, and would not benefited by discharge to the sanitary sewers and wastewater treatment facilities. (See Non-contact Cooling Water, Sec . 27.).
63. **User.** Any person who discharges or causes or permits the discharge of wastewater into the City’s wastewater disposal system.
64. **Wastewater.** The spent water of a community and referred to as sewage. From the standpoint of source, it may be a combination of the liquid and water-carried wasters from residences, commercial buildings, industrial plants, and institutions together with any ground water, surface water and storm water that may be present.
65. **Wastewater Treatment Works or Treatment Works.** An arrangement of any devices, facilities, structures, equipment, or processes owned or used by the City for the purpose of the transmission, storage, treatment, recycling, and reclamation of municipal sewage, domestic sewage or industrial wastewater, or structures necessary to recycle or reuse water including interceptor sewers, outfall sewers, collection sewers, pumping, power, and other equipment and their appurtenances; extensions, extensions, improvements, remodeling, additions, and alterations thereof; elements essential to provide a reliable recycled water supply such as standby treatment units and similar facilities; and any works including land which is an integral part of the treatment process or is used for ultimate disposal of residues resulting from such treatment.
66. **Watercourse.** A natural or artificial channel of the passage of water, either continuously or intermittently.
67. **WPCF.** The Water Pollution Control Federation.

Comment [PZ14]: Added per MPCA request

Section 3.2 - 2. Control by the Utilities Superintendent

1. The Utilities Superintendent shall have control and general supervision of all public sewers and service connections in the City, and shall be responsible for administering the provisions of this ordinance to the end that a proper and efficient public sewer is maintained.

Section 3.2 - 3. Use of Wastewater Facilities

1. It shall be unlawful for any person to place, deposit, or permit to be deposited in any unsanitary manner on public or private property within the City, or in any area under jurisdiction, any human or animal experiment, garbage or objectionable waste.
2. It shall be unlawful to discharge to any natural outlet any wastewater or other polluted waters, except where suitable treatment has been provided in accordance with subsequent provisions of this ordinance and the City's NPDES/SDS Permit.
3. Except as provided hereinafter, it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool, or other facility intended or used for the disposal of wastewater.
4. The owner(s) of all houses, buildings, or properties used for human occupancy, employment, recreation or other purposes from which wastewater is discharged, and which is situated within the City and adjacent to any street, alley, or right-of-way in which there is now located, or many in the future be located, a public sanitary sewer of the City, shall be required at the owner(s) expense to install a suitable service connection to the public sewer in accordance with provisions of this Code, within ninety (90) days of the date said public sewer is operational, provided said public sewer is within 100 feet of the property containing the structure generating the wastewater. All future buildings constructed on property adjacent to the public sewer shall be required to immediately connect to the public sewer. If sewer connections are not made pursuant to this section, an official thirty (30) day notice shall be served instructing the affected property owner to make said connection.
5. In the event an owner shall fail to connect to a public sewer in compliance with a notice given under Section 3.2-4, Subdivision 4 of the Ordinance, the City must undertake to have said connection made and shall assess the cost thereof against the benefited property. Such assessment, when levied, shall bear interest at the rate determined by the City Council and shall be certified to the Auditor of the County of Cass, Minnesota and shall be collected and remitted to the City in the same manner as assessments for

local improvements. The rights of the City shall be in addition to any remedial or enforcement provisions of this ordinance.

Section 3.2 - 4. Private Wastewater Disposal

1. ALL SSTS

Except as explicitly set forth in Section 207, all provisions of this Ordinance shall apply to any SSTS regardless of the date it was originally permitted.

2. PROHIBITIONS

A. Occupancy or Use of a Building without a Compliant SSTS

It is unlawful for any person to maintain, occupy, or use any building intended for habitation or that contains plumbing fixtures that is not provided with a wastewater treatment system that disposes of wastewater in a manner that does not comply with the provisions of this Ordinance.

B. Sewage Discharge to Ground Surface or Surface Water

It is unlawful for any person to construct, maintain, or use any SSTS system regulated under this Ordinance that results in raw or partially treated wastewater seeping to the ground surface or flowing into any surface water. Any surface discharging system must be permitted under the National Pollutant Discharge Elimination System program by the MPCA.

C. Sewage Discharge to a Well or Boring

It is unlawful for any person to discharge raw or treated wastewater into any well or boring as described in Minnesota Rule 4725.2050, or any other excavation in the ground that is not in compliance with this ordinance.

D. Discharge of Hazardous or Deleterious Materials

It is unlawful for any person to discharge into any treatment system regulated under this Ordinance any hazardous or deleterious material that adversely affects the treatment or dispersal performance of the system or groundwater quality.

3. PERMIT REQUIREMENTS

A. Activities Not Requiring a Land Use Permit

A land use permit is not required for minor repairs or replacements of system components that do not alter the original function of the system; change the treatment capacity of the system; change the location of the system; or otherwise change the original system design, layout, or function. Examples are, but not limited to, pumps, baffles, and effluent screens or filters.

B. Activities Requiring a Land Use Permit

A land use permit shall be obtained by the property owner or an agent of the property owner from the City prior to the installation, construction, replacement, modification, alteration, or capacity expansion of a SSTS. It is unlawful for any person to construct, install, modify or replace a SSTS without the appropriate permit from the City including repair or replacement of components that will alter the original function of the system, change the treatment capacity of the system, change the location of the system, or otherwise change the original system's design, layout, or function. The issuing of any permit, variance, or conditional use under the provisions of this ordinance shall not absolve the applicant of responsibility to obtain any other required permit.

C. Permit Requirements

Land Use Permit applications shall be made on forms provided by the City and signed by the applicant or applicant's agent, and must include the following information and documentation:

1. Applicant name, mailing address, telephone number, and email address
2. Property Identification Number, property address and legal description of property location
3. Site Evaluation Report, as described in Minnesota Rules Chapter 7080.1730, shall be made on one that is acceptable to the City
4. Design Report, as described in Minnesota Rules Chapter 7080.2430, and shall be made on a form that is acceptable to the City
5. A maintenance management plan, as described in Minnesota Rule 7082.0600

D. Application Review and Response

The City shall review a permit application and supporting documents according to the East Gull Lake Land Use Ordinance and East Gull Lake SSTS ordinance.

E. Appeal

The applicant may appeal any decision of the City in accordance with East Gull Lake Land Use Ordinance.

F. Permit Expiration

A Land Use Permit for a new SSTS is valid, and must be completed, for a period of no more than two years from its date of issue. A Land Use Permit for the replacement of SSTS failing to protect groundwater is valid and must be completed, for ten months. A Land Use Permit for the replacement of SSTS that are imminent threats to public health is valid and must be completed, for ten months. Satisfactory completion of construction shall be determined by as-built drawings and a signed

certification that the construction and installation of the system was completed in reasonable conformance with the approved design documents by a qualified employee of the City or a licensed inspection business, which is authorized by the City and independent of the owner and the SSTS installer.

G. Transferability

A Land Use Permit may be transferred to a new owner provided there are no proposed changes to the SSTS design.

H. Suspension or Revocation

The City may suspend or revoke a Land Use Permit issued under this section for any false statements, misrepresentations of facts on which the Land Use Permit was issued, or unauthorized changes to the system design that alter the original function of the system, change the treatment capacity of the system, change the location of the system, or otherwise change the original system design, layout, or function. A notice of suspension or revocation and the reasons for the suspension or revocation shall be conveyed in writing to the permit holder. If suspended or revoked, installation or modification of a treatment system may not commence or continue until a valid Land Use Permit is obtained.

I. SSTS Assessment Requirements

For those SSTS without a management plan or operating permit according to the provisions of this Ordinance, the following provisions apply:

1. The owner of an ISTS or the owner's agent shall regularly, but in no case less frequently than every three years, assess whether sewage tanks leak below the designed operating depth and whether sewage tank tops, riser joints, and riser connections leak through visual evidence of major defects and measure or remove the accumulations of scum, grease, and other floating materials at the top of each septic tank and compartment, along with the sludge, which consists of the solids denser than water
2. All solids and liquids must be removed by pumping from all tanks or compartments in which the top of the sludge layer is less than twelve inches from the bottom of the outlet baffle or transfer hole or whenever the bottom of the scum layer is less than three inches above the bottom of the outlet baffle or transfer hole. Total sludge and scum volume must not be greater than 25% percent of the tank's liquid capacity. Removal of accumulated sludge, scum, and liquids from septic tanks and pump tanks must be through the maintenance hole. The removal of solids from any location other than the maintenance hole is not a compliant method of solids removal from a sewage tank,

and this method does not fulfill the solids removal requirement of this part or a management plan. Liquid and solids removal from clean-out pipes is allowed for holding tanks

4. EXISTING PERMITS

Unexpired permits which were issued prior to the effective date of this Ordinance shall remain valid under the terms and conditions of the original permit until the original expiration date or until a change in system design, whichever is earlier.

5. SSTS ON LOTS CREATED AFTER JANUARY 23, 1996

All lots created after January 23, 1996, must have a minimum of two soil treatment and dispersal areas that can support Type 1 systems as defined by Minnesota Rule 7080.2200.

6. UPGRADE, REPAIR, REPLACEMENT AND ABANDONMENT

A. SSTS Capacity Expansions

Expansion of an existing SSTS must include any system upgrades that are necessary to bring the entire system into compliance with the prevailing provisions of this Ordinance at the time of the expansion.

B. Bedroom Addition

Any addition to a structure that includes bedroom(s) that require a land use permit from the City shall require that the SSTS meet the required design flow according to Minnesota Rule 7080.1860 or be upgraded to meet Class 1 sizing for both the septic tanks and soil absorption area. Any required upgrades shall be completed within two years.

C. Imminent Threat to Public Health or Safety

An SSTS posing an imminent threat to public health or safety shall be pumped within twenty four hours and managed as a holding tank in accordance with Minnesota Rule 7080.1500, Subp.4(A) and said SSTS shall be upgraded, repaired, replaced or abandoned by the owner in accordance with the provisions of this Ordinance within ten months upon receipt of a notice of noncompliance and must meet Class I sizing requirements according to Minnesota Rule 7080.1860.

D. Abandonment

Any SSTS, or any component thereof, which is no longer intended to be used, must be abandoned in accordance with Minnesota Rule 7080.2500.

7. SSTS IN FLOODPLAINS

SSTS shall not be located in a floodway and wherever possible, location within any part of a floodplain should be avoided. If no option exists to locate a SSTS outside of a floodplain, location within the flood fringe is allowed if the requirements in Minnesota Rule 7080.2270 and all relevant local requirements are met.

8. CLASS V INJECTION WELLS

All owners of new or replacement SSTS that are considered to be Class V injection wells, as defined in the Code of Federal Regulations, Title 40, Part 144, are required by the Federal Government to submit a UIC Class 5 Inventory Form to the Environmental Protection Agency as described in 40 CFR Part 144. Further, owners are required to identify all Class V injection wells in property transfer disclosures.

9. OPERATING PERMIT

A. An Operating Permit shall be required for the following SSTS:

1. SSTS with high strength waste effluent standards that exceed Minnesota Rule 7080.2150, Subp.3(K)
2. Holding Tanks
3. SSTS serving three or more connections
4. Type III, Type IV and Type V SSTS
5. SSTS that exceed a daily flow of 2,500 gallons per day; or
6. MSTs designed under Minnesota Rules Chapter 7081

B. Operating Permits shall be a signed agreement between the City and the property owner and shall include monitoring, performance, mitigation, and reporting requirements.

C. A valid Operating Permit shall be considered a certificate of compliance if that system is in compliance with the requirements of the Operating Permit.

D. Owners of holding tanks and vaulted privies shall provide the City with a copy of a valid monitoring and disposal contract executed between the owner and a licensed maintenance business, which guarantees the removal of the holding tank contents in a timely manner and prevents an illegal discharge in accordance with Minnesota Rule 7082.0100, Subd.3(G). This requirement is waived if the owner is a farmer who is exempt from licensing under Minn. Stat., § 115.56, Subd.3(b)(3).

E. Operating Permits shall be valid for the specific term stated on the permit as determined by the City.

F. An Operating Permit must be renewed prior to its expiration. If not renewed, the City may require the system to be removed from service or operated as a holding tank until the permit is renewed. If not renewed within ninety calendar days of the expiration date, the City may require that the system be abandoned in accordance with Section 300 (E).

G. Operating Permits do not transfer to new property owners. New owners shall apply for an Operating Permit in accordance with Section 1005. The City shall not terminate the current permit until ninety calendar days after the date of sale unless an imminent threat to public health and safety

exists. To consider the new owner's application, the City may require a performance inspection of the treatment system certified by a licensed inspector or qualified employee.

- H.** A report shall be prepared and certified by the licensed inspection business or licensed service provider. The report shall be submitted to the City on a form acceptable to the City on or before the compliance reporting date stipulated in the Operating Permit as required. The report shall contain a description of all maintenance and servicing activities performed since the last compliance monitoring report as described in the Operating Permit.
- I.** The City may suspend or revoke any Operating Permit issued under this section for any false statements or misrepresentations of facts on which the Operating Permit was issued.
- J.** If suspended or revoked, the City may require that the treatment system be removed from service, operated as a holding tank, or abandoned.
- K.** At the Cities sole discretion, the Operating Permit may be reinstated or renewed upon the owner taking appropriate corrective actions.

10. COMPLIANCE INSPECTION PROGRAM

A. City Responsibility

It is the responsibility of the City, or its agent, to perform installation inspections of new SSTS or upgrades of SSTS to assure that the requirements of this Ordinance are met.

1. All compliance inspections must be performed and signed by licensed inspection businesses or qualified employees certified as inspectors
 2. The City shall be given access to enter a property at any reasonable time to inspect and/or monitor the SSTS system. As used in this paragraph, "property" does not include a residence or private building
 3. No person shall hinder or otherwise interfere with the Cities employees in the performance of their duties and responsibilities pursuant to this Ordinance. Refusal to allow reasonable access to the property by the City shall be deemed a separate and distinct offense
- B.** A signed winter agreement, as per Section 303 D of the East Gull Lake Land Use Ordinance, may be accepted in lieu of a compliance inspection for property transfers, between November 1 and April 30, provided the required information is submitted to the City by June 1 of the subsequent year. Failure to fulfill all of the obligations of the winter agreement shall be a violation of this Ordinance
- ##### **C. New Construction or Replacement**
1. New installation inspections must be performed on new or replacement SSTS to determine compliance with Minnesota Rules, Chapters 7080 or 7081, respectively, according to this section. SSTS

found to be noncompliant with other applicable requirements must be repaired or replaced according to the City's requirements.

2. It is the responsibility of the SSTS owner or the owner's agent to notify the City twenty-four hours prior to the installation inspection.
3. If the installer provides proper notice and the City does not provide an inspection within one hour after an inspection time was set, the installer may complete the construction per the following: The installer shall submit photographs of the entire uncovered system and an as-built drawing with a certified statement that the installation of the SSTS met the appropriate standards of this Ordinance within five working days of the installation.
4. A Certificate of Installation for new SSTS construction or replacement shall be issued by the City within thirty days of inspection if the City has reasonable assurance that the system was built in accordance with the applicable requirements as specified in the construction permit.
5. The Certificate of Installation must include a certified statement by the certified inspector or qualified employee who conducted the inspection that the SSTS is or is not in compliance with the ordinance requirements. If the SSTS is determined not to be in compliance with the applicable requirements, a notice of noncompliance must be issued to the owner which includes a statement specifying those ordinance provisions with which the SSTS does not comply.
6. No SSTS shall be placed into operation until a valid Certificate of Installation has been issued.
7. Certificates of Installation for new construction or replacement shall remain valid for five years from the date of issue unless the City finds evidence of noncompliance.

D. Existing Systems

1. Compliance inspections shall be required when any of the following conditions occur:
 - a. When applying for a land use permit, shoreline alteration permit, minor subdivision, plat, land use reclassification, conditional use permit or variance and the Certificate of Installation is more than five years old or the Certificate of Compliance is more than three years old.
 - b. Prior to conveyance of any real property and the Certificate of Installation is more than five years old or the Certificate of Compliance is more than three years old.
 - c. Any time there is a change in use of the property being served by an existing SSTS which may impact the performance of the system.

- d. At any time as required by this Ordinance or the City deems appropriate such as upon receipt of a complaint or other notice of a system malfunction.
2. Compliance inspections of existing SSTS shall be reported on the inspection report forms provided by MPCA. The following conditions, must be assessed, or verified
 - a. Watertightness assessment of all treatment tanks including a leakage report.
 - b. Vertical separation distance between the bottom of the soil treatment and dispersal system and the periodically saturated soil or bedrock including vertical soils separation verification report unless soils have been verified according to Minnesota Rule 7082.0700, Subp.4(B).
 - c. Sewage backup, surface seepage or surface discharge including a hydraulic function report.
 3. The Certificate of Compliance must include a certified statement by a Qualified Employee or licensed inspection business, indicating whether the SSTS is in compliance with the requirements of this Ordinance. If the SSTS is determined not to be in compliance with the applicable requirements, a notice of noncompliance must include a statement specifying those ordinance provisions with which the SSTS does not comply. An SSTS construction permit application must be submitted to the City if the required corrective action is not a minor repair
 4. The Certificate of Compliance or notice of noncompliance must be submitted to the City no later than fifteen calendar days after the date the inspection was performed
 5. Certificates of Compliance for existing SSTS shall remain valid for three years from the date of issue unless the City finds evidence of noncompliance
- E. Transfer of Property**
1. Any individual sewage treatment system located on real property lying within East Gull Lake shall be brought into compliance with the requirements of the East Gull Lake Subsurface Sewage Treatment System Ordinance upon conveyance of said real property.
 2. Prior to the conveyance of any real property, the seller shall disclose in writing to the buyer information about the status and location of all known SSTS on the property by delivering to the buyer either a sworn affidavit by the seller that no SSTS exists on the property to the best of their knowledge after diligent investigation, or a certificate of compliance or notice of non-compliance meeting all provisions of this

ordinance being the result of a compliance inspection conducted by a Minnesota state registered inspector holding a Designer I or Inspector certification. A certificate of compliance or notice of noncompliance meeting all provisions of this ordinance shall be submitted to the East Gull Lake and the seller within 30 days after the compliance inspection.

3. If the seller fails to provide a Certificate of Compliance, the seller shall provide the buyer sufficient security in the form of an escrow with the City, a licensed real estate closer, licensed attorney-at-law, or a federal or state chartered financial institution. The escrow must list the City as having the “release authority”. If the escrow is held by some entity other than the City, a copy of the escrow and written estimate must be submitted to the City. The amount escrowed shall be equal to 125% of a written estimate to install a complying ISTS provided by a licensed and certified installer. The buyer may, by mutual written agreement with the seller, assume the responsibility to fund the escrow. The seller or buyer may, by written agreement, assign a third party to receive the disbursement from the escrow account. After a complying SSTS has been installed and a certificate of compliance issued, the City must provide the holder of the escrow a copy of the Certificate of Compliance, and the City of East Gull Lake shall authorize the escrow to be released to the maker of the escrow or their assigns.
4. At the time of recording the conveyance of any real property within the unincorporated areas of East Gull Lake, the seller shall provide to the City one of the following: (A) a sworn affidavit by the seller certifying that no subsurface sewage treatment system exists on said property to the best of their knowledge after diligent investigation (affidavit), or (B) a Certificate of Compliance on forms approved by the City (certificate), or (C) a packet consisting of the following documents to be referred to as an escrow packet: 1) an escrow agreement as provided by subdivision “3” of this section, 2) an attached written estimate or contract to install a complying SSTS provided by a licensed and certified installer; and, 3) an attached SSTS permit application for the installation of the SSTS (packet), or (D) an SSTS permit application and SSTS Compliance Inspection Agreement for conveyances which take place between November 1st and April 30th when compliance cannot be determined (winter agreement). Failure to comply with a requirement of this subdivision does not impair the validity of the deed. Failure to present to the City an affidavit,

certificate of compliance, escrow packet, or a winter agreement as outlined in this subdivision shall constitute a misdemeanor and shall be punishable as defined by Minnesota State Statutes.

5. Liability for Failure to Disclose: Unless the buyer and seller agree to the contrary in writing before the closing of the sale, a seller who fails to disclose the existence of a subsurface sewage treatment system at the time of sale and knew or had reason to know of the existence of a subsurface sewage treatment system is liable to the buyer for costs relating to bringing the subsurface sewage treatment system into compliance with the East Gull Lake Subsurface Sewage Treatment System Ordinance, and reasonable attorney's fees for collection of costs from the seller, if the action is commenced within two (2) years after the date the buyer closed the purchase of the real property where the subsurface sewage treatment system is located. Said civil liability shall in no way impair a criminal prosecution for the same violation.
6. In accordance with section 4(D) above, all property conveyances subject to this ordinance occurring during the period between November 1st and April 30th when ISTS compliance cannot be determined due to frozen soil conditions shall require a winter agreement, which includes an application for an SSTS permit and an SSTS Compliance Inspection Agreement. The compliance inspection shall be completed by following June 1st by a state-licensed compliance inspector. If upon inspection the SSTS is found to be in compliance, the permit fee will be refunded. If upon inspection the system is found to be failed, an escrow agreement shall be established in accordance with section 3, above, and the system shall be upgraded.

F. Commercial SSTS

1. Septic tank effluent testing for Carbonaceous Biochemical Oxygen Demand (CBOD), Biological Oxygen Demand (BOD), Total Suspended Solids (TSS), and oil/grease combination is mandatory for all SSTS that serve commercial establishments that serve food and beverages or have a flow that exceeds 1000 gallons per day as part of any compliance inspection.
2. Effluent testing shall not be required for commercial SSTS that have a current operating permit as of the date this Ordinance is effective. If all provisions of the operating permit are met, the SSTS shall be considered to be in compliance.
3. An SSTS with effluent testing that does not meet the standards in the Minnesota Rule 7080.2150, Subp.3(K) shall be upgraded within three

years to meet said standards and be placed on an Operating Permit as provided in this Ordinance.

G. Vertical Separation Reduction

Minnesota Rule 7080.1500, Subp. 4(D) is hereby adopted allowing a 15% reduction in vertical separation distance for settling of sand or soil, normal variation of measurements and interpretations of the limiting layer for existing SSTS. This provision does not apply to Section 1000.

11. SSTS PRACTITIONER LICENSING

- A. No person shall engage in site evaluation, inspection, design, installation, construction, alteration, extension, repair, maintenance, or pumping of SSTS without an appropriate and valid license issued by MPCA in accordance with Minnesota Rules Chapter 7083 except as exempted in Rule 7083.0700.
- B. An MPCA license is not required of an individual who is constructing a SSTS on land that is owned by the individual and functions solely as a dwelling for that individual pursuant to Minnesota Rule 7083.0700. Installation of the system shall be based upon a design by a licensed designer. The system shall be inspected before it is covered and a twenty four hour notification to the City for inspection is required. Commercial SSTS and any other pressurized system cannot be constructed by anyone other than a licensed installer.

12. ENFORCEMENT

Enforcement of this Ordinance shall follow the standards in Section XI of the East Gull Lake Land Use Ordinance.

13. STATE NOTIFICATION OF VIOLATION

The City shall notify the MPCA of any inspection, installation, design, construction, alteration or repair of an SSTS by a licensed/certified person or any septage removal by a licensed maintainer that is performed in violation of the provisions of this Ordinance. The City shall also notify the MPCA of any discovered straight pipes pursuant to Minnesota Statute 115.55 Subdivision 11.

14. RECORD KEEPING

The City shall maintain a current record of all permitted systems. The record shall contain all permit applications, issued permits, fees assessed, variance requests, Certificates of Compliance, notices of noncompliance, enforcement proceedings, site evaluation reports, design reports, record drawings, management plans, maintenance reports, Operating Permits, an annual list of all sewage tanks installed in the City sorted by licensed installation businesses, and other records the City deems relevant to a particular system.

15. ANNUAL REPORT

The City shall provide an annual report of SSTS permitting activities to MPCA no later than February 1 for the previous calendar year.

16. FEES

From time to time, the City Council shall establish fees for activities undertaken by the City pursuant to this Ordinance. Fees shall be due and payable at a time and in a manner to be determined by the City.

17. DISPUTE RESOLUTION

Resolution of disputes between SSTS Certified Individuals regarding conflicting compliance inspections, determination of seasonally saturation of soils and other technical issues shall follow Minnesota Rule 7082.0700, Subp. 5.

Comment [PZ15]: Added per MPCA request

Section 3.2 - 5. Building Sewers and Connection

1. Any new connection(s) to the sanitary sewer system shall be prohibited unless sufficient capacity is available in all downstream facilities including, but not limited to capacity for flow, BOD₅, and Suspended Solids, as determined by the Superintendent.
2. A separate and independent building sewer shall be provided for every building, except where one building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard, or driveway. The building sewer from the front building may be extended to the rear building and the whole considered one building sewer. The City does not and will not assume any obligation or responsibility for damage caused by or resulting from any such connection aforementioned.
3. Old building sewers may be used in connection with new buildings only when they are found, on examination and test by the superintendent or his representative, to meet all requirements of this ordinance.
4. Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer.
5. Any person desiring a license to make a service connection with public sewers shall apply in writing to the City Council with satisfactory evidence that the applicant or employer is trained or skilled in the business and qualified to receive a license. All applications shall be referred to the Superintendent for recommendations to the Council. If approved the Council, such license shall be issued by the City Clerk upon the filing of a bond as hereinafter provided.

Comment [PZ16]: Added per MPCA Requirements

6. No license shall be issued to any person until a bond, prescribed by the City Fee Schedule, to the City, approved by the Council, is filed with the City Clerk conditioned that the licensee will carry liability insurance and will indemnify and save harmless the City from all suits, accidents, and damage that may arise by reasons of any opening in any street, alley, or public ground, made by the licensee or by those in the licensee's employment for any purpose whatever, and that the licensee will replace and restore the street and alley over such opening to the condition existing prior to installation, adequately guard with barricades and lights and will keep and maintain the same to the satisfaction of the Superintendent, and shall conform in all respects to the rules and regulations of the Council relative thereto, and pay all fines that may be imposed on the licensee by law. The City Council shall establish the limits required on liability insurance carried by the licensee.
7. The license fee for making service connections is as prescribed by the City Fee Schedule. All licenses shall expire on December 31 of the license year unless the license is suspended or revoked by the Council for cause. Upon failure to apply for a license renewal prior to the expiration date thereof, the license fee for the ensuing year shall be prescribed by the City Fee Schedule.
8. The Council may suspend or revoke any license issues under this Section for any of the following causes:
 - A. Giving false information in connection with the application for the license.
 - B. Incompetence of the licensee.
 - C. Willful violation of any provisions of this Section or any rule or regulation pertaining to the making of service connections.

Section 3.2 - 6. Use of Public Services - DELETED (2016-01)

Section 3.2 - 7. Destruction of System Components

No person(s) shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance, or equipment which is part of the wastewater facilities.

Section 3.2 - 8. User Rate Schedule for Charges

Each user of sewer service shall pay the charge(s) applicable to the type of service, and in accordance with the provisions set forth in Section 3.4.

Section 3.2 - 9. Powers and Authority of Inspectors

1. The Superintendent or other duly authorized employees of the City, bearing proper credentials and identifications, shall be permitted to enter all properties for the purpose of inspection, observations, measurement, sampling, and testing pertinent to the discharges to the City’s sewer system in accordance with the provisions of this Ordinance.
2. The Superintendent or other duly authorized employees are authorized to obtain information concerning industrial processes which have a direct bearing on the type and source of discharge to the wastewater collection system. An industry may withhold information considered confidential however, the industry must establish that the revelation to the public of the information in question, might result in an advantage to competitors.
3. While performing necessary work on private properties, the Superintendent or duly authorized employees of the City shall observe all safety rules applicable to the premises established by the company, and the company shall be held harmless for injury or death to the City employees and the City shall indemnify the company against liability claims and demands for personal injury or property damage asserted against the company and growing out of the gauging and sampling operation, except as such may be caused by negligence or failure of the company to maintain safe conditions as required in Section 3.2-7 subdivision 9 of this Ordinance.
4. The Superintendent or other duly authorized employees of the City bearing proper credentials and identification shall be permitted to enter all private properties through which the City holds a duly negotiated easement for the purposes of, but not limited to, inspection, observation, measurement, sampling, repair, and maintenance of any portion of the wastewater facilities lying within said easement, shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property involved.

Section 3.2 - 10. Penalties

1. Any person found to be violating any provision of this Ordinance, shall be served by the City with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations.
2. Any person who shall continue any violation beyond the time limit provided for in subdivision 1 of section 3.2-11, shall be subject to penalties prescribed by this code and guilty of a misdemeanor, and on

conviction thereof, shall be fined in the amount not exceeding \$100.00 for each violation. Each day in which any such violation occurs shall be deemed as a separate offense.

3. Any person violating any of the provision of this Ordinance shall become liable to the City for any expense, loss, or damage occasioned by the City by reason of such violation.

Section 3.2 - 11. Validity

1. This Ordinance shall be in full force and take effect from and after its passage and approval and publication as provided by law.
2. All other Ordinances and parts of other Ordinances inconsistent or in conflict with any part of this Ordinance, are hereby repealed to the extent of such inconsistency or conflict.



City of East Gull Lake

Staff Report

To: Mayor & City Council

Prepared by: Kathy Schack

Date: February 2, 2016

Agenda Item: 14b

Subject: Gambling Permit – Raffle at Madden's Resort

Report:

Council Action Requested:

Ducks Unlimited is requesting a gambling permit be approved for a raffle to be held on April, 22, 2016 at Madden's Resort.