

**Canton City Council**  
**December 11, 2024 – 6 pm**  
**Regular Meeting Agenda**

1. Call to order
2. Pledge of Allegiance
3. Approval of agenda
4. Consent agenda
  - a) Approval of November 13, 2024 Special Meeting Minutes
  - b) Approval of November 13, 2024 Regular Meeting Minutes
  - c) Approval of December Disbursements
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) Consider approval of Resolution 2024-18: MN Historical Society Grant Funding Assistance for Canton Train Depot Restoration Project
  - b) Consider approval of Resolution 2024-19: 2025 Final General Fund Budget
  - c) Consider approval of Resolution 2024-20: Final Certified Tax Levy
  - d) Consider approval of Resolution 2024-21: 2025 Final Sewer Fund Budget
  - e) Consider approval of Resolution 2024-22: 2025 Final Water Fund Budget
  - f) Consider approval of Resolution 2024-23: 2025 Final Fire Department Budget
8. New business
  - a) Consider approval of Ordinance 2025-01: 2025 Fee Schedule
  - b) Consider approval of summary publication of Ordinance 2025-01: 2025 Fee Schedule
  - c) Consider approval of Resolution 2024-24: 2025 Election polling place designation
  - d) Consider approval of Resolution 2024-25: Fire Department gambling exempt permit application
  - e) Consider approval of Resolution 2024-26: Canton Community Association gambling exempt permit application
  - f) Consider approval of Resolution 2024-27: Adopt the Provisions of MN Basic Code of Ordinances 10.98 and a Schedule of Offenses and Voluntary Administrative Penalties
  - g) Consider reinvestment of Sewer Fund CD #44955 (\$29,531.76 maturity 12/19/24)
  - h) Consider reinvestment of Liquor Store CD #44957 (\$36,996.57 maturity 12/23/24)
  - i) Consider reinvestment of Vail Estate CD #44956 (\$138,152.41 maturity 12/23/24)
9. Adjourn

**Upcoming Dates:**

City Office Closed: Christmas Day  
City Office Closed: New Years Day  
Regular City Council Meeting

December 25  
January 1  
January 8 @ 6 p.m.

## **Canton City Council Special Meeting Minutes November 13, 2024**

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

Members absent: Randy Gossman

City Staff present: Anne Koliha, Barb Kerns, Jon Nordsving, Jim Davis

Visitors: Kevin Graves (WHKS), Terri Morin, Vergene Kelly, George Hafner, Sabine Hafner

Purpose of the Special Meeting was the certification of the 2024 General Election results.

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

Those present were given copies of the election abstract provided by Fillmore County and copies of Resolution 2024-14: Certifying 2024 General Election results.

Motion by Ziegler, seconded by Dowling to approve Resolution 2024-14: Certifying 2024 General Election results; motion carried.

Motion by Nordsving seconded by Dowling to adjourn the special meeting at 6:02 pm; motion carried.

# Canton City Council Regular Meeting Minutes

## November 13, 2024

Members present: Josh Nordsving, Kristy Ziegler, Jen Dowling, Jason Magnuson, Randy Gossman  
City staff present: Anne Koliha, Barb Kerns, Jon Nordsving, Jim Davis  
Visitor(s) present: Therese Morin, Vergene Kelly, George Hafner, Sabine Hafner, Kenin Graves (WHKS)

Mayor Nordsving called the regular meeting to order at 6:02 p.m.

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

### 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
- 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

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

Public comments: none

6:06 pm Councilmember Gossman entered meeting

### Reports:

**Mayor Nordsving:** none

**Deputy Clerk:** none

**Clerk:** Koliha gave reminder of joint meeting with Mabel-Canton School District and Mabel City Council is scheduled for Wednesday, December 4 at 6pm at the school. Update on Lead/Copper Service Line inventory: informational letter sent out to property owners as required by MN Department of Health at this time property owners do not need to be concerned or do anything, the City will be looking to seek funding for replacement of any lines as required and hopefully coordinate it with the streets project.

Clerk Koliha updated council on reinvestment of Wilken Park CD in the amount of \$10,259.57 into a 6 month CD at 1.5% with maturity on April 28, 2025. City staff will have training in the office on Thursday November 14 on the new updated water meter reading software. Public Works Director Nordsving and Clerk Koliha will be meeting with MDH next week regarding the update of the City's Wellhead Protection Plan.

**Public Works:** Nordsving reported that the annual calibrations at the sewer plant have been completed and he also reported that they are prepared for snow removal.

**Fire Department:** Davis reported that new officers have been selected for 2025 for the Fire Department; Fire Chief: Kyle Ryan, Assistant Fire Chief: Jeremy Hanson, Secretary: Matt Snyder

**Police:** none

**Planning Commission:** none

**Other:** none

### Old Business

- a) Update from WHKS regarding Wastewater Treatment Plant loading limits  
Kevin Graves from WHKS handed out WWTF Evaluation papers and reviewed them with the council, this evaluation covers only the total nitrogen load limits. The chloride and sulfate limits will both be requesting variances to the limits. To meet the total nitrogen load limits modifications to the sewer plant will need to be completed and will look to incorporate them into the streets project and seek additional funding from USDA and any sources from the State as come available. WHKS is asking for concurrence with the evaluation and authorization to move forward and send information to MPCA.  
Motion by Ziegler, seconded by Dowling to concur with the WWTF Evaluation as presented and authorize WHKS to send to MCPA; motion carried.
- b) 2025 Preliminary Budget review  
Clerk Koliha gave a brief update on the 2025 preliminary budget.
- c) Consider approval of 3% COLA  
Motion by Ziegler, seconded by Nordsving to approve a 3% COLA for city staff for 2025; motion carried.
- d) Consider approval of increase in health insurance stipend from \$300 to \$400 per month for full-time employees  
Motion by Magnuson, seconded by Dowling for approval to increase the health insurance stipend to \$400 per month for full-time employees; motion carried.
- e) Discussion on Utility Rates for 2025  
Clerk Koliha reviewed two options for each of the utility rates (water and sewer).  
Motion by Nordsving, seconded by Magnuson to raise the utility rates (Option 4) for both the sewer and water rates which will be Resolution 2024-16 Sewer Rate increase for 2025 and Resolution 2024-17 Water Rate increase for 2025; motion carried with Dowling opposed.

### New Business

- a) SAIL exercise group request regarding Town Hall use  
Vergene Kelly made a request for the SAIL exercise group to utilize the Town Hall for a longer timeframe a couple days a week to include practice of chair volleyball. Council was good with the request, Clerk Koliha asked that the SAIL group activities do not go past noon on any day, Vergene Kelly was agreeable to the time limit of noon.
- b) Consider approval of Resolution 2024-15: Certify Unpaid Charges  
Motion by Ziegler, seconded by Gossman for approval of Resolution 2024-15: Certify Unpaid Charges; motion carried.
- c) Review of 2025 Schedule of Fees and Charges  
Clerk Koliha reviewed potential updates to the schedule of fees for 2025 and asked council for any other items to be added or amounts to change. Mayor Nordsving brought up about adding fees for ordinance violations, Clerk Koliha to look into these fees for addition to the schedule of fees.

Motion by Ziegler, seconded by Dowling to adjourn the meeting at 6:51 p.m.; motion carried.

## December 2024 Disbursements

### General Fund

Acentek	\$	222.84	Phone & Internet Services (City Hall/Town Hall)
Canon Financial*	\$	44.00	Copier monthly lease contract
MiEnergy	\$	71.71	Electric: City Hall
MiEnergy	\$	84.51	Electric: Town Hall
MiEnergy	\$	33.06	Electric: Bus Shed
MiEnergy	\$	483.19	Electric: Street Lights
MiEnergy	\$	59.64	Electric: Welcome Sign
MiEnergy	\$	32.21	Electric: Ball Field
MN Energy Resources*	\$	59.13	Gas: City Hall
MN Energy Resources*	\$	52.89	Gas: Maintenance Shop
MN Energy Resources*	\$	90.57	Gas: Town Hall
Nordsving, Jon	\$	50.00	Cell phone stipend
Tri-State Business Machines	\$	43.00	Copier monthly contract
Wright Way Computers	\$	41.57	Monthly computer services
Isaacs Repair	\$	811.56	Tires for white pick-up
Nethercut Schieber Attorneys	\$	75.00	legal fees for November
Village Farm & Home	\$	104.29	supplies
SMG Web Design	\$	700.00	Annual Web design & Hosting Services
<b>Total General Fund Disbursements</b>	<b>\$</b>	<b>3,059.17</b>	

### Mitson Fund

MiEnergy	\$	32.21	Electric: Mitson House
<b>Total Mitson Disbursements</b>	<b>\$</b>	<b>32.21</b>	

### Water Fund

Acentek	\$	40.50	Phone dialer system
Gopher State One Call	\$	2.70	Locates
MiEnergy	\$	605.19	Electric: Pump House
MN Dept of Health	\$	420.00	Quarterly Service Connection Fee
Dakota Supply Group	\$	2,590.00	Water Meter Reading System upgrade
<b>Total Water Disbursements</b>	<b>\$</b>	<b>3,658.39</b>	

### Sewer Fund

Acentek	\$	40.50	Phone: WWTF
MiEnergy	\$	849.61	Electric: WWTF
Utility Consultants	\$	734.70	Samples
First Southeast Bank	\$	19,150.00	Sewer Note (\$12,000 principal + \$7,150 interest)
Flow Measurement and Control	\$	662.00	WWTP Influent & Effluent Certifications
WHKS	\$	2,700.00	WWTF Evaluation
Village Farm & Home	\$	14.99	supplies
<b>Total Sewer Disbursements</b>	<b>\$</b>	<b>24,151.80</b>	

### Garbage Fund

Richard's Sanitation	\$	2,510.64	Monthly service charge
<b>Total Garbage Disbursements</b>	<b>\$</b>	<b>2,510.64</b>	

### Fire Department

Acentek	\$	64.95	Internet services
MiEnergy	\$	77.27	Electric: Fire Hall
MiEnergy	\$	33.43	Electric: Cooler
MN Energy Resources*	\$	61.72	Gas: Fire Hall
<b>Total Fire Department Disbursements</b>	<b>\$</b>	<b>237.37</b>	

### Ballfield/Park

Ness Pumping Service	\$	1,600.00	Porta Potty (2 Ballfield, 1 Park, 1 Pavillion)
<b>Total Ballfield/Park Disbursements</b>	<b>\$</b>	<b>1,600.00</b>	

**Total Monthly Disbursements**      **\$ 35,249.58**      \*EFT Payments

# City of Canton

---

## Resolution #2024-18 RESOLUTION FOR MINNESOTA HISTORICAL SOCIETY GRANT FUNDING ASSISTANCE FOR CANTON TRAIN DEPOT RESTORATION PROJECT

BE IT RESOLVED that in the State Capital Projects Grants-in-Aid County and Local Preservation grants program administered by the Minnesota Historical Society as provided in Minnesota Statutes, section 138.0525 has allocated \$17,000 to the City of Canton to complete the proposed project described as the Restoration of the Canton Train Depot.

BE IT FURTHER RESOLVED that City has the legal authority to apply for financial assistance, and the institutional, administrative, and managerial capability to ensure adequate acquisition, construction, maintenance and protection of the proposed project.

BE IT FURTHER RESOLVED that the City hereby pledges to complete the project or phase if it exceeds the total funding provided by the proposed \$17,000 grant from Minnesota Historical Society.

BE IT FURTHER RESOLVED City has the financial capability to provide any required matching funds and that the source of City's matching funds shall be \$17,000 from the Canton Historical Society, and will not include other State funding sources.

BE IT FURTHER RESOLVED that the City has not incurred any reimbursable expenses prior to the effective date of the grant agreement.

BE IT FURTHER RESOLVED that the City has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the Minnesota Historical Society, the City may enter into an agreement with the Minnesota Historical Society for the above Restoration of the Canton Train Depot project, and that the City certifies that it will comply with all applicable laws and regulations as stated in the grant agreement.

NOW, THEREFORE BE IT RESOLVED that Anne Koliha, City Clerk is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the City.

I CERTIFY THAT the above resolution was adopted by the City Council of City of Canton, Minnesota on December 11, 2024.

---

**Josh Nordsving, Mayor**

**ATTEST:**

---

**Anne Koliha, City Clerk**

## GENERAL FUND

<u>EXPENDITURES</u>	<u>2024 Budget</u>	<u>2024 YTD (Jan-Nov)</u>	<u>2025 Budget</u>
Wages: Admin Staff	\$ 39,000.00	\$ 35,877.53	\$ 42,100.00
Wages: Maintenance Staff	\$ 56,000.00	\$ 48,746.58	\$ 59,200.00
Council Wages	\$ 4,300.00	\$ -	\$ 4,300.00
PERA	\$ 6,400.00	\$ 6,082.31	\$ 6,600.00
FICA	\$ 6,700.00	\$ 6,473.64	\$ 7,050.00
Insurance	\$ 18,000.00	\$ 17,401.00	\$ 18,000.00
Office Supplies	\$ 2,775.00	\$ 2,360.80	\$ 2,800.00
Operating Supplies	\$ 8,300.00	\$ 6,119.15	\$ 8,300.00
Repair/Maint: Buildings	\$ 5,000.00	\$ 484.37	\$ 5,000.00
Repair/Maint: Streets	\$ 5,000.00	\$ 802.19	\$ 4,640.00
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
Professional Services	\$ 18,000.00	\$ 14,218.95	\$ 17,500.00
Communications	\$ 5,000.00	\$ 3,340.82	\$ 4,500.00
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
Police Department	\$ 44,530.00	\$ 44,530.00	\$ 45,865.90
Electric Utilities	\$ 9,600.00	\$ 8,787.80	\$ 9,600.00
Gas Utilities	\$ 5,275.00	\$ 2,761.52	\$ 5,140.00
Streets Project Loan			\$ 33,515.00
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>\$ 315,070.00</u></b>	<b><u>\$ 314,596.11</u></b>	<b><u>\$ 308,378.90</u></b>
<b><u>REVENUE</u></b>	<b><u>2024 Budget</u></b>	<b><u>2024 YTD (Jan-Nov)</u></b>	<b><u>2025 Budget</u></b>
Property Taxes	\$ 181,370.00	\$ 162,094.57	\$ 189,532.00
Local Government Aid	\$ 105,250.00	\$ 52,625.00	\$ 105,347.00
Other Aid	\$ 8,000.00	\$ 10,865.30	\$ 8,000.00
Fines/Forefeits	\$ 500.00	\$ 304.97	\$ 500.00
Licenses/Permit	\$ 1,000.00	\$ 1,080.20	\$ 800.00
Rentals	\$ 1,800.00	\$ 1,660.00	\$ 1,500.00
Reimbursements	\$ 2,500.00	\$ 977.97	\$ 2,000.00
Miscellaneous		\$ 36,159.84	
Interest Earnings	\$ 1,000.00	\$ 842.08	\$ 700.00
Public Safety Aid	\$ 13,653.00	\$ 13,653.00	\$ -
<b><u>TOTAL REVENUES</u></b>	<b><u>\$ 315,073.00</u></b>	<b><u>\$ 280,262.93</u></b>	<b><u>\$ 308,379.00</u></b>

State of Minnesota  
County of Fillmore

# City of Canton

---

## Resolution #2024-19 A RESOLUTION APPROVING THE 2025 FINAL GENERAL FUND OPERATING BUDGET

**WHEREAS**, the City of Canton is required to maintain a budget for its fiscal operations, and;

**WHEREAS**, the City of Canton has the legal authority to use its taxation authorities to levy necessary funds to operate the City, and;

**WHEREAS**, the City of Canton is continually monitoring its budget and develops a fiscal budget based on the calendar year, and;

**WHEREAS**, the Finance Committee reviewed financial documentation and provided a budget recommendation to the City Council.

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

The 2025 Final General Fund Budget be certified in the amount of \$ 308,379.00

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

---

**Josh Nordsving, Mayor**

**ATTEST:**

---

**Anne Koliha, City Clerk**



# City of Canton

---

## Resolution #2024-20 A RESOLUTION APPROVING THE 2025 FINAL TAX LEVY, FOR PROPERTY TAXES COLLECTIBLE IN 2025

WHEREAS, the City of Canton has set the 2025 tax levy in the amount of \$189,532.00, which represents a 4.5% increase from the 2024 tax levy, and;

WHEREAS, the 2025 tax levy will generate an additional \$8,162.00 in General Fund revenue for operating expenditures incurred in 2025, and;

WHEREAS, the Finance Committee reviewed financial documentation and provided a recommendation to the City Council, and;

WHEREAS, the City Clerk is instructed to transmit a certified copy of this resolution to the Fillmore County Auditor by December 31, 2024

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

That the following sums of money be levied for 2025, collectible in 2025, upon taxable property in the City of Canton, in these maximum amounts, for the following purposes:

1. General Revenue: \$ 189,532.00
2. Total Certified Levy: \$ 189,532.00

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

---

Josh Nordsving, Mayor

ATTEST:

---

Anne Koliha, City Clerk

## SEWER FUND BUDGET

<b><u>OPERATING EXPENDITURES</u></b>	<b><u>2024 Budget</u></b>	<b><u>2024 YTD (Jan-Nov)</u></b>	<b><u>2025 Budget</u></b>
Wages: Admin	\$ 13,000.00	\$ 11,896.32	\$ 13,500.00
Wages: Maintenance	\$ 23,000.00	\$ 20,942.24	\$ 23,500.00
PERA	\$ 2,100.00	\$ 1,933.80	\$ 2,200.00
FICA	\$ 2,600.00	\$ 2,512.18	\$ 2,600.00
Office Supplies	\$ 1,500.00	\$ 1,184.48	\$ 1,200.00
Operating Supplies	\$ 12,600.00	\$ 10,135.64	\$ 12,600.00
Repair/Maint.	\$ 16,000.00	\$ 8,799.46	\$ 14,619.00
Engineering Fees		\$ 4,500.00	
Communications	\$ 550.00	\$ 464.10	\$ 525.00
Insurance (Property)	\$ 5,600.00	\$ 5,077.00	\$ 5,300.00
Miscellaneous	\$ 1,500.00	\$ -	\$ 500.00
Electric Utilities	\$ 12,300.00	\$ 8,923.28	\$ 10,400.00
<b><u>TOTAL OPERATING EXPENDITURES</u></b>	<b><u>\$ 90,750.00</u></b>	<b><u>\$ 76,368.50</u></b>	<b><u>\$ 86,944.00</u></b>
<b><u>NON-OPERATING EXPENDITURES</u></b>			
Debt Service Bond Principal	\$ 12,000.00	\$ -	\$ 12,000.00
Debt Service Bond Interest	\$ 7,414.00		\$ 6,886.00
<b><u>TOTAL NON-OPERATING EXPENDITURES</u></b>	<b><u>\$ 19,414.00</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 18,886.00</u></b>
<b><u>USDA RD LOAN (streets project)</u></b>			<b><u>\$ 28,437.00</u></b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>\$ 110,164.00</u></b>	<b><u>\$ 76,368.50</u></b>	<b><u>\$ 134,267.00</u></b>
<b><u>OPERATING REVENUE</u></b>			
Sewer Sales	\$ 98,340.00	\$ 92,666.46	\$ 104,736.00
Sewer Penalties		\$ 603.24	
Miscellaneous			
<b><u>TOTAL OPERATING REVENUE</u></b>	<b><u>\$ 98,340.00</u></b>	<b><u>\$ 93,269.70</u></b>	<b><u>\$ 104,736.00</u></b>
<b><u>NON-OPERATING REVENUE</u></b>			
CD Redemption		\$ 28,989.69	\$ 29,531.76
<b><u>TOTAL NON-OPERATING REVENUE</u></b>		<b><u>\$ 28,989.69</u></b>	<b><u>\$ 29,531.76</u></b>
<b><u>TOTAL REVENUES</u></b>			<b><u>\$ 134,267.76</u></b>
<b><u>TOTAL REVENUE</u></b>			<b><u>\$ 134,267.76</u></b>
<b><u>TOTAL EXPENDITURES</u></b>			<b><u>\$ 134,267.00</u></b>
<b><u>GAIN/(LOSS)</u></b>			<b><u>\$ 0.76</u></b>

State of Minnesota  
County of Fillmore

## City of Canton

---

### Resolution #2024-21 A RESOLUTION APPROVING THE 2025 FINAL SEWER FUND OPERATING BUDGET

**WHEREAS**, the City of Canton is required to maintain a budget for its proprietary funds, and;  
**WHEREAS**, the City is continually monitoring its budget and develops a fiscal budget based on the calendar year, and;

**WHEREAS**, the Finance Committee reviewed financial documentation and provided a budget recommendation to the City Council.

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

That the 2025 Final Sewer Fund Budget be certified in the amount of \$ 134,267.00

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

---

**Josh Nordsving, Mayor**

**ATTEST:**

---

**Anne Koliha, City Clerk**

## WATER FUND

<u>OPERATING EXPENDITURES</u>	<u>2024 Budget</u>	<u>2024 YTD(Jan-Nov)</u>	<u>2025 Budget</u>
Wages: Admin	\$ 13,000.00	\$ 11,896.41	\$ 13,500.00
Wages: Maintenance	\$ 17,800.00	\$ 16,553.40	\$ 18,000.00
PERA	\$ 1,800.00	\$ 1,604.52	\$ 1,800.00
FICA	\$ 2,400.00	\$ 2,176.56	\$ 2,400.00
Office Supplies	\$ 1,500.00	\$ 1,161.48	\$ 1,000.00
Operating Supplies	\$ 3,000.00	\$ 3,839.70	\$ 4,400.00
Repair/Maint.	\$ 10,000.00	\$ 4,991.34	\$ 10,000.00
Engineering Fees		\$ -	
Communications	\$ 700.00	\$ 584.65	\$ 2,000.00
Insurance (Property)	\$ 1,000.00	\$ 949.00	\$ 1,000.00
Miscellaneous	\$ 1,500.00	\$ 420.00	\$ 500.00
Electric Utilities	\$ 8,000.00	\$ 6,498.45	\$ 7,500.00
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>\$ 60,700.00</u></b>	<b><u>\$ 50,675.51</u></b>	<b><u>\$ 62,100.00</u></b>
<b><u>NON-OPERATING EXPENDITURES</u></b>			
Debt Service Bond Principal	\$ 14,000.00	\$ 14,000.00	\$ 15,000.00
Debt Service Bond Interest	\$ 954.00	\$ 583.00	\$ 198.75
<b><u>TOTAL NON-OPERATING EXPENDITURES</u></b>	<b><u>\$ 14,954.00</u></b>	<b><u>\$ 14,583.00</u></b>	<b><u>\$ 15,198.75</u></b>
<b><u>USDA RD LOAN (streets project)</u></b>			<b><u>\$ 35,597.00</u></b>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>\$ 75,654.00</u></b>	<b><u>\$ 65,258.51</u></b>	<b><u>\$ 112,895.75</u></b>
<b><u>OPERATING REVENUE</u></b>			
Water Sales	\$ 105,432.00	\$ 99,576.59	\$ 112,896.00
Water Penalties		\$ 1,373.18	
Miscellaneous		\$ 2,839.34	
<b><u>TOTAL OPERATING REVENUE</u></b>	<b><u>\$ 105,432.00</u></b>	<b><u>\$ 103,789.11</u></b>	<b><u>\$ 112,896.00</u></b>
<b><u>NON-OPERATING REVENUE</u></b>			
CD Redemption			
<b><u>TOTAL NON-OPERATING REVENUE</u></b>		<b><u>\$ -</u></b>	<b><u>\$ -</u></b>
<b><u>TOTAL REVENUES</u></b>	<b><u>\$ 105,432.00</u></b>	<b><u>\$ 103,789.11</u></b>	<b><u>\$ 112,896.00</u></b>
<b><u>TOTAL REVENUE</u></b>			<b><u>\$ 112,896.00</u></b>
<b><u>TOTAL EXPENSES</u></b>			<b><u>\$ 112,895.75</u></b>
<b><u>GAIN/(LOSS)</u></b>			<b><u>\$ 0.25</u></b>

State of Minnesota  
County of Fillmore

# City of Canton

---

## Resolution #2024-22 A RESOLUTION APPROVING THE 2025 FINAL WATER FUND OPERATING BUDGET

**WHEREAS**, the City of Canton is required to maintain a budget for its proprietary funds, and;  
**WHEREAS**, the City is continually monitoring its budget and develops a fiscal budget based on the calendar year, and;

**WHEREAS**, the Finance Committee reviewed financial documentation and provided a budget recommendation to the City Council.

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

That the 2025 Final Water Fund Budget be certified in the amount of \$ 112,895.75

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

---

**Josh Nordsving, Mayor**

**ATTEST:**

---

**Anne Koliha, City Clerk**

## FIRE DEPARTMENT

<u>EXPENDITURES</u>	<u>2024 Budget</u>	<u>2024 YTD (Jan-Nov)</u>	<u>2025 Budget</u>
Wages	\$ 7,000.00	\$ -	\$ 6,000.00
PERA	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Training	\$ 2,000.00	\$ -	\$ 2,000.00
Insurance	\$ 2,700.00	\$ 2,684.00	\$ 2,892.00
Equipment/Repairs	\$ 17,300.00	\$ 8,116.71	\$ 16,900.00
Supplies/PPE	\$ 5,000.00	\$ 1,251.77	\$ 4,000.00
Fuel	\$ 1,500.00	\$ 212.64	\$ 1,548.00
Electric Utilities	\$ 1,600.00	\$ 1,378.16	\$ 1,600.00
Gas Utilities	\$ 2,000.00	\$ 974.13	\$ 2,000.00
Communications	\$ 1,300.00	\$ 996.12	\$ 1,200.00
Miscellaneous	\$ 1,000.00	\$ 931.42	\$ 500.00
<b><u>TOTAL EXPENITURES</u></b>	<b><u>\$ 44,400.00</u></b>	<b><u>\$ 19,544.95</u></b>	<b><u>\$ 41,640.00</u></b>
<b><u>REVENUES</u></b>			
Township Services	\$ 26,466.50	\$ 25,045.50	\$ 23,200.00
City Services	\$ 7,440.00	\$ 7,440.00	\$ 7,440.00
Fire Calls	\$ 2,500.00	\$ 950.00	\$ 2,000.00
Donations	\$ 5,000.00	\$ 9,370.00	\$ 6,000.00
Fire Relief contributions	\$ 3,000.00	\$ 3,883.57	\$ 3,000.00
Grants			
Training Reimbursements			
Miscellaneous		\$ 526.17	
<b><u>TOTAL REVENUES</u></b>	<b><u>\$ 44,406.50</u></b>	<b><u>\$ 47,215.24</u></b>	<b><u>\$ 41,640.00</u></b>
<b><u>GAIN/(LOSS)</u></b>			<b><u>\$ -</u></b>

State of Minnesota  
County of Fillmore

## City of Canton

---

### Resolution #2024-23 A RESOLUTION APPROVING THE 2025 FINAL FIRE DEPARTMENT OPERATING BUDGET

WHEREAS, under Minnesota law, the Canton Volunteer Fire Department is a part of the City, and;

WHEREAS, the City Council controls the Fire Department's finances, and;

WHEREAS, the Fire Department expenditures generally must be approved in advance by the City Council, and;

WHEREAS, the City is required to maintain a budget for fiscal operations of the Fire Department, and;

WHEREAS, the Fire Department personnel accepted the 2025 final budget as prepared, and;

WHEREAS, the City's Finance Committee reviewed financial documentation and provided a budget recommendation to the City Council.

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

That the 2025 Final Fire Department Budget be certified in the amount of \$ 41,640.00

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

---

Josh Nordsving, Mayor

ATTEST:

---

Anne Koliha, City Clerk

# 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 (minimum 1 hour)	\$75.00/hour
Snow Removal by City (minimum 1 hour)	\$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	\$7.50/100 square feet
<i>Living space projects including attached garages, decks and porches</i>	
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	\$41.00
Per 1,000 Gallons Used	\$6.00
New Service Connection	\$200.00

**Water Rates**

Base Monthly Fee	\$39.00
Per 1,000 Gallons Used	\$6.00
New Service Connection/Meter Replacement	\$325.00
Bulk Water Base Fee	\$20.00
Bulk Water Per 1,000 Gallons Used	\$6.00
Disconnection and/or Reconnection Fee	\$75.00

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

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

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

## City of Canton

---

### Resolution #2024-24

#### A RESOLUTION DESIGNATING A POLLING PLACE FOR THE 2025 STATE PRIMARY AND STATE GENERAL ELECTION

**WHEREAS**, Minnesota Statutes 204B.16 subd. 1 requires the City Council, by ordinance or resolution, to designate polling places for the upcoming year, and;

**WHEREAS**, the City of Canton has fewer than 400 voters and is eligible to vote by mail in statewide elections as authorized under Minnesota Statutes 204b.45, and;

**WHEREAS**, vote by mail ballot procedures eliminate the need to hire and train poll workers, and;

**WHEREAS**, the City has benefited from the cost savings associated with vote by mail ballot procedures in previous years, and;

**WHEREAS**, the State Primary Election is August 12, 2025 and the State General Election is November 4, 2025, and;

**WHEREAS**, City of Canton residents not wishing to vote by mail can cast ballots at the Fillmore County Courthouse on election days.

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

That the City of Canton is designating vote by mail ballot procedures for the 2025 State Primary and State General Elections;

**AND, BE IT FURTHER RESOLVED** that the City of Canton will not have a polling place for the 2025 State Primary and State General Election;

**AND, BE IT FURTHER RESOLVED** that the City Clerk is directed to send a copy of this resolution to the Fillmore County Auditor.

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

---

**Josh Nordsving, Mayor**

**ATTEST:**

---

**Anne Koliha, City Clerk**

## City of Canton

---

### Resolution #2024-25

#### RESOLUTION OF SUPPORT FOR THE CANTON FIRE DEPARTMENT TO APPLY FOR A MINNESOTA LAWFUL GAMBLING EXEMPT PERMIT

**WHEREAS**, the Canton Fire Department wishes to conduct lawful gambling on five or fewer days, and will award less than \$50,000 in prizes during calendar year 2025, and;

**WHEREAS**, an exempt permit may be issued to a nonprofit organization by application to the Minnesota Gambling Control Board, and;

**WHEREAS**, the application requires approval by the city council before submission to the Minnesota Gambling Control Board, and;

**WHEREAS**, a non-refundable application fee of \$100 must accompany the application, and;

**WHEREAS**, a financial report form will be mailed with an approved exempt permit and is to be returned to the Minnesota Gambling Control Board within 30 days after the gambling activity is completed.

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

That the Canton Fire Department's request for a gambling premises located within Canton city limits be approved.

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

---

**Josh Nordsving, Mayor**

**ATTEST:**

---

**Anne Koliha, City Clerk**

## City of Canton

---

### Resolution #2024-26

#### RESOLUTION OF SUPPORT FOR THE CANTON COMMUNITY ASSOCIATION TO APPLY FOR A MINNESOTA LAWFUL GAMBLING EXEMPT PERMIT

**WHEREAS**, the Canton Community Association wishes to conduct lawful gambling on five or fewer days, and will award less than \$50,000 in prizes during calendar year 2025, and;

**WHEREAS**, an exempt permit may be issued to a nonprofit organization by application to the Minnesota Gambling Control Board, and;

**WHEREAS**, the application requires approval by the city council before submission to the Minnesota Gambling Control Board, and;

**WHEREAS**, a non-refundable application fee of \$100 must accompany the application, and;

**WHEREAS**, a financial report form will be mailed with an approved exempt permit and is to be returned to the Minnesota Gambling Control Board within 30 days after the gambling activity is completed.

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

That the Canton Community Association's request for a gambling premises located within Canton city limits be approved.

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

---

Josh Nordsving, Mayor

**ATTEST:**

---

Anne Koliha, City Clerk

# City of Canton

## Resolution #2024-27

### RESOLUTION TO ADOPT THE PROVISIONS OF MINNESOTA BASIC CODE OF ORDINANCES 10.98 AND A SCHEDULE OF OFFENSES AND VOLUNTARY ADMINISTRATIVE PENALTIES

**WHEREAS**, the City Council wishes to adopt the provisions of Minnesota Basic Code of Ordinances 10.98, establishing a procedure for requesting the voluntary payment of administrative penalties for certain violations of the code; and

**WHEREAS**, the provisions of Minnesota Basic Code of Ordinances 10.98 authorize the City Council, by a resolution adopted by a majority of its members, to identify administrative offenses and establish penalties for these offenses;

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

The Canton City Council hereby adopts the provisions of Minnesota Basic Code of Ordinances 10.98 and adopts the following administrative penalties:

<u>City Code Section</u>	<u>Description of Violation</u>	<u>Amt of Admin Penalty</u>
Chapter 92: Health & Safety; Nuisances	Section 92.15-92.24 Nuisances	\$75
Chapter 91: Animals	Animal Running At Large	\$50
	Nuisances (i.e. Habitual Barking)	\$50
Chapter 151 : Zoning	Construction without proper permits	\$400

**\*Repeat violations within 12 months : Double the amount of the scheduled fine for a previous violation, up to a maximum of \$2,000**

**EFFECTIVE DATE:** The effective date of the resolution is the date of its passage by a majority of the members of the City Council. Passage of this resolution implements the provisions of City Code 10.98.

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

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

ATTEST:

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