

# ***2004 Annual Financial Report***

***Guthrie Township, Hubbard County Minnesota***

2/10/2005

**Clerk:** Dorothy Clairmont

**Treasurer:** Amanda Lofthus

**Supervisor:** Russ Nickerson

**Supervisor:** Roger Corson

**Supervisor:** Mike Schmidt

The are two separate accounts that the Township manages. They are the "**Township Account**" and the "**Cemetery Account**"

The Township account is further broken down into four funds. The **General** Fund, The **Road and Bridge** fund, the **Fire** Fund and the **Building** fund.

# General Fund

01/22/04

<u>Item</u>	<u>Description</u>	<u>Amount</u>	<u>Amount</u>
<b><u>2004 General Fund Income</u></b>			
	<b>Balance on hand January 1, 2004</b>		<b>\$4,546.37</b>
1	Interest earned 2004	\$152.75	
2	Cemetery salary reimbursement	\$1,900.13	
3	Filling fees	\$6.00	
4	MSI - Refund from canceled Insurance	\$28.00	
5	Hubbard County settlements	\$16,609.51	
6	Hubbard County tax forfeit	\$12.35	
7	Hubbard County in lieu of taxes	\$492.42	
8	Miscellaneous items - "Sand Digger" reimbursement	\$421.59	
9	Beltrami Electric Coop. Capitol credits	\$11.25	
	<b>Total 2004 Income</b>	<b>\$19,634.00</b>	
	<b>Total Gross Income.....</b>		<b>\$24,180.37</b>
 <b><u>2004 General Fund Expenses</u></b>			
1	Withholdings paid for FICA, PERA & Medical Tax.	\$1,849.01	
2	Hubbard County Settlements paid to cemetery fund	\$1,025.07	
3	Mileage paid for township business	\$370.44	
4	Town board salaries	\$6,088.64	
5	Election Judge salaries	\$1,811.02	
6	Cemetery caretaker salary (reimbursed by Cemetery fund)	\$1,785.00	
7	Insurance premiums	\$1,607.00	
8	Postage & photocopy	\$227.09	
9	Propane tank lease	\$20.00	
10	Newspaper election notices	\$113.20	
11	Deposit Box rental	\$15.00	
12	Mandatory training fees	\$155.00	
13	Township Assessor	\$3,937.00	
14	Donations approved at annual meeting	\$900.00	
15	Utilities for town hall (Shared expenses at community center)	\$600.00	
16	Gopher Bounty paid by check	\$24.00	
17	Playground "Sand Digger"	\$421.59	
18	Hubbard County Township Association dues	\$497.02	
	<b>Total 2004 Expenses</b>	<b>\$21,446.08</b>	
	<b>End of Year balance.....</b>		<b>\$2,734.29</b>

**Road and Bridge Fund**

01/22/04

<u>Item</u>	<u>Description</u>	<u>Amount</u>	<u>Amount</u>
<b>2004 Road and Bridge Fund Income</b>			
	Balance on hand January 1, 2004		<b>\$52,391.36</b>
1	Gasoline Tax credit	\$7,934.72	
2	Hubbard County settlements	\$24,111.73	
3	Sale of an ordered culvert	137.81	
	<b>Total 2004 Income</b>	<b>\$32,184.26</b>	
	<b>Total Gross Income.....</b>		<b>\$84,575.62</b>
<b>2004 Road and Bridge Fund Expenses</b>			
1	Gravel	\$4,209.66	
2	Blade roads	\$18,188.74	
3	Snowplowing	\$4,079.00	
5	Transfer to Fire Fund	\$2,142.71	
6	Hines ditch brushing / roadside mowing	\$1,400.00	
7	Culverts	\$983.21	
8	Equipment rental	\$359.75	
9	Mileage paid on road inspections	\$139.08	
	<b>Total 2004 Expenses</b>	<b>\$31,502.15</b>	
	<b>End of Year balance.....</b>		<b>\$53,073.47</b>

**Fire Fund**

01/22/04

<u>Item</u>	<u>Description</u>	<u>Amount</u>	<u>Amount</u>
<b>2004 Fire Fund Income</b>			
	Balance on hand February 1, 2004		<b>-\$2,142.71</b>
1	Hubbard County settlements	\$1,592.80	
2	Fire Call Payment	\$180.00	
3	Transfer from Road Fund	\$2,142.71	
	<b>Total 2004 Income</b>	<b>\$3,915.51</b>	
	<b>Total Gross Income.....</b>		<b>\$1,772.80</b>
<b>2004 Fire Fund Expenses</b>			
1	Cards printed for Special Meeting	\$20.39	
2	Hubbard County Township address labels	\$35.23	
3	Fire Contract with Cass Lake	\$2,063.67	
	<b>Total 2004 Expenses</b>	<b>\$2,119.29</b>	
	<b>End of Year Credit Balance.....</b>		<b>-\$346.49</b>

**Building Fund**

01/22/04

<u>Item</u>	<u>Description</u>	<u>Amount</u>	<u>Amount</u>
<b>2004 Building Fund Income</b>			
	Balance carried January 1, 2004		<b>\$4,931.81</b>
1	Hubbard County settlements	<u>\$3,993.43</u>	
	<b>Total 2004 Income</b>	<b>\$3,993.43</b>	
	<b>Total Gross Income.....</b>		<b>\$8,925.24</b>
 <b>2004 Building Fund Expenses</b>			
1	Paid Ye Old School Grounds (leaves a balance of \$15,000.00)	\$5,000.00	
	<b>Total 2004 Expenses</b>	<u>\$5,000.00</u>	
	<b>End of Year balance</b>		<u><b>\$3,925.24</b></u>

*Petty Cash (Gopher)*

<u>Item</u>	<u>Description</u>	<u>Amount</u>
1	Balance carried January 1, 2004	\$37.60
2	Bounty Paid (8 @ 1.50)	<u>\$12.00</u>
	<b>Petty Cash Balance on hand 2004</b>	<b>\$25.60</b>

## Cemetery Fund

01/22/04

<u>Item</u>	<u>Description</u>	<u>Amount</u>	<u>Amount</u>
<b>2004 Cemetery Fund Income</b>			
	Balance on hand January 1, 2004		<b>\$9,358.88</b>
1	Hubbard County settlements	\$1,025.07	
2	Interest Earned	\$129.37	
3	Sale of Lots	\$100.00	
4	Donations (Perpetual Care)	\$100.00	
	<b>Total 2004 Income</b>	<b>\$1,354.44</b>	
	<b>Total Gross Income.....</b>		<b>\$10,713.32</b>
<b>2004 Cemetery Fund Expenses</b>			
1	Gas, oil, mower blades etc.	\$255.25	
2	Brushing and Installing new West fence	\$1,675.15	
3	Salary & withholdings	\$1,900.13	
4	Duplication of CD	\$10.00	
	<b>Total 2004 Expenses</b>	<b>\$3,840.53</b>	
	<b>End of Year Balance.....</b>		<b>\$6,872.79</b>

### **Cemetery Certificates of Deposit**

1	Security State Bank / Perpetual Acct # 9470 @ 2.1%	\$5,000.00
2	Security State Bank / Compound interest Acct # 10478 @ 1.8%	\$369.13
	<b>Total 2004 CD's</b>	<b>#REF!</b>

### **2004 LABOR RATES**

#### Township officials

Clerk	\$1000.00 per year / \$50.00 per meeting
Treasurer	\$ 300.00 per year / \$50.00 per meeting
Supervisor	\$ 150.00 per year / \$50.00 per meeting

#### Miscellaneous

Election Judge	\$10.00 per hour
Gopher Bounty	\$ 1.50 per gopher
Mileage rates	\$40.5 cents per mile effective 1/1/2005
General Labor	\$10.00 per hour
Cemetery Labor	\$15.00 per hour

## Miscellaneous

01/22/04

### ***Cemetery Certificates of Deposit***

1	Security State Bank / Perpetual Acct # 9470 @ 2.1%	\$5,000.00
2	Security State Bank / Compound interest Acct # 10478 @ 1.8%	\$369.13

**Total 2004 CD's**

**\$5,369.13**

---

## **2004 LABOR RATES**

### Township officials

Clerk	\$1000.00 per year / \$50.00 per meeting
Treasurer	\$ 300.00 per year / \$50.00 per meeting
Supervisor	\$ 150.00 per year / \$50.00 per meeting

### Miscellaneous

Election Judge	\$10.00 per hour
Gopher Bounty	\$ 1.50 per gopher
Mileage rates	\$40.5 cents per mile effective 1/1/2005
General Labor	\$10.00 per hour
Cemetery Labor	\$15.00 per hour