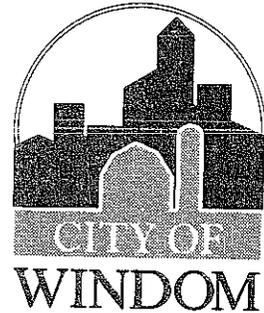


**City Council Meeting**  
**Tuesday, September 18, 2007**  
**Windom City Council Chambers**  
**5:30 p.m.**  
**AGENDA**



**5:30 p.m. Closed Session – Liquor Violations**

**7:30 p.m. Regular Meeting**

Call to Order  
Pledge of Allegiance

1. Approval of Minutes
  - Council Minutes – September 4, 2007
2. Consent Agenda
  - Receipt of Board & Commission Minutes
    - Utility Commission – August 29, 2007 & September 6, 2007
    - Park & Recreation Commission – September 10, 2007
    - Economic Development Authority – September 10, 2007
    - Library Board – September 11, 2007
3. Public Comment – Windom Dam
4. Department Heads
5. License Application
  - Windom Youth Hockey – Exempt Gambling Permit
6. Rate Change Recommendations
  - Electric
  - Park and Recreation (Ice Rental and Storage)
7. Change Time for November 5, 2007 City Council Meeting
8. Regular Bills
9. Unfinished Business
10. New Business
11. Council Concerns
12. Adjourn



**City Council Meeting  
Windom City Hall, Council Chambers  
September 4, 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 and Jeremy Rolfes, Telecom

Public: Nestor Palm, Corey Maricle, Mike Lamaack and Rahn Larsen

3. Pledge of Allegiance

4. Approval of Minutes:

**Motion by Powers, second by Fast, to approve the Council minutes from August 21, 2007. Motion carried 5 - 0.**

5. Consent Agenda:

- Receipt of Board & Commission Minutes
  - a. Telecommunications Commission – August 15, 2007
  - b. Street Committee – August 21, 2007
  - c. Community Center Commission – August 27, 2007

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

6. Department Heads:

None

7. Annual Firefighters Relief Association Report:

Nestor Palm, Corey Maricle and Mike Lamaack were present. Palm said he was representing the Windom Firefighters' Relief Association and the annual financial report was in the Council packet. The fund is solvent and the Relief Association is asking for the Council to accept the report.

Riordan asked if there were any questions.

**Motion by Kruse, second by Ray, to accept the report from the Firefighter's Relief Association. Motion carried 5 – 0.**

On behalf of the Council Riordan thanked the Fire Department for all of their hard work.

8. Midwest Data – Billing Agreement:

Riordan said the contract was in the Council packet for review and asked if there were any questions.

Messer asked Nasby to provide an overview of the proposal. Nasby said that a new billing system was considered due to the cost of the current system, staffing and upcoming hardware needs. Midwest Data currently provides billing services to a number of cities and utility customers. The new bills would be formatted differently and there would be two bills in one envelope, but there would be a grand total on one of the pages. He noted that the new bills will also include additional usage information that may be helpful to customers.

Powers asked how much it currently costs to produce the bills. Nasby said the total, including labor, licenses, etc. was approximately \$5 – 7 per bill. Powers inquired about the potential savings. Nasby said not all the costs are known yet because of staffing; however, the estimated savings could be 40 percent. Riordan concurred and said he hoped the savings may even be greater.

**Motion by Messer, seconded by Fast, to approve the contract with Midwest Data and authorize the City Administrator to execute the agreements. Motion carried 5 – 0.**

9. Preliminary 2008 Budget Levy:

**Council member Messer introduced the Resolution No. 2007-30, entitled “A RESOLUTION ADOPTING PROPOSED PROPERTY TAX LEVY” and moved its adoption. The resolution was seconded by Fast and on roll call vote: Aye: Messer, Powers, Ray, Fast and Kruse. Nay: None. Absent: None. Resolution passed 5-0.**

Riordan said the preliminary levy of \$1,535,000 was an increase of 19 percent and that the amount can go down, but not up so this number is a starting point. Messer asked if the preliminary levy was enough. Nasby said the figure had included the staffing request from the Police Department and the all capital outlay requests with the exception of the capital items that could be funded through debt. Nasby said the preliminary levy number from 2007 was a 43% increase, but this year more budget prep work had been completed so the 2008 preliminary levy could be tighter.

10. Establish 2008 Budget Hearing Dates:

Riordan said this budget hearing was for the Truth In Taxation (TNT) meeting and the meeting would be held in the Council Chamber. The date for the hearing was December 4, 2007 with December 11, 2007 set as a date for a continuance if needed.

**Council member Powers introduced the Resolution No. 2007-31, entitled “A RESOLUTION CALLING FOR A PUBLIC HEARING ON THE CITY OF WINDOM 2008 BUDGET” and moved its adoption. The resolution was seconded by Kruse and on roll call vote: Aye: Powers, Ray, Fast, Kruse and Messer. Nay: None. Absent: None. Resolution passed 5-0.**

Riordan asked the Council members what dates in early October would work for a budget work session. Nasby said that the City Council had completed these meetings with the Department Heads all in one night last year, but it could be broken into two evenings.

Kruse said that he would like to keep it all in one evening. Ray agreed.

Riordan said that the meeting would have a 4:00 p.m. start time.

October 4, 2007 was selected as the budget workshop meeting. Nasby would inform the Department Heads.

11. Personnel Committee Recommendations:

Riordan recognized Messer as Chair of the Personnel Committee to introduce the recommendations.

**Motion by Messer, second by Fast, to adjust the Water\Wastewater Superintendent’s compensation from Grade 21, Step 9 to Grade 21, Step 10 effective the next full pay period. Motion carried 3 – 2 (Kruse and Ray).**

Kruse said that it would be 10 years before this Department Head would reach Step 12, which is the top pay for Grade 21 and he would move the position to Step 12 now.

Fast asked why the new EDA Director was hired on Step 10. Riordan said that is where the starting salary was negotiated when this person was hired. Fast asked if the Water\Wastewater Superintendent had been hired at the start of the pay scale and is just now getting to the top after eight years.

Messer said that this item was thoroughly debated in the Personnel Committee and several motions were made prior to this recommendation being sent to the Council.

**Motion by Messer, second by Fast, to proceed with the hiring of a Grade 7, Utility Billing Clerk, to fill a vacant position. Motion carried 5 – 0.**

Powers asked if this needed to be a full-time position since we are now using Midwest Data for the billing services. Nasby said that the billing was formerly done with 2 full-time staff, which was reduced to one full-time position. When there was only one billing person there was significant overtime and some workload was shifted to other office employees. Now that a portion of the billing was to be done by Midwest Data approximately 8 – 10 days of work per month would likely be removed from the billing position, but it would take some time to know the exact amount of work needed on the City's side. Additionally there are other tasks such as payroll, telephone reporting, data clean-up, meter books and customer service coverage that will also be part of this Utility Billing position.

Messer said that there was work to be done with the hand held units as well. Riordan said that there would be on-going maintenance with the hand held units and other data collection items.

**Motion by Messer, second by Kruse, to adjust the Assistant City Administrator's compensation from Grade 22, Step 2 to Grade 22, Step 4 effective the next full pay period. Motion carried 5 – 0.**

**Motion by Messer, second by Fast, to approve the continuation of a part-time, seasonal position at the Arena for 2008. Motion carried 5 – 0.**

12. Regular Bills:

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

13. Contractor Bill:

Powers asked if this was the final amount of the project. Nasby said that the change order for the remediation work on the south end of 4<sup>th</sup> Avenue had not been included yet, which would add to the \$1.203 million total. Messer said that the extra work would be \$67,000 less about \$17,000 for using recycled materials. Powers asked if the \$49,230 was retainage. Nasby said that was correct.

**Motion by Messer, seconded by Powers, to approve a payment to Hjerpe Inc. for \$104,740.97. Motion carried 5 – 0.**

14. Unfinished Business:

None

15. New Business:

None

16. Council Concerns:

Fast said that she had heard concerns about the roughness of 4<sup>th</sup> Avenue between 9<sup>th</sup> and 10<sup>th</sup> Streets. Nasby said that this has been brought to the attention of the engineer and they were to review the specifications. Powers added that the concrete street has joints in it which adds to some roughness.

17. Adjourn:

Meeting was reconvened at 7:55 pm.

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

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

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

**UTILITY COMMISSION MINUTES**  
**August 29, 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 August 29, 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

Others Present: Craig Mueller, Engineer; Gordon Olson, Jackson County Planning and Zoning Administrator; Eric Johnson & Kelly Whittaker, Iowa Lakes Water; Mike Carr, DGR Engineers; Ron Kuecker

**APPROVAL OF MINUTES: Motion by Bloomgren, seconded by Johnson to approve the Utility Commission minutes of July 25, 2007 with a correction, adding Mayor Riordan to persons present at the meeting, and adding him as giving the presentation for the new Utility Billing System. Motion carried.**

**WENCK ASSOCIATES – LANDFIL UPDATE:** Craig Mueller, updated the Utility Commission on the results of the sampling event that took place in July 2007. He said that there is a concentration of Vinyl Chloride at Well #MW5. The results indicate a detection of Vinyl Chloride at .84 ug/l during that sampling time. This detection is below PCA guidelines, however Wenck Associates recommends that the City of Windom be proactive and begin pumping for two months before the winter seasons.

Mueller also said that there are some wells that need to be reworked and recommends that the Utility Commission take steps and begin that process. The wells that require maintenance are:

- MW 9C
- MW 9B
- MW 5
- RWA

**Motion by Bloomgren, seconded by Johnson to begin the pumping process of the Landfill Monitoring well as recommended by Wenck Associates, and to authorize Haugen to begin the process of redeveloping wells in a cost effective manner. Motion carried 3-0.**

Haugen also indicated that staff has replaced the fencing and posts around the landfill well site.

FISH LAKE SEWER: Gordon Olson, Jackson County Planning and Zoning Administrator, introduced Eric Johnson and Kelly Whittaker, Iowa Lakes Water, and Mike Carr, DGR Engineering. Olson indicated that there will be approximately 80 homes in the targeted Fish Lake Sewer project. In the target project area there are approximately 80 homes, of those, 60 homes are not compliant. Olson also said that this boundary and service district has partnered with Jackson County and Iowa Lakes.

Carr indicated that at the present time they are waiting for funding from Rural Development. They anticipate to receive notification of this in late fall. The next step would be to collect Design Information and coordinate the project with staff. Carr indicated that he would require a letter of intent from the Utility Commission. Carr said that he would draw up such a document for the Utility Commission's consideration, as an endorsement to the project. The Utility Commission noted that the project would not be final until City Council approval.

The commission directed Haugen to check on loading information from Bolton & Menk as presented in the "Report Addendum", of the preliminary Engineering Report. This report indicates that the City of Windom Wastewater Treatment Plant has 2% remaining capacity for TSS (Total Suspended Solids), and 12% remaining capacity of CBOD's.

The Utility Commission set a special meeting for September 6, 2007 at 11:00 a.m. for further discussion on the Fish Lake Sewer Project and the PM Windom revised agreement.

RATE REVIEW: Nasby requested direction from the Utility Commission regarding the possibility of seeking an outside firm to do a rate study for water and sewer rates. He said that Carl Brown from Jefferson City, Missouri has an article on this topic which was in the Utility Commission packet. Haugen contacted Brown and his fees would be \$4,000 for the water rate study and \$4,000 for the sewer rate study. The conversation indicated that a \$1,500 reduction in cost would be implemented if a personal presentation of the rate study was not required.

The general consensus of the Commission was to have Haugen get references from this firm, and also get a cost estimate from Bolton & Menk.

#### ELECTRIC ITEMS:

- Renewable Energy – Grunig updated the Utility Commission on Renewable Energy. He indicated that Western Area Power Administration (WAPA), is seeking interest from Western Customers in the Upper Great Plains Region regarding the purchase of renewable energy. Grunig indicated that at this time they are only asking for verbal interest in the project. The Utility Commission members by general consensus gave their verbal interest in the project outlined by Grunig.
- CapX 2020 – Grunig reviewed the CapX 2020 project. He said that Windom Utilities has participation equity available at CMMPA for the Brookings Line in the amount of \$44,833.62. This funding will pay for 2007 and a portion of 2008, and the remainder will be expensed in the 2008 Budget. He also indicated this project is still in the regulatory phase, and that Windom Utilities can vote to opt out of the project. This project has anticipated revenue streams that will help the City Utilities to recover their cost of the project.

- Conservation Improvement Program (CIP) – Grunig informed the Commission that the 2007 Energy Policy will require 1.5% savings of kwh sales versus the present 1.5% of the gross revenue. This law goes into affect in 2010. Because of this new ruling the rebate program will need to be adjusted, and additional steps will need to be taken to have the City meet new CIP requirements.
- Budget – Grunig provided budget information to the Utility Commission, showing the excess revenues with a 3% rate increase, versus no increase in rates at this time. It was determined by the Utility Commission that a 3% rate increase would not be sufficient to get the Electric reserves back to having one year of expenses in reserve.

**Motion by Johnson, seconded by Bloomgren, to recommend to the City Council an electrical rate increase of 5%, on the November 1, 2007 utility bills. This increase would be inclusive of residential, commercial, industrial, and demand meters. Motion carried 3-0.**

WRITE OFFS: Olson requested direction from the Utility Commission on whether they would like to see the City Utilities seek assistance of a collection agent to collect delinquent accounts.

The Utility Commission requested more information. They would like to see what the percentage of bills that are typically collected by these agents, and the percentage they retain for providing this service.

REGULAR BILLS: **Motion by Bloomgren, seconded by Johnson and carried to approve payment of the Bolton & Menk, Inc bill in the amount of \$375, and the bill from Wenck Associates in the amount of \$3,220.28. Motion carried 3-0.**

Old Business: The Utility Commission requested to see the billings from Dennis L. Rick LTD, audit firm for the City of Windom. This was presented and they were able to review the data.

NEW BUSINESS: Haugen was able to get a clarification of the remaining capacity at the Wastewater Treatment Plant on the “Report Addendum”, of the Preliminary Engineering Report from Bolton & Menk. Bolton & Menk indicated that the addendum only indicated the highest monthly loadings, and not an overall average.

The next regular Utility Commission meeting was set for September 19, 2007 at 10:00 a.m.

On motion meeting was adjourned at 12:35 p.m.

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Mike Schwalbach, Chairperson

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

**UTILITY COMMISSION MINUTES**  
**September 6, 2007**

**Call Meeting to Order:** The Utility Commission met in a special session on September 6, 2007. The meeting was called to order at 11:00 a.m. in the City of Windom Council Chambers.

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

Members Present: Chris Johnson  
Keith Bloomgren

City Council Liaison: Jean Fast

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

Others Present: Dominic Jones; Red Rock Rural Water

PM WINDOM AGREEMENT: Haugen inform the Utility Commission that PM Windom was not comfortable signing the agreement to lower the pounds of TSS (Total Suspended Solids) per day from 800 to 500. They indicated that they are in the process of an expansion and do not want to have new parameters implemented that they may be unable to adhere to.

Schwalbach indicated that with the new expansion they should be implementing additional pre-treatment.

Haugen informed the Commission that PM Windom would not be adding structure with their expansion project, but that extra work shifts would be placed on the floor. Haugen was directed by the Utility Commission to contact MPCA, DEED, and City of Windom Economic Development to see what steps are needed to satisfy all parties involved. When this has been accomplished Nasby was directed to meet with the Manager of PM Beef, Haugen, and Backman to discuss this agreement with them, once we find out what solutions that will satisfy all parties involved.

FISH LAKE SEWER PROJECT: Haugen informed the Commission that the TSS (Total Suspended Solids) chart in the Report Addendum to the "Fish Lake Preliminary Engineering Report" indicated the highest monthly loadings, and not an overall average usage. Haugen also said that Bingham Lake is only using about 50% of their contract.

Haugen was directed by the Utility Commission to provide more detailed information on the total contract capacity of Bingham Lake, PM Beef, and an average usage of the City of Windom customers. The Commission said that by taking these users and adding them together we would get a better idea of the capacity that could be possibly sold to the Fish Lake Sewer Project. He also requested by the Commission to remove the four (4) peak months of PM Beef loadings

from the TSS chart and furnish them with that information. Haugen informed the Commission that the Capacity information needed to be provided by Bolton & Menk.

Schwalbach asked if this could be completed and emailed to them before the next special meeting date of September 13, 2007.

POET BIO- REFINERY PROJECT: Dominic Jones informed the Utility Commission that the target completion date for the new water source for Poet Refinery will be June 2008. Jones has several issues that will need to be discussed. They are as follows:

- Is the City of Windom Utilities willing to sell some of the excess water that Poet Refinery will no longer need when the new water source is on line.
- What is the capacity that the City Utilities want to retain for future development
- Would the City of Windom Utilities ever consider trading for the water line to the North Industrial Park that now belongs to Red Rock Rural Water
- Is the City of Windom Utilities in agreement to allow Poet Refinery to join with Red Rock Rural Water in their new water source

The Utility Commission has no reservations on the project between Poet Refinery and Red Rock Rural Water. However they felt that at this time they do not want to commit any additional water to Red Rock Rural Water, as they would like to see if the aquifer rebounds when we are no longer pumping to Poet Refinery.

Johnson requested that Haugen develop a spread sheet going back several years for the water usage of City of Windom customers after taking out the large users such as Poet Refinery and Red Rock Rural Water. This will enable them to see the trends and forecast the future needs of the City of Windom customers.

Recessed meeting will be on September 13, 2007 at 11:00 a.m.

Next regular scheduled meeting will be September 19, 2007 at 10:00 a.m.

On motion meeting adjourned at 11:50 a.m.

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Mike Schwalbach, Chairperson

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

**PARK AND RECREATION COMMISSION SPECIAL 2007 BUDGET MEETING  
MINUTES SEPTEMBER 10, 2007**

1. Call to Order: The meeting was called to order by Chairman Terry Fredin at 7:08 p.m. in the Council Chambers.
  
2. Roll Call:

Chair,	Terry Fredin
Commission:	Brenda Muller, Steph Schwalbach & Angie Blanshan
City Staff Present:	Recreation Director, Al Baloun, Park Director Bruce Caldwell & Council Liaison; Brad Powers
Public:	None
  
3. Approve Agenda:  
**Motion by Blanshan seconded by Muller to approve as written**  
**Motion Carried 3-0**
  
4. Approve Minutes July 9, 2007  
**Motion by Muller seconded by Blanshan to approve as written**  
**Motion Carried 3-0**
  
5. Arena Ice Fees  
Discussion was held concerning ice rates for the next two years. Baloun stated that he preferred small annual increases and set the hourly rates for a two year time frame so user groups can budget accordingly. Increases would bring in about an additional \$1500 a year revenue. Al is also working with the Spirit Lake Hockey Association to provide ice time on weekends from the end of October to December for 15- 25 hours. They would be charged about \$105 an Hour for ice rental.  
**Motion by Blanshan seconded by Schwalbach to set the 2007-2008 hourly ice rates at \$97.50 and for 2008-2009 hourly ice rates to \$100.00. Leave tournament rates same as the previous season.**  
**Motion Carried 3-0**
  
6. Remick Foundation Grants Discussion  
The commission instructed the supervisors to put together some ideas for a grant. Suggestions ranged from getting more park benches, Arena items paint, new locker rooms, replaced doors where needed and new concessions room with the hockey assoc.
  
7. 2008 Budgets
  - a. Parks - Bruce Caldwell  
The commission reviewed the budget proposal and approved it. The Largest increase was in grounds maintenance expense account due to the resurfacing of the tennis courts.
  
  - b. Arena, Pool & Recreation - Al Baloun  
The commission reviewed the budget proposal and approved it. In the Arena budget , line item 64-184-4414 a total of \$22,500 was request of which \$5000 was for door replacement, \$13,000 for painting the

outside of the arena, and \$4500 for other arena maintenance.2008  
Capital Outlay for the Arena included \$60,000 for replacement of the  
Arena boards and \$26,000 for replacement of the Arena skid-steer.

8. Park Superintendent Report-Bruce Caldwell

a. Windom Recreational Park Items

1. Eagle & Legion Field dugouts have been enclosed and the only items left are to install the benches and shelving.
2. Lincoln Field will get two new players benches and they will be installed prior to next year's season.

b. New Playground Tegel's Park

Staff has been working on installing the new playground the last couple of weeks. If all goes as planned it should be completed by the first week in Oct.

9. Recreation Directors Report- Al Baloun

1. Swimming Pool

Baloun handed out the 2007 monthly totals. He stated that we were fairly close to last years numbers. He also said that he will try to open the pool earlier next year and also work on keeping it open through Labor Day if he can get staffing.

2. Fall Programming

Fall programming has started; Baloun stated that there is 32 youth in the K-3<sup>rd</sup> grade soccer class, 21 in the 2<sup>nd</sup>-3<sup>rd</sup> grade flag football class & 41 in the 4<sup>th</sup>-6<sup>th</sup> grade flag football class. He stated that he has had some difficulty in finding coaches to work with the flag football. Power's stated he will take to a possible candidate that might be interested.

3. Arena Improvements

The new east doors in front of the arena have been installed. The staff has also been working on installing new decorator rock in front of the building. Powers stated that perhaps the staff should level the rock better and if needed add more; also it may look better to add some large boulders to help dress up the front.

4. Storage Fees

The commission reviewed the current rates and standards for storage in the buildings surrounding the arena during the months of October-March 1st. Baloun stated that he would like to change from the current two categories to three. The added third category would charge more for vehicles over 30 feet because of the amount of space that these vehicles take up.

**Motion by Schwalbach seconded by Blanshan to raise the storage rates to the following for 2007-2008 season;**

<b>Units Under 20 feet</b>	<b>\$100.00</b>
<b>Units Between 20-30 feet</b>	<b>\$125.00</b>
<b>Units over 30 feet</b>	<b>\$150.00</b>

**Motion Carried 3-0**

5. Arena Events Scheduled for 2008

Al handed out a schedule showing events contracted already for 2008. Events schedule already for next year include:

Royal Lipizzaner Stallions, May 1  
MN Palomino- May 23-25  
Region 1 Quarter horse- June 26-29  
POA- July 5-6  
State Beef Tour- July 15  
MN Paint- July 19-20  
MN Palomino Futurity- August 22-24  
MN Quarter horse Futurity- September 19-21

Other events that have been contacted or given contracts include:

Minnesota High School Rodeo- June – We are competing with New Ulm and St. Peter for this event. This is an event which would begin on Friday and last until Sunday- Stalling is an issue with this group as they want to keep their horses tied up or in their horse trailers overnight on the fairgrounds. In our contracts we do not allow this. Al is concerned that we may be setting a precedence for future horse shows at the arena and the mess that will be left behind if this is allowed. Al will work with this group to get additional funding to reduce stall costs from groups such as the Windom Convention and Visitors Bureau and the Arena Booster club.

POA Futurity- This group has been given a contract offer. This would be a new show in addition to the one currently being held in July.

Bull riding- Working on a September date.

Jose Cole Circus- This circus comes every two years and 2008 is the year for this event to be held.

Southwest Delegate Show- May

Parelli Horse Clinic- July 23-30

4-H Horse Clinic

10. Open Mike: None

Next meeting will be Monday, October 8 at 7:00 PM in the City Hall Council Chambers.

Adjourn at 8:42 p.m.

**ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM  
MINUTES  
SEPTEMBER 10, 2007**

1. Call to Order: The meeting was called to order by President Erickson at 12:03 p.m.

2. Roll Call & Guest Introductions:

EDAWN Commissioners: Juhl Erickson, Trevor Slette, Kirby Kruse, and Bob Messer.  
(Absent: Nestor Palm)

Also Present: EDA Staff – Aaron Backman, Executive Director, and Mary Hensen, Adm. Asst.; Steve Nasby, City Administrator; Mayor Tom Riordan, Joel Luitjens, WADC Liaison; Corey Maricle (on behalf of Staples Oil Co.), and Pat Halbe.

3. Additions to Agenda: No. 9 – Unfinished Business: Highway 60 Billboard Update, North Windom Industrial Park Sign Update, and No. 11 – Miscellaneous Items: Lawn Mower and Commercial Rehab Program Update.

4. Approval of Minutes:

**Motion by Commissioner Slette, seconded by Commissioner Messer, to approve the Minutes of the EDA Meeting held on August 13, 2007. Motion carried 3-0.**

(Commissioner Kruse was not present for the vote.)

5. TIF District 1-11

A. Assignment and Assumption Agreement: The Board had received a copy of the proposed agreement prepared by the EDA's TIF attorney. Big Game Products' headquarters is located in this district. Tod Quiring is selling this property to Alan Staples. The district is not scheduled to be decertified until April 6, 2010; and the increment received from the district is still needed to reimburse eligible expenses incurred by the EDA. Because the EDA is a party to the redevelopment agreement, any transfer of the property requires EDA's approval.

**Motion by Commissioner Messer, seconded by Commissioner Slette, to approve the Assignment and Assumption Agreement between Tod K. Quiring and Alan Staples covering TIF District 1-11, and to authorize the EDA President or Vice President to sign this agreement. Motion carried 3-0.**

(Commissioner Kruse was not present for the vote.)

6. TIF District 1-15

A. Assignment and Assumption Agreement: The Board had received a copy of the proposed agreement prepared by the EDA's TIF attorney. This TIF District covers the site of the former New Vision seed plant. The demolition of the building and reclamation of the site have been completed. The district is not scheduled to be decertified until December 30, 2025; and it is necessary that the district remain open to allow the Developer to recoup the demolition and site reclamation costs. Staples and Staples, L.L.C. has approved a transfer of the property to Alan Staples and he has agreed to assume the remaining obligations under the redevelopment agreement.

**Motion by Commissioner Messer, seconded by Commissioner Slette, to approve the Assignment and Assumption Agreement between Staples and Staples, L.L.C. and Alan Staples covering TIF District 1-15, and to authorize the EDA President or Vice**

**President to sign this agreement. Motion carried 4-0.**

7. River Bend Development – Project Update: Director Backman noted that the land surveyor had completed an elevation certificate and the flood insurance matters are being finalized. The closing is scheduled for 3:00 p.m. on Wednesday, September 12. The groundbreaking ceremony is scheduled at the site for noon on Tuesday, September 11; and the EDA Board has been invited to participate in the event.
8. Minnesota Community Capital Fund- Overview: The EDA Board had received a copy of an overview of this fund. Director Backman advised that the Minnesota Community Capital Fund (MCCF) is a nonprofit organization which pools revolving loan funds to aid in gap funding for economic development projects. The organization was formed in 2003 by municipalities, utilities, and economic development organizations. Its members include communities, counties, and economic development organizations throughout Greater Minnesota. Benefits of membership include: (1) the ability to originate loans up to 10 times their contribution; (2) the fund manager works with the members on their projects; (3) the fund manager is responsible for loan closings and marketing loans in the secondary market; (4) the fund manager completes the reports required under the Minnesota Business Subsidy Law; and (5) the fund is looking at additional funding sources on the federal level, such as CDFI. There are three levels of membership: Class C = \$25,000 up to \$50,000; Class B = \$50,000 to \$100,000; and Class A = Over \$100,000. Director Backman provided examples of area communities/counties who have become members of MCCF. A Board of Directors, comprised of the Fund's President, two members from each class, and three at-large members, governs the activities of the fund. The EDA Board requested that Director Backman make arrangements for a presentation by Scott Martin, MCCF's President and CEO, at a future EDA Meeting.
9. Unfinished Business:
  - A. Prospect Update: Director Backman briefed the Board concerning preliminary information supplied to DEED for prospects they are interacting with on our behalf.
  - B. Highway 60 Billboard Update: Director Backman distributed copies of the diagram of the Highway 60 billboard which will be installed by mid-September between Fortune Transportation and "the towers". Commissioner Slette advised that the EDA had reserved the "Windom Connects" URL in 2006 and asked if the Board would like to utilize that URL for a connection to the EDA page on the City's website. He was given the go ahead to work with the City on that project. Additional items will also be added to the EDA's web page relating to information shown on the billboard.
  - C. North Windom Industrial Park Sign: Director Backman advised that he had received quotes from three sign companies for a 10'X24' sign to be placed along Highway 71. The Board requested that Director Backman contact the Electrical Department concerning the availability of posts and also the possibility that they could install the posts. The Board also requested that Director Backman review other signs in the area and check into quotes for a somewhat smaller sign.
10. New Business:
  - A. Business Visits Report: Director Backman updated the Board concerning business visits and other meetings since the August 13th report.

11. Miscellaneous Information

A. River Bluff Townhomes – Monthly Financial Report: The Board received a copy of the financial report provided by Van Binsbergen & Associates for the period ending July 31, 2007.

B. Lawn Mower: Director Backman advised that he had been contacted by Jeremy from GDF concerning a used 2002 72” mower they have available for sale that could be used on the EDA properties. It was the consensus of the EDA Board that they did not want to purchase another mower at this time.

C. Commercial Rehab Program Update: Director Backman advised that the program is now available for commercial businesses. Information has been provided to local businesses through the newspaper and a chamber mailing. The EDA has received the first application which was forwarded to Western Community Action for processing.

12. Adjourn: On motion, President Erickson adjourned the meeting at 12:49 p.m.

---

Trevor Slette, Secretary-Treasurer

Attest:

---

Aaron Backman, Executive Director

Windom Library Board Meeting

Windom Library

September 11, 2007

5:05 p.m.

1. Call to order: The meeting was called to order by Freddie Hoppert at 5:10 p.m..
2. Roll Call:  
Members Present: Jan Johnson, Freddie Hoppert, Kathy Hiley, John Duscher and Anita Winkel.  
  
Members Absent: Charles Reid and Tina Peiffer  
  
Library Staff Present: Joan Hunter  
  
City Council Member Absent: JoAnn Ray

3. Agenda and Minutes:

Motion by Anita Winkel, seconded by Freddie Hoppert to approve the Agenda and Minutes as amended.

4. Financial Report:

Joan reported that \$3,800 was paid to ServiceMaster to remove books and clean the mold from the basement. This was a "Maintenance" item. The city is waiting to hear from the insurance adjuster as to how much insurance will pay on this. Hopefully there will be dollars paid from the insurance to reduce the city's cost of cleanup.

Motion by Anita Winkel, seconded by Kathy Hiley to approve the Financial Report.

5. Librarians Report:

Joan and Dawn again requested that the city designate them as full-time employees. Again they were turned down. The city council suggested that if only one of them requests this next year that there might be a better chance of getting approval.

On Monday, September 10, broken glass was discovered in the reading room. Over the weekend, 5 BB holes had been shot through the glass. A police report was filed.

Joan will be attending the city council's budget meeting on Oct. 4. Also that week there will be training for the new software that the library will be using.

The book sale ended and all leftover books have boxed.

Motion by Freddie Hoppert and seconded by Anita Winkel to approve the librarian's report.

6. Old Business:

Discussion was held about storing books in the basement. There is still a dampness problem and hopefully most of this will be solved when a drain on the roof is re-routed. It was suggested that boxed books should be placed off the floor, possibly on wooden pallets. Also fans to move the air should be placed in the basement or/and a dehumidifier should be running and draining into the floor drain.

Discussion of library policies will wait until the new software on the library's computer is installed and running.

7. New Business:

None

8. New Book Suggestions

The board presented new book suggestions.

9. Adjourn:

Motion by John Duscher, seconded by Anita Winkel to adjourn.

Meeting adjourned at 5:24 p.m..

Agenda Request Form

Name: Jack R. Kelly Telephone No.: 507-831-1489  
507-822-1072

Address: 750 Highland Rd.

Date of Council Meeting: 9/18/07 (Agenda items must be turned into the City office by Friday noon preceding the Tuesday meeting):

Subject: Stakeholders Concern for the DesMoine River & Dam

Have you brought this to the attention of the appropriate department head? yes  
Committee? yes

Hand-outs, audio-visual materials: (These must be simple and set up directly before you speak and taken down directly afterward):

Remarks shall be limited to five (5) minutes. They should be addressed to the Council as a whole and not to any individual member or department head.

  
Signature

**I would like to request council consideration to increase the allotted time for this item from five (5) minutes to thirty (30) minutes.**

# LG220 Application for Exempt Permit

For Board Use Only

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

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

**Fee is \$50 for each event**

Check # \_\_\_\_\_  
\$ \_\_\_\_\_

## ORGANIZATION INFORMATION

Organization name <i>Window Youth Hockey Assn.</i>		Previous gambling permit number <i>00998-004</i>	
Type of nonprofit organization. Check (✓) one. <input type="checkbox"/> Fraternal <input type="checkbox"/> Religious <input type="checkbox"/> Veterans <input checked="" type="checkbox"/> Other nonprofit organization			
Mailing address <i>P.O. Box 41</i>		City <i>Window</i>	State/Zip Code <i>MN 56101</i>
Name of chief executive officer (CEO) <i>Barwin Pisman</i>		County <i>Cottonwood</i>	
		Daytime phone number	

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

\* Do not attach a sales tax exempt status or federal ID employer numbers as they are not proof of nonprofit status.

\_\_\_ Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.

Don't have a copy? This certificate must be obtained each year from:  
Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155 Phone: 651-296-2803

\_\_\_ Internal Revenue Service - IRS income tax exemption [501(c)] letter in your organization's name.

Don't have a copy? To obtain a copy of your federal income tax exempt letter, send your federal ID number and the date your organization initially applied for tax exempt status to:  
IRS, P.O. Box 2508, Room 4010, Cincinnati, OH 45201

\_\_\_ Internal Revenue Service - Affiliate of national, statewide, or international parent nonprofit organization (charter)

If your organization falls under a parent organization, attach copies of both of the following:

- IRS letter showing your parent organization is a registered nonprofit 501(c) organization with a group ruling
- the charter or letter from your parent organization recognizing your organization as a subordinate.

Internal Revenue Service - proof previously submitted to Gambling Control Board

If you previously submitted proof of nonprofit status from the Internal Revenue Service, no attachment is required.

## GAMBLING PREMISES INFORMATION

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

<i>CITY OF WINDOW ARENA</i>			
Address (do not use PO box) <i>COTTONWOOD COUNTY FAIRGROUNDS</i>	City <i>WINDOW</i>	Zip Code <i>56101</i>	County <i>COTTONWOOD</i>
Date(s) of activity (for raffles, indicate the date of the drawing) <i>FEBRUARY 7TH 2008</i>			

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

- \*Bingo     Raffles     \*Paddlewheels     \*Pull-Tabs     \*Tipboards

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

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT**

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

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

The application is acknowledged with no waiting period.

The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

The application is denied.

Print city name \_\_\_\_\_

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

Title \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

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

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

The application is acknowledged with no waiting period.

The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.

The application is denied.

Print county name \_\_\_\_\_

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

Title \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

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

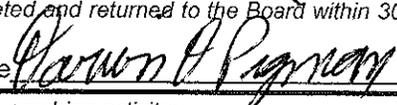
Print township name \_\_\_\_\_

Signature of township official acknowledging application \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE**

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

Chief executive officer's signature  Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Complete an application** for each gambling activity:

- one day of gambling activity
- two or more consecutive days of gambling activity
- each day a raffle drawing is held

**Send application with:**

- a copy of your proof of nonprofit status, and
- \$50 application fee for each event.

Make check payable to "State of Minnesota."

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

**Financial report and recordkeeping required**

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

**Questions?**

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

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

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

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

**RESOLUTION #2007-**

**INTRODUCED:**

**SECONDED:**

**VOTED:** Aye:

Nay:

Abstained:

**CITY OF WINDOM**

**RESOLUTION ESTABLISHING  
RATES, CHARGES AND FEES FOR ENTERPRISE FUND**

**WHEREAS**, City Code Section 3.02 authorizes the City Council to establish rates and charges for municipal utilities (including, but not limited to, services, permit fees, connection and meter reading and checking fees, disconnection fees, reconnection fees including penalties for non-payment); and

**WHEREAS**, the Utility Commission and the City Council periodically establish rates and fees for municipal utilities; and

**WHEREAS**, the Windom Utility Commission has amended rates and requests that the Windom City Council adopt the amended electric rates charged residential and commercial customers; and

**WHEREAS**, it is in the best interests of the City of Windom and its citizens to operate the city enterprise funds in a financially sound and cost-effective manner.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Windom, Minnesota, to change the electric rates charged residential, commercial, industrial and municipal customers as listed.

**Residential**

All KWH's @ \$.0699/kwh  
City customer charge \$3.52/month  
Out of city \$10.54/month

**General Service (Commercial)**

2000 KWH's @ \$.0807/kwh  
Next 6000 KWH's @ \$.0753/kwh  
Excess KWH's @ \$.0699/kwh  
Customer charge \$11.74/month

**Industrial**

First 30,000 KWH's @ \$.0591/kwh  
Excess KWH's @ \$.0559/kwh  
Demand Charge @ \$4.87/kwh

**Municipal**

All KWH's @ \$.0655/kwh

Adopted this 18th day of September, 2007.

---

Tom Riordan, Mayor

ATTEST:

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Steven Nasby, City Administrator

From;

**Marv Grunig**  
**Windom Municipal Utility**  
**1105 1<sup>st</sup> Ave.**  
**Windom, MN. 56101**

Subject: Electric Rate Increase

**Dear City Council members,**

**On August 29<sup>th</sup>, 2007 (after a lengthy discussion about the 2008 budget proposal), the City of Windom Utility Commission approved a rate increase for all customer classifications. The last such increase (3%) was implemented January 1<sup>st</sup> of 2006, in what was considered an adjustment for inflation. In 2003-04 contracted financial work by Public Financial Management, preparing the Windom Utility for their involvement in the two power plant projects (NCII and BSPII), Jon Burmeister recommended inflationary rate increases every other year that would help stabilize the financial well-being of the Utility. Other factors now exist that also support a rate increase at this time. Material costs for the Utility are skyrocketing as Municipals now compete for copper, aluminum, and core steel globally. Japan, India and China's consumption of raw materials, along with the impact of recent natural disasters have driven the price of transformers, wire and a multitude of related electrical products to almost twice what they were two short years ago. Electric items now come with surcharges of 8% for oil and commodities as an additional charge that didn't exist two years ago. It's getting harder and harder to get the shipping included because of the fuel cost of transportation.**

Windom Municipal Utility

**Energy Conservation Programs mandated by the State have also become burdensome for Utility budgets everywhere and will only increase in future years as required by new 2007 Minnesota Energy Policy.**

**The Utility Commission also expressed concern over an Electric Utility reserve that only reflects about 40% of one year's operating expense. With this in mind, the Utility Commission approved the 3% rate increase recommendation of the Electric Utility Manager, and added 2% to impact future electric reserves.**

**Action required at the September 18<sup>th</sup> City Council meeting would be the approval of the Windom Utility Commission's recommended 5% rate increase for all customer classifications effective on October energy billed out November 1<sup>st</sup> of 2007.**

**Thank you,**

**Marv Grunig  
Electric Utility Mgr.**

**(507) 831-6151**

**Windom Municipal Electric Utility Rates with PCA base**

Effective date 11-1-2007  
 Oct. energy billed Nov 1

Effective 1-1-2006

Proposed add 5% to rate

**Residential**

All KWH's @ \$.0666 / kwh  
 City Customer Charge \$3.35 / month  
 Out of City \$10.04 / month

**Residential**

All KWH's @ \$.0699 / kwh  
 City Customer Charge \$3.52 / month  
 Out of City \$10.54 / month

**General Service (Commercial)**

2000 KWH's @ \$.0769 / kwh  
 next 6000 KWH's @ \$.0717 / kwh  
 excess KWH's @ \$.0666 / kwh  
 Costumer Charge \$11.18 / month

**General Service (Commercial)**

2000 KWH's @ \$.0807 / kwh  
 next 6000 KWH's @ \$.0753 / kwh  
 excess KWH's @ \$.0699 / kwh  
 Costumer Charge \$11.74 / month

**Industrial**

first 30,000 KWH's @ \$.0563 / kwh  
 excess KWH's @ \$.0532 / kwh  
 Demand Charge @ \$4.64 / kw

**Industrial**

first 30,000 KWH's @ \$.0591 / kwh  
 excess KWH's @ \$.0559 / kwh  
 Demand Charge @ \$4.87 / kw

**Municipal**

All KWH's @ \$.0624 / kwh

**Municipal**

All KWH's @ \$.0655 / kwh

Green Power Rate  
 per 100 kwh's ( 1 block ) \$3.50/Tag

Green Power Rate  
 per 100 kwh's ( 1 block ) \$3.50/Tag

Power Cost Adjustment base - \$0.0455

Power Cost Adjustment base - \$0.0455

**Impact of the 5% increase to Residential customers: \$3.30 for the average customer usage of 1000 kwhs/month**

**Impact of the 5% increase to Commercial customers: \$3.80 per 1000 kwhs of usage/month**



**TOBACCO - FREE  
YOUTH RECREATION**  
www.anssmn.org



Tobacco-Free Youth Recreation,  
the Cottonwood-Jackson 2 B Smoke-Free Coalition,  
and the Windom High School KAUSE group recognize

## *the City of Windom*

for protecting the health of the public by  
adopting a tobacco-free policy for portions of its park property.

*Katie Symens*

**Katie Symens**

*Windom High School KAUSE*

*Himbury Elston*

**Kim Elston**

*Windom High School KAUSE*

*Brittany McFadden*

**Brittany McFadden**

*Tobacco-Free Youth Recreation*

*Abby Horkey*

**Abby Horkey**

*Windom High School KAUSE*

*Alex Kay Potter*

**Alex Potter**

*Windom High School KAUSE*

*Bonnie Frederickson*

**Bonnie Frederickson**

*2 B Smoke-Free Coalition*

*Sarah Cartwright*

**Sarah Cartwright**

*Windom High School KAUSE*

*Missy Visker*

**Missy Visker**

*Windom High School KAUSE*

*Jackie Turner*

**Jackie Turner**

*Windom Area High School*

9-5-07

**Date**

**RESOLUTION #2007-**

**INTRODUCED:**

**SECONDED:**

**VOTED: Aye:**

**Nay:**

**Absent:**

**CITY OF WINDOM**

**RESOLUTION ESTABLISHING  
RATES, CHARGES AND FEES FOR  
PARK AND RECREATION FACILITIES**

**WHEREAS**, the City Council has the authority to establish rates and fees for municipal services, admissions and rentals; and

**WHEREAS**, the City Council periodically establishes rates and fees for municipal special revenue funds; and

**WHEREAS**, the Windom Park & Recreation Commission recommends to the Windom City Council to change fees for the following items; and

**WHEREAS**, it is in the best interests of the City of Windom and its citizens to operate the city special revenue funds in a cost-effective manner.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Windom, Minnesota, that fees be amended as follows:

**Arena**

2007-2008 Hourly Ice rate	\$97.50
2008-2009 Hourly Ice rate	\$100.00

**Storage**

2007-2008 Storage Rates	
Units under 20 feet	\$100.00
Units between 20-30 feet	\$125.00
Units over 30 feet	\$150.00

Adopted this 18th day of September, 2007.

---

Tom Riordan, Mayor

ATTEST:

---

Steven Nasby, City Administrator

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	ROBERT MESSER	MILEAGE	51.89
	Total for Department 101		51.89*
P & Z / BUILDING OFF VET'S WHOA N'GO		GAS	95.15
	Total for Department 106		95.15*
POLICE	SHAWN HAKEN	EXPENSE	7.02
	Total for Department 120		7.02*
FIRE DEPARTMENT	VET'S WHOA N'GO	GAS	105.43
	Total for Department 125		105.43*
STREET	ERICKSON OIL CO	GAS	341.87
STREET	MIDWEST WIRELESS	TELEPHONE	99.79
STREET	VET'S WHOA N'GO	GAS	181.89
STREET	WENCK ASSOCIATES, IN 07 SEAL COAT		720.00
	Total for Department 140		1,343.55*
RECREATION	MATT ANDERSON	UMPIRE	225.00
RECREATION	SAM FISCHENICH	UMPIRE	25.00
	Total for Department 150		250.00*
PARKS	ELECTRIC FUND	MAINTENANCE	3.91
PARKS	VET'S WHOA N'GO	GAS	4.87
	Total for Department 165		8.78*
	Total for Fund 01		1,861.82*
	HJERPE CONTRACTING I 07 STREET CONTRACT		104,740.97
	Total for Department		104,740.97*
	Total for Fund 07		104,740.97*
AMBULANCE	MIDWEST WIRELESS	TELEPHONE	92.42
AMBULANCE	JOLYNN NERHUS	EXPENSE	26.17
AMBULANCE	BRAD POWERS	EXPENSE	8.12
AMBULANCE	KIM POWERS	EXPENSE	3.16
AMBULANCE	ALLAN REMPEL	EXPENSE	7.24
AMBULANCE	VET'S WHOA N'GO	GAS	1,058.14
	Total for Department 176		1,195.25*
	Total for Fund 13		1,195.25*
MULTI-PURPOSE BUILDI	ELECTRIC FUND	MAINTENANCE	23.98
MULTI-PURPOSE BUILDI	MIDWEST WIRELESS	TELEPHONE	13.61
	Total for Department 177		37.59*
	Total for Fund 14		37.59*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	1,325.15
LIQUOR	LOCHER BROTHERS INC	MERCHANDISE	3,220.75

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
LIQUOR	GRIGGS COOPER	MERCHANDISE	1,015.26
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	4,630.95
LIQUOR	HOLINKA DISTR. CO.	MERCHANDISE	67.00
LIQUOR	JOHNSON BROS.	MERCHANDISE	1,585.26
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	1,396.84
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	6,266.90
	Total for Department 180		19,508.11*
	Total for Fund 60		19,508.11*
WATER	ELECTRIC FUND	MAINTENANCE	34.47
WATER	MIDWEST WIRELESS	TELEPHONE	13.61
	Total for Department 181		48.08*
	Total for Fund 61		48.08*
	TEOFILA OREA	REFUND - UTILITY PREPAYM	125.00
	NORINE PORATH	REFUND -UTILITY PREPAYME	125.00
	MARK ROUBINEK	REFUND- UTILITY PREPAYME	125.00
	Total for Department		375.00*
ELECTRIC	SANFORD LABORATORIES	TESTING	32.56
ELECTRIC	BRAD BUSSA	CLEANING	184.60
ELECTRIC	VET'S WHOA N'GO	GAS	26.86
	Total for Department 182		244.02*
	Total for Fund 62		619.02*
SEWER	ERICKSON OIL CO	GAS	71.27
SEWER	MIDWEST WIRELESS	TELEPHONE	71.13
SEWER	SANFORD LABORATORIES	TESTING	32.56
	Total for Department 183		174.96*
	Total for Fund 63		174.96*
ARENA	VET'S WHOA N'GO	GAS	283.68
	Total for Department 184		283.68*
	Total for Fund 64		283.68*
	NORINE PORATH	REFUND - CONVERTER DEPOS	15.00
	Total for Department		15.00*
	Total for Fund 65		15.00*
ECONOMIC DEVELOPMENT	AARON BACKMAN	EXPENSE	104.28
ECONOMIC DEVELOPMENT	ELECTRIC FUND	MAINTENANCE	12.45
ECONOMIC DEVELOPMENT	MN REAL ESTATE JOURN	SUBSCRIPTION	85.00
ECONOMIC DEVELOPMENT	MSP COMMUNICATIONS	MEETING EXPENSE	35.00
	Total for Department 187		236.73*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Fund 67			236.73*
	MN 9-1-1 PROGRAM	911 SERVICE	733.65
Total for Department			733.65*
TELECOMMUNICATIONS	AT & T	USAGE CHARGES	125.00
TELECOMMUNICATIONS	CREATIVE DESIGN	SHIRTS	100.00
TELECOMMUNICATIONS	JEFFREY DAHNA	INTERNET ACCESS	102.30
TELECOMMUNICATIONS	E-911	MONTHLY 911 SERVICE	43.70
TELECOMMUNICATIONS	QWEST	SERVICE	7.23
TELECOMMUNICATIONS	SALLY OLTMANN	EXPENSE	22.37
TELECOMMUNICATIONS	ONVOY	BANDWIDTH BILLING	4,632.00
TELECOMMUNICATIONS	ONVOY	SS7 SERVICE	7,239.70
TELECOMMUNICATIONS	JEREMY ROLFES	SERVICE INTERNET	51.20
TELECOMMUNICATIONS	WINDOM BAKERY	EXPENSE	56.66
Total for Department 199			12,380.16*
Total for Fund 69			13,113.81*
	COLONIAL LIFE INSURA	INSURANCE	22.05
Total for Department			22.05*
Total for Fund 70			22.05*
Grand Total			141,857.07*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	CITIZEN PUBLISHING C	ADVERTISING	509.40
MAYOR & COUNCIL	MCDONALD & SCHRAMMEL	LEGAL FEES	627.00
MAYOR & COUNCIL	MCDONALD & SCHRAMMEL	LEGAL SUPPLIES	10.42
	Total for Department 101		1,146.82*
CITY OFFICE	COTTONWOOD COUNTY AS	2007 CITY ASSESSMENT FEE	27,646.96
CITY OFFICE	DAN'S OFFICE SUPPLY	SUPPLIES	63.06
CITY OFFICE	HEARTLAND TECHNOLOGY	BILLING SYSTEM FIRE WALL	40.00
CITY OFFICE	JIFFY-JR. PRODUCTS	SUPPLIES	72.76
CITY OFFICE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
CITY OFFICE	MATT PARROTT & SONS	SUPPLIES	84.60
CITY OFFICE	QUILL CORP	SUPPLIES	137.56
CITY OFFICE	SCHWALBACH HARDWARE	MAINTENANCE	4.25
	Total for Department 103		28,054.97*
P & Z / BUILDING OFF	DAN'S OFFICE SUPPLY	SUPPLIES	52.43
P & Z / BUILDING OFF	HEARTLAND TECHNOLOGY	BILLING SYSTEM FIRE WALL	40.00
P & Z / BUILDING OFF	WINDOM AUTO VALU	MAINTENANCE	7.14
P & Z / BUILDING OFF	KEMNA-ASA AUTO PLAZA	MAINTENANCE	592.05
P & Z / BUILDING OFF	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
P & Z / BUILDING OFF	NEW STAR SALES & SER	COPIER MAINTENANCE	33.54
P & Z / BUILDING OFF	PAMIDA	SUPPLIES	21.54
P & Z / BUILDING OFF	MATT PARROTT & SONS	SUPPLIES	84.49
P & Z / BUILDING OFF	DOUG SCRIVENS	REFUND - BUILDING PERMIT	440.75
P & Z / BUILDING OFF	CARQUEST MOTOR PARTS	MAINTENANCE	31.41
	Total for Department 106		1,309.13*
LEGAL	MCDONALD & SCHRAMMEL	LEGAL SUPPLIES	63.74
	Total for Department 110		63.74*
CITY HALL	AMERIGAS - WORTHINGT	WATER TREATMENT	23.38
CITY HALL	COTTONWOOD COUNTY SO	RECYCLING PICK UP	12.00
CITY HALL	WASTE MANAGEMENT OF	HAUL GARBAGE	79.09
CITY HALL	RON'S ELECTRIC	MAINTENANCE	184.05
CITY HALL	SCHWALBACH HARDWARE	MAINTENANCE	58.99
	Total for Department 115		357.51*
POLICE	COTTONWOOD CO TREASU	DISPATCHING	275.00
POLICE	COTTONWOOD CO TREASU	RENT	1,200.00
POLICE	DAN'S OFFICE SUPPLY	SUPPLIES	1.67
POLICE	GALLS	SUPPLIES	170.33
POLICE	WINDOM AUTO VALU	MAINTENANCE	4.27
POLICE	JOHNSON HARDWARE	MAINTENANCE	52.04
POLICE	KENT F. KELLY	EXPENSE	46.63
POLICE	MCDONALD & SCHRAMMEL	LEGAL FEES	2,242.00
POLICE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	22.50
POLICE	MATT PARROTT & SONS	SUPPLIES	84.49
POLICE	JEFFREY SHIRKEY	EXPENSE	27.22
POLICE	COUNTRY PRIDE SERVIC	MAINTENANCE	117.98
POLICE	WINDOM TOWING CO	TIRES	182.74
	Total for Department 120		4,426.87*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
FIRE DEPARTMENT	COTTONWOOD CO TREASU	DISPATCHING	212.50
FIRE DEPARTMENT	DAN'S OFFICE SUPPLY	SUPPLIES	36.72
FIRE DEPARTMENT	HEIMAN FIRE EQUIP. C	MAINTENANCE	1,998.00
FIRE DEPARTMENT	MCDONALD & SCHRAMEL	LEGAL FEES	47.50
FIRE DEPARTMENT	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
FIRE DEPARTMENT	RUNNING'S SUPPLY	MAINTENANCE	7.23
FIRE DEPARTMENT	TOWN 'N COUNTRY	AIR CONDITIONER	459.99
	Total for Department 125		2,767.72*
EMERGENCY MANAGEMENT	COTTONWOOD CO TREASU	DISPATCHING	12.50
EMERGENCY MANAGEMENT	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	200.00
	Total for Department 130		212.50*
ANIMALS	COTTONWOOD-SLAYTON V	VET SERVICE	321.30
	Total for Department 135		321.30*
STREET	COTTONWOOD CO TREASU	DISPATCHING	125.00
STREET	WASTE MANAGEMENT OF	HAUL GARBAGE	121.31
STREET	DIAMOND VOGEL PAINT	MAINTENANCE	333.56
STREET	GDF ENTERPRISES, INC	MAINTENANCE	29.85
STREET	GRUNEWALD GRAVEL	SERVICE	300.00
STREET	HANCOR	MAINTENANCE	65.55
STREET	WINDOM AUTO VALU	MAINTENANCE	235.42
STREET	JOHNSON HARDWARE	MAINTENANCE	3.20
STREET	LAMPERTS YARDS, INC.	MAINTENANCE	34.70
STREET	MCDONALD & SCHRAMEL	LEGAL FEES	85.50
STREET	MACQUEEN EQUIP. CO.	MAINTENANCE	100.00
STREET	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
STREET	MESSER MACHINE & MFG	MAINTENANCE	10.86
STREET	MILLS & MILLER, INC	SALT	9,276.41
STREET	MTI DISTRIBUTING COM	MAINTENANCE	166.45
STREET	MATT PARROTT & SONS	SUPPLIES	84.49
STREET	RUNNING'S SUPPLY	MAINTENANCE	126.47
STREET	SCHWALBACH HARDWARE	MAINTENANCE	108.63
STREET	THE SEED CENTER	SEED	47.50
STREET	CARQUEST MOTOR PARTS	MAINTENANCE	183.69
	Total for Department 140		11,444.37*
RECREATION	CENTER SPORTS	SUPPLIES	93.00
RECREATION	CITIZEN PUBLISHING C	ADVERTISING	129.15
RECREATION	MIDWEST MINIMELTS	MERCHANDISE	235.50
	Total for Department 150		457.65*
PARKS	CITIZEN PUBLISHING C	ADVERTISING	129.15
PARKS	COTTONWOOD CO TREASU	DISPATCHING	37.50
PARKS	WINDOM AUTO VALU	MAINTENANCE	85.73
PARKS	MTI DISTRIBUTING COM	MAINTENANCE	166.38
PARKS	PAMIDA	SUPPLIES	67.04
PARKS	RUNNING'S SUPPLY	MAINTENANCE	9.66
PARKS	SCHWALBACH HARDWARE	MAINTENANCE	115.63

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
PARKS	THE SEED CENTER	SEED	1,866.75
PARKS	COUNTRY PRIDE SERVIC	MAINTENANCE	431.33
	Total for Department 165		2,909.17*
	Total for Fund 01		53,471.75*
LIBRARY	AMAZON.COM	BOOKS	85.88
LIBRARY	BBC AUDIO	BOOKS	57.00
LIBRARY	CENTER POINT LARGE P	BOOKS	38.34
LIBRARY	CITIZEN PUBLISHING C	ADVERTISING	100.50
LIBRARY	COTTONWOOD COUNTY SO	RECYCLING PICK UP	12.00
LIBRARY	DAN'S OFFICE SUPPLY	SUPPLIES	210.00
LIBRARY	THOMSON GALE	BOOKS	277.80
LIBRARY	INGRAM	BOOKS	1,525.47
LIBRARY	J & K WINDOWS	SERVICE	15.00
LIBRARY	LIFE BOOKS	SUBSCRIPTION	40.90
LIBRARY	MAYO CLINIC HEALTH L	SUBSCRIPTION	27.00
LIBRARY	MICROMARKETING	BOOKS & AUDIO	264.40
LIBRARY	PEOPLE BOOKS	BOOKS	39.90
LIBRARY	READERS SERVICE	BOOKS	35.66
LIBRARY	SCHWALBACH HARDWARE	MAINTENANCE	123.27
LIBRARY	SERVICEMASTER SW MN	CLEAN BASEMENT AFTER FLO	3,800.00
LIBRARY	TIME	BOOK	45.90
LIBRARY	USA TODAY	SUBSCRIPTION	156.00
LIBRARY	DISNEY MOVIE CHANNEL	MOVIES	107.81
LIBRARY	GLAMOUR	SUBSCRIPTION	16.00
	Total for Department 171		6,978.83*
	Total for Fund 03		6,978.83*
UHF TV	SCHWALBACH HARDWARE	MAINTENANCE	54.19
	Total for Department 173		54.19*
	Total for Fund 10		54.19*
AIRPORT	RUNNING'S SUPPLY	MAINTENANCE	23.49
	Total for Department 174		23.49*
	Total for Fund 11		23.49*
POOL	CENTRAL MN CHAPTER A	SUPPLIES	285.00
POOL	HAWKINS, INC	CHEMICALS	315.76
POOL	MATT PARROTT & SONS	SUPPLIES	84.49
	Total for Department 175		685.25*
	Total for Fund 12		685.25*
AMBULANCE	BOUND TREE	EQUIPMENT	703.70
AMBULANCE	COTTONWOOD CO TREASU	DISPATCHING	200.00
AMBULANCE	EMERGENCY MEDICAL PR	SUPPLIES	183.39

CITY OF WINDOM  
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
AMBULANCE	HIGLEY FORD	MAINTENANCE	28.46
AMBULANCE	WINDOM AUTO VALU	MAINTENANCE	12.19
AMBULANCE	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
AMBULANCE	MATT PARROTT & SONS	SUPPLIES	84.49
AMBULANCE	PRAXAIR DISTRIBUTION	SERVICE	443.33
AMBULANCE	WINDOM AREA HOSPITAL	SERVICE	1,106.67
AMBULANCE	COUNTRY PRIDE SERVIC	MAINTENANCE	30.00
	Total for Department 176		2,798.01*
	Total for Fund 13		2,798.01*
MULTI-PURPOSE BUILDI	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	89.40
MULTI-PURPOSE BUILDI	COLE PAPER INC.	SUPPLIES	536.55
MULTI-PURPOSE BUILDI	WASTE MANAGEMENT OF	HAUL GARBAGE	105.30
MULTI-PURPOSE BUILDI	FEDER MECHANICAL	MAINTENANCE	110.65
MULTI-PURPOSE BUILDI	SUNSHINE FOODS	SUPPLIES	10.13
MULTI-PURPOSE BUILDI	KDOM RADIO	ADVERTISING	133.60
MULTI-PURPOSE BUILDI	PAMIDA	SUPPLIES	9.96
MULTI-PURPOSE BUILDI	SCHWALBACH HARDWARE	MAINTENANCE	51.60
MULTI-PURPOSE BUILDI	STONER INDUSTRIAL, I	SERVICE	83.94
MULTI-PURPOSE BUILDI	WINDOM QUICK PRINT	SUPPLIES	361.57
	Total for Department 177		1,492.70*
	Total for Fund 14		1,492.70*
LIQUOR	ENVIROMASTER, INC.	SERVICE	39.41
LIQUOR	BILL ANDERSON LANDSC	SERVICE	127.80
LIQUOR	CITIZEN PUBLISHING C	ADVERTISING	398.80
LIQUOR	COCA-COLA BOTTLING C	MERCHANDISE	239.40
LIQUOR	CULLIGAN	SERVICE	20.86
LIQUOR	WASTE MANAGEMENT OF	HAUL GARBAGE	54.76
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	17.50
LIQUOR	A H HERMEL CANDY & T	MERCHANDISE	926.33
LIQUOR	JOHNSON HARDWARE	MAINTENANCE	8.41
LIQUOR	MCDONALD & SCHRAMEL	LEGAL FEES	190.00
LIQUOR	MATT PARROTT & SONS	SUPPLIES	84.49
LIQUOR	PEPSIAMERICAS	MERCHANDISE	455.75
LIQUOR	S&K LINES	FREIGHT	756.60
LIQUOR	SCHWALBACH HARDWARE	MAINTENANCE	20.71
LIQUOR	VERLO ADRIAN INC	MAINTENANCE	144.26
	Total for Department 180		3,485.08*
	Total for Fund 60		3,485.08*
	HD SUPPLY WATERWORKD	MAINTENANCE	5,207.35
	Total for Department		5,207.35*
WATER	AMERICAN WATER WORKS	DUES	278.00
WATER	CITIZEN PUBLISHING C	ADVERTISING	135.30
WATER	CITIZEN PUBLISHING C	COMP SUPPORT	68.75

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
WATER	COTTONWOOD CO TREASU	DISPATCHING	100.00
WATER	HAWKINS, INC	CHEMICALS	5,804.94
WATER	FEDER MECHANICAL	MAINTENANCE	110.65
WATER	HACH COMPANY	SUPPLIES	141.90
WATER	H P SUDS	BILLING CONTRACT SERVICE	128.67
WATER	WINDOM AUTO VALU	MAINTENANCE	6.59
WATER	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
WATER	MN VALLEY TESTING	TESTING	56.25
WATER	MATT PARROTT & SONS	SUPPLIES	84.49
WATER	RUNNING'S SUPPLY	MAINTENANCE	1,178.76
WATER	SCHWALBACH HARDWARE	MAINTENANCE	24.66
WATER	HD SUPPLY WATERWORKD	MAINTENANCE	357.12
WATER	HOUSEHOLD FINANCE	REFUND - CREDIT ON UTILI	10.53
	Total for Department 181		8,492.39*
	Total for Fund 61		13,699.74*
	BORDER STATES ELECTR	MAINTENANCE	8,268.05
	RESCO	INVENTORY	3,124.71
	WERNER ELECTRIC	MAINTENANCE	482.58
	WESCO DISTRIBUTION,	SUPPLIES	549.97
	HOUSEHOLD FINANCE	REFUND - CREDIT ON UTILI	.41
	Total for Department		12,425.72*
ELECTRIC	BORDER STATES ELECTR	MAINTENANCE	1,068.76
ELECTRIC	CITIZEN PUBLISHING C	ADVERTISING	222.30
ELECTRIC	CITIZEN PUBLISHING C	COMP SUPPORT	68.75
ELECTRIC	COLE PAPER INC.	SUPPLIES	79.90
ELECTRIC	COTTONWOOD CO TREASU	DISPATCHING	187.50
ELECTRIC	WASTE MANAGEMENT OF	HAUL GARBAGE	78.72
ELECTRIC	DAKOTA SUPPLY GROUP	MAINTENANCE	131.00
ELECTRIC	HIGLEY FORD	MAINTENANCE	8.52
ELECTRIC	H P SUDS	BILLING CONTRACT SERVICE	128.67
ELECTRIC	KDOM RADIO	ADVERTISING	233.60
ELECTRIC	LAMPERTS YARDS, INC.	MAINTENANCE	6.55
ELECTRIC	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.78
ELECTRIC	ULTRASONIC SERVICES	MAINTENANCE	2,744.67
ELECTRIC	MN DEPT OF COMMERCE	ASSESSMENT	1,150.61
ELECTRIC	MN MUNICIPAL UTILITI	MEMBERSHIP DUES	1,137.90
ELECTRIC	MATT PARROTT & SONS	SUPPLIES	84.49
ELECTRIC	RETROFIT RECYCLING,	RECYCLING	1,708.51
ELECTRIC	RON'S ELECTRIC	MAINTENANCE	1,271.74
ELECTRIC	RUNNING'S SUPPLY	MAINTENANCE	11.70
ELECTRIC	SCHWALBACH HARDWARE	MAINTENANCE	206.11
ELECTRIC	STONER INDUSTRIAL, I	SERVICE	67.96
ELECTRIC	DEPARTMENT OF ENERGY	POWER COST	67,031.61
ELECTRIC	WINDOM AREA DEVELOPM	INDUSTRIAL DEVELOPMENT	1,200.00
ELECTRIC	WINDOM FARM SERVICE	MAINTENANCE	96.75
ELECTRIC	HOUSEHOLD FINANCE	REFUND - CREDIT ON UTILI	15.40
ELECTRIC	TRAFFIC CONTROL CORP	MAINTENANCE	216.29

CITY OF WINDOM  
 PM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
		Total for Department 182	79,163.79*
		Total for Fund 62	91,589.51*
SEWER	AUTOMATIC SYSTEMS CO	SERVICE	1,463.50
SEWER	BRAUN PUMP & CONTROL	MAINTENANCE	4,790.43
SEWER	CITIZEN PUBLISHING C	ADVERTISING	104.55
SEWER	CITIZEN PUBLISHING C	COMP SUPPORT	68.75
SEWER	COTTONWOOD CO TREASU	DISPATCHING	100.00
SEWER	WASTE MANAGEMENT OF	HAUL GARBAGE	79.09
SEWER	G.NEIL CO	SUPPLIES	109.74
SEWER	H P SUDS	BILLING CONTRACT SERVICE	128.67
SEWER	WINDOM AUTO VALU	MAINTENANCE	3.07
SEWER	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.77
SEWER	MN VALLEY TESTING	TESTING	2,275.30
SEWER	MATT PARROTT & SONS	SUPPLIES	84.49
SEWER	POWER SYSTEMS SERVIC	MAINTENANCE/SERVICE	3,587.49
SEWER	RUNNING'S SUPPLY	MAINTENANCE	396.61
SEWER	SCHWALBACH HARDWARE	MAINTENANCE	3.83
SEWER	WINDOM TOWING CO	TIRES	20.00
SEWER	HOUSEHOLD FINANCE	REFUND - CREDIT ON UTILI	18.00
		Total for Department 183	13,239.29*
		Total for Fund 63	13,239.29*
ARENA	AMERIPRIDE LINEN CO	SERVICE	112.15
ARENA	ASCAP	LICENSE FEE	286.67
ARENA	COCA-COLA BOTTLING C	MERCHANDISE	173.00
ARENA	COTTONWOOD-SLAYTON V	VET SERVICE	150.00
ARENA	WASTE MANAGEMENT OF	HAUL GARBAGE	121.68
ARENA	SUNSHINE FOODS	SUPPLIES	30.93
ARENA	WINDOM AUTO VALU	MAINTENANCE	42.60
ARENA	JERRY'S REPAIR	MAINTENANCE	1,289.72
ARENA	LAMPERTS YARDS, INC.	MAINTENANCE	23.34
ARENA	MANKATO MOBIL RADIO	MAINTENANCE CONTRACT	5.77
ARENA	M&G DISTRIBUTORS	MAINTENANCE	313.47
ARENA	MILLER SELLNER EQUIP	MAINTENANCE	32.32
ARENA	MATT PARROTT & SONS	SUPPLIES	84.49
ARENA	RUNNING'S SUPPLY	MAINTENANCE	356.97
ARENA	SCHWALBACH HARDWARE	MAINTENANCE	667.64
ARENA	STONER INDUSTRIAL, I	SERVICE	9.52
ARENA	COUNTRY PRIDE SERVIC	MAINTENANCE	166.47
ARENA	WINDOM FARM SERVICE	MAINTENANCE	50.09
ARENA	CARQUEST MOTOR PARTS	MAINTENANCE	74.58
ARENA	WINDOM PAINTING	MAINTENANCE	268.02
ARENA	WINDOM READY MIX	MAINTENANCE	682.52
ARENA	MIDWEST MINIMELTS	MERCHANDISE	78.50
ARENA	FREDIN CONSTRUCTION	MAINTENANCE	1,260.31
ARENA	WORTHINGTON GLASS	DOOR	3,336.00
		Total for Department 184	9,616.76*

CITY OF WINDOM  
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Fund 64			9,616.76*
ECONOMIC DEVELOPMENT	BRADLEY & DEIKE, P.A	PROFESSIONAL SERVICE	480.00
ECONOMIC DEVELOPMENT	CITIZEN PUBLISHING C	ADVERTISING	178.00
ECONOMIC DEVELOPMENT	DAN'S OFFICE SUPPLY	SUPPLIES	52.42
ECONOMIC DEVELOPMENT	ED PROS	2007 ED PROS MEMBERSHIP	50.00
ECONOMIC DEVELOPMENT	EHLERS & ASSOC., INC	SERVICE	135.00
ECONOMIC DEVELOPMENT	HEARTLAND TECHNOLOGY	BILLING SYSTEM FIRE WALL	40.00
ECONOMIC DEVELOPMENT	KDOM RADIO	ADVERTISING	66.50
ECONOMIC DEVELOPMENT	MCDONALD & SCHRAMEL	LEGAL FEES	969.00
ECONOMIC DEVELOPMENT	NEW STAR SALES & SER	COPIER MAINTENANCE	33.53
ECONOMIC DEVELOPMENT	MATT PARROTT & SONS	SUPPLIES	84.49
Total for Department 187			2,088.94*
Total for Fund 67			2,088.94*
RIVERBLUFF ESTATES	WINDOM FARM SERVICE	MAINTENANCE	16.40
Total for Department 166			16.40*
Total for Fund 68			16.40*
TELECOMMUNICATIONS	CITIZEN PUBLISHING C	COMP SUPPORT	206.25
TELECOMMUNICATIONS	COMCAST MEDIA CENTER	SUBSCRIBER	19.00
TELECOMMUNICATIONS	WASTE MANAGEMENT OF	HAUL GARBAGE	70.20
TELECOMMUNICATIONS	DAN'S OFFICE SUPPLY	SUPPLIES	35.68
TELECOMMUNICATIONS	EXCESS LOGISTICS	MAINTENANCE	495.00
TELECOMMUNICATIONS	FEDER MECHANICAL	MAINTENANCE	551.25
TELECOMMUNICATIONS	SUNSHINE FOODS	SUPPLIES	25.22
TELECOMMUNICATIONS	GRAYBAR ELECTRIC CO	MAINTENANCE	613.75
TELECOMMUNICATIONS	HEARTLAND TECHNOLOGY	ISP PREPAY SUPPORT CONTR	1,500.00
TELECOMMUNICATIONS	H P SUDS	BILLING CONTRACT SERVICE	385.99
TELECOMMUNICATIONS	KDOM RADIO	ADVERTISING	238.50
TELECOMMUNICATIONS	MCDONALD & SCHRAMEL	LEGAL FEES	180.50
TELECOMMUNICATIONS	MIDWEST DATA, INC	CABS PROCESSING	1,251.63
TELECOMMUNICATIONS	NEW STAR SALES & SER	COPIER MAINTENANCE	30.00
TELECOMMUNICATIONS	MATT PARROTT & SONS	SUPPLIES	253.47
TELECOMMUNICATIONS	STONER INDUSTRIAL, I	SERVICE	38.14
TELECOMMUNICATIONS	TURNER MEDIA GROUP	TRANSPORT SERVICE	1,708.00
TELECOMMUNICATIONS	WINDOM QUICK PRINT	CONNECTION	1,957.20
TELECOMMUNICATIONS	WOODSTOCK TELEPHONE	SERVICE	186.67
TELECOMMUNICATIONS	UNIVERSAL SERVICE AD	FEES	100.00
Total for Department 199			9,846.45*
Total for Fund 69			9,846.45*
Grand Total			209,086.39*



## Membership Dues Invoice

*Effective during 2007-2008*

**City:** Windom  
**Population:** 4,436  
**Dues Amount:** \$3,764

**Cities with a population of:**

249 OR LESS .....	\$311
250-4,999 .....	\$109 PLUS 82.40 CENTS PER CAPITA
5,000-9,999 .....	\$860 PLUS 67.35 CENTS PER CAPITA
10,000-19,999 .....	\$1,863 PLUS 57.31 CENTS PER CAPITA
20,000-49,999 .....	\$6,363 PLUS 34.81 CENTS PER CAPITA
50,000-299,999 .....	\$18,834 PLUS 9.87 CENTS PER CAPITA
300,000 AND OVER .....	\$31,719 PLUS 5.58 CENTS PER CAPITA

*(This schedule adopted August 16, 2007. Total rounded to nearest dollar.)*

*(Population represents the 2006 State Demographer and Metropolitan Council Estimates)*

**For membership dues in the League of Minnesota Cities for the year beginning September 1, 2007. Annual dues for membership in the League of Minnesota Cities includes subscriptions to *Minnesota Cities* magazine\*. Pursuant to the disclosure requirements of Minnesota Statutes, Section 6.76, the proportionate amount of dues spent for lobbying purposes is 12.54%.**

Payment from Public Funds Authorized by Minn. Stats., Sec. 465.58

**I declare under the penalties of law that the foregoing account is just and correct and that no part of it has been paid.**

**Dated: September 1, 2007**

James F. Miller  
Executive Director, League of Minnesota Cities

\*Annual dues include subscriptions to *Minnesota Cities* magazine at \$40 per subscription according to the following schedule based on population: 249 or less, 6; 250-4999, 11; 5000-9999, 15; 10000-19999, 20; 20000-49999, 25; 50000-299999, 30; 300000+, 35. For further information on subscriptions contact the League offices. This information is given in order to meet postal regulations. Please do not use as a basis for payment.



CONNECTING & INNOVATING  
SINCE 1913

September 1, 2007

Dear Member City Official:

As we begin our new fiscal year, the Board of Directors and I would like to thank you for your city's membership in the League of Minnesota Cities. We encourage you and your colleagues to continue your involvement in the League and to take even greater advantage of the benefits your dues dollars pay for.

It's an exciting time to be a League member. The launch of our new brand identity in June marked the next chapter in the life of the League organization. We have a strong, proud history of connecting members to critical resources and to each other. Yet our eyes are set squarely on the future of our member cities and how we can be of greatest service to you. We also have a history of changing and innovating to keep a step ahead of member needs, and we are poised to do so again this year.

At its August 2007 meeting, the Board approved a 3.75 percent increase in the dues schedule for FY 2008, effective September 1, 2007. In addition to maintaining the existing League services you already rely upon, this increase will fund the following enhancements:

- staffing for management of the new League web site, which we expect to launch in late Fall 2007;
- direct assistance to member cities in the area of public relations, including development of best practices documents and training sessions; and
- more staff time devoted to public relations on legislative issues and loss control issues.

If you have any questions about these or any of the other innovative services the League currently offers or is pursuing, please contact me at 651-281-1202 or [jmiller@lmc.org](mailto:jmiller@lmc.org). The League is *your* organization, and we are always interested in your comments and your ideas for how we can do better. We want to make sure you are not only satisfied, but enthusiastic about being a member of the League of Minnesota Cities.

Sincerely,

James F. Miller  
Executive director

P.S. One of the League's roles is secretariat of the Minnesota Mayors Association. MMA membership dues are only \$20—a great value! The FY 2008 MMA membership application is enclosed for your convenience—you can combine your MMA dues and your League dues into one payment.



## Make the most of your LMC dues dollars

**The benefits of League membership** are as diverse and as numerous as the 830 member cities we serve. As *the* statewide organization of cities in Minnesota, the League is uniquely able to connect you with city officials from all corners of the state, and to the city-specific information, expertise, products and services that help you serve your community.

Membership in the League remains at an all-time high! That's great news and not something we take lightly. We're always looking for ways to enhance the value you get from your League membership, and can do this best when we know your opinions. We encourage you to think about:

- What League resources does my city currently take advantage of, and are we using those resources to the fullest?
- What League resources haven't we used? How might these resources be helpful to our city, given the challenges and opportunities we're facing?
- What aspects of the League do I get the most value from? What do I get the least value from? Have I shared these thoughts with the League?

Being familiar with the wide variety of League resources is essential to making the most of your membership. Our web site ([www.lmc.org](http://www.lmc.org)) is the most complete and up-to-date source of information on the League. Take a look at the back of this page for an overview of League resources.

**Want more details on League resources? Check out [www.lmc.org](http://www.lmc.org) or call (800) 925-1200.**

**Have specific thoughts on the value of League membership? Contact Executive Director Jim Miller at [jmiller@lmc.org](mailto:jmiller@lmc.org) or 651-281-1202.**

## League resources your membership supports

- **Representation at the Capitol** and State agencies on issues affecting cities, based on municipal policies developed by members through our Policy Committees process.
- **LMCIT and its unique, city-specific coverages**, including property/liability and workers' compensation, as well as long-term care, life, and disability coverages for city employees.
- The **4M Investment Program**, including the 4M Fund (The Minnesota Municipal Money Market Fund) which provides customized cash management and investment for Minnesota public funds, addressing member cities' daily and long term investment needs.
- **Specialized information** on city management and governance, personnel and benefits, policy issues, legislative action, and other topics special concern to cities, including the Handbook for Minnesota City Officials, HR Reference Manual, Minnesota Cities Magazine, Cities Bulletin, State of the Cities Report and a wide variety of information memos and special reports.
- Our **Research & Inquiry Service** that answers more than 6,000 questions from member cities each year on every type of city governance and management topic, from the open meeting law to council-staff relations.
- **Consultation on human resources and employee benefits** issues, including answers to inquiries (nearly 3,000 each year), tools and templates, direct assistance, and training.
- **Guidance on land use**—from the 60-Day Rule to zoning—including information and best practices, individualized assistance, and tailored training.
- **Review of official documents**, including review of contracts and agreements, including mutual aid and joint-powers agreements, to make sure they adequately protect your city's interests, and codification and city charter assistance to ensure city codes comply with state and federal laws, rules and court decisions.
- **Training and conferences**—from the Annual Conference & Marketplace to Regional Meetings and Issues In Focus—that bring together city officials to learn about hot topics and emerging issues, share ideas, and identify solutions to city needs.
- **Web-based training specifically for police officers** through PATROL (Police Accredited TRaining OnLine), to help them stay current on legal and liability issues and earn required POST credits for continuing education.
- **League resources in the field**, including loss control consultants who conduct site visits to cities to identify risks and provide guidance ranging from employee injury prevention to special event risk management; and visits from League field services staff and Ambassadors who can answer questions about the League and direct you toward beneficial League resources.
- Information on **other city-specific products and services** offered by the League, from the OSHA/Safety Assistance program to the GovOffice Content Management System, can be found on the League web site at [www.lmc.org](http://www.lmc.org).