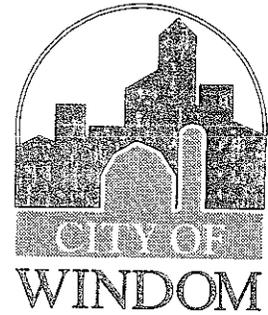


City Council Meeting
Tuesday, January 15, 2008
City Council Chambers
7:30 p.m.
AGENDA



Call to Order
Pledge of Allegiance

1. Approval of Minutes
 - Council Minutes – January 2, 2008
2. Consent Agenda
 - Receipt of Board & Commission Minutes
 - Utility Commission – December 28, 2007
 - Library Board – January 8, 2008
 - Telecommunication Commission – January 9, 2008
 - Correspondence
 - Robert Williams – Windom Island Park Dam
3. License Applications
 - Exempt Gambling Permits
 - Minnesota Deer Hunters – Des Moines Valley Chapter
 - Ducks Unlimited – Des Moines Valley Chapter
4. Additional 2008 Mayor Appointment
 - Library Board
 - Mary Erickson
5. Windom Dam Structural Assessment Proposal
6. Department Heads
7. Personnel Recommendation
8. Regular Bills
9. Unfinished Business
10. New Business
11. Council Concerns
12. Adjourn



Council Meeting
Windom City Hall, Council Chamber
January 2, 2008
7:30 p.m.

1. Call to Order: The meeting was called to order by Mayor Riordan at 7:30 p.m.

2. Roll Call: Mayor: Tom Riordan

Council Members: Jean Fast, Kirby Kruse and JoAnn Ray

Council Members Absent: Robert Messer and Brad Powers

City Staff Present: Steve Nasby, City Administrator; Terry Glidden, Telecom

Public Present: Rahn Larsen and Dirk Abraham

3. Pledge of Allegiance

4. Appointment of City Administrator and Assistant City Administrator:

Motion by Kruse second by Ray, to approve the appointment of Steve Nasby as City Administrator and Brigitte Olson as Assistant City Administrator. Motion carried 3 – 0.

5. Approval of Minutes:

Motion by Fast, second by Ray, to approve the December 18, 2007 minutes. Motion carried 3 – 0.

6. Appointment of Street Superintendent:

Motion by Kruse second by Fast, to approve the appointment of Bruce Caldwell as Street Superintendent. Motion carried 3 – 0.

7. Appointment of City Attorney and Assistant City Attorney:

Motion by Ray second by Kruse, to approve the appointment of Dan McDonald as City Attorney and Rom Schramel as Assistant City Attorney. Motion carried 3 – 0.

8. Designation of Financial Institutions:

Motion by Fast second by Ray, to designate Bank of the West, Bank Midwest and United Prairie Bank as the official financial institutions for the City of Windom. Motion carried 3 – 0.

9. Designation of Official Newspaper:

Motion by Ray second by Kruse, to designate the Cottonwood County Citizen as the official newspaper. Motion carried 3 – 0.

10. 2008 Mayor Appointments and Reappointments:

Riordan said that he had the following appointments to boards and commissions. One additional appointment is needed for the Library.

Economic Development Authority	Trevor Slette
Park & Recreation	Terry Fredin
Planning & Zoning	Renee Giefer
Planning & Zoning	Tim Hacker
Utility	Keith Bloomgren
Housing & Redevelopment Authority	Nancy Buhler
Housing & Redevelopment Authority	Jens Hansen
Library	John Duscher
Library	Kathy Hiley
Multi-Purpose (Community Center)	Katherine Nemitz
Multi-Purpose (Community Center)	Kelly Woizeschke
Telecommunications	Wendell Woodcock

Motion by Ray second by Kruse, to approve the appointments as presented. Motion carried 3 – 0.

11. Department Heads:

None

12. Regular Bills:

Motion by Fast, seconded by Ray, to approve the regular bills. Motion carried 3 – 0.

Riordan asked Nasby to discuss the \$700,000 item. Nasby said that this was a transfer from the General Fund into a savings account for about 4-6 weeks. This money represented the second half of 2007 taxes and the City did not immediately need the money for operations which is good news, but all of the money is needed in February as the bond payments are due.

13. Contractor Payment:

Riordan noted the bill from Morris Seal coat & Trucking for \$1,997.24. Nasby said that this is the final bill. The project came in about \$8,000 under budget due to less quantities being needed to complete the project.

Motion by Kruse, seconded by Ray, to approve the contractor payment to Morris Seal coat & Trucking for \$1,997.24. Motion carried 3 – 0.

14. Unfinished Business:

None.

15. New Business:

Nasby said that the February 5, 2008 City Council meeting would need to be moved to accommodate the 2008 caucuses as State law prohibits meetings later than 6:00 p.m. on this day.

Motion by Ray, seconded by Fast, to keep the City Council meeting on February 5, but to move the start time to 5:00 p.m. Motion carried 3 – 0.

Kruse asked about the spring clean-up. Nasby said that the two dates are May 10 and 17. The clean-up for the community would be similar to what was done in the past with one-half of the community having clean-up on May 10 and the other on May 17. Both of these dates are prior to the high school graduation ceremonies.

16. Council Concerns:

None.

17. Adjourn:

Motion by Fast, seconded by Ray, to adjourn. Motion carried 3 – 0.

Meeting adjourned at 7:38 p.m.

Tom Riordan, Mayor

Attest: _____
Steve Nasby, City Administrator

UTILITY COMMISSION MINUTES

City Hall

December 28, 2007

10:00 A.M.

Call Meeting to Order: The Utility Commission meeting was called to order at 10 a.m., on December 28, 2007 in the City Hall Council Chambers.

Members Present: Utility Commission Chairperson: Mike Schwalbach

Members Present: Chris Johnson and Keith Bloomgren

City Council Liaison: Jean Fast, Absent

City Staff Present: Steve Nasby, City Administrator; Brigitte Olson, Assistant City Administrator; Marv Grunig, Electric Utility Manager; and Mike Haugen, Water/Wastewater Superintendent

Others Present: Dennis Johnson, City Engineer

APPROVAL OF MINUTES:

Motion by Johnson, seconded by Bloomgren, to approve the November 28, 2007 minutes as presented. Motion carried 3-0.

ELECTRIC ITEMS:

- Nebraska City II Power Plant - Grunig provided an update on the NC2 Power Plant. He said that it is 82% complete, with expected completion date in June 2009. Windom Utility's share in this plant is 1.1 MW.
- Opportunity to adjust share in Big Stone II Power Plant -- Grunig said that the City of Windom is contracted for 3.5 MW. He also said that R W Beck has a very conservative projection amount of 1.9 MWs and an aggressive projection amount of 3.0 MWs, and CMMPA's recommendation is 3.9 MWs.

Schwalbach requested information on current power contracts and their expiration dates, and the contracts that we will have in place to replace those contracts. These contracts are listed below:

NSP 55 Contract will end 2011

NC2 Contract will begin 2009

Ameren Contract will end 2009

BSPH Contract will begin 2014

WAPA contract will end 2020

Motion by Bloomgren, seconded by Johnson, to keep the subscription amount at 3.5 MW with Big Stone II Power Plant project. Motion carried 3-0.

WATER/WASTEWATER ITEMS:

Dennis Johnson, City Engineer; and Haugen presented a map of the Highway 60 project. This project would take the existing water main from Highway 60 and provide services from 1st Avenue or side streets whichever is applicable. Properties included in the project would be Casey's, Freedom, H & W Motor Supply, Bob Hanson,

and Bob Christopherson. It would also include a sleeve boring under Hwy 60 to Town N Country Appliance. This project would also include relocation of fire hydrants in that area.

Nasby suggested that this project could be included in other small projects in the summer of 2008, to help keep costs of the project down. Some of the possible projects suggested were the new development at Cottonwood Lake by Brian Bosshart, and the sewer project for the four (4) lots in the Sykora Addition on North 71. It was decided by general consensus that the Utility Commission wanted to wait and see what other projects needed to be completed in 2008.

Well Head Protection – Haugen updated the commission on the well head protection plan. Haugen would also follow with the MN Dept of Health on continued steps for Well Head Protection. Haugen also noted that the Co-Op Seed plant was hooked up the City of Windom's Sanitary Sewer in 2007. This would be considered a positive step in the City of Windom moving forward progressively in the Well Head Protection project.

MESERB – Haugen said that these initials stand for Minnesota Environmental Science and Economic Review Board. This is a lobbying organization that will lobby to reduce the phosphorous limits required for the discharge at the Wastewater Treatment Plants. Haugen indicated that he would update the Utility Commission at the next Utility Commission meeting.

ELECTRIC ITEMS:

- Summit Wind Energy – Grunig updated the Utility Commission on the Summit Wind Energy Project in regards to an existing contract with Central Minnesota Municipal Power Agency.
- CMMPA Regional Meeting – Grunig informed the Commission of the regional meeting in February 2008 that will be held in Mankato. The purpose of this meeting will be to update the contractual obligations that exist between the City of Windom, other partners and CMMPA. This upgrade is required to prepare CMMPA for the bonding of our share of the Big Stone II Power Plant. Existing today is a Master Agreement where services are outlined. The new Master Participation Agreement will have contractual attachments for reserves, capacity, supplemental energy, renewable energy, transmission ownership, transmission agent, financial transmission rights administrator, plus other additional attachments where necessary. All is required to be in place prior to CMMPA receiving Bond Council approval for bonding the CMMPA participants share of the BSP II Project.
- International Transmission Company – Grunig said that the International Transmission Company, (ITC) has received approval from FERC to go forward with the purchase of the Alliant Transmission System. This sale will cause Windom's transmission rates to increase. Intervention by affected power companies result in a positive effect to the rates of return by ITC, and should result in over \$300,000 in savings in the first 5 years for CMMPA members. Windom will share in those savings.
- S E H (Short Elliott Hendrickson Inc.) – Grunig reviewed the Distribution System Study with the Utility Commission.
- 2008 Energy Star Rebate – Grunig said that the 2008 Energy Star Rebate would be the same as the 2007 Rebate program was. He indicated that at the end of 2007 we still had approximately \$7,000 to rebate, and in the past we have run out of funds.

- Fuel Cost Adjustment Calculation – Grunig presented the Utility Commission with information regarding the Generation Bond which was refunded in August 2003. At the time, the Utility Commission decided to pay down \$600,000 on the bond and refund it to receive a better interest rate. This money was taken from the Utility Reserves. Grunig is requesting a determination on whether to extend the calculations for the fuel cost adjustment through the original payment of that bond, which would have been 2010.

Motion by Johnson, seconded by Bloomgren, to amortize the actual cost and to subsidize the bond prepayment as an investment source, and to leave the original schedule of the bond in the fuel cost adjustment for three (3) years. Motion carried 3-0.

APPROVAL OF REGULAR BILLS:

Motion by Bloomgren, seconded by Johnson to approve payment of the Wenck Associates, Inc. bill in the amount of \$5,182.39. Motion carried 3.0.

OLD BUSINESS: None

NEW BUSINESS:

Olson requested a date for the next Utility Commission Meeting. This was set for the 23rd of January 2008, at 10:00 a.m.

Nasby informed the Utility Commission that at the present time there is not a minimum rate for customers that have a Commercial Sewer Only Rate, (these City of Windom customers do not have a water meter). Nasby said that these customers are being charged the Residential Sewer Only Rate.

Motion by Johnson, seconded by Bloomgren to charge the minimum commercial rate for sewer only customers, and that this should be looked at after the new billing system is in place and we can determine who these customers are, and what their water usage may be. Motion carried 3-0.

On motion meeting was adjourned at 11:37 a.m.

Mike Schwalbach, Chairperson

Attest:

Steve Nasby, City Administrator

Windom Library Board Meeting
Windom Library
Jan. 8, 2008
5:05 p.m.

1. Call to order: The meeting was called to order by Chairman Jan Johnson at 5:10 p.m.

2. Roll call: Members Present: Jan Johnson, Charles Reid, Freddie Hoppert,
John Duscher and Anita Winkel

Members Absent: Kathy Hiley

Library Staff Present: Joan Hunter

City Council Member Present: none

3. Election of Officers: Motion by Freddie Hoppert, seconded by John Duscher to
nominate Jan Johnson chair. Motion carried.

Motion by Charles Reid, seconded by Anita Winkel to nominate Kathy Hiley
secretary. Motion carried.

4. Agenda and Minutes:

Motion by Charles Reid, seconded by Freddie Hoppert to approve the agenda and
minutes.

5. Financial Report:

Motion by Freddie Hoppert, seconded by John Duscher to approve the Financial report

6. Librarians Report:

Joan reported that she finished up her evaluation with the City Administrator. She will
be going to the City Council on a quarterly basis to let them know how the library is
doing. The new software is in place at the library. Everything seems to be going okay
with the new system.

Motion by Charles Reid and seconded by Anita Winkel to approve the librarian's
report.

7. Old Business:

None

8. New Business:

None

9. New Book suggestions:

The board presented new book suggestions

10. Adjourn:

Motion by John Duscher and seconded by Charles Reid to adjourn

Meeting adjourned at 5:30 p.m.

Telecommunication Commission Minutes
January 9, 2008

1. Call to Order: The meeting was called to order by Chair Wendell Woodcock.

2. Roll Call:

Commission Members Present: Wendell Woodcock, Robert Messer,
Jean Fast, Forrest Fosheim.

Commission Members Absent: Paul Voth Jr.

City Staff Present: Dan Olsen, Telecom Operations Manager, Sally Oltmanns,
Marketing Specialist, Steve Nasby, City Administrator.

Public Present: none

3. Approval of Minutes:

**Motion made by Fast, seconded by Messer to approve the October 10, 2007 minutes
and the November 14, 2007 minutes. Motion carried 4-0.**

4. Director's Report:

End of year is wrapping up. Qwest has asked for a forecast for the end of 2008. They are looking at reformatting.

ETI Server: The cost of this is \$15,000 per year. We are currently looking at another system for the set-top boxes at a less costly rate.

ISP Contracts: This is due in February and the current provider is Heartland Technologies.

HD Channels: Looking at adding more channels in the future.

Onvoy has sold out to the company Zayo.

5. Other Business:

Woodcock recommended that Windom Cable Communications adds the Big Ten Network to the lineup.

**Motion made by Woodcock, seconded by Fast, that Windom Cable
Communications adds the Big Ten Network to the lineup. Motion carried 4-0.**

Nasby reported that the UHF Tower has sold for \$5,000.

6. Next Meeting Date:

The next meeting will be held on Wednesday February 6, 2008 at 11:30 a.m.

7. Adjourn:

Motion made by Fosheim, seconded by Fast, to adjourn the meeting. Motion Carried 4-0.

Wendell Woodcock, Chairman

Attest:

Steven Nasby, City Administrator\Clerk

Robert Williams, PE
805 Des Moines Drive
Windom MN 56101

January 7, 2008

Director Kent Lokkesmoe
500 Lafayette Road
St. Paul MN 55155-40

RE: Windom Island Park Dam

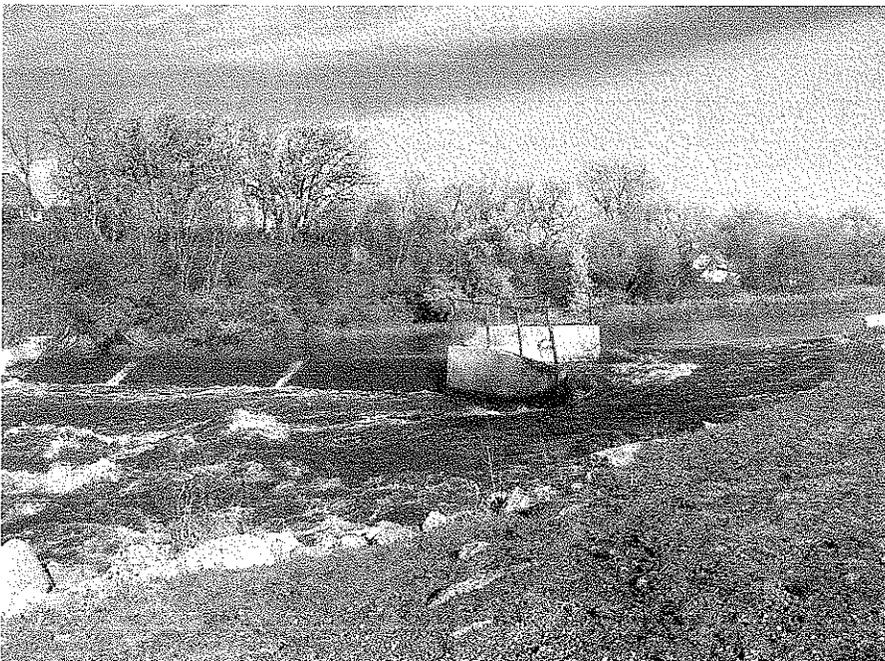
Dear Director Lokkesmoe:

This is in response to your letter of November 20, 2007. Your letter does not satisfactorily address important issues regarding the Windom dam issue that need to be reiterated.

Your letter stresses the "drowning machine" effect at low head dams as reason to basically deny the city permission to repair the riverbank at issue. The DNR still calls our dam a "drowning machine" even though no one has drowned. Based on this logic, swimming at public lakes and hunting should be banned altogether. Your letter fails to note that a riprap retrofit that would address both safety and fish passage concerns has been used in similar situations with great success and the DNR has even commissioned a video that demonstrates it.

More disturbing along these lines is that the DNR acknowledges the potential for erosion to occur from the river in its natural river condition. The DNR position is that "...should erosion jeopardize public or private property, measures can be taken to alleviate the erosion, including riprap protection of the stream bank and bridge piers." The willingness of the DNR to place other public employees or private contractors in the position of trying to deal with the effects of erosion during flood events is very disturbing. I also note that in my professional opinion it appears it would be virtually impossible to safely riprap the Federally owned multistory Riverview Apartment building riverbank during a flood stage event. The DNR's willingness to place unsuspecting homeowners and renters in the position of attempting to riprap their riverbanks in an emergency situation without prior disclosure of the increased risks you are placing them in is also quite troubling. The DNR's willingness to apparently force MnDOT workers to stabilize a major bridge in flood conditions is reckless and irresponsible.

The claim that the dam has "already been removed" is also remarkable and contradicted by visual evidence. The dam was perfectly capable of maintaining a reservoir if the riverbank was restored. The following photo taken in mid October 2007 demonstrates this fact:



The DNR is in fact by all appearances attempting to force the removal of a sound dam, not an "unsafe or unsound" dam. Your letter stated that the DNR has included cost share funds for the Windom Dam project in your 2008 capital budget request, however the fact remains that only \$150,000 was shown, specifically for dam "removal". This makes the DNR's statement that this situation is an "opportunity for a community dialogue" disingenuous to say the least. All the more noteworthy is the willingness of the DNR to maintain public dams upstream of Windom, controlled by the DNR.

The replacement value of our public and private property located in Windom is easily worth millions of dollars and the potential liability to the City, taxpayers and affected residents in a worst-case scenario associated with an ill-conceived dam removal would be especially serious. Forcing others to address erosion concerns *during* a major flood event, as the DNR would apparently intend for others to attempt is far more dangerous and problematic than a conservative and prudent approach. We again assert that forcing others to remedy negative consequences of a dam removal done for very marginal ecological purposes is an irresponsible abuse of regulatory authority, and we again ask the DNR to seriously and completely reconsider your position in this matter.

Sincerely,



Save the Island Park Dam Group
Robert Williams PE, Representative

Cc: Governor's Office
Commissioner Holsten
Senator Vickerman
Representative Hamilton
Mayor Tom Riordan
Administrator Steve Nasby

Minnesota Lawful Gambling LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

Fee is \$50 for each event

For Board Use Only
Check # _____
\$ _____

ORGANIZATION INFORMATION

Organization name Des Moines Valley Chapter		Previous gambling permit number	
Type of nonprofit organization. Check (✓) one. <input type="checkbox"/> Fraternal <input type="checkbox"/> Religious <input type="checkbox"/> Veterans <input checked="" type="checkbox"/> Other nonprofit organization			
Mailing address 102 East Whited Street	City Jeffers	State/Zip Code MN. 56145	County Cottonwood
Name of chief executive officer (CEO) Cody Duroe		Daytime phone number 507- 628-5533	

ATTACH A COPY OF ONE OF THE FOLLOWING FOR PROOF OF NONPROFIT STATUS

- ★ Do not attach a sales tax exempt status or federal ID employer numbers as they are not proof of nonprofit status.
- ____ Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.
Don't have a copy? This certificate must be obtained each year from:
Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155 Phone: 651-296-2803
- ____ Internal Revenue Service - IRS income tax exemption [501(c)] letter in your organization's name.
Don't have a copy? To obtain a copy of your federal income tax exempt letter, send your federal ID number and the date your organization initially applied for tax exempt status to:
IRS, P.O. Box 2508, Room 4010, Cincinnati, OH 45201
- ____ Internal Revenue Service - Affiliate of national, statewide, or international parent nonprofit organization (charter)
If your organization falls under a parent organization, attach copies of both of the following:
 - IRS letter showing your parent organization is a registered nonprofit 501(c) organization with a group ruling
 - the charter or letter from your parent organization recognizing your organization as a subordinate.
- Internal Revenue Service - proof previously submitted to Gambling Control Board
If you previously submitted proof of nonprofit status from the Internal Revenue Service, no attachment is required.

GAMBLING PREMISES INFORMATION

Name of premises where gambling activity will be conducted (for raffles, list the site where the drawing will take place)
Community Center of Windom

Address (do not use PO box) 1750 Cottonwood Drive	City Windom	Zip Code 56101	County Cottonwood
--	----------------	-------------------	----------------------

Date(s) of activity (for raffles, indicate the date of the drawing)
March 1, 2008

Check the box or boxes that indicate the type of gambling activity your organization will conduct:

*Bingo Raffles *Paddlewheels *Pull-Tabs *Tipboards

* **Gambling equipment** for pull-tabs, tipboards, paddlewheels, and bingo (bingo paper, hard cards, and bingo number selection device) must be obtained from a distributor licensed by the Gambling Control Board. To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors, or call 651-639-4076.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

If the gambling premises is within city limits, the city must sign this application.

Check (✓) the action that the city is taking on this application.

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print city name _____

On behalf of the city, I acknowledge this application.
Signature of city personnel receiving application

Title _____ Date ____/____/____

If the gambling premises is located in a township, both the county and township must sign this application.

Check (✓) the action that the county is taking on this application.

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print county name _____

On behalf of the county, I acknowledge this application.
Signature of county personnel receiving application

Title _____ Date ____/____/____

TOWNSHIP: On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. [A township has no statutory authority to approve or deny an application [Minnesota Statute 349.213, subd. 2]]

Print township name _____

Signature of township official acknowledging application

Title _____ Date ____/____/____

CHIEF EXECUTIVE OFFICER'S SIGNATURE

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the date of our gambling activity.

Chief executive officer's signature *Coody Duvre* Date 12/28/2007

- Complete an application for each gambling activity:**
- one day of gambling activity
 - two or more consecutive days of gambling activity
 - each day a raffle drawing is held

- Send application with:**
- a copy of your proof of nonprofit status, and
 - \$50 application fee for each event.
- Make check payable to "State of Minnesota."

To: Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Financial report and recordkeeping required

A financial report form and instructions will be sent with your permit. Within 30 days of the activity date, complete and return the financial report form to the Gambling Control Board.

Questions?

Call the Licensing Section of the Gambling Control Board at 651-639-4076.

Data privacy. This form will be made available in alternative format (i.e. large print, Braille) upon request. The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your qualifications to be involved in lawful gambling activities in Minnesota. You have the right to refuse to supply the information requested; however, if you refuse to supply this information, the Board may not be able to determine your qualifications and, as a consequence, may refuse to issue you a permit. If you supply the information requested,

the Board will be able to process your application. Your name and your organization's name and address will be public information when received by the Board. All the other information you provide will be private data until the Board issues your permit. When the Board issues your permit, all of the information provided to the Board will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your name and your organization's name and address which will remain public. Private data are available to: Board members,

Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Finance, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies that are specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this Notice was given; and anyone with your consent.

LG220 Application for Exempt Permit Fee \$50

An exempt permit may be issued to nonprofit organizations conducting lawful gambling activity on five or fewer days, and awarding less than \$50,000 in prizes during a calendar year.			For Board Use Only Fee Paid _____ Check No. _____
Organization Information			
Organization legal name <i>DOCKS UNLIMITED DES MOINES CHARTER</i>		Previous license or exemption number, if any	
Street	City <i>WINDOM</i>	State and zip code <i>MIN 56101</i>	County <i>COTTONWOOD</i>
Name of chief executive officer (CEO) First name <i>DONALD</i>		Last name <i>KNEGGE</i>	Daytime phone number <i>507 831 4335</i>
Type of nonprofit organization (check one) <input type="checkbox"/> Fraternal <input type="checkbox"/> Religious <input type="checkbox"/> Veteran <input checked="" type="checkbox"/> Other nonprofit organization Type of proof of nonprofit - attach a copy (see instructions) <input type="checkbox"/> Nonprofit Articles of Incorporation or Certificate of Good Standing - Minnesota Secretary of State's Office <input type="checkbox"/> Internal Revenue Service <input checked="" type="checkbox"/> Affiliate of parent nonprofit organization (charter)			
Gambling Premises Information			
Name of premises where gambling activity will be conducted (for raffles, list the site where the drawing will take place) <i>WINDOM COMMUNITY CENTER</i>			
Address (do not use PO box) <i>COTTONWOOD 1750 LAKE DR</i>	City <i>WINDOM</i>	Zip code <i>56101</i>	County <i>COTTONWOOD</i>
Date(s) of activity (for raffles, indicate the date of the drawing) <i>APRIL 5 2008</i>			
Check the box or boxes that indicate the type of gambling activity your organization will be conducting: <input type="checkbox"/> *Bingo <input checked="" type="checkbox"/> Raffles <input type="checkbox"/> *Paddlewheels <input type="checkbox"/> *Pull-Tabs <input type="checkbox"/> *Tipboards *Gambling equipment for pull-tabs, tipboards, paddlewheels, and bingo (bingo paper, hard cards, and bingo ball selection device) must be obtained from a distributor licensed by the Gambling Control Board. To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors. Or call 651-639-4000.			

This form will be made available in alternative format (i.e. large print, Braille) upon request. The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your qualifications to be involved in lawful gambling activities in Minnesota. You have the right to refuse to supply the information requested; however, if you refuse to supply this information, the Board may not be able to determine your qualifications and, as a consequence, may refuse to issue you a permit. If you supply the information requested, the Board will be able to process your application.

Your name and your organization's name and address will be public information when received by the Board. All the other information that you provide will be private data about you until the Board issues your permit. When the Board issues your permit, all of the information that you have provided to the Board in the process of applying for your permit will become public. If the Board does not issue you a permit, all the information you have provided in the process of applying for a permit remains private, with the exception of your name and your organization's name and address which will remain public. Private data about you are available only to

the following: Board members, staff of the Board whose work assignment requires that they have access to the information; the Minnesota Department of Public Safety; the Minnesota Attorney General; the Minnesota Commissioners of Administration, Finance, and Revenue; the Minnesota Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies that are specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this Notice was given; and anyone with your consent.

LG220 Application for Exempt Permit

Organization Name _____

Local Unit of Government Acknowledgment

If the gambling premises is within city limits, the city must sign this application.

On behalf of the city, I acknowledge this application.

Check the action that the city is taking on this application.

- The city approves the application with no waiting period.
- The city approves the application with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a first class city).
- The city denies the application.

Print name of city _____

Signature of city personnel receiving application

Title _____

If the gambling premises is located in a township, both the county and township must sign this application.

On behalf of the county, I acknowledge this application.

Check the action that the county is taking on this application.

- The county approves the application with no waiting period.
- The county approves the application with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
- The county denies the application.

Print name of county _____

Signature of county personnel receiving application

Title _____



Wenck Associates, Inc.
440 10th Street
P.O. Box 453
Windom, MN 56101

(507) 831-2703
Fax: (507) 831-5271
E-mail: wenck.windom@wenck.com

December 11, 2007

Mr. Steve Nasby
City Administrator
444 9th Street
Windom, MN 56101

Re: Windom Dam Structural Assessment Proposal

Dear Mr. Nasby:

Project Overview

As discussed during the December 4th City Council meeting, the first step in addressing potential solutions to the failed Windom Dam on the Des Moines River is to assess the integrity of the existing dam. While multiple options are open to address the current situation, the integrity of the existing dam structure is vital to all options.

As a first step to the decision making process, the City should consider an investigation of the dam by a qualified structural engineer to evaluate the structural integrity of the existing structure.

Scope of Services

If the City Council agrees to move forward with a structural investigation, Wenck proposes to ascertain the integrity of the structure through an on-site inspection and search of historical inspection and maintenance records. Paul Eickenberg, P.E. will visit the site to perform the initial site investigation and evaluation and Craig Mueller, P.E. will perform the records search for documentation of past inspections and maintenance records. Paul has experience with dam investigations and rehabilitation and specializes in both geotechnical and structural engineering (see attached resume). Additionally, Ed Matthiesen, P.E., a senior Principal at Wenck Associates, will serve as a technical advisor due to his experience in the water resources and spillway area of concrete and earthen dams.

The investigation will encompass an on-site review of the existing concrete dam and wingwalls and the connections to the earthen sideslopes. Following this introductory investigation and records search, a technical report will be submitted to the City to

address the findings of the investigation and the general opinions of the structural integrity of the existing dam. The work of this investigation would set the framework for an evaluation of all potential options in cooperation with the DNR and other agencies.

Cost

We propose to perform the site investigation and records search for a not-to-exceed cost of **\$2500**. The timing of the inspection will be coordinated with low flow and ice conditions to maximize the benefits of the investigation. We anticipate a site visit in late January or early February.

As a comprehensive evaluation of all potential solutions for the dam structure is vital to the City Council's ability to move ahead with informed decisions as to the future of the Windom Dam, the structural investigation of the existing dam is an important first step.

If you have any questions or comments, please call me at (507) 831-2703.

Sincerely,

Wenck Associates, Inc.



Craig Mueller, P.E.
Project Engineer

Enclosures

Project Experience

Your Wenck team has extensive Civil Engineering experience in the water resources, geotechnical, and structural arenas. We are especially strong in the stabilization of earthen slopes, the design of deep foundations such as piles and drilled piers, and the design of concrete structures such as retaining walls and wingwalls, foundations, beams, and columns. We also have experience with the design and monitoring of both earthen and concrete dams from the combined focuses of water, geotechnical, and structural engineering.

Wenck combines its water, geotechnical, and structural teams to provide service to our clients.

Rock Spillway Dam Overlay for Outlet Channel Improvement

We have experience assisting watershed district staff in the permitting program for various watershed projects and the developing of innovative strategies for infiltration, rate control and water quality improvements. One such project is the for the seven mile Outlet Channel Improvement Project incorporating bioengineering processes. One component of this work is the replacement of a dual culvert for a 14-foot head dam outlet into a rock spillway. The original earthen dam was constructed as part of an NRCS project in the 1940s and because no as-built information was found, soil investigations were used to determine the geotechnical stability of the dam.

Design of Rock Spillway to Replace Sheet Pile Wall

We assisted a watershed Commission with implementation of a comprehensive stormwater management plan that involved floodplain and water quality management. We designed the rock spillway to replace a deteriorating sheet pile dam for the Shingle Creek restoration project. The sheet pile dam was constructed to create a pool by a land developer in the 1950s. No owner was found for the dam and because it deteriorated to the point where repairs were not feasible, total replacement with a permissible structure was the only option.

Investigation of Dam with Soft Toe

We completed an investigation and subsequent rehabilitation of a dam experiencing soft soil at its toe. The design included a full investigation of the historical construction as well as a soil investigation, laboratory testing, seepage and slope stability analyses, and plans and specifications. The seepage and slope stability analyses included a study of infiltration rates and various headwater and tailwater elevations and followed with a study of the how a dewatering trench and stability berm affected the overall dam factor of safety.

Dam Raises in Limestone Fines

We completed a study of a dam raise (to be completed in two separate raises) using upstream construction methods over soft limestone fines (collected during aggregate washing operations). At the time of the first raise, the existing dam was to be approximately 20 feet in height. Each of the dam raises added an additional 15 feet for a total dam height of approximately 50 feet.

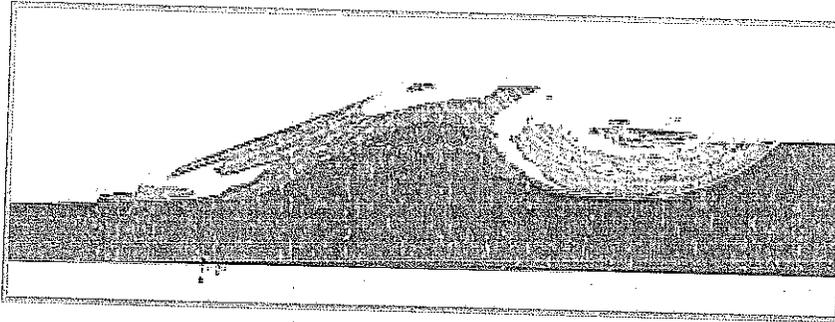
We have Experience with Dam Raises over Extremely Compressible Soil

During the study, four cone penetration tests (CPT) and associated pore-water pressure dissipation tests were completed in the quarry sedimentation basin, to collect undrained shear strength and pore-water pressure information. Collection of the undrained shear strength data indicated that an undrained shear

Project Experience (cont.)

strength versus effective stress ratio (equal to 0.20) could be used. Additionally, the pore-water pressure dissipation tests indicated that an existing under-drain system was functioning.

Using this information, analyses were completed for overall stability of the existing dams and each of the proposed dam raises. Seep/W and FLAC were used to provide seepage quantities, factors of safety against sliding and bearing capacity failures, and anticipated lateral movement.



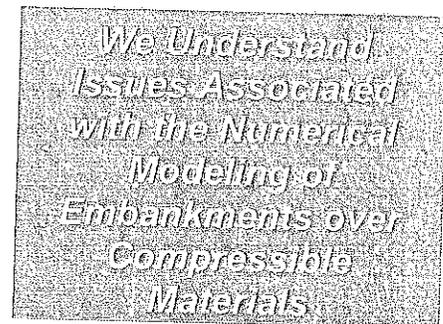
In order to move forward with construction of the dam raises over the soft fines, it was recommended to begin during the winter when most of the ground was frozen (or at least partially frozen). Additionally, it was recommended that each construction lift should be about

five feet thick, thus requiring three lifts to fully construct each of the two proposed raises. Although this lift-thickness is not tremendously large, it was discussed that the additional weight could cause significant displacements after the ice thawed.

Because these movements could cause constructability issues for each of the following raises (as well as potential overall stability issues), it was recommended to place two layers of geotextile reinforcement in the first five-foot raise. The first layer of geotextile was recommended to be placed on the frozen soil and the second layer was recommended to be placed two-feet above the first layer. Additionally, settlement plates and piezometers were recommended to be monitored during construction to verify the timing associated with additional lift placement.

Dam Raises over Soft Flyash

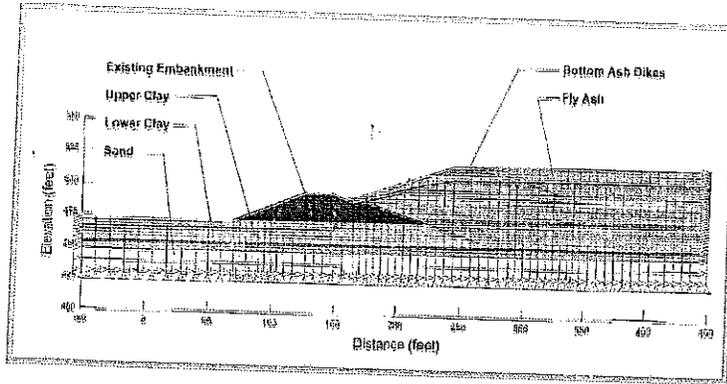
We completed a study of a vertical expansion of an existing flyash/bottom ash tailings dam using offset-upstream construction methods. The existing dam was approximately 23 feet high with 2.5.0H:1.0V sideslopes and constructed on clayey sands. The proposed bottom ash dikes were to be 27 feet high with 3.0H:1.0V sideslopes. Additionally, these new bottom ash dikes were to be constructed approximately 10 feet inside of the existing dam to allow for the dissipation of excess pore-water pressures during construction and through the consolidation process.



Consolidated-triaxial test data was used to estimate material properties for the existing embankment, proposed bottom ash embankment, and the flyash/bottom ash. All modeling was completed using Sigma/W and the proposed embankment was modeled using material lifts of six to eight feet. Results indicated that the lateral movement associated with placement of the proposed raises would produce minimal lateral displacements that only warranted slow construction procedures.

Project Experience (cont.)

Because of our client's desire to understand the long-term behavior of the embankments (and therefore



understand the limits and results of the numerical modeling), we created a monitoring program incorporating the use of inclinometers and settlement plates. It was recommended to place an inclinometer in the existing embankment and another in the proposed embankment. It was also recommended to place three settlement monuments at the critical section of the existing embankment and within the proposed embankment. Additionally, we provided graphical descriptions of potential horizontal movements associated with the upstream construction in order to facilitate the long-term parameter and behavior comparison.





Edward A. Matthiesen, PE

Principal

AREAS OF EXPERTISE:

- Water Resources Planning
- Hydraulics
- Hydrology

EDUCATION:

MBA, College of St. Thomas
St. Paul, Minnesota
MCE, University of Minnesota
Minneapolis, Minnesota
BA, Biology, Luther College
Decorah, Iowa

REGISTRATION:

Professional Engineer in MN, WI

PROFESSIONAL MEMBERSHIPS:

Water Pollution Control Federation
American Public Works Association
Society of American Military Engineers

PROFESSIONAL EXPERIENCE:

2002 - Present
Wenck Associates, Inc.
Principal Engineer

1988 - 2002
Consulting Engineering Firm
Principal Engineer

1983 - 1988
Consulting Engineering Firm
Project Manager

1981 - 1983
Consulting Engineering Firm
Engineer

1977 - 1981
Consulting Engineering Firm
Graduate School and Engineer

INTRODUCTION

Mr. Matthiesen has 27 years of extensive experience in water resources and environmental engineering. His water resources experience includes being the District Engineer for three Twin Cities area watershed districts and four Joint Powers Associations, writing municipal comprehensive stormwater plans, outlet structure and storm sewer design, conducting evaporation studies, aquifer analysis, water quality protection plans, developing computer hydrologic and hydraulic models, and design and construction of lift stations. He also has experience in biological sampling techniques, virus isolation in surface runoff, and chemical modeling of leachate.

SELECTED EXPERIENCE

Water Resources

Hayward Wisconsin Public Utilities Dam. Mr. Matthiesen was the on-site inspector for the concrete spillway reconstruction. He was responsible for plan interpretation, verifying concrete material quality and installation. The work was completed in winter under low flow conditions so rigorous thermal protection was required for the concrete curing.

Amex Earthen Dam, Salem Missouri. Mr. Matthiesen was responsible for soil borings and material evaluation for an earth lift on this tailings dam in the Ozarks. The work was accomplished in winter to correspond to low runoff conditions in the contributing watershed.

Hibbing Taconite, Earthen Dam Lifts, Hibbing, Minnesota. Mr. Matthiesen was the resident engineer for the construction of 4' lifts on 2000' of earthen tailings dams in northern Minnesota. He was responsible for finding and accepting clay, sand and rip rap material at several concurrent construction sites. He assembled a soils laboratory and performed all insitu measurements to verify construction.

Prior Lake-Spring Lake Watershed District, Rock Spillway Dam Overlay. Mr. Matthiesen is the District Engineer for the Prior Lake-Spring Lake Watershed District in Scott County, Minnesota. This work involves assisting district staff in the permitting program, developing innovative strategies for infiltration, rate control and water quality improvements, and public presentation of District projects. He is the Project Manager for the seven mile Outlet Channel Improvement Project incorporating bioengineering processes. **One component of this work is the replacement of a dual culvert 14' head dam outlet into a rock spillway.** He is also the Project Manager for the XP-SWMM Lake Calibration Project. He was the designer for the Highway 13 Wetland Outlet Control Structure and designed numerous small improvement projects, including fish barrier structures and floatable control removal projects.

Shingle Creek and West Mississippi Watershed Districts. Mr. Matthiesen is serving as Engineer for the Shingle Creek and West Mississippi Watershed Management Commissions. In this role, he is assisting the Commission with implementation of a comprehensive stormwater management plan that involves floodplain and water quality management. **Mr. Matthiesen designed the rock spillway for a deteriorating sheet pile dam for the Shingle Creek restoration project.** The Commissions have an active water quality management program that assesses the chemical and biological status of the stream systems and lakes. Because of this, Mr. Matthiesen is active in grant writing and coordination and implementation of projects with member communities. He is Project Manager for the Second Generation Plan, technical advisor to the Chloride TMDL and the MEP Citizen Education Program for Twin Lakes.

Brown's Creek Watershed Management Organization. Mr. Matthiesen was the Watershed Engineer for the Brown's Creek Watershed Management Organization. Associated work included an outlet feasibility study for School Section Lake and inspection of flooding at numerous landlocked basins. This work has involved determining an assessment area, writing a feasibility study, and performing an impact analysis. The proposed project involved draining a landlocked lake into a natural stream channel. Issues of concern with the stream channel are maintaining trout habitat, wetland impacts, and downstream flood elevations. The feasibility study and adverse impact study utilized XP-SWMM and HydroCAD modeling.

California Department of Transportation, Los Angeles District. Mr. Matthiesen was a design engineer and Quality Control reviewer for the California Department of Transportation's BMP Retrofit Pilot Program. This project included infiltration basin, sump catchbasin, and infiltration trench design on the existing freeway system in Los Angeles. The work also included design of a monitoring collection system at each site to evaluate the effectiveness of each BMP.

Shreveport, Louisiana Water Utility. Mr. Matthiesen is the Project Manager for the City of Shreveport, Louisiana's Cross Lake Comprehensive Watershed Management Plan. Cross Lake is the city's water reservoir and collects surface runoff from a 400 square mile watershed in Texas and Louisiana. The plan elements addressed catastrophic toxic spill and nutrient reduction from nonpoint sources, data analysis, and development of a bayou monitoring program.

City of Eau Claire, Wisconsin. Mr. Matthiesen was the Project Manager for the development of the City of Eau Claire, Wisconsin's Comprehensive Stormwater Management Plan. This plan provided a framework to correct present flooding problems and to ensure that future flooding problems did not occur. He supervised the use of the SCS TR-20 (HydroCAD) model to evaluate the extent of current conditions and design replacement pipes. The plan also included design standards, capital improvement projects, investigation of alternative financing, and a maintenance program. A part of the project included controlling a high temperature, high velocity flow into a trout stream. Mr. Matthiesen coordinated the design team which provided bank protection and water temperature controls by enhancing groundwater infiltration through a series of detention and infiltration ponds.

City of Davenport, Iowa. Mr. Matthiesen was the Project Manager for the City of Davenport, Iowa's Comprehensive Stormwater Management Plan for three creek systems within the City of Davenport. The plan corrects existing flooding problems with stream improvements, individual building protection and city-constructed detention reservoirs.

Future flooding problems are prevented by requiring on-site rate control in selected subwatersheds, a stream monitoring program, and construction of additional city-controlled reservoirs.

Coon Creek Watershed District. Mr. Matthiesen has been the District Engineer for the Coon Creek Watershed District for the past 20 years. During that time, he has written the District's water management plan, managed the regulatory program, designed numerous ditch repair projects, wetland outlet projects, initiated a lake and stream monitoring program, and conducted several TR-20, HEC-1, HEC-2, and XP-SWMM analyses to eliminate flooding and aid in the formulation of the management plan. As part of his District Engineer's responsibilities, Mr. Matthiesen has prepared plans and specifications for the repair and improvement of Sand Creek and Coon Creek. These repairs have included such materials as cable concrete, riprap, vegetation enhancement, gabions, and grouted riprap.

City of Bloomington, Minnesota. Mr. Matthiesen was the Project Manager and Designer for the City of Bloomington's Floatable Control Removal Project. This project was constructed to remove trash from runoff from the Mall of America that discharged into the Minnesota Valley Wildlife Recreation Area. In this work he analyzed several manufactured floatable control treatment devices and, based on cost, developed his own device in coordination with city public works staff.

City of Maple Grove, Minnesota. Mr. Matthiesen is the Project Manager for the Pike Creek Channel Restoration Project in Maple Grove. This quarter mile long project incorporates numerous bioengineering techniques. Kestrel Design is responsible for the bioengineering aspect. Mr. Matthiesen was responsible for the channel design using XP-SWMM and the structural integrity of the channel.

Rice Creek Watershed District, Minnesota. Mr. Matthiesen is the Project Manager for the Hardwood Creek/JD-2 Bank Stabilization Project. This project used a design delivery method of doing site field work and design on location and staking the project for the contractor and paying off of unit prices that were bid by quotes.

PUBLICATIONS

Matthiesen, E.A., "Wet Detention/Retention Pond Design," presented at a joint Minnesota-Wisconsin conference, "Improving Stormwater Quality," April 25, 1995, Phipps Center, Hudson, Wisconsin.

Matthiesen, E.A., "Cross Lake: Watershed Issues in North Louisiana," February 22, 1997, presented at Louisiana Environment '97: Tulane Law School, New Orleans, Louisiana.

Paul Eickenberg, PE*Project Manager and Senior Project Engineer*

AREAS OF EXPERTISE:

- Slope, Embankment, and Dam Investigation and Design
- Earth Retaining Systems
- Landfill Design
- General Civil/Municipal Design
- Geotechnical Investigation and Design

EDUCATION:

Post Graduate Coursework in Pavement Design Curriculum, University of Minnesota
September 2001 to December 2002

MSCE, Geotechnical Engineering
University of Illinois at Urbana-Champaign
May, 1997

BSCE, Structural Engineering
University of Illinois at Urbana-Champaign
December, 1995

REGISTRATION:

Professional Engineer, Minnesota

PROFESSIONAL MEMBERSHIPS:

American Society of Civil Engineers,
Director of Professional Services and Education and
Community Service Chair, 2002 to Present

Society of American Military Engineers,
Former Jr. Vice President and current Programs Chair,
2001 to Present

National Engineer's Week Future City Competition,
Former Regional Coordinator, current Steering
Committee Member, and current school mentor, 2001 to
Present

PROFESSIONAL EXPERIENCE:

September 2006 to Present
Wenck Associates, Inc.
Project Manager and Senior Project Engineer

January 2005 to Present
University of Minnesota
Adjunct Professor, Capstone Senior Design

May 1997 to September 2006
Various Consulting Engineering Firms, Senior Engineer

INDIVIDUAL AND TEAM AWARDS:

2006 Civil and Environmental Engineering Alumni
Association's Young Alumnus Achievement Award,
University of Illinois at Urbana-Champaign

2006 University of Minnesota, Plaque of Appreciation
for Service to the Civil Engineering Department

2005 Society of American Military Engineers Tudor
Medal (National)

2005 Minnesota Young Engineer of the Year, Society of
American Military Engineers

2005 Minnesota Young Engineer of the Year, American
Society of Civil Engineers

2005 Minnesota Young Engineer of the Year, Minnesota
Federation of Engineering, Science, and Technology
Societies

Grand Award, Consulting Engineers Council (CEC) of
Minnesota, West Elk Mine Landslide Stabilization
Project, 2002

Seven Wonders of Engineering Award, Minnesota
Society of Professional Engineers (MSPE), West Elk
Mine Landslide Stabilization Project, 2002

INTRODUCTION

Mr. Eickenberg has worked extensively with the geotechnical, structural, and civil/municipal industries developing skills in earth retaining systems, pavements, slopes and embankments, landfills. He has also served as lead designer and project manager on a number of projects throughout his career.

SELECTED EXPERIENCE

Slope, Embankment, and Dam Investigation and Design:

Mr. Eickenberg has performed slope, embankment, and dam site investigations and stability analyses. The analyses have typically included soil investigations, instrumentation and monitoring, and the design of support and stabilization methods. This work is generally represented by the following projects:

- **Edward Kraemer and Sons, Dam Raises for Limestone Fines Storage, Burnsville, Minnesota**
Worked to complete the design of two dam raises for the storage of limestone fines from washing operations. The existing dam at the time of the first dam raise was 20 feet high and each of the two dam raises added an additional 15-feet for a total height of approximately 50 feet. Analyses were completed using SEEP/W and FLAC and provided seepage quantities, factors of safety against sliding, and anticipated lateral movement.
- **Minnkota Power, Dam Investigation and Rehabilitation Design, Center, North Dakota**
Served as a design engineer for a dam investigation and rehabilitation design at the Minnkota Power Cooperative Nelson Lake Dam in Center, North Dakota. Design included a soil investigation, laboratory testing, seepage and slope stability analyses, and plans and specifications. The seepage and slope stability analyses included a study of infiltration rates and various headwater and tailwater elevations and followed with a study of the how a dewatering trench and stability berm affected the overall dam factor of safety. Also worked with team to prepare plans and specifications for the downstream toe repair utilizing a dewatering trench.
- **Mountain Coal Company, Colluvial Landslide at West Elk Mine, Somerset, Colorado**
Performed groundwater seepage and slope stability analyses for a large colluvial landslide in Colorado at the Mountain Coal Company's West Elk Mine. Also assisted in the design of stabilization piles placed across slip surface to arrest slope movement. Oversaw fieldwork such as rock coring, soil sampling, piezometer installation, and soil strength testing using the bore-hole shear device.
- **USACE, Devils Lake Pump Station and Concrete Wingwalls, Grand Forks, North Dakota**
Performed slope stability analyses on excavations for the Devils Lake pump station. Also worked with team to design the adjacent concrete wingwalls for the St. Paul District Corps of Engineers.
- **City of Grand Forks, Earth and Mechanically Stabilized Wall Levee System Design, Grand Forks, North Dakota**
Aided in design of a levee system for the St. Paul District Corps of Engineers and the City of Grand Forks, North Dakota. Design involved volume and cost estimates, earth levee design, and alternative levee design in the form of a mechanically stabilized earth wall for limited space alignments in and around the city.
- **American Electric Power, Tailings Dam Vertical Expansion and Upstream Construction, Indiana**
Worked to vertically expand an existing tailings dam using upstream construction methods. The existing dam was approximately 23 feet high with 2.5.0H:1.0V sideslopes and the expanded dam was proposed to be 27 feet high with 3.0H:1.0V

sideslopes and set back approximately 10 feet from the inside edge of the existing dam. Numerical modeling was completed using Sigma/W to compute the strains and stresses within the soil mass which were subsequently incorporated into Slope/W in order to calculate a factor of safety. Calculated deformations were compared to future inclinometers and settlement plates through the life of the dam. A seepage analysis was also completed using Seep/W to size the drainage channel at the base of the proposed dike.

- **Blue Earth County, Rapidan Dam Emergency Repair**

Worked as part of design team to investigate and design an emergency repair for a critically unstable dam. This dam, at the time of the investigation, was found to have nearly one-third of its base fully eroded causing the dam to potentially fail in overturning. The design team designed a system to allow grout to be pumped under the dam and into this void allowing the dam to be saved.

- **Potlatch, Vertical Expansion of Paper Sludge Monofill, Brainerd, Minnesota**

Served as the lead geotechnical engineer for the vertical expansion of a paper sludge monofill in Minnesota. The embankment sideslopes were designed to transition from geotextile-reinforced 1.5H:1.0V (approximately 30 feet tall) to non-reinforced 3.0H:1.0V in order to minimize costs by accounting for the existing topographic surface profile.

Earth Retaining Systems:

Mr. Eickenberg has designed numerous retaining walls involving masonry, concrete, timber, beam and lagging, sheet pile, and modular block. This experience includes completing designs for the following projects:

- **USACE, Devils Lake Pump Station and Concrete Wingwalls, Grand Forks, North Dakota**

Performed stability analyses, reinforcement design, and structural detailing of the concrete wingwalls and steel sheet piles for the Devils Lake Pump Station for the Corps of Engineers. The wingwall analyses were completed accounting for earth pressures due to the influence of the sheet pile walls, vehicle loading platform, and sloping backfill. In addition, extreme care was given to the sliding stability of the concrete wingwalls due to the underlying Pierre shale.

- **American Electric Power, Steel Sheet Piling for Barge Unloading Dock, Ohio**

Performed stability analyses for steel sheet piling to support very large cranes for barge unloading. Projects sites were along the Ohio river in Southern Ohio and wall heights ranged from 25 to 40 feet and the crane lift loads were expected to be about 175,000 pounds. In addition to sheet pile wall analyses, design included design of HP-pile wale system, tieback/deadman system, and barge bumper system.

- **Xcel Energy, Steel Sheet Piling to Prevent Parking Lot Collapse at Bay Front Power Plant, Ashland, Wisconsin**

Performed stability analyses for steel sheet piling in weak soils to prevent collapse of a parking lot due to piping of soil underneath a concrete retaining wall at Northern States Power's Bay Front Power Plant.

- **City of Stillwater, Historic Dolomite and Sandstone Retaining Wall, Stillwater, Minnesota**

Performed site reconnaissance, retaining wall evaluation, and wall stability analyses for two failed sections of a historic retaining wall constructed of dolomite and

sandstone blocks, typically two feet tall, three feet wide, and two to three feet deep, in Stillwater, Minnesota. Additionally, worked with design team to provide repair recommendations and cost estimate for failed wall sections.

Publications/Presentations

Besides being an adjunct professor for the Capstone Senior Design class at the University of Minnesota and teaching between 40 and 80 students per year, Mr. Eickenberg has also been part of a team to publish a professional paper and he has given a profession presentation to students at the University of Illinois. He also spoken numerous times to local ASCE student chapters and local high schools and junior highs about the field of engineering.

- “Design of Steel Piles for Stabilization of the West Elk Mine Landslide,” Schiller, P., Solseng, P., Eickenberg, P., Every, N., and Brandshaug, T. Proceedings of the 48th Annual Geotechnical Engineering Conference, J. Labuz (ed.), University of Minnesota, St. Paul, Minnesota, February 18, 2000.
- *Piling for the Lake Superior Center*, presented to faculty, students, and area professionals at the University of Illinois at Urbana-Champaign. The presentation involved an overall description of the project, general theory and examples of WEAP analysis, general theory of wave mechanics and its relationship to PDA analysis, and field examples using the PDA.

MEMORANDUM



CITY OF WINDOM
444 9th Street
P. O. Box 38
Windom, MN 56101
Phone: 507-831-6129
Fax: 507-831-6127

TO: City Council
FROM: Personnel Committee
DATE: January 11, 2008
RE: Non-union Part-time Employees – Liquor Store

On January 9, 2008 the Personnel Committee received information from Gene Lenning, Liquor Store Manager regarding the non-union, part-time employees.

The Personnel Committee recommended the approval of a wage increase of three percent (3%) as these non-union employees do not receive step increases or cost-of-living adjustments. The wage increase is to be applied to the three hourly employees that have been employed at the Liquor Store for over one year. Said wage increase would be effective upon City Council approval.

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	CONVENT. & VISTOR BU	LODGING TAX	5,502.41
		Total for Department 101	5,502.41*
CITY OFFICE	MII LIFE	VEBA	194.30
		Total for Department 103	194.30*
P & Z / BUILDING OFF	MII LIFE	VEBA	145.72
P & Z / BUILDING OFF	MN DEPT OF LABOR & I	BLDG PERMIT SURCHARGE	813.48
P & Z / BUILDING OFF	SW MN CHAPTER OF I.C	DUES	75.00
		Total for Department 106	1,034.20*
CITY HALL	SANDRA HERDER	CLEANING	316.80
CITY HALL	MELISSA PENAS	CLEANING	316.80
		Total for Department 115	633.60*
POLICE	CENTER STOP	FUEL SALES	158.83
POLICE	MII LIFE	VEBA	1,372.76
POLICE	MN CHIEFS OF POLICE	REGISTRATION	325.00
		Total for Department 120	1,856.59*
FIRE DEPARTMENT	AMOCO OIL COMPANY	GAS	201.01
FIRE DEPARTMENT	CENTER STOP	FUEL SALES	176.70
		Total for Department 125	377.71*
STREET	AMOCO OIL COMPANY	GAS	1,629.11
STREET	CENTER STOP	FUEL SALES	134.49
STREET	MII LIFE	VEBA	923.22
STREET	MORRIS SEALCOAT & TR	2007 SEAL COAT	1,997.24
		Total for Department 140	4,684.06*
PARKS	CENTER STOP	FUEL SALES	153.73
PARKS	MII LIFE	VEBA	364.46
		Total for Department 165	518.19*
		Total for Fund 01	14,801.06*
LIBRARY	SANDRA HERDER	CLEANING	316.80
LIBRARY	MELISSA PENAS	CLEANING	316.80
		Total for Department 171	633.60*
		Total for Fund 03	633.60*
UHF TV	FEDERATED RURAL ELEC	UTILITIES	108.46
		Total for Department 173	108.46*
		Total for Fund 10	108.46*
AIRPORT	RED ROCK RURAL WATER	WATER	28.36
AIRPORT	SO. CENTRAL ELECTRIC	POWER COST	504.62
		Total for Department 174	532.98*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Fund 11			532.98*
AMBULANCE	TIM HACKER	EXPENSES	12.60
AMBULANCE	JOLYNN NERHUS	EXPENSE	27.20
AMBULANCE	KIM POWERS	EXPENSE	36.00
AMBULANCE	ALLAN REMPEL	EXPENSE	10.65
AMBULANCE	DOUG WESTERMAN	EXPENSE	88.74
Total for Department 176			175.19*
Total for Fund 13			175.19*
MULTI-PURPOSE BUILDI	CENTER STOP	FUEL SALES	84.78
MULTI-PURPOSE BUILDI	MII LIFE	VEBA	376.53
Total for Department 177			461.31*
Total for Fund 14			461.31*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	1,293.30
LIQUOR	LOCHER BROTHERS INC	MERCHANDISE	3,483.10
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	10,461.40
LIQUOR	HOLINKA DISTR. CO.	MERCHANDISE	197.50
LIQUOR	JOHNSON BROS.	MERCHANDISE	970.00
LIQUOR	GENE LENNING	EXPENSE	122.59
LIQUOR	MII LIFE	VEBA	364.46
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	1,460.15
Total for Department 180			18,352.50*
Total for Fund 60			18,352.50*
WATER	CENTER STOP	FUEL SALES	352.63
WATER	H P SUDS	BILLING CONTRACT SERVICE	172.83
WATER	MII LIFE	VEBA	549.72
WATER	VOYAGER FLEET SERVIC	GAS	63.91
Total for Department 181			1,139.09*
Total for Fund 61			1,139.09*
ELECTRIC	AMOCO OIL COMPANY	GAS	678.74
ELECTRIC	CENTER STOP	FUEL SALES	127.15
ELECTRIC	H P SUDS	BILLING CONTRACT SERVICE	172.85
ELECTRIC	MII LIFE	VEBA	1,029.43
ELECTRIC	VOYAGER FLEET SERVIC	GAS	37.48
ELECTRIC	WINDOM BAKERY	REBATE ON POWER	34.65
ELECTRIC	BRAD BOLDUAN	ENERGY REBATE	100.00
ELECTRIC	JOHN GALLE	ENERGY REBATE	100.00
ELECTRIC	JOEL HIGLEY	ENERGY REBATE	275.00
ELECTRIC	VERDIENE MEKOSCH	ENERGY REBATE	100.00
ELECTRIC	IVAN SCHAUFENBUEL	ENERGY REBATE	100.00
Total for Department 182			2,755.30*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Fund 62			2,755.30*
	BANK MIDWEST	LOAN	18,943.63
Total for Department			18,943.63*
SEWER	AMOCO OIL COMPANY	GAS	341.82
SEWER	CENTER STOP	FUEL SALES	78.67
SEWER	H P SUDS	BILLING CONTRACT SERVICE	172.83
SEWER	MII LIFE	VEBA	914.14
SEWER	BANK MIDWEST	LOAN	2,291.94
Total for Department 183			3,799.40*
Total for Fund 63			22,743.03*
ARENA	AMOCO OIL COMPANY	GAS	44.54
ARENA	CENTER STOP	FUEL SALES	80.11
ARENA	MII LIFE	VEBA	182.23
Total for Department 184			306.88*
Total for Fund 64			306.88*
	BANK MIDWEST	LOAN PAYMENT	4,000.00
Total for Department			4,000.00*
ECONOMIC DEVELOPMENT MARK MARCY		SNOW REMOVAL	420.00
ECONOMIC DEVELOPMENT MII LIFE		VEBA	230.81
Total for Department 187			650.81*
Total for Fund 67			4,650.81*
RIVERBLUFF ESTATES	MARK MARCY	SNOW REMOVAL	165.00
Total for Department 166			165.00*
Total for Fund 68			165.00*
TELECOMMUNICATIONS	CENTER STOP	FUEL SALES	94.50
TELECOMMUNICATIONS	H P SUDS	BILLING CONTRACT SERVICE	518.49
TELECOMMUNICATIONS	MII LIFE	VEBA	652.90
TELECOMMUNICATIONS	VOYAGER FLEET SERVIC	GAS	35.47
Total for Department 199			1,301.36*
Total for Fund 69			1,301.36*
Grand Total			68,126.57*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
CITY OFFICE	VET'S WHOA N'GO	GAS	40.89
		Total for Department 103	40.89*
P & Z / BUILDING OFF	VET'S WHOA N'GO	GAS	44.79
		Total for Department 106	44.79*
FIRE DEPARTMENT	MIDWEST WIRELESS	TELEPHONE	27.11
FIRE DEPARTMENT	VET'S WHOA N'GO	GAS	28.82
FIRE DEPARTMENT	CRAIG WOLTER	MILEAGE	141.40
		Total for Department 125	197.33*
STREET	ERICKSON OIL CO	GAS	164.17
STREET	VET'S WHOA N'GO	GAS	1,614.07
		Total for Department 140	1,778.24*
		Total for Fund 01	2,061.25*
	CITY OF WINDOM	2007 STR IMPROVEMENT PRO	4,295.42
		Total for Department	4,295.42*
LIBRARY	CITIZEN PUBLISHING C	SUBSCRIPTION	69.90
		Total for Department 171	69.90*
		Total for Fund 03	4,365.32*
AMBULANCE	JIM SKARPHOL	EXPENSE	135.35
AMBULANCE	JIM SKARPHOL	SUPPLIES	7.98
AMBULANCE	VET'S WHOA N'GO	GAS	1,870.45
		Total for Department 176	2,013.78*
		Total for Fund 13	2,013.78*
MULTI-PURPOSE BUILDI	RIVER BEND LIQUOR	MERCHANDISE	95.79
		Total for Department 177	95.79*
		Total for Fund 14	95.79*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	1,534.25
LIQUOR	WINDOM AREA CHAMBER	CONTR TO ELEC COMM EVENT	1,000.00
		Total for Department 180	2,534.25*
		Total for Fund 60	2,534.25*
WATER	DATA-PAC MAILING SYS	UTILITY/TELECOM BILLING	240.00
		Total for Department 181	240.00*
		Total for Fund 61	240.00*
ELECTRIC	DATA-PAC MAILING SYS	UTILITY/TELECOM BILLING	495.00
ELECTRIC	BRAD BUSSA	CLEANING	184.60
ELECTRIC	TORO	REFUND - TORO WELDING ME	3,040.28

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ELECTRIC	VET'S WHOA N'GO	GAS	56.48
		Total for Department 182	3,776.36*
		Total for Fund 62	3,776.36*
	LEAGUE OF MN. CITIES SEWER PROJECT LOAN		18,943.63
		Total for Department	18,943.63*
SEWER	DATA-PAC MAILING SYS UTILITY/TELECOM BILLING		240.00
SEWER	ERICKSON OIL CO	GAS	72.24
SEWER	LEAGUE OF MN. CITIES SEWER PROJECT LOAN		2,291.94
		Total for Department 183	2,604.18*
		Total for Fund 63	21,547.81*
ARENA	VET'S WHOA N'GO	GAS	80.54
		Total for Department 184	80.54*
		Total for Fund 64	80.54*
	BANK MIDWEST	LOAN PAYMENT	4,000.00
		Total for Department	4,000.00*
ECONOMIC DEVELOPMENT	AARON BACKMAN	EXPENSE	38.30
		Total for Department 187	38.30*
		Total for Fund 67	4,038.30*
TELECOMMUNICATIONS	COMCAST MEDIA CENTER SUBSCRIBER		30.40
TELECOMMUNICATIONS	DATA-PAC MAILING SYS UTILITY/TELECOM BILLING		525.00
TELECOMMUNICATIONS	ERICKSON OIL CO	GAS	33.73
TELECOMMUNICATIONS	KARE 11 TELEVISION	SUBSCRIBER	288.20
TELECOMMUNICATIONS	MIDWEST WIRELESS	TELEPHONE	199.10
TELECOMMUNICATIONS	NATIONAL CABLE TV CO	SUBSCRIBER	20,229.65
TELECOMMUNICATIONS	TOWER DISTRIBUTION C	SUBSCRIBER	204.88
		Total for Department 199	21,510.96*
		Total for Fund 69	21,510.96*
		Grand Total	62,264.36*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	CITIZEN PUBLISHING C	ADVERTISING	425.60
MAYOR & COUNCIL	COALITION OF GREATER	DUES	5,968.00
MAYOR & COUNCIL	LEWIS FAMILY DRUG #5	POINSETTAS-MAYOR MEDAL	51.03
MAYOR & COUNCIL	SUNSHINE FOODS	MAYORS MEDAL	9.04
MAYOR & COUNCIL	MCDONALD & SCHRAMEL	LEGAL FEES	323.00
MAYOR & COUNCIL	PICTURE THIS PHOTO	MAYORS MEDAL	150.00
MAYOR & COUNCIL	WINDOM BAKERY	EXPENSE MAYORS MEDAL	15.00
MAYOR & COUNCIL	WORTHINGTON DAILY GL	SUBSCRIPTION	43.50
	Total for Department 101		6,985.17*
CITY OFFICE	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	9.07
CITY OFFICE	ELECTRIC FUND	UTILITY PAYMENTS	294.48
CITY OFFICE	SUNSHINE FOODS	SUPPLIES	3.90
CITY OFFICE	HEARTLAND TECHNOLOGY	BILLING SYSTEM FIRE WALL	40.00
CITY OFFICE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
CITY OFFICE	PITNEY BOWES	SUPPLIES	171.98
CITY OFFICE	SCHWALBACH HARDWARE	MAINTENANCE	6.91
CITY OFFICE	STOREY KENWORTHY	SUPPLIES	110.20
	Total for Department 103		642.32*
P & Z / BUILDING OFF	ELECTRIC FUND	UTILITY PAYMENTS	76.28
P & Z / BUILDING OFF	HEARTLAND TECHNOLOGY	BILLING SYSTEM FIRE WALL	40.00
P & Z / BUILDING OFF	MCDONALD & SCHRAMEL	LEGAL FEES	57.00
P & Z / BUILDING OFF	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
P & Z / BUILDING OFF	STOREY KENWORTHY	SUPPLIES	10.00
	Total for Department 106		189.06*
LEGAL	MCDONALD & SCHRAMEL	LEGAL SUPPLIES	70.13
	Total for Department 110		70.13*
CITY HALL	AMERIGAS - WORTHINGT	WATER TREATMENT	23.38
CITY HALL	COTTONWOOD COUNTY SO	RECYCLING PICK UP	12.00
CITY HALL	WASTE MANAGEMENT OF	HAUL GARBAGE	79.09
CITY HALL	JUSTIN DERICKSON	SNOW REMOVAL	70.00
CITY HALL	ELECTRIC FUND	UTILITY PAYMENTS	462.53
	Total for Department 115		647.00*
POLICE	CITIZEN PUBLISHING C	ADVERTISING	50.40
POLICE	COTTONWOOD CO TREASU	DISPATCHING	275.00
POLICE	COTTONWOOD CO TREASU	RENT	1,200.00
POLICE	DAN'S OFFICE SUPPLY	SUPPLIES	20.24
POLICE	ELECTRIC FUND	UTILITY PAYMENTS	81.45
POLICE	H.E.A.T. TACTICAL TE	DUES	1,500.00
POLICE	KDOM RADIO	ADVERTISING	30.00
POLICE	MCDONALD & SCHRAMEL	LEGAL FEES	3,648.00
POLICE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	22.50
POLICE	MID STATE ORGANIZED	DUES	100.00
POLICE	SCHWALBACH HARDWARE	MAINTENANCE	10.64
POLICE	STOREY KENWORTHY	SUPPLIES	10.00
POLICE	COUNTRY PRIDE SERVIC	MAINTENANCE	910.64
	Total for Department 120		7,858.87*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount

FIRE DEPARTMENT	COTTONWOOD CO TREASU	DISPATCHING	212.50
FIRE DEPARTMENT	ELECTRIC FUND	UTILITY PAYMENTS	26.06
FIRE DEPARTMENT	HEIMAN FIRE EQUIP. C	MAINTENANCE	6.00
FIRE DEPARTMENT	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
FIRE DEPARTMENT	RUNNING'S SUPPLY	MAINTENANCE	8.73
	Total for Department 125		259.07*
EMERGENCY MANAGEMENT	COTTONWOOD CO TREASU	DISPATCHING	12.50
EMERGENCY MANAGEMENT	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	200.00
	Total for Department 130		212.50*
ANIMALS	COTTONWOOD-SLAYTON V	VETERINARY SERVICE	136.68
	Total for Department 135		136.68*
STREET	COTTONWOOD COUNTY LA	GARBAGE	30.00
STREET	COTTONWOOD CO TREASU	DISPATCHING	125.00
STREET	WASTE MANAGEMENT OF	HAUL GARBAGE	121.31
STREET	ELECTRIC FUND	UTILITY PAYMENTS	3,872.78
STREET	FOX BROTHERS	TRUCK	189.97
STREET	JOHNSON HARDWARE	MAINTENANCE	20.02
STREET	LAMPERTS YARDS, INC.	MAINTENANCE	220.81
STREET	MCDONALD & SCHRAMEL	LEGAL FEES	95.00
STREET	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
STREET	MESSER MACHINE & MFG	MAINTENANCE	70.15
STREET	M&G DISTRIBUTORS	MAINTENANCE	165.98
STREET	MN MUNICIPAL UTILITI	2008 PARTICIPANT FEE	150.00
STREET	M-R SIGNS CO., INC	MAINTENANCE	1,067.25
STREET	RUNNING'S SUPPLY	MAINTENANCE	152.39
STREET	SCHWALBACH HARDWARE	MAINTENANCE	261.38
STREET	COUNTRY PRIDE SERVIC	MAINTENANCE	487.23
STREET	WINDOM FARM SERVICE	MAINTENANCE	12.03
STREET	CARQUEST AUTO PARTS	MAINTENANCE	315.55
	Total for Department 140		7,362.63*
RECREATION	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	4.52
	Total for Department 150		4.52*
PARKS	COTTONWOOD CO TREASU	DISPATCHING	37.50
PARKS	ELECTRIC FUND	UTILITY PAYMENTS	188.04
PARKS	GOPHER	SUPPLIES	228.26
PARKS	MTI DISTRIBUTING COM	MAINTENANCE	98.44
PARKS	CARQUEST AUTO PARTS	MAINTENANCE	97.70
	Total for Department 165		649.94*
	Total for Fund 01		25,017.89*
LIBRARY	BBC AUDIO	BOOKS	57.00
LIBRARY	COTTONWOOD COUNTY SO	RECYCLING PICK UP	6.00
LIBRARY	DAN'S OFFICE SUPPLY	SUPPLIES	63.10
LIBRARY	ELECTRIC FUND	UTILITY PAYMENTS	264.26

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
LIBRARY	GALE	BOOKS	228.38
LIBRARY	INGRAM	BOOKS	1,270.94
LIBRARY	J & K WINDOWS	CLEANING	15.00
LIBRARY	KDOM RADIO	ADVERTISING	30.00
LIBRARY	MICROMARKETING	BOOKS & AUDIO	414.15
LIBRARY	MN LIBRARY ASSOACOATI	DUES	79.00
LIBRARY	PLUNKETT'S PEST CONT	SERVICE	393.37
LIBRARY	RECORDED BOOKS, LLC	AUDIO	6.95
LIBRARY	READERS SERVICE	BOOKS	35.66
LIBRARY	READERS DIGEST - AUD	AUDIO	23.40
LIBRARY	SMITHSONIAN	SUBSCRIPTION	34.00
LIBRARY	QUILTER'S WORLD QQ	SUBSCRIPTION	17.97
LIBRARY	WOODWORKER'S JOURNAL	SUBSCRIPTION	19.95
	Total for Department 171		2,959.13*
	Total for Fund 03		2,959.13*
UHF TV	ELECTRIC FUND	UTILITY PAYMENTS	24.77
	Total for Department 173		24.77*
	Total for Fund 10		24.77*
AIRPORT	JAVENS ELECTRIC	RUNWAY MAINTENANCE	256.44
AIRPORT	DIELECTRIC	MAINTENANCE	743.59
	Total for Department 174		1,000.03*
	Total for Fund 11		1,000.03*
POOL	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	4.52
POOL	ELECTRIC FUND	UTILITY PAYMENTS	10.85
	Total for Department 175		15.37*
	Total for Fund 12		15.37*
AMBULANCE	ARROW MANUFACTURING	EQUIP FOR AMBULANCE	386.00
AMBULANCE	COTTONWOOD CO TREASU	DISPATCHING	200.00
AMBULANCE	ELECTRIC FUND	UTILITY PAYMENTS	23.11
AMBULANCE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
AMBULANCE	PRAXAIR DISTRIBUTION	SERVICE	310.89
AMBULANCE	WINDOM AREA HOSPITAL	SERVICE	1,493.35
AMBULANCE	WINDOM FARM SERVICE	MAINTENANCE	288.82
	Total for Department 176		2,707.95*
	Total for Fund 13		2,707.95*
MULTI-PURPOSE BUILDI	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	4.52
MULTI-PURPOSE BUILDI	WASTE MANAGEMENT OF	HAUL GARBAGE	105.30
MULTI-PURPOSE BUILDI	ELECTRIC FUND	UTILITY PAYMENTS	1,201.66
MULTI-PURPOSE BUILDI	FIRST FLORAL HALLMAR	SUPPLIES	39.94
MULTI-PURPOSE BUILDI	KDOM RADIO	ADVERTISING	143.80

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MULTI-PURPOSE BUILDI	PAMIDA	SUPPLIES	46.00
MULTI-PURPOSE BUILDI	PRAXAIR DISTRIBUTION	SERVICE	10.97
MULTI-PURPOSE BUILDI	RUNNING'S SUPPLY	MAINTENANCE	17.02
MULTI-PURPOSE BUILDI	SCHWALBACH HARDWARE	MAINTENANCE	95.54
MULTI-PURPOSE BUILDI	STONER INDUSTRIAL, I	SERVICE	83.94
MULTI-PURPOSE BUILDI	STOREY KENWORTHY	SUPPLIES	10.00
	Total for Department 177		1,758.69*
	Total for Fund 14		1,758.69*
LIQUOR	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	4.52
LIQUOR	CITIZEN PUBLISHING C	ADVERTISING	176.40
LIQUOR	COCA-COLA BOTTLING C	MERCHANDISE	195.80
LIQUOR	CULLIGAN	SERVICE	20.86
LIQUOR	WASTE MANAGEMENT OF	HAUL GARBAGE	54.76
LIQUOR	ELECTRIC FUND	UTILITY PAYMENTS	725.13
LIQUOR	KDOM RADIO	ADVERTISING	46.80
LIQUOR	S&K LINES	FREIGHT	739.80
LIQUOR	STOREY KENWORTHY	SUPPLIES	16.39
	Total for Department 180		1,980.46*
	Total for Fund 60		1,980.46*
WATER	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	9.07
WATER	CITIZEN PUBLISHING C	ADVERTISING	90.00
WATER	COTTONWOOD CO TREASU	DISPATCHING	100.00
WATER	WASTE MANAGEMENT OF	HAUL GARBAGE	79.09
WATER	ELECTRIC FUND	UTILITY PAYMENTS	5,438.01
WATER	HAWKINS, INC	CHEMICALS	1,220.98
WATER	H P SUDS	BILLING CONTRACT SERVICE	121.83
WATER	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
WATER	MIDWEST WIRELESS	TELEPHONE	78.15
WATER	MN MUNICIPAL UTILITI	2008 PARTICIPANT FEE	75.00
WATER	MN VALLEY TESTING	TESTING	100.40
WATER	RUNNING'S SUPPLY	MAINTENANCE	238.47
WATER	SCHWALBACH HARDWARE	MAINTENANCE	90.93
WATER	STOREY KENWORTHY	SUPPLIES	16.39
WATER	WINDOM TOWING CO	TIRES	146.49
	Total for Department 181		7,810.59*
	Total for Fund 61		7,810.59*
	BURMEISTER ELECTRIC	MAINTENANCE	250.28
	KELSEY FOSSING	REFUND - UTILITY PREPAYM	125.00
	AMANDA VAN MEVERAN	REFUND - UTILITY PREPAYM	125.00
	Total for Department		500.28*
ELECTRIC	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	4.53
ELECTRIC	CANNON TECHNOLOGIES	SOFTWARE SUPPORT - MAINT	4,052.00
ELECTRIC	CENTRAL MINNESOTA MU	MMTG TRANSMISSION	17,012.00

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ELECTRIC	CITIZEN PUBLISHING C	ADVERTISING	342.00
ELECTRIC	COTTONWOOD CO TREASU	DISPATCHING	187.50
ELECTRIC	WASTE MANAGEMENT OF	HAUL GARBAGE	78.72
ELECTRIC	ELECTRIC FUND	UTILITY PAYMENTS	273.90
ELECTRIC	GDF ENTERPRISES, INC	EQUIP MAINTENANCE	226.38
ELECTRIC	H P SUDS	BILLING CONTRACT SERVICE	121.84
ELECTRIC	JOHNSON HARDWARE	MAINTENANCE	4.45
ELECTRIC	KDOM RADIO	ADVERTISING	320.20
ELECTRIC	LAB SAFETY SUPPLY IN	SUPPLIES	92.84
ELECTRIC	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
ELECTRIC	MN MUNICIPAL UTILITI	2008 PARTICIPANT FEE	100.00
ELECTRIC	MN MUNICIPAL UTILITI	MEMBERSHIP DUES	7,011.00
ELECTRIC	RUNNING'S SUPPLY	MAINTENANCE	6.38
ELECTRIC	SCHWALBACH HARDWARE	MAINTENANCE	16.11
ELECTRIC	STONER INDUSTRIAL, I	SERVICE	67.96
ELECTRIC	STOREY KENWORTHY	SUPPLIES	16.39
ELECTRIC	DEPARTMENT OF ENERGY	POWER COST	53,383.80
ELECTRIC	WINDOM AREA DEVELOPM	INDUSTRIAL DEVELOPMENT	1,200.00
ELECTRIC	WINDOM AREA HOSPITAL	GENERATOR CAPACITY AGREE	7,200.00
ELECTRIC	CARQUEST AUTO PARTS	MAINTENANCE	24.91
ELECTRIC	WINDOM READY MIX	MAINTENANCE	55.65
ELECTRIC	WINDOM TOWING CO	TIRES	40.00
	Total for Department 182		91,844.34*
	Total for Fund 62		92,344.62*
SEWER	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	9.07
SEWER	CITIZEN PUBLISHING C	ADVERTISING	90.00
SEWER	COTTONWOOD CO TREASU	DISPATCHING	100.00
SEWER	ELECTRIC FUND	UTILITY PAYMENTS	13,451.68
SEWER	H P SUDS	BILLING CONTRACT SERVICE	121.84
SEWER	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.77
SEWER	MIDWEST WIRELESS	TELEPHONE	14.09
SEWER	MN MUNICIPAL UTILITI	2008 PARTICIPANT FEE	75.00
SEWER	MN VALLEY TESTING	TESTING	586.60
SEWER	NORTH SHORE ANALYTIC	TESTING	125.00
SEWER	PAAPE DISTRIBUTING C	MAINTENANCE	2,061.60
SEWER	RON'S ELECTRIC	MAINTENANCE	511.88
SEWER	RUNNING'S SUPPLY	MAINTENANCE	272.36
SEWER	SCHWALBACH HARDWARE	MAINTENANCE	180.12
SEWER	STOREY KENWORTHY	SUPPLIES	16.39
SEWER	WINDOM TOWING CO	TIRES	146.50
	Total for Department 183		17,767.90*
	Total for Fund 63		17,767.90*
ARENA	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	4.55
ARENA	AMERIPRIDE LINEN CO	SERVICE	65.18
ARENA	CITIZEN PUBLISHING C	ADVERTISING	680.40
ARENA	WASTE MANAGEMENT OF	HAUL GARBAGE	121.68

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ARENA	ELECTRIC FUND	UTILITY PAYMENTS	5,819.16
ARENA	FERRELLGAS	GAS	140.58
ARENA	KDOM RADIO	ADVERTISING	70.00
ARENA	LAMPERTS YARDS, INC.	MAINTENANCE	43.55
ARENA	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.77
ARENA	MESSER MACHINE & MFG	MAINTENANCE	25.35
ARENA	SCHWALBACH HARDWARE	MAINTENANCE	90.01
ARENA	STONER INDUSTRIAL, I	SERVICE	9.52
ARENA	STOREY KENWORTHY	SUPPLIES	16.39
ARENA	COUNTRY PRIDE SERVIC	MAINTENANCE	12.50
ARENA	CARQUEST AUTO PARTS	MAINTENANCE	16.47
	Total for Department 184		7,121.11*
	Total for Fund 64		7,121.11*
RIVERBLUFF TOWNHOMES	ELECTRIC FUND	UTILITY PAYMENTS	45.91
	Total for Department 186		45.91*
	Total for Fund 66		45.91*
ECONOMIC DEVELOPMENT	CITIZEN PUBLISHING C	ADVERTISING	90.00
ECONOMIC DEVELOPMENT	COTTONWOOD CTY RECOR	SERVICE	46.00
ECONOMIC DEVELOPMENT	DAN'S OFFICE SUPPLY	SUPPLIES	217.26
ECONOMIC DEVELOPMENT	JUSTIN DERICKSON	SNOW REMOVAL	30.00
ECONOMIC DEVELOPMENT	ELECTRIC FUND	UTILITY PAYMENTS	246.45
ECONOMIC DEVELOPMENT	HEARTLAND TECHNOLOGY	BILLING SYSTEM FIRE WALL	40.00
ECONOMIC DEVELOPMENT	KDOM RADIO	ADVERTISING	99.00
ECONOMIC DEVELOPMENT	MCDONALD & SCHRAMEL	LEGAL FEES	66.50
ECONOMIC DEVELOPMENT	SNICKS SIGNS	MAINTENANCE	2,414.36
ECONOMIC DEVELOPMENT	STOREY KENWORTHY	SUPPLIES	16.39
ECONOMIC DEVELOPMENT	WINDOM BAKERY	EXPENSE	33.00
ECONOMIC DEVELOPMENT	ROCKER CONSTRUCTION	BLOWER RENT	835.32
	Total for Department 187		4,134.28*
	Total for Fund 67		4,134.28*
RIVERBLUFF ESTATES	UNITED PRAIRIE BANK	LOAN	799.11
	Total for Department 166		799.11*
	Total for Fund 68		799.11*
	MN 9-1-1 PROGRAM	911 SERVICE	767.96
	CALIX	MAINTENANCE	28,417.82
	Total for Department		29,185.78*
TELECOMMUNICATIONS	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	13.56
TELECOMMUNICATIONS	CITIZEN PUBLISHING C	ADVERTISING	270.00
TELECOMMUNICATIONS	WASTE MANAGEMENT OF	HAUL GARBAGE	70.20
TELECOMMUNICATIONS	ELECTRIC FUND	UTILITY PAYMENTS	1,330.55
TELECOMMUNICATIONS	FIBER INSTRUMENT SAL	FIBER PADS FOR MAIN LINE	217.56

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
TELECOMMUNICATIONS	FOX SPORTS	SUBSCRIBER	4,788.48
TELECOMMUNICATIONS	H P SUDS	BILLING CONTRACT SERVICE	365.49
TELECOMMUNICATIONS	KDOM RADIO	ADVERTISING	1,114.00
TELECOMMUNICATIONS	LAB SAFETY SUPPLY IN	SUPPLIES	-8.90
TELECOMMUNICATIONS	LIFETIME	SUBSCRIBER	605.44
TELECOMMUNICATIONS	MN MUNICIPAL UTILITI	2008 PARTICIPANT FEE	75.00
TELECOMMUNICATIONS	NATIONAL CABLE TV CO	EQUIPMENT	710.84
TELECOMMUNICATIONS	NEW STAR SALES & SER	COPIER MAINTENANCE	30.00
TELECOMMUNICATIONS	QWEST	TELEPHONE	312.37
TELECOMMUNICATIONS	ONVOY	BANDWIDTH BILLING	6,688.19
TELECOMMUNICATIONS	RUNNING'S SUPPLY	MAINTENANCE	5.84
TELECOMMUNICATIONS	SCHWALBACH HARDWARE	MAINTENANCE	80.05
TELECOMMUNICATIONS	STONER INDUSTRIAL, I	SERVICE	19.07
TELECOMMUNICATIONS	STOREY KENWORTHY	SUPPLIES	49.17
TELECOMMUNICATIONS	WINDOM QUICK PRINT	CONNECTION	1,957.20
TELECOMMUNICATIONS	WINDOM QUICK PRINT	PRINTING	118.22
TELECOMMUNICATIONS	WOODSTOCK TELEPHONE	SERVICE	186.67
TELECOMMUNICATIONS	CITY OF WINDOM - ARE	SIGN RENTAL	200.00
TELECOMMUNICATIONS	IP NETWORKS	SERVICE - SUPPORT	1,800.00
	Total for Department 199		20,999.00*
	Total for Fund 69		50,184.78*
	COLONIAL LIFE INSURA	INSURANCE	22.05
	Total for Department		22.05*
	Total for Fund 70		22.05*
	Grand Total		215,694.64*



Coalition of Greater Minnesota Cities

CGMC in Brief

January 4, 2008

Contact: Sarah Kleppe
651.225.8840

CGMC has 74 members!

The CGMC is pleased to announce the addition of three new members, the cities of **Morris, Ortonville, and Renville**. Morris has been a member of the coalition in the past and Ortonville and Renville are new members. Last month **Hutchinson, Goodview, and Plainview** also joined the coalition.

New Year's Resolution: Contact Your Legislator

RIGHT NOW! is an effective time to influence what happens in May, even though the legislative session doesn't begin until February 12. The best time to sway legislators is while they are still at home. Committees are meeting, bills are being drafted, and legislators are already developing their priorities for the coming session.

Attached to this email are handouts and discussion points to use with your legislators before sessions starts.

Use the attached material to discuss the CGMC perspective on Local Government Aid, transportation and annexation with your legislators now and during the session, as well.

CGMC Legislative Action Day – February 20, 2008

The CGMC's annual Legislative Action Day will be Feb. 20 in St. Paul. All member cities are encouraged to send at least one representative to meet with legislators. The agenda and registration form are at: www.greatermncities.org/2008_LADregistration010208.pdf.

Please book your hotel A.S.A.P. because we are competing with a high school hockey tournament for hotel-motel accommodations. There are blocks of rooms set aside for CGMC members at the Best Western Kelly Inn and the Holiday Inn River Centre.

Reminder: Please pay 2008 dues by February 1

If you have not done so already, please pay your 2008 dues by February 1. Dues statements for 2008 were sent to all cities in August 2007.

If you have questions about your dues please contact CGMC Treasurer Scott Hutchins in Moorhead at 218.299.5376.



Municipal Boundary Adjustment Task Force continues to meet

In 2006 the Legislature created a task force to recommend changes to the state's annexation and land-use laws. The task force was to include legislative, township, and municipal members. Because the Legislature failed to name their members, the task force failed to meet and the reporting period for the task force expired.

In 2007, the CGMC was instrumental in reinvigorating the task force and ensuring that the Legislature actually named members to it.

The task force has met twice, with **Rochester Assistant City Administrator Gary Neumann** and **Sartell City Administrator Patti Gartland** representing the CGMC. Bradley Peterson of Flaherty & Hood, P.A. also has attended the meetings, providing research, drafting, and policy support to the municipal members.

Township and city representatives were asked to submit in writing their thoughts on the legislative findings and goals that are at the beginning of the annexation statute. Among other things, the language says that "municipal government most efficiently provides governmental services in areas intensively developed for residential, commercial, industrial, and governmental purposes..."

The parties were also charged with suggesting technical and substantive language changes.

Throughout their proposal and in task force discussion, the townships have insisted that they need to be treated as a form of government that is as capable of meeting the needs of township residents as cities. They have also wanted to resurrect such past ghosts as the township election requirement for some forms of annexation.

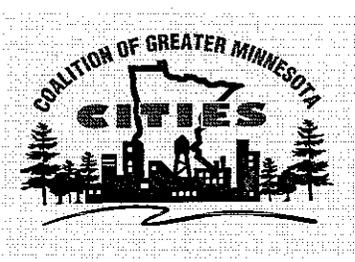
The task force has found a few common items it might be able to come to agreement on, but true annexation reform will be harder to attain. If you have questions, contact Bradley at bmpeterson@flaherty-hood.com.

CGMC Planning Annexation Reform Proposal and Seminar

In addition to working with the annexation task force, the CGMC also is working on a reform package that will make annexations easier, make orderly annexation agreements fairer, and protect the environment.

In support of such a reform proposal, the Flaherty & Hood, P.A. staff is in the process of planning a seminar on annexation issues for CGMC members and legislators. Please stay tuned for more details.





Annexation & Land Use Goals: 2008

Minn. Stat. § 414.01, subd. 1a

The Legislature finds that:

- (1) sound urban development and preservation of agricultural land and open spaces through land use planning is essential to the continued economic growth of this state;
- (2) municipal government most efficiently provides governmental services in areas intensively developed for residential, commercial, industrial, and governmental purposes; and township government most efficiently provides governmental services in areas used or developed for agricultural, open space, and rural residential purposes...

Throughout its history the CGMC has lobbied for strong annexation and land use policies that are consistent with the legislative findings and goals contained in Minnesota Statutes Chapter 414.

This year the Municipal Boundary Adjustment Task Force is looking at changes that might be necessary in annexation law. It is clear that changes need to be made to make the every day application of the law consistent with its goals – changes only the Legislature can make. Such changes include:

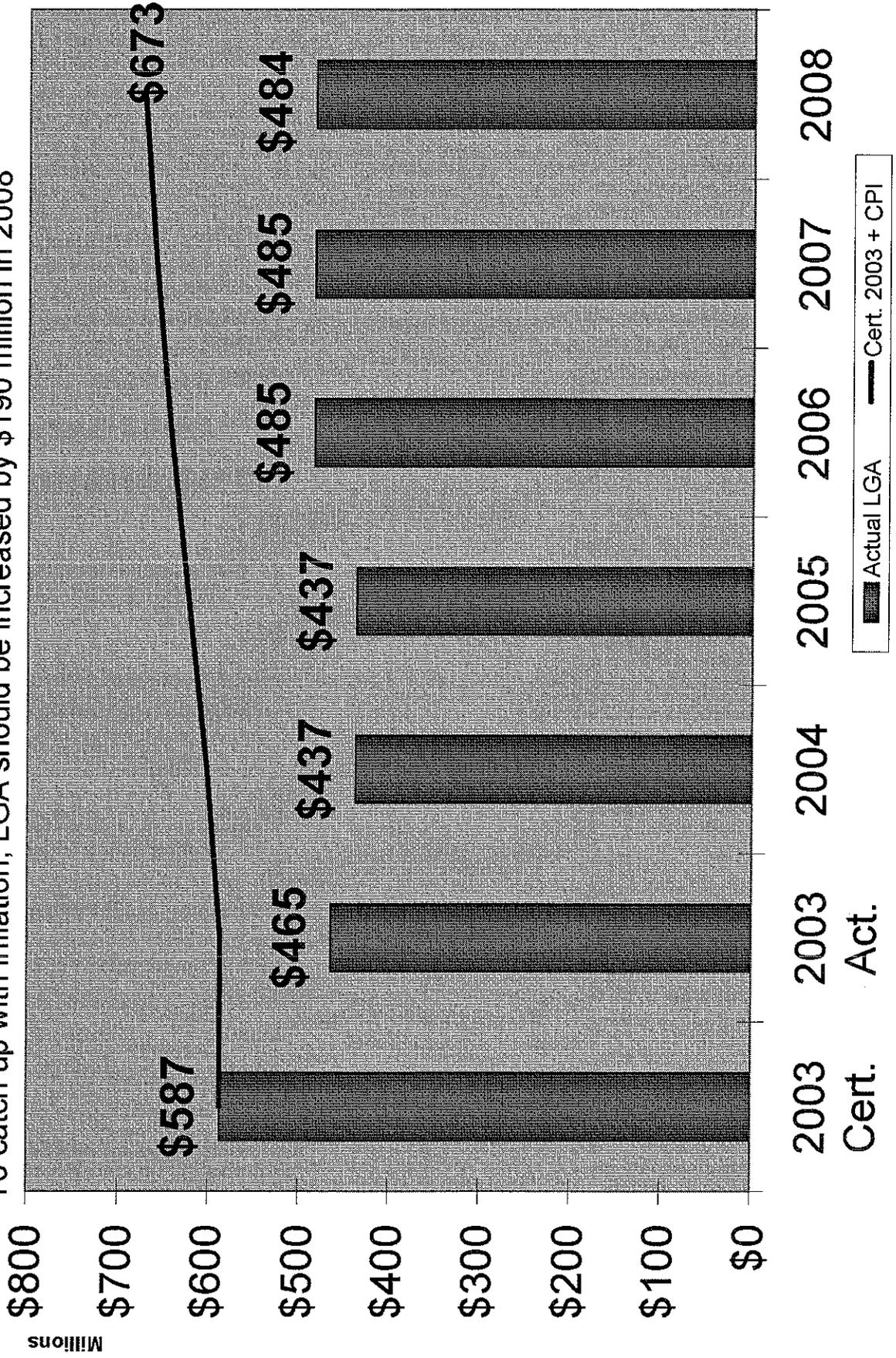
- **Making annexation more automatic when good land use practices require it**
There are many cases where, to protect ground water, efficiently plan growth, and control urban sprawl, cities should be pursuing annexations. The current annexation system is often too expensive and too cumbersome, especially for smaller cities. As a result many annexations that should take place do not.
- **Removing financial incentives that make annexations unnecessarily expensive**
Townships are, and should be, compensated for their loss of property tax revenue that occurs when annexations happen. However, some townships are currently demanding per acre payments be included in orderly annexation agreements. Some of these payments are as high as \$500 per acre. This practice either discourages cities from negotiating with their township neighbors or makes entering into agreements very expensive for cities.
- **Giving cities more authority to control development on their doorsteps**
Currently, cities can exercise zoning and subdivision authority outside of their boundaries, but only if there are no competing township or county regulations. Where there are township or county regulations, a city is constrained from extending their authority. Townships and counties often allow urban-type residential and commercial development to take place outside of a city. These developments are not supported by municipal water or sewage and often result in environmental degradation. Allowing cities to control growth outside their boundaries will constrain sprawl and make city growth more efficient.

Smart annexation and land use laws will...

- ✓ **Protect the Environment**
- ✓ **Preserve Agricultural Land and Open Space**
- ✓ **Promote Efficient Delivery of Local Government Services**

The LGA Appropriation is Short \$190 Million

To catch up with inflation, LGA should be increased by \$190 million in 2008



Prepared by Flaherty and Hood, P.A. for the Coalition of Greater MN Cities, 10/29/2007.



Local Government Aid Q & A

“Too much relief would be provided through local government aid programs that benefit only half the population.”

“Buying down property taxes through local government aid programs has never proven to be a long-term solution to property tax pressures. The only way to truly hold down local property tax increases is by capping them.”

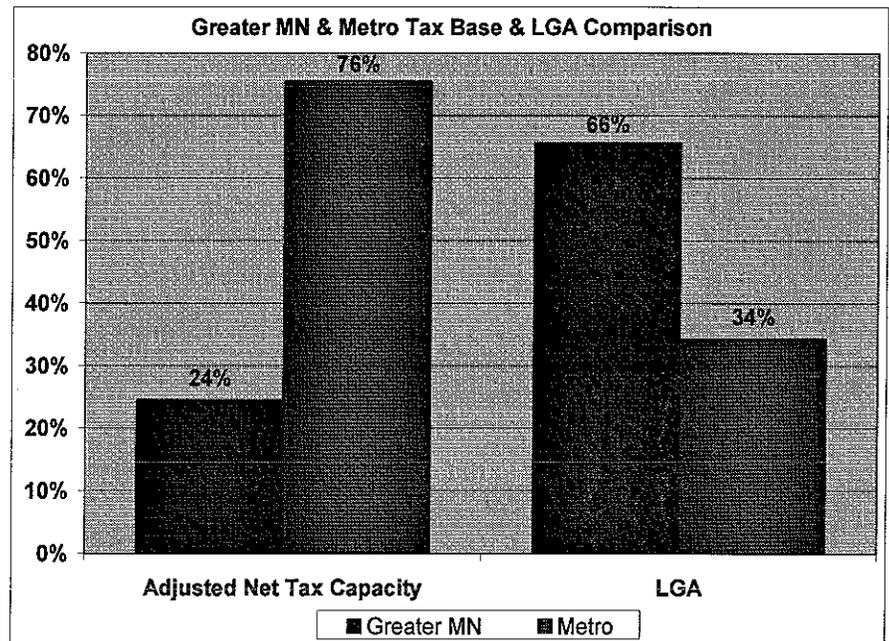
Governor Tim Pawlenty veto letter
May 30, 2007

Why should greater Minnesota receive 66% of LGA?

Greater Minnesota cities only have 24% of the state’s tax base in cities and provide more services than most metro area cities.

Greater Minnesota cities services not provided in most metro area cities:

- Wastewater
- Libraries
- Airports
- Hospitals
- Transit
- Detox centers



Why should the Legislature increase LGA when it only goes to half the state?

The communities receiving LGA have higher tax rates due to low tax bases and higher needs. As the appropriation for LGA grows, so could the number of cities that receive LGA.

Why should the Legislature increase LGA when it goes to new spending, not property tax relief?

If the 2007 tax bill had become law city levies would be much lower. While most cities would use the increase in LGA to reduce their levy, others would additionally fund critical city services like public safety.

New Year's Resolution: Meet with Your Legislators



Even though the legislative session is still a month away, positions are being formed, legislation is being drafted, and legislators are making plans.

Now is the time for you to meet with your legislators to talk about the CGMC's positions on various issues. Attached are issue-specific handouts on Local Government Aid (LGA), annexation, and transportation. Please take the time to meet with your legislators this month and share with them the CGMC positions on these important issues.

- **LGA/Property Tax Relief**

The 2007 Legislature passed an omnibus tax bill with bipartisan support that included a \$70 million increase for LGA. The bill was vetoed, resulting in no increase in LGA for 2008 and large property tax increases in many cities. The LGA appropriation is short \$190 million.

Ask your legislators: to support at least a \$70 million increase in the LGA appropriation in the 2008 session.

For more information, please call Tim Flaherty or Steve Peterson at 651.225.8840. Please email Steve at smpeterson@flaherty-hood.com.

- **Annexation and Land Use**

CGMC will be working with members of the Boundary Adjustment Task Force to make technical and non-controversial changes to annexation law. We will also be developing reform legislation that would make annexation and land use law simpler, more cost effective and environmentally friendly.

Ask your legislators: to support our annexation technical changes and reform proposal.

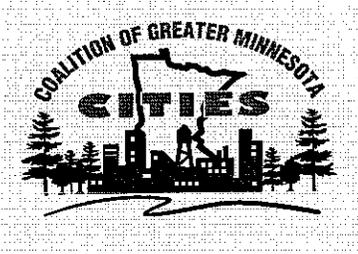
For information, please call Bradley Peterson or Nancy Larson at 651.225.8840 or email them at bmpeterson@flaherty-hood.com or nalarson@flaherty-hood.com.

- **Transportation**

CGMC is supporting the override of the governor's veto of the transportation bill. The bill passed last session was a delicate compromise among many different interest groups, it allocated funds equitably between greater Minnesota and the metro area and between transit and highways, and it passed both the House and Senate with a two-third majority of members. No other transportation bill would be as good for greater Minnesota.

Ask your legislators: to support the override rather than a new transportation bill that might not get off the drawing board.

Please contact Tim Flaherty or Holly Biron at 651.225.8840 for information. Please email Holly at hjbiron@flaherty-hood.com.



Keep Minnesota Moving: Override Transportation Veto

CGMC supports the override of the governor's veto on H.F. 946, the bipartisan comprehensive transportation bill passed in the 2007 legislative session.

Why support the override of H.F. 946?

- **H.F. 946 passed both House and Senate with 2/3 majorities:**
 - **Senate passed 47-17**
 - **House passed 90-43**
- **H.F. 946 was a delicate compromise among many different interest groups and allocated funds equitably between greater Minnesota and the metro area as well as transit and highways**
- **Renegotiation of a comprehensive transportation bill in the 2008 legislative session will likely result in:**
 - **Gridlock;**
 - **Another short term fix; or**
 - **Smaller bill that will be worse for greater Minnesota**

****See back for facts on transportation funding**

Transportation Funding Facts

The Minnesota Department of Transportation 20-year plan states that Minnesota's highways and bridges are under funded \$2.4 billion per year for the next 6 years. H.F. 946 only provided \$692M/year in new revenue or \$842M including Trunk Highway Bonds.

MnDOT 20-year Plan and House Fiscal Analysis Spreadsheet

Bonding for highways has increased MnDOT debt service payments in the last 10 years from \$5.6M to \$53.7M — a 657% increase!

MnDOT Finance Office, October 4, 2007

Property taxes have soared by nearly \$1 billion a year since the mid-1990's just to meet local transportation needs as state contributions have withered.

Minnesota 2020-Moving Forward, January 2, 2008

In 2007, the Met Council received an additional general fund allocation of \$20 million in the Transportation "Lights On" bill. Aside from the MVST distribution, greater Minnesota transportation received no additional increase in funding.

H.F. 562, 2007 Legislative Session

The quality of the transportation system impacts public safety. In 2006, 494 Minnesotans lost their lives on Minnesota highways; 2 of 3 of these fatalities occurred in rural areas.

Minnesota Office of Traffic Safety, 2006 Crash Facts

In 2005, Twin Cities' commuters paid a "congestion tax" of \$790 per year in wasted gas and time.

Texas Transportation Institute 2007 Urban Mobility Study



Coalition of Greater Minnesota Cities
CGMC in Brief

January 10, 2008

Contact: Sarah Kleppe
651.225.8840

**LGA Discussion
Heating Up –
Joint CGMC Board
and Property Tax
Committee Meeting
January 24**

A joint meeting of the **CGMC Board of Directors and Property Tax Committees** is scheduled from 10 a.m. to Noon on Thursday, **January 24 at the Flaherty & Hood, P.A. offices in St. Paul** to discuss policy options and strategy for the upcoming session.

Flaherty & Hood, P.A. Policy Analyst Steve Peterson has been participating in a group sponsored by the League of Minnesota Cities to review several Local Government Aid (LGA) formula change concepts. On behalf of the CGMC, Peterson has several formula concepts he is submitting for discussion.

Box lunches will be provided, so please contact Sarah Kleppe at skleppe@flaherty-hood.com if you are able to attend and/or if you would like to join the CGMC's Property Tax Committee.

**Governor's Bonding
Proposals Due Next
Week**

Cities, counties, and state agencies are eagerly awaiting the unveiling of **Governor Pawlenty's** 2008 bonding bill next week. The Legislature will have to make some tough decisions as it sorts through almost \$4 billion of requests. State bonding is capped at 3% of the state budget. This year the maximum for a bonding bill is \$965 million.

There is a rumor that there is an agreement with the Governor, House and Senate that this year's bonding bill will be the full \$965 million.

While the governor's bill is expected to contain funding for highway projects, it is expected to contain fewer projects submitted by local governments.

**Recruitment Efforts
Continue**

CGMC recruiting efforts are continuing. This week **Alexandria Mayor H. Dan Ness** joined Flaherty & Hood, P.A. staff members **Bradley Peterson and John Hokkanen** at a visit to the Elbow Lake City Council.

The coalition is seeing interest from several cities that received a recruitment letter in late November.

This year efforts are focused on recruiting smaller cities. If you have smaller cities in your area that should be members of the coalition, give them a call. If you have questions about our recruiting efforts please contact Bradley at 651.259.1911 or bmpeterson@flaherty-hood.com.



CGMC Resources for Information

As the legislative session draws near you may have questions about specific CGMC issue areas. Please contact the following Flaherty & Hood, P.A. staff with questions or input:

LGA/Property Taxes

Tim Flaherty - 651.225.8840
tpflaherty@flaherty-hood.com

Steve Peterson - 651.259.1922
smpeterson@flaherty-hood.com

Transportation

Holly Biron - 651.259.1924
hjbiron@flaherty-hood.com

Annexation/Land Use

Nancy Larson - 651.259.1921
nalarson@flaherty-hood.com

Bradley Peterson - 651.259.1911
bmpeterson@flaherty-hood.com

Economic Development

Holly Biron - 651.259.1924
hjbiron@flaherty-hood.com

Environment

Joe Sullivan - 651.259.1908
jksullivan@flaherty-hood.com

CGMC Legislative Action Day – February 20, 2008

Senate Majority Leader Larry Pogemiller, DFL-Minneapolis, House Minority Leader Marty Seifert, R-Marshall, and Senate Tax Chair Tom Bakk, DFL-Cook have confirmed their attendance at the CGMC's Legislative Action Day legislative panel on Wednesday, February 20 in St. Paul.

Senate Minority Leader David Senjem, R-Rochester, Speaker of the House Margaret Anderson Kelliher, DFL-Minneapolis, and House Tax Chair Ann Lenczewski, DFL-Bloomington, have also been invited to speak.

Please book your hotel A.S.A.P. because we are competing with a high school hockey tournament for hotel-motel accommodations.

Rooms at the **Holiday Inn RiverCentre** (near Xcel Energy Center) are \$115 (plus tax) and are available by calling 651.225.1515. Parking is an additional charge, but there is a free shuttle to and from Mancini's. Rooms at the **Best Western Kelly Inn** (near the Capitol) are \$94 and are available by calling 651.227.8711.

The agenda and registration form are available on the CGMC website at: www.greatermncities.org/2008_LADregistration010208.pdf.



2008
CITY OF WINDOM

Revised 1/11/2008

APPOINTED OFFICIALS:

City Administrator/City Clerk	Steven Nasby
Assistant City Administrator	Brigitte Olson
City Attorney	Dan McDonald
Assistant City Attorney	Ron Schramel
City Engineer	Wenck & Assoc.

DEPARTMENT HEADS:

Ambulance Director	Jim Skarphol
Building & Zoning Official/City Fire Marshal	Jim Kartes
Community Center Director	Brad Bussa
Economic Development Executive Director	Aaron Backman
Electrical Superintendent	Marv Grunig
Emergency Management Director	Doug Scrivens
Fire Chief	Dan Fossing
Hospital Administrator	Gerri Burmeister
Housing Redevelopment Authority	Vicki Flatgard
Library Director	Joan Hunter
Liquor Store Manager	Gene Lenning
Parks/Recreation Director	Al Baloun
Police Chief	Jeff Shirkey
Street/Parks Superintendent	Bruce Caldwell
Telecom Operations Manager	Dan Olsen
Tree/Weed Inspector	Bruce Caldwell
Water/Wastewater Superintendent	Mike Haugen

2007 CITY COUNCIL

MEETINGS: 1ST & 3RD Tuesdays of the Month (7:30 p.m.)

		<u>Term Expires</u>
Mayor	Tom Riordan	12/31/08
Councilmember	Kirby Kruse	12/31/08
Councilmember	JoAnn Ray	12/31/08
Councilmember-At-Large	Brad Powers	12/31/10
Councilmember	Jean Fast	12/31/10
Councilmember	Robert Messer	12/31/10

Council Assignments:

- Tom Riordan:** Airport Commission , Civil Service, Comprehensive Plan Committee, EDA, Hospital Board, Personnel.
- Kirby Kruse:** Annexation, Community Center (Multi-Purpose) Commission, EDA, Personnel, Solid Waste.
- JoAnn Ray:** Annexation, Community Center (Multi-Purpose) Commission, Library Board, Solid Waste, Street Committee.
- Bob Messer:** Street Committee, Telecommunications Commission, EDA, Personnel, Building.
- Jean Fast:** Comprehensive Plan Committee, HRA, Park & Recreation Commission, Liquor, Telecommunications Commission, Utility Commission.
- Brad Powers:** Building, Planning Commission, Comprehensive Plan Committee, Liquor, Park and Recreation Commission.

AIRPORT COMMISSION

**MEETINGS: As Called by the Chair
(Term Expires: At Pleasure of Mayor & Council)**

- Marlyn Bartsch
Gerri Burmeister
Scott Fredin
John Holt
Stan Wendland
Brian Underwood
Merle Wall
Tom Riordan (Liaison)

CHARTER COMMISSION

Term Expires

Laura Alvstad	4/01/08
LaVern Christianson	4/01/08
David Farber	4/01/08
Sonya Johnson	4/01/08
Nestor Palm	4/01/08
Jeanette Schuur	4/01/08
Bruce Toninato	4/01/08
Diane Vellema	4/01/08

CHARTER COMMISION – Continued:

Mishelle Even	4/01/10
Alice Huebert	4/01/10
Grant Johnson	4/01/10
Joseph LaCanne	4/01/10
Chuck Severson	4/01/10
Jean Trotter	4/01/10

CIVIL SERVICE:

(3-Year Term)

Keith Lohse	<u>Term Expires</u> 12/31/08
Dean Schoeb	12/31/08
Kathy Kretsch	12/31/09
Tom Riordan (Liaison)	

MEETINGS: As Called by the Chair

COMPREHENSIVE PLAN COMMITTEE: MEETINGS: 4th Monday of Each Month – 5:15 p.m.

Mary Ann Anderson	Coralee Krueger
Gerri Burmeister	Joel Luitjens
Lindsey Cartwright	Al Purrington
Tom White	Cathie Veenker
Howard Goltz	
Mary Hensen	Brad Powers
Margaret Horkey	Jean Fast
Jim Kartes	Tom Riordan

ECONOMIC DEV. AUTHORITY:

(3-Year Term)

Juhl Erickson	<u>Term Expires</u> 12/31/08
Nestor Palm	12/31/09
Trevor Slette	12/31/10
Kirby Kruse (Voting Member)	
Bob Messer (Voting Member)	
Tom Riordan (Liaison)	

MEETINGS: 2ND Monday of Each Month- 12:00 Noon

HOSPITAL BOARD:

(3-Year Term – May 1st to April 30th of 3rd Year–Per Resolution #2005-46) Term Expires

Kathy Ratzlaff	4/30/08
Glen Francis	4/30/08
Mary Klosterbuer	4/30/08
Terry Utech	4/30/09
Judy Woizeschke	4/30/09
Steve Fresk	4/30/10
Allen Peterson	4/30/10
Tom Riordan (Liaison)	

MEETINGS: 3RD Monday of Each Month – 5:30 p.m.

HRA:**MEETINGS: 2nd Wednesday of Each Month – 4:00 p.m.****(4-Year Term)****Term Expires****Larry Hartman****12/31/08****Doreen Jorgenson****12/31/09****Per Nielsen****12/31/10****Nancy Buhler****12/31/11****Jens Hansen****12/31/11****Jean Fast (Liaison)****LIBRARY BOARD:****MEETINGS: 2ND Tuesday of Each Month – 5:00 p.m.****(3-Year Term)****Term Expires****Charles Reid****12/31/08****Anita Winkel****12/31/08****Winifred Hoppert****12/31/09****Jan Johnson****12/31/09****John Duscher****12/31/10****Mary Erickson****12/31/10****Kathy Hiley****12/31/10****JoAnn Ray (Liaison)****MULTI-PURPOSE COMMISSION:****MEETINGS: 4th Tuesday of Each Month – 7:30 p.m.****(3-Year Term)****Term Expires****Wayne Maras****12/31/08****LaVonne Swenson****12/31/08****Connie Knorr****12/31/09****Kathrine Nemitz****12/31/10****Kelly Woizeschke****12/31/10****JoAnn Ray (Liaison)****Kirby Kruse (Liaison)****Bruce Caldwell (Park Liaison)****Aaron Backman (EDA Liaison)****PARK & RECREATION COMMISSION:****MEETINGS: 2ND Monday of Each Month – 7:00 p.m.****(3-Year Term)****Term Expires****Angie Blanshan****12/31/08****Kay Clark****12/31/08****Brenda Muller****12/31/08****Sherri Zimmerman****12/31/09****Steph Schwalbach****12/31/09****Jeff LaCanne****12/31/09****Terry Fredin****12/31/10****Jean Fast (Liaison)****Brad Powers (Liaison)**

PLANNING COMMISSION:

(4-Year Term)

Loie Grandprey

Greg Pfeffer

Lindsey Cartwright

Marilyn Wahl

Gary Hunter

Greg Holt

Renee Giefer

Tim Hacker

Brad Powers (Liaison)

MEETINGS: 2nd Tuesday of Each Month – 7:00 p.m.

TERM EXPIRES

12/31/08

12/31/08

12/31/09

12/31/09

12/31/10

12/31/10

12/31/11

12/31/11

TELECOMMUNICATIONS COMMISSION:

(3-Year Term)

Paul "Jake" Voth, Jr.

Forrest Fosheim

Jean Fast (Voting Member)

Bob Messer (Voting Member)

Wendell Woodcock

TERM EXPIRES

12/31/08

12/31/09

12/31/09

12/31/09

12/31/10

UTILITY COMMISSION:

(3-Year Term)

Mike Schwalbach

Chris Johnson

Keith Bloomgren

Jean Fast (Liaison)

MEETINGS: 4th Wednesday of Each Month – 10:00 a.m.

TERM EXPIRES

12/31/08

12/31/09

12/31/10

NOTE: All regular meetings and special meetings will be called a minimum of 72 hours in advance of the meeting date and time.