

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



Call to Order

Pledge of Allegiance

1. Approval of Minutes
  - Council Minutes – July 1, 2008
2. Consent Agenda
  - Receipt of Board & Commission Minutes
    - Street Committee – June 27, 2008
    - Library Board – July 8, 2008
    - Street Committee – July 9, 2008
3. Department Heads
4. License Applications
  - Temporary Liquor License – Windom Lion's Club
    - August 2, 2008 –Community Center
    - August 9, 2008 –Community Center
    - August 13 – 16, 2008 – Cottonwood County Fairgrounds
  - Business Solicitation – James Murray
5. National Night Out Proclamation
6. Designation of 2008 Filing Period
7. Cottonwood County Emergency Services Mutual Aid Agreement
8. DNR Dam Safety Program – Grant Agreement
9. Engineer Selection for Des Moines River Dam Feasibility Study
  - Engineering Firms Response to Des Moines River Dam Interview Questions
10. Resolution of Continued Support for the Completion of Highway 60
11. 2009 City Assessing Services
12. Regular Bills
13. Unfinished Business
14. New Business
15. Council Concerns
16. Adjourn



**Council Meeting  
Windom City Hall, Council Chamber  
July 1, 2008  
6:30 p.m.**

1. Call to Order: The meeting was called to order by Mayor Tom Riordan at 6:30 p.m

2. Roll Call: Mayor: Tom Riordan  
Council Members: Jean Fast, Kirby Kruse and Robert Messer  
Council Members Absent: Bradley Powers and JoAnn Ray  
City Staff Present: Steve Nasby, City Administrator; Bruce Caldwell, Street Superintendent; Al Baloun, Recreation Director and Terry Glidden, Telecom  
Public Present: Jack Kelley, Doug Stemm, Phil Johnson, Robert Williams and Dirk Abraham

3. Pledge of Allegiance

4. Approval of Minutes:

**Motion by Fast, second by Kruse, to approve the June 17, 2008 minutes.  
Motion carried 3 – 0.**

5. Approval of the Consent Agenda:

Riordan said the Consent agenda contained the minutes from the Community Center Commission, Utility Commission and Street Committee. Correspondence from Sherry Quiram, Richard Veenker Carl Nordquist and Gale Bondhus, Cottonwood County Assessor.

**Motion by Kruse, second by Fast, to approve the Consent Agenda. Motion carried 3 – 0.**

6. Public Comment:

Phil Johnson stated that he had several issues to discuss and asked for more time than the five minutes allowed. Riordan asked the Council what their wishes were regarding the five minute policy. Messer said that he would like to stick to the policy, but would allow some time if that would get Mr. Johnson through his

items. Riordan inquired if 10 minutes would work. Council and Mr. Johnson concurred.

Johnson said that he saw that the Power & Light Department made money last year. Johnson said he talked to the Utility Commission chair person, Mike Schwalbach regarding the reserves for the department. Schwalbach indicated to Johnson that the goal was to have \$5 million in the reserve account and currently there is about \$2.5 million in reserves. Johnson said that the City should reduce fees when the reserves are met.

Johnson asked the Council to table the proposed 4<sup>th</sup> Avenue project for 1-2 years due to the current state of the economy. Waiting a year or two could prove to be beneficial.

Johnson said he attended the City and County meetings on assessments and the County Board over-rode the City Council's decisions on some of the properties where the Council lowered the values. He stated that the Assessor is putting the values too high on property and this forces people out of town. He feels that Cottonwood County Assessor Gail Bondhus is "over zealous". She does a good job and needs to be zealous, but absolute power in this matter has made her into a "dictator". Johnson said that the City should have an independent assessor. The City pays the County \$28,000 per year for assessor services and she is then responsible to the City.

Johnson said that the City needs to watch spending and taxes. Hold the line on spending and do not take on any new spending items. His taxes on one house is \$3,927.

Telecom is not making money and it will not for several more years. Johnson wants the City to look into the future regarding telecom as principal payments are coming up soon and only interest has been paid up to this point.

Jack Kelley and Doug Stemm introduced themselves and said they were present to address the Windom dam and stakeholders group. Because the Council was interviewing engineering firms for the feasibility study the stakeholder group had questions they would like included. These questions were in the Council packet.

Stem read through the six questions.

Kelley said that if the dam is removed or changes made to the pond he did not think it would be well received. He said that low water levels can cause risks too. The hold on the City by the DNR is the funding they hold. The City owns the dam and should be making the decisions. Messer said that the DNR will not allow certain things the City may want to consider. Kelley agreed that the DNR legislates what one can or cannot do. The DNR money is a 50\50 split and maybe the City can match with some in-kind which would be beneficial.

Kelley said that the project should be looked at in phases with the first phase being the dam restored to the status quo, with the wing walls fixed and the gap filled. Then the City would have the time to consider its options. A second phase would be a plan to address the silt situation in the river. The water shed for this river is large where it takes in both run-off and silt. Possibly check dams could help stop the silt. Some other options could be to use this silt to form islands with bridges and trails.

One item he has heard is that people think if the dam is removed there will not be flooding. Kelley said that is not correct. Also, less water in basements has been mentioned as a possible benefit to not having the dam and this too is incorrect as the water table would be the same so the water is still going to be present.

Kelley stated that Jackson is now considering changing their plans on taking out their dam and referred to the newspaper article he included in the Council packets. This is a complex issue and needs a lot of planning. The river is a great asset and can be a long term benefit to the community.

Kelley said that if the stakeholders group can be of help to let them know and they can assist with research or other items.

Fast said that the City had specifically included public participation in the feasibility process as a requirement for the engineers. She also noted that no decisions have been made on what action or option would be selected and she is waiting for all of the information.

Kelley said that it is just frustrating and having someone else put the plan together is difficult.

Riordan noted that tonight the agenda item is for selecting a firm that will be looking at the options. Fast said that this is a process and we are working through it.

7. Department Heads:

Al Baloun, Recreation Director, said that Brown\Nicollet Department of Health inspects the pools and Windom has received a good review and was recognized as the only pool that inspects it's drain covers daily. He said that there are new rules on drains and drain covers. The state had a survey and Windom has completed the survey. In Windom the big pool drains meet state specifications and the wadding pool is okay until January 1, 2009. At that time the wadding pool will need to be re-done with a double drain which would cost \$8,000. Baloun would like to do the work this fall.

Riordan asked Baloun if he had looked at other options. Baloun said there were vacuum breakers. Riordan asked if the cost is similar. Baloun said he had not looked into vacuum breakers, but he could and report back.

Bruce Caldwell, Street Superintendent, said that the Street Committee met with Wenck Associates to discuss the 4<sup>th</sup> Avenue project. From that meeting it was apparent that Phlughaupt Drive should be added to the project since both ends of the street will be impacted.

Riordan asked about the bridge. Caldwell said there was no news on the bridge yet.

Caldwell said that there were two requests for street closures. One was on Cottonwood Lake Drive for Relay for Life and the other on 4<sup>th</sup> Avenue for National Nite Out.

Motion by Messer, second by Fast, to approve the street closure on Cottonwood Lake Drive for Relay for Life. Motion carried 3 – 0.

Caldwell said that there was a discussion with Relay for Life regarding the use of Park facilities and equipment by the Park & Recreation Commission. The Commission stated that they could use the park, but indicated if there were other items such as the shelter house, equipment, tables, etc. there would be a fee which is charged to everyone else.

Motion by Fast, second by Kruse, to approve the 4<sup>th</sup> Avenue closure on July 28 for National Nite Out. Motion carried 3 – 0.

Riordan recessed the meeting for a few minutes at 7:12 p.m.

Riordan reconvened the meeting at 7:15 p.m.

8. Engineer Presentation for Des Moines River Dam Project:

Steve Robinson, Rocky Keehn and Jeremy Walgrave introduced themselves as representing SEH, Inc. Robinson provided an overview of the firm and team for the Windom project.

Keehn went through a power point presentation on the firm's approach to the Windom dam project. He indicated that there would be several meetings with stakeholders, staff, Council and the public. The firm would likely come up with about eight options from these first meetings and then work to refine the options with additional meetings. Eventually there may be four options that are fully researched and then the community and Council can make their decision on the project. Keehn said that one of the public input tools could be an internet survey.

The firm knows this is a sensitive project and has a consensus based decision philosophy and the process they would use is a means to this end.

SEH, Inc. also includes a Financial Assistance Team of individuals that help track down additional resources that may apply to the project. The study would also look at on-going or O\M costs that the City would have with the various options.

Riordan asked if the timeframe of 90-days for the feasibility is workable. Keehn said that it was, and this is one of the reasons they included a chareettee meeting.

Messer said he thought that the hydro option had been dropped. Nasby said that the RFP had included it as an alternate. Keehn said that they had included it as an option as it should be looked at. Nasby asked if there were extra expense shown due to the hydro option. Keehn said no, it was part of the study cost.

Riordan recessed the meeting at 7:36 p.m.

Riordan reconvened the meeting at 7:40 p.m.

Dennis Johnson, Ed Matthiesen and Bill Holman introduced themselves as representatives of Wenck Associates and Stanley.

Matthiesen went through a power point presentation on the firm's approach to the project and the organization of the project team.

Holman said that he represented Stanley and they are partners with Wenck on several projects. He gave a brief overview of Stanley's projects involving dams and said that they are currently working on a project for New London, MN. The Stanley office for the Windom project would be in Minneapolis.

Matthiesen indicated that there would be several meetings with staff, Council and the public as the process progressed. The study information would also look at life cycle costs for the various options in addition to the up front construction costs.

Riordan asked if they were comfortable with the 90-day schedule. Matthiesen said it was okay, but they needed to start in the next couple of weeks.

Fast asked if they worked towards consensus based decisions. Matthiesen said that consensus is ideal, but they know having everyone agree is probably not going to happen so the approach they take is to listen and consider ideas, incorporate what can be done and then have all of the information available so the best decision can be made.

Riordan recessed the meeting at 8:00 p.m.

Riordan reconvened the meeting at 8:05 p.m.

Dennis Odens and Tim Conner introduced themselves and represented Banner Associates. Odens is in the St. Peter office and Conner is in the Brookings, SD office.

Odens provided an overview of Banner, the firm's experience and provided a hand-out regarding the Windom project. He said that the approach Banner would take is to look at the immediate situation and the long-term. The current dam issue has occurred before and that the City does not want to be back in this situation again in 20 – 30 years. Also, changes to the river in any way would impact the flood plain and FEMA.

Conner said that they would have public meetings, talk with stakeholders and agencies as MN DOT, MN DNR and MPCA would be involved. Dams have a "shelf life" and need on-going attention so they need to be looked at every so often. There are numerous easement and permits that would be needed and legal issues. If the water in the river goes up or down there would be a possible impact on wetlands and environment. The research would also include looking at funding sources and what may be available for the project.

Regarding the hydro-power option Banner would need to know what the City wants from the project. If power were to be generated for internal use, sold or placed into the grid. Typically the minimum for a hydro-dam is 6.5 feet and Windom's dam is 6 feet so that may be an issue along with the need to collect flow data.

Riordan asked if the 90-day time table for the study was workable. Odens said that they have it planned out, and think they could start it in the next 2 – 3 weeks. He indicated that there are other deadlines such as for funding sources.

Riordan asked about public input. Odens said that they hold a stakeholders meeting then a kick-off meeting to start the project. They also have a mid-progress meeting and then final meetings at the time of selection.

9. DNR Dam Safety Program – Grant Agreement:

Riordan said that this step needs to be taken before the City incurs any cost. Nasby stated that the grant paperwork shows a request of up to \$750,000 for this 50\50 matching fund. He said that it is difficult to have this paperwork done since the City has not yet decided on a specific option or have those estimated costs. As such, he took some cost information from the Jackson project and added an allowance for inflation which is how he arrived at the \$750,000 figure as the half from DNR. Nasby said that if the Council wanted to table it until the engineering firm is selected that would be okay.

Messer said he would prefer to do it at the July 15 meeting when the engineering firm was selected. Riordan agreed.

**Motion by Messer, second by Fast, to table the DNR Dam Safety Program application and agreement until July 15, 2008. Motion carried 3 – 0.**

10. Regular Bills:

**Motion by Messer, seconded by Fast, to approve the Regular Bills. Motion carried 3 – 0.**

11. Unfinished Business:

None.

12. New Business:

None

13. Council Concerns:

Fast said that there were two letters regarding traffic issues and encouraged everyone to drive carefully and obey the traffic laws and speed limits. Children are out playing and safe driving could avoid an accident.

14. Adjourn:

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

Meeting adjourned at 8:35 p.m.

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Tom Riordan, Mayor

Attest: \_\_\_\_\_  
Steve Nasby, City Administrator

**STREET DEPARTMENT COMMITTEE  
MINUTES JUNE 27, 2008**

1. Call to Order: The meeting was called to order at 4:30 p.m.
2. Attending: Committee Members: JoAnn Ray & Bob Messer  
City Staff Present: Street Superintendent Bruce Caldwell, Wenck  
Representative Dennis Johnson  
Public: none
3. Items Discussed
  - a. 3<sup>rd</sup> Phase Street Reconstruction Projects on 4th ave, Langley ave, 20<sup>th</sup> street, Pflughaupt Drive, 5<sup>th</sup> street & Drake ave

The committee along with Johnson took a field trip to the recon streets to review what was previously discussed at a prior meeting. Wenck engineering staff staked out the proposed road widths and right-of-ways. During the trip we considered a few options for the bridge angle at Perkins Creek and 4<sup>th</sup> ave. The committee also decided that we need to include the one block of Pflughaupt Drive in the project. This was decided because in order to accomplish the 20<sup>th</sup> street & 4<sup>th</sup> ave recons, approximately two thirds of Pflughaupt Drive will need to be replaced anyway and the rest of the road surface is poor. The committee and Johnson agreed to stop construction at the Mn/dot right-of-way on highway 71 at both the 4<sup>th</sup> ave and Langley intersections. Fourth ave, Langley & South Drake ave will be constructed to a 10 ton rating due to truck traffic. All others will be regular residential rating. They plans and specification should be designed for either concrete surfacing or asphalt options.
  - b. Complaint of Traffic from Mayflower Park on South Drake ave.

The committee discussed a complaint from a private citizen concerning traffic speeding out of the park. Caldwell stated that he had talked to Police Chief Jeff Shirkey concerning the matter. Police staff has been monitoring the area. The complainant also asked why South Drake ave was listed as the park entrance and also they were questioning why south Drake ave was posted a dead end. Caldwell & City Administrator Steve Nasby have been corresponding with the complainant. They stated that the plotted unimproved streets that join south Drake to 4<sup>th</sup> street are not the official entrance to the park because these roads haven't been constructed. The only way to enter the Mayflower Park from 4<sup>th</sup> street is through the private parking lot owned by Anixter Fasteners.

The Street Committee stated that they do not desire to make any changes regarding the improved or unimproved streets at this location at this time and the postings are accurate.
  - c. Requests for Street Sign Changes;
    1. Request from two residences on 9<sup>th</sup> street asking that all the Yield Signs be changed to Stop Signs on 9<sup>th</sup> street from hwy 71/60 going east to Lakeview ave.

**Continued page 2 Street Committee Meeting June 27, 2008**

The committee reviewed Police Chief Shirkey's report on accidents at those intersections on East Hill. From 2000-2008 there were a total of 46 accidents on 9<sup>th</sup> street beginning at hwy 60/71 proceeding east. 32 at the intersection of hwy 60/71, 4 at 1<sup>st</sup> ave, 3 at Collins, 3 at Miller. The majority of the accidents were at the hwy 60/71 & 9<sup>th</sup> street intersection which is posted with stop signs.

Motion to deny sign change 2-0

Motion Carried 2-0

2. Request from a resident located on Greatbend Blvd asking for a stop sign installation at Greatbend Blvd & Douglas ave.

Currently there is no signage on any street intersections in the Horkey Addition other than what is posted by County Highway Department on River Road which are stop signs. The intersections at Greatbend Blvd & Douglas as well as Douglas & Brian are right or left turn only.

Motion to deny signing of intersection 2-0

Motion Carried 2-0

- d. EDA & Stock Pile of Crushed Concrete Stored in the Business Park.

Caldwell stated that Mr. Aaron Backman EDA Director said that we need to relocate our stock pile by the end of July due to the sale of the property. Messer said to leave it their for now and he will talk to the new owner and see if we can work out a deal to leave it until the inventory is used during the next street recon project.

**Meeting adjourned at 6:00 pm.**

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

1. Call to order: The meeting was called to order by Chairman Jan Johnson at 5:05 p.m.

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

Members Absent: Kathy Hiley and Charles Reid

Library Staff Present: Joan Hunter and Dawn Aamot

City Council Member Present: Jo Ann Ray

3. Agenda and Minutes:

Motion by Freddie Hoppert, seconded by Anita Winkel to approve the agenda and minutes.

5. Financial Report:

Motion by John Duscher, seconded by Mary Erickson to approve the Financial report

6. Librarians Report:

Joan reported about the update of the Law Library. The PDQ's are finished and Joan will talk with Fox Lawson on Friday. They want some information from her. They have purchased 2 new computers for the library. The computers will be paid for by the "Friends" group.

Dawn reported that the library hosted the entertainer, Dennis Warner, at the Community Center. 51 people came to watch him. The summer reading program is going okay. 45 children are registered for the program. There are no really big numbers for the program this summer. Gator Alley Puppets will perform for the children at the Community Center on July 22<sup>nd</sup> at 1pm. The "Friends" are paying for the performance.

Motion by Anita Winkel and seconded by John Duscher to approve the librarian's report.

7. Old Business:

Joan shared the frustrations the patrons are having with the new web page for Plum Creek at her Librarian's meeting last month. Plum Creek continues to work on the web page and try to improve it.

8. New Business:

None

9. New Book suggestions:

The board presented new book suggestions

10. Adjourn:

Motion by Freddie Hoppert and seconded by Anita Winkel to adjourn.

Meeting adjourned at 5:25 p.m.

**STREET DEPARTMENT COMMITTEE  
MINUTES JULY 9, 2008**

1. Call to Order: The meeting was called to order at 7:00 a.m.
2. Attending: Committee Members: JoAnn Ray & Bob Messer  
  
City Staff Present: Street Superintendent Bruce Caldwell,  
Wenck Representative Dennis Johnson  
  
Public: none
3. Items Discussed
  - a. 4th ave Street Reconstruction

The committee and Dennis Johnson took a field trip to the north end of 4<sup>th</sup> ave that is scheduled for reconstruction. They review three proposals for street relocation.

The following are items Wenck needs to address or design

    1. Research a few property abstracts so we know where the exact property lines are.
    2. Make a new map detailing the changes including the existing right-of-ways of 4<sup>th</sup> ave and also the intersection at Langley.
    3. Work with Marv Grunig Electric Department Supervisor to see if the city has any easements on the 4<sup>th</sup> ave portion where we could have potential problems.  
Note: Marv Grunig stated to Dennis Johnson in an early conversation that his department has a lot of electrical relocation work on the 4<sup>th</sup> ave portion. Mr. Grunig stated that he needs the designed plans ASAP when we are finished so his staff can begin the reconstruction.
    4. Contact the Toro representative concerning the reconstruction of Langley and also the items at the intersection of 3<sup>rd</sup> ave & Langley.
    5. Research our options for a sidewalk on the 4<sup>th</sup> ave. Check to see if there is enough area to support a sidewalk which would not create problems with existing trees or frontage.

Wenck will report on these items at a later meeting.
  - b. South Prospect ave

Messer discussed with the committee & Johnson a conversation he had recently with the property owner on the south end of Prospect ave relating to some problems following that street reconstruction in 2007. Caldwell stated that his staff could make the necessary corrections by the end of the week.

**Meeting adjourned at 8:30 am.**



Minnesota Department of Public Safety  
**ALCOHOL AND GAMBLING ENFORCEMENT DIVISION**  
 444 Cedar Street Suite 133, St. Paul MN 55101-5133  
 (651) 201-7507 Fax (651) 297-5259 TTY (651) 282-6555  
 WWW.DPS.STATE.MN.US

Paid 25.00  
 7/15/08  
 ck# 194

**APPLICATION AND PERMIT  
 FOR A 1 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

**TYPE OR PRINT INFORMATION**

NAME OF ORGANIZATION <i>Windom Lions Club</i>		DATE ORGANIZED <i>4-14-71</i>	TAX EXEMPT NUMBER <i>E41-6175799</i>	
STREET ADDRESS <i>P.O. Box 72</i>		CITY <i>Windom</i>	STATE <i>Mn</i>	ZIP CODE <i>56101</i>
NAME OF PERSON MAKING APPLICATION <i>Deloy King</i>		BUSINESS PHONE ( )		HOME PHONE <i>(507) 831-5706</i>
DATES LIQUOR WILL BE SOLD <i>Aug 2-2008</i>		TYPE OF ORGANIZATION <input checked="" type="checkbox"/> CLUB <input type="checkbox"/> CHARITABLE <input type="checkbox"/> RELIGIOUS <input type="checkbox"/> OTHER NONPROFIT		
ORGANIZATION OFFICER'S NAME <i>Forrest Fosheim Pres</i>		ADDRESS <i>1213 3rd Ave Windom Mn 56101</i>		
ORGANIZATION OFFICER'S NAME <i>Dan Jones Sec</i>		ADDRESS <i>875 20th St. Windom Mn 56101</i>		
ORGANIZATION OFFICER'S NAME <i>Deloy King Treas</i>		ADDRESS <i>136 Backwheat Ave Windom Mn 56101</i>		
Location license will be used. If an outdoor area, describe <i>Community Center</i>				

Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service.  
*No*

Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage.  
*Henderson Agency Inc, Eden Prairie Mn*

**APPROVAL**

**APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL & GAMBLING ENFORCEMENT**

CITY/COUNTY \_\_\_\_\_ DATE APPROVED \_\_\_\_\_

CITY FEE AMOUNT \_\_\_\_\_ LICENSE DATES \_\_\_\_\_

DATE FEE PAID \_\_\_\_\_

SIGNATURE CITY CLERK OR COUNTY OFFICIAL \_\_\_\_\_

APPROVED DIRECTOR ALCOHOL AND GAMBLING ENFORCEMENT \_\_\_\_\_

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the License for the event



Minnesota Department of Public Safety  
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 444 Cedar Street Suite 133, St. Paul MN 55101-5133  
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 WWW.DPS.STATE.MN.US

*Paid 25  
7/8/08  
clt 184*

**APPLICATION AND PERMIT  
 FOR A 1 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION <i>Windom Lions Club</i>		DATE ORGANIZED <i>4-14-71</i>	TAX EXEMPT NUMBER <i>E 41-6175799</i>	
STREET ADDRESS <i>P.O. Box 72</i>		CITY <i>Windom</i>	STATE <i>Mn</i>	ZIP CODE <i>56101</i>
NAME OF PERSON MAKING APPLICATION <i>Deloy King</i>		BUSINESS PHONE ( )		HOME PHONE <i>(507) 831-5706</i>
DATES LIQUOR WILL BE SOLD <i>Aug 9 2008</i>		TYPE OF ORGANIZATION <input checked="" type="checkbox"/> CLUB <input type="checkbox"/> CHARITABLE <input type="checkbox"/> RELIGIOUS <input type="checkbox"/> OTHER NONPROFIT		
ORGANIZATION OFFICER'S NAME <i>Forrest Fosheim Pres</i>		ADDRESS <i>1213 3rd Ave Windom Mn 56101</i>		
ORGANIZATION OFFICER'S NAME <i>Dan Jones Sec</i>		ADDRESS <i>875 20th St. Windom Mn 56101</i>		
ORGANIZATION OFFICER'S NAME <i>Deloy King Treas</i>		ADDRESS <i>136 Buckwheat Ave Windom Mn 56101</i>		

Location license will be used. If an outdoor area, describe  
*Community Center*

Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service.  
*No*

Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage.  
*Henderson Agency Inc, Eden Prairie Mn.*

**APPROVAL**

**APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL & GAMBLING ENFORCEMENT**

CITY/COUNTY \_\_\_\_\_ DATE APPROVED \_\_\_\_\_

CITY FEE AMOUNT \_\_\_\_\_ LICENSE DATES \_\_\_\_\_

DATE FEE PAID \_\_\_\_\_

SIGNATURE CITY CLERK OR COUNTY OFFICIAL \_\_\_\_\_

APPROVED DIRECTOR ALCOHOL AND GAMBLING ENFORCEMENT \_\_\_\_\_

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the License for the event



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 WWW.DPS.STATE.MN.US

Paid 10:  
 7/8/08  
 CLK # 184

**APPLICATION AND PERMIT  
 FOR A 1 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION <u>Windom Lions Club</u>		DATE ORGANIZED <u>4-14-01</u>	TAX EXEMPT NUMBER <u>E41-6175799</u>	
STREET ADDRESS <u>P.O. Box 72</u>		CITY <u>Windom</u>	STATE <u>Mn</u>	ZIP CODE <u>56101</u>
NAME OF PERSON MAKING APPLICATION <u>Deloy King</u>		BUSINESS PHONE ( )	HOME PHONE <u>(507) 831-5706</u>	
DATES LIQUOR WILL BE SOLD <u>Aug 13, 14, 15, 16</u>		TYPE OF ORGANIZATION <input checked="" type="checkbox"/> CLUB <input type="checkbox"/> CHARITABLE <input type="checkbox"/> RELIGIOUS <input type="checkbox"/> OTHER NONPROFIT		
ORGANIZATION OFFICER'S NAME <u>Forrest Fosheim</u> <u>Pres</u>		ADDRESS <u>1213 3rd Ave Windom Mn 56101</u>		
ORGANIZATION OFFICER'S NAME <u>Dan Jones</u> <u>Sec</u>		ADDRESS <u>875 20th St Windom Mn 56101</u>		
ORGANIZATION OFFICER'S NAME <u>Deloy King</u> <u>The Treas</u>		ADDRESS <u>136 Backwheat Ave Windom Mn 56101</u>		
Location license will be used. If an outdoor area, describe <u>Cottonwood County Fair grounds</u>				

Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service.  
No

Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage.  
Henderson Agency Inc, Eden Prairie, Mn

**APPROVAL**

**APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL & GAMBLING ENFORCEMENT**

CITY/COUNTY \_\_\_\_\_ DATE APPROVED \_\_\_\_\_

CITY FEE AMOUNT \_\_\_\_\_ LICENSE DATES \_\_\_\_\_

DATE FEE PAID \_\_\_\_\_

SIGNATURE CITY CLERK OR COUNTY OFFICIAL \_\_\_\_\_ APPROVED DIRECTOR ALCOHOL AND GAMBLING ENFORCEMENT \_\_\_\_\_

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the License for the event

CITY OF WINDOM  
APPLICATION FOR BUSINESS SOLICITATION  
Re; City Code, Chapter 6-Sec. 6.40

Solicitor's Name: Murray James Allen  
Last First Middle

Date of Birth: 3-28-63

Driver's License Number: 5169116457016 State of Issue: Minnesota

Address: (Street, City, State, Zip) 100 OAK St. Revere, Mn.  
56166

Name of Business or Organization: M'shells Ice Cream

Address of Business or Organization: 100 OAK St. P.O. Box 92  
Revere, Mn. 56166 Phone # (507) 430-0985

Purpose of SOLICITATION: Sell Ice Cream

If door to door solicitation indicate area to be solicited: ( ) Residential District  
( ) Commercial District

If Transient merchant - state location from which merchandise will be sold \_\_\_\_\_

If Telephone solicitation - state location from which calls will be made \_\_\_\_\_

Initial Investigation Fee - \$20.00  
Annual License Fee - \$40.00

6/25/08  
Date

[Signature]  
Applicant's Signature

I have on 7-1, ~~10 2008~~ collected from applicant \$ 60.00 as prescribed in Section 6.40 of the City Code.

[Signature]  
City Clerk

Referred to the Police Chief on 7-1-08.  
Recommendation: Approved  Disapproved \_\_\_\_\_ If disapproved, give reason: \_\_\_\_\_

7-1-08  
Date

[Signature]  
Police Chief

Approved by the City Council on \_\_\_\_\_, 19\_\_\_\_.

## RESOLUTION #2008-

**INTRODUCED:**

**SECONDED:**

**VOTED:**     **Aye:**  
              **Nay:**  
              **Absent:**

### WINDOM'S "NATIONAL NIGHT OUT" PROCLAMATION

---

**WHEREAS**, the National Association of Town Watch (NATW) is sponsoring a unique, nationwide crime, drug and violence awareness program on July 28, 2008, entitled "National Night Out"; and

**WHEREAS**, the "25<sup>th</sup> Annual National Night Out" provides a unique opportunity for Windom, Minnesota, to join forces with thousands of other communities across the country in promoting cooperative, police-community crime prevention efforts; and

**WHEREAS**, the Cottonwood County Youth Task Force, Southwest Crisis Center, and MN Department of Corrections play a vital role in assisting the Windom Police Department and Cottonwood County Sheriff's Department through joint crime, drug and violence prevention efforts in Windom and are supporting "National Night Out 2008" locally; and

**WHEREAS**, it is essential that all citizens of Windom be aware of the importance of crime prevention programs and the impact that their participation can have on reducing crime, drugs and violence in Windom; and

**WHEREAS**, police-community partnerships, neighborhood safety, awareness and cooperation are important themes of the "National Night Out" program.

**NOW, THEREFORE**, I, Mayor of the City of Windom, do hereby proclaim Monday, July 28, 2008 as "**NATIONAL NIGHT OUT**" in Windom, Minnesota.

**FURTHER, BE IT RESOLVED THAT, I, MAYOR RIORDAN**, Mayor of the City of Windom, do hereby call upon all citizens of Windom, to join in and support Windom's 2<sup>nd</sup> Annual National Night Out on Monday, July 28, 2008.

Adopted by the Council this 15th day of July, 2008.

Attest: \_\_\_\_\_  
          Steve Nasby, City Administrator

\_\_\_\_\_  
Tom Riordan, Mayor

# RESOLUTION #2008-

**INTRODUCED:**

**SECONDED:**

**VOTED:**     **Aye:**  
              **Nay:**  
              **Absent:**

## **A RESOLUTION DESIGNATING THE FILING PERIOD FOR CANDIDATES FOR THE CITY ELECTION**

---

**WHEREAS**, vacancies in elected offices for the City of Windom will occur on January 1, 2009; and

**WHEREAS**, vacancies will exist for the following positions:

Mayor  
Councilmember – Ward I  
Councilmember-Ward II

**WHEREAS**, pursuant to the Windom City Charter, the filing period shall not commence earlier than seventy-five (75) days prior to the general election and shall not end later than forty-five (45) days prior to the general election.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, AS FOLLOWS:**

The filing period for elective office in the City of Windom shall commence on August 25, 2008, at 8:00 a.m. and end on September 12, 2008, at 5:00 p.m. Nomination papers may be filed at the City Clerk's Office in the Windom City Hall during normal business hours (Monday through Friday from 8:00 a.m. to 5:00 p.m.) during said filing period.

Adopted this 15th day of July, 2008.

\_\_\_\_\_  
Tom Riordan, Mayor

Attest: \_\_\_\_\_  
Steven Nasby, City Administrator

# Cottonwood County Emergency Services Association

Revised June 12<sup>th</sup>, 2008

## **1. PURPOSE:**

The purpose of the Cottonwood County Emergency Services Association is to promote public safety by providing better training and equipment for the emergency responders of Cottonwood County.

## **2. MEMBERSHIP:**

Membership shall include Emergency Service agencies from the governmental units of: Comfrey, Jeffers, Mountain Lake, Storden, Westbrook and Windom. Membership will also include the Cottonwood County Emergency Management, the Sheriff's Office and municipal police agencies as approved by the voting membership.

## **3. QUORUM:**

A quorum shall be necessary for any action by the Cottonwood County Emergency Services Association. A quorum shall consist of at least one half of the voting membership of the association.

## **4. VOTING:**

Each department in the Cottonwood County Emergency Services Association shall have one vote. All action of the Cottonwood County Emergency Services Association must be approved by a majority vote of the members present.

## **5. OFFICERS:**

The officers of the Cottonwood County Emergency Services Association shall be elected positions. The positions shall be: President; Vice President and Secretary/Treasurer. Other officer positions shall be created as needed by the voting membership. Each term of office shall be one year in length. Elections shall be held during the November meeting, with the sole exception being during the initial startup of the CCESA, with elections being held in March, 2008.

**6. MUTUAL AID AGREEMENTS:**

The Cottonwood County Emergency Services Association endorses and agrees to abide by the provisions of the Mutual Aid Agreement entered into by the governmental units in and of Cottonwood County.

**7. DUES:**

Dues shall be assessed by the voting majority of the Cottonwood County Emergency Services Association, and shall be payable at the first meeting in January. Dues will be valid for a one year period, expiring on Dec. 31 of the following year. Dues shall be \$1.00 per year, per governmental unit.

**8. WITHDRAWAL FROM ORGANIZATION:**

Any member may withdrawal from the Cottonwood County Emergency Services Association by submitting, in writing, a notice to do so. This notice shall be submitted to the Secretary, at least 30 days prior to withdrawal.

**9. REVISIONS:**

Revisions of the bylaws of the Cottonwood County Emergency Services Association shall be made by the majority of the voting membership of the association.

06-25-2008: revised agreement to include ALL first responders in Cottonwood County.

**10. SIGNATURES:**

The following municipalities have agreed to become a party to this association: (See next page)

**COMFREY Fire Chief** \_\_\_\_\_

**COMFREY First Responders Director** \_\_\_\_\_

**JEFFERS Fire Chief** \_\_\_\_\_

**JEFFRES Ambulance Director** \_\_\_\_\_

**MT. LAKE Fire Chief** \_\_\_\_\_

**MT. LAKE Ambulance Director** \_\_\_\_\_

**MT. LAKE Police Chief** \_\_\_\_\_

**STORDEN Fire Chief** \_\_\_\_\_

**STORDEN First Responders Director** \_\_\_\_\_

**WESTBROOK Fire Chief** \_\_\_\_\_

**WESTBROOK Ambulance Director** \_\_\_\_\_

**WESTBROOK Police Chief** \_\_\_\_\_

**WINDOM Fire Chief** \_\_\_\_\_

**WINDOM Ambulance Director** \_\_\_\_\_

**WINDOM Police Chief** \_\_\_\_\_

**COTTONWOOD COUNTY Emergency Management Director / Secretary**  
\_\_\_\_\_

**COTTONWOOD COUNTY Sheriff**  
\_\_\_\_\_

**COTTONWOOD COUNTY**  
**EMERGENCY SERVICES ASSOCIATION**  
(Formerly known as Cottonwood County Fire Chiefs Association)  
**MEETING MINUTES FOR JUNE 25<sup>TH</sup>, 2008- 7PM**  
**At the POET Bio-Refining plant, Bingham Lake, MN**

Present:

Jeff Shirkey (Windom Police Chief)  
Jim Jorgensen (Cottonwood County Chief Deputy)  
Jason Purrington (Cottonwood County Sheriff)  
Daniel Benz (Jeffers Fire/Rescue)  
Dan Ortman (3<sup>rd</sup> Assistant Chief- Windom Fire/Rescue)  
Rod Sykora (Jeffers Fire/Rescue- Chief)  
Scott Thompson (Storden Fire/Rescue- Chief)  
Mary Westerman (Storden First Responders)  
Jay Grandprey (Windom Fire/Rescue)  
Mark Stevens (1<sup>st</sup> Asst. Chief- Windom/Vice President- CCESA)  
Tim Hacker (Windom Ambulance)  
Jim Skarphol (Director, Windom Ambulance)  
Brian Janzen (Asst. Chief- Mt. Lake Fire Rescue)  
Chuck Wolle (Fire Chief- Mt. Lake Fire/Rescue)  
Mark Warner (Fire Chief- Comfrey Fire/Rescue)  
Tim Janzen (Mt. Lake EMS)  
Dave Magyar (POET/Westbrook Fire/Rescue)  
Curtis Madson (Fire Chief- Westbrook/President- CCESA)  
Alan Wahl (Police Chief- Westbrook Fire/Rescue)

Meeting was called to order by Vice President Stevens (in absence of President Madson, who arrived later).

Minutes for the May meeting were distributed. Motion was made by Tim Hacker, second by Scott Thompson to approve the May minutes as drafted. Motion passed unanimously.

**NEW BUSINESS:**

Discussion was held regarding the bylaws including the name of the association. It was decided that the association should be re-named "Cottonwood County Emergency Services Association" to better serve all emergency service entities in Cottonwood County. A motion was

introduced by Mark Warner, second by Chuck Wolle to change the wording in the bylaws and the name of the association to read "Cottonwood County Emergency Services Association". Motion passed unanimously. A final copy of the bylaws will be emailed to all with the minutes.

Mark Warner had a question about 911 signage in Cottonwood County. Sheriff Purrington informed the association that the signage has been started, and should be completed this summer.

#### OLD BUSINESS:

Discussion was held regarding the "county wide mutual aid agreement". Mark Marcy informed the association that final drafts of the agreement have been approved for recommendation for submission to city councils and the county board by Windom City Attorney Dan MacDonald, and County Attorney Doug Storey. The Cottonwood County Emergency Services Association is mentioned in the agreement specifically. This agreement, once signed by all entities, should take the place of current agreements in place between all entities. Discussion was also held regarding entities outside Cottonwood County joining the agreement. Language has been added to allow individual entities and/or county wide associations to join the agreement.

Motion made by Tim Hacker, second by Jason Purrington to accept the Cottonwood County Emergency Service Mutual Aid Agreement as written in the FINAL draft (copy will be emailed with the minutes). Motion passed unanimously.

Discussion was held regarding the next meeting for the CCESA. The next meeting will be announced by Vice President Stevens, via email. The meeting will be held on the normally scheduled last Wednesday of the month, in conjunction with the monthly emergency management meeting.

Motion made by Rod Sykora, second by Chuck Wolle to adjourn the CCESA meeting. Motion passed unanimously.

Respectfully submitted, Mark Marcy- Secretary, CCESA

COTTONWOOD COUNTY EMERGENCY  
MANAGEMENT PLANNING GROUP MONTHLY  
MEETING MINUTES FOR 06-25-2008  
POET Bio-Refining, Bingham Lake, MN

Present:

Jeff Shirkey (Windom Police Chief)  
Jim Jorgensen (Cottonwood County Chief Deputy)  
Jason Purrington (Cottonwood County Sheriff)  
Daniel Benz (Jeffers Fire/Rescue)  
Dan Ortman (3<sup>rd</sup> Assistant Chief- Windom Fire/Rescue)  
Rod Sykora (Jeffers Fire/Rescue- Chief)  
Scott Thompson (Storden Fire/Rescue- Chief)  
Mary Westerman (Storden First Responders)  
Jay Grandprey (Windom Fire/Rescue)  
Mark Stevens (1<sup>st</sup> Asst. Chief- Windom/Vice President- CCESA)  
Tim Hacker (Windom Ambulance)  
Jim Skarphol (Director, Windom Ambulance)  
Brian Janzen (Asst. Chief- Mt. Lake Fire Rescue)  
Chuck Wolle (Fire Chief- Mt. Lake Fire/Rescue)  
Mark Warner (Fire Chief- Comfrey Fire/Rescue)  
Tim Janzen (Mt. Lake EMS)  
Dave Magyar (POET/Westbrook Fire/Rescue)  
Curtis Madson (Fire Chief- Westbrook/President- CCESA)  
Alan Wahl (Police Chief- Westbrook Fire/Rescue)

Following a tour of the Ethanol Plant by Dave Magyar, the meeting was called to order at about 8 15 pm.

Several items were distributed, including traffic vest information and new laws, which take effect November 24<sup>th</sup>, 2008, regarding traffic safety vest wearing requirements by first responders. It should be noted that according to DOT, ALL state highways in MN are to be considered as “federal highways” as identified in the new laws, as each highway is supported by federal dollars.

Brian Janzen told the group that Jim and Andy Nickel of rural Mt. Lake would be willing to be added to the Cottonwood County Resource Manual- Brian will get the equipment listing and phone contacts to Mark M.

Information was distributed on the 2008 CEDAP grant application, which is due on the 28<sup>th</sup> of June. If you are interested in applying, and need assistance, contact Mark.

Due to time constraints, Mark tabled the “roundtable” for the next meeting in Mt. Lake. Rather, Mark asked the group to take a few minutes before the next meeting to come up with a scenario regarding the ethanol plant for the disaster drill. Examples might be: confined space rescue, naming injuries, location, problems encountered (haz mat, rope rescue, medical condition, explosive atmosphere, etc.)

The next meeting will be held on July 30<sup>th</sup>, at 7 pm, at the Mt. Lake Fire Hall. We will continue the “roundtable” at that time, and prepare for the June 2009 drill.

Meeting adjourned at 9 pm.

**Main Identity**

---

**From:** "Denise Nichols" <denise@windom-mn.com>  
**To:** "Steve Nasby" <snasby@windom-mn.com>  
**Sent:** Friday, June 27, 2008 10:05 AM  
**Subject:** Emergency Mutual Aid Agreement

I spoke with Dan McDonald today and he has reviewed the final document. All his changes were included in it and he approves the final agreement.

Denise

---

No virus found in this incoming message.

Checked by AVG.

Version: 8.0.101 / Virus Database: 270.4.3/1526 - Release Date: 6/30/2008 8:43 AM

6/30/2008



**COTTONWOOD COUNTY EMERGENCY SERVICES MUTUAL AID  
AGREEMENT**

**PAGE 1**

This agreement, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2008, by and between the following Fire, Emergency Medical Service, Law Enforcement, Emergency Management Agencies and governmental units: **Comfrey, Jeffers, Storden, Mountain Lake, Windom, Westbrook** and the **County of Cottonwood.**

**WHEREAS**, the said governmental units desire to make available to each other their respective emergency response equipment and personnel in the case of emergencies, and each said governmental units has legal authority to send its emergency equipment and personnel into other communities,

**NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:**

That in consideration of the mutual covenants, agreements and undertakings hereinafter set forth, each of the parties hereto agrees to furnish fire emergency assistance to any other party when called upon by the Officer in charge of any of the other parties hereto, subject to the following conditions, to wit:

1. That road and weather conditions must be reasonably safe for transport of emergency personnel and equipment, as exclusively determined by the officer in charge of the requested agency.
  
2. That in the event all of the emergency apparatus and all, or most, of the members of the requested agency of any entity so called upon for emergency assistance by

**COTTONWOOD COUNTY EMERGENCY SERVICES MUTUAL AID**  
**AGREEMENT**

**PAGE 2**

one of the other parties hereto is in use in said community or other community under this agreement at the time the call comes in from the other party, or in the discretion of the or Officer in charge, such apparatus or members may be needed in said community, the said community shall be held free and relieved from all liability to make said run or to respond to said call.

- 3 That in the event any apparatus and members of the requested entity engaged in emergency response for the benefits of the party calling for assistance, or in the response to a call from said party, shall be needed for any purpose in its own community, that apparatus and the members of said emergency service entity may be recalled to its own community before completing the call for assistance for the other party and said assisting party shall be held free from any liability to continue emergency calls.
4. If one or more fires, or another emergency, occurs within the limits of any of the above governmental units, or within the limits of any territory in which any of said government units has contracted to provide emergency service equipment or personnel, and that government unit's emergency service equipment and/or personnel are insufficient to control or extinguish the fire or fires or other emergency, as exclusively determined by that government unit's officer in charge, an "emergency" shall exist for the purpose of this agreement.
5. If an emergency arises, any of the persons who are entitled by Paragraph 4 above

**COTTONWOOD COUNTY EMERGENCY SERVICES MUTUAL AID  
AGREEMENT**

**PAGE 3**

to determine an emergency may call upon the emergency service entity of one or more of the governmental units above named for assistance.

6. Upon receipt of a call for assistance as set forth in Paragraph 5, the department of any of the parties hereto shall promptly dispatch at least one emergency vehicle with the usual number of personnel to assist in the emergency, or to render stand-by service as the case may be, provided that no department of any of the said parties shall be obligated to send its emergency equipment or personnel beyond its boundaries if that would leave such municipality without any emergency equipment or personnel available within its limits for service at any emergency which might subsequently arise within. In extreme emergencies, however, every effort will be made to redistribute emergency equipment and personnel so that it would be made available for any additional emergencies which might arise during the emergency.
7. The emergency equipment and personnel of any department assisting a department of another municipality in an emergency will, upon arrival at the scene of the emergency, be under the command of the officer in charge of the requesting government unit or his/her designee.

**COTTONWOOD COUNTY EMERGENCY SERVICES MUTUAL AID**  
**AGREEMENT**

**PAGE 4**

8. No charges shall be made by any party for assistance rendered under this agreement for the first twelve hours on scene, at which time a charge of 200 dollars per apparatus hour, and twenty five dollars per hour, per emergency worker shall be charged.
9. The community asking for, and receiving assistance from any other party shall not be held liable for any damage to the property of the assisting party while answering the call for assistance except for gross negligence or willful destruction by the requesting party. Each party shall carry its own liability insurance for the benefit of itself, its equipment, and its emergency personnel while in the service of any other party and each party shall carry liability insurance saving both itself and the other party being assisted, harmless so far as a negligent acts of the emergency workers in the employee of said party are concerned.
10. No party to this agreement, nor any officer or employee of any party, shall be liable to any other party or to any other person on account of failure to any party to this agreement to furnish its emergency equipment or personnel in response to a call for assistance from any other governmental unit.
11. Each party, in answering a call from another party hereto, shall attempt to furnish

**COTTONWOOD COUNTY EMERGENCY SERVICES MUTUAL AID**  
**AGREEMENT**

**PAGE 5**

a reasonable number of emergency personnel on each piece of equipment answering such call, as exclusively determined by the officer in charge of the answering party.

12. That in the event of fire calls from two or more communities or parties hereto, the first call shall have priority and the second call shall be answered as soon as possible.
13. No liability shall be incurred by a party who shall have summoned assistance under this agreement for damage to, or destruction of emergency equipment of a party rendering such assistance under this agreement except for gross negligence or willful destruction of emergency equipment of a party rendering such assistance.
14. That the governing body of each party hereto will appoint the Officer in Charge of the department or office, or his or her designee of that community to serve as a member of the Cottonwood County Emergency Services Association, formed for the purpose of furthering the purposes of this agreement and increasing the efficiency of the emergency services of these governmental units.
15. A copy of this agreement will be posted at each department of each party hereto. Subject to all of the above conditions each of the parties hereto agrees to make every reasonable effort to attend emergencies in any of the other communities

**COTTONWOOD COUNTY EMERGENCY SERVICES MUTUAL AID**  
**AGREEMENT**

**PAGE 6**

mentioned herein when such assistance is requested as provided above.

16. This agreement shall be binding on a party upon receipt and filing by the Secretary of the Cottonwood County Fire Chief's Association of a certified copy of this agreement properly executed by said party.
17. Entities or agencies outside the borders of Cottonwood County may become a party to this agreement for the purposes of protecting life and property as defined herein, as authorized by the Cottonwood County Emergency Services Association.

**JEFFERS:**

18. This agreement will not expire. Any party hereto may withdraw from this agreement by thirty days written notice to the other parties.

IN WITNESS WHEREOF, the City Council of **JEFFERS** has caused this Agreement to be signed in its name by \_\_\_\_\_ its Mayor, and \_\_\_\_\_, its City Clerk/City Administrator by authority of its governing body, this \_\_\_\_\_ day of \_\_\_\_\_ 2008

\_\_\_\_\_  
(Name of party)

By \_\_\_\_\_  
It's Mayor

By \_\_\_\_\_  
It's City Clerk/City Administrator

**COMFREY:**

17. This agreement will not expire. Any party hereto may withdraw from this agreement by thirty days written notice to the other parties.

IN WITNESS WHEREOF, the City Council of **COMFREY** has caused this Agreement to be signed in its name by \_\_\_\_\_ its Mayor, and \_\_\_\_\_, its City Clerk/City Administrator by authority of its governing body, this \_\_\_\_\_ day of \_\_\_\_\_ 2008

\_\_\_\_\_  
(Name of party)

By

\_\_\_\_\_  
It's Mayor

By

\_\_\_\_\_  
It's City Clerk/City Administrator

**STORDEN:**

17. This agreement will not expire. Any party hereto may withdraw from this agreement by thirty days written notice to the other parties.

IN WITNESS WHEREOF, the City Council of **STORDEN** has caused this Agreement to be signed in its name by \_\_\_\_\_ its Mayor, and \_\_\_\_\_, its City Clerk/City Administrator by authority of its governing body, this \_\_\_\_\_ day of \_\_\_\_\_ 2008

\_\_\_\_\_  
(Name of party)

By

\_\_\_\_\_  
It's Mayor

By

\_\_\_\_\_  
It's City Clerk/City Administrator

**MOUNTAIN LAKE**

17. This agreement will not expire. Any party hereto may withdraw from this agreement by thirty days written notice to the other parties.

IN WITNESS WHEREOF, the City Council of **MOUNTAIN LAKE** has caused this Agreement to be signed in its name by \_\_\_\_\_ its Mayor, and \_\_\_\_\_, its City Clerk/City Administrator by authority of its governing body, this \_\_\_\_\_ day of \_\_\_\_\_ 2008

\_\_\_\_\_  
(Name of party)

By \_\_\_\_\_  
It's Mayor

By \_\_\_\_\_  
It's City Clerk/City Administrator

**COTTONWOOD COUNTY**

17. This agreement will not expire. Any party hereto may withdraw from this agreement by thirty days written notice to the other parties.

IN WITNESS WHEREOF, the Chairman of the Board of the **COTTONWOOD COUNTY COMMISSIONERS**

has caused this Agreement to be signed in its name by \_\_\_\_\_  
its Chairman, and \_\_\_\_\_, its County  
Auditor by authority of its governing body, this \_\_\_\_\_ day of  
\_\_\_\_\_ 2008

\_\_\_\_\_  
(Name of party)

By \_\_\_\_\_  
It's Commissioner

By \_\_\_\_\_  
It's County Auditor

**WESTBROOK:**

17. This agreement will not expire. Any party hereto may withdraw from this agreement by thirty days written notice to the other parties.

IN WITNESS WHEREOF, the City Council of **WESTBROOK** has caused this Agreement to be signed in its name by \_\_\_\_\_ its Mayor, and \_\_\_\_\_, its City Clerk/City Administrator by authority of its governing body, this \_\_\_\_\_ day of \_\_\_\_\_ 2008

\_\_\_\_\_  
(Name of party)

By \_\_\_\_\_  
It's Mayor

By \_\_\_\_\_  
It's City Clerk/City Administrator

**WINDOM:**

18. This agreement will not expire. Any party hereto may withdraw from this agreement by thirty days written notice to the other parties.

IN WITNESS WHEREOF, the City Council of **WINDOM** has caused this Agreement to be signed in its name by Thomas S. Riordan, Mayor, and Steven Nasby, its City Administrator by authority of its governing body, this 15<sup>th</sup> day of July 2008

**City of Windom**

By \_\_\_\_\_  
Mayor

By \_\_\_\_\_  
City Administrator

\_\_\_\_\_ :

19. This agreement will not expire. Any party hereto may withdraw from this agreement by thirty days written notice to the other parties.

IN WITNESS WHEREOF, the City Council of \_\_\_\_\_ has caused this Agreement to be signed in its name by \_\_\_\_\_ its Mayor, and \_\_\_\_\_, its City Clerk/City Administrator by authority of its governing body, this \_\_\_\_\_ day of \_\_\_\_\_ 2008

\_\_\_\_\_  
(Name of party)

By

\_\_\_\_\_  
It's Mayor

By

\_\_\_\_\_  
It's City Clerk/City Administrator





# Memo

**To:** Mayor and City Council

**From:** Denise Nichols

**CC:** Steve Nasby

**Date:** June 27, 2008

**Re:** DNR Dam Safety Program – Grant Agreement

---

The City of Windom has received a grant agreement from the State of Minnesota for the Dam Safety Program to renovate, reconstruct, remove or restore the Windom Des Moines River Dam. The State will provide funding for 50% of the total costs up to a maximum grant of \$750,000.

The grant agreement requires that the City does not incur any costs for the project before the grant has been approved and signed by the City and State Agencies.

A resolution to approve the grant agreement for the project and to authorize Mayor Tom Riordan to execute the grant agreement has been included for the Council's consideration.

**RESOLUTION #2008-**

**INTRODUCED:**

**SECONDED:**

**VOTED:**       **Aye:**  
                  **Nay:**  
                  **Absent:**

**A LOCAL GOVERNMENT RESOLUTION APPROVING A GRANT AGREEMENT WITH THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES GRANT PROGRAM**

---

**WHEREAS**, the Des Moines River has eroded the shoreline and water is bypassing the Windom Dam creating a public safety hazard; and

**WHEREAS**, in June 2007, a State Bonding application was submitted to the State Legislature requesting state funding up to \$750,000 for renovation, re-construction, removal or restoration of the Windom Des Moines River Dam; and

**WHEREAS**, the State Legislature has appropriated \$2,000,000 for renovation or removal of publicly-owned dams and \$1,000,000 for stream restoration; and

**WHEREAS**, the State has awarded the City of Windom funding for fifty percent (50%) of the total project costs through a grant offer of up to \$750,000 for dam project assistance.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Windom, Minnesota, will act as legal sponsor for the project described in the Department of Natural Resources Dam Safety Program grant application; and

**BE IT FURTHER RESOLVED** that the City of Windom has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to carry out the project; and

**BE IT FURTHER RESOLVED** that the City of Windom has not incurred costs for the project and has not entered into any written agreements for the project; and

**BE IT FURTHER RESOLVED** that the City of Windom has not violated any federal, state, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice; and

**BE IT FURTHER RESOLVED** that upon approval of its application by the State, the City of Windom may enter into an agreement for the above-referenced project, and that the City of Windom certifies that it will comply with all applicable laws and regulations as stated in the grant agreement; and

**BE IT FURTHER RESOLVED** that Thomas S. Riordan, Mayor, is hereby authorized to execute the Dam Safety Program Grant Agreement and act as the City's authorized agent for the purpose of administration of the grant.

Adopted this 1st day of July, 2008.

\_\_\_\_\_  
Tom Riordan, Mayor

Attest: \_\_\_\_\_  
Steve Nasby, City Administrator

# DNR Dam Safety Program - Grant Application

[authorized by Minnesota Statutes, section 103G.511, subdivision 5]

**1. Name of Local Government Unit:** City of Windom

**2. Mailing Address:** 444 9<sup>th</sup> Street, Windom, MN 56101

**3. Name, Title, and Phone Number of Person Submitting Application:**

Steve Nasby, City Administrator  
444 9<sup>th</sup> Street, P.O. Box 38  
Windom, MN 56101  
507.831.6129 (phone)  
507.831.6127 (fax)  
[snasby@windom-mn.com](mailto:snasby@windom-mn.com)

**4. Dollar Amount Requested:** \$750,000

**5. Estimated Total Project Cost:** \$1,500,000 estimate

**6. Description of Proposed Project:**

In the Spring of 2007 the river eroded the shoreline and water by-passed the dam structure. The citizens of Windom are interested in finding the appropriate course of action to address this issue. The City of Windom is requesting State funding to renovate, re-construct, remove or renovate a City-owned dam on the Des Moines River.

In January 2008 a structural analysis of the dam and current conditions was completed by Wenck Associates, Inc. This study showed that the dam structure is intact and the by-pass (breach) could be repaired, thus restoring the status quo. The MN DNR has requested that the City investigate the removal of the dam structure; however, the MN DOT has contacted the City and suggested the dam should remain in place in order to retain the current hydrologic environment as any changes may impact two State bridges.

The City is in the process of soliciting engineering firms to provide a Feasibility Study of a number of options ranging from dam removal to re-construction. A similar project in the City of Jackson (also on the Des Moines River) is underway. Jackson's feasibility study indicated options ranging from approximately \$540,000 to \$1.3 million. Due to the increasing costs in construction and a 1-2 year time lag the City of Windom is anticipating that a similar project would cost at least \$1.5 million. Thus, the City of Windom is requesting State funding in the amount of \$750,000.

---

**Signature of Person Submitting Application**

---

**Date**

**Submit application to:**

Mel Sinn  
DNR Waters  
500 Lafayette Road  
St. Paul, MN 55155-4032  
(Phone 651-259-5709)

**DAM SAFETY GRANT AGREEMENT  
BETWEEN THE STATE OF MINNESOTA  
AND THE CITY OF WINDOM**

**THIS Grant Agreement** is made between the State of Minnesota, acting by and through its Commissioner of Natural Resources, hereinafter the "State," and the City of Windom, Cottonwood County, Minnesota 56101, hereinafter the "Grantee."

**WHEREAS**, the State has general authority under Minnesota Statutes, Sections 103G.511 and 103G.515 to provide grants to local units of government to repair, reconstruct or remove dams; and

**WHEREAS**, Laws of \_\_\_\_, Chapter \_\_, Article \_\_, Section \_\_, Subdivision \_\_, appropriated \$2,000,000.00 to the State for renovation or removal of publicly owned dams; and Chapter \_\_\_\_, Article \_\_, Section \_\_, Subdivision \_\_, appropriated \$1,000,000.00 to the State for stream restoration; and

**WHEREAS**, the Grantee has submitted an application to the State for a dam project grant; and

**WHEREAS**, the State has determined that the Grantee should receive dam project assistance; and

**WHEREAS**, the Grantee represents that it is duly qualified and willing to perform the services set forth herein.

**NOW THEREFORE**, it is agreed between the State and the Grantee as follows:

**1.0 AMOUNT OF GRANT**

**1.1 STATE SHARE**

The State shall award the Grantee fifty percent (50%) of the total costs of the authorized Project identified in Section 2.1, hereinafter the "Project", or \$750,000.00, whichever is less, for the costs authorized herein. The total obligation of the State for all compensation and reimbursements to Grantee under this Grant shall not exceed \$750,000.00.

**2.0 AUTHORIZED PROJECT**

**2.1 PROJECT PLAN**

The proceeds of this Grant are to be used solely for the Project, which is the renovation, reconstruction, removal or restoration of the Windom Dam and stream corridor located on the Des Moines River in the City of Windom in accordance with plans and specifications signed

by a professional engineer. A description of the nature and scope of the Project is contained in Exhibit A, and as subsequently amended or revised, which is attached and incorporated herein by reference.

## **2.2 ADMINISTRATION AND SUPERVISION**

The Grantee shall be responsible for the administration, supervision, management and Project oversight that may be required for the work performed under this Grant.

## **3.0 ACKNOWLEDGMENTS**

The Grantee agrees to acknowledge the State's financial support for the Project. Any statement, press release, bid, solicitation, or other document issued by the Grantee describing the Project shall provide information reflecting that State funds were used to support the Project.

## **4.0 CONTACT PERSONS**

The State's authorized agent for the purpose of administration of this Grant is:

Mel Sinn, Administrative Hydrologist  
DNR Waters  
500 Lafayette Road  
St. Paul, MN 55155-4032  
phone (651) 259-5709; fax (651) 296-0445; email [mel.sinn@dnr.state.mn.us](mailto:mel.sinn@dnr.state.mn.us)

The Grantee's authorized agent for the purpose of administration of this Grant is:

Thomas S. Riordan  
Mayor  
444 9<sup>th</sup> Street  
Windom, MN 56101  
phone (507) 831-6129; fax (507) 831-6127; email: [windommayor@windomnet.com](mailto:windommayor@windomnet.com)

## **5.0 COSTS**

### **5.1 ELIGIBLE COSTS**

Eligible costs are those costs directly incurred by the Grantee that are solely related to and necessary for producing the work products described in the Project plan. Eligible costs may include the following:

- 5.1.1** Advertising costs for bids and proposals;
- 5.1.2** Capital expenditures for facilities, equipment and other capital assets as approved in the Project plan;
- 5.1.3** Materials and supplies;
- 5.1.4** Architectural and engineering services;
- 5.1.5** Construction management and inspection and testing services;
- 5.1.6** Surveys and soil borings;

- 5.1.7. Actual construction of the Project; or
- 5.1.8 Travel, lodging and meal expenses of persons involved in the Project in the same manner and in no greater amount than provided for in the current "Commissioner's Plan" promulgated by the Commissioner of Employee Relations.

Certain other types of costs may be eligible provided that they are (1) directly incurred by the Grantee; (2) are solely related to, and necessary for, producing the work products described in the Project plan; and (3) have prior written approval of the State. Any cost not defined as an eligible cost or not included in the Project plan shall not be paid from State funds committed to the Project.

## **5.2 NONELIGIBLE COSTS**

Noneligible costs for reimbursement means all costs not defined as eligible costs, including but not limited to the following:

- 5.2.1 Any costs incurred before the effective date of this Grant;
- 5.2.2 Fund raising;
- 5.2.3 Taxes, except sales tax on goods and services;
- 5.2.4 Insurance, except title insurance;
- 5.2.5 Attorney fees, except for acquisition and clearing title to land;
- 5.2.6 Loans, grants, or subsidies to persons or entities for development;
- 5.2.7 Bad debts or contingency funds;
- 5.2.8 Interest;
- 5.2.9 Lobbyists; and
- 5.2.10 Political contributions.

## **6.0 PAYMENT OF GRANT MONIES**

### **6.1 REIMBURSEMENT**

To obtain reimbursement for eligible costs under this Grant, the Grantee shall provide the State with invoices and evidence that the portion of the Project for which payment is requested has been satisfactorily completed. All invoices shall be sent to the person designated in Section 4.0 herein above. No facsimiles will be accepted. Invoices must be received by the State within sixty (60) days after the completion of the Project or the expiration of this Grant as set forth in Section 11.1 herein below, whichever occurs first. Invoices received after that date will not be eligible for reimbursement. The State's authorized agent has final authority for acceptance of Grantee's services, determination as to whether the expenditures are eligible for reimbursement under this Grant, and verification of the total amount requested. The Grantee shall not receive payment for work found by the State to be unsatisfactory, or performed in violation of federal, state or local law, ordinance, rule or regulation. No more than ninety (90) percent of the State's share of the cost shall be paid by the State until the State has determined that the Grantee has satisfactorily fulfilled all of the terms of this Grant.

### **6.2 REIMBURSEMENT SCHEDULE**

It is required that invoices be submitted, at a minimum, at the close of each state fiscal year,

which is June 30. If expenses are extensive, reimbursement requests may be submitted monthly or quarterly. Eligible expenses should be itemized by the month of occurrence, not liquidation. If invoices are not received in this format, it could delay receipt of payment.

## **7.0 ACCOUNTING AND AUDIT**

The Grantee shall maintain books, records, documents, and other evidence pertaining to the costs and expenses of implementing this Grant to the extent and in such detail that will accurately reflect the total cost of the Project. The Grantee shall use generally accepted accounting principles. All records shall be retained for a minimum of six (6) years after completion of the Project. The State, its representative, or the legislative auditor shall have the right to examine books, records, documents, and other evidence and accounting procedures and practices relevant to the Grant.

## **8.0 AMERICANS WITH DISABILITY ACT AND HUMAN RIGHTS**

The Grantee, in the conduct of the Project, shall comply with the Americans with Disabilities Act of 1990 (P.L. 100-336), Minnesota Statutes Chapter 363 (the Minnesota Human Rights Act), and Minnesota Statutes, Sections 181.59-60 and all applicable rules and subsequent amendments.

## **9.0 WORKERS' COMPENSATION**

The Grantee in the conduct of the Project shall comply with Minnesota Statutes, Section 176.181, Subdivision 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

## **10.0 LIABILITY**

The Grantee agrees to indemnify, save, and hold harmless the State, its agents and employees from any claims or causes of action arising from the performance of this Grant by the Grantee, its agents, contractors or employees. This clause shall not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this Grant.

## **11.0 TERM**

### **11.1 EFFECTIVE DATE**

This Grant shall become legally effective upon such date as it is executed by the Department of Natural Resources and shall remain in effect until June 30, 2012, or until all obligations set forth in this Grant have been satisfactorily fulfilled, whichever occurs first.

## **11.2 TERMINATION**

This Grant may be terminated by the State or the Grantee at any time with or without cause upon thirty (30) days' written notice to the other party. In the event of such a cancellation, the Grantee shall be entitled to payment determined on a pro rata basis for work or services satisfactorily performed.

## **11.3 AMENDMENTS**

Any amendment to this Grant must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.

## **12.0 ASSIGNMENT**

The Grantee shall neither assign nor transfer any rights or obligations under this agreement without the prior written consent of the State.

## **13.0 ANTI-TRUST PROVISION**

The Grantee hereby assigns to the State of Minnesota any and all claims for overcharges as to goods and/or services provided in connection with the Grant resulting from antitrust violations that arise under the antitrust laws of the United States and the antitrust laws of the State of Minnesota.

## **14.0 CHOICE OF LAW**

All matters relating to the performance of this Grant shall be controlled by and determined in accordance with the laws of the State of Minnesota.

## **15.0 DATA DISCLOSURE**

Under Minnesota Statutes, Section 270.66, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies, and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws, which could result in action requiring the Grantee to file state returns and pay delinquent state tax liabilities, if any.

**IN WITNESS WHEREOF**, the parties have caused this Grant Agreement to be duly executed intending to be bound thereby.

**1. STATE ENCUMBRANCE VERIFICATION**

*Individual certifies that funds have been encumbered as required by Minn.Stat. §§16A.15 and 16C.05.*

By: \_\_\_\_\_

Date: \_\_\_\_\_

CFMS Grant Contract No.: \_\_\_\_\_

**2. GRANTEE**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**3. STATE OF MINNESOTA ACTING BY AND THROUGH ITS COMMISSIONER OF NATURAL RESOURCES**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**This form has been approved by the Attorney General's Office.**

A certified copy of the Grantee's Resolution unconditionally approving this Grant Agreement is attached as Exhibit B.

Distribution:  
Agency  
Grantee  
State's Authorized Representative - Photo Copy

[Dam Safety Grant Agreement with \_\_\_\_\_ - \_\_\_\_\_, \_\_\_\_\_.doc]

## Exhibit A

### Project Description

The City of Windom is requesting state funding of \$750,000 for engineering and design work on the dam project (including civil engineering, hydrology studies, design\engineering work for stream restoration and trails) and construction\removal\renovation of the dam. The City of Windom is located in Cottonwood County, on U.S. Highway 71 and MN Highway 60, approximately 125 miles southwest of the Twin Cities.

In the spring of 2007 the Des Moines River worked its way around the dam structure and is eroding the river bank in Island Park. Due to the existing condition of the Windom Dam the MN DNR has moved up this project to #4 on their priority list. The current situation poses a safety hazard to the public. Attached as Exhibit 1 are photographs of the dam's condition. MN DNR has worked with a number of Minnesota communities on dam safety and removal options. This focus by the MN DNR presents the City of Windom with an opportunity to fully discuss the status of the dam and possible options with the community. On July 17, 2007 a DNR expert on dams and stream restoration (Luther Addland) made a presentation to the Windom City Council.

The City of Windom commissioned a structural analysis of the dam structure in February 2008. The results of this study showed that the dam structure is in good condition, but the wing walls would need to be addressed. As such, the possibility of keeping the dam is an option. On June 2, 2008 the City of Windom received Requests for Proposals (RFP) from four engineering firms regarding the performance of a feasibility study for the low-overhead dam project. The Windom City Council will be conducting interviews with these firms on July 1, 2008 and is scheduled to select a firm on July 15, 2008. The City will then engage an engineering firm to perform the feasibility study within 90 days (anticipated feasibility study completion date is October 15 – November 1). Following the completion of that analysis the City Council start the process of making the decision on the direction of the project (removal, reconstruction or replacement with riffles) and the scope of the project regarding necessary stream restoration activities.

The dam was originally constructed in 1878 for the Windom Flour Mill. That dam was washed out in 1885 and reconstructed. In 1923 the mill was destroyed by fire and in 1926 the City purchased approximately 50 acres along the Des Moines River which included the old Mill site and area around the dam. After the floods of 1962, which had carried away much of the wooden parts of the dam, the City undertook a major renovation project in the winter of 1962-63 where the dam was repaired and reinforced. In the mid-1980's dam was again repaired.

The City of Windom owns the dam and will continue to own the dam (if renovated or repaired). If the dam is removed, the City will continue to own the land around the former dam site.

	2008	2009	2010
Land acquisition	N/A		
Pre-design	\$60,000		
Design (including construction administration)		\$75,000	
Dam Reconstruction\Removal		\$1,000,000	
Stream Restoration and/or Trails		\$200,000	
Recreation Area\Trail Head Parking Spaces		\$65,000	
Contingency		\$100,000	

**Deadline**

**June 2007**

**May 2008**

**June 2008**

**July 2008**

**\*Oct – Nov 2008**

**\*December 2008**

**\*Jan - Feb 2009**

**\*March 2009**

**\*April 2009**

**\*May 2009**

**\*March 2010**

**\*May 2010**

**Activity**

**Submission of State Bonding Request**

**State award of Bonding funds**

**Solicit RFPs for Feasibility Study**

**Select Engineering Firm for Feasibility Study**

**Completion of Feasibility Study**

**Council Decision on Project Direction**

**Completion of Preliminary Design work**

**Completion of Construction Plans**

**Bidding for Project**

**Construction Start**

**Construction Complete**

**Grand Opening**

\* Schedule is tentative



# Memo

**To:** Mayor and City Council

**From:** Denise Nichols

**CC:** Steve Nasby

**Date:** July 11, 2008

**Re:** Des Moines River Dam

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At the July 1<sup>st</sup> City Council meeting the "Save the Dam" stakeholder group presented a list of questions for Council consideration when selecting an engineer for the Des Moines River Dam Feasibility Study.

At the direction of the Council, the questions were provided to the engineering firms and attached are the responses that the City has received from the three firms that are under consideration for the study.

**Main Identity**

---

**From:** "Steve Robinson" <srobinson@sehinc.com>  
**To:** <snasby@windom-mn.com>  
**Cc:** "Rocky Keehn" <rkeehn@sehinc.com>; "Jeremy Walgrave" <jwalgrave@sehinc.com>; "Alec Boyce" <aboyce@sehinc.com>  
**Sent:** Wednesday, July 02, 2008 1:47 PM  
**Subject:** Fw: Answer to Windom Question.

Steve,  
 Answers to questions posed at last night's council meeting

Steve Robinson, P.E.  
 SEH - Worthington, MN  
 507.376.5888

----- Forwarded by Steve Robinson/seh on 07/02/2008 01:45 PM -----

Rocky Keehn/seh

07/02/2008 01:35 PM

To Steve Robinson/seh@SEH

cc Jeremy Walgrave/seh@SEH

Subject Answer to Windom Question.

**Steve please forward to Steve upon reviewing. Thanks.**

**Question 1- Would you be willing to, as part of a contract, work with representatives of a stakeholders group in order to develop a conceptual multi-phase plan that address both the short term dam situation and the loner term reservoir situation.**

Answer-if the question relates to the City Contract, our approach did include a stakeholders group with a wide variety of interest in the project. It was our assumption a representative from the group asking the question would be included. As part of the proposed Charrette Process short and long term solutions would be addressed and thus a cost, financing options and O&M issue could be included as one of the eight options. If the question relates to working outside the City contract, our customer is the City and thus would not work on any project elements outside the scope of work developed with the City.

**Question 2-Do you think it is important to fully assess all the risks and consequences of an urban dam removal before a dam is removed.**

Answer- YES. Sorry to go back the Charrette Process we proposed but this is why SEH wanted the key staff in geotechnical, structural and hydraulics to see the project site so all potential risks could be assessed. We were aware of concern on foundation impacts to homes and the bridge if the dam was removed and for many of these localized issue you really need the experts to see the site to get a real indication of any potential problems.

**Question 3- What priority do you think protecting public and private property should have when faced with external pressures to return the rive to a natural state? Do yo think increased risks and consequences of damage to public and private property and taxpayers should be fully disclosed.**

Since this question assumes there will be problems, it is our goal to try and take the bias out of answering the question. This can only be done by looking at these issue with qualified staff and doing a technical assessment of the issue. If this technical assessment indicated potential problems we would report them. If there is in our opinion not a problem we would also have to report that. Our scope includes not only evaluation of the project itself but O&M issue related to each options. If there is potential cost associated with non-dam issue they would be identified to the best of our abilities with the information we have and be included in the project cost in some

7/3/2008

form. Our proposal was really focused on the goal of providing a final cost to the City not just a construction cost of the project dam project.

**Question 4 - How do you envision working for the best long term interest of the City of Windom if another regulatory stakeholder group has priorities centered specifically on the aquatic environment itself.**

Our approach was to try and identify the four primary solutions and all potential issues with all of them. I am sure some of the issues in this question would need to be discussed and resolved if it applies to one or all of the four solutions. We as a consultant cannot necessarily make a decision on what is best for the City, but we can provide a wealth of information to make a consensus based decision if one is made to the benefit of the community. Our staff includes aquatic specialists so we can work with the DNR to resolve this issue if needed.

**Question 5 - What approximate percentage of your firm's business comes from DNR-related funding? Will this affect your ability to serve the needs of your client if you are hired by Windom.**

Due to our accounting system and large amount of work we do it would be very difficult to determine an actual percentage but know it is very low in regards to direct payments from the DNR to SEH. We have worked with communities that have gotten DNR grants on projects and work with DNR on permit issues on all types of projects. We understand our client is the City of Windom and thus again plan on proposing alternatives that may not include any funding from the DNR.

**Question 6 - What additional role, if any, do you think the actual affected landowner should have in this process?**

We assumed if the City approves it, they would have representation on the stakeholder group. They can provide background information to use as part of the data collection phase and of course with two public meetings can provide additional input there.

Rocky J. Keehn, P.E., CFM, LEED AP  
Senior Principal  
SEH - Omaha  
14216 Dayton Circle, Suite 5  
Omaha, NE 68137-5566  
rkeehn@sehinc.com  
402.895.0746  
www.sehinc.com

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No virus found in this incoming message.

Checked by AVG.

Version: 8.0.134 / Virus Database: 270.4.3/1528 - Release Date: 7/1/2008 7:26 AM

7/3/2008

**Main Identity**

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**From:** "Dennis Odens" <denniso@bannerbkgs.com>  
**To:** <snasby@windom-mn.com>  
**Sent:** Thursday, July 03, 2008 11:07 AM  
**Attach:** Questionnaire - Public Stakeholders.doc  
**Subject:** Questionnaire - Des Moines River Dam Project

Steve:

Attached is our response to the questionnaire. Banner is not predisposed to any plan at this time. We want to look at all facts then present a recommended plan that fits your community.

Dennis Odens

**BANNER** CONSULTING ENGINEERS & ARCHITECTS

---

Banner Associates, Inc.  
424 1/2 South Minnesota Avenue, St. Peter, Minnesota 56082  
(507) 931-0930 · Cell:(612) 710-9506 · Fax (507) 931-0930  
denniso@bannerassociates.com  
[www.bannerassociates.com](http://www.bannerassociates.com)

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No virus found in this incoming message.

Checked by AVG.

Version: 8.0.134 / Virus Database: 270.4.3/1528 - Release Date: 7/1/2008 7:26 AM

7/3/2008

## **Des Moines River Dam Project City of Windom and Public Stakeholders**

Response to questions following the interview.

### **Dam Consultant Questions**

- 1) Would you be willing to, as part of a contract, work with representatives of a stakeholders group in order to develop a conceptual multi-phase plan that addresses both the short term dam situation and the longer term reservoir situation?**

Yes! As stated in our presentation we plan to have a meeting with the stakeholders prior to writing our final contract with the City of Windom. It is very important that all sides be heard up front so that we know that our feasibility report will address all concerns. Contact persons can be established at this meeting so that we can call the contact person if we have questions or need additional information throughout the data collection and writing of this report. Banner will strive to make an accurate assessment of the pros and cons of each alternative presented so that the City of Windom can make an informed choice on how to proceed.

- 2) Do you think it is important to fully assess all the risks and consequences of an urban dam removal before a dam is removed?**

We intend to fully address all risks as well as benefits of each alternative presented. There will be risks with each alternative. We believe however that a couple of alternatives will rise to the top as the most feasible choice for the City of Windom.

- 3) What priority do you think protecting public and private property should have when faced with external pressures to return the river to a natural state?**

All alternatives presented should evaluate the risk to public and private property along the river. The cost of a project should include compensation for land/property that is lost or damaged as a result of the selected plan. Banner Assoc. Inc. will listen to all sides and strive to present a balanced report on benefit and risk. Many issues will have to be addressed if the river is brought back to its natural state. The opposite would be to turn this dam into a flood control dam. Both have many ecological issues that would have to be discussed and assessed before a recommendation or conclusion can be reached.

**Do you think increased risks and consequences of damage to public and private property and taxpayers should be fully disclosed?**

Yes! This report will be an open document and we will strive to get as much public input as possible.

- 4) How do you envision working for the best long term interests of the City of Windom if another regulatory stakeholder group has priorities centered specifically on the aquatic environment itself?**

First and foremost, this project is a project that will be owned, maintained and controlled by the City of Windom; therefore the best long term interests of the City must take priority. The selected plan may affect funding sources; however that can be overcome by a strong coalition of local property owners and other local support for the plan selected. DNR will focus on the aquatic environment, MNDOT will focus on the bridges and state road system, Corps of Engineers will focus on the wetlands, the local property owners will focus on their property, and the public at large will focus on the community amenity. Banner will strive to be factual and accurate on the data and information presented.

- 5) What approximate percentage of your firm's business comes from DNR-related funding?**

None. We currently do not have any projects that are funded by Minnesota DNR.

**Will this affect your ability to serve the needs of your client if you are hired by Windom?**

No, we will strive to present a factual, accurate assessment of each alternative presented.

- 6) What additional role, if any, do you think the actual affected landowners should have in this process?**

We believe that the final selected plan will be a plan that the community can take ownership of and fully support. Funding can be enhanced by a strong coalition of community people supporting the project and expressing their support to the legislature and other funding sources. The affected landowners will play a key role in the success of the selected project.



Wenck Associates, Inc.  
1800 Pioneer Creek Ctr.  
P.O. Box 249  
Maple Plain, MN 55359-0249

(763) 479-4200  
Fax (763) 479-4242  
E-mail: wenckmp@wenck.com

## TECHNICAL MEMORANDUM

**TO:** Windom City Council,  
Steve Nasby, City Administrator

**FROM:** Ed Matthiesen, P.E.

**DATE:** July 8, 2008

**SUBJECT:** Dam Consultant Questions Responses

---

The following are the written questions as given to me at last weeks interview for the Windom Dam Feasibility Study along with my response. Thank you for the opportunity to make a presentation to the city about this interesting project and if you have any further questions please give me a call.

- 1) Question: Would you be willing to, as part of a contract, work with representatives of a stakeholders group in order to develop a conceptual multi-phase plan that addresses both the short term dam situation and the longer term reservoir situation?  
Response: Wenck would certainly be willing to work on a multi-phase plan addressing the dam and reservoir as long as it is part of the City Council approved consultant scope of work.
- 2) Question: Do you think it is important to fully assess all the risks and consequences of an urban dam removal before a dam is removed?  
Response: It is important to assess all of the risks that have a meaningful impact on the outcome of the project. For example removing the dam entirely will result in sediment movement, scour, river bank dewatering and changes in flow paths to name a few issues. Each of these and others that may be identified during the Council workshops and public information meetings need to be quantified to determine the severity of the outcome and whether a mitigation strategy needs to be in place.
- 3) Question: What priority do you think protecting public and private property should have when faced with external pressures to return the river to a natural state? Do you think increased risks and consequences of damage to public and private property and taxpayers should be fully disclosed?  
Response: Any changes to public and private property whether returning the river to a natural state or a non-natural state must be made public. There must be no surprises to property owners or taxpayers about what the implications are to any affected property for any alternative that will be evaluated. The whole feasibility process must be very transparent so the council and residents can understand and trust the results.

- 4) Question: How do you envision working for the best long term interests of the City of Windom if another regulatory stakeholder group has priorities centered specifically on the aquatic environment?  
Response: Wenck will work for the City of Windom. As such we will be an advocate for the City and if the City directs us to have a larger effort in a particular area such as the aquatic environment we will do so in partnership with the City.
- 5) Question: What approximate percentage of your firm's business comes from DNR-related funding? Will this affect your ability to serve the needs of you client if you are hired by Windom?  
Response: Wenck has less than 2% of our business from DNR related funding. Although the DNR is a client this will not affect our ability to serve Windom.
- 6) Question: What additional role, if any, do you think the actual affected landowners should have in this process?  
Response: I expect the landowners to be constructive participants in the feasibility study process. This includes attending public meetings, reading draft report sections and offering comments, providing information and observations about the river and surrounding land and being respectful of differing opinions.



Wenck Associates, Inc.  
1800 Pioneer Creek Ctr.  
P.O. Box 249  
Maple Plain, MN 55359-0249

(763) 479-4200  
Fax (763) 479-4242  
E-mail: wenckmp@wenck.com

## TECHNICAL MEMORANDUM

**TO:** Windom City Council,  
Steve Nasby, City Administrator

**FROM:** Ed Matthiesen, P.E.

**DATE:** July 8, 2008

**SUBJECT:** Windom Dam Feasibility Study Grant and Funding Assistance

---

Often times during the proposal or interview stage we are asked a question on how Wenck can assist the city in finding alternative funding sources for their water resources project. I thought the City would be interested in seeing a summary of grant possibilities we have assembled for another client, the Shingle Creek Watershed Management Commission and the success we've had since 2000. This is a short summary of some grant programs that might be applicable to the Windom Dam project. Depending on the mood of the legislature some of these grant programs may or may not be funded or the funding amounts can vary substantially from year to year.

Grant Possibilities:

### ***DNR: Natural and Scenic Area Grants***

Provides 50% matching grants to acquire natural and scenic areas, either fee title or permanent easement. "Minimal betterment" such as fencing, interpretive or boundary signage may be included. Project total must exceed \$10,000. Maximum grant \$500,000. Request for application by **January 31**, application by March 31.

### ***DNR: Outdoor Recreation Grants***

Provides 50% matching grants to acquire and/or develop local parks and recreation areas. Must include one eligible primary outdoor recreation facility (e.g., trail, shelter, playground, boat access, fishing pier, beach). Project total must exceed \$10,000. Maximum grant not stated. Request for application by **January 31**, application by March 31.

### ***DNR: Local Trail Connections Grants***

Short trail connections to desirable locations. Land acquisition and trail development. Requires perpetual trail easement. Priority to residential connections to state & regional facilities. 50% match. Minimum \$5,000, maximum \$50,000. Application due by **February 28**.

### ***DNR: Regional Trail Grants***

Regionally significant trails. Land acquisition and trail development. Requires perpetual trail easement. 50% match. Minimum \$5,000, maximum \$250,000. Application due by **February 28**.

***DNR: Conservation Partners***

Enhancement and development of fish, wildlife, and native plant habitats, both projects and research/surveys. Could be used to prepare surveys of the proposed greenspaces or fund some immediate projects such as establishing buffers or controlling erosion. Requires 50% match. Maximum = \$20,000. Priority is on cooperative projects. Request for application by **March 31**, application by June 1.

***DNR: Environmental Partnerships***

Encourage environmental service projects and education. Examples are funding volunteer water quality monitoring, partnerships to reduce point-source pollution, erosion control, and developing displays, guides, etc. Requires 50% match. Maximum = \$20,000. Priority is on cooperative projects. Request for application by **March 31**, application by June 1.

***BWSR: Local Water Planning Challenge Grants***

Grants for lake management plans, planning, development of environmental controls, mapping and inventory developments. 50% match. Minimum \$10,000, Maximum \$50,000. Next applications not announced, possibly **spring 2003**.

***NRCS: Wildlife Habitat Incentives Program (WHIP)***

Federally-funded program to encourage property owners to develop or improve wildlife habitat. Must develop a fish and wildlife habitat maintenance plan. Grant goes to landowner. Excludes land or easement acquisition costs. 25% match. Maximum \$10,000. Continuous applications through local NRCS office.

***Legislative Commission on Minnesota's Resources (LCMR)***

Funding in the categories Fish, Wildlife, and Native Plant Habitat; Recreational and Natural Assistance; Water; and Children's Environmental Health. Can acquire corridors and greenways; protect and restore habitat; acquire and develop parks and trails; protect and enhance habitat; research and education on habitat and water quality. Funding details established during biennial application cycle. Next applications due in **2004** for 2005-2006.

***MPCA: Section 319 Grants***

To diagnose and implement nonpoint source pollution control measures. Lately limited to implementation of a TMDL plan. Applications in the **fall**.

***MPCA: Clean Water Partnership***

To diagnose and implement nonpoint source pollution control measures. Lately limited to implementation of a TMDL plan. Applications in the **fall**.

***McKnight Foundation***

Makes grants to protect and preserve watersheds in the Midwest, especially in the Mississippi River corridor and the Metro area. Funds greenway acquisition, improving watershed management policy, and educating students and families with special emphasis on farmers. Continuous applications, decisions made **quarterly**.

***Kodak American Greenways Awards***

Small grants to stimulate planning and design of greenways, including mapping, assessments, brochures, opinion surveys, conceptual design, etc. Maximum \$2,500, most grants \$500-2,000. Applications submitted **March 1 – June 1**.

Below is a summary of Wenck success in obtaining grant funds for the Shingle Creek Watershed Management Commission since 2000.

Shingle Creek/west Mississippi Watershed Commission  
Grants Received By Commission and Commission Partners  
March 2008

PROJECT	AMOUNT	SOURCE	MATCH	YEAR
Twin Lake Nutrient Study	\$10,000	Met Council, Local Water Resources Mgmt Grant	\$30,000	1999-2000
Shingle Creek Habitat Restoration Plan (Mpls)	\$13,500	Met Council, MEP Grant	Data, staff time	2000-2001
Second Generation Planning Grant	\$15,600	To each Commission, Met Council		2000
Chloride TMDL	\$134,000	MPCA	\$0	2002-2004
Twin Lake Homeowner Education	\$14,415	Met Council, MEP Grant	\$2,000 \$1,000 (B Center)	2002-2003
Schmidt Lake Watershed Revival (Schmidt Lake Assn)	\$7,700	DNR Environmental Partners	\$500 (education)	2003
Twin Lake Shoreline Restoration	\$10,000	DNR Shoreline Habitat Grant	\$2,500 (grant match) \$1,500 (education)	2003
Lake TMDLs Phase I	\$85,339	MPCA	\$0 Lake mgmt plans	2003-2004
Shingle Creek Corridor Study	\$20,000	DNR Conservation Partners	\$20,000 (2004 op budget)	2004
Lake TMDLs Phase II	\$65,000	MPCA	\$0 Lake mgmt plans	2005
DO/Biotic Integrity TMDL	\$200,000	MPCA	\$0 Corridor study	2008
Chloride TMDL prewetting implementation	\$238,000	MPCA, CWLA	\$238,000 cities, county	2007
Shingle Creek Stream Restoration	\$16,025	BWSR Challenge Grant	\$20,000 (grant match) \$56,600 (city)	2007
Wetland 639W Feasibility	\$60,000	MPCA Section 319	\$60,000 (\$30K Commission, \$30K cities)	2008
Twin Oak Pond	\$73,080	BWSR CWLA	\$236,800 (\$77,500 Commission, \$159,300 cities)	2008
TOTAL	\$978,259		\$668,900	
SC WMO	957,059		184,000	
Partners	21,200		484,900	

**RESOLUTION #2008 -**

**INTRODUCED:**

**SECONDED:**

**VOTED:     Aye:**  
              **Nay:**  
              **Absent:**  
              **Abstained:**

**CITY OF WINDOM**

**RESOLUTION OF CONTINUED COMMITMENT IN SUPPORT FOR THE  
COMPLETION OF THE EXPANSION OF TRUNK HIGHWAY 60 TO A FOUR-  
LANE FROM THE CITY OF WINDOM TO THE CITY OF ST. JAMES**

**WHEREAS**, Trunk Highway 60 is a major transportation artery for the commerce in southwestern Minnesota and provides a vital economic link from the Twin Cities metropolitan area to Interstate 90 and communities adjacent to it; and

**WHEREAS**, the two-lane to four-lane switch over between St. James, Butterfield, Mountain Lake, Bingham Lake and Windom has caused significant safety issues for motorists; and

**WHEREAS**, 15 traffic fatalities have occurred on Truck Highway 60 between Windom and St. James; and

**WHEREAS**, the 2008 Transportation Bill, passed by the legislature and signed by the Governor, provided the necessary funding to the Minnesota Department of Transportation to complete needed studies and finish the expansion of Highway 60 to a four-lane highway from the Iowa border to St. James; and

**WHEREAS**, the intent of the language in the 2008 Transportation Bill has been clearly defined by the bill's authors and local legislators and was written to include all segments of Highway 60 from the Iowa border to St. James, Minnesota; and

**WHEREAS**, it continues to be in the best interests of the City of Windom and the State of Minnesota to complete this 40-year-old project to expand Trunk Highway 60 to four lanes between the City of Windom and the City of St. James.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF  
WINDOM, MINNESOTA, AS FOLLOWS:**

1. The City Council of Windom, Minnesota, on behalf of the citizens of Windom, continues to support the completion of Trunk Highway 60 to a four-lane highway from the City of Windom to the City of St. James.

2. The Windom City Council supports the 2008 Transportation Bill and the interpretation of the intent of the bill's language as provided by the bill's authors and local legislators.
3. The Windom City Council requests that the funding for the Windom to St. James portion of the project be immediately allocated by the Minnesota Department of Transportation for the completion of this highway.

ADOPTED this 15th day of July, 2008.

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Tom Riordan, Mayor

ATTEST: \_\_\_\_\_  
Steve Nasby, City Administrator



# Memo

**To:** Mayor and City Council  
**From:** Denise Nichols  
**CC:** Steve Nasby  
**Date:** July 10, 2008  
**Re:** 2009 City Assessing Services

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At the July 1st, City Council meeting the Council received a request from Cottonwood County Assessor Gale Bondhus for formal action by the City Council on the status of their office performing the 2009 assessing services for the City of Windom.

Ms. Bondhus requested a response in writing by Wednesday, July 16, 2008.

CITY OF WINDOM  
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
CITY OFFICE	CMRS - TMS	POSTAGE	848.71
CITY OFFICE	ELECTRIC FUND	UTILITY BILLING	184.37
CITY OFFICE	FOX LAWSON & ASSOCIA	COMP & CLASS STUDY	279.00
CITY OFFICE	MII LIFE	VEBA	194.30
CITY OFFICE	STEVE NASBY	EXPENSE	32.00
CITY OFFICE	MN NCPERS LIFE INSUR	INSURANCE	80.00
CITY OFFICE	SECR REV FUND/CITY O	EXPENSE	6.16
CITY OFFICE	SECR REV FUND/CITY O	POSTAGE	9.35
	Total for Department 103		1,633.89*
P & Z / BUILDING OFF	CMRS - TMS	POSTAGE	28.71
P & Z / BUILDING OFF	ELECTRIC FUND	UTILITY BILLING	69.44
P & Z / BUILDING OFF	FOX LAWSON & ASSOCIA	COMP & CLASS STUDY	84.00
P & Z / BUILDING OFF	MII LIFE	VEBA	145.72
P & Z / BUILDING OFF	MN NCPERS LIFE INSUR	INSURANCE	24.00
P & Z / BUILDING OFF	VET'S WHOA N'GO	GAS	129.45
	Total for Department 106		481.32*
CITY HALL	ELECTRIC FUND	MAINTENANCE	53.21
CITY HALL	ELECTRIC FUND	UTILITY BILLING	1,904.27
CITY HALL	SANDRA HERDER	CLEANING	334.85
CITY HALL	MELISSA PENAS	CLEANING	334.85
	Total for Department 115		2,627.18*
POLICE	COTTONWOOD COUNTY AG	FAIR BOOTH RENTAL	60.00
POLICE	ELECTRIC FUND	UTILITY BILLING	88.27
POLICE	FOX LAWSON & ASSOCIA	COMP & CLASS STUDY	498.00
POLICE	MII LIFE	VEBA	1,372.76
POLICE	MN NCPERS LIFE INSUR	INSURANCE	144.00
POLICE	VOYAGER FLEET SERVIC	GAS	30.53
	Total for Department 120		2,193.56*
FIRE DEPARTMENT	AMOCO OIL COMPANY	GAS	28.60
FIRE DEPARTMENT	CMRS - TMS	POSTAGE	42.49
FIRE DEPARTMENT	ELECTRIC FUND	UTILITY BILLING	26.06
FIRE DEPARTMENT	MIDWEST WIRELESS	TELEPHONE	27.04
FIRE DEPARTMENT	VET'S WHOA N'GO	GAS	147.98
	Total for Department 125		272.17*
STREET	AMOCO OIL COMPANY	GAS	833.24
STREET	CMRS - TMS	POSTAGE	8.46
STREET	ELECTRIC FUND	UTILITY BILLING	2,203.45
STREET	ERICKSON OIL CO	GAS	1,127.59
STREET	FOX LAWSON & ASSOCIA	COMP & CLASS STUDY	336.00
STREET	KELLY IRRIGATION & L	MAINTENANCE	1,875.00
STREET	MII LIFE	VEBA	923.22
STREET	MN NCPERS LIFE INSUR	INSURANCE	96.00
STREET	VET'S WHOA N'GO	GAS	494.79
STREET	VOYAGER FLEET SERVIC	GAS	86.09
	Total for Department 140		7,983.84*

CITY OF WINDOM  
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
HEALTH & SANITATION	NEAL GRUNEWALD	COMPOST SITE MANAGER	128.00
	Total for Department 145		128.00*
RECREATION	AL BALOUN	BUS PARKING PASS FOR TWI	25.00
RECREATION	CMRS - TMS	POSTAGE	27.42
RECREATION	PARK & RECREATION DE	ADMISSION FOR HERSHEY TR	45.00
	Total for Department 150		97.42*
PARKS	CMRS - TMS	POSTAGE	.41
PARKS	ELECTRIC FUND	MAINTENANCE	49.49
PARKS	ELECTRIC FUND	UTILITY BILLING	683.81
PARKS	ERICKSON OIL CO	GAS	94.67
PARKS	FOX LAWSON & ASSOCIA	COMP & CLASS STUDY	57.00
PARKS	MII LIFE	VEBA	182.23
PARKS	MN NCPERS LIFE INSUR	INSURANCE	32.00
PARKS	VOYAGER FLEET SERVIC	GAS	108.98
	Total for Department 165		1,208.59*
	Total for Fund 01		16,625.97*
LIBRARY	ELECTRIC FUND	UTILITY BILLING	203.93
LIBRARY	FOX LAWSON & ASSOCIA	COMP & CLASS STUDY	105.00
LIBRARY	SANDRA HERDER	CLEANING	334.85
LIBRARY	MELISSA PENAS	CLEANING	334.85
	Total for Department 171		978.63*
	Total for Fund 03		978.63*
AIRPORT	CMRS - TMS	POSTAGE	31.93
AIRPORT	RED ROCK RURAL WATER	WATER	26.40
AIRPORT	SO. CENTRAL ELECTRIC	POWER COST	242.29
	Total for Department 174		300.62*
	Total for Fund 11		300.62*
POOL	CMRS - TMS	POSTAGE	66.89
POOL	ELECTRIC FUND	UTILITY BILLING	2,037.22
POOL	MARY THEERSFELD	REFUND - BUDGET PASS	15.00
	Total for Department 175		2,119.11*
	Total for Fund 12		2,119.11*
AMBULANCE	CMRS - TMS	POSTAGE	49.00
AMBULANCE	ELECTRIC FUND	UTILITY BILLING	23.11
AMBULANCE	ALLAN REMPEL	EXPENSE	10.62
AMBULANCE	JIM SKARPHOL	EXPENSE	63.20
AMBULANCE	VET'S WHOA N'GO	GAS	1,172.98
AMBULANCE	SUSAN ANDERSONNAULT	REFUND - AMBULANCE	94.55
	Total for Department 176		1,413.46*

CITY OF WINDOM  
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
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	Total for Fund 13		1,413.46*
MULTI-PURPOSE BUILDI	CMRS - TMS	POSTAGE	40.78
MULTI-PURPOSE BUILDI	ELECTRIC FUND	UTILITY BILLING	1,184.06
MULTI-PURPOSE BUILDI	FOX LAWSON & ASSOCIA	COMP & CLASS STUDY	204.00
MULTI-PURPOSE BUILDI	MII LIFE	VEBA	279.38
MULTI-PURPOSE BUILDI	MN NCPERS LIFE INSUR	INSURANCE	16.00
MULTI-PURPOSE BUILDI	VOYAGER FLEET SERVIC	GAS	79.49
	Total for Department 177		1,803.71*
	Total for Fund 14		1,803.71*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	5,285.13
LIQUOR	CMRS - TMS	POSTAGE	4.97
LIQUOR	ELECTRIC FUND	UTILITY BILLING	892.21
LIQUOR	FOX LAWSON & ASSOCIA	COMP & CLASS STUDY	222.00
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	9,363.25
LIQUOR	HOLINKA DISTR. CO.	MERCHANDISE	102.75
LIQUOR	JOHNSON BROS.	MERCHANDISE	1,156.98
LIQUOR	MII LIFE	VEBA	364.46
LIQUOR	MN NCPERS LIFE INSUR	INSURANCE	32.00
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	3,748.41
LIQUOR	SCHWAAB, INC	SUPPLIES	34.60
LIQUOR	7-UP BOTTLING	MERCHANDISE	53.40
	Total for Department 180		21,260.16*
	Total for Fund 60		21,260.16*
WATER	CMRS - TMS	POSTAGE	184.34
WATER	DATA-PAC MAILING SYS	MAIL METER RENTAL	52.25
WATER	ELECTRIC FUND	UTILITY BILLING	4,736.76
WATER	ERICKSON OIL CO	GAS	53.95
WATER	FOX LAWSON & ASSOCIA	COMP & CLASS STUDY	168.00
WATER	GOPHER STATE ONE CAL	LOCATE	13.89
WATER	H P SUDS	BILLING CONTRACT SERVICE	133.34
WATER	MII LIFE	VEBA	549.72
WATER	MN DEPT OF HEALTH	WATER SUR CHARGE	3,226.11
WATER	MN NCPERS LIFE INSUR	INSURANCE	40.00
WATER	VOYAGER FLEET SERVIC	GAS	367.14
WATER	WENCK ASSOCIATES, IN	LANDFILL	4,851.85
	Total for Department 181		14,377.35*
	Total for Fund 61		14,377.35*
	SECR REV FUND/CITY O REFUND- UTILITY PREPAYME		1,135.00
	Total for Department		1,135.00*
ELECTRIC	AMOCO OIL COMPANY	GAS	1,096.27
ELECTRIC	CMRS - TMS	POSTAGE	242.94
ELECTRIC	DATA-PAC MAILING SYS	MAIL METER RENTAL	52.25

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ELECTRIC	ELECTRIC FUND	UTILITY BILLING	258.81
ELECTRIC	FOX LAWSON & ASSOCIA	COMP & CLASS STUDY	336.00
ELECTRIC	GOPHER STATE ONE CAL	LOCATE	13.88
ELECTRIC	MARV GRUNIG	EXPENSE	166.65
ELECTRIC	H P SUDS	BILLING CONTRACT SERVICE	133.33
ELECTRIC	MII LIFE	VEBA	1,029.43
ELECTRIC	STEVE NASBY	ENERGY REBATE	50.00
ELECTRIC	MN NCPERS LIFE INSUR	INSURANCE	96.00
ELECTRIC	SECR REV FUND/CITY O	BANK DRAFT	3.00
ELECTRIC	BRAD BUSSA	CLEANING	184.60
ELECTRIC	VOYAGER FLEET SERVIC	GAS	76.25
ELECTRIC	KELLY ALTMAN	ENERGY REBATE	100.00
ELECTRIC	DOUG ANDERSON	ENERGY REBATE	100.00
ELECTRIC	LYNNET CHAPMAN	ENERGY REBATE	275.00
ELECTRIC	JODI GRANDPREY	ENERGY REBATE	50.00
ELECTRIC	JANELLE HAAS	ENERGY REBATE	50.00
ELECTRIC	EUGENE HANCHETT	ENERGY REBATE	100.00
ELECTRIC	MARK HEMPSTEAD	ENERGY REBATE	275.00
ELECTRIC	PATRICIA HOLMES	ENERGY REBATE	200.00
ELECTRIC	OWEN INGBRITSON	ENERGY REBATE	200.00
ELECTRIC	TIM JENNINGS	ENERGY REBATE	50.00
ELECTRIC	BARBARA JONES	ENERGY REBATE	100.00
ELECTRIC	BARBARA LARSON	ENERGY REBATE	200.00
ELECTRIC	ELDON NAGORSKE	ENERGY REBATE	50.00
ELECTRIC	SHERLEY PARENT	ENERGY REBATE	100.00
ELECTRIC	KENNETH PAULSON	ENERGY REBATE	50.00
ELECTRIC	MARILLA WHITNEY	ENERGY REBATE	100.00
ELECTRIC	KEN WINKER	ENERGY REBATE	50.00
	Total for Department 182		5,789.41*
	Total for Fund 62		6,924.41*
SEWER	AMOCO OIL COMPANY	GAS	651.63
SEWER	CMRS - TMS	POSTAGE	204.85
SEWER	DATA-PAC MAILING SYS	MAIL METER RENTAL	52.25
SEWER	ELECTRIC FUND	UTILITY BILLING	10,625.78
SEWER	FEDERAL EXPRESS CORP	TRANSPORTATION	433.57
SEWER	FOX LAWSON & ASSOCIA	COMP & CLASS STUDY	222.00
SEWER	GOPHER STATE ONE CAL	LOCATE	13.88
SEWER	H P SUDS	BILLING CONTRACT SERVICE	133.33
SEWER	MII LIFE	VEBA	914.14
SEWER	MN NCPERS LIFE INSUR	INSURANCE	72.00
SEWER	VOYAGER FLEET SERVIC	GAS	123.96
	Total for Department 183		13,447.39*
	Total for Fund 63		13,447.39*
ARENA	AMOCO OIL COMPANY	GAS	156.58
ARENA	CMRS - TMS	POSTAGE	32.85
ARENA	ELECTRIC FUND	UTILITY BILLING	1,405.47

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ARENA	FOX LAWSON & ASSOCIA	COMP & CLASS STUDY	126.00
ARENA	MII LIFE	VEBA	182.23
ARENA	MN NCPERS LIFE INSUR	INSURANCE	32.00
ARENA	VET'S WHOA N'GO	GAS	146.19
ARENA	VOYAGER FLEET SERVIC	GAS	200.13
		Total for Department 184	2,281.45*
		Total for Fund 64	2,281.45*
	BANK MIDWEST	LOAN PAYMENT	4,000.00
		Total for Department	4,000.00*
ECONOMIC DEVELOPMENT	AARON BACKMAN	EXPENSE	270.83
ECONOMIC DEVELOPMENT	CMRS - TMS	POSTAGE	53.97
ECONOMIC DEVELOPMENT	ELECTRIC FUND	UTILITY BILLING	149.87
ECONOMIC DEVELOPMENT	FOX LAWSON & ASSOCIA	COMP & CLASS STUDY	84.00
ECONOMIC DEVELOPMENT	MII LIFE	VEBA	230.81
ECONOMIC DEVELOPMENT	MN NCPERS LIFE INSUR	INSURANCE	24.00
ECONOMIC DEVELOPMENT	SECR REV FUND/CITY O	EXPENSE	3.00
ECONOMIC DEVELOPMENT	LAMAR	SIGN AND INSTALLATION	495.00
ECONOMIC DEVELOPMENT	RUTTIGERS BAY LAKE LO	LODGING	421.74
		Total for Department 187	1,733.22*
		Total for Fund 67	5,733.22*
RIVERBLUFF ESTATES	BRADY POWERS	MOWING	210.00
		Total for Department 166	210.00*
		Total for Fund 68	210.00*
	EDNA MCKERCHER	REFUND - STATEMENT CREDI	.96
		Total for Department	.96*
TELECOMMUNICATIONS	AT & T	USAGE CHARGES	136.95
TELECOMMUNICATIONS	CMRS - TMS	POSTAGE	48.28
TELECOMMUNICATIONS	COMCAST MEDIA CENTER	SUBSCRIBER	58.50
TELECOMMUNICATIONS	DATA-PAC MAILING SYS	MAIL METER RENTAL	156.75
TELECOMMUNICATIONS	ELECTRIC FUND	UTILITY BILLING	1,317.94
TELECOMMUNICATIONS	FOOD NETWORK	SUBSCRIBERS	3.30
TELECOMMUNICATIONS	FOX LAWSON & ASSOCIA	COMP & CLASS STUDY	279.00
TELECOMMUNICATIONS	GOPHER STATE ONE CAL	LOCATE	41.65
TELECOMMUNICATIONS	HGTV HD	PROGRAMMING CHARGE	3.30
TELECOMMUNICATIONS	H P SUDS	BILLING CONTRACT SERVICE	400.00
TELECOMMUNICATIONS	LIFETIME	SUBSCRIBER	642.49
TELECOMMUNICATIONS	MIDWEST WIRELESS	TELEPHONE	394.50
TELECOMMUNICATIONS	MII LIFE	VEBA	652.90
TELECOMMUNICATIONS	NATIONAL CABLE TV CO	SUBSCRIBER	23,039.85
TELECOMMUNICATIONS	MN NCPERS LIFE INSUR	INSURANCE	80.00
TELECOMMUNICATIONS	QUEST	TELEPHONE	98.07
TELECOMMUNICATIONS	QWEST COMMUNICATIONS	DIRECTORY LISTING	344.28

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
TELECOMMUNICATIONS	JEREMY ROLFES	SERVICE INTERNET	51.20
TELECOMMUNICATIONS	SECR REV FUND/CITY O	EXPENSE	2.00
TELECOMMUNICATIONS	VET'S WHOA N'GO	GAS	111.12
TELECOMMUNICATIONS	VOYAGER FLEET SERVIC	GAS	156.03
TELECOMMUNICATIONS	WINDOM BAKERY	EXPENSE	44.00
TELECOMMUNICATIONS	WOODSTOCK TELEPHONE	SERVICE	186.67
TELECOMMUNICATIONS	EDNA MCKERCHER	REFUND - STATEMENT CREDI	14.84
		Total for Department 199	28,263.62*
		Total for Fund 69	28,264.58*
	COLONIAL LIFE INSURA	INSURANCE	22.05
	MN NCPERS LIFE INSUR	INSURANCE	32.00
		Total for Department	54.05*
		Total for Fund 70	54.05*
		Grand Total	115,794.11*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	MCDONALD & SCHRAMMEL	CONFERENCE	10.00
MAYOR & COUNCIL	MCDONALD & SCHRAMMEL	LEGAL FEES	617.50
MAYOR & COUNCIL	MCDONALD & SCHRAMMEL	LEGAL SUPPLIES	309.06
		Total for Department 101	936.56*
CITY OFFICE	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	71.58
CITY OFFICE	DAN'S OFFICE SUPPLY	SUPPLIES	67.20
CITY OFFICE	LEWIS FAMILY DRUG #5	SUPPLIES	7.50
CITY OFFICE	HEARTLAND TECHNOLOGY	BILLING SYSTEM FIRE WALL	40.00
CITY OFFICE	HY-VEE FOOD STORE	MERCHANDISE	1.69
CITY OFFICE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
CITY OFFICE	STOREY KENWORTHY	SUPPLIES	14.95
		Total for Department 103	208.70*
P & Z / BUILDING OFF	DAN'S OFFICE SUPPLY	SUPPLIES	69.40
P & Z / BUILDING OFF	DAVIS TYPEWRITER	MAINTENANCE CONTRACT	68.52
P & Z / BUILDING OFF	HEARTLAND TECHNOLOGY	BILLING SYSTEM FIRE WALL	40.00
P & Z / BUILDING OFF	MCDONALD & SCHRAMMEL	LEGAL FEES	47.50
P & Z / BUILDING OFF	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
P & Z / BUILDING OFF	MN DEPT OF LABOR & I	BLDG PERMIT SURCHARGE	467.39
P & Z / BUILDING OFF	STOREY KENWORTHY	SUPPLIES	14.92
		Total for Department 106	713.51*
LEGAL	MCDONALD & SCHRAMMEL	CONFERENCE	112.50
LEGAL	MCDONALD & SCHRAMMEL	LEGAL SUPPLIES	59.85
		Total for Department 110	172.35*
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	81.47
CITY HALL	HEARTLAND PAPER COMP	SUPPLIES	36.67
CITY HALL	SCHWALBACH HARDWARE	MAINTENANCE	15.42
		Total for Department 115	168.94*
POLICE	COTTONWOOD CO TREASU	DISPATCHING	275.00
POLICE	COTTONWOOD CO TREASU	RENT	1,200.00
POLICE	DAN'S OFFICE SUPPLY	SUPPLIES	196.95
POLICE	GALLS	SUPPLIES	122.74
POLICE	MCDONALD & SCHRAMMEL	LEGAL FEES	2,527.00
POLICE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	22.50
POLICE	MN WEST COLLEGE - CA	TRAINING	89.00
POLICE	SCHWALBACH HARDWARE	MAINTENANCE	328.18
POLICE	STREICHER'S	EQUIPMENT	734.85
POLICE	STOREY KENWORTHY	SUPPLIES	14.92
POLICE	HINES PRODUCTS CORP	SUPPLIES	175.00
		Total for Department 120	5,686.14*
FIRE DEPARTMENT	COTTONWOOD CO TREASU	DISPATCHING	212.50
FIRE DEPARTMENT	HEIMAN FIRE EQUIP. C	MAINTENANCE	126.00
FIRE DEPARTMENT	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
		Total for Department 125	344.28*

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Department	Vendor Name	Description	Amount
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	313.72
	Total for Department 135		313.72*
STREET	COTTONWOOD CO TREASU	DISPATCHING	125.00
STREET	WASTE MANAGEMENT OF	HAUL GARBAGE	124.94
STREET	ENVIROSIDE	TESTING	1,000.00
STREET	LAMPERTS YARDS, INC.	MAINTENANCE	89.73
STREET	MCDONALD & SCHRAMEL	LEGAL FEES	237.50
STREET	MCLAUGHLIN & SCHULZ,	MAINTENANCE	907.68
STREET	MACQUEEN EQUIP. CO.	INCORRECT PAYMENT ON LAS	21.75
STREET	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
STREET	MESSER MACHINE & MFG	MAINTENANCE	159.51
STREET	MILLS & MILLER, INC	SALT	8,667.35
STREET	NORTHLAND CHEMICAL C	MAINTENANCE	316.67
STREET	SCHWALBACH HARDWARE	MAINTENANCE	332.53
STREET	COUNTRY PRIDE SERVIC	MAINTENANCE	1,440.02
STREET	AMERICAN ENGINEERING	COMPRESSION TESTING	97.00
	Total for Department 140		13,525.46*
RECREATION	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	35.76
RECREATION	SCHWALBACH HARDWARE	MAINTENANCE	13.76
	Total for Department 150		49.52*
PARKS	BRYAN ROCK PRODUCTS,	MAINTENANCE	116.65
PARKS	CENTER SPORTS	SUPPLIES	168.17
PARKS	COLE PAPER INC.	SUPPLIES	295.64
PARKS	COTTONWOOD CO TREASU	DISPATCHING	37.50
PARKS	WASTE MANAGEMENT OF	HAUL GARBAGE	286.65
PARKS	DIAMOND VOGEL PAINT	MAINTENANCE	867.44
PARKS	GDF ENTERPRISES, INC	MAINTENANCE	330.10
PARKS	JOHNSON AUTO SERVICE	MAINTENANCE	45.00
PARKS	LAMPERTS YARDS, INC.	MAINTENANCE	26.16
PARKS	MESSER MACHINE & MFG	MAINTENANCE	22.34
PARKS	MTI DISTRIBUTING, IN	MAINTENANCE	87.21
PARKS	SCHWALBACH HARDWARE	MAINTENANCE	281.45
PARKS	WERNER ELECTRIC	MAINTENANCE	206.94
PARKS	COUNTRY PRIDE SERVIC	MAINTENANCE	4,086.51
PARKS	CONSOLIDATED READY M	MAINTENANCE	614.64
	Total for Department 165		7,472.40*
	Total for Fund 01		29,804.08*
LIBRARY	HEARTLAND PAPER COMP	SUPPLIES	83.42
LIBRARY	SCHWALBACH HARDWARE	MAINTENANCE	60.68
	Total for Department 171		144.10*

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Department	Vendor Name	Description	Amount
Total for Fund 03			144.10*
	DAN'S OFFICE SUPPLY	SUPPLIES	1,808.10
Total for Department			1,808.10*
Total for Fund 04			1,808.10*
POOL	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	35.76
POOL	AMERICAN RED CROSS	LESSONS	70.00
POOL	ELSMORE AQUATIC	SUITS	410.40
POOL	HAWKINS, INC	CHEMICALS	119.12
POOL	HEARTLAND IMAGE	T-SHIRTS	175.00
POOL	SCHWALBACH HARDWARE	MAINTENANCE	242.65
POOL	WATER SPECIALTY OF M	MAINTENANCE	545.26
Total for Department 175			1,598.19*
Total for Fund 12			1,598.19*
AMBULANCE	BOUND TREE	EQUIPMENT	562.57
AMBULANCE	COTTONWOOD CO TREASU	DISPATCHING	200.00
AMBULANCE	CREATIVE DESIGN	AMBULANCE CLOTHING	516.00
AMBULANCE	EMERGENCY MEDICAL PR	SUPPLIES	103.78
AMBULANCE	HIGLEY FORD	MAINTENANCE	583.33
AMBULANCE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
AMBULANCE	PRAXAIR DISTRIBUTION	SERVICE	1,039.36
AMBULANCE	SCHWALBACH HARDWARE	MAINTENANCE	23.38
AMBULANCE	WINDOM AREA HOSPITAL	SERVICE	1,051.78
AMBULANCE	ZOLL MEDICAL CORPORA	SUPPLIES	266.25
Total for Department 176			4,352.23*
Total for Fund 13			4,352.23*
MULTI-PURPOSE BUILDI	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	35.76
MULTI-PURPOSE BUILDI	WASTE MANAGEMENT OF	HAUL GARBAGE	108.46
MULTI-PURPOSE BUILDI	HEARTLAND PAPER COMP	SUPPLIES	120.09
MULTI-PURPOSE BUILDI	KDOM RADIO	ADVERTISING	147.40
MULTI-PURPOSE BUILDI	PLUNKETT'S PEST CONT	SERVICE	344.42
MULTI-PURPOSE BUILDI	RIVER BEND LIQUOR	MERCHANDISE	991.25
MULTI-PURPOSE BUILDI	SCHWALBACH HARDWARE	MAINTENANCE	131.97
MULTI-PURPOSE BUILDI	STONER INDUSTRIAL, I	SERVICE	83.94
MULTI-PURPOSE BUILDI	STOREY KENWORTHY	SUPPLIES	14.92
MULTI-PURPOSE BUILDI	TOWN 'N COUNTRY	MAINTENANCE	176.52
MULTI-PURPOSE BUILDI	WORTHINGTON DAILY GL	ADVERTISING	67.00
Total for Department 177			2,221.73*
Total for Fund 14			2,221.73*
	BARGEN INC	LABOR	10,568.00
	ROCKER CONSTRUCTION	LABOR - CONTRACT	11,188.00
Total for Department			21,756.00*

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Department	Vendor Name	Description	Amount	
SCDP	WESTERN COMMUNITY AC	ADMIN FEES	3,200.00	
	Total for Department 163		3,200.00*	
	Total for Fund 17		24,956.00*	
LIQUOR	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	35.76	
LIQUOR	ENVIROMASTER, INC.	SERVICE	39.41	
LIQUOR	CITIZEN PUBLISHING C	ADVERTISING	144.80	
LIQUOR	COCA-COLA BOTTLING C	MERCHANDISE	323.50	
LIQUOR	WASTE MANAGEMENT OF	HAUL GARBAGE	45.79	
LIQUOR	BATCHELLER'S EVER-GR	SERVICE	49.57	
LIQUOR	FIELDSTONE VINEYARDS	MERCHANDISE	363.24	
LIQUOR	HOLT'S CLEANING SERV	CLEANING	265.00	
LIQUOR	QUALITY GLASS	MAINTENANCE	249.16	
LIQUOR	SCHWALBACH HARDWARE	MAINTENANCE	76.99	
LIQUOR	STOREY KENWORTHY	SUPPLIES	14.92	
LIQUOR	WINDOM QUICK PRINT	ADVERTISING	119.00	
	Total for Department 180		1,727.14*	
	Total for Fund 60		1,727.14*	
WATER	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	104.44	
WATER	CITIZEN PUBLISHING C	ADVERTISING	138.60	
WATER	CITIZEN PUBLISHING C	COMP SUPPORT	75.94	
WATER	COTTONWOOD CO TREASU	DISPATCHING	100.00	
WATER	HAWKINS, INC	CHEMICALS	2,951.07	
WATER	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78	
WATER	MIDWAY FARM EQUIPMEN	MAINTENANCE	110.78	
WATER	MN VALLEY TESTING	TESTING	56.25	
WATER	RON'S ELECTRIC	MAINTENANCE	4,386.92	
WATER	SCHWALBACH HARDWARE	MAINTENANCE	53.71	
WATER	STOREY KENWORTHY	SUPPLIES	14.92	
	Total for Department 181		7,998.41*	
	Total for Fund 61		7,998.41*	
	BORDER STATES ELECTR		MAINTENANCE	2,793.65
	WERNER ELECTRIC	MAINTENANCE	241.22	
	Total for Department		3,034.87*	
ELECTRIC	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	35.76	
ELECTRIC	CITIZEN PUBLISHING C	ADVERTISING	204.00	
ELECTRIC	CITIZEN PUBLISHING C	COMP SUPPORT	75.94	
ELECTRIC	COLE PAPER INC.	SUPPLIES	98.74	
ELECTRIC	COTTONWOOD CO TREASU	DISPATCHING	187.50	
ELECTRIC	WASTE MANAGEMENT OF	HAUL GARBAGE	81.08	
ELECTRIC	DHL EXPRESS	FREIGHT	18.98	
ELECTRIC	HIGLEY FORD	MAINTENANCE	244.45	
ELECTRIC	KDOM RADIO	ADVERTISING	224.40	
ELECTRIC	MCDONALD & SCHRAMEL	LEGAL FEES	171.00	

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Department	Vendor Name	Description	Amount
ELECTRIC	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
ELECTRIC	SCHWALBACH HARDWARE	MAINTENANCE	227.01
ELECTRIC	SKARSHAUG TESTING LA	SUPPLIES	135.78
ELECTRIC	STONER INDUSTRIAL, I	SERVICE	67.96
ELECTRIC	STOREY KENWORTHY	SUPPLIES	14.92
ELECTRIC	THE STAG CLOTHIERS	CLOTHING	80.00
ELECTRIC	WESCO DISTRIBUTION,	SUPPLIES	149.55
ELECTRIC	WINDOM AREA DEVELOPM	INDUSTRIAL DEVELOPMENT	1,200.00
ELECTRIC	WINDOM TOWING CO	TIRES	170.23
ELECTRIC	ZIEGLER, INC.	MAINTENANCE AGREEMENT	29,362.05
ELECTRIC	TRAFFIC CONTROL CORP	MAINTENANCE	314.51
	Total for Department 182		33,069.64*
	Total for Fund 62		36,104.51*
SEWER	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	104.44
SEWER	BRAUN PUMP & CONTROL	MAINTENANCE	1,276.63
SEWER	CENTER STOP	FUEL SALES	10.74
SEWER	CITIZEN PUBLISHING C	COMP SUPPORT	75.93
SEWER	COTTONWOOD CO TREASU	DISPATCHING	100.00
SEWER	WASTE MANAGEMENT OF	HAUL GARBAGE	81.47
SEWER	DAN'S OFFICE SUPPLY	SUPPLIES	123.71
SEWER	ENVIRONMENTAL TOXICI	TESTING	1,150.00
SEWER	HAWKINS, INC	CHEMICALS	1,133.17
SEWER	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.77
SEWER	MIDWAY FARM EQUIPMEN	MAINTENANCE	110.78
SEWER	MN VALLEY TESTING	TESTING	3,104.60
SEWER	NORTH SHORE ANALYTIC	TESTING	125.00
SEWER	RON'S ELECTRIC	MAINTENANCE	1,302.00
SEWER	SCHWALBACH HARDWARE	MAINTENANCE	170.20
SEWER	STOREY KENWORTHY	SUPPLIES	14.92
SEWER	CONSOLIDATED READY M	10TH ST FREE CHR SEWER	47.03
SEWER	CLOVERLEAF TOOL CO	SUPPLIES FOR PM WINDOM	2,928.12
	Total for Department 183		11,864.51*
	Total for Fund 63		11,864.51*
ARENA	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	35.76
ARENA	AMERIPRIDE LINEN CO	SERVICE	84.59
ARENA	CITIZEN PUBLISHING C	ADVERTISING	100.80
ARENA	COTTONWOOD-SLAYTON V	VETERINARY SERVICE	241.20
ARENA	WASTE MANAGEMENT OF	HAUL GARBAGE	139.76
ARENA	HEARTLAND PAPER COMP	SUPPLIES	58.21
ARENA	JERRY'S REPAIR	MAINTENANCE	324.29
ARENA	KDOM RADIO	ADVERTISING	70.00
ARENA	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.77
ARENA	MAXIMUM SOLUTIONS, I	SERVICE AGREEMENT	405.20
ARENA	MESSER MACHINE & MFG	MAINTENANCE	44.00
ARENA	SCHWALBACH HARDWARE	MAINTENANCE	45.54
ARENA	STONER INDUSTRIAL, I	SERVICE	19.04

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Department	Vendor Name	Description	Amount
ARENA	STOREY KENWORTHY	SUPPLIES	14.92
ARENA	COUNTRY PRIDE SERVIC	MAINTENANCE	232.25
	Total for Department 184		1,821.33*
	Total for Fund 64		1,821.33*
ECONOMIC DEVELOPMENT	CITIZEN PUBLISHING C	ADVERTISING	266.80
ECONOMIC DEVELOPMENT	DAN'S OFFICE SUPPLY	SUPPLIES	37.45
ECONOMIC DEVELOPMENT	DAVIS TYPEWRITER	MAINTENANCE CONTRACT	68.53
ECONOMIC DEVELOPMENT	HEARTLAND TECHNOLOGY	BILLING SYSTEM FIRE WALL	40.00
ECONOMIC DEVELOPMENT	MCDONALD & SCHRAMEL	LEGAL FEES	19.00
ECONOMIC DEVELOPMENT	STOREY KENWORTHY	SUPPLIES	14.92
ECONOMIC DEVELOPMENT	WINDOM QUICK PRINT	ADVERTISING	199.00
ECONOMIC DEVELOPMENT	LAMAR	SIGN AND INSTALLATION	325.00
ECONOMIC DEVELOPMENT	M & H ELECTRIC, INC.	MAINTENANCE	2,230.00
	Total for Department 187		3,200.70*
	Total for Fund 67		3,200.70*
RIVERBLUFF ESTATES	UNITED PRAIRIE BANK	LOAN PAYMENT	620.79
RIVERBLUFF ESTATES	WINDOM FARM SERVICE	MAINTENANCE	38.37
	Total for Department 166		659.16*
	Total for Fund 68		659.16*
TELECOMMUNICATIONS	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	107.28
TELECOMMUNICATIONS	CITIZEN PUBLISHING C	ADVERTISING	.00
TELECOMMUNICATIONS	CITIZEN PUBLISHING C	COMP SUPPORT	227.82
TELECOMMUNICATIONS	WASTE MANAGEMENT OF	HAUL GARBAGE	71.96
TELECOMMUNICATIONS	DAN'S OFFICE SUPPLY	SUPPLIES	39.94
TELECOMMUNICATIONS	DISH NETWORK	SERVICE	3,400.00
TELECOMMUNICATIONS	FIBER INSTRUMENT SAL	FIBER PADS FOR MAIN LINE	470.32
TELECOMMUNICATIONS	FOX SPORTS	SUBSCRIBER	4,948.54
TELECOMMUNICATIONS	GRAYBAR ELECTRIC CO	MAINTENANCE	158.55
TELECOMMUNICATIONS	HY-VEE FOOD STORE	MERCHANDISE	40.16
TELECOMMUNICATIONS	KARE 11 TELEVISION	SUBSCRIBER	290.20
TELECOMMUNICATIONS	KDOM RADIO	ADVERTISING	415.00
TELECOMMUNICATIONS	LIFETIME MOVIE NETWO	SUBSCRIBER	30.00
TELECOMMUNICATIONS	LOCATORS & SUPPLIES,	MAINTENANCE	910.94
TELECOMMUNICATIONS	NEW STAR SALES & SER	COMPIER MAINTENANCE	60.00
TELECOMMUNICATIONS	PAMIDA	SUPPLIES	45.59
TELECOMMUNICATIONS	PLUNKETT'S PEST CONT	SERVICE	428.98
TELECOMMUNICATIONS	PRO CELLULAR	PHONE	59.62
TELECOMMUNICATIONS	RFD TV	SUBSCRIBERS	205.05
TELECOMMUNICATIONS	RON'S ELECTRIC	MAINTENANCE	578.24
TELECOMMUNICATIONS	SCHWALBACH HARDWARE	MAINTENANCE	64.89
TELECOMMUNICATIONS	SOUTHWEST/WEST CENTR	SERVICE	833.33
TELECOMMUNICATIONS	STONER INDUSTRIAL, I	SERVICE	38.14
TELECOMMUNICATIONS	STOREY KENWORTHY	SUPPLIES	44.76
TELECOMMUNICATIONS	TOWER DISTRIBUTION C	SUBSCRIBER	215.86

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Department	Vendor Name	Description	Amount
TELECOMMUNICATIONS	WINDOM QUICK PRINT	CONNECTION	1,957.20
TELECOMMUNICATIONS	NORTH AMERICAN NUMBE	ANNUAL FEE	25.00
		Total for Department 199	15,667.37*
		Total for Fund 69	15,667.37*
		Grand Total	143,927.56*