

WATERFORD TOWNSHIP



"where the path from the past and the future meets"

DATE: January 27, 2022
TO: Waterford Town Supervisors
FROM: Town Clerk Elizabeth Wheeler
Town Treasurer Steven Wheeler
RE: Fund 285 – Audit Findings

Building Permits Prior to 2021

1. All building permits fees were coded to Fund 100
2. No visibility in CTAS as to fee breakdowns (Building Official, Township, State Surcharge, Admin Fee)
3. Clerk kept spreadsheet showing building permits and the breakdowns for each year 2017-2021 for reporting to state and county.

Ramifications of not coding building permits to its own fund

1. No annual audit & deposition of the various fees as documentation for the Municipal Fee & Expense Report (Minnesota Statute 326B.145).
2. Revenue & Admin Fees remained unaccounted for in Fund 100.
3. Revenue & Admin Fees from 2017 – 2020 did not get used in the budgeting processing.

2021 – Established Fund 285 – upon recommendation of CTAS trainer Lucinda Messman

1. Self-balancing fund for visibility, accountability, reporting and budgeting.
2. Code all permits with fee accountability using account numbers within the Fund.
 - a. 285-32211 – Building Official Fees
 - b. 285-32212 – Admin Fee
 - c. 285-32213 – Township Revenue Fee
 - d. 285-32214 – State Surcharge.
3. Performed year end audit of Fund 285 against 2021 Building Permit spreadsheet.

Result of Audit

1. Coding of all account permits and account numbers were consistent and accurate.

Fund balance following audit as follows:

1. Transfer \$6,393.01 to Fund 286 – per Resolution R2022-07
2. Retain \$1,022.36 to pay January MNSPECTS claim for permits WT2021-00076 & WT2021-00079
3. Retain \$30.50 for 4th quarter Minnesota Surcharge claim to be paid in February.

Future of Fund 285

1. Code all building permits into Fund 285 & audit at year end.
2. Transfer audited Revenue & Admin Fees to Fund 286

2021 WATERFORD BUILDING PERMITS

RECEIPT #	Amount	DATE	PERMIT #		PID #	ADDRESS	VALUATION	TYPE	TOTAL	MNSPECT Permit Fee	MNSPECT Plan Review	FILING FEE	TOWNSHIP	STATE
		MAY												
N/A	N/A	N/A	WT-2021-00017	VOID - Duplicate entry										
N/A	N/A	N/A	WT-2021-00018	VOID - Duplicate entry										
N/A	N/A	N/A	WT-2021-00019	VOID - Duplicate entry										
21025	\$ 126.00	5/3/2021	WT-2021-00020	Sonja Moore	41-83400-02-050	3825 W. 321st. St.	\$ 13,740.00	Re-Roof	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
N/A	N/A	N/A	WT-2021-00021	VOID - Duplicate entry										
21029	\$ 997.76	5/17/2021	WT-2021-00022	John Tripp	41-03000-75-030	32601 Northfield Blvd	\$ 40,000.00	Remodel	\$ 997.76	\$ 452.40	\$ 363.51	\$ 50.00	\$ 111.85	\$ 20.00
see # 21023	\$ 101.00	4/28/2021	WT-2021-00023	Vincent Sommers	41-03000-25-060	32040 Danbury Avenue	\$ -	Mechancial & Gas Line Check	\$ 101.00	\$ 80.00	\$ -	\$ -	\$ 20.00	\$ 1.00
N/A	N/A	N/A	WT-2021-00024	Void - duplicate of #WT-2021-00025										
21026	\$ 126.00	5/17/2021	WT-2021-00025	Harold Veness	41-02800-51-010	2361 W. 330th St.	\$ 60,540.00	Re-roof house, garage & 2 hog barns	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
21027	\$ 126.00	5/17/2021	WT-2021-00026	Harold Veness	41-02800-51-010	2361 W. 330th St.	\$ 44,676.00	Re-siding	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
21030	\$ 500.00	5/20/2021	WT-2021-00027	Jeremy Hempel	41-02900-75-013	32560 Canada Ave.	\$ 50,000.00	Four Season Porch	\$ 1,169.41	\$ 533.20	\$ 429.16	\$ 50.00	\$ 132.05	\$ 25.00
21043	\$ 939.85	7/7/2021	WT-2021-00027	Hempel (2 checks - 1 permit)										
21035	\$ 126.00	6/1/2021	WT-2021-00028	MKS Properties, Inc. - Schultz	41-03000-28-021	32072 Dresden Ave	\$ 11,821.00	Re-Roof	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
21032	\$ 126.00	5/28/2021	WT-2021-00029	Shannon Conroy	41-03000-01-031	32075 Colorado Ave	\$ 22,000.00	Re-Roof	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
N/A	N/A	N/A	WT-2021-00030	Void - Duplicate entry for Simpson permit 00031 & 00032										
		JUNE												
21035	\$ 126.00	6/1/2021	WT-2021-00031	Jeanne Simpson	41-83400-02-020	3775 321st W.	\$ 35,167.00	Reroof	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
21035	\$ 126.00	6/1/2021	WT-2021-00032	Jeanne Simpson	41-83400-02-020	3775 321st W.	\$ 28,440.00	ReSide	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
21040	\$ 449.00	6/18/2021	WT-2021-00033	Little Hill Berry Farm	41-01900-53-032	4339 W 320th St.	\$ 14,421.00	Commerical Mechanical - in floor	\$ 449.00	\$ 267.75	\$ 174.04	\$ -	\$ -	\$ 7.21
21036	\$ 126.00	6/9/2021	WT-2021-00034	Greg Nelson	41-11900-01-010	32300 Canada Ave	\$ 22,749.00	ReSide	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
21037	\$ 126.00	6/11/2021	WT-2021-00035	May Wendstad	41-05000-06-012	3472 280th St.	\$ 24,727.00	Reroof	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
see #21043	N/A	N/A	WT-2021-00036	Jeremy Hempel	41-02900-75-013	32560 Canada Ave.	\$ 2,209.00		\$ 270.44	\$ 164.60	\$ 64.84		\$ 39.90	\$ 1.10
21039	\$ 126.00	6/25/2021	WT-2021-00037	Glen Grisim	41-01900-05-020	3625 313th St. W.	\$ 25,365.31	Re-roof	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
		JULY												
21042	\$ 126.00	7/7/2021	WT-2021-00038	Joyce Vaugan	41-01800-03-012	3900 300th St.	\$ 11,293.00	Re-roof	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
21044	\$ 126.00	7/7/2021	WT-2021-00039	Theodore Mattson	41-83400-05-031	3785 Upper 321st St.	\$ 13,759.00	Re-roof	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
21045	\$ 126.00	7/9/2021	WT-2021-00040	Frank Gerdesmeier	41-83400-01-020	3745 321st St. W.	\$ 17,000.00	Re-roof	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
21046	\$ 126.00	7/12/2021	WT-2021-00041	Nathan Bertram	41-01900-04-012	31293 Dahomey Ave.	\$ 16,000.00	Re-roof	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
21049	\$ 126.00	7/23/2021	WT-2021-00042	Kristen Mortensen	41-02100-75-012	31630 Barnard Ave	\$ 33,000.00	Re-roof	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
21047	\$ 126.00	7/15/2021	WT-2021-00043	Scott Sevcik	41-01600-25-012	2740 300th St. W.	\$ 10,000.00	Re-roof	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
21047	\$ 126.00	7/15/2021	WT-2021-00044	Jay Storlie	41-00800-76-014	2865 300th St. W.	\$ 10,000.00	Re-roof	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
N/A	N/A	N/A	WT-2021-00045	Duplicate of WT-2021-00044										
21048	\$ 126.00	7/17/2021	WT-2021-00046	Arianna Graves	41-83400-04-010	32115 Cornell Ave	\$ 10,000.00	Re-roof	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
21048	\$ 126.00	7/17/2021	WT-2021-00047	Arianna Graves	41-83400-04-010	32115 Cornell Ave	\$ 20,000.00	Re-siding	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
21056	\$ 126.00	7/21/2021	WT-2021-00048	Timothy Gallagher	41-02100-50-011	31536 Cannon River Blvd	\$ 40,776.33	Re-roof	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
21050	\$ 126.00	7/26/2021	WT-2021-00049	Michelle Scheglowski	41-00900-51-013	2391 300th St. W	\$ 20,000.00	Re-roof	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00
21057	\$ 126.00	7/26/2021	WT-2021-00050	Lois Jones	41-02100-26-014	31465 Cannon River Blvd	\$ 22,400.00	Re-roof	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00

2021 WATERFORD BUILDING PERMITS

RECEIPT #	Amount	DATE	PERMIT #		PID #	ADDRESS	VALUATION	TYPE	TOTAL	MNSPECT Permit Fee	MNSPECT Plan Review	FILING FEE	TOWNSHIP	STATE	
		NOVEMBER													
21088	\$ 201.00	11/10/2021	WT-2021-00080	Bonnie Horejsi	41-83400-02-040	3795 W. 321st. W		Re-siding	\$ 201.00	\$ 120.00	\$ -	\$ 50.00	\$ 30.00	\$ 1.00	
21088	\$ 126.00	11/10/2021	WT-2021-00081	Bonnie Horejsi	41-83400-02-040	3795 W. 321st. W		Re-roof	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00	
21090	\$ 126.00	11/22/2021	WT-2021-00082	Joyce Vaughan	41-01800-03-012	3900 300th St.		Garage Windows & Garage Door	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00	
21091	\$ 126.00	11/22/2021	WT-2021-00083	Bryan Nelson	41-11900-01-090	32466 Canada Ave		Re-Siding	\$ 126.00	\$ 60.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00	
21091	\$ 131.00	11/22/2021	WT-2021-00084	Bryan Nelson	41-11900-01-090	32466 Canada Ave		All windows & 2 patio doors	\$ 131.00	\$ 65.00	\$ -	\$ 50.00	\$ 15.00	\$ 1.00	
		DECEMBER													
									\$ -						
									\$ -						
									\$ -						
									\$ 2,605,992.20	\$ 31,984.78	\$ 16,200.20	\$ 8,541.79	\$ 3,500.00	\$ 2,893.01	\$ 849.78

STATE SURCHARGE - ANNUAL AUDIT		
1st Qrt	April	\$ 38.09
2nd Qrt	July	\$ 615.03
3rd Qrt	Sept	\$ 64.53
4th Qrt	Feb-22	\$ 32.13
		\$ 749.78

Note: MNSPECT has been paid for all permits on this reconciliation
 Note: State Surcharge 4th qrt will be paid February - \$57.13 - \$ 25.00 = \$32.13
 Note: Township retains \$25.00 per quarter or \$100.00 per year on state surcharge

CTAS ACCOUNTING SOFTWARE FIGURES \$ 33,343.12 \$ 24,741.99 \$ 3,500.00 \$ 2,893.01 \$ 849.78
 Refunds - \$1,000 (#8236)& \$358.34 (#8250) \$ 1,358.34
 AUDIT OF SPREADSHEET, INVOICES & CTAS \$ 31,984.78

	FILING FEE	TOWNSHIP	TOTAL
Transfer The Total of the Filing & Township Fees to Fund 286	\$ 3,500.00	\$ 2,893.01	\$ 6,393.01

\$ 849.78	Total	
\$ 749.78	State	
\$ 100.00	Township Retains	

01/01/2021 To 12/31/2021

Fund Name: 285 Building Permits **Budget** \$0.00
Account Number: 285-42401-313
Account Name: Building Inspections Administration
Object Code Name: Building Permits - Building Official Fees

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
2/8/2021	MNSPECT LLC	8195	\$60.00	\$60.00	(\$60.00)
4/12/2021	MNSPECT LLC	8208	\$1,126.87	\$1,186.87	(\$1,186.87)
4/12/2021	MNSPECT LLC	8209	\$1,265.66	\$2,452.53	(\$2,452.53)
6/14/2021	MNSPECT LLC	8245	\$10,566.31	\$13,018.84	(\$13,018.84)
6/14/2021	MNSPECT LLC	8254	\$4,149.93	\$17,168.77	(\$17,168.77)
8/9/2021	MNSPECT LLC	8271	\$876.79	\$18,045.56	(\$18,045.56)
9/13/2021	MNSPECT LLC	8278	\$1,911.80	\$19,957.36	(\$19,957.36)
9/13/2021	MNSPECT LLC	8278	\$665.00	\$20,622.36	(\$20,622.36)
10/11/2021	MNSPECT LLC	8295	\$1,645.87	\$22,268.23	(\$22,268.23)
11/8/2021	MNSPECT LLC	8306	\$1,069.14	\$23,337.37	(\$23,337.37)
12/13/2021	MNSPECT LLC	8312	\$365.00	\$23,702.37	(\$23,702.37)

Fund Name: 285 Building Permits **Budget** \$0.00
Account Number: 285-42401-314
Account Name: Building Inspections Administration
Object Code Name: Building Permits - MN State Surcharge

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
4/12/2021	Minnesota Dept of Labor and Industr	8206	\$38.09	\$38.09	(\$38.09)
7/12/2021	Minnesota Dept of Labor and Industr	8261	\$615.03	\$653.12	(\$653.12)
10/11/2021	Minnesota Dept of Labor and Industr	8294	\$64.53	\$717.65	(\$717.65)

Fund Name: 285 Building Permits **Budget** \$0.00
Account Number: 285-42401-439
Account Name: Building Inspections Administration
Object Code Name: Refund

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
5/10/2021	Little Hill Berry Farm % Aaron Will	8236	\$1,000.00	\$1,000.00	(\$1,000.00)
6/14/2021	Charles Tennessen	8250	\$358.34	\$1,358.34	(\$1,358.34)

285 Building Permits Totals

Total Payments for the Year **\$25,778.36**
Total Budget **\$0.00**
(-) Over / Under Budget **(\$25,778.36)**

Fund Name: 285 - 285 Building Permits

Date Range: 01/01/2010 To 01/03/2022

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
02/08/2021	MNSPECT LLC	8195	Invoice #8549 residential inspections	N	Building Inspections Administration	285-42401-313-	\$ 60.00
		Total For Check	8195				\$ 60.00
04/12/2021	Minnesota Dept of Labor and Industr	8206	Bldg. Permit Surcharge First Quarter 2021 Report	N	Building Inspections Administration	285-42401-314-	\$ 38.09
		Total For Check	8206				\$ 38.09
04/12/2021	MNSPECT LLC	8208	Invoice #8586 residential and commercial inspections	N	Building Inspections Administration	285-42401-313-	\$ 1,126.87
		Total For Check	8208				\$ 1,126.87
04/12/2021	MNSPECT LLC	8209	Invoice #8610 residential and commercial inspections	N	Building Inspections Administration	285-42401-313-	\$ 1,265.66
		Total For Check	8209				\$ 1,265.66
05/10/2021	Little Hill Berry Farm % Aaron Will	8236	Return of deposit for bldg permit WT-2021-00007. Permit paid in full on 4-28-21.	N	Building Inspections Administration	285-42401-439-	\$ 1,000.00
		Total For Check	8236				\$ 1,000.00
06/14/2021	MNSPECT LLC	8245	Invoice #8635 residential and commercial inspections	N	Building Inspections Administration	285-42401-313-	\$ 10,566.31
		Total For Check	8245				\$ 10,566.31
06/14/2021	Charles Tennesen	8250	Refund of deposit money from WT-2021-00014	N	Building Inspections Administration	285-42401-439-	\$ 358.34
		Total For Check	8250				\$ 358.34
06/14/2021	MNSPECT LLC	8254	Invoice #8662 residential and commercial inspections	N	Building Inspections Administration	285-42401-313-	\$ 4,149.93
		Total For Check	8254				\$ 4,149.93
07/12/2021	Minnesota Dept of Labor and Industr	8261	Bldg. Permit Surcharge Second Quarter 2021 Report	N	Building Inspections Administration	285-42401-314-	\$ 615.03
		Total For Check	8261				\$ 615.03
08/09/2021	MNSPECT LLC	8271	Invoice #8690 residential and commercial inspections	N	Building Inspections Administration	285-42401-313-	\$ 876.79

Fund Name: 285 - 285 Building Permits

Date Range: 01/01/2010 To 01/03/2022

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		Total For Check	8271				\$ 876.79
09/13/2021	MNSPECT LLC	8278	Invoices #8713 08/14/21 & 8749 09-2-21 residential and commercial inspections	N	Building Inspections Administration	285-42401-313-	\$ 1,911.80
		8278				285-42401-313-	\$ 665.00
		Total For Check	8278				\$ 2,576.80
10/11/2021	Minnesota Dept of Labor and Industr	8294	Bldg. Permit Surcharge Third Quarter 2021 Report	N	Building Inspections Administration	285-42401-314-	\$ 64.53
		Total For Check	8294				\$ 64.53
10/11/2021	MNSPECT LLC	8295	Invoices #8781 Building Permits	N	Building Inspections Administration	285-42401-313-	\$ 1,645.87
		Total For Check	8295				\$ 1,645.87
11/08/2021	MNSPECT LLC	8306	Invoices #8807 Building Permits	N	Building Inspections Administration	285-42401-313-	\$ 1,069.14
		Total For Check	8306				\$ 1,069.14
12/13/2021	MNSPECT LLC	8312	Invoices #8815 Building Permits	N	Building Inspections Administration	285-42401-313-	\$ 365.00
		Total For Check	8312				\$ 365.00
Total For Selected Checks							\$ 25,778.36

01/01/2021 12/31/2021

Fund Name: 285 Building Permits

Budget: \$0.00

Account Number: 285-32211

Account Name: Building Permits - Building Official Fees

<u>Date</u>	<u>Remitter</u>	<u>Receipt Number</u>	<u>Amount Received</u>	<u>Year To Date Received</u>	<u>Budget Balance</u>
01/07/2021	Eugene Allen	12410*	\$60.00	\$60.00	\$60.00
03/01/2021	Millersberg Construction, LLC	21007*	\$1,126.87	\$1,186.87	\$1,186.87
03/05/2021	Lodermeir's Inc.	21008*	\$1,000.00	\$2,186.87	\$2,186.87
03/10/2021	SEMA Equipment, Inc	21009*	\$1,204.91	\$3,391.78	\$3,391.78
03/31/2021	Millersberg Construction, LLC	21012	\$60.00	\$3,451.78	\$3,451.78
04/21/2021	Kristen Hempel	21014	\$500.00	\$3,951.78	\$3,951.78
04/21/2021	Kristen Hempel	21015	\$428.07	\$4,379.85	\$4,379.85
04/21/2021	Little Hill Berry Farm % Aaron Will	21016	\$1,000.00	\$5,379.85	\$5,379.85
04/21/2021	Star Exteriors LLC	21017	\$60.00	\$5,439.85	\$5,439.85
04/21/2021	Millersberg Construction, LLC	21018	\$60.00	\$5,499.85	\$5,499.85
04/21/2021	Ryan Windows & Siding Inc.	21019	\$60.00	\$5,559.85	\$5,559.85
04/28/2021	Lodermeir's Inc.	21020	\$6,012.87	\$11,572.72	\$11,572.72
04/28/2021	Little Hill Berry Farm % Aaron Will	21021*	\$2,505.37	\$14,078.09	\$14,078.09
05/01/2021	Charles Tennesen	21022	\$438.45	\$14,516.54	\$14,516.54
05/01/2021	Vincent Sommer	21023	\$500.00	\$15,016.54	\$15,016.54
05/03/2021	Millersberg Construction, LLC	21025	\$60.00	\$15,076.54	\$15,076.54
05/17/2021	Millersberg Construction, LLC	21026	\$60.00	\$15,136.54	\$15,136.54
05/17/2021	Millersberg Construction, LLC	21027	\$60.00	\$15,196.54	\$15,196.54
05/18/2021	Cedar Valley Construction Inc	21030	\$500.00	\$15,696.54	\$15,696.54
05/24/2021	Earthwood LLC	21029	\$815.91	\$16,512.45	\$16,512.45
05/27/2021	Keith Pumper Plumbing & Heating Inc	21031	\$1,124.06	\$17,636.51	\$17,636.51
05/27/2021	Keith Pumper Plumbing & Heating Inc	21031	\$487.99	\$18,124.50	\$18,124.50
05/28/2021	Shannon Conroy	21032	\$60.00	\$18,184.50	\$18,184.50
06/01/2021	Capital Construction LLC	21035	\$180.00	\$18,364.50	\$18,364.50
06/09/2021	Millersberg Construction, LLC	21036	\$60.00	\$18,424.50	\$18,424.50
06/11/2021	Millersberg Construction, LLC	21037	\$60.00	\$18,484.50	\$18,484.50
06/18/2021	Vincent Sommer	21038	\$901.86	\$19,386.36	\$19,386.36
06/18/2021	Keith Pumper Plumbing & Heating Inc	21040	\$441.79	\$19,828.15	\$19,828.15
06/25/2021	Capital Construction LLC	21039	\$60.00	\$19,888.15	\$19,888.15
07/07/2021	Bayport Roofing & Siding LLC	21042	\$60.00	\$19,948.15	\$19,948.15
07/07/2021	Kristen & Jeremy Hempel	21043	\$691.80	\$20,639.95	\$20,639.95
07/07/2021	G & G Roofing Inc	21044	\$60.00	\$20,699.95	\$20,699.95
07/09/2021	Star Exteriors LLC	21045	\$60.00	\$20,759.95	\$20,759.95
07/12/2021	Bertram Building & Remodeling Inc	21046	\$60.00	\$20,819.95	\$20,819.95
07/15/2021	MGR Construction, Inc	21047	\$120.00	\$20,939.95	\$20,939.95
07/17/2021	Four Corners Construction Inc,	21048	\$120.00	\$21,059.95	\$21,059.95
07/23/2021	HPS LLC	21049	\$60.00	\$21,119.95	\$21,119.95
07/23/2021	MGR Construction, Inc	21050	\$60.00	\$21,179.95	\$21,179.95
08/09/2021	Budget Exteriors Inc.	21054	\$60.00	\$21,239.95	\$21,239.95
08/11/2021	Vaughn Construction Inc.	21055	\$60.00	\$21,299.95	\$21,299.95
08/11/2021	Capital Construction LLC	21056	\$60.00	\$21,359.95	\$21,359.95
08/11/2021	NexGen Exteriors Inc.	21057	\$60.00	\$21,419.95	\$21,419.95
08/11/2021	MGR Construction, Inc	21058	\$60.00	\$21,479.95	\$21,479.95
08/11/2021	Capital Construction LLC	21059	\$120.00	\$21,599.95	\$21,599.95
08/11/2021	Window Concepts of Minnesota Inc.	21060	\$65.00	\$21,664.95	\$21,664.95
08/13/2021	MGR Construction, Inc	21061	\$60.00	\$21,724.95	\$21,724.95
08/17/2021	Wise Choice Construction, Inc.	21062	\$60.00	\$21,784.95	\$21,784.95
08/18/2021	Millersberg Construction, LLC	21063	\$60.00	\$21,844.95	\$21,844.95
08/18/2021	Millersberg Construction, LLC	21064	\$60.00	\$21,904.95	\$21,904.95
08/30/2021	Advantage Construction Inc.	21065	\$60.00	\$21,964.95	\$21,964.95
09/01/2021	G & G Roofing Inc	21066	\$60.00	\$22,024.95	\$22,024.95
09/03/2021	MGR Construction, Inc	21067	\$60.00	\$22,084.95	\$22,084.95
09/13/2021	Millersberg Construction, LLC	21068	\$60.00	\$22,144.95	\$22,144.95
09/14/2021	Four Corners Construction Inc,	21069	\$60.00	\$22,204.95	\$22,204.95
09/14/2021	Fireside Hearth & Home Retail Permi	21070	\$60.00	\$22,264.95	\$22,264.95
09/17/2021	Millersberg Construction, LLC	21071	\$60.00	\$22,324.95	\$22,324.95
09/20/2021	G & G Roofing Inc	21072	\$120.00	\$22,444.95	\$22,444.95
09/23/2021	Travis Pasch	21073	\$60.00	\$22,504.95	\$22,504.95
09/23/2021	MGR Construction, Inc	21074	\$60.00	\$22,564.95	\$22,564.95
09/23/2021	Millersberg Construction, LLC	21075	\$1,105.87	\$23,670.82	\$23,670.82

01/01/2021 12/31/2021

09/25/2021	Raven Builders Inc.	21076*	\$500.00	\$24,170.82	\$24,170.82
10/11/2021	Boudreau Farms, Inc.	21080	\$60.00	\$24,230.82	\$24,230.82
10/19/2021	Raven Builders Inc.	21081	\$389.14	\$24,619.96	\$24,619.96
10/26/2021	Willard Wagner	21082	\$500.00	\$25,119.96	\$25,119.96
11/01/2021	Michael Rutten	21084	\$60.00	\$25,179.96	\$25,179.96
11/01/2021	Millersberg Construction, LLC	21085	\$60.00	\$25,239.96	\$25,239.96
11/07/2021	Willard Wagner	21087	\$462.36	\$25,702.32	\$25,702.32
11/10/2021	Daniel J. Pumper Constr LLC	21088	\$180.00	\$25,882.32	\$25,882.32
11/22/2021	Douglas J Vaughan	21090	\$60.00	\$25,942.32	\$25,942.32
11/22/2021	Bryan Nelson	21091	\$125.00	\$26,067.32	\$26,067.32

285 Building Permits Totals

Total Received for the year **\$26,067.32**

Total Budget

Over / (-) Under Budget

01/01/2021 12/31/2021

Fund Name: 285 Building Permits

Budget: \$0.00

Account Number: 285-32212

Account Name: Building Permits - Township Admin Fees

<u>Date</u>	<u>Remitter</u>	<u>Receipt Number</u>	<u>Amount Received</u>	<u>Year To Date Received</u>	<u>Budget Balance</u>
01/25/2021	Eugene Allen	12411*	\$50.00	\$50.00	\$50.00
03/01/2021	Millersberg Construction, LLC	21006*	\$50.00	\$100.00	\$100.00
03/10/2021	SEMA Equipment, Inc	21009*	\$50.00	\$150.00	\$150.00
03/31/2021	Millersberg Construction, LLC	21012	\$50.00	\$200.00	\$200.00
04/21/2021	Kristen Hempel	21015	\$50.00	\$250.00	\$250.00
04/21/2021	Star Exteriors LLC	21017	\$50.00	\$300.00	\$300.00
04/21/2021	Millersberg Construction, LLC	21018	\$50.00	\$350.00	\$350.00
04/21/2021	Ryan Windows & Siding Inc.	21019	\$50.00	\$400.00	\$400.00
04/28/2021	Lodermeir's Inc.	21020	\$50.00	\$450.00	\$450.00
04/28/2021	Little Hill Berry Farm % Aaron Will	21021*	\$100.00	\$550.00	\$550.00
05/01/2021	Charles Tennesen	21022	\$50.00	\$600.00	\$600.00
05/03/2021	Millersberg Construction, LLC	21025	\$50.00	\$650.00	\$650.00
05/17/2021	Millersberg Construction, LLC	21026	\$50.00	\$700.00	\$700.00
05/17/2021	Millersberg Construction, LLC	21027	\$50.00	\$750.00	\$750.00
05/24/2021	Earthwood LLC	21029	\$50.00	\$800.00	\$800.00
05/27/2021	Keith Pumper Plumbing & Heating Inc	21031	\$50.00	\$850.00	\$850.00
05/28/2021	Shannon Conroy	21032	\$50.00	\$900.00	\$900.00
06/01/2021	Capital Construction LLC	21035	\$150.00	\$1,050.00	\$1,050.00
06/09/2021	Millersberg Construction, LLC	21036	\$50.00	\$1,100.00	\$1,100.00
06/11/2021	Millersberg Construction, LLC	21037	\$50.00	\$1,150.00	\$1,150.00
06/18/2021	Vincent Sommer	21038	\$50.00	\$1,200.00	\$1,200.00
06/25/2021	Capital Construction LLC	21039	\$50.00	\$1,250.00	\$1,250.00
07/07/2021	Bayport Roofing & Siding LLC	21042	\$50.00	\$1,300.00	\$1,300.00
07/07/2021	Kristen & Jeremy Hempel	21043	\$50.00	\$1,350.00	\$1,350.00
07/07/2021	G & G Roofing Inc	21044	\$50.00	\$1,400.00	\$1,400.00
07/09/2021	Star Exteriors LLC	21045	\$50.00	\$1,450.00	\$1,450.00
07/12/2021	Bertram Building & Remodeling Inc	21046	\$50.00	\$1,500.00	\$1,500.00
07/15/2021	MGR Construction, Inc	21047	\$100.00	\$1,600.00	\$1,600.00
07/17/2021	Four Corners Construction Inc,	21048	\$100.00	\$1,700.00	\$1,700.00
07/23/2021	HPS LLC	21049	\$50.00	\$1,750.00	\$1,750.00
07/23/2021	MGR Construction, Inc	21050	\$50.00	\$1,800.00	\$1,800.00
08/09/2021	Budget Exteriors Inc.	21054	\$50.00	\$1,850.00	\$1,850.00
08/11/2021	Vaughn Construction Inc.	21055	\$50.00	\$1,900.00	\$1,900.00
08/11/2021	Capital Construction LLC	21056	\$50.00	\$1,950.00	\$1,950.00
08/11/2021	NexGen Exteriors Inc.	21057	\$50.00	\$2,000.00	\$2,000.00
08/11/2021	MGR Construction, Inc	21058	\$50.00	\$2,050.00	\$2,050.00
08/11/2021	Capital Construction LLC	21059	\$100.00	\$2,150.00	\$2,150.00
08/11/2021	Window Concepts of Minnesota Inc.	21060	\$50.00	\$2,200.00	\$2,200.00
08/13/2021	MGR Construction, Inc	21061	\$50.00	\$2,250.00	\$2,250.00
08/17/2021	Wise Choice Construction, Inc.	21062	\$50.00	\$2,300.00	\$2,300.00
08/18/2021	Millersberg Construction, LLC	21063	\$50.00	\$2,350.00	\$2,350.00
08/18/2021	Millersberg Construction, LLC	21064	\$50.00	\$2,400.00	\$2,400.00
08/30/2021	Advantage Construction Inc.	21065	\$50.00	\$2,450.00	\$2,450.00
09/01/2021	G & G Roofing Inc	21066	\$50.00	\$2,500.00	\$2,500.00
09/03/2021	MGR Construction, Inc	21067	\$50.00	\$2,550.00	\$2,550.00
09/13/2021	Millersberg Construction, LLC	21068	\$50.00	\$2,600.00	\$2,600.00
09/14/2021	Four Corners Construction Inc,	21069	\$50.00	\$2,650.00	\$2,650.00
09/14/2021	Fireside Hearth & Home Retail Permi	21070	\$50.00	\$2,700.00	\$2,700.00
09/17/2021	Millersberg Construction, LLC	21071	\$50.00	\$2,750.00	\$2,750.00
09/20/2021	G & G Roofing Inc	21072	\$100.00	\$2,850.00	\$2,850.00
09/23/2021	Travis Pasch	21073	\$50.00	\$2,900.00	\$2,900.00
09/23/2021	MGR Construction, Inc	21074	\$50.00	\$2,950.00	\$2,950.00
09/23/2021	Millersberg Construction, LLC	21075	\$50.00	\$3,000.00	\$3,000.00
10/11/2021	Boudreau Farms, Inc.	21080	\$50.00	\$3,050.00	\$3,050.00
10/19/2021	Raven Builders Inc.	21081	\$50.00	\$3,100.00	\$3,100.00
11/01/2021	Michael Rutten	21084	\$50.00	\$3,150.00	\$3,150.00
11/01/2021	Millersberg Construction, LLC	21085	\$50.00	\$3,200.00	\$3,200.00
11/07/2021	Willard Wagner	21087	\$50.00	\$3,250.00	\$3,250.00
11/10/2021	Daniel J. Pumper Constr LLC	21088	\$100.00	\$3,350.00	\$3,350.00
11/22/2021	Douglas J Vaughan	21090	\$50.00	\$3,400.00	\$3,400.00

01/01/2021 12/31/2021

11/22/2021 Bryan Nelson

21091

\$100.00

\$3,500.00

\$3,500.00

285 Building Permits Totals**Total Received for the year****\$3,500.00****Total Budget****Over / (-) Under Budget**

01/01/2021 12/31/2021

Fund Name: 285 Building Permits

Budget: \$0.00

Account Number: 285-32213

Account Name: Building Permits - Township Revenue

<u>Date</u>	<u>Remitter</u>	<u>Receipt Number</u>	<u>Amount Received</u>	<u>Year To Date Received</u>	<u>Budget Balance</u>
01/07/2021	Eugene Allen	12410*	\$15.00	\$15.00	\$15.00
03/01/2021	Millersberg Construction, LLC	21007*	\$112.69	\$127.69	\$127.69
03/31/2021	Millersberg Construction, LLC	21012	\$15.00	\$142.69	\$142.69
04/21/2021	Kristen Hempel	21015	\$128.01	\$270.70	\$270.70
04/21/2021	Star Exteriors LLC	21017	\$15.00	\$285.70	\$285.70
04/21/2021	Millersberg Construction, LLC	21018	\$15.00	\$300.70	\$300.70
04/21/2021	Ryan Windows & Siding Inc.	21019	\$15.00	\$315.70	\$315.70
04/28/2021	Lodermeir's Inc.	21020	\$701.29	\$1,016.99	\$1,016.99
04/28/2021	Little Hill Berry Farm % Aaron Will	21021*	\$250.54	\$1,267.53	\$1,267.53
05/01/2021	Charles Tennesen	21022	\$11.05	\$1,278.58	\$1,278.58
05/03/2021	Millersberg Construction, LLC	21025	\$15.00	\$1,293.58	\$1,293.58
05/17/2021	Millersberg Construction, LLC	21026	\$15.00	\$1,308.58	\$1,308.58
05/17/2021	Millersberg Construction, LLC	21027	\$15.00	\$1,323.58	\$1,323.58
05/24/2021	Earthwood LLC	21029	\$111.85	\$1,435.43	\$1,435.43
05/28/2021	Shannon Conroy	21032	\$15.00	\$1,450.43	\$1,450.43
06/01/2021	Capital Construction LLC	21035	\$45.00	\$1,495.43	\$1,495.43
06/09/2021	Millersberg Construction, LLC	21036	\$15.00	\$1,510.43	\$1,510.43
06/11/2021	Millersberg Construction, LLC	21037	\$15.00	\$1,525.43	\$1,525.43
06/18/2021	Vincent Sommer	21038	\$194.05	\$1,719.48	\$1,719.48
06/25/2021	Capital Construction LLC	21039	\$15.00	\$1,734.48	\$1,734.48
07/07/2021	Bayport Roofing & Siding LLC	21042	\$15.00	\$1,749.48	\$1,749.48
07/07/2021	Kristen & Jeremy Hempel	21043	\$171.95	\$1,921.43	\$1,921.43
07/07/2021	G & G Roofing Inc	21044	\$15.00	\$1,936.43	\$1,936.43
07/09/2021	Star Exteriors LLC	21045	\$15.00	\$1,951.43	\$1,951.43
07/12/2021	Bertram Building & Remodeling Inc	21046	\$15.00	\$1,966.43	\$1,966.43
07/15/2021	MGR Construction, Inc	21047	\$30.00	\$1,996.43	\$1,996.43
07/17/2021	Four Corners Construction Inc,	21048	\$30.00	\$2,026.43	\$2,026.43
07/23/2021	HPS LLC	21049	\$15.00	\$2,041.43	\$2,041.43
07/23/2021	MGR Construction, Inc	21050	\$15.00	\$2,056.43	\$2,056.43
08/09/2021	Budget Exteriors Inc.	21054	\$15.00	\$2,071.43	\$2,071.43
08/11/2021	Vaughn Construction Inc.	21055	\$15.00	\$2,086.43	\$2,086.43
08/11/2021	Capital Construction LLC	21056	\$15.00	\$2,101.43	\$2,101.43
08/11/2021	NexGen Exteriors Inc.	21057	\$15.00	\$2,116.43	\$2,116.43
08/11/2021	MGR Construction, Inc	21058	\$15.00	\$2,131.43	\$2,131.43
08/11/2021	Capital Construction LLC	21059	\$30.00	\$2,161.43	\$2,161.43
08/11/2021	Window Concepts of Minnesota Inc.	21060	\$15.00	\$2,176.43	\$2,176.43
08/13/2021	MGR Construction, Inc	21061	\$15.00	\$2,191.43	\$2,191.43
08/17/2021	Wise Choice Construction, Inc.	21062	\$15.00	\$2,206.43	\$2,206.43
08/18/2021	Millersberg Construction, LLC	21063	\$15.00	\$2,221.43	\$2,221.43
08/18/2021	Millersberg Construction, LLC	21064	\$15.00	\$2,236.43	\$2,236.43
08/30/2021	Advantage Construction Inc.	21065	\$15.00	\$2,251.43	\$2,251.43
09/01/2021	G & G Roofing Inc	21066	\$15.00	\$2,266.43	\$2,266.43
09/03/2021	MGR Construction, Inc	21067	\$15.00	\$2,281.43	\$2,281.43
09/13/2021	Millersberg Construction, LLC	21068	\$15.00	\$2,296.43	\$2,296.43
09/14/2021	Four Corners Construction Inc,	21069	\$15.00	\$2,311.43	\$2,311.43
09/14/2021	Fireside Hearth & Home Retail Permi	21070	\$40.00	\$2,351.43	\$2,351.43
09/17/2021	Millersberg Construction, LLC	21071	\$15.00	\$2,366.43	\$2,366.43
09/20/2021	G & G Roofing Inc	21072	\$30.00	\$2,396.43	\$2,396.43
09/23/2021	Travis Pasch	21073	\$15.00	\$2,411.43	\$2,411.43
09/23/2021	MGR Construction, Inc	21074	\$15.00	\$2,426.43	\$2,426.43
09/23/2021	Millersberg Construction, LLC	21075	\$110.59	\$2,537.02	\$2,537.02
10/11/2021	Boudreau Farms, Inc.	21080	\$15.00	\$2,552.02	\$2,552.02
10/19/2021	Raven Builders Inc.	21081	\$121.95	\$2,673.97	\$2,673.97
11/01/2021	Michael Rutten	21084	\$15.00	\$2,688.97	\$2,688.97
11/01/2021	Millersberg Construction, LLC	21085	\$15.00	\$2,703.97	\$2,703.97
11/07/2021	Willard Wagner	21087	\$132.05	\$2,836.02	\$2,836.02
11/10/2021	Daniel J. Pumper Constr LLC	21088	\$45.00	\$2,881.02	\$2,881.02
11/22/2021	Douglas J Vaughan	21090	\$15.00	\$2,896.02	\$2,896.02
11/22/2021	Bryan Nelson	21091	\$30.00	\$2,926.02	\$2,926.02

01/01/2021 12/31/2021

285 Building Permits Totals

Total Received for the year

\$2,926.02

Total Budget

Over / (-) Under Budget

01/01/2021 12/31/2021

Fund Name: 285 Building Permits
Account Number: 285-32214
Account Name: Building Permits - State Surcharge

Budget: \$0.00

<u>Date</u>	<u>Remitter</u>	<u>Receipt Number</u>	<u>Amount Received</u>	<u>Year To Date Received</u>	<u>Budget Balance</u>
01/07/2021	Eugene Allen	12410*	\$1.00	\$1.00	\$1.00
03/01/2021	Millersberg Construction, LLC	21007*	\$31.09	\$32.09	\$32.09
03/10/2021	SEMA Equipment, Inc	21009*	\$30.00	\$62.09	\$62.09
03/31/2021	Millersberg Construction, LLC	21012	\$1.00	\$63.09	\$63.09
04/21/2021	Kristen Hempel	21015	\$24.00	\$87.09	\$87.09
04/21/2021	Star Exteriors LLC	21017	\$1.00	\$88.09	\$88.09
04/21/2021	Millersberg Construction, LLC	21018	\$1.00	\$89.09	\$89.09
04/21/2021	Ryan Windows & Siding Inc.	21019	\$1.00	\$90.09	\$90.09
04/28/2021	Lodermeir's Inc.	21020	\$400.00	\$490.09	\$490.09
04/28/2021	Little Hill Berry Farm % Aaron Will	21021*	\$101.00	\$591.09	\$591.09
05/01/2021	Charles Tennesen	21022	\$0.50	\$591.59	\$591.59
05/03/2021	Millersberg Construction, LLC	21025	\$1.00	\$592.59	\$592.59
05/17/2021	Millersberg Construction, LLC	21026	\$1.00	\$593.59	\$593.59
05/17/2021	Millersberg Construction, LLC	21027	\$1.00	\$594.59	\$594.59
05/24/2021	Earthwood LLC	21029	\$20.00	\$614.59	\$614.59
05/27/2021	Keith Pumper Plumbing & Heating Inc	21031	\$26.50	\$641.09	\$641.09
05/27/2021	Keith Pumper Plumbing & Heating Inc	21031	\$8.45	\$649.54	\$649.54
05/28/2021	Shannon Conroy	21032	\$1.00	\$650.54	\$650.54
06/01/2021	Capital Construction LLC	21035	\$3.00	\$653.54	\$653.54
06/09/2021	Millersberg Construction, LLC	21036	\$1.00	\$654.54	\$654.54
06/11/2021	Millersberg Construction, LLC	21037	\$1.00	\$655.54	\$655.54
06/18/2021	Vincent Sommer	21038	\$41.00	\$696.54	\$696.54
06/18/2021	Keith Pumper Plumbing & Heating Inc	21040	\$7.21	\$703.75	\$703.75
06/25/2021	Capital Construction LLC	21039	\$1.00	\$704.75	\$704.75
07/07/2021	Bayport Roofing & Siding LLC	21042	\$1.00	\$705.75	\$705.75
07/07/2021	Kristen & Jeremy Hempel	21043	\$26.10	\$731.85	\$731.85
07/07/2021	G & G Roofing Inc	21044	\$1.00	\$732.85	\$732.85
07/09/2021	Star Exteriors LLC	21045	\$1.00	\$733.85	\$733.85
07/12/2021	Bertram Building & Remodeling Inc	21046	\$1.00	\$734.85	\$734.85
07/15/2021	MGR Construction, Inc	21047	\$2.00	\$736.85	\$736.85
07/17/2021	Four Corners Construction Inc,	21048	\$2.00	\$738.85	\$738.85
07/23/2021	HPS LLC	21049	\$1.00	\$739.85	\$739.85
07/23/2021	MGR Construction, Inc	21050	\$1.00	\$740.85	\$740.85
08/09/2021	Budget Exteriors Inc.	21054	\$1.00	\$741.85	\$741.85
08/11/2021	Vaughn Construction Inc.	21055	\$1.00	\$742.85	\$742.85
08/11/2021	Capital Construction LLC	21056	\$1.00	\$743.85	\$743.85
08/11/2021	NexGen Exteriors Inc.	21057	\$1.00	\$744.85	\$744.85
08/11/2021	MGR Construction, Inc	21058	\$1.00	\$745.85	\$745.85
08/11/2021	Capital Construction LLC	21059	\$2.00	\$747.85	\$747.85
08/11/2021	Window Concepts of Minnesota Inc.	21060	\$1.00	\$748.85	\$748.85
08/13/2021	MGR Construction, Inc	21061	\$1.00	\$749.85	\$749.85
08/17/2021	Wise Choice Construction, Inc.	21062	\$1.00	\$750.85	\$750.85
08/18/2021	Millersberg Construction, LLC	21063	\$1.00	\$751.85	\$751.85
08/18/2021	Millersberg Construction, LLC	21064	\$1.00	\$752.85	\$752.85
08/30/2021	Advantage Construction Inc.	21065	\$1.00	\$753.85	\$753.85
09/01/2021	G & G Roofing Inc	21066	\$1.00	\$754.85	\$754.85
09/03/2021	MGR Construction, Inc	21067	\$1.00	\$755.85	\$755.85
09/13/2021	Millersberg Construction, LLC	21068	\$1.00	\$756.85	\$756.85
09/14/2021	Four Corners Construction Inc,	21069	\$1.00	\$757.85	\$757.85
09/14/2021	Fireside Hearth & Home Retail Permi	21070	\$1.00	\$758.85	\$758.85
09/17/2021	Millersberg Construction, LLC	21071	\$1.00	\$759.85	\$759.85
09/20/2021	G & G Roofing Inc	21072	\$2.00	\$761.85	\$761.85
09/23/2021	Travis Pasch	21073	\$1.00	\$762.85	\$762.85
09/23/2021	MGR Construction, Inc	21074	\$1.00	\$763.85	\$763.85
09/23/2021	Millersberg Construction, LLC	21075	\$30.43	\$794.28	\$794.28
10/11/2021	Boudreau Farms, Inc.	21080	\$1.00	\$795.28	\$795.28
10/19/2021	Raven Builders Inc.	21081	\$22.50	\$817.78	\$817.78
11/01/2021	Michael Rutten	21084	\$1.00	\$818.78	\$818.78
11/01/2021	Millersberg Construction, LLC	21085	\$1.00	\$819.78	\$819.78
11/07/2021	Willard Wagner	21087	\$25.00	\$844.78	\$844.78

01/01/2021 12/31/2021

11/10/2021	Daniel J. Pumper Constr LLC	21088	\$2.00	\$846.78	\$846.78
11/22/2021	Douglas J Vaughan	21090	\$1.00	\$847.78	\$847.78
11/22/2021	Bryan Nelson	21091	\$2.00	\$849.78	\$849.78

285 Building Permits Totals**Total Received for the year** **\$849.78****Total Budget****Over / (-) Under Budget**

SCHEDULE 2

As Of: 12/25/2021

285: 285 Building Permits

Receipts:

Licenses and Permits

Building Permits - Building Official Fees	26,067.32	
Building Permits - Township Admin Fees	3,500.00	
Building Permits - Township Revenue	2,926.02	
Building Permits - State Surcharge	849.78	
Total		<u>33,343.12</u>

Total Receipts**33,343.12**

Other Financing Sources:

Disbursements:

Public Safety

Building Inspections Administration- Current	25,778.36	
Total		<u>25,778.36</u>

Total Disbursements**25,778.36**

Other Financing Uses: