

**Clear Lake/Clearwater Sewer Authority
Meeting Agenda
Thursday, January 22, 2026
5:30 p.m. at Clearwater City Hall**

Call to Order

Roll Call

- 1. Approval of Agenda**
- 2. Public Forum**
- 3. Consent Agenda (MOTION)**
 - a. Approval of Minutes from November 20, 2025 Regular Meeting**
 - b. Approval of Minutes from December 11, 2025 Special Meeting**
 - c. Approval of Claims/Accounts Payable for November 2025**
 - d. Approval of Claims/Accounts Payable for December 2025**
 - e. Res 2025-06 – Approving 2026 Budget**
 - f. Res 2026-01 – Approving Annual Appointments**
 - g. Res 2026-02 – Pre-Authorization of Claims Payments**
- 4. Old Business**
- 5. New Business**
 - a. Res 2026-03 – Approving Re-Hire of Chief Plant Operator (MOTION)**
 - b. Discuss Employee Handbook Hours (MOTION)**
 - c. Discuss Forensic Accounting Services**
 - d. Other Business**
- 6. Reports**
 - a. Board Reports**
 - b. Staff Reports**
 - c. FYI – Flow Report, Surcharge Report, Building Permit Reports**
- 7. Next Meeting Date**
 - a. Next Meeting May 21, 2026 at Wastewater Facility**
- 8. Adjournment**

To: Clear Lake/Clearwater Sewer Authority Board
From: Annita Smythe, Director
Re: January 22, 2026 Meeting Overview

1. Approval of Agenda
2. Public Forum
3. Consent Agenda (MOTION) *(please see attached Consent Agenda items)*
 - a. Approval of Minutes from November 20, 2025 Regular Meeting *(page 3)*
 - b. Approval of Minutes from December 11, 2025 Special Meeting *(page 5)*
 - c. Approval of Claims/Accounts Payable for November 2025 *(page 6)*
 - d. Approval of Claims/Accounts Payable for December 2025 *(page 8)*
 - e. Res 2025-06 – Approving 2026 Budget *(page 12)*
 - f. Res 2026-01 – Approving Annual Appointments *(page 13)*
 - g. Res 2026-02 – Pre-Authorization of Claims Payments *(page 14)*
4. Old Business
5. New Business
 - a. Res 2026-03 – Approving Re-Hire of Chief Plant Operator (MOTION) *(page 15)*
Please see resolution outlining a proposal to re-hire former Chief Plant Operator Jon Forsell.
 - b. Discuss Employee Handbook Hours (MOTION)
The Employee Handbook may need its definition of “full-time” employee amended, depending on what is decided with John Forsell’s re-hire. The handbook currently requires 36 hours per week to be full time.
 - c. Discuss Forensic Accounting Services
I am still awaiting the proposals for forensic accounting services. Does the board want to consider pre-approving a cap for costs so that we can keep moving once these come in? Or should we schedule a special meeting to review them once they’re here?
 - d. Other Business
6. Reports
 - a. Board Reports
 - b. Staff Reports
 - c. FYI - Flow Report, Surcharge Report, Building Permit Reports *(page 17)*
7. Next Meeting Date
 - a. Next Meeting May 21, 2026 at Wastewater Facility
8. Adjournment

**Clear Lake/Clearwater Sewer Authority
Regular Meeting Minutes
November 20, 2025**

CALL TO ORDER

Chair Goenner called the meeting to order at 5:30 p.m. at the Wastewater Facility.

ROLL CALL

Present: Chair Geonner, Members Lawrence, Nelson, and Plaggerman.

Absent: Member Everett.

Staff Present: Director Smythe, Chief Operator Forsell.

Staff Absent: Operator Kirchenbauer, Treasurer Hill.

Guests Present: None.

A quorum was declared present.

1. APPROVAL OF AGENDA

- Staff requested to add item 5(d) - Discussion of criminal charges against former employee to Agenda.
- **MOTION** by Lawrence to approve Agenda with addition of item 5(d), seconded by Plaggerman, all voted aye. **MOTION CARRIED 4-0.**

2. PUBLIC FORUM

None.

3. CONSENT AGENDA

- a. **Approval of Minutes from August 21, 2025 Regular Meeting**
- b. **Approval of Claims/Accounts Payable for August 2025**
- c. **Approval of Claims/Accounts Payable for September 2025**
- d. **Approval of Claims/Accounts Payable for October 2025**
- e. **Q3-2025 Quarterly Budget Report**
- **MOTION** by Lawrence to approve the Consent Agenda as presented, seconded by Nelson, all voted aye. **MOTION CARRIED 4-0.**

4. OLD BUSINESS

a. Approval of Director Contract Renewal

- Smythe noted that the Clearwater City Council has approved the contract and has amended the rate of increase between years from the proposed 3.5% to 4%.
- **MOTION** by Lawrence to approve the Director Contract Renewal, seconded by Plaggerman, all voted aye. **MOTION CARRIED 4-0.**

b. Proposal for Payment of Contract Flow Shortfalls

- **MOTION** by Lawrence to invoice Clear Lake for the shortfalls with a 60-day due date for payment, seconded by Plaggerman, all voted aye. **MOTION CARRIED 4-0.**

5. NEW BUSINESS

a. Approval of 2026 Budget

- Smythe gave an overview of the budget packet. She apologized for the lack of a resolution outlining the budget summary.
- **MOTION** by Lawrence to approve the 2026 budget as proposed with revenues of \$827,500, expenditures of \$827,500, a COLA increase of 3.5% to the salary compensation scale, a flow rate

of \$12.39, and a surcharge of \$10.00 per account. **MOTION** seconded by Nelson, all voted aye.

MOTION CARRIED 4-0.

b. Res 2025-05 – Authorizing Signatories for Sewer Authority Accounts

- **MOTION** by Lawrence to approve Resolution 2025-05, seconded by Nelson, all voted aye.

MOTION CARRIED 4-0.

c. Approval of Meeting Schedule for 2026

- **MOTION** by Plaggerman to approve the 2026 meeting schedule as proposed, seconded by Lawrence, all voted aye. **MOTION CARRIED 4-0.**

d. Discussion of Criminal Charges Against Former Employee

- Members from Clear Lake shared a statement and a copy of the criminal complaints against three former Clear Lake employees. One of the employees is the former Treasurer of the Sewer Authority, the other two conducted rounds under the staff-sharing agreement.
- Members discussed the risks of possible criminal activity at the Sewer Authority. Smythe noted that Ms. Koren was the Treasurer from 02/01/2018 – 11/01/2021.
- **MOTION** by Lawrence directing staff to obtain quotes for a forensic accountant for the period 02/01/2018 – 11/01/2021, seconded by Nelson, all voted aye. **MOTION CARRIED 4-0.**

6. REPORTS

a. Board Reports

None.

b. Staff Reports

- Forsell noted the summary of projects completed over the last year in the agenda packets.
- Smythe reported that the staff had again received a compliance award from MPCA.

c. FYI – Flow Report, Surcharge Report, Building Permit Reports

- There were no questions on the reports.

7. NEXT MEETING DATE

Next meeting will be January 22, 2026 at the Clearwater City Hall.

8. ADJOURN

MOTION to adjourn by Nelson, seconded by Plaggerman, all voted aye. **MOTION CARRIED 4-0.**

Meeting adjourned at 5:58 p.m.

ATTEST:

APPROVED:

Annita M. Smythe, Director

Tim Goenner, Chair

**Clear Lake/Clearwater Sewer Authority
Special Meeting Minutes
December 11, 2025**

1. CALL TO ORDER; ROLL CALL

Chair Goenner called the meeting to order at 5:30 p.m. at Clear Lake City Hall.

Present: Chair Goenner, Vice Chair Lawrence, Members Nelson, Plaggersmans, and Everett.

Absent: None.

Staff Present: Director Smythe.

Guests Present: None.

A quorum was declared present.

2. CONSIDER OPTIONS FOR PAID LEAVE PROGRAM

- Smythe explained the items related to the Mn Paid Family Leave program that require board input.
- **MOTION** by Everett to have Sewer Authority cover 100% of premiums for staff and the board, seconded by Lawrence, all voted aye. **MOTION CARRIED.**
- **MOTION** by Lawrence to allow use of Mn Paid Family Leave in 15 minute increments, seconded by Everett, all voted aye. **MOTION CARRIED.**
- **MOTION** by Lawrence to not allow supplemental “top-off” benefits, seconded by Everett, all voted aye. **MOTION CARRIED.**
- Board consensus to allow use of extended leave under same terms as regular Paid Family Leave.

3. CONSIDER OPTIONS FOR VACANCY – CHIEF PLANT OPERATOR

- Members discussed alternatives for replacing the class A operator position at the plant and the hours needed. There were concerns that MPCA may require a minimum of 6 hours per week. Smythe presented two quotes and noted a third company that was willing to quote for the position if needed. Members suggested a couple of other options. Member Lawrence pointed out that there was an immediate need and that we were not likely to get a more experienced and less expensive option than keeping Forsell on a part-time basis for the reporting needs that require a class-A operator.
- **MOTION** by Lawrence to accept proposal from Forsell for a part-time position at \$1,680 per month, contact MPCA to verify the hours needed, and cap Forsell’s salary at up to \$3,500 per month if more hours are needed, without a time limit on the position. **MOTION** seconded by Everett, all voted aye. **MOTION CARRIED.**
- **MOTION** by Lawrence to post the full-time chief operator position being vacated by Forsell using the salary range from the approved step-scale, seconded by Everett, all voted aye. **MOTION CARRIED.**
- Members Goenner and Nelson offered to sit on an interview panel with Smythe.
- Members would like Kirchenbauer to work regular hours from 7:00 am to 3:30 pm and check in with Smythe at the end of the day for safety reasons until the second position is filled.

4. ADJOURN

MOTION to adjourn by Lawrence, seconded by Nelson, all voted aye. **MOTION CARRIED.** Meeting adjourned at 6:13 p.m.

ATTEST:

APPROVED:

Annita M. Smythe, Director

Tim Goenner, Chair



CLEAR LAKE/CLEARWATER SEWER AUTHORITY
CHECKS FOR MONTH - November 2025

Check #	Vendor Name	Chk Date	Chk Amt	Source	Comment	Balance
					BEGINNING BALANCE	\$ 864,397.52
Deposit	112425REC	11/24/2025	\$109,782.28	112425REC	OCT25 SEWER FLOW	\$ 974,179.80
Deposit	113025_INT	11/30/2025	\$143.79	113025_INT	November 2025 Interest	\$ 974,323.59
002138E	INTERNAL REVENUE	11/5/2025	(\$1,792.17)	PAYPER23_25	FEDERAL TAX PAYROLL	\$ 972,531.42
002139E	MN DEPT OF REVENUE	11/5/2025	(\$350.91)	PAYPER23_25	WITHOLDING TAX	\$ 972,180.51
002140E	MNDCP Retirement	11/5/2025	(\$125.00)	PAYPER23_25	MNDCP PAYROLL 23	\$ 972,055.51
002141E	PERA	11/5/2025	(\$919.29)	PAYPER23_25	PERA PAYROLL 23	\$ 971,136.22
002145E	INTERNAL REVENUE	11/19/2025	(\$1,806.52)	PAYPER24_25	FEDERAL TAX	\$ 969,329.70
002146E	MN DEPT OF REVENUE	11/19/2025	(\$353.45)	PAYPER24_25	WHITHOLDING TAX	\$ 968,976.25
002147E	MNDCP Retirement	11/19/2025	(\$125.00)	PAYPER24_25	MNDCP PAYROLL24	\$ 968,851.25
002148E	PERA	11/19/2025	(\$924.89)	PAYPER24_25	PERA PAYROLL24	\$ 967,926.36
002153E	ALERUS	11/30/2025	(\$4.00)	113025_EFT	Nov25 Health Savings	\$ 967,922.36
002154E	DELTA DENTAL	11/30/2025	(\$84.44)	113025_EFT	Dental Coverage Nov25	\$ 967,837.92
002155E	HEALTH PARTNERS	11/30/2025	(\$2,558.45)	113025_EFT	Dec25 Health Ins	\$ 965,279.47
	7271 FASTENAL COMPANY	11/13/2025	(\$70.94)	111325AP	VENT FILTERS	\$ 965,208.53
	7272 KENNEDY & GRAVEN,	11/13/2025	(\$72.00)	111325AP	GENERAL LEGAL	\$ 965,136.53
	7273 PARTS CITY AUTO PARTS	11/13/2025	(\$113.14)	111325AP	HD AIR FILTER	\$ 965,023.39
	7274 QUALITY FLOW SYSTEMS	11/13/2025	(\$13,270.00)	111325AP	PUMP REPIAR	\$ 951,753.39
	7275 XCEL ENERGY	11/13/2025	(\$6,107.41)	111325AP	OCT 2025 ELECTRICITY	\$ 945,645.98
500225E-500226E	PAYROLL23	11/5/2025	(\$4,373.84)	PAY20250123.0		\$ 941,272.14
500227E-500228E	PAYROLL24	11/19/2025	(\$4,437.41)	PAY20250124.0		\$ 936,834.73

RECEIPTS	\$109,926.07
PAYROLL	(\$8,811.25)
EXPENSES	(\$28,677.61)
	\$72,437.21

CLEAR LAKE SEWER AUTHORITY
***Cash Balances-Audit Summary©**

Current Period November 2025

Fund	General Ledger	-----Transactions-----				
10100 ASB						
101 GENERAL OPERATI						
			<u>Contra Entries</u>		<u>Cash Account used in the Transaction</u>	
GL Begin Bal	\$703,646.43	= - Disbursements	\$460,067.46	+ Transfers	\$0.00	Disbursements/(Receipts)
+ Debits	\$847,016.45	+ Receipts	\$803,714.26	+ Journal Entries	\$0.00	Includes Startup (if any)
- Credits	\$613,828.15			+ JE Payroll	(\$110,458.50)	
GL Balance	\$936,834.73			Transaction Balance	\$936,834.73	In Bal
301 CAPITAL IMPROVEM						
			<u>Contra Entries</u>		<u>Cash Account used in the Transaction</u>	
GL Begin Bal	\$0.00	= - Disbursements	\$0.00	+ Transfers	\$0.00	Disbursements/(Receipts)
+ Debits	\$0.00	+ Receipts	\$0.00	+ Journal Entries	\$0.00	Includes Startup (if any)
- Credits	\$0.00			+ JE Payroll	\$0.00	
GL Balance	\$0.00			Transaction Balance	\$0.00	In Bal
All Fund	GL Begin Bal	+ Receipts	- Disbursements	+ Journal Entries	+ JE Payroll	Balance
	\$703,646.43	\$803,714.26	\$460,067.46	\$0.00	(\$110,458.50)	\$936,834.73



CLEAR LAKE/CLEARWATER SEWER AUTHORITY
CHECKS FOR MONTH - December 2025

Check #	Vendor Name	Chk Date	Chk Amt	Source	Comment	Balance
					BEGINNING BALANCE	\$ 936,834.73
Deposit	123025REC	12/30/2025	\$139,918.98	123025REC	2024 Corrected Sewer	\$ 1,076,753.71
Deposit	DEC25_INT	1/15/2026	\$155.71	DEC25_INT	December 2025 Interest	\$ 1,076,909.42
002149E	INTERNAL REVENUE	12/3/2025	(\$1,982.10)	PAYPER25_25	FEDERAL TAX	\$ 1,074,927.32
002150E	MN DEPT OF REVENUE	12/3/2025	(\$384.57)	PAYPER25_25	WITHOLDING TAX	\$ 1,074,542.75
002151E	MNDPC Retirement	12/3/2025	(\$125.00)	PAYPER25_25	MNDPC PAYROLL25	\$ 1,074,417.75
002152E	PERA	12/3/2025	(\$993.42)	PAYPER25_25	PERA PAYROLL25	\$ 1,073,424.33
002156E	INTERNAL REVENUE	12/15/2025	(\$1,888.91)	PAYPER26-25	Federal Tax Payroll26	\$ 1,071,535.42
002157E	MN DEPT OF REVENUE	12/15/2025	(\$368.06)	PAYPER26-25	Witholding Tax Payroll26	\$ 1,071,167.36
002158E	MNDPC Retirement	12/15/2025	(\$125.00)	PAYPER26-25	MNDPC Payroll26	\$ 1,071,042.36
002159E	PERA	12/15/2025	(\$957.04)	PAYPER26-25	PERA Payroll26	\$ 1,070,085.32
002160E	MN DEPT OF REVENUE	12/17/2025	(\$916.94)	PAYPER26_1_2	Witholding Tax Payroll26_1	\$ 1,069,168.38
002161E	INTERNAL REVENUE	12/17/2025	(\$4,614.34)	PAYPER26_1_2	Federal Tax Payroll26_1	\$ 1,064,554.04
002162E	MNDPC Retirement	12/17/2025	(\$50.00)	PAYPER26_1_2	MNDPC Payroll26_1	\$ 1,064,504.04
002163E	INTERNAL REVENUE	12/29/2025	(\$1,140.62)	PAYPER27_202	Federal Tax Payroll 27	\$ 1,063,363.42
002164E	MN DEPT OF REVENUE	12/29/2025	(\$221.80)	PAYPER27_202	Witholding Tax Payroll27	\$ 1,063,141.62
002165E	MNDPC Retirement	12/29/2025	(\$125.00)	PAYPER27_202	MNDPC Payroll27	\$ 1,063,016.62
002166E	PERA	12/29/2025	(\$620.05)	PAYPER27_202	PERA Payroll27	\$ 1,062,396.57
002167E	INTERNAL REVENUE	12/30/2025	(\$713.44)	BOARDS_2025	Federal Tax Boards 2025	\$ 1,061,683.13
002168E	MN DEPT OF REVENUE	12/30/2025	(\$78.46)	BOARDS_2025	Witholding Boards 2025	\$ 1,061,604.67
002169E	ALERUS	12/31/2025	(\$4.00)	Dec25_EFT	Dec25 Health Savings	\$ 1,061,600.67
002170E	DELTA DENTAL	12/31/2025	(\$84.44)	Dec25_EFT	Dental Coverage Dec25	\$ 1,061,516.23
002171E	HEALTH PARTNERS	12/31/2025	(\$2,558.45)	Dec25_EFT	Jan26 Health Ins	\$ 1,058,957.78
7276	CITY OF CLEARWATER	12/10/2025	(\$2,378.83)	121025 AP	Oct25 Admin SVCS	\$ 1,056,578.95
7277	DVS RENEWAL	12/10/2025	(\$40.50)	121025 AP	1984 Chev D65 Tab	\$ 1,056,538.45
7278	FRONTIER	12/10/2025	(\$348.05)	121025 AP	Oct25 Phone/Internet	\$ 1,056,190.40
7279	HAWKINS INC	12/10/2025	(\$60.00)	121025 AP	Sulfur Dioxide, Chlorine	\$ 1,056,130.40
7280	NORTH CENTRAL	12/10/2025	(\$598.70)	121025 AP	Waterproof PH Temp	\$ 1,055,531.70
7281	NORTHLAND	12/10/2025	(\$1,310.00)	121025 AP	East Air Compressor Repair	\$ 1,054,221.70
7282	PREFERRED CONTROLS	12/10/2025	(\$9,632.00)	121025 AP	Computer System Repair	\$ 1,044,589.70
7283	SELECT ELECTRIC INC	12/10/2025	(\$3,075.69)	121025 AP	Gate Trenching and	\$ 1,041,514.01
7284	TRI-STATE PUMP &	12/10/2025	(\$570.00)	121025 AP	Annual Inspection	\$ 1,040,944.01
7285	U.S. BANK	12/10/2025	(\$1,142.10)	121025 AP	Coborns Batteries	\$ 1,039,801.91
7286	UC LABORATORY	12/10/2025	(\$1,812.76)	121025 AP	Testing	\$ 1,037,989.15
7287	WATERSOLVE LLC	12/10/2025	(\$4,990.00)	121025 AP	Solmax Geotube	\$ 1,032,999.15
7288	BANYON DATA SYSTEMS INC	12/30/2025	(\$1,185.00)	123025_AP	Annual Support 2025	\$ 1,031,814.15
7289	CITY OF CLEARWATER	12/30/2025	(\$2,378.83)	123025_AP	Nov25 Treasurer SVCS	\$ 1,029,435.32
7290	FORSELL, JON	12/30/2025	(\$45.81)	123025_AP	VFD Fans Reimbursement	\$ 1,029,389.51
7291	FRONTIER	12/30/2025	(\$360.55)	123025_AP	Nov25 Internet	\$ 1,029,028.96
7292	HAWKINS INC	12/30/2025	(\$290.01)	123025_AP	Azone 15	\$ 1,028,738.95
7293	NORTHLAND	12/30/2025	(\$4,550.08)	123025_AP	Air Compressor Repair	\$ 1,024,188.87
7294	Preferred Fire Protection	12/30/2025	(\$301.00)	123025_AP	Fire Extinguishers	\$ 1,023,887.87
7295	U.S. BANK	12/30/2025	(\$1,229.12)	123025_AP	Tool Warehouse Oil,	\$ 1,022,658.75
7296	VESSCO, INC.	12/30/2025	(\$250.50)	123025_AP	Injection Valve	\$ 1,022,408.25
7297	XCEL ENERGY	12/30/2025	(\$6,747.92)	123025_AP	Nov25 Electricity	\$ 1,015,660.33
7298	ELECTRIC MOTOR SERVICE	1/15/2026	(\$113.30)	EOY25_AP	Train Blower MBR System	\$ 1,015,547.03
7299	NORTHLAND	1/15/2026	(\$576.16)	EOY25_AP	Water and Air Pressure	\$ 1,014,970.87
7300	SELECT ELECTRIC INC	1/15/2026	(\$266.59)	EOY25_AP	Temp Wiring for	\$ 1,014,704.28
7301	U.S. BANK	1/15/2026	(\$483.59)	EOY25_AP	Runnings-Cable	\$ 1,014,220.69
7302	UC LABORATORY	1/15/2026	(\$999.39)	EOY25_AP	Testing	\$ 1,013,221.30
7303	XCEL ENERGY	1/15/2026	(\$8,807.34)	EOY25_AP	Dec25 Electricity	\$ 1,004,413.96
10328	Payroll Annual	12/31/2025	(\$923.50)	PAY20250201.0		\$ 1,003,490.46
500229E-500230E	Payroll25	12/3/2025	(\$4,685.83)	PAY20250125.0		\$ 998,804.63
500231E-500232E	Payroll26	12/17/2025	(\$4,572.79)	PAY20250126.0		\$ 994,231.84
500233E	Payroll26.1	12/19/2025	(\$7,022.68)	PAY20250126.0		\$ 987,209.16
500234E-500235E	Payroll27	12/31/2025	(\$2,992.52)	PAY20250126.0		\$ 984,216.64
500236E-500240E	Payroll Annual	12/31/2025	(\$2,752.09)	PAY20250201.0		\$ 981,464.55

Receipts	\$140,074.69
Payroll	(\$22,949.41)
Expenses	(\$72,495.46)
	\$44,629.82

CLEAR LAKE SEWER AUTHORITY
***Cash Balances-Audit Summary©**

Current Period December 2025

Fund	General Ledger	-----Transactions-----				
10100 ASB						
101 GENERAL OPERATI						
			<u>Contra Entries</u>		<u>Cash Account used in the Transaction</u>	
GL Begin Bal	\$703,646.43	= - Disbursements	\$532,562.92	+ Transfers	\$0.00	Disbursements/(Receipts)
+ Debits	\$987,643.62	+ Receipts	\$943,788.95	+ Journal Entries	\$0.00	Includes Startup (if any
- Credits	\$709,825.50			+ JE Payroll	(\$133,407.91)	
GL Balance	\$981,464.55			Transaction Balance	\$981,464.55	In Bal
All Fund	GL Begin Bal	+ Receipts	- Disbursements	+ Journal Entries	+ JE Payroll	Balance
	\$703,646.43	\$943,788.95	\$532,562.92	\$0.00	(\$133,407.91)	\$981,464.55

CLEAR LAKE SEWER AUTHORITY

01/15/26 2:51 PM

*Revenue Guideline©

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Current Period: December 2025

			2025	2025	December	2025	% of YTD
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	Budget
GENERAL OPERATING FUND							
Active	R 101-41000-34000	Sewer Revenues	\$700,190.00	\$672,392.16	\$139,918.98	\$27,797.84	96.03%
Active	R 101-41000-34400	Sale of Sewer Slu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-41000-36200	Miscellaneous Re	\$0.00	\$1,418.80	\$0.00	-\$1,418.80	0.00%
Active	R 101-41000-36210	Interest Earnings	\$1,300.00	\$1,998.64	\$155.71	-\$698.64	153.74%
Active	R 101-41000-36220	Sewer Surcharge	\$119,760.00	\$104,010.00	\$0.00	\$15,750.00	86.85%
Active	R 101-41000-36230	Contributions and	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-41000-36240	Insurance Divide	\$0.00	\$3,094.00	\$0.00	-\$3,094.00	0.00%
Active	R 101-41000-37000	State Pension Ai	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 101-41000-39101	Sales of General	\$0.00	\$8,272.00	\$0.00	-\$8,272.00	0.00%
Active	R 101-41000-39200	Operating Transf	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total GENERAL OPERATING FUND			\$821,250.00	\$791,185.60	\$140,074.69	\$30,064.40	96.34%
Report Total			\$821,250.00	\$791,185.60	\$140,074.69	\$30,064.40	96.34%

CLEAR LAKE SEWER AUTHORITY
***Expenditure Guideline©**

01/15/26 2:50 PM

Page 1

Current Period: December 2025

			2025	2025	December	Enc	2025	% of YTD
			YTD Budget	YTD Amt	MTD Amt	Current	YTD Balance	Budget
GENERAL OPERATING FUND								
Active	E 101-41000-100	Wages and Salar	\$4,800.00	\$4,150.00	\$4,150.00	\$0.00	\$650.00	86.46%
Active	E 101-41000-101	Full-Time Emplo	\$159,300.00	\$157,510.56	\$29,280.10	\$0.00	\$1,789.44	98.88%
Active	E 101-41000-102	Full-Time Emplo	\$0.00	\$3,617.92	\$789.21	\$0.00	-\$3,617.92	0.00%
Active	E 101-41000-103	Part-Time Emplo	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41000-120	Reimbursements	\$1,000.00	\$640.00	\$0.00	\$0.00	\$360.00	64.00%
Active	E 101-41000-121	PERA	\$11,900.00	\$13,047.64	\$1,377.07	\$0.00	-\$1,147.64	109.64%
Active	E 101-41000-122	FICA	\$12,200.00	\$15,162.41	\$2,617.79	\$0.00	-\$2,962.41	124.28%
Active	E 101-41000-131	Employer Paid H	\$33,400.00	\$27,221.10	\$2,558.45	\$0.00	\$6,178.90	81.50%
Active	E 101-41000-132	Employer Paid H	\$6,400.00	\$6,448.00	\$4.00	\$0.00	-\$48.00	100.75%
Active	E 101-41000-133	Employer Paid D	\$1,600.00	\$1,051.31	\$84.44	\$0.00	\$548.69	65.71%
Active	E 101-41000-136	Employer MN Pai	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41000-140	Unemployment C	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	E 101-41000-151	Worker s Comp I	\$8,000.00	\$8,057.00	\$0.00	\$0.00	-\$57.00	100.71%
Active	E 101-41000-182	Bank Fees	\$100.00	\$15.00	\$0.00	\$0.00	\$85.00	15.00%
Active	E 101-41000-208	Training and Inst	\$1,200.00	\$915.00	\$0.00	\$0.00	\$285.00	76.25%
Active	E 101-41000-210	Operating Suppli	\$17,000.00	\$13,953.71	\$1,957.40	\$0.00	\$3,046.29	82.08%
Active	E 101-41000-212	Motor Fuels	\$4,000.00	\$2,123.09	\$597.54	\$0.00	\$1,876.91	53.08%
Active	E 101-41000-213	Lubricants and A	\$1,000.00	\$693.92	\$113.52	\$0.00	\$306.08	69.39%
Active	E 101-41000-216	Chemicals and C	\$36,000.00	\$28,047.40	\$350.01	\$0.00	\$7,952.60	77.91%
Active	E 101-41000-233	Waste Water Te	\$18,000.00	\$18,705.79	\$2,812.15	\$0.00	-\$705.79	103.92%
Active	E 101-41000-300	Professional Srv	\$1,500.00	\$3,178.02	\$0.00	\$0.00	-\$1,678.02	211.87%
Active	E 101-41000-301	Auditing and Acc	\$14,000.00	\$14,700.00	\$0.00	\$0.00	-\$700.00	105.00%
Active	E 101-41000-302	Administrative se	\$21,400.00	\$19,603.05	\$3,564.16	\$0.00	\$1,796.95	91.60%
Active	E 101-41000-303	Engineering Fee	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
Active	E 101-41000-304	Legal Fees	\$600.00	\$792.00	\$0.00	\$0.00	-\$192.00	132.00%
Active	E 101-41000-305	Treasurer Servic	\$4,900.00	\$4,507.08	\$819.50	\$0.00	\$392.92	91.98%
Active	E 101-41000-306	Physicals/DrugT	\$100.00	\$170.00	\$0.00	\$0.00	-\$70.00	170.00%
Active	E 101-41000-309	Computer / Softw	\$7,000.00	\$8,927.38	\$1,480.86	\$0.00	-\$1,927.38	127.53%
Active	E 101-41000-321	Telephone	\$3,000.00	\$3,941.69	\$748.60	\$0.00	-\$941.69	131.39%
Active	E 101-41000-331	Travel Expenses	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
Active	E 101-41000-352	General Notices	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-41000-362	Property Ins	\$30,000.00	\$49,005.00	\$0.00	\$0.00	-\$19,005.00	163.35%
Active	E 101-41000-381	Electric Utilities	\$78,000.00	\$73,637.45	\$11,133.93	\$0.00	\$4,362.55	94.41%
Active	E 101-41000-383	Gas Utilities	\$14,000.00	\$14,674.76	\$4,421.33	\$0.00	-\$674.76	104.82%
Active	E 101-41000-384	Refuse/Garbage	\$3,500.00	-\$553.09	\$374.00	\$0.00	\$4,053.09	-15.80%
Active	E 101-41000-400	Repairs & Maint	\$39,000.00	\$43,009.83	\$8,513.13	\$0.00	-\$4,009.83	110.28%
Active	E 101-41000-416	Machinery Rental	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Active	E 101-41000-417	Uniform Allowanc	\$1,000.00	\$198.42	\$0.00	\$0.00	\$801.58	19.84%
Active	E 101-41000-433	Dues and Subscr	\$2,000.00	\$1,473.00	\$0.00	\$0.00	\$527.00	73.65%
Active	E 101-41000-500	Capital Outlay (G	\$150,000.00	\$103,758.06	\$17,697.69	\$0.00	\$46,241.94	69.17%
Active	E 101-41000-999	Depreciation Exp	\$134,250.00	\$0.00	\$0.00	\$0.00	\$134,250.00	0.00%
Total GENERAL OPERATING FUND			\$821,850.00	\$642,382.50	\$95,444.88	\$0.00	\$179,467.50	78.16%
Report Total			\$821,850.00	\$642,382.50	\$95,444.88	\$0.00	\$179,467.50	78.16%

CLEAR LAKE/CLEARWATER SEWER AUTHORITY

Chair Lawrence called the Clear Lake/Clearwater Sewer Authority to order at 5:30 p.m. at Clearwater City Hall on Thursday, January 22, 2026.

The following Authority Members were present: Lawrence, Goenner, Nelson, Everett, and Plaggerman.

The following Authority Members were absent: None.

A motion to adopt the following resolution was made by _____ and seconded by _____.

.....

**RESOLUTION 2025-06
APPROVING 2026 BUDGET**

WHEREAS, each year, the Sewer Authority Board authorizes a budget to fund operations for the upcoming fiscal year; and

WHEREAS, staff have produced the attached budget based on the Board’s stated priorities and the operating needs of the Authority; and

WHEREAS, the budget includes a total revenue budget of \$821,250, a total expenditure budget of \$821,250, a cost of living adjustment (COLA) to the Authority’s step compensation scale of 4% and a Capital Improvement Plan (CIP) budget amount of \$150,000; and

WHEREAS, utilizing these proposed budget amounts, the 2025 flow rate charged to cities is recommended to increase from \$12.22 to \$12.28, an increase of 0.5%, and the surcharge rate is proposed to remain at \$10.00 per account.

NOW, THEREFORE, BE IT RESOLVED, that the Clear Lake/Clearwater Sewer Authority hereby approves the budget as follows:

- Expenditures - \$827,500 CIP - \$150,000
- Revenue - \$827,500 Flow Rate = \$12.39 (increase of 0.9%)
- COLA – 3.5% Surcharge Rate = \$10.00

BE IT FURTHER RESOLVED, that the Step Compensation Scale is hereby adjusted to add a COLA increase of 3.5% for all Authority employees effective January 1, 2026.

Authority members voting in favor:
Opposed or Abstained:

Adopted by the Sewer Authority Board this 22nd day of January, 2026.

ATTEST:

APPROVED BY:

Annita M. Smythe, Director

Andrea Lawrence Wheeler, Chair

CLEAR LAKE/CLEARWATER SEWER AUTHORITY

The Clear Lake/Clearwater Sewer Authority held its regular meeting at 5:30 p.m. in the Clearwater City Council Chambers on Thursday, January 22, 2026.

The following Authority Members were present: Lawrence, Goenner, Nelson, Everett, and Plaggerman.

The following Authority Members were absent: None.

A motion to adopt the following resolution was made by _____ and seconded by _____.



**RESOLUTION 2026-01
APPROVING ANNUAL APPOINTMENTS**

WHEREAS, the Sewer Authority for the Cities of Clear Lake and Clearwater, Minnesota shall make appropriate designations and appointments for the calendar year 2026.

NOW, THEREFORE, BE IT RESOLVED, that the following appointments are hereby approved:

Chair: Clearwater Mayor Andrea Lawrence Wheeler
Vice Chair: Clear Lake Mayor Tim Goenner
Member At-Large: Tom Plaggerman

Official Depository: Lake Central Bank
Official Newspaper: Patriot News

Auditor (2025 Financial Statements): Bergan KDV/Creative Planning
Engineer: Director shall bring in as needed on a project basis
Attorney: Kennedy & Graven (Dave Anderson)

Authority members voting in favor:

Opposed or Abstained:

Adopted by the Sewer Authority this 22nd day of January, 2026.

ATTEST:

APPROVED BY:

Annita M. Smythe, Director

Andrea Lawrence Wheeler, Chair

CLEAR LAKE/CLEARWATER SEWER AUTHORITY

The Clear Lake/Clearwater Sewer Authority held its regular meeting at 5:30 p.m. in the Clearwater City Council Chambers on Thursday, January 22, 2026.

The following Authority Members were present: Lawrence, Goenner, Nelson, Everett, and Plaggerman.

The following Authority Members were absent: None.

A motion to adopt the following resolution was made by ____ and seconded by ____.



**RESOLUTION 2026-02
PRE-AUTHORIZATION OF CLAIMS PAYMENTS**

BE IT RESOLVED that the Director and Treasurer or designee are hereby authorized to issue payments drawn of funds of the Sewer Authority for the following expenditures:

all utilities, including electrical, heating fuel, telephone, water, and sewer; postage; payroll activity; payment of sales taxes; registrations; other miscellaneous taxes; expenses subject to finance charges; and payments required under contracts or that have been otherwise pre-authorized by the Sewer Authority Board.

BE IT FURTHER RESOLVED that the Sewer Authority hereby authorizes these payments to be made by electronic funds transfers or wire transfers, if necessary, subject to the following conditions:

- all electronic funds transfers or wire transfers shall be documented in writing and approved by the Director;
- a written confirmation for each transaction shall be obtained; and
- a complete list of all electronic transactions for the month shall be presented to the Sewer Authority Board at each regular meeting as part of the claims approval process.

Authority members voting in favor:

Opposed or Abstained:

Adopted by the Sewer Authority this 22nd day of January, 2026.

ATTEST:

APPROVED BY:

Annita M. Smythe, Director

Andrea Lawrence Wheeler, Chair

CLEAR LAKE/CLEARWATER SEWER AUTHORITY

The Clear Lake/Clearwater Sewer Authority held its regular meeting at 5:30 p.m. in the Clearwater City Council Chambers on Thursday, January 22, 2026.

The following Authority Members were present: Lawrence, Goenner, Nelson, Everett, and Plaggerman.

The following Authority Members were absent: None.

A motion to adopt the following resolution was made by ____ and seconded by ____.



**RESOLUTION 2026-03
APPROVING HIRE OF CHIEF PLANT OPERATOR**

WHEREAS, the Sewer Authority currently has a vacancy for a Chief Plant Operator due to the recent departure of John Forsell; and

WHEREAS, prior to posting this vacancy, Mr. Forsell contacted Director Smythe and asked to return to the position he vacated in December 2025; and

WHEREAS, Mr. Forsell, as the most recent incumbent, is the most qualified candidate for the position; and

WHEREAS, Mr. Forsell has exhibited his loyalty to the Sewer Authority by staying on in a part-time position to consult and assist at the wastewater facility; and

WHEREAS, by re-hiring Mr. Forsell, the Sewer Authority would save the costs of the recruitment process and the subsequent training required of a new employee; and

WHEREAS, Director Smythe recommends the re-hire of John Forsell to the full-time position of Chief Plant Operator subject to the following conditions:

- Position is full-time, approximately 32/36 hours per week, and eligible for benefits per the employee handbook.
- Salary will be at Step 9 on the step compensation scale for the position with a salary of \$41.36/hour.
- The 90-day training period and criminal background check are waived, as this is a re-hire.
- PTO will be earned per the employee handbook based on 11+ years of service. PTO for the first year will be credited with ¼ accrued the end of each quarter, moving to annually after one year.
- Start date to be determined by the Director.

NOW, THEREFORE, BE IT RESOLVED, that the Sewer Authority hereby appoints John Forsell to the position of Chief Plant Operator subject to the conditions outlined above.

Authority members voting in favor:

Opposed or Abstained:

Adopted by the Sewer Authority this 22nd day of January, 2026.

ATTEST:

APPROVED BY:

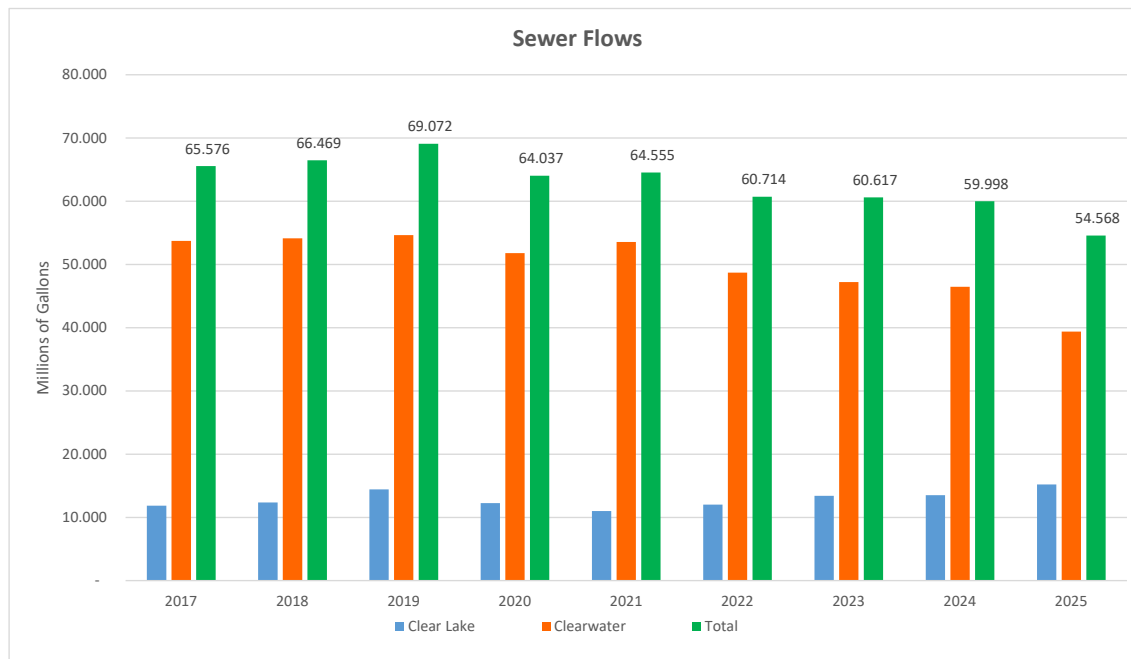
Annita M. Smythe, Director

Andrea Lawrence Wheeler, Chair

Annual Sewer Flow Data 2017-2025

millions of gallons

	<u>CL</u> <u>2017</u>	<u>CW</u> <u>2017</u>	<u>CL</u> <u>2018</u>	<u>CW</u> <u>2018</u>	<u>CL</u> <u>2019</u>	<u>CW</u> <u>2019</u>	<u>CL</u> <u>2020</u>	<u>CW</u> <u>2020</u>	<u>CL</u> <u>2021</u>	<u>CW</u> <u>2021</u>	<u>CL</u> <u>2022</u>	<u>CW</u> <u>2022</u>	<u>CL</u> <u>2023</u>	<u>CW</u> <u>2023</u>	<u>CL</u> <u>2024</u>	<u>CW</u> <u>2024</u>	<u>CL</u> <u>2025</u>	<u>CW</u> <u>2025</u>
January	0.981	4.848	1.056	4.611	1.094	4.414	1.199	4.534	0.953	4.352	0.884	3.916	1.047	4.265	1.068	3.796	1.189	3.694
February	0.925	4.252	0.917	4.379	0.991	4.527	1.004	4.369	0.870	3.975	0.788	3.606	1.007	3.468	1.058	3.586	1.075	3.360
March	1.008	4.664	1.062	4.716	2.076	5.333	1.086	4.632	0.994	4.450	0.946	3.870	1.183	3.748	1.089	3.883	1.282	3.848
April	0.993	4.549	1.029	4.561	1.099	4.442	1.028	4.035	0.988	4.272	0.905	3.870	1.237	3.990	1.086	3.896	1.268	3.069
May	1.047	4.976	1.035	4.583	1.174	4.557	1.037	4.267	1.000	4.632	0.946	4.463	1.228	4.145	1.173	4.153	1.282	3.199
June	0.958	4.599	1.031	4.331	1.148	4.552	0.999	4.287	0.932	4.872	1.089	4.531	1.182	4.008	1.102	4.193	1.236	3.159
July	0.990	4.399	1.045	4.768	1.102	4.699	1.011	4.590	0.917	4.377	1.055	4.511	1.071	4.088	1.156	4.333	1.415	3.248
August	0.945	4.230	1.008	4.594	1.161	4.611	1.005	4.276	0.892	5.077	1.081	4.709	1.115	4.017	1.163	3.839	1.320	3.241
September	0.903	4.157	0.996	4.289	1.108	4.409	0.996	4.188	0.849	5.132	1.108	4.222	1.085	3.748	1.165	3.662	1.282	2.996
October	1.034	4.413	1.079	4.384	1.158	4.521	1.005	4.368	0.888	4.832	1.077	3.693	1.077	4.003	1.155	3.854	1.229	3.278
November	1.043	4.182	1.017	4.278	1.135	4.185	0.940	4.178	0.860	3.610	1.061	3.601	1.102	3.816	1.129	3.617	1.233	3.058
December	1.016	4.464	1.069	4.631	1.197	4.379	0.950	4.053	0.859	3.972	1.079	3.703	1.071	3.916	1.173	3.669	1.386	3.221
Total	11.843	53.733	12.344	54.125	14.443	54.629	12.260	51.777	11.002	53.553	12.019	48.695	13.405	47.212	13.517	46.481	15.197	39.371
Average	0.987	4.478	1.029	4.510	1.204	4.552	1.022	4.315	0.917	4.463	1.002	4.058	1.117	3.934	1.126	3.873	1.266	3.281
High	1.047	4.976	1.079	4.768	2.076	5.333	1.199	4.632	1.000	5.132	1.108	4.709	1.237	4.265	1.173	4.333	1.415	3.848
Usage	18.06%	81.94%	18.57%	81.43%	20.91%	79.09%	19.15%	80.85%	17.04%	82.96%	19.80%	80.20%	22.11%	77.89%	22.53%	77.47%	27.85%	72.15%
Annual Capacity	26.280	105.120	26.280	105.120	26.280	105.120	26.280	105.120	26.280	105.120	26.280	105.120	26.280	105.120	26.280	105.120	26.280	105.120
% Capacity Used	45%	51%	47%	51%	55%	52%	47%	49%	42%	51%	46%	46%	51%	45%	51%	44%	58%	37%
Total	65.576	66.469	69.072	64.037	64.555	60.714	60.617	59.998	54.568	59.998	54.568	59.998	54.568	59.998	54.568	59.998	54.568	54.568



21.87% 5 yr average - CL
78.13% 5 yr average - CW

Surcharge Tracking 2025

Clearwater Accounts

Dec 24	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	BOY	EOY	CHG	AVG	
715	713	714	714	713	715	716	718	718	718	718	718	719	715	719	4	716	
\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	
\$ 7,150.00	\$ 7,130.00	\$ 7,140.00	\$ 7,140.00	\$ 7,130.00	\$ 7,150.00	\$ 7,160.00	\$ 7,180.00	\$ 7,180.00	\$ 7,180.00	\$ 7,180.00	\$ 7,180.00	\$ 7,190.00	\$ 7,150.00	\$ 7,190.00	\$ 40.00	\$ 7,160.77	
												Total	\$ 85,940				

Clear Lake Accounts

Dec 24	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	BOY	EOY	CHG	AVG	
310	310	316	325	320	321	322	326	334	333	331	331	327	310	327	17	325	
\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	
\$ 3,100.00	\$ 3,100.00	\$ 3,160.00	\$ 3,250.00	\$ 3,200.00	\$ 3,210.00	\$ 3,220.00	\$ 3,260.00	\$ 3,340.00	\$ 3,330.00	\$ 3,310.00	\$ 3,310.00	\$ 3,270.00	\$ 3,100.00	\$ 3,270.00	\$ 170.00	\$ 3,235.38	
												Total	\$ 38,960				

Total Accounts

Dec 24	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	BOY	EOY	CHG	AVG	
1025	1023	1030	1039	1033	1036	1038	1044	1052	1051	1049	1049	1046	1025	1046	21	1041	
\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	
\$ 10,250.00	\$ 10,230.00	\$ 10,300.00	\$ 10,390.00	\$ 10,330.00	\$ 10,360.00	\$ 10,380.00	\$ 10,440.00	\$ 10,520.00	\$ 10,510.00	\$ 10,490.00	\$ 10,490.00	\$ 10,460.00	\$ 10,250.00	\$ 10,460.00	\$ 210.00	\$ 10,396.15	
												Total	\$ 124,900				

BUILDING PERMITS 2025 MONTHLY REPORT

	ReRoof	Reside	Windows/Doors	Plumbing	Mechanical	Basement Finish	Addition/Alteration	Deck/Porch	Accessory Building	Fence	New Build - Residential	New Build - Commercial	Sign (Permanent)	Other*	TOTAL
JAN			4	2		1				1					8
FEB				3					1	1					5
MAR		1	1		2			1							5
APR	2	1	1	1		1	1	3	2	1		2	1		16
MAY	3	1		1			3		1			1			10
JUN			1	3			2		4			1			11
JUL		1	1	1		2		1	1	1			1		9
AUG	3		1	1	3			1	4						13
SEPT			1				1								2
OCT	3	1	3	2	3		1	2		1			2		18
NOV			2	1		1									4
DEC			1	1	2		2			2					8
Total	11	5	8	15	17	2	8	9	6	14	6	0	4	4	109

*OTHER	
January	
February	
March	
April	Demo
May	
June	
July	Fire Sprinklers. Correction was made as residing project that was submitted as reroof 8/25/25 KAG
August	
September	
October	Solar. Fire Alarm
November	
December	

2025 BUILDING PERMITS

PERMIT #	DATE	OWNER	LOCATION	PROJECT DESCRIPTION	VALUATION
1-25	1/13/2025	Brian Belkholm	8205 Natures Edge Rd	Addition	
2-25	1/29/2025	Tony Jelen	8447 Center St	Reroof	
3-25	2/5/2025	ICM Homes	7761 Gunner Dr	Dwelling	
4-25	2/18/2025	Progressive Builders	7974 Hunter Lake Dr	Dwelling	
5-25	3/5/2025	Joleen Krueger	7778 Trappers Ridge Dr	Demo	
6-25	3/5/2025	Heartland Homes	8213 Natures Edge Rd	Dwelling and Garage	
7-25	3/20/2025	Chase Ogburn	8390 Cherry St	Fence	
8-25	3/20/2025	Jeremy Frey	8475 Center St	Comm Billboard	
9-25	3/24/2025	LGI Homes	8396 Cherry St	Dwelling and Garage - Twin Home	
10-25	3/24/2025	LGI Homes	8394 Cherry St	Dwelling and Garage - Twin Home	
11-25	3/24/2025	LGI Homes	8390 Cherry St	Dwelling and Garage - Twin Home	
12-25	3/24/2025	LGI Homes	8392 Cherry St	Dwelling and Garage - Twin Home	
13-25	3/25/2025	Progressive Builders	7962 Hunter Lake Dr	Dwelling and Garage	
14-25	3/30/2025	Steve Barthel	7981 Hunter Lake Dr	Dwelling and Garage	
15-25	3/31/2025	Alan Arnold Corporation	7988 Front St	Commercial Reroof	
16-25	3/28/2025	ICM Homes	7773 Gunner Dr	Dwelling and Garage	
17-25	4/5/2025	Jean Knutson	8326 Walnut St	Fence	
18-25	4/15/2025	Curt Cielinski	8001 Hunter Lake Dr	Dwelling and Garage	
19-25	4/25/2025	LGI Homes	8365 Cherry St	Dwelling and Garage	
20-25	4/25/2025	LGI Homes	8367 Cherry St	Dwelling and Garage	
21-25	4/25/2025	LGI Homes	8357 Cherry St	Dwelling and Garage	
22-25	4/25/2025	LGI Homes	8361 Cherry St	Dwelling and Garage	
23-25	5/7/2025	Caleb Vekved	7710 Church St	Deck	
24-25	5/27/2025	Adam Price Inc	8002 Hunter Lake Dr	Dwelling and Garage	
25-25	7/2/2025	Randy Ives	8582 1st Ave E	Reroof	
26-25	7/28/2025	Kenneth Linn	8185 Hunter Lake Dr	Reroof	
27-25	7/7/2025	Kylie Malinkowski	8748 Main Ave	Reroof	
28-25	7/17/2025	Joe Clemence	8625 1st Ave W	Deck	
29-25	7/4/2025	CL Farmers Elevator	7918 State St	Commercial Reroof	
30-25	6/27/2025	ICM Homes	7751 Gunner Dr	Dwelling and Garage	
31-25	8/18/2025	Shelly Gohman	8386 Walnut St	Deck	
32-25	9/8/2025	Austin Turner	8058 Mallard Ct	Reroof	\$ 1,000.00
33-25	9/8/2025	Taylor Weimer	8140 Natures Edge Rd	Reroof	\$ 1,000.00
34-25	9/15/2025	Vincent Snyder	8766 Main Ave	Reside	\$ 1,000.00
35-35	9/17/2025	Emily Weiss	7933 Church St	Modify Garage	\$ 10,000.00
36-25	9/22/2025	Devon Theis	8735 1st Ave E	Deck	\$ 10,000.00
37-25	9/22/2025	Laura Dunlap	7953 State St	Reside	\$ 1,000.00
38-25	9/25/2025	LGI Homes	7698 Birch St	Dwelling and Garage	\$ 287,000.00
39-25	9/25/2025	LGI Homes	7706 Birch St	Dwelling and Garage	\$ 287,000.00
40-25	9/25/2025	LGI Homes	7700 Birch St	Dwelling and Garage	\$ 335,000.00
41-25	9/25/2025	LGI Homes	7708 Birch St	Dwelling and Garage	\$ 335,000.00
42-25	9/25/2025	LGI Homes	7704 Birch St	Dwelling and Garage	\$ 365,000.00
43-25	9/25/2025	LGI Homes	7710 Birch St	Dwelling and Garage	\$ 365,000.00
44-25	10/4/2025	LGI Homes	7711 Birch St	Dwelling and Garage	\$ 365,000.00
45-25	10/4/2025	LGI Homes	7707 Birch St	Dwelling and Garage	\$ 287,000.00
46-25	10/4/2025	LGI Homes	7703 Birch St	Dwelling and Garage	\$ 320,000.00
47-25	10/4/2025	LGI Homes	7715 Birch St	Dwelling and Garage	\$ 330,000.00
48-25	10/4/2025	LGI Homes	7709 Birch St	Dwelling and Garage	\$ 335,000.00
49-25	10/4/2025	LGI Homes	7705 Birch St	Dwelling and Garage	\$ 365,000.00
50-25	11/1/2025	Jeremy Harman	7947 State St	Remodel Basement	\$ 10,000.00
51-25	11/6/2025	Anthony Gier	8053 Trappers Ridge Dr	Reside	\$ 1,000.00
52-25	12/9/2025	Pamela Thibodeau	8742 Moorhouse Ave	Reside	\$ 1,000.00