

CITY OF LANCASTER RATES, FEES AND APPOINTMENTS FOR 2024

Weekly water & electric 120.00
Monthly water & electric 275.00 OR \$1300 if paid in full
by June 1st (covers May1st-Sept 30th camping season)

On a motion by Stenquist, to approve the following Rates and Fees schedule, second by Bernstrom and carried with none voting against the 2024 Rates and Fees schedule was adopted at the Lancaster City Council Annual Meeting on January 10, 2024.

2024 RATES, FEES & APPOINTMENTS

Rates/fees set by this motion supersede any as set by Ordinance.

Acting Mayor to act if Mayor is absent: Kathy Bernstrom
Fire Chief: Casey Faken \$1,800.00 annual salary
Assistant Fire Chiefs: Tyler Swenson and Clark Weleski-no annual salary
Fire Dept. fire reporting clerk: Lindsey Groves \$575 per year as independent contractor-
uses own computer and sets own hours

Responsibility areas: City buildings – Teri Halvorson
City Services, City Employees & Equip – Mike Olson
City Infrastructure-Mike Olson
Liquor Store – John Stenquist
Park/Recreation – Krista Matthew
Fire Department – Mike Olson
Economic Development –Kathy Bernstrom
Emergency Management Director-Mike Olson
Reimbursement Rate -0- (LCC code)

Board Appointments: Lancaster EDA-City Council-no appointed at large members
Kittson Co. Affordable Housing-Kathy Bernstrom
Floodplain Board of Appeals/Adjustment-Mayor and Council

Safety Committee member to NW Regional Safety Group-Clerk

Council Per Diems (this includes committees and other classes/meetings attended)

Mayor – \$150 per mtg.

Council – \$100 per mtg.

Mileage – current IRS mileage rate

Meals: In State-Breakfast/Lunch/Dinner \$15/\$20/\$28 Out State- B/L/D \$20/\$30/\$40

Hotels: In State \$175 Out State \$250

Fire Service Charges: \$500.00 (minimum charge for first hour)- \$1,000.00 (maximum fee). Refer to current DNR rate schedule for equipment and labor costs to respond to state and federal calls for service.

Official Newspaper: Kittson County Enterprise

Official Depositories: United Valley Bank; American Federal Bank; Border State Bank and 4M Fund (MN Municipal Money Market fund)

Officials allowed to sign checks and Certificates of Deposits: Mayor, Mike Olson; Acting Mayor, Kathy Bernstrom, and Clerk/Treasurer, Carol Johnson with a minimum of 2 signatures required on each check.

Designated Business Administrator with the authority to make Electronic Funds Transfers (EFT)-Clerk/Treas. Carol Johnson

Official Insurance Agent: Dan Sjostrand Agency

City Adopts the MN Historical Society and State Archive records retention guidelines.

BUILDING RENTAL RATES: See rental rates sheet

Camping fees:	Tent Site	15.00
	Daily water& electric	20.00

Permits: Peddlers daily 50.00
Beer 3.2 daily 50.00
Restaurant 3.2 Beer & Wine On-Sale Annual 250.00-effective licenses starting 1/1/2018
Off sale 3.2 Annual 250.00-effective licenses starting 1/1/2018

Clerk has approval effective each January 1 with the passing of the rates & fees schedule to pay any bills necessary to avoid late payments, receive discounts & meet payroll and all payroll expenses.

1/10/2024 Council approved annual appropriation of \$5,000.00 to Lancaster Business Association for Annual Events.

Mayor and or Clerk have preapproval to sign gambling bingo and raffle application requests for other in county entities that are holding events in the Community Center.

Public Works Equipment/man hour rates: Payloader \$150/hr.; John Deere Tractor & Woods Rotary Mower \$150/hr.; JD Front Mount Mower \$125/hr.; and Employee rate for all other issues not involving Equipment \$45.00/hr. All of these items will be billed at a minimum of 1 hour per time.
NOT FOR GENERAL HIRE-ONLY IF CITY ABATEMENT NEEDED.

Water Rates: Minimum 6000 gallons and less \$68.00/quarter and \$7.50/each 1000 gallons used above the minimum.

Sewer Rates: (Based on gallons of water used) Minimum 6000 gallons & less \$66.00/quarter and \$7.00/each 1000 gallon of water used above the minimum.
Water Tower Paint/Maintenance fee per hookup \$15.00/Quarter.

Industrial Party Special Sewer Rate: (if water usage exceeds 30k) sewer rate is \$18.80/1000 on all usage above 30k

Bulk Water rates: \$16.00/1000 Gallon-minimum of 2000 Gal/\$32.00

New account fee: \$35 (if water is currently on). Hookup fee: \$50.00.

Meter Damage fees: \$150.00 for inside water meter and \$50 for outside meter reader. Insufficient Funds Check charges are \$30.00/check and will be added to the customer's water/sewer account

Interest rate on overdue accounts 10% per annum. Minimum fee \$5.00/month.

Water Tower Paint fee: \$15.00 per quarter

Mosquito Spraying fee: \$10.50 per quarter

Special Assessments: eff. 1/1/17: New Water Hookups \$4,500.00, 20 yr. assessment with 5% interest per year & Effective 1/1/17 new Sewer Hookups \$4,500.00, 20 yr. assessment with 5% interest per year. All Extensions will be reviewed by the council, and may at the council's discretion be charged higher Water & Sewer hookup fees. EXTENSIONS CAN BE DENIED. NOTE: North Kittson Rural Water Special Assessments as applied to other city hookups also apply.

This certification is being completed by Carol Johnson, Lancaster City Clerk/Treasurer on January 10, 2024.

(January 17, 2024)