Council Meeting
Tuesday, January 3, 2012
City Council Chambers
7:30 p.m.

WINDOM

AGENDA

Call to Order
Pledge of Allegiance

1. Appointment of City Administrator and Assistant City Administrator

2. Approval of Minutes
   - Council Minutes–December 20, 2011
3. Consent Agenda
   - Minutes
     - EDA Commission – December 19, 2011
     - Community Center Commission – December 27, 2011
     - Utility Commission – December 28, 2011
   - Correspondence
     - Lynn Peterson – Des Moines River Trail
     - Minnesota Department of Health – Sanitary Survey Report

4. Appointment of Street Superintendent

5. Appointment of City Attorney and Assistant City Attorneys

6. Designation of Financial Institutions

7. Designation of Official Newspaper

8. Department Heads

9. License Application
   - Exempt Gambling Permit – Des Moines Valley Chapter-MN Deer Hunters Association

10. Disposition of Equipment

11. Highway 60 Speed Limits

12. Friends of the Library Donation

13. Personnel Committee - Recommendation
    - CLOSED SESSION - Employee Matters

14. Long Range Planning – Strategy III

15. New Business

16. Old Business

17. Regular Bills

18. Council Concerns

19. Adjourn

P.O. Box 38 • 444 Ninth Street • Windom, MN 56101 • Phone 507-831-6129 • FAX 507-831-6127

Preliminary

Council Meeting
Windom Community Center
December 20, 2011
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, Bradley Powers and JoAnn Ray
Council Members Absent:	None
City Staff Present:	Steve Nasby, City Administrator; Brigitte Olson, Assistant City Administrator; Bruce Caldwell, Street & Park Superintendent, Mike Haugen, Water & Wastewater Superintendent; Al Baloun, Recreation Director; Denise Nichols, Finance\Information Analyst and Mary Hensen, Administrative Assistant

3. Pledge of Allegiance

4. Approval of Minutes:

Motion by Powers second by Fossing, to approve the City Council minutes from December 20, 2011. Motion carried 5 – 0.

5. Consent Agenda:

Kruse said there were minutes from the following Boards\Commissions:

- Telecom Commission – November 29, 2011
- Airport Commission – December 2, 2011
- Library Board – December 13, 2011

Motion by Maricle second by Ray, to approve the Consent Agenda as presented. Motion carried 5 - 0.

6. Department Heads:

Bruce Caldwell, Streets & Parks Superintendent said that the Christmas Tree pick up will be on January 3, 2012 and asked residents to have them at the curb, not in the alleys, and to have removed decorations and stands.

Caldwell reported that the work at the Des Moines River dam in Windom was underway with two of the riffles substantially completed and work will be done on the third riffle and bank stabilization the remainder of this week. He expected the contractor to be nearly done by the Christmas holiday. The contractors would be taking two weeks off at the holidays and then return to do clean up and any additional work. They would also plan on coming back in the spring after the snow melt to see how the riffles performed.

Powers suggested that if there were funds left over could there be additional work such as a fourth riffle, shoreline restoration, bank stabilization or beautification before the contactor leaves the site.

Jones agreed with Powers that other work could be done if there were monies available. He asked Nasby the status of the project budget. Nasby replied that there was approximately $350,000 in State and Federal funds available. The project bid was for about $238,000 and engineering for this phase is under contract for right at $70,000. So there would be about $40,000 of funds remaining depending upon the total of the quantities and time\materials. The City also had incurred about $50,000 of other engineering and legal fees that may be recoverable for prior phases of the project.

Jones said he would like City Council authorization to allow staff or an ad hoc committee of the Council to approve additional work if there were monies available within the existing $350,000 budget.

Kruse suggested that if the engineers had firm numbers on the project, and the contractors were gone for two weeks due to the holidays, there would be an opportunity at the January 3 Council to consider additional work.

Jones noted that the work is weather dependent and it is important to have this discussion while the contractors are on site.

Powers said that he was planning on meeting with staff, the engineering representative and the contractor on December 21 to look over the project and talk about ideas. Jones said he would like to be there as well.

7. <u>2012 License Applications:</u>

Cigarette licenses for the following businesses were presented:

Casey's General Store
County Pride Services
Erickson Oil
Riverbend Liquor
Center Stop
Super America
Amoco
Hy-Vee

Powers asked if there were any violations noted. Nasby said that none were noted nor was he aware of any violations.

Motion by Powers seconded by Ray, to approve the 2012 cigarette licenses for the businesses as presented. Motion carried 5 – 0.

Games of skill licenses for the following businesses were presented:

Phat Pheasant
Godfathers Pizza
C & N Sales – Phat Pheasant
C & N Sales – Sun Bowl
C & N Sales – Happy Chef
FOE Aerie 3891 – Eagles Club
Kyle Pillatzki – Windom Arena and Windom Laundromat

Motion by Maricle seconded by Fossing, to approve the 2012 game of skill licenses for the businesses as presented. Motion carried 5 – 0.

Theatre license was presented for the Windom State Theatre.

Motion by Ray seconded by Jones, to approve the 2012 theatre license for the Windom State Theatre as presented. Motion carried 5 – 0.

Liquor licenses were presented for the following businesses:

Phat Pheasant
Sun Bowl
Eagles Club

Motion by Powers seconded by Jones, to approve the 2012 liquor licenses for the businesses as presented. Motion carried 5 – 0.

Beer and Wine license with Strong Beer authorization license for the River City Eatery.

Motion by Ray seconded by Maricle, to approve the 2012 Beer and Wine license and strong beer authorization for the River City Eatery. Motion carried 5 – 0.

Beer and Wine license with Strong Beer authorization license for the Happy Chef.

Motion by Fossing seconded by Maricle, to approve the 2012 Beer and Wine license and strong beer authorization for the Happy Chef. Motion carried 5 – 0.

Beer and Wine license licenses for the China Restaurant.

Motion by Maricle seconded by Ray, to approve the 2012 Beer and Wine licenses for the China Restaurant. Motion carried 5 – 0.

8. Donation – Windom Youth Hockey Association (WYHA):

Al Baloun, Recreation Director and Justin Espenson, WYHA President, introduced themselves. Baloun and Espenson said that the City and WYHA had undertaken a project

to improve the equipment at the Arena, specifically the rink boards and glass. The WYHA had received some funds from the City for improvements to the hockey equipment and the WYHA purchased some used items from the City of Coon Rapids. The WYHA purchased the items, arranged all of the labor to disassemble the rink panels and glass. They also arranged the transportation of the items to Windom. At this time the WYHA is donating the equipment and a check for $4,000 to the City of Windom.

Council member Powers introduced the Resolution No. 2011-62, entitled "AUTHORIZATION TO ACCEPT A DONATION FROM WINDOM YOUTH HOCKEY ASSOCIATION FOR THE WINDOM ARENA" and moved its adoption. The resolution was seconded Fossing on roll call vote: Aye: Fossing, Jones, Powers, Ray and Maricle. Nay: None. Absent: None. Resolution passed 5 - 0.

9. Des Moines River Valley State Trail Resolutions:

Kruse said the Council had previously discussed this matter at the December 6, 2011 City Council meeting.

Council member Maricle introduced the Resolution No. 2011-63, entitled "RESOLUTION ENCOURAGING FISCAL RESPONSIBILITY AND PRIORITIZATION BY THE STATE OF MINNESOTA" and moved its adoption. The resolution was seconded Fossing on roll call vote: Aye: Jones, Powers, Ray, Maricle and Fossing. Nay: None. Absent: None. Resolution passed 5 - 0.

Council member Maricle introduced the Resolution No. 2011-64, entitled "RESOLUTION DISCOURAGING THE USE OF EMINENT DOMAIN FOR THE CONSTRUCTION OF THE DES MOINES RIVER VALLEY TRAIL" and moved its adoption. The resolution was seconded Jones on roll call vote: Aye: Powers, Ray, Maricle, Fossing and Jones. Nay: None. Absent: None. Resolution passed 5 - 0.

10. Personnel Committee Recommendations:

Kruse asked Powers to present this item. Powers said the Personnel Committee had three recommendations, which were outlined in the memorandum in the Council packet. The recommendations were to award step increases to two police officers, establishment of an employee recognition program and approval of a Supervisory Pay plan for 2012-2014 that is consistent with the general wage adjustments contained in the recently approved union agreements.

Motion by Powers seconded by Ray to approve the step increases to the police officers, the employee recognition program and Supervisory Pay Plan as presented. Motion carried 5 – 0.

11. Airport Commission Recommendation – Hanger Rental Rates:

Nasby said that the Airport Commission is recommending a rate increase of $10\month on all classes of hanger rentals and the change would take effect in January 2012.

Jones asked how many hangers were rented. Nasby said all of the hangar space is rented and there are 8 new hanger bays, 8 hanger bays in the old hanger and there are two end storage spaces at the ends of the old hanger that are rented as well.

Council member Jones introduced the Resolution No. 2011-65, entitled "RESOLUTION ESTABLISHING RATES, CHARGES AND FEES FOR WINDOM MUNICIPAL AIRPORT SPECIAL REVENUE FUND" and moved its adoption. The resolution was seconded Powers on roll call vote: Aye: Ray, Maricle, Fossing, Jones and Powers. Nay: None. Absent: None. Resolution passed 5 - 0.

12. 2012 City of Windom Tax Levy:

Kruse said that the tax levy is being set at $1,606,467 which is a 1.67% increase from the prior year.

Council member Maricle introduced the Resolution No. 2011-66, entitled "RESOLUTION ESTABLISHING RATES, CHARGES AND FEES FOR WINDOM MUNICIPAL AIRPORT SPECIAL REVENUE FUND" and moved its adoption. The resolution was seconded Fossing on roll call vote: Aye: Maricle, Fossing, Jones, Powers and Ray. Nay: None. Absent: None. Resolution passed 5 - 0.

13. 2012 City of Windom Budget:

Kruse said this budget was produced through the budget workshops and was presented at the City Council meeting on December 6, 2011 for public comment.

Motion by Powers, seconded by Ray, to approve the 2012 City of Windom Budget. Motion carried 5 – 0.

14. Designation of General Fund Balance:

Jones asked for a brief explanation of this item. Nasby said there may be budgeted funds left in some of the 2011 general fund accounts, such as Police, Parks, City Hall, etc. and any unexpended funds are dedicated back to the main General Fund account and this would be added to the reserve balance. The Council established a policy at the last meeting that calls for 75-100% of the General Fund to be held in reserve.

Council member Fossing introduced the Resolution No. 2011-67, entitled "A RESOLUTION DESIGNATING GENERAL FUND BALANCE" and moved its adoption. The resolution was seconded Jones on roll call vote: Aye: Fossing, Jones, Powers, Ray and Maricle. Nay: None. Absent: None. Resolution passed 5 - 0.

15. City Attorney's Office - Appointment:

Kruse said there was a letter from City Attorney Dan McDonald requesting the appointment of an additional Assistant City Attorney as Kristi Meyeraan has joined his firm.

Motion by Jones second by Maricle, to appoint Kristi Meyeraan as an Assistant City Attorney. Motion carried 5 – 0.

16. New Business:

None.

17. Old Business:

None.

18. Regular Bills:

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

19. Contractor Payment:

Wastewater Treatment Plant project is underway. Contractor payment #1 from R.L. Carr in the amount of $42,278.15.

Jones asked if the engineers had signed off on the payment request. Nasby said they had approved the payment.

Motion by Jones second by Powers to approve the contractor payment to R.L. Carr in the amount of $42,278.15. Motion carried 5 – 0.

20. Council Concerns:

Powers asked that citizens keep their properties cleaned up.

Ray wished everyone a Merry Christmas and Happy New Year.

Kruse noted that the evaluations for the City Administrator were handed out for completion by the Council members.

21. Adjourn:

Kruse adjourned the meeting by unanimous consent at 8:00 p.m. He announced that the Mayor's Metals of Honor presentation would be immediately following the conclusion of this meeting.

_____
Kirby Kruse, Mayor

Attest: _____
Steve Nasby, City Administrator

2012
Windom City Council
Regular Meeting Schedule

12 – 29 -2011

Date	Time	Location
January 3, 2012	7:30 p.m.	City Council Chambers, City Hall
January 17, 2012	7:30 p.m.	City Council Chambers, City Hall
February 7, 2012	TBD	City Council Chambers, City Hall
February 21, 2012	7:30 p.m.	City Council Chambers, City Hall
March 6, 2012	7:30 p.m.	City Council Chambers, City Hall
March 20, 2012	7:30 p.m.	City Council Chambers, City Hall
April 3, 2012	7:30 p.m.	City Council Chambers, City Hall
April 17, 2012	7:30 p.m.	City Council Chambers, City Hall
May 1, 2012	7:30 p.m.	City Council Chambers, City Hall
May 7, 2012	4:30 p.m.	City Council Chambers, City Hall **(Board of Review)**
May 15, 2012	7:30 p.m.	City Council Chambers, City Hall
June 5, 2012	7:30 p.m.	City Council Chambers, City Hall
June 19, 2012	7:30 p.m.	City Council Chambers, City Hall
July 3, 2012	7:30 p.m.	City Council Chambers, City Hall
July 17, 2012	7:30 p.m.	City Council Chambers, City Hall
August 7, 2012	7:30 p.m.	City Council Chambers, City Hall
August 21, 2012	7:30 p.m.	City Council Chambers, City Hall
September 4, 2012	7:30 p.m.	City Council Chambers, City Hall
September 18, 2012	7:30 p.m.	City Council Chambers, City Hall
October 2, 2012	7:30 p.m.	City Council Chambers, City Hall
October 16, 2012	7:30 p.m.	City Council Chambers, City Hall
November 6, 2012	8:01 p.m.	City Council Chambers, City Hall
November 15, 2012	7:30 p.m.	City Council Chambers, City Hall
December 4, 2012	7:00 p.m.	City Council Chambers, City Hall
December 18, 2012	7:30 p.m.	Windom Community Center

Please note: this schedule identifies all regular Windom City Council Meetings. Special meetings or public hearings may be called in addition to this schedule. Both Regular and Special City Council Meetings will have a Meeting Agenda posted on the official bulletin board at City Hall. The Board of Review date is tentative.

Windom City Hall, 444 9th Street
Windom Community Center, 1750 Cottonwood Lake Drive

For additional information please contact the City Clerk's Office at 507.831.6129 or visit the City's web site at www.windom-mn.com

MEMORANDUM

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

TO: City Council

FROM: City Administrator Steven

DATE: December 29, 2011

RE: **2012 Appointments and Designations**

The first City Council meeting of the year is primarily an organizational meeting. As such, there are numerous appointments to Boards, Commissions and Council committees. Additionally, appointments for City officers and designations are also made at this time.

To assist the City Council with these tasks the following is a listing of the current City officers and official designations of Financial Institutions and Newspaper.

City Administrator\Clerk and Assistant City Administrator\Clerk
City Administrator – Steve Nasby
Assistant City Administrator – Brigitte Olson

Street Superintendent
Bruce Caldwell

City Attorney and Assistant City Attorney
City Attorney – Dan McDonald
Assistant City Attorney – Ron Schramel
Assistant City Attorney – Kristi Meyeraan

Financial Institutions
Bank of the West
Bank Midwest
United Prairie Bank
Fulda Credit Union
4M Fund

Official Newspaper
Cottonwood County Citizen

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
DECEMBER 19, 2011

1. Call to Order: The meeting was called to order by President Erickson at 12:04 p.m.

2. Roll Call & Guest Introductions:

   EDAWN Commissioners: Juhl Erickson, Trevor Slette, Corey Maricle and Kelsey Fossing.
   Absent: Sally Larson.

   Also Present: EDA Staff –Mark Hanson, Executive Director, and Mary Hensen, Admin. Asst.; City Administrator Steve Nasby, Mayor Kirby Kruse; Lisa Fredin, WADC Liaison; and Cottonwood County Assessor Gale Bondhus.

3. Approval of Minutes:

   Motion by Commissioner Slette, seconded by Commissioner Fossing, to approve the Minutes of the EDA Meeting held on November 14, 2011. Motion carried 4-0.

4. County Assessor – Presentation: Cottonwood County Assessor Gale Bondhus provided an overview of the changes resulting from the efforts to balance the budget by the Governor and State Legislature. These changes, adopted in the Summer of 2011, included removal of the "homestead credit" and creation of the "market value exclusion" for residential properties. Assessor Bondhus also answered questions concerning tax rates, changes in base rates with the change in computer systems and change in values based on increase in construction costs over the years, and the effect of frontage improvements to commercial buildings. She provided a brief outline concerning how her office determines valuations for properties. Valuation is based on property sales, location of property, mix of types of properties in town; condition, features, and use of specific property; and sales values by MN Department of Revenue, etc. She circulated several handouts including printouts detailing the loss of homestead values and the "VanGuard Real Property Appraisal Manual" which is used by their office.

5. Spec Building Lease – Update: Director Hanson reported that following approval by the Board of the change in termination language requested by Toro, the three-year lease was signed. The lease term runs through October 31, 2014.

6. Ratification of Subordination Agreement: At the time that Brian Busch and his wife purchased an EDA home in Riverbluff Estates Subdivision, they participated in the EDA's two deferred loan programs—the GAP financing and the HELP loan. It has been the EDA's policy to subordinate these loans when a homeowner refinances his first mortgage (purchase money mortgage). The EDA has subordinated Mr. Busch's mortgages various times in the past when he has refinanced. On December 2, 2011, the EDA received a request for a subordination of these mortgages. Because of the pending closing and the lack of sufficient time to hold a special meeting, the Board members were polled and the subordination was executed to allow the refinancing of Mr. Busch's home mortgage.

   Motion by Commissioner Maricle, seconded by Commissioner Fossing, to ratify the Subordination Agreement of the EDA's HELP and GAP Mortgages on property

described as Lot 2, Block 1, Riverbluff Estates Subdivision to allow refinancing of the first mortgage, and further ratifying the actions of President Juhl Erickson in execution of said Subordination Agreement. Motion carried 4-0.

7. Proposed Blighted Homes Program: Director Hanson advised that he presented a proposal to the HRA Board concerning the possibility of the use of some of their special project funds for the demolition of uninhabitable homes in Windom. Thereafter Director Hanson provided an outline of the proposed program to the EDA Board. The HRA Board has tentatively approved the program and a windshield survey has been made. RFPs will be sent to prospective contractors and the HRA Board will determine which homes will be eligible to participate in the program. Director Hanson will follow up with the HRA Board concerning the program.

8. Remick Grant – Application Discussion: Director Hanson advised that the next round of grant applications to the Remick Foundation will be due in January, 2012 and the EDA has been invited to submit an application. The proposal is for the installation of five new entrance signs for the City of Windom and a beautification project of the highway streetscape on the west side of Highways 60/71 between 6th Street and 12th Street. The beautification project would include the removal of weeds from the area; the addition of stamped and/or colored concrete along the roadway; installation of new directional signage, as approved by MN DOT, denoting the downtown business district and other historic locations; and the addition of distinctive lighting adjacent to this highway corridor. The entrance signs would be located at the southern entrances of both Highways 60 and 71, the western entrance of Highway 62, and the northern and northeastern entrances of Highway 71 and Highway 60, respectively. The Board received a copy of a sketch of a proposed entrance sign prepared by Snick's Signs of Jackson and a copy of the plat map showing the area along Highways 60/71 designated for the beautification project. The application would request a grant of $100,000 based on a preliminary estimate of $15,000 per entrance sign and $25,000 for highway corridor beautification.

   Motion by Commissioner Fossing, seconded by Commissioner Slette, approving the submission of a grant application to the Robert & Helen Remick Charitable Foundation Trust requesting the sum of $100,000 to be used for five new entrance signs for Windom and a beautification project on the west side of Highways 60/71 between 6th Street and 12th Street. Motion carried 4-0.

9. Executive Director's Report
   A. Meetings, Seminars & Business Activity – Recap & B. Prospect Update, CVN Meeting Report & Industrial Park Update: Director Hanson reported to the Board concerning the Community Venture Network Meeting which he attended on December 9th. He has made arrangements for one of the presenters to make a site visit to Windom in January to discuss the possibility of a franchise office in Windom.

10. New Business
    A. Closed Session – Board Evaluation of EDA Executive Director: This item was added to the agenda at the beginning of the meeting as this is the final meeting of the year and new employees are typically evaluated at least six months after hire.

    Motion by Commissioner Slette, seconded by Commissioner Maricle, to go into closed session for the purpose of completing an evaluation of the EDA Executive Director as more than six months have passed since his date of hire. Motion carried 4-0.

President Erickson closed the meeting to the public at 1:20 p.m. The meeting was re-opened to the public at 1:57 p.m.

Motion by Commissioner Maricle, seconded by Commissioner Fossing, recommending that the EDA Board's evaluation of the EDA Executive Director be referred to the Personnel Committee. Motion carried 4-0.

11. Miscellaneous Information:
    A. Monthly Budget Recap: The Board received a copy of the monthly budget report for November, 2011.

    B. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the financial report provided by Van Binsbergen & Associates for the period ending October 31, 2011. Director Hanson reported that one unit has been open for a month due to necessary remodeling.

12. Adjourn: By consensus, President Erickson adjourned the meeting at 2:02 p.m.

_____
Juhl Erickson, EDA President

Attest:_____
Mark P. Hanson, Executive Director

Community Center Commission Minutes
Tuesday December 27, 2011

1. Call to Order: The meeting was called to order by President Wayne Maras at 5:35 p.m

2. Roll Call:

President:	Wayne Maras
CC Director:	Brad Bussa
Commission Members:	Kelly Woizeschke-Absent
	Dick Jeffrey
	Hilary Mathis-Absent
	Linda Stuckenbroker
Commission Liaisons:	Corey Maricle-Absent
	Bruce Caldwell-Absent
	Jo Ann Ray-Absent
EDA Director:	Mark Hanson-Absent

3. Approval of Minutes:

Motion by Dick Jeffrey, seconded by Linda Stuckenbroker to approve the September 26, 2011 Community Center Commission Minutes. Motion carried 3-0

4. Additions to the agenda:
Recap November Agenda under Directors Report

5. President's Report:
Commission Members Terms that are expiring was discussed.

6. Director's Report:
A. WCC Revenues have increased and Capital Outlay showed Equipment Fund and Emergency Radios.
B. Lutheran Social Service Contract was increased for 2012.
C. WCC Liquor Policy was reviewed
D. Winter Policy was reviewed and will stay the same.
E. 2012 Review and Ideas

8. Resource Management:

Schedule of Events: Events are filling up.

Income/Expenses: Looks good. WCC Director Bussa updated Commission on Liquor Income and Expense as of November 30, 2011.

9. Miscellaneous:
Nothing to Report

10. Open Forum:

Nothing to report

11. Next Meeting:

Monday January 23, 2012 @ 5:30 pm

Adjourn:

Motion by Dick Jeffrey, seconded by Linda Stuckenbroker, to adjourn the meeting at 6:20 pm. Motion carried 3-0.

_____
Wayne Maras, WCC President

_____
Hilary Mathis, WCC Secretary

Attest: _____
Brad Bussa, Community Center Director

UTILITY COMMISSION MINUTES
City Hall, Council Chamber
December 28, 2011

Call Meeting to Order: The Utility Commission meeting was called to order at 10:00 a.m., on December 28, 2011 in the City Hall Council Chamber.

Members Present: Utility Commission Chairperson: Mike Schwalbach

Members Present: Tom Riordan and Glen Francis

Member Absent: None

City Council Liaison: Absent

Staff Present: Steve Nasby, City Administrator; Brigitte Olson, Assistant City Administrator; Marv Grunig, Electric Utility

Staff Absent: Mike Haugen, Water Wastewater Superintendent

Others Present: Dennis Johnson, Wenck Associates

APPROVE MINUTES

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

WATER / WASTEWATER ITEMS

Environmental Toxicity Test Results – Olson reviewed the toxicity test results received from Environmental Toxicity Control Inc. Olson also reviewed the necessity for the additional testing procedures with the new commissioners. The results of the toxicity test showed that effluent was toxic to Ceriodaphnia dubia reproduction. The number of young produced in the 100% (2.3) and 75% (16.3) effluent concentrations was significantly less than the number produced in the control (27.4). It was determined that the TUc (Chronic Toxic Units) in the effluent was 1.77, which was higher than the last test results of 1.25. Olson said that the samples were also sent to Environ in Brentwood, TN, and these results have not been returned to the City of Windom. This company was going to do an additional testing procedure by de – ionizing (removing solids) from the samples and then running the tests. Olson also said that this is the third step in the three step program outlined by MPCA. Olson said that Haugen had indicated that MPCA along with Bolton Menk would determine the next steps that need to be taken to meet MPCA standards.

Schwalbach however said that he thought that MPCA set standards and were not responsible to pin point deficiencies.

Landfill Sampling Results – Dennis Johnson reviewed the summer and fall 2011 sampling events report with the Utility Commission. Johnson said that both Vinyl Chloride and Dichloroethene in the landfill test wells were below the levels where aeration needs to take place. Dichloroethene was detected at a 1.4, and 70 is the level where action needs to be taken, and Vinyl Chloride is at .35 at which a 1 is actionable. The report also indicated that a physical site inspection was taken, and everything looked good.

Other Water / Wastewater Items – Olson informed the Utility Commission that the Wastewater Treatment Project is moving forward because of the great fall weather. The River Crossing has been completed, and the forms are being put into place for the main lift station, and cement should be poured next week.

ELECTRIC ITEMS

Electric Meter Accuracy Report – Grunig said that his department tries to verify the accuracy of the large demand meters such as the three (3) Toro meters and PM Beef meters. These meters have a high multiplier, and because of the high multiplier, if these meters aren't within a plus or minus 2% accuracy, this would create a large discrepancy in the usage. However Grunig said that these meters tested out to an average of 100% accurate.

CapX Brookings to Twin Cities Electric Transmission Project Update – Grunig reviewed the CapX Brookings project with the Utility Commission to update the new commission members. Grunig also said that by 2020 customer demand for electricity will increase 4,000 to 6,000 megawatts (MW) in the Midwest. These new transmission lines will be built to accommodate the additional power usage, as well as support renewable energy expansion.

Grunig said that on December 8, 2011, MISO's Board of Directors unanimously approved MISO's Transmission Expansion Plan 2011 (MTEP11), along with improving system reliability, it will create up to 40,000 construction jobs and 74,000 total annual jobs and generate up to $49.2 billion in benefits from the use of lower-cost generation and reduction in energy wasted through transmission losses.

Grunig said that on January 6, 2012 the Brookings Management Committee votes to proceed with the project. On January 10, 2012 the execution copies of the Upstream Agreement will be sent out to the 5 co-owners of the project, on January 13th the contracts will be required to be signed and in March 2012 is the financial close on the permanent financing of the Brookings CapX Project. This project should be on line in 2015, and then in either 2016 or 2017 the development costs will begin to return to the City of Windom in its "Attachment O" filings.

Power Supply Coalition – Grunig said that he had planned to have presenters for the Power Supply topic, but because of the holidays etc. they were unable to attend this meeting, and he would have them at our January 25, 2012 meeting.

Other Electric Items - Grunig said that yesterday he received a letter from Western Minnesota Municipal Power Agency (WMMPA). This letter is indicating WMMPA is instituting a dues structure for its WMMPA members that do not purchase power from Missouri River Energy

Source (MRES). The City of Windom is the only city that falls into that category. This rate will be $500 per month or $6,000 annually, beginning on January 1, 2012. Grunig said that the City of Windom Utilities has been a charter member since the 1970's and WMMPA has asked the Windom Utilities to release them from its membership as this costs them additional money monthly. Grunig said that the City of Windom paid a $300 membership in the 1970's; however the contract cannot be located by either the City or WMMPA.

The Utility Commission directed staff to ask WMMPA to indicate that this charter membership has no value, and that the City of Windom would like to see a financial statement.

OLD BUSINESS

None

NEW BUSINESS

Next meeting date is set for January 25, 2012 in the City Hall Council Chamber.

REGULAR BILLS

Motion by Riordan, seconded by Francis, to approve the payment of the following bills: Bolton & Menk, Inc for Professional Service in the amount of $2,132.50,Wenck Associates Inc. for Landfill services in the amount of $690.00 and Wenck Associates for 2012 Street, 6th Street and River Road in the amount of $1,458.00. Motion carried 3-0.

On motion the meeting was adjourned at 11:30 p.m.

_____
Mike Schwalbach, Utility Comm. Chairperson

Attest: _____
Steve Nasby, City Administrator

Steve Nasby

From: lynnmari@windomnet.com
Sent: Tuesday, December 27, 2011 2:33 PM
To: City Council
Subject: Question/Comments from Windom City Website

The following question was submitted via the Windom City website:

Name: Lynn Peterson
Address: 1870 River Rd
City: Windom
State: Minnesota
ZipCode: 56101
Phone: 507-831-0212
Email Address: lynnmari@windomnet.com

Question/Comment: To the city council members: The Windom city council's recent decision to oppose the proposed Des Moines River Trail comes across as hasty and short sighted. Perhaps you do not realize the realm of trails in communities. The dollar figure council member Corey Maricle referenced from the Fillmore County Journal refers not to an actual built trail segment but a proposed extension to the existing Root River trail system through difficult terrain and was misrepresented. When Root River Trail was originally built 25 years ago, it was met with the same controversy and outcry we hear here now. Three quarters of the land owners opposed it and people thought "it was a waste of public money". Today, the trail has between 90,000-100,000 users per year between Memorial Day and Labor Day. According to the Minnesota Sales and Use Tax Statistics, it brings more than $25 million in outside income to Fillmore County each year.After 10 years ¾ of landowners said it was beneficial and the communities along the trail are full of vitality. Benefits of trails through a town include added business, tourism, image, an increase in home values, health, safety and quality of life for the community and area. Why should Windom be so quick to reject these things? I would like to ask our city council members to not be short sighted in this great opportunity for our area and to work with the DNR. When entities work together instead of conflicting, projects like this are beneficial to all and will be more likely to encompass the needs of the area. Remember, you were elected to be representatives of the people of Windom and your job is to do what is best for the citizens. Thank you, Lynn Peterson 1870 River Road Windom, MN 56101 507-831-0212

MINNESOTA MDH DEPARTMENT OF HEALTH

Protecting, maintaining and improving the health of all Minnesotans

December 27, 2011

Windom City Council
c/o Mr. Steve Nasby, Administrator
Windom City Hall
444 Ninth Street, Box 38
Windom, Minnesota 56101-0038

Dear Council Members:

SUBJECT: Sanitary Survey Report for Windom Public Water Supply (PWS), Cottonwood County, PWSID 1170006

Enclosed is a copy of the sanitary survey report summarizing an on-site inspection of your community PWS. The purpose of a sanitary survey is to evaluate the capability of a public water system to provide safe drinking water to the public. This is accomplished by identifying sanitary defects within the system, informing the water supply owner of applicable responsibilities, and by providing guidance related to water system operation and maintenance. I was accompanied at the time of the inspection by Mike Haugen.

The Minnesota Department of Health (MDH) continues to monitor your PWS for contaminants identified by state and federal drinking water regulations. However, the results of such monitoring are not part of this report, but are sent to you under separate cover as they become available.

Please take appropriate action to address any deficiencies or recommendations identified within this report. The enclosed report must be kept on file and made available for public review for not less than ten (10) years.

If you have questions concerning the information contained in the report, please contact me at 507/344-2713.

Sincerely,

David Weum
MDH - Drinking Water Protection
Environmental Health Division
12 Civic Center Plaza, Suite 2105
Mankato, Minnesota 56001

DW
Enclosures
cc: Water Superintendent

MINNESOTA DEPARTMENT OF HEALTH
SECTION OF DRINKING WATER PROTECTION
Public Water Supply Inventory Report

Name: Windom	PWSID: 1170006	PWS Type: Community
County: Cottonwood	Regulatory Authority: DWP	District Engineer: Mark D. Sweers

System Information

BASIC DATA

Owner Type: Municipal
System Class: C
Service Connections: 2,029
Population Served: 4,646
Class Points: 46
Survey Date: 12/21/2011

Service Area Characteristics: Municipal-(Primary)

PRODUCTION TOTALS

Design Capacity:	3,300,000 Gallons per Day	Emergency Capacity:	1,440,000 Gallons per Day
Average Daily:	636,000 Gallons	Storage Capacity:	1,660,000 Gallons
Highest Daily:	1,090,000 Gallons		

ADDRESSES AND LOCATIONS

Type	Address
Financial	Windom City Council c/o Mr. Steve Nasby, Administrator Windom City Hall 444 Ninth Street, Box 38 Windom, MN 56101
Location	Sixteenth Street Windom, MN 56101-0038
Owner/Responsible Party	Windom City Council c/o Mr. Steve Nasby, Administrator Windom City Hall 444 Ninth Street, Box 38 Windom, MN 56101-0038
Sample Bottles/General Correspondence	Windom Water Superintendent City Hall 444 Ninth Street P.O. Box 38 Windom, MN 56101-0038

CONTACTS

Type	Name	Phone/Email	Number/Address
Contact	Mike Haugen	Business Phone 1	507/831-6138
		Cell Phone	507/822-1675
		Email	winwater@windom-mn.com
	City Hall	Business Phone 1	507/831-6129
	Emergency Only	Business Phone 1	507/822-1674
	Water Treatment Plant	Business Phone 1	507/831-6155
	WWTP	Business Phone 1	507/831-6138
Emergency Workday	Mike Haugen	Business Phone 1	507/831-6138, Ext. WWTP
		Cell Phone	507/822-1675
Emergency After-Hours	On call	Cell Phone	507/822-1674

MINNESOTA DEPARTMENT OF HEALTH
SECTION OF DRINKING WATER PROTECTION
Public Water Supply Inventory Report

Name: Windom	PWSID: 1170006	PWS Type: Community
County: Cottonwood	Regulatory Authority: DWP	District Engineer: Mark D. Sweers

OPERATORS

Name	Class	Expiration Date	Name	Class	Expiration Date
Haugen, Michael H.	B	06/30/2012	Stevens, Kevin E.	B	06/30/2014
Ward, Eric J.	D	08/31/2014			

Storage Information

Name: East Tower
Type: Storage-Elevated
Status: Active
Links to: Distribution System
Availability: Primary
Capacity: 1,000,000 Gallons

Name: North Tower
Type: Storage-Elevated
Status: Active
Links to: Distribution System
Availability: Primary
Capacity: 500,000 Gallons

Name: Water Treatment Plant Clearwell
Type: Storage-Ground
Status: Active
Links to: Distribution System
Availability: Primary
Capacity: 160,000 Gallons

Source Information

Name: Well #10
Type: Well
Status: Active
Availability: Primary
Source Type: Groundwater
Design Capacity (gpm): 1000
Emergency Capacity (gpm): 1440000

Well Data

Unique Well No.: 00603837
Year Constructed: 1998
Drawdown (ft): 0
Well Depth (ft): 125
Static Depth (ft): 0
Screen Length (ft): None
Casing Depth (ft): 105
Casing Diameter (in): 0
Pump type: Submersible
Pump Capacity (gpm): 1000
Pumping Rate (gpm): 1000
Aquifer(s): Quaternary Buried Artesian

Name: Well #3A
Type: Well
Status: Active
Availability: Primary
Source Type: Groundwater
Design Capacity (gpm):
Emergency Capacity (gpm):

Well Data

Unique Well No.: 00232447
Year Constructed: 1972
Drawdown (ft): 0
Well Depth (ft): 90
Static Depth (ft): 0
Screen Length (ft): None
Casing Depth (ft): 78
Casing Diameter (in): 0
Pump type: Submersible
Pump Capacity (gpm): 250
Pumping Rate (gpm): 250
Aquifer(s): Quaternary Buried Artesian

MINNESOTA DEPARTMENT OF HEALTH
SECTION OF DRINKING WATER PROTECTION
Public Water Supply Inventory Report

Name: Windom	PWSID: 1170006	PWS Type: Community
County: Cottonwood	Regulatory Authority: DWP	District Engineer: Mark D. Sweers

Source Information

Name: Well #4
Type: Well
Status: Active
Availability: Primary

Source Type: Groundwater
Design Capacity (gpm):
Emergency Capacity (gpm):

Well Data

Unique Well No.: 00232448
Well Depth (ft): 87
Casing Depth (ft): 74
Pump type: Submersible
Aquifer(s): Quaternary Buried Artesian

Year Constructed: 1954
Static Depth (ft): 0
Casing Diameter (in): 0
Pump Capacity (gpm): 250

Drawdown (ft): 0
Screen Length (ft): None
Pumping Rate (gpm): 250

Name: Well #5
Type: Well
Status: Active
Availability: Primary

Source Type: Groundwater
Design Capacity (gpm):
Emergency Capacity (gpm):

Well Data

Unique Well No.: 00222652
Well Depth (ft): 124
Casing Depth (ft): 85
Pump type: Submersible
Aquifer(s): Quaternary Water Table

Year Constructed: 1961
Static Depth (ft): 0
Casing Diameter (in): 0
Pump Capacity (gpm): 250

Drawdown (ft): 0
Screen Length (ft): None
Pumping Rate (gpm): 250

Name: Well #6
Type: Well
Status: Active
Availability: Primary

Source Type: Groundwater
Design Capacity (gpm):
Emergency Capacity (gpm):

Well Data

Unique Well No.: 00222651
Well Depth (ft): 121
Casing Depth (ft): 103
Pump type: Submersible
Aquifer(s): Quaternary Buried Artesian

Year Constructed: 1969
Static Depth (ft): 0
Casing Diameter (in): 0
Pump Capacity (gpm): 250

Drawdown (ft): 0
Screen Length (ft): None
Pumping Rate (gpm): 250

Name: Well #7
Type: Well
Status: Active
Availability: Primary

Source Type: Groundwater
Design Capacity (gpm): 0
Emergency Capacity (gpm):

Well Data

Unique Well No.: 00132251
Well Depth (ft): 142
Casing Depth (ft): 124
Pump type: Submersible
Aquifer(s): Quaternary Water Table

Year Constructed: 1977
Static Depth (ft): 0
Casing Diameter (in): 0
Pump Capacity (gpm): 50

Drawdown (ft): 0
Screen Length (ft): None
Pumping Rate (gpm): 50

MINNESOTA DEPARTMENT OF HEALTH
SECTION OF DRINKING WATER PROTECTION
Public Water Supply Inventory Report

Name: Windom	PWSID: 1170006	PWS Type: Community
County: Cottonwood	Regulatory Authority: DWP	District Engineer: Mark D. Sweers

Source Information

Name: Well #8
Type: Well
Status: Active
Availability: Primary

Source Type: Groundwater
Design Capacity (gpm):
Emergency Capacity (gpm):

Well Data

Unique Well No.:	00490926	Year Constructed:	1991	Drawdown (ft):	0
Well Depth (ft):	134	Static Depth (ft):	0	Screen Length (ft):	None
Casing Depth (ft):	119	Casing Diameter (in):	0		
Pump type:	Vertical Turbine	Pump Capacity (gpm):	650	Pumping Rate (gpm):	650
Aquifer(s):	Quaternary Water Table				

Name: Well #9
Type: Well
Status: Active
Availability: Primary

Source Type: Groundwater
Design Capacity (gpm):
Emergency Capacity (gpm):

Well Data

Unique Well No.:	00595769	Year Constructed:	1997	Drawdown (ft):	0
Well Depth (ft):	110	Static Depth (ft):	0	Screen Length (ft):	None
Casing Depth (ft):	90	Casing Diameter (in):	0		
Pump type:	Submersible	Pump Capacity (gpm):	250	Pumping Rate (gpm):	250
Aquifer(s):	Quaternary Buried Artesian				

Treatment Information

Name: TREATMENT PLANT
Type: Treatment Plant
Status: Active
Availability: Primary

Source Water: Groundwater
Design Capacity: 3300000 Gallons per Day
Emergency Capacity: 1440000 Gallons per Day

Treatment Data

Objective	Process Mechanism
Corrosion control - Lead/Copper	Stabilization/Inhibitors/Blended phosphates
Disinfection	Chlorine/Gas
Fluoride (Z)	Fluoridation/Hydrofluosilicic acid
Iron removal	Aeration/Induced Draft
	Backwash recycle
	Detention (chemical reaction time)
	Filtration (Gravity)/Anthracite/Sand
	Oxidation - chemical/Potassium permanganate
Manganese removal	Aeration/Induced Draft
	Backwash recycle
	Detention (chemical reaction time)
	Filtration (Gravity)/Anthracite/Sand
	Oxidation - chemical/Potassium permanganate

MINNESOTA DEPARTMENT OF HEALTH
Section of Drinking Water Protection
Sanitary Survey Report

System Name: **Windom**	Survey Date: **12/21/2011**
PWSID: **1170006**	Surveyor: **David Weum**
System Contact: **Mike Haugen**	

The Minnesota Department of Health (MDH) recently conducted a sanitary survey of your public water supply (PWS). The sanitary survey protects public health by evaluating the capabilities of PWS sources, treatment, storage, distribution, operation and maintenance, and overall management to ensure safe water. This report may also inform PWS operators of applicable responsibilities and guidance related to operation and maintenance.

Any **deficiency** may negatively affect the adequacy of a source, facility, equipment, and/or operations involved in the production and distribution of safe drinking water. Deficiencies should be corrected promptly.

Water Source

Requirements or Recommendations:

An area extending at least fifty feet in all directions from the well shall be reserved for water supply purposes. No sources of contamination, such as sanitary sewers, storm sewers, subsurface disposal field, septic tank, animal or poultry yard, or other contaminant that may drain into the soil shall be located within this area.

The wells are rotated on Mondays.

Pumps/Pump Facilities and Controls

Requirements or Recommendations:

Windom is no longer supplying water to Ethanol 2000 (Poet Biorefinery) and the average water usage in Windom has decreased.

The static water levels in the wells are more stable now Windom is producing less water.

Treatment

Requirements or Recommendations:

The utility is exploring using a new concentration of polyphosphate that will not require mixing.

Water Storage

No deficiencies observed.

Distribution

Requirements or Recommendations:

It is recommended that undersized mains (less than 6 inches in diameter) be replaced as the opportunities present themselves. The system shall be designed to maintain a minimum pressure of 20 psi at ground level at all points in the distribution system under all conditions of flow. The normal working pressure in the distribution system should be approximately 60 to 80 psi and not less than 35 psi.

MINNESOTA DEPARTMENT OF HEALTH
Section of Drinking Water Protection
Sanitary Survey Report

System Name: **Windom**
PWSID: **1170006**
System Contact: **Mike Haugen**

Survey Date: **12/21/2011**
Surveyor: **David Weum**

Monitoring/Reporting Data Verification

Requirements or Recommendations:

The following records should be maintained by the water supply system:

a. Daily pumping per well.
b. Fluoride added per well (daily).
c. Chlorine added per well (daily).
d. Bacteriological test results as required by the Safe Drinking Water Act.
e. Static water levels and drawdowns from all wells (monthly).
f. Maintenance and repair.
g. Fluoride concentrations on the system (daily).
h. Chlorine residuals on the system (weekly).

Water System Management/Operation

Requirements or Recommendations:

Engineering plans of new, modifications, or additions to the water supply system (including water mains) must be submitted to the Minnesota Department of Health for review. All plans must be approved prior to the start of construction.

A program of cross connection control should be instituted by the system. All private wells must be disconnected from the household plumbing when the home or business is connected to the water supply system. There can be no connection between a private well and your public water supply system. When a water service connection is made, the plumber should certify in writing, that the private well has been disconnected from the water supply system.

Operator Compliance with State Requirements

Requirements or Recommendations:

The opportunity for additional training in the water supply field should be made available to the operator(s). Attendance at one of the annual waterworks operators schools and also the local one-day schools provide a valuable experience for anyone engaged in this field. They also provide the required contact hours for certification renewal.

MINNESOTA DEPARTMENT OF HEALTH
Section of Drinking Water Protection
Sanitary Survey Report

System Name: **Windom**
PWSID: **1170006**
System Contact: **Mike Haugen**

Survey Date: **12/21/2011**
Surveyor: **David Weum**

Other Comments or Findings

Requirements or Recommendations:

Bacteriological Sampling Sites:

1. Waterwater Treatment Plant
2. 271 Beckwheat Ave
3. Windom High School
4. 843 Highland Road
5. Windom Powerhouse
6. Moon's Locker

---

1. The Windom Minicipal Water System serves the City of Bingham Lake and a portion of the Red Rock Rural Water Supply.

2. There is one booster station in the distribution system.

3. The water treatment plant has an emergency generator and well 10 is wired for a portable generator.

MINNESOTA DEPARTMENT OF HEALTH
Section of Drinking Water Protection
Sanitary Survey Report

System Name: **Windom**
PWSID: **1170006**
System Contact: **Mike Haugen**

Survey Date: **12/21/2011**
Surveyor: **David Weum**

Minnesota Department of Health
Drinking Water Protection Section
Report of Colilert Bacteriological Results and Chlorine Residual

Sampled By: **Weum, David**
Date: **December 21, 2011**
PWS Name: **Windom**
PWSID: **1170006**

Result Comments
No Result Comments Listed

		Sample Results		
Field #	Sampling Location	Chlorine Residual Free / Total (mg/L)	Coliform Bacteria	E.Coli
	TREATMENT PLANT	1.39 / 2.16	Absent	
	271 Buckwheat Ave	0.93 / 1.14	Absent	
	843 Highland Dr	0.94 / 1.25	Absent	
	Influent wells 3,4 and 9	/	Absent	

Paid 12/28/11
25.00 # 32113.
CK 1579

Minnesota Lawful Gambling

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
- conducts lawful gambling on five or fewer days, and
- awards less than $50,000 in prizes during a calendar year.

Application fee	
If application postmarked or received:	
less than 30 days before the event	more than 30 days before the event
$100	**$50**

ORGANIZATION INFORMATION

Check # _____ $ _____

Organization name: DES MOINES VALLEY MN DEER HUNTERS

Previous gambling permit number:

Minnesota tax ID number, if any:

Federal employer ID number, if any:

Type of nonprofit organization. Check one.

☐ Fraternal ☐ Religious ☐ Veterans ☑ Other nonprofit organization

Mailing address	City	State	Zip Code	County
752 HIGHLAND ROAD	WINDOM	MN	56101	COTTONWOOD

Name of chief executive officer (CEO)	Daytime phone number	Email address
RONALD J. SCHRAMEL	507-831-5421	schramel@windomnet.com

Attach a copy of ONE of the following for proof of nonprofit status.

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

☐ **Nonprofit Articles of Incorporation OR a current Certificate of Good Standing .**
Don't have a copy? This certificate must be obtained each year from:
Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155
Phone: 651-296-2803

☐ **IRS income tax exemption [501(c)] letter in your organization's name.**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

☑ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
b. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.
WINDOM COMMUNITY CENTER

Address (do not use PO box)	City or township	Zip Code	County
1750 COTTONWOOD LAKE DRIVE	WINDOM	56101	COTTONWOOD

Date(s) of activity (for raffles, indicate the date of the drawing)
MARCH 3, 2012

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

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

* **Gambling equipment** for pull-tabs, bingo paper, tipboards, and paddlewheels must be obtained from a distributor licensed by the Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors, or call 651-639-4000.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

If the gambling premises is within city limits, a city official must check the action that the city is taking on this application and sign the application.

_x_The application is acknowledged with no waiting period.

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

___The application is denied.

Print city name City of Windom

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

Title City Administrator Date

If the gambling premises is located in a township, a county official must check the action that the county is taking on this application and sign the application.
A township official is not required to sign the application.

____The application is acknowledged with no waiting period.

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

____The application is denied.

Print county name

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

Title Date

(Optional) TOWNSHIP: *On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits.* [A township has no statutory authority to approve or deny an application [Minnesota Statute 349.166)]

Print township name

Signature of township official acknowledging application

Title Date

CHIEF EXECUTIVE OFFICER'S SIGNATURE

Print form and have CEO sign

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

Chief executive officer's signature Ronald J. Schwenk Date 12-27-2011

Complete a separate application for each gambling event:
- one day of gambling activity
- two or more consecutive days of gambling activity
- each day a raffle drawing is held

Send application with:
- a copy of your proof of nonprofit status, and
- application fee for each event
  Make check payable to "State of Minnesota."

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

Financial report and recordkeeping required
A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.gcb.state.mn.us. Within 30 days of the activity date, complete and return the financial report form to the Gambling Control Board.

Questions?
Call the Licensing Section of the Gambling Control Board at 651-639-4000.

This form will be made available in alternative format (i.e. large print, Braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; howeve r, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

Reset Form

MINNESOTA CITIES
Building
Quality
Communities

Memo

To: Mayor and Council Members

From: Bruce Caldwell

CC: Steve Nasby

Date: 12/29/2011

Re: Disposition of Equipment

The Street Department is currently storing three vehicles that are no longer being used by the City Departments. The vehicles do not run and have major mechanical problems which are too costly to repair. The Department Heads have been contacted regarding the vehicles and agree that the vehicles are not needed and are recommending that the vehicles be sold.

Telecom

1997 Ford Taurus Car-License No.# 922-749-Vin. No.# 1FALP5220VG208131
1989 Chevy Pickup 1500-License No.# 131-886-Vin No.# 1GCFC24Z1KZZ19408

Arena

1986 Ford Pickup F-250-License No.# 129-037-Vin. No.# 1FTHF25Y9GPA80119

Requested Action: Approve the Department Heads' recommendation to dispose of the three unused vehicles listed above.

WINDOM POLICE DEPARTMENT
PO BOX 38, 444 NINTH STREET
WINDOM, MN 56101
Scott Peterson, Chief
PHONE: (507)831-6134 / FAX: (507)831-1957

December 28, 2011

Mr. Scott M. Thompson, Engineer
Minnesota DOT
2151 Bassett Drive
Mankato, MN 56001

Dear Mr. Thompson:

On December 15, 2011, I received an e-mail from you stating that the Minnesota DOT's intentions are to change the speed limit in the area north of the U.S. Highway 71 junction in Windom back to 40 mph. I disagree with this decision and in the following paragraphs will explain why.

It is my understanding that this area will become a controlled intersection as deemed necessary by MNDOT in the year 2017. A possible roundabout will be placed in this area. It would seem counterproductive to raise the speed limit in an area that will in the near future require motorists to slow down or come to a complete stop.

The future look of this area may also change in the next few years. The former Hy-Vee building may be redeveloped, creating more traffic in the area. Windom Hospital's long range planning indicates that they would like an entryway that extends onto Highway 60, creating more turning traffic. It would appear logical to keep the speed limit at 30 mph, due to these possibilities.

Our department has received few complaints on speeding in this area, since the current limit was implemented. It appears that the speed limit is working both in the eyes of law enforcement and the general public.

I ask that these views be considered in any final decision to raise the speed limit for this area. I thank you for your consideration.

Sincerely,

Scott Peterson

Scott Peterson, Chief of Police

RESOLUTION #2012-

INTRODUCED:

SECONDED:

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

AUTHORIZATION TO ACCEPT A DONATION FROM THE FRIENDS OF THE WINDOM LIBRARY TO THE WINDOM 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 the Friends of the Windom Library of six sections of shelving with a retail value of $21,498 for the Windom Library; and

WHEREAS, the donation requires that the shelving be used in the Windom Library.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WINDOM, MINNESOTA, that the City Council accepts the donation of shelving for the library with a retail value of $21,498 offered by the Friends of the Windom Library.

Adopted by the Council this 3rd day of January, 2012.

_____
Kirby G. Kruse, Mayor

Attest:_____
Steven Nasby, City Administrator

Strategy III

Organizational Culture: Provide high quality public services

Characteristics and descriptions that define this strategy include:

- Deliver cost-effective and efficient utility services
- Maintain quality city staff
- Internal communication
- Find ways to retain quality people, utilize employees' suggestions and abilities, and improve morale
- Public Safety services
- Parks and Parks programming
- Location of state and federal offices
- Outreach to business community
- Low cost utility services
- Certifications and training
- Student liaison to Council meetings
- Review customer service rental surveys
- Expand interactions with school district
- Improved interaction with county, school district &community groups
- Youth representative as liaison on the City Council
- Enhance and improve the website
- Look at new ways of doing business
- Cultural change underway – transitioning from old to new
- Other Facilities - Cemeteries
- Quality water services and system
- Team building and customer service training
- Hold regular meetings with other officials
- Schedule presentations to community groups

Goals

1. **Deliver high quality public services**

   Actions:

   a. Explore ways to provide more efficient and cost-effective utility services
   b. Streamline and prioritize the services provided to the residents
   c. Provide a friendly, well-kept, and clean atmosphere for all customers, visitors, and guests at city facilities
   d. Create a plan for continuing education for staff
   e. Enhance team work among departments and build collaboration within the workplace
   f. Improve employee morale, and explore networking and appreciation\recognition events for employees
   g. Include staff input in the policy development process
   h. Evaluate current utility billing for conversion to e-payments through the City's website

2. **Build strong relationships and collaborative partnerships with other governmental offices, schools, the business community, and community groups**

   Actions:

   a. Encourage student participation in local government and offer local government civic classes
   b. Expand knowledge of city government within community groups

DRAFT

CITY OF WINDOM

FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	SW MN HOUSING PARTNE	ENERGY GRANT	38,670.00
	Total for Department 101		38,670.00*
CITY OFFICE	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	26.38
CITY OFFICE	CMRS - TMS	POSTAGE	819.88
CITY OFFICE	INDOFF, INC	SUPPLIES	860.10
CITY OFFICE	DENISE NICHOLS	1099 FORMS	137.41
CITY OFFICE	PITNEY BOWES	RENTAL CHARGES	29.84
CITY OFFICE	SELECTACCOUNT	ADM FEE	91.50
	Total for Department 103		1,965.11*
P & Z / BUILDING OFF	CMRS - TMS	POSTAGE	31.52
P & Z / BUILDING OFF	INDOFF, INC	SUPPLIES	65.01
P & Z / BUILDING OFF	PITNEY BOWES	RENTAL CHARGES	29.84
	Total for Department 106		126.37*
CITY HALL	JOE'S LAWN CARE	BOILER INSPECTION	37.50
CITY HALL	MN ENERGY RESOURCES	HEATING	969.07
CITY HALL	SCHWALBACH HARDWARE	MAINTENANCE	2,017.58
	Total for Department 115		3,024.15*
POLICE	AT & T	USAGE CHARGES	67.64
POLICE	CMRS - TMS	POSTAGE	.44
POLICE	COTTONWOOD COUNTY GA	DUES	80.00
POLICE	INDOFF, INC	SUPPLIES	597.38
POLICE	LUCIA BARRON DE MEHR	INTERPRET SERVICE	25.00
POLICE	ELECTRIC FUND	MAINTENANCE	15.78
POLICE	WINDOM AUTO VALU	MAINTENANCE	22.42
POLICE	MANKATO MOBIL - ALPH	MAINTENANCE CONTRACT	191.02
POLICE	Verizon Wireless	SERVICE FOR LAPTOPS	78.06
POLICE	MN WEST COLLEGE - GR	DUES	450.00
POLICE	SCOTT PETERSON	SUPPLIES	202.61
POLICE	PITNEY BOWES	RENTAL CHARGES	29.84
POLICE	STREICHER'S	EQUIPMENT	113.28
POLICE	FLEET SERVICES DIVIS	LEASE CAR	2,146.20
	Total for Department 120		4,019.67*
FIRE DEPARTMENT	CMRS - TMS	POSTAGE	32.44
FIRE DEPARTMENT	INDOFF, INC	SUPPLIES	459.32
FIRE DEPARTMENT	HY-VEE FOOD STORE	MERCHANDISE	1.26
FIRE DEPARTMENT	Verizon Wireless	SERVICE FOR LAPTOPS	78.06
	Total for Department 125		571.08*
STREET	CMRS - TMS	POSTAGE	5.24
STREET	GDF ENTERPRISES, INC	MAINTENANCE	30.00
STREET	WINDOM AUTO VALU	MAINTENANCE	81.57
STREET	MN ENERGY RESOURCES	HEATING	563.07
STREET	PITNEY BOWES	RENTAL CHARGES	29.84
STREET	RUNNING'S SUPPLY	MAINTENANCE	89.25
	Total for Department 140		798.97*

CITY OF WINDOM

FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
RECREATION	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	26.30
RECREATION	CMRS - TMS	POSTAGE	14.04
	Total for Department 150		40.34*
PARKS	CMRS - TMS	POSTAGE	1.76
	Total for Department 165		1.76*
	Total for Fund 01		49,217.45*
LIBRARY	INDOFF, INC	SUPPLIES	137.97
LIBRARY	JOE'S LAWN CARE	BOILER INSPECTION	37.50
LIBRARY	MN ENERGY RESOURCES	HEATING	746.11
LIBRARY	SCHWALBACH HARDWARE	MAINTENANCE	257.95
	Total for Department 171		1,179.53*
	Total for Fund 03		1,179.53*
AIRPORT	CMRS - TMS	POSTAGE	38.68
AIRPORT	PITNEY BOWES	RENTAL CHARGES	29.84
AIRPORT	WINDOM FIRE SAFETY	MAINTENANCE	121.13
	Total for Department 174		189.65*
	Total for Fund 11		189.65*
POOL	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	26.30
POOL	CMRS - TMS	POSTAGE	22.00
	Total for Department 175		48.30*
	Total for Fund 12		48.30*
AMBULANCE	BOUND TREE MEDICAL,	EQUIPMENT	234.33
AMBULANCE	CMRS - TMS	POSTAGE	69.96
AMBULANCE	WINDOM AUTO VALU	MAINTENANCE	8.25
AMBULANCE	Verizon Wireless	SERVICE FOR LAPTOPS	52.04
AMBULANCE	MN AMBULANCE ASSOC	DUES	660.00
AMBULANCE	PITNEY BOWES	RENTAL CHARGES	29.84
AMBULANCE	SANFORD USD MEDICAL	SERVICE	22.24
AMBULANCE	STREICHER'S	EQUIPMENT	132.98
	Total for Department 176		1,209.64*
	Total for Fund 13		1,209.64*
MULTI-PURPOSE BUILDI	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	26.30
MULTI-PURPOSE BUILDI	CMRS - TMS	POSTAGE	50.88
MULTI-PURPOSE BUILDI	HY-VEE FOOD STORE	MERCHANDISE	94.38
MULTI-PURPOSE BUILDI	MN ENERGY RESOURCES	HEATING	1,079.84
	Total for Department 177		1,251.40*
	Total for Fund 14		1,251.40*

CITY OF WINDOM

FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
	SEH	WINDOM DAM PROJECT	5,156.69
	Total for Department		5,156.69*
	Total for Fund 20		5,156.69*
	GUARDIAN INN/ MINNWE	TIF PAYMENT	22,762.20
	Total for Department		22,762.20*
	Total for Fund 35		22,762.20*
	TORO	TIF PAYMENT	23,176.47
	Total for Department		23,176.47*
	Total for Fund 37		23,176.47*
	MINN-KOTA PROPERTIES	TIF PAYMENT	2,559.27
	Total for Department		2,559.27*
	Total for Fund 39		2,559.27*
	J & R PARTNERSHIP	TIF PAYMENT	13,860.72
	Total for Department		13,860.72*
	Total for Fund 40		13,860.72*
	PM WINDOM	TIF PAYMENT	42,301.91
	Total for Department		42,301.91*
	Total for Fund 42		42,301.91*
LIQUOR	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	26.30
LIQUOR	ENVIROMASTER, INC.	SERVICE	39.54
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	8,136.80
LIQUOR	CMRS - TMS	POSTAGE	10.72
LIQUOR	WIRTZ BEVERAGE MN WI	MERCHANDISE	2,460.87
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	5,218.35
LIQUOR	JOHNSON BROS.	MERCHANDISE	4,004.49
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	2,947.32
LIQUOR	PITNEY BOWES	RENTAL CHARGES	29.84
LIQUOR	QUALITY WINE SPIRITS	MECHANDISE	9,178.82
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	1,773.87
LIQUOR	S&K LINES	FREIGHT	249.60
LIQUOR	SOUTHERN WINE & SPIR	MERCHANDISE	135.62
LIQUOR	THE WINE COMPANY	MERCHANDISE	137.00
LIQUOR	CAMPUS CLEANERS	SERVICE	20.05
LIQUOR	HOMETOWN PRODUCTIONS	ADVERTISE	289.50
	Total for Department 180		34,658.69*
	Total for Fund 60		34,658.69*

CITY OF WINDOM

FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
WATER	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	109.34
WATER	CMRS - TMS	POSTAGE	312.47
WATER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	196.88
WATER	MN VALLEY TESTING	TESTING	56.25
WATER	MN ENERGY RESOURCES	HEATING	668.21
WATER	PITNEY BOWES	RENTAL CHARGES	29.84
WATER	H D ELECTRONICS, INC	MAINTENANCE	456.94
	Total for Department 181		1,829.93*
	Total for Fund 61		1,829.93*
	J. H. LARSON	SUPPLIES/MAINTENANCE	447.66
	WERNER ELECTRIC	MAINTENANCE	20.07
	Total for Department		467.73*
ELECTRIC	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	26.30
ELECTRIC	CMRS - TMS	POSTAGE	308.95
ELECTRIC	MARV GRUNIG	EXPENSE	77.70
ELECTRIC	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	196.88
ELECTRIC	MN DEPT OF COMMERCE	ASSESSMENT	1,271.07
ELECTRIC	MN ENERGY RESOURCES	HEATING	279.38
ELECTRIC	PITNEY BOWES	RENTAL CHARGES	29.84
ELECTRIC	RESCO	INVENTORY	301.39
ELECTRIC	WINDOM FIRE SAFETY	MAINTENANCE	118.36
ELECTRIC	DNR	REFUND-OVERPAYMENT DEC B	347.71
	Total for Department 182		2,957.58*
	Total for Fund 62		3,425.31*
SEWER	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	52.60
SEWER	CMRS - TMS	POSTAGE	259.62
SEWER	INDOFF, INC	SUPPLIES	214.50
SEWER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	196.88
SEWER	MN VALLEY TESTING	TESTING	643.60
SEWER	MN ENERGY RESOURCES	HEATING	489.07
SEWER	PITNEY BOWES	RENTAL CHARGES	29.84
SEWER	H D ELECTRONICS, INC	MAINTENANCE	456.95
	Total for Department 183		2,343.06*
	Total for Fund 63		2,343.06*
ARENA	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	26.30
ARENA	CMRS - TMS	POSTAGE	38.88
ARENA	INDOFF, INC	SUPPLIES	40.51
ARENA	ELECTRIC FUND	MAINTENANCE	26.11
ARENA	FERRELLGAS	GAS	134.66
ARENA	WINDOM AUTO VALU	MAINTENANCE	33.61
ARENA	LUCAN COMMUNITY TV I	MAINTENANCE	319.09
ARENA	MN ENERGY RESOURCES	HEATING	1,335.02
ARENA	PITNEY BOWES	RENTAL CHARGES	29.84

CITY OF WINDOM

FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
ARENA	RUNNING'S SUPPLY	MAINTENANCE	46.94
ARENA	SCHWALBACH HARDWARE	MAINTENANCE	682.35
ARENA	SKI'S BRUSH	MAINTENANCE	55.40
	Total for Department 184		2,768.71*
	Total for Fund 64		2,768.71*
	ELECTRIC FUND	LOAN PAYMENT TO ELECTRIC	736.78
	Total for Department		736.78*
ECONOMIC DEVELOPMENT	CMRS - TMS	POSTAGE	36.56
ECONOMIC DEVELOPMENT	INDOFF, INC	SUPPLIES	90.58
ECONOMIC DEVELOPMENT	ELECTRIC FUND	LOAN PAYMENT TO ELECTRIC	212.71
ECONOMIC DEVELOPMENT	GODFATHER'S PIZZA	EXPENSE	30.17
ECONOMIC DEVELOPMENT	PITNEY BOWES	RENTAL CHARGES	29.84
	Total for Department 187		399.86*
	Total for Fund 67		1,136.64*
	SARENA BROWN	REFUND-STMT CREDIT	.21
	JAMES W NELSON	REFUND - STATEMENT CREDI	.28
	Total for Department		.49*
TELECOMMUNICATIONS	A & B BUSINESS EQUIP	MAINTENANCE CONTRACT	78.90
TELECOMMUNICATIONS	CMRS - TMS	POSTAGE	105.96
TELECOMMUNICATIONS	INDOFF, INC	SUPPLIES	40.51
TELECOMMUNICATIONS	GRAYBAR ELECTRIC CO	MAINTENANCE	622.39
TELECOMMUNICATIONS	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	590.61
TELECOMMUNICATIONS	MN DEPT OF COMMERCE	ASSESSMENT	134.74
TELECOMMUNICATIONS	MN ENERGY RESOURCES	HEATING	59.48
TELECOMMUNICATIONS	PITNEY BOWES	RENTAL CHARGES	89.52
TELECOMMUNICATIONS	RUNNING'S SUPPLY	MAINTENANCE	12.61
TELECOMMUNICATIONS	STONER INDUSTRIAL, I	SERVICE	19.13
TELECOMMUNICATIONS	MOHAMUD ABDULKADIR	REFUND - STATEMENT CREDI	5.06
TELECOMMUNICATIONS	SARENA BROWN	REFUND-STMT CREDIT	3.07
TELECOMMUNICATIONS	JAMES W NELSON	REFUND - STATEMENT CREDI	4.09
	Total for Department 199		1,766.07*
	Total for Fund 69		1,766.56*
	AFLAC	INSURANCE	356.20
	JOHNSON COUNTY COURT	PAYROLL DEDUCTION CDDM01	1,202.00
	LAW ENFORCMENT LABOR	UNION DUES	252.00
	LOCAL UNION #949	UNION DUES	1,538.54
	MN BENEFIT ASSOCIATI	INSURANCE	271.33
	Total for Department		3,620.07*
	Total for Fund 70		3,620.07*
	Grand Total		214,462.20*

CITY OF WINDOM

FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	BEIM CONSULTING	WEB SITE REDESIGN	224.68
MAYOR & COUNCIL	HY-VEE FOOD STORE	MAYORS MEDAL	95.83
MAYOR & COUNCIL	PETERSON JEWELRY	MAYORS MEDAL	13.20
MAYOR & COUNCIL	SECR REV FUND/CITY O	SUPPLIES	1.50
MAYOR & COUNCIL	WINDOM AREA CHAMBER	MAYOR'S MEDAL-TABLE CLOT	40.61
	Total for Department 101		375.82*
CITY OFFICE	BEIM CONSULTING	WEB SITE REDESIGN	224.68
CITY OFFICE	CMRS - TMS	POSTAGE	2,126.13
CITY OFFICE	INDOFF, INC	SUPPLIES	37.38
CITY OFFICE	MANTRONICS MAILING S	SUPPLIES	40.21
CITY OFFICE	NCPERS MINNESOTA	INSURANCE	80.00
CITY OFFICE	SCHWALBACH HARDWARE	MAINTENANCE	19.23
CITY OFFICE	TOSHIBA FINANCIAL SE	LEASE/MAINTENANCE CONTRA	20.40
	Total for Department 103		2,548.03*
P & Z / BUILDING OFF	BEIM CONSULTING	WEB SITE REDESIGN	224.68
P & Z / BUILDING OFF	NCPERS MINNESOTA	INSURANCE	24.00
	Total for Department 106		248.68*
CITY HALL	COLE PAPER INC.	SUPPLIES	50.30
CITY HALL	SCHWALBACH HARDWARE	MAINTENANCE	1,657.92
CITY HALL	WINDOM FIRE SAFETY	MAINTENANCE	16.00
	Total for Department 115		1,724.22*
POLICE	BEIM CONSULTING	WEB SITE REDESIGN	224.68
POLICE	INDOFF, INC	SUPPLIES	10.63
POLICE	NCPERS MINNESOTA	INSURANCE	144.00
POLICE	SCHWALBACH HARDWARE	MAINTENANCE	19.76
POLICE	TOSHIBA FINANCIAL SE	LEASE/MAINTENANCE CONTRA	10.18
POLICE	COUNTRY PRIDE SERVIC	MAINTENANCE	1,038.86
POLICE	SOUTHWESTERN MENTAL	PSYCHOLOGICAL TESTING	375.00
	Total for Department 120		1,823.11*
FIRE DEPARTMENT	AMOCO OIL COMPANY	GAS	155.43
FIRE DEPARTMENT	BEIM CONSULTING	WEB SITE REDESIGN	224.68
FIRE DEPARTMENT	INDOFF, INC	SUPPLIES	38.98
FIRE DEPARTMENT	HEIMAN FIRE EQUIP. C	MAINTENANCE	1,276.15
FIRE DEPARTMENT	MANKATO MOBIL - ALPH	MAINTENANCE	55.82
FIRE DEPARTMENT	MARK MARCY	EXPENSE	75.00
FIRE DEPARTMENT	MUNICIPAL EMERGENCY	SERVICE	2,070.01
FIRE DEPARTMENT	QUEST MARKETING, INC	SUPPLIES	60.00
FIRE DEPARTMENT	RIVERSIDE LAUNDRY	SERVICE	64.13
FIRE DEPARTMENT	COUNTRY PRIDE SERVIC	MAINTENANCE	1,787.87
FIRE DEPARTMENT	GOOZ'S EMBLEMS	US FLAG	48.09
FIRE DEPARTMENT	AMEM-ASSOC OF MN EME	DUES	100.00
	Total for Department 125		5,956.16*
STREET	BEIM CONSULTING	WEB SITE REDESIGN	224.68
STREET	COTTONWOOD COUNTY LA	GARBAGE	577.90
STREET	GDF ENTERPRISES, INC	MAINTENANCE	32.06

CITY OF WINDOM

FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
STREET	NCPERS MINNESOTA	INSURANCE	80.00
STREET	QUALITY OVERHEAD DOO	MAINTENANCE	800.50
STREET	SCHWALBACH HARDWARE	MAINTENANCE	131.16
	Total for Department 140		1,846.30*
RECREATION	BEIM CONSULTING	WEB SITE REDESIGN	224.68
RECREATION	TOSHIBA FINANCIAL SE	LEASE/MAINTENANCE CONTRA	10.18
	Total for Department 150		234.86*
PARKS	BEIM CONSULTING	WEB SITE REDESIGN	224.68
PARKS	COTTONWOOD COUNTY LA	GARBAGE	770.85
PARKS	NCPERS MINNESOTA	INSURANCE	16.00
	Total for Department 165		1,011.53*
	Total for Fund 01		15,768.71*
LIBRARY	AUDIO GO	VIDEO	70.00
LIBRARY	BEIM CONSULTING	WEB SITE REDESIGN	224.68
LIBRARY	COLE PAPER INC.	SUPPLIES	50.30
LIBRARY	SCHWALBACH HARDWARE	MAINTENANCE	5.33
LIBRARY	TOSHIBA FINANCIAL SE	LEASE/MAINTENANCE CONTRA	5.09
	Total for Department 171		355.40*
	Total for Fund 03		355.40*
AIRPORT	RON'S ELECTRIC INC	MAINTENANCE	18.96
AIRPORT	SCHWALBACH HARDWARE	MAINTENANCE	14.41
	Total for Department 174		33.37*
	Total for Fund 11		33.37*
POOL	TOSHIBA FINANCIAL SE	LEASE/MAINTENANCE CONTRA	5.09
	Total for Department 175		5.09*
	Total for Fund 12		5.09*
AMBULANCE	KATE AXFORD	EXPENSE	61.50
AMBULANCE	BEIM CONSULTING	WEB SITE REDESIGN	224.68
AMBULANCE	VAUGHN CORWIN	EXPENSE	45.72
AMBULANCE	LEWIS FAMILY DRUG #5	SUPPLIES	21.98
AMBULANCE	LONDA FOSHEIM	EXPENSE	17.86
AMBULANCE	KRUEGER BODY SHOP	MAINTENANCE	75.00
AMBULANCE	MN EMERGENCY MED SER	LICENSE FEE-WINDOM AMBUL	588.00
AMBULANCE	KIM POWERS	EXPENSE	10.80
AMBULANCE	ALLAN REMPEL	EXPENSE	6.61
AMBULANCE	WINDOM FIRE SAFETY	MAINTENANCE	33.00
	Total for Department 176		1,085.15*
	Total for Fund 13		1,085.15*

CITY OF WINDOM

FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
	BIG TRAY	REFRIGERATOR	2,859.00
	Total for Department		2,859.00*
MULTI-PURPOSE BUILDI	COCA-COLA BOTTLING C	MERCHANDISE	38.00
MULTI-PURPOSE BUILDI	COLE PAPER INC.	SUPPLIES	201.21
MULTI-PURPOSE BUILDI	HY-VEE FOOD STORE	MERCHANDISE	53.29
MULTI-PURPOSE BUILDI	NCPERS MINNESOTA	INSURANCE	32.00
MULTI-PURPOSE BUILDI	SCHWALBACH HARDWARE	MAINTENANCE	247.16
MULTI-PURPOSE BUILDI	TOSHIBA FINANCIAL SE	LEASE/MAINTENANCE CONTRA	10.18
	Total for Department 177		581.84*
	Total for Fund 14		3,440.84*
SCDP	SW MN HOUSING PARTNE	DEED GRANT	18,674.00
	Total for Department 163		18,674.00*
	Total for Fund 17		18,674.00*
LIQUOR	BEIM CONSULTING	WEB SITE REDESIGN	224.68
LIQUOR	WIRTZ BEVERAGE MN WI	MERCHANDISE	3,981.90
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	7,674.80
LIQUOR	A H HERMEL CANDY & T	MERCHANDISE	373.15
LIQUOR	JOHNSON BROS.	MERCHANDISE	5,823.42
LIQUOR	NCPERS MINNESOTA	INSURANCE	32.00
LIQUOR	MN ENERGY RESOURCES	HEATING	29.40
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	1,698.05
LIQUOR	QUALITY WINE SPIRITS	MERCHANDISE	37.00
LIQUOR	RUNNING'S SUPPLY	MAINTENANCE	10.12
LIQUOR	S&K LINES	FREIGHT	520.00
LIQUOR	TOSHIBA FINANCIAL SE	LEASE/MAINTENANCE CONTRA	20.36
LIQUOR	VINOCOPIA, INC	MERCHANDISE	876.25
LIQUOR	WINE MERCHANTS	MERCHANDISE	453.00
LIQUOR	CAMPUS CLEANERS	SERVICE	20.05
	Total for Department 180		21,774.18*
	Total for Fund 60		21,774.18*
	WENCK ASSOCIATES, IN	2012 6TH ST/RIVER RD PRO	729.00
	Total for Department		729.00*
WATER	ATCO INTERNATIONAL	MAINTENANCE	143.10
WATER	BEIM CONSULTING	WEB SITE REDESIGN	224.68
WATER	BOLTON & MENK, INC.	SERVICE	1,235.00
WATER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	143.75
WATER	NCPERS MINNESOTA	INSURANCE	40.00
WATER	SCHWALBACH HARDWARE	MAINTENANCE	78.45
WATER	SECR REV FUND/CITY O	SUPPLIES	3.00
WATER	TOSHIBA FINANCIAL SE	LEASE/MAINTENANCE CONTRA	20.36
WATER	WENCK ASSOCIATES, IN	LANDFILL	690.00
WATER	WINDOM FIRE SAFETY	MAINTENANCE	87.99

CITY OF WINDOM

FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
WATER	DAVID MCDYER	TOOLS	439.28
	Total for Department 181		3,105.61*
	Total for Fund 61		3,834.61*
	DAKOTA SUPPLY GROUP	MAINTENANCE	4,256.81
	SECR REV FUND/CITY O	REFUND - UTILITY PREPAYM	500.00
	STEPH ULSTAD	REFUND-UTILITY PREPAYMEN	300.00
	WAYNE MARAS	REFUND - UTILITY PREPAYM	300.00
	BEVERLY NAPOLEON	REFUND - UTILITY PREPAYM	300.00
	KATE ROBERTS	REFUND - UTILITY PREPAYM	125.00
	Total for Department		5,781.81*
ELECTRIC	AMOCO OIL COMPANY	GAS	313.47
ELECTRIC	BEIM CONSULTING	WEB SITE REDESIGN	224.80
ELECTRIC	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	143.75
ELECTRIC	NCPERS MINNESOTA	INSURANCE	96.00
ELECTRIC	SCHWALBACH HARDWARE	MAINTENANCE	24.50
ELECTRIC	BRAD BUSSA	CLEANING	184.60
ELECTRIC	TOSHIBA FINANCIAL SE	LEASE/MAINTENANCE CONTRA	20.36
ELECTRIC	UTILITIES PLUS ENERG	MAINTENANCE	5,060.00
ELECTRIC	BANK MIDWEST	NSF CHECK	488.84
ELECTRIC	PATRICIA BALOUN	ENERGY REBATE	50.00
ELECTRIC	JERRY BAUER	ENERGY REBATE	250.00
ELECTRIC	DAVE EYBERG	ENERGY REBATE	150.00
ELECTRIC	DAVE FISCHENICH	ENERGY REBATE	250.00
ELECTRIC	ED GRUNEWALD	ENERGY REBATE	35.00
ELECTRIC	CHRIS HARTBERG	ENERGY REBATE	60.00
ELECTRIC	ALMA ROSA HERNANDEZ	ENERGY REBATE	50.00
ELECTRIC	JACK KELLY	ENERGY REBATE	25.00
ELECTRIC	BRUCE KINTZI	ENERGY REBATE	50.00
ELECTRIC	MARK LILLEGAARD	ENERGY REBATE	24.50
ELECTRIC	JOAN NEGEN	ENERGY REBATE	50.00
ELECTRIC	WILLIS NICHOLS	ENERGY REBATE	50.00
ELECTRIC	BRAD POWERS	ENERGY REBATE	75.00
ELECTRIC	SHIRLEY SCHOENENBERG	ENERGY REBATE	25.00
ELECTRIC	NEIL SILKER	ENERGY REBATE	50.00
	Total for Department 182		7,750.82*
	Total for Fund 62		13,532.63*
	BOLTON & MENK, INC.	SERVICE	6,307.89
	ROBERT L. CARR	WASTEWATER TREATMENT PRO	42,725.15
	RON'S ELECTRIC INC	MAINTENANCE	5,475.16
	WENCK ASSOCIATES, IN	2012 6TH ST/RIVER RD PRO	729.00
	Total for Department		55,237.20*
SEWER	AMOCO OIL COMPANY	GAS	76.04
SEWER	BEIM CONSULTING	WEB SITE REDESIGN	224.68
SEWER	BOLTON & MENK, INC.	SERVICE	2,132.50

CITY OF WINDOM

FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
SEWER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	143.75
SEWER	MN VALLEY TESTING	TESTING	1,542.20
SEWER	NCPERS MINNESOTA	INSURANCE	56.00
SEWER	SCHWALBACH HARDWARE	MAINTENANCE	40.07
SEWER	TOSHIBA FINANCIAL SE	LEASE/MAINTENANCE CONTRA	32.56
SEWER	WINDOM FIRE SAFETY	MAINTENANCE	87.99
SEWER	COLTON DUNSE	FUEL	64.66
SEWER	DAVID MCDYER	TOOLS	439.29
	Total for Department 183		4,839.74*
	Total for Fund 63		60,076.94*
ARENA	AMOCO OIL COMPANY	GAS	199.82
ARENA	BEIM CONSULTING	WEB SITE REDESIGN	224.68
ARENA	COCA-COLA BOTTLING C	MERCHANDISE	351.50
ARENA	A H HERMEL CANDY & T	MERCHANDISE	153.38
ARENA	COREY MARICLE	REFUND-SKATE RENTAL	25.00
ARENA	MN ICE ARENA MANAGER	MEMBERSHIP	145.00
ARENA	NCPERS MINNESOTA	INSURANCE	32.00
ARENA	RUNNING'S SUPPLY	MAINTENANCE	38.41
ARENA	SCHWALBACH HARDWARE	MAINTENANCE	50.39
ARENA	TOSHIBA FINANCIAL SE	LEASE/MAINTENANCE CONTRA	18.32
ARENA	WINDOM FIRE SAFETY	MAINTENANCE	24.00
ARENA	DAVE GREEN	REFUND - SKATE RENTAL	21.00
	Total for Department 184		1,283.50*
	Total for Fund 64		1,283.50*
	FULDA AREA CREDIT UN	SPEC BLDG LOAN	1,800.74
	Total for Department		1,800.74*
ECONOMIC DEVELOPMENT	BEIM CONSULTING	WEB SITE REDESIGN	224.68
ECONOMIC DEVELOPMENT	FULDA AREA CREDIT UN	SPEC BLDG LOAN	1,559.26
ECONOMIC DEVELOPMENT	NCPERS MINNESOTA	INSURANCE	24.00
	Total for Department 187		1,807.94*
	Total for Fund 67		3,608.68*
	CITY OF WINDOM	REPOST TO PAY FOR NSF CH	223.45
	Total for Department		223.45*
TELECOMMUNICATIONS	ARENA FUND	SIGN RENTAL	200.00
TELECOMMUNICATIONS	DISH NETWORK	SERVICE	3,400.00
TELECOMMUNICATIONS	E-911	MONTHLY 911 SERVICE	43.95
TELECOMMUNICATIONS	GLOBAL GOV'T/EDUCATI	MAINTENANCE	831.12
TELECOMMUNICATIONS	GRAYBAR ELECTRIC CO	MAINTENANCE	1,381.56
TELECOMMUNICATIONS	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	431.25
TELECOMMUNICATIONS	IP NETWORKS	MAINTENANCE CONTRACT	4,858.00
TELECOMMUNICATIONS	NCPERS MINNESOTA	INSURANCE	64.00
TELECOMMUNICATIONS	NEW STAR SALES & SER	COPIER MAINTENANCE	35.00

CITY OF WINDOM

FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
TELECOMMUNICATIONS	CENTURY LINK	TELEPHONE	309.16
TELECOMMUNICATIONS	CENTURY LINK	DIRECTORY LISTING	207.48
TELECOMMUNICATIONS	NEUSTAR, INC.	MAINTENANCE	19.50
TELECOMMUNICATIONS	OLSEN THIELEN & CO.,	SERVICE	674.00
TELECOMMUNICATIONS	CALIX	MAINTENANCE	1,201.31
TELECOMMUNICATIONS	RUSHMORE INDUSTRIES,	FREIGHT	14.57
TELECOMMUNICATIONS	SCHWALBACH HARDWARE	MAINTENANCE	68.35
TELECOMMUNICATIONS	SDN COMMUNICATIONS	SERVICE	2,839.78
TELECOMMUNICATIONS	SECR REV FUND/CITY O	POSTAGE	13.00
TELECOMMUNICATIONS	STONER INDUSTRIAL, I	SERVICE	19.13
TELECOMMUNICATIONS	TOSHIBA FINANCIAL SE	LEASE/MAINTENANCE CONTRA	30.54
	Total for Department 199		16,641.70*
	Total for Fund 69		16,865.15*
	NCPERS MINNESOTA	INSURANCE	32.00
	Total for Department		32.00*
	Total for Fund 70		32.00*
	Grand Total		160,370.25*

Coalition of Greater Minnesota Cities

CGMC in Brief

December 21, 2011

Contact: Tim Flaherty
651-225-8840

Season's Greetings

Mayor Oberloh, president of the CGMC, asked us to pass this greeting along to all of our members. "Perhaps we do not take enough time to reflect on the good things before us and only the negatives. I know we have a lot of work before us and that if we remain strong and loud good things can and will happen. Merry Christmas to all.....ao"

The staff at Flaherty and Hood also wish you and your families a joyous holiday season. We look forward to working with you in the new year.

CGMC Economic Development Meeting with Commissioner Phillips

On Tuesday, Fergus Falls Mayor Hal Leland and CGMC lobbyist J.D. Burton met with Minnesota Department of Employment and Economic Development Commissioner Mark Phillips for an hour-long discussion of the CGMC's *Greater Minnesota Economic Recovery Plan.* The Commissioner had previously expressed an interest in working with the CGMC on economic development efforts in greater Minnesota, and this meeting was in response to the Commissioner's request for more information.

The meeting covered the bulk of the Recovery Plan's recommendations, with particular emphasis spent on the intern tax credit provision, the new jobs training provision, the angel investment tax credit and the BDPI grant. The Commissioner was encouraged by the CGMC's proposals and suggested that many match recommendations he has presented to the Governor. The Commissioner also offered suggestions on how to promote the Recovery Plan, and asked that the CGMC continue working with him during the upcoming legislative session.

CGMC lobbyists have also met or briefed key legislative leaders on the Recovery Plan, including House Jobs and Economic Development Finance Chair Bob Gunther (R – Fairmont).

For more information, please contact J.D. Burton with Flaherty & Hood, P.A.

Senate Leadership Vote December 27

Senate Majority Leader Amy Koch resigned her leadership position last Thursday. The Senate GOP Caucus has scheduled a vote on her replacement for Tuesday December 27, 2011. At this point, it is too early to make predictions on who her successor will be and the implications of the change for the legislative season. We will keep you updated as we learn more.

Task Force Releases Vehicle Miles Traveled Report

A MnDOT-appointed task force released a report Friday recommending further exploration of alternative transportation funding such as mileage-based user fees. The task force, appointed by MnDOT Commissioner Tom Sorel last April, did not offer a specific approach toward implementing such a system, however, suggesting instead that more information was needed.

The motor fuel tax provides over ½ of all state revenue for roads, bridges, county and municipal state transportation aid. However, fuel consumption and fuel tax collections have lagged behind growth in vehicle miles traveled. This imbalance is primarily due to improving mile-per-gallon standards in vehicles and the rise of hybrid and electric cars. (Electric cars users would pay no gas tax.) The result is more cars and trucks on the road, but less revenue to help manage the transportation system. The mileage-based user fee would charge drivers for the miles they drive on the roadway system.

The information provided by the task force will accompany information collected by MnDOT through technology research currently underway. This information will aid policy makers in setting transportation financing measures for the future. More information about the task force, as well as a copy of their full report, can be found here: http://bit.ly/sjYfma.

Are You Using Recently Expanded TIF Powers? Tell us!

During the 2011 session, the legislature passed and the governor enacted a temporary expansion of TIF provisions to any type of project (excluding housing) if there was a finding of job creation, the construction began by 7/1/12 and there was a request for certification by 6/30/12. The measure also extended the deadline for a temporary suspension of various rules limiting use of tax increment revenues under certain conditions.
The House Tax Committee has asked city organizations to poll their members to learn which cities have utilized, or plan on utilizing, these expanded TIF provisions in the next year for economic development projects in their communities. The Committee intends to hold a hearing next session to examine the TIF provisions and their usage.

If your community has utilized these expanded provisions over the past 2 years, or plans to utilize these provisions, please contact J.D. Burton with Flaherty & Hood, P.A

Fargo Forum Pulls No Punches

The Fargo Forum newspaper continues to be a strong voice recognizing the impact that legislative decisions on property aids and credits have on city and county budgets. This editorial recognizes the dilemma faced by Moorhead as it finalized its budget, a dilemma many cities have shared. http://bit.ly/uUBzx1

Fall Conference Pictures

We apologize for the delay, but we have uploaded a few of our fall conference photos to the web which can be found at http://bit.ly/vMFSKx

The state cut property tax aids and credits by $638 million for the 2012-2013 biennium. This action resulted in large local property tax increases on homeowners, businesses, and renters. Greater Minnesota businesses were hit disproportionately hard -- making them less competitive and hurting the economic recovery.

CGMC's Proposals for Economic Recovery for the 2012 Legislative Session

Protect and Restore Local Government Aid

State LGA cuts of over $1.2 billion since 2003 have had a devastating impact on cities in greater Minnesota. The 2011 budget deal:

- Cut property tax aids and credits by $638 million for 2012-2013 biennium
- Cut $365 million from the Market Value Homestead Credit (MVHC)
- Cut over $200 million from Local Government Aid (LGA)

What is needed now for economic recovery:

- **Oppose all cuts to LGA - additional cuts should be completely off the table in 2012 regardless of any new state budget deficit**
- **Restore LGA to per capita 2000 funding levels (an additional $156 million) with at least half of this amount beginning in 2013**

Please remember Senator Julianne Ortman's commitment to future Local Government Aid and County Program Aid funding levels during the 2011 Special Session tax floor debate:

> ***"All of our cities and counties know that the 2010 levels are permanent. That they will be paid out at those levels in 2011 and 12, and 13, and 14, and 15."***

Adopt a Greater Minnesota Economic Recovery Plan

While protecting and restoring LGA is the most important approach to helping greater Minnesota's economy recover, here are additional initiatives to boost job creation:

Workforce Development and Training - Create a Greater Minnesota Employer Internship Tax Credit and a New Employees Job Training Program Tax Credit

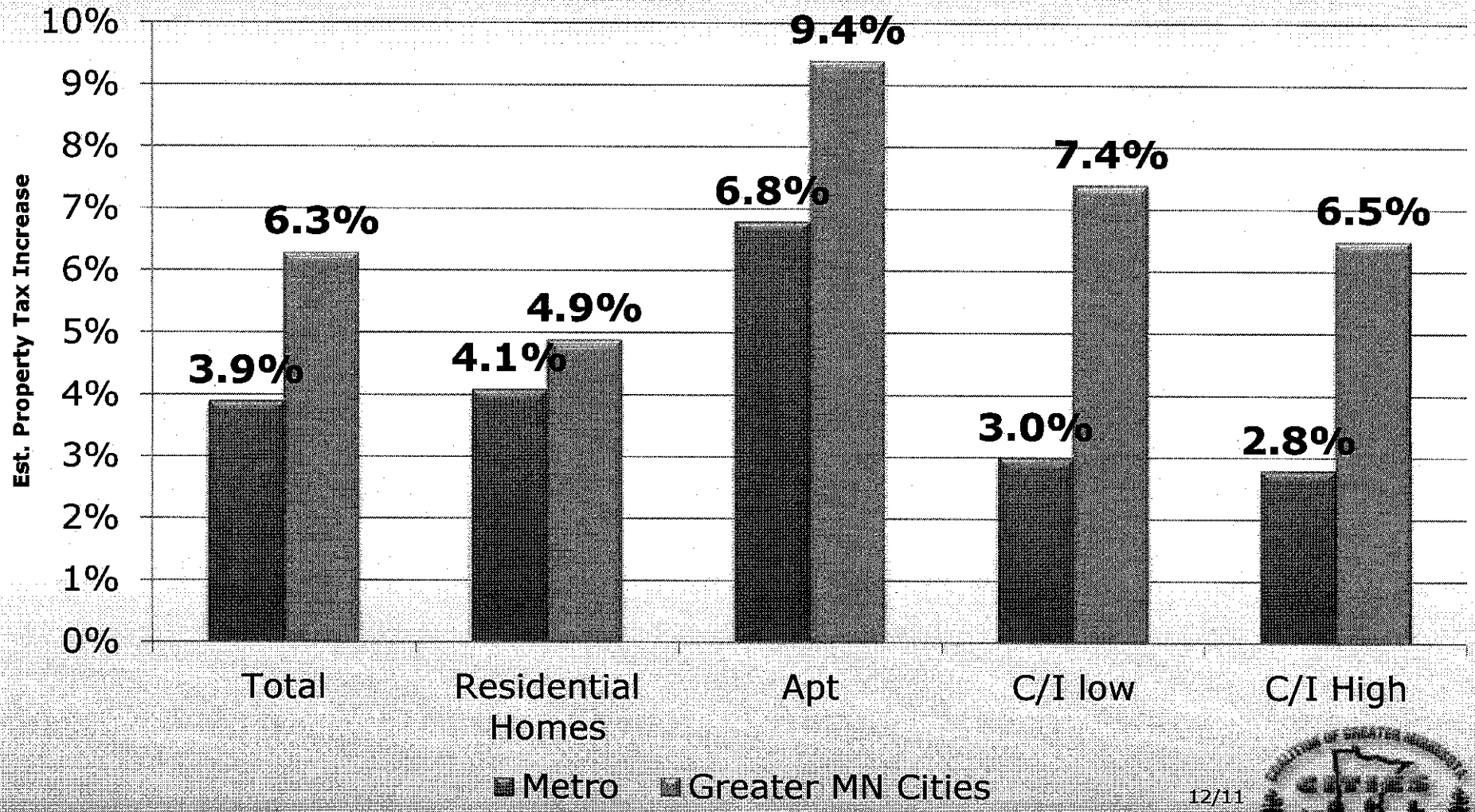
Entrepreneurial Enhancement - Increase angel investment tax credit for investments in greater Minnesota businesses to address the imbalance of credits issued since the program's inception in 2010

Regulations/Permitting - Reform and coordinate state regulatory permitting process

Infrastructure Development Bonding -

- Greater MN Business Development Public Infrastructure (BDPI) Grant Program - $15 million
- Greater Minnesota General Bonding Program – at least $350 million for higher education, economic development, and transportation
- Greater Minnesota Interchange Program – $35 million for interchange projects to promote economic development, increase employment and improve public safety
- Municipal Wastewater and Sewer Infrastructure - $200 million for a municipal wastewater and sewer infrastructure grant program

Property Tax Impacts of Budget



Source: House Research Simulation Report: Property Tax, #11E7, July 18, 2011

12/11

Oppose Potential Constitutional Limits on Spending and Raising Revenue in 2012

Limited state revenue will push cost to local governments

- With decreased state revenue, aids to local governments, colleges and other programs with alternative revenue sources would likely be reduced. This would increase local taxes and tuition. In addition, mandates passed down from the state would be even less likely to have funding, increasing unfunded mandates.

Budgeting through the Constitution

- If it becomes easier to pass a constitutional amendment (requiring only simple majority) than a tax increase (requiring a supermajority of legislature), there likely will be many more budget related constitutional amendments. This could include mandated funding for education or dedicated tax increases to programs. This could squeeze programs with less special interest backing and money.

Aid and credit reductions used as "revenue" for other budget areas

- Because of the nature of the legislative process it is usually the Omnibus Tax Bill – where LGA and other property tax aids and credits programs are handled – that is the last one to be completed. This means that as other budget bills spend dollars for priorities in those areas it will become necessary to find dollars from other areas. So, in an environment where taxes can't be raised, the dollars set aside for LGA are ripe to become "revenue" to balance the books in other areas of state government.

Property Tax Relief Will Need its Own Constitutional Protection

If Legislature passes a limitation on raising revenue then property tax relief will need constitutional protection

A constitutional amendment for property tax relief should:

- ✓ Dedicate 1.5 cents of existing sales tax to "Property Taxpayers Trust Fund"
- ✓ Trust Fund allocated by law, but must be:
  - 50% to LGA type program that takes into account a city's tax base and needs
  - 50% to direct tax relief to homeowners and renters

GREATER MINNESOTA ECONOMIC RECOVERY PLAN

Disparities in income and educational attainment levels, population shifts and other demographic variables in greater Minnesota calls for a fresh look at job creation by rural legislators at the Capitol. Accordingly, the Coalition of Greater Minnesota Cities proposes the following roadmap for the 2012 legislative session to help boost job-creation in greater Minnesota.

Protect and Restore Local Government Aid

Cuts in Local Government Aid (LGA) lead to property tax increases on local businesses and cuts to local services. These property tax increases fall disproportionately on greater Minnesota businesses. CGMC opposes any additional cuts to LGA in 2012 and supports an increase for LGA beginning in 2013.

Workforce Development and Training

- **Greater Minnesota Employer Internship Tax Credit** - *$2.5 million/year for 3 years*
  Employers in greater Minnesota who hire a student enrolled at a four-year university/college or two-year technical/community college as an intern would receive a refundable tax credit for a percentage of the salary paid to the intern. Certain qualifications would be attached to the intern, as well as the employer. Additionally, the amount of the credit and number of credits issued would be limited and available on a first-come, first-serve basis. A report to the Legislature is required.

- **New Employees Job Training Program** – *Cost Unknown*
  A portion of a new employee's withholding tax is reinvested in the company to help pay for costs related to training of new employees. Businesses can use the funding to support its own training costs or contract with a training institution or private party to deliver the training. Applies to greater Minnesota businesses only. A report to the Legislature is required.

Entrepreneurial Enhancement

- **Greater Minnesota Angel Investment Tax Credit Expansion** – *No Cost*
  Adjust angel investment tax credit statute to provide for 50% tax credit for investors in a qualified small business in greater Minnesota. The 25% tax credit in current law would remain for investments in Metro Area qualified businesses. Adjustment reflects significant shortage of investments in greater Minnesota since program's creation in 2010.

Regulations/Permitting

- **Reform and Coordination of the Permitting Process** – *No Cost*
  Support legislative efforts designed to improve efficiency and coordination within the state regulatory permitting process. This involves the use of existing or new technologies to better track and process permits, as well as providing greater transparency and accountability. Emphasize public-private partnership opportunities with the State Chamber of Commerce and other groups.

Infrastructure Development

- **Greater MN Business Development Public Infrastructure (BDPI) Grant Program** - *$15 million (G.O.)*
  Request a $15 million general obligation bond appropriation for the BDPI grant. Also, emphasize legislative or administrative solution allowing for receipt of BDPI grants where a city does not yet have a commitment from a tenant(s) at the industrial park.

- **Greater Minnesota General Bonding Program** – *at least $350 million (G.O.)*
  2012 is a traditional bonding year at the Capitol. One-half of the bonding bill, or at least $350 million, should be designated for various greater Minnesota infrastructure projects. This would include funding for higher education, economic development, and transportation. Estimated amount and projects loosely based on 2012 agency and local government capital investment requests submitted to the Department of Minnesota Management and Budget in June, 2011.

- **Greater Minnesota Interchange Program** – *$35 million (T.H. Bonds)*
  Approximately $35 million in trunk highway bonding for interchange projects in greater Minnesota where the interchange will promote economic development, increase employment and improve public safety. No project specifically earmarked. Repeal of Motor Vehicle Sales Tax exemption for collector cars or other revenue should be considered to help pay for debt service on the trunk highway bonds. (Debt service is approximately $3.6-3.7 million per year.)

- **Municipal Wastewater and Sewer Infrastructure Bonding** - *$100 million/year for 2 years (G.O.)*
  General obligation bond request of $200 million for a municipal wastewater and sewer infrastructure grant program. The grant would call for a local match of at least 25%. These resources would be in addition to the yearly Public Facilities Authority base request for funding of waste water and sewer projects. Funding would operate through the Wastewater Infrastructure Fund (WIF) fund, with modified eligibility criteria. The program is designed to address wastewater treatment facility improvement funding shortfalls, and incentivize project development.

2012 Leadership Conference for Experienced Officials

Jan. 27-28—Brooklyn Center

Shared Leadership: Partnering to Solve Real-World Problems

As times have changed, so has the role of city leaders. To be successful in this new environment, city officials will need to think differently and engage and empower others in their communities to help solve problems.

During these two days of training, you will:

- Assess the strengths and weaknesses of your city's public engagement efforts
- Identify strategies and tactics that will involve the people in your community in constructing a better framework for public engagement
- Embrace the new skills needed to navigate the "new normal"
- Recognize adaptive challenges that require a new way of thinking, and how your city might approach them

—**REGISTER** *(Link to: http://mylmc.lmc.org/ebusiness/ProductCatalog/Product.aspx?ID=1811)* *(you'll need to set up a MyLMC account in your name to register)*

—**Agenda** *(Link to: http://www.lmc.org/page/1/agenda-experienced2012.jsp)*

—**Hotel Information** *(Link to: http://www.lmc.org/page/1/hotel-experienced2012.jsp)*

—**Fee:** $220 (includes meals and materials—does not include lodging)

Location:

Earle Brown Heritage Center
6155 Earle Brown Dr. (**view map** *(Link to: http://www.mapquest.com/maps?city=Brooklyn+Center&state=MN&address=6155+Earle+Brown+Dr&zipcode=55430-2138&country=US&latitude=45.067113&longitude=-93.302225&geocode=ADDRESS)*)
Brooklyn Center, MN 55430

Your LMC Resource

Contact Amy Mansager
Event Coordinator
(651) 281-1240 or (800) 925-1122
amansager@lmc.org *(Link to: mailto:amansager@lmc.org)*

If you have special accommodation needs (dietary/mobility), please contact **Amy Mansager** using the contact information above.

Billing/Cancellation Policy

- Your invoice will be sent as a pdf attachment to the confirmation e-mail you receive after you register online; please pay from that invoice.
- If you cannot attend the conference, you are welcome to send a substitute. All cancellation requests must be submitted via e-mail or fax by 4:30 p.m. on Jan. 19, 2012 and are subject to a $50 handling fee. All unpaid registrations not cancelled by Jan. 19, 2012 will be billed at the full conference rate—no refunds will be made.

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Agenda

2012 Leadership Conference for Experienced Officials

FRIDAY

12 p.m.
Registration Opens (lunch on your own)

1 p.m.
Conference Welcome

1:10 p.m.
Achieving Stronger Local Democracy
Matt Leighninger, Executive Director, Deliberative Democracy Consortium
Everyone talks about the need to engage the public, but what does it really mean? And is it even worthwhile in these constrained economic times? Matt Leighinger, lead author of the new National League of Cities publication, *Planning for Stronger Democracy: A Field Guide for Local Officials* will convince you that it does matter. During this session, you'll assess how well your city is really connecting with citizens, learn some applied and field-tested approaches to authentic citizen engagement, and plan for tangible results that both earn citizen confidence and result in higher levels of satisfaction in achieving community goals.

5 p.m.
Social Hour and Networking
Use this opportunity to relax and meet elected officials from neighboring cities—network and enjoy!

6 p.m.
Dinner

7 p.m.
Governing as a Team
Carl Neu, The Center for the Future of Local Governance
Carl Neu closes the evening with wisdom and advice for working effectively with your fellow elected officials and city staff.

8:30 p.m.
Adjourn

SATURDAY

8:30 a.m.
Leadership Skills for the New Normal
Carl Neu, The Center for the Future of Local Governance
Even as the economy slowly recovers, cities are faced with new realities that have forever changed. Your city can thrive in this environment, but only if you as a city leader are willing to think in new ways

and sharpen some new skills. One of LMC's most popular trainers, Carl Neu, offers his observations about what's going on in the world of local government and how today's most successful city officials are overcoming government malaise by connecting and collaborating with others, enhancing teamwork with council colleagues and staff, thinking about new ways to define and deliver city services, and learning when to lead and when it's better to follow.

11:30 a.m.
Adjourn

—**REGISTER** *(Link to: http://mylmc.lmc.org/ebusiness/ProductCatalog/Product.aspx?ID=1811)* *(you'll need to set up a MyLMC account in your name to register)*

Your LMC Resource

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Hotel Information

2012 Leadership Conference for Experienced Officials

Lodging is not included in the conference registration fee. To make your room reservations online, **click here.** *(Link to: http://embassysuites.hilton.com/en/es/groups/personalized/M/MSPBRES-LM2-20120126/index.jhtml?WT.mc_id=POG)* You can also call the hotel directly and ask for the League of Minnesota Cities room block.

Jan. 27-28
Embassy Suites Minneapolis Brooklyn Center
6300 Earle Brown Dr. (**view map** *(Link to: http://www.mapquest.com/maps?city=Brooklyn+Center&state=MN&address=6300+Earle+Brown+Dr&zipcode=55430-2147&country=US&latitude=45.068616&longitude=-93.305493&geocode=ADDRESS)*)
Brooklyn Center, MN 55430
Phone: (763) 560-2700
Make your reservation online *(Link to: http://embassysuites.hilton.com/en/es/groups/personalized/M/MSPBRES-LM2-20120126/index.jhtml?WT.mc_id=POG)*
King/Queen Bedroom: $99 (plus tax)
*Rooms must be reserved by **Jan. 6** to guarantee this rate.*

Your LMC Resource

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