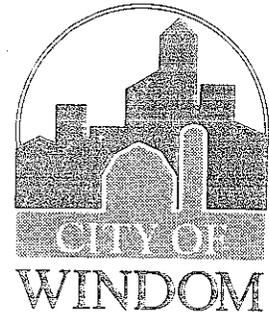


City Council Meeting  
Tuesday, July 31, 2007  
Windom City Council Chambers  
7:30 p.m.  
AGENDA



Call to Order  
Pledge of Allegiance

1. Approval of Minutes
  - Council Minutes – July 17, 2007
2. Consent Agenda
  - Receipt of Board & Commission Minutes
    - Community Center Committee – July 23, 2007
    - Utility Commission – July 25, 2007
  - Correspondence
    - Wenck Associates, Inc. – Opening 4<sup>th</sup> Ave to Traffic
3. Department Heads
4. 2006 Telecommunications Audit – Olsen Thielen & Co. – Pat Powers (Conference Call)
  - Presentation
  - Acceptance of Audit
5. License Applications
  - Use of Amplification Equipment in Public – Phat Pheasant Pub
  - Authorization to Dispense Intoxicating Liquor – Laker Grill
    - September 22, 2007
    - November 24, 2007
6. Resolution Accepting Donation – Windom Lions Club
7. 2<sup>nd</sup> Reading of Ordinance #129 2<sup>nd</sup> Series to Adopt New State Building Code
8. Acceptance of 2006 City Audit
9. Regular Bills
10. Contractor Payment – 2007 Street Improvement Project – Hjerpe Inc. - \$401,206.28
11. Unfinished Business
12. New Business
13. Council Concerns
14. Adjourn



**City Council Meeting**  
**Windom City Hall, Council Chambers**  
**July 17, 2007**  
**7:30 p.m.**

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

2. Roll Call: Mayor: Tom Riordan

Council Members: Jean Fast, Kirby Kruse, Bob Messer,  
Bradley Powers and JoAnn Ray

Council Members Absent: None

City Staff Present: Steve Nasby, City Administrator; Dan  
McDonald, City Attorney; Marv Grunig,  
Electric Superintendent; Mike Haugen,  
Water/Wastewater Superintendent; Bruce  
Caldwell, Street Superintendent; Jeff  
Shirkey, Police Chief; Jim Kartes,  
Building/Zoning Official; Al Baloun,  
Recreation Director; and Terry Gildden,  
Telecom

Public: Dennis Rick, Phil Johnson, Bob Williams,  
Luther Aadland, Tom Kresco, Ryan  
Doorenbos, Dirk Abraham

3. Pledge of Allegiance

4. Approval of Minutes:

**Motion by Fast, second by Ray, to approve the Council minutes from July 3, 2007. Motion carried 5 - 0.**

5. Consent Agenda:

- Receipt of Board & Commission Minutes
  - a. Street Committee – July 3, 2007
  - b. Economic Development Authority – July 9, 2007
  - c. Park and Recreation Commission – July 9, 2007
  - d. Telecommunication Commission – July 10, 2007
  - e. Library Board – July 10, 2007
  - f. Planning Commission – July 10, 2007
- Correspondence
  - a. Robert Miller – Windom City Dam

**Motion by Kruse, second by Powers, to approve the Consent Agenda.  
Motion carried 5 - 0.**

6. Department Heads:

Caldwell provided an update on the 4<sup>th</sup> Avenue project and noted things are going well and ahead of schedule.

Baloun said that there is a youth baseball tournament on July 22 featuring area teams. The T-ball and Overhand youth program playoffs are July 24 and there will be a burger and hot dog feed on site for a Windom Recreation Area fundraiser.

Haugen informed the Council and the public that the watering ban is still in effect, but the City's policy does not apply to properties that use their own wells for irrigation. Powers asked about if people had landscaping projects. Haugen said that the ban would not apply to property owners with new seed and trees.

7. 2006 City Audit:

Riordan introduced Dennis Rick of Dennis L. Rick, LTD the firm completing the audit. Rick said that the 2006 audit is an unqualified opinion, which is the best status to have and that his audit did not cover the hospital or the telecommunications funds. These audits were completed by other firms, but information from the telecommunications audit is shown in the City audit. Rick said that there was an overall improvement in the City's financial condition due to accurate budgeting and revenue increases for the enterprise funds and non-major funds. Pages 3 – 13 showed the Management Discussion and Analysis and this provides an overview and financial highlights. Rick said that the City's cash position had increased over \$400,000 and the designated fund balance for the general fund was at \$557,576 or 28% of total general fund expenditures. Riordan asked what level was generally accepted as a normal balance. Rick said that Windom's is low and should be at 5-6 months of expenses or 42-50%, but the balance is better than it was last year. Budget control is important and this year the variations were only about 1.3%. The liquor store is in line with similar sized facilities, the revenue in the water fund increased by about \$260,000, the electric fund showed a profit of approximately \$423,000 before the transfer to the general fund, the sewer fund is improving and showed a slight gain following a \$78,000 loss in 2005 and the Telecom information will be in the Olsen-Thielen audit. Rick said the Arena was stable with revenue and expenses, the Community Center narrowed their loss from 2005 and River Bluff was consistent with the prior year which showed a \$33,000 loss. In Governmental funds the library revenue was up, the airport showed a loss due to improvements, the pool showed revenue increases over 2005 and the Ambulance is a strong fund showing a \$106,000 profit. Noting the overall decrease in the City's assets from 2005 to 2006 is due to the inclusion of depreciation.

8. Minnesota Department of Natural Resources – Presentation on Windom Dam:

Riordan introduced Luther Aadland who is with the MN DNR. Aadland provided a brief background on his work and guided the Council and public through a power point presentation on rivers, dams, dam failure, dam removal and stream restoration. Following the 20 minute presentation there was a question and answer session.

Riordan asked how many meanders in the river Windom would have if the dam were removed and how far upstream. Aadland said without further study it is hard to answer, but they would be placed upstream to a point were the river returns to its natural state outside of the reservoir area.

Messer asked who pays for these types of projects. Aadland said that the DNR dam safety program could assist with removal, stream restoration would be out of bonding money and there could be other resources such as Fish & Wildlife or the Corps of Engineers.

Powers asked if the money was for repair or removal. Aadland said that the funds are available from dam safety for removal. Kresco prompted Aadland for a rough estimate of cost. Aadland said about \$100,000 for removal and \$230,000 for stream restoration, but that should be enough to cover a large project.

Riordan asked what are the time frames involved. Aadland noted that Appleton's project started in 1997 and finished in 2001, but that was one of the first projects and now they seem to be going faster. Luverne is currently working with their County engineer on a project.

Messer asked about how many riffles would be needed in Windom. Aadland thought that probably 8 or 9 riffles given the dam's height. He recommended that the City get some aerial photos of the river as a way to start planning.

Powers asked if it would be a year out for a project. Kresco agreed and noted it would be July 1, 2008 before any bonding money is available. Powers asked if the City could get a permit to temporarily repair the river bank with rip rap. Kresco said maybe, but it depends on the scope of the work.

Messer asked about the flood control gate and if this was monitored and maintained could the problem have been avoided. Kresco said that the problem would have likely still happened because the overflow is undersized. Caldwell provided some history about the flood gate and working with the DNR. Aadland agreed that the overflow culvert is too small to adequately divert water.

Messer asked about what permission is needed to remove trees in the river. Kresco said that if the river or access is blocked then it is permitted, but otherwise probably not.

Riordan thanked Aadland and the other DNR representatives. He noted that this is a first step and more work lies ahead for the working group and additional public meetings would be conducted. Riordan expressed his concern to the public to be safe and stay away from the problem areas that are fenced off.

Council took a five minute break from 8:40 to 8:45 p.m.

9. Requests for Street Closures:

Caldwell said there were three requests and the one from the Chamber of Commerce had changed. The Chamber is requesting that 4<sup>th</sup> Avenue from 9<sup>th</sup> to 10<sup>th</sup> Street be closed on July 23 from 4:30 – 7:30 pm.

**Motion by Messer, seconded by Powers, to approve the street closure for the Windom Chamber of Commerce as presented. Motion carried 5 – 0.**

National Night Out had requested closure of 9<sup>th</sup> Street, between 3<sup>rd</sup> and 4<sup>th</sup> Avenue from 4:30 – 8:30 p.m. on August 7<sup>th</sup>. Relay for Life has requested closure of Cottonwood Lake Drive, between the park entrances from dusk to dawn on July 27<sup>th</sup>.

**Motion by Powers, seconded by Ray, to approve the street closures for National Night Out and Relay for Life as presented. Motion carried 5 – 0.**

10. Park and Recreation Commission Recommendation – Tobacco Free Parks Policy:

Caldwell said that the local KAUSE group had brought this matter to the Park and Recreation Commission. In the packet is a proposed policy from the Commission that designates park areas as tobacco free during youth events and provides tobacco free areas by playgrounds and the pool. Caldwell noted that the policy is voluntary and there are no violations for non-compliance. Baloun said that the department of public health would provide some of the signage.

Messer asked about the impact on the adult activities and ball teams. Caldwell said the proposed policy states that this applies to “youth” events and if the activity were for adult leagues the policy would not apply. Messer asked about the City pool. Caldwell said that the pool, playgrounds and Arena would be tobacco free all of the time and a 50-foot area around the facilities. Messer asked about the Community Center. Caldwell said that the Community Center has its own policy and is not under the oversight of the Park and Recreation Commission. Messer said that he is a non-smoker, but this adds to government legislation impacting individual rights.

Fast said that she is a liaison to the Park and Recreation Commission and this is a compromise policy as KRUSE wanted everything to be tobacco free all of the

time and this is a way to set a good example for youth. Additionally, this is voluntary and not a chargeable offense.

McDonald noted that because it is voluntary compliance the police will need a standard to respond to this should it become an issue. Messer said that the Police Chief is present. Shirkey said that this could cause a problem as this is not an enforceable policy.

Caldwell said that with the State of Minnesota legislated smoke-free buildings statewide starting in October.

McDonald said this policy is adopted by a resolution so it can be revisited anytime at the will of the Council.

**Council member Ray introduced the Resolution No. 2007-26, entitled “A RESOLUTION ESTABLISHING A TOBACCO FREE POLICY IN CITY PARKS” and moved its adoption. The resolution was seconded by Fast and on roll call vote: Aye: Ray, Fast and Powers. Nay: Kruse and Messer. Absent: None. Resolution passed 3 - 2.**

11. Conditional Use Permit – 613 16<sup>th</sup> Street

Kartes said that the Planning and Zoning Commission had recommended approval of the conditional use permit. Due to subsequent issues with the driveway access to the street the plan was revised to move the garage five feet north and five feet west of the proposed location.

**Motion by Messer, seconded by Kruse, to approve the conditional use permit for 613 16<sup>th</sup> Street as revised. Motion carried 5 – 0.**

12. 1<sup>st</sup> Reading of Ordinance #129, 2<sup>nd</sup> Series to Adopt New State Building Code:

Kartes said that the City is required to adopt the State building code and there are two options. First, to adopt the code as presented or second, to adopt a self-perpetuating ordinance that adopts state code updates as they become available. Kartes would recommend the self-perpetuating option so that each time there is an update the Council would not have to have an item on the agenda.

Messer asked about subdivision three that pertained to fees. Kartes said that the State sets guidelines, but the City is the entity setting the local fees. Messer said the fees are too high. Kartes said that the fees were last raised in 2001.

McDonald said that the language in the ordinance just says the State gives us the right to collect the fees, but it does not say what the fees must be.

**Motion by Powers, seconded by Kruse, to adopt the self-perpetuating version of the ordinance. Motion carried 5 – 0.**

Riordan had the first reading of the ordinance. The second reading would be done at the July 31 meeting.

13. Telecommunications Commission – Rate Recommendation for 800 Numbers:

Riordan said that there is interest from commercial customers for having an 800 service. The Telecommunications Commission is recommending a charge of \$3.95 per month and six cents per minute for this service. The rates are subject to approval by the Minnesota Public Utilities Commission.

**Council member Messer introduced the Resolution No. 2007-27, entitled “RESOLUTION ESTABLISHING RATES, CHARGES AND FEES FOR TELECOMMUNICATIONS ENTERPRISE FUND” and moved its adoption. The resolution was seconded by Fast and on roll call vote: Aye: Fast, Kruse, Messer, Powers and Ray. Nay: None. Absent: None. Resolution passed 5 - 0.**

14. Southwest Crisis Center Donation Request:

Nasby said that there are State regulations on public expenditures to private organizations and staff has consulted with the League of Minnesota Cities regarding this request. Their opinion is that this request does not qualify as an authorized public expenditure.

The consensus of the Council was to take no action on this item.

15. Blandin Light Speed Grant Application – Resolution of Support:

Riordan said that the Blandin Foundation has funding available to expand the use of broadband and that a partnership between Windomnet, SW Minnesota Coop and the Windom School District had been formed to research this grant opportunity. The parties have put together a mutually beneficial proposal that consists of expanding on-line learning, a “home work helper” and adding local programming. The proposed grant application is for approximately \$84,000 with \$42,000 coming from the Blandin Foundation for new equipment. The balance would be from the three partners and their in-kind contributions.

Messer asked what Windomnet’s share of the project would be. Riordan stated that it would be about \$18,000 which will be through the in-kind use of our facilities and services. Messer asked what gain would be achieved for Windomnet. Riordan said that there would be \$42,000 of new equipment available for use, an outreach in learning opportunities and local content which is envisioned to lead to a higher internet usage, which is provided by Windomnet.

**Council member Kruse introduced the Resolution No. 2007-28, entitled “A LOCAL GOVERNMENT RESOLUTION APPROVING SUBMISSION OF A GRANT APPLICATION TO THE BLANDIN FOUNDATION FOR THE LIGHT SPEED GRANT PROGRAM” and moved its adoption. The resolution was seconded by Ray and on roll call vote: Aye: Kruse, Messer, Powers, Ray and Fast. Nay: None. Absent: None. Resolution passed 5 - 0.**

16. Regular Bills:

**Motion by Fast, seconded by Ray, to approve the regular bills. Motion carried 5 – 0.**

17. Unfinished Business:

None

18. New Business:

Riordan said that the Telecommunications Commission has started to review options for utility billing, but due to recent events in staffing this process will be moving along more quickly than anticipated. He asked for Council’s agreement to move forward with this process.

**Motion by Kruse, seconded by Powers, to approve the moving forward with a new billing system. Motion carried 5 – 0.**

19. Council Concerns:

None

20. Closed Session – Liquor Violations:

The City Council went into closed session at 9:38 pm. Closed session ended at 10:31 pm.

21. Adjourn:

**Motion by Ray, seconded by Fast, to adjourn. Motion carried 5 – 0.**

Meeting adjourned at 10:32 p.m.

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Tom Riordan, Mayor

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

Community Center Commission Minutes  
Monday July 23, 2007

1. Call to Order: The meeting was called to order by President Bruce Olson at 5:30 p.m

2. Roll Call: President: Bruce Olson  
CC Director: Brad Bussa  
Commission Members: Mark Stevens-absent  
Wayne Maras  
La Vonne Swenson  
Connie Knorr  
Commission Liaisons: Kirby Kruse-absent  
Bruce Caldwell - absent  
Jo Ann Ray  
  
Public: Ron Becker  
Byron Richter

3. Approval of Minutes:

**Motion by Knorr, seconded by Maras to approve the May 21, 2007 Community Center Commission Minutes. Motion carried 4-0**

4. Additions to the agenda:

Correspondence Letter- Continuing Education

5. Correspondence:

Rental Surveys from the Stenzel Wedding, Monsanto Meeting, and Teen Retreat for MN ENABLE were all positive.

Rental Survey from Continuing Ed. concerning the rates for the room was discussed and rates will be charged as shown in Brochure.

6. President's Report:

Rates Sub-Committee Meeting: No Changes

Seniors and Special Interest Groups Sub-Committee Meeting: Carpet looks good after cleaning

7. Director's Report:

- a. Gun and Knife Show Kitchen Rental- October 27 & 28, No changes made
- b. Wedding Garden Planning Committee- Invite Kathryn Nemitz and Suzanne LaMaack to next meeting
- c. Room 105 Rental Rates- Leave as is

8. Resource Management:

Schedule of Events: Booking of Events still coming in "GOOD".

Income/Expenses: As Shown

9. Miscellaneous:

Building Tour – Talked about storage space problems and showed the refrigerator and freezer purchased by the Senior Dining Board.

10. Open Forum:

No New Business

11. Next Meeting:

Monday August 27, 2007 @ 5:30 pm

Sub Committee: 5:00 pm – Liquor and Catering – Mark and Wayne

**Adjourn:**

**Motion by Maras, seconded by Swenson, to adjourn the meeting at 6:14 pm.  
Motion carried 4-0.**

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Bruce Olson, CCC President

Attest: \_\_\_\_\_  
Brad Bussa, Community Center Director

**UTILITY COMMISSION MINUTES  
JULY 25, 2007**

**Call Meeting to Order:** The Utility Commission meeting was called to order at 10:00 a.m. in the City of Windom Council Chambers on July 25, 2007 in Windom, Minnesota.

**Members Present:** Utility Commission Chairperson: Mike Schwalbach

Members Present: Keith Bloomgren  
Chris Johnson

City Council Liaison: Jean Fast (Absent)

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

**APPROVAL OF MINUTES: Motion by Johnson, seconded by Bloomgren to approve the Utility Commission minutes of June 20, 2007 as presented. Motion carried 3-0.**

**ELECTRIC ITEMS:**

- At the previous Utility Commission the issue of liability for the street lights along the 4<sup>th</sup> Avenue Project was discussed. Grunig updated the Commission indicating that the total cost of repair to the street lights in the project area was \$2,700. Grunig felt that the cost of this should be the responsibility of the electric utility as the conduit and wire were approximately 40 years old; however it should have been identified and included in the project specs and not after the project is started.
- Billing System – Grunig updated the Utility Commission on the present billing system. He indicated that Jo Voxland, Utility Billing Clerk has resigned from the City of Windom. Her resignation has accelerated the City of Windom's processes for seeking a new utility and telecommunication billing system. He informed the Commission that discussions with Midwest Data and Eric Meritt Company has taken place. These two companies work together to provide a Telecom and Utility Billing package. The actual billings and mailings will be done with Midwest Data. An approximate savings in this new billing system versus the Primal system is anticipated to be 30%.

**Motion by Johnson, seconded by Bloomgren, to approve the process of moving forward with Midwest Data, and a new utility billing procedure, and to approve the letter of intent to license Midwest Data Customer Care Billing Software and Services. Motion carried 3-0.**

- Grunig updated the Utility Commission on the revenue trends since 2004. He indicated that the percentage of net revenue has decreased from 17% in 2004 to 8% in 2006. Grunig indicated that the 2004 expenses were slightly understated as this was the year that his crew was busy assisting with installing fiber to the home for telecommunications, so they were not able to do the projects that normally get done for the electric department. Grunig however recommends a 3% increase in rates after the summer cooling season.
- 2008 WAPA Rate Increase – Grunig informed the Commission that Western Area Power Administration is going to implement a 25% increase in rate for drought debt repayment. He indicated that this does not need to be a rate adjustment as the cost of this can added to the fuel cost adjustment.
- Contribution to the General Fund – A past history of the contribution from the Electric Fund to the General Fund was provided by Grunig. The contributions are as follows:
 

2005	\$250,000
2006	\$250,000
2007	\$200,000

Johnson said that he believed the enterprise funds should not have to subsidize the general fund. Nasby said that the Council has looked at this contribution as a payment in lieu of taxes as if it were a private utility there would be property taxes. Schwalbach said that he felt low utility rates were our best tool for economic growth. It was decided by general consensus that the 2008 contribution would remain at \$150,000, as was approved while preparing the 2007 budget.

WATER/WASTEWATER ITEMS:

Haugen updated the Utility Commission on the solutions to violations at the Wastewater Treatment Plant during the sudden and extremely high levels of TKN from PM Beef. The solutions are as follows:

- Amend the maximum monthly average discharge limit for TKN in the SIU Agreement to 500lbs/day.
- Leave the limit as is in the SIU Agreement and make improvements to the wastewater treatment facility. The improvements required to meet the higher TKN loading from PM Beef.

It was discussed that PM Beef needs to review the memo regarding acceptance of the agreement reducing their average monthly discharge to 500lbs/day or PM Beef would need to pay the cost of additional equipment needed to upgrade the wastewater treatment plant to be able to facilitate the increase in discharge. Schwalbach also asked Mike Haugen if he was opposed to having the engineer from PM Beef walk through the Windom facility and make recommendations for change. Haugen said that would be fine.

**Fish Lake Connection Fee Charges** – Haugen informed the Utility Commission that he had not received the report for the impacts to the Windom Wastewater system regarding Fish Lake and their wastewater treatment from Bolton Menk. The suggested connection fee was recommended at \$128,000. This amount was arrived by using 3.3% of the total flows and loadings times the original cost of the plant. Schwalbach indicated that he felt the calculation method for Fish Lake should be the same as used for Bingham Lake.

**Motion by Johnson, seconded by Bloomgren, to charge \$128,000 for the connection fee to Fish Lake, based on the 3.3% usage of the total flow and loadings. Motion carried 3-0.**

**Riverbend Project** – Haugen requested direction from the Utility Commission regarding the Riverbend Project. He said that there will be 3 (three) or possibly 4 (four) businesses locating in that project area. He would like to know if he should mandate a separate service line to each business, or just individual meters to each business?

The general consensus of the Utility Commission was to leave it up to the property owner. If they should however sell the property to individuals at a later date they need to have individual service lines.

**Landfill** – Water samples were taken at the landfill site the week of July 16, 2007. Test results are not available. However Haugen said that test site 9B may need to be re-developed as they were unable to sample at that sight.

**2007 Improvement Project** – Haugen informed the Commission that Hjerpe Construction has completed all of the underground work for sewer and water.

NEW BUSINESS:

Johnson requested additional information on the cost to the utilities for the 2006 Audit preformed by Dennis L. Rick LTD. Johnson thought the charges under the audit expense line item were to high, as they were higher than the previous year.

Next meeting date was set for August 22, 2007.

On motion meeting was adjourned at 11:45 a.m.

---

Mike Schwalbach, Chairperson

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



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

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

Mayor and City Council  
City of Windom  
444 9<sup>th</sup> Street  
Windom, Minnesota 56101

July 18, 2007

Re: Opening of Fourth Avenue To Traffic  
2007 Windom Streets Project

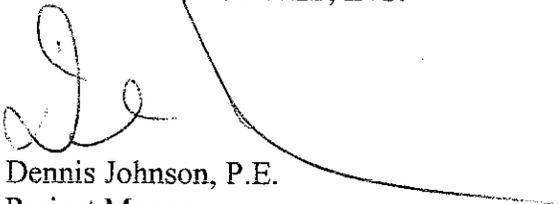
Dear Mayor and City Council,

As the certifying engineer on the 2007 Windom Streets project, it is in my professional judgment based on laboratory testing of the concrete pavement that Fourth Avenue is ready to be opened to traffic upon completion of the sealing of the slab joints. Weather permitting, the sealing will be completed by the end of the week.

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

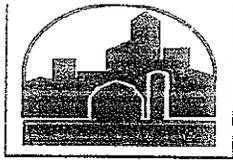
Sincerely,

WENCK ASSOCIATES, INC.



Dennis Johnson, P.E.  
Project Manager





City of Windom  
Windom, Minnesota

Application

For Authorization to Dispense Intoxicating Liquor

To the Windom City Council :

The undersigned hereby applies for authorization to dispense intoxicating liquor on City owned property during a City sponsored event in the City of Windom in accordance with the information given below, City of Windom Code Chapter 5 and Minnesota Statute 340A.404:

Location of Event Community Center

Date of Event Nov 24, 07

Hours 5-12:00

Type of Event wedding - offert

Laked grill  
Name of Individual/Organization

Diane Kadlko  
Licensee Officers Signature

999 2nd Ave  
Street Address

Mountain Lake MN 56159  
City State

427-2450  
Telephone Number

Application  Approved  Disapproved  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

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

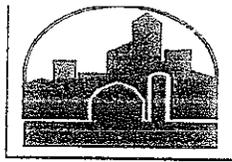
License Fee - None \$0.00	
<input checked="" type="checkbox"/>	Copy of On-sale license attached
<input checked="" type="checkbox"/>	Proof of insurance attached
<input checked="" type="checkbox"/>	City named as additional insured
<input checked="" type="checkbox"/>	Licensee has signed the Hold Harmless Agreement

**Hold Harmless and Indemnification Agreement**

IN CONSIDERATION OF authorization by the Windom City Council to dispense intoxicating liquor on City-owned property or during a City sponsored event, the undersigned licensee hereby agrees to hold harmless the City of Windom, its employees and its agents, from any and all claims for any damages whatsoever arising out of the licensee providing intoxicating liquor under said authorization on the 24 day of November 2007. Further, the undersigned licensee agrees to indemnify the City of Windom for any such claims for damages whatsoever arising out of licensee's dispensing of said intoxicating liquor, including the reimbursement of the City of Windom's costs and disbursements, including reasonable attorneys' fees in defending any such action for claims and damages.

Diane Kadlko  
Licensee Officers Signature

7-19-07  
Date



City of Windom  
Windom, Minnesota

Application

For Authorization to Dispense Intoxicating Liquor

To the Windom City Council :

The undersigned hereby applies for authorization to dispense intoxicating liquor on City owned property during a City sponsored event in the City of Windom in accordance with the information given below, City of Windom Code Chapter 5 and Minnesota Statute 340A.404:

Location of Event Community Center

Date of Event Sept 22 07

Hours 5-12:00

Type of Event wedding Reception

Lakeville  
Name of Individual/Organization

Diane Rodtke  
Licensee Officers Signature

999 2nd Ave  
Street Address

Mountain Lake MN

City 427-2450 State

Telephone Number

Application  Approved  Disapproved  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

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

License Fee - None \$0.00	
<input checked="" type="checkbox"/>	Copy of On-sale license attached
<input checked="" type="checkbox"/>	Proof of insurance attached
<input checked="" type="checkbox"/>	City named as additional insured
<input checked="" type="checkbox"/>	Licensee has signed the Hold Harmless Agreement

**Hold Harmless and Indemnification Agreement**

IN CONSIDERATION OF authorization by the Windom City Council to dispense intoxicating liquor on City-owned property or during a City sponsored event, the undersigned licensee hereby agrees to hold harmless the City of Windom, its employees and its agents, from any and all claims for any damages whatsoever arising out of the licensee providing intoxicating liquor under said authorization on the 22nd day of Sept, 2007. Further, the undersigned licensee agrees to indemnify the City of Windom for any such claims for damages whatsoever arising out of licensee's dispensing of said intoxicating liquor, including the reimbursement of the City of Windom's costs and disbursements, including reasonable attorneys' fees in defending any such action for claims and damages.

Diane Rodtke  
Licensee Officers Signature

7-19-07  
Date

# 501-831-6127

<b>ACORD INSURANCE BINDER</b>				DATE <b>6-18-2007</b>	
THIS BINDER IS A TEMPORARY INSURANCE CONTRACT, SUBJECT TO THE CONDITIONS SHOWN ON THE REVERSE SIDE OF THIS FORM.					
PRODUCER <b>UMFIA, Inc. 8975 Valley View Rd. Suite D Eden Prairie, MN 55349</b>		PHONE <b>763-947-0121</b>		COMPANY <b>STATE NATIONAL INSURANCE COMPANY</b>	
				BINDER # <b>UM 0004909</b>	
		EFFECTIVE DATE <b>06-14-07</b>		EXPIRATION DATE <b>06-14-08</b>	
		TIME <b>12:01</b>		TIME <b>X AM</b>	
				<b>X 12:01 AM</b>	
				<b>NOON</b>	
GOODS		THIS BINDER IS ISSUED TO EXTEND COVERAGE IN THE ABOVE NAMED COMPANY PER EXPIRING POLICY #:			
AGENCY SUBMITTED ID: <b>THE LAKER GRILL BRODAR, INC. DBA/ 202 2ND AVENUE MOUNTAIN LAKE, MN 56150</b>		DESCRIPTION OF OPERATION/VEHICLE/PROPERTY (including location) <b>RESTAURANT</b>			

COVERAGES		LIMITS		
TYPE OF INSURANCE	COVERAGE FORMS	DEDUCTIBLE	COINS %	AMOUNT
<b>PROPERTY</b> CAUSED OF LOSS <input type="checkbox"/> BASIC <input type="checkbox"/> BROAD <input checked="" type="checkbox"/> SPEC	<b>BUILDING - F/C - SPECIAL</b>	<b>\$1,000</b>	<b>80%</b>	<b>\$ 300,000</b>
	<b>CONTENTS - F/C - SPECIAL</b>	<b>1,000</b>	<b>80%</b>	<b>50,000</b>
	<b>BUSINESS INCOME - SPECIAL</b>	<b>-</b>	<b>1/4 MO. LIME</b>	<b>50,000</b>
	<b>ENHANCEMENT ENDORSEMENT (SEE ATTACHED)</b>			
<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> BROAD FORM ENDORSE	<b>PREMISE &amp; OPERATIONS</b> <b>LIQUOR LIABILITY</b> <b>ASSAULT &amp; BATTERY - FULL TO POLICY LIMITS</b>  RETRO DATE FOR CLAIMS MADE:	<b>EACH OCCURRENCE</b>	<b>\$</b>	<b>500,000</b>
		<b>FIRE DAMAGE (Any amt ltr)</b>	<b>\$</b>	<b>100,000</b>
		<b>MED EXP (Any amt patient)</b>	<b>\$</b>	<b>5,000</b>
		<b>PERSONAL &amp; ADV INJURY</b>	<b>\$</b>	<b>300,000</b>
		<b>GENERAL AGGREGATE</b>	<b>\$</b>	<b>500,000</b>
		<b>PRODUCTS - COMP/OP AGG</b>	<b>\$</b>	<b>300,000</b>
<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HINGED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		<b>COMBINED SINGLE LIMIT</b>	<b>\$</b>	
		<b>BODILY INJURY (Per person)</b>	<b>\$</b>	
		<b>BODILY INJURY (Per accident)</b>	<b>\$</b>	
		<b>PROPERTY DAMAGE</b>	<b>\$</b>	
		<b>MEDICAL PAYMENTS</b>	<b>\$</b>	
		<b>PERSONAL INJURY PROT</b>	<b>\$</b>	
		<b>UNINSURED MOTORIST</b>	<b>\$</b>	
		<b>ACTUAL CASH VALUE</b>	<b>\$</b>	
		<b>STATED AMOUNT</b>	<b>\$</b>	
		<b>OTHER</b>	<b>\$</b>	
<b>AUTO PHYSICAL DAMAGE DEDUCTIBLE</b> <input type="checkbox"/> COLLISION <input type="checkbox"/> OTHER THAN COLL	<input type="checkbox"/> ALL VEHICLES <input type="checkbox"/> SCHEDULED VEHICLES	<b>AUTO ONLY - EA ACCIDENT</b>	<b>\$</b>	
		<b>OTHER THAN AUTO ONLY</b>	<b>\$</b>	
		<b>EACH ACCIDENT</b>	<b>\$</b>	
		<b>AGGREGATE</b>	<b>\$</b>	
<b>BARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO		<b>EACH OCCURRENCE</b>	<b>\$</b>	
		<b>AGGREGATE</b>	<b>\$</b>	
		<b>SELF-INSURED RETENTION</b>	<b>\$</b>	
		<b>WC STATUTORY LIMITS</b>	<b>\$</b>	
<b>EXCESS LIABILITY</b> <input type="checkbox"/> UMBRELLA FORM <input type="checkbox"/> OTHER THAN UMBRELLA FORM	RETRO DATE FOR CLAIMS MADE:	<b>E.L. EACH ACCIDENT</b>	<b>\$</b>	
		<b>E.L. DISEASE - NA EMPLOYEE</b>	<b>\$</b>	
		<b>E.L. DISEASE - POLICY LIMIT</b>	<b>\$</b>	
		<b>FEES</b>	<b>\$</b>	
<b>WORKERS COMPENSATION AND EMPLOYERS LIABILITY</b>		<b>YARDS</b>	<b>\$</b>	
		<b>ESTIMATED TOTAL PREMIUM</b>	<b>\$</b>	
		<b>EMPLOYEE DISHONESTY - \$5,000 - W/ \$1,000 DED</b>		
<b>SPECIAL ENDORSEMENT/ OTHER COVERAGES</b>	<b>ENHANCEMENT ENDORSEMENT (CRIME)</b>			

NAME & ADDRESS <b>City of Windom also Additional Insured</b>		MORTGAGEE		ADDITIONAL INSURED	
<b>City of Windom PO BOX Windom, MN 56101</b>		LOSS PAYER			
		LOAN #			
		AUTHORIZED REPRESENTATIVE 			

## RESOLUTION #2007-

**INTRODUCED:**

**SECONDED:**

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

### **AUTHORIZATION TO ACCEPT A DONATION FROM THE WINDOM LIONS CLUB FOR PLAYGROUND EQUIPMENT**

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**WHEREAS**, Minnesota State Statute §465.03 requires that any city accepting a grant or gift of real or personal property shall accept such by resolution of the governing body expressing the terms prescribed by the donor; and

**WHEREAS**, in 2002 the Windom Lions Club pledged a donation of \$5,000 toward playground equipment at Tegels Park; and

**WHEREAS**, the Park and Recreation Department has received the playground equipment ordered for Tegels Park and anticipates installation of the new equipment in September; and

**WHEREAS**, the City of Windom has now received the pledged donation from the Windom Lions Club in the amount of \$5,000.00 for playground equipment at Tegels Park.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA**, that the City Council accepts the donation in the amount of \$5,000.00 offered by Windom Lions Club for use by the Windom Parks and Recreation Department for playground equipment at Tegels Park.

Adopted by the Council this 31st day of July, 2007.

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

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

ORDINANCE NO. 129, 2<sup>ND</sup> SERIES

“ADOPTION OF THE MINNESOTA STATE BUILDING CODE”  
SELF-PERPETUATING ADOPTION OF CODE

AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING CITY CODE CHAPTER 4 "CONSTRUCTION LICENSING, PERMITS AND REGULATION", SECTION 4.01, ENTITLED "ADOPTION OF CODES".

This Ordinance adopts the Minnesota State Building Code and provides for:

- (1) The application, administration, and enforcement of the Minnesota State Building Code by regulating the erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment, use, height, area, and maintenance of all buildings and/or structures in this municipality; and
- (2) The issuance of permits and collection of fees thereof;
- (3) Penalties for violation thereof;
- (4) Repeals all ordinances and parts of ordinances that conflict therewith.
- (5) **This ordinance shall perpetually include the most current edition of the Minnesota State Building Code with the exception of the optional appendix chapters, unless such chapters are specifically adopted by ordinance.**

THE COUNCIL OF THE CITY OF WINDOM ORDAINS:

**SECTION 4.01 ADOPTION OF CODES IS HEREBY AMENDED TO READ:**

**SECTION 4.01. ADOPTION OF CODES.**

**Subd. 1. Building Codes Adopted by Reference.** The Minnesota State Building Code, as adopted by the Commissioner of Labor and Industry, pursuant to Minnesota Statutes Chapter 16B.59 to 16B.75, including the 2007 Minnesota State Building Code, and including all future editions of the Minnesota State Building Code and all of the amendments, rules and regulations established, adopted, and published from time to time by the Minnesota Commissioner of Labor and Industry, through the Building Codes and Standards Unit, are hereby adopted by reference, with the exception of the optional chapters unless specifically adopted by ordinance. The 2007 Minnesota State Building Code and all future editions of the Minnesota State Building Code are hereby incorporated in this ordinance as if fully set out herein.

This ordinance shall perpetually include the most current edition of the Minnesota State Building Code with the exception of the optional appendix chapters, unless such chapters are specifically adopted by ordinance.

**Subd. 2. Application, Administration and Enforcement.** The application, administration, and enforcement of the code shall be in accordance with the Minnesota State Building Code. The code shall be enforced within the extraterritorial limits permitted by Minnesota Statutes, 16B.62, Subdivision 1, when so established by this ordinance.

The code enforcement agency of this municipality is called the “Building & Zoning Office”.

This Code shall be enforced by the Minnesota Certified Building Official designated by this municipality to administer the code (Minnesota Statute 16B.65), Subdivision 1.

**Subd. 3. Permits and Fees.** The issuance of permits and the collection of fees shall be as authorized in Minnesota Statutes, 16B.62, Subdivision 1.

Permit fees shall be assessed for work governed by this code in accordance with the fee schedule adopted by the municipality in Resolution #2001-34, effective January 1, 2002. In addition, a surcharge fee shall be collected on all permits issued for work governed by this code in accordance with Minnesota Statute 16B.70.

**Subd. 4 Violations and Penalties.** A violation of the code is a misdemeanor (Minnesota Statute 16B.69).

One copy of said Code shall be marked: CITY OF WINDOM OFFICIAL COPY, and shall be kept on file in the Office of the Building Official, and shall be open to inspection and use by the public.

**Effective Date of Ordinance.** The effective date of this Ordinance is August 8, 2007.

PASSED by the Council this 31st day of July, 2007.

---

Tom Riordan, Mayor

ATTEST:

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Steven Nasby, City Administrator/Clerk

1<sup>st</sup> Reading: July 17, 2007  
2<sup>nd</sup> Reading: July 31, 2007  
Adoption: July 31, 2007  
Published: August 8, 2007

CITY OF WINDOM  
 FM Entry - Invoice Payment - Department Report

Ranges: Fund: (A)  
 Dept Id: (A)  
 Program: (A)  
 Vendor #: (A)  
 Invoice #: (A)  
 Schedule Journal #: (R) 10174 - 10174  
 Bank #: (A)

Options: Print Ranges/Options: Y # of copies: 1  
 Page on Department: N

Department	Vendor Name	Description	Amount
P & Z / BUILDING OFF	MIDWEST WIRELESS	TELEPHONE	19.87
		Total for Department 106	19.87*
POLICE	GALLS	SUPPLIES	130.81
POLICE	COUNTRY PRIDE SERVIC	MAINTENANCE	371.92
		Total for Department 120	502.73*
FIRE DEPARTMENT	GEOTEK ENGINEERING & SERVICE		1,400.00
FIRE DEPARTMENT	MN STATE FIRE DEPT A DURS		99.00
		Total for Department 125	1,499.00*
STREET	MN ENERGY RESOURCES	HEATING	34.37
STREET	COUNTRY PRIDE SERVIC	MAINTENANCE	1,155.96
		Total for Department 140	1,190.33*
HEALTH & SANITATION	NEAL GRUNEWALD	COMPOST SITE MANAGER	128.00
		Total for Department 145	128.00*
RECREATION	AL BALOUN	EXPENSE	25.00
		Total for Department 150	25.00*
PARKS	MN DEPT OF EMPLOY & UNEMPLOYMENT	2ND QUARTER	788.00
PARKS	COUNTRY PRIDE SERVIC	MAINTENANCE	1,407.59
		Total for Department 165	2,195.59*
		Total for Fund 01	5,560.52*
LIBRARY	MN ENERGY RESOURCES	HEATING	45.56
		Total for Department 171	45.56*
		Total for Fund 03	45.56*
AMBULANCE	JOLYNN NERHUS	EXPENSE	76.82
AMBULANCE	KIM POWERS	EXPENSE	13.78
AMBULANCE	PRAXAIR DISTRIBUTION	SERVICE	415.10
AMBULANCE	ALLAN REMPEL	EXPENSE	96.74
AMBULANCE	COUNTRY PRIDE SERVIC	MAINTENANCE	20.00
AMBULANCE	WINDOM FARM SERVICE	MAINTENANCE	87.78
		Total for Department 176	710.22*

CITY OF WINDOM  
PM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Fund 13			710.22*
MULTI-PURPOSE BUILDI	PLUNKETT'S PEST CONT SERVICE		324.77
Total for Department 177			324.77*
Total for Fund 14			324.77*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	1,918.15
LIQUOR	BRAU BROTHERS BREWIN	MERCHANDISE	46.00
LIQUOR	LOCHER BROTHERS INC	MERCHANDISE	2,900.70
LIQUOR	GRIGGS COOPER	MERCHANDISE	2,684.59
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	2,814.25
LIQUOR	JOHNSON BROS.	MERCHANDISE	5,082.00
LIQUOR	GENE LENNING	2006 MILEAGE	126.10
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	1,123.93
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	8,689.66
Total for Department 180			25,385.38*
Total for Fund 60			25,385.38*
WATER	GOPHER STATE ONE CAL	LOCATE	19.44
Total for Department 181			19.44*
Total for Fund 61			19.44*
SECR REV FUND/CITY O REFUND - UTILITY PREPAYM			375.00
Total for Department			375.00*
ELECTRIC	CENTRAL MINNESOTA MU	POWER COSTS	254,796.17
ELECTRIC	GOPHER STATE ONE CAL	LOCATE	19.44
ELECTRIC	SECR REV FUND/CITY O	BANK DRAFTS	6.00
Total for Department 182			254,821.61*
Total for Fund 62			255,196.61*
SEWER	GOPHER STATE ONE CAL	LOCATE	19.43
SEWER	QUEST	TELEPHONE	136.32
SEWER	MN ENERGY RESOURCES	HEATING	38.45
Total for Department 183			194.20*
Total for Fund 63			194.20*
ARENA	MIDWEST WIRELESS	TELEPHONE	40.11
Total for Department 184			40.11*
Total for Fund 64			40.11*
SECR REV FUND/CITY O REFUND -CONVERTER DEPOSI			150.00
JOHN FLATGARD	REFUND - CONVERTER	DEPOS	15.00
Total for Department			165.00*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Fund 65			165.00*
ECONOMIC DEVELOPMENT	EHLER & ASSOC., INC.	SERVICE	90.00
ECONOMIC DEVELOPMENT	MIDWEST WIRELESS	TELEPHONE	44.37
ECONOMIC DEVELOPMENT	MN ENERGY RESOURCES	HEATING	9.59
Total for Department 187			143.96*
Total for Fund 67			143.96*
TELECOMMUNICATIONS	GOPHER STATE ONE CAL	LOCATE	58.29
TELECOMMUNICATIONS	OLSEN THIELEN & CO.,	SERVICE	10,599.75
TELECOMMUNICATIONS	MN ENERGY RESOURCES	HEATING	9.96
Total for Department 199			10,668.00*
Total for Fund 69			10,668.00*
AFSCME	UNION DUES		214.50
JOHNSON COUNTY COURT	PAYROLL DEDUCTION #CDDMO		1,302.00
LOCAL UNION #949	UNION DUES		1,479.90
Total for Department			2,996.40*
Total for Fund 70			2,996.40*
Grand Total			301,450.17*

CITY OF WINDOM  
 FM Entry - Invoice Payment - Department Report

Ranges: Fund: (A)  
 Dept Id: (A)  
 Program: (A)  
 Vendor #: (A)  
 Invoice #: (A)  
 Schedule Journal #: (R) 10204 - 10204  
 Bank #: (A)

Options: Print Ranges/Options: Y # of copies: 1  
 Page on Department: N

Department	Vendor Name	Description	Amount
CITY OFFICE	STEVE NASBY	EXPENSE	147.44
CITY OFFICE	MN NCPERS LIFE INSUR	INSURANCE	96.00
CITY OFFICE	SELECTACCOUNT	ADM FEE	115.15
	Total for Department 103		358.59*
P & Z / BUILDING OFF	MN NCPERS LIFE INSUR	INSURANCE	24.00
	Total for Department 106		24.00*
CITY HALL	MN ENERGY RESOURCES	HEATING	24.03
	Total for Department 115		24.03*
POLICE	LANGUAGE LINE SERVIC	SERVICE	23.69
POLICE	MN NCPERS LIFE INSUR	INSURANCE	144.00
	Total for Department 120		167.69*
STREET	MN NCPERS LIFE INSUR	INSURANCE	89.00
	Total for Department 140		89.00*
RECREATION	JOEL HIGLEY	REFUND - T-BALL	30.00
RECREATION	DANIELLE NORBY	MILEAGE FOR HERSHEY TRAC	75.18
RECREATION	LEAH PALM	T-BALL REFUND	30.00
RECREATION	MARY THEESFELD	REFUND - PONY LEAGUE	50.00
	Total for Department 150		185.18*
PARKS	MN NCPERS LIFE INSUR	INSURANCE	16.00
	Total for Department 165		16.00*
	Total for Fund 01		864.49*
EQUIPMENT/F.A.	BOND TRUST SERVICE C	BOND EXPENSE	76.50
EQUIPMENT/F.A.	BOND TRUST SERVICE C	BOND PAYMENT	4,199.00
EQUIPMENT/F.A.	NORTHLAND SECURITIES	INTEREST ON ESCROW PAYME	1,523.46
EQUIPMENT/F.A.	US BANK	BOND PAYMENT	6,098.75
	Total for Department 170		11,897.71*
	Total for Fund 02		11,897.71*
	KATO ROOFING INC	ROOF MAINTENANCE	13,305.00
	Total for Department		13,305.00*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
-----			
		Total for Fund 03	13,305.00*
	QUALITY GLASS	ADA DOOR	1,502.27
		Total for Department	1,502.27*
		Total for Fund 04	1,502.27*
2003 IMPROVEMENT BON US BANK		BOND PAYMENT	13,146.00
		Total for Department 169	13,146.00*
		Total for Fund 05	13,146.00*
4TH AVE PROJECT	BOND TRUST SERVICE C	BOND EXPENSE	8,048.00
		Total for Department 168	8,048.00*
		Total for Fund 06	8,048.00*
2006A REFUNDING BOND NORTHLAND	SECURITIES INTEREST ON ESCROW PAYME		2,694.73
		Total for Department 157	2,694.73*
		Total for Fund 08	2,694.73*
AIRPORT	HARTLAND AVIATION	HARTLAND AVIATION GASOLI	17,269.33
		Total for Department 174	17,269.33*
		Total for Fund 11	17,269.33*
POOL	MN ENERGY RESOURCES	HEATING	1,431.05
		Total for Department 175	1,431.05*
		Total for Fund 12	1,431.05*
AMBULANCE	ALLAN REMPEL	EXPENSE	34.21
AMBULANCE	JIM SKARPHOL	EXPENSE	180.29
		Total for Department 176	214.50*
		Total for Fund 13	214.50*
MULTI-PURPOSE BUILDI MN NCPERS	LIFE INSUR	INSURANCE	48.00
MULTI-PURPOSE BUILDI MN ENERGY	RESOURCES	HEATING	108.25
		Total for Department 177	156.25*
		Total for Fund 14	156.25*
TIF 1-13 RIVER BLUFF NORTHLAND	SECURITIES INTEREST ON ESCROW PAYME		1,998.52
TIF 1-13 RIVER BLUFF US BANK		BOND PAYMENT	7,458.75
		Total for Department 188	9,457.27*
		Total for Fund 33	9,457.27*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	2,930.55
LIQUOR	LOCHER BROTHERS INC	MERCHANDISE	2,062.15
LIQUOR	GRIGGS COOPER	MERCHANDISE	4,348.70
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	4,201.25
LIQUOR	JOHNSON BROS.	MERCHANDISE	2,631.20
LIQUOR	MN NCPERS LIFE INSUR	INSURANCE	28.00
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	3,873.95
	Total for Department 180		20,075.80*
	Total for Fund 60		20,075.80*
WATER	BOND TRUST SERVICE C	BOND EXPENSE	8,802.50
WATER	GLOBAL GOV'T/EDUCATI	BACK UP FOR BILLING SYST	55.83
WATER	MN NCPERS LIFE INSUR	INSURANCE	40.00
WATER	NORTHLAND SECURITIES	INTEREST ON ESCROW PAYME	1,973.96
WATER	MN ENERGY RESOURCES	HEATING	487.72
WATER	US BANK	BOND PAYMENT	11,130.25
	Total for Department 181		22,490.26*
	Total for Fund 61		22,490.26*
	US BANK	BOND PAYMENT	235,000.00
	Total for Department		235,000.00*
ELECTRIC	GLOBAL GOV'T/EDUCATI	BACK UP FOR BILLING SYST	55.85
ELECTRIC	MIDWEST WIRELESS	TELEPHONE	90.89
ELECTRIC	MN NCPERS LIFE INSUR	INSURANCE	89.00
ELECTRIC	HSBC BUSINESS SOLUTI	SUPPLIES	116.84
ELECTRIC	MN ENERGY RESOURCES	HEATING	14.91
ELECTRIC	US BANK	BOND PAYMENT	3,113.75
ELECTRIC	BANK MIDWEST	RESH AUTO DEBIT-DIDN'T G	48.44
	Total for Department 182		3,529.68*
	Total for Fund 62		238,529.68*
SEWER	BOND TRUST SERVICE C	BOND EXPENSE	4,024.00
SEWER	GLOBAL GOV'T/EDUCATI	BACK UP FOR BILLING SYST	55.83
SEWER	LEAGUE OF MN CITIES	DEDUCTIBLE	1,000.00
SEWER	MN NCPERS LIFE INSUR	INSURANCE	72.00
SEWER	MN ENERGY RESOURCES	HEATING	30.34
SEWER	US BANK	BOND PAYMENT	5,477.50
	Total for Department 183		10,659.67*
	Total for Fund 63		10,659.67*
ARENA	MN NCPERS LIFE INSUR	INSURANCE	25.00
ARENA	MN ENERGY RESOURCES	HEATING	151.87
ARENA	BOB'S BIFFYS	SERVICE	510.00
	Total for Department 184		686.87*

CITY OF WINDOM  
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
-----			
		Total for Fund 64	686.87*
ECONOMIC DEVELOPMENT	COTTONWOOD COUNTY AB	SERVICE	50.00
ECONOMIC DEVELOPMENT	MN NCPERS LIFE INSUR	INSURANCE	24.00
ECONOMIC DEVELOPMENT	MN ENERGY RESOURCES	HEATING	13.04
		Total for Department 187	87.04*
		Total for Fund 67	87.04*
RIVERBLUFF ESTATES	BRADY POWERS	MOWING	336.00
		Total for Department 166	336.00*
		Total for Fund 68	336.00*
	US BANK	BOND PAYMENT	289,598.13
		Total for Department	289,598.13*
TELECOMMUNICATIONS	BOND TRUST SERVICE C	BOND PAYMENT	47,300.00
TELECOMMUNICATIONS	COMCAST MEDIA CENTER	SUBSCRIBER	19.00
TELECOMMUNICATIONS	GLOBAL GOV'T/EDUCATI	BACK UP FOR BILLING SYST	167.49
TELECOMMUNICATIONS	LIFETIME	SUBSCRIBER	629.20
TELECOMMUNICATIONS	LIFETIME MOVIE NETWO	SUBSCRIBER	30.00
TELECOMMUNICATIONS	NATIONAL CABLE TV CO	SUBSCRIBER	20,755.01
TELECOMMUNICATIONS	MN NCPERS LIFE INSUR	INSURANCE	80.00
TELECOMMUNICATIONS	TOWER DISTRIBUTION C	SUBSCRIBER	209.42
		Total for Department 199	69,190.12*
		Total for Fund 69	358,788.25*
	AFLAC	INSURANCE	342.98
	MN BENEFIT ASSOCIATI	INSURANCE	96.18
	MN NCPERS LIFE INSUR	INSURANCE	32.00
		Total for Department	471.16*
		Total for Fund 70	471.16*
		Grand Total	732,111.33*

USDA-FmHA Form FmHA 1924-18 <p style="text-align: center;"><b>PARTIAL PAYMENT ESTIMATE</b></p>	CONTRACT NO. 0045-15 PARTIAL PAYMENT ESTIMATE #3 <hr/> PAGE 1 OF 4
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OWNER: CITY OF WINDOM 2007 STREETS	CONTRACTOR: HJERPE, INC HUTCHINSON, MN 55350	PERIOD OF ESTIMATE FROM 6/29/2007 TO 7/25/2007
---------------------------------------	--	---

CONTRACT CHANGE ORDER SUMMARY				ESTIMATE	
NO.	FmHA Approval Date	Amount			
		Additions	Deductions		
1				1. Original Contract.....	\$1,203,383.90
2				2. Change Orders.....	\$0.00
3				3. Revised Contract (1+2).....	\$1,203,383.90
4				4. Work Completed*.....	\$874,347.40
5				5. Stored Materials*.....	\$0.00
6				6. Subtotal (4+5).....	\$874,347.40
7				7. Retainage*.....	\$43,717.37
8				8. Previous Payments.....	\$429,423.75
9				9. Amount Due (6-7-8).....	\$401,206.28
10					
TOTALS		\$0.00	\$0.00		
NET CHANGE		\$0.00			

\* Detailed breakdown attachment

<b>CONTRACT TIME</b>							
Original (days) 50 Revised Remaining 7.75	<table style="width:100%;"> <tr> <td style="width:30%;"> <input type="checkbox"/> On Schedule Yes  <input type="checkbox"/> No         </td> <td style="width:70%;"> <table style="width:100%;"> <tr> <td style="width:50%;">Starting Date</td> <td style="width:50%; text-align: right;">5/8/2007</td> </tr> <tr> <td>Projected Completion</td> <td></td> </tr> </table> </td> </tr> </table>	<input type="checkbox"/> On Schedule Yes <input type="checkbox"/> No	<table style="width:100%;"> <tr> <td style="width:50%;">Starting Date</td> <td style="width:50%; text-align: right;">5/8/2007</td> </tr> <tr> <td>Projected Completion</td> <td></td> </tr> </table>	Starting Date	5/8/2007	Projected Completion	
<input type="checkbox"/> On Schedule Yes <input type="checkbox"/> No	<table style="width:100%;"> <tr> <td style="width:50%;">Starting Date</td> <td style="width:50%; text-align: right;">5/8/2007</td> </tr> <tr> <td>Projected Completion</td> <td></td> </tr> </table>	Starting Date	5/8/2007	Projected Completion			
Starting Date	5/8/2007						
Projected Completion							

<p><b>CONTRACTOR'S CERTIFICATION:</b></p> <p>The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.</p> <p>HJERPE, INC          HUTCHINSON, MN          By: <u>[Signature]</u>          Date: <u>7/26/07</u></p>	<p><b>ARCHITECT OR ENGINEER'S CERTIFICATION:</b></p> <p>The undersigned certifies that the work has been carefully inspected and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.</p> <p>Architect or Engineer: <u>WENCK ASSOCIATES</u>          By: <u>[Signature]</u>          Date: <u>7/26/07</u></p>
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<p><b>APPROVED BY OWNER</b></p> <p>Owner: <u>CITY OF WINDOM</u>          By: _____          Date: _____</p>	<p><b>ACCEPTED BY FmHA:</b></p> <p>The review and acceptance of this estimate by FmHA does not attest to the correctness of the quantities shown or that the work has been performed in accordance with the contract documents.</p> <p>By: _____          Date: _____</p>
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2007 STREET IMPROVEMENTS WINDOM, MINNESOTA 56101		CONTRACT		THIS PERIOD		PAYMENT #2		PAYMENT #1		TOTAL TO DATE		
ITEM	QUANTITY	UNIT	COST	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
PAY REQUEST #3												
WATERMAIN												
F & 16" PVC WATERMAIN	3100	L.F.	\$ 20.00	\$ 62,000.00	1431	\$ 28,620.00	456	\$ 9,120.00	1145	\$ 22,900.00	3032	\$ 60,640.00
F & 16" VALVE & BOX	23	EACH	\$ 900.00	\$ 20,700.00	7	\$ 6,300.00	3	\$ 2,700.00	11	\$ 9,900.00	21	\$ 18,900.00
F & 14" CAP	4	EACH	\$ 100.00	\$ 400.00	1	\$ 100.00	0	\$ -	1	\$ 100.00	2	\$ 200.00
F & 16" CROSS	1	EACH	\$ 300.00	\$ 300.00	0	\$ -	0	\$ -	1	\$ 300.00	1	\$ 300.00
F & 12" X 6" TEE	2	EACH	\$ 300.00	\$ 600.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -
F & 16" TEE	12	EACH	\$ 200.00	\$ 2,400.00	5	\$ 1,000.00	2	\$ 400.00	5	\$ 1,000.00	12	\$ 2,400.00
F & 16" ELBOW	2	EACH	\$ 150.00	\$ 300.00	0	\$ -	0	\$ -	1	\$ 150.00	1	\$ 150.00
F & 16" 45 BEND	4	EACH	\$ 150.00	\$ 600.00	4	\$ 600.00	0	\$ -	2	\$ 300.00	6	\$ 900.00
F & 16" CAP	4	EACH	\$ 100.00	\$ 400.00	4	\$ 400.00	0	\$ -	0	\$ -	4	\$ 400.00
F & 16" X 4" REDUCER	8	EACH	\$ 100.00	\$ 800.00	3	\$ 300.00	0	\$ -	0	\$ -	3	\$ 300.00
F & 16" X 1" REDUCER	2	EACH	\$ 100.00	\$ 200.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -
F & 14" SLEEVE	8	EACH	\$ 550.00	\$ 4,400.00	2	\$ 1,100.00	0	\$ -	0	\$ -	2	\$ 1,100.00
F & 16" SLEEVE	2	EACH	\$ 600.00	\$ 1,200.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -
F & 11" CORP STOP	64	EACH	\$ 250.00	\$ 16,000.00	20	\$ 5,000.00	42	\$ 10,500.00	0	\$ -	62	\$ 15,500.00
F & 12" CORP STOP	4	EACH	\$ 400.00	\$ 1,600.00	0	\$ -	2	\$ 800.00	0	\$ -	2	\$ 800.00
F & 11" CURB STOP	64	EACH	\$ 250.00	\$ 16,000.00	20	\$ 5,000.00	42	\$ 10,500.00	0	\$ -	62	\$ 15,500.00
F & 12" CURB STOP	4	EACH	\$ 400.00	\$ 1,600.00	0	\$ -	2	\$ 800.00	0	\$ -	2	\$ 800.00
F & 12" CURB STOP	5	EACH	\$ 400.00	\$ 1,600.00	0	\$ -	2	\$ 800.00	0	\$ -	2	\$ 800.00
F & 1 HYDRANT	2400	L.F.	\$ 2,500.00	\$ 12,500.00	2	\$ 5,000.00	1	\$ 2,500.00	2	\$ 5,000.00	5	\$ 12,500.00
F & 12" COPPER SERVICE	180	L.F.	\$ 14.00	\$ 2,520.00	555	\$ 7,770.00	1315	\$ 18,410.00	0	\$ -	1870	\$ 26,180.00
ROCK SUBFOUNDATION	300	C.Y.	\$ 3.00	\$ 900.00	0	\$ -	75	\$ 2,250.00	0	\$ -	75	\$ 2,250.00
F & 12" X 6" LIVE TAP	2	EACH	\$ 3,000.00	\$ 6,000.00	0	\$ -	2	\$ 6,000.00	0	\$ -	2	\$ 6,000.00
WATERMAIN SUBTOTAL				\$ 186,703.00		\$ 61,190.00		\$ 63,980.00		\$ 39,650.00		\$ 164,820.00
SANITARY SEWER												
F & 18" SEWER PIPE	2500	L.F.	\$ 24.00	\$ 60,000.00	564	\$ 13,536.00	708	\$ 16,992.00	1141	\$ 27,384.00	2413	\$ 57,912.00
8-10' DEEP	500	L.F.	\$ 26.00	\$ 13,000.00	470	\$ 12,220.00	0	\$ -	0	\$ -	470	\$ 12,220.00
10-12' DEEP	40	L.F.	\$ 40.00	\$ 1,600.00	0	\$ -	0	\$ -	37	\$ 1,480.00	37	\$ 1,480.00
F & 12" FORCEMAIN	1	EACH	\$ 200.00	\$ 200.00	0	\$ -	0	\$ -	1	\$ 200.00	1	\$ 200.00
F & 12" CAP	110	L.F.	\$ 200.00	\$ 22,000.00	69.8	\$ 13,960.00	0	\$ -	35	\$ 7,000.00	104.8	\$ 20,960.00
F & 1 MANHOLE	11	EACH	\$ 500.00	\$ 5,500.00	11	\$ 5,500.00	0	\$ -	0	\$ -	11	\$ 5,500.00
F & 1 MANHOLE CASTING	76	EACH	\$ 250.00	\$ 19,000.00	21	\$ 5,250.00	20	\$ 5,000.00	26	\$ 6,500.00	67	\$ 16,750.00
F & 18" X 4" WYE	2500	L.F.	\$ 17.00	\$ 42,500.00	513	\$ 8,721.00	1374	\$ 23,358.00	215	\$ 3,655.00	2102	\$ 35,734.00
ROCK SUBFOUNDATION	300	C.Y.	\$ 0.01	\$ 3.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -
REMOVE SEWER PIPE	3000	L.F.	\$ 2.00	\$ 6,000.00	1034	\$ 2,068.00	708	\$ 1,416.00	1141	\$ 2,282.00	2883	\$ 5,766.00
REMOVE SERVICE	2500	L.F.	\$ 1.00	\$ 2,500.00	513	\$ 513.00	1374	\$ 1,374.00	215	\$ 215.00	2102	\$ 2,102.00
REMOVE MANHOLE	11	EACH	\$ 250.00	\$ 2,750.00	11	\$ 2,750.00	0	\$ -	35	\$ 8,750.00	46	\$ 11,500.00

SANITARY SEWER SUBTOTAL											\$ 175,053.00	\$ 64,518.00	\$ 48,140.00	\$ 57,466.00	\$ 170,124.00
STORM SEWER															
F & I 12" PIPE SEWER	1250	L.F.	\$ 20.00	\$ 25,000.00	233	\$ 4,660.00	263	\$ 5,660.00	0	\$ -	516	\$ 10,320.00			
F & I 18" PIPE SEWER	90	L.F.	\$ 25.00	\$ 2,250.00	82	\$ 2,050.00	0	\$ -	0	\$ -	82	\$ 2,050.00			
CONSTRUCT CATCH BASIN	50	L.F.	\$ 375.00	\$ 18,750.00	23.7	\$ 8,887.50	18.4	\$ 6,900.00	0	\$ -	42.1	\$ 15,787.50			
F & I CATCH BASIN CASTING	14	EACH	\$ 525.00	\$ 7,350.00	6	\$ 3,150.00	4	\$ 2,100.00	0	\$ -	10	\$ 5,250.00			
CONSTRUCT MANHOLE	30	L.F.	\$ 400.00	\$ 12,000.00	8	\$ 3,200.00	14.5	\$ 5,800.00	0	\$ -	22.5	\$ 9,000.00			
F & I MANHOLE CASTING	4	EACH	\$ 450.00	\$ 1,800.00	1	\$ 450.00	2	\$ 900.00	0	\$ -	3	\$ 1,350.00			
ROCK SUBFOUNDATION	150	C.Y.	\$ 0.01	\$ 1.50	0	\$ -	0	\$ -	0	\$ -	0	\$ -			
CONNECT TO CATCH BASIN	2	EACH	\$ 600.00	\$ 1,200.00	0	\$ -	2	\$ 1,200.00	0	\$ -	2	\$ 1,200.00			
REMOVE PIPE	1200	L.F.	\$ 3.00	\$ 3,600.00	315	\$ 945.00	283	\$ 849.00	0	\$ -	598	\$ 1,794.00			
REMOVE CATCH BASIN	13	EACH	\$ 200.00	\$ 2,600.00	6	\$ 1,200.00	4	\$ 800.00	0	\$ -	10	\$ 2,000.00			
REMOVE MANHOLE	3	EACH	\$ 250.00	\$ 750.00	1	\$ 250.00	2	\$ 500.00	0	\$ -	3	\$ 750.00			
STORM SEWER SUBTOTAL											\$ 75,301.50	\$ 24,792.50	\$ 24,709.00	\$ -	\$ 49,501.50
STREET															
TRAFFIC CONTROL															
REMOVE CURB & GUTTER	5600	L.S.	\$ 55,000.00	\$ 55,000.00	0	\$ -	0	\$ -	0	\$ -	0.75	\$ 41,250.00			
REMOVE SIDEWALK	800	L.F.	\$ 3.00	\$ 16,800.00	1923	\$ 5,769.00	1077	\$ 3,231.00	2600	\$ 7,800.00	5600	\$ 16,800.00			
REMOVE CONCRETE DRIVE	200	S.Y.	\$ 11.50	\$ 2,300.00	681	\$ 7,831.50	628	\$ 7,222.00	0	\$ -	1309	\$ 15,053.50			
REMOVE & RECYCLE CONC.	2300	C.Y.	\$ 12.50	\$ 2,875.00	200	\$ 2,500.00	0	\$ -	0	\$ -	200	\$ 2,500.00			
SELECT TOPSOIL BORROW	1200	C.Y.	\$ 13.50	\$ 31,050.00	206	\$ 2,781.00	944	\$ 12,744.00	1150	\$ 15,525.00	2300	\$ 31,050.00			
SALVAGE AGGREGATE	2300	C.Y.	\$ 10.00	\$ 23,000.00	95	\$ 950.00	0	\$ -	0	\$ -	95	\$ 950.00			
AGGREGATE BASE CL 5	1600	TON	\$ 4.50	\$ 10,350.00	2300	\$ 10,350.00	0	\$ -	0	\$ -	2300	\$ 10,350.00			
MILL BITUMINOUS SURFACE	14000	TON	\$ 13.00	\$ 20,800.00	663	\$ 8,619.00	937	\$ 12,181.00	0	\$ -	1600	\$ 20,800.00			
CONCRETE PAVEMENT	14000	S.Y.	\$ 2.75	\$ 38,500.00	0	\$ -	0	\$ -	14000	\$ 38,500.00	14000	\$ 38,500.00			
STRUCTURAL CONCRETE	2700	C.Y.	\$ 9.50	\$ 33,000.00	6896	\$ 65,512.00	0	\$ -	0	\$ -	6896	\$ 65,512.00			
REIN BARS	10500	LB	\$ 91.00	\$ 245,700.00	1450	\$ 131,950.00	0	\$ -	0	\$ -	1450	\$ 131,950.00			
WEAR COURSE MIXTURE	150	TON	\$ 0.75	\$ 7,875.00	5150	\$ 3,862.50	0	\$ -	0	\$ -	5150	\$ 3,862.50			
BASE COURSE MIXTURE	150	TON	\$ 110.00	\$ 16,500.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -			
BIT. MAT'L FOR TACK	50	GAL	\$ 100.00	\$ 15,000.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -			
ADJUST MANHOLE	1	EACH	\$ 300.00	\$ 300.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -			
4" SIDEWALK	4000	S.F.	\$ 3.00	\$ 3,000.00	1	\$ 300.00	0	\$ -	0	\$ -	1	\$ 300.00			
4" SIDEWALK, 1' WIDE	840	S.F.	\$ 8.50	\$ 7,140.00	4173	\$ 13,770.90	0	\$ -	0	\$ -	4173	\$ 13,770.90			
4" SIDEWALK, DOWELED	2260	S.F.	\$ 6.50	\$ 14,690.00	840	\$ 7,140.00	0	\$ -	0	\$ -	840	\$ 7,140.00			
SIGNS	7	EACH	\$ 90.00	\$ 630.00	1117	\$ 7,260.50	0	\$ -	0	\$ -	1117	\$ 7,260.50			
CURB AND GUTTER, B-618	5600	L.F.	\$ 11.00	\$ 61,600.00	3743	\$ 41,173.00	1522	\$ 16,742.00	0	\$ -	5265	\$ 57,915.00			
CURB AND GUTTER, HAND	60	L.F.	\$ 16.50	\$ 990.00	60	\$ 990.00	60	\$ 990.00	0	\$ -	120	\$ 1,980.00			
VALLEY GUTTER	850	S.F.	\$ 5.50	\$ 4,675.00	223	\$ 1,228.50	0	\$ -	0	\$ -	223	\$ 1,228.50			
FLOWABLE FILL	30	C.Y.	\$ 155.00	\$ 4,650.00	0	\$ -	9	\$ 1,395.00	0	\$ -	9	\$ 1,395.00			
6" CONCRETE DRIVE	2000	S.F.	\$ 5.00	\$ 10,000.00	176	\$ 880.00	0	\$ -	0	\$ -	176	\$ 880.00			
SEEDING	2	ACRE	\$ 1,400.00	\$ 2,800.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -			
SEEDING	200	LB.	\$ 2.20	\$ 440.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -			
MULCH	3	TON	\$ 900.00	\$ 2,700.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -			
FERTILIZER	700	LB	\$ 1.10	\$ 770.00	0	\$ -	0	\$ -	0	\$ -	0	\$ -			
EROSION CONTROL	1	L.S.	\$ 3,500.00	\$ 3,500.00	0	\$ -	0.5	\$ 1,750.00	0.5	\$ 1,750.00	1	\$ 3,500.00			
STREET SUBTOTAL											\$ 742,660.00	\$ 312,865.90	\$ 56,255.00	\$ 104,825.00	\$ 473,945.90

MILLER AVENUE OPTION												
8 -10' DEEP	200 L.F	\$24.00	\$ 4,800.00	200	\$ 4,800.00	0	\$ 0	0	\$ 0	200	\$ 4,800.00	
10 -12' DEEP	266 L.F	\$26.00	\$ 6,916.00	266	\$ 6,916.00	0	\$ 0	0	\$ 0	266	\$ 6,916.00	
F & I MANHOLE TYPE 4007	12 L.F	\$200.00	\$ 2,400.00	11.7	\$ 2,340.00	0	\$ 0	0	\$ 0	11.7	\$ 2,340.00	
F & I MANHOLE CASTING	1 EACH	\$500.00	\$ 500.00	1	\$ 500.00	0	\$ 0	0	\$ 0	1	\$ 500.00	
F & I 8" x 4" SEWER WYE	2 EACH	\$250.00	\$ 500.00	2	\$ 500.00	0	\$ 0	0	\$ 0	2	\$ 500.00	
F & I 4" SEWER SERVICES	10 L.F	\$30.00	\$ 300.00	30	\$ 900.00	0	\$ 0	0	\$ 0	30	\$ 900.00	
ROCK SUBFOUNDATION(CV)	47 C.Y.	\$0.01	\$ 0.47	0	\$ -	0	\$ 0	0	\$ 0	0	\$ -	
AGGREGATE BASE CLASS 5	550 TON	\$15.00	\$ 8,250.00	0	\$ -	0	\$ 0	0	\$ 0	0	\$ -	
MILLER AVE. OPTION SUBTOTAL			\$ 23,666.47		\$ 15,956.00	0	\$ -	0	\$ -		\$ 15,956.00	
MATERIAL ON HAND												
			\$ -		\$ 57,000.00		\$ 98,800.73		\$ -		\$ -	
BASE BID TOTAL			\$ 1,209,353.97		\$ 479,322.40		\$ 193,084.00		\$ 201,941.00		\$ 874,347.40	