



Silver Creek Township Annual Meeting March 14, 2023 7PM

News, Finance, & Activity Report 2022

Preview of Plans for 2023

Proposed Plans and Levy for 2024

Township News

Newly Elected Board Supervisors!

2yr Term (2023-2024)

Mike Helman

Chris Newman

4yr Term (2023-2026)

Brandon Geyen

Ryan Nelson

New Township Employee's!

**Town Clerk &
Treasurer**

Heidi Eckerman

Maintenance

Justin Zimmer

	Beginning 1/1/2022	Receipts Credits	Disbursements Debits	Balance 12/31/2022
General Revenue Fund	\$314,741.00	\$212,016.96	\$421,066.46	\$105,691.50
ARPA Fund		\$271,457.08	\$32,585.21	\$238,871.87
Road & Bridge Fund	\$361,903.00	\$845,441.06	\$760,363.98	\$446,960.08
Total Levy Fund	\$676,644.00	\$1,328,915.10	\$1,214,035.65	\$791,523.45

Summary of Revenues and Expenses

Receipts, Disbursements & Balances for 2023
Levy Account Balances

	Beginning 1/1/2022	Receipts Credits	Disbursements Debits	Balance 12/31/2022
Fire Fund	\$55,039.04	\$78,191.56	\$79,206.00	\$54,024.60
Contingency Fund	\$ 9,119.94	\$ 504.87	\$ 0.00	\$ 9,624.81
Total Non-Levy Fund	\$64,158.98	\$78,696.43	\$79,206.00	\$63,649.41

Summary of Revenues and Expenses

Receipts, Disbursements & Balances for YE2022
Special Non-Levy Account Balances

	12/31/2022
Total All Funds Balance	\$855,172.86
Checking Balance	\$ 24,542.79
Grand Total All	\$879,715.65

Summary of
Revenues and
Expenses

Township Operating Balance for 2023

General Revenue Fund

This fund pays for all Township non-R&B expenses

- Compensation: Town Board, P&Z Board, Clerk & Treasurer, and Deputy Clerk
- Professional Services: Town Attorney, Assessor, Audit / Accounting
- Insurance: Township, Property, Workman's Compensation, Unemployment Payment
- All Township buildings: Maintenance, repairs, cleaning
- Elections
- Telephone, internet service and utilities.
- Office supplies and postage.
- Township Recycling
- Cleanup Day
- Donations and Dues: Minnesota Association of Townships, CMRP, Monticello and Clearwater Libraries
- Playground

Road and Bridge Fund

This fund pays for all Township expenses related to Road and Bridge

- Wages, taxes, insurance and benefits for our road maintenance personnel.
- All expenses related to reconstruction or upgrades to existing roads.
- Professional Services: Engineer
- Road Maintenance: grading, gravel expenses, snow plowing, salt, sand, crack filling, asphalt patching
- ROW (right of way): mowing, brush removal, tree trimming, weed control
- Road Equipment: purchase, maintenance, repair, fuel
- Chloride for gravel stabilization & dust control, road signs, culverts and other related items.
- Shop supplies, equipment parts & supplies, oils, filters

2022 General Fund Actuals

2022							
General Fund			2018	2019	2020	2021	2022
Receipts							
	Current Ad Valorem Taxes		147,480.13	148,471.80	148,810.92	188,396.16	158,405.66
	Licenses & Permits		\$562.50	\$500.00	\$562.50	\$562.50	\$562.50
	Refunds			7,500.00		5684.04	3,059.08
	Local Government & Aids		7,862.01	14,692.34	13,999.58	23,384.91	21,389.34
	Cares/ARPA Fed Grant				62,750.00	135728.54	
	State Election Reimbursement				4,304.33		
	County Recycling Credit		4,222.50	7,809.65	8,292.70	8,423.40	6,436.25
	Police Fines		666.56	481.54	443.12	888.84	1,304.55
	Misc. Revenues		981.73	2,976.12	1,929.14	1,495.80	605.50
	Hall/Lot Rental		1,350.00	1,300.00	100.00	1,500.00	11,500.00
	Amnesty Day		4,490.00	4,440.00	6,424.00	6,498.40	5,803.22
	Interest		167.04	299.68	454.90	346.42	695.76
	Town Aid		1,419.50	2,484.00	2,284.00	2,531.00	2,255.00
	Total Receipts		169,201.97	190,955.13	250,055.19	375,440.01	212,016.96
Disbursements							
	Town Board		21,914.59	20,222.88	22,031.12	24,097.43	29,990.92
	Clerk/Treasurer		33,987.34	28,560.67	40,049.78	35,887.85	48,159.20
	Elections		8,779.07	400.00	8,339.10	377.50	6,600.72
	Publishing				39.00		
	Assessing		15,306.00	27,254.00	17,626.00	30,590.00	12,418.00
	Legal Services		1,852.50	640.00	1,312.50	5,965.00	5,017.50
	General Govern. Building & Plant		87,626.61	29,623.87	12,589.84	14,233.58	46,013.13
	General Office		8,844.97	9,386.96	15,910.32	8,960.38	25,023.38
	Amnesty Day		8,193.38	6,994.88	10,476.82	6,610.61	7,064.27
	Other General Government		58,603.55	20,604.43	3,479.20	16,617.94	18,430.98
	Cares Exp				62,750.00		
	Audit				7,125.00	7,475.00	22,790.00
	Planning & Zoning		2,435.00	1,788.18	2,602.38	2,190.61	2,475.38
	Employee Taxes						7,328.43
	Town Hall Capital Outlay			764.28	764.28		
	Police		722.53				
	R & B Ditch 36		520.00		4,695.02		
	Recycling		48,257.79	48,857.96	49,500.26	56,391.51	52,566.50
	Misc		\$425.00		2,566.38	2,092.00	959.51
	Total Disbursements		249,210.59	195,098.11	252,905.72	211,489.41	284,837.92
Breakdown of Employee Expense							
	Office/P&Z/Town Board		48272.13	45,308.67	57432.03	52,565.61	67,587.75
	Fica/Medicare/Pera		6054.09	5753.3	7381.48	6,894.76	7705.02

2022 Road & Bridge Fund Receipts

Silver Creek 2022								
				2018	2019	2020	2021	2022
201:Road & Bridge		Receipts						
	Current Ad Valorem Taxes			663,238.45	631,119.50	632,388.03	827,082.10	734,387.12
	Gravel Tax			11,070.74	17,346.68	34,103.97	23,691.34	31,529.96
	Local Government & Aids			9,371.80	21,269.23			
	Town Road Money			42,803.07	42,411.44	44,407.54	40,820.88	61,118.10
	Weed Rebate			861.18	814.85			1,594.70
	Misc. Revenue			396.00	500.00		319.00	100.00
	Sale of Mailbox, Fire # Permits			\$1,160.00	2,117.50	\$2,205.40	1,071.00	1,843.14
	Sale of Culverts			\$3,071.50	3,032.42	\$2,607.00	2,269.75	2,055.15
	Insurance Reimbursement						671.41	
	Interest			251.34	476.58	782.19	641.72	2,063.13
	Refunds & Reimbursements			2283.18	7981.54		3,597.21	5,103.02
	Township Mutal Aid Refund			55178.82	271.04			4,705.66
	Sale of Excess Equip & Tools			523.54	666.18	1165.83	470.57	
	Sales Tax Refund				1650.68	1871.85	2,051.53	941.08
	Total Receipts			790,209.62	729,657.64	719,531.81	902,686.51	845,441.06

2022 Road & Bridge Fund Disbursements

Account	Disbursements		2018	2019	2020	2021	2022
Maintenance Supplies(Gravel,etc)				97,138.20	108,285.70	64,409.21	50,985.70
Legal Services			3,433.75	10,811.25			
Other General Government			\$7,289.00	\$7,733.00	16,167.00	\$7,010.00	
Dust Control					3167.16	26,873.25	38869.65
Road Improvement					235,249.54	325,046.37	367,642.22
Road & Bridge Other Gen Expense			785,978.64	376,136.54	220,365.79	252,304.32	74,961.45
Road & Bridge-Capital Outlay			\$1,496.80			875.00	
Pick Up Truck			1,138.93	3,773.78	1,007.75	4,616.84	3,200.13
Sterling Truck			10,674.88	1,784.97			
Mack Truck 1			39,972.75	41,860.13	7,680.35	7,167.01	4,023.25
Mack Truck 2				52,959.79	45,708.88	44,936.24	52,013.71
Loader			10,264.82	4,767.91	4,979.49	7,705.25	6,341.98
Grader			43,387.04	12,457.95	9,662.13	7,372.95	7,331.93
Tractor			2,738.70	660.36	9,594.26	11,054.90	8,171.86
Lawn Mower				313.12		216.73	111.47
Roadside/Boom Mower			653.95	438.21	2,698.08	\$3,932.44	694.35
Rental							7,161.97
Roller			113.99	\$1,404.00	\$231.33	1,923.21	\$38.99
Fuel				30,021.95	21,963.86	29,560.21	29,430.69
Ice Removal-Salt			*29,400.46	24,536.97	14,258.11	19,250.82	56,570.1
Road & Bridge Equip		& Repair			3,630.00		
Weed Control			6,639.02	5,754.18	6,330.44	5,633.06	5,660.12
Playground							
Crackfilling						39,000.00	28,600.00
Engineering						18,830.00	17,574.41
Wages Full & Part Time			122,768.27	138,490.14	126,869.50	128,406.23	105,474.79
Fica/Medicare/Pera			18,215.98	19,505.56	18,429.99	18,698.93	12,024.14
Ins			18,305.52	18,884.60	10,750.32	21,495.36	14,630.25
Uniforms			592.32	660.04	801.37	814.16	663.25
Total Disbursements			913,782.27	672,552.31	710,979.87	877,717.81	760,383.98

Review of 2022

Road Improvements

- Asphalt Overlay
 - 143rd and Cushing
 - Bishop Ave.
- ChipSeal
 - Elder, Estes, 159th, Clementa, 127th, Armitage
 - Cancelled: Bishop and 156th St.
- All were roads as identified by the 2022 Engineer Street Study
 - Engineer 2022 Estimate: \$550,590
 - Not done: Barton 300', 156+CulDeSac
 - Township spent \$310,268.95

Road Maintenance

- Inslope/Ditch Work filling
- Chloride of gravel roads: 38,000 Gallons
 - 10,000 gallon increase from 2021
- Gravel Hauling: 7164 yards / Gravel Crushing: 14,026 tons
- 20,000 lbs of crack filling asphalt roads:
 - Covered approx. 1/3 of asphalt roads
- Normal road/ditch maintenance
- Gravel Pit Reclamation: None

Review of 2022

Township Hall Maintenance & Repairs

- Roof membrane on Town Hall.
- Gutters on North side of Hall to divert water leaking into HVAC.

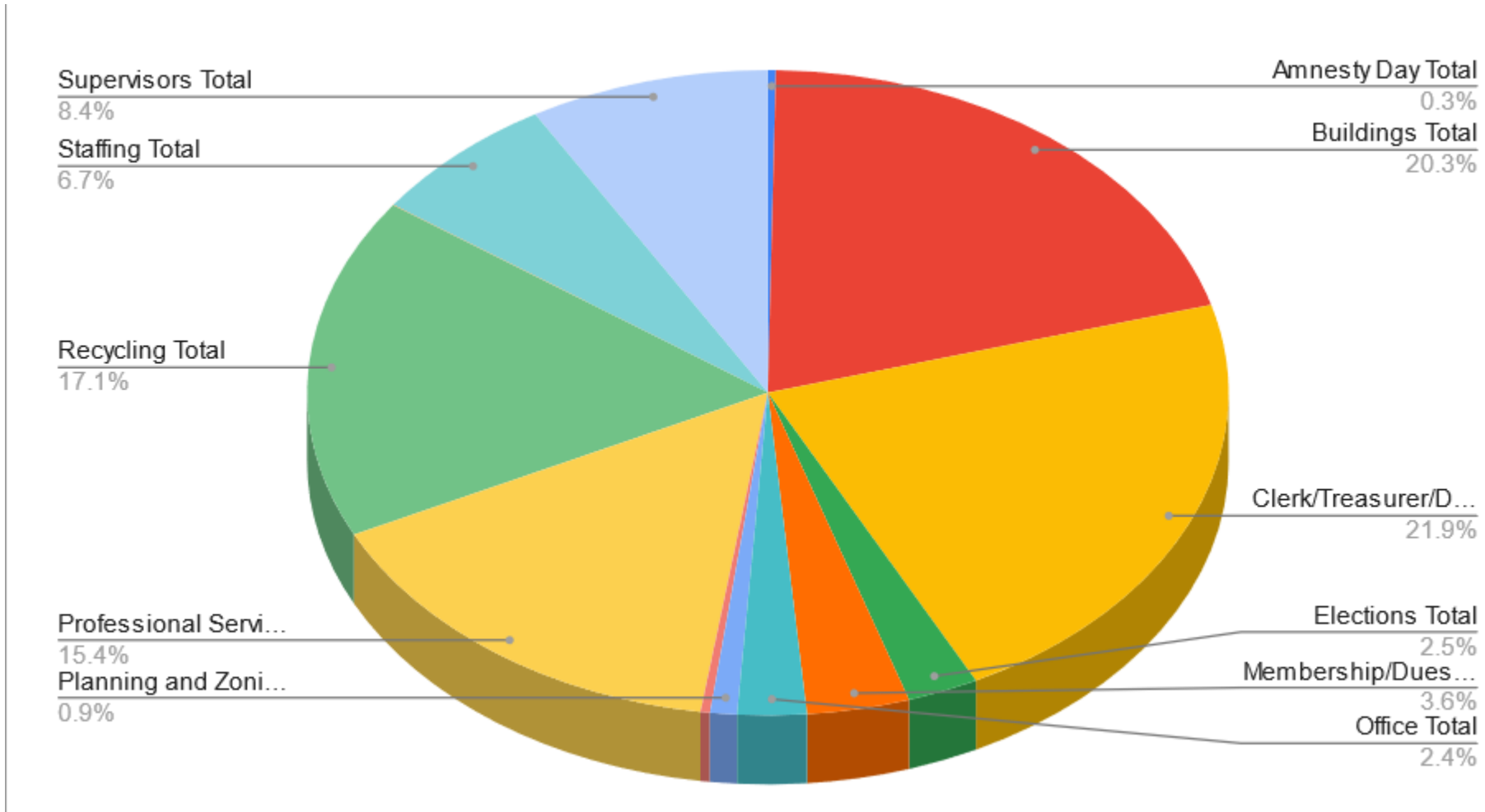
New Accounting Method

- Cash to Accrual
 - State Statue Requirement when Township reaches Population / Revenue
 - Town Clerk Can't do much of the work previously done under Cash
 - Cost tripled in 2022 to implement
 - 2021: \$7,475 to 2022: \$22,790

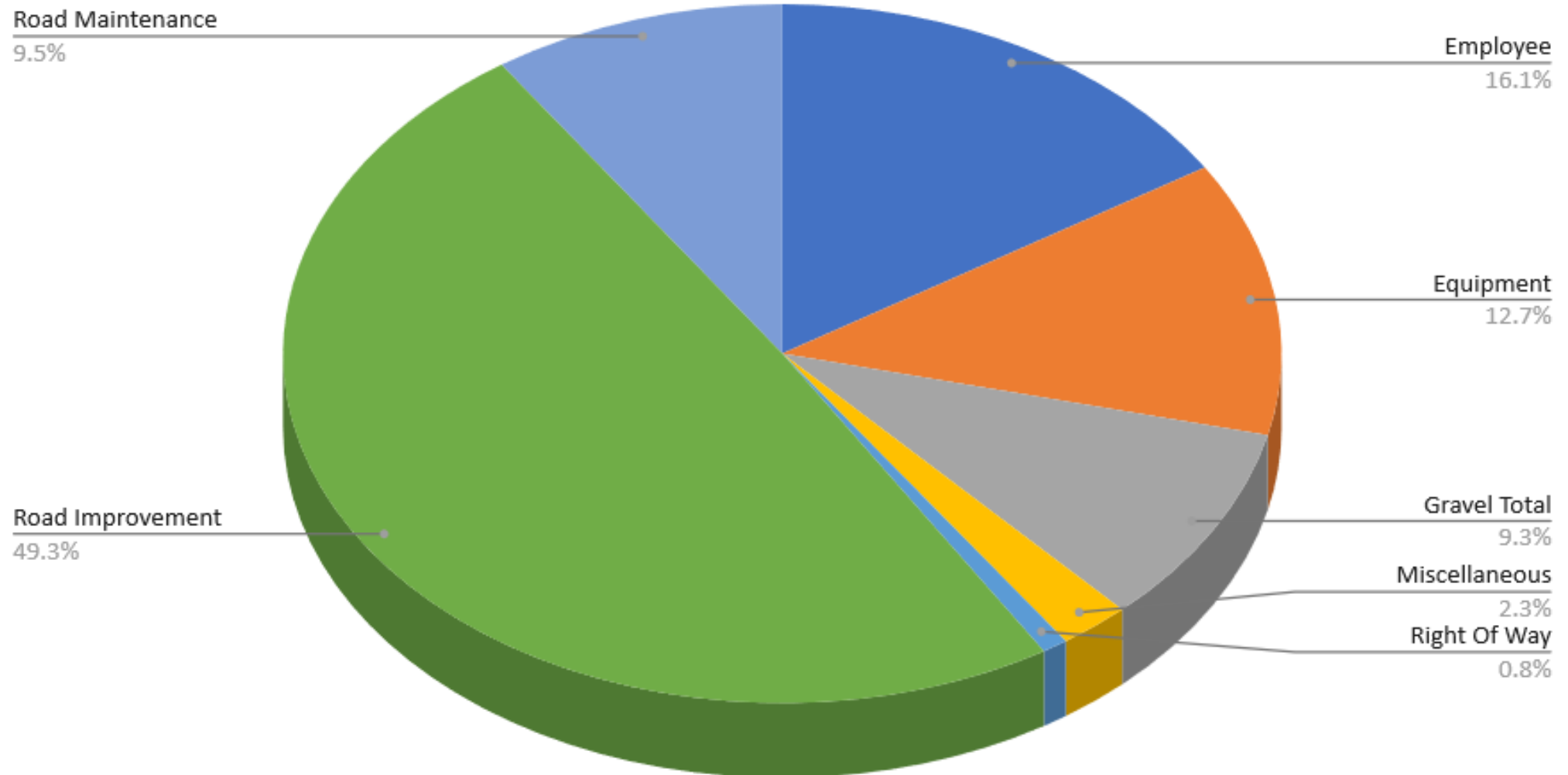
ARPA Federal Grant

- What is it?
 - American Rescue Plan Act Funds to be used by end of 2024
 - Township received \$271,457.08
- How used in 2022?
 - \$174,873.65 Bishop Ave Paving
 - \$ 23,978.21 Roof Repair: Membrane #2
 - \$ 2,525.00 Roof Repair: Gutters North Side
 - \$ 6,082.00 Doors: Hall and Shop
- Balance for 2023
 - \$63,998.22

2022 General Fund Spend



2022 Road and Bridge Spend



Plans for 2023

Road projects

- Continue in slope / ditch work with clay from yard pile
- Shouldering asphalt roads
- Crack Filling asphalt roads
- Graveling gravel roads
- Brush and Tree Trimming and Removal from Right of Ways
- Pit Reclamation
- Asphalt overlay
 - Bishop Avenue, 134th St, Franklin Ave, 116th St and Ferman Ave
- Chipseal
 - 156th St, Meridian Ave, 105th St, 97th St, Amery Ave, 101st St
- Bids have been requested.
 - \$490,103 Estimated Cost All Projects

Silver Creek Township Equipment List

Reporting Year	2013 Cat 140M2 Motor Grader	1998 Cat 938G Loader	2010 JD 6430 Tractor Mower	1998 JD F935 Lawn Mower	2003 Chev 4x4 ¾ ton w/plow	2015 Mack Dump Plow Truck	2019 Mack Dump Plow Truck
Jan 2019	2169 hrs	4540 hrs	3414 hrs	804 hrs	168112 mi	30129 mi	
Jan 2020	2706 hrs	4854 hrs	3930 hrs	846 hrs	180535 mi	38026 mi	6415 mi
Jan 2021	3261 hrs	5239 hrs	4354 hrs	892 hrs	189600 mi	44322 mi	16855 mi
Jan 2022	3710 hrs	5726 hrs	4833 hrs	901 hrs	199000 mi	50723 mi	25798 mi
Jan 2023	4053 hrs	5982 hrs	5252 hrs	Broken HRS Meter	207949 mi	53327 mi	32013 mi

2023 / 2024 Administrative, Building, and Equipment Needs

Silver Creek Township administrative, building/plant, and equipment costs are continuously evaluated throughout the year. Professional services, building maintenance, contracts, and rentals all continue to increase.

- **Administrative Increases (2020 – 2023)**

• Assessor	\$17,626	\$30,590	\$12,418	\$27,000
• Auditor	\$7,125	\$7,475	\$22,790	\$18,000
• Recycling	\$49,500	\$56,392	\$52,566	\$56,000

- **Town Hall Roof**

- Snow sliding off roof in front of main entry continues to be a problem. Roof snow guards were not replaced when roof membrane installed.

- **Town Hall Water Leak**

- Leak into the Town Hall HVAC vents will need to be evaluated.

- **Equipment trailer**

- Time and additional cost to not having trailer.

	2019	2020	2021	2022	2023
General Revenue	\$145,000	\$145,000	\$160,000	\$160,000	\$160,000
Road & Bridge Fund	\$645,000	\$645,000	\$840,000	\$740,000	\$1,040,000
Total Levy	\$790,000	\$790,000	\$1,000,000	\$900,000	\$1,200,000

5 Year Historical Levy (2019 - 2023)

Determining the 2024 Levy is based on review of past years history, receipts, and expenditures from activities in FY2019 - FY2023.

**TOTAL
Proposed 2024
LEVY
\$1,260,000**

With approval of the proposed levy for 2024, Silver Creek Township will be positioned to remain in solid financial status. We will be able to fund the Township budgets to meet public safety concerns and to best serve our Township Residents.

	2023	2024
General Revenue	\$160,000	\$220,000
Road & Bridge	\$1,040,000	\$1,040,000
Total Levy	\$1,200,000	\$1,260,000

Proposed Levy for 2024

For FY 2023, it will be a year of road maintenance, including asphalt overlays, gravel chip sealing, and crack filling, along with gravel production/hauling as the major expenditures.

The Board of Supervisors are requesting, \$1,260,000 to be approved by the residents of Silver Creek Township, for fiscal year 2024.

Recycling

The recycling contract could be reconsidered with West Central Sanitation when it ends December 2023. There is an increasing cost to this service, and it continues to go up. The recycling cost is estimated at \$58,000 FY2023.

The town could consider having a recycling dumpster placed at the town hall and residents would bring their recyclables to the bins. This would substantially lower townships costs and remove your curbside recycling container.

General Fund Expenditures for 2024

The Board of Supervisors is requesting that Township Citizens approve **expenditures of funds for memorials and recognitions, etc., and for lunch for workers at the annual Township cleanup day.** The request is for a **maximum of \$750.00** accumulated total for all such expenses for the year. This has been approved since 2014.

As required by law, this request must be approved by vote at the annual Township meeting.

*Next Annual
Meeting
Date and Time*

The next Annual Meeting date will be
March 12th, 2024

The meeting will commence at **7:00 pm** at,

Silver Creek Town Hall

3827 134th Street NW, Monticello, MN 55362

In case of inclement weather meeting will be one week later,
March 19st, 2024.



**THANK YOU FOR
ATTENDING**

**Motion for
Adjournment**