

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

Call to Order
Pledge of Allegiance

1. Approval of Minutes
 - Council Minutes – October 16 & November 1, 2007
2. Consent Agenda
 - Receipt of Board & Commission Minutes
 - Community Center Commission – October 22, 2007
 - Utility Commission – October 24, 2007
3. Department Heads
4. License Applications
 - Temporary Liquor License – Windom Lions Club
 - Premise Permit – Prairie Ecology Bus Center
5. Capital Expenditure – Ambulance Chassis
6. MnDOT - HWY 60 Intersection Control Evaluation Study (Deferred from Oct. 2, 2007 meeting)
7. 2008 Budget
8. Municipal Electric Rate Adjustment
9. Regular Bills
10. Unfinished Business
11. New Business
12. Council Concerns
13. Adjourn



**Special City Council Meeting
Windom City Hall, Council Chambers
November 1, 2007
6:00 p.m.**

1. Call to Order: The meeting was called to order by Mayor Riordan at 6:00 p.m.

2. Roll Call: Mayor: Tom Riordan

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

Council Members Absent: JoAnn Ray

City Staff Present: Steve Nasby, City Administrator; Brigitte
Olson, Assistant City Administrator, Marv
Grunig, Electric Utilities Manager, and
Aaron Backman, EDA Executive Director

Public: Cheryl Hanson and Juhl Erickson

3. Pledge of Allegiance

4. Liquor Store Sign – Electronic Billboard:

Backman said that the Convention and Visitor's Bureau (CVB) had been working on a community event sign for several years. He said that when the Liquor Store sign had to be moved due to the sale of the EDA parcel it presented an opportunity to move this project forward. The community event sign would be an LED sign 5 x 10 feet. It would be paid for through donations and maintained by the Chamber of Commerce. MN DOT had been consulted and they do not have any objections to what has been proposed. The cost is approximately \$25,000 and about 2/3 of the funding has already been committed.

Riordan asked if the decision of the Council was to allow for the attachment of the community events sign to the Liquor Store pole. Backman said that is correct. Brackets would need to be welded to the pole and since this pole is currently down for maintenance it is cheaper to do this work now. Backman noted that the replacement of the Liquor Store sign will not be delayed and that the base for the sign has already been poured. Backman handed out a drawing of what the sign would look like when placed on the Liquor Store pole.

Powers asked if it is a 4-line LED sign. Backman replied that the number of lines depended on the size of the characters, but it could be 1 to 4 lines.

Backman said the drawing showed the CVB sign on the pole with a 3 foot gap between the two signs or a 4 foot gap. Messer said he liked 4 feet. Backman said that the Liquor Store Manager had suggested 3 feet. Kruse said he liked 3 feet. Riordan asked for a consensus on a 3 or 4 foot gap. Consensus was for a 3 foot gap.

**Motion by Fast, second by Powers, to approve the necessary modifications to the Liquor Store sign to accommodate the CVB community event sign.
Motion carried 4 – 0.**

5. 2007 Street Improvement Project – Set Public Hearing:

Nasby said that the project is completed and the assessment process starts with a public hearing. The proposed hearing is for November 20, 2007.

Council member Fast introduced the Resolution No. 2007-37, entitled “RESOLUTION DECLARING THE COSTS TO BE ASSESSED, ORDERING THE CITY ADMINISTRATOR TO PREPARE AN ASSESSMENT ROLL, AND CALLING FOR A PUBLIC HEARING FOR THE 2007 STREET IMPROVEMENT PROJECT” and moved its adoption. The resolution was seconded by Kruse and on roll call vote: Aye: Kruse, Messer, Powers and Fast. Nay: None. Absent: Ray. Resolution passed 4 - 0.

6. 2008 Budget Discussion:

Nasby said that information pertaining to the new expenditures and capital items was mailed to the Council for their information. He handed out an updated spread sheet and had the budget information on the computer so the Council could have a running total of the budget for comparison to last year’s levy.

Powers asked if there was procedure to start discussion. Riordan suggested starting with the spreadsheet and going down the list one-by-one.

Nasby noted that there was an addition to the worksheet for the UHF tower. He said the Telecom Commission had discussed it a couple of times, but had not presented a formal recommendation. Fast said that the Telecom Manager had recommended demolishing the tower due to low usage and a high maintenance cost to get the tower up to compliance. Nasby said the railroad is not using it anymore and the television channels are no longer supported by the townships; however, the church radio was still using it. Riordan asked Nasby to contact the church to let them know the City is considering taking down the tower. Grunig added that there are several towers in the area so there is not a likelihood of it being marketable.

Motion by Kruse, second by Fast, to proceed with demolition of the UHF tower.
Motion carried 4 – 0.

General Fund Budget Items and Action

Additional Police officer – needed, but not able to fund (-\$57,000)
Architectural & Engineering cost for fire hall – not funded (-\$45,000)
Fire Relief Association Transfer – funded \$5,000
Windom Dam Maintenance – funded \$14,000 for bank restoration
Tennis Court Rehabilitation – funded \$12,000
Street Seal Coat Budget Increase – funded \$12,000
Arena Maintenance Budget Increase – funded \$15,000
Windom Pride Day – Curbside Pick-up – funded \$17,000
EDA Engineering Expenses -- not funded with general fund levy (-\$5,000)
Library 2007 Street Project Assessment – funded \$4,295
Fire Department Mobile Radios – not funded (-\$5,000)
Fire Department Pagers – not funded (-\$1,250)
City Hall Roof Repair – funded \$12,000 balance of \$12,000 from reserves
City Hall Window Replacement – not funded (-\$20,000)
Pool Roof Repair – funded \$5,000
Planning & Zoning/EDA Printer Replacement – not funded (-\$2,500)
Police Department Software – funded \$2,000 plus \$5,000 from 2007 budget
Police Department Squad Radio – funded \$4,500
Police Department Light Bar – not funded (-\$2,000)
Police Department Squad Radar – not funded (-\$2,500)
Street Department Pick-up Replacement – funded \$24,000
Street Department Salt\Sand Shed – funded \$25,000
Street Department Shop Roof – not funded (-\$152,945)
Street Department Shop Walls – not funded (-\$97,282)
Parks Playground Equipment – not funded (-\$10,000)
Parks Dug-outs and Structures – not funded (-\$4,400)
Ambulance Chassis Replacement – funded from Ambulance reserves \$75,000
Ambulance Cot for Unit 29 – funded from Ambulance reserves \$4,000
Ambulance Radio Equipment – funded from Ambulance reserves \$3,000
UHF Tower Demolition – funded from UHF Tower reserve fund \$10,000
Community Center – Staging Area – funded \$4,500
Community Center New Screen – not funded (-\$2,400)
Arena Rink Panels – not funded (-\$60,000)
Arena Skid Steers – funded \$26,000

Enterprise Funds Budget Items and Action

Liquor Store Sewer Rehab and Parking Lot – funded \$32,000

Water Department – Wells, Pumping Equipment, Distribution System, Filter
Plant, Meters and Hydrants – funded as needed \$35,000

Preliminary

Wastewater Department – Structures, Equipment, Interceptor and Main Lift Station Rehab – funded as needed \$320,000

Electric Department – Distribution System, Vehicle Replacement, 69KV Breaker and 2007 Assessment – funded as needed \$395,563

Telecom Department – Head End Equipment, Head End Building, Cable Boxes and SBC Equipment – funded as needed \$55,500.

7. Adjourn:

Motion by Powers, seconded by Fast, to adjourn. Motion carried 4 – 0.

Meeting adjourned at 8:20 p.m.

Tom Riordan, Mayor

Attest: _____
Steve Nasby, City Administrator

**City Council Meeting
Windom City Hall, Council Chambers
October 16, 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; Bruce Caldwell, Street Superintendent; Jim Kartes, Building Official; Dennis Johnson, City Engineer (Wenck) and Craig Mueller, Wenck Engineer.

3. Pledge of Allegiance

4. Approval of Minutes:

Motion by Kruse, second by Ray, to approve the Council minutes from October 2, 2007 and October 4, 2007. Motion carried 5 - 0.

5. Consent Agenda:

- Receipt of Board & Commission Minutes
 - a. Economic Development Authority Commission – October 8, 2007
 - b. Park and Recreation Commission – October 8, 2007
 - c. Planning Commission – October 9, 2007
 - d. Library Board – October 9, 2007
 - e. Telecommunications Commission – October 10, 2007
 - f. Street Committee – October 11, 2007

- Correspondence
 - a. Robert Williams – Windom Dam
 - b. Southwest Minnesota Arts and Humanities Council

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

6. Public Comment:

Patrick Koch inquired about the rental rates for City Hall buildings for non-profit, self-help groups. He requested that these groups and taxpayers have a reduced rental rate and that the rates could be negotiated by the City Administrator as needed.

Motion by Messer, second by Kruse, to allow the City Administrator to set rental rates for the City Hall meeting spaces for self-help, non-profit and local taxpaying groups. Motion carried 5 – 0.

7. Department Heads:

Bruce Caldwell, Street Superintendent, introduced Dennis Johnson and Craig Mueller from Wenck Associates who would be providing an update on the 2007 Street project. Mueller said that substantial completion has occurred and the contractor is working on punch-list items which should be completed in the next week. The total number of working days in the contract was 50 for 4th Avenue and 75 for the total project. So far, the contractor has 54 days on 4th Avenue and 74.25 overall. Mueller said that the Street Committee had met regarding this project and recommended not to penalize the general contractor due to additional work and project changes. Mueller discussed the roughness issue on 4th Avenue and noted that both the engineers and the Street Committee were recommending that the issue be left alone through the winter (snow plowing) with \$5,000 - \$10,000 held back from the retainage. If the roughness issue remained in the spring then there would be three options consisting of leaving it as-is, replacing the panels or milling the panels.

Messer asked about the seeding. Mueller said that is scheduled to be done next week. Riordan asked about mixing the back-filled soils. Muller said that would be done when the crews did the final landscaping work and seeding. Caldwell and Johnson said that the wet weather this week caused the landscaping work to be a little behind.

Motion by Messer, second by Ray, not to penalize the general contractor on the 2007 Street project. Motion carried 5 – 0.

Nasby said that he had an item from the EDA director. The EDA had decided to use some of the proceeds from the land sales to pay down debt. The loan on the 325 6th Avenue house was paid off and principal payments on other loans were being made to reduce interest costs.

8. Telecommunication Commission Rate Change Recommendation:

Riordan said the rate changes were to increase the Expanded Basic Package to \$39.95, Silver Package to \$48.20, Gold Package to \$58.20, Sports Package to \$6.95 and Spanish package to \$4.95.

Council member Messer introduced the Resolution No. 2007-33, entitled “RESOLUTION ESTABLISHING RATES, CHARGES AND FEES FOR TELECOMMUNICATIONS ENTERPRISE FUND” and moved its adoption. The resolution was seconded by Fast and on roll call vote: Aye: Powers, Ray, Fast, Kruse and Messer. Nay: None. Absent: None. Resolution passed 5-0.

Messer said that increases to cable television prices are due to higher programming costs. These additional programming expenses keep occurring throughout the year. He noted that the digital “off-air” channels that the City went to this summer came from a company that went bankrupt and now the new provider of these services just doubled the prices and this latest increase was not included in the new rates presented. Riordan concurred that the price increases in cable television are driven by programming costs. Messer noted that the City would have liked to add the Big 10 channel, but the costs were \$1.50 per subscriber and that it would have to be carried on the basic package and could not be put just on the Sports package. He said that a number of the large cable companies have not added the Big 10 channel yet and the City would wait for some movement by them to push negotiations.

9. Annexation Petition – Sykora Addition:

Riordan said that the Planning Commission had met to consider this proposed voluntary annexation. Jim Kartes, Building Official, said that the annexation covered four residential lots adjacent to the City and the Planning Commission had recommended R-2, Urban 1 & 2 Family zoning.

Messer asked Kartes to describe the R-2, Urban zoning classification. Kartes said it is residential. He said that generally zoning goes to the least restrictive use, which is agricultural, A – O and would allow a hobby farm. He said that these are small lots and across the street it is zoned residential so the property was recommended as R – 2. Messer asked if they could have a hobby farm. Kartes said “no” it would have to be re-zoned to A – O. Powers asked if that would be spot zoning. Kartes said it would not be as the properties across the street are R-2.

Council member Powers introduced the Resolution No. 2007-34, entitled “ IN THE MATTER OF THE JOINT RESOLUTION OF THE TOWN OF GREAT BEND AND THE CITY OF WINDOM DESIGNATING AN UNINCORPORATED AREA AS IN NEED OF ORDERLY ANNEXATION AND CONFERRING JURISDICTION OVER SAID AREA OF THE MINNESOTA OFFICE OF ADMINISTRATIVE HEARINGS/MUNICIPAL BOUNDARY ADJUSTMENTS AGENCY PURSUANT TO M.S. 414.0325” 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.

11. Fiscal Year 2007 Auditing Services:

Nasby said that the City will need to confirm auditing services for 2007. In 2006 Dennis Rick, Ltd performed the City audit and Olsen-Theilen performed the Telecom audit. He said that both audits could be done by the same firms or an RFP for auditing services could be issued. He noted that Dennis Rick, Ltd is capable of performing an overall audit that included both the City accounts and the telecom fund.

Motion by Messer, second by Powers, to engage the firm of Dennis Rick, Ltd to perform the City and Telecom audit for 2007. Motion carried 5 – 0.

12. Airport Maintenance Resolution:

Riordan said that this is the maintenance grant from MnDOT.

Council member Kruse introduced the Resolution No. 2007-35, entitled “RESOLUTION AUTHORIZING EXECUTION OF MINNESOTA DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT FOR AIRPORT MAINTENANCE AND OPERATION” and moved its adoption. The resolution was seconded by Ray and on roll call vote: Aye: Fast, Kruse, Messer, Powers and Ray. Nay: None. Absent: None. Resolution passed 5-0.

Messer asked if this amount was low. Riordan said that information on the prior years was on the last page.

13. Personnel Issue – Building Official:

Riordan asked if Kartes was present. Since Kartes was not present Riordan said the Council would proceed with the agenda and move this matter to the end.

14. Regular Bills:

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

15. Unfinished Business:

Nasby said that the Council had done the preliminary review of the 2008 budget and noted that the Council would need to meet again to work on a proposed budget for the December 4 public hearing. He noted that due to Council member schedules the soonest date appeared to be November 1. Riordan asked if that provided enough time. Nasby said that the proposed 2008 budget could be done and that the Council also needs to set a public hearing for the 2007 Street project assessments.

Preliminary

Powers asked how much time would be needed. Nasby said that it should be less than the preliminary discussions with the Department Heads and that staff would be getting a list of items for discussion to the Council shortly for them to start considering prior to the November 1 meeting.

Motion by Kruse, second by Fast, to set a Special City Council meeting for November 1, 2007 at 6:00 p.m. Motion carried 5 – 0.

14. New Business:

None

15. Council Concerns:

None

16. Personnel Issue – Building Official:

Riordan asked if Kartes was present. Riordan requested that Nasby look to see if Kartes was in the building. Nasby said he did not see Kartes in the building. No discussion or action taken on this item.

17. Adjourn:

Meeting was reconvened at 8:00 pm.

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

Tom Riordan, Mayor

Attest: _____
Steve Nasby, City Administrator

Community Center Commission Minutes
Monday October 22, 2007

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

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

3. Approval of Minutes:

**Motion by Maras, seconded by Stevens to approve the August 27, 2007
Community Center Commission Minutes. Motion carried 4-0**

4. Additions to the agenda:

Up coming Co-Ed Volleyball League

5. Correspondence:

Rental Surveys were reviewed and were all positive. People are pleased with the Community Center.

6. President's Report:

Nothing new to report

7. Director's Report:

- a. Belgian Waffle Breakfast coming up December 3, 2007
- b. Craft show went well
- c. Co-Ed Volleyball League starting in November- teams starting to sign up
- d. Talked with CVB about lighted 5'x 10' message board sign, are interested but tabled for later on



8. Resource Management:

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

Income/Expenses: As Shown

9. Miscellaneous:

No New Business

10. Open Forum:

No New Business

11. Next Meeting:

Monday November 26, 2007 @ 5:30 pm

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

Adjourn:

Motion by Stevens, seconded by Maras, to adjourn the meeting at 6:25 pm. Motion carried 4-0.

Bruce Olson, CCC President

Attest: _____
Brad Bussa, Community Center Director

UTILITY COMMISSION MINUTES

City Hall

October 24, 2007

10:00 a.m.

Call Meeting to Order: The Utility Commission meeting was called to order at 10:00 a.m. in the City Hall Council Chambers, on October 24, 2007.

Members Present: Utility Commission Chairperson: Mike Schwalbach

Members Present: Keith Bloomgren and Chris Johnson

Members Absent: None

City Council Liaison: Jean Fast (absent)

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

Others Present: Dennis Johnson, Wenck Associates, Inc.; Brian Bosshart, Bosshart Companies; and Bob Schulte, CMMPA

APPROVAL OF MINUTES:

Motion by Bloomgren, seconded by Johnson, to approve the September 6 and September 13, 2007 minutes as revised. Motion carried 3-0.

Haugen noted that on the September 6 minutes the reference to "TSS" in the discussion about PM Windom should be "TKN".

COTTONWOOD LAKE LOTS – BRIAN BOSSHART:

Brian Bosshart said that he is working on developing four lots on the east side of the Ready Mix property along Cottonwood Lake. He has worked with Dennis Johnson, engineer, to come up with the plans for the development. Johnson provided an overview of the engineering for the proposed development. He noted that these lots would be about 1700 feet from the closest City water and wastewater lines. To make the development feasible he is researching options for the provision of those services. One option is to have the lines privately owned and maintained with limited development. The lines would need to be approved by the City, but it would not be necessary to meet the standards of an 8" wastewater line and 6" water line. Schwalbach asked about the difference in cost. Johnson said the difference in the cost of wastewater for the 4 lot subdivision would be \$20,000 for a force main versus \$95,000 for a gravity sewer. Schwalbach said that the property is under one ownership now, but what happens when the property is sold. Johnson said that the City could do a gravity line to the property line to plan for development and then do private lines. He said it would be a 3" force main for the sewer and a 3 or 4 inch line for water. Schwalbach asked who owns the lines and does maintenance. Bosshart said that he would as he is the property owner. Schwalbach asked about potential problems when the lots are individually sold. Johnson said that a homeowner's association is a possibility.

Bosshart acknowledged that an association was possible. Schwalbach asked if the City can require a sewer hook-up. Johnson said that the Commission could through a recommendation to the Planning and Zoning Commission and the City Council as both of them would have to approve the plat. Nasby suggested a deed restriction on the Ready Mix property that would prohibit additional hook-ups and therefore development of additional lots. Schwalbach asked Bosshart if he would agree to such a deed restriction. Bosshart said it was acceptable.

Motion by Johnson, second by Bloomgren, to allow the placement of a 3” force main to serve the four lots up to a maximum of 12 dwelling units (with a maximum of three dwelling units per lot) and the placement of a deed restriction on the Windom Ready Mix property prohibiting additional hook-ups and/or services to said force main. Motion carried 3 – 0.

Regarding the portion of City sewer needed in Cottonwood Park to the Windom Ready Mix property line, Schwalbach asked that the Park and Recreation Committee look at this issue and make a recommendation depending upon the potential development of additional camp sites in the park.

Dennis Johnson said that normally the water service line would be 6”, but that a smaller line of 3 or 4 inch with a flushing hydrant could be used for this development. Schwalbach asked about fire protection. Johnson said that a dry hydrant would be plumbed to the lake and lake water would be used for fire protection. He said that the new development in Bingham Lake did this as well as other lake developments. Haugen confirmed. Chris Johnson asked about insurance ratings. Dennis Johnson said that ratings are typically for the fire departments, location of homes, etc. Chris Johnson asked about the cost difference for the smaller water line. Dennis Johnson said it would be about \$12,000 - \$15,000 since there would not be hydrants every 500 feet and the pipe costs would be less. Schwalbach asked Bosshart what was his preference. Bosshart said the smaller line due to cost. Chris Johnson asked Haugen for his preference. Haugen said to have the 6” line. Schwalbach said that if we knew development would happen in the next 20 years he would agree with Haugen, but development is the unknown. Chris Johnson asked how many units can be served with a 3” line? Dennis Johnson said that in Bingham Lake there is a 4” line that serves 13 lots. Haugen said that if the water line is less than City standards then it must be privately owned and maintained. Schwalbach noted that this water line would be the same as a service line. He also said that there would be ownership issues similar to what was discussed with the sewer. Haugen said that a curb stop box would be at the connection to the City main and that each lot or connection would need a curb stop box so that they could be shut off individually. Bosshart said that another option is that wells could be drilled on the properties. Dennis Johnson said that the landfill is close and the water would need to be monitored. Haugen said that the DNR would have to approve permits for wells so that is their call. Bosshart said that the wells would probably be in the same aquifer as the City wells. Schwalbach said that there are two aquifers in this area about the same depth and the one does not have quality water. Chris Johnson asked if it was reasonable to have individual wells. Schwalbach said that with a water line there would need to have controls for shut-offs and curb stops in the Right-of-way would accomplish that goal. Bosshart said that curb stops were okay with him.

Motion by Bloomgren, second by Johnson, to allow a privately owned 3 or 4 inch water line for this development with four connections using individual curb stop boxes within the Right-of-Way for each connection and a deed restriction on the Windom Ready Mix property prohibiting additional connections to said water line. Motion carried 3 – 0.

ELECTRIC ITEMS:

Bob Schulte, CMMPA – Grunig introduced Bob Schulte noting Schulte's accomplishments with CMMPA. Schulte said that he is serving as interim CEO for CMMPA and is a consultant to the Big Stone II group. He thinks that having extensive knowledge of the Big Stone project brings value to CMMPA members. Regarding CMMPA's investment into the Big Stone II project, the total investment is for 25 megawatts or about 5% of the project. The project will produce about 600 megawatts which is enough to power about 600,000 homes. Big Stone II is a base-load generation project estimated to cost \$1.6 billion and it has about a 10-year timeframe from planning to completion. Schulte said that the new transmission lines are needed for Big Stone II and the State of South Dakota has approved transmission lines and Minnesota is still in the permitting stage. These lines will be approximately 130 miles long, 345KV and will be able to handle 800-1000 megawatts of power. The "super sizing" of the lines will enable the lines to carry additional energy being generated from wind farms. In the cue there could be 2000 megawatts of wind power that will need transmission. He said that Great River Energy (GRE) and Southern Minnesota Municipal Power Agency (SMMPA) have recently opted out of the Big Stone II project, which leaves 170 megawatts of base-load generation available for current investors or for new investors. Another option would be to reduce the size of the Big Stone II plant, but with the need for base-load generation growing this may not be a good option. Schulte said that the cost of energy from existing providers is going up and in the last five years it has increased about 100%. The Minnesota Legislature passed a law mandating a 1.5% energy savings for utilities, this will have an impact on energy needs but the long-term numbers show the need for new generation. Schulte noted that carbon regulation is coming and coal produces about twice as much carbon as natural gas, but the cost of natural gas is increasing so the power costs go up too. The Big Stone II plant is designed with carbon regulations in mind and it also upgrades the Big Stone I plant enough so that the emissions from both plants will be less than what is currently being emitted at Big Stone I. Schulte expects the federal government to implement a "cap" and "trade" process for carbon similar to the one in place now for sulfur dioxide. He said that CMMPA is doing a number of calculations with all of these factors and will be getting information back to the members. Schulte said that Windom will have an opportunity to have a larger investment and share of the Big Stone II project if they choose. The current investment or share for Windom is 3.5 megawatts and 5 megawatts may be an option.

Schwalbach asked when the coal gasification plant in North Dakota would be operational. Schulte said about 10 years. Chris Johnson asked if the efficiency of the Nebraska City II plant was different than the proposed Big Stone II plant. Schulte said they are about the same. Chris Johnson asked about the investment in Big Stone II by Windom and if that would be proportional. Schulte said that the costs have gone up some because the plant is looking at opening in 2013 vs. 2011. Schwalbach asked about the opportunity for an additional investment and if those costs would be similar to the original investment. Schulte noted that the money paid by GRE and SMMPA were "left on the table" and that it would probably be used to benefit the five existing, original investors. Schulte said that the Minnesota Legislature prohibited new base-load generation plants in Minnesota and importing power so the investment in Big Stone II is attractive to others. Schwalbach said that nuclear energy is being proposed in Texas. Schulte acknowledged that nuclear is making a comeback in some areas. The Commission thanked Schulte.

Grunig handed out several spreadsheets showing electric usage, forecasts and sales information. He noted the amount of power needed day-to-day and hour-to-hour contracted with the power contracts that the City currently has in place. With the impacts of energy efficiency programs and the mandatory 25% renewable energy requirements Grunig said these factors complicate the decision to add more base-load

generation from the Big Stone II plant. Schulte said that CMMPA is working on this matter and with the information from local utilities they want to help utilities make the best decisions possible.

Rate Increase – Grunig said that the Council had not acted on the proposed 5% rate increase. Nasby said that there was no discussion by the Council as to direction on the rate increase. Grunig said that during the budget discussion there had not been discussion on the proposed transfer of \$150,000 to the general fund, which is a reduction from last year. Nasby said that the Council would be having another budget discussion on November 1 and he expected the Council to address the transfer issue. Schwalbach noted the chapter of the City Charter concerning utilities was in the packets. Nasby said that it was included for informational purposes as when the issue of transfer was discussed previously the Charter came up. Schwalbach asked about the Utility Commission’s powers and duties for setting rates and if Council approval is needed. The Utility Committee requested that Nasby ask the City Attorney to review the Charter. A consensus of the Utility Commission was to wait for Council guidance on the budget and policies before taking any other actions. They requested that Council liaison Fast be contacted to obtain information from the Council regarding the rate increase.

October 13 Black-out – Grunig said that Alliant informed him that a lightening strike caused the problems with the grid and two breakers tripped which opened the transmission circuit into Windom. They would be looking into the matter.

WATER/WASTEWATER ITEMS:

2008 Budget Review – Haugen reviewed the proposed 2008 budget. He noted several minor changes in chemical and electric costs. The biggest item in the capital budget was the renovation of the main lift station for \$275,000. He said that much of that project was dependent upon PM Windom and their proposed expansion.

Leak Detection – Haugen said that leak detection work was completed and one leak was found on 9th Street and 3rd Avenue. This problem was addressed.

OLD BUSINESS:

None

NEW BUSINESS:

None

Next meeting, November 28, 2007 at 10:00 a.m. in City Council Chamber.

On motion meeting was adjourned at 1:20 p.m.

Mike Schwalbach, Chairperson

Attest: _____
Steven Nasby, City Administrator



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

Paul 11/2/07
 #2505 #72701

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

TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION <i>Windom Lions Club</i>		DATE ORGANIZED <i>4-14-71</i>	TAX EXEMPT NUMBER <i>E 41-6175799</i>	
STREET ADDRESS <i>P.O. Box 72</i>		CITY <i>Windom</i>	STATE <i>Mn</i>	ZIP CODE <i>56101</i>
NAME OF PERSON MAKING APPLICATION <i>Deloy King</i>		BUSINESS PHONE ()		HOME PHONE <i>(507) 831-5706</i>
DATES LIQUOR WILL BE SOLD <i>Dec 8, 2007</i>		TYPE OF ORGANIZATION <input checked="" type="checkbox"/> CLUB <input type="checkbox"/> CHARITABLE <input type="checkbox"/> RELIGIOUS <input type="checkbox"/> OTHER NONPROFIT		
ORGANIZATION OFFICER'S NAME <i>Ron Veenker</i> <i>Pres</i>		ADDRESS <i>38135 Co Rd 2 Bingham Lake Mn 56118</i>		
ORGANIZATION OFFICER'S NAME <i>Dan Jones</i> <i>Sec</i>		ADDRESS <i>875 20th St. Windom Mn 56101</i>		
ORGANIZATION OFFICER'S NAME <i>Deloy King</i> <i>Treas</i>		ADDRESS <i>136 Buckwheat Ave Windom Mn 56101</i>		
Location license will be used. If an outdoor area, describe <i>Barc Building</i>				
Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service. <i>No</i>				
Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage. <i>Henderson Agency Inc, Eden Prairie Mn</i>				
APPROVAL				
APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL & GAMBLING ENFORCEMENT				
CITY/COUNTY _____		DATE APPROVED _____		
CITY FEE AMOUNT _____		LICENSE DATES _____		
DATE FEE PAID _____				
SIGNATURE CITY CLERK OR COUNTY OFFICIAL _____		APPROVED DIRECTOR ALCOHOL AND GAMBLING ENFORCEMENT _____		

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

RESOLUTION #2007-

INTRODUCED:

SECONDED:

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

RESOLUTION OF APPROVAL OF PREMISE PERMIT

WHEREAS, The City of Windom has hereby reviewed the premise permit application as submitted by the Prairie Ecology Bus Center, and,

WHEREAS, The City of Windom has no opposition to the issuance of said permit.

NOW, THEREFORE, BE IT RESOLVED, the City of Windom hereby approves the premise permit as submitted by the Prairie Ecology Bus Center for lawful gambling at 2370 Highway 60 E. and 821 4th Avenue, Windom, Minnesota.

Adopted by the Council this 6th day of November, 2007.

Tom Riordan, Mayor

Attest: _____
Steve Nasby, City Administrator

LG215 Lease for Lawful Gambling Activity

Check applicable item:

- 1. Lease for new application. Submit with new premises permit application.
- 2. Renewed lease. Submit with premises permit renewal.
- 3. New owner. Effective date / / Submit new or amended lease within 10 days after new lessor assumes ownership.
- 4. Amended lease
 - Check the change(s) in the lease: Rent Premises name Booth/bar Activity change Other
 - Date that changes will be effective / /
 - Both parties must initial and date all changes.
 - Submit changes at least 10 days before the effective date of the change.

Organization name <u>Prairie Ecology Burs Center</u>		License number <u>33048</u>		Daytime phone <u>5076625064</u>	
Name of leased premises <u>Phat Pheasant Pub</u>	Street address <u>2370 Hwy 60 E</u>	City <u>Wondom</u>	State <u>MN</u>	Zip <u>56101</u>	Daytime phone <u>5078313977</u>
Name of legal owner of premises <u>Clark A. Lindbeck Properties LLC</u>	Business/street address <u>2692 570th Ave</u>	City <u>Confrey</u>	State <u>Mn</u>	Zip <u>56009</u>	Daytime phone <u>5078222253</u>
Name of lessor (if same as legal owner, write in "SAME") <u>same</u>	Business/street address	City	State	Zip	Daytime phone

Check (✓) all activities that will be conducted

- Pull-tabs
 Pull-tabs with dispensing device
 Tipboards
 Paddlewheel
 Paddlewheel with table
 Bingo
 Bar bingo

Pull-tab, Tipboard, and Paddlewheel Rent (No lease required for raffles.)

Booth operation - sales of gambling equipment by an employee (or volunteer) of a licensed organization within a separate enclosure that is distinct from areas where food and beverages are sold.

Bar operation - sales of gambling equipment within a leased premises by an employee of the lessor from a common area where food and beverages are also sold.

Does your organization OR any other organization conduct gambling from a booth operation at this location? Yes No

- If you answered **YES** to the question above, rent limits are based on the following combinations of operation:
- Booth operation
 - Booth operation and pull-tab dispensing device
 - Booth operation and bar operation
 - Booth operation, bar operation, and pull-tab dispensing device

The maximum rent allowed may not exceed \$1,750 in total per month for all organizations at this premises.

COMPLETE ONE OPTION:

Option A: 0 to 10% of the gross profits per month. Percentage to be paid %

Option B: When gross profits are \$4,000 or less per month, \$0 to \$400 per month may be paid. Amount to be paid \$

Option C: \$0 to \$400 per month on the first \$4,000 of gross profit. Amount to be paid \$. Plus, 0% to 10% of the gross profits may be paid per month on gross profits over \$4,000. Percentage to be paid %

- If you answered **NO** to the question above, rent limits are based on the following combinations of operation:
- Bar operation
 - Bar operation with pull-tab dispensing device
 - Pull-tab dispensing device only

The maximum rent allowed may not exceed \$2,500 in total per month for all organizations at this premises.

COMPLETE ONE OPTION:

Option A: 0 to 20% of the gross profits per month. Percentage to be paid %

Option B: When gross profits are \$1,000 or less per month, \$0 to \$200 per month may be paid. Amount to be paid \$

Option C: \$0 to \$200 per month on the first \$1,000 of gross profits. Amount to be paid \$ 200. Plus, 0% to 20% of the gross profits may be paid per month on gross profits over \$1,000. Percentage to be paid 15 %

Bingo Rent

Option D: 0 to 10% of the gross profits per month from all lawful gambling activities held during bingo occasions, excluding bar bingo. Percentage to be paid %

Option E: A rate based on a cost per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. No rent may be paid for bar bingo. Rate to be paid \$ per square foot. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.

Bar Bingo Rent

Option F: No rent may be paid for bingo conducted in a bar.

New Bingo Activity

For any new bingo activity not previously included in a Premises Permit Application, attach a separate sheet of paper listing the days and hours that bingo will be conducted.

LG215 Lease for Lawful Gambling Activity

Check applicable item:

1. Lease for new application. Submit with new premises permit application.

2. Renewed lease. Submit with premises permit renewal.

3. New owner. Effective date ___/___/___ Submit new or amended lease within 10 days after new lessor assumes ownership.

4. Amended lease

- Check the change(s) in the lease: Rent Premises name Booth/bar Activity change Other
- Date that changes will be effective ___/___/___
- Both parties must initial and date all changes.
- Submit changes at least 10 days before the effective date of the change.

Organization name Prairie Ecology Bus Center		License number 33048			Daytime phone 5076625064
Name of leased premises Eagles Club	Street address 821 4th Ave.	City Windom	State MN	Zip 56101	Daytime phone 5078313891
Name of legal owner of premises Eagles Club	Business/street address 821 4th Ave	City Windom	State Mn	Zip 56101	Daytime phone 5078313891
Name of lessor (if same as legal owner, write in "SAME") Same	Business/street address	City	State	Zip	Daytime phone

Check all activities that will be conducted

Pull-tabs Pull-tabs with dispensing device Tipboards Paddlewheel Paddlewheel with table Bingo Bar bingo

Pull-tab, Tipboard, and Paddlewheel Rent (No lease required for raffles.)

<p>Booth operation - sales of gambling equipment by an employee (or volunteer) of a licensed organization within a separate enclosure that is distinct from areas where food and beverages are sold.</p>	<p>Bar operation - sales of gambling equipment within a leased premises by an employee of the lessor from a common area where food and beverages are also sold.</p>
<p>Does your organization OR any other organization conduct gambling from a booth operation at this location? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	

If you answered **YES** to the question above, rent limits are based on the following combinations of operation:

- Booth operation
- Booth operation and pull-tab dispensing device
- Booth operation and bar operation
- Booth operation, bar operation, and pull-tab dispensing device

The maximum rent allowed may not exceed \$1,750 in total per month for all organizations at this premises.

COMPLETE ONE OPTION:

Option A: 0 to 10% of the gross profits per month. Percentage to be paid _____%

Option B: When gross profits are \$4,000 or less per month, \$0 to \$400 per month may be paid. Amount to be paid \$_____.

Option C: \$0 to \$400 per month on the first \$4,000 of gross profit. Amount to be paid \$_____. Plus, 0% to 10% of the gross profits may be paid per month on gross profits over \$4,000. Percentage to be paid _____%

If you answered **NO** to the question above, rent limits are based on the following combinations of operation:

- Bar operation
- Bar operation with pull-tab dispensing device
- Pull-tab dispensing device only

The maximum rent allowed may not exceed \$2,500 in total per month for all organizations at this premises.

COMPLETE ONE OPTION:

Option A: 0 to 20% of the gross profits per month. Percentage to be paid _____%

Option B: When gross profits are \$1,000 or less per month, \$0 to \$200 per month may be paid. Amount to be paid \$_____.

Option C: \$0 to \$200 per month on the first \$1,000 of gross profits. Amount to be paid \$ 200. Plus, 0% to 20% of the gross profits may be paid per month on gross profits over \$1,000. Percentage to be paid 15 %

Bingo Rent

Option D: 0 to 10% of the gross profits per month from all lawful gambling activities held during bingo occasions, excluding bar bingo. Percentage to be paid _____%

Option E: A rate based on a cost per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. No rent may be paid for bar bingo. Rate to be paid \$_____ per square foot. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.

Bar Bingo Rent

Option F: No rent may be paid for bingo conducted in a bar.

New Bingo Activity

For any new bingo activity not previously included in a Premises Permit Application, attach a separate sheet of paper listing the days and hours that bingo will be conducted.



Minnesota Lawful Gambling (LG200R) Lawful Gambling License Renewal Application

Corrections should be made directly on this application
Submit one check for all renewal fees, payable to State of Minnesota

Organization requirements:

1. An annual organization license fee of \$350 is required.

Current license term: 2/1/2006 to 1/31/2008
Renewing license term: 2/1/2008 to 1/31/2010

Authorization: 33048

Organization: Prairie Ecology Bus Center
Box 429, Lakefield, MN 56150

(507)662-5064
County: Jackson

Check this box if your organization qualifies for the waiver of the \$350 organization license fee defined in MN Statute 349.16 Subd. 6

CEO: Daniel Mark Livdahl
1115 8th Ave Apt 1, Worthington, MN 56187

Treasurer: William James Sauer
234 210th Ave, Fulda, MN 56131
(507)425-2732

Annual Goal for Charitable Contributions _____ %

Gambling Manager Requirements:

1. An annual gambling manager license fee of \$100 is required.

Gambling Manager Authorization: GM-33048-001

Current License Term: 2/1/2006 to 1/31/2008
Renewing license term: 2/1/2008 to 1/31/2010

Nancy Katherine Ackermann
39750 820th St, Lakefield, MN 56150
(507)662-5577

The individual listed is not renewing their license. We have enclosed a LG212 application for the new applicant.

Bond: # 1700608297179
Company: Auto Owners

Note: The gambling manager duties may not be assumed by an individual until they are licensed by the Minnesota Gambling Control Board.

Gambling Manager Affidavit and Consent Statement

1. I have never been convicted of a felony or a crime involving gambling.
2. I have never committed a violation of law or Board rule that resulted in the revocation of a license issued by the Board within five years before the date of the license application.
3. I have never been convicted of a criminal violation involving fraud, theft, tax evasion, misrepresentation, or gambling.
4. I have never been convicted of (i) assault, (ii) a criminal violation involving the use of a firearm, or (iii) making terroristic threats.
5. I have never been, or am I now, connected with or engaged in an illegal business.
6. I have never had a sales and use tax permit revoked by the commissioner of revenue within the past two years.
7. I have never, after demand, failed to file tax returns required by the commissioner of revenue.
8. I do not owe \$500 or more in delinquent taxes as defined in section 270.72.
9. I have been an active member of the organization for at least two years at the time of our organization's initial license application, or have been an active member for at least the most recent six months prior to the effective date of our organization's license renewal.
10. I am not a gambling manager or an assistant gambling manager for another organization.
11. I am not a lessor, a member of the lessor's immediate family or a person residing in the same household as the lessor, or an employee of a lessor of a premises where this organization has a permit issued from the Board to conduct lawful gambling.

12. I am not involved directly or indirectly as a bingo hall owner, manufacturer, or distributor.
13. I am not the chief executive officer of this organization.
14. I am not the treasurer of this organization.
15. I was not an officer of an organization at a time when an offense occurred which caused that organization's license to be revoked.

Background Check. By signature of this document, the undersigned authorizes the Departments of Public Safety and Revenue to conduct a criminal and tax background check or review and to share the results with the Gambling Control Board. Further, I understand, agree, and hereby irrevocably consent that suits and actions relating to the subject matter of this gambling manager license application, or acts or omissions arising from such application, may be commenced against me or my organization and I will accept the service of process in any court of competent jurisdiction in Minnesota by service on the Minnesota Secretary of State of any summons, process, or pleading authorized by the laws of Minnesota. Failure to provide required information or providing false or misleading information may result in the denial or revocation of the license. Changes in the information submitted in this application will be submitted in writing no later than 10 days after the change has taken effect.

I have read this application and declare that all information submitted is true, accurate, and complete.

Nancy K Ackermann
Signature, in ink, of gambling manager applicant

Date: 10/30/2007

License Number: 33048
License Expiration: 1/31/2008

Chief Executive Officer's Acknowledgement and Oath

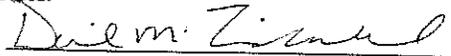
I declare that:

I have read this application and all information submitted to the Board. All information is true, accurate and complete. All other required information has been fully disclosed. I am the chief executive officer of the organization. I assume full responsibility for the fair and lawful operation of all gambling activities to be conducted. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them.

I certify that the gambling manager is bonded and licensed as required per Minnesota Statutes.

I understand that failure to provide required information or providing false or misleading information may result in denial or revocation of the license.

A termination plan will be submitted to the Board within 30 days of termination of our gambling operation.

I have read this application and declare that all information submitted is true, accurate, and complete.

Signature, in ink, of chief executive officer
Date: 10 / 31 / 07

Mail complete renewal application (all pages), and one check made payable to the State of Minnesota for all renewal fees by: **12/2/2007**
to: Gambling Control Board
1711 W Co Rd B #300 S
Roseville, MN 55113

Licensing Contact: Deb Lewis
Email: deb.lewis@gcb.state.mn.us
Phone: (651)639-4077
Fax #: (651) 639-4032

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, and to assist the Board in conducting a background investigation of you. 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 license. If you supply the information requested, the Board will be able to process your application. Your name and address will be public information when received by the Board. All the other information that you provide will be private data about you until the Board issues your license. When the Board issues your license, all of the information that you have provided to the Board in the process of applying for your license will become public except for your Social Security number, which remains private. If the Board does not issue you a license, all information you have provided in the process of applying for a license remains private, with the exception of your name and address which will remain public. Private data about you are available only to the following: Board members, Board staff whose work assignment requires that they have access to the information; the Minnesota Department of Public Safety; the Minnesota Attorney General; the Minnesota Commissioners of Administration, Finance, and Revenue; the Minnesota Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies that are specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this Notice was given; and anyone with your written consent.

Arrow Manufacturing, Inc.
801 South East Street, PO Box 349
Rock Rapids, IA 51246
Ph. 712-472-3157 Fax 712-472-3156

Remount Pricing
Windom, MN

\$33,800.00	2008 Ford E450 Chassis, 156" Wheelbase, 6.0 Turbo Diesel Engine
\$13,500.00	Remount modular body to new chassis per description below
\$100.00	Install (2) auxiliary battery in right front compartment
\$1,000.00	Install Cast siren speakers on the bumper
\$1,950.00	Install new Whelen LED light bar on the cab
\$2,200.00	Install new Whelen LED rear light bar
\$100.00	Clean & Polish tread plate on exterior of modular
\$50.00	Clean & polish acrylic sliders for interior cabinets
\$150.00	Glue all interior laminate (separating from walls)
\$400.00	Install new fluorescent lights
\$100.00	Install new bulbs in cot lights and lenses
\$20.00	Reuse fog light
\$100.00	Install new wig wag head light flasher
\$400.00	Install new LED marker lights on modular
\$600.00	Install new Whelen tail/brake, turn & back up lights
\$850.00	Install new Whelen 97 series flashers and scene lights
\$600.00	Install Whelen LED red lights in bumper mount speakers
\$500.00	Install Whelen LED red lights for front fenders
\$300.00	Stainless steel wheel covers
\$300.00	Complete clean-up & detail inside and outside
\$5,500.00	Repaint modular to match chassis
\$950.00	Stripe modular to match fleet

\$250.00	Star of Life set
\$400.00	Lettering
\$4,500.00	Install Granning Rear Air Ride Suspension
\$0.00	Trade in Ford E350 chassis (in good running condition) TO BE DETERMINED
\$1,100.00	Install new latches, rotaries and linkages with locks
\$550.00	Install rear view camera
\$3,500.00	1994 McCoy Miller modular body
\$1,980.00	Repair damage to right rear modular box
\$75,750.00	TOTAL

- Included in remount conversion:**
- Modify modular to allow full cab seat travel
 - New heat/AC unit w/thermostat, hoses & fittings
 - Adjust & lubricate all compartment & entry doors
 - New electrical console, switches & gauges

 - Reuse existing siren head
 - Wax & clean lights and lens
 - Leak test oxygen system
 - Inspect entire modular structure
 - Install new electrical system, relays, circuit breakers

RESOLUTION #2007-

INTRODUCED:

SECONDED:

VOTED: Aye:
 Nay:
 Absent:

CITY OF WINDOM

RESOLUTION COMMITTING PARTICIPATION AND FUNDING FOR THE TRUNK HIGHWAY 60 INTERSECTION CONTROL EVALUATION STUDY

WHEREAS, the City of Windom and Minnesota Department of Transportation (Mn/DOT) are interested in providing safe access onto and across Trunk Highway (TH) 60 at its intersections with TH 71 and 16th Street; and

WHEREAS, Mn/DOT has proposed development of an Intersection Control Evaluation Study for safe and operationally acceptable access to TH 60; and

WHEREAS, the City of Windom and Mn/DOT have met with Short Elliott Hendrickson Inc. to discuss the scope of the proposed project, and an estimated cost and work program have been submitted to Mn/DOT by Short Elliott Hendrickson Inc; and

WHEREAS, Mn/DOT is requesting a committment from the City of Windom to provide a lump sum payment of 25% of the total project cost of \$30,030; and

WHEREAS, the City has reviewed this proposed project and Mn/DOT's request for participation and funding and has determined that it is in the best interest of the citizens of Windom for the City to participate in this project.

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

1. The City Council approves participation in the TH 60 Intersection Control Evaluation Study and will provide a lump sum funding for the project not to exceed \$7,507.50.
2. City of Windom staff will participate in the work program for the project and the City will receive copies of all drafts and final reports.

Adopted this 6th day of November, 2007.

Tom Riordan, Mayor

ATTEST: _____
Steven Nasby, City Administrator

Denise Nichols

From: "Steve Nasby" <snasby@windom-mn.com>
To: "Bruce Caldwell" <winst@windomnet.com>; "JoAnn Ray" <jray1217@yahoo.com>; "Bob Messer" <messermfg@windomnet.com>
Cc: "Denise Nichols (E-mail)" <denise@windom-mn.com>
Sent: Monday, September 17, 2007 2:16 PM
Attach: 20070914114226.pdf
Subject: Fw: TH 60 Revised Project Scope

FYI -- the info and proposed contract from SEH and MN DOT. What I have indicated to Mr. Williams is that this item (a resolution committing to the City's share) will be on the October 2 City Council agenda for consideration.

----- Original Message -----

From: Robert Williams
To: Nasby, Steve
Cc: Riordan, Thomas ; Williams, Robert
Sent: Friday, September 14, 2007 2:23 PM
Subject: Fwd: TH 60 Revised Project Scope

Regarding the MnDOT-City traffic study around on Highway 60 around Toro.....attached is a revised contract from SEH to perform this work. "ICE" stands for Intersection Control Evaluation....evaluate geometrics, traffic signal design, roundabout, etc. alternatives and make a recommendation.

At this point I believe what MnDOT would want from the City is a Resolution agreeing to 25% "lump sum" financial support of the original contract "TOTAL SEH INC. COST" (25% of \$30,030). Using City FY 2008 dollars. Once we receive that resolution I will then process the SEH proposal through our contract approval process (having never done it before I would guess it would take a couple weeks...maybe a month) and then the next move would be up to SEH and they will essentially be the leader.

"Lump Sum" would mean just one payment from the City to MnDOT, and if the final consultant billing increases, the extra amount would all be paid by MnDOT.

Once the City does their resolution, MnDOT would also plan on obtaining the traffic count information after Toro's shutdown, which would be done using our MnDOT inspection staff.

I won't be expecting that this item will make it onto the next council meeting which is fine - I got enough stuff on my desk anyhow.

Thanks, BOB

Bob Williams, Mn/DOT Project Engineer
Mn/DOT District 7 West
180 County Road 26
Windom MN 56101
phone (507) 831-1213
effective 9-17-07 my office phone number will be:
(507)831-8026
cell (507) 822-0806
fax (507) 831-1238
reply to: bob.williams@dot.state.mn.us

>>> Tom Sohrweide <tsohrweide@sehinc.com> 9/14/2007 11:42 AM >>>

9/18/2007



September 14, 2007

RE: Mn/DOT District 7
TH 60 Access Study
City of Windom, Minnesota
SEH No. P-MNDOT0808.00

Robert J. Williams, PE
Senior Professional Engineer
Minnesota Department of Transportation
180 County Road 26
Windom, MN 56101-1868

Dear Mr. Williams:

I appreciated the opportunity to meet with you, Mn/DOT, and the City of Windom staff to discuss the scope of a project to develop a safe and operationally acceptable access of Trunk Highway (TH) 60 in Windom, Minnesota.

It is our understanding that Mn/DOT and the City of Windom as a follow-up to the TH 60 Inter-regional Corridor Access Management Plan, of October 2002, are interested in providing safe access onto and across TH 60 at its intersection with TH 71 and at 16th Street in the City of Windom. Both intersections, border the Toro Manufacturing facility on its north and south side. Following is our proposed work program to address the issues on this project.

1. Meetings. We propose three separate trips to Windom for meetings. On the first trip we will meet with City and Mn/DOT representatives to review concept alternatives. Also on that trip we will meet with up to five businesses individually and conduct a public open house for review of the concepts with the public. With comments received at those meetings, refinements will be made to those alternatives.

A second trip will be made to review a recommended concept with Mn/DOT and the City of Windom. This meeting will serve to gain consensus on the recommendations.

A third trip will be made to conduct a public open-house to present the recommendations to the public.

Deliverable: Meeting Minutes.

2. Data and Warrant Analysis. Mn/DOT will conduct turning movement counts at the intersections of TH 60/TH 71 and TH60/16th Street. These turning movement counts should be conducted from 6 AM to 6 PM. The counts should contain vehicle classification and pedestrian counts and be recorded in 15 minute increments. In addition, Mn/DOT will conduct approach counts for 48 hours on each approach to each intersection.

We will obtain vehicle crash information from Mn/DOT records.

We will review the traffic count and crash information and compare them to warrants for intersection control.

Deliverable: Warrant Analysis.

3. Analysis. We will prepare 20-year traffic forecasts for the project area. Assumptions for these forecasts will be confirmed with Mn/DOT and the City. We will analyze each intersection for traffic and pedestrian operations with stop control, signal control, and as a roundabout.

Deliverable: Operations Analysis Summary.

4. Concept Development. Based on the information obtained to date, the access management plan, and the traffic counts, up to three concepts will be developed. These concepts will be presented as hand drawn concepts on aerial mapping. The concepts will be refined based on input from Mn/DOT, the City, and the public and a final preferred concept will be recommended. A preferred concept electronic drawing will be prepared

Deliverable: Improvement Concepts; Preferred Concept Drawing

5. ICE Report. We will prepare two ICE Reports to justify improvements at two intersections.

Deliverable: ICE Reports.

6. Reports. We will provide a draft report for review, which summarizes the study analysis and findings. Based on comments of the draft report, we will provide a final report and provide the City and Mn/DOT with electronic copies.

Deliverable: Draft and Final Reports.

We are prepared to begin work on this project immediately. Tom Sohrweide, will serve as Project Manager and conduct public meetings for the project. He will also take the lead in developing the concepts.

We estimate this project to take three to four months depending on when counts are taken and when meetings can be held with regard to the year-end holidays. The estimated cost for this project is \$30,030 which includes expenses.

If you have any questions or need any additional information, please contact me at 800.325.2055 or email at tsohrweide@schinc.com.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Thomas A. Sohrweide, PE, PTOE
Project Manager

Attachment

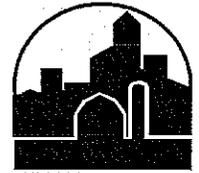
C: Steve Robinson, SEH

TH 60 Access Study

Client: Mn/DOT District 7

	Project Manager	Prof. Engineer	EIT Engineer	Technician	Word Processor	TOTAL
Work Tasks						
1.0 Project Management						
<i>Purpose: To provide project coordination.</i>						
1.1 Prepare invoices, review schedule and budget.	12					12
Subtotal: Project Management Hours	12	0	0	0	0	12
Deliverables: Correspondence, Invoices						
2.0 Meetings						
<i>Purpose: Attend/Conduct meetings.</i>						
2.1 Meet with City and Mn/DOT representatives to review alternatives (trip 1)	10				1	11
2.2 Meet with up to five businesses (trip 1)	5				1	6
2.3 Hold public open house (trip 1)	5			6	1	12
2.4 Meet with City and Mn/DOT representatives to review recommendation (trip 2)	10				1	11
2.5 Hold public open house (trip 3)	10			6	1	17
Subtotal Meeting Hours	40	0	0	12	5	57
Deliverables: Meeting Minutes						
3.0 Data and Warrant Analysis						
<i>Purpose: Develop the basis for Concept Development.</i>						
3.1 Review traffic count and crash data provided by Mn/DOT	2		6			8
3.2 Compare traffic counts and crash data to warrants for intersection control	2		6			8
Subtotal: Data and Warrant Analysis Hours	4	0	12	0	0	16
Deliverables: Warrant Analysis						
4.0 Analysis						
<i>Purpose: Data collection</i>						
4.1 Prepare 20 year traffic forecasts for the project area	4	16				20
4.2 Analyze traffic and pedestrian operations for stop, signal, and roundabout	4		8			12
Subtotal: Analysis Hours	8	16	8	0	0	32
Deliverables: Operations Analysis Summary						
5.0 Concept Development						
<i>Purpose: Develop improvement concepts</i>						
5.1 Develop up to 3 concepts which provide access and pedestrian safety	8	4	4	6		22
5.2 Refine concepts based on input from Mn/DOT, City of Window, and the public	3	1	2			6
5.3 Work with Mn/DOT and the City to gain consensus on preferred alternative	8	2	4	4		18
5.4 Recommend preferred concept based on analysis and input	2	1	1			4
5.4 Prepare preferred alternative drawing suitable to lead to final design	4		2	12		18
Subtotal: Concept Development Hours	25	8	13	22	0	68
Deliverables: Improvement Concepts; Preferred Alternative Drawing						
6.0 ICE Report						
<i>Purpose: Report for proposed intersection control improvements.</i>						
6.1 Prepare 2 ICE Reports to justify intersection improvement recommendations	8		24	8	6	46
Subtotal: ICE Report Hours	8	0	24	8	6	46
Deliverables: ICE Report						
7.0 Report						
<i>Purpose: Prepare final report</i>						
7.1 Provide draft report	8		6	4	3	21
7.2 Provide final report	4		2	2	2	10
7.3 Provide electronic copies of reports	1					1
Subtotal: Report Hours	13	0	8	6	5	32
Deliverables: Draft and Final Reports						
TOTAL PROJECT HOURS:						
	130	24	65	48	16	263
	41.8%	9.1%	24.7%	18.3%	6.1%	
Average Hourly Rates:						
	\$57.00	\$39.00	\$26.00	\$22.00	\$19.00	
TOTAL ESTIMATED LABOR:						
			1.5500			\$10,256
TOTAL LABOR AND OVERHEAD:						
						\$15,897
TOTAL LABOR, OVERHEAD AND PROFIT:						
			11.0%			\$26,153
TOTAL SEH INC COST:						
						\$2,877
Reimbursable Expenses:						
Mileage						\$600
Travel Expenses						\$300
Copies						\$100
TOTAL SEH INC COST:						
						\$30,030

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: City Administrator 
DATE: November 2, 2007
RE: Proposed 2008 Budget

As a follow-up to our November 1st budget meeting there are two items to update. Both items impact the proposed tax levy amount so there is a 2008 budget item on the Council agenda for your consideration.

First, I have discussed the “engineering” line item in EDA with the Economic Development Authority Executive Director and this item can be funded from land sales proceeds. As such, \$5,000 can be reduced from the general tax levy. Second, preliminary discussions with MN DOT indicate that the City of Windom may be able to continue storing salt\sand at the MN DOT facility. If this arrangement is workable the City Council would have opportunities to re-visit the proposed 2008 budget. Several options include the re-allocation of the \$25,000 that has been budgeted for a City-owned salt\sand storage shed to other projects, placing these funds in a dedicated account for future Street Department facilities (salt\sand shed or the repair of the existing Street shop) or a reduction in the general tax levy.

If you have questions or need additional information please contact Brigitte Olsen, Assistant City Administrator or myself at 831-6129.

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: City Administrator *[Signature]*

DATE: November 1, 2007

RE: Utility Rates – Municipal Buildings

Last week a meeting was held between representatives of the Utilities Commission and the City Council met with City staff and the City Attorney regarding powers and duties and budget items such as utility rates and transfers to the general fund. This was a productive and informative discussion.

As a result of this discussion we need to make two procedural changes. First, according to the Windom Charter, Chapter X, the City Council is charged with the task of directing the Utilities Commission regarding the setting of rates for municipal facilities. The Utilities Commission then has the authority/responsibility to set the municipal rates. Second, all other rate classes for water, sewer and electricity come under the authority of the Utilities Commission. As such, the Commission will now approve rate changes through resolution at its proceedings.

At their November 6 meeting the Windom Utilities Commission is scheduled to consider amending the rates for electric service by five percent across-the-board for all rate classes. To maintain the existing rate structure staff is recommending that the City Council direct the Utilities Commission to set the electric rate for municipal buildings and facilities at \$.0655/kwh for all kilowatt hours pending the Utilities Commission's approval of a five percent across-the-board increase in the other rate classes.

If you have questions about the processes or procedures please contact me at 831-6129 and questions about rates may be directed to Marv Grunig, Utilities Manager at 831-6151.

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	COTTONWOOD COUNTY TR	TRANSIT SERVICE	40.00
		Total for Department 101	40.00*
CITY OFFICE	LEAGUE OF MN CITIES	REGISTRATION	40.00
		Total for Department 103	40.00*
CITY HALL	MN ENERGY RESOURCES	HEATING	15.76
		Total for Department 115	15.76*
POLICE	CENTER STOP	FUEL SALES	161.17
POLICE	LANGUAGE LINE SERVIC	SERVICE	28.65
POLICE	STREICHER'S	EQUIPMENT	7.40
POLICE	UNICEL	TELEPHONE	1,590.79
		Total for Department 120	1,788.01*
STREET	CENTER STOP	FUEL SALES	83.47
STREET	MN ENERGY RESOURCES	HEATING	35.32
		Total for Department 140	118.79*
PARKS	CENTER STOP	FUEL SALES	160.26
PARKS	WINDOM READY MIX	MAINTENANCE	892.21
		Total for Department 165	1,052.47*
GENERAL	ROBERT MIELKE	REFUND COMPOST PASS	15.00
		Total for Department 201	15.00*
		Total for Fund 01	3,070.03*
LIBRARY	DAWN AAMOT	MILEAGE	38.80
		Total for Department 171	38.80*
		Total for Fund 03	38.80*
AMBULANCE	PRAXAIR DISTRIBUTION SERVICE		362.55
		Total for Department 176	362.55*
		Total for Fund 13	362.55*
MULTI-PURPOSE BUILDI	CENTER STOP	FUEL SALES	7.26
		Total for Department 177	7.26*
		Total for Fund 14	7.26*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	2,870.40
LIQUOR	LOCHER BROTHERS INC	MERCHANDISE	1,834.50
LIQUOR	GRIGGS COOPER	MERCHANDISE	1,064.70
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	3,756.20
LIQUOR	PEICHEL LAWN IRRIGAT	MAINTENANCE	175.00
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	1,858.49
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	185.50
		Total for Department 180	11,744.79*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Fund 60			11,744.79*
WATER	CENTER STOP	FUEL SALES	273.43
WATER	GOPHER STATE ONE CAL LOCATE		10.39
WATER	H P SUDS	BILLING CONTRACT SERVICE	106.67
WATER	MIDWEST WIRELESS	TELEPHONE	84.78
Total for Department 181			475.27*
Total for Fund 61			475.27*
	ROBERT MIELKE	REFUND COMPOST PASS	.98
Total for Department			.98*
ELECTRIC	CENTER STOP	FUEL SALES	197.07
ELECTRIC	CENTRAL MINNESOTA MU		.00
ELECTRIC	CENTRAL MINNESOTA MU DUES		1,000.00
ELECTRIC	CENTRAL MINNESOTA MU ENERGY DEVELOPMENT		8,818.94
ELECTRIC	CENTRAL MINNESOTA MU TRANSMISSION		39,498.61
ELECTRIC	CENTRAL MINNESOTA MU UP POWER		122,633.42
ELECTRIC	GOPHER STATE ONE CAL LOCATE		10.40
ELECTRIC	H P SUDS	BILLING CONTRACT SERVICE	106.66
ELECTRIC	DEPARTMENT OF ENERGY	POWER COST DIFF FROM 9/2	32.00
ELECTRIC	WINDOM READY MIX	MAINTENANCE	74.02
ELECTRIC	MARY DUNCAN	ENERGY REBATE	50.00
ELECTRIC	DALE FRIESEN	ENERGY REBATE	100.00
ELECTRIC	ROYAL LARSON	ENERGY REBATE	200.00
ELECTRIC	MARK LILLEGAARD	ENERGY REBATE	50.00
ELECTRIC	MONICA MAURER	ENERGY REBATE	50.00
ELECTRIC	GRANT JOHNSON	ENERGY REBATE	100.00
ELECTRIC	DARYL TASLER	ENERGY REBATE	100.00
Total for Department 182			173,021.12*
Total for Fund 62			173,022.10*
SEWER	CENTER STOP	FUEL SALES	145.40
SEWER	GOPHER STATE ONE CAL LOCATE		10.39
SEWER	H P SUDS	BILLING CONTRACT SERVICE	106.66
SEWER	QUEST	TELEPHONE	68.16
SEWER	MN ENERGY RESOURCES	HEATING	27.04
Total for Department 183			357.65*
Total for Fund 63			357.65*
ARENA	CENTER STOP	FUEL SALES	67.01
ARENA	ELECTRIC FUND	MAINTENANCE	9.17
Total for Department 184			76.18*
Total for Fund 64			76.18*
	BANK MIDWEST	SPEC BLDG LOAN	100,000.00

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Department			100,000.00*
ECONOMIC DEVELOPMENT	AARON BACKMAN	EXPENSE	135.80
ECONOMIC DEVELOPMENT	MN ENERGY RESOURCES	HEATING	23.43
ECONOMIC DEVELOPMENT	WINDOM READY MIX	MAINTENANCE	126.74
ECONOMIC DEVELOPMENT	BANK MIDWEST	CONSTRUCTION LOAN	46.00
ECONOMIC DEVELOPMENT	BOB YSKER	MOWING	85.00
Total for Department 187			416.97*
Total for Fund 67			100,416.97*
	BANK MIDWEST	CONSTRUCTION LOAN	128,000.00
Total for Department			128,000.00*
RIVERBLUFF ESTATES	BANK MIDWEST	CONSTRUCTION LOAN	170.67
Total for Department 166			170.67*
Total for Fund 68			128,170.67*
TELECOMMUNICATIONS	CENTER STOP	FUEL SALES	35.53
TELECOMMUNICATIONS	GOPHER STATE ONE CAL LOCATE		31.17
TELECOMMUNICATIONS	H P SUDS	BILLING CONTRACT SERVICE	320.01
TELECOMMUNICATIONS	MN ENERGY RESOURCES	HEATING	9.45
Total for Department 199			396.16*
Total for Fund 69			396.16*
Grand Total			418,138.43*

CITY OF WINDOM
 FM Entry - Invoice Payment - Department Report

Ranges: Fund: (A)
 Dept Id: (A)
 Program: (A)
 Vendor #: (A)
 Invoice #: (A)
 Schedule Journal #: (R) 10768 - 10768
 Bank #: (A)

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

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	ADMINISTRATIVE HEARI	FILING FEE FOR ANNEXATIO	50.00
		Total for Department 101	50.00*
P & Z / BUILDING OFF	MIDWEST WIRELESS	TELEPHONE	21.49
		Total for Department 106	21.49*
HEALTH & SANITATION	NEAL GRUNEWALD	COMPOST SITE MANAGER	160.00
		Total for Department 145	160.00*
		Total for Fund 01	231.49*
LIBRARY	WOMENINE	SUBSCRIPTION	34.95
		Total for Department 171	34.95*
		Total for Fund 03	34.95*
MULTI-PURPOSE BUILDI	MN ENERGY RESOURCES	HEATING	132.53
MULTI-PURPOSE BUILDI	BRAD BUSSA	PETTY CASH	151.07
MULTI-PURPOSE BUILDI	GOOD SAMARITAN COMM	SUPPLIES	12.00
		Total for Department 177	295.60*
		Total for Fund 14	295.60*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	797.25
LIQUOR	BRAU BROTHERS BREWIN	MERCHANDISE	120.00
LIQUOR	LOCHER BROTHERS INC	MERCHANDISE	828.40
LIQUOR	GRIGGS COOPER	MERCHANDISE	1,471.02
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	4,457.50
LIQUOR	HOLINKA DISTR. CO.	MERCHANDISE	63.00
LIQUOR	JOHNSON BROS.	MERCHANDISE	1,555.94
LIQUOR	MN ENERGY RESOURCES	HEATING	35.54
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	1,906.93
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	4,328.03
LIQUOR	MIDWEST MARKETING	MERCHANDISE	270.00
		Total for Department 180	15,833.61*
		Total for Fund 60	15,833.61*
WATER	H P SUDS	BILLING CONTRACT SERVICE	138.67
WATER	MN ENERGY RESOURCES	HEATING	456.86

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
WATER	WORTHINGTON DAILY GL	SUBSCRIPTION	71.50
	Total for Department 181		667.03*
	Total for Fund 61		667.03*
	TED NELSON	REFUND - UTILITY PREPAYM	20.00
	CLARENCE STEENBLOCK	REFUND - UTILITY PREPAYM	125.00
	Total for Department		145.00*
ELECTRIC	H P SUDS	BILLING CONTRACT SERVICE	138.67
ELECTRIC	MN ENERGY RESOURCES	HEATING	14.91
ELECTRIC	BANK MIDWEST	NSF CHECK	286.65
ELECTRIC	LAVONDA EGGEN	REFUND - CREDIT BALANCE	17.39
ELECTRIC	TED NELSON	REFUND - CREDIT BALANCE	10.11
ELECTRIC	CAROLYN NICHOLS	REFUND - CREDIT BALANCE	6.65
ELECTRIC	TROOP 10	SERVICE FOR LIGHT BULB H	500.00
ELECTRIC	WINDOM GIRL SCOUTS	SERVICE FOR LIGHT BULB H	500.00
	Total for Department 182		1,474.38*
	Total for Fund 62		1,619.38*
SEWER	H P SUDS	BILLING CONTRACT SERVICE	138.67
SEWER	MN ENERGY RESOURCES	HEATING	14.82
SEWER	WINDOM TOWING CO	TIRES	151.43
SEWER	WORTHINGTON DAILY GL	SUBSCRIPTION	71.50
	Total for Department 183		376.42*
	Total for Fund 63		376.42*
ARENA	MIDWEST WIRELESS	TELEPHONE	43.05
ARENA	MN ENERGY RESOURCES	HEATING	139.15
	Total for Department 184		182.20*
	Total for Fund 64		182.20*
ECONOMIC DEVELOPMENT	MIDWEST WIRELESS	TELEPHONE	47.00
ECONOMIC DEVELOPMENT	CAPITAL GROUP OF COM	UPDATE ABSTRACT	100.00
ECONOMIC DEVELOPMENT	FAST FACILITY	SERVICE	146.00
	Total for Department 187		293.00*
	Total for Fund 67		293.00*
RIVERBLUFF ESTATES	UNITED PRAIRIE BANK	CLOSING COSTS-REFINANCE	510.40
RIVERBLUFF ESTATES	BANK MIDWEST	ACCRUED INT ON LN 600244	540.45
	Total for Department 166		1,050.85*
	Total for Fund 68		1,050.85*
TELECOMMUNICATIONS	B B C AMERICA	SUBSCRIBER	6.24
TELECOMMUNICATIONS	COMCAST MEDIA CENTER	SUBSCRIBER	19.00

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
TELECOMMUNICATIONS	DISCOVERY DIGITAL NE	SUBSCRIBER	50.32
TELECOMMUNICATIONS	DISCOVERY HEALTH CHA	SUBSCRIBER	15.64
TELECOMMUNICATIONS	H P SUDS	BILLING CONTRACT SERVICE	415.99
TELECOMMUNICATIONS	KARE 11 TELEVISION	SUBSCRIBER	292.20
TELECOMMUNICATIONS	LIFETIME	SUBSCRIBER	605.44
TELECOMMUNICATIONS	LIFETIME MOVIE NETWO	SUBSCRIBER	30.00
TELECOMMUNICATIONS	NATIONAL CABLE TV CO	SUBSCRIBER	22,023.62
TELECOMMUNICATIONS	TOWER DISTRIBUTION C	SUBSCRIBER	208.82
	Total for Department 199		23,667.27*
	Total for Fund 69		23,667.27*
	AFSCME	UNION DUES	214.50
	AFLAC	INSURANCE	457.38
	JOHNSON COUNTY COURT	PAYROL DEDUCTION #CDDMO1	1,302.00
	LOCAL UNION #949	UNION DUES	1,504.78
	MN BENEFIT ASSOCIATI	INSURANCE	96.18
	Total for Department		3,574.84*
	Total for Fund 70		3,574.84*
	Grand Total		47,826.64*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
CITY OFFICE	STEVE NASBY	EXPENSE	50.15
CITY OFFICE	MN NCPERS LIFE INSUR	INSURANCE	80.00
CITY OFFICE	QUILL CORP	SUPPLIES	105.54
CITY OFFICE	SELECTACCOUNT	ADM FEE	112.70
	Total for Department 103		348.39*
P & Z / BUILDING OFF	DAY-TIMERS, INC.	SUPPLIES	18.23
P & Z / BUILDING OFF	MN NCPERS LIFE INSUR	INSURANCE	24.00
	Total for Department 106		42.23*
POLICE	KENT F. KELLY	CLOTHING ALLOWANCE	57.99
POLICE	MN NCPERS LIFE INSUR	INSURANCE	144.00
	Total for Department 120		201.99*
FIRE DEPARTMENT	AMOCO OIL COMPANY	GAS	227.79
FIRE DEPARTMENT	MIDWEST WIRELESS	TELEPHONE	27.04
FIRE DEPARTMENT	RIVERSIDE LAUNDRY	SERVICE	931.88
	Total for Department 125		1,186.71*
STREET	AMOCO OIL COMPANY	GAS	961.48
STREET	MN NCPERS LIFE INSUR	INSURANCE	89.00
STREET	QUILL CORP	SUPPLIES	39.24
	Total for Department 140		1,089.72*
PARKS	AMOCO OIL COMPANY	GAS	30.05
PARKS	MN NCPERS LIFE INSUR	INSURANCE	16.00
	Total for Department 165		46.05*
	Total for Fund 01		2,915.09*
LIBRARY	JOAN HUNTER	MILEAGE	155.20
	Total for Department 171		155.20*
	Total for Fund 03		155.20*
AMBULANCE	JORDAN BUSSA	AMBULANCE CLOTHING	142.97
AMBULANCE	JOLYNN NERHUS	AMBULANCE CLOTHING	99.99
	Total for Department 176		242.96*
	Total for Fund 13		242.96*
MULTI-PURPOSE BUILDI	MN NCPERS LIFE INSUR	INSURANCE	48.00
MULTI-PURPOSE BUILDI	BRETT RAVERTY	SERVICE	75.00
	Total for Department 177		123.00*
	Total for Fund 14		123.00*
PM REVOLVING LOAN FU	BANK MIDWEST	N IND PARK LOAN	37,048.99
	Total for Department 172		37,048.99*
	Total for Fund 15		37,048.99*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
	US BANK	HOSPITAL BOND PAYMENT	55,490.00
	Total for Department		55,490.00*
	Total for Fund 31		55,490.00*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	3,448.30
LIQUOR	CITY OF WINDOM	CIGARETTE LICENSE	20.00
LIQUOR	LOCHER BROTHERS INC	MERCHANDISE	3,815.10
LIQUOR	GRIGGS COOPER	MERCHANDISE	3,875.27
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	8,912.80
LIQUOR	JOHNSON BROS.	MERCHANDISE	1,478.65
LIQUOR	MN NCPERS LIFE INSUR	INSURANCE	28.00
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	2,829.27
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	7,239.82
LIQUOR	WINE MERCHANTS	MERCHANDISE	273.00
LIQUOR	SCOTT FREDIN	REFUND-LIQUOR CREDIT CAR	26.50
	Total for Department 180		31,946.71*
	Total for Fund 60		31,946.71*
WATER	AMERICAN PAYMENT CEN	SERVICE	16.50
WATER	H P SUDS	BILLING CONTRACT SERVICE	126.09
WATER	MN DEPT OF HEALTH	WA SURCHARGE	3,196.00
WATER	MN NCPERS LIFE INSUR	INSURANCE	40.00
	Total for Department 181		3,378.59*
	Total for Fund 61		3,378.59*
ELECTRIC	AMERICAN PAYMENT CEN	SERVICE	16.50
ELECTRIC	AMOCO OIL COMPANY	GAS	848.43
ELECTRIC	H P SUDS	BILLING CONTRACT SERVICE	126.09
ELECTRIC	MIDWEST WIRELESS	TELEPHONE	94.49
ELECTRIC	MN NCPERS LIFE INSUR	INSURANCE	89.00
ELECTRIC	HSBC BUSINESS SOLUTI	SUPPLIES	94.48
ELECTRIC	SARA BARFKNECHT	ENERGY REBATE	200.00
ELECTRIC	ROBERT BOOMGARDEN	ENERGY REBATE	275.00
ELECTRIC	EUGENE HANCHETT	ENERGY REBATE	100.00
ELECTRIC	LLOYD JONES	ENERGY REBATE	50.00
ELECTRIC	ELDON MOON	ENERGY REBATE	275.00
ELECTRIC	KATHRYN NEMITZ	ENERGY REBATE	100.00
ELECTRIC	CARRIE PETERSON	ENERGY REBATE	100.00
ELECTRIC	DAVID KRUEGER	ENERGY REBATE	100.00
	Total for Department 182		2,468.99*
	Total for Fund 62		2,468.99*
SEWER	AMERICAN PAYMENT CEN	SERVICE	16.50
SEWER	AMOCO OIL COMPANY	GAS	425.05
SEWER	H P SUDS	BILLING CONTRACT SERVICE	126.08
SEWER	MN NCPERS LIFE INSUR	INSURANCE	72.00

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Department 183			639.63*
Total for Fund 63			639.63*
ARENA	MN NCPERS	LIFE INSUR INSURANCE	25.00
Total for Department 184			25.00*
Total for Fund 64			25.00*
ECONOMIC DEVELOPMENT	DAY-TIMERS, INC.	SUPPLIES	18.24
ECONOMIC DEVELOPMENT	MN NCPERS	LIFE INSUR INSURANCE	24.00
ECONOMIC DEVELOPMENT	PRO CELLULAR	SUPPLIES	21.29
ECONOMIC DEVELOPMENT	WINDOM AREA CHAMBER	BUSINESS INVESTMENT	240.00
ECONOMIC DEVELOPMENT	BANK MIDWEST	RECORDING FEE	46.00
Total for Department 187			349.53*
Total for Fund 67			349.53*
RIVERBLUFF ESTATES	BRADY POWERS	MOWING	272.00
Total for Department 166			272.00*
Total for Fund 68			272.00*
TELECOMMUNICATIONS	AT & T	USAGE CHARGES	147.05
TELECOMMUNICATIONS	AMERICAN PAYMENT CEN	SERVICE	49.50
TELECOMMUNICATIONS	DISCOVERY DIGITAL NE	SUBSCRIBER	47.54
TELECOMMUNICATIONS	E-911	MONTHLY 911 SERVICE	43.80
TELECOMMUNICATIONS	ELECTRIC FUND	MAINTENANCE	9.10
TELECOMMUNICATIONS	FOX SPORTS	SUBSCRIBER	4,764.12
TELECOMMUNICATIONS	H P SUDS	BILLING CONTRACT SERVICE	378.24
TELECOMMUNICATIONS	MIDWEST WIRELESS	TELEPHONE	213.25
TELECOMMUNICATIONS	MN NCPERS	LIFE INSUR INSURANCE	80.00
TELECOMMUNICATIONS	QUEST	TELEPHONE	98.11
TELECOMMUNICATIONS	DAN OLSEN	INET TUT SYSTEM ADAPTER	189.75
TELECOMMUNICATIONS	DAN OLSEN	SOFTWARE	37.00
TELECOMMUNICATIONS	ONVOY	BANDWITH BILLING	5,253.73
TELECOMMUNICATIONS	ONVOY	DEDICATED FACILITIES	650.00
TELECOMMUNICATIONS	KRISTI GARDNER	REFUND - INTERNET PREPAY	20.00
TELECOMMUNICATIONS	TROY SARGENT	REFUND - CABLE	55.53
Total for Department 199			12,036.72*
Total for Fund 69			12,036.72*
	MN NCPERS	LIFE INSUR INSURANCE	32.00
Total for Department			32.00*
Total for Fund 70			32.00*
Grand Total			147,124.41*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
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Coalition of Greater Minnesota Cities
CGMC in Brief

November 1, 2007

Contact: Sarah Kleppe
651.225.8840

**CGMC Mayors meet
with Rep. Seifert and
Governor**

Mayors Joel Albrecht, New Ulm; Tom Kuntz, Owatonna; H. Dan Ness, Alexandria; and Gary Zellmer, North Mankato, along with Flaherty & Hood, P.A.'s Tim Flaherty met with House Minority Leader Marty Seifert, R-Marshall, Tuesday. At the invitation of the CGMC mayors, Hutchinson Mayor Steve Cook and Minneapolis Mayor R.T. Rybak also attended the meeting.

The delegation told the minority leader that greater Minnesota cities were disappointed that the House Republican Caucus would not support addressing Local Government Aid (LGA) during the September Special Session and that the CGMC would be supporting significant increases in the level of LGA funding in the 2008 session.

The group also discussed transportation. The mayors told Rep. Seifert that the CGMC supports an override of the vetoed transportation bill, and that anything else would probably not be as good for greater Minnesota. Mayor Rybak was particularly effective at putting the transportation bill's transit funding in perspective and argued that suburban Republicans should embrace it.

The next day CGMC Mayors Kuntz, Zellmer, Ardell Brede, Rochester; Charles Novak, Ely; and Robert Byrnes, Marshall, along with the Mayors of Minneapolis, St. Paul, Mahnommen, and Newport attended a meeting with Gov. Tim Pawlenty that was organized by Hutchinson Mayor Steve Cook. The mayors asked the governor to call a special session to increase funding for LGA, which was vetoed with the tax bill last session.

While the governor expressed understanding of the challenges facing cities, he was non-committal regarding a special session. He said it would be difficult to reach agreement with the leaders of the four legislative caucuses on the scope of a special session.

**Remember CGMC
Fall Conference
Nov. 7-9**

The CGMC Fall Conference is next week! Be sure to call Arrowwood (320.762.1124) to book your hotel room at the special CGMC rate (starting at \$84 plus tax). All member cities are encouraged to send at least one representative to this important conference.



**CGMC Annexation
Committee
Recommends
Legislative Agenda**

The CGMC Annexation Committee met October 25 to determine what policy proposals will be brought to the Legislature in 2008.

The committee was aided by the responses to a survey sent to CGMC members who have expressed a strong interest in annexation and land use issues. Thanks to CGMC Annexation Committee members – **Winona City Manager Eric Sorensen, Princeton City Administrator Mark Karnowski, Staples City Administrator Nathan Mathews, and Alexandria City Planner Mike Weber** – for attending.

A special thank you goes to **Sartell City Administrator Patti Gartland and Rochester Assistant City Administrator Gary Neumann**, the committee's co-chairs, for their commitment and leadership.

The committee's recommendations will be considered by the full membership at the CGMC Fall Conference in Alexandria next week.

The legislatively-created Municipal Boundary Adjustment Task Force is having its first meeting on November 5. **Gartland, Neumann, and Waconia's Susan Arntz** are representing cities. The task force is chaired by **Administrative Law Judge Bruce Johnson**

If you have questions about the annexation program please contact Flaherty & Hood, P.A.'s Bradley Peterson at 651.259.1911 or bmpeterson@flaherty-hood.com.

**CGMC LGA/Property
Tax Committee
Meeting Nov. 7**

The CGMC LGA/Property Tax Committee will be meeting at 2:00 p.m. on November 7 at the Arrowwood Conference Center in Alexandria. The committee will be discussing LGA formula issues and priorities for the 2008 legislative session.

All CGMC members are welcome to attend.

**New Attorney Joins
Flaherty & Hood**

Flaherty & Hood, P.A. is pleased to announce the addition of attorney **Robert Scott** to our staff. Scott will be working on labor and environment issues on behalf of greater Minnesota cities. He is a graduate of William Mitchell College of Law in St. Paul.

Scott brings a wealth of state and federal litigation experience with him, including successfully arguing cases in front of the federal Eighth Circuit Court of Appeals.

