

**City Council Meeting**  
**Tuesday, November 20, 2007**  
**Windom City Council Chambers**  
**7:30 p.m.**  
**AGENDA**

Call to Order  
Pledge of Allegiance

1. Approval of Minutes
  - Council Minutes – November 6, 2007
2. Consent Agenda
  - Receipt of Board & Commission Minutes
    - Utility Commission – November 6, 2007
    - Library Board – November 13, 2007
    - Planning Commission – November 13, 2007
    - Telecommunication Commission – November 14, 2007
3. Windom Eagles Volleyball Team Recognition
4. Public Hearing - 2007 Street Improvement Assessments
5. License Application
  - Authorization to Dispense Intoxicating Liquor
    - Laker Grill
6. EDA – SCDP Transfer
7. Regular Bills
8. Unfinished Business
9. New Business
10. Council Concerns
11. Adjourn



**Council Meeting**  
**Windom City Hall, Council Chambers**  
**November 6, 2007**  
**8:05 p.m.**

1. Call to Order: The meeting was called to order by Mayor Riordan at 8:05 p.m.

2. Roll Call: Mayor: Tom Riordan

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

Council Members Absent: None

City Staff Present: Steve Nasby, City Administrator; Marv  
Grunig, Electric Utilities Manager, Bruce  
Caldwell, Street Superintendent and Jeff  
Shirkey, Police Chief

Public: Rahn Larsen and Dirk Abraham

3. Pledge of Allegiance

4. Minutes – October 16 and November 1, 2007:

Nasby said that there were two additions to the November 1 minutes. First, the request for shelves at the Library for \$2,000 was missed in the list of unfunded items. Second, the capital expenditure at the Liquor Store should also have included one set of doors. He asked that these two items be added to the November 1 minutes.

**Motion by Fast, second by Powers, to approved the October 16, 2007 and November 1, 2007 minutes as revised. Motion carried 5 – 0.**

5. Department Heads:

Caldwell said that the 2007 Street project was completed. He said that there were some issues with the dirt work and seeding that was completed last week. Caldwell had spoken to the engineers and they were now aware of the situation. Riordan said that citizens had mentioned large chunks of dirt. Caldwell said that the dirt was uneven in spots too. Riordan asked if the low spots would also be addressed. Caldwell said that they would and that his crew is in the process of replacing signs.

Caldwell informed the Council that he is trying to get the work completed at Teagles park, but the curb around the play area is not done and he is looking for the contractor to be in town this next week.

6. License Applications:

*Temporary Liquor License – Windom Lions Club*

**Motion by Messer, second by Fast, to approve a temporary liquor license for the Windom Lions Club. Motion carried 5 – 0.**

*Premise Permit – Prairie Ecology Bus Center*

**Motion by Ray, second by Fast, to approve a premise permit for the Prairie Ecology Bus Center. Motion carried 5 – 0.**

7. Capital Expenditure – Ambulance Chassis:

Nasby said that there was a bid in the Council packet and the second bid was handed out this evening. The bids were from Arrow Manufacturing and Peak Motor Coach. The lowest apparent bid was from Arrow for \$75,750. The unit being replaced is the one that was originally in the budget for 2008, but due to the traffic accident last month the replacement had been moved up.

**Motion by Powers, second by Kruse, to approve the Ambulance Department to purchase the ambulance unit from Arrow Manufacturing. Motion carried 5 – 0.**

8. MN DOT Highway 60 Intersection Control Evaluation Study (deferred from 10-2-07):

Riordan noted that this was a joint study between the City and MN DOT that would be conducted by SEH engineers. The cost of the study was \$30,030 and the City's share would be 25%.

Messer said that he would like to table action on this item until Council's December 4 meeting as there were on-going issues with MN DOT regarding another project.

**Council member Kruse introduced the Resolution No. 2007-38, entitled “RESOLUTION COMMITTING PARTICIPATION AND FUNDING FOR THE TRUNK HIGHWAY 60 INTERSECTION CONTROL AND EVALUATION STUDY” and moved its adoption. The resolution was seconded by Fast and on roll call vote: Aye: Powers, Fast and Kruse. Nay: Messer and Ray. Absent: none. Resolution passed 3-2.**

9. 2008 Budget Discussion:

Riordan briefly reviewed two items that were left from the November 1 meeting, which were the general fund transfer from the Electric Fund and the ability of the City to work with MN DOT regarding salt storage. Riordan noted that staff had spoken to MN DOT and it appeared it would be possible for the City to use part of the MN DOT storage facility and that the Utilities Commission had met earlier today and had budgeted \$175,000 for the transfer to the general fund.

Messer said that he would like to re-visit the Police Department budget and for the Council to find a way to fund a new officer. Riordan said that the cost estimate for the new officer was \$57,000 annually. Messer said that he would propose to eliminate the Police squad radio for \$4,500, and the Police Chief was okay with that reduction, then remove the \$5,000 for the Fire Relief Association since the fund is solvent, reduce the Arena maintenance budget by \$15,000 and use any funds left over in the UHF Tower fund after it is demolished which could be about \$17,000. This would cover \$41,500 of the cost and the rest could be an increase to the tax levy. Kruse said he would like to keep the fire relief funds in the budget. Riordan said the money from the UHF fund would only be one-time money. Ray asked if there were any grants possible for police. Shirkey said that the COPS money had dried up. He would like to promote an existing officer to investigator and then hire a new patrol officer. Shirkey said that the number of calls to the Police have gone up from 1,743 in 2005 to 1,794 in 2006 and in 2007 there are already 1,700 calls and he expects to exceed 2,000 calls before the year is over. Major violations were up from 661 in 2005 to 712 in 2006 and they are seeing a 10-15 percent annual increase and he sees that trend continuing. Just within the last couple of months there had been a major drug bust and a shooting. Additional help would allow them to make arrests faster. Messer asked if there would be more convictions. Shirkey said yes as the officers would have more time to focus on the necessary processes. Fast asked what other departments had for staffing. Shirkey said Windom is commonly compared to Redwood Falls and Redwood Falls has 11 officers. Ray said the school could use a school resource officer. Messer asked if the school could hire one. Shirkey and Riordan said they have budget issues too. Shirkey noted that the school does have a crime levy which nets about \$10,000 annually and that is used for programming and there is DARE money, but not enough between these sources to hire a full-time officer. Kruse said that he does not question the need for additional help, but does not want to see a double-digit tax increase. Powers noted that this type of expense is an on-going commitment. Kruse said that the City needs to fund facility maintenance or the buildings will deteriorate which will amount to higher costs later.

**Motion by Messer, second by Ray, to add the funding for the new police officer and off-set the cost by reducing the Arena maintenance budget by \$15,000, eliminate the Police Squad Radio for \$4,500, eliminate the Fire**

**Relief transfer of \$5,000 and transfer any left over funds from the UHF tower to the general fund. Motion carried 3 – 2 (Kruse and Powers).**

Riordan said that the Council could discuss the budget again. Nasby said that the proposed budget needs to be prepared and disseminated to the public for the December 4 public hearing. He requested that any changes made to the budget be done at the December 4 meeting and this would allow for the public to comment on the proposed budget. Final approval of the 2008 budget is scheduled for December 18. Riordan acknowledged the need to have a budget for presentation to the public that would allow for an opportunity for review prior to the meeting.

10. Municipal Electric Rate Adjustment:

Riordan said that he and Fast had met with a representative of the Utility Commission and staff to discuss the setting of rates and the transfer to the general fund. A memorandum was included in the Council packet. According to the Charter the Utility Commission sets rates for all classes except municipal users. The Utility Commission passed a 5 percent increase for residential, commercial and industrial users and recommended an equal increase in municipal rates. Staff noted that the municipal rate with the 5 percent increase would be \$0.0655\kwh.

**Motion by Fast, second by Kruse, to direct the Utility Commission to set the municipal electric rate at \$0.0655\kwh. Motion carried 4 – 1 (Messer).**

Powers asked who this municipal rate impacts. Grunig said all City buildings and facilities. Fast said that the Utility Commission position is that they have to sell the power at a minimum level of cost. Grunig concurred that the Utilities Commission had made that recommendation. He noted that the municipal rate is about 6 percent lower than the residential rate.

11. Regular Bills:

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

12. Unfinished Business:

None

13. New Business:

None

14. Council Concerns:

Preliminary

Ray said that there is a send-off for the volleyball team that will be competing at the State tournament. She wished them good luck. Council concurred.

15. Adjourn:

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

Meeting adjourned at 8:43 p.m.

---

Tom Riordan, Mayor

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

# UTILITY COMMISSION MINUTES

City Hall

November 6, 2007

4:00 P.M.

**Call Meeting to Order:** The Utility Commission meeting was called to order at 4 p.m., on November 6, 2007 in the City Hall Council Chambers.

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

Members Present: Keith Bloomgren and Chris Johnson

Members Absent: None

City Council Liaison: Jean Fast

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

Others Present: None

**ELECTRIC RATE ADJUSTMENT:** Schwalbach reviewed with the Utility Commission items that were discussed at a meeting between representatives of the City Council and the Utility Commission. Present at the meeting were Mayor Riordan, Jean Fast, Mike Schwalbach, Steve Nasby, Brigitte Olson, Marv Grunig, Mike Haugen and Dan McDonald, City Attorney. Schwalbach said that Dan McDonald did not offer an opinion on the Utility Commissions request to clarify duties and powers as he represents the City Council. Nasby said that in the Charter there is language that indicates that rates must be set by the Utility Commission and in the Code this is to be done by resolution. The exception to the setting of rates by the Utility Commission is the Municipal rate, which is to be directed by the City Council. The Council can take into consideration a recommendation from the Utility Commission, or the City Council can direct the Utility Commission to set the rates, this is to be done by a resolution. Schwalbach indicated that it would be necessary to set the Municipal Rate before the other electric rates could be set. If this were not done the rates may need to change again. Johnson said that this could be a problem if the Municipal Rates are set less than the cost of power. Schwalbach said that in the by-laws it says that the Utility Commission must run the utilities in a profitable manner.

Other topics of discussions were as follows:

*Rate that the Windom Area Hospital is charged for power:* Grunig indicated that at the present time they are being charged the Municipal Rate. If this rate were changed to Commercial Rate they would immediately fall into the Industrial Rate because of the KW demand. This would increase their power bill approximately \$5,400 per year.

*Funds of the City of Windom that should also be contributing to the General Fund:* The Utility Commission feels that if the Electric Utility needs to pay a contribution to the General Fund in lieu of taxes then other Enterprise Funds should also contribute. This would include the Windom Area Hospital. Nasby indicated that they are run as a separate entity like the Utility Commission, and unless they do so willingly, there is not a clear-cut method to institute a mandatory contribution. Johnson indicated that Medicare may have an issue with

the Hospital Board approving such a contribution, as it may not be an approved expenditure. The other option that was discussed was the possibility of charging the Windom Area Hospital rent for their facilities as they are city-owned. Johnson said that he does not know if that would work, as he believes the Hospital was paid for by Revenue Bonds, and that the Hospital paid for those. Nasby said that some research would need to be done regarding these matters.

ELECTRIC CONTRIBUTION TO GENERAL FUND:

Johnson said that he does not feel that the Utilities should be subsidizing the property tax payers. He feels that the electric rate should reflect the cost of power only. Bloomgren said that he would like to see the contribution be zero at some point in time.

Schwalbach said that the City Council needs to understand that the reserves should be at \$5,000,000, and in order for this to happen the contribution to the General Fund needs to decrease. He does feel that the Utility Commission and the City Council need to work together. Therefore Schwalbach said that the City Council needs to be aware of that fact for future budgeting purposes.

**Motion by Johnson, seconded by Bloomgren, to set the 2008 Contribution to the General Fund for \$175,000. Motion carried 3-0.**

*Electric Rate Discussion* - Grunig said that when the rate was recommended, a 3% increase was used for an inflationary factor plus a 2% increase to build up the reserves. Grunig said that he still thought that the 5% rate increase would be sufficient. He also said that he would like Short Elliott Hendrickson Inc. (SEH) perform a rate analysis before the next increase. Nasby asked if this company could also look at the Water and Sewer rates. Grunig thought that was possible.

**Utility Commission member Johnson introduced the Resolution No. UT 2007-1 entitled "RESOLUTION ESTABLISHING RATES, CHARGES AND FEES FOR AN ENTERPRISE FUND" and moved its adoption. The resolution was seconded by Bloomgren and on roll call vote: Aye: Johnson, Bloomgren and Schwalbach. Nay: None. Absent: None. Resolution passed 3-0.**

NEW BUSINESS: None

OLD BUSINESS: None

On motion meeting was adjourned at 5 p.m.

---

Mike Schwalbach, Chairperson

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

Windom Library Board Meeting  
Windom Library  
November 13, 2007  
5:05 p.m.

1. Call to order: The meeting was called to order by Jan Johnson at 5:05 p.m..
2. Roll Call: Members Present: Charles Reid, Freddie Hoppert, Kathy Hiley, John Duscher  
Jan Johnson and Anita Winkel.

Members Absent: Tina Peiffer

Library Staff Present: Joan Hunter and Dawn Aamot

City Council Member Present: JoAnn Ray

3. Agenda and Minutes:

Motion by Anita Winkel, seconded by Charles Reid to approve the Agenda and Minutes.

4. Financial Report:

Joan reported that the expenses are on target at this time. \$4,000 has been received from the insurance company for the basement clean-up and is not shown on this report.

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

5. Librarians Report:

Joan reported that the libraries conversion to the new cataloging software has been delayed a month.

Plum Creek decided more time was needed before implementing the software.

The Plum Creek director was in a car accident and is wheelchair bound until broken bones heal. He is working 2 days a week from home.

YouSeeMore.com/plumcreek will remain available until the contract ends in March 08.

Joan put in a capital outlay request for new shelving. Many shelves need replacing as they are very old and wobbly. The request was turned down as 2008 capital outlay dollars are going towards the payment of the 4th Avenue street repair.

Dawn reported that the library is currently celebrating Children's Library Week. She is visiting Busy Bees younger classes and the older classes are coming to the library. Sonshine School will start coming to the library once a month starting the last Friday of this month.

Motion by Freddie Hoppert and seconded by Charles Reid to approve the librarian's report.

6. Old Business:

None

7. New Business:

At this time, Joan Hunter left the board meeting so the board could complete job evaluation comments on the city council's evaluation form. The board feels Joan is outstanding in all categories.

8. New Book Suggestions

The board presented new book suggestions.

9. Adjourn:

Motion by Freddie Hoppert, seconded by John Duscher to adjourn.

Meeting adjourned at 5:32 p.m..

**CITY OF WINDOM  
PLANNING COMMISSION  
MINUTES  
NOVEMBER 13, 2007**

1. Call to Order: The meeting was called to order by Chairman Hunter at 7:00 p.m.

2. Roll Call & Guest Introductions:

Planning Commission: Loie Grandprey, Gary Hunter, Tim Hacker, Greg Holt, Greg Pfeffer, Marilyn Wahl; and Brad Powers (Council Liaison).

Absent: Lindsey Cartwright and Renee Giefer

Also Present: Planning/Zoning Staff-James Kartes (Zoning Administrator), Mary Hensen (Adm. Asst.).

3. Approval of Minutes:

**Motion by Commissioner Grandprey, seconded by Commissioner Wahl, and carried to approve the Planning Commission Minutes for the meeting held on October 9, 2007. Motion carried 6-0.**

4. Review of Proposed Modifications of Chapter 13: The Planning Commission had received copies of the remainder of the revisions of the proposed modifications for Chapter 13.

Section 13.02, Subd. 8: It was the consensus of the Planning Commission that reference to "prairie grass" not be added to this section. The discretion concerning this matter will be left to the city's weed inspector.

Section 13.02: After further discussion, the following action was taken:

**Motion by Commissioner Wahl, seconded by Commissioner Holt, and carried to approve the proposed revisions to Section 13.02. Motion carried 6-0.**

Following discussion regarding proposed new Section 13.04, Subd. 11 and proposed new Subd. 14, these proposed modifications were deleted.

Section 13.04: After further discussion, the following action was taken:

**Motion by Commissioner Grandprey, seconded by Commissioner Wahl, and carried to approve the proposed revisions to Section 13.04 as modified at this meeting. Motion carried 6-0.**

Section 13.06: After discussion, the following action was taken:

**Motion by Commissioner Hacker, seconded by Commissioner Grandprey, and carried to approve the proposed revisions to Section 13.06. Motion carried 6-0.**

Section 13.09: After discussion, the following action was taken:

**Motion by Commissioner Grandprey, seconded by Commissioner Wahl, and carried to approve the proposed revisions to Section 13.09. Motion carried 6-0.**

**Motion by Commissioner Grandprey, seconded by Commissioner Wahl, and carried directing the Zoning Administrator to deliver the proposed modifications of Chapter 13, as approved by the Planning Commission, to the City Attorney for his review. The motion further directed the Zoning Administrator to present the proposed modifications to the City Council following review and any required modifications by the City Attorney. Motion carried 6-0.**

5. New Business: Jim Kartes advised of upcoming activities which may require the Planning Commission's review at the December meeting.
6. Planning Commission Comments, Concerns, Suggestions: There was a discussion concerning the responsibility for regulation of burning of leaves in Windom and the requirements.
7. Adjourn: On motion, Chairman Hunter adjourned the meeting at 8:25 p.m.

---

Gary Hunter, Chairman

Attest: \_\_\_\_\_  
James Kartes, Zoning Administrator

**Telecommunication Commission Minutes**  
**November 14, 2007**

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

2. Roll Call:

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

Commission Members Absent: Paul Voth Jr.

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

Public Present: none

3. Approval of Minutes:

**Motion made by Messer, seconded by Woodcock to move the approval of the  
October 10, 2007 minutes to the December meeting.**

4. Community Electronic Billboard Phone Line:

The CVB is purchasing an electronic billboard to be put up by the liquor store. They have asked Windomnet to donate a phone line for the billboard. The billboard will display local messages and no advertising. Olsen stated that they could possibly go with a one-way telephone line which would reduce the cost of the phone line.

**Motion made by Messer, seconded by Fosheim, that the CVB is charged the  
standard rate for a phone line. Motion carried 4-0.**

5. Partnership Opportunity:

Discussion about partnering procedures. Weekly meetings will be held if needed.

Olsen stated that Lakefield is doing a marketing study on where to take their system on internet providers and has a Blandin Grant that could help out.

Nasby talked with Jackson about providing service.

6. UHF Tower:

Council has approved of dismantling the UHF Tower. Nasby stated that Bob Turner had Dale Richter of Granite Falls show some interest in possibly buying the tower. They are going to bring someone in to look at the tower, and this will be at their cost.

7. Director's Report:

The monthly numbers and financial statement were reviewed with the commission.

Olsen reported that Windomnet and the Windom School District will be partnering for a cable TV channel for the school. He also stated that Windomnet provided a quote for the district and they have agreed to switch their phone services to the City of Windom.

8. Next Meeting Date:

The next meeting will be held on Wednesday December 12, 2007, 11:30 a.m.

9. Adjourn:

**Motion made by Messer, seconded by Woodcock, to adjourn the meeting. Motion Carried 4-0.**

---

Wendell Woodcock, Chairman

Attest:

\_\_\_\_\_  
Steven Nasby, City Administrator\Clerk

**RESOLUTION # 2007-**

**INTRODUCED:**

**SECONDED:**

**VOTED: Aye:**

**Nay:**

**Absent:**

**A RESOLUTION RECOGNIZING THE 2007 WINDOM  
EAGLES VOLLEYBALL TEAM**

---

**WHEREAS**, The 2007 Windom Eagles Volleyball Team participated in the Minnesota Class A State Volleyball Tournament and have represented their school and community admirably; and

**WHEREAS**, the players and coaches have put forth their best efforts in conference sectionals and state matches in volleyball competition; they have acted in a sportsmanlike manner and upheld the honor of their school; and

**WHEREAS**, the players and coaches of the 2007 Windom Eagles Volleyball Team deserve the support and the congratulations of the community; and

**WHEREAS**, the Windom Eagles Volleyball coaching staff Ron Wendorff and Gene Lovell have been named as Class A Head Coach and Assistant Coach of the Year.

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

1. That the 2007 Windom Eagles Volleyball Team, Coaches, and Parents of the participating individuals are commended for their successful season in 2007.
2. The City Administrator is authorized and directed to incorporate this Resolution in the City's official records and present a copy to the Windom Area School District as evidence of the admiration and gratitude of the City of Windom.

**Adopted this 20<sup>th</sup> day of November, 2007.**

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

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

## RESOLUTION #2007-

**INTRODUCED:**

**SECONDED:**

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

### **RESOLUTION ADOPTING AN ASSESSMENT ROLL FOR THE 2007 STREET IMPROVEMENT PROJECT**

---

**WHEREAS**, pursuant to proper notice duly given as required by law, the Council has met and heard and passed upon all objections to the proposed assessment for the 2007 Street Improvement Project; and

**WHEREAS**, the City Council finds the evidence supports findings that assessment calculations are correct and the assessment is valid; and

**WHEREAS**, the City Council finds that the improvement has benefited the property.

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

1. Such proposed assessment, a copy of which is filed in the Office of the City Administrator and made a part hereof as if fully set forth herein, is hereby accepted and shall constitute the special assessments against the lands named therein; and each tract of land therein included is hereby found to have benefited by the improvement levied against it.

2. Such assessments shall be payable in equal annual installments extending over a period of ten (10) years at six percent (6%) interest.

3. The owners of property so assessed may, at any time prior to December 31, 2007, pay the City Clerk's Office the entire amount of the assessment on their property without interest. Any amounts not paid by December 31, 2007, will be certified to the County Auditor for collection in the same manner as other municipal taxes. After said date, a property owner may at any time pay the remaining balance of the assessment to the City Clerk's Office, with interest accrued to December 31 of the year in which such payment is made.

4. The Clerk shall forthwith transmit a certified duplicate of these assessments to the County Auditor to be extended on the property tax lists of the county, and such assessments shall be collected and paid over in the same manner as other municipal taxes.

**Adopted this 20<sup>th</sup> day of November, 2007.**

---

Tom Riordan, Mayor

ATTEST: \_\_\_\_\_  
Steven Nasby, City Clerk/City Administrator

## NOTICE OF PUBLIC HEARING

### 2007 Street Improvement Project

Notice is hereby given that the City Council of Windom, Minnesota, will meet in the Council Chambers of the City Hall at 7:30 p.m. on November 20, 2007, to consider, and possibly adopt, the proposed assessments for improvements to city streets included in the 2007 Street Improvement Project. The improvements are located within the corporate city limits adjacent to property legally described as follows:

#### **Ackerman's Subdivision**

Block 1, Lot 1, 2, 3, 4, 5

Block 2, Lot 1, 2, 3, 4, 5

#### **Bjorklund-Peterson Subdivision**

Block 1, Lot 1, 2, 3, 4

#### **County Auditor's Subdivision No. 4**

Lot 6, 7

#### **County Auditors Plat No. 14**

Lot 25

#### **Drake's Outlots**

Lot E, Lot I

#### **Hutton & Collins' Addition**

Block 8, Lot 1, 9, 10

#### **Hutton & Collins' Subdivision**

Block 10, Lot 7, 8

#### **Osteboe's Addition**

Block 1, Lot 1, 2, 3, 4, 5

### **Windom Original Townsite**

Block 11, Lot 7, 8, 9, 10, 11, 12

Block 12, Lot 3, 4, 5, 6, 7

Block 13

Block 18, Lot 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19

Block 19, Lot 1, 2, 3, 12, 13, 14, 15

Block 20, Lot 1, 2, 3, 4, 5, 6, 10, 11, 12

### **Windom East Addition**

Block 26, Lot 1, 2, 3,

Block 37, Lot 1, 2 3

### **Windom Second Addition**

Block 53, Lot 3, 4, 5

The improvements consist of base, bituminous, sanitary sewer, water main, curb, gutter, sidewalk and related appurtenances, pursuant to Minn. Stat. §§ 429.011 to 429.111. The area proposed to be assessed for such improvements is the property abutting and/or serviced by the improvements and part of the above-described boundaries.

The proposed assessment roll is on file for public inspection at the City Clerk's Office. The total amount of the proposed assessments for the entire project is \$410,250.58. Written or oral objections will be considered at the meeting. No appeal may be taken as to the amount of an assessment unless a written objection, signed by the affected property owners, is filed with the Clerk prior to the assessment hearing or presented to the presiding officer at the hearing. Such persons as desire to be heard with reference to the proposed assessments on the improvements will be heard at this meeting.

An owner may appeal an assessment to District Court, pursuant to Minnesota Statute § 429.081, by serving notice of the appeal upon the Mayor or Clerk of the City within 30 days after the adoption of the assessment, and filing such notice with the District Court within ten (10) days after service upon the Mayor or Clerk.

Steve Nasby  
City Administrator

Published October 31 & November 7, 2007

**PROJECT COSTS FOR 4TH AVENUE**

\$ 1,196,995.00	Construction
<u>\$ 203,490.00</u>	Engineering/Administrative
\$ 1,400,485.00	

64 Sewer lines	assessment amount	\$ 63,745.00
62 Water lines	assessment amount	\$ 79,580.00
additional items	assessment amount	\$ 35,849.08

	Sewer		Water
	\$ 170,127.00		\$ 164,823.00
	\$ 28,922.00 engineering		\$ 28,020.00 engineering
Less	<u>\$ 63,745.00</u> (to be assessed)	Less	<u>\$ 79,580.00</u> (to be assessed)
	\$ 135,304.00		\$ 113,263.00

Funding from Utility Sources

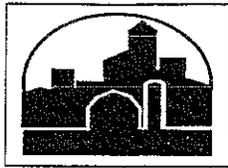
\$ 135,304.00	Sewer
\$ 113,263.00	Water
<u>\$ 161,433.00</u>	Street
\$ 410,000.00	funded from utility funds

1,400,485.00	Construction costs
-410,000.00	Less utility funds
-143,325.00	Less Special Assessments water/sewer
-13,357.00	Less Additional Special Assessments
-4,242.08	Less Alley Assessment
-18,250.00	Less Miller Ave Extention
-33,831.00	Less change order for soil
-247,000.00	Less over sizing of street design/concrete
-70,329.00	Less Storm Water (tax levy)
-2,604.00	Assessment Adjustments
<u>\$ 457,546.92</u>	

\$ 457,546.92 ÷ 4609.8 = \$99.26 per foot x 50% = \$49.63

Policy established by the Council

- 50% of cost x front footage
- 50% of cost x 50% of footage for side yards
- 50% of cost = \$49.63 per foot
- Sewer Services \$1,000.00
- Water Services \$1,200.00



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 COMM. CENTER

Date of Event 12-8-07

Hours 5-12

Type of Event WEDDINGS - GRAMS - BOHR

LAKER GRILL  
Name of Individual/Organization

[Signature]  
Licensee Officers Signature

999 2<sup>ND</sup> AVE  
Street Address

MT. LAKE MN  
City State

507-427-2450  
Telephone Number

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

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

**License Fee - None \$0.00**

- Copy of On-sale license attached
- Proof of insurance attached
- City named as additional insured
- 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 8 day of DEC, 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.

[Signature]  
Licensee Officers Signature

11-6-07  
Date



## City of Windom Staff Report

---

**To:** Mayor, City Council, and City Administrator  
**From:** Aaron Backman, EDA Executive Director  
**Date:** November 15, 2007  
**Item Title/Subject:** SCDP – 764 2<sup>nd</sup> Avenue - Transfer

**Background:** John and Nancy Bartlett own commercial property located at 764 2<sup>nd</sup> Avenue (Auto Value Store). In 2003, they entered into an SCDP loan repayment agreement.

The EDA has been contacted by Bartletts' attorneys (Rinke Noonan) with a request concerning a transfer of the property for estate planning purposes. They are proposing to transfer the property to a limited liability company known as "White Sky Rock, LLC". They are further requesting that the transfer be allowed without requiring payoff of the SCDP mortgage and intend to continue making the required payments.

In 2002 and 2007, similar estate-planning transfers, between parents and children, were allowed and the mortgage payments were assumed by the children.

The Bartletts' attorneys have forwarded a letter, a copy of the Articles of Organization for White Sky Rock, LLC., a copy of the proposed Quit Claim Deed, and a Consent to Transfer form. (Copies of these documents are attached.)

The Consent to Transfer form was reviewed by the City Attorney and he has made appropriate revisions to the document. The form was subsequently reviewed by the Rinke Noonan law firm and the changes were approved.

On November 14, 2007, the EDA Board approved a motion recommending to the City Council: (1) The approval of the proposed transfer of property, locally known as 764 2<sup>nd</sup> Avenue, by John and Nancy Bartlett to White Sky Rock, LLC without requiring payoff of the existing SCDP mortgage; and (2) the approval of the proposed Consent to Transfer and authorization for the Mayor to execute the Consent.

Should you have any questions concerning this matter, please do not hesitate to stop by our office or contact me at 831-6125. I also plan to be present for the November 20<sup>th</sup> City Council Meeting.

**Respectfully submitted,**

*Aaron A. Backman*

---

**Aaron A. Backman**  
**EDA Executive Director**

AAB:mh

Attachments

CONSENT TO TRANSFER

The CITY OF WINDOM, MINNESOTA, ("LENDER"), under that certain Combination Mortgage, Security Agreement, Note, and Loan Repayment Agreement dated September 3, 2003, (herein "Agreement") between the undersigned Lender and JOHN P. BARTLETT and NANCY BARTLETT, husband and wife (collectively "Borrower"), covering the real estate legally described as:

LOTS 3, 4, 5 AND 6 IN BLOCK 10 AND THE VACATED ALLEY BETWEEN LOTS 4 AND 5 IN BLOCK 10 OF THE ORIGINAL TOWNSITE OF THE CITY OF WINDOM, COTTONWOOD COUNTY, MINNESOTA.

("Property"), and filed for record on September 16, 2003, as Document No. 241282 in File 207 on Card 252, in the Office of the Cottonwood County Recorder, Windom, Minnesota, does hereby consent to the Borrower transferring and assigning all of their rights, title and interest in and to the Property to WHITE SKY ROCK, LLC, a Minnesota limited liability company. Said consent shall not be deemed a waiver of any of the undersigned's rights under the above Agreement, and shall not be deemed as a release of Borrower's obligations therein. Said consent also shall not be deemed as a consent to any future transfer of ownership of said real estate. A transfer of any of the membership interest in White Sky Rock, LLC by Borrower shall be deemed a future transfer of ownership of said real estate and shall be subject to the default provisions of said Mortgage.

Dated: November , 2007.

CITY OF WINDOM

By \_\_\_\_\_  
Thomas S. Riordan, Mayor

STATE OF MINNESOTA     )  
  ) SS  
COUNTY OF COTTONWOOD)

Before me, a Notary Public for this County, personally appeared THOMAS S. RIORDAN, to me personally known, who, being by me duly sworn did say that he is the Mayor of the City of Windom, named in the foregoing instrument, and that said interest was signed on behalf of said entity by authority of its City Council, and acknowledged said instrument to be the free act and deed of said entity.

\_\_\_\_\_  
Notary Public

**THIS INSTRUMENT DRAFTED BY:**  
Rinke-Noonan  
300 US Bank Plaza  
1015 West St. Germain Street  
P. O. Box 1497  
St. Cloud, MN 56302-1497  
(320-251-6700)

# RINKE NOONAN

A T T O R N E Y S A T L A W

SUITE 300, US BANK PLAZA, P. O. BOX 1497  
1015 W. ST. GERMAIN STREET  
ST. CLOUD, MINNESOTA 56302-1497  
TELEPHONE 320-251-6700, FAX 320-656-3500  
EMAIL: MAIL@RNOON.COM  
WWW.RNOON.COM

October 30, 2007

Windom EDA  
Attn: Mary  
P.O. Box 38  
Windom, MN 56101

**Re: Our File No. 20860.001**

Dear Mary:

Enclosed as we discussed is a Consent to Transfer form. I am also enclosing a copy of the recorded Mortgage.

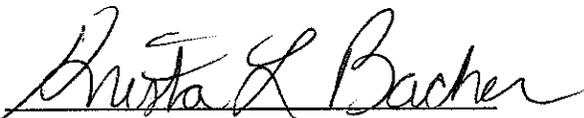
Our client, John Bartlett, and his wife Nancy, for estate planning purposes, wish to transfer the real estate covered by the Mortgage, to White Sky Rock, LLC, a Minnesota limited liability, in which John is the sole 100% member. I am enclosing a copy of the filed Articles of Organization for this entity, and a copy of the Ledger showing that John is the sole member.

I am also enclosing a copy of the proposed Quit Claim Deed related to the transfer of the real estate.

If the enclosed Consent is acceptable, please have it signed and return the signed original Consent to our office. Once we have the City's original Consent form back, we will proceed to have the Deed signed and recorded and send a recorded copy back to you for your records.

If you have any questions or need anything further, please call John Babcock or me.

Sincerely,



Krista L. Bacher, Paralegal

KLB/klb

Enclosures

cc: John Bartlett  
Corey Bartlett (w/encls.)

POctober 30, 2007;C2007 10 29  
F:\DATA\20860\001\Letter to Mary (Windom) 2007 10 29.wpd kib

RINKE, NOONAN, SMOLEY, DETER, COLOMBO, WIANT, VON KORFF & HOBBS, LTD.

D. Michael Noonan  
William A. Smoley<sup>1</sup>  
Kurt A. Deter<sup>1</sup>  
Barrett L. Colombo  
James L. Wiant

Gerald W. Von Korff  
Sharon G. Hobbs  
David J. Meyers<sup>1,2,6</sup>  
John J. Meuers  
Roger C. Justin<sup>3,4</sup>

John J. Babcock  
Jill A. Adkins  
Igor S. Lenzner<sup>3</sup>  
Gary R. Leistico<sup>4,5</sup>  
John C. Kolb

Scott G. Hamak  
Pamela A. Steckman<sup>1</sup>  
Stefanie L. Brown  
Tonya T. Hinkemeyer  
Ryan J. Hatton<sup>1</sup>

Benjamin B. Bohnsack<sup>3</sup>  
Tim A. Sime<sup>7</sup>  
James A. Mogen<sup>3</sup>  
Nicholas R. Delaney<sup>4</sup>

Chad D. Miller  
Adam A. Ripple  
Brodie L. Miller  
Sarah E. Fisher

341282

145  
Office of County Recorder  
State of Minnesota  
County of COTTONWOOD  
I hereby certify that the within named instrument  
was filed in this office for record on the 16TH  
day of September A.D. 03  
at 9:40 o'clock A. M.  
and was duly recorded in  
File 207 on Card 252  
Nancy Ann D Anderson  
County Recorder

Windom, Minn. Sept 16 2003  
Exempt from Mortgage Registry Tax

Jan Johnson - Clerk  
County Treasurer

(RECORDING INFORMATION)

**CITY OF WINDOM  
COMMERCIAL BUILDING REHABILITATION  
SMALL CITIES DEVELOPMENT PROGRAM**

**COMBINATION MORTGAGE, SECURITY AGREEMENT, NOTE, AND  
LOAN REPAYMENT AGREEMENT**

THIS SCDP MORTGAGE AND REPAYMENT AGREEMENT, made and entered into this 2 day of Sept, 2003, by and between John P Bartlett and Nancy Bartlett, husband and wife, whose mailing address for purposes of this Agreement shall be: 764 2<sup>nd</sup> Avenue Windom MN 56101, (hereinafter referred to individually and in the aggregate as the "BORROWER"), and the CITY OF WINDOM, a government corporation under the laws of the State of Minnesota, having its principal office at 444 9<sup>th</sup> Street, P. O. Box 38, Windom, Minnesota 56101, (hereinafter called the "LENDER");

WITNESSETH:

IN CONSIDERATION OF THE SUM OF Fourteen Thousand Five Hundred Seventy-Three and No/100 dollars (\$14,573.00), paid to the BORROWER,

and for other good and valuable consideration, the receipt and sufficiency of which sum and consideration are hereby acknowledged, the BORROWER does hereby mortgage, grant, bargain, sell and convey unto the LENDER, its successors and assigns, with power of sale, all tract(s) or parcel(s) of land (herein called the "Land") located in the City of Windom, County of Cottonwood, State of Minnesota, legally described as follows:

Lots 3, 4, 5 and 6 in Block 10 and the vacated alley between lots 4 and 5 in Block 10 of the original Townsite of the City of Windom in Cottonwood County, Minnesota.

Commonly known as: 764 2<sup>nd</sup> Avenue Windom, MN 56101

Said lien shall be in the full amount necessary to satisfy the loan and the repayment obligation, as set forth in this Repayment Agreement, together with the costs, including reasonable attorney's fees, to collect such amount, if collection is necessary.

This Security Agreement secures to the LENDER: (a) The repayment of the debt evidenced by this note and all renewals, extensions and modifications; (b) the payment of all unforgiven principal sums and interest, evidenced by this Repayment Agreement, to protect the security granted hereunder; and (c) the performance of the BORROWER'S covenants and agreements under this Security Agreement and Note. For these purposes, the BORROWER does hereby mortgage, grant and convey to the LENDER, with the power of sale, the above-described real estate.

Ulor



25474270002

**ARTICLES OF ORGANIZATION  
OF  
WHITE SKY ROCK, LLC**

The undersigned organizer, being a natural person 18 years of age or older, in order to form a limited liability company under Minnesota Statutes, Chapter 322B, hereby adopts the following Articles of Organization:

**ARTICLE I**

The name of this Company is: White Sky Rock, LLC ✓

**ARTICLE II**

The registered office of this Company is located at:

2815 Clearwater Road ✓  
St. Cloud, MN 56301

**ARTICLE III**

The name and address of the organizer of this Company is as follows:

Krista L. Bacher ✓  
Rinke-Noonan  
1015 West St. Germain, Suite 300  
P.O. Box 1497  
St. Cloud, MN 56302

**ARTICLE IV**

Unless dissolved earlier by law, this Company shall have perpetual existence from and after the date these Articles of Organization are filed with the Minnesota Secretary of State.

**ARTICLE V**

No governor of this Company shall be personally liable to the Company or its members for monetary damages for breach of fiduciary duty by such governor as a governor; provided, however, that this Article shall not eliminate or limit the liability of a governor to the extent provided by applicable law (i) for any breach of the governor's duty of loyalty to the Company or its members, (ii) for acts or omissions not in good faith or which involve intentional misconduct or a knowing violation of law, (iii) under section 322B.56 or 80A.23 of the Minnesota Statutes, (iv) for any transaction from which the governor derived an improper personal benefit or (v) for

any act or omission occurring prior to the effective date of this Article. No amendment to or repeal of this Article shall apply to or have any effect on the liability or alleged liability of any governor of the Company for or with respect to any acts or omissions of such governor occurring prior to such amendment or repeal.

IN WITNESS WHEREOF, I have hereunto set my hand this 15th day of October, 2007.

  
\_\_\_\_\_  
Krista L. Bacher

STATE OF MINNESOTA  
DEPARTMENT OF STATE  
FILED

OCT 15 2007

  
Mark Ritchie  
Secretary of State

**WHITE SKY ROCK, LLC**

**LEDGER OF MEMBERSHIP INTERESTS**

<b>DATE OF ISSUE</b>	<b>MEMBER-SHIP INTEREST</b>	<b>ORIGINAL CAPITAL CONTRIBUTION</b>	<b>MEMBER'S NAME</b>	<b>DATE OF TRANSFER</b>
10-15-07	100%	\$1,000.00	John Bartlett	
	100%	\$1,000.00	Total	

**FINANCIAL INTEREST**

<b>DATE</b>	<b>FINANCIAL INTEREST</b>	<b>MEMBER'S NAME</b>	<b>DATE OF TRANSFER</b>
10-15-07	100%	John Bartlett	

**QUIT CLAIM DEED**

STATE DEED TAX HEREON: \$1.65

The total consideration for this transfer of property is \$500.00 or less.

Date: \_\_\_\_\_, 2007

**FOR VALUABLE CONSIDERATION**, John Bartlett and Nancy Bartlett, husband and wife, Grantors, hereby convey and quitclaim to White Sky Rock, LLC, a Minnesota limited liability company, Grantee, real property in Cottonwood County, Minnesota, described as follows:

See attached **Exhibit A**,

together with all hereditaments and appurtenances belonging thereto, subject to easements and restrictions of record.

\_\_\_\_\_  
John Bartlett

\_\_\_\_\_  
Nancy Bartlett



## **EXHIBIT A**

### **Legal Description**

Lots 3, 4, 5, and 6, Block 10, and the vacated alley between Lots 4 and 5 in Block 10 of the Original Townsite of the City of Windom, in Cottonwood County, Minnesota.

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	CONVENT. & VISTOR BU	LODGING TAX	3,109.18
MAYOR & COUNCIL	SECR REV FUND/CITY O	EXPENSE	15.00
MAYOR & COUNCIL	SECR REV FUND/CITY O	POSTAGE	12.41
	Total for Department 101		3,136.59*
CITY OFFICE	ELECTRIC FUND	UTILITIES	189.58
CITY OFFICE	MII LIFE	VEBA	186.16
CITY OFFICE	SECR REV FUND/CITY O	EXPENSE	47.78
	Total for Department 103		423.52*
P & Z / BUILDING OFF	ELECTRIC FUND	UTILITIES	62.20
P & Z / BUILDING OFF	MII LIFE	VEBA	139.62
P & Z / BUILDING OFF	VET'S WHOA N'GO	GAS	90.25
	Total for Department 106		292.07*
CITY HALL	ELECTRIC FUND	UTILITIES	399.12
CITY HALL	SANDRA HERDER	CLEANING	360.80
CITY HALL	MELISSA PENAS	CLEANING	360.80
	Total for Department 115		1,120.72*
POLICE	ELECTRIC FUND	UTILITIES	87.78
POLICE	MII LIFE	VEBA	1,312.27
POLICE	SECR REV FUND/CITY O	POSTAGE	3.96
	Total for Department 120		1,404.01*
FIRE DEPARTMENT	ELECTRIC FUND	UTILITIES	26.56
	Total for Department 125		26.56*
STREET	ELECTRIC FUND	UTILITIES	2,663.47
STREET	MII LIFE	VEBA	963.93
STREET	VET'S WHOA N'GO	GAS	315.54
	Total for Department 140		3,942.94*
HEALTH & SANITATION	NEAL GRUNEWALD	COMPOST SITE MANAGER	128.00
	Total for Department 145		128.00*
RECREATION	CRAIG KNEELAND	UMPIRE	70.00
RECREATION	A J STEVENS	UMPIRE	100.00
RECREATION	RYAN GILBERTSON	UMPIRE	100.00
	Total for Department 150		270.00*
PARKS	ELECTRIC FUND	UTILITIES	9,555.86
PARKS	MII LIFE	VEBA	174.17
	Total for Department 165		9,730.03*
	Total for Fund 01		20,474.44*
LIBRARY	ELECTRIC FUND	UTILITIES	263.80
LIBRARY	SANDRA HERDER	CLEANING	360.80
LIBRARY	MELISSA PENAS	CLEANING	360.80
LIBRARY	MN ENERGY RESOURCES	HEATING	40.53

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
		Total for Department 171	1,025.93*
		Total for Fund 03	1,025.93*
	SCHWICKERT COMPANY	ROOF REPAIR CITY HALL	594.00
		Total for Department	594.00*
		Total for Fund 04	594.00*
UHF TV	ELECTRIC FUND	UTILITIES	25.07
UHF TV	FEDERATED RURAL ELEC	USAGE	5.17
		Total for Department 173	30.24*
		Total for Fund 10	30.24*
AIRPORT	MN DEPT OF ADMINISTR	TELEPHONE	19.60
AIRPORT	RED ROCK RURAL WATER	WATER	22.00
AIRPORT	SO. CENTRAL ELECTRIC	POWER COST	284.34
		Total for Department 174	325.94*
		Total for Fund 11	325.94*
POOL	ELECTRIC FUND	UTILITIES	11.56
		Total for Department 175	11.56*
		Total for Fund 12	11.56*
AMBULANCE	ELECTRIC FUND	UTILITIES	49.26
AMBULANCE	TIM HACKER	EXPENSE	15.68
AMBULANCE	VET'S WHOA N'GO	GAS	913.35
AMBULANCE	U-CARE	REFUND	382.98
		Total for Department 176	1,361.27*
		Total for Fund 13	1,361.27*
MULTI-PURPOSE BUILDI	ELECTRIC FUND	UTILITIES	1,350.89
MULTI-PURPOSE BUILDI	MII LIFE	VEBA	360.33
MULTI-PURPOSE BUILDI	MN DEPT OF ADMINISTR	TELEPHONE	19.60
		Total for Department 177	1,730.82*
		Total for Fund 14	1,730.82*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	1,490.00
LIQUOR	CADBURY SCHWEPPEES BO	MERCHANDISE	57.60
LIQUOR	LOCHER BROTHERS INC	MERCHANDISE	829.05
LIQUOR	ELECTRIC FUND	UTILITIES	859.44
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	2,101.20
LIQUOR	HOLINKA DISTR. CO.	MERCHANDISE	157.50
LIQUOR	JOHNSON BROS.	MERCHANDISE	176.08
LIQUOR	MII LIFE	VEBA	348.34

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
LIQUOR	PHILLIPS WINE & SPIR MERCHANDISE		608.25
	Total for Department 180		6,627.46*
	Total for Fund 60		6,627.46*
WATER	ELECTRIC FUND	UTILITIES	5,734.55
WATER	H P SUDS	BILLING CONTRACT SERVICE	273.42
WATER	MII LIFE	VEBA	525.50
WATER	SECR REV FUND/CITY O	POSTAGE	7.85
	Total for Department 181		6,541.32*
	Total for Fund 61		6,541.32*
	SECR REV FUND/CITY O	REFUNDS-UTILITY PREPAYME	2,250.00
	SECR REV FUND/CITY O	UTILITY PREPAYMENT REFUN	260.00
	Total for Department		2,510.00*
ELECTRIC	ELECTRIC FUND	UTILITIES	270.38
ELECTRIC	H P SUDS	BILLING CONTRACT SERVICE	273.42
ELECTRIC	MII LIFE	VEBA	984.92
ELECTRIC	SECR REV FUND/CITY O	POSTAGE	4.91
ELECTRIC	BRAD BUSSA	CLEANING	184.60
ELECTRIC	VET'S WHOA N'GO	GAS	33.58
	Total for Department 182		1,751.81*
	Total for Fund 62		4,261.81*
SEWER	ELECTRIC FUND	UTILITIES	9,146.91
SEWER	H P SUDS	BILLING CONTRACT SERVICE	273.41
SEWER	MII LIFE	VEBA	873.85
	Total for Department 183		10,294.17*
	Total for Fund 63		10,294.17*
ARENA	ELECTRIC FUND	UTILITIES	2,932.43
ARENA	MII LIFE	VEBA	174.17
ARENA	VET'S WHOA N'GO	GAS	46.82
ARENA	LAURIE SCHMIT	REFUND SKATE RENTAL	28.00
	Total for Department 184		3,181.42*
	Total for Fund 64		3,181.42*
RIVERBLUFF TOWNHOMES	ELECTRIC FUND	UTILITIES	41.88
	Total for Department 186		41.88*
	Total for Fund 66		41.88*
ECONOMIC DEVELOPMENT	AARON BACKMAN	EXPENSE	232.17
ECONOMIC DEVELOPMENT	ELECTRIC FUND	UTILITIES	345.80
ECONOMIC DEVELOPMENT	MII LIFE	VEBA	220.71

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ECONOMIC DEVELOPMENT	SECR REV FUND/CITY O	EXPENSE	4.00
	Total for Department 187		802.68*
	Total for Fund 67		802.68*
	MN 9-1-1 PROGRAM	911 SERVICE	755.55
	SECR REV FUND/CITY O	CONVERTER DEPOSIT REFUND	140.00
	MISTY MOOS	REFUND - CREDIT BAL FOR	.85
	Total for Department		896.40*
TELECOMMUNICATIONS	ELECTRIC FUND	UTILITIES	1,335.59
TELECOMMUNICATIONS	H P SUDS	BILLING CONTRACT SERVICE	820.25
TELECOMMUNICATIONS	MII LIFE	VEBA	624.58
TELECOMMUNICATIONS	SECR REV FUND/CITY O	EXPENSE	3.50
TELECOMMUNICATIONS	SECR REV FUND/CITY O	POSTAGE	10.42
TELECOMMUNICATIONS	MISTY MOOS	REFUND - CREDIT BAL FOR	13.09
TELECOMMUNICATIONS	WINDOM VOLLEYBALL	PROMOTION	100.00
	Total for Department 199		2,907.43*
	Total for Fund 69		3,803.83*
	Grand Total		61,108.77*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	CITIZEN PUBLISHING C	ADVERTISING	474.91
MAYOR & COUNCIL	GODFATHER'S PIZZA	EXPENSE	12.77
MAYOR & COUNCIL	MCDONALD & SCHRAMEL	LEGAL FEES	751.20
MAYOR & COUNCIL	STEVE NASBY	EXPENSE	4.35
	Total for Department 101		1,243.23*
CITY OFFICE	DAN'S OFFICE SUPPLY	SUPPLIES	17.77
CITY OFFICE	SUNSHINE FOODS	SUPPLIES	5.85
CITY OFFICE	HEARTLAND TECHNOLOGY	BILLING SYSTEM FIRE WALL	40.00
CITY OFFICE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
	Total for Department 103		69.40*
P & Z / BUILDING OFF	DAN'S OFFICE SUPPLY	SUPPLIES	62.40
P & Z / BUILDING OFF	HEARTLAND TECHNOLOGY	BILLING SYSTEM FIRE WALL	40.00
P & Z / BUILDING OFF	LASER QUIPT	MAINTENANCE	72.50
P & Z / BUILDING OFF	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
	Total for Department 106		180.68*
LEGAL	MCDONALD & SCHRAMEL	LEGAL SUPPLIES	63.74
	Total for Department 110		63.74*
CITY HALL	COTTONWOOD COUNTY SO	RECYCLING PICK UP	18.00
CITY HALL	WASTE MANAGEMENT OF	HAUL GARBAGE	79.09
CITY HALL	GDF ENTERPRISES, INC	MAINTENANCE	281.69
CITY HALL	HEARTLAND PAPER COMP	SUPPLIES	73.41
CITY HALL	DRINKING FOUNTAIN DO	MAINTENANCE	114.68
	Total for Department 115		566.87*
POLICE	CITIZEN PUBLISHING C	ADVERTISING	245.70
POLICE	DAN'S OFFICE SUPPLY	SUPPLIES	41.32
POLICE	GALLS	SUPPLIES	217.21
POLICE	MCDONALD & SCHRAMEL	LEGAL FEES	3,353.50
POLICE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	22.50
POLICE	NEW STAR SALES & SER	MAINTENANCE	162.50
POLICE	SCHWALBACH HARDWARE	MAINTENANCE	9.52
POLICE	WINDOM AREA HOSPITAL	SERVICE	15.00
POLICE	WINDOM QUICK PRINT	SUPPLIES	322.86
POLICE	WINDOM TOWING CO	TIRES	321.10
	Total for Department 120		4,711.21*
FIRE DEPARTMENT	CITIZEN PUBLISHING C	ADVERTISING	303.30
FIRE DEPARTMENT	KDOM RADIO	ADVERTISING	154.50
FIRE DEPARTMENT	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
FIRE DEPARTMENT	QUEST	TELEPHONE	58.66
FIRE DEPARTMENT	LINDA ORTMAN	CLEANING	40.00
FIRE DEPARTMENT	PAMIDA	SUPPLIES	27.14
FIRE DEPARTMENT	RIVERSIDE LAUNDRY	SERVICE	55.91
	Total for Department 125		645.29*
EMERGENCY MANAGEMENT	MANKATO MOBIL RADIO	MAINTENANCE	544.50
EMERGENCY MANAGEMENT	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	200.00

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
		Total for Department 130	744.50*
ANIMALS	COTTONWOOD-SLAYTON V VETERINARY SERVICE		312.58
		Total for Department 135	312.58*
STREET	CITIZEN PUBLISHING C	ADVERTISING	446.40
STREET	WASTE MANAGEMENT OF	HAUL GARBAGE	121.31
STREET	ERICKSON OIL CO	GAS	260.72
STREET	FERRELLGAS	GAS	230.03
STREET	FOX BROTHERS	TRUCK	12.48
STREET	GDF ENTERPRISES, INC	MAINTENANCE	655.72
STREET	H & L MESABI INC	MAINTENANCE	5,178.82
STREET	WINDOM AUTO VALU	MAINTENANCE	762.03
STREET	KEMNA-ASA AUTO PLAZA	MAINTENANCE	44.60
STREET	LAMPERTS YARDS, INC.	MAINTENANCE	279.17
STREET	MCDONALD & SCHRAMEL	LEGAL FEES	180.50
STREET	MCLAUGHLIN & SCHULZ,	MAINTENANCE	1,611.56
STREET	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
STREET	MESSER MACHINE & MFG	MAINTENANCE	17.89
STREET	M-R SIGNS CO., INC	SERVICE	249.54
STREET	QUEST	TELEPHONE	58.66
STREET	PRAXAIR DISTRIBUTION	SERVICE	27.69
STREET	PRO CELLULAR	PHONE	181.03
STREET	QUALITY GLASS	MAINTENANCE	25.36
STREET	RUNNING'S SUPPLY	MAINTENANCE	117.80
STREET	SANFORD LABORATORIES	TESTING	32.56
STREET	SCHWALBACH HARDWARE	MAINTENANCE	203.05
STREET	SOUTHERN MINN CONSTR	MAINTENANCE	167.74
STREET	RON VISKER	SNOW FENCE	83.33
STREET	COUNTRY PRIDE SERVIC	MAINTENANCE	573.01
STREET	WINDOM FARM SERVICE	MAINTENANCE	101.55
STREET	WINDOM READY MIX	MAINTENANCE	2,212.84
STREET	TRI-STATE RENTAL CEN	MAINTENANCE	548.01
		Total for Department 140	14,389.18*
RECREATION	HEARTLAND IMAGE	SUPPLIES	900.00
		Total for Department 150	900.00*
PARKS	FAIRMONT AWARDS MFG.	SUPPLIES	192.45
PARKS	WINDOM AUTO VALU	MAINTENANCE	94.32
PARKS	KELLY IRRIGATION & L	SERVICE	700.00
PARKS	LAMPERTS YARDS, INC.	MAINTENANCE	16.45
PARKS	MESSER MACHINE & MFG	MAINTENANCE	52.26
PARKS	RUNNING'S SUPPLY	MAINTENANCE	24.38
PARKS	SANFORD LABORATORIES	TESTING	32.56
PARKS	SCHWALBACH HARDWARE	MAINTENANCE	9.13
PARKS	WERNER ELECTRIC	MAINTENANCE	75.35
PARKS	CLEARWATER RECREATIO	MAINTENANCE	1,420.71
		Total for Department 165	2,617.61*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Fund 01			26,444.29*
LIBRARY	CENTER POINT LARGE P	BOOKS	40.14
LIBRARY	COTTONWOOD COUNTY SO	RECYCLING PICK UP	18.00
LIBRARY	DAN'S OFFICE SUPPLY	SUPPLIES	158.18
LIBRARY	DEMCO	SUPPLIES	213.68
LIBRARY	GALE	BOOKS	101.08
LIBRARY	GOOD HOUSEKEEPING	SUBSCRIPTION	23.97
LIBRARY	INGRAM	BOOKS	1,815.19
LIBRARY	J & K WINDOWS	CLEANING	15.00
LIBRARY	MICROMARKETING	BOOKS & AUDIO	361.63
LIBRARY	PLUM CREEK LIBRARY	MEMORY UPGRADE	54.03
LIBRARY	RECORDED BOOKS, LLC	BOOKS	572.35
LIBRARY	READERS SERVICE	BOOKS	35.66
LIBRARY	COOK'S ILLUSTRATED	SUBSCRIPTION	28.95
LIBRARY	HIGHSMITH INC.	BOOK TRUCKS	640.75
LIBRARY	MELON PATCH HERBS	BOOK	18.00
LIBRARY	PRAIRIE PIRATES MOVI	MOVIES	17.50
LIBRARY	UNION PEN COMPANY	CALENDARS	212.13
LIBRARY	VICTORIA	SUBSCRIPTION	19.98
LIBRARY	WORKING MOTHER	SUBSCRIPTION	15.97
LIBRARY	DISNEY MOVIE CLUB	MOVIE	16.90
LIBRARY	BH&G DEORATING	SUBSCRIPTION	19.97
LIBRARY	ARTHRITIS TODAY	SUBSCRIPTION	12.95
Total for Department 171			4,412.01*
Total for Fund 03			4,412.01*
AMBULANCE	BOUND TREE	EQUIPMENT	144.06
AMBULANCE	LUCAN COMMUNITY TV I	MAINTENANCE	60.00
AMBULANCE	MCDONALD & SCHRAMEL	LEGAL FEES	66.50
AMBULANCE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
AMBULANCE	MN EMERGENCY MED SER	SUPPLIES	70.54
AMBULANCE	QUEST	TELEPHONE	58.66
AMBULANCE	PRAXAIR DISTRIBUTION	SERVICE	331.36
AMBULANCE	WINDOM AREA HOSPITAL	SERVICE	1,626.51
AMBULANCE	U-CARE	REFUND	31.98
AMBULANCE	EASTGATE TOWING & ST	AMBULANCE TOWING	294.00
Total for Department 176			2,689.39*
Total for Fund 13			2,689.39*
MULTI-PURPOSE BUILDI	CITIZEN PUBLISHING C	ADVERTISING	309.00
MULTI-PURPOSE BUILDI	COLE PAPER INC.	SUPPLIES	230.20
MULTI-PURPOSE BUILDI	WASTE MANAGEMENT OF	HAUL GARBAGE	105.30
MULTI-PURPOSE BUILDI	GDF ENTERPRISES, INC	MAINTENANCE	281.69
MULTI-PURPOSE BUILDI	HEARTLAND PAPER COMP	SUPPLIES	387.39
MULTI-PURPOSE BUILDI	KDOM RADIO	ADVERTISING	225.00
MULTI-PURPOSE BUILDI	MARTIN'S FLAG COMPAN	SUPPLIES	293.96
MULTI-PURPOSE BUILDI	PLUNKETT'S PEST CONT	SERVICE	56.98

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MULTI-PURPOSE BUILDI	SCHWALBACH	HARDWARE MAINTENANCE	482.09
MULTI-PURPOSE BUILDI	STONER INDUSTRIAL, I	SERVICE	125.91
	Total for Department 177		2,497.52*
	Total for Fund 14		2,497.52*
LIQUOR	ENVIROMASTER, INC.	SERVICE	39.41
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	4,394.05
LIQUOR	BRAU BROTHERS BREWIN	MERCHANDISE	66.00
LIQUOR	COCA-COLA BOTTLING C	MERCHANDISE	307.30
LIQUOR	COLLINS BROTHERS, IN	MERCHANDISE	305.80
LIQUOR	WASTE MANAGEMENT OF	HAUL GARBAGE	54.76
LIQUOR	LOCHER BROTHERS INC	MERCHANDISE	3,548.05
LIQUOR	GOPHER ALARMS	SERVICE	51.12
LIQUOR	GRIGGS COOPER	MERCHANDISE	39.59
LIQUOR	HAMCO DATA PRODUCTS	MAINTENANCE	121.30
LIQUOR	A H HERMEL CANDY & T	MERCHANDISE	948.81
LIQUOR	HOLT'S CLEANING SERV	CLEANING	255.00
LIQUOR	JOHNSON BROS.	MERCHANDISE	1,214.85
LIQUOR	MN DEPT OF PUBLIC SA	LICENSE	20.00
LIQUOR	PEPSIAMERICAS	MERCHANDISE	178.50
LIQUOR	S&K LINES	FREIGHT	551.20
LIQUOR	SCHWALBACH HARDWARE	MAINTENANCE	25.54
LIQUOR	VERLO ADRIAN INC	MAINTENANCE	158.02
	Total for Department 180		12,279.30*
	Total for Fund 60		12,279.30*
	HD SUPPLY WATERWORKD	MAINTENANCE	855.65
	Total for Department		855.65*
WATER	AUTOMATIC SYSTEMS CO	MAINTENANCE	156.77
WATER	CALIFORNIA CONTRACTO	SUPPLIES	63.60
WATER	CITIZEN PUBLISHING C	ADVERTISING	220.72
WATER	WASTE MANAGEMENT OF	HAUL GARBAGE	79.09
WATER	DAN'S OFFICE SUPPLY	SUPPLIES	22.58
WATER	HAWKINS, INC	CHEMICALS	4,151.85
WATER	GRUNEWALD GRAVEL	SERVICE	900.00
WATER	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
WATER	MN VALLEY TESTING	TESTING	56.25
WATER	QUEST	TELEPHONE	58.66
WATER	RUNNING'S SUPPLY	MAINTENANCE	101.18
WATER	SANFORD LABORATORIES	TESTING	65.12
WATER	SCHWALBACH HARDWARE	MAINTENANCE	20.15
WATER	HD SUPPLY WATERWORKD	MAINTENANCE	441.74
WATER	SOUTHERN MINN CONSTR	MAINTENANCE	167.74
	Total for Department 181		6,511.23*
	Total for Fund 61		7,366.88*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
	B & B TRANSFORMER	INVENTORY	2,582.63
	BORDER STATES ELECTR	MAINTENANCE	4,700.27
	STAPLES OIL CO	FUEL	1,652.39
	WERNER ELECTRIC	MAINTENANCE	1,012.07
	WESCO DISTRIBUTION,	SUPPLIES	3,125.99
	Total for Department		13,073.35*
ELECTRIC	BORDER STATES ELECTR	MAINTENANCE	9.38
ELECTRIC	CITIZEN PUBLISHING C	ADVERTISING	318.82
ELECTRIC	COTTONWOOD COUNTY LA	GARBAGE	20.00
ELECTRIC	WASTE MANAGEMENT OF	HAUL GARBAGE	78.72
ELECTRIC	DAKOTA SUPPLY GROUP	MAINTENANCE	34.17
ELECTRIC	DHL EXPRESS	FREIGHT	22.76
ELECTRIC	GDF ENTERPRISES, INC	MAINTENANCE	220.25
ELECTRIC	GODFATHER'S PIZZA	EXPENSE	12.77
ELECTRIC	HIGH VOLTAGE	SERVICE	3,557.50
ELECTRIC	WINDOM AUTO VALU	MAINTENANCE	45.00
ELECTRIC	KDOM RADIO	ADVERTISING	240.60
ELECTRIC	MCDONALD & SCHRAMEL	LEGAL FEES	399.00
ELECTRIC	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
ELECTRIC	MESSER MACHINE & MFG	MAINTENANCE	21.51
ELECTRIC	QUEST	TELEPHONE	55.21
ELECTRIC	RUNNING'S SUPPLY	MAINTENANCE	2.54
ELECTRIC	RUSHMORE INDUSTRIES,	MAINTENANCE	159.70
ELECTRIC	SCHWALBACH HARDWARE	MAINTENANCE	124.95
ELECTRIC	SOUTHERN MINN CONSTR	MAINTENANCE	221.54
ELECTRIC	STONER INDUSTRIAL, I	SERVICE	101.94
ELECTRIC	DEPARTMENT OF ENERGY	POWER COST	49,947.10
ELECTRIC	WINDOM AREA DEVELOPM	INDUSTRIAL DEVELOPMENT	1,200.00
ELECTRIC	BANK MIDWEST	NSF CHECK	244.51
	Total for Department 182		57,043.75*
	Total for Fund 62		70,117.10*
SEWER	CALIFORNIA CONTRACTO	SUPPLIES	63.60
SEWER	CITIZEN PUBLISHING C	ADVERTISING	73.12
SEWER	HAWKINS, INC	CHEMICALS	1,400.42
SEWER	GRAHAM TIRE	MAINTENANCE	620.79
SEWER	WINDOM AUTO VALU	MAINTENANCE	14.79
SEWER	J&M WASTE APPLICATOR	HAUL SLUDGE	12,000.00
SEWER	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.77
SEWER	MN VALLEY TESTING	TESTING	2,793.40
SEWER	QUEST	TELEPHONE	123.37
SEWER	RUNNING'S SUPPLY	MAINTENANCE	33.51
SEWER	SCHWALBACH HARDWARE	MAINTENANCE	85.19
SEWER	STAPLES OIL CO	FUEL	1,439.78
	Total for Department 183		18,653.74*
	Total for Fund 63		18,653.74*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ARENA	AMERIPRIDE LINEN CO	SERVICE	73.04
ARENA	CARLSON & STEWART	SERVICE	2,390.42
ARENA	CITIZEN PUBLISHING C	ADVERTISING	334.80
ARENA	COCA-COLA BOTTLING C	MERCHANDISE	694.00
ARENA	WASTE MANAGEMENT OF	HAUL GARBAGE	121.68
ARENA	FORTUNE TRANSPORTATI	FREIGHT	210.00
ARENA	GRUNEWALD GRAVEL	SERVICE	84.00
ARENA	A H HERMEL CANDY & T	MERCHANDISE	138.44
ARENA	HOLT'S CLEANING SERV	CLEANING	196.00
ARENA	WINDOM AUTO VALU	MAINTENANCE	22.54
ARENA	JERRY'S REPAIR	MAINTENANCE	670.95
ARENA	KDOM RADIO	ADVERTISING	70.00
ARENA	LAMPERTS YARDS, INC.	MAINTENANCE	41.97
ARENA	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.77
ARENA	MN DEPT OF HEALTH	HOSPITALITY FEE	35.00
ARENA	R & R SPECIALTIES	SUPPLIES	946.88
ARENA	RUNNING'S SUPPLY	MAINTENANCE	119.47
ARENA	SCHWALBACH HARDWARE	MAINTENANCE	306.76
ARENA	STONER INDUSTRIAL, I	SERVICE	9.52
ARENA	UNIVAR USA INC	SUPPLIES	1,607.30
ARENA	WINDOM PAINTING	MAINTENANCE	34.31
ARENA	WINDOM READY MIX	MAINTENANCE	174.08
	Total for Department 184		8,286.93*
	Total for Fund 64		8,286.93*
ECONOMIC DEVELOPMENT	CITIZEN PUBLISHING C	ADVERTISING	90.00
ECONOMIC DEVELOPMENT	DAN'S OFFICE SUPPLY	SUPPLIES	130.04
ECONOMIC DEVELOPMENT	GRUNEWALD GRAVEL	SERVICE	635.00
ECONOMIC DEVELOPMENT	HEARTLAND TECHNOLOGY	BILLING SYSTEM FIRE WALL	40.00
ECONOMIC DEVELOPMENT	LASER QUIPT	MAINTENANCE	72.50
ECONOMIC DEVELOPMENT	MCDONALD & SCHRAMEL	LEGAL FEES	218.50
ECONOMIC DEVELOPMENT	SUBWAY	EXPENSE	29.23
ECONOMIC DEVELOPMENT	VERLO ADRIAN INC	MAINTENANCE	724.14
ECONOMIC DEVELOPMENT	LAMAR COMPANIES	SUPPLIES	325.00
	Total for Department 187		2,264.41*
	Total for Fund 67		2,264.41*
RIVERBLUFF ESTATES	UNITED PRAIRIE BANK	LOAN	799.11
RIVERBLUFF ESTATES	WINDOM FARM SERVICE	MAINTENANCE	57.85
	Total for Department 166		856.96*
	Total for Fund 68		856.96*
	GRAYBAR ELECTRIC CO	MAINTENANCE	1,729.13
	NATIONAL CABLE TV CO	SUBSCRIBER	6,662.62
	Total for Department		8,391.75*
TELECOMMUNICATIONS	CITIZEN PUBLISHING C	ADVERTISING	413.39

CITY OF WINDOM  
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
TELECOMMUNICATIONS	DISH NETWORK	SERVICE	11,900.00
TELECOMMUNICATIONS	GLOBAL GOV'T/EDUCATI		.00
TELECOMMUNICATIONS	GLOBAL GOV'T/EDUCATI	EQUIPMENT	292.67
TELECOMMUNICATIONS	GRAYBAR ELECTRIC CO	MAINTENANCE	1,388.93
TELECOMMUNICATIONS	HEARTLAND PAPER COMP	SUPPLIES	73.41
TELECOMMUNICATIONS	HEARTLAND TECHNOLOGY	ISP PREPAY SUPPORT CONTR	1,500.00
TELECOMMUNICATIONS	MIDWEST DATA, INC	CABS PROCESSING	607.90
TELECOMMUNICATIONS	NATIONAL CABLE TV CO	SUBSCRIBER	1,344.45
TELECOMMUNICATIONS	NEW STAR SALES & SER	COPIER MAINTENANCE	37.94
TELECOMMUNICATIONS	QUEST	TELEPHONE	98.11
TELECOMMUNICATIONS	QWEST	TELEPHONE	265.27
TELECOMMUNICATIONS	QWEST	DIRECTORY LISTING	1,971.16
TELECOMMUNICATIONS	OLSEN THIELEN & CO.,	SERVICE	1,130.25
TELECOMMUNICATIONS	RUNNING'S SUPPLY	MAINTENANCE	176.18
TELECOMMUNICATIONS	SCHWALBACH HARDWARE	MAINTENANCE	31.33
TELECOMMUNICATIONS	STONER INDUSTRIAL, I	SERVICE	57.21
TELECOMMUNICATIONS	WINDOM QUICK PRINT	CONNECTION	1,957.20
TELECOMMUNICATIONS	WINDOM QUICK PRINT	SUPPLIES	118.22
TELECOMMUNICATIONS	WOODSTOCK TELEPHONE	SERVICE	186.67
TELECOMMUNICATIONS	COTTONWOOD COUNTY DA	SERVICE	66.50
	Total for Department 199		23,616.79*
	Total for Fund 69		32,008.54*
	COLONIAL LIFE INSURA	INSURANCE	22.05
	MN DEPT OF REVENUE	WAGE LEVY	242.65
	Total for Department		264.70*
	Total for Fund 70		264.70*
	Grand Total		188,141.77*

# HOUSING AND REDEVELOPMENT AUTHORITY

## RIVERVIEW APARTMENTS

605 Tenth Street  
Windom, MN 56101

Phone 507-831-1016  
Fax: 507-831-3970

## HILLSIDE MANOR

177 Tenth Street  
Windom, MN 56101

**November 14, 2007**

**State of Minnesota  
Office of the State Auditor  
Suite 500  
525 Park Street  
St. Paul, MN 55103-2139**

**Attn: Arlin Waelti**

**Dear Ms. Waelti:**

**In reference to your letter on September 18, 2007, stating that the Housing and Redevelopment Authority spent money in violation of the Tax Increment Act, the board of Commissioners has made a motion to return the \$18,098.00 to the County Auditor's office.**

**Therefore, I have enclosed a copy of the check sent to the County Auditor.**

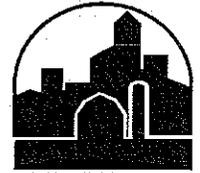
**Sincerely,**

  
**Vicki Flatgard  
Executive Director**

**Cc: City of Windom  
Cottonwood County Auditor  
Ehlers and Associates**

*copy*

# MEMORANDUM



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

**TO:** City Council  
**FROM:** Personnel Committee  
**DATE:** November 16, 2007  
**RE:** Personnel Actions

On November 15, 2007 the Personnel Committee met to discuss several items and participated in a mediation session with the IBEW union and a representative of the State Board of Mediation. The following items were approved by the Personnel Committee.

- Agreement, thorough the mediation session, with IBEW on the status of a maintenance position at the Community Center. Approved a grade change, with concessions pertaining to back pay and the future inclusion of an Assistant position to be included in the union\city contract for negotiated positions.
- Approved a wage increase for Officer Wallace.
- Approved the Street Superintendent to fill an upcoming vacancy in the Parks Department. Anticipated start date will be December 3, 2007.

If you have any questions or would like additional information please contact Steve Nasby at 831-6129.



Coalition of Greater Minnesota Cities  
**CGMC in Brief**

November 15, 2007

Contact: Bradley Peterson  
651.225.8840

**Mayors Ask  
Gov. Pawlenty  
To Reconsider  
His Opposition  
To Special  
Session for LGA,  
Property Taxes**

A delegation of mayors from across Minnesota – several of them members of the Coalition of Greater Minnesota Cities – held a news conference at the Capitol Thursday to urge **Gov. Tim Pawlenty** to reconsider his decision to not call legislators into special session to address escalating property taxes and Local Government Aid funding.

Led by **Steve Cook, mayor of Hutchinson**, the delegation told reporters their constituents were facing steep property tax increases this year because of the governor's veto of the tax bill last spring. The mayors – **Cook, R.T. Rybeck of Minneapolis, Gary Zellmer of North Mankato, CGMC President Tom Kuntz of Owatonna, Richard Lehmann of Bemidji, and Chuck Novak of Ely**, as well as **St. Paul Council Member Lee Helgen** – are asking the governor and legislators to resurrect and pass the tax bill before they certify their local tax levies in December.

Cook and a delegation of mayors met with the governor Oct. 31. At the meeting, Cook said, the governor told the mayors he was willing to call the legislators into special session, but he worried that legislative leaders would not commit to an agenda limited to property taxes and LGA. In a letter dated Nov. 9, the governor said he would not call legislators into special session because there was no consensus among legislative leaders.

The mayors, however, say they have convinced Republican and Democratic legislative leaders to limit a special session to amending and re-passing last session's tax bill.

**CGMC Holds Fall  
Conference in  
Alexandria**

The CGMC's Fall Conference wrapped up last Friday morning in Alexandria. Representatives of thirty-five member cities were joined by elected officials and staff from three potential new CGMC members at this year's conference.

At the conference, members heard about current economic development efforts and trends from **Dan McElroy, commissioner of the Department of Employment and Economic Development; Growth and Justice's Dane Smith; and Matt Entenza and Lee Egerstrom** from the newly formed think-tank, **Minnesota 2020**.



In response to the membership, the CGMC adopted a policy in support of the Governor's Strategic Entrepreneurial Economic Development (SEED) initiative and allocated an additional \$20,000 to the coalition's economic development budget. The Commissioner said he is looking forward to working with the coalition to fine tune the program into legislation that can be passed at the Legislature.

CGMC members also heard from two first-term legislators: **Sens. Bill Ingebrigtsen, R-Alexandria, and Ann Lynch, DFL – Rochester.**

**Lori Sturdevant, columnist for the Minneapolis Star Tribune,** was the keynote speaker at the coalition's dinner Thursday.

At Friday's official business meeting, the membership adopted policy positions for the next legislative session on annexation, the environment, transportation, economic development, and Local Government Aid. All of the CGMC's new position can be see on the website [www.greatermncities.org](http://www.greatermncities.org) . A brief recap of the policy positions also was emailed to all members earlier this week.

### **League Finalizing Its Priorities; Time for CGMC Members to Weigh In**

Throughout the summer and fall, the **League of Minnesota Cities** has been developing policy positions for the upcoming legislative session. In the past, many of the league's positions on LGA and property tax relief have been in step with proposals made by the CGMC.

This year, league committees have recommended altering several of its policy positions. Attached to your CGMC in Brief email is a list of items the league should reconsider. Please contact the league at [policycomments@lmc.org](mailto:policycomments@lmc.org) and ask them to reconsider the items on the list. You must send your comments to the league **NO LATER THAN MONDAY, NOVEMBER 19.**

### **CGMC Legislative Day Set...Start Planning Now**

Now here is a post-Halloween trick and treat: The CGMC will be holding its **Legislative Action Day Feb. 20** – at the same time high school students from throughout Minnesota are in St. Paul for the State Hockey Tournament.

- The treat: a legislative reception at Mancini's.
- The trick: finding lodging for the night.

**Mark the date on your calendars and make your room**

