

**Canton City Council  
November 13, 2024 – 6 pm  
Special Meeting Agenda**

1. Call to order
2. Consider approval of Resolution 2024-14: Certify Results of the 2024 General Election
3. Adjourn

# City of Canton

## Resolution #2024-14

### RESOLUTION TO CERTIFY RESULTS OF THE 2024 GENERAL ELECTION (Canvass Election)

**WHEREAS**, the City of Canton held an election for the Office of Mayor and two council members at large on Tuesday, November 5, 2024, during the General Election with xxx persons voting, and;

**WHEREAS**, on this 13<sup>th</sup> day of November, 2024, the city council has met to canvass said election results, and;

**WHEREAS**, the votes tabulated at said election were:

OFFICE OF MAYOR		COUNCIL MEMBER AT LARGE (2)	
Josh Nordsving	x	Jen Dowling	x
Write-in	x	Write-in	x

**NOW, THEREFORE, BE IT RESOLVED**, the official election results for the Office of Mayor for the term of 2025-2026 indicate Josh Nordsving as the candidate receiving the greatest number of votes, and;

**BE IT FURTHER RESOLVED**, the official election results for the office of council member at large (2 positions) for the term of 2025-2028 indicate Jen Dowling and XX are the two candidates receiving the greatest number of votes.

**Passed by the City Council of Canton, Minnesota this 13<sup>th</sup> day of November 2024.**

\_\_\_\_\_  
Josh Nordsving, Mayor

ATTEST:

\_\_\_\_\_  
Anne Koliha, City Clerk

**Canton City Council**  
**November 13, 2024 – Following Special Meeting (6 pm)**  
**Regular Meeting Agenda**

1. Call to order
2. Pledge of Allegiance
3. Approval of agenda
4. Consent agenda
  - a) Approval of October 9, 2024 Regular Meeting Minutes
  - b) Approval of November Disbursements
  - c) Approval of prize money for Holiday adopt-a-planter contest (75/50/25)
  - d) Approval of ZZ Tap liquor license application
  - e) Approval of \$3,000 donation from Canton Fire Relief Association
  - f) Approval of \$3,000 contribution to PERA on behalf of Canton Fire Department
5. Public comments
6. Reports
  - a) Mayor
  - b) Clerk & Deputy Clerk
  - c) Public Works
  - d) Fire Department
  - e) Police
  - f) Planning Commission
  - g) Other
7. Old business
  - a) Update from WHKS regarding Wastewater Treatment Plant loading limits
  - b) 2025 Preliminary Budget review
  - c) Consider approval of 3% COLA
  - d) Consider approval of increase in health insurance stipend from \$300 to \$400 per month for full-time employees
  - e) Discussion on Utility Rates for 2025
8. New business
  - a) SAIL exercise group request regarding Town Hall use
  - b) Consider approval of Resolution 2024-15 Certify Unpaid Charges
  - c) Review of 2025 Schedule of Fees and Charges
9. Adjourn

**Upcoming Dates:**

City Office Closed: Thanksgiving  
Joint Mtg with Mabel City Council & School Board  
Regular City Council Meeting

November 28-29  
December 4 @ 6pm at MC School  
December 11 @ 6 p.m.

## **Canton City Council Regular Meeting Minutes October 9, 2024**

Members present: Josh Nordsving, Kristy Ziegler, Jen Dowling, Jason Magnuson

Members absent: Randy Gossman

City staff present: Anne Koliha, Barb Kerns, Jon Nordsving

City staff absent: Jim Davis

Visitor(s) present: Daren Sikkink (WHKS), Kevin Graves (WHKS), Carl Ernst, Dorothy Coons, Therese Morin

Mayor Nordsving called the regular meeting to order at 6:00 p.m.

Motion by Dowling, seconded by Ziegler to approve the agenda, motion carried.

### **Consent Agenda**

- a) Approval of September 11, 2024 Regular Meeting Minutes
- b) Approval of October Disbursements

Motion by Magnuson, seconded by Dowling to approve the consent agenda, motion carried.

**Public comments:** none

### **Reports:**

**Mayor Nordsving:** none

**Deputy Clerk:** mention of insert in utility billing on radon testing

**Clerk:** Koliha reported that joint meeting with M-C School District, Mabel & Canton City Council is scheduled for December 4 at 6pm at the school. Lead/Copper Service Line Inventory has been completed by WHKS and submitted to MN Department of Health which has also approved the initial inventory submitted. Next step will be to send out letters to property owners regarding type of service line – WHKS to send mailing list and template of letters to City to send out the letters. Continued work with MPCA and WHKS on recommendations for addressing total nitrogen at sewer plant and requesting variances for chloride and sulfate. Will need to schedule a special meeting to canvass the general election, plan to hold special meeting on November 13 before the regular council meeting. Clerk Koliha also updated the council that at November meeting certification of unpaid charges to the city will be on agenda for approval of the special assessments to property owners property taxes.

**Public Works:** none

**Fire Department:** put together annual fundraising mailer

**Police:** none

**Planning Commission:** none

**Other:** none

## **Old Business**

a) Mitson House follow-up

Dorothy Coons from Canton Historical Society addressed the city council regarding the removal of items from the Mitson requesting an extension on removal of the items till June 1, 2025. Council was in agreeance to the request and grant the extension till June 1, 2025 for removal of items.

b) 2025 Preliminary Budget review

Clerk Koliha reviewed the updated General Fund budget noting that have trimmed things down and have dropped the tax levy to 7% already and will continue to work on trimming costs as able.

## **New Business**

a) Consider approval of Agreement Between Owner (City of Canton) and Engineer (WHKS) for Professional Services for the Canton Water and Sanitary Sewer Systems project and designate Clerk Koliha as designated representative

Motion by Nordsving, seconded by Dowling to approve the Agreement between Owner (City of Canton) and Engineer (WHKS) for Professional Services for the Canton Water and Sanitary Sewer Systems project with designation of Clerk Koliha as designated representative and contingent upon USDA Rural Development concurrence of agreement and contingent upon review by city attorney; motion carried.

b) Consider approval of purchase of Kamstrup Ready AMR Meter Reader Upgrade

Motion by Nordsving, seconded by Ziegler to approve the purchase of Kamstrup Ready AMR Meter Reader Upgrade; motion carried.

c) Consider reinvestment of Wilken Park CD #45022 (maturity on 10/25/2024)

Motion by Nordsving, seconded by Magnuson to approve reinvestment of Wilken Park CD #45022 into a 6 month CD at First Southeast Bank Canton; motion carried.

d) Discussion on Utility Rates for 2025

Clerk Koliha presented 4 options of rate increases for both the water and sewer – the utility committee requested to continue discussion at the November meeting.

Motion by Nordsving, seconded by Ziegler to adjourn the meeting at 6:53 p.m.; motion carried.

## November 2024 Disbursements

### General Fund

Acentek	\$	222.84	Phone & Internet Services (City Hall/Town Hall)
Canon Financial*	\$	44.00	Copier monthly lease contract
MiEnergy	\$	70.49	Electric: City Hall
MiEnergy	\$	84.02	Electric: Town Hall
MiEnergy	\$	33.89	Electric: Bus Shed
MiEnergy	\$	483.19	Electric: Street Lights
MiEnergy	\$	62.52	Electric: Welcome Sign
MiEnergy	\$	33.29	Electric: Ball Field
MN Energy Resources*	\$	33.39	Gas: City Hall
MN Energy Resources*	\$	22.69	Gas: Maintenance Shop
MN Energy Resources*	\$	69.04	Gas: Town Hall
Nordsving, Jon	\$	50.00	Cell phone stipend
Tri-State Business Machines	\$	78.51	Copier monthly contract
Wright Way Computers	\$	41.57	Monthly computer services
Carolina Hershberger	\$	144.00	City Hall Cleaning (Sept/Oct)
Village Farm & Home	\$	33.98	Supplies: light bulbs for TH and paper towels
<b>Total General Fund Disbursements</b>	<b>\$</b>	<b>1,507.42</b>	

### Mitson Fund

MiEnergy	\$	33.29	Electric: Mitson House
Village Farm & Home	\$	6.99	RV Antifreeze
<b>Total Mitson Disbursements</b>	<b>\$</b>	<b>40.28</b>	

### Water Fund

Acentek	\$	40.50	Phone dialer system
Gopher State One Call	\$	-	Locates
MiEnergy	\$	587.04	Electric: Pump House
Village Farm and Home	\$	2.59	Supplies: bleach
Dakota Supply Group	\$	1,295.00	Annual Hosting Subscription
<b>Total Water Disbursements</b>	<b>\$</b>	<b>1,925.13</b>	

### Sewer Fund

Acentek	\$	40.50	Phone: WWTF
MiEnergy	\$	689.36	Electric: WWTF
Utility Consultants	\$	1,615.24	Samples
Run Right Power Equipment	\$	19.98	Pump repairs: starter rope & premix fuel
Bergey Farms	\$	450.00	Tractor Rental for manure hauling
<b>Total Sewer Disbursements</b>	<b>\$</b>	<b>2,815.08</b>	

### Garbage Fund

Richard's Sanitation	\$	2,536.34	Monthly service charge
<b>Total Garbage Disbursements</b>	<b>\$</b>	<b>2,536.34</b>	

### Fire Department

Acentek	\$	64.95	Internet services
MiEnergy	\$	75.21	Electric: Fire Hall
MiEnergy	\$	34.62	Electric: Cooler
MN Energy Resources	\$	19.33	Gas: Fire Hall
Tri-County Firefighters Associaion	\$	75.00	Membershsip Dues
Active 911*	\$	315.00	Annual subscription for altering system
Village Farm & Home	\$	7.99	spray primer for door
City of Harmony	\$	150.00	Mutual Aid for Ehler Fire
<b>Total Fire Department Disbursements</b>	<b>\$</b>	<b>742.10</b>	

**Total Monthly Disbursements**      **\$ 9,566.35** \*EFT Payments

**GENERAL FUND**

<b>EXPENDITURES</b>	<b>2024 Budget</b>	<b>2024 YTD (Jan-Oct)</b>	<b>2025 Budget</b>	<b>Budget Change</b>	
Wages: Admin Staff	\$ 39,000.00	\$ 33,134.22	\$ 42,100.00	\$ 3,100.00	
Wages: Maintenance Staff	\$ 56,000.00	\$ 44,947.05	\$ 59,200.00	\$ 3,200.00	*COLA 3% + \$400 insurance stipend
Council Wages	\$ 4,300.00	\$ -	\$ 4,300.00	\$ -	
PERA	\$ 6,400.00	\$ 5,615.55	\$ 6,600.00	\$ 200.00	
FICA	\$ 6,700.00	\$ 5,973.11	\$ 7,050.00	\$ 350.00	
Insurance	\$ 18,000.00	\$ 17,401.00	\$ 18,000.00	\$ -	
Office Supplies	\$ 2,775.00	\$ 2,196.72	\$ 2,800.00	\$ 25.00	
Operating Supplies	\$ 8,300.00	\$ 5,862.20	\$ 8,300.00	\$ -	
Repair/Maint: Buildings	\$ 5,000.00	\$ 484.37	\$ 5,000.00	\$ -	
Repair/Maint: Streets	\$ 5,000.00	\$ 802.19	\$ 5,000.00	\$ -	
Street Maint Materials	\$ 5,000.00	\$ 2,786.49	\$ 5,000.00	\$ -	
Equipment (sm tools/machinery)	\$ 60,000.00	\$ 94,947.96	\$ 13,000.00	\$ (47,000.00)	*lawnmower 10,000 *computers/server 300
Professional Services	\$ 18,000.00	\$ 14,211.45	\$ 18,000.00	\$ -	
Communications	\$ 5,000.00	\$ 3,067.98	\$ 5,000.00	\$ -	
Transportation/Travel	\$ 200.00	\$ -	\$ 200.00	\$ -	
Miscellaneous	\$ 500.00	\$ 3,860.00	\$ 500.00	\$ -	
Donations	\$ 300.00	\$ 100.00	\$ 300.00	\$ -	
Awards & Recognition	\$ 500.00	\$ 225.00	\$ 500.00	\$ -	
Summer Rec	\$ 3,220.00	\$ 3,220.00	\$ 3,220.00	\$ -	
City Fire Protection	\$ 7,440.00	\$ 7,440.00	\$ 7,440.00	\$ -	
Ambulance	\$ 4,030.00	\$ 4,030.00	\$ 4,108.00	\$ 78.00	
Police Department	\$ 44,530.00	\$ 44,530.00	\$ 45,865.90	\$ 1,335.90	
Electric Utilities	\$ 9,600.00	\$ 8,020.40	\$ 9,600.00	\$ -	
Gas Utilities	\$ 5,275.00	\$ 2,636.40	\$ 5,140.00	\$ (135.00)	
Streets Project Loan			\$ 33,515.00	\$ 33,515.00	\$67030 total potential annual payment
<b>TOTAL EXPENDITURES</b>	<b>\$ 315,070.00</b>	<b>\$ 305,492.09</b>	<b>\$ 309,738.90</b>		
<b>REVENUE</b>	<b>2024 Budget</b>	<b>2024 YTD (Jan-Oct)</b>	<b>2025 Budget</b>	<b>Budget Change</b>	
Property Taxes	\$ 181,370.00	\$ 103,175.29	\$ 190,892.00	\$ 9,522.00	5.25% Tax Levy
Local Government Aid	\$ 105,250.00	\$ 52,625.00	\$ 105,347.00	\$ 97.00	
Other Aid	\$ 8,000.00	\$ 10,865.30	\$ 8,000.00	\$ -	
Fines/Forefeits	\$ 500.00	\$ 249.98	\$ 500.00	\$ -	
Licenses/Permit	\$ 1,000.00	\$ 1,050.20	\$ 800.00	\$ (200.00)	
Rentals	\$ 1,800.00	\$ 1,440.00	\$ 1,500.00	\$ (300.00)	
Reimbursements	\$ 2,500.00	\$ 915.45	\$ 2,000.00	\$ (500.00)	
Miscellaneous		\$ 36,159.84			
Interest Earnings	\$ 1,000.00	\$ 676.81	\$ 700.00		
Public Safety Aid	\$ 13,653.00	\$ 13,653.00	\$ -		One-time Aid for cities
<b>TOTAL REVENUES</b>	<b>\$ 315,073.00</b>	<b>\$ 220,810.87</b>	<b>\$ 309,739.00</b>		
<b>GAIN/(LOSS)</b>			<b>\$ 0.10</b>		

## FIRE DEPARTMENT

<b>EXPENDITURES</b>	<b>2024 Budget</b>	<b>2024 YTD (Jan-Oct)</b>	<b>2025 Budget</b>	<b>Budget Changes</b>	
Wages	\$ 7,000.00	\$ -	\$ 6,000.00	\$ (1,000.00)	*wages & FICA
PERA	\$ 3,000.00	\$ -	\$ 3,000.00	\$ -	
Training	\$ 2,000.00	\$ -	\$ 2,000.00	\$ -	
Insurance	\$ 2,700.00	\$ 2,684.00	\$ 2,892.00	\$ 192.00	
Equipment/Repairs	\$ 17,300.00	\$ 6,593.20	\$ 16,900.00	\$ (400.00)	
Supplies/PPE	\$ 5,000.00	\$ 1,251.77	\$ 4,000.00	\$ (1,000.00)	
Fuel	\$ 1,500.00	\$ 212.64	\$ 1,500.00	\$ -	
Electric Utilities	\$ 1,600.00	\$ 1,268.33	\$ 1,600.00	\$ -	
Gas Utilities	\$ 2,000.00	\$ 954.80	\$ 2,000.00	\$ -	
Communications	\$ 1,300.00	\$ 616.17	\$ 1,200.00	\$ (100.00)	Internet, advertising, postage
Miscellaneous	\$ 1,000.00	\$ 706.42	\$ 500.00	\$ (500.00)	
<b>TOTAL EXPENITURES</b>	<b>\$ 44,400.00</b>	<b>\$ 14,287.33</b>	<b>\$ 41,592.00</b>		
<b>REVENUES</b>					
Township Services	\$ 26,466.50	\$ 25,045.50	\$ 23,200.00	\$ (3,266.50)	
City Services	\$ 7,440.00	\$ 7,440.00	\$ 7,440.00	\$ -	
Fire Calls	\$ 2,500.00	\$ 950.00	\$ 2,000.00	\$ (500.00)	
Donations	\$ 5,000.00	\$ 7,290.00	\$ 6,000.00	\$ 1,000.00	
Fire Relief contributions	\$ 3,000.00	\$ 883.57	\$ 3,000.00	\$ -	
Grants				\$ -	
Training Reimbursements					
Miscellaneous		\$ 526.17			
<b>TOTAL REVENUES</b>	<b>\$ 44,406.50</b>	<b>\$ 42,135.24</b>	<b>\$ 41,640.00</b>		
<b>GAIN/(LOSS)</b>			<b>\$ 48.00</b>		

**Sewer Fund**

Current Base Charge \$40

Current Rate per 1000 gallons \$5

Current Estimated Revenue based on 158 services

158x\$40= \$6320 X 12 months= \$75,840

Current Estimated gallons per month 350,000 - 400,000

350x\$5= \$1750 X 12 months= \$21,000

400x\$5= \$2000 X 12 months= \$24,000

average = \$22,500

**Water Fund**

Current Base Charge \$38

Current Rate per 1000 gallons \$5

Current Estimated Revenue based on 172 services

172x\$38 \$6536 X 12 months= \$78,432

Current Estimated gallons per month 400,000 - 500,000

400x\$5= \$2000 X 12 months= \$24,000

500x\$5= \$2500 X 12 months= \$30,000

average = \$27,000

**Option 1:**

Current Base Charge \$40

Increase rate per thousand by \$1 = \$6 per 1000 gallons

Estimated Revenue \$102,840 (75840+27000)

Budget for 1/2 of annual loan payment \$28,437

Revenue \$131,829.69 (102840+28989.69)

Expenses \$138,726.00

- \$6,896.31

**Option 1:**

Current Base Charge \$38

Increase rate per thousand by \$1 = \$6 per 1000 gallons

Estimated Revenue \$110,832 (78432+32400)

Budget for 1/2 of annual loan payment \$44,531

Revenue \$110,832.00

Expenses \$119,714.00

- \$8,882.00

**Option 4:**

Rate Increase on Base charge by \$1 = \$41 base charge

Increase rate per thousand by \$1 = \$6 per 1000 gallons

Estimated Revenue \$104,736 (77736+27000)

Budget for 1/2 of annual loan payment \$28,437

Revenue \$133,725.69 (104736+28989.69)

Expenses \$138,726.00

- \$5,000.31

**Option 4:**

Rate Increase on Base charge by \$1 = \$39 base charge

Increase rate per thousand by \$1 = \$6 per 1000 gallons

Estimated Revenue \$112,896 (80496+32400)

Budget for 1/2 of annual loan payment \$44,531

Revenue \$112,896.00

Expenses \$119,714.00

- \$6,818.00

**SEWER FUND BUDGET**

	2024 Budget	Nov	2024 YTD (Jan-Oct)	2025 Budget	Budget Change	
<b>OPERATING EXPENDITURES</b>						
Wages: Admin	\$ 13,000.00		\$ 10,853.76	\$ 13,500.00	\$ 500.00	COLA 3%
Wages: Maintenance	\$ 23,000.00		\$ 19,243.88	\$ 23,500.00	\$ 500.00	COLA 3%
PERA	\$ 2,100.00		\$ 1,776.19	\$ 2,200.00	\$ 100.00	
FICA	\$ 2,600.00		\$ 2,302.53	\$ 2,600.00	\$ -	
Office Supplies	\$ 1,500.00		\$ 279.28	\$ 1,000.00	\$ (500.00)	
Operating Supplies	\$ 12,600.00	\$ 1,615.24	\$ 8,515.00	\$ 12,600.00	\$ -	samples, equipment
Repair/Maint.	\$ 16,000.00	\$ 19.98	\$ 8,779.48	\$ 16,000.00	\$ -	*mini split with heat pump
Engineering Fees			\$ 4,500.00		\$ -	
Communications	\$ 550.00	\$ 40.50	\$ 423.60	\$ 575.00	\$ 25.00	telephone
Insurance (Property)	\$ 5,600.00		\$ 5,077.00	\$ 5,600.00	\$ -	
Miscellaneous	\$ 1,500.00		\$ -	\$ 1,000.00	\$ (500.00)	dues, subscriptions, training
Electric Utilities	\$ 12,300.00		\$ 8,233.92	\$ 12,300.00	\$ -	
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 90,750.00</b>		<b>\$ 69,984.64</b>	<b>\$ 90,875.00</b>		
<b>NON-OPERATING EXPENDITURES</b>						
Debt Service Bond Principal	\$ 12,000.00		\$ -	\$ 12,000.00	\$ -	Sewer Note till 2045
Debt Service Bond Interest	\$ 7,414.00		\$ 384.25	\$ 7,414.00	\$ -	Loan @ First SE Bank
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>\$ 19,414.00</b>		<b>\$ 384.25</b>	<b>\$ 19,414.00</b>		
<b>USDA RD LOAN (streets project)</b>				<b>\$ 28,437.00</b>	\$ 28,437.00	estimated annual payment (\$50
<b>TOTAL EXPENDITURES</b>	<b>\$ 110,164.00</b>		<b>\$ 70,368.89</b>	<b>\$ 138,726.00</b>		
<b>OPERATING REVENUE</b>						
Sewer Sales	\$ 98,340.00		\$ 84,813.60	\$ 98,340.00	\$ -	\$40 base, \$5/1000
Sewer Penalties			\$ 534.39			
Miscellaneous						
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 98,340.00</b>		<b>\$ 85,347.99</b>	<b>\$ 98,340.00</b>		
<b>NON-OPERATING REVENUE</b>						
CD Redemption			\$ 28,989.69	\$ 28,989.69		maturity 12/19/2024
<b>TOTAL NON-OPERATING REVENUE</b>			<b>\$ 28,989.69</b>	<b>\$ 28,989.69</b>		
<b>TOTAL REVENUES</b>				<b>\$ 127,329.69</b>		
<b>TOTAL REVENUE</b>				<b>\$ 127,329.69</b>		
<b>TOTAL EXPENDITURES</b>				<b>\$ 138,726.00</b>		
<b>GAIN/(LOSS)</b>				<b>\$ (11,396.31)</b>		

**WATER FUND**

	2024 Budget	Nov	2024 YTD(Jan-Oct)	2025 Budget	Budget Change	
<b>OPERATING EXPENDITURES</b>						
Wages: Admin	\$ 13,000.00		\$ 10,853.83	\$ 13,500.00	\$ 500.00	COLA 3%
Wages: Maintenance	\$ 17,800.00		\$ 15,271.03	\$ 18,000.00	\$ 200.00	COLA 3%
PERA	\$ 1,800.00		\$ 1,478.05	\$ 1,800.00	\$ -	
FICA	\$ 2,400.00		\$ 1,998.67	\$ 2,400.00	\$ -	
Office Supplies	\$ 1,500.00		\$ 256.28	\$ 1,000.00	\$ (500.00)	
Operating Supplies	\$ 3,000.00		\$ 2,594.24	\$ 3,000.00	\$ -	water samples, gopher one locate
Repair/Maint.	\$ 10,000.00		\$ 4,933.81	\$ 10,000.00	\$ -	
Engineering Fees			\$ -		\$ -	WHKS
Communications	\$ 700.00	\$ 40.50	\$ 544.15	\$ 700.00	\$ -	telephone, postage
Insurance (Property)	\$ 1,000.00		\$ 949.00	\$ 1,000.00	\$ -	
Miscellaneous	\$ 1,500.00		\$ 420.00	\$ 1,200.00	\$ (300.00)	
Electric Utilities	\$ 8,000.00		\$ 5,911.41	\$ 8,000.00	\$ -	
<b>TOTAL EXPENDITURES</b>	<b>\$ 60,700.00</b>		<b>\$ 45,210.47</b>	<b>\$ 60,600.00</b>		
<b>NON-OPERATING EXPENDITURES</b>						
Debt Service Bond Principal	\$ 14,000.00		\$ 14,000.00	\$ 14,000.00	\$ -	Water Note till 2025
Debt Service Bond Interest	\$ 954.00		\$ 198.75	\$ 583.00	\$ (371.00)	Loan @ Frandsen Bank & Trust (Bank of Zumborta)
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>\$ 14,954.00</b>		<b>\$ 14,198.75</b>	<b>\$ 14,583.00</b>		
<b>USDA RD LOAN (streets project)</b>				<b>\$ 44,531.00</b>	\$ 44,531.00	estimated annual payment (\$8906)
<b>TOTAL EXPENDITURES</b>	<b>\$ 75,654.00</b>		<b>\$ 59,409.22</b>	<b>\$ 119,714.00</b>		
<b>OPERATING REVENUE</b>						
Water Sales	\$ 105,432.00		\$ 91,038.67	\$ 105,432.00	\$ -	
Water Penalties			\$ 1,081.01			
Miscellaneous			\$ 2,839.34			
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 105,432.00</b>		<b>\$ 94,959.02</b>	<b>\$ 105,432.00</b>		
<b>NON-OPERATING REVENUE</b>						
CD Redemption						
<b>TOTAL NON-OPERATING REVENUE</b>			<b>\$ -</b>	<b>\$ -</b>		
<b>TOTAL REVENUES</b>	<b>\$ 105,432.00</b>		<b>\$ 94,959.02</b>	<b>\$ 105,432.00</b>		
<b>TOTAL REVENUE</b>				<b>\$ 105,432.00</b>		
<b>TOTAL EXPENSES</b>				<b>\$ 119,714.00</b>		
<b>GAIN/(LOSS)</b>				<b>\$ (14,282.00)</b>		

# City of Canton

## Resolution #2024-15

### RESOLUTION CERTIFYING UNPAID CHARGES

**WHEREAS**, pursuant to proper notice duly given as required by law, the City Council has met, heard, and passed upon all objections to the proposed certifications of unpaid charges for municipal fees and utilities; and

**WHEREAS**, the amounts of bad debt have been minimized through diligent collection efforts by staff.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of Canton, Minnesota as follows:

Such proposed certification of unpaid charges, a copy of which is hereby attached as Exhibit 1 and made a part hereof, is hereby accepted and shall constitute a lien against the lands names herein.

The owner of the assessed property may, at any time prior to certification of the assessment to the county auditor, pay the whole assessment and any penalty on such property to the city clerk/deputy clerk except that if payment for the full assessment is received within thirty days after this resolution's adoption no penalty shall be owed. The property owner may at any time after certification, pay the county auditor, the entire amount of the assessment remaining unpaid including any penalty and interest accrued to the date of payment.

The clerk shall forthwith transmit a certified copy of this certification role to the County Auditor to be extended on the property tax lists of the county and such certified unpaid charges shall be collected and paid over in the same manner as property taxes.

**Passed by the City Council of Canton, Minnesota this 13<sup>th</sup> day of November 2024.**

\_\_\_\_\_  
**Josh Nordsving, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Anne Koliha, City Clerk**

**CITY OF CANTON**

**RESOLUTION NO. 2024-15**

**EXHIBIT 1**

<b>Certification Listing</b>	<b>Parcel Description</b>	<b>Service</b>	<b>Amount</b>
Jamie & Holly Knutson	104 N Oak St (Parcel #09.0025.000)	Water, Sewer, Garbage	\$1,836.78
Mark Stutzman	306 N Main St (Parcel #09.0065.000)	Water, Sewer, Garbage	\$2,435.34
Bryan & Amanda Jansen	207 E Canton Ave (Parcel #09.0031.000)	Tree Removal	\$2,500.00
Kathleen Mitchell	109 W Hudson Ave (Parcel #09.0129.000)	Tree Removal	\$1,300.00

**STATE OF MINNESOTA**

**COUNTY OF FILLMORE**

Authentication Certificate

I, the undersigned, being the duly qualified City Clerk of the City of Canton, certify that the attached Resolution of the City Council adopting a certification of unpaid charges under the Minnesota Basic Code of Ordinances, is a true copy of the original, of which is on file at the City of Canton.

Dated this 13<sup>th</sup> day of November, 2024

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Anne Koliha  
City Clerk  
City of Canton

# City of Canton

## Ordinance #2025-01

### AN ORDINANCE ADOPTING A SCHEDULE OF FEES AND CHARGES FOR VARIOUS SERVICES, LICENSES AND PERMITS FOR 2025

**Whereas**, the City of Canton has adopted the Minnesota Basic Code of Ordinances as it has been amended and supplemented to be its city code and that code permits the city to adopt by ordinance a schedule of fees and charges for various services, licenses and permits;

**Now, therefore be it resolved**, that the City Council of Canton ordains:

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

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

#### Administrative Fees

Administrative Fees	\$50.00
Administrative Fees – Certifying Unpaid Charges	\$100.00
Copies	\$0.25
Election Filing Fee	\$3.00
NSF: Returned Check	\$30.00
Lawn Mowing by City	\$75.00/hour
Snow Removal by City	\$75.00/hour
Parking Citation	\$25.00
Unlawful Deposit of Waste or Refuse	\$100.00

#### Alcohol Licenses

On-Sale License	\$600.00
On-Sale Sunday Surcharge	\$10.00
Off-Sale License	\$100.00

#### Annual Animal Licenses

Cat & Dog Annual tag fee (Jan.1-June 30 and new animals)	\$5.00
Cat & Dog Annual tag fee – Late (after July 1)	\$15.00
Cat & Dog Duplicate tag fee	\$5.00
Chicken Annual fee (Jan. 1 – June 30 & new license)	\$10.00
Chicken Annual fee – Late (after July 1)	\$20.00
Animal At Large Citation	\$50.00

#### Fire Department Services

Call Response	\$350.00
Hourly Charge After First Hour	\$350.00
Foam Charge	\$40.00/gallon
Mutual Aid Response	Per agreement by department
Heavy Equipment Use	Actual cost passed on by owner

**Planning & Zoning Fees**

Land Use Permit Application – Living Space <i>Living space projects including attached garages, decks and porches</i>	\$7.50/100 square feet
Land Use Permit Application – Other Structures	\$5.00 per 100 square feet
Land Use Variance Application	\$200.00
Land Use Conditional Use Application	\$200.00
Interim Permit for Home Occupation	\$50.00
Fee for Construction Without Proper Permits	\$400.00

**Recreational Vehicle/Golf Cart Permits**

Annual permit fee (Jan. 1 – June 30 and new vehicles)	\$10.00
Annual permit fee – Late (after July 1)	\$20.00

**Town Hall Rentals**

Weekend Rental (Friday after 5pm thru Sunday)	\$500.00
Daily Rental	\$250.00
Hourly Rental (Two hour minimum)	\$30.00
Security Deposit (For Daily & Weekend Rentals)	\$200.00

**Refuse Collection Rates**

Garbage Tote – Small Monthly Fee	\$11.45
Garbage Tote – Medium Monthly Fee	\$12.97
Garbage Tote – Large Monthly Fee	\$14.46
Recycling Monthly Fee	\$4.75
Tote Transfer Fee	\$25.00

**Sanitary Sewer Rates**

Base Monthly Fee	\$40.00
Per 1,000 Gallons Used	\$5.00
New Service Connection	\$200.00

**Water Rates**

Base Monthly Fee	\$38.00
Per 1,000 Gallons Used	\$5.00
New Service Connection/Meter Replacement	\$300.00
Bulk Water Base Fee	\$20.00
Bulk Water Per 1,000 Gallons Used	\$5.00
Disconnection or Reconnection Fee	\$75.00

Passed and adopted by the City Council of Canton, Minnesota this 11<sup>th</sup> day of December 2024.

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Josh Nordsving, Mayor

ATTEST: \_\_\_\_\_  
Anne Koliha, City Clerk