

Council Meeting
Tuesday, February 7, 2012
City Council Chambers
8:05 p.m. *



AGENDA

Call to Order
Pledge of Allegiance

1. Approval of Minutes
 - Council Minutes–January 17, 2012
2. Consent Agenda
 - Minutes
 - Telecom Commission – January 24, 2012
 - Street Committee – January 24, 2012
 - Utility Commission – January 25, 2012
 - Joint Governments Meeting – January 30, 2012
 - Street Committee – February 2, 2012
3. License Applications
 - Windom Lions Club – Temporary On-Sale Liquor License
 - China Restaurant – Strong Beer Authorization
4. Department Heads
5. Ratification of Fire Department Elections
6. Withdrawal from Western Minnesota Municipal Powers Agency
7. Renewable Energy Credit Transaction
8. Resolution Accepting Donation for the Windom Library
9. SEH Request for Contract Revision for the Des Moines River Dam Project
10. Lease Renewal for City of Windom – Cottonwood County Law Enforcement Center
11. Long Range Planning – Strategy V
12. New Business
13. Old Business
14. Regular Bills
15. Contractor Payments
16. Council Concerns
17. Adjourn

*** PLEASE NOTE TIME CHANGE DUE TO STATE PRECINCT CAUCUSES.**



**Regular Council Meeting
Windom City Hall, Council Chamber
January 17, 2012
7:30 p.m.**

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

2. Roll Call: Mayor: Kirby Kruse

Council Members: Kelsey Fossing, Dominic Jones, Corey Maricle and
Bradley Powers

Council Members Absent: JoAnn Ray

City Staff Present: Steve Nasby, City Administrator; Bruce Caldwell,
Street Superintendent; Marv Grunig, Electric Utility
Manager; Scott Peterson, Police Chief; Mike Haugen,
Water/Wastewater Superintendent; Dan Ortman, Fire
Chief; Gene Lenning, Liquor Store Manager; Al
Baloun, Recreation Director; Joan Hunter, Library
Director and Jeff Dahna, Telecom

3. Pledge of Allegiance

4. Approval of Minutes:

**Motion by Powers second by Maricle, to approve the City Council minutes from
January 3, 2012. Motion carried 4 – 0 (Ray absent).**

5. Consent Agenda:

Kruse said that minutes were received from the following Boards\Commissions:

- Telecommunications Commission – December 30, 2011
- Library Board – January 10, 2012
- Economic Development Authority – January 12, 2012

**Motion by Maricle second by Powers, to approve the Consent Calendar as presented.
Motion carried 4 – 0 (Ray absent).**

6. Public Comment for Items Not on the Agenda:

Frank Dorpinghaus said that the National Defense Authorization Act signed by President Obama on December 31, 2011 contains a provision in Section 1031 that allows the military to detain citizens if terrorism is suspected. He said this law is a violation of our civil liberties and against the Bill of Rights. The language in the National Defense Authorization

Preliminary

Act allows for citizens to be held for an indefinite period of time and this is also a violation of habeas corpus. He noted the City Council has a right under the 10th Amendment to be opposed to this law. Dorphinghaus thanked the City Council for the time to speak.

7. Department Heads:

None.

8. License Applications:

Kruse noted there were two applications for exempt gaming permits.

- Des Moines River Ducks Unlimited for a raffle and bingo to be held on April 14, 2012.
- Windom Area Chamber of Commerce for bingo to be held on February 9, 2012; March 8, 2012; April 5, 2012 and May 3, 2012.

Motion by Powers second by Fossing, to approve the license applications as presented. Motion carried 4 – 0 (Ray absent).

9. Economic Development Authority – Annual Report:

Kruse noted the Annual Report from the Windom Economic Development Authority was forwarded to the City Council for review and approval.

Nasby said the 2011 Annual Report contained the annual goals adopted by the EDA Board and the subsequent actions and accomplishments. The report highlighted these items and some of the highlights included the continuation of the lease with Toro for the Spec Building, opening of retail businesses on the downtown square and the grant funds received from the Blandin Foundation for the Minnesota Intelligent Rural Communities projects, which included the City's new web site that is soon to be launched.

Motion by Powers, seconded by Maricle to accept the 2011 EDA Annual Report. Motion carried 4 – 0 (Ray Absent).

10. EDA Executive Director Position- EDA Board Recommendation:

Kruse noted the recommendation from the EDA Board.

Nasby said the EDA Board discussed a number of options for filling the EDA Director's position that included possibilities for joint operations with the HRA, creating a new Economic Development Coordinator position at a lower pay grade that would be directly managed by the City Administrator's office and whether or not to hire an interim person. The EDA Board's recommendation it to re-fill the position "as is" that is a full-time EDA Executive Director and to start advertising immediately.

Jones asked Nasby to discuss the EDA Coordinator concept a little more. Nasby said that the idea for an EDA Coordinator would be to have a position that works directly within the Administration office and had daily contact and direction from the City Administrator's office. Currently, the EDA Executive Director works independently with guidance from the EDA Board and some direction on policy from to the City Administrator, but that direction is not a daily or hands-on situation.

Powers asked about the interaction with EDA and the HRA as they have some similar functions, especially in the area of housing. Nasby said that is one of the areas the EDA Board talked about and as there are changes in senior staffing at both the EDA and HRA he is hoping to have the new staff work closely together on projects. One example may be that the HRA takes on the day-to-day operations of the River Bluff Townhomes that the EDA owns and currently hires an outside vendor to manage.

Jones inquired about the interview process. Nasby said the last time the EDA Board held the initial round of interviews and the Personnel Committee was involved with them as well. He asked if the Council wanted to be a part of the process that would be important as the EDA Board will be mapping out their hiring schedule and process. Jones said that he thinks it is important to involve Council to the greatest extent possible.

Motion by Maricle seconded by Fossing, to accept the EDA Board's recommendation to re-fill the EDA Executive Director position and to start advertisements immediately. Motion carried 4 – 0 (Ray Absent).

11. Resolution Approving Amendments to the Fees\Charges Schedule:

Nasby highlighted some of the changes that had been made to the fees\charges schedule for 2012. He noted there was one update that was not included, which was the 5% rate change for the sewer fund as part of the main lift station project. Nasby reviewed the changes to needed on page 12, Water\Sewer Fund.

Council member Powers introduced the Resolution No. 2012-02, entitled "RESOLUTION APPROVING AMENDMENTS TO THE FEES AND CHARGES SCHEDULE" and moved its adoption. The resolution was seconded by Jones and on roll call vote: Aye: Jones, Maricle, Powers and Fossing. Nay: None. Absent: Ray. Resolution passed 4– 0.

12. Resolution Accepting Assistance to Firefighters Grant:

Dan Ortman, Fire Chief, said that the FEMA Assistance to Firefighters Grant is for upgraded, narrow-band communications equipment. This \$483,313 grant is a joint effort between the City of Windom, Cottonwood County and all of the other municipalities. The City of Windom, as lead applicant, has 30 days to accept the grant. This is great news as the emergency communications must be updated to narrow-band by January 2013.

Preliminary

Nasby said that the Council item included the acceptance of the grant and an agreement the City will need to utilize with other cities getting funds from the grant to define what they are getting and what match is to be provided.

Jones said he is glad to see the grant funding for this project and thanked staff for their work on the project.

Council member Powers introduced the Resolution No. 2012-03, entitled “RESOLUTION AUTHORIZING ACCEPTANCE AND EXECUTION OF ASSISTANCE TO FIREFIGHTERS GRANT AND AUTHORIZING EXECUTION OF AGREEMENTS WITH REGIONAL PARTICIPATING AGENCIES” and moved its adoption. The resolution was seconded by Jones and on roll call vote: Aye: Maricle, Powers, Fossing and Jones. Nay: None. Absent: Ray. Resolution passed 4– 0.

13. State of Minnesota Cooperative Purchasing Agreement:

Nasby said the City is eligible to participate in joint purchasing with the State of Minnesota. The State has negotiated prices and rates for goods, supplies, services and equipment directly with vendors. The City can use the State’s program to purchase items under these contracts and get lower prices, and be able to forgo the competitive bidding on large items. There is no cost to the City to participate.

Jones asked if the City has used the cooperative purchasing program and what we purchased. Nasby said the Police were purchasing their new vehicle, the Parks Department was getting their new mower and the City had used it in the past to purchase the front-end loader for the Street Department.

Motion by Jones, seconded by Fossing to participate in the State of Minnesota’s Cooperative Purchasing program Motion carried 4 – 0 (Ray Absent).

14. Joint Powers Agreement – State of Minnesota I\Mobile System:

Nasby said the I\Mobile system is a database that the Police will access through the laptop computers in the squad cars. This will provide them with additional data, such as identification photographs, in the squad cars that can be used for traffic stops, arrests, etc. There is no cost to the City at this time, but the federal grant to the State expires in September 2012. If that funding expires the cost will be \$30 per squad each month.

Jones asked if the information available to the officer will be delivered quicker. Chief Peterson said it would be faster than going through dispatch and be more complete.

Powers asked if the information on warrants, or other legal items would be nationwide. Chief Peterson said that the access would be available to the officers through the NCIC system and that information would be present.

Preliminary

Consensus of the Council to bring the item back to them if the federal grant expires and the State starts charging for the service and since there will be some history with using the system it can be evaluated.

**Motion by Powers, seconded by Maricle to participate in the State of Minnesota's I\Mobile program and to authorize the execution of the joint powers agreement.
Motion carried 4 – 0 (Ray Absent).**

Jones said that the Nixle alert system is operational and appears to be functioning well. Chief Peterson said that Sergeant Patterson took the lead on getting this system up and running and deserves much of the credit. The Nixle system sends text alerts from the Police Department to the cell phones of users that sign up. Nasby said that the City's new web site will have a link to Nixle so people can easily sign up.

15. Police Department – Citizens Academy

Chief Peterson said that the Windom PD and Cottonwood County Sheriff's Departments have been working to organize and offer a citizen's academy that will provide the opportunity for people to see the policy, procedures and operational functions of the law enforcement agencies. This is a six week course consisting of 2-3 hours per night (Wednesdays) from April 18 to May 23. He invited all interested persons to contact the Windom PD or Sheriff's Department.

Kruse said this was an excellent way for the citizens to learn about the functions of the department and for the department to involve citizens. He asked if this was the first time it had been done in Windom. Chief Peterson said it was to his knowledge.

Kruse asked how many people could sign up for the citizens' academy and noted that attendance at all of the sessions was preferable. Chief Peterson said they are hoping for 20 participants but could go up to 25 if needed. Kruse asked if they would offer a second class if there was additional interest. Chief Peterson said they may do the academy annually or once every two years.

Chief Peterson credited Officer Dana Wallace and Deputy Jake Soderholm for being the primary staff developing the program.

16. New Business:

None.

17. Unfinished Business:

None.

18. Regular Bills:

Motion by Powers, seconded by Maricle, to approve the regular bills. Motion carried 4 – 0 (Ray Absent).

19. Contractor Payments:

Nasby said there were change order forms that were handed out for the Des Moines River Dam project and that Rocky Keehn, S.E.H. Engineering was present.

Jones said that there have been community conversations about the project and he asked Keehn to review how the project evolved from the original plan for up to six riffles to the completed project with three riffles.

Keehn said that the plans had evolved since the original proposals in 2008 due to the engineering work, survey of the river corridor, DNR preferences and focus on fish passage. The plan that was bid in fall 2011 included four riffles, but this project came in well over the project budget. As such, the project was re-examined by the DNR and their expert visited the site and liked the natural meander that the river had created within Island Park and the riffles could be adjusted to save money. The riffles were re-designed to be a set of double riffles at the existing dam site with the dam footings as the base and then one additional riffle upstream to stabilize the elevation so the issues with the Highway 62 Bridge were addressed. The three riffle project was re-bid and it came in within budget. During construction the project used more field stone due to its availability from local landowners and farmers. The use of more field stone produced some cost savings and gave the project a more natural look. He said the project is primarily a fish passage project and not a dam replacement so that may be was some of the expectations of the project changed. The riffles are designed to create scour holes for fish, which will enhance fishing opportunities. There were also some adjustments as the project was under construction due to input from the DNR expert so changes were made in the field.

Powers asked if another riffle could be added. Keehn said that another riffle can be added if the DNR agrees. This concept of adaptive management allows for changes depending on the conditions and functions of a project and allows for changes.

Keehn said as this is primarily a fish passage project the measure of success will be if fish are moving and fishing is improved.

Motion by Jones seconded by Maricle to pay Landwehr Construction \$238,420.84 as presented in the contractor payment request approved by the engineer. Motion carried 4 – 0 (Ray Absent).

Kruse said a second contractor payment request from Robert L. Carr Company had been received for the Wastewater Treatment Plant Improvement Project.

Preliminary

Jones asked for a project update. Mike Haugen, Waster\Wastewater Superintendent, said that the river crossing was completed through directional boring and they are finishing up manholes on the south side of the river. They are currently working on the wet well and having some trouble with water levels.

Powers asked about the equipment on the south side of the river. Haugen said that belongs to the sub-contractor and they are finishing the manholes. These manholes will be sealed as they are in the flood plain.

Powers asked about the project timeline. Haugen said the whole project would take a year to complete and be done in August\September 2012.

Motion by Jones seconded by Fossing to pay the Robert L. Carr Company \$140,687.55 as presented in the contractor payment request approved by the engineer. Motion carried 4 – 0 (Ray Absent).

20. Long Range Planning – Strategy IV:

Kruse outlined both goals for Strategy IV, which is public facilities and infrastructure.

Nasby said there had been discussion at the long range planning meetings about the need for a more formal capital planning tool covering the entire municipal organization. He has checked into some software for this purpose and found a product that is used by the cities of Luverne and Grand Rapids. Both communities have been satisfied with the product and recommended it. The cost is approximately \$1800 with an annual license fee. Currently capital planning is done within each department and presented to the Council during the annual budgeting process.

Jones said what he is looking for is a comprehensive list for the Council to review, prioritize and discuss funding options. He said that it is likely other funding options will need to be reviewed and a local option sales tax is a possibility and this tool would also capture some revenues from tourists, visitors and others using the municipal services but not paying for them through property taxes. Having the community involved in both capital project planning and the funding discussions will be beneficial.

Maricle said what he would like to see is a longer term focus and target amount to budget for capital projects so the items can be planned out over a five year term instead of working each year during the budgeting process to fit capital projects into a tax levy.

Fossing said that is easier to fund the smaller cost items as they come up, but much harder to fund the high cost items. As such, having a funding plan in place to address the plan would be helpful.

Jones asked how much revenue would be generated from non-residents from a local option sales tax. Nasby said he did not have that information and the Minnesota Department of Employment and Economic Development (DEED) would probably only be able to estimate

Preliminary

the amount. Also, data for Windom is based on retail sales county-wide and then applied to a DEED estimate that says 78% of retail sales in Cottonwood Co. are from Windom.

Fossing asked that staff find out how much a 1% local option sales tax would generate and if the tax were implemented it could be used to fund the capital improvement plan.

Al Baloun, Recreation Director, said that the pool feasibility study done in 2006 or 2007 showed several options ranging in cost from \$1.5 million to \$3.5 million. Those costs have gone up over time as well.

Consensus of Council to have Department Heads put together a list of capital projects including an estimated cost and possible funding sources. Jones said that the cost estimates could be rough and not to go through expense from consultants or engineers at this time.

Nasby said that funding resources can impact the priorities of projects and this will need to be kept in mind when the Council prioritizes the projects. For example, the dam may not have been the highest priority project but the State and Federal resources were available to complete the project.

Caldwell said that he agreed with Nasby regarding the need for a capital planning tools such as the software used by other communities. Caldwell noted that a number of streets are in need of work and these are costly. Equipment also has to be replaced at a regular rate. He said that the communities of Mt. Lake and Lakefield have an equipment surcharge on their utility bills each month and the money is used to buy new trucks, graders, pay loaders, etc.

Motion by Maricle seconded by Jones to direct staff to purchase capital planning software as needed up to \$2,000. Motion carried 4 – 0 (Ray Absent).

21. Council Concerns:

Nasby noted the Coalition of Greater Minnesota Cities Legislative Day that is scheduled for February 8. If any of the Council members are interested please let him know.

Powers and Kruse said it is a good experience and worth the time.

22. Adjourn:

Kruse adjourned the meeting by unanimous consent. Meeting adjourned at 8:53 p.m.

Kirby Kruse, Mayor

Attest: _____
Steve Nasby, City Administrator

Telecommunications Commission

Meeting Minutes

Jan 24th 2012
11:30 A.M.

I. Call to order

Wendell Woodcock called to order the regular meeting of the **Telecommunications Commission** at **11:32 am** on **Jan 24th** in **City of Windom Chamber Hall**.

II. Roll call

Commissioners Present: Wendell Woodcock, Virgil Meier, Dominic Jones
Commissioners Absent: Forrest Fosheim, Corey Maricle
City Staff: Dan Olsen, Londa Fosheim, Steve Nasby

III. Operations Review

Dan explained and showed a slide show that he is putting together for the personnel committee.

Overall operations on Windomnet.

Headend, NOC, Onvoy Hut, 511 building are all network pop locations that Windomnet has equipment in and takes care of.

Picture shown of satellite dish at head end that is 24 years old, it is still working at this time.

Pictures of the Headend, NOC, Onvoy Hut, HD receivers shown as Dan explained what they were and the work needed done.

Dan explained about staff reduction in 2006 and the need for the full time Administrative Assistant position.

Dominic would like for Dan to add Annual years and the counts on customers per year.

Revenue Items added or will be added in the coming months.

SDN

New Ulm

Windomnet Horn Toots

Do our own Cleaning, repair work, shoveling, snow blowing, mowing, building, and engineering. Windomnet building only designed with 1 office space, Windomnet staff converted storage room and break room into 1 office for 4+ staff.

Dan explained the Administrative Assistant job duties that is presently being done and the need for more hours.

2012 Tasks – Short List

7200 router deletion

NOC Cleaned

Headend Cleaned

Onvoy Hut Reorganized

ISP Server

HD Channel Additions

Off Air Issues

Tech Training on all equipment

Network Monitoring

DC Power Plant Maintenance

Generator Maintenance

Fixing some Fiber where there is some bad spots

SMBS Traffic Monitoring

Lismore Activation

Calea Implementing Monitoring

TV Everywhere Infinity

County AMMER Radio Instillation

There was 20 meg of internet use the other night. Windomnet is handling the new load well.

SMBS does not have phone service offered yet. There was some equipment issues that are being worked on and some new equipment ordered.

SMBS will be finishing up in Wilder & Bingham Lake then move on to Jackson from there.

Revenue to Windomnet from SMBS on Jan 15th was about \$1000.00.

Windomnet has had 2 internet outages the last couple of weeks due to the routes down in Chicago area.

Windomnet hit 215 meg in internet use a couple of nights ago.

VI. ISP Customer/Transit Acquisition

Lismore should be a flip of a switch to get them up and running. This project should produce an income of approximately \$2000.00 per month.

VII. Commissioner's Comments & Concerns

Wendell asked for some research into HD Channels, what to add or what not to add in the near future.

VIII. Adjournment

Wendell adjourned the meeting at **12:35 pm**.

**STREET COMMITTEE
MINUTES JANUARY 24, 2012**

Call to Order: The meeting was called to order at 4:15 P.M. at the Street Shop

Members Attending: Committee Members Attending - Brad Powers & JoAnn Ray

City Staff Present: City Administrator Steve Nasby & Street Superintendent Bruce Caldwell

Public: None

1. Shop Maintenance Item: the staff has been working on remodeling the parts room and office following the completion of the repairs to the roof and walls of the outer building. The rooms had considerable moisture damage to the due to the leaking roof. The floors had damage also and many years of wear that need repair. The committee reviewed three repair options and they agreed to have Holt's Cleaning Service of Windom refinish the floors in both rooms with a permanent epoxy type sealer that will be durable, long lasting and nice looking. The cost of the floor refinishing will be divided between the Parks and Street department 2012 budgets.
2. Discussion on Vacation of Undeveloped Street North of Street Department: the site for the new salt/sand storage building requires the vacation of the undeveloped street just north of the shop. With this vacation the new building could be built just west of the main shop. Future development on this plotted street is not expected. Caldwell will get more information on this and talk to the adjacent property owner concerning possible vacation and report back to the committee.
3. New Salt/Sand Storage Building: Caldwell said he had sent a few plans and specs for the new building to a couple construction company's but he hasn't received a response as of yet.
4. Insect Control Equipment: the committee reviewed two quotes for a new insect control fogger unit. The two units were extremely similar to each other. Clarke Mosquito Company quote for a new Grizzly OHV SmartFlow \$12,940.50, London Fog Inc. quote for new London Model 18-20 \$10,250.00. Both units had extra controls and navigation equipment. The prices above do not include tax or freight. Both companies are in Minnesota but the London foggers are built in Long Lake Minnesota just west of Minneapolis and the Clarke units are built out of state.
The committee unanimously agreed to purchase the unit from London Fog
The staff will pick up the unit in Long Lake at which time they will get instructions on how to adjust and use the machine. This unit is portable and it will be placed in the back of a pickup truck when needed. The insecticide will be purchased thru Clarke as London Fog does not sell the product. Once the unit arrives we will set up a schedule for applications in the community and post those dates on the cities web site.
5. Street Closure Request River Fest Soap Box Derby Route: The event coordinator Mitch Voehl stated to Caldwell prior to the meeting they would like to change the streets to be closed for the event due to safety reasons. Previously the event was held on 4th avenue north of the Perkins Creek Bridge up to 19th Street. Due to the curve in the street they have safety concerns for the participants. They would like to hold the event on 4th Avenue starting between 9th & 8th street then going south to 6th street, so all the intersections in that area would need to be closed on June 8th from 5:00 p.m. until their done with the event around 9:00 p.m. Voehl's volunteer staff would be in charge of placing the barricades.

Continued page 2;

Continued page 2 Street Committee Meeting Minutes January 24, 2012

The committee said we should contact Mn/Dot to see if there are any issues for the closure at the 6th Street and 4th Avenue intersection and if not they would recommend approval for the closure. Caldwell will contact Mn/Dot accordingly.

6. 2012 Seal Coat Project: Caldwell said he has spoken to Wenck Engineering concerning which streets should be on the list this year. Because of the years we did not do any projects they will prioritize which streets need to be done depending on their current condition and report back to the committee in February. The last time the city seal coated any streets was in 2010. It may be necessary to raise the budget on this line item to accommodate future seal coat projects due to the higher costs.
7. Meeting adjourned at 5:20 p.m.

UTILITY COMMISSION MINUTES
City Hall, Council Chamber
January 25, 2012

Call Meeting to Order: The Utility Commission meeting was called to order at 10:00 a.m., on January 25, 2012 in the City Hall Council Chamber.

Members Present: Utility Commission Chairperson: Mike Schwalbach

Members Present: Glen Francis and Tom Riordan

Member Absent: None

City Council Liaison: Dominic Jones

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

Staff Absent: None

Others Present: Steve Thompson, CEO, CMMPA, Kyle Haemig, Resource Planner/Economist for CMMPA

APPROVE MINUTES

Motion by Francis, seconded by Riordan, to approve the December 28, 2011 Utility Commission minutes as presented. Motion carried 3-0.

ELECTRIC ITEM

Future Power Supply Discussion -- Grunig introduced the presenters from Central Minnesota Municipal Power Agency (CMMPA) to the Utility Commission. They were Steve Thompson, CEO and Kyle Haemig, Resource Planner/Economist.

Mr. Haemig gave a presentation on the long term portfolio for Windom and its power needs through 2030. Mr. Haemig indicated that in the next few months the Windom Utilities will receive a Letter of Intent (LOI). At this time the Utility Commission will be requested to sign a LOI which will indicate preliminary non binding approval of the contract by the City of Windom. However if future adjustments may be made to the contract.

Jones left the meeting.

WATER / WASTEWATER ITEMS

Update on Wastewater Toxicity Reduction Evaluation from Environmental Toxicity Control (ETC) – Haugen said that the results were in from Environmental Toxicity Control

regarding the toxicity reduction evaluation (TRE) for the wastewater emission into the Des Moines River. Haugen said the steps that were taken for toxicity reduction evaluation were:

- Review of existing data
- Toxicity identification evaluation
- Toxicity source evaluation
- Toxicity control evaluation
- Toxicity control implementation

The current status of the Windom TRE is step 3 and 4, and the next step is to denitrify the effluent. This process would be to remove the nitrates by converting them to nitrogen gas through biological treatment process, which the Windom Wastewater Treatment Plant is not designed to do. Haugen said that he would continue to work with Dan White from Minnesota Pollution Control Agency (MPCA).

OTHER WATER / WASTEWATER ITEMS

Haugen said that he is currently working with Cottonwood County on a Water Management Plan, this plan deals with surface water, ground water, feed lots and treatment facilities.

Haugen also updated the Utility Commission on the Main Lift Station Project. Haugen showed some pictures of the main lift station as they are submersing it into the ground. It will go into the ground sixteen (16) feet and be entirely submersed.

Survey Report for Windom Public Water Supply – Haugen review the survey with the Utility Commission. Haugen said that all storage facilities were included in the survey as well as the well sites, and said that there were presently no deficiencies. Haugen said the Minnesota Department of Health is requesting that Windom implement a cross connection control so that private wells must be disconnected from the household plumbing when the home or business is connected to the City of Windom's water supply system. The report goes on to say that the plumber should certify in writing, that the private well has been disconnected from the water supply system. Schwalbach said that back flow inspection is the responsibility of the City of Windom Water Department staff. If staff is in a home that they know has their own well, they should spot check to make sure there is not danger of cross contamination.

Richard & Gerri Cornwell Home on Cottonwood Lake Water Bill – The Utility Commission was directed to the letter written to Schwalbach, Chairperson on the Utility Commission and its members. Olson said that she neglected to put the letter into the December packet for their review, and that this water usage was discussed in length at the November 2011 meeting. Cornwell's are again requesting that some reduction be given in their excessive water bill as their toilet malfunctioned, and flowed continually for over 2 weeks. Cornwell's say that because they have paid taxes in Windom for over 60 years, they have already aided in the City's budget, and that the commission had never received any special request consideration from Gerri Cornwell during that time.

General consensus by the commission after lengthy discussion was to have staff send a letter indicating that the only time the City of Windom makes concessions on utility bills, if the fault was caused by actions / or the lack of action taken by the City. However that the City of

Windom has worked out a pay plan to spread the payments over several month time period for customers that have had exorbitant bills, so that it does not cause an undo hardship on the customer.

Bob Christopherson 2011 Water Main Project – Haugen reviewed the project and said that at the present time their assessment will be for the entire project which is an assessment of approximately 100 feet more than if the expense were only from the property line. After lengthy discussion, it was determined to have staff review the cost for the project, and to bill Christopherson for the material for the water line and the digging of the service from Christopherson property line. The underground boring expense will be paid by the City of Windom, and if the digging was not paid by Christopherson for the sewer portion of the project, that should also be his expense.

ELECTRIC ITEMS

Renewable Energy Credit (RECS) Purchase Opportunity – Grunig said that the State of Minnesota has one of the more aggressive Renewable Energy Standards (RECS) in the Country. The RECS obligation includes the step-up provisions of (12% in 2012, 17% in 2017, 20% in 2020 and 25% in 2025). Because of these provisions Windom has contracted with CMMPA to purchase wind power which is considered renewable energy from Hancock Wind Farm at Cedar Falls, Iowa. The Windom Utilities does not use the wind energy because of delivery costs associated with the congestion and losses, and the negative impact of trying to schedule the delivery of an intermittent power supply. Until 2008 the Windom Utilities has sold the wind energy to the MISO Market for a positive cash flow, however since that time because of a soft market and economic conditions this wind energy is being sold at a loss. This loss equated to \$11,000 per month in 2011 at a total loss for the year of \$130,000. Grunig said that because of this loss he decided to try to purchase RECS as they can be used for Renewable Energy, and RECS can carry over for four (4) years. CMMPA worked with Grunig to purchase RECS, and the City of St. Cloud had RECS available to be sold. Grunig would like to purchase 22,000 RECS at a price of \$17,000. Below is a listing of how these RECS are amortized.

2012	4,000 RECS	\$0.60	\$2,400
2013	5,000 RECS	\$0.70	\$3,500
2014	6,000 RECS	\$0.80	\$4,800
2015	7,000 RECS	\$0.90	\$6,300

These RECS will then make Windom Utilities compliant with the Renewable Energy Standard to the year 2020.

Motion by Riordan, seconded by Francis, to recommend approval of the agreement to the City Council to purchase the Renewable Energy Credits (RECS) from the City of St. Cloud through CMMPA. Motion carried 3-0.

CapX Brookings to Twin Cities Electric Transmission Project Update – Grunig said that the CapX Brookings to Twin Cities Electric Transmission Project is moving forward subject to financing. The City of Windom will have a two (2) million dollar investment in the transmission line.

Charter Membership in Western Minnesota Municipal Power Agency Discussion (WMMPA)

– Grunig said that he wrote to Thomas Heller, from WMMPA as directed by the Utility Commission at the December 2011 meeting. The response from WMMPA was that they have equity; however the equity is related to the power supply and transmission assets financed with WMMPA bonds. The only provision for payment for any WMMPA equity or residual value to a member is upon dissolution. Upon dissolution, WMMPA is obligated to pay any equity to Missouri River Energy Service (MRES) pursuant to the Power Supply contract. Since Windom does not have a contract that provides security for the WMMPA bonds, Windom has no right to any WMMPA equity and therefore, Windom’s original membership has no monetary value.

Motion by Riordan, seconded by Francis, to direct Marv to send a letter to terminate the membership between the City of Windom Utilities and WMMPA, and to seek legal advise from the City Attorney to see if this termination needs to be approved by the City Council. Motion carried 3-0.

EPA’s National Emissions Standards for Hazardous Air Pollutants for Reciprocating Internal Combustion Engines (NESHAP RICE) Emissions Regulation for Generators Update

– Grunig said that during American Public Power Assn. (APPA) meetings discussion was held on expected changes to the EPA regulations that would impact the generators at the powerhouse, such as to increase the “run” hours for emergency generators used in demand response situations, such as protecting the grid. However this does not mean the EPA will allow for peak-shaving by non emergency generators. The proposed changes will be posted in mid April 2012. Grunig feels that the implementation date of May 13, 2013 will be pushed back somewhat because the RICE rule is still undergoing changes.

OTHER ELECTRIC ITEMS

Purchase Bucket Truck - Grunig said that he has a small bucket truck (Unit 35) in the budget to be replaced in 2012 valued at approximately \$130,000, but is still waiting for the 2012 models to become available. Grunig is requesting permission once the 2012 models are available for him to prepare specifications and bring them before the Utility Commission. The general consensus of the Board was to allow Grunig to get the specs prepared and present them to the board.

Purchase Pick up Truck - Grunig said that he also has a pick up (Unit 31) to be replaced in the 2012 budget and would like permission to have that bid locally rather than the State of Minnesota contract. The Utility Commission thought that it may be possible to locally purchase this pick up through the State Contract.

Generation Fuel – Grunig said that Wenck Associates have been assisting him with a “Notice to Contractors” for the removal of the approximate 32,000 gallons of fuel and the replacement of 30,000 gallons of new S15 low sulfur diesel that will be used for generation at the powerhouse. Quotes will be accepted until 2 p.m. on February 9, 2012.

Personnel Issue – Grunig asked if another meeting could be set up for a Personnel Issue, as he would prefer to have Jones present as he is part of the Personnel Committee along with Riordan.

Another meeting was set up for January 30, 2012 at noon in the City Hall Council Chamber.

REGULAR BILLS

Motion by Riordan, seconded by Francis, to authorize payment of the following bills. Wenck Associates in the amounts of \$1,071.21, \$532.00 and Bolton & Menk Inc. in the amounts of \$2,587.50, \$6,236.75 and \$490.00. Motion carried 3-0.

OLD BUSINESS

None

NEW BUSINESS

Schwalbach had a couple questions on the revenue and expense report in the packet.

On motion the meeting was adjourned at 1:00 p.m.

Mike Schwalbach, Utility Comm. Chairperson

Attest: _____
Steve Nasby, City Administrator

Meeting Minutes

Joint Governments Meeting
Monday, January 30, 2012
444 9th Street
City Hall, Council Chamber
5:00 p.m.

Present: Mayor Kirby Kruse, City of Windom
Kelsey Fossing, City of Windom
Dominic Jones, City of Windom
Ron Kuecker, Cottonwood County Board of Supervisors
Joe LaCanne, Windom Area School District
Barb Jones, Windom Area School District
Wayne Wormstadt, Superintendent for Windom Area School District
Steve Nasby, City Administrator

Absent: Tom White, Cottonwood County Board of Supervisors
Jan Johnson, Cottonwood County Auditor

I. Call To Order

Mayor Kruse called the meeting to order. Kruse noted that the role of the Chair would rotate along with the location of the future meetings.

II. Introduction of Elected Officials and Staff

- City of Windom
- Cottonwood County
- Windom Area School District

III. Overview of Purpose for Joint Governments Meeting

Kruse said part of the impetus for this meeting arose from the long range planning discussions conducted by the City. There had also been general conversations of the City Council regarding the delivery of services, cooperative projects and the need to improve communication among the units of government.

The format for these meetings is to be informal and it is important to note that this joint governments working group has no authority other than to discuss issues and make recommendations back to the respective elected bodies.

LaCanne said that it is also important to have a free and respectful flow of discussion on items and to accept various viewpoints.

Kuecker noted that the County is comprised of several school districts and a number of cities, so it is key to the County that they represent everyone fairly and evenly.

IV. Set Future Meeting Schedule (dates, meeting time and sites)

The consensus of the group was that a quarterly meeting with all of the representatives should be done at least quarterly. Future meetings were set for the first Monday of the month in April, July and October. The meeting time was set for 5:00 p.m. The Windom Area School District offered to host and staff the next meeting.

Additional meetings could be called if there were pending items or emergencies. All felt that staff would be meeting more frequently to discuss the ideas raised by this joint governments group and bring back policies or proposals for direction.

V. Discussion of Ideas for Areas of Cooperation\Service Delivery\Efficiency

The parties discussed areas of existing cooperation and identified the following as other areas where cooperation, coordination, service delivery, efficiency or information sharing could be beneficial:

- Grant writing
- Information Sharing (e.g. labor agreements)
- Tax Planning
- Common or Shared Systems (e.g. payroll, HR, financial planning)
- Summer Recreation Programming
- Disposition of Equipment
- Sharing of Equipment and\or Services

LaCanne suggested that each committee member come up with one new idea for the next meeting.

VI. Issues or Items Needing Improvement Concerning Existing Partnerships

Nasby said that more frequent discussions between the parties would save time and effort. An example was the new buildings and scoreboard constructed by the Windom Baseball Association at Island Park. He noted that the Baseball Association was inquiring about who is responsible for the insurance coverage of these items and since both the City and School share the facility there was some confusion about

Preliminary

who had the responsibility for these items. Wormstadt and Nasby confirmed that the School and City had the items covered but this kind of coordination is needed.

VII. Ideas and Suggestions for Topics – New Business

Kruse said that he wanted to ask the group about these meetings and if they were to be public. All parties agreed that the meetings should be open and that an agenda will be posted for the future meetings.

VIII. Adjourn

Chairperson Kruse adjourned the meeting by unanimous consent at 6:15 p.m.

Minutes Submitted by Steve Nasby, City Administrator

STREET COMMITTEE

February 2, 2012

Memo: The committee did not meet together concerning the following items however they did comment via email or phone conversations to Bruce Caldwell Street Superintendent accordingly.

Members: Brad Powers & JoAnn Ray

Re: Discussion on County Project 6th Street, River Road, 17th Street Pedestrian Traffic & Street Vacation Request

1. Update on meeting with Cottonwood County Engineers and City Staff concerning the County road reconstruction project on 6th Street & River Road.

Caldwell reported that he met with the county engineers Ron Gregg & Rory Lindvall, Mike Haugen, Steve Nasby & Dennis Johnson from Wenck on Wednesday February 1, 2012 and they discussed the County project on River Road and also 6th street. During the meeting details were agreed to by both parties for detouring large heavy truck traffic during the closure. All heavy large trucks will be diverted to 10 ton city streets (4th avenue) or other county roads and state highways.

The Street Committee was fine with what was discussed.

2. Parking on 6th Street from Lakeview Avenue to Highway 60/71: The County would like the city to permanently post NO PARKING on either side of 6th street from highway 60/71 intersection east to Lakeview. Currently there has been a limited amount of vehicles that park on the north side of the street; mainly it's during the summer months by one or two residences. The County has issues with the narrow width of one of the traffic lanes as it is today. Also discussed was pedestrian traffic on 6th Street. Currently there is only one block that has a sidewalk but nothing else. The county engineers didn't want to build a new sidewalk along this corridor in the boulevard.

Street Committee; Due to the limited amount of people that are currently parking on the north side of the street they didn't feel there would be any major impact if the street was posted no parking on both sides of 6th Street.

Both committee members liked the idea of having a walking lane on the north side of the street beings there isn't a complete sidewalk along 6th street in the above corridor. A walking lane would only work if we would eliminate parking on the street due to the size of the vehicles using the street. This idea would need to be agreed on by the county and it may be possible to have the county be in charge of painting the lines on the street indicating where the walking lane area is. If street parking is eliminated and the implementation of a walking lane is agreed to, the driving lanes would be much wider than what is currently there.

3. 17th street pedestrian traffic Also in the discussion from the meeting on February 1st the county engineers asked about the pedestrian traffic on 17th Street from 6th street to 9th street and the lack of a sidewalk. Rory Lindvall and Ron Gregg said if the city would approve a walking lane on one side of the street there should be enough moneys available through the Safe Routes to School Grant that was just awarded. The walking lane would be on the road surface. Currently the county engineers are working on other related projects with the Safe Routes to School Committee.

Continued page 2

Continued page 2 Street Committee February 2, 2012

Street Committee; the only issue at this time is how it would be posted and how that would affect current parking on 17th Street. Caldwell stated City Administrator Steve Nasby has requested information from the League of Minnesota Cities to see if they have anything that could help us before we would proceed any further on this request.

4. Request for Vacation of Non-Constructed Street North of the Street Department Property (South 1st Street).

The committee has been discussing the possibility of vacating the undeveloped street north of the street shop property due to the construction of the new storage building this summer. Caldwell said he has talked to a couple contractors that may be interested in the construction of the building and also the Planning and Zoning Official Jim Kartes. Due to the required property needed for the building there isn't enough room where Caldwell would like to build on just west of the main shop area, therefore we need to vacate this undeveloped plotted road. Caldwell said he is waiting to meet with the adjacent property owner in order to get their thoughts on the possible closure. The city would need to keep a utility easement due to the sewer and electrical at the site. The process for vacating a street takes some time to complete and the contractors would like to start in the mid to late May if arrangements can be made.

Street Committee; would be favorable to vacate South 1st Street but keep a utility easement



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



Paid 112612
 CK 2184 \$25.00
 # 82240

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

TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION WINDOM LIONS CLUB		DATE ORGANIZED 4-14-71	TAX EXEMPT NUMBER E41-6175799	
STREET ADDRESS PO BOX 72		CITY WINDOM	STATE MN	ZIP CODE 56101
NAME OF PERSON MAKING APPLICATION DAVE BROCKMAN		BUSINESS PHONE (507) 831-0336		HOME PHONE (507) 831-5435
DATES LIQUOR WILL BE SOLD 2-11-2012		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 DR. ROBERT STONE, PRES		ADDRESS 45518 COUNTY RD 15 WINDOM MN 56101		
ORGANIZATION OFFICER'S NAME DELOY KING, SEC		ADDRESS 136 BUCKWHEAT AVE WINDOM MN 56101		
ORGANIZATION OFFICER'S NAME DAVE BROCKMAN, TREAS		ADDRESS 837 DES MOINES DRIVE WINDOM MN 56101		
Location license will be used. If an outdoor area, describe BARC (BUSINESS, ARTS, & RECREATION CENTER)				
Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service. No				
Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage. HENDERICKSON AGENCY, EDEN PRAIRIE MN \$1m/\$2m				
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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/6/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hendrickson Agency Inc. 8009 34th Ave South Suite 1455 Bloomington MN 55425	CONTACT NAME: Lynn Schnell	
	PHONE (A/C, No, Ext): (952) 903-2300	FAX (A/C, No): (952) 903-2395
E-MAIL ADDRESS: lynns@hendricksonagency.com		
INSURED Lions Clubs of Minnesota C/O CRM Risk Managers 13214 Kerry Lane Eden Prairie MN 55346		INSURER(S) AFFORDING COVERAGE
		INSURER A: USG Insurance Services, Inc.
		INSURER B:
		INSURER C:
		INSURER D:
		INSURER E:
		INSURER F:

COVERAGES **CERTIFICATE NUMBER:** January 2012 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

COPY

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Liquor Liability			1112561	1/1/2012	1/1/2013	Occurrence \$1,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Member Club: Windom Lions Club

Certificate Holder is included as Additional Insured

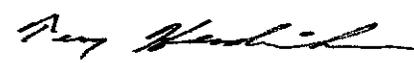
CERTIFICATE HOLDER

CANCELLATION

City of Windom
 Attn: Steve Nasby
 444 9th Street
 Windom, MN 56101

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

T Hendrickson/LYNNS 



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
 444 Cedar Street, Suite 133, St. Paul, MN 55101-5133
 Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types:
 1) City issued on sale intoxicating and Sunday liquor licenses
 2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License Windom License Period From: 11/1/2012 To: 12/31/2012

Circle One: New License License Transfer _____ Suspension Revocation Cancel _____
(former licensee name) (Give dates)

License type: (circle all that apply) On Sale Intoxicating Sunday Liquor 3.2% On sale 3.2% Off Sale
 Fee(s): On Sale License fee: \$ _____ Sunday License fee: \$ _____ 3.2% On Sale fee: \$ 100.03 3.2% Off Sale fee: \$ _____

Licensee Name: Zhou, Yi-Xiang China Restaurant DOB 9/30/1954 Social Security # _____
(corporation, partnership, LLC, or Individual)

Business Trade Name China Restaurant Business Address 302 10th St City Windom
 Zip Code MN County Cottonwood Business Phone 507-831-5998 Home Phone _____

Home Address 302 10th Street City Windom Licensee's MN Tax ID # 4867817
(To Apply call 651-296-6181)

Licensee's Federal Tax ID # 41-197-3711
(To apply call IRS 800-829-4933)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

Circle One: (Yes No) During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:
 Workers Compensation Insurance Company Name: _____ Policy # _____

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.
 City Clerk or County Auditor Signature _____ (title) Date _____

On Sale Intoxicating liquor licensees must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-215-6209, or visit our website at www.dps.state.mn.us.

Paid \$100.00
1-30-12
ck. #3784

Steve Nasby

From: Scott Peterson <speterson@windom-mn.com>
Sent: Monday, January 30, 2012 11:56 AM
To: Steve Nasby
Subject: Re: China Restaurant - Strong Beer

Steve:

I have no objection to their request. Thanks.

Scott

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

From: "Steve Nasby" <snasby@windom-mn.com>
To: "Scott Peterson" <speterson@windom-mn.com>
Date: 01/30/12 10:55
Subject: China Restaurant - Strong Beer

Scott -

The China Restaurant is requesting an authorization for strong beer, similar to Happy Chef and the River City Eatery. The China Restaurant has a wine and beer license already. Any objection to them requesting a Strong Beer Authorization?

Steve

City of Windom
Steve Nasby, City Administrator
444 9th Street, P.O. Box 38
Windom, MN 56101
507.831.6129 Ext. 8650
507.831.8619 Fax

www.windom-mn.com



Please recycle if printed.

--
Scott Peterson, Chief of Police
Windom Police Dept.
444 9th St.
Windom, MN 56101
Ph# 507-831-6134



Minnesota Department of Public Safety

Alcohol and Gambling Enforcement

444 Cedar Street, Suite 222

St. Paul, MN 55101

651-201-7507 • TTY 651-282-6555 • Fax 651-297-5259



Paid 11/18/11
91928
250
CK 3752

RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES

No license will be approved or released until the \$20 Retailer ID Card fee is received by MN Liquor Control • (3.2% Licenses exempt)

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S. 3 to report any license cancellation.

License Code MWN0NSL License Period Ending 12/31/2011 ID# 8682
City/County where license approved. Windom

Licensee Name Zhou, Yi-Xiang
Trade Name China Restaurant
Licensed Location address 302 10th St
City, State, Zip Code Windom, MN 56101
Business Phone 507/831-5998

LICENSE FEES: Off Sale \$ 0.00 On Sale \$ 150.00 Sunday \$ 0.00

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following will result in fines.

1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on back of this renewal, then sign below.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$100,000 surety bond may be submitted in lieu of liquor liability. (3.2% liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

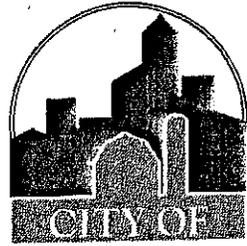
Licensee Signature Yi Xiang Zhou DOB 9/30/1954 SS# 197722071 Date 11/7/11
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature _____ Date _____
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature _____ Date _____

County Board issued licenses only (Signature certifies licensee is eligible for license).

Police/Sheriff Signature Scott Peterson, Chief Date 11/28/11
(Signature certifies licensee or associates have not been cited during the past five years for any state/local liquor law violations (criminal/civil). Report violations on back, then sign here.)



BEER LICENSE APPLICATION

WINDOM

Name of Applicant: Yi Xiang Zhou

Home Address: 302 10th ST.

Business in connection with which the proposed license will operate:

Address of Business: 302 10th ST.

Minnesota Tax ID #: 4867817

Applicant is (Owner), (Operator)

Name and address of Manager (if applicable) 302 10th ST.

** Annual Beer Sales Amount less than 1000.00 (one thousand)

License fee of \$100.00 must accompany this application.

I, the applicant, state that all statements in this application are true and correct. I hereby acknowledge that I am in receipt of Chapter 5 of the Windom City Code detailing license requirements.

Signed: Yi Xiang Zhou

Date: 11/7/11

** If annual beer sales exceed \$10,000 a certificate of insurance must be submitted with application to the City Clerk (see Section 5.11 Windom City Code)

Report of Investigation: _____

Approved by the City Council _____



MEMO

**Windom Fire Department
444 9th Street
Windom, MN 56101**

To: The Members of the Windom City Council

Subject: Results of the Windom Fire Department Officer Elections

The Windom Fire Department held its annual officer elections on Thursday, February 2, 2012.
The results of the election of officers were as follows:

Chief	Dan Ortmann
1 st Assistant Chief	Mark Stevens
2 nd Assistant Chief	Mark Marcy
3 rd Assistant Chief	Roger Winker

Thanks,
Dan Ortmann
Fire Chief
Windom Fire Department

1/26/2012

MEMORANDUM FROM:

From: Marv Grunig
Windom Electric Utility Department
444 9th St. PO Box 38
Windom, MN 56101

To: Mayor Kirby Kruse
City Council

RE: Membership in Western Minnesota Municipal Power Agency

Mayor and Council,

The City of Windom has been a non-participating member of Western Minnesota Municipal Power Agency since its inception on June 16th, 1976. Windom paid a \$300 membership fee at that time.

Because of Windom's non-participating status for over 35 years, they are requesting we withdraw our membership. WMMPA currently has in place (since Jan. 1, 2012) a \$500/month membership fee, so it seems reasonable that this would be the appropriate time to withdraw the membership.

The Utility Commission had concerns about the value of the membership, so I asked and WMMPA responded with the letter in your packet. With the Utility Commission's decision to withdraw the membership, I included a letter to be acted on at your Council meeting.

Respectfully,

Marv Grunig
Electric Utility Mgr.
(507) 831-6151



Western Minnesota Municipal Power Agency

25 NW 2nd Street, Suite 102, Ortonville, MN 56278
Telephone: 605/338-4042

December 30, 2011

Marv Grunig
CMMPA-Windom Municipal Utility
PO Box 38
Windom, MN 56101-1641

RE: Membership in Western Minnesota Municipal Power Agency

Dear Marv:

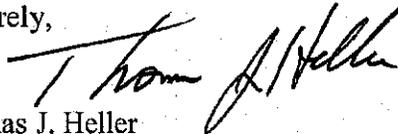
In response to your December 28, 2011, e-mail relating to questions regarding Windom's membership in WMMPA, the following information is being provided. All Western Minnesota Municipal Power Agency's (WMMPA) equity is related to the power supply and transmission assets financed with WMMPA bonds. The output of all WMMPA facilities has been assigned to Missouri River Energy Services (MRES) pursuant to the Power Supply Contract between MRES and WMMPA. The Power Supply Contract remains in place until at least 2046 and obligates MRES to pay WMMPA expenses, but there is no surplus or profit margin for WMMPA.

The only provision for payment for any WMMPA equity or residual value to a member is upon dissolution. Upon dissolution, WMMPA is obligated to pay any equity to MRES pursuant to the Power Supply Contract. Since Windom does not have a contract that provides security for the WMMPA bonds, Windom has no right to any WMMPA equity and therefore, Windom's original membership has no monetary value.

If Windom elects to withdraw as a member of WMMPA, a letter from you or your commission chairman is adequate. The withdrawal letter should include that Windom desires to terminate its membership in WMMPA, has no contract with WMMPA, and has discharged all its duties and obligations to WMMPA and request a waiver of the one year notification requirement for membership withdrawal.

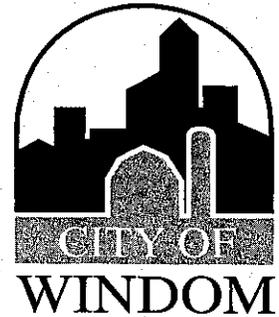
Let me know if you have any questions.

Sincerely,



Thomas J. Heller
Assistant Secretary and
Assistant Treasurer

Western Minnesota Municipal Power Agency
25 NW 2nd Street, Suite 102
Ortonville, MN. 56278



January 25, 2012

Thomas J. Heller
Assistant Secretary and
Assistant Treasurer

Dear Tom,

Please withdraw the City of Windom as a charter member of Western Minnesota Municipal Power Agency. Windom wishes to terminate its membership in WMMPA, has no contract with WMMPA, and has discharged all its duties and obligations to WMMPA. Windom requests a waiver of the one year notification requirement for membership withdrawal.

Windom also requests forgiveness of the \$500 monthly membership fee for January 2012, but only if our "Good Standing" relationship remains in place with WMMPA and Missouri River Energy Systems (MRES) in Sioux Falls, SD.

Sincerely,

Marv Grunig
Windom Electric Utility Mgr.
444 9th Street, PO Box 38
Windom, MN 56101
(507) 831-6151

City of Windom:

Kirby Kruse, Mayor

Steve Nasby, City Administrator



Exhibit X5: Transaction Spec Sheet



Renewable Energy Credit Transaction
Selling Entity: Central Minnesota Municipal Power Agency
Buying Entity: The City of Windom, Minnesota

Quantity, Unit Cost, and Total Cost By Year

Production Year	Reporting Period	Quantity	Unit Cost (\$/REC)	Total Cost (\$)
2012	01/01/2012-12/31/2012	4,000	\$0.80	\$2,400
2013	01/01/2013-12/31/2013	5,000	\$0.70	\$3,500
2014	01/01/2014-12/31/2014	6,000	\$0.80	\$4,800
2015	01/01/2015-12/31/2015	7,000	\$0.90	\$6,300
Total	01/01/2012-12/31/2015	22,000	\$0.77	\$17,000

Additional Information

This transaction spec sheet is entered into by and between Central Minnesota Municipal Power Agency (CMMPA) and the City of Windom, Minnesota (Windom). CMMPA is entering into a Renewable Energy Credit (RECs) Sales Agreement on behalf of Windom with the City of St. Cloud, Minnesota through its agent Avant Energy, Inc (Avant). It has been communicated to CMMPA by Windom that they intend to meet their Minnesota Renewable Portfolio Standard obligation partly through this supplemental RECs purchase. CMMPA intends to purchase a total of 22,000 RECs from Avant and resell these RECs to Windom. This includes 4,000 RECs produced in the year 2012, 5,000 RECs produced in the year 2013, 6,000 RECs produced in the year 2014, and 7,000 RECs produced in the year 2015. The total purchase price is \$17,000. The per-unit price will vary by year as set forth in the above table.

Windom understands that all sales will be a firm committed transaction. If necessary the City of St. Cloud through Avant has agreed to acquire replacement RECs in the market or supply with a substitute production year agreeable to CMMPA to meet its obligation. Windom will be required to meet its purchase obligation regardless of any changes to state or federal laws or market conditions.

The reporting period will be designated as the 12 month period starting January 1st and ending December 31st for each year 2012 through 2015. The City of St. Cloud through Avant will transfer the required quantity of RECs into CMMPA's Midwest Renewable Energy Tracking System (M-RETS) account within 90 days following the reporting period. After the transfer, Avant will present an invoice to CMMPA for payment. CMMPA will then present an invoice to Windom for the cost of the transaction. Windom shall pay in full in accordance with any terms and conditions outlined by CMMPA at such time.

This transaction spec sheet is pursuant to the terms and conditions of the AGREEMENT FOR ADDITIONAL SERVICES BETWEEN THE CENTRAL MINNESOTA MUNICIPAL POWER AGENCY AND THE CITY OF WINDOM, MINNESOTA. Participant purchase of supplemental capacity, energy, or RECs is governed under Service Schedule C of this agreement. By entering into this transaction spec sheet both parties represent and warrant that it has the power and authority to enter into this agreement and to perform its obligations. Furthermore, both parties acknowledge that this transaction spec sheet is a valid, legal, and binding obligation.

City of Windom, Minnesota

Signature: _____

Print Name: _____

Title: _____

Date: _____

Signature: _____

Print Name: _____

Title: _____

Date: _____

Central Minnesota Municipal Power Agency

RESOLUTION #2012-

INTRODUCED:

SECONDED:

VOTED: Aye:
Nay:
Absent:

**AUTHORIZATION TO ACCEPT A CASH DONATION
TO THE CHILDREN'S LIBRARY**

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

WHEREAS, the City of Windom has received a donation from an anonymous donor in the amount of \$200.00; and

WHEREAS, the donation requires that the funds be used for items needed in the Children's Library

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation in the amount of \$200.00, offered by an anonymous donor, to be used for items needed in the Children's Library.

Adopted by the Council this 7th day of February, 2012.

Kirby G. Kruse, Mayor

Attest: _____
Steven Nasby, City Administrator



January 20, 2012

RE: Windom, Minnesota
Des Moines River Dam Removal and
Rock Riffles Installation
SEH No. WINDM 116800

Steve Nasby, City Administrator
City of Windom
444 9th Street
Windom, MN 56101

Dear Mr. Nasby:

Attached is the invoice for work ending in December 2011. The budget as proposed in our original contract reached the limit after the first project bid on September 28, 2011 (excluding the \$20,000 proposed for construction administration). After the rebid, we discussed need to increase the fee by \$10,000 to cover the rebid which included two bid packages (rock supply bid and rebid of the construction). This increased the fee to \$79,500.

Per our agreement, the Construction Administration fee was anticipated to be \$20,000 based on the following assumptions from the contract.

Task 9 – Construction Administration (\$20,000)

Since the final project is unknown and the construction schedule has not been determined, a final fee for the Construction Administration cannot be determined until the project is bid. For budgeting purposes a fee estimate (includes labor and expenses) has been included based on the following assumptions:

- Kick-off meeting with contractor – 1 day
- Dam removal – 2 days (beginning and final clean-up)
- Rock Riffle placement – 2 weeks (Full time SEH staff and DNR staff)
- Fall Restoration, Substantial Completion and Winter Button-up – 2 days (punch list and final pre-winter review to prepare project for winter freeze up and spring floods)
- Spring Repairs and Final Completion – 2 days (site visit to prepare final punch list and final review of project close-out and final contractor payment)

For the Kick-off meeting with the Contractor both Jeremy and I attended the meeting, but since we felt this was duplication of staff we only charged time for Jeremy and Mike Czech (RPR) and the proposed effort match the fee estimate.

The dam removal was estimated to be only two days (start of removal and clean-up). This actually turned out to be four days since as we agreed that it was in the best interest of the project to have full-time RPR service on site during all work activities. The extra two days included removal of the dam and other structures concrete as part of the installation of the base for the rock riffle structure. The additional two days of field time adds \$1,400 for the dam removal.

January 20, 2012

Page 2

The Rock Riffle placement did take two weeks so this estimate is correct as well as the Fall Restoration time of 2 days. We anticipate the spring restoration also being two days of work. Please note that even though SEH had engineers on the site as RPR's, we only billed based on the daily rate of the RPR staff person on site Mike Czech.

The only extra work besides the two days of dam removal time was our additional time to work with Luther Aadland and local DNR staff which resulted in both RPR and Engineers being onsite. Because of our concern that the DNR would place the rocks without any input from our design team, SEH was required to have either Jeremy Walgrave or Rocky Keehn on site for a part of two days the week of December 12, 2011 and two days the week of December 19, 2011. This effort results an additional project cost of \$2,600 not anticipated.

The final item not in the original construction fee was time for a survey crew to complete the as-built surveys. The contractor paid for as-built of the weir stones but was not required to complete surveys of the bank protection. Since the bank protection was extended on the east and west sides, a survey was required outside what the contractor was required to complete. This effort is estimated to be \$500. The survey crew also completed a survey of the existing rock on the east bank between the lower and upper riffle which provides a full survey of the bank protection in the area.

SEH is requesting a final increase in the scope beyond the \$10,000 all ready requested for the rebid of \$5,000 to cover the extra two full time days of RPR work, engineer time spent with DNR staff during riffle installation and as-built surveys. Task 9 – Construction Administration would then be \$24,500 instead of the original proposed amount of \$20,000. This will bring the final contract amount to \$84,000.

If you agree to the \$4,500 increase in fees, the February invoice will reflect the revised total fee amount of \$84,000.

Please contact me if you have any question or concerns about this request for additional fees.

Sincerely,



Rocky J. Keehn, PE
Short Elliott Hendrickson, Inc.
Project Manager

Enclosure
document3

MEMORANDUM



CITY OF WINDOM
444 9th Street
Windom, MN 56101
Phone: 507-831-6129
Fax: 507-831-6127
www.windom-mn.com

TO: City Council

FROM: City Administrator *[Signature]*
Police Chief

DATE: January 31, 2012

RE: Police Department - Lease for the Cottonwood County Law Enforcement Center

The City of Windom has been provided a new lease agreement from Cottonwood County for the space used by the Windom Police at this facility. The new lease agreement is attached for your review.

Changes to the lease terms include the following:

1. Increase in the monthly fee from \$1,650 per month to \$1,800 per month beginning on January 1, 2013 through December 31, 2014.
2. Lease pricing would be re-negotiated every two years beginning on January 1, 2015.

The other terms of the lease would be consistent with the current lease that expires on April 30, 2012. No additional fees are paid for maintenance, custodial service or utilities.

Space leased by the City consists of the following:

Chief's Office – 12x12 (144 sq. ft.)
Sergeant's Office -- 9x12 (108 sq. ft.)
Officers Space – 12x17 (204 sq. ft.)
Additional Office – 9x12 (108 sq. ft.)
50/50 Shared records area – 17x24 (408 sq. ft.)

In addition, all other areas of the building are used by both the County and City. For example, these areas include the squad room, evidence room, records room (basement), interview room, downstairs meeting room, kitchen and garages.

Staff is recommending the approval of the lease between Cottonwood County and the City of Windom.

LEASE

THIS LEASE, made this 1st day of May, 2012 between COUNTY OF COTTONWOOD, a body corporate and politic, existing under the laws of the State of Minnesota, hereinafter referred to "LESSOR", and the CITY OF WINDOM, a body corporate and politic, existing under the laws of the State of Minnesota, hereinafter referred to as "LESSEE".

RECITALS

I.

Lessor is the sole owner of the premises known as the Cottonwood County Law Enforcement Center located at 902 5th Avenue, Windom, MN, desires to lease a portion of said premises to Lessee for law enforcement purposes.

II.

Lessee desires to lease the premises for the purpose of housing its Police Department.

III.

The parties desire to enter into a lease agreement defining their rights, duties and liabilities relating to the premises.

IN CONSIDERATION of the mutual covenants contained herein, the parties agree as follows:

1. **Subject and Purpose**. Lessor leases to Lessee for Lessee's use for offices to be used by police officers, the use of office space for clerical help for the Police Department and locker space, records space, etc. as normally needed by a police department.
2. **Term and Rent**. Lessor demises the above premises for a term of commencing May 1, 2012 and termination of the last day of December, 2022. The monthly rental for the remainder of 2012 shall remain \$1,500.00 per month, in advance, payable on the first day of each month for that month's rental. The monthly rental beginning January 1, 2013 through December 31, 2014 shall be \$1,650.00. The parties agree to renegotiate a new rental amount every two (2) years, beginning January 1, 2015. All rental payments shall be made to the Lessor at such office as directed by the Cottonwood County Auditor.
3. **Equipment and Furnishings**. Lessee shall be responsible for all of its own furniture, equipment and telephone equipment and service.
4. **Janitorial Service**. Lessor shall be responsible for providing normal janitorial services for the demised premises.
5. **Alterations**. Lessee shall be responsible for any alterations to the demised portion of the premises, but agrees to make no such alterations unless having received prior written consent from the Cottonwood County Sheriff.

6. **Insurance.** Lessee shall be responsible for providing its own insurance coverage for its personal property located on the premises.
7. **Liability.** Lessee shall indemnify Lessor against all expenses, liability and claims of any kind, including reasonable attorney's fees, by or on behalf of any person or identity arising out of either failure by Lessee to perform any of the terms or conditions of the lease, any injury or damage happening on or about the demised premises caused by Lessee's employees, or failure to comply with any legal requirement of any governmental authority.
8. **Rate.** As an additional incentive for Lessor to enter into the agreement, the Lessee hereby agrees to bill the Cottonwood County Law Enforcement Center the municipality electrical rate for the term of this lease.
9. **Default, Termination and Arbitration.** In a situation where a dispute shall occur over the terms and conditions of this lease, the same shall be settled by arbitration in accordance with the current rules of the American Arbitration Association. In the event of default by the Lessee under any of the terms and conditions hereunder, Lessor shall have the right to cancel and terminate this lease, as well as all of the right, title and interest of the Lessee hereunder by giving to Lessee not less than ten (10) days notice of the cancellation and termination. Upon expiration of the time fixed in the notice, this lease and the right, title and interest of Lessee hereunder shall terminate in the same manner and with the same force and effect, except as to Lessee's liability, as if the date fixed in the notice of cancellation and termination were the end of the term herein originally determined

IN TESTIMONY WHEREOF, the parties hereto have set their hands the day and year below.

CITY OF WINDOM

By _____

Its _____

Dated _____

By _____

Its _____

Dated _____

COUNTY OF COTTONWOOD

By _____

Its _____

Dated _____

By _____

Its _____

Dated _____



Strategy V

Natural Resources: Utilize and market the value and beauty of our land and geography

Characteristics and descriptions that define this strategy include:

- Community has evolved by the river
- Utilize value of river
- Outdoor activities
- Trails and bike paths
- Meet effluent standards
- Camp sites
- Fishing
- Des Moines River
- Hunting
- Clean-up activities
- Pest control
- Weeds
- Work with Parks and Recreation Commission
- Increase use of community assets and natural areas

Goals

1. Protect Windom's natural resources

Actions:

- a. Plan an outdoor garden and wedding area on the Community Center grounds
- b. Organize a community group to assist with the planning of the Des Moines River Valley Trail
- c. Explore grants for trails, bikeways and paths
- d. Develop a plan for enhancing Island Park facilities and services
- e. Research options for pest and weed control

2. Market Windom's geographic location

Actions:

- a. Market and brand Windom as an outdoor destination

CITY OF WINDOM
 FM Entry - Invoice Payment - Department Report

Ranges: Fund: (A)
 Dept Id: (A)
 Program: (A)
 Vendor #: (A)
 Invoice #: (A)
 Schedule Journal #: (R) 18254 - 18254
 Bank #: (A)

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

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	CONVENT. & VISTOR BU	LODGING TAX	2,095.18
		Total for Department 101	2,095.18*
CITY OFFICE	MII LIFE	VEBA	237.40
		Total for Department 103	237.40*
P & Z / BUILDING OFF	Verizon Wireless	TELEPHONE	34.11
P & Z / BUILDING OFF	MII LIFE	VEBA	178.05
		Total for Department 106	212.16*
CITY HALL	SANDRA HERDER	CLEANING	334.25
CITY HALL	JAY KUEHL	SNOW REMOVAL	60.00
CITY HALL	MELISSA PENAS	CLEANING	334.25
		Total for Department 115	728.50*
POLICE	Verizon Wireless	TELEPHONE	131.79
POLICE	MII LIFE	VEBA	1,901.16
		Total for Department 120	2,032.95*
FIRE DEPARTMENT	HARTBERG MEDICAL CLI	PHYSICAL	197.00
FIRE DEPARTMENT	Verizon Wireless	TELEPHONE	34.09
		Total for Department 125	231.09*
STREET	Verizon Wireless	TELEPHONE	40.03
STREET	MII LIFE	VEBA	1,069.42
STREET	P.M. REPAIR & DETAIL	TIRE CHANGING MACHINE	46.00
		Total for Department 140	1,155.45*
PARKS	MII LIFE	VEBA	118.70
		Total for Department 165	118.70*
		Total for Fund 01	6,811.43*
EQUIPMENT/F.A.	NORTHLAND TRUST SERV	ADM FEE	425.00
		Total for Department 170	425.00*
		Total for Fund 02	425.00*
LIBRARY	SANDRA HERDER	CLEANING	343.80
LIBRARY	JAY KUEHL	SNOW REMOVAL	60.00

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
LIBRARY	MELISSA PENAS	CLEANING	343.80
		Total for Department 171	747.60*
		Total for Fund 03	747.60*
	JOHN DEERE CREDIT	PRINCIPAL PAYMENT	22,467.13
		Total for Department	22,467.13*
		Total for Fund 04	22,467.13*
AIRPORT	SO. CENTRAL ELECTRIC POWER COST		536.05
		Total for Department 174	536.05*
		Total for Fund 11	536.05*
AMBULANCE	GODFATHER'S PIZZA	EXPENSE	63.82
		Total for Department 176	63.82*
		Total for Fund 13	63.82*
MULTI-PURPOSE BUILDI	Verizon Wireless	TELEPHONE	34.09
MULTI-PURPOSE BUILDI	MII LIFE	VEBA	356.38
		Total for Department 177	390.47*
		Total for Fund 14	390.47*
N IND PARK	SO. CENTRAL ELECTRIC POWER COST		50.73
		Total for Department 147	50.73*
		Total for Fund 18	50.73*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	14,985.04
LIQUOR	COCA-COLA BOTTLING C	MERCHANDISE	250.30
LIQUOR	WIRTZ BEVERAGE MN WI	MERCHANDISE	9,999.38
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	8,055.90
LIQUOR	JOHNSON BROS.	MERCHANDISE	5,569.75
LIQUOR	MII LIFE	VEBA	475.36
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	2,588.05
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	8,952.56
LIQUOR	S&K LINES	FREIGHT	534.40
LIQUOR	SOUTHERN WINE & SPIR	MERCHANDISE	456.99
LIQUOR	THE AMERICAN BOTTLIN	MERCHANDISE	132.52
LIQUOR	WINE MERCHANTS	MERCHANDISE	80.00
		Total for Department 180	52,080.25*
		Total for Fund 60	52,080.25*
WATER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	133.33
WATER	Verizon Wireless	TELEPHONE	58.09
WATER	MII LIFE	VEBA	742.73

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
WATER	MN DEPT OF HEALTH	SURCHARGE	3,204.00
WATER	RED ROCK RURAL WATER	WATER	30.36
	Total for Department 181		4,168.51*
	Total for Fund 61		4,168.51*
ELECTRIC	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	133.33
ELECTRIC	Verizon Wireless	TELEPHONE	39.43
ELECTRIC	MII LIFE	VEBA	1,336.63
	Total for Department 182		1,509.39*
	Total for Fund 62		1,509.39*
SEWER	FEDERAL EXPRESS CORP	TRANSPORTATION	410.63
SEWER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	133.33
SEWER	Verizon Wireless	TELEPHONE	58.08
SEWER	MII LIFE	VEBA	861.41
	Total for Department 183		1,463.45*
	Total for Fund 63		1,463.45*
ARENA	Verizon Wireless	TELEPHONE	68.56
ARENA	MII LIFE	VEBA	475.36
	Total for Department 184		543.92*
	Total for Fund 64		543.92*
ECONOMIC DEVELOPMENT	MII LIFE	VEBA	59.35
	Total for Department 187		59.35*
	Total for Fund 67		59.35*
RIVERBLUFF ESTATES	JENSEN LANG	LAWN CARE	375.20
	Total for Department 166		375.20*
	Total for Fund 68		375.20*
	MN 9-1-1 PROGRAM	911 SERVICE	1,011.18
	Total for Department		1,011.18*
TELECOMMUNICATIONS	B B C AMERICA	SUBSCRIBER	20.44
TELECOMMUNICATIONS	BIG TEN NETWORK	SUBSCRIBER	1,511.53
TELECOMMUNICATIONS	COMCAST MEDIA CENTER	SUBSCRIBER	26.40
TELECOMMUNICATIONS	DISCOVERY DIGITAL NE	SUBSCRIBER	36.96
TELECOMMUNICATIONS	FOX SPORTS	SUBSCRIBER	5,699.10
TELECOMMUNICATIONS	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	400.01
TELECOMMUNICATIONS	HUB TELEVISION NETWO	SUBSCRIBER	9.24
TELECOMMUNICATIONS	KARE	SUBSCRIBER	484.00
TELECOMMUNICATIONS	LIFETIME	SUBSCRIBER	677.60
TELECOMMUNICATIONS	LIFETIME MOVIE NETWO	SUBSCRIBER	30.00

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
TELECOMMUNICATIONS	Verizon Wireless	TELEPHONE	240.76
TELECOMMUNICATIONS	MI I LIFE	VEBA	861.27
TELECOMMUNICATIONS	NATIONAL CABLE TV CO	SUBSCRIBER	24,786.39
TELECOMMUNICATIONS	OWN	SUBSCRIBER	19.60
	Total for Department 199		34,803.30*
	Total for Fund 69		35,814.48*
	Grand Total		127,506.78*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	WDR - DEPUTY REGISTR	LICENSE	16.00
MAYOR & COUNCIL	LINDA KINTZI	COOKIES/MAYOR'S MEDAL	39.00
	Total for Department 101		55.00*
CITY OFFICE	ELECTRIC FUND	UTILITY BILLING	228.71
	Total for Department 103		228.71*
P & Z / BUILDING OFF	WDR - DEPUTY REGISTR	LICENSE	16.00
P & Z / BUILDING OFF	ELECTRIC FUND	UTILITY BILLING	49.01
P & Z / BUILDING OFF	VET'S WHOA N'GO	GAS	52.10
	Total for Department 106		117.11*
CITY HALL	ELECTRIC FUND	UTILITY BILLING	608.35
	Total for Department 115		608.35*
POLICE	ELECTRIC FUND	UTILITY BILLING	68.56
POLICE	MN SOUTH CENTRAL INV	REGISTRATION	100.00
POLICE	VET'S WHOA N'GO	GAS	189.58
POLICE	VOYAGER FLEET SERVIC	GAS	279.86
	Total for Department 120		638.00*
FIRE DEPARTMENT	WDR - DEPUTY REGISTR	LICENSE	16.00
FIRE DEPARTMENT	ELECTRIC FUND	UTILITY BILLING	27.79
FIRE DEPARTMENT	CENTURY LINK	TELEPHONE	58.87
FIRE DEPARTMENT	VET'S WHOA N'GO	GAS	43.51
	Total for Department 125		146.17*
STREET	WDR - DEPUTY REGISTR	LICENSE	96.00
STREET	ELECTRIC FUND	UTILITY BILLING	3,486.24
STREET	ERICKSON OIL CO	GAS	930.21
STREET	CENTURY LINK	TELEPHONE	58.87
STREET	SOUTH CENTRAL COLLEG	REGISTRATION	90.00
STREET	VET'S WHOA N'GO	GAS	213.17
STREET	VOYAGER FLEET SERVIC	GAS	184.62
	Total for Department 140		5,059.11*
PARKS	WDR - DEPUTY REGISTR	LICENSE	32.00
PARKS	ELECTRIC FUND	UTILITY BILLING	154.46
PARKS	ERICKSON OIL CO	GAS	81.83
	Total for Department 165		268.29*
	Total for Fund 01		7,120.74*
LIBRARY	ELECTRIC FUND	UTILITY BILLING	281.80
	Total for Department 171		281.80*
	Total for Fund 03		281.80*
AIRPORT	WDR - DEPUTY REGISTR	LICENSE	32.00
	Total for Department 174		32.00*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Fund 11			32.00*
AMBULANCE	JORDAN BUSSA	EXPENSE	14.32
AMBULANCE	ELECTRIC FUND	MAINTENANCE	50.40
AMBULANCE	ELECTRIC FUND	UTILITY BILLING	26.40
AMBULANCE	TIM HACKER	EXPENSE	71.13
AMBULANCE	BUCKWHEAT JOHNSON	EXPENSE	29.36
AMBULANCE	MARK MARCY	EXPENSE	1.59
AMBULANCE	CENTURY LINK	TELEPHONE	58.87
AMBULANCE	ROBIN SHAW	EXPENSE	39.37
AMBULANCE	KIM POWERS	EXPENSE	15.76
AMBULANCE	VET'S WHOA N'GO	GAS	1,319.40
Total for Department 176			1,626.60*
Total for Fund 13			1,626.60*
MULTI-PURPOSE BUILDI	WDR - DEPUTY REGISTR	LICENSE	16.00
MULTI-PURPOSE BUILDI	ELECTRIC FUND	UTILITY BILLING	1,114.53
MULTI-PURPOSE BUILDI	RIVER BEND LIQUOR	MERCHANDISE	352.05
Total for Department 177			1,482.58*
Total for Fund 14			1,482.58*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	1,952.55
LIQUOR	ELECTRIC FUND	UTILITY BILLING	844.20
LIQUOR	EXTREME BEVERAGE, LL	MERCHANDISE	100.50
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	1,070.40
LIQUOR	JOHNSON BROS.	MERCHANDISE	345.40
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	661.84
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	2,015.57
Total for Department 180			6,990.46*
Total for Fund 60			6,990.46*
WATER	DATA-PAC MAILING SYS	RESET FEE	2.99
WATER	WDR - DEPUTY REGISTR	LICENSE	64.00
WATER	ELECTRIC FUND	UTILITY BILLING	3,409.98
WATER	GOPHER STATE ONE CAL	LOCATES	4.71
WATER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	141.67
WATER	CENTURY LINK	TELEPHONE	58.87
WATER	VOYAGER FLEET SERVIC	GAS	338.46
WATER	KAREN ROIDIGER	REFUND - STATEMENT CREDI	13.22
Total for Department 181			4,033.90*
Total for Fund 61			4,033.90*
	ELECTRIC FUND	REFUND-UT PREPAY-ANGELA	278.87
	ELECTRIC FUND	REFUND-UT PREPAY-ROY RAM	300.00
	ELECTRIC FUND	REFUND-UT PREPAY-SAM SHE	225.44
	ANGELA MAY	REFUND-UTILITY PREPAY	21.13

CITY OF WINDOM
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
	KAREN ROIDIGER	REFUND - STATEMENT CREDI	1.36
	KAREN ROIDIGER	REFUND - UTILITY PREPAYM	125.00
	SAMANTHA SHEDLOCK	REFUND-UTILITY PREPAYMEN	74.56
	JOSH SWANSON	REFUND - UTILITY PREPAYM	300.00
	Total for Department		1,326.36*
ELECTRIC	DATA-PAC MAILING SYS	RESET FEE	2.99
ELECTRIC	WDR - DEPUTY REGISTR	LICENSE	224.00
ELECTRIC	ELECTRIC FUND	UTILITY BILLING	270.24
ELECTRIC	ERICKSON OIL CO	GAS	156.71
ELECTRIC	GOPHER STATE ONE CAL	LOCATES	4.72
ELECTRIC	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	141.67
ELECTRIC	CENTURY LINK	TELEPHONE	55.40
ELECTRIC	HSBC BUSINESS SOLUTI	SUPPLIES	186.78
ELECTRIC	VET'S WHOA N'GO	GAS	130.46
ELECTRIC	VOYAGER FLEET SERVIC	GAS	75.25
ELECTRIC	KAREN ROIDIGER	REFUND - STATEMENT CREDI	19.79
	Total for Department 182		1,268.01*
	Total for Fund 62		2,594.37*
SEWER	DATA-PAC MAILING SYS	RESET FEE	2.98
SEWER	WDR - DEPUTY REGISTR	LICENSE	64.00
SEWER	ELECTRIC FUND	UTILITY BILLING	12,910.95
SEWER	GOPHER STATE ONE CAL	LOCATES	4.72
SEWER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	141.68
SEWER	CENTURY LINK	TELEPHONE	260.66
SEWER	VOYAGER FLEET SERVIC	MISC MERCHANDISE	8.95
SEWER	KAREN ROIDIGER	REFUND - STATEMENT CREDI	18.52
	Total for Department 183		13,412.46*
	Total for Fund 63		13,412.46*
ARENA	WDR - DEPUTY REGISTR	LICENSE	48.00
ARENA	ELECTRIC FUND	UTILITY BILLING	7,372.57
ARENA	VET'S WHOA N'GO	GAS	76.55
	Total for Department 184		7,497.12*
	Total for Fund 64		7,497.12*
ECONOMIC DEVELOPMENT	WDR - DEPUTY REGISTR	LICENSE	16.00
ECONOMIC DEVELOPMENT	ELECTRIC FUND	UTILITY BILLING	68.24
ECONOMIC DEVELOPMENT	RIVER CITY EATERY	EXPENSE	57.71
	Total for Department 187		141.95*
	Total for Fund 67		141.95*
	MEYERAAN LAW OFFICE	REFUND - STATEMENT CREDI	2.06
	JOSH SWANSON	REFUND - STATEMENT CREDI	.89
	Total for Department		2.95*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
TELECOMMUNICATIONS	DATA-PAC MAILING SYS	RESET FEE	8.94
TELECOMMUNICATIONS	WDR - DEPUTY REGISTR	LICENSE	48.00
TELECOMMUNICATIONS	ELECTRIC FUND	UTILITY BILLING	1,898.94
TELECOMMUNICATIONS	GOPHER STATE ONE CAL	LOCATES	4.70
TELECOMMUNICATIONS	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	424.98
TELECOMMUNICATIONS	CENTURY LINK	TELEPHONE	103.05
TELECOMMUNICATIONS	CENTURY LINK	DIRECTORY LISTING	133.29
TELECOMMUNICATIONS	SHOWTIME NETWORKS IN	SUBSCRIBER	285.20
TELECOMMUNICATIONS	VOYAGER FLEET SERVIC	GAS	89.23
TELECOMMUNICATIONS	WOODSTOCK TELEPHONE	SERVICE	205.10
TELECOMMUNICATIONS	MEYERAAN LAW OFFICE	REFUND - STATEMENT CREDI	49.25
TELECOMMUNICATIONS	JOSH SWANSON	REFUND - STATEMENT CREDI	23.92
	Total for Department 199		3,274.60*
	Total for Fund 69		3,277.55*
	COLONIAL LIFE INSURA	INSURANCE	8.82
	Total for Department		8.82*
	Total for Fund 70		8.82*
	Grand Total		48,500.35*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
POLICE	Verizon Wireless	SERVICE FOR LAP TOPS	78.06
POLICE	FLEET SERVICES DIVIS	LEASE CAR	2,217.74
		Total for Department 120	2,295.80*
FIRE DEPARTMENT	Verizon Wireless	SERVICE FOR LAP TOPS	52.04
		Total for Department 125	52.04*
STREET	MN ENERGY RESOURCES	HEATING	809.47
		Total for Department 140	809.47*
		Total for Fund 01	3,157.31*
AMBULANCE	Verizon Wireless	SERVICE FOR LAP TOPS	78.06
AMBULANCE	Verizon Wireless	TELEPHONE	98.16
AMBULANCE	WINDOM AREA HOSPITAL	SERVICE	144.00
		Total for Department 176	320.22*
		Total for Fund 13	320.22*
	FEDER MECHANICAL INC	MAINTENANCE	15,155.00
		Total for Department	15,155.00*
		Total for Fund 14	15,155.00*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	4,168.20
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	4,982.40
LIQUOR	PBC - PEPSI BEVERAGE	MERCHANDISE	243.60
		Total for Department 180	9,394.20*
		Total for Fund 60	9,394.20*
WATER	GOPHER STATE ONE CAL	2012 ANNUAL FEE	25.00
WATER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	137.50
WATER	SOURCE ONE SOLUTIONS	POSTAGE	3.65
WATER	SOURCE ONE SOLUTIONS	SPECIAL SERVICE	144.33
WATER	SOURCE ONE SOLUTIONS	UTILITY BILLING SERVICE	711.78
		Total for Department 181	1,022.26*
		Total for Fund 61	1,022.26*
ELECTRIC	GOPHER STATE ONE CAL	2012 ANNUAL FEE	25.00
ELECTRIC	MARV GRUNIG	EXPENSE	77.70
ELECTRIC	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	137.50
ELECTRIC	SOURCE ONE SOLUTIONS	POSTAGE	3.66
ELECTRIC	SOURCE ONE SOLUTIONS	SPECIAL SERVICE	144.32
ELECTRIC	SOURCE ONE SOLUTIONS	UTILITY BILLING SERVICE	1,468.04
ELECTRIC	BANK MIDWEST	NSF CHECK	158.00
		Total for Department 182	2,014.22*
		Total for Fund 62	2,014.22*

CITY OF WINDOM
 PM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
SEWER	GOPHER STATE ONE CAL	2012 ANNUAL FEE	25.00
SEWER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	137.50
SEWER	SOURCE ONE SOLUTIONS	POSTAGE	3.65
SEWER	SOURCE ONE SOLUTIONS	SPECIAL SERVICE	144.33
SEWER	SOURCE ONE SOLUTIONS	UTILITY BILLING SERVICE	711.78
SEWER	MN ENERGY RESOURCES	HEATING	479.76
		Total for Department 183	1,502.02*
		Total for Fund 63	1,502.02*
TELECOMMUNICATIONS	GOPHER STATE ONE CAL	2012 ANNUAL FEE	25.00
TELECOMMUNICATIONS	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	412.50
TELECOMMUNICATIONS	SOURCE ONE SOLUTIONS	POSTAGE	10.95
TELECOMMUNICATIONS	SOURCE ONE SOLUTIONS	SPECIAL SERVICE	4.33
TELECOMMUNICATIONS	SOURCE ONE SOLUTIONS	UTILITY BILLING SERVICE	1,557.00
TELECOMMUNICATIONS	CINNAMON MUELLER	PROFESSIONAL SERVICE	3,738.50
TELECOMMUNICATIONS	MN ENERGY RESOURCES	HEATING	57.65
		Total for Department 199	5,805.93*
		Total for Fund 69	5,805.93*
		Grand Total	38,371.16*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	BEIM CONSULTING	WEB SITE REDESIGN	121.56
		Total for Department 101	121.56*
CITY OFFICE	BEIM CONSULTING	WEB SITE REDESIGN	121.57
CITY OFFICE	TYLER TECHNOLOGIES,	MAINTENANCE AGREEMENT	413.59
CITY OFFICE	KEMSKE	SUPPLIES	213.70
CITY OFFICE	TOSHIBA FINANCIAL SE LEASE/MAINTENANCE CONTRA		21.21
		Total for Department 103	770.07*
P & Z / BUILDING OFF	BEIM CONSULTING	WEB SITE REDESIGN	121.56
P & Z / BUILDING OFF	TYLER TECHNOLOGIES,	MAINTENANCE AGREEMENT	413.57
		Total for Department 106	535.13*
CITY HALL	JOE'S LAWN CARE	BOILER INSPECTION	78.75
CITY HALL	JAY KUEHL	SNOW REMOVAL	105.00
CITY HALL	MN ENERGY RESOURCES	HEATING	1,065.98
		Total for Department 115	1,249.73*
POLICE	BEIM CONSULTING	WEB SITE REDESIGN	121.56
POLICE	TYLER TECHNOLOGIES,	MAINTENANCE AGREEMENT	413.57
POLICE	WDR - DEPUTY REGISTR	LICENSE	106.75
POLICE	TOSHIBA FINANCIAL SE LEASE/MAINTENANCE CONTRA		10.60
		Total for Department 120	652.48*
FIRE DEPARTMENT	AMOCO OIL COMPANY	GAS	68.68
FIRE DEPARTMENT	BEIM CONSULTING	WEB SITE REDESIGN	121.56
		Total for Department 125	190.24*
STREET	BEIM CONSULTING	WEB SITE REDESIGN	121.56
STREET	TYLER TECHNOLOGIES,	MAINTENANCE AGREEMENT	413.57
		Total for Department 140	535.13*
RECREATION	BEIM CONSULTING	WEB SITE REDESIGN	121.56
RECREATION	TOSHIBA FINANCIAL SE LEASE/MAINTENANCE CONTRA		10.60
		Total for Department 150	132.16*
PARKS	BEIM CONSULTING	WEB SITE REDESIGN	121.56
PARKS	TYLER TECHNOLOGIES,	MAINTENANCE AGREEMENT	413.57
		Total for Department 165	535.13*
		Total for Fund 01	4,721.63*
LIBRARY	BEIM CONSULTING	WEB SITE REDESIGN	121.56
LIBRARY	TYLER TECHNOLOGIES,	MAINTENANCE AGREEMENT	413.57
LIBRARY	JOE'S LAWN CARE	BOILER INSPECTION	78.75
LIBRARY	JAY KUEHL	SNOW REMOVAL	105.00
LIBRARY	MN ENERGY RESOURCES	HEATING	870.38
LIBRARY	STAR TRIBUNE	SUBSCRIPTION	62.40
LIBRARY	TOSHIBA FINANCIAL SE LEASE/MAINTENANCE CONTRA		5.30
		Total for Department 171	1,656.96*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
		Total for Fund 03	1,656.96*
POOL	TOSHIBA FINANCIAL SE LEASE/MAINTENANCE CONTRA		5.30
		Total for Department 175	5.30*
		Total for Fund 12	5.30*
AMBULANCE	KATE AXFORD	EXPENSE	10.10
AMBULANCE	JIM AXFORD	EXPENSE	23.37
AMBULANCE	BEIM CONSULTING	WEB SITE REDESIGN	121.56
AMBULANCE	TYLER TECHNOLOGIES,	MAINTENANCE AGREEMENT	413.57
AMBULANCE	LONDA FOSHEIM	EXPENSE	9.03
AMBULANCE	ALLAN REMPEL	EXPENSE	55.51
		Total for Department 176	633.14*
		Total for Fund 13	633.14*
MULTI-PURPOSE BUILDI	TYLER TECHNOLOGIES,	MAINTENANCE AGREEMENT	413.57
MULTI-PURPOSE BUILDI	MN ENERGY RESOURCES	HEATING	1,216.33
MULTI-PURPOSE BUILDI	TOSHIBA FINANCIAL SE LEASE/MAINTENANCE CONTRA		5.30
		Total for Department 177	1,635.20*
		Total for Fund 14	1,635.20*
SCDP	SW MN HOUSING PARTNE	GRANT DRAW	2,441.00
		Total for Department 163	2,441.00*
		Total for Fund 17	2,441.00*
	LANDWEHR CONSTRUCTIO	DAM PROJECT 2011	238,420.84
	SEH	WINDOM DAM PROJECT 2011	18,102.12
		Total for Department	256,522.96*
		Total for Fund 20	256,522.96*
LIQUOR	BEIM CONSULTING	WEB SITE REDESIGN	121.56
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	2,089.60
LIQUOR	TYLER TECHNOLOGIES,	MAINTENANCE AGREEMENT	413.57
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	3,993.20
LIQUOR	A H HERMEL CANDY & T	MERCHANDISE	973.90
LIQUOR	JOHNSON BROS.	MERCHANDISE	5,097.17
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	299.00
LIQUOR	SOUTHERN WINE & SPIR	MERCHANDISE	292.80
LIQUOR	TOSHIBA FINANCIAL SE LEASE/MAINTENANCE CONTRA		23.01
LIQUOR	BANK MIDWEST	NSF CHECK	165.54
		Total for Department 180	13,469.35*
		Total for Fund 60	13,469.35*
	WENCK ASSOCIATES, IN 2012 6TH ST/RIVER RD PRO		266.00

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Department			266.00*
WATER	AMERICAN PAYMENT CEN SERVICE		16.50
WATER	BEIM CONSULTING	WEB SITE REDESIGN	121.57
WATER	BOLTON & MENK, INC.	SERVICE	490.00
WATER	TYLER TECHNOLOGIES,	MAINTENANCE AGREEMENT	413.57
WATER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	152.09
WATER	MN ENERGY RESOURCES	HEATING	725.18
WATER	TOSHIBA FINANCIAL SE LEASE/MAINTENANCE CONTRA		23.01
WATER	WENCK ASSOCIATES, IN LANDFILL		1,071.21
Total for Department 181			3,013.13*
Total for Fund 61			3,279.13*
ELECTRIC	AMERICAN PAYMENT CEN SERVICE		16.50
ELECTRIC	AMOCO OIL COMPANY	GAS	802.76
ELECTRIC	AMOCO OIL COMPANY	SUPPLIES	3.20
ELECTRIC	BEIM CONSULTING	WEB SITE REDESIGN	121.57
ELECTRIC	TYLER TECHNOLOGIES,	MAINTENANCE AGREEMENT	413.57
ELECTRIC	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	152.09
ELECTRIC	MN ENERGY RESOURCES	HEATING	459.30
ELECTRIC	TOSHIBA FINANCIAL SE LEASE/MAINTENANCE CONTRA		23.01
Total for Department 182			1,992.00*
Total for Fund 62			1,992.00*
	BOLTON & MENK, INC.	SERVICE	6,236.75
	ROBERT L. CARR	WASTEWATER TREATMENT PRO	140,687.55
	WENCK ASSOCIATES, IN 2012 6TH ST/RIVER RD PRO		266.00
Total for Department			147,190.30*
SEWER	AMERICAN PAYMENT CEN SERVICE		16.50
SEWER	AMOCO OIL COMPANY	GAS	189.33
SEWER	BEIM CONSULTING	WEB SITE REDESIGN	121.57
SEWER	BOLTON & MENK, INC.	SERVICE	2,587.50
SEWER	TYLER TECHNOLOGIES,	MAINTENANCE AGREEMENT	413.57
SEWER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	152.08
SEWER	MN ENERGY RESOURCES	HEATING	103.73
SEWER	TOSHIBA FINANCIAL SE LEASE/MAINTENANCE CONTRA		33.94
Total for Department 183			3,618.22*
Total for Fund 63			150,808.52*
ARENA	BEIM CONSULTING	WEB SITE REDESIGN	121.56
ARENA	TYLER TECHNOLOGIES,	MAINTENANCE AGREEMENT	413.57
ARENA	MN ENERGY RESOURCES	HEATING	1,132.26
ARENA	TOSHIBA FINANCIAL SE LEASE/MAINTENANCE CONTRA		19.09
Total for Department 184			1,686.48*
Total for Fund 64			1,686.48*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
	ELECTRIC FUND	LOAN PAYMENT IN ELECTRIC	739.85
	FULDA AREA CREDIT UN	SPEC BLDG LOAN PRINCIPAL	1,762.05
	Total for Department		2,501.90*
ECONOMIC DEVELOPMENT	BEIM CONSULTING	WEB SITE REDESIGN	121.56
ECONOMIC DEVELOPMENT	TYLER TECHNOLOGIES,	MAINTENANCE AGREEMENT	413.57
ECONOMIC DEVELOPMENT	ELECTRIC FUND	LOAN PAYMENT IN ELECTRIC	209.64
ECONOMIC DEVELOPMENT	FULDA AREA CREDIT UN	SPEC BLDG LOAN INTEREST	1,597.95
	Total for Department 187		2,342.72*
	Total for Fund 67		4,844.62*
TELECOMMUNICATIONS	AMERICAN PAYMENT CEN	SERVICE	49.50
TELECOMMUNICATIONS	TYLER TECHNOLOGIES,	MAINTENANCE AGREEMENT	1,240.71
TELECOMMUNICATIONS	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	456.24
TELECOMMUNICATIONS	CENTURY LINK	TELEPHONE	2.22
TELECOMMUNICATIONS	CENTURY LINK	DIRECTORY LISTING	182.78
TELECOMMUNICATIONS	TOSHIBA FINANCIAL SE	LEASE/MAINTENANCE CONTRA	31.80
	Total for Department 199		1,963.25*
	Total for Fund 69		1,963.25*
	AFLAC	INSURANCE	356.20
	JOHNSON COUNTY COURT	PAYROLL DEDUCTION CDDMO	1,202.00
	MN BENEFIT ASSOCIATI	INSURANCE	263.95
	Total for Department		1,822.15*
	Total for Fund 70		1,822.15*
	Grand Total		447,481.69*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
CITY OFFICE	MII LIFE	VEBA	237.40
CITY OFFICE	NCPERS MINNESOTA	INSURANCE	80.00
CITY OFFICE	SELECTACCOUNT	ADM FEE	111.84
	Total for Department 103		429.24*
P & Z / BUILDING OFF	MII LIFE	VEBA	178.05
P & Z / BUILDING OFF	NCPERS MINNESOTA	INSURANCE	24.00
P & Z / BUILDING OFF	FLEET ONE LLC	GAS	49.15
	Total for Department 106		251.20*
CITY HALL	SANDRA HERDER	CLEANING	334.25
CITY HALL	JAY KUEHL	SNOW REMOVAL	60.00
CITY HALL	MELISSA PENAS	CLEANING	334.25
	Total for Department 115		728.50*
POLICE	DONNA MARCY	EXPENSE	8.82
POLICE	MII LIFE	VEBA	1,901.16
POLICE	MN CHIEF OF POLICE A	DUES	230.00
POLICE	NCPERS MINNESOTA	INSURANCE	144.00
POLICE	SECR REV FUND/CITY O	POSTAGE	20.23
	Total for Department 120		2,304.21*
FIRE DEPARTMENT	CENTER SPORTS	EQUIPMENT	10.18
FIRE DEPARTMENT	JAY GRANDPREY	EXPENSE	26.90
FIRE DEPARTMENT	JON JURGENS	EXPENSE	68.75
FIRE DEPARTMENT	SMOKE EATERS	DUES	217.00
	Total for Department 125		322.83*
STREET	MII LIFE	VEBA	1,069.42
STREET	NCPERS MINNESOTA	INSURANCE	80.00
STREET	STEVE WILLARD	EXPENSE	6.30
	Total for Department 140		1,155.72*
PARKS	MII LIFE	VEBA	118.70
PARKS	NCPERS MINNESOTA	INSURANCE	16.00
	Total for Department 165		134.70*
GENERAL	CLARK PROPERTIES II	REFUND-STATEMENT CREDIT	1.13
	Total for Department 201		1.13*
	Total for Fund 01		5,327.53*
	MN PUBLIC FACILITIES BOND PAYMENTS		11,185.00
	Total for Department		11,185.00*
	Total for Fund 02		11,185.00*
LIBRARY	GE CAPITAL RETAIL BA	SUBSCRIPTION	25.48
LIBRARY	SANDRA HERDER	CLEANING	343.80
LIBRARY	JAY KUEHL	SNOW REMOVAL	60.00
LIBRARY	MELISSA PENAS	CLEANING	343.80

CITY OF WINDOM
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
		Total for Department 171	773.08*
		Total for Fund 03	773.08*
AIRPORT	SO. CENTRAL ELECTRIC POWER COST		592.93
		Total for Department 174	592.93*
		Total for Fund 11	592.93*
AMBULANCE	APRIL HARRINGTON	EXPENSE-CLOTHING	110.00
AMBULANCE	FLBET ONE LLC	GAS	731.98
		Total for Department 176	841.98*
		Total for Fund 13	841.98*
MULTI-PURPOSE BUILDI	MII LIFE	VEBA	356.38
MULTI-PURPOSE BUILDI	NCPERS MINNESOTA	INSURANCE	32.00
MULTI-PURPOSE BUILDI	WORTHINGTON DAILY GL	ADVERTISING	65.25
MULTI-PURPOSE BUILDI	DARYL RAY CONSTRUCTI	REPAIR -BENSON DAMAGE	4,559.86
		Total for Department 177	5,013.49*
		Total for Fund 14	5,013.49*
N IND PARK	SO. CENTRAL ELECTRIC POWER COST		51.82
		Total for Department 147	51.82*
		Total for Fund 18	51.82*
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	3,759.25
LIQUOR	COCA-COLA BOTTLING C	MERCHANDISE	122.90
LIQUOR	WIRTZ BEVERAGE MN WI	MERCHANDISE	3,860.29
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	4,225.10
LIQUOR	JOHNSON BROS.	MERCHANDISE	1,692.34
LIQUOR	GENE LENNING	VACUUM	406.09
LIQUOR	MII LIFE	VEBA	475.36
LIQUOR	NCPERS MINNESOTA	INSURANCE	32.00
LIQUOR	MN ENERGY RESOURCES	HEATING	140.16
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	2,323.41
LIQUOR	SOUTHERN WINE & SPIR	MERCHANDISE	610.43
LIQUOR	BANK MIDWEST	NSF CHECK	39.65
		Total for Department 180	17,686.98*
		Total for Fund 60	17,686.98*
WATER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	207.29
WATER	MII LIFE	VEBA	742.73
WATER	MN PUBLIC FACILITIES	BOND PAYMENTS	18,217.10
WATER	NCPERS MINNESOTA	INSURANCE	40.00
WATER	RED ROCK RURAL WATER	WATER	94.00
WATER	SECR REV FUND/CITY O	POSTAGE	8.75

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount

WATER	SECR REV FUND/CITY O	SUPPLIES	20.83
	Total for Department 181		19,330.70*
	Total for Fund 61		19,330.70*
	ELECTRIC FUND	REF-UT PREPAY-JUAN SOSAS	219.05
	CLARK PROPERTIES II	REFUND-STATEMENT CREDIT	.85
	JUAN FRANCISCO SOSA	REFUND-UTILITY PREPAYMEN	80.95
	Total for Department		300.85*
ELECTRIC	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	207.29
ELECTRIC	MII LIFE	VEBA	1,336.63
ELECTRIC	NCPERS MINNESOTA	INSURANCE	96.00
ELECTRIC	SECR REV FUND/CITY O	POSTAGE	5.50
ELECTRIC	SECR REV FUND/CITY O	SUPPLIES	20.82
ELECTRIC	BRAD BUSSA	CLEANING	184.60
ELECTRIC	CLARK PROPERTIES II	REFUND-STATEMENT CREDIT	11.35
	Total for Department 182		1,862.19*
	Total for Fund 62		2,163.04*
	CONSTRUCTION BULLETI	ADVERTISING	45.50
	MN PUBLIC FACILITIES	BOND PAYMENTS	113,592.20
	Total for Department		113,637.70*
SEWER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	207.30
SEWER	MII LIFE	VEBA	861.41
SEWER	MN PUBLIC FACILITIES	BOND PAYMENTS	12,913.45
SEWER	NCPERS MINNESOTA	INSURANCE	56.00
	Total for Department 183		14,038.16*
	Total for Fund 63		127,675.86*
ARENA	MII LIFE	VEBA	475.36
ARENA	NCPERS MINNESOTA	INSURANCE	32.00
	Total for Department 184		507.36*
	Total for Fund 64		507.36*
ECONOMIC DEVELOPMENT	MII LIFE	VEBA	59.35
ECONOMIC DEVELOPMENT	NCPERS MINNESOTA	INSURANCE	24.00
ECONOMIC DEVELOPMENT	SECR REV FUND/CITY O	SUPPLIES	8.50
	Total for Department 187		91.85*
	Total for Fund 67		91.85*
	MN 9-1-1 PROGRAM	911 SERVICE	1,027.95
	MANKATO NETWORKS LLC	EQUIPMENT	1,564.20
	Total for Department		2,592.15*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
TELECOMMUNICATIONS	B B C AMERICA	SUBSCRIBER	20.44
TELECOMMUNICATIONS	DISCOVERY DIGITAL NE	SUBSCRIBER	36.96
TELECOMMUNICATIONS	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	621.87
TELECOMMUNICATIONS	HUB TELEVISION NETWO	SUBSCRIBER	9.24
TELECOMMUNICATIONS	MII LIFE	VEBA	861.27
TELECOMMUNICATIONS	MLB NETWORK	SUBSCRIBER	326.70
TELECOMMUNICATIONS	NCPERS MINNESOTA	INSURANCE	64.00
TELECOMMUNICATIONS	CALIX	MAINTENANCE	2,023.44
TELECOMMUNICATIONS	OWN	SUBSCRIBER	19.60
TELECOMMUNICATIONS	RFD TV	SUBSCRIBER	188.76
TELECOMMUNICATIONS	RIVER CITY EATERY	EXPENSE	62.52
TELECOMMUNICATIONS	JEREMY ROLFES	SERVICE INTERNET	71.08
TELECOMMUNICATIONS	SECR REV FUND/CITY O	POSTAGE	12.15
	Total for Department 199		4,318.03*
	Total for Fund 69		6,910.18*
	LAW ENFORCMENT LABOR UNION DUES		252.00
	LOCAL UNION #949	UNION DUES	1,625.70
	NCPERS MINNESOTA	INSURANCE	32.00
	Total for Department		1,909.70*
	Total for Fund 70		1,909.70*
	Grand Total		200,061.50*

Certified 2012 LGA. vs. Projected 2013 LGA under current law

Cityname:	2010 Population	Certified 2012 LGA	Projected 2013 LGA	Change in LGA 2012-2013	Per capita Change in LGA
	(1)	(2)	(3)	(4=3-2)	(5=4/1)
OSAKIS	1,740	380,867	366,759	-14,108	-8.11
PARKERS PRAIRIE	1,011	225,671	215,561	-10,110	-10.00
PELICAN RAPIDS	2,464	908,614	883,974	-24,640	-10.00
PIERZ	1,393	362,938	351,943	-10,995	-7.89
PIPESTONE	4,317	1,535,857	1,492,687	-43,170	-10.00
PRINSBURG	497	75,659	70,689	-4,970	-10.00
RANDALL	650	124,275	125,489	1,214	1.87
RAYMOND	764	203,926	196,286	-7,640	-10.00
RED LAKEFALLS	1,427	546,204	531,934	-14,270	-10.00
REDWOOD FALLS	5,254	1,075,270	1,180,989	105,719	20.12
RENVILLE	1,287	408,605	395,735	-12,870	-10.00
ROYALTON	1,242	187,267	209,265	21,998	17.71
RUSHFORD CITY	1,731	559,018	541,708	-17,310	-10.00
SACRED HEART	548	192,791	187,311	-5,480	-10.00
SANDSTONE	2,849	825,349	869,060	43,711	15.34
SAUK CENTRE	4,317	966,004	922,834	-43,170	-10.00
SEBEKA	711	169,550	162,440	-7,110	-10.00
SHERBURN	1,137	291,361	279,991	-11,370	-10.00
SILVER BAY	1,887	450,020	431,150	-18,870	-10.00
SLAYTON	2,153	762,656	741,126	-21,530	-10.00
SLEEPY EYE	3,599	1,274,191	1,238,201	-35,990	-10.00
SPRING GROVE	1,330	367,822	354,522	-13,300	-10.00
SPRING VALLEY	2,479	797,702	772,912	-24,790	-10.00
SPRINGFIELD	2,152	875,030	853,510	-21,520	-10.00
ST JAMES	4,605	1,336,057	1,290,007	-46,050	-10.00
STAPLES	2,981	957,573	927,763	-29,810	-10.00
STARBUCK	1,302	316,109	303,089	-13,020	-10.00
STEPHEN	658	193,225	186,645	-6,580	-10.00
STEWART	571	131,959	126,249	-5,710	-10.00
TRACY	2,163	859,170	837,540	-21,630	-10.00
TRIMONT	747	218,148	210,678	-7,470	-10.00
TRUMAN	1,115	392,748	381,598	-11,150	-10.00
TWIN VALLEY	821	269,231	261,021	-8,210	-10.00
TWO HARBORS	3,745	1,107,828	1,070,378	-37,450	-10.00
TYLER	1,143	387,654	376,224	-11,430	-10.00
ULEN	547	138,006	132,536	-5,470	-10.00
VERNDALE	602	130,357	124,575	-5,782	-9.60
WABASSO	696	183,887	176,927	-6,960	-10.00
WADENA	4,088	1,191,075	1,150,195	-40,880	-10.00
WALNUT GROVE	871	225,413	216,703	-8,710	-10.00
WARREN	1,563	561,156	545,526	-15,630	-10.00
WATKINS	962	251,433	243,184	-8,249	-8.57
WELCOME	686	216,934	210,074	-6,860	-10.00
WELLS	2,343	893,883	870,453	-23,430	-10.00
WESTBROOK	739	230,048	222,658	-7,390	-10.00
WHEATON	1,424	562,909	548,669	-14,240	-10.00
WINDOM	4,646	1,202,917	1,156,457	-46,460	-10.00



CITIES BULLETIN

Issue 4

February 1, 2012

Print a Copy



Download/print a pdf of all articles in this issue

MnDOT Says Shutdown Claims Are Piling Up

Contractors for as many as 65 highway projects have filed or may file claims for shutdown-related losses, and dollar amounts may reach the tens of millions. [Read more.](#)

Group Health Insurance Opt-Out Restriction Bill Advances to House Floor

The legislation would eliminate current law allowing bargaining units to unilaterally move their employees from the city's health plan to the state plan. [Read more.](#)

Broadband Task Force Submits Action Plan

The task force has made its recommendations to achieve statewide access to high-speed broadband by 2015. [Read more.](#)

Legislators Back in Districts for Extended Caucus Break

Connect with legislators while they are in their districts getting ready for the precinct caucuses on Feb. 7. [Read more.](#)

15-Minute Advocate: Local Government Object Code Budget Reporting

The proposed legislation would change how cities with populations over 2,500 report their budgets. [Read more.](#)

MnDOT Seeks Input for 20-year Statewide Multimodal Transportation Plan

MnDOT will hold public open houses throughout the state in February to discuss the transportation plan. [Read more.](#)

Committee Deadlines Set for 2012 Session

Legislators plan for most committee decisions on bills to be made by the end of March. [Read more.](#)

LGA 2013 Estimates Now Available

Many cities will see significant changes in their LGA amounts for 2013 compared to certified amounts for 2012. [Read more.](#)

Featured Events

2012 Safety & Loss Control Workshops
March-April—Various dates and locations

Legislative Conference for Cities, Counties, Schools, and Townships
March 22—St. Paul

2012 Annual Conference and Marketplace
June 20-22—Duluth

Quick Links

- [Archive of Previous Issues](#)
- [City Jobs](#)
- [Jobs with LMC](#)
- [Wanted/For Sale/RFP Announcements in the LMC Marketplace](#)
- [Weekly 4M Fund Rates \(Minnesota Municipal Money Market Fund\)](#)

Our Sponsors

League Business Partners and Business Associates provide valuable financial support to the League and help support our mission to serve Minnesota cities. [View LMC Sponsors](#)

Contact Us / Subscribe

The Cities Bulletin is published weekly during the legislative session and bi-weekly during the interim.

For a free subscription:
Contact Laurie Elmstrand
Administrative Assistant
lelmstrand@lmc.org
(include name, title, city, and e-mail address for each Cities Bulletin subscriber).

For legislative questions:
Contact IGR Staff

For editorial or other Bulletin questions:
Contact Claudia Hoffacker
Editor
(651) 215-4032 or (800) 925-1122
choffacker@lmc.org

More Information and Resources

- [League Seeks Metro Area City Official for CrimNet Task Force Appointment](#)
- [Registration Now Open for the 2012 Joint Legislative Conference](#)
- [Now Only \\$35—Reduced Rate for the 2011 Directory of Minnesota City Officials!](#)
- [Coming to a City Near You: Register Now for LMCIT's Safety & Loss Control Workshops](#)
- [Get a Sneak Peek: 2012 LMC Annual Conference Agenda](#)

Training, Conferences, Events

- [Upcoming League Events](#)
- [Online Training/E-Learning](#)
- [Co-Sponsored Events](#)
- [Events Sponsored by Other Organizations](#)

MnDOT Says Shutdown Claims Are Piling Up



Contractors for as many as 65 highway projects have filed or may file claims for shutdown-related losses, and dollar amounts may reach the tens of millions.

Although the 20-day state government shutdown is a distant bad memory for many Minnesotans, a hearing in the **Senate Transportation Committee** *(Link to:*

http://www.senate.leg.state.mn.us/committees/committee_bio.php?cmte_id=1021&ls=) on Jan. 26 indicated the state may yet face millions of dollars in claims related to the suspension of transportation construction projects.

According to testimony provided by the Minnesota Department of Transportation (MnDOT), 29 claims have been settled for approximately \$2 million; however, contractors for at least 65 projects have filed or may file additional claims. A representative of the Associated General Contractors testified that the aggregate dollar amount of claims could reach the tens of millions.

MnDOT did not release an estimate of the pending claims that have been made, nor did it estimate the cost of future claims. If claims grow as some predict, MnDOT would be forced to reduce the number of projects planned for delivery in future years or seek an additional appropriation from the Legislature.

The League is alerting cities to this situation because it could result in delays to projects that have local components. Further, the cost of resolving claims could negatively impact the state budget and reduce the amount of the \$876 million positive balance that was anticipated in the November 2011 budget forecast.

Cause of claims

The claims are related to financial losses sustained by contractors when trunk highway projects were halted due to the state government shutdown. The department ordered a stop to all projects occurring on state rights-of-way, including city and county state-aid projects.

Although the official state government shutdown lasted for 20 days beginning July 1, the complex nature of transportation infrastructure projects required many contractors to start removing equipment and implementing temporary safety measures weeks in advance of the beginning of the shutdown. Likewise, the return to work after the shutdown was not instantaneous in most cases.

The shutdown preparation and re-start efforts, in addition to the actual shutdown period, diverted workers from the projects they were hired to complete. Because they were denied access to project rights-of-way, many had no ability to meet "incentive dates." An incentive date is a common contract provision that offers a bonus payment to the contractor for expediting work, or delivering components of the project ahead of schedule. Additionally, the shutdown resulted in delays to projects scheduled for later in the season. In some cases, contractors laid off employees and lost business.

Soon after the shutdown ended, MnDOT's State Aid Division helped cities and counties resolve

claims related to local projects impacted by the state shutdown. However, MnDOT officials say there is no guarantee that all local claims have been filed and/or resolved. Cities that have unresolved claims should contact MnDOT Deputy State Aid Engineer Rick Kjonaas for assistance at rick.kjonaas@state.mn.us (Link to: <mailto:rick.kjonaas@state.mn.us>) or (651) 366-3802.

Settling claims

The questions now become how claims against MnDOT will be settled and who will pay. A provision in the State Government Finance Chapter passed during the July 20 Special Session (**Chapter 10 of the 2011 First Special Session** (Link to: <https://www.revisor.leg.state.mn.us/laws/?id=10&doctype=Chapter&year=2011&type=1>)) limits certain actions against the state, and provides that no appropriation may be used to pay or settle claims for damages by contractors or other third parties related to the state government shutdown. It appears that this provision will not apply to the pending transportation claims.

According to MnDOT officials, the department has a committee of experts working to resolve claims. The process involves careful documentation of losses and direct negotiations with claimants. The department acknowledges that both parties have rights; but under the established process, the agency has the authority to approve or deny claims. Claims that cannot be resolved could end up in arbitration, court, or the **Joint House-Senate Subcommittee on Claims** (Link to: <http://www.commissions.leg.state.mn.us/claims/claims.htm>) —a legislative body appointed to handle claims against the state that cannot be litigated.

The issue then becomes where the funds to cover claims will come from. MnDOT does not have funds budgeted for this purpose. If claim amounts do reach dollar amounts in the tens of millions, the department will have no attractive options.

The League anticipates this issue will become a larger problem for the Legislature to resolve as the session progresses. Watch for updates in the coming weeks.

Read the current issue of the Cities Bulletin (Link to: <http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp>)

Group Health Insurance Opt-Out Restriction Bill Advances to House Floor



The legislation would eliminate current law allowing bargaining units to unilaterally move their employees from the city's health plan to the state plan.
(Published Feb 1, 2012)

On Jan. 31, the House Education Finance Committee considered SF 247 (Sen. Gary Dahms, R-Redwood Falls), the companion to HF 371, authored by Rep. Joe Hoppe (R-Chaska). The legislation would eliminate a current law provision that allows bargaining units to unilaterally move their employees out of the city's existing health insurance program and into the state Public Employee Insurance Program (PEIP) plan.

The existing law can create challenges for cities that are trying to efficiently administer their

benefit programs and to minimize insurance premiums. The League, along with the Minnesota School Boards Association and the Minnesota Inter-County Association, supports the legislation.

Both bills received numerous committee hearings last year, but never made it to Gov. Dayton. At those 2011 hearings, the League stressed that local government employers must be involved in the process of deciding whether a bargaining unit moves out of existing city-provided health coverage.

City involvement is important because cities are generally paying a significant portion of the cost of that coverage and they also should be able to evaluate the impact of such a change on remaining employees. When an employee group chooses to opt in to the PEIP plan, cities can experience an adverse selection situation that could potentially drive up insurance premiums for the city and its remaining employees.

During the Jan. 31 committee hearing, members discussed two modifications to the bill. The first would require schools to notify the PEIP administrators that they are seeking bids on insurance coverage. The second modification would require employers to collectively bargain the disposition of any insurance refund that an employer may receive from the insurer. The League will review any floor amendments for possible impacts on cities.

The author indicated that he would have amendment language drafted for the floor discussion on the bill. Despite active opposition from Education Minnesota (the statewide teachers union) and Service Employees International Union, the bill was approved and sent to the House floor.

Read the current issue of the Cities Bulletin (*Link to: <http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp>*)

Your LMC Resource

Contact Gary Carlson

IGR Director

(651) 281-1255 or (800) 925-1122

gcarlson@lmc.org (*Link to: <mailto:gcarlson@lmc.org>*)

Broadband Task Force Submits Action Plan

The task force has made its recommendations to achieve statewide access to high-speed broadband by 2015.

(Published Feb 1, 2012)



The Governor's Broadband Task Force has submitted its action plan to the Legislature to achieve statewide deployment and access to high-speed broadband by 2015, pointing out that greater coordination and information sharing across public, private, and nonprofit sectors is needed.

The task force work program makes clear that the state must move forward with collaborative strategies to expand availability of broadband infrastructure and use throughout all regions of the state. The task force pointed to the importance of the use of advanced broadband applications, such as e-government, telehealthcare, telework, and distance learning, as well as looking toward identifying methods for measuring the economic impact of the adoption of such applications. Bloomington Councilmember Steve Peterson represents cities on the task force.

[View the complete work program \(pdf\)](#)

During the coming year, the task force will promote and recommend specific actions to accomplish these and other strategies. Task force activities for 2012-2013 include:

- Identify private and public sector organizations (including non-profits) that are working to use advanced broadband applications and propose how to use those efforts to meet state broadband goals.
- Survey existing Minnesota and other economic data on the impact of the adoption of advanced applications on public sector budgets as well as on the private sector.
- Track, evaluate, and recommend strategies to expand use of broadband and serve as a repository and resource for that purpose.
- Suggest legislation, if appropriate, to support development and adoption of advanced applications, including the exploration of opportunities and incentives to engage and work with state agencies.
- Identify the audience for collection, sharing, and making available an up-to-date process for measuring progress and best practices to reach the state ubiquitous broadband goals.
- Convene a discussion with those currently pursuing policy in the coordination of infrastructure installation to determine outcomes, barriers, and methods for increasing success throughout the state, and develop a primer on activities and accomplishments of such efforts throughout the U.S., including examining opportunities for legislation for 2013 to eliminate barriers or promote successes.
- Promote existing broadband mobilization activities, including county-level organizing, and find ways to encourage community broadband planning.
- Examine best practices for ubiquitous broadband deployment in other states and nations.
- Include an updated chart of applications and upload/download speed ranges required to perform those applications in the task force annual report.
- Review survey research and mapping data to incorporate that information into the status, short-, and long-range goals and task force action plan.
- Prioritize the focus of state efforts on areas of greatest need and/or areas with best likelihood of success.
- Evaluate the impact of FCC decisions, such as the Intercarrier Compensation/USF Order for creation of the Connect America Fund (CAF) on state broadband goals, and track providers' requests for and receipt of CAF-supported broadband expansion.
- Establish an ongoing post-task force mechanism within state government for high-speed broadband focused activities.

The task force intends to use its work plan to organize its meetings and activities throughout the coming year and for its period of service, which has not yet been formally determined.

Read the current issue of the Cities Bulletin (*Link to: <http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp>*)

Your LMC Resource

Contact Ann Higgins

IGR Representative

(651) 281-1257 or (800) 925-1122

ahiggins@lmc.org (*Link to: <mailto:ahiggins@lmc.org>*)

Legislators Back in Districts for Extended Caucus Break



Connect with legislators while they are in their districts getting ready for the precinct caucuses on Feb. 7.

(Published Feb 1, 2012)

The Minnesota House is officially on break—beginning Feb. 2 through 12 p.m. on Feb. 8—so that all 201 legislators may attend their precinct caucuses. The Minnesota Senate will have a floor session on Feb. 2, but no committee meetings are scheduled after that date. Members of the Senate will also return to the Capitol at 12 p.m. on Feb. 8.

The special redistricting panel will make its redistricting announcement on Feb. 21, which will add another level of campaign complexity since some legislators will find themselves campaigning against another sitting legislator or possibly in a completely new district.

Read the current issue of the Cities Bulletin (*Link to: <http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp>*)

Your LMC Resource

Contact Jennifer O'Rourke

IGR Representative

(651) 281-1261 or (800) 925-1122

jorourke@lmc.org (*Link to: <mailto:jorourke@lmc.org>*)

15-Minute Advocate: Local Government Object Code Budget Reporting



The proposed legislation would change how cities with populations over 2,500 report their budgets.

(Published Feb 1, 2012)

1. Get Informed

Last week, **Rep. Keith Downey** ([Link to: http://www.house.leg.state.mn.us/members/members.asp?id=15311](http://www.house.leg.state.mn.us/members/members.asp?id=15311)) (R-Edina) introduced **HF 1954** ([Link to: https://www.revisor.mn.gov/revisor/pages/search_status/status_detail.php?b=House&f=HF1954&ssn=0&y=2011](https://www.revisor.mn.gov/revisor/pages/search_status/status_detail.php?b=House&f=HF1954&ssn=0&y=2011)), which would require cities and counties with populations over 2,500 to use a new form of “object code” financial reporting for local government budgets.

The bill would require affected cities to make recent and proposed budget information available to the public electronically. The bill also creates a new requirement described as “object code reporting” that will categorize financial information for employee costs, purchased services, supplies, central services, capital items, debt service, and transfers to other funds. “Employee costs” are further itemized to report wages and salaries, pensions, Social Security, health care, and other benefits.

Failure to comply would result in the withholding of certain state aids, like local government aid and municipal state aid for streets. The state auditor would be involved by establishing the forms and reporting requirements for expenditures by object code on a number of items.

The new mandate is brought forward by the National Association of Industrial and Office Parks (NAIOP) along with the Minnesota Taxpayers Association (MTA). NAIOP and MTA argue that the current program-based financial reporting requirements do not provide sufficient information to assist citizens in understanding the operations of their city and county. In addition, they argue that the new requirement will be useful for comparisons among local units of government.

The League has raised concerns with the bill’s supporters that the new financial reporting requirements would be another mandated financial report that could result in a significant amount of work for city and county finance departments. In addition, it is not clear whether the additional financial information required under the bill will be more useful for citizens than the information required under current financial reporting requirements, nor is it clear whether the new reports will facilitate useful and accurate comparisons among local units of government.

2. Take Action

City officials should forward the bill to their finance directors for comment and return the comments to League staff member **Jennifer O’Rourke** (see right) as soon as possible. The League is collecting information for later testimony and lobbying efforts. Thank you if you have already shared your input.

Please also **contact your legislators** ([Link to: http://www.gis.leg.mn/OpenLayers/districts/](http://www.gis.leg.mn/OpenLayers/districts/)) with input from your finance directors on this legislation, and explain that this is a new mandate that doesn’t necessarily compare “apples to apples” since cities account for expenditures in different ways.

3. Stay Involved

HF 1954 does not yet have a Senate companion, but likely will soon due to the amount of time its advocates have spent working on the bill. As of introduction, there are 16 other Republican co-authors on the legislation. City officials had a chance to hear about the proposal last summer at the League’s Improving Fiscal Futures Policy Committee meeting in August, and League staff have shared the draft bill with the Minnesota Government Finance Officers Association executive board.

- Subscribe to the **Friday Fax** ([Link to: http://www.lmc.org/page/1/fridayfax.jsp](http://www.lmc.org/page/1/fridayfax.jsp)) for weekly updates on this and other legislation.
- Mark your calendars to attend the 2012 Legislative Conference on March 22 in St. Paul to advocate on this and other issues. **Register online now.** ([Link to: http://www.lmc.org/page/1/legislativeconf12.jsp](http://www.lmc.org/page/1/legislativeconf12.jsp))
- Join the 2012 **Improving Fiscal Futures Policy Committee** ([Link to: http://www.lmc.org/page/1/improving-fiscal-futures.jsp](http://www.lmc.org/page/1/improving-fiscal-futures.jsp)). The 2011 Policy Committee discussed this issue and suggested the language that is currently found in the **LMC 2012 City Policies (pdf)** ([Link to: http://www.lmc.org/media/document/1/2012citypolicies.pdf](http://www.lmc.org/media/document/1/2012citypolicies.pdf)) (FF-7, page 71). If you are interested in serving on the upcoming policy committee and discussing similar issues, contact **Heather Cederholm** (see right).

Read the current issue of the Cities Bulletin ([Link to: http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp](http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp))

Your LMC Resource

Contact Jennifer O'Rourke

IGR Representative

(651) 281-1261 or (800) 925-1122

jorourke@lmc.org ([Link to: mailto:jorourke@lmc.org](mailto:jorourke@lmc.org))

Contact Heather Cederholm

Member Outreach Coordinator

(651) 281-1256 or (800) 925-1122

hcederholm@lmc.org ([Link to: mailto:hcederholm@lmc.org](mailto:hcederholm@lmc.org))

MnDOT Seeks Input for 20-year Statewide Multimodal Transportation Plan



MnDOT will hold public open houses throughout the state in February to discuss the transportation plan.

(Published Feb 1, 2012)

The public, transportation stakeholders, and local government officials are invited to provide input for Minnesota's 20-year Statewide Multimodal Transportation Plan at an upcoming open house.

The open house schedule is as follows:

- St. Cloud—Feb. 2 (MnDOT St. Cloud Office, 3725 12th Street North)
- Minneapolis—Feb. 8 (University of Minnesota Urban Research & Outreach-Engagement Center, 2001 Plymouth Ave. N)

- Maplewood—Feb. 9 (Maplewood Community Center, 2100 White Bear Ave.)
- Mankato—Feb. 13 (MnDOT Mankato Office, 2151 Bassett Dr.)
- Marshall—Feb. 15 (Marshall Library, 201 C St.)
- Rochester—Feb. 16 (Rochester Public Library, 101 Second St. SE)

All meetings will take place from 4 to 7 p.m. A brief presentation will be given at 4:30 p.m. and repeated at 6 p.m. Attendees may come and go at any time. Those unable to attend in person can participate in an online meeting via Adobe Connect Feb. 6, from 11 a.m. to 12:30 p.m.

- **Access the online meeting** (*Link to: <http://www.minnesotagoplan.org/participate.html>*)

Topics will include the recently adopted Minnesota GO vision for transportation, current transportation system, future challenges and opportunities facing transportation, draft plan objectives and strategies, and how the plan will be used. The public is also invited to provide feedback on draft transportation objectives and planning strategies.

In addition to the open houses, there will be a public comment period and a public hearing in March or April after the draft plan is available. The final plan is scheduled for adoption in spring 2012. Updates to state plans for highways, rail, aviation, transit, freight, and non-motorized transportation will follow.

- **Learn more about the open houses** (*Link to: <http://www.minnesotagoplan.org/participate.html>*)

Read the current issue of the Cities Bulletin (*Link to: <http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp>*)

For More Information

To learn more about the Minnesota Go plan:

Visit the Minnesota Go Plan website (*Link to: <http://www.minnesotagoplan.org>*)

Follow the plan on Twitter (*Link to: <http://www.twitter.com/minnesotago>*)

Visit the Minnesota Go Facebook page (*Link to: <http://www.facebook.com/MinnesotaGO>*)

Contact Kirby Becker

MnDOT Office of Statewide Multimodal Planning
(651) 366-3740

kirby.becker@state.mn.us (*Link to: <mailto:kirby.becker@state.mn.us>*)

Committee Deadlines Set for 2012 Session

Legislators plan for most committee decisions on bills to be made by the end of March.

(Published Feb 1, 2012)



The Minnesota House and Senate have formally agreed to committee deadlines for the 2012 legislative session.

The following deadlines do not apply to the House committees on Capital Investment, Ways and Means, Taxes, or Rules and Legislative Administration, or to the Senate committees on Capital Investment, Finance, Taxes, or Rules and Administration.

Committee deadlines for 2012:

- **March 16:** Deadline for committees to “act favorably on bills in the house of origin.”
- **March 23:** Deadline for committees to “act favorably on bills, or companions of bills, that met the first deadline in the other house.”
- **March 30:** Deadline for committees to “act favorably on major appropriation and finance bills.”

Read the current issue of the Cities Bulletin (*Link to: <http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp>*)

Your LMC Resource

Contact any intergovernmental relations (IGR) staff member with questions about the 2012 session.

Connect with IGR Staff (*Link to: <http://www.lmc.org/page/1/IGR-Staff.jsp>*)

LGA 2013 Estimates Now Available

Many cities will see significant changes in their LGA amounts for 2013 compared to certified amounts for 2012.

(Published Feb 1, 2012)



House Research staff have released an estimate of 2013 local government aid (LGA) amounts for cities. The cover sheet attached to the city by city list highlights the fact that many cities will see significant changes in their LGA amounts for 2013 compared to certified amounts for 2012.

There are two main reasons for the changes. The first is that over the last couple of years, the distribution amounts have not been calculated using the formulas in statute. The 2011 LGA amounts were set to the lesser of each city’s certified 2011 LGA or its actual 2010 LGA after cuts. 2012 LGA amounts are equal to each city’s 2011 amount. Under current law, for 2013 the LGA dollars will once again be distributed through the formulas that use factors like population change, accidents per capita, household size, and commercial-industrial tax base. The second reason is that the data for each city has changed over time. For example, there is now 2010 census data available.

City officials should keep in mind that the amounts displayed in the House Research document are estimates only at this point. Aid amounts for 2013 will not be certified until July of this

year. Final data used to calculate the aid payments won't be available until late spring or early summer.

It is the League's understanding that the new homestead market value exclusion (HMVE) program does not affect the 2013 distribution. Due to the data lags in the calculations of LGA, the tax base effects of HMVE won't be reflected until the 2015 aid distribution.

Read the current issue of the Cities Bulletin (*Link to: <http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp>*)

Your LMC Resource

Contact Rachel Walker

Manager, Policy Analysis

(651) 281-1236 or (800) 925-1122

rwalker@lmc.org (*Link to: <mailto:rwalker@lmc.org>*)



League Seeks Metro Area City Official for CrimNet Task Force Appointment

There is an opening on the Criminal and Juvenile Justice (CrimNet) Task Force for a metro-area city representative. CrimNet develops statewide standards for data, technology and business practices as well as methods for agencies to access and understand those standards.

CrimNet is a united effort between the executive, legislative, and judicial branches of government. The task force assists the policy group in its duties related to criminal justice information systems and reports to the policy group on integration projects and activities. It is part of the Bureau of Criminal Apprehension and operates under the authority of *Minnesota Statutes, section 299C.65* (Link to:

https://www.revisor.mn.gov/bin/getpub.php?pubtype=STAT_CHAP_SEC&year=current§ion=299c.65&image.x=0&image.y=0&image=Get%2BSection). Its responsibilities are defined in the statute, the **Task Force Charter (pdf)** (Link to:

<https://dps.mn.gov/divisions/bca/boards-committees/crimnet/Documents/Task%20Force%20Charter.pdf>) and **Task Force By-Laws (pdf)** (Link to: <https://dps.mn.gov/divisions/bca/boards-committees/crimnet/Documents/Task%20Force%20Bylaws%20Revised%209-12-08%5b1%5d.pdf>).

For more than a decade, the League has participated in CrimNet as a stakeholder organization by appointing representatives to serve on the Task Force. **Task Force membership (pdf)** (Link to: <https://dps.mn.gov/divisions/bca/boards-committees/crimnet/Documents/TaskForceMembers.pdf>) is defined in statute and is currently made up of 35 individuals including criminal justice professionals, legislators, state agency representatives, local municipal representatives, and citizen members.

The League has four representatives on the task force:

- One representing Greater Minnesota (Bill Spitzer, Mayor, City of St. Charles).
- One representing the seven-county metropolitan area (vacant).
- Two city attorneys (Amy Schmidt, city attorney for Bloomington, and Eileen Wells, city attorney for Mankato).

The League is seeking applications from both elected and appointed city officials for the appointment to the CrimNet Task Force. Applicants for this appointment vacancy must be from the seven-county metro area and should have a background and interest in criminal justice issues.

To apply, complete the brief questionnaire at the link below and submit it with a resume to Heather Cederholm at hcederholm@lmc.org (Link to: <mailto:hcederholm@lmc.org>) or by mail to 145 University Ave. W., St. Paul, MN 55103. Applications are due by noon on **Feb. 3**.

- **View the CrimNet Task Force appointment questionnaire (doc)** (Link to:

<http://www.lmc.org/media/document/1/apptapplication.doc>)

Read the current issue of the Cities Bulletin (Link to: <http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp>)

Your LMC Resource

Contact Heather Cederholm

Member Outreach Coordinator

(651) 281-1256 or (800) 925-1122

hcederholm@lmc.org *(Link to: <mailto:hcederholm@lmc.org>)*

Copyright ©2012 League of Minnesota Cities, 145 University Ave. W, Saint Paul, MN 55103-2044 | Phone: (651) 281-1200 | Toll-Free: (800) 925-1122

Steve Nasby

From: Cederholm, Heather <hcederholm@lmc.org>
Sent: Friday, January 27, 2012 2:29 PM
To: General legislative
Cc: Directors; AMM
Subject: [legislative] Friday Fax--January 27, 2012

Friday Fax: Issue 1 (Week of January 23-27, 2012)

This week the 2012 State Legislature convened with new majority leadership in the Senate and a robust schedule of committee hearings for both chambers. With the start of the 2012 legislative session, we bring you a Friday update about legislative affairs of interest to city officials delivered right to your mailbox. See the end of the e-mail for more resources and information about parking, the IGR staff, and advocacy opportunities.

Bill limiting ability of cities to pass interim zoning moratoria laid over by author

On Thursday, the House Government Operations and Elections Committee heard HF 389, a bill that would restrict the ability of local governments to adopt interim moratorium ordinances. After extensive testimony the bill was laid over for further consideration by the bill's author, Rep. Mike Beard (R-Shakopee). The most recent version of the bill also places limits on exactions that can be required as part of development agreements, and rewrites statutory provisions related to park dedication fees. Key changes include:

- Imposes 2/3 voting requirement to enact an interim moratorium ordinance.
- Imposes 10 day notice and hearing requirement to enact interim moratorium ordinance.
- Ordinance conditions adopted after the moratorium would not apply to use and subdivision applications that are "complete" at the time the moratorium is adopted.
- Prohibits subdivision agreements that require exactions "not authorized by statute".
- Requires that the amount of security for work authorized under the agreement must bear a "rough proportionality" to the work being done.
- Requires that the development agreement be provided to the applicant at least 3-days before approval.
- Requires that fees in lieu of land dedication be based on the "average fair market value of undeveloped unplatted land".
- The market value of land must be based on negotiations with the developer or "determined by the municipality based on an independent appraisal."
- The City must provide "evidence" that the park dedication or fee is needed in light of the approval of the proposed subdivision.
- Limits park dedication fees on redeveloped land to new value arising from redevelopment.

The League of Minnesota Cities opposes restrictions on local government zoning authority. The proposal, promoted by the Builders Association of the Twin Cities (BATC), is also opposed by other local government groups and a number of agricultural and environmental groups who are concerned that the bill would severely restrict the ability for local governments to regulate new and unanticipated uses through interim moratorium ordinances. Governor Dayton has indicated that he will veto the bill in its current form, and Rep. Beard has asked interested parties, including the League, to discuss possible amendments.

League staff members are working with city attorneys, interested parties, and legislators to explore whether a compromise can be reached that will address legitimate developer concerns while preserving planning and zoning authority that is designed to protect the interests of all property owners and the city.

Questions? Contact Patrick Hynes at 651-281-1260 or phynes@lmc.org.

New Mandate: Local government object code budget info reporting bill introduced

On Thursday, HF 1954 (Downey, R-Edina) was introduced that would require cities and counties with populations over 2,500 to start a new form of "object code" financial reporting for local government budgets. This new mandate is supported by NAIOP (National Association of Industrial & Office Parks) group along with the Minnesota Taxpayers Association. **City officials should forward the bill to their finance directors for comment and return the comments to Jennifer O'Rourke (jorourke@lmc.org or 651-281-1261) as soon as possible.**

The supporters of the bill argue that the current program-based financial reporting requirements do not provide sufficient information to assist citizens in understanding the operations of their city and county. In addition, they argue that the new requirement will be useful for comparisons among local units of government.

The League has raised concerns with the bill's supporters that the new financial reporting requirements would add another mandated financial report that could result in a significant amount of work for city and county finance departments. In addition, it is unclear that the additional financial information required under the bill will be more useful for citizens than the information required under current financial reporting requirements, nor is it clear that the new reports will actually facilitate useful and accurate comparisons among local units of government.

The bill would require the cities over 2,500 to make recent and proposed budget information available to the public electronically. The bill also creates a new requirement described as "object code reporting" that will categorize financial information for employee costs, purchased services, supplies, central services, capital items, debt service, and transfers to other funds. "Employee costs" are further itemized to report wages and salaries, pensions, Social Security, health care, and other benefits. Failure to comply would result in the withholding of certain state aids, like local government aid, and municipal state aid for streets. The state auditor would be involved by establishing the forms and reporting requirements for expenditures by object code on a number of items.

The bill idea was included under the "Reform 2.0" banner introduced last week at a press conference held by House Republicans. HF 1954 does not yet have a Senate companion, but likely will soon with the amount of time the advocates have spent on the bill going back to last year. As of introduction, there are 16 other Republican co-authors on the legislation. City officials had a chance to hear about the proposal last summer at the August Improving Fiscal Futures committee meeting, and League staff shared the draft bill with the MN Government Finance Officers Association executive board last week. Stay tuned on this one.

Questions ? Contact Jennifer O'Rourke, (651) 281-1261 or jorourke@lmc.org.

Task force and city election officials offer ideas to address felon voting issues

Next week, the Governor's Task Force on Election Integrity will submit an interim report and initial recommendations to legislators related to the challenges to fair and effective polling place procedures and significant expenses already incurred at the local level for investigation and enforcement of felon voting violations.

The League has obtained a draft copy of the first interim report from the Task Force which is being finalized for presentation to the legislature this week. Task force members Tom Ferber, recently retired from the City of Bloomington, and Judy Schwartau, Elections Specialist for the City of Minneapolis, have been actively engaged in examining the details related to the complexities of the process of felon prosecution, sentencing and probation supervision.

Members of the Task Force have observed that the lack of consistent notification procedures in and among various state and county criminal justice agencies and the courts result in serious and confusing obstacles for felons to understand whether they are eligible to vote. The Task Force also observed that no data base exists to accurately identify whether a

formerly incarcerated felon is eligible to cast a ballot. There is significant confusion among election officials and concern among election judges that eligibility rules are not well understood and are frustrating to administer.

The following initial observations and recommendations are included in the first interim Task Force report:

- Further examine the effectiveness of the model used in North Dakota and 13 other states to determine whether a felon is ineligible to register or vote based on whether the felon is then imprisoned (which is not always the case);
- Encourage protocols to enhance notification of felons regarding their voting rights including warnings that defendants initial at the conclusion of felony prosecutions;
- Recommend that judges verbally remind felons at the time of sentencing that both registering as well as voting during probation are felony offenses and may lead to revocation of probation;
- Encourage the judicial branch to revise sentencing orders to prominently include a warning that while serving a felony sentence (including probation), they may not register to vote or cast a ballot;
- Encourage probation officers to use and to actively communicate to felons on administrative probation that sentencing order and probation agreements have been revised to prominently include a reminder that a felony conviction results in a loss of voting privileges.

The recommendations included above do not require legislative action. In addition, the Task Force is developing recommendations that the legislature can take up, some of which will not be possible to implement until after the 2012 election cycle.

Questions? Contact Ann Higgins at (651)281-1257 or ahiggins@lmc.org.

Public value impact statement bill passes House committee

The House Government Operations and Elections Committee heard testimony from Rep. King Banaian (R-St. Cloud) about his proposal to require the authors of any legislation that would impose a new or increased financial obligations on a local unit of government to prepare a public value impact statement that would have to justify the need for the new burden. The bill, HF 673, would also require bill authors to outline the anticipated costs and benefits to the state of bills that impose additional regulatory burdens on the private sector. The legislation is similar in concept to existing law requiring the preparation of local impact notes in certain circumstances, and a number of legislators questioned whether requiring a public value impact statement would be more beneficial than the existing committee process. The intent of the bill is consistent with League of Minnesota Cities policies on mandate relief, but the existing impact statement law has provided little mandate relief for cities, and the Banaian bill, if passed, may not provide much more.

The bill was re-referred to the State Government Finance Committee. There is no Senate companion bill and no House co-authors, so its level of support at the Legislature is uncertain.

Questions? Contact Patrick Hynes at 651-281-1260 or phynes@lmc.org.

Levy limit bill scheduled for hearing

On Wednesday, February 1, the House Property and Local Tax Division will consider HF1911, a bill authored by Rep. Greg Davids (R-Preston) that would impose levy limits on all cities and counties, and also special taxing districts.

Beginning with taxes payable in 2013, the levy limit for a city, county or special taxing district would start with the greater of the city's 2011 or its 2012 certified levy, to avoid penalizing a jurisdiction that chose to reduce its levy in 2012. That levy amount would then be increased by 1.9 percent to compute the base 2013 levy limit. For levies payable in 2014 and beyond, the base levy limit will be the computed levy limit in the previous year.

The bill allows for an increase in the city's levy above the 1.9 percent for increases in a city's debt service on obligations, certificates of indebtedness, capital notes, or other debt instruments sold prior to May 1, 2012, or to make payments on

installment purchase contracts or lease purchase agreements entered into before May 1, 2012. The bill also allows for adjustments for jurisdiction consolidations, annexations and transfers of governmental functions from another jurisdiction. Additionally, the bill would allow for levy increases for new debt, other obligations or other purposes if the levies are approved by the voters.

The bill would also require a referendum before incurring any new debt after May 1, 2012 if the obligation would require a levy "first becoming payable in 2013 or thereafter." Specifically, local taxing authorities are prohibited from selling obligations, certificates of indebtedness, capital notes, or other debt instruments nor may it enter into installment purchase contracts or lease purchase agreements if issuing those debt instruments or entering into those contracts would require a levy first becoming payable in 2013 or thereafter, unless approved by the voters at a general or special election held on the first Tuesday after the first Monday in November of any year.

The League's policies oppose levy limits and the League will testify on the bill. If you would like to testify, please contact Bobby Patrick, Committee Administrator, via e-mail at bobby.patrick@house.mn.

Questions? Contact Gary N. Carlson at (651) 281-1255 or gcarlson@lmc.org

Municipal interest rates on judgments and awards unchanged

On Thursday, the House Judiciary Finance and Policy committee considered and approved SF 530, the Senate version of a bill that reduces the allowable interest rate on certain judgments and awards. The House version of the bill is authored by Rep. Pat Mazorol, (R-Bloomington). Despite attempts last session to amend the bill to increase the interest rate that applies to awards and judgments involving local units of government and the state, the bill leaves in place the 2010 modifications successfully sought by cities and counties.

By way of background, a 2009 conference committee amendment to the public safety bill increased the interest rate on awards and judgments in excess of \$50,000 to 10 percent, including awards and judgments involving cities and counties. In 2010, the League successfully worked with the Minnesota Inter-County Association to modify the law to return the interest rate for all awards and judgments involving units of government to the pre-2009 level, which was based on the one-year Treasury bill yield.

During a 2011 House hearing on the bill, an amendment was successfully offered that would have set the interest rate on all awards and judgments over \$50,000 to the one-year treasury yield plus eight percent, including awards and judgments involving cities and counties, effectively undoing the 2010 changes. The League worked with Rep. Mazorol and the Senate author of the bill, Sen. Julianne Ortman (R-Chanhassen) to restore the one-year Treasury interest rate to awards involving state and local governments.

The bill was sent to the House floor.

Questions? Contact Gary N. Carlson 651-281-1255 or gcarlson@lmc.org

House committee passes two bills aimed at making prosecuting attorneys safer

Citing recent attacks on prosecutors and increasing threats against them, the House Public Safety and Crime Prevention Policy and Finance Committee on Thursday approved HF 1829, a bill that would allow a county attorney or assistant county attorney to carry a firearm while on duty if they have a state-issued permit to carry. Minn. Stat. § 626.84, subd. 2, currently prohibits any individual employed or acting as an agent of any political subdivision, other than a licensed peace officer, from carrying a firearm when on duty. The measure is authored by the committee's chairman, Rep. Tony Cornish (R-Vernon Center).

The bill would not supersede a judge's right to ban firearms from his or her courtroom.

The committee also approved the Cornish-sponsored [HF 1879](#), which provides enhanced penalties for assaulting or killing a prosecuting attorney while that person performs his or her official duties.

The Minnesota Sheriffs' Association testified in support of the bills, as did individual prosecutors. Both bills were sent to the floor for action by the full House. Neither have Senate companions at the present time.

Questions? Contact Anne Finn at (651) 281-1263 or afinn@lmc.org.

Bill that Would Affect Environmental Permitting to be Heard Next Week

Senate Environment & Natural Resources Committee chair Sen. Bill Ingebrigtsen's bill ([HF 1567](#)) related to environmental permitting reform will be heard next Tuesday. This proposed legislation would directly affect permitting by cities in the state of the Minnesota. Stay tuned for more information next week.

Questions? Contact Craig Johnson at (651) 281-1259 or cjohnson@lmc.org.

How to access Legislative committee schedules

For the latest committee agendas and hearings, check here: [House](#), [Senate](#), and [combined](#) schedule.

Free Parking at the League

Don't forget! City officials from member cities can park at the League's lot for free when you visit the Capitol. Please sign in at the front desk. There are printed daily schedules of hearings and maps of the Capitol at the Front Desk and the IGR department is located right behind the desk. Stop by and say hello.

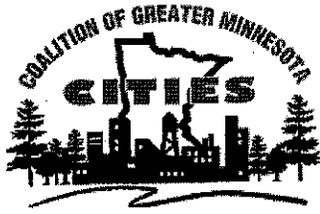
Want more?

Did you miss the Cities Bulletin this week? Check out the [latest stories from IGR staff](#) and follow [#lmcleg](#) on Twitter.

During the session, we anticipate conducting webinars focusing on timely issues of importance to city officials. For example, on Monday March 5 there will be a webinar about the February state budget forecast and other legislative issues. More information can be found on the [League's web site](#) and in the Cities Bulletin. There will also be opportunities for you to contact your legislators about legislation throughout the 2012 session—stay tuned to the Cities Bulletin, Friday Fax, [15-minute advocate](#), and phone calls or e-mails from IGR staff for specific opportunities. We thank you in advance for your time and attention toward advocacy on legislation related to cities.

If you have questions about legislative issues or about traveling to the Capitol, please contact any member of the [League's Intergovernmental Relations team](#).

You are currently subscribed to legislative as: snasby@windom-mn.com
To unsubscribe send a blank email to leave-201191-26555.93b11c0513adfa6f2b53b35dd3d472bb@listserv.lmc.org



Coalition of Greater Minnesota Cities
CGMC in Brief

January 26, 2012

Contact: Tim Flaherty
651-225-8840

**Keeping the
Supermajority
Constitutional
Amendment off the
Ballot**

CGMC lobbyists have been actively working to keep supermajority constitutional amendments off the 2012 ballot. Tim Flaherty and Bradley Peterson met with key legislators and the Governor regarding CGMC's opposition, and reached out to other organizations to join with CGMC working to keep this measure off the ballot.

CGMC lobbyists, together with city officials, have also been meeting with local Chambers of Commerce throughout Greater Minnesota to engage these organizations to adopt positions against supermajority amendments. CGMC lobbyists have also been meeting with Greater Minnesota newspapers about the effects of supermajorities and encouraging them to editorialize against the proposed constitutional amendment. This week, the Grand Forks Herald published this opinion piece as a result: <http://bit.ly/zjym5x> CGMC media outreach also resulted in favorable press in the Star Tribune and Albert Lea Tribune, which was highlighted in last week's "CGMC in Brief."

In its November/December 2011 newsletter, the Minnesota Taxpayers Association analyzed the effects of supermajority amendments in other states and concluded, "At best supermajorities appear unnecessary. At worst, they can severely hamstring the ability of government to modify tax policy in response to demographic conditions, economic realities, and federal changes." CGMC will carry this strong message forward in its continued meetings with lawmakers and local leaders

**Sign Up Now for
CGMC Legislative
Action Day**

CGMC's Legislative Action Day and Mancini's reception and dinner is right around the corner. This year's event is February 8th. Hot topics to be discussed are pending bills on constitutional amendments which would limit the legislature's authority to budget and raise revenue, the CGMC's Greater Minnesota Economic Recovery Plan, and Local Government Aid. Registration materials are attached. Don't forget to make appointments for that afternoon with your legislators, and be sure to invite them to join us for the reception and dinner at Mancini's.

**Davids and Runbeck
Introduce Levy Limit
Bill**

With the first day of session came a series of new bill introductions. Most relevant for communities across Minnesota is H.F. 1911 authored by Rep. Greg Davids and Rep. Linda Runbeck. This bill would restrict a city's levy increase to 1.9%. The full bill can be reviewed here: <http://bit.ly/y8CVHn>. The bill has not been scheduled for a hearing, nor does it have a companion bill in the Senate yet.





COTTONWOOD COUNTY HIGHWAY/SOLID WASTE

Ronald Gregg P.E., County Engineer/Solid Waste Administrator
1355 9th Ave □ WINDOM, MN 56101

Ph. (507) 831-1389

Fax (507) 831-2367

January 12, 2011

TO: Business Owner

FROM: Ronald Gregg, Cottonwood County Solid Waste Administrator

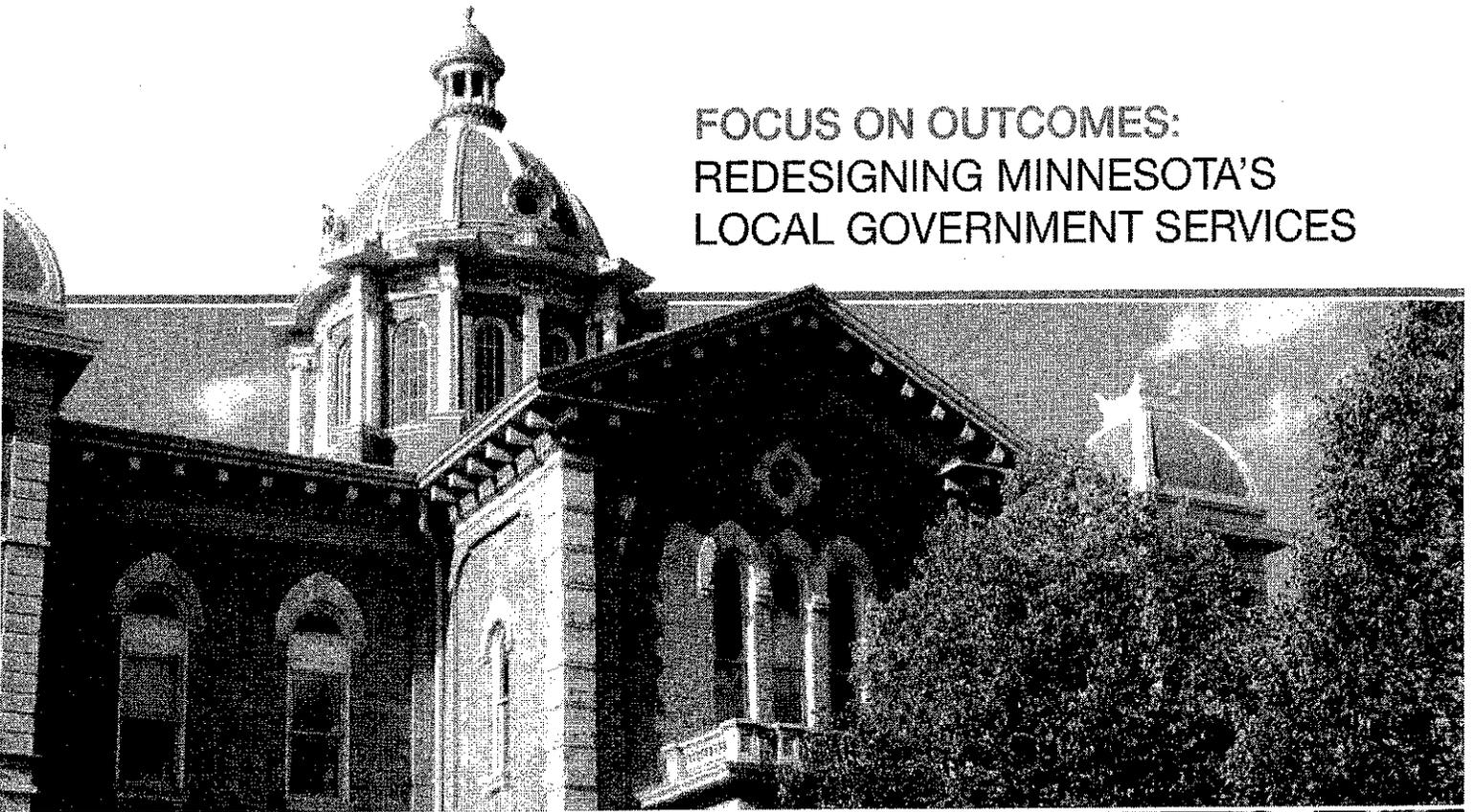
Due to the changes to Single Stream Recycling the County will no longer bill you for the additional pickups you have been receiving on monthly or yearly bases. Instead of a bill each month the fees will be added to your taxes. For an example if you pay \$12 a month the amount added to your solid waste assessment will be \$144.

If you have any questions please feel free to contact me at 507-831-1389.

Sincerely,

Ronald Gregg PE
County Engineer/Solid Waste Administrator

FOCUS ON OUTCOMES: REDESIGNING MINNESOTA'S LOCAL GOVERNMENT SERVICES



Ideas generated from the 2011 local government innovation forums



Introduction 2

Key principles for effective redesign of local government 4

Lessons from the local government innovation forums. 6

Conclusion and recommendations. 10

Dear Friends,

Minnesota is known as the land of 10,000 lakes, but could just as easily be known as the land of 10,000 ideas. For generations, our state has been a national leader in innovative public service delivery because we're willing to work together across geographies and jurisdictions to find the best possible solutions for our citizens.

From the beginning, our local units of government have been at the front lines of Minnesota's culture of innovation in public services. We've gone from more than 8,000 school districts decades ago to 336 districts today as our schools revised their delivery models to meet modern education needs. We've entered shared service agreements across cities, counties and school districts for everything from police services to information technology and financial management. No matter the issue, our local leaders have demonstrated the creativity needed to make government work for Minnesotans.

Today our state is facing a "new normal" – with an increasingly aging population, growing public service needs, a changing workforce and a shrinking base of taxpayers – and these circumstances are calling us to innovate again.

And our members are rising to the challenge. In November 2011 we brought together more than 400 of our members – city council members and administrators, county administrators and county commissioners, superintendents and school board members – to do just that. Across six meetings, some of Minnesota's most passionate and innovative local leaders came together to share their experiences with redesign and to explore new opportunities to work together across jurisdictions. They shared stories of what's working in their communities, and they shared their hopes for their community's future.

We left these meetings with three critical lessons:

- 1 Redesign is facing some barriers to change.** Changing the way services are managed or delivered is never easy, and it hasn't been for our local leaders working to redesign services in their communities.
- 2 Leaders agree that five essential elements are needed to redesign local governments.** Barriers are not permanent obstacles, and many local leaders have moved past them.
- 3 Minnesota's local governments are ready to innovate. In fact, they're already doing it.** In Beltrami County, local government leaders have redesigned dozens of services from natural resource management to workforce training and more. A consortium of schools in Northeastern Minnesota is joining technology and sharing teachers to offer first-class electives in the state's most rural stretches. Cities in Dakota County collaborated with the county and consolidated the 911 public safety dispatch services.

In the pages that follow, we dive deeper into these important lessons to offer a picture of our members' experiences, exasperations and aspirations for redesign. These forums offered us outstanding lessons about the potential of collaboration and redesign for our members. Now we hope that our state leaders will join us in providing our members with the flexibility and support they need to see it through.

James F. Miller

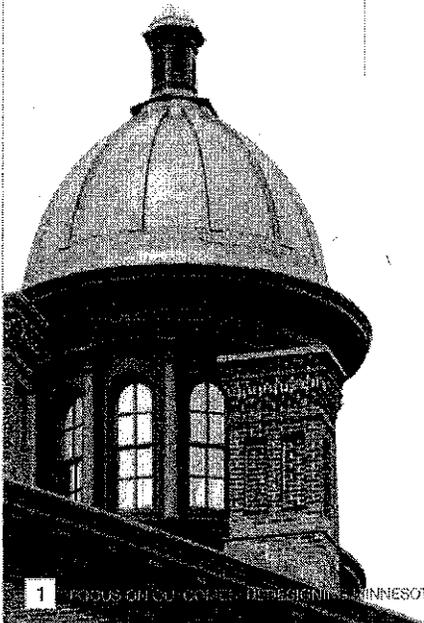
Jim Miller
Executive Director
League of Minnesota
Cities

Jeff Spartz

Jeff Spartz
Executive Director
Association of
Minnesota Counties

Bob Meeks

Bob Meeks
Executive Director
Minnesota School
Boards Association



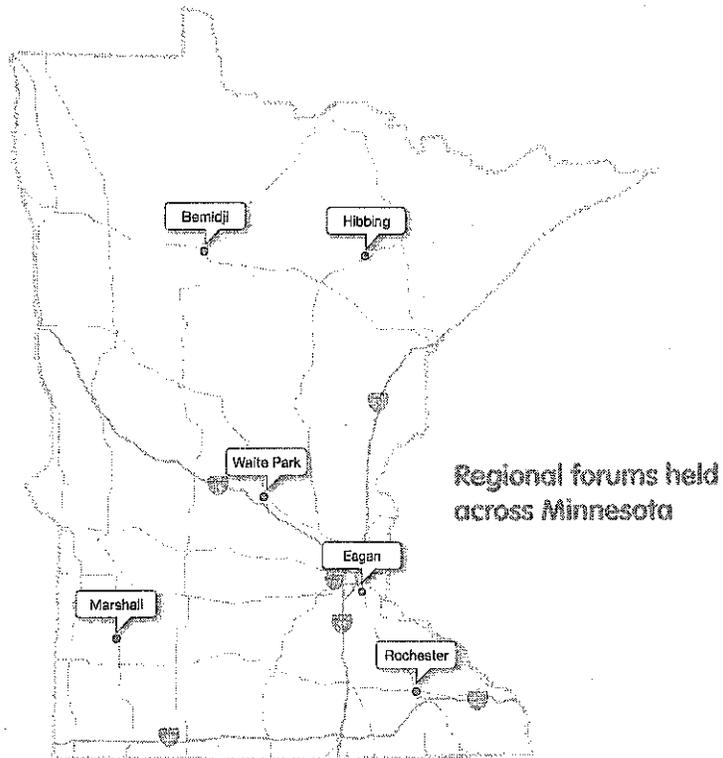
INTRODUCTION

Planning for Minnesota's future

In November 2011, six "Local Government Innovation Forums" were convened regionally across the state. The Innovation Forums brought together more than 400 city, county and school district leaders, including both elected and appointed officials to generate ideas about ways they could collaborate across jurisdictions for better public service delivery.

Generally redesign and government innovation discussions have occurred only locally, regionally or within a specific jurisdiction — for example, cities and school districts within a county or two neighboring counties collaborating to share a program or service. These forums provided local government leaders an opportunity to meet and explore opportunities around local government redesign and innovation across the state, with a focus on cross-jurisdictional collaboration.

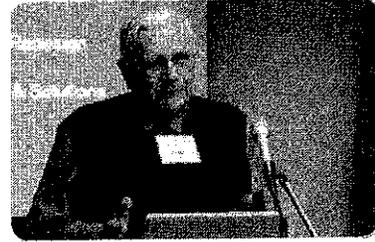
The Innovation Forums were hosted by the League of Minnesota Cities (LMC), the Association of Minnesota Counties (AMC) and the Minnesota School Boards Association (MSBA) in partnership with the Minnesota House of Representatives Redesign Caucus and InCommons, an effort of the Bush Foundation and its partners. The events offered local government leaders a unique opportunity to learn about the potential of redesign for their work, and to foster information and idea-sharing among a diverse group of leaders from across the region.



The Bush Foundation provided funding for these Innovation Forums with additional support provided by Beyond the Bottom Line, a partnership of the Bush Foundation, Minnesota Philanthropy

Partners (The Saint Paul Foundation and The Minnesota Community Foundation), Northwest Area Foundation, Blandin Foundation and The Minneapolis Foundation.

"We need to define why we need the change while honoring the past. And doing that in such a way that the community understands why this is going to give a better product, why it is going to be a better service and what are the efficiencies that come about because we are going to do it differently." — BREANNA BLY, ROCHESTER SCHOOL BOARD MEMBER



The innovation forums

Each regional forum featured equal representation from cities, counties and school districts. Local leaders were seated in small groups to intentionally encourage cross-jurisdictional conversations. Legislators, nonprofit and local government associations, and other key local redesign stakeholders were also invited to join the forums to learn from the ideas generated.

Relationship building was an essential focus of the meeting design – and a critical element to successful systems change. The Innovation Forums created spaces to build and strengthen relationships among local government leaders in order to better understand how they could work collectively to meet

the evolving needs of communities with anticipated fewer resources.

Forum participants were provided a baseline of information on population changes and economic factors – sometimes referred to as the “new normal” which are placing unprecedented pressures on government. After a short presentation, small groups of six to eight local government leaders engaged in a facilitated conversation

which focused on identifying 1) new ideas for shared public services, 2) barriers to redesign and innovation, and 3) the necessary elements to support change at the local level.

The report that follows is a synthesis of the ideas for and barriers to redesign, as well as the elements of change, offered in the Forums’ facilitated discussions.

"We can't keep doing things the same way. We're running out of money, we're running out of young people... Times are changing and we need to redo what we do. It happens all of the time in the private sector and the public sector is coming along, too."

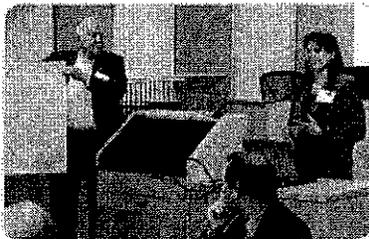
— DAVE BARTHOLOMAY, MAYOR OF CIRCLE PINES

KEY PRINCIPLES

Making the case for innovation and redesign

The new normal

Minnesota's state and local governments have faced growing budget deficits in recent years as they struggle to address the State's long-term, structural budget deficit. In particular, according to state demographer Tom Gillaspay, state and local budgets are facing several converging factors that stand to have a lasting impact on how public services are managed and delivered in the years to come. These factors include aging populations, an evolving economy and increasing service demands.



Aging population

In the decade from 2011 to 2020, more Minnesotans will turn 65 than in the past 40 years combined, and even more Minnesotans will turn 65 in the decade that follows. The aging of Minnesota will place growing demands on public services from healthcare to transportation to housing and more.

An evolving economy

Experienced, but aging, Minnesotans are leaving the workforce for retirement while the very nature of our economy is transitioning from the Great Recession. As these high-earning employees leave the workforce, and tax rolls, to be replaced with younger, lower-earning workers, it's likely that the state's tax revenues could stagnate, as well.

Increasing service demands

The Great Recession combined with the state's aging public infrastructure is placing increased demands on public services from healthcare to road maintenance and repair and many more.

According to Gillaspay, local leaders have four possible responses to these challenges, two typical and two often unexpected:

- Cut government programs.
- Raise taxes.
- Increase economic growth. That is, equip our workforce to do more, be more productive and make Minnesota an economic leader.
- Increase government productivity. That is, redesign the way we deliver services to ensure the greatest possible outcomes for every tax dollar spent.

"In the next decade Minnesota will see as many people turn 65 as we have had in the past four decades combined. And in the decade after this, we'll have even more. That's a significant shift, and it has significant implications for public services." — TOM GILLASPY, STATE DEMOGRAPHER



Key principles for effective redesign

Forum participants offered dozens of ideas for redesign and innovation ranging from simple management alignment opportunities to complex, multi-jurisdictional program redesigns. Many of these ideas could be implemented without legislative approval, while others will require intentional partnerships with the state. Still, all ideas may not be good ideas and all good ideas may not make strategic sense for a local government, a region or the state.

The following key principles were established by the Beyond the Bottom Line funders as a tool to help state and local government leaders, nonprofits and citizens effectively evaluate the true potential of redesign ideas.

1 Make strategic choices

Prioritization is a critical element of government redesign, from assessing the highest public needs to evaluating the best way of providing services.

2 Innovate

Governments need to think long-term with their budget challenges, and to be willing to toss out the old rules and try new program structures and delivery systems.

3 Deliver better outcomes

Paying for processes and continuing with the current results won't be enough. Minnesotans want their government to get the greatest possible outcome for every tax dollar they spend.

LESSONS

Lessons from the local government innovation forums

Redesign is facing some barriers to change

These Innovation Forums generated a sense of collective thinking, and a shared vision that change is necessary and “doable.” Yet, throughout these conversations, local government leaders also offered observations about the barriers faced in pursuing redesign initiatives. Across the forums, five barriers to redesign consistently emerged from partners.

Process, not outcomes, drives services

Above all, the most common barrier to redesign noted by Forum participants was the focus on process over outcomes. Elected leaders, in particular, cited both the nature of state funding streams and the process-oriented culture within state and local government systems. This culture limits innovation and rewards the status quo.

Limiting beliefs

Local leaders identified many behaviors, habits, and thinking that get in the way of working together in new ways. Several cited turf issues that exist across jurisdictions and the desire to protect one's own assets and ways of work; the small and big town rivalries that perpetuate negative stereotypes; and strong culture identities within communities that create a reluctance to collaborate.

Eroding state-local relationships

Several event participants explicitly noted feeling that the state-local government relationship has eroded

over recent years. Consequently trust is low and blame is high. These local government leaders are eager to see signs of cooperation from the state, and to find ways to work collaboratively on redesign.

Focus on preventing liability

Both fiscal and political liabilities were barriers noted by several Forum participants. For these participants, fiscal liability concerns are exemplified by the costs and complexities of liability insurance, which often spiral in cross-jurisdictional collaborations. Political blame and liability were also noted as key barriers to change. Administrators noted that exposé stories on a government program or activity gone awry foster a fear of innovation among government staff. Elected officials, on the



“[Both state and local leaders] are all so afraid that we’ll all be caught in some kind of a failure, that we’ll let some mistake get past us, that [it seems like] we are spending 90 cents on controls for a dollar product.”

— AMY CAUCUTT, OLMSTED COUNTY

other hand, noted constituents’ anxieties around proposed changes to service delivery, which often manifest themselves in calls of anger or even electoral defeat.

Lack of a statewide plan

Concern was raised by several participants over the evolving priorities at the state level which change as often as people in

“There’s the identity issue, there’s turf, and there’s ego, and there’s the fear change. We’ve got to get people to understand that we’ve got to change to stay alive.”— JO EMERSON, MAYOR OF WHITE BEAR LAKE

office change. Local leaders were concerned that, without a statewide vision, priorities would continue to shift and local governments' redesigns of one year could be based on funds or policies undone the next. These leaders expressed frustration with the frequent and sharp changes in Minnesota's policy and funding directions, which in turn limit local governments' ability to

"Folks, we all have to start working together to solve each others problems. County commissioners, cities, school boards, townships, we all have to start working together because the fieldorns – no one wins."

— ROGER SKRABA, ELY MAYOR

make the long-term decisions and investments required of thoughtful redesign. A statewide plan outlining

shared goals and outcomes was identified as important in guiding government redesign efforts.

Five essential elements are needed to redesign local governments

Ideas alone are not enough to ensure success, particularly in light of the barriers shared by Innovation Forum participants. Still, Minnesota's local government leaders are dedicated and optimistic. Despite the barriers to redesign, participants also offered their ideas and expertise on the five elements – ideas, behaviors and attitudes – needed to work past barriers and successfully implement local redesign ideas big and small.



1 Embrace change

Creating new public service systems, structures and delivery models is no easy feat. Seeding transformative redesign in and among Minnesota's local governments must begin with courageous local and state government leaders willing to take on this essential challenge. Across the Forums, local leaders shared an understanding for their essential role in fostering change – and an ambition to rise to the challenge.

2 Commitment to innovation

Yesterday's solutions simply can't solve tomorrow's problems. Local government leaders recognize this fact, and several noted that a shared commitment and vision among leaders – both state and local – to investigating new approaches and rethinking old structures is essential. This type of committed leadership is integral to success.

3 Focus on better outcomes

Cutting costs alone is not reform or redesign. Instead, quality redesigns should begin with a clear definition of the desired outcomes from the program, and those outcomes must serve as a guide throughout the redesign process. Minnesotans value our high-quality state and local public services, and Forum participants believe that the outcomes of those services should be at the forefront of any redesign.

4 Frequent communication among stakeholders

The process of implementing a redesign is typically long and change is often difficult. Local government leaders have found that success ultimately requires constant communications between city/county/school elected officials, staff and constituents about three key themes: why redesign is needed, what is being changed and how the

constituents will be impacted. Without this communication, participants believe their constituents and stakeholders can become frustrated or feel lost within the process.

5 Patience and Perseverance

Redesign, by its very nature, is not neat or easy. Some new ideas may not produce the outcomes planned; others may take years to generate significant cost savings. Local leaders who attended the Forums recognize this fact, and they believe that successful redesign efforts help constituents, staffs and other stakeholders understand it, too.

With these essential elements in place, Minnesota's local government leaders have proven redesigns are possible across the state when they protect public service outcomes and save taxpayer dollars.

"There's definitely a willingness among local units of government to work together. At the legislature, they need to know that there are people in local government that want to work together, and I think that message needs to go out to our stakeholders at the local level, too." — KEVIN DONOVAN, MAHTOMEDI SCHOOL BOARD



"The idea of communication with the public [was a major opportunity that came up]. Get the public in the side of why we need to redesign, the needs that they want, meeting those needs but understanding that resources are limited. We need to have these collaborations."

— PAUL HETLAND, CITY ADMINISTRATOR, COLD SPRINGS

Minnesota's local leaders have ideas for innovation

Beyond barriers and elements of change, the Local Government Innovation Forums were about giving the state's local government leaders a chance to come together and share ideas for how to best collaborate. Throughout the six meetings, local leaders offered hundreds of ideas to make public service delivery more efficient and cost effective while preserving program outcomes – from small process changes to full-scale program overhauls. Ultimately, the greatest opportunities for redesign and innovation fell into six key categories: Health and human services; Children, youth & education; Transportation; Public safety; Administration and management; and Government boundaries and structures.

All of these ideas will require thorough examination by local and state government leaders to assess their viability but present a foundation for continued discussion.

Health and human services

Health and Human Services range from public health nursing to medical assistance for the state's most needy citizens; and from food



Example of Innovation around health care:

Prime West is a model of county-based purchasing. County-based purchasing is a vehicle by which counties bring medical services to people on public assistance. County-based services brings cost efficiencies that stand alone counties can't access.

— Example provided during Waite Park Forum

stamps and housing supports to flu shot delivery and restaurant health inspections. Many of the local leaders who attended the Innovation Forums are looking for ways to redesign the delivery of these services by creating single points of contact, streamlining program paperwork, and otherwise managing the needs of citizens requiring human services. Ideas explored by participants aim to make services more accessible and user-friendly for citizens while lowering costs and improving program outcomes.

- *Redesign public health and/ or human service departments to focus on outcomes and consolidate administrative functions regionally.*
- *Create publicly funded health care purchasing pools to provide health care coverage for citizens and employees.*
- *Combine health care services in schools with county or city public health services.*
- *Combine social workers functions in schools and counties.*

"Right now we're working with other school districts in Itasca County and the region in Deerwood, Nashwauk-Keewatin, Floodwood, Hill City, Greenway, and Northland Community School. We're linking via technology and together we're sharing teachers and courses. Our students are getting electives and opportunities that a lot of large school districts in the Metro don't offer because we've worked together and used technology to do more with what we have."

— JOE SILKO, SUPERINTENDENT, GRAND RAPIDS

Children, youth & education

Education and learning are key services for all Minnesota communities, and they were a key topic of discussion at the Innovation Forums. Above all, local government leaders voiced a strong desire to see every Minnesota child receive a top-notch education. For these

leaders, redesign and innovation ultimately aim to both channel more dollars and opportunities into the classroom and streamline duplicative programs (e.g. library services) to concentrate resources on providing optimal services. Several redesign ideas were generated encouraging both flexibility and a holistic approach to preparing young people to lead in their communities and to move on to higher education. For example:

- Increase *flexible learning options to students*, their families, and community members at large.
- Engage community partners to provide *early education and after school or summer learning and enrichment programs*.
- *Consolidate library services* across jurisdictions, e.g. schools, cities and counties.

Transportation

Minnesota's roads involve a myriad of ownership and maintenance responsibilities, with townships, cities, counties, the state, and Minnesota's sovereign nations each maintaining their own stretches – and the staff, budgets and maintenance equipment needed to support those roads. Other public entities are involved in providing transportation services like school and senior citizen bussing services. In their entirety, transportation services are often overlapped, complex, and local leaders believe they are ripe for redesign. Some ideas for innovation and collaboration raised in the Forums aim to reduce costs and duplication, while others provided new ways of meeting constituent needs using existing resources. For example:

- *Share snowplowing equipment or coordinate plowing services* among cities, counties, school districts and the state.
- *Use school busses to meet larger transportation needs in communities*, e.g. transport

seniors to community centers or hubs for medical appointments or to purchase food or to engage in social activities.

- *Engage in co-operative fuel purchasing* among cities, counties and school districts to reduce costs and eliminate paying taxes on fuel.

Example of innovation around safety:

"We have a great example of a citizen centric model (of law enforcement) in the city of Blackduck. And how the county works with the city council in Blackduck. Basically they have a police officer and you can't tell if it's a city or a county officer because it's that blended, but it's an example of that citizen-centric approach."

— Tony Murphy,
Beltrami County Administrator

Public safety

There is already great coordination among public safety and law enforcement agencies, especially around emergencies. However, several participants also noted additional opportunities for collaboration.

- *Create public safety districts and share police, fire and ambulance services*. Regional public safety districts could create efficiencies in service delivery and potentially save resources through cross training of all emergency services.
- *Create new law enforcement models* by consolidating the number of public safety authorities.

Administration and management

From financial management staff to technology tools and resources, Minnesota's local governments all rely on several core operational

functions that, often times, can be shared across jurisdictions to save time and dollars. In each forum, participants offered numerous ideas for streamlined administrative and management functions, including:

- *Share information technology, human resources functions and/or financial management services* across jurisdictions or with groups of cities, counties or school districts.
- *Share facilities* to create opportunities to co-locate services.
- *Utilize non-profit organizations to increase service delivery*.
- *Collaborate to address constraints of Minnesota's Data Privacy Laws*, which limit data sharing across jurisdictions.

Government boundaries and structures

Local government participants noted the existing boundaries sometimes created artificial barriers. Participants stated they were interested in ensuring citizens received high quality services, and believed government boundaries and structures should not be the limiting factor in delivering high quality services.

- *Explore opportunities to consolidation school districts, cities, counties and other jurisdictions* to maximize public service delivery and administrative savings.
- *Consolidate duties within and/or across jurisdictions* to eliminate redundancy and gain administrative cost savings.

CONCLUSIONS & RECOMMENDATIONS

Flexibility is required to move ideas into action

Minnesota is changing. It is essential that local and state government leaders engage the general public and their stakeholders in serious conversations about the possible responses to these changes.

Through the events and everyday actions local government leaders are acknowledging the importance of redesigning public services. They have generated numerous ideas around innovation and redesign. And they are ready to partner with their state colleagues. The time to act is now.

The following recommendations aim to support the ideas generated during the forums and continue the courageous conversations that took place across the state. The recommendations provide suggestions for addressing the long-term needs of citizens and communities. They also provide local and state government leaders highly visible "wins" that will encourage future actions and build trust.

Above all, the Forums have demonstrated that Minnesota's local government leaders are eager to pursue public service redesigns that save costs and provide the outcomes that Minnesotans expect. However, pursuing these redesigns will take patience, flexibility and support from our state leaders, our associations, and our constituents. In particular, the League of Minnesota Cities, Association of Minnesota Counties and the Minnesota School Boards Association offer the following recommendations:

1 Minnesota's state government officials should work with local government officials to provide more flexibility, allowing for innovation. Too many state policies outline how services should be delivered and do not focus on the outcomes of delivering services.

2 State and local government leaders should create opportunities to strengthen their partnerships. This will increase state and local government leaders' understanding of each other's responsibilities, barriers and possibilities – enhancing collaborative opportunities.

3 The Minnesota Accountable Government and Collaborative (MAGIC) Act should be passed. This is an important tool that allows counties to test ways of providing services. Experiments or pilots will take place over a period of three years around service delivery.

4 Minnesota's House Redesign Caucus and its Senate counterpart should thoroughly examine the innovations and redesign ideas generated during the Forums, and

make recommendations to the appropriate House and Senate Committees for further exploration with local government leaders.

5 Funding from the legislature to assist local units of government implementing innovative ideas should be secured. Flexible funding is necessary as local units of government seek to make changes.

6 A statewide task force should be created to help strategically guide local government innovation and redesign efforts in Minnesota. This task force would help coordinate redesign efforts and provide strategic advice as key experts and stakeholders.

7 A statewide plan articulating a vision for government services and defining state and local outcomes should be created. A plan and shared set of outcomes will ensure priorities are consistently being addressed and public resources are working for citizens.



Print a Copy



Download/print a pdf of all articles in this issue

CITIES BULLETIN

Issue 3

January 25, 2012

League and Partners to Foster Continued Local Service Redesign

Local redesign is already happening, but a new report emphasizes that continued flexibility and state support are key to encouraging more local government innovation. [Read more.](#)

From the News

Fiscal Constitutional Amendments on the Agenda

Some proposed amendments would likely affect city budgets. [Read more.](#)

Key Dates Affecting 2012 Legislative Session

For legislators and others who spend time at the Capitol, there are several dates throughout the year that mark significant events and deadlines. [Read more.](#)

Governor and Feds Agree on Partnership to Reduce Farm Impacts on Water Quality

Minnesota will be the pilot project site for a combined state-federal attempt to increase voluntary farm efforts to protect water quality, but the League has some concerns. [Read more.](#)

Legislator Seeking to Expand Utility Shut-off Notification

League staff would like to hear from cities about their experience with the utility shut-off notification process. [Read more.](#)

Task Force on Election Integrity Focuses on Addressing Felon Voting

The task force is working on how to implement procedures and policies to reduce illegal voting and voter registration by felons. [Read more.](#)

Legislators Announce Reform 2.0 Agenda

The House's fall roadshow, themed "Reform 2.0," has resulted in bills to make changes in the areas of local and state government, jobs, health care, and education. [Read more.](#)

Local Information and Resources

LMC Welcomes Five New Ambassadors

[Register Now for LMCIT's Safety & Loss Control Workshops—9 Locations, Only \\$20!](#)

[Have You Visited LMC's New Facebook Page Yet?](#)

[Get Your 2011 Directory of Minnesota City Officials for a Reduced Rate—Now Only \\$35](#)

Training, Conferences, Events

Upcoming League Events

Online Training/E-Learning

Co-Sponsored Events

Events Sponsored by Other Organizations

Featured Events

2012 Safety & Loss Control Workshops

March-April—Various dates and locations

Legislative Conference for Cities, Counties, Schools, and Townships

March 22—St. Paul

2012 Annual Conference and Marketplace

June 20-22—Duluth

Quick Links

- [Archive of Previous Issues](#)
- [City Jobs](#)
- [Jobs with LMC](#)
- [Wanted/For Sale/RFP Announcements in the LMC Marketplace](#)
- [Weekly 4M Fund Rates \(Minnesota Municipal Money Market Fund\)](#)

Our Sponsors

League Business Partners and Business Associates provide valuable financial support to the League and help support our mission to serve Minnesota cities. [View LMC Sponsors](#)

Contact Us / Subscribe

The Cities Bulletin is published weekly during the legislative session and bi-weekly during the interim.

For a free subscription:

Contact Laurie Elmstrand

Administrative Assistant

lilmstrand@lmc.org

(Include name, title, city, and e-mail address for each Cities Bulletin subscriber).

For legislative questions:

Contact IGR Staff

For editorial or other Bulletin questions:

Contact Claudia Hoffacker

Editor

(651) 215-4032 or (800) 925-1122

choffacker@lmc.org

League and Partners to Foster Continued Local Service Redesign



Local redesign is already happening, but a new report emphasizes that continued flexibility and state support are key to encouraging more local government innovation.

The League of Minnesota Cities (LMC), Association of Minnesota Counties (AMC), and Minnesota School Boards Association released the report "Focus on Outcomes: Redesigning Minnesota's Local Government Services" at a press conference at the Capitol on Jan. 23.

The product of six Local Government Innovation Forums attended by more than 400 city, county, and school district officials in November, the report chronicles the redesign ideas being implemented statewide, barriers to local government redesign, and opportunities to encourage greater cross-sector collaboration among Minnesota's state and local governments.

The Focus on Outcomes report notes that aging and other demographic changes are placing increased demand on local services and, at the same time, are resulting in an eroding revenue base to support those services.

The report's recommendations and conclusions include the following:

- Minnesota's state government officials should work with local government officials to provide more flexibility, allowing for more innovation.
- State and local government leaders should create opportunities to strengthen their partnerships.
- The AMC-proposed Minnesota Accountable Government and Collaborative Act (MAGIC) should be passed.
- Minnesota's House Redesign Caucus and its Senate counterpart should thoroughly examine the innovations and redesign ideas generated during the Innovation Forums.
- Funding from the Legislature should be secured to assist local units of government implementing innovative ideas.
- A statewide task force should be created to help strategically guide local government innovation and redesign efforts.
- A statewide vision for government services and defining state and local outcomes should be created.

The report was supported and co-sponsored by the House of Representatives Redesign Caucus, led by **Rep. Carol McFarlane** ([Link to: http://www.house.leg.state.mn.us/members/members.asp?id=15278](http://www.house.leg.state.mn.us/members/members.asp?id=15278)) (R-White Bear Lake), and by the Bush Foundation and six other Minnesota foundations.

Attending the press conference as co-chairs of the House Redesign Caucus were **Rep. Diane Loeffler** ([Link to: http://www.house.leg.state.mn.us/members/members.asp?id=12270](http://www.house.leg.state.mn.us/members/members.asp?id=12270)) (DFL-Minneapolis), **Rep. Paul Marquart** ([Link to: http://www.house.leg.state.mn.us/members/members.asp?id=10401](http://www.house.leg.state.mn.us/members/members.asp?id=10401)) (DFL-Dilworth), and **Rep. Dean Urdahl** ([Link to: http://www.house.leg.state.mn.us/members/members.asp?id=10792](http://www.house.leg.state.mn.us/members/members.asp?id=10792)) (R-Grove City). Also attending were **Sen. John Carlson** ([Link to: http://www.senate.leg.state.mn.us/members/member_bio.php?mem_id=1166&ls=](http://www.senate.leg.state.mn.us/members/member_bio.php?mem_id=1166&ls=)) (R-Bemidji), chief author of AMC's MAGIC act, and **Sen. Terry Bonoff** ([Link to: http://www.senate.leg.state.mn.us/members/member_bio.php?mem_id=1069&ls=](http://www.senate.leg.state.mn.us/members/member_bio.php?mem_id=1069&ls=)) (DFL-Minnetonka). Several local government officials were also in attendance, including LMC Board members Dick Brainerd, Mahtomedi city councilmember; Susan Larson, Isanti city councilmember; and Matt Hylan, St. Francis city administrator.

In addition to the report, the three associations produced two short videos based on the comments of the Innovation Forum participants and a presentation by State Demographer Tom Gillaspay.

- **Access the full report and the videos** ([Link to: http://www.lmc.org/page/1/redesignreport.jsp](http://www.lmc.org/page/1/redesignreport.jsp))

Read the current issue of the Cities Bulletin ([Link to: http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp](http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp))

Fiscal Constitutional Amendments on the Agenda



Some proposed amendments would likely affect city budgets.

(Published Jan 25, 2012)

The 2012 Legislature convened on Jan. 24 for the second year of the state's legislative biennium. Among the bill introductions that may be discussed this year are several constitutional amendments related to the state's budget.

Process for constitutional amendments

Constitutional amendments initiated in the legislative process follow a different process than statutory bills. Similar to a bill amending statutes, a proposed constitutional amendment must be approved by a majority of the members of the House and Senate. However, unlike statutory amendments that must be presented to the governor, constitutional amendments approved by the Legislature are then submitted directly to the voters at the next general election.

Approval of a constitutional amendment by the voters has one important nuance—instead of requiring a simple majority of those voting in support of the amendment, an amendment must be approved by a majority of those voting in the general election. In other words, those not voting on an amendment are counted as voting against the proposal.

As of the first day of the 2012 session, there have been 29 constitutional amendments introduced in the House and 21 in the Senate covering a wide array of topics including instituting legislative term limits, modifying judicial elections and terms, requiring voters to present photo IDs, abolishing the office of the lieutenant governor, allowing property owners to vote on bonding and property tax questions where the property is located, modifying union membership, and even an amendment to amend the amendment process.

At this point, only the amendment defining marriage has been approved by the House and Senate and is scheduled to appear on the ballot this November.

Restrictions on state budget would impact cities

One set of proposed amendments would place various restrictions on the state budget. **HF 544** (Link to:

https://www.revisor.mn.gov/revisor/pages/search_status/status_detail.php?b=House&f=HF544&ssn=0&y=2011), authored by **Rep. Mark Buesgens** (Link to:

http://www.house.leg.state.mn.us/members/members.asp?leg_id=10081) (R-Jordan), would amend the Minnesota Constitution by prohibiting the Legislature from appropriating money from the state's general fund "for a period beyond the biennium in which the appropriation is enacted."

In most budget-setting years (odd years), the Legislature meets from January until May to craft a budget for the biennium that will begin on July 1 of that year. A strict reading of the proposed amendment suggests that the amendment might actually prohibit the Legislature from enacting a budget until July 1 of a new fiscal biennium. However it appears that the intent is to actually prohibit appropriations that extend beyond the end of the upcoming biennium.

Under either interpretation, this amendment would be particularly challenging for the state's local units of government, which rely on continuing appropriations of state aid programs such as local government aid and police and fire aids, and establish budgets based on the early state certification of those state aid amounts.

For example, under the proposed amendment, the 2013 aid payments to local governments could not be appropriated until the Legislature convenes in January 2013. However, cities and counties must establish budgets and property tax levies for 2013 by late December of 2012.

Without certification of state aid amounts before those local budgets must be set, there would be no way for city councils, county boards, or school boards to effectively or accurately set their local budgets.

More budget-related proposals

Another proposed amendment, **HF 1598** (Link to: https://www.revisor.mn.gov/revisor/pages/search_status/status_detail.php?b=House&f=HF1598&ssn=0&y=2011), would require a three-fifths vote of the Legislature to enact a state tax increase or a tax base expansion.

The amendment would also require a three-fifths vote of the Legislature for actions that raise property taxes.

The bill's author, **Rep. Steve Drazkowski** ([Link to: http://www.house.leg.state.mn.us/members/members.asp?leg_id=15286](http://www.house.leg.state.mn.us/members/members.asp?leg_id=15286)) (R-Mazeppa), has suggested that the constitution currently requires a three-fifths vote of the Legislature to issue bonds and that the same supermajority requirement should be applied to tax increases.

Rep. Keith Downey ([Link to: http://www.house.leg.state.mn.us/members/members.asp?leg_id=15311](http://www.house.leg.state.mn.us/members/members.asp?leg_id=15311)) (R-Edina) offers a different approach that focuses on directly limiting state spending. His bill, **HF 1612** ([Link to: https://www.revisor.mn.gov/revisor/pages/search_status/status_detail.php?b=House&f=HF1612&ssn=0&y=2011](https://www.revisor.mn.gov/revisor/pages/search_status/status_detail.php?b=House&f=HF1612&ssn=0&y=2011)), would limit state government expenditures for all funds, including the state's general fund, to the amount of revenue collected by the state in the previous biennium. The Downey proposal does provide an exception for expenditures for public peace, safety, or health as a result of a declared national security or peacetime emergency.

Finally, **Rep. Joe Hoppe** ([Link to: http://www.house.leg.state.mn.us/members/members.asp?leg_id=10766](http://www.house.leg.state.mn.us/members/members.asp?leg_id=10766)) (R-Chaska) has introduced **HF 1661** ([Link to: https://www.revisor.mn.gov/revisor/pages/search_status/status_detail.php?b=House&f=HF1661&ssn=0&y=2011](https://www.revisor.mn.gov/revisor/pages/search_status/status_detail.php?b=House&f=HF1661&ssn=0&y=2011)), a bill that would amend the constitution to limit state general fund expenditures to 98 percent of projected revenues for the biennium. The Hoppe amendment would also allow spending in excess of the 98 percent limit to respond to "emergencies involving the health, safety, or welfare of the citizens of the state of Minnesota" as long as the appropriation is approved by three-fifths of the members of each house of the Legislature.

Chances of passage uncertain

At this time, it is unclear whether any of these fiscal amendments may be approved by the Legislature. For local government officials, the challenge of these and other Constitutional amendments is interpreting how the language might impact the state budget and how local governments could ultimately be impacted.

Local governments in Minnesota provide a significant portion of the government services to citizens and a large portion of the state's budget is devoted to funding services at the local level. One concern that was voiced among the League's policy committee members was whether additional constitutional restrictions on the state's budget could indirectly result in further reductions in aid programs or even shift responsibility for providing services directly to local units of government.

It's no doubt cities have experienced significant cuts in state aid programs in recent years due to legislative and executive actions. However, the League's policies continue to support the role of the governor and legislators in setting the state's budget and responding to emerging issues, including fiscal challenges, without new restrictions on revenues or expenditures.

Read the current issue of the Cities Bulletin ([Link to: http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp](http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp))

Your LMC Resource

Contact Gary Carlson

IGR Director

(651) 281-1255 or (800) 925-1122

gcarlson@lmc.org ([Link to: mailto:gcarlson@lmc.org](mailto:gcarlson@lmc.org))

Key Dates Affecting 2012 Legislative Session



For legislators and others who spend time at the Capitol, there are several dates throughout the year that mark significant events and deadlines.

(Published Jan 25, 2012)

On Jan. 24, the Minnesota Legislature re-convened to begin the second half of its 87th biennial session. Constitutionally, the session must end no later than the first Monday after the third Saturday in May of the even-numbered year. In 2012, that date is May 21.

The 2012 legislative session is likely to be the most significant event between now and next November when all 201 legislative seats will be on the ballot. Most of those running for re-election will be doing so from a district that has been substantially redrawn as a part of the redistricting process.

Candidates will be eager to return home to get campaigns underway and may prefer a short session that includes few controversial votes. This desire to keep the session short will have to be balanced with a need to demonstrate legislative accomplishments on the campaign trail. Note that Gov. Dayton will not be up for re-election until 2014 since his term is four years.

Below is a list of dates that will be significant for legislators and those who spend time at the Capitol (note that committee deadlines have not yet been formally released):

- Jan 24: Legislative session begins at noon
- Feb. 2-7: Recess for precinct caucuses
- Feb. 7: Precinct caucuses
- Feb. 21: New legislative district maps released
- Feb. 29: New budget forecast unveiled
- April 6-13: Easter-Passover break (no legislative hearings)
- April 30: The day House Republicans have indicated they want to adjourn for the year
- May 4-5: Republican state convention
- May 19-20: Democratic-Farmer-Labor state convention
- May 21: Session must end under state Constitution
- Nov. 6: Election Day

Read the current issue of the Cities Bulletin ([Link to: http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp](http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp))

Your LMC Resource

Contact Anne Finn

Assistant IGR Director

(651) 281-1263 or (800) 925-1122

afinn@lmc.org ([Link to: mailto:afinn@lmc.org](mailto:afinn@lmc.org))

Governor and Feds Agree on Partnership to Reduce Farm Impacts on Water Quality



Minnesota will be the pilot project site for a combined state-federal attempt to increase voluntary farm efforts to protect water quality, but the League has some concerns.
(Published Jan 25, 2012)

Minnesota agencies will be working with federal agencies to develop a program that deals with agricultural impacts on water quality. The agreement was announced at the state Capitol on Jan. 17, when Gov. Dayton, U.S. Agriculture Secretary Tom Vilsack, and U.S. Environmental Protection Agency (EPA) Administrator Lisa Jackson publicly signed the memorandum of understanding about the agreement

Many recent studies evaluating the sources of excess sediment and nutrients in large watersheds in the state show that 70 percent or more come from agricultural lands. Voluntary efforts by farmers have, so far, fallen massively short of what is needed to address water quality concerns in Minnesota.

The new federal farm bill is expected to drastically reduce funding for farm conservation programs, meaning that farmers will be able to enroll far less land in those programs. Furthermore, farmers are increasingly choosing not to re-enroll their land in voluntary conservation programs because of the value of both the land and the prices corn will bring. This program is being promoted as a way to improve farmer participation in those voluntary efforts.

League concerns

The details of the program are not established at this point, but the League has expressed significant concerns about some of the directions that have been included as options.

Agricultural groups were the source of this proposal through the US Department of Agriculture and the Natural Resources Conservation Service. They have described this as an "ag certainty" proposal. This description implies that once a farmer has voluntarily done some list of management efforts on his or her farm, the farmer would be granted exemptions from any further environmental requirements for a specified period of time, with 10 years being mentioned regularly.

Farming operations, however, are generally not covered by the Clean Water Act, so there are almost no requirements on farmers to act when water pollution problems are found. A "certainty" program would be an exemption from, essentially, nothing. There does not appear to be any link between granting such a waiver and participation in voluntary conservation programs.

A program that actually addresses some of the barriers to voluntary involvement could make good sense. The real barriers are willingness, availability of cost share funds, crop adviser reports on how the land should be used on a given farm, lack of any reason for banks to agree to finance these improvements, and the fact that large portions of land are not farmed by the landowner any longer.

Unfair burden placed on cities

Meanwhile, cities are regulated for both wastewater and stormwater discharges and must meet permit requirements that are constantly being made more stringent. There is no waiver of future requirements. In fact, under the state stormwater permit for cities (MS4), cities are actually required to show they are doing more each year than they did the year before. Cities must also add efforts to meet any new total maximum daily load (TMDL) reduction that is identified.

Our citizens and businesses are regularly required to pay higher rates and taxes to meet these requirements. That problem could become even worse if some farms are able to claim that the plan to clean up a polluted watershed cannot ask them to do anything additional.

The League will be actively involved in the discussion about how this pilot project would work if it were to be implemented in Minnesota. While most efforts to reduce agricultural impacts on water quality are likely to continue to be voluntary, we must arrive at a solution where farms are doing their fair share of the work to protect and clean up our lakes and rivers.

- **Learn more about the state-federal agreement from Gov. Dayton's website** *(Link to: <http://mn.gov/governor/newsroom/pressreleasedetail.jsp?id=102-34735>)*

Read the current issue of the Cities Bulletin *(Link to: <http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp>)*

Your LMC Resource

Contact Craig Johnson

IGR Representative

(651) 281-1259 or (800) 925-1122

cjohnson@lmc.org *(Link to: <mailto:cjohnson@lmc.org>)*

Legislator Seeking to Expand Utility Shut-off Notification



League staff would like to hear from cities about their experience with the utility shut-off notification process.

(Published Jan 25, 2012)

When foreclosed homes are left vacant there may be no resident left to request that the utilities be turned off. This can result in frozen pipes and severe water damage, which increase the problems caused by foreclosed and vacant properties.

To address this problem, the League of Minnesota Cities worked with stakeholder groups to pass legislation in 2008 requiring utilities to notify cities of shut-off notices. This has allowed cities to shut off water to vacant homes, reducing property damage and helping neighborhoods.

Sen. Tom Bakk ([Link to: http://www.senate.leg.state.mn.us/members/member_bio.php?mem_id=1003&ls=](http://www.senate.leg.state.mn.us/members/member_bio.php?mem_id=1003&ls=)) (DFL-Cook), hoping to stem property damage caused by electricity to vacant homes being turned off, has convened a working group to expand the statutory shut-off notification requirements. While the proposed format has yet to be finalized, interested parties are looking to increase communication among banks, utilities, and property managers with an eye toward keeping the power flowing to homes, in particular those with sump pumps necessary to prevent flooding.

Although the proposal at this point will not directly impact cities, has increased interest in the existing utility shut-off process and League staff would like to hear from cities about how they have used the shut-off notification to minimize property damage to vacant homes.

Please send comments or opinions to League staff member Patrick Hynes (see right) by Feb. 3.

Read the current issue of the Cities Bulletin ([Link to: http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp](http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp))

Your LMC Resource

Contact Patrick Hynes

IGR Representative

(651) 281-1260 or (800) 925-1122

phynes@lmc.org ([Link to: mailto:phynes@lmc.org](mailto:phynes@lmc.org))

Task Force on Election Integrity Focuses on Addressing Felon Voting



The task force is working on how to implement procedures and policies to reduce illegal voting and voter registration by felons.

(Published Jan 25, 2012)

At meetings in December and January, the Governor's Task Force on Election Integrity has focused on felon voting issues in hopes of reducing and preventing felons from registering to vote or casting ballots when they are ineligible to do so.

Among the approaches under active consideration are:

- Making felons more aware of and providing clearer and more effective notice of ineligibility (such as upon release from prison and when under continued supervision after release).
- Simplifying the prohibition of voting privileges by limiting ineligibility to convicted felons who are incarcerated and serving a sentence for a felony imposed by the court.
- Notifying ineligible felons that they have the opportunity to withdraw or cancel their registration until they are eligible to vote. Felons are generally eligible to vote once they complete their probation.

Members of the task force have expressed strong interest in existing laws in other states such as North Dakota and Rhode Island, where ineligibility to vote is imposed only on felons who are currently in prison serving a sentence imposed for a felony conviction.

Tom Ferber and Judy Schwartz, city election administrators who serve on the task force, recently discussed task force deliberations on the felon voting issue with colleagues who serve in cities in Hennepin County. Reports indicate that those city election officials concur that felon voting procedures need attention. Simplification of notice requirements, along with more transparent ineligibility requirements would be welcome.

The process of challenging an ineligible voter due to felon status in the polling place has proved to be uncomfortable. Election judges have expressed concern and reservations about administering the challenge process when signing in voters at the roster table.

Next, the task force will examine options and limitations on the use of electronic poll books to verify voter eligibility and sign in voters at the polls. The task force is due to report to the 2013 Legislature its recommendations for changes in state election law and administrative procedures to assure voter confidence in and improve the efficiency of the voting process.

Read the current issue of the Cities Bulletin ([Link to: http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp](http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp))

Your LMC Resource

Contact Ann Higgins

IGR Representative

(651) 281-1257 or (800) 925-1122

ahiggins@lmc.org ([Link to: mailto:ahiggins@lmc.org](mailto:ahiggins@lmc.org))

Legislators Announce Reform 2.0 Agenda



The House's fall roadshow, themed "Reform 2.0," has resulted in bills to make changes in the areas of local and state government, jobs, health care, and education.

(Published Jan 25, 2012)

Several legislators came together on Jan. 19 for a joint press conference to announce their Reform 2.0 agenda. While many House members attended and participated in the press conference, the Senate was represented by **Senate Majority Leader David Senjem** ([Link to: http://www.senate.leg.state.mn.us/members/member_bio.php?mem_id=1058&ls=](http://www.senate.leg.state.mn.us/members/member_bio.php?mem_id=1058&ls=)) (R-Rochester) and **Sen. Michelle Benson** ([Link to: http://www.senate.leg.state.mn.us/members/member_bio.php?mem_id=1184&ls=](http://www.senate.leg.state.mn.us/members/member_bio.php?mem_id=1184&ls=)) (R-Ham Lake).

Their press conference materials broke down the suggested reforms into four areas: government, health care, education, and jobs and the economy. The various ideas are likely to show up as bill introductions in the next few weeks. Many of the ideas were introduced officially last year and are now ripe for committee discussion. One Twitter mention from a legislative staffer indicated there would be 58 bills associated with Reform 2.0.

Goals of the movement that fit in with municipal concerns include:

- Equalize government pay and benefits with the private sector.
- Reduce the executive branch departments and align staff/management ratios.
- Require city and county governments to present budget and spending information in an easy-to-understand format designed to educate taxpayers and engage citizens in local government spending decisions.
- Consolidate back office functions; streamline and reduce fleet management; and evaluate real estate leases.
- Work with local governments to provide requested mandate relief by ending prescriptive, redundant, and outdated mandates.
- Fix problems encountered during the government shutdown by:
 - Granting licensing and inspection authority to independent contractors or local governments.
 - Allowing Canterbury Park, Minnesota Racing Commission, Minnesota State Lottery, and Minnesota Zoo, and others to operate during a government shutdown.
 - Letting people buy beer.
- Require that the state budget include federal insolvency contingency planning.

The third bullet is a reference to a bill that will likely be introduced soon, coming from the National Association of Industrial and Office Parks (NAIOP). NAIOP staff have been working with the Minnesota Taxpayers Association on this legislation.

They attended a meeting of the League's Improving Fiscal Futures Policy Committee last summer to explain their ideas around object coding and making it easier to compare the various aspects of cities and their budgets. Expect a longer explanation as the bill is introduced.

Read the current issue of the Cities Bulletin ([Link to: http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp](http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp))

Your LMC Resource

Contact Jennifer O'Rourke

IGR Representative

(651) 281-1261 or (800) 925-1122

jorourke@lmc.org ([Link to: mailto:jorourke@lmc.org](mailto:jorourke@lmc.org))



LMC Welcomes Five New Ambassadors

LMC ambassadors provide support, guidance, and training directly to city officials throughout the state.

The League welcomes Severin Blenkush (Browerville), Bill Craig (St. Michael), Les Heitke (Willmar), Rosemary Masloski (Stacy), and Linda Weber (Wanda) to the ranks of LMC ambassadors. They join nine other ambassadors in providing service to cities.

Through the Ambassador Program, retired city officials (both elected and appointed) visit with member cities throughout the state on behalf of the League. Ambassadors visit with newly elected (and sometimes appointed) officials in their region and offer limited advice on topics.

Ambassadors work to ensure members are aware of the services available to them through League membership, and that member needs are heard and addressed. Ambassadors visit member cities most often by making an appointment with the city in advance.

Ambassadors are also available to make a visit upon a city's request. To request a visit, contact the Ambassador in your region.

- **See the list of ambassadors and the territories they serve** (*Link to: <http://www.lmc.org/page/1/ambassadors.jsp>*)

Read the current issue of the Cities Bulletin (*Link to: <http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp>*)

Your LMC Resource

Contact Heather Cederholm

Member Outreach Coordinator

(651) 281-1256 or (800) 925-1122

hcederholm@lmc.org (*Link to: <mailto:hcederholm@lmc.org>*)

News Release

Minnesota Department of Transportation
395 John Ireland Boulevard
Saint Paul, MN 55155

Date: Jan. 19, 2012
Carpenter

Contact: Nick

651-366-

4279

To be released: Immediately

MnDOT seeks public input for 20-year Statewide Multimodal Transportation Plan *Revised date—Mankato open house changed to Feb. 13*

ST. PAUL, Minn. —The public, transportation stakeholders and local government officials are invited to provide input for Minnesota's 20-year Statewide Multimodal Transportation Plan at one of nine upcoming open houses statewide.

- **Jan. 30** in **Duluth**—ARDC Office, 221 First St. W., Duluth, Minn.
- **Jan. 31** in **Crookston**—MnDOT Crookston Office, 1320 Sunflower St., Crookston, Minn.
- **Feb. 1** in **Moorhead**—Hjemkomst Center, 202 First Ave. N., Moorhead, Minn.
- **Feb. 2** in **St. Cloud**—MnDOT St. Cloud Office, 3725 12th St. N., St. Cloud, Minn.
- **Feb. 8** in **Minneapolis**—University of Minnesota Urban Research & Outreach-Engagement Center, 2001 Plymouth Ave. N., Minneapolis, Minn.
- **Feb. 9** in **Maplewood**—Maplewood Community Center, 2100 White Bear Ave., Maplewood, Minn.
- **Feb. 13** in **Mankato**—MnDOT Mankato Office, 2151 Bassett Drive, Mankato, Minn.
- **Feb. 15** in **Marshall**—Marshall Library, 201 C St., Marshall, Minn.
- **Feb. 16** in **Rochester**—Rochester Public Library, 101 Second St. SE, Rochester, Minn.

All meetings will take place from 4 to 7 p.m. A brief presentation will be given at 4:30 p.m. and repeated at 6 p.m. Attendees may come and go at any time.

Those unable to attend in-person can participate in an online webinar via Adobe Connect Feb. 6, from 11 a.m. to 12:30 p.m. For details, visit www.minnesotagoplan.org/participate.html.

Topics covered will include the recently adopted Minnesota GO vision for transportation, current transportation system, future challenges and opportunities facing transportation, draft plan objectives and strategies and how the plan will be used.

Minnesota's 20-year Statewide Multimodal Transportation Plan establishes overarching guidance and priorities for making state transportation decisions across all modes of transportation. The open houses will provide Minnesotans with an opportunity to learn about the current multimodal system, the challenges we will face in the future, and how we can address those challenges. The public is also invited to provide feedback on draft transportation objectives and planning strategies.

To request an interpreter (ASL or other language) or other reasonable accommodation, call Janet Miller at 651-366-4720 or 1-800-657-3774 (Greater Minnesota); 711 or 1-800-627-3529 (Minnesota Relay). Alternatively, send an email to janet.rae.miller@state.mn.us. Please request at least one week in advance.

Gathering input for the 20-year Statewide Multimodal Transportation Plan is an important next step in turning Minnesota GO, the recently adopted 50-year transportation vision, into reality. Minnesota GO aims to better align the state's transportation system with what Minnesotans expect for their quality of life, economy and natural environment.

In addition to the public open houses, there will be a public comment period and a public hearing in March or April after the draft plan is available. The final plan is scheduled for adoption this spring. Updates to state plans for highways, rail, aviation, transit, freight and non-motorized transportation will follow.

For more information on the project, visit www.minnesotagoplan.org or follow the plan on Twitter, [@minnesotago](https://twitter.com/minnesotago), and Facebook, www.facebook.com/MinnesotaGO.

For more information, contact Kirby Becker, MnDOT Office of Statewide Multimodal Planning, at 651-366-3740 or kirby.becker@state.mn.us.

####



Coalition of Greater Minnesota Cities

CGMC in Brief

January 20, 2012

Contact: Tim Flaherty
651-225-8840

Governor's Bonding Bill Funds CGMC Priorities

Governor Dayton released a \$775 million bonding proposal Tuesday filled with projects benefitting state and local priorities. Flanked by a bevy of construction workers at the Capitol, the Governor argued his bonding bill would put over 21,700 people back to work.

The Governor's bill included many provisions directly supported by the CGMC either as a legislative priority or as part of the CGMC's Greater Minnesota Economic Recovery plan:

- **\$5 million for the Greater Minnesota Business Development Public Infrastructure (BDPI) grant.** This program, initiated by the CGMC in 2003, provides up to 50% of capital costs associated with development of industrial parks.
- **\$10 million for Transportation Economic Development.** This program helps finance infrastructure improvements necessary for job creation.
- **\$5 million for the Redevelopment Grant program.** This program helps local governments recycle obsolete or abandoned properties.
- **\$25 million for the Local Bridge Replacement Program.** These funds will help bring approximately 82 bridges up to current maintenance standards.
- **\$10 million for Greater Minnesota Transit.** These funds will help building or remodeling needs of Greater Minnesota transit facilities
- A copy of the governor's full bonding recommendations and project list can be found at bit.ly/wYft8U. For more information, please contact J.D. Burton with Flaherty & Hood, P.A.

CGMC around the State Meeting with Local Papers and Chambers

This week Tim Flaherty and Bradley Peterson are travelling around the state meeting with local newspapers, chambers of commerce and their cities. On the agenda for these meetings is the CGMC's Greater Minnesota Economic Recovery plan as well as legislative proposals for a constitutional amendment that would limit the legislature's authority to budget and raise taxes to meet Minnesota's priorities. The goal for the meetings is to secure support for CGMC's economic recovery program and opposition to constitutional amendments on budgeting and taxes. So far stops include Crookston, Thief River Falls, East Grand Forks, Moorhead, Luverne, Worthington, and Hutchinson. Stay tuned as more trips around the state are being planned.



Media Round-up:

Supermajority Amendment &

Several Minnesota newspapers covered the proposed constitutional amendment requiring a 3/5 supermajority to increase taxes. The Albert Lea Tribune featured an editorial urging the legislature to kill the supermajority measure. It argued that “the failure of state lawmakers to pass any state tax increase in about a decade or so....only has forced local governments to raise property taxes to stay functional. Such a constitutional amendment only would make property taxes go up...” <http://bit.ly/wu1fZn>

CGMC Economic Development Plan

The CGMC worked with the Star Tribune on its news article regarding the GOP’s efforts to advance the constitutional amendment. Glencoe Mayor and CGMC Vice-President, Randy Wilson, was quoted about coalition efforts to defeat this proposal, “This is horrible public policy. It is incredibly short-sighted, will skyrocket property taxes and will lead to partisan gridlock like we have never seen before in Minnesota.” <http://bit.ly/zhzxUZ>

Don Davis highlighted the proposals in CGMC’s Greater Minnesota Economic Recovery Plan this week. Fergus Falls Mayor Hal Leland and CGMC President/Worthington Mayor Hal Leland are quoted regarding the need for Greater Minnesota to be more economically competitive with neighboring states.

<http://bit.ly/yOYbgZ>



2012 CGMC Legislative Action Day Registration

Wednesday, February 8, 2012

Tentative as of January 16



- 10:30 a.m.** **Board of Directors Meeting** • Flaherty & Hood, P.A.
- 11:00 a.m.** **Full Membership Meeting** • Flaherty & Hood, P.A.
- 12:00 p.m.** **Lunch** • Flaherty & Hood, P.A.
- 1:00 p.m.** **Lobby at Capitol Complex** • Capitol/State Office Building
CGMC members are responsible for scheduling appts. with legislators.
- 3:30 p.m.** **Legislative Panel** • Flaherty & Hood, P.A.
 - Rep. Linda Runbeck, R-Circle Pines (invited)
 - Rep. Paul Marquart, DFL-Dilworth (invited)
 - Sen. Roger Chamberlain, R-Lino Lakes (invited)
 - Sen. Rod Skoe, DFL-Clearbrook (invited)
- 5:30 p.m.** **Legislative Reception** • Mancini's
- 6:30 p.m.** **Dinner** • Mancini's

Flaherty & Hood, P.A.

525 Park St.
Suite 470
St. Paul, MN 55103

Mancini's

531 W. 7th St.
St. Paul, MN 55102

**Holiday Inn RiverCentre
(near Xcel Energy Center)**

175 W. 7th St.
St. Paul, MN 55102
651-225-1515
Single/Double: \$117 + tax
Triple: \$127 + tax
Quad: \$137 + tax
Rooms blocked for 2/7 & 2/8

**Best Western Kelly Inn
(near Capitol)**

161 St. Anthony Ave.
St. Paul, MN 55103
651-227-8711
All rooms: \$99 + tax
Rooms blocked for 2/7 & 2/8

REGISTRATION *(Make extra copies as needed)*

City _____

Name/Title _____

Please check the events you will attend:

- 10:30 a.m. Board of Directors Meeting
- 11:00 a.m. Full Membership Meeting
- 12:00 p.m. Lunch
- 3:30 p.m. Legislative Panel
- 5:30 p.m. Legislative Reception at Mancini's
- 6:30 p.m. Dinner at Mancini's

Name/Title _____

Please check the events you will attend:

- 10:30 a.m. Board of Directors Meeting
- 11:00 a.m. Full Membership Meeting
- 12:00 p.m. Lunch
- 3:30 p.m. Legislative Panel
- 5:30 p.m. Legislative Reception at Mancini's
- 6:30 p.m. Dinner at Mancini's

Name/Title _____

Please check the events you will attend:

- 10:30 a.m. Board of Directors Meeting
- 11:00 a.m. Full Membership Meeting
- 12:00 p.m. Lunch
- 3:30 p.m. Legislative Panel
- 5:30 p.m. Legislative Reception at Mancini's
- 6:30 p.m. Dinner at Mancini's

**Registration per
Person: \$65**

- Bill me
- Payment enclosed
- I'll pay at the meeting

Please make checks payable
to CGMC.

Please include \$25 for each
additional guest dinner.

Return completed form to:

Colleen Millard
cmillard@flaherty-hood.com
Phone: 651-259-1914
Fax: 651-225-9088
525 Park St., Suite 470
St. Paul, MN 55103

2012 CGMC Legislative Action Day Agenda

Wednesday, February 8, 2012

Tentative as of January 16



- 10:30 a.m. Board of Directors Meeting** • Flaherty & Hood, P.A.
- 11:00 a.m. Full Membership Meeting** • Flaherty & Hood, P.A.
- **Welcome and Introductions**
Mayor Alan Oberloh, City of Worthington
 - **Lobbying Updates and Messaging**
 - **LGA and State Budget**
Steve Peterson and Tim Flaherty
 - **Constitutional Amendments**
Bradley Peterson and Tim Flaherty
 - **Greater MN Economic Recovery Plan**
J.D. Burton
- 12:00 p.m. Lunch with Invited Speaker** • Flaherty & Hood, P.A.
- 1:00 p.m. Lobby at Capitol Complex** • Capitol/State Office Building
CGMC members are responsible for scheduling appointments with legislators.
- 3:30 p.m. Legislative Panel with Members of Legislative LGA Task Force** • Flaherty & Hood, P.A.
- Rep. Linda Runbeck, R-Circle Pines (invited)
 - Rep. Paul Marquart, DFL-Dilworth (invited)
 - Sen. Roger Chamberlain, R-Lino Lakes (invited)
 - Sen. Rod Skoe, DFL-Clearbrook (invited)
- 5:30 p.m. Legislative Reception** • Mancini's
- 6:30 p.m. Dinner** • Mancini's

Flaherty & Hood, P.A.

525 Park St.
Suite 470
St. Paul, MN 55103

Mancini's

531 W. 7th St.
St. Paul, MN 55102

**Holiday Inn RiverCentre
(near Xcel Energy Center)**

175 W. 7th St.
St. Paul, MN 55102
651-225-1515
Single/Double: \$117 + tax
Triple: \$127 + tax
Quad: \$137 + tax
Rooms blocked for 2/7 & 2/8

**Best Western Kelly Inn
(near Capitol)**

161 St. Anthony Ave.
St. Paul, MN 55103
651-227-8711
All rooms: \$99 + tax
Rooms blocked for 2/7 & 2/8