

Regular Meeting, Ethan Town Board, 3-5-09

The Town of Ethan board met in regular session on March 5, 2009 at the Town Hall at 7:30 p.m. Members present were Gary Stadlman, Robert Fitzgerald, Terry Mathis, Nancy Schoenfelder and Amy Moe. Others present were Sonya Hespe, Jacob Aragon, Kala Knutson, John Hart, Josh Franks, Brian McClure, Chad McGuire, Mary Stadlman, Gallus Thill and Dale Meinke.

Chairman Stadlman called the meeting to order and led the pledge of allegiance. All motions were unanimously voted as aye unless stated otherwise.

Sonya Hespe added reports about unemployment and delinquent accounts to the agenda. Gary Stadlman added information about a stimulus package agreement with Hanson Rural Water. Motion Moe, second Fitzgerald to approve the amended agenda.

OLD BUSINESS

Pioneer Design had submitted two more design options for the logo on the city pickup. A design was chosen and will be ordered. Motion Mathis, second Fitzgerald to purchase the pickup logo.

NEW BUSINESS

The Board of Equalization meeting was set for Monday, March 16th at 7:00 PM at the Town Hall.

The annual report was presented to the board by Finance Officer Hespe. Motion to approve the annual report by Mathis, second by Schoenfelder.

Exhibit I

MUNICIPALITY OF ETHAN
STATEMENT OF FUND CASH BALANCES
ALL FUNDS
31-Dec-08

	General Fund	Construction Fund	Enterprise Funds		Total
			Water Fund	Sewer Fund	
Cash Assets:					
Cash in Checking Accounts	166,192.70	81.28	36,256.92	112,118.65	314,649.55
Change and Petty Cash	150.00				150.00
Passbook Savings			8,945.85	9,545.07	18,490.92
Savings Certificates	47,338.31		17,099.20	21,930.00	86,367.51
_____					0.00
_____					0.00
_____					0.00
_____					0.00
101 FUND CASH BALANCES	213,681.01	81.28	62,301.97	143,593.72	419,657.98
(Note 1)					

Municipal funds are deposited or invested with the following depositories:

	Farmers State Bank	242,631.76
	First National Bank	177,026.22

		419,657.98

MUNICIPALITY OF ETHAN
STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND CASH BALANCES
ALL FUNDS
For the Year Ended December 31, 2008

	General Fund	Construction Fund	Enterprise Funds		Total
			Water Fund	Sewer Fund	
Receipts (Source):					
311 Property Taxes	61,929.13				61,929.13
313 Sales Tax	121,989.06				121,989.06
316 911 Telephone Surcharge					0.00
311-319 Other Taxes (319)	72.00				72.00
320 Licenses and Permits	1,934.50				1,934.50
331 Federal Grants					0.00
335.1 Bank Franchise Tax					0.00
335.2 Motor Vehicle Commercial Prorate					0.00
335.3 Liquor Tax Reversion	2,035.52				2,035.52
335.4 Motor Vehicle Licenses (5%)					0.00
335.6 Fire Insurance Premium Reversion					0.00
335.7 Liquor License Reversion					0.00
335.8 Local Government Highway and Bridge Fund	4,751.87				4,751.87
338.1 County Road Tax (25%)					0.00
338.2 County Highway and Bridge Reserve Tax (25%)					0.00
338.3 County Wheel Tax					0.00
331-339 Other Intergovernmental Revenue (339)					0.00
341-349 Charges for Goods and Services (341)	20,285.50				20,285.50
351-359 Fines and Forfeits (351)	100.00				100.00
361 Investment Earnings	3,659.44		1,306.23	2,585.52	7,551.19
362 Rentals					0.00
363-369 Other Revenues (369)	2,331.00				2,331.00

MUNICIPALITY OF ETHAN
STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND CASH BALANCES
ALL FUNDS
For the Year Ended December 31, 2008
(continued)

ENTERPRISE FUNDS	General Fund	Fund	Enterprise Funds		Total
			Water Fund	Sewer Fund	
380 Enterprise Operating Revenue			51,576.02	30,605.11	82,181.13

Surcharge as Security for Debt					0.00
380.05 Lottery Revenues					0.00
330 Operating Grants	15,805.56				15,805.56
Total Receipts	<u>234,893.58</u>	<u>0.00</u>	<u>52,882.25</u>	<u>33,190.63</u>	<u>320,966.46</u>
Disbursements (Function):					
411-419 General Government (414)	<u>34,513.11</u>				<u>34,513.11</u>
421 Police	<u>6,000.00</u>				<u>6,000.00</u>
422 Fire	<u>3,493.00</u>				<u>3,493.00</u>
423-429 Other Public Safety (429)					<u>0.00</u>
431 Highways and Streets (includes snow removal & street lights)	<u>68,757.54</u>				<u>68,757.54</u>
432 Sanitation (includes garbage & rubble sites)	<u>16,111.26</u>				<u>16,111.26</u>
437 Cemeteries					<u>0.00</u>
433-439 Other Public Works (435)					<u>0.00</u>
441-449 Health and Welfare (441)					<u>0.00</u>
451-459 Culture-Recreation (451)	<u>17,264.56</u>				<u>17,264.56</u>
461-469 Conservation and Development (465)					<u>0.00</u>
470 Debt Service	<u>16,695.24</u>				<u>16,695.24</u>
480 Intergovernmental Expenditures					<u>0.00</u>
491 Miscellaneous		<u>10.00</u>			<u>10.00</u>

Exhibit II
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MUNICIPALITY OF ETHAN
STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND CASH BALANCES
ALL FUNDS
For the Year Ended December 31, 2008
(continued)

	General Fund	Fund	Enterprise Funds		Total
			Water Fund	Sewer Fund	
ENTERPRISE FUNDS					
410 Personal Services			5,523.04	3,908.29	9,431.33
420 Other Expenses			30,597.52	2,514.28	33,111.80
426 Supplies and Materials			8,154.82	5,670.42	13,825.24
Total Disbursements	<u>162,834.71</u>	<u>10.00</u>	<u>44,275.38</u>	<u>12,092.99</u>	<u>219,213.08</u>
39101 Transfers In					0.00
51100 Transfers Out	()	()	()	()	0.00
391.2 Money Received From Borrowing					0.00
					0.00
					0.00

Subtotal of Receipts, Disbursements and Transfers	<u>72,058.87</u>	<u>(10.00)</u>	<u>8,606.87</u>	<u>21,097.64</u>	<u>101753.38</u>
Fund Cash Balance, January 1, 2008	<u>141,042.75</u>	<u>91.28</u>	<u>53,972.49</u>	<u>122,648.08</u>	<u>317,754.60</u>
Adjustments:					
Petty Cash	<u>150.00</u>	<u></u>	<u></u>	<u></u>	<u>150.00</u>
	<u></u>	<u></u>	<u></u>	<u></u>	<u>0.00</u>
	<u></u>	<u></u>	<u></u>	<u></u>	<u>0.00</u>
Restated Fund Cash Balance, January 1, 2008	<u>141,192.75</u>	<u>91.28</u>	<u>53,972.49</u>	<u>122,648.08</u>	<u>317904.60</u>
FUND CASH BALANCE, DECEMBER 31, 2008	<u>213,251.62</u>	<u>81.28</u>	<u>62,579.36</u>	<u>143,745.72</u>	<u>419,657.98</u>

Exhibit III

MUNICIPALITY OF ETHAN
STATEMENT OF CHANGES IN LONG-TERM DEBT
For the Year Ended December 31, 2008

	General Long-Term Debt			Enterprise	Total
	General Obligation Bonds	Special Assessment Bonds	Other	Revenue Bonds	
Debt Payable, January 1, 2008	<u>299,852.47</u>	<u></u>	<u></u>	<u></u>	<u>299,852.47</u>
Add New Issues:					
	<u></u>	<u></u>	<u></u>	<u></u>	<u>0.00</u>
	<u></u>	<u></u>	<u></u>	<u></u>	<u>0.00</u>
	<u></u>	<u></u>	<u></u>	<u></u>	<u>0.00</u>
Less Debt Retired	<u>3,740.45</u>	<u></u>	<u></u>	<u></u>	<u>3,740.45</u>
DEBT PAYABLE, DECEMBER 31, 2008	<u>296,112.02</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>296,112.02</u>
	(23101)	(23103)	(23900)	(23102)	

Note: Amounts reported do not include interest.

The USDA annual report will be tabled until the April regular meeting.

A meter pit being installed at the properties of mobile homes was discussed. This was talked about in 2008 and then put on hold. Stadlman will obtain new quotes on the city purchasing the pits. More information will be talked about on this at the March 16, 2009 meeting.

A date was set for the city-wide cleanup in Ethan. The date for 2009 will be Saturday, April 18th with a rain date of April 25th. The ordinance about junk cars in town was discussed. This will be tabled until the March 16, 2009 meeting.

The board members and Finance Officer received an invitation to attend the annual legislative dinner for the Planning and Development District III. The board members and Finance Officer will attend this dinner.

A job description was reviewed by the board members to use for the maintenance position. A few certifications will be verified before it is put in place to be used.

Ordinance section 3.1.10 was reviewed. Motion Moe, second Fitzgerald to change the resolution with a first reading at a later date.

Finance Officer Hespe presented the board with a list of delinquent accounts. The board agreed to have certified letters sent to anyone owing 2 or more months notifying them that water will be shut off if not paid within seven days.

A letter was received from the Unemployment Insurance Division. Further information will be obtained and discussed at the March 16, 2009 meeting.

Mayor Stadlman had a telephone call from Dan Schroeder of Hanson Rural Water (HRW) about a stimulus offer. The board agreed to submit an application with HRW for the possibility of putting up a new water tower in a coop agreement with HRW. Motion Mathis, second Schoenfelder to submit the application.

APPROVAL OF MINUTES

Motion Moe, second Fitzgerald to approve the minutes of the February 9, 2009 meeting.

APPROVAL OF CLAIMS

Motion Mathis, second Schoenfelder to approve claims.

<u>General Fund</u>			
1	Amy Moe	salary	\$41.55
2	Amy Storm	salary	\$897.65
3	Gary Stadlman	salary	\$41.55
4	Nancy Schoenfelder	salary	\$41.55
5	Robert Fitzgerald	salary	\$41.55
6	Sonya Hespe	salary	\$1,228.26
7	Terry Mathis	salary	\$41.55
8	Agland	rock salt	\$11.97
9	BPI	office supplies	\$141.85
10	Continental Western	workman's comp audit premium	\$316.00
11	Farmers State Bank	payroll taxes	\$620.89
12	Maxwell & Bowar	bond insurance	\$40.00
13	McLaury Engineering	drainage project services	\$825.13
14	Menards	microwave	\$99.98
15	Mitchell Daily Republic	publishing	\$313.02
16	Morgan Theeler LLP	legal fees for election & unemployment	\$270.00
17	NW Energy	street light 471.88; fire hall 10.31; Christmas lights 147.73	\$629.92
18	Pay Pal	mirror for pickup	\$79.99
19	Petty Cash	postage	\$50.36
20	Planning & Dev Dist III	legislative dinner	
21	Santel	telephone	\$97.25
22	SD Retirement	retirement	\$181.50
23	Sonya Hespe	office supplies - laptop bag	\$18.95
24	Tax Express	Tim's amended tax return	\$106.00
25	USDA - RD	monthly loan payment	\$1,023.00
26	USDA - RD	monthly loan payment	\$368.27
27	Weber Sanitation	garbage service	\$1,250.00

*** previously approved claim Tim Pieschke Feb 11th salary \$398.62

Water Fund

1	Hanson Rural Water	3/09 usage	
2	NW Energy	utilities	\$57.29
3	Randy Wittstruck	March 1 salary	\$411.75

*** previously approved claim Hanson Rural Water Feb usage \$2133.40

Sewer Fund

1	NW Energy	utilities	\$120.92
2	Santel	telephone	\$29.88
3	Dakota Pump	2 compressors for lagoon	\$920.00
4	Petty Cash	repairs	\$39.75

ADDITIONAL BUSINESS

More discussion about the drainage project was brought up by Jacob Aragon. Stadlman said SPN will be coming again to look at all of the projects and a decision will be made about the best action to take.

Meeting adjourned.

Sonya Hespe
Finance Officer

Gary Stadlman
Chairman