

Council Meeting
Tuesday, September 18, 2012
City Council Chambers
7:30 p.m.
AGENDA



Call to Order
Pledge of Allegiance

1. Approval of Minutes
 - Council Minutes–September 4, 2012
2. Consent Agenda
 - Minutes
 - Utility Commission – September 6, 2012
 - EDA Commission – September 10, 2012
 - Library Board – August 15 & September 11, 2012
 - License Applications
 - Amplification Permit – First United Methodist Church
 - Correspondence
 - Worthington Composite Squadron – Civil Air Patrol
3. Department Heads
4. Public Hearings
 - Small Cities Development Program (SCDP) Update
 - Tax Abatement – 1905 1st Avenue
5. EDA Entrance Sign MNDOT Permit Approval
6. Breast Health Walk – Request for Picnic Tables
7. Second Reading – Disruptive Intoxication Ordinance
8. Telecom Bond – Refinancing Presentation
9. PM Beef Holdings – Amendment to Industrial Wastewater Treatment Agreement
10. Resolution Adopting the MN General Records Retention Schedule for Cities
11. Personnel Committee Recommendation
 - Library
 - EMT Wages
 - Fire Department Wages
 - Sick/Vacation Leave Loan Policy
12. New Business
13. Old Business
 - Senate District 22 Candidate Forum – Oct. 9th, 7:00 p.m. Windom Community Center
14. Regular Bills
15. Contractor Payment – Wastewater Treatment Improvements Robert Carr–\$431,769.30
16. Council Concerns
17. Adjourn



**Regular Council Meeting
Windom City Hall, Council Chamber
September 4, 2012
7:30 p.m.**

1. Call to Order:

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

2. Roll Call: Mayor: Kirby Kruse

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

Council Members Absent: None

City Staff Present: Steve Nasby, City Administrator; Bruce Caldwell,
Streets and Parks Superintendent; Scott Peterson,
Police Chief and Jeff Dahna, Telecom

3. Pledge of Allegiance

4. Approval of Minutes:

Ray noted an error on the attendance list as she was absent for the August 21, 2012 meeting. Nasby noted the correction.

Motion by Fossing second by Powers to approve the City Council minutes from August 21, 2012 as amended and for August 28, 2012. Motion carried 5 – 0.

5. Consent Agenda:

Kruse noted the minutes from the following Boards and Commissions:

- Telecommunications Commission – August 8, 2012
- Utility Commission – August 22, 2012
- Community Center Commission – August 27, 2012

Two license applications were noted by Kruse.

- Exempt Gambling Permit application from the Windom Area Hospital for a raffle on October 13, 2012
- Business Solicitation license from Vickie Steenhoek for door to door sales of Rada Cutlery.

Kruse said there was also correspondence from the Relay for Life committee.

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

Preliminary

6. Department Heads:

None.

7. First Reading – Disruptive Intoxication Ordinance:

Scott Peterson, Police Chief, said that the proposed ordinance will assist law enforcement with handling cases where intoxicated persons are causing public safety problems and disturbing the peace. Other Minnesota communities have such an ordinance and have found it effective. The proposed ordinance is modeled after the one used in Redwood Falls. This is not a public intoxication ordinance, as State law states that public intoxication itself is not a crime. Where the proposed ordinance will come into use is if someone is disruptive while intoxicated the Police have another tool to use. Essentially it is for drunk and disorderly behavior.

Powers asked for an example. Peterson said that intoxicated individuals have caused problems for the public and businesses through disturbing the peace in one location then moving on to other locations and repeating the behavior.

Powers asked if it would apply to private homes. Peterson said it would not apply to private residences and the only situation where it may be used is if a homeowner had a party and invited the public, such as an ad in the newspaper for an event, but that threshold is high and he does not see that happening.

Kruse asked if the City Attorney had reviewed the proposed ordinance and had an opinion. Peterson said the City Attorney drafted the proposed ordinance and was supportive of the effort to adopt it.

Motion by Ray seconded by Fossing to pass the first reading of the Disruptive Intoxication Ordinance. Motion carried 5 – 0.

Powers asked about the enactment of the ordinance. Nasby said a second reading would be on the September 18, 2012 City Council agenda and if it were approved it would be published in the next available newspaper that would be published on September 26, 2012 so that would be the effective date.

8. Multi-Agency Law Enforcement Joint Powers Agreement:

Peterson said that the Windom Police Department had been participating in a state-wide taskforce on internet crimes against children. Officer Marcy has been trained and is part of this working group and she is doing an excellent job. Peterson requested that the City Council approve the joint powers agreement with the State of Minnesota.

Nasby noted that this is a continuation of a taskforce that the Windom Police Department has had for several years.

Motion by Powers seconded by Ray to approve the City of Windom's participation in the Multi-Agency Joint Powers Agreement with the State of Minnesota. Motion carried 5 – 0.

9. Preliminary 2013 Budget Levy:

Nasby said that the first round of budget review with the Department Heads had been completed and staff is proposing a 5% increase in the preliminary levy to provide the City Council with flexibility on capital projects. The operational costs for the General Fund are presently within one-half of one percent from last year's numbers. There is a table in the memorandum that shows what the proposed tax levy would be ranging from 1% to 9%. The preliminary levy is a maximum levy, so the number can go down but cannot go higher than what is set at this time. Nasby noted that if a 2013 Street project is approved then in 2014 there will be additional debt service on the bonds so flexibility in spending on capital and operations will be tighter next year if the tax levy remained the same.

Fossing asked why the levy should be higher than the 5% recommended by staff. Nasby said that a higher amount would provide additional funds for Capital projects if the Council decided to fund them.

Jones said that he would like to work on the capital projects as much as we can as this has been part of the long-range planning process and the departments have not been able to do much these last few years. As such, he would support a higher preliminary levy as the number can go down following the budget workshop.

Powers made a motion to adopt a 5% increase in the preliminary tax levy as proposed for 2013. No second was received.

Council member Jones introduced the Resolution No. 2012-50, entitled "A RESOLUTION ADOPTING PROPOSED PROPERTY TAX LEVY" and moved its adoption. The resolution was seconded by Ray and on roll call vote: Aye: Powers, Ray, Fossing, Jones and Maricle. Nay: None. Absent: None. Resolution passed 5 – 0.

10. Establish 2013 Budget Hearing Dates:

Nasby said the City has to set public input dates as part of the Truth in Taxation requirements and to notify the County Assessor so the information can be included on the preliminary tax statements. The suggested dates are regularly scheduled City Council meetings on December 4, 2012 and December 18, 2012.

Motion by Maricle seconded by Jones to set December 4, 2012 and December 18, 2012 as the public meeting dates for the presentation of the 2013 budget and adoption of the final budget and tax levy. Motion carried 5 – 0.

11. Personnel – Overtime Policy:

Kruse said this item was presented at the August 21, 2012 meeting and there were a couple of questions on the policy that needed to be addressed. Nasby said the two changes were underlined. Staff had contacted the League of Minnesota Cities (LMC) about the items as it was a model policy adopted from their language. The item on the use of compensatory time was resolved by placing a maximum on the accrual; however, the LMC noted that requiring use of the time could have been used as well. The other item was language on the possible deduction the City could make from a salaried employee. The LMC thanked the City for its review of this as the section needed clarification.

Motion by Maricle seconded by Fossing to approve the overtime policy as amended. Motion carried 5 – 0.

12. New Business:

None.

13. Unfinished Business:

Kruse said that the Council needed to set a time to review and discuss the 2013 budget. He suggested that the focus of the discussion be capital projects and equipment requests as the operational budgets would be very similar to last year. If anyone had a question on operational budgets it could be asked during the capital discussion.

Motion by Jones seconded by Ray to set a Special City Council meeting for October 3, 2012 at 6:00 p.m. as a 2013 budget workshop. Motion carried 5 – 0.

14. Regular Bills:

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

15. Contractor Payments:

Kruse said there were two contractor payment requests from Astech Asphalt in the amount of \$35,602.91 and Svoboda Excavating, Inc. for \$102,995.25.

Bruce Caldwell, Streets & Parks Superintendent, said that the seal coating project with Astech Asphalt went very well. The cost was lower than the bid as one block was eliminated from the final project due to water system work. Caldwell said his crew would be out painting the parking stalls and other lines on the seal coated streets in the next day or two, weather permitting.

Motion by Ray seconded by Jones to approve the contractor payment to Astech Asphalt for \$35,602.91. Motion carried 5 – 0.

Preliminary

Jones said that he did not recall the change order for the Svoboda Excavating, Inc. project. Nasby said it was related to the change in the size of the wye pipes and there is a note of this on the last page of the pay request.

Powers asked if Svoboda Excavating, Inc. was doing the patching for the water system work. Caldwell replied that it is part of their contract.

Jones asked about the project completion date as there has been discussion about the delay in the paving of the streets under the County's contract. Nasby would contact the County Engineer's office.

Motion by Powers seconded by Ray to approve the contractor payment to Svoboda Excavating, Inc. for \$102,995.25. Motion carried 5 – 0.

16. Council Concerns:

None

17. Adjourn:

Kruse adjourned the meeting by unanimous consent. Meeting adjourned at 7:58 pm

Kirby Kruse, Mayor

Attest: _____
Steve Nasby, City Administrator

UTILITY COMMISSION MINUTES
City Hall, Council Chamber
September 6, 2012

Call Meeting to Order: The Utility Commission meeting was called to order at 12:00 p.m. on September 6, 2012 in the City Hall Council Chamber.

Members Present: Utility Commission Chairperson: Mike Schwalbach

Member Present: Tom Riordan, Glen Francis

Member Absent: None

City Council Liaison: Dominic Jones, Absent

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

Others Present: Kelly Yahnke (Bolton & Menk)

APPROVE MINUTES

Motion by Francis, seconded by Riordan, to approve the August 22, 2012, Utility Commission minutes. Motion carried 3-0.

WATER/WASTE WATER ITEMS

PM Beef Windom SIU Agreement - Kelly Yahnke presented a memo to the Commission reviewing the short-term considerations regarding the proposed changes to the PM Beef permitted wastewater flow and load. Yahnke's analysis of the requested 700,000 gpd concluded there were no hydraulic concerns and the current facility could accommodate the additional flow. The memo also addressed the loading rates and Yahnke reported the aeration system capacity can provide additional CBOD and/or TKN treatment through nitrification at the existing wastewater treatment facility. The current CBOD limit for PM Beef Windom can increase to approximately 500 lb CBOD/day with no recommended increase to the current permitted TKN load. Yahnke suggested careful consideration should be given to any proposed changes that reduce the current CBOD:TKN ratio as that would limit the ability of the facility to denitrify.

An Amendment to Industrial Wastewater Treatment Agreement between the City of Windom and PM Beef Holdings, LLC. was presented for approval. The amendment changes the allowed flow to 700,000 gpd, the CBOD load to 400 lbs/day, and the TKN load to 600 lbs/day. The amendment also explains the reason for the credit given to PM Beef Windom as well as clarifies the renewal terms of the Agreement.

Motion by Francis, seconded by Riordan, to approve the Amendment to Industrial Wastewater Treatment Agreement Between the City of Windom and PM Beef Holdings, LLC. as presented. Motion carried 3-0.

Bolton & Menk Engineering Services – Yahnke provided a proposal on engineering services to negotiate and update the Industrial Wastewater Treatment Agreement with PM Beef. The proposal covers the work performed to date as well as the work needed to review the long-term expansion project.

Motion by Riordan, seconded by Francis, to approve the Bolton & Menk proposal on engineering services provided regarding PM Beef changes to Industrial Wastewater Treatment Agreement. Motion carried 3-0.

6th Street/River Road Project – Haugen reported the County signed a change order allowing a 30 day extension on the completion of the project.

ELECTRIC ITEMS

None

OLD BUSINESS

None

NEW BUSINESS

The next regularly scheduled Utility Commission meeting will be held on September 19th at 10:00 a.m.

The meeting was adjourned by unanimous consent at 12:40 p.m.

Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
SEPTEMBER 10, 2012

1. Call to Order: The meeting was called to order by President Erickson at 12:03 p.m.
2. Roll Call & Guest Introductions:

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

Also Present: EDA Staff – Aaron Backman, EDA Executive Director, and Mary Hensen, Admin. Asst.; City Administrator Steve Nasby; and WADC Liaison Lisa Fredin.
3. Approval of Minutes:

Motion by Commissioner Larson, seconded by Commissioner Fossing, to approve the Minutes of the EDA Meeting held on August 13, 2012. Motion carried 4-0.
(Commissioner Maricle arrived after this vote.)
4. North Windom Industrial Park
 - A. Infrastructure Project Status: The City Council approved the Street Lighting Project on August 21, 2012. The layout, utility and detour plans for the project have been approved by MNDOT. The Engineer is now waiting to hear regarding approval of the types of materials and the depth proposed in the cross section information submitted to MNDOT. The Minnesota Pollution Control Agency has issued a permit for the construction and operation of a sanitary sewer extension system to the North Windom Industrial Park (NWIP).

The paperwork for the BDPI grant for the North Windom Industrial Park infrastructure project has been approved and signed by all parties. The paperwork for the TED grant for the highway infrastructure components should be forthcoming as soon as MNDOT has completed its approvals of the Highway 71 portion of the project.

As soon as access to the Rays' property is granted, the Wenck crew will be surveying and finalizing the map showing the existing tile lines and proposed EDA tile line, etc. The attorney for the Rays is in the process of preparing the easement agreement between the Rays and the EDA. This easement will allow the installation and maintenance of a dedicated tile line across the Rays' property for purposes of drainage of the lots in the industrial park. This line will parallel the existing agricultural tile line.
5. Warehouse Project – Update: Toro management met with the Company's Controller in Windom on August 29th to discuss space needs, warehouse expansion, etc. This was the seventh leadership update regarding this project. No decision has been made yet.
6. Entrance Sign
 - A. MNDOT Permit Approval: On August 29, 2012, MNDOT approved the Limited Use Permits (LUPs) for the Entrance Signs #1 (north of LaCanne Funeral Home) and #2 (south on Highway 60). The next step is for the City Council to approve these permits at the September 18th Meeting.
 - B. Project Status: Entrance Sign #2 will be located in the MNDOT right-of-way adjacent to a 3.82 acre parcel owned by Bonnie Bergendahl. Mrs. Bergendahl and her children have been contacted concerning permission to remove some trees and brush on the edge of the site to

improve visibility for the sign. There was a brief discussion concerning this property. Director Backman advised that he has contacted Marc Fischer with MNDOT and Street Superintendent Bruce Caldwell regarding this project. It is anticipated that Street Department Staff will be removing the trees and brush at the proposed Sign #2 location later this week.

7. 1905 First Avenue

A. Tax Abatement Proposal – Update: The Windom City Council scheduled a public hearing on the tax abatement proposal for Global Investment Properties, LLC for Tuesday, September 18, 2012, at the regular City Council Meeting which begins at 7:30 p.m. City Administrator Steve Nasby attended a meeting of the Cottonwood County Commissioners on August 28, 2012. On a 4 to 1 vote, the Commissioners approved the scheduling of a public hearing on this tax abatement proposal for Tuesday, September 25, 2012, at 1:05 p.m.

Wilcon Construction is moving forward with the demolition and renovation phases of the project and has been interacting with Building Official Jim Kartes concerning the required permits.

8. Small Cities Development Program

A. Owner-Occupied Rehab Project Review: Western Community Action processed and inspected two Mountain Lake properties for the housing rehabilitation program. The Board received a recap sheet for these projects that outlined the scope of work, the total project costs, owners' matches, and proposed loans of SCDP funds. The average SCDP loan is \$15,600 with a maximum of \$18,000. The proposed projects are within the funding range and are within the designated target area in Mountain Lake.

<u>Application No.</u>	<u>Proposed Improvements</u>	<u>Project Costs</u>	<u>SCDP Funds (Maximum for Project)</u>
Mt. Lake No. 147	Windows, Roofing, Insulation, Bathroom Repairs, Elec. Code Items	\$24,465	\$14,679
Mt. Lake No. 154	Roofing, Soffit/Fascia, Windows	\$15,678	\$ 9,178

Motion by Commissioner Larson, seconded by Commissioner Slette, approving the SCDP owner-occupied rehab requests for Mountain Lake Project Nos. 147 and 154 as submitted by Western Community Action. Motion carried 5-0.

9. R & L Investments

A. Closed Session – Negotiations: President Erickson announced that the purpose of the closed session was to discuss property owned by R & L Investments (the former Towleron Motors' site).

Motion by Commissioner Fossing, seconded by Commissioner Slette, authorizing the Board to go into closed session. Motion carried 5-0.

President Erickson closed the meeting to the public at 12:20 p.m.

Motion by Commissioner Larson, seconded by Commissioner Fossing, authorizing the EDA President to re-open the meeting to the public. Motion carried 5-0.

President Erickson re-opened the meeting to the public at 12:34 p.m.

10. Unfinished Business: Director Backman advised that certain sections of the concrete floor in the Spec Building were deteriorating due to extensive forklift use. During the repair process, it was discovered that there were only a little over 3 inches of concrete in those areas with no rebar as the building had been designed for a lighter usage. Mel Duerksen has replaced those sections with 8 inches of concrete reinforced with rebar. The repair costs totaled \$4,852.00.

11. New Business

A. Business Meetings, Conferences & Events Report: Director Backman informed the Board that River Valley Fitness opened on September 1, 2012, and has over 120 memberships. The property owner retained local contractors and is pleased with the remodeling of the building. There have been good comments concerning the facility and equipment.

Director Backman also updated the Board concerning recent discussions between the City and PM Beef regarding proposed increases in water and wastewater usage and modifications of agreements between the parties.

The Chamber is in the process of accepting and reviewing applications for a new Executive Director.

12. Miscellaneous Information

A. Monthly Budget Recap: The Board received a copy of the monthly budget report for August, 2012.

B. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the financial reports provided by Van Binsbergen & Associates for the period ending July 31, 2012. The units continue to be at full occupancy.

13. Adjourn: By consensus, President Erickson adjourned the meeting at 12:51 p.m.

Trevor Slette, EDA Secretary-Treasurer

Attest:

Aaron A. Backman, EDA Executive Director

Windom Library Board Meeting
Windom Library
August 15, 2012
5:05 p.m.

1. Call to order: The meeting was called to order by Jan Johnson at 5:05 p.m.

2. Roll Call: Members Present: Anita Winkel, Kathy Hiley, Charles Reid,
John Duscher, Beth Fleming and Jan Johnson

Members Absent: Mary Erickson

Library Staff Present: Dawn Aamot and Joan Hunter

City Council Member Present: None

3. Agenda and Minutes:

Under "New Business", Joan added, "personnel committee recommendation".
Motion by Anita Winkel and seconded by Charles Reid to approve the Agenda as amended
and the Minutes.

4. Financial Report:

Motion by John Duscher and seconded by Beth Fleming to approve the Financial Report.

5. Librarians Report:

Joan reported that a Book Sale has been scheduled for the 3rd week in September. The Friends of the Library won't be officially helping with the sale although some members said they would help the first day. The proceeds will be run through the Friends for tax purposes. Joan hopes to raise enough to buy a new computer. Men from Windom's Free Church are looking for community projects and they may help with bringing the books up from the basement.

Last month Joan submitted a request, using the letter that the Jackson library used, for funds from the Friends of the Library to purchase eBooks. She has not received a response to date. Dawn reported that the Summer Reading program ended at the end of July. Of the 45 calendars that were given out at the beginning for recording reading and collecting prizes, only 4 were returned completed. She will be looking for ideas to use in future programs to reach more kids. The zumba demo was attended by 2 little boys. This may be tried again in the future.

Motion by Charles Reid and seconded by Kathy Hiley to accept the Librarian's Report.

6. Old Business:

None

7. New Business:

Beth inquired about the need for signs labeling the different genre of books such as fiction and non-fiction. Joan has been investigating some that are nicer than "paper signs" and will be ordering some in the near future. Joan will approach the Friends about purchasing them. Joan will have a report at our next meeting on eBook usage.

Joan reported that the city office informed her that Julie Vandewiele has worked 22 weeks this year at more than 14 hours a week. State law requires that if a person works 26 weeks or more @ more than 14 hours/week that they must join the union if there is a union. Currently, Julie makes \$10/hour and is normally scheduled for 1 ½ days per week and one Saturday per month. Due to Dawn being out on medical leave, she has worked more than the normal hours scheduled for her. Joan pointed out to the city that this was an unusual year because of Dawn's leave and would probably never happen again. If Julie joined the union, she would be paid union scale which is just over \$11/hour but could increase to \$15/hour in 6 years. The city would like the library to hire another employee for 2 – 4 hours/week. This is not practical as it would be hard to find and train someone who is only going to work those few hours. As a matter of safety, it is not practical to cut Julie's hours by having only one person working, especially in the evenings. Jan Johnson moved that, "The Library Board recommends that Julie join the union and be paid union scale with the provision that she will not be scheduled to work more than 20 hours/week for more than 26 weeks." Anita Winkel seconded this motion. This provision would prevent certain benefits that would have to be paid if she exceeded 20 hours over a 26 week period. After discussion, motion passed.

8. New Book Suggestions:

The board presented their suggestions.

9. Adjourn:

Motion by Charles Reid, seconded by John Duscher to adjourn.

Meeting adjourned at 5:37 p.m.

Respectfully submitted,

Kathy Hiley, recording secretary

Windom Library Board Meeting
Windom Library
September 11, 2012
5:05 p.m.

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

Members Absent: None

Library Staff Present: Dawn Aamot and Joan Hunter

City Council Member Present: None

3. Agenda and Minutes:

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

4. Financial Report:

Joan informed the Board that on the income page of the Financial Report the income from Plum Creek is actually from Cottonwood County and is the county's annual payment to Plum Creek.

Motion by John Duscher and seconded by Mary Erickson to approve the Financial Report.

5. Librarians Report:

Joan went to the Personnel Committee regarding Julie's hours and allowing Julie to join the union according to the hours that she has worked and what state guidelines require. After some discussion, they approved our Board's recommendation and the item is on The City Council's agenda next week.

Joan reported that a Book Sale has been moved to start on October 8. The men from the Evangelical Free Church will bring the books up from the basement on Oct. 6.

On Oct. 3, Joan will go to the council regarding future capital outlay requests. The library is in need of new computers.

Dawn reported that she is working with Bridges and Head Start to schedule library times with these preschoolers.

Motion by Kathy Hiley and seconded by Beth Fleming to accept the Librarian's Report.

6. Old Business:

Discussion was held regarding having a senior from WAHS help with technology at the library as their Senior Project. Joan will contact Bryan Joyce to see if this is possible.

7. New Business:

Discussion was held regarding kids hanging out in front of the library harassing people. Joan said to let her know if this happens again and she will speak to them.

Beth Fleming inquired about the possibility of a handicap door being installed at the south door. The door itself is wide enough so it probably would only need the electronic opener hooked up to it. Joan will explore this further.

8. New Book Suggestions:

The board presented their suggestions.

9. Adjourn:

Motion by John Duscher, seconded by Charles Reid to adjourn.

Meeting adjourned at 5:18 p.m.

Respectfully submitted,

Kathy Hiley, recording secretary

Denise Nichols

From: Tricia Syverson <tnt@windomnet.com>
Sent: Wednesday, September 12, 2012 9:20 PM
To: denise@windom-mn.com; wineda@windom-mn.com
Subject: Permit Application for use of Amplification Equipment in Public

Date of Event

10/17/2012

Location of Event

Island Park, Windom, MN

Start Time

08:30 pm

End Time

11:30 pm

Type of Event

Outdoor movie for high school students by shelter

Applicant Information**Applicant Name**

Tricia Syverson

Address

630 Olson Avenue
Windom, Minnesota 56101
United States
[Map It](#)

Phone

(507)831-5310

Email

tnt@windomnet.com



Worthington Composite Squadron - Civil Air Patrol
Auxiliary of the United States Air Force
Worthington Airport
1696 Airport Road
Worthington, MN 56187-9500

9

MEMORANDUM FOR Steve Nasby, City of Windom
FROM: Commander, Rodney Byam

SUBJECT: Surplus Radio equipment

The Civil Air Patrol is grateful for the City of Windom's Donation of old Wideband radio Equipment. As you know the radio equipment will no longer be able to communicate with narrowband radios on the same frequency after Jan 1, 2013.

We will be reprogramming the radios to a lower frequency 10 MHZ lower than they presently are and distributing them to new hams and old that do not have radios. There will never again be this kind of resource for ham radio operators who will be trained to use these radios to supplement emergency communications to anyone as needed.

The radios will be given with the restriction that they cannot be sold and can only be given to other ham radio operators or donated back to the Worthington Civil Air Patrol. We will track the radios for as long as we can. Equipment that cannot be used will be taken to the military DMRO in Kansas City for disposal.
Thank you again

Captain Rodney Byam

A handwritten signature in cursive script that reads "Rodney Byam".



City of Windom Staff Report

To: Mayor & Windom City Council
From: Aaron Backman, EDA Executive Director
Council Meeting Date: September 18, 2012
Item Title/Subject: Public Hearing - SCDP Update/Progress Report

Background: In the Summer of 2011, the Cities of Windom and Mountain Lake were notified of the awarding of a joint grant in the 2011 Minnesota Small Cities Development Program (SCDP). The purpose of this program is to rehabilitate owner-occupied single-family homes owned by low to moderate income property owners. This grant round will remain open until December 31, 2013. The program is administered by the Minnesota Department of Employment & Economic Development (DEED).

DEED has requested that all cities with an open SCDP grant hold a public hearing to provide citizens with an update on the program and to receive any public comments concerning the progress and performance of this SCDP grant round.

The date scheduled for the Public Hearing is September 18, 2012, during the regularly-scheduled City Council Meeting beginning at 7:30 p.m. Michele Clarke, a representative from the Southwest Minnesota Housing Partnership, will be in attendance to provide an update and answer questions concerning this program, the number of homes rehabilitated, etc.

Following the public hearing, there is no further City Council action required on this matter at this time.

Respectfully submitted,

Aaron A. Backman

Aaron A. Backman
EDA Executive Director

AAB:mah

**CITY OF WINDOM
PUBLIC HEARING NOTICE
WINDOM-MOUNTAIN LAKE SMALL CITIES DEVELOPMENT PROGRAM
2011-2013 PROJECT UPDATE**

Notice is hereby given that the City Council of Windom, Minnesota, will hold a public hearing concerning the 2011 joint award of Small Cities Development Program funds to rehabilitate low to moderate income, owner-occupied, single-family homes received by the Cities of Windom and Mountain Lake from the Minnesota Department of Employment and Economic Development.

The purpose of the public hearing is to provide citizens of Windom and Mountain Lake with an update about the program and to receive public comments on the progress and performance of this joint Small Cities Development Program.

The public hearing will be held in the **City Council Chambers at City Hall, 444 Ninth Street, Windom, Minnesota, on Tuesday, September 18, 2012, during the regular City Council Meeting which begins at 7:30 p.m.**

A representative from the Southwest Minnesota Housing Partnership will provide an update concerning the current status of this program. All citizens of Windom and Mountain Lake who may have an interest in the program are encouraged to attend and may provide comments on the housing rehabilitation project.

BY ORDER OF THE WINDOM CITY COUNCIL
Steven Nasby, City Administrator
444 9th Street
P. O. Box 38
Windom, MN 56101
Phone: 507-831-6129

Published: Cottonwood County Citizen & Mountain Lake-Butterfield Observer Advocate
(September 5, 2012)



City of Windom Staff Report

To: Mayor and Windom City Council
From: Aaron Backman, EDA Executive Director
Council Meeting Date: September 18, 2012
Item Title/Subject: **PUBLIC HEARING – ESTABLISHMENT OF TAX ABATEMENT PROGRAM FOR GLOBAL INVESTMENT PROPERTIES (BIG GAME TREESTANDS)**

Background:

The Windom EDA and the City received a request from Global Investment Properties, LLC (Big Game Treestands) for the establishment of a Tax Abatement Program, pursuant to Minnesota Statutes Sections 469.1812 through 469.1815, concerning renovating the former Lewis Drug Building for its new corporate headquarters in Windom. Tax abatement is used as a tool to encourage improvements to real estate which will increase the property tax base. It is necessary to hold a public hearing to consider the adoption of the proposed Tax Abatement Program for Global. At its regular meeting on Tuesday, August 21, 2012, the City Council adopted a resolution calling for a public hearing for September 18, 2012.

This fall Big Game is undertaking a complete remodel of the interior and exterior of the property. The building, at the junction of Hwy 60 and 71, will be 9,600 sq. ft. of office space when completed. Excluding property acquisition costs, the company is planning on spending approximately \$500,000 on improvements to the building. Big Game will be moving 35 employees to the new location and is planning on adding 6-8 fulltime office positions in the next couple of years.

The property at 1905 1st Avenue North will be owned by Global Investment Properties, LLC and leased back to the operating company, Big Game Treestands. (Attached is a copy of an aerial map of the site.) Among the planned improvements to the building are office build out, window installation, five new bathrooms, roof replacement, exterior brick replacement, drive-up removal and landscaping (See attached building rendering). Big Game will continue to utilize its existing warehouse building in the Carl Schneider Business Park.

Attached is a copy of the financial calculations for the proposed tax abatement as prepared by Ehlers & Associates, Inc., the Windom EDA's financial advisor. It includes base values, project assumptions, tax calculations and abatement projections. The proposed tax abatement for this project would cover only the additional taxes generated by the renovation project. It is estimated that the future taxable value of the renovated building and land will be \$735,500, approximately two times the present value. The current property taxes of \$13,360 for 1905 1st Avenue North would not be affected by the proposed tax abatement.

The abatement period recommended by the EDA would cover ten (10) years and would apply to the taxes payable in the years 2014 through 2024. It is estimated that based on the current project schedule and current tax rates, the company would recoup \$108,233 in demolition and renovation costs in ten years. These projections have been prepared based on approval of tax abatement by the City and County and exclusion of the School District in the calculations.

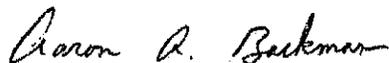
The proportionate shares of abatement for the City and County have been calculated based on the percentage of the City's and County's shares of the tax rate. The City's tax rate is 94.369% and the County's tax rate is 39.949% of the combined tax rate. The City's estimated abatement would be \$76,043 and the County's estimated abatement would be \$32,191. The abatement would cover 100% of the city's share of the property taxes generated by the new improvements for this period of time. The EDA will also be presenting to the Cottonwood County Commissioners on September 25th at a public hearing to consider the tax abatement request for Global Investment Properties (Big Game).

During the public hearing, the EDA Executive Director can respond to questions regarding the proposed redevelopment, the proposed tax abatement, and next steps.

Attached is a proposed Resolution approving the tax abatement program for your review.

Requested Action: Following the public hearing, adopt the Resolution finding the proposed Tax Abatement Program for Global Investment Properties, LLC (Big Game Treestands) to add tax base in the City of Windom, create at least six well-paying jobs in the community, and to meet statutory requirements for eligible expenses.

Respectfully submitted,



Aaron A. Backman
EDA Executive Director

AAB:mah

Attachments

CITY OF WINDOM, MINNESOTA

NOTICE OF PUBLIC HEARING
REGARDING PROPOSED PROPERTY TAX ABATEMENT
FOR GLOBAL INVESTMENT PROPERTIES, LLC (BIG GAME TREESTANDS)

Notice is hereby given that the City Council of the City of Windom, Minnesota, will hold a public hearing, pursuant to Minnesota law, to consider granting a property tax abatement, pursuant to Minnesota Statutes Sections 469.1812 through 469.1815, for property owned by Global Investment Properties, LLC. The property is located at 1905 First Avenue in Windom, Minnesota, (Parcel No. 25.164.0021). The proposed tax abatement program would grant an abatement of the increase in property taxes caused by the renovation of the property. The total amount of the property tax abatement by the City is estimated to be \$76,043 over a period of 10 years with a present value of \$62,434 based on eligible development costs, projected values of the new development, and current property tax rates. **The public hearing will be held in the City Council Chambers at City Hall, 444 Ninth Street, Windom, Minnesota, on Tuesday, September 18, 2012, during the regular City Council Meeting which begins at 7:30 p.m.**

Members of the public may review a copy of the proposed tax abatement program and supporting documentation, prior to the public hearing, at the Office of the Economic Development Authority of Windom in the Windom City Hall at 444 9th Street, Windom, Minnesota.

At the public hearing, all interested parties may appear and express their comments, either orally or in writing, for consideration by the City Council. Following the public hearing, the City Council will take action concerning the adoption or rejection of the proposed tax abatement program.

BY ORDER OF THE WINDOM CITY COUNCIL

Steven Nasby, City Administrator

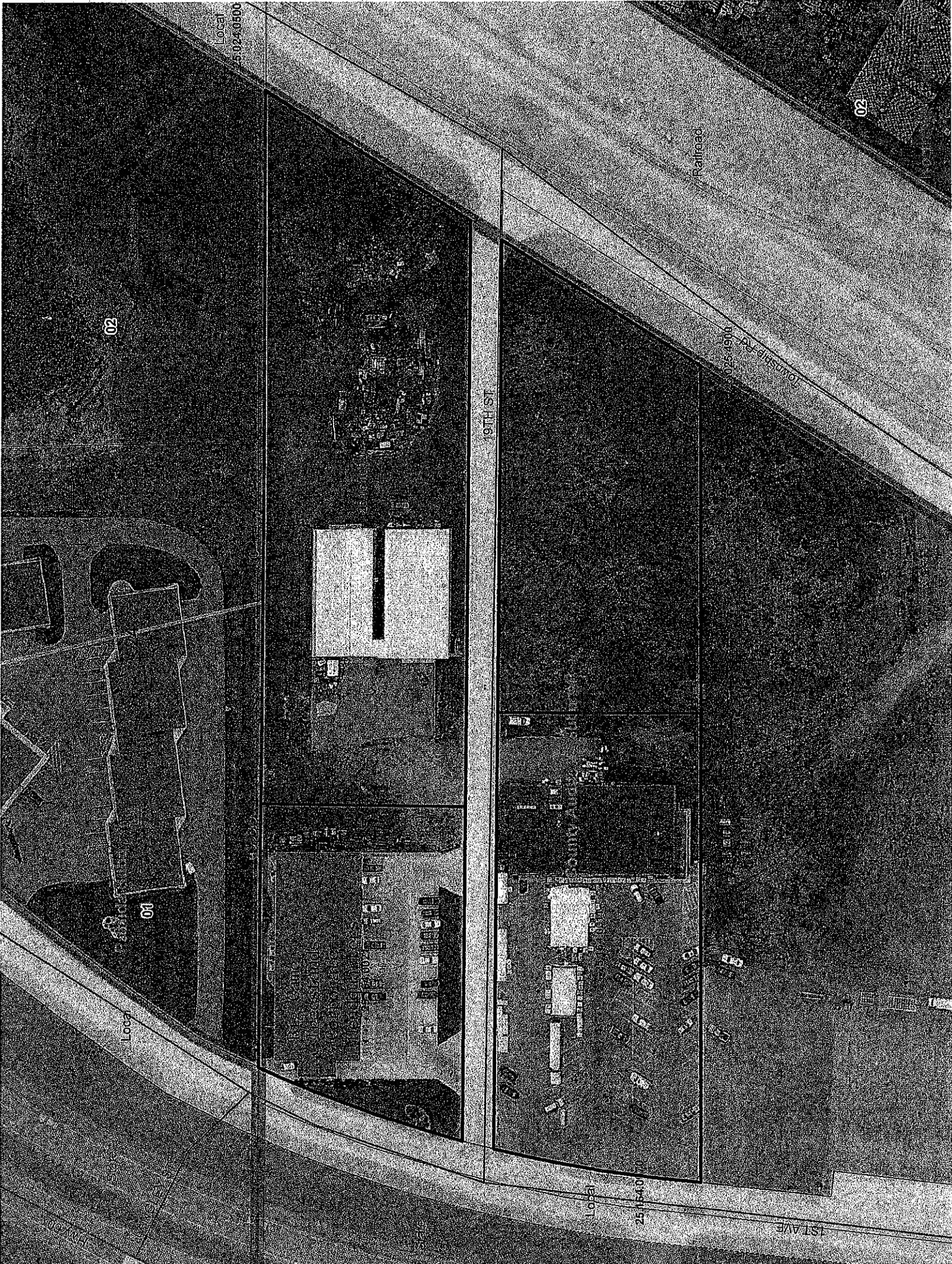
444 9th Street

P. O. Box 38

Windom, MN 56101

Phone: 507-831-6129

Published: September 5, 2012 (COTTONWOOD COUNTY CITIZEN)



Local 02

Local 25-022-0500

02

Railroad

197th ST

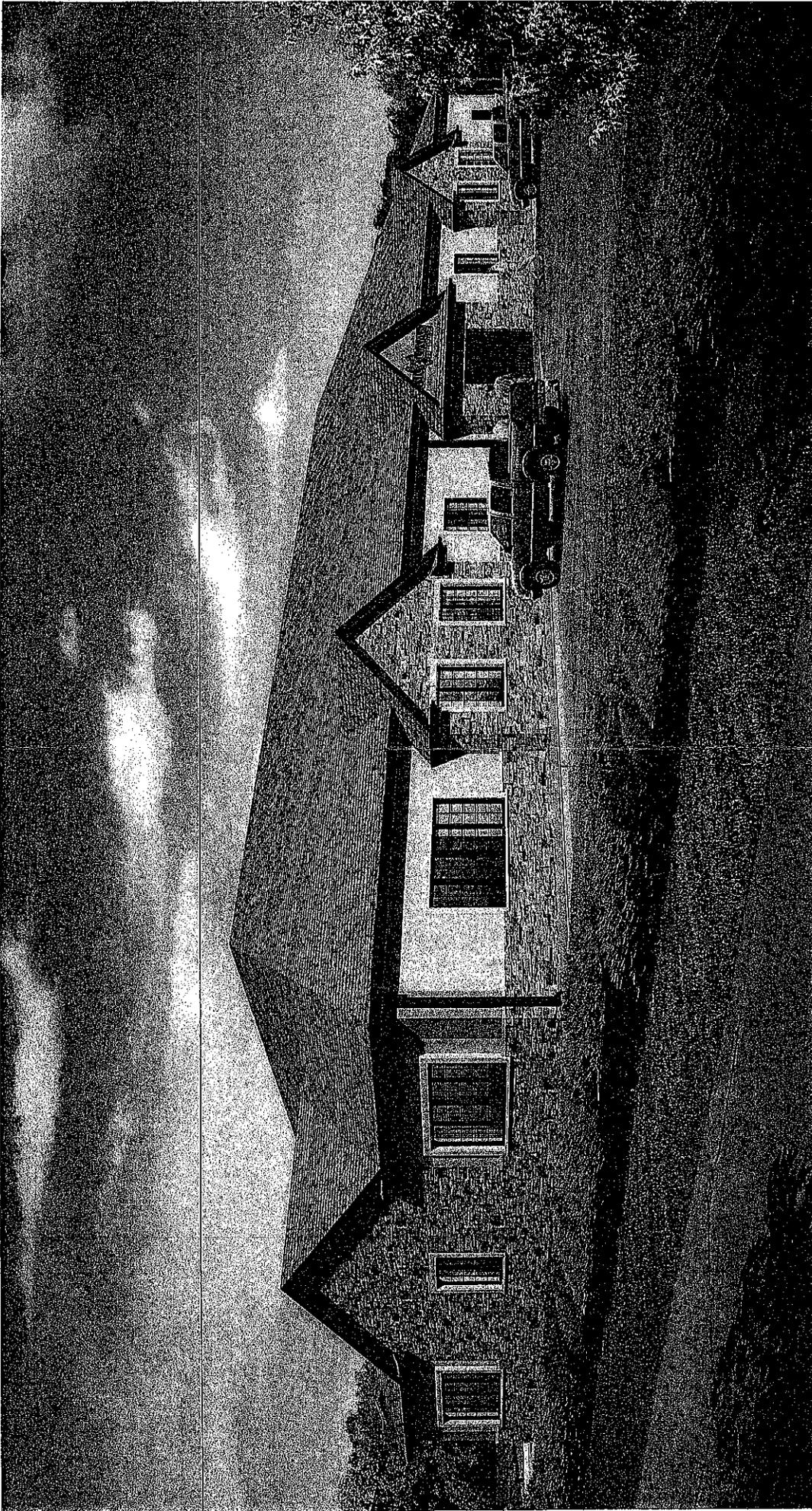
25-154-0100

Local 01

197th ST

25-154-0100

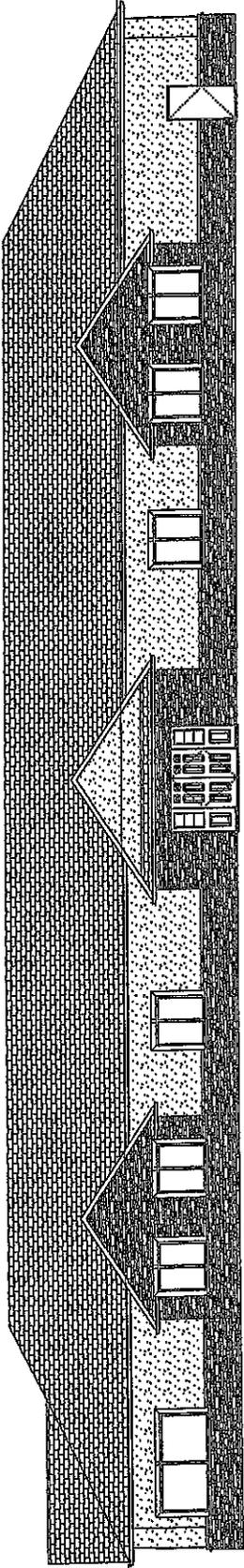
1ST AVE



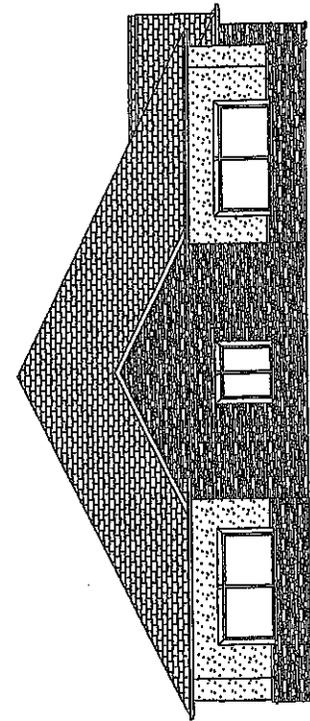
Bright
Pixel
Design

Big Game Office Building
7-25-2012

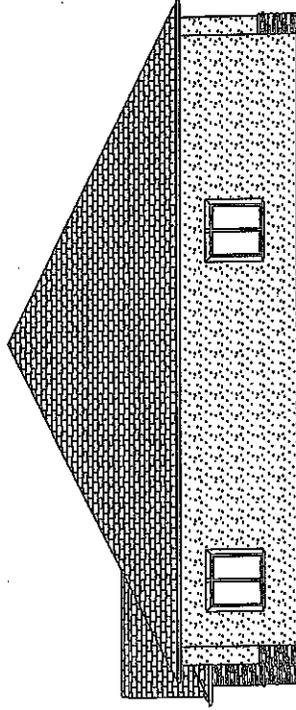




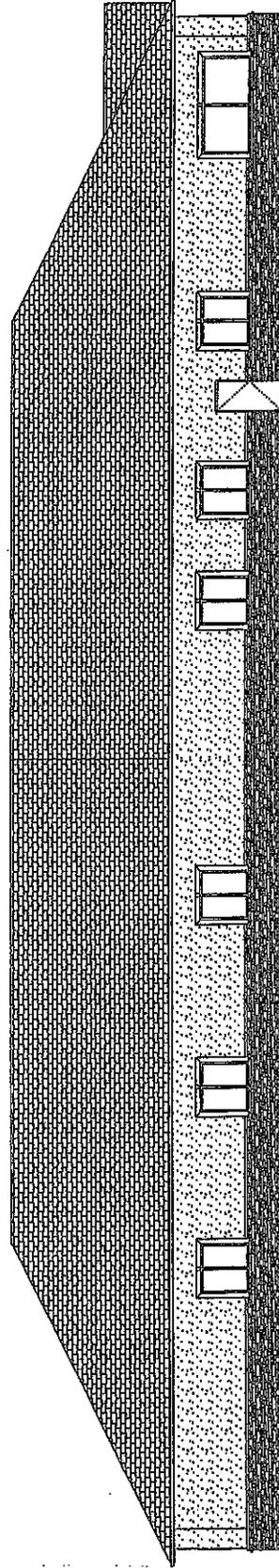
FRONT ELEVATION
SCALE: 1/8" = 1'-0"



LEFT ELEVATION
SCALE: 1/8" = 1'-0"



RIGHT ELEVATION
SCALE: 1/8" = 1'-0"



REAR ELEVATION
SCALE: 1/8" = 1'-0"

PAGE #
A1

BUILDING ELEVATIONS

OWNER:
CIVIL ENGINEERS
PO BOX 382
WINONA MN 55991
PH: (507) 831-4333 FAX: (507) 831-0278
WEB: www.djgennellastades.com

CONTRACTOR:
CONSTRUCTION INC
PO BOX 382
SAINT JAMES MN 56281
PH: (507) 835-6484 FAX: (507) 832-4707
WEB: www.construction.com

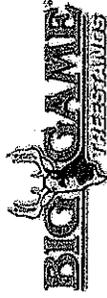
SCALE: 1/8" = 1'-0"
DRAWN BY: JAH
DATE: August 02, 2012

SECTION LETTER
A
PAGE NUMBER

APPROVED:
CHECKED BY:



EHLERS
CENTERS IN PUBLIC FINANCE



Big Game Treestands Office Building Tax Abatement

City of Windom, Minnesota

9,600 SF Renovation of old Lewis Drug building

ASSUMPTIONS AND RATES

DistrictType:	Abatement	158.3880%	Pay 2012
First Year Construction or Inflation on Value	2012	94.3680%	Pay 2012
Inflation Rate - Every Year:	0.00%	39.9490%	Pay 2012
Interest Rate	3.25%	23.8890%	Pay 2012
Present Value Date:	1-Feb-13	0.1810%	Pay 2012
First Period Ending	1-Aug-13	51.1000%	Pay 2012
Cashflow Assumes First Abatement	2014	0.38239%	Pay 2012
Assumes Last Year of Abatement	2023		
Fiscal Disparities Election (Inside, Outside or NA)	NA		
Incremental or Total Fiscal Disparities	Incremental		
Fiscal Disparities Contribution Ratio	0.0000%		
Fiscal Disparities Metro-Wide Tax Rate	0.0000%		
Term of City Abatement	10		
Term of County Abatement	10		
Term of School District Abatement	0		
Total Years of Abatement:	177		

Current Total Local Tax Rate:	158.3880%	Pay 2012
Current City Tax Rate	94.3680%	Pay 2012
Current County Tax Rate	39.9490%	Pay 2012
Current School District No. 177 Tax Rate	23.8890%	Pay 2012
Current Other Tax Rate	0.1810%	Pay 2012
State-wide Tax Rate (Comm./Ind. only used for total taxes)	51.1000%	Pay 2012
Market Value Tax Rate (Used for total taxes)	0.38239%	Pay 2012

PROPERTY TAX CLASSES AND CLASS RATES:

Exempt Class Rate (Exempt)	0.00%
Commercial Industrial Preferred Class Rate (C/I Pref.)	1.50%
First	2.00%
Over	2.00%
Commercial Industrial Class Rate (C/I)	1.25%
Rental Housing Class Rate (Rental)	0.75%
Rental Housing Class Rate (Aff. Rental)	1.25%
Non-Homesite Residential (Non-H. Res.)	1.00%
Homesite Residential Class Rate (Homesid. Res.)	1.25%
First	1.00%
Over	1.25%
Agricultural Non-Homesite	1.00%

BASE VALUE INFORMATION (Original Tax Capacity)

Map #	PID	Owner	Address	Land Market Value	Building Market Value	Total Market Value	Percentage of Value Used for District	Tax Year		Property Tax Class	Current Original Tax Capacity	Class After Conversion	After Conversion Orig. Tax Cap.	ArealPhase
								Original Market Value	Pay 2012					
1	25.184.0021	Global Investment	1905 1st Ave	42,800	289,700	332,600	100%	332,600	332,600	C/I Pref.	5,902	C/I Pref.	5,902	1
						332,600		332,600			5,902		5,902	

Note:

1. Base values are based upon review of County website.



Big Game Treestands Office Building Tax Abatement

City of Windom, Minnesota
9,600 SF Renovation of old Lewis Drug building

PROJECT INFORMATION (Project Tax Capacity)

Area/Phase	New Use	Office	Estimated Market Value Per Sq. Ft./Unit	Market Value Per Sq. Ft./Unit	Market Value	Sq. Ft./Units	Property Tax Class	Project Tax Capacity	Percentage Completed 2012	Percentage Completed 2013	Percentage Completed 2014	Percentage Completed 2015	First Year Full Taxes Payable
1	Office		735,500	735,500	735,500	1	Ctl Pref.	13,960	100%	100%	100%	100%	2014
TOTAL					735,500	0		0					
Subtotal Residential													
Subtotal Commercial/Ind.													

Note:

1. Market values are based upon estimates from County Assessor.

TAX CALCULATIONS

	Total Tax Capacity	Fiscal Disparities Tax Capacity	Local Property Taxes	Fiscal Disparities Taxes	State-wide Property Taxes	Market Value Taxes	Total Taxes	Taxes Per Sq. Ft./Unit
New Use Office	13,960	0	22,111	0	7,134	2,812	32,057	32,057.00
TOTAL	13,960	0	22,111	0	7,134	2,812	32,057	32,057

Note:

1. Taxes and abatement will vary significantly from year to year depending upon values, rates, state law and other factors which cannot be predicted.

WHAT IS EXCLUDED FROM ABATEMENT?

Total Property Taxes	32,057
less State-wide Taxes	(7,134)
less Fiscal Disp. Adj.	0
less Market Value Taxes	(2,812)
less Small Taxing Jurisdiction Taxes	(26)
less Base Value Taxes	(9,337)
Annual Gross Maximum Tax Abatement	12,748



Big Game Treestands Office Building Tax Abatement

City of Windom, Minnesota

9,600 SF Renovation of old Lewis Drug building

Project Tax Capacity	Original Tax Capacity	Fiscal Disparities Incremental	Captured Tax Capacity	Combined City, County, & School Tax Rate	Maximum Annual Gross Tax Abatement	100% City Abatement		100% County Abatement		0% School Abatement		Semi-Annual Present Value	PERIOD ENDING Yrs.	Tax Year	Payment Date
						Semi Annual Gross Tax Abatement	w/ Tax Rate	Abatement w/ Tax Rate	w/ Tax Rate	Abatement w/ Tax Rate	23.8890%				
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	5,156	0.5	2014	08/01/14
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	10,230	1	2014	08/01/14
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	15,223	1.5	2015	02/01/15
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	20,135	2	2015	08/01/15
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	24,970	2.5	2016	02/01/16
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	29,727	3	2016	08/01/16
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	34,407	3.5	2017	02/01/17
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	39,013	4	2017	08/01/17
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	43,546	4.5	2018	02/01/18
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	48,006	5	2018	08/01/18
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	52,394	5.5	2019	02/01/19
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	56,713	6	2019	08/01/19
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	60,962	6.5	2020	02/01/20
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	65,143	7	2020	08/01/20
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	69,258	7.5	2021	02/01/21
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	73,307	8	2021	08/01/21
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	77,291	8.5	2022	02/01/22
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	81,211	9	2022	08/01/22
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	85,069	9.5	2023	02/01/23
13,960	(5,902)	-	8,058	158%	12,748	6,374	3,802	1,610	-	-	-	88,865	10	2023	08/01/23
Total				3.25%		127,483	76,043	32,191	26,430	0	0	108,233			
Present Value From 02/01/2013						104,670	62,434	26,430	0	0	0	88,865			

RESOLUTION # 2012-

INTRODUCED:

SECONDED:

VOTED: Aye:
 Nay:
 Absent:

CITY OF WINDOM

RESOLUTION APPROVING PROPERTY TAX ABATEMENTS TO ASSIST IN FINANCING IMPROVEMENTS TO BE MADE BY GLOBAL INVESTMENT PROPERTIES, LLC (BIG GAME TREESTANDS) IN THE CITY OF WINDOM, MINNESOTA

WHEREAS, Global Investment Properties, LLC (Big Game Treestands) (the "Company") owns property (the "Property") located at 1905 First Avenue in the City of Windom: PID No. 25.164.0021; and

WHEREAS, the Company has proposed to complete a renovation of the old 9,600 square foot Lewis Drug building; and

WHEREAS, the Company has requested that the City of Windom consider abatement of the City's share of the property taxes on the Property which will be generated by these renovations, and property taxes on existing improvements will not be affected by this proposed tax abatement; and

WHEREAS, renovation and site preparation costs are eligible expenses for tax abatement and the Company is requesting tax abatement to assist with these costs; and

WHEREAS, the Board of Commissioners of the Economic Development Authority of Windom has approved the proposed tax abatement program and recommended to the City Council that the established time period for the abatement be the period of ten (10) years beginning in 2014 through 2024; and

WHEREAS, based on estimated eligible expenses, projected increases in property valuation created by the renovations, and current tax rates, the maximum aggregate amount of the City's share of the abatement (the "Abatement") would be \$76,043; and

WHEREAS, the Company has also made a request to Cottonwood County for abatement of the County's share of the property taxes generated by the renovations; and

WHEREAS, if both the City and the County participate in the proposed tax abatement program, it is estimated that the abatement would be in the approximate amount of \$108,000; and

WHEREAS, a public hearing on the proposed tax abatement was held before the Windom City Council at its regular meeting on September 18, 2012, following proper legal notice of said public hearing; and

WHEREAS, the Abatement is authorized under *Minnesota Statutes*, Sections 469.1812 through 469.1815 (the "Abatement Law"); and

WHEREAS, the City Council of Windom, Minnesota, makes the following findings concerning the proposed abatement:

1. The Council expects the benefits to the City of the Abatement to at least equal the costs thereof.
2. Granting the Abatement is in the public interest because it will assist in the development of real property, increase or preserve the tax base of the City, and retain or provide employment opportunities in the City.
3. The Council expects the public benefits described above to be derived from the Abatement.
4. During the period of abatement, the Property will not be located in a tax increment financing district.
5. In any year, the total amount of property taxes abated by the City by this and other resolutions does not exceed the greater of ten percent (10%) of the current net tax capacity or \$200,000.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Windom, Minnesota, as follows:

1. The Abatement is hereby approved. The terms of the abatement shall be as follows:

A. The Abatement shall be for a maximum of ten (10) years and shall apply to the taxes payable in the years 2014 through 2024, inclusive.

B. The Abatement shall be for 100% of the City's share of the increased ad valorem property taxes generated by the Property as a result of the proposed development of the Property by the Company. The Abatement will be used to reimburse the Company for its payment of eligible costs of the redevelopment.

C. The Abatement may not be modified or changed during the term set forth above, except with the prior written consent of the Company and the City.

D. The Abatement shall be subject to all the terms and limitations of the Abatement Law.

E. In order to be entitled to the Abatement, the Company shall not be in default to the City and County for any of its payment obligations respecting any taxes, assessments, utility charges or other governmental impositions.

2. City staff are directed to negotiate and present to the City Council for its approval a property tax abatement agreement with Global Investment Properties, LLC, providing the terms of the Abatement and, if Cottonwood County approves the abatement of its taxes, a property tax abatement pledge agreement between Cottonwood County and the City of Windom.

Adopted this 18th day of September, 2012.

Kirby G. Kruse, Mayor

ATTEST: _____
Steven Nasby, City Clerk/City Administrator



City of Windom Staff Report

To: Mayor & Windom City Council
From: Aaron Backman, EDA Executive Director
Council Meeting Date: September 18, 2012
Item Title/Subject: Authorization to Execute Entrance Signs Permit - Resolution

Background:

The EDA submitted an application to the Minnesota Department of Transportation requesting a permit to install two Windom entrance signs in state/US highway right of ways. Sign # 1 would be installed in the right of way along Highway 71 (north of the LaCanne Funeral Home). Sign #2 would be installed in the right of way along the east side of Highway 60 (south of Windom).

MnDOT has now issued the Limited Use Permit (LUP) for these two "municipal identification entrance signs". Attached is a copy of the Limited Use Permit and attachments.

As a requirement for the issuance of the LUP, the Windom City Council needs to adopt a resolution (1) authorizing the City to enter into this permit agreement and (2) authorizing the Mayor and City Administrator to execute the LUP and any other required documentation. Attached is the proposed Resolution for your review.

I will be present at the September 18th City Council Meeting to answer any additional questions concerning the LUP and also provide an update regarding the status of the entrance signs project.

Should you have any questions prior to the time of the meeting, please do not hesitate to contact me.

Respectfully submitted,

Aaron A. Backman

Aaron A. Backman
EDA Executive Director

AAB:mah

**STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION**

LIMITED USE PERMIT

C.S. 1703 (T.H. 60)
C.S. 1706 (T.H. 71)
County of Cottonwood
LUP # 1703-0002
Permittee: City of Windom
Terminates: 08/17/2022

In accordance with Minnesota Statutes Section 161.434, the State of Minnesota, through its Commissioner of Transportation, MnDOT, hereby grants a Limited Use Permit to City of Windom, Permittee, to use the area within the right of way of Trunk Highway No. 60, 71 as shown in red on Exhibit "A", (the Area) attached hereto and incorporated herein by reference. This permit is executed by the Permittee pursuant to resolution, a certified copy of which is attached hereto and incorporated herein.

Municipal ID Entrance Sign

The Permittee's use of the Area is limited to only the constructing and maintaining a Municipal Identification Entrance Sign (the Facility) and the use thereof may be further limited by Minnesota Statutes Section 173.02 Subdivision 6(a) and Section 173.025. The Permittee will be allowed access from said trunk highway for the purpose of constructing and maintaining the sign. When working on the Area, the Permittee will conduct its operations in accordance with the requirements of the "Minnesota Field manual on Temporary Traffic Control Zone Layouts". No advertising of any nature is permitted on the Sign except that the Permittee may incorporate a short promotional slogan which has historically been used in the identification of the Permittee.

In addition, the following special provisions shall apply:

SPECIAL PROVISIONS

1. **TERM.** This permit will terminate at 11:59PM on 08/17/2022. This permit will not be renewed. This permit is also subject to cancellation and termination by the Minnesota Department of Transportation, with or without cause, by giving the Permittee 90 days written notice of such intent. Prior to termination, or within 90 days of the cancellation notice, the Facility shall be removed by the Permittee. The Permittee is required to return and restore the area to a condition satisfactory to the Minnesota Department of Transportation District Engineer. The removal of the Facility and the return and restoration of the Area shall be at no cost to the Minnesota Department of Transportation and at the sole expense of the Permittee. If Permittee

desires to continue its use of the Area, the Permittee must reapply to the Minnesota Department of Transportation, at least 90 days prior to termination, for a new limited use permit.

After termination, any continued occupancy or use, under this permit, of the Area is not authorized. However, if such continued occupancy or use occurs, all provisions of this permit related to Permittee's liability or responsibility remain in effect. Permittee will pay MnDOT all costs and expenses, including attorney's fees, in any successful action brought by State of Minnesota to remove the facility and stop the continued occupancy or use.

2. **CONSTRUCTION.** The construction, maintenance, and supervision of the Facility shall be at no cost or expense to MnDOT.

Before construction of any kind, the plans for such construction shall be approved in writing by the Minnesota Department of Transportation, through the District Engineer. Approval from Minnesota Department of Transportation District Engineer shall be required for any changes from the approved plan.

The Permittee shall construct the Facility at the location shown in the attached Exhibit "A" subject to verification by the Minnesota Department of Transportation District Engineer that the construction geometrics and procedures result in a Facility that is compatible with the safe and efficient operation of the highway.

Upon completion of the construction of the Facility, the Permittee shall restore all disturbed slopes and ditches in such manner that drainage, erosion control and aesthetics are perpetuated.

The Permittee shall preserve and protect all utilities located on the lands covered by this permit at no expense to MnDOT and it shall be the responsibility of the Permittee to call the Gopher State One Call System at 1-800-252-1166 at least 48 hours prior to performing any excavation.

Any crossings of the Facility over the trunk highway shall be perpendicular to the centerline of the highway and shall provide and ensure reasonable and adequate stopping sight distance.

The Construction of this sign will be in accordance with the conditions of Permit 7B-US-2012-55975

3. **MAINTENANCE.** Any and all maintenance of the Facility shall be provided by the Permittee at its sole cost and expense, including, but not limited to, plowing and removal of snow and installation and removal of regulatory signs. No signs shall be placed on any MnDOT or other governmental agency sign post within the Area. MnDOT will not mark obstacles for users on trunk highway right of way.

4. **USE.** Other than as identified and approved by MnDOT, no permanent structures or no advertising devices in any manner, form or size shall be allowed on the Area. No commercial activities shall be allowed to operate upon the Area.

Any use permitted by this permit shall remain subordinate to the right of the Minnesota Department of Transportation to use the property for highway and transportation purposes. This permit does not grant any interest whatsoever in land, nor does it establish a permanent park, recreation area or wildlife or waterfowl refuge Facility that would become subject to Section 4 (f) of the Federal-Aid Highway Act of 1968, nor does this permit establish a Bikeway or Pedestrian way which would require replacement pursuant to Minnesota Statutes Section 160.264. No rights to relocation benefits are established by this permit.

This permit is non-exclusive and is granted subject to the rights of others, including, but not limited to public utilities which may occupy the Area.

5. **APPLICABLE LAWS.** This permit does not release the Permittee from any liability or obligation imposed by federal law, Minnesota Statutes, local ordinances, or other agency regulations relating thereto and any necessary permits relating thereto shall be applied for and obtained by the Permittee.
6. **CIVIL RIGHTS.** The Permittee, for itself, its successors, and assigns, agrees to abide by the provisions of Title VI Appendix C of the Civil Rights Act of 1964, which provides in part that no person in the United States, shall on the grounds of race, color, or national origin, be excluded from, or denied use of any Facility.
7. **SAFETY.** MnDOT shall retain the right to limit and/or restrict any activity, including the parking of vehicles and assemblage of Facility users, on the highway right of way over which this permit is granted, so as to maintain the safety of both the motoring public and Facility users.
8. **ASSIGNMENT.** No assignment of this permit is allowed.
9. **IN WRITING.** Except for those which are set forth in this permit, no representations, warranties, or agreements have been made by MnDOT or Permittee to one another with respect to this permit.
10. **ENVIRONMENTAL.** The Permittee shall not dispose of any materials regulated by any governmental or regulatory agency onto the ground, or into any body of water, or into any container on the State's right of way. In the event of spillage of regulated materials, the Permittee shall provide for cleanup of the spilled material and of materials contaminated by the spillage in accordance with all applicable federal, state and local laws and regulations, at the sole expense of the Permittee.
11. **MECHANIC'S LIENS.** The Permittee (for itself, its contractors, subcontractors, its materialmen, and all other persons acting for, through or under it or any of them), covenants that no laborers',

mechanics', or materialmens' liens or other liens or claims of any kind whatsoever shall be filed or maintained by it or by any subcontractor, materialmen or other person or persons acting for, through or under it or any of them against the work and/or against said lands, for or on account of any work done or materials furnished by it or any of them under any agreement or any amendment or supplement thereto.

- 12 NOTICES. All notices which may be given, by either party to the other, will be deemed to have been fully given when served personally on MnDOT or Permittee or when made in writing addressed as follows: to Permittee at:

Unknown, MN

and to MnDOT at:

State of Minnesota
Department of Transportation
District 7 Right of Way
2151 Bassett Drive
Mankato, MN 56001-6888

The address to which notices are mailed may be changed by written notice given by either party to the other.

- 13 INDEMNITY. Permittee shall defend, indemnify, hold harmless and release the State of Minnesota, its Commissioner of Transportation and employees and its successors and assigns, from and against:

(a) all claims, demands, and causes of action for injury to or death of persons or loss of or damage to property (including Permittee's property) occurring on the Facility or connected with Permittee's use and occupancy of the Area, regardless of whether such injury, death, loss or damage is caused in part by the negligence of State of Minnesota or is deemed to be the responsibility of State of Minnesota because of its failure to supervise, inspect or control the operations of Permittee or otherwise discover or prevent actions or operations of Permittee giving rise to liability to any person.

(b) claims arising or resulting from the temporary or permanent termination of Facility user rights on any portion of highway right of way over which this permit is granted;

(c) claims resulting from temporary or permanent changes in drainage patterns resulting in flood damages;

(d) any laborers', mechanics', or materialmens' liens or other liens or claims of any kind whatsoever filed or maintained for or on account of any work done or materials furnished; and

(e) any damages, testing costs and clean-up costs arising from spillage of regulated materials attributable to the construction, maintenance or operation of the Facility.

MINNESOTA DEPARTMENT
OF TRANSPORTATION

RECOMMENDED FOR APPROVAL

By: _____
District Engineer

Date _____

APPROVED BY:

COMMISSIONER OF TRANSPORTATION

By: _____
Director, Office of Land Management

Date _____

CITY OF WINDOM

By _____

Its _____

And _____

Its _____

The Commissioner of Transportation
by the execution of this permit
certifies that this permit is
necessary in the public interest
and that the use intended is for
public purposes.

EXHIBIT " A "

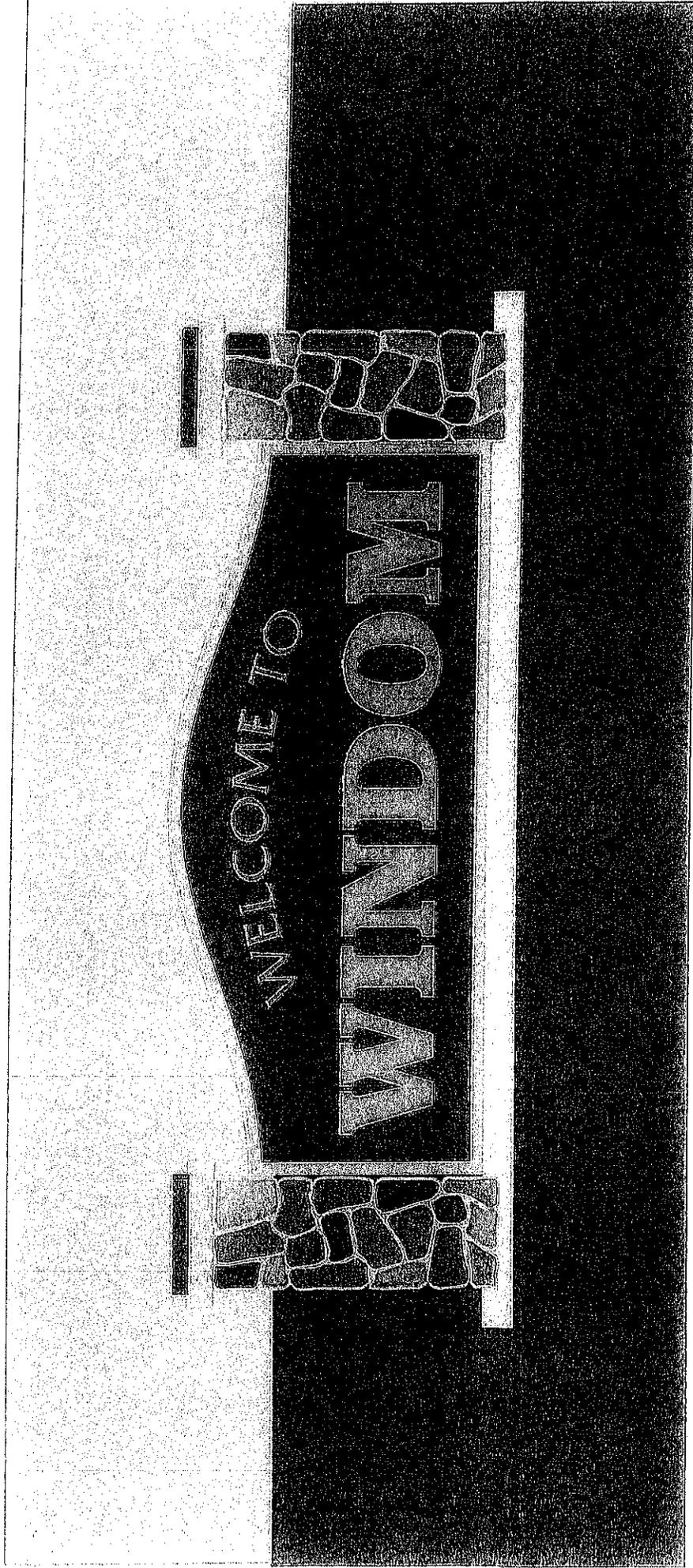
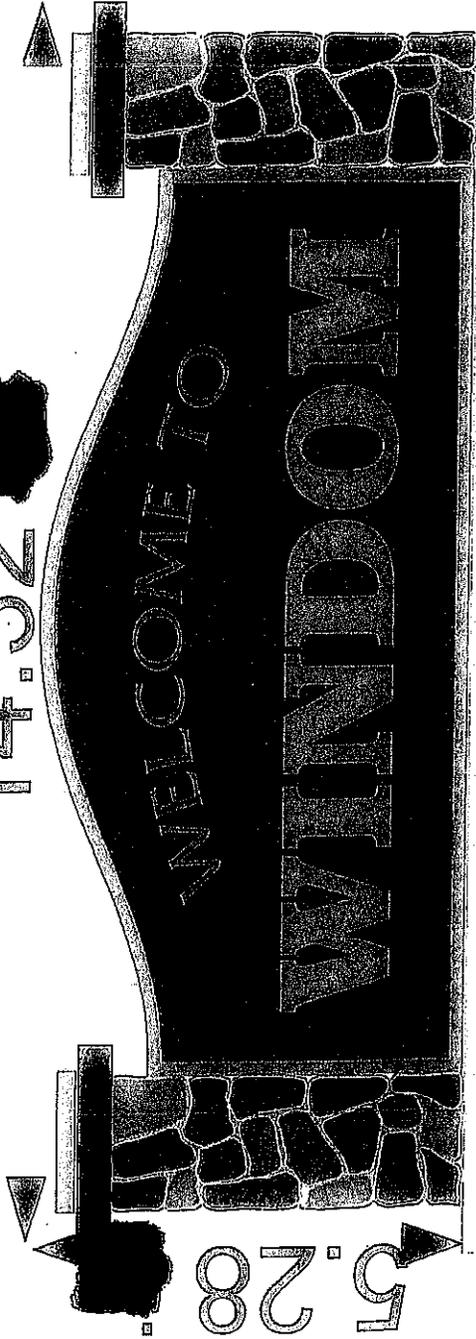


EXHIBIT "A"

14.32



5.28

10.5

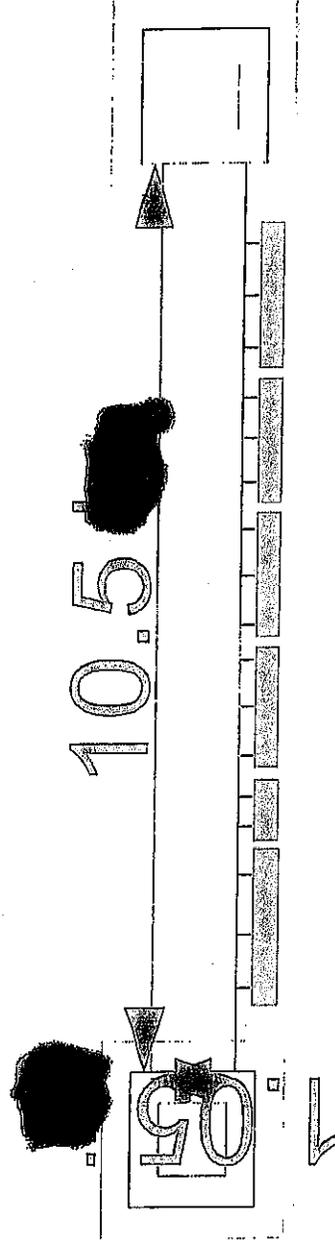


EXHIBIT "A"

TELEPHONE CONVERSATION RECORD WENCK ASSOCIATES, INC.



PROJECT _____ PROJECT NO. _____
TIME _____ DATE _____
WENCK EMPLOYEE / ENGINEER _____
CALL: TO _____ FROM _____ NAME _____
COMPANY _____ TEL. NO. _____

Window Entrance Signs

NOTES:

Point 320 Sign location - Sign 3

lat. 43° 53' 30.98123" N / 43.8919° N

long. 95° 5' 22.84023" W / 95.0897° W

Point 321 - Sign 1

lat. 43° 52' 50.18523" N / 43.8806° N

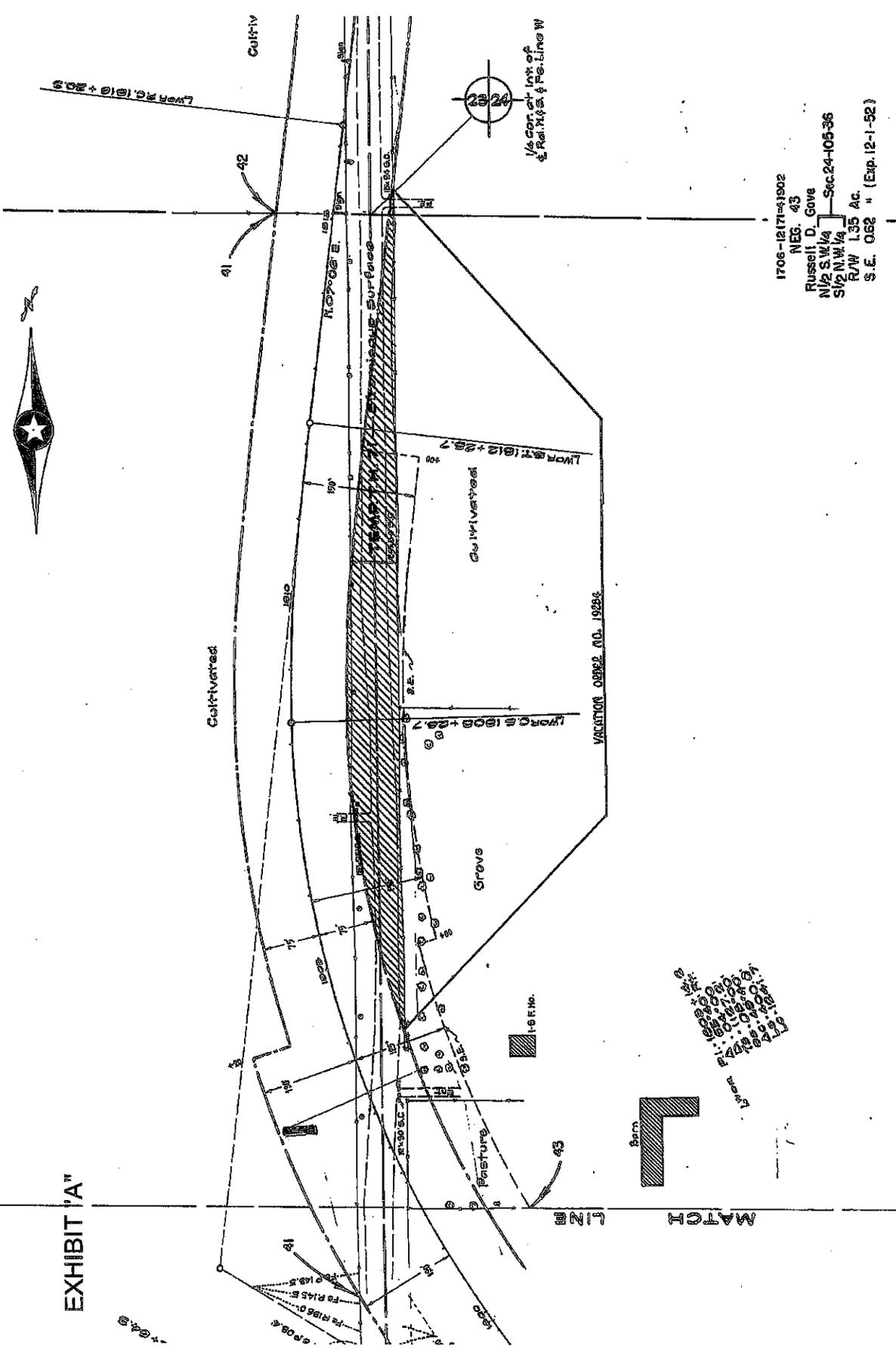
long. 95° 7' 14.78682" W / 95.1208° W

Point 322 - Sign 2

lat. 43° 50' 59.51031" N / 43.8499° N

long. 95° 7' 2.27555" W / 95.1173° W

EXHIBIT "A"



1706-12171-1902
 NEG. 43
 Russell D. Gove
 N 1/2 S.W. 1/4 Sec. 24-105-36
 S 1/2 N.W. 1/4
 R/W 1.35 AC.
 S.E. 0.62 " (Exp. 12-1-52)

MAP 32-3 TH 60 TH 71 : FROM A MILE SOUTH TO THREE MILES NORTH OF WINDOW

RESOLUTION # 2012-

INTRODUCED:

SECONDED:

VOTED: Aye:
 Nay:
 Absent:

CITY OF WINDOM

**RESOLUTION AUTHORIZING EXECUTION OF LIMITED USE PERMIT
FOR MUNICIPAL IDENTIFICATION ENTRANCE SIGNS**

WHEREAS, the Economic Development Authority of Windom submitted an application to the Minnesota Department of Transportation requesting a permit for the installation of two City of Windom entrance signs; and

WHEREAS, one entrance sign would be installed in the right-of-way along Highway 71 north of the LaCanne Funeral Home (C.S. 1706) and the other entrance sign would be installed in the right of way along the east side of Highway 60 south of Windom (C.S. 1703); and

WHEREAS, the Minnesota Department of Transportation has issued a Limited Use Permit for the installation, operation, and maintenance of these two municipal identification entrance signs and said permit requires authorization by the City Council; and

WHEREAS, it is in the best interests of the citizens of Windom that city entrance signs be installed.

NOW, THEREFORE, BE IT RESOLVED by the City Council for the City of Windom, Minnesota, as follows:

1. The City of Windom shall enter into a permit with the Commissioner of Transportation of the State of Minnesota providing for the limited use, under the terms and conditions set forth therein, of certain right of ways of Trunk Highway 60 and Trunk Highway 71 within the City of Windom.
2. The limited use of these right of ways will be for the purpose of constructing, operating, and maintaining Municipal Identification Entrance Signs within the right of ways of Trunk Highway 60 and Trunk Highway 71 at the locations designated and shown on the attached copy of Exhibit "A".
3. The Mayor and City Administrator are authorized to execute said permit and any other required documentation on behalf of the City of Windom.

Adopted this 18th day of September, 2012.

Kirby G. Kruse, Mayor

ATTEST: _____
Steven Nasby, City Clerk/City Administrator

EXHIBIT "A"

TELEPHONE CONVERSATION RECORD WENCK ASSOCIATES, INC.

Mike 13 Aug 12



PROJECT _____ PROJECT NO. _____
TIME _____ DATE _____
WENCK EMPLOYEE/ENGINEER _____
CALL: TO _____ FROM _____ NAME _____
COMPANY _____ TEL. NO. _____

Window Entrance Signs

NOTES:

~~Point 320 Sign location - Sign 3~~

~~lat. $43^{\circ} 53' 30.98123'' N$ / $43.8919^{\circ} N$~~

~~long. $95^{\circ} 5' 22.84023'' W$ / $95.0897^{\circ} W$~~

Point 321 - Sign 1

lat. $43^{\circ} 52' 50.18523'' N$ / $43.8806^{\circ} N$

long. $95^{\circ} 7' 14.78682'' W$ / $95.1208^{\circ} W$

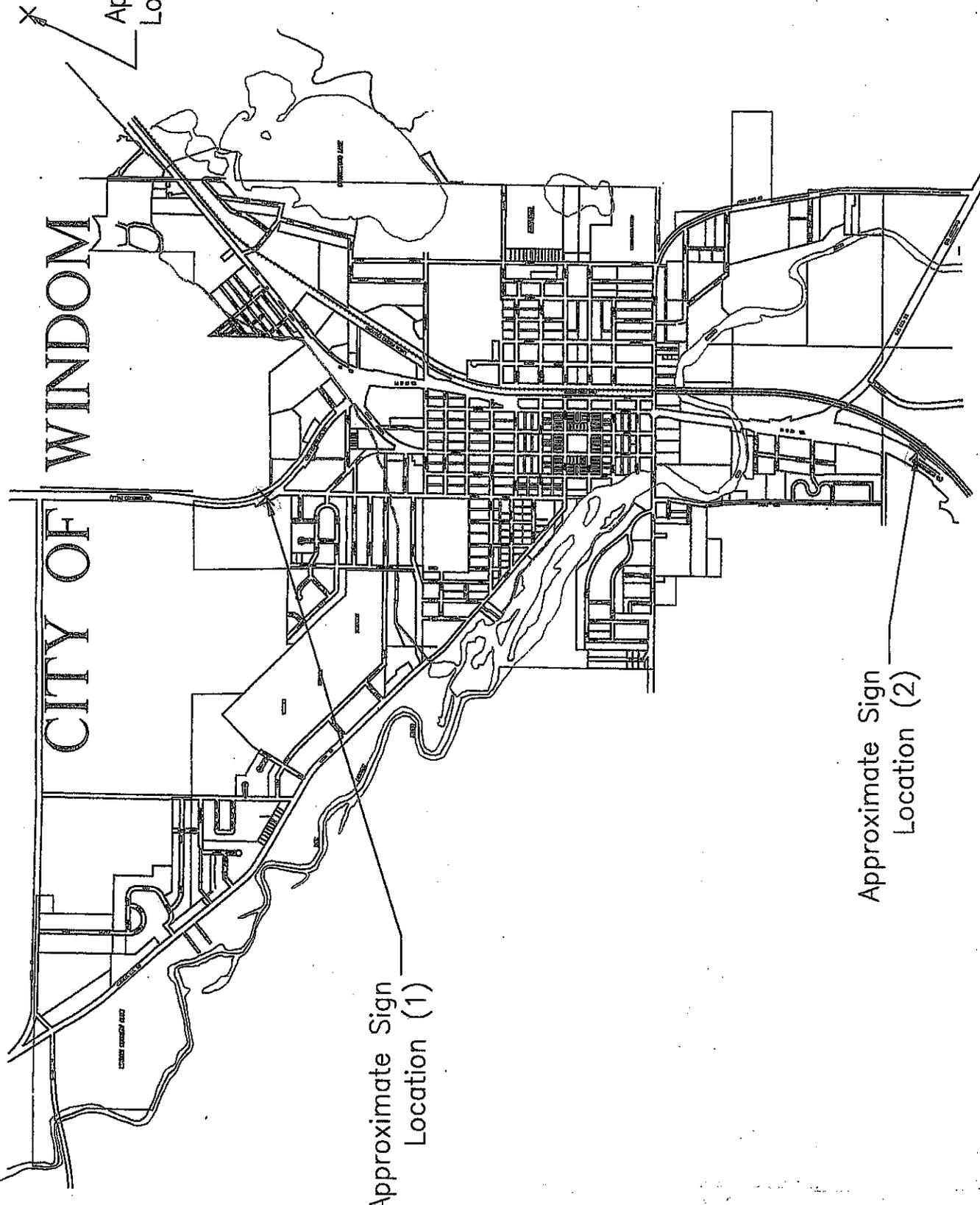
Point 322 - Sign 2

lat. $43^{\circ} 50' 59.51031'' N$ / $43.8499^{\circ} N$

long. $95^{\circ} 7' 2.27555'' W$ / $95.1173^{\circ} W$

1"

CITY OF WINDOM



Approximate Sign Location (1)

Approximate Sign Location (2)

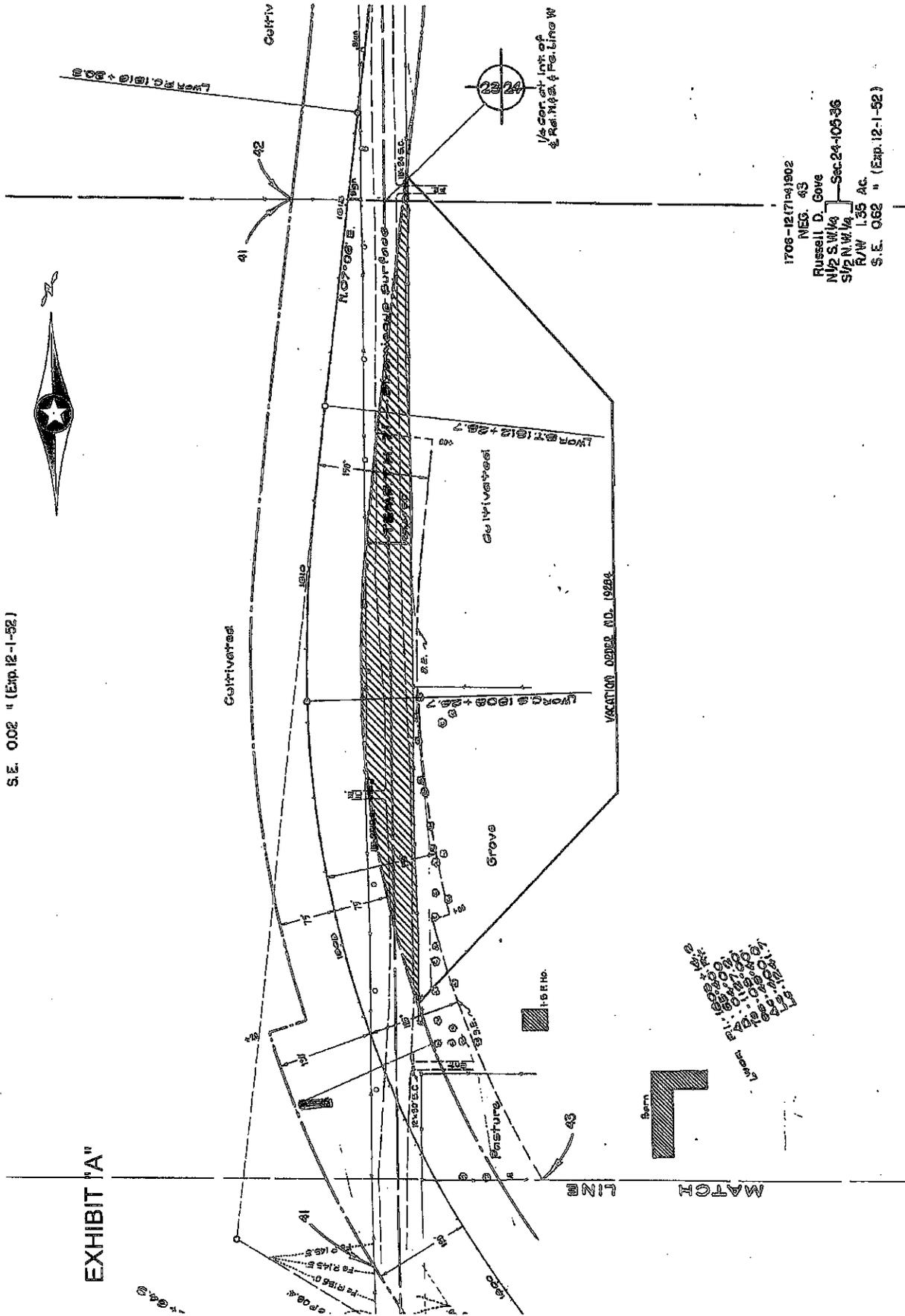
Approximate Sign Location (3)

REV	REVISION DESCRIPTION	DWN	APP	REV DATE

		Wenck <small>Wenck Associates, Inc. Consulting Engineers 1012 5th Avenue, Suite 15 Windom, MN 56101 (507) 831-2703 (507) 831-5271 Web Site: www.wenck.com</small>	DWN BY: CHKD MRR APP'D: DJJ DWG DATE: 8/13/2012 SCALE: Not to Scale	PROJECT: City of Windom CLIENT: City of Windom 444 9th Street, P.O. Box 38 Windom, MN 56101	SHEET TITLE: Windom Entrance Signs PROJECT NO.: G-100 SHEET NO.: REV NO.:
--	--	---	---	--	--

S.E. 002 " (Exp. 12-1-52)

EXHIBIT "A"



1706-12(171-4)1902
 NEG. 43
 Russell D. Gove
 N 1/2 S.W. 1/4 - Sec. 24-105-36
 S 1/2 N.W. 1/4
 E/W 1.35 AC.
 S.E. 062 " (Exp. 12-1-52)

MAP 32-3 TH 60 TH 71 : FROM A MILE SOUTH TO THREE MILES NORTH OF WINDOW

2nd Annual
**Breast Health
 Fund Walk**
Sat., Oct. 13, 2012

Windom Area High School Parking Lot



Registration starts at: 9:00 am

Walks will begin at 10:00 am

*Luncheon for walkers provided by and held at
 Jack Slade's Steakhouse starting at 11:30 am*

*Join us and celebrate the hospital's purchase
 of digital mammography equipment!*

Proceeds used to support

**Local Breast
 Health**



Windom Area
 Hospital
 Foundation

If you would like more
 information please call
 Tyann Marcy: 507-822-6291
 or Tammy Hall: 507-832-9378

Pre-registration - \$25
 (if you register by October 1st)

After that date - \$30
 Registration will include lunch
 and a long sleeve T-shirt

Registration Form

Duplicate this form as needed - **ONE PER ENTRANT**
 Please complete all the information

Name _____

Address: _____

City: _____

State: _____ Zip _____

Event:

5K Walk 1 Mile Walk

Age:

Over 18 Under 18

Entry Fee:

Adults - \$30 Children (12 and under) - FREE (T-shirt \$10)

Included in your entry fee is a free T-shirt and a lunch provided by
 and held at Jack Slade's Steak House in Windom.

Adult: S M L XL 2XL

Youth: 2T 3T 4T 5T 6-8 10-12 14-16

Early Bird Entries: Entry fee will be \$25 if your entry
 is postmarked on or before October 1, 2012.

Breast Health Fund Walk T-Shirts

I am unable to walk, but would like to order a T-Shirt

Youth Sizes - \$10 • Adult Sizes - \$15

Sizes:

Youth: 2T 3T 4T 5T 6-8 10-12 14-16

Adult: S M L XL 2XL

Waiver:

In consideration of accepting this entry, I waive and release any and all
 rights and claims for damages I may have against the "Breast Health Fund
 Walk" sponsors or for any and all injuries suffered by me in said competi-
 tion. I also give my permission for the free use of my name and/or pictures
 for publicity.

 Entrant Signature

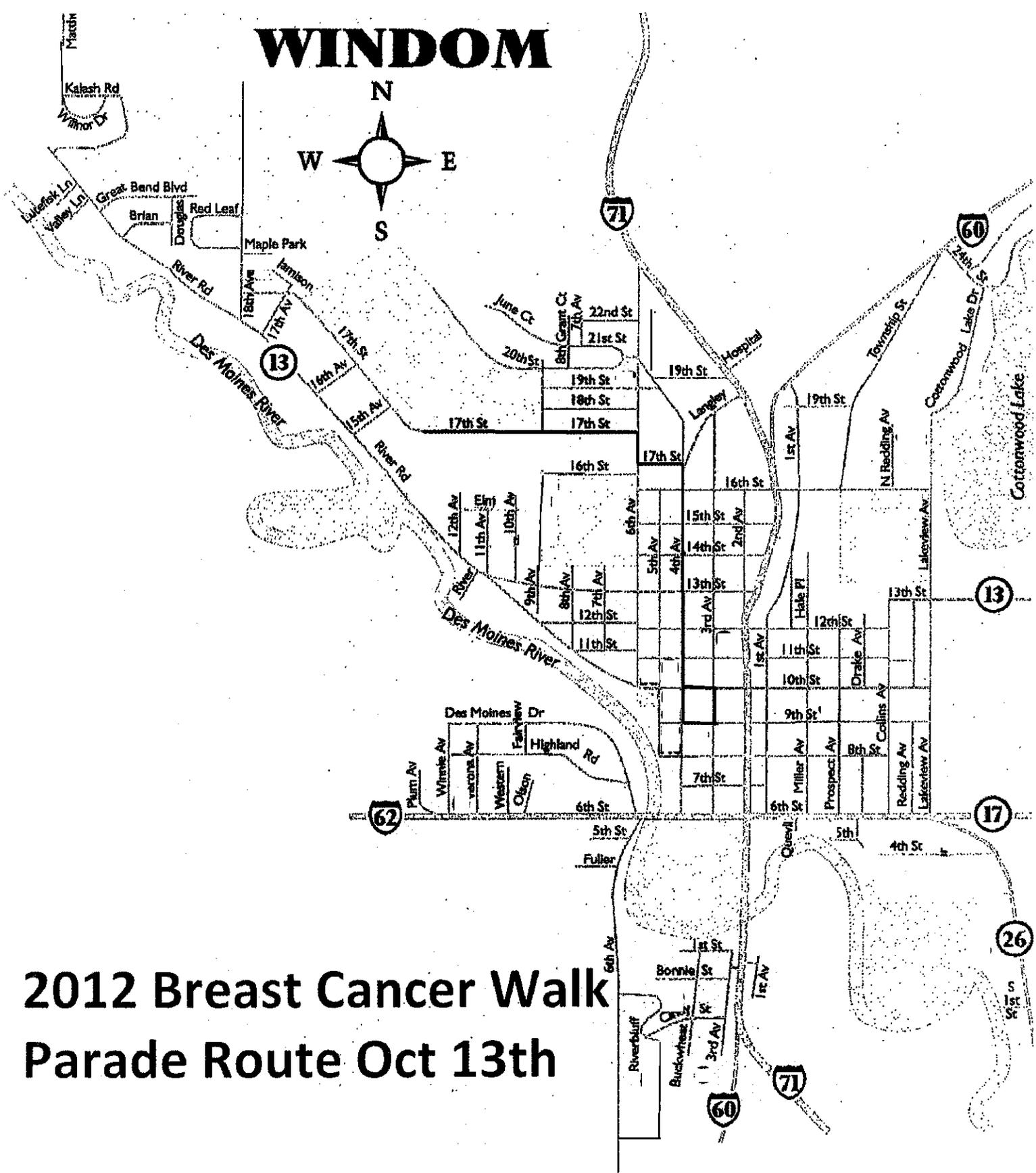
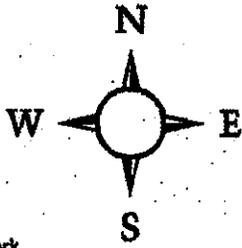
 Parent or Guardian Signature for entrants under age 18.

Payment:

Checks should be made out to Windom Area Hospital Foundation
 Remit registration form and check to:

Breast Health Fund
 c/o Windom Area Hospital Foundation
 PO Box 339
 Windom, MN 56101

WINDOM



**2012 Breast Cancer Walk
Parade Route Oct 13th**

ORDINANCE NO. 137, 2ND SERIES

**AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA AMENDING
CITY CODE CHAPTER 10**

ENTITLED "PUBLIC PROTECTION, CRIMES AND OFFENSES"

THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, DOES ORDAIN:

SECTION 10.22.1. DISRUPTIVE INTOXICATION

Subd. 1. *Public Policy.* It is the policy of the city to provide for the safety, health and welfare of the public while prohibiting certain harmful conduct of intoxicated persons in public places.

Subd. 2. *Definitions.*

A. The term "public place" means and includes a building or place controlled by the city, a school, a place of worship, public street, public sidewalk, alley, park, publicly owned lands, and any indoor or outdoor area, whether privately or publicly owned, to which the public has access by right or by invitation, expressed or implied, whether by payment of money or not. "Public place" excludes the interior premises of a licensed alcohol establishment.

B. The term "intoxicated person" means any person who is presently impaired, mentally or emotionally, as a result of the presence of alcohol, drugs or a controlled substance in the person's body. Evidence of an "intoxicated person" may include, but is not limited to, any combination of the following indicators: odor of intoxicants on the breath; bloodshot, watery eyes; dilated pupils; stumbling or staggering; slurred speech; failure of standardized field sobriety testing (SFST); failure of drug recognition protocol; or an alcohol concentration of .08 or more as measured by a portable breath testing device (PBT).

C. The term "public disruption" means and includes loud or boisterous yelling, urinating in public, lewd or combative conduct, or disobeying a peace officer's lawful command.

Subd. 3. *Disruptive Intoxication.* No intoxicated person shall, in a public place:

- A. Conduct himself or herself so as to be a danger to themselves or others; or
- B. Be unable to exercise care for their own safety or the safety of others; or
- C. Engage in a public disruption.

Subd. 4. *Sobriety Testing.* No person shall be cited under this section unless one of the following is satisfied:

A. The person has attempted and failed an SFST; or

B. The person has submitted to a PBT and the result of the PBT shows the person's alcohol concentration to be .08 or more; or

C. The person refuses to submit to SFST or a PBT by a peace officer who has reasonable articulable suspicion to request testing; or

D. A person is so intoxicated or belligerent that performing SFST or a PBT would put the individual, peace officers or others at risk of harm.

Subd. 5. *Criminal Penalty.* Disruptive intoxication is a misdemeanor as defined by Minnesota Statute 609.02 subdivision 3 (2011) as amended.

EFFECTIVE DATE OF ORDINANCE. This ordinance becomes effective from and after its passage and publication.

Adopted by the City Council of the City of Windom, Minnesota, this 4th day of September, 2012.

Kirby G. Kruse, Mayor

Attest: _____
Steve Nasby, City Administrator

1st Reading: September 4, 2012
2nd Reading: September 18, 2012
Adoption: September 18, 2012
Published: September 26, 2012

RESOLUTION #2012-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

Resolution Providing for the Sale of \$10,395,000 Communication System
Annual Appropriation Refunding Revenue Bonds, Series 2012B

Council Member _____ introduced the following resolution and moved its adoption:

WHEREAS, the City Council of the City of Windom, Minnesota, has heretofore determined that it is necessary and expedient to issue the City's \$10,395,000 Communication System Annual Appropriation Refunding Revenue Bonds, Series 2012B (the "Bonds"), to provide for financing for a current refunding of the City's outstanding: (i) Communication System Revenue Bonds, Series 2004; and (ii) General Obligation Equipment Certificates, Series 2009B for an interest cost savings and to better match the resources available for payment; and

WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent financial advisor for the Bonds and is therefore authorized to work with Piper Jaffray in Minneapolis, Minnesota ("Piper") to provide for the sale of the Bonds in accordance with the terms set forth in the pre-sale report.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Windom, Minnesota, as follows:

1. **Authorizations.** The City Council hereby authorizes Ehlers to structure the terms of the Bonds, provided that the final maturity shall be no later than June 1, 2032. The City Council authorizes the City Administrator and the City Telecom Administrator to consider the proposal of Piper and take any other appropriate action with respect to the Bonds. Ehlers is further authorized to negotiate the sale of the Bonds with Piper.
2. **Meeting; Ratify Acceptance of Proposal; Award Bond Sale.** The City Council shall meet at 7:30 p.m. on October 16, 2012 or another date set by City staff, to ratify the acceptance of a proposal from Piper, to award the sale of the Bonds and to take any other appropriate action with respect to the Bonds.
3. **Request for Proposals; Official Statement.** In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of a request for proposals and an official statement for the Bonds and to execute and deliver the official statement on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member _____ and, after full discussion thereof and upon a vote being taken thereon, the following Council Members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Adopted this 18th day of September, 2012.

Kirby G. Kruse, Mayor

ATTEST:

Steven Nasby, City Administrator

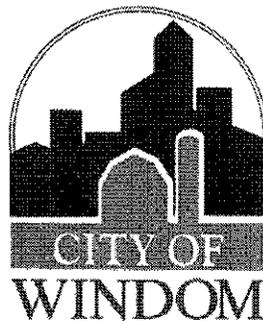


September 18, 2012

Pre-Sale Report for

\$10,395,000 Communication System Annual
Appropriation Refunding Revenue Bonds,
Series 2012B

City of Windom, Minnesota



Prepared and Presented by:

Todd Hagen, CIPFA
VP, Public Finance Advisor

And

Rebecca Kurtz, CIPFA
VP, Public Finance Advisor

Executive Summary of Proposed Debt

Proposed Issue:	\$10,395,000 Communication System Annual Appropriation Refunding Revenue Bonds, Series 2012B, which includes \$1,000,000 from the Telecom Fund to lower the borrowing amount.
Authority:	<p>The Bonds are being issued pursuant to Minnesota Statutes, Section 465.71 (annual appropriation law) and Chapter 475 (general bond law).</p> <p>The Bonds are <u>not</u> general obligations or indebtedness of the City, but are special obligations payable solely from net revenues derived from the municipal broadband communications system and from annual appropriations made by the City if the net revenues of the system are insufficient to pay the principal and interest on the Bonds as they become due.</p> <p>The Bonds do <u>not</u> count against the City's general obligation debt capacity limit of 3% of market value.</p> <p>Bond Reserve Account: The City will covenant to establish and maintain a reserve account. Upon issuance of the Bonds, an amount necessary to equal the reserve requirement will be deposited in the reserve account. The City may use the investment earnings accumulated in the reserve account for debt service. We currently estimate the reserve requirement to be \$650,000.</p>
Purposes/Funding Sources:	<p>The proposed issue includes financing for a current refunding of the City's outstanding: (i) Communication System Revenue Bonds, Series 2004; and (ii) General Obligation Equipment Certificates, Series 2009B for an interest cost savings and to better match the resources available for payment.</p> <p>It is expected that the same source of payment originally pledged to the old bonds, will pay for the new Bonds.</p> <p>Interest rates on the Series 2004 bonds are 5.25% to 6.25% (which is 2.25% higher than the estimated interest rate on the new Bonds). The refunding would extend the term by 8 years.</p> <p>The Series 2004 bonds were long-term bonds that are first callable without penalty on February 1, 2013. The bond payments were structured to increase as the system revenues grew and then to be restructured before the final principal payment of 3,175,000 on August 1, 2024.</p> <p>The Series 2009B bonds were interest-only temporary bonds that mature on December 1, 2012 in the principal amount of \$2,400,000. These bonds can be refinanced for another 3 year temporary period and then amortized for an additional 10 years. It was the original intent to include these bonds when it came time to refund the Series 2004 bonds. The interest rate on the Series 2009A bonds is 1.65%.</p>



	<p>The refunding is expected to decrease the annual bond payments from approximately \$1,250,000 (if the 2012 and 2024 balloon payments were amortized) to \$745,000.</p> <p>This refunding is considered a current refunding as the new Bonds will be issued less than 90 days prior to the call date of the old bonds.</p>
Term/Call Feature	<p>The Bonds are being issued for a 20 year term. Principal on the Bonds will be due on June 1 in the years 2013 through 2032. Interest is payable every six months beginning June 1, 2013.</p> <p>Bonds maturing June 1, 2021, and thereafter will be subject to prepayment at the discretion of the City on June 1, 2020.</p>
Bank Qualification:	<p>Because the City is issuing more than \$10,000,000 in tax-exempt obligations during the calendar year, the City will be <u>not</u> able to designate the Bonds as "bank qualified" obligations.</p> <p>Because banks are typically not interested in purchasing annual appropriation bonds that mature more than 10-years, it was found that it will not save enough in interest cost on a 20-year issue to outweigh the cost of issuing two bonds in different calendar years to achieve bank qualified status.</p>
Rating:	<p>The City's most recent bond issues were rated A+ by Standard & Poor's. The City will request a new rating for the Bonds.</p> <p>If the selected underwriter of the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the City's bond rating if the bond rating of the insurer is higher than that of the City.</p>
Risk Factor:	<p>The bond resolution will contain an annual appropriation clause under which the City has the right to not appropriate moneys sufficient to make required payments for the next fiscal year if the net revenues from the system are insufficient.</p>
Method of Sale/Placement:	<p>We recommend negotiating the placement of the Bonds with a predetermined purchaser. The security of the Bonds does not lend itself well to competitive bid, and in our judgment, the City's interests will be best served by allowing a pre-selected party to market the Bonds to investors in advance of the sale. In order to obtain the lowest interest cost to the City, Ehlers has solicited a proposal to purchase the Bonds directly from Piper Jaffray in Minneapolis, Minnesota as opposed to local area banks and other regional underwriters through an RFP process. A Council meeting will be needed to accept the final offer from the selected underwriter on the Bonds.</p> <p>We have included an allowance for underwriter equal to .75% of the principal amount of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of its compensation in the transaction.</p>



<p>Review of Existing Debt:</p>	<p>We have reviewed all outstanding indebtedness for the City and find that there are no other refunding opportunities at this time.</p> <p>We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any other future refunding opportunities.</p>
<p>Continuing Disclosure:</p>	<p>Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually as well as providing notices of the occurrence of certain "material events" to the Municipal Securities Rulemaking Council (the "MSRB"), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.</p>
<p>Arbitrage Monitoring:</p>	<p>Because the Bonds are tax-exempt securities, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Arbitrage Certificate prepared by your Bond Attorney and provided at closing. We recommend that you regularly monitor compliance with these rules and/or retain the services of a qualified firm to assist you with compliance with these rules.</p>





Proposed Debt Issuance Schedule

Pre-Sale Review by Council:	September 18, 2012
Distribute Official Statement:	October 1, 2012
Conference with Rating Agency:	Week of October 8, 2012
City Council Meeting to Award Sale of the Bonds:	October 16, 2012
Estimated Closing Date:	Approximately November 1, 2012

Attachments

Sources and Uses of Funds
 Proposed Debt Service Schedule
 Bond Buyer Index
 Resolution Authorizing Ehlers to Proceed with Bond Sale

Ehlers Contacts:

Financial Advisors:	Todd Hagen Rebecca Kurtz	(651) 697-8508 (651) 697-8516
Disclosure Coordinator:	Kara Meverden	(651) 697-8545
Bond Sale Coordinator:	Alicia Aulwes	(651) 697-8523
Financial Analyst:	Alicia Gage	(651) 697-8551

The Official Statement for this financing will be mailed to the City Council at their home address or e-mailed for review prior to the sale date.



SOURCES AND USES OF FUNDS

City of Windom, Minnesota
 Communication System Annual Appropriation Refunding Bonds, Series 2012
 Rated A - 20 Year Structure

Dated Date 11/01/2012
 Delivery Date 11/01/2012

Sources:	Refunding Series 2004	Refunding Series 2009B	Total
Bond Proceeds:			
Par Amount	8,085,000.00	2,310,000.00	10,395,000.00
Net Premium	41,287.10	11,816.20	53,103.30
	8,126,287.10	2,321,816.20	10,448,103.30
Other Sources of Funds:			
Issuer Contribution	777,777.78	222,222.22	1,000,000.00
Transfer from DSRF	650,000.00		650,000.00
	1,427,777.78	222,222.22	1,650,000.00
	9,554,064.88	2,544,038.42	12,098,103.30

Uses:	Refunding Series 2004	Refunding Series 2009B	Total
Refunding Escrow Deposits:			
Cash Deposit	0.55	0.24	0.79
SLGS Purchases	9,123,510.00	2,419,581.00	11,543,091.00
	9,123,510.55	2,419,581.24	11,543,091.79
Other Fund Deposits:			
Debt Service Reserve Fund	289,673.61	82,763.89	372,437.50
Delivery Date Expenses:			
Cost of Issuance	77,777.78	22,222.22	100,000.00
Underwriter's Discount	60,637.50	17,325.00	77,962.50
	138,415.28	39,547.22	177,962.50
Other Uses of Funds:			
Additional Proceeds	2,465.44	2,146.07	4,611.51
	9,554,064.88	2,544,038.42	12,098,103.30

BOND PRICING

City of Windom, Minnesota
 Communication System Annual Appropriation Refunding Bonds, Series 2012
 Rated A - 20 Year Structure

Bond Component	Maturity Date	Amount	Rate	Yield	Price
Serial Bonds:					
	06/01/2013	230,000	3.000%	1.000%	101.159
	06/01/2014	400,000	3.000%	1.190%	102.830
	06/01/2015	410,000	3.000%	1.370%	104.122
	06/01/2016	425,000	3.000%	1.520%	105.141
	06/01/2017	435,000	3.000%	1.790%	105.300
	06/01/2018	450,000	3.000%	2.090%	104.771
	06/01/2019	460,000	3.000%	2.410%	103.570
	06/01/2020	475,000	3.000%	2.700%	102.043
	06/01/2021	490,000	3.000%	2.900%	100.753
	06/01/2022	505,000	3.000%	3.000%	100.000
		4,280,000			
Term Bonds due in 2027:					
	06/01/2027	2,785,000	3.500%	3.590%	98.982
Term Bonds due in 2032:					
	06/01/2032	3,330,000	3.750%	3.850%	98.630
		10,395,000			

Dated Date	11/01/2012	
Delivery Date	11/01/2012	
First Coupon	06/01/2013	
Par Amount	10,395,000.00	
Premium	53,103.30	
Production	10,448,103.30	100.510854%
Underwriter's Discount	(77,962.50)	(0.750000%)
Purchase Price	10,370,140.80	99.760854%
Accrued Interest		
Net Proceeds	10,370,140.80	

BOND SUMMARY STATISTICS

City of Windom, Minnesota
 Communication System Annual Appropriation Refunding Bonds, Series 2012
 Rated A - 20 Year Structure

Dated Date	11/01/2012
Delivery Date	11/01/2012
Last Maturity	06/01/2032
Arbitrage Yield	3.448096%
True Interest Cost (TIC)	3.531796%
Net Interest Cost (NIC)	3.546091%
All-In TIC	3.640490%
Average Coupon	3.524944%
Average Life (years)	11.309
Duration of Issue (years)	9.092
Par Amount	10,395,000.00
Bond Proceeds	10,448,103.30
Total Interest	4,143,704.17
Net Interest	4,168,563.37
Bond Years from Dated Date	117,553,750.00
Bond Years from Delivery Date	117,553,750.00
Total Debt Service	14,538,704.17
Maximum Annual Debt Service	744,875.00
Average Annual Debt Service	742,401.92
Underwriter's Fees (per \$1000)	
Average Takedown	
Other Fee	7.500000
Total Underwriter's Discount	7.500000
Bid Price	99.760854

Bond Component	Par Value	Price	Average Coupon	Average Life	PV of 1 bp change
Serial Bonds	4,280,000.00	102.969	3.000%	5.498	2,180.65
Term Bonds due in 2027	2,785,000.00	98.982	3.500%	12.650	3,119.20
Term Bonds due in 2032	3,330,000.00	98.630	3.750%	17.655	4,495.50
	10,395,000.00			11.309	9,795.35

	TIC	All-In TIC	Arbitrage Yield
Par Value	10,395,000.00	10,395,000.00	10,395,000.00
+ Accrued Interest			
+ Premium (Discount)	53,103.30	53,103.30	53,103.30
- Underwriter's Discount	(77,962.50)	(77,962.50)	
- Cost of Issuance Expense		(100,000.00)	
- Other Amounts			
Target Value	10,370,140.80	10,270,140.80	10,448,103.30
Target Date	11/01/2012	11/01/2012	11/01/2012
Yield	3.531796%	3.640490%	3.448096%

BOND DEBT SERVICE

City of Windom, Minnesota
Communication System Annual Appropriation Refunding Bonds, Series 2012
Rated A - 20 Year Structure

Period Ending	Principal	Coupon	Interest	Debt Service
06/01/2013	230,000	3.000%	204,604.17	434,604.17
06/01/2014	400,000	3.000%	343,850.00	743,850.00
06/01/2015	410,000	3.000%	331,850.00	741,850.00
06/01/2016	425,000	3.000%	319,550.00	744,550.00
06/01/2017	435,000	3.000%	306,800.00	741,800.00
06/01/2018	450,000	3.000%	293,750.00	743,750.00
06/01/2019	460,000	3.000%	280,250.00	740,250.00
06/01/2020	475,000	3.000%	266,450.00	741,450.00
06/01/2021	490,000	3.000%	252,200.00	742,200.00
06/01/2022	505,000	3.000%	237,500.00	742,500.00
06/01/2023	520,000	3.500%	222,350.00	742,350.00
06/01/2024	540,000	3.500%	204,150.00	744,150.00
06/01/2025	555,000	3.500%	185,250.00	740,250.00
06/01/2026	575,000	3.500%	165,825.00	740,825.00
06/01/2027	595,000	3.500%	145,700.00	740,700.00
06/01/2028	620,000	3.750%	124,875.00	744,875.00
06/01/2029	640,000	3.750%	101,625.00	741,625.00
06/01/2030	665,000	3.750%	77,625.00	742,625.00
06/01/2031	690,000	3.750%	52,687.50	742,687.50
06/01/2032	715,000	3.750%	26,812.50	741,812.50
	10,395,000		4,143,704.17	14,538,704.17

SUMMARY OF BONDS REFUNDED

City of Windom, Minnesota
Communication System Annual Appropriation Refunding Bonds, Series 2012
Rated A - 20 Year Structure

Bond	Maturity Date	Interest Rate	Par Amount	Call Date	Call Price
Communication System Revenue Bonds, Series 2004, 2004:					
SERIALS	08/01/2013	5.250%	290,000.00	12/01/2012	100.000
	08/01/2014	5.375%	325,000.00	12/01/2012	100.000
TERM24	08/01/2024	6.250%	8,325,000.00	12/01/2012	100.000
			8,940,000.00		
Temporary General Obligation Equipment Certificates, Series 2009B, 2009B:					
SERIALS	12/01/2012	1.650%	2,400,000.00		
			11,340,000.00		

PRIOR BOND DEBT SERVICE

City of Windom, Minnesota
Communication System Annual Appropriation Refunding Bonds, Series 2012
Rated A - 20 Year Structure

Period Ending	Principal	Coupon	Interest	Debt Service
06/01/2013	2,400,000	1.650%	296,303.13	2,696,303.13
06/01/2014	290,000	5.250%	545,393.76	835,393.76
06/01/2015	325,000	5.375%	529,046.88	854,046.88
06/01/2016	370,000	6.250%	508,750.00	878,750.00
06/01/2017	420,000	6.250%	484,062.50	904,062.50
06/01/2018	470,000	6.250%	456,250.00	926,250.00
06/01/2019	530,000	6.250%	425,000.00	955,000.00
06/01/2020	590,000	6.250%	390,000.00	980,000.00
06/01/2021	630,000	6.250%	351,875.00	981,875.00
06/01/2022	670,000	6.250%	311,250.00	981,250.00
06/01/2023	710,000	6.250%	268,125.00	978,125.00
06/01/2024	760,000	6.250%	222,187.50	982,187.50
06/01/2025	3,175,000	6.250%	99,218.75	3,274,218.75
	11,340,000		4,887,462.52	16,227,462.52

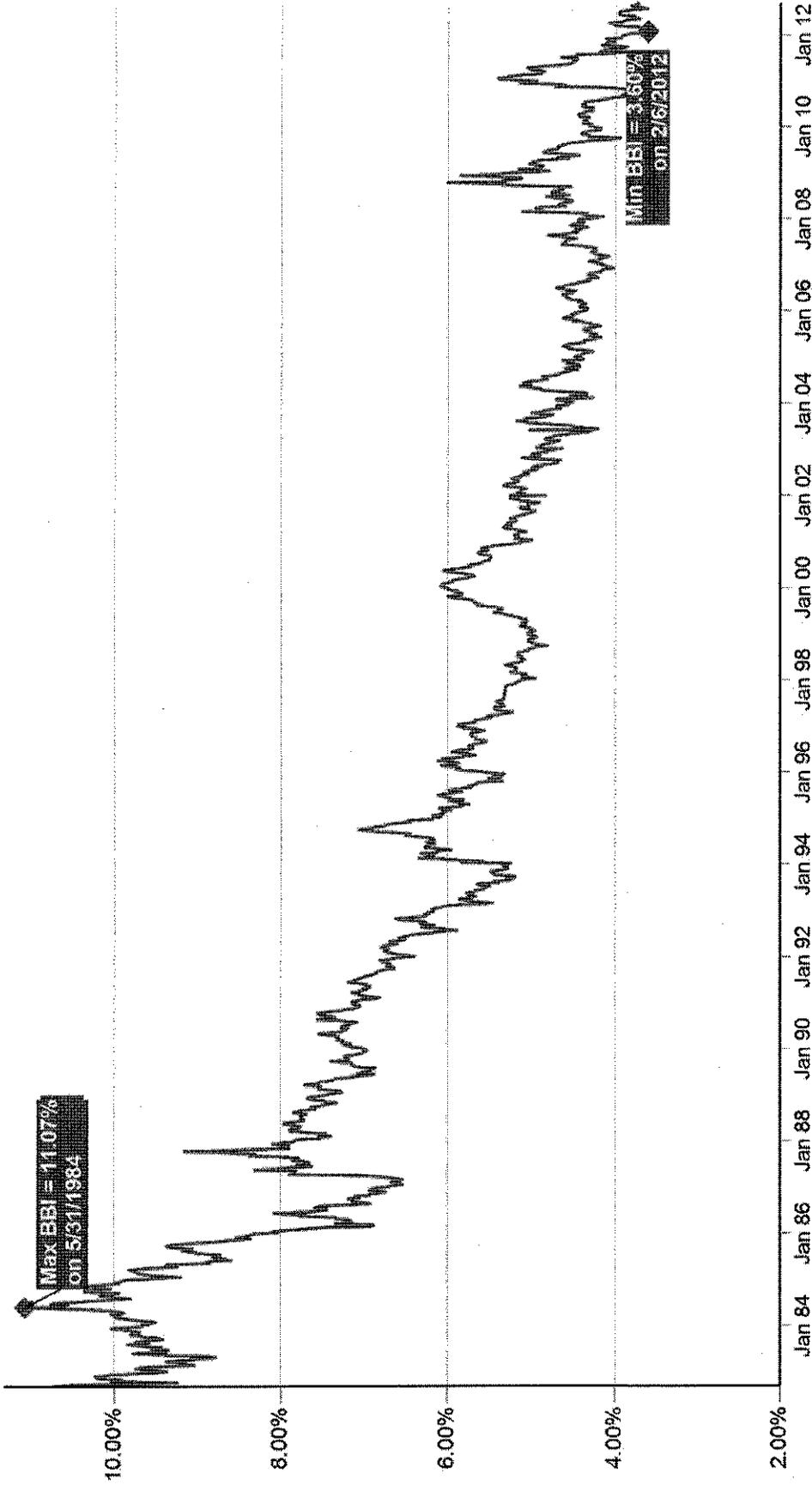
ESCROW REQUIREMENTS

City of Windom, Minnesota
Communication System Annual Appropriation Refunding Bonds, Series 2012
Rated A - 20 Year Structure

Period Ending	Principal	Interest	Principal Redeemed	Total
12/01/2012	2,400,000.00	204,135.42	8,940,000.00	11,544,135.42
	2,400,000.00	204,135.42	8,940,000.00	11,544,135.42

30 YEAR TREND IN MUNICIPAL BOND INDICES

Weekly Rates September, 1982 - September, 2012



— BBI (Current: 3.73%)

The Bond Buyer "20 Bond Index" (BBI) shows average yields on a group of municipal bonds that mature in 20 years and have an average rating equivalent to Moody's Aa2 and S&P's AA.

Source: The Bond Buyer



Dated: September 6, 2012

**Amendment to
Industrial Wastewater Treatment Agreement
Between the
City of Windom, Minnesota
And
PM Beef Holdings L.L.C.**

This Amendment is made to the "Industrial Waste Water Treatment Agreement") entered into on the 25th day of July, 2001, (Agreement)by and between the City of Windom, Minnesota, a municipal corporation, and PM Beef Holdings, L.L.C., a limited liability company, under the laws of Delaware.

By signing this document both the City of Windom and PM Beef Holdings, L.L.C., hereby reinstate and ratify the Agreement, except as hereinafter amended.

The following amendments are hereby made to the Agreement and shall supersede and take precedence over the existing terms of the Agreement:

1. Under Section 1. Allowable Discharges;
 - a. Maximum Monthly Average Flow from the PM Beef Facility as noted in the table on page 2 of the Agreement is amended to 700,000 gallons per day.
 - b. Maximum Monthly Average CBOD₅ from the PM Beef Facility as noted in the table on page 2 of the Agreement is amended to 400 lbs/day.
 - c. Maximum Monthly Average TKN from the PM Beef Facility as noted in the table on page 2 of the Agreement is amended to 600 lbs/day.
2. Under Section 3. User Fee; The following sentence is hereby added to the last paragraph of this section:

"This credit is based on a 1995 Targeted Economic Development Grant the City received with the participation of Caldwell, now PM Beef Holdings L.L.C."
3. The first sentence of Section 10 of the Agreement which currently reads "the terms of this Agreement shall commence as of the date hereof and automatically renew on January 1 of each year, unless either of the parties notifies the other in writing within 60 days" is hereby deleted and replaced with the following language:

"the initial term of this Agreement shall commence as of September 6, 2012 and shall end on December 31, 2012. However, this Agreement

shall automatically renew for successive year to year terms which shall run from January 1st through December 31st unless either party delivers a written termination notice to the other party on or before November 1st of any year this Agreement exists.”

IN WITNESS WHEREOF the parties have hereunto executed this Amendment to the Industrial Wastewater Treatment Agreement dated the 25th day of July, 2001, on this the _____ day of _____, 2012.

CITY OF WINDOM, MINNESOTA

By: _____
Mayor

By: _____
City Administrator

PM BEEF HOLDINGS, L.L.C.

By: _____

By: _____

RESOLUTION #2012-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

CITY OF WINDOM

A RESOLUTION ADOPTING THE MINNESOTA GENERAL RECORDS RETENTION SCHEDULE FOR CITIES

WHEREAS, the Minnesota Records Management Statute §138.17 establishes the Records Disposition Panel and requires all government entities to follow an orderly process for disposal of government information; and

WHEREAS to comply with said statute, it is necessary to adopt a plan for managing governmental records including the proper retention and disposal of municipal records; and

WHEREAS, the State of Minnesota has approved for use by all Minnesota Cities the "Minnesota General Records Retention Schedule for Cities" which provides cities adopting said schedule an orderly method for disposal of municipal records; and

WHEREAS, on July 10, 1990, the City of Windom officially adopted Resolution #90-35 entitled "A Resolution Adopting the Minnesota City General Records Retention Schedule (revised November 1985)"; and

WHEREAS, the "Minnesota City General Records Retention Schedule for Cities" is regularly updated; and

WHEREAS, in accordance with the current revised version of the "Minnesota General Records Retention Schedule for Cities (revised March 2011)" the City of Windom is in the process of preparing records for disposal.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Windom, Minnesota, as follows:

1. The City of Windom Minnesota adopts the current "Minnesota General Records Retention Schedule for Cities (revised March 2011)" and all future revised editions.
2. City Departments and staff are directed to provide for retention and disposal of records as set forth in said schedule and its subsequent revisions.

Adopted this 18th day of September, 2012.

Kirby G. Kruse, Mayor

ATTEST:

Steven Nasby, City Administrator

MEMORANDUM



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

TO: City Council
FROM: Personnel Committee
DATE: September 14, 2012
RE: Recommendations for Library, Ambulance, Fire Dept. and Personnel Policy

On September 4, 2012 the Personnel Committee met with staff from several departments to review requests related to the upcoming 2013 budget and one policy issue. The following is a brief discussion of these items and the Personnel Committee's recommendations to the City Council.

Library Part-time Employee Hours

The Library has a part-time employee that is scheduled to work under 14 hours\week. Due to the several factors at the library with vacation and sick leave coverage that employee is near the point of mandatory inclusion in the bargaining unit per the Minnesota Public Employee Relations Act. This change would include an immediate change in pay of \$0.65\hour with additional step increases over the years. The increased pay would add about \$1,000 to the 2013 budget for payroll and payroll taxes. The Library Director and Library Board are requesting that this part-time person be allowed to work approximately 20 hours\week, and not hire a second part-time person. **In conjunction with the Library Board, the Personnel Committee is recommending to the City Council this part-time library employee be approved to work approximately 20 hours\week.**

Ambulance – Pay Change

The Ambulance Director is proposing an increase in pay for the 2013 budget of \$0.50\hour for the “57”, “58” and “59” positions that rotate within the Department for on-call service. The increase is estimated to add \$11,300 including payroll taxes to the department budget. **The Personnel Committee is recommending to the City Council the approval of the pay rate increase for the Ambulance Department from \$2.25\hour to \$2.75\hour for on-call pay.**

Fire Department – Pay Change

The Fire Chief is requesting a pay increase for the firefighters as the rates have remained the same since at least 1999, which is as far back as his records go. The current pay is \$10\hour for fire calls and \$10\drill with extra pay for truck captains. The Fire Chief is asking for an increase of \$2\hour for fire calls and \$2\drill for the firefighters. In addition, he is requesting that the pay for the four Fire Department Officers increase by \$500\year. These changes will add approximately \$9,400 to the Fire Department budget including payroll taxes. **The Personnel Committee is recommending to the City Council the approval of a pay rate increase for the Fire Department of \$2\hour for fire calls, \$2\drill and a \$500\year for each of the four Chiefs.**

Sick Leave and/or Vacation Loan Policy

Over the last two years there have been two unique cases of newer employees (less than a year with the City) that have experienced medical issues or deaths in their families where the employee could not yet access sick leave and/or they had exhausted what little amount of paid leave they have been able to accrue. Several employees had asked to donate vacation/sick leave, but we do not currently allow that in our policy nor does our policy allow an "advance" of sick leave or vacation. Right now the only option available is to allow them days off without pay.

The following is a policy that is used by the League of Minnesota Cities for its employees experiencing similar situations, which allows for an "advance" and repayment of sick leave and/or vacation time. **The Personnel Committee is recommending to the City Council the approval of a Sick Leave and/or Vacation Loan Policy as shown below.**

City of Windom Sick Leave & Vacation Loan Provisions

Under the following conditions, an employee may borrow against future accruals of sick and vacation leave:

1. The employee must be in his or her first year of employment with the City at the time that the request is made. This includes the first year of re-employment for employees who have been rehired.
2. The City Administrator must approve all such requests in writing. He or she will do so only when, in his or her judgment, the employee has suffered one or more unusual and unexpected circumstances which has resulted or will result in the use of sick leave or vacation in amounts of more than one or two days at a time.
3. The request to borrow must be made and approved before the time is actually used by the employee.
4. The employee can borrow a minimum of 16 hours and up to a maximum of 40 hours of sick leave or vacation (total maximum possible of 80 hours).
5. Once an amount has been borrowed, the employee cannot borrow again until he or she has repaid the first amount. Any subsequent sick leave or vacation will be leave without pay until the account is repaid.
6. The employee must sign the "Sick Leave/Vacation Loan Agreement" form, which states that the City has the right to deduct the amount of the loan from the employee's final paycheck if the employee terminates before repaying the loan. In the event there is insufficient balance to cover the loaned hours, the employee may be billed for the difference, at the discretion of the City Administrator.

City of Windom
Sick Leave/Vacation Loan Agreement

I acknowledge that the advance on my sick leave/vacation accrual that I received on _____, 20____ in the amount of _____ hours is a loan, and I agree to pay it back in one of the following ways:

- Through future accruals of sick leave/vacation until my leave balance is positive again, or
- In accordance with the provisions of Minn. Stat. Sec. 181.79, at the time of my termination from the City of Windom's employment -- through a deduction from my last paycheck in the amount of the hours still owed multiplied by the hourly rate of pay in effect at the time that the leave was borrowed.

If I do not accrue sufficient sick leave/vacation accrued or wages owing to pay back the loan, then I understand that I am personally liable to repay it from my own resources. I also understand that any additional sick leave/vacation will be taken as leave without pay until I have repaid this loan.

Employee's Name (printed)

Employee's Signature

Date

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
CITY OFFICE	MII LIFE	VEBA	118.70
CITY OFFICE	STEVE NASBY	LMC FISCAL FUTURES	62.59
	Total for Department 103		181.29*
P & Z / BUILDING OFF	Verizon Wireless	TELEPHONE	34.26
P & Z / BUILDING OFF	MII LIFE	VEBA	178.05
	Total for Department 106		212.31*
CITY HALL	COLE PAPER INC.	SUPPLIES	330.02
CITY HALL	SANDRA HERDER	CLEANING	391.55
CITY HALL	MELISSA PENAS	CLEANING	391.55
	Total for Department 115		1,113.12*
POLICE	Verizon Wireless	TELEPHONE	262.29
POLICE	MII LIFE	VEBA	1,901.16
POLICE	CRIME STOPPERS OF MI PARTNERSHIP PROGRAM 2012		150.00
	Total for Department 120		2,313.45*
FIRE DEPARTMENT	Verizon Wireless	TELEPHONE	34.24
	Total for Department 125		34.24*
STREET	DIAMOND VOGEL PAINT	PAINT	104.48
STREET	HIGLEY FORD SALES	MAINTENANCE	66.40
STREET	LAMPERTS YARDS, INC.	MAINTENANCE	64.35
STREET	Verizon Wireless	TELEPHONE	72.73
STREET	MII LIFE	VEBA	1,069.42
	Total for Department 140		1,377.38*
HEALTH & SANITATION	NEAL GRUNEWALD	COMPOST SITE MANAGER	132.00
	Total for Department 145		132.00*
PARKS	LAMPERTS YARDS, INC.	MAINTENANCE	1,791.91
PARKS	MII LIFE	VEBA	118.70
	Total for Department 165		1,910.61*
	Total for Fund 01		7,274.40*
LIBRARY	COLE PAPER INC.	SUPPLIES	107.01
LIBRARY	SANDRA HERDER	CLEANING	401.10
LIBRARY	MELISSA PENAS	CLEANING	401.10
LIBRARY	TEEN VOGUE	SUBSCRIPTION	20.00
	Total for Department 171		929.21*
	Total for Fund 03		929.21*
AIRPORT	RED ROCK RURAL WATER	WATER	24.00
AIRPORT	SO. CENTRAL ELECTRIC	POWER COST	293.72
	Total for Department 174		317.72*
	Total for Fund 11		317.72*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
POOL	A H HERMEL CANDY & T	MERCHANDISE	396.88
POOL	A H HERMEL CANDY & T	MERCHANDISE - CREDIT	-123.75
POOL	LARISSA RASMUSSEN	AQUA ZUMBA	258.00
	Total for Department 175		531.13*
	Total for Fund 12		531.13*
AMBULANCE	HIGLEY FORD SALES	MAINTENANCE UNIT 29	475.39
AMBULANCE	JOLYNN NERHUS	EXPENSE	42.59
AMBULANCE	ROBIN SHAW	EXPENSE	30.77
	Total for Department 176		548.75*
	Total for Fund 13		548.75*
MULTI-PURPOSE BUILDI	A & B BUSINESS EQUIP	COPIER MAINTENANCE	144.49
MULTI-PURPOSE BUILDI	COLE PAPER INC.	SUPPLIES	169.40
MULTI-PURPOSE BUILDI	Verizon Wireless	TELEPHONE	34.24
MULTI-PURPOSE BUILDI	MII LIFE	VEBA	594.06
	Total for Department 177		942.19*
	Total for Fund 14		942.19*
N IND PARK	SO. CENTRAL ELECTRIC	POWER COST	45.67
N IND PARK	BRAUN INTERTEC CORP	ENGINEERING GEOTECHNICAL	1,945.00
	Total for Department 147		1,990.67*
	Total for Fund 18		1,990.67*
LIQUOR	BELLBOY CORP	MERCHANDISE	2,205.10
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	7,368.37
LIQUOR	EXTREME BEVERAGE, LL	MERCHANDISE	378.00
LIQUOR	WIRTZ BEVERAGE MN WI	MERCHANDISE	2,147.20
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	6,475.10
LIQUOR	A H HERMEL CANDY & T	MERCHANDISE	582.17
LIQUOR	A H HERMEL CANDY & T	MERCHANDISE CREDIT	-2.21
LIQUOR	JOHNSON BROS.	MERCHANDISE	3,537.33
LIQUOR	MII LIFE	VEBA	475.36
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE	4,079.22
LIQUOR	PHILLIPS WINE & SPIR	MERCHANDISE - CREDIT	-11.72
LIQUOR	BANK MIDWEST	NSF CHECK	24.05
	Total for Department 180		27,257.97*
	Total for Fund 60		27,257.97*
WATER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	168.75
WATER	Verizon Wireless	TELEPHONE	57.91
WATER	MII LIFE	VEBA	742.73
	Total for Department 181		969.39*
	Total for Fund 61		969.39*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
	ELECTRIC FUND	REF UTIL PREPAY TO UTILI	505.64
	ASHLEY BURTON	REFUND-BALANCE OF UTILIT	42.69
	KILLIAN FRITZ	REF-BALANCE OF UTIL PREP	226.35
	SILAS NGIRAILAB	REF-BALANCE OF UTIL PREP	228.99
	ASHLEY PERSINGER	REF-BALANCE OF UTIL PREP	196.33
	Total for Department		1,200.00*
ELECTRIC	AMOCO OIL COMPANY	GAS	754.50
ELECTRIC	HIGLEY FORD SALES	MAINTENANCE	242.12
ELECTRIC	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	168.75
ELECTRIC	Verizon Wireless	TELEPHONE	39.58
ELECTRIC	MII LIFE	VEBA	1,336.63
ELECTRIC	BRAD BUSSA	CLEANING FOR AUG. 2012	184.60
ELECTRIC	WERNER ELECTRIC	SUPPLIES & PARTS	112.62
ELECTRIC	TOM CHRISTENSEN	ENERGY REBATE	25.00
ELECTRIC	RAY HARRISON	ENERGY REBATE	50.00
ELECTRIC	DEB HUMMEL	ENERGY REBATE	50.00
ELECTRIC	GREG INGELS	ENERGY REBATE	35.00
ELECTRIC	VALERIE JEPPESEN	ENERGY REBATE	50.00
ELECTRIC	JOAN NEGEN	ENERGY REBATE	250.00
ELECTRIC	TONY NICHOLS	ENERGY REBATE	10.00
ELECTRIC	NATHAN STIEREN	ENERGY REBATE	750.00
ELECTRIC	ERWARD TEWES	ENERGY REBATE	25.00
	Total for Department 182		4,083.80*
	Total for Fund 62		5,283.80*
SEWER	AMOCO OIL COMPANY	GAS	291.08
SEWER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	168.75
SEWER	Verizon Wireless	TELEPHONE	56.63
SEWER	MII LIFE	VEBA	861.41
	Total for Department 183		1,377.87*
	Total for Fund 63		1,377.87*
ARENA	COCA-COLA BOTTLING C	MERCHANDISE	198.26
ARENA	Verizon Wireless	TELEPHONE	68.89
ARENA	MII LIFE	VEBA	475.36
ARENA	GREAT AMERICAN LUMBE	WOOD SHAVINGS	2,403.00
	Total for Department 184		3,145.51*
	Total for Fund 64		3,145.51*
	FULDA AREA CREDIT UN SPEC BLDG LOAN		1,809.44
	Total for Department		1,809.44*
ECONOMIC DEVELOPMENT	FULDA AREA CREDIT UN SPEC BLDG LOAN		1,550.56
ECONOMIC DEVELOPMENT	Verizon Wireless	TELEPHONE	52.64
ECONOMIC DEVELOPMENT	MII LIFE	VEBA	178.05
	Total for Department 187		1,781.25*

CITY OF WINDOM
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Fund 67			3,590.69*
TELECOMMUNICATIONS	DISPLAY SALES	SERVICE	163.88
TELECOMMUNICATIONS	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	506.25
TELECOMMUNICATIONS	Verizon Wireless	TELEPHONE	237.75
TELECOMMUNICATIONS	MII LIFE	VEBA	1,098.95
TELECOMMUNICATIONS	CENTURY LINK	LEXIS BILLING SERVICE	596.10
TELECOMMUNICATIONS	OLSEN THIELEN & CO.,	TARIFF SERVICE	3,764.00
TELECOMMUNICATIONS	U S BANK TRUST NATIO	ADMINISTRATION FEE	402.50
TELECOMMUNICATIONS	FLAG SHOOTER LLC	FLAGSHOOTER FLAGS	252.98
Total for Department 199			7,022.41*
Total for Fund 69			7,022.41*
Grand Total			61,181.71*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
CITY OFFICE	ELECTRIC FUND	MAINTENANCE	4.41
CITY OFFICE	VOYAGER FLEET SERVIC	GAS	48.90
	Total for Department 103		53.31*
P & Z / BUILDING OFF	FLEET ONE LLC	GAS	131.89
	Total for Department 106		131.89*
POLICE	FLEET ONE LLC	GAS	402.71
POLICE	VOYAGER FLEET SERVIC	GAS	930.89
	Total for Department 120		1,333.60*
FIRE DEPARTMENT	CENTURY LINK	TELEPHONE	58.87
FIRE DEPARTMENT	FLEET ONE LLC	GAS	56.33
FIRE DEPARTMENT	VOYAGER FLEET SERVIC	GAS	140.24
	Total for Department 125		255.44*
STREET	COTTONWOOD COUNTY LA DEMO		17.35
STREET	CENTURY LINK	TELEPHONE	58.87
STREET	FLEET ONE LLC	GAS	117.15
STREET	VOYAGER FLEET SERVIC	GAS	340.52
STREET	ASTECH ASPHALT SURFA	SEAL COAT	35,602.91
	Total for Department 140		36,136.80*
PARKS	VOYAGER FLEET SERVIC	GAS	6.78
	Total for Department 165		6.78*
	Total for Fund 01		37,917.82*
LIBRARY	JOAN HUNTER	EXPENSE	36.61
	Total for Department 171		36.61*
	Total for Fund 03		36.61*
AIRPORT	ELECTRIC FUND	MAINTENANCE	34.31
	Total for Department 174		34.31*
	Total for Fund 11		34.31*
AMBULANCE	LEWIS FAMILY DRUG #5	PRESCRIPTION	215.75
AMBULANCE	GALLS, LLC	CLOTHING	294.99
AMBULANCE	CENTURY LINK	TELEPHONE	58.87
AMBULANCE	FLEET ONE LLC	GAS	1,325.67
	Total for Department 176		1,895.28*
	Total for Fund 13		1,895.28*
MULTI-PURPOSE BUILDI	RIVER BEND LIQUOR	MERCHANDISE	2,584.46
MULTI-PURPOSE BUILDI	VOYAGER FLEET SERVIC	GAS	132.15
	Total for Department 177		2,716.61*
	Total for Fund 14		2,716.61*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE	4,166.30
LIQUOR	BEVERAGE WHOLESALERS	MERCHANDISE - CREDIT	-24.00
LIQUOR	HAGEN DISTRIBUTING	MERCHANDISE	4,053.40
LIQUOR	JOHNSON BROS.	MERCHANDISE	3,223.34
LIQUOR	JOHNSON BROS.	MERCHANDISE-PAYING CR TH	8.28
LIQUOR	SOUTHERN WINE & SPIR	MERCHANDISE	886.57
LIQUOR	WINDOM FIRE DEPT.	CALENDAR AD	175.00
		Total for Department 180	12,488.89*
		Total for Fund 60	12,488.89*
WATER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	133.33
WATER	CENTURY LINK	TELEPHONE	58.87
WATER	VOYAGER FLEET SERVIC	GAS	534.17
		Total for Department 181	726.37*
		Total for Fund 61	726.37*
	LEESA ARNDT	REFUND- UTILITY PREPAYME	300.00
	ELECTRIC FUND	REF-UTIL PREPAY TO UTILI	288.10
	ELIZABETH MARTINEZ	REF-BALANCE OF UTIL PREP	11.90
	KEYRI SANCHEZ	REFUND - UTILITY PREPAYM	300.00
		Total for Department	900.00*
ELECTRIC	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	133.33
ELECTRIC	CENTURY LINK	TELEPHONE	55.40
		Total for Department 182	188.73*
		Total for Fund 62	1,088.73*
SEWER	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	133.35
SEWER	CENTURY LINK	TELEPHONE	192.20
SEWER	VOYAGER FLEET SERVIC	GAS	460.30
		Total for Department 183	785.85*
		Total for Fund 63	785.85*
ARENA	ELECTRIC FUND	MAINTENANCE	44.16
ARENA	FLEET ONE LLC	GAS	342.13
ARENA	VOYAGER FLEET SERVIC	GAS	71.26
		Total for Department 184	457.55*
		Total for Fund 64	457.55*
ECONOMIC DEVELOPMENT	CITIZEN PUBLISHING C	2 YEAR SUBSCRIPTION	72.00
		Total for Department 187	72.00*
		Total for Fund 67	72.00*
	MN 9-1-1 PROGRAM	911 SERVICE	1,050.68

CITY OF WINDOM
 FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount

	Total for Department		1,050.68*
TELECOMMUNICATIONS	BIG TEN NETWORK	SUBSCRIBER	2,631.30
TELECOMMUNICATIONS	COMCAST MEDIA CENTER	SUBSCRIBER	20.40
TELECOMMUNICATIONS	DISPLAY SYSTEMS INTE	SERVICE	163.88
TELECOMMUNICATIONS	FOX SPORTS	SUBSCRIBER	11,288.40
TELECOMMUNICATIONS	FOX TELEVISION STATI	SUBSCRIBER	3,496.39
TELECOMMUNICATIONS	H P SUDS CLUB, LLC.	BILLING CONTRACT SERVICE	399.99
TELECOMMUNICATIONS	HUBBARD BROADCASTING	SUBSCRIBER	688.10
TELECOMMUNICATIONS	KARE GANNETT CO., IN	SUBSCRIBER	1,670.25
TELECOMMUNICATIONS	LIFETIME	SUBSCRIBER	1,227.00
TELECOMMUNICATIONS	LIFETIME MOVIE NETWO	SUBSCRIBER	30.00
TELECOMMUNICATIONS	NATIONAL CABLE TV CO	SUBSCRIBER	41,908.80
TELECOMMUNICATIONS	SANFORD LABORATORIES	TESTING	38.43
TELECOMMUNICATIONS	SHOWTIME NETWORKS IN	SUBSCRIBER	394.01
TELECOMMUNICATIONS	VOYAGER FLEET SERVIC	GAS	287.37
TELECOMMUNICATIONS	WINDOM FIRE DEPT.	CALENDAR AD	300.00
TELECOMMUNICATIONS	WOODSTOCK TELEPHONE	SERVICE	205.10
TELECOMMUNICATIONS	MANKATO NETWORKS LLC	SERVICE	1,475.00
TELECOMMUNICATIONS	GOLDEN WEST TECHNOLO	SERVICE	235.23
	Total for Department 199		66,459.65*
	Total for Fund 69		67,510.33*
	Grand Total		125,730.35*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MAYOR & COUNCIL	INDOFF, INC	BUDGET BOOK SUPPLIES	107.86
MAYOR & COUNCIL	LEAGUE OF MN CITIES	REGISTRATION	40.00
MAYOR & COUNCIL	SCHRAMEL LAW OFFICE	LEGAL FEES	396.00
	Total for Department 101		543.86*
ELECTIONS	INDOFF, INC	SUPPLIES	12.35
	Total for Department 102		12.35*
CITY OFFICE	INDOFF, INC	COPY PAPER	1,418.43
CITY OFFICE	INDOFF, INC	SUPPLIES	168.04
CITY OFFICE	ELECTRIC FUND	UTILITY/TELECOM BILLING	384.02
CITY OFFICE	LEAGUE OF MN CITIES	REGISTRATION	40.00
CITY OFFICE	MAIL FINANCE	LEASE PAYMENT	15.67
CITY OFFICE	HARLAND TECHNOLOGY S	TONER	93.61
	Total for Department 103		2,119.77*
P & Z / BUILDING OFF	INDOFF, INC	SUPPLIES	163.60
P & Z / BUILDING OFF	ELECTRIC FUND	UTILITY/TELECOM BILLING	51.07
P & Z / BUILDING OFF	MAIL FINANCE	LEASE PAYMENT	15.67
P & Z / BUILDING OFF	CENTURY BUSINESS PRO	MAINTENANCE/COPIER	17.46
	Total for Department 106		247.80*
CITY HALL	COLE PAPER INC.	SUPPLIES	12.82
CITY HALL	CULLIGAN	SERVICE	15.50
CITY HALL	ELECTRIC FUND	UTILITY/TELECOM BILLING	810.54
CITY HALL	HOMETOWN SANITATION	GARBAGE SERVICE	85.04
	Total for Department 115		923.90*
POLICE	COTTONWOOD CO TREASU	DISPATCHING	275.00
POLICE	COTTONWOOD CO TREASU	RENT	1,500.00
POLICE	INDOFF, INC	SUPPLIES	250.61
POLICE	ELECTRIC FUND	UTILITY/TELECOM BILLING	68.69
POLICE	SCHRAMEL LAW OFFICE	LEGAL FEES	6,548.00
POLICE	MAIL FINANCE	LEASE PAYMENT	15.67
POLICE	SCHWALBACH HARDWARE	MAINTENANCE	779.09
POLICE	STREICHER'S	AMT OWED FROM 6/29/12 ST	139.99
POLICE	COUNTRY PRIDE SERVIC	MAINTENANCE	577.16
	Total for Department 120		10,154.21*
FIRE DEPARTMENT	COTTONWOOD CO TREASU	DISPATCHING	212.50
FIRE DEPARTMENT	ELECTRIC FUND	UTILITY/TELECOM BILLING	28.29
FIRE DEPARTMENT	MANKATO MOBIL - ALPH	PARTS	1,724.93
FIRE DEPARTMENT	MUNICIPAL EMERGENCY	MAINTENANCE	166.47
FIRE DEPARTMENT	THE STAG CLOTHIERS	SHIRTS	110.00
	Total for Department 125		2,242.19*
EMERGENCY MANAGEMENT	COTTONWOOD CO TREASU	DISPATCHING	12.50
	Total for Department 130		12.50*
ANIMALS	COTTONWOOD VET CLINI	CITY POUND	224.74
	Total for Department 135		224.74*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
STREET	COTTONWOOD CO TREASU	DISPATCHING	125.00
STREET	DEFRIES COLLISION CE	MAINTENANCE	292.99
STREET	DICKS WELDING INC	MAINTENANCE	26.99
STREET	ELECTRIC FUND	UTILITY/TELECOM BILLING	2,639.57
STREET	ERICKSON OIL CO	GAS	621.73
STREET	FOX BROTHERS	SERVICE	271.57
STREET	GEMPLER'S	MAINTENANCE	145.77
STREET	HOMETOWN SANITATION	GARBAGE SERVICE	130.85
STREET	WINDOM AUTO VALU	MAINTENANCE	43.48
STREET	MAIL FINANCE	LEASE PAYMENT	15.67
STREET	MILLER SELLNER EQUIP	MAINTENANCE	45.92
STREET	MINION EXCAVATING IN	BLACK DIRT	90.00
STREET	M-R SIGNS CO., INC	SIGNS	458.40
STREET	RUNNING'S SUPPLY	MAINTENANCE	310.13
STREET	SCHWALBACH HARDWARE	MAINTENANCE	59.83
STREET	SHARE CORP.	AUTO DETAIL	221.84
STREET	WENCK ASSOCIATES, IN	SEAL COAT	1,592.00
STREET	COUNTRY PRIDE SERVIC	MAINTENANCE	664.52
STREET	WINDOM TOWING CO	TOWING	90.84
	Total for Department 140		7,847.10*
RECREATION	CITIZEN PUBLISHING C	ADVERTISING	155.75
RECREATION	MAIL FINANCE	LEASE PAYMENT	15.67
	Total for Department 150		171.42*
PARKS	CITIZEN PUBLISHING C	ADVERTISING	155.75
PARKS	COTTONWOOD CO TREASU	DISPATCHING	37.50
PARKS	ELECTRIC FUND	UTILITY/TELECOM BILLING	6,101.27
PARKS	ERICKSON OIL CO	GAS	197.90
PARKS	HOMETOWN SANITATION	GARBAGE SERVICE	148.00
PARKS	WINDOM AUTO VALU	MAINTENANCE	116.20
PARKS	MAIL FINANCE	LEASE PAYMENT	15.67
PARKS	PRECISION CONCRETE S	SERVICE	200.00
PARKS	RUNNING'S SUPPLY	MAINTENANCE	112.25
PARKS	SCHWALBACH HARDWARE	MAINTENANCE	659.00
PARKS	COUNTRY PRIDE SERVIC	MAINTENANCE	9.96
	Total for Department 165		7,753.50*
	Total for Fund 01		32,253.34*
LIBRARY	CENTER POINT LARGE P	BOOKS	43.74
LIBRARY	COLE PAPER INC.	SUPPLIES	12.82
LIBRARY	INDOFF, INC	SUPPLIES	329.83
LIBRARY	ELECTRIC FUND	UTILITY/TELECOM BILLING	628.52
LIBRARY	GALE	BOOKS	338.42
LIBRARY	INGRAM	BOOKS	1,681.58
LIBRARY	J & K WINDOWS	MAINTENANCE	20.00
LIBRARY	MICROMARKETING	BOOKS & AUDIO	516.26
LIBRARY	READERS SERVICE	SUBSCRIPTION	41.22
LIBRARY	EARLY AMERICAN LIFE	SUBSCRIPTION	24.00

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
LIBRARY	HEALTH	SUBSCRIPTION	20.00
LIBRARY	REAL SIMPLE	SUBSCRIPTION	24.00
LIBRARY	NATIONAL GEOGRAPHIC	SUBSCRIPTION	17.95
	Total for Department 171		3,698.34*
	Total for Fund 03		3,698.34*
	CLEARWATER RECREATIO	BENCHES	2,853.56
	GRAINGER	CIVIL DEFENSE SIRENS	84.39
	WINDOM AUTO VALU	MAINTENANCE	16.91
	MANKATO MOBIL - ALPH	ARMER RADIO PROGRAMMING	23,800.00
	MANKATO MOBIL - ALPH	RADIOS	5,000.42
	RON'S ELECTRIC INC	CIVIL DEFENSE SIRENS	3,732.48
	Total for Department		35,487.76*
	Total for Fund 04		35,487.76*
	TKDA ENGINEERS	DESIGN SERVICES	783.18
	Total for Department		783.18*
	Total for Fund 11		783.18*
POOL	ELECTRIC FUND	UTILITY/TELECOM BILLING	2,019.28
POOL	PRECISION CONCRETE S	SERVICE	196.86
POOL	SCHWALBACH HARDWARE	MAINTENANCE	23.46
	Total for Department 175		2,239.60*
	Total for Fund 12		2,239.60*
	MANKATO MOBIL - ALPH	RADIO PROGRAMMING	200.00
	MANKATO MOBIL - ALPH	RADIOS	2,357.64
	Total for Department		2,557.64*
AMBULANCE	COTTONWOOD CO TREASU	DISPATCHING	200.00
AMBULANCE	ELECTRIC FUND	UTILITY/TELECOM BILLING	25.05
AMBULANCE	EXPERT T BILLING	AUGUST BILLED	1,534.50
AMBULANCE	MAIL FINANCE	LEASE PAYMENT	15.66
AMBULANCE	PRAXAIR DISTRIBUTION	SERVICE	399.28
AMBULANCE	STREICHER'S	CLOTHING	59.99
AMBULANCE	WINDOM AREA HOSPITAL	SERVICE - AUGUST	739.61
	Total for Department 176		2,974.09*
	Total for Fund 13		5,531.73*
	MANKATO MOBIL - ALPH	RADIOS	100.00
	Total for Department		100.00*
MULTI-PURPOSE BUILDI	COLE PAPER INC.	SUPPLIES	51.31
MULTI-PURPOSE BUILDI	INDOFF, INC	SUPPLIES	70.76
MULTI-PURPOSE BUILDI	ELECTRIC FUND	UTILITY/TELECOM BILLING	2,847.10

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
MULTI-PURPOSE BUILDI	PHLAG MECHANICAL INC	MAINTENANCE	644.82
MULTI-PURPOSE BUILDI	HOMETOWN SANITATION	GARBAGE SERVICE	103.04
MULTI-PURPOSE BUILDI	KDOM RADIO	ADVERTISING	150.80
MULTI-PURPOSE BUILDI	MAIL FINANCE	LEASE PAYMENT	15.66
MULTI-PURPOSE BUILDI	SCHWALBACH HARDWARE	MAINTENANCE	48.70
MULTI-PURPOSE BUILDI	STONER INDUSTRIAL, I	SERVICE	84.22
	Total for Department 177		4,016.41*
	Total for Fund 14		4,116.41*
N IND PARK	WENCK ASSOCIATES, IN	PROFESSIONAL SERVICES	5,637.59
	Total for Department 147		5,637.59*
	Total for Fund 18		5,637.59*
LIQUOR	ENVIROMASTER, INC.	CLEANING	39.54
LIQUOR	CITIZEN PUBLISHING C	ADVERTISING	19.50
LIQUOR	ELECTRIC FUND	UTILITY/TELECOM BILLING	1,452.02
LIQUOR	HAMCO DATA PRODUCTS	SUPPLIES	113.18
LIQUOR	HOMETOWN SANITATION	GARBAGE SERVICE	96.12
LIQUOR	MAIL FINANCE	LEASE PAYMENT	15.66
LIQUOR	S&K LINES	FREIGHT	377.85
LIQUOR	SCHWALBACH HARDWARE	MAINTENANCE	13.42
LIQUOR	CAMPUS CLEANERS	RUG CLEANING	40.10
	Total for Department 180		2,167.39*
	Total for Fund 60		2,167.39*
	MANKATO MOBIL - ALPH	RADIOS	600.00
	HD SUPPLY WATERWORKD	PARTS	4,809.95
	HD SUPPLY WATERWORKD	PARTS & MAINTENANCE	3,654.62
	SVOBODA EXCAVATING,	PARTIAL PAYMENT - HWY 60	77,744.00
	SVOBODA EXCAVATING,	PARTIAL PAYMENT 6TH STRE	14,442.00
	SVOBODA EXCAVATING,	PARTIAL PAYMENT RIVER RD	8,347.00
	SVOBODA EXCAVATING,	RETAINAGE	-5,419.75
	Total for Department		104,177.82*
WATER	CONTINENTAL RESEACH	MAINTENANCE	110.24
WATER	COTTONWOOD CO TREASU	DISPATCHING	100.00
WATER	DEFRIES COLLISION CE	MAINTENANCE	175.63
WATER	DICKS WELDING INC	MAINTENANCE	230.00
WATER	ELECTRIC FUND	UTILITY/TELECOM BILLING	6,988.52
WATER	ENVIRON INTERNATIONA	TOXICITY TESTS	400.00
WATER	HAWKINS, INC	CHEMICALS	3,056.47
WATER	GOPHER STATE ONE CAL	LOCATES	23.56
WATER	MAIL FINANCE	LEASE PAYMENT	15.66
WATER	SOURCE ONE SOLUTIONS	POSTAGE	7.44
WATER	SOURCE ONE SOLUTIONS	UTILITY BILL - SERVICES	950.08
WATER	MN VALLEY TESTING	TESTING	56.25
WATER	RUNNING'S SUPPLY	MAINTENANCE	52.37

CITY OF WINDOM
 FM Entry - Invoice Payment - Department Report

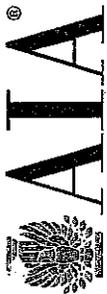
Department	Vendor Name	Description	Amount
WATER	SCHWALBACH HARDWARE	MAINTENANCE	507.18
WATER	HD SUPPLY WATERWORKD	MAINTENANCE	882.98
WATER	HD SUPPLY WATERWORKD	PARTS	-1,023.00
WATER	HD SUPPLY WATERWORKD	PARTS & MAINTENANCE	3,862.85
WATER	SVOBODA EXCAVATING,	CURB BOX HOUSE HIGH SCHO	1,038.50
WATER	SVOBODA EXCAVATING,	CURB STOP 805 PROSPECT	927.50
WATER	SVOBODA EXCAVATING,	CURB STOP 969 RR	1,034.00
WATER	SVOBODA EXCAVATING,	MAINTENANCE	1,020.00
WATER	SVOBODA EXCAVATING,	SERVICE REPAIR	1,585.00
WATER	COTTONWOOD COUNTY DA	SERVICE	26.00
	Total for Department 181		22,027.23*
	Total for Fund 61		126,205.05*
	BORDER STATES ELECTR	STREET LIGHTS	210.98
	BORDER STATES ELECTR	SUPPLIES & PARTS	1,247.22
	BURMEISTER ELECTRIC	SUPPLIES & PARTS	14,452.66
	MANKATO MOBIL - ALPH	RADIOS	1,700.00
	ODDSON UNDERGROUND I	NEW CONSTRUCTION	11,936.50
	ODDSON UNDERGROUND I	PIPE	8,484.00
	RESCO	PARTS & SUPPLIES	1,993.21
	WERNER ELECTRIC	SUPPLIES & PARTS	365.34
	WESCO DISTRIBUTION,	PARTS & SUPPLIES	3,061.97
	Total for Department		43,451.88*
ELECTRIC	CENTRAL MINNESOTA MU	POWER COST	236,564.66
ELECTRIC	COTTONWOOD CO TREASU	DISPATCHING	187.50
ELECTRIC	DAKOTA SUPPLY GROUP	MAINTENANCE	155.35
ELECTRIC	ELECTRIC FUND	UTILITY/TELECOM BILLING	272.53
ELECTRIC	BRICKSON OIL CO	GAS	201.17
ELECTRIC	GOPHER STATE ONE CAL	LOCATES	23.56
ELECTRIC	HOMETOWN SANITATION	GARBAGE SERVICE	84.75
ELECTRIC	SCHRAMEL LAW OFFICE	LEGAL FEES	48.00
ELECTRIC	MAIL FINANCE	LEASE PAYMENT	15.66
ELECTRIC	SOURCE ONE SOLUTIONS	POSTAGE	7.44
ELECTRIC	SOURCE ONE SOLUTIONS	UTILITY BILL - SERVICES	1,959.54
ELECTRIC	MN DEPT OF COMMERCE	ASSESSMENT	1,163.54
ELECTRIC	HSBC BUSINESS SOLUTI	SUPPLIES	279.17
ELECTRIC	RESCO	PARTS & SUPPLIES	38.48
ELECTRIC	RON'S ELECTRIC INC	PARTS & SUPPLIES	1,333.74
ELECTRIC	RUNNING'S SUPPLY	MAINTENANCE	93.54
ELECTRIC	SCHWALBACH HARDWARE	MAINTENANCE	10.44
ELECTRIC	SKARSHAUG TESTING LA	SERVICE	231.00
ELECTRIC	STONER INDUSTRIAL, I	SERVICE	68.20
ELECTRIC	WERNER ELECTRIC	MAINTENANCE	33.36
ELECTRIC	WERNER ELECTRIC	SUPPLIES & PARTS	314.49
ELECTRIC	WINDOM AREA DEVELOPM	INDUSTRIAL DEVELOPMENT	1,200.00
ELECTRIC	COUNTRY PRIDE SERVIC	MAINTENANCE	158.80
ELECTRIC	CARQUEST AUTO PARTS	MAINTENANCE	13.84
ELECTRIC	ZIEGLER, INC.	MAINTENANCE	1,228.06

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
Total for Department 182			245,686.82*
Total for Fund 62			289,138.70*
	MANKATO MOBIL - ALPH RADIOS		600.00
	SVOBODA EXCAVATING, PARTIAL PAYMENT RIVER RO		7,882.00
	FLEXIBLE PIPE TOOL C MAINTENANCE		3,294.69
Total for Department			11,776.69*
SEWER	CONTINENTAL RESEACH	MAINTENANCE	110.24
SEWER	COTTONWOOD CO TREASU	DISPATCHING	100.00
SEWER	ELECTRIC FUND	UTILITY/TELECOM BILLING	14,225.64
SEWER	ENVIRON INTERNATIONA	TOXICITY TESTS	1,009.30
SEWER	HAWKINS, INC	CHEMICALS	755.46
SEWER	GOPHER STATE ONE CAL	LOCATES	23.56
SEWER	HOMETOWN SANITATION	GARBAGE SERVICE	85.04
SEWER	WINDOM AUTO VALU	MAINTENANCE	52.04
SEWER	JOHNSON HARDWARE	MAINTENANCE	15.00
SEWER	SCHRAMMEL LAW OFFICE	LEGAL FEES	444.00
SEWER	MAIL FINANCE	LEASE PAYMENT	15.66
SEWER	SOURCE ONE SOLUTIONS	POSTAGE	7.44
SEWER	SOURCE ONE SOLUTIONS	UTILITY BILL - SERVICES	950.08
SEWER	MN VALLEY TESTING	TESTING	3,287.20
SEWER	CENTURY LINK	TELEPHONE SERVICE	68.40
SEWER	RUNNING'S SUPPLY	MAINTENANCE	264.59
SEWER	SCHWALBACH HARDWARE	MAINTENANCE	57.82
Total for Department 183			21,471.47*
Total for Fund 63			33,248.16*
	MANKATO MOBIL - ALPH RADIOS		100.00
Total for Department			100.00*
ARENA	AMERIPRIDE SERVICES, SERVICE		93.56
ARENA	COTTONWOOD VET CLINI	HORSE SHOWS	180.00
ARENA	ELECTRIC FUND	UTILITY/TELECOM BILLING	1,572.40
ARENA	CONSOLIDATED READY M	ADD SAND TO ARENA	342.47
ARENA	HOMETOWN SANITATION	GARBAGE SERVICE	130.88
ARENA	WINDOM AUTO VALU	MAINTENANCE	28.38
ARENA	JERRY'S REPAIR	MAINTENANCE	179.55
ARENA	KDOM RADIO	ADVERTISING	78.00
ARENA	MAIL FINANCE	LEASE PAYMENT	15.66
ARENA	R & R SPECIALTIES	MAINTENANCE / WATER TANK	1,556.45
ARENA	RUNNING'S SUPPLY	MAINTENANCE	328.48
ARENA	SCHWALBACH HARDWARE	MAINTENANCE	297.38
ARENA	STONER INDUSTRIAL, I	SERVICE	9.55
ARENA	CARQUEST AUTO PARTS	MAINTENANCE	21.70
Total for Department 184			4,834.46*
Total for Fund 64			4,934.46*

CITY OF WINDOM
FM Entry - Invoice Payment - Department Report

Department	Vendor Name	Description	Amount
	ELECTRIC FUND	SPEC BLDG PROJECT	764.88
	Total for Department		764.88*
ECONOMIC DEVELOPMENT	BRADLEY & DEIKE, P.A	PROFESSIONAL SERVICES-AB	51.00
ECONOMIC DEVELOPMENT	CITIZEN PUBLISHING C	ADVERTISING	283.00
ECONOMIC DEVELOPMENT	COTTONWOOD CTY RECOR	RECORDING FEES	46.00
ECONOMIC DEVELOPMENT	INDOFF, INC	SUPPLIES	163.60
ECONOMIC DEVELOPMENT	ELECTRIC FUND	SPEC BLDG PROJECT	184.62
ECONOMIC DEVELOPMENT	ELECTRIC FUND	UTILITY/TELECOM BILLING	70.31
ECONOMIC DEVELOPMENT	GODFATHER'S PIZZA	BOARD MTG EXPENSE	32.04
ECONOMIC DEVELOPMENT	LEAGUE OF MN CITIES	REGIONAL MTG	40.00
ECONOMIC DEVELOPMENT	SCHRAMEL LAW OFFICE	LEGAL FEES	600.00
ECONOMIC DEVELOPMENT	MAIL FINANCE	LEASE PAYMENT	15.66
ECONOMIC DEVELOPMENT	CENTURY BUSINESS PRO	MAINTENANCE/COPIER	34.92
	Total for Department 187		1,521.15*
	Total for Fund 67		2,286.03*
TELECOMMUNICATIONS	ADARA TECHNOLOGIES I	SERVICE	10,500.00
TELECOMMUNICATIONS	AZAR COMPUTER SOFTWA	SUPPORT	1,950.00
TELECOMMUNICATIONS	B B C WORLDWIDE AMER	SUBSCRIBER	46.94
TELECOMMUNICATIONS	BLUEHIGHWAYS	SUBSCRIBER	184.05
TELECOMMUNICATIONS	DISCOVERY DIGITAL NE	SUBSCRIBER	80.95
TELECOMMUNICATIONS	ELECTRIC FUND	UTILITY/TELECOM BILLING	2,432.73
TELECOMMUNICATIONS	GOPHER STATE ONE CAL	LOCATES	23.57
TELECOMMUNICATIONS	HOMETOWN SANITATION.	GARBAGE SERVICE	73.92
TELECOMMUNICATIONS	HUB TELEVISION NETWO	SUBSCRIBER	21.31
TELECOMMUNICATIONS	WINDOM AUTO VALU	MAINTENANCE	15.03
TELECOMMUNICATIONS	KDOM RADIO	ADVERTISING	289.50
TELECOMMUNICATIONS	MAIL FINANCE	LEASE PAYMENT	15.66
TELECOMMUNICATIONS	SOURCE ONE SOLUTIONS	POSTAGE	7.44
TELECOMMUNICATIONS	SOURCE ONE SOLUTIONS	UTILITY BILL - SERVICES	2,078.30
TELECOMMUNICATIONS	MN DEPT OF COMMERCE	INDIRECT ASSESSMENT	130.18
TELECOMMUNICATIONS	MLB NETWORK	SUBSCRIBER	593.05
TELECOMMUNICATIONS	ODDSON UNDERGROUND I	WATER TOWER SITE WORK	217.50
TELECOMMUNICATIONS	OVCS - OHIO VALLEY C	MAINTENANCE	1,450.65
TELECOMMUNICATIONS	OWN	SUBSCRIBER	44.70
TELECOMMUNICATIONS	SCHWALBACH HARDWARE	MAINTENANCE	113.85
TELECOMMUNICATIONS	SOUTHWEST/WEST CENTR	SERVICE	833.33
TELECOMMUNICATIONS	STONER INDUSTRIAL, I	SERVICE	38.26
TELECOMMUNICATIONS	TOWER DISTRIBUTION C	SUBSCRIBER	377.79
TELECOMMUNICATIONS	MANKATO NETWORKS LLC	SERVICE	3,108.60
TELECOMMUNICATIONS	HURRICANE ELECTRIC L	TRANSIT SERVICE	1,000.00
TELECOMMUNICATIONS	POWER & TEL	SUPPLIES & PARTS	2,590.78
	Total for Department 199		28,218.09*
	Total for Fund 69		28,218.09*
	Grand Total		575,945.83*



AIA Document G702™ - 1992

Application and Certificate for Payment

Page 1 of 5

TO OWNER: City of Window, Minnesota
PROJECT: Wastewater Treatment Imp. Window, Minnesota
APPLICATION NO: 10
PERIOD TO: 8/31/12

Distribution to:
OWNER
ARCHITECT
CONTRACTOR
FIELD
OTHER

FROM CONTRACTOR: Robert L. Carr Co. VIA ARCHITECT: Bolton & Menk, Inc.
CONTRACT FOR:
CONTRACT DATE:
PROJECT NOS:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703™, Continuation Sheet, is attached.

- 1. ORIGINAL CONTRACT SUM \$ 2,260,000.00
- 2. NET CHANGE BY CHANGE ORDERS \$ -0-
- 3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 2,260,000.00
- 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 1,808,084.00

5. RETAINAGE:

- a. 5 % of Completed Work (Columns D + E on G703) \$ 89,443.70
 - b. 5 % of Stored Material (Column F on G703) \$ 960.50
- Total Retainage (Lines 5a + 5b, or Total in Column I of G703) \$ 90,404.20

- 6. TOTAL EARNED LESS RETAINAGE \$ 1,717,679.80
(Line 4 minus Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$ 1,285,910.50
(Line 6 from prior Certificate)
- 8. CURRENT PAYMENT DUE \$ 431,769.30
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 542,320.20
(Line 3 minus Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$	\$
Total approved this month	\$	\$
TOTAL	\$	\$
NET CHANGES by Change Order	\$ -0-	

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Robert L. Carr Co.
By: *[Signature]*
State of: Minnesota
County of: Lyon

Date: 9/6/12

Subscribed and sworn to before me this 6th day of September



Notary Public: MELISSA L. GILE
My Commission Expires Jan 31, 2015

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 431,769.30
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: *[Signature]*
By: *[Signature]*
Date: 9-12-12

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

City of Window: _____ Date: _____

APPLICATION NO. 10
 Wastewater Treatment Improvements
 Period TO: 8/31/12
 Windom, Minnesota
 APPLICATION DATE: 9/6/12

A	B	C	D	E	F	G	H	
		WORK COMPLETED						
SECT. NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPS.	THIS PERIOD	STORED MATERIALS	TOTAL COMPLETED & STORED	BALANCE TO FINISH	
							%	
2550	Site Utilities	21,000	5,040			5,040	24%	15,960
2600	Roads, Walks, and Curbs	10,000				0	0%	10,000
2920	Seeding and Turf Restoration	5,000				0	0%	5,000
2371	Erosion Control	18,000	6,300			6,300	35%	11,700
3200	Concrete Reinforcement							
	Material	30,000	30,000			30,000	100%	0
	Labor	15,000	15,000			15,000	100%	0
3300	Cast-in-Place Concrete							
	Lift Station 1st Lift	75,000	75,000			75,000	100%	0
	Lift Station 2nd Lift	75,000	75,000			75,000	100%	0
	Lift Station 3rd Lift	75,000	75,000			75,000	100%	0
	Vault	25,000	25,000			25,000	100%	0
	Miscellaneous Concrete	20,000	18,500	1,500		20,000	100%	0
	Subtotal	981,805	657,305	72,280	16,731	746,316	76%	235,489

Wastewater Treatment Improvements
 Windom, Minnesota

APPLICATION NO. 10
 PERIOD TO: 8/31/12
 APPLICATION DATE: 9/6/12

A	B	C	D	E	F	G	H
WORK COMPLETED							
SECT. NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPS.	THIS PERIOD	STORED MATERIALS	TOTAL COMPLETED & STORED	BALANCE TO FINISH
5500	Metals	10,725	9,725	1,000		10,725	0
9900	Painting	15,000	9,300	5,700		15,000	0
11280	Hydraulic Gates	25,000		20,000		20,000	5,000
11310	Submersible Centrifugal Pumps	215,000	215,000			215,000	0
11312	Vortex Pumps	50,000	50,000			50,000	0
11321	Grit Separation	50,000	50,000			50,000	0
11335	Mechanical Bar Screen	175,000	175,000			175,000	0
15060	Process Piping Lift Station	40,000	40,000			40,000	0
	Wastewater	20,000	15,000			15,000	5,000
16010	Electrical General Provisions	14,470	8,000	3,000		11,000	3,470
16100	Basic Material & Methods	45,000	15,000	5,000		20,000	25,000
	Subtotal	1,642,000	1,244,330	106,980	16,731	1,368,041	273,959

APPLICATION NO. 10
 PERIOD TO: 8/31/12
 APPLICATION DATE: 9/6/12

Wastewater Treatment Improvements
 Windom, Minnesota

A	B	C	D	E	F	G	H
		WORK COMPLETED					
SECT. NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPS.	THIS PERIOD	STORED MATERIALS	TOTAL COMPLETED & STORED	BALANCE TO FINISH
16150	Electric Motors	3,000	1,500			1,500	1,500
16200	Power Generation Systems	130,000	2,000	108,000		110,000	20,000
16400	Electric Distribution	20,000	4,000	10,000		14,000	6,000
16500	Lighting	5,000			2,479	2,479	2,521
16900	Starters and Motor Controls	10,000	3,000	3,000		6,000	4,000
16950	Instrumentation & Controls	450,000	70,000	236,064		306,064	143,936
Grand Total		2,260,000	1,324,830	464,044	19,210	1,808,084	451,916

Grand Total

Attachment to
 Application and Certificate for Payment No. 10 (period to 08/31/12)

Contractor: Robert L. Carr Co.

Re: Wastewater Treatment Improvements
 Windom, Minnesota

Subject: Unit price billing

Item A: Interceptor Sewer Replacement	Actual Qty/Unit	Unit Price	Amount
1. Remove Sanitary Manhole		\$500.00	\$0.00
2. 8" PVC Sanitary Sewer Pipe		\$45.00	\$0.00
3. 21" PVC Sanitary Sewer Pipe	200 LF	\$215.00	\$43,000.00
4. Sanitary Manhole, DES 4007-48"	24 LF	\$510.00	\$12,240.00
5. Sanitary Sewer Manhole DES Special	10 LF	\$1,100.00	\$11,000.00
6. Sanitary Sewer Outside Drop	10.6 LF	\$200.00	\$2,120.00
7. Sanitary Sewer Inside Drop		\$1,750.00	\$0.00
8. Sanitary Sewer Manhole Casting Assembly		\$500.00	\$0.00
9. Chimney Seal, Sanitary Manhole		\$300.00	\$0.00
10. Cleanout		\$800.00	\$0.00
Total - Item A			\$68,360.00

Item B: Inverted Siphon/River Crossing Replacement

1. Remove Sanitary Manhole		\$500.00	\$0.00
2. 18" PVC Sanitary Sewer Pipe	56 LF	\$48.00	\$2,688.00
3. 6" HDPE DR 11 (DIPS) Trenchless Sanitary Sewer Pipe	220 LF	\$75.00	\$16,500.00
4. 14" HDPE DR 11 (IPS) Trenchless Sanitary Sewer Pipe	220 LF	\$130.00	\$28,600.00
5. Sanitary Manhole, DES 4007-48"	8.5 LF	\$250.00	\$2,125.00
6. Sanitary Manhole, Siphon Inlet Structure	9.2 LF	\$910.00	\$8,372.00
7. Sanitary Sewer Manhole Casting Assembly	2 EACH	\$500.00	\$1,000.00
8. Chimney Seal, Sanitary Manhole	2 EACH	\$300.00	\$600.00
Total Item B			\$59,885.00

STORED MATERIAL INVENTORY

Wastewater Treatment Improvements
 Windom, Minnesota

ATTACHMENT TO APPLICATION AND CERTIFICATE

PER PAY REQUEST NO. 10

PERIOD TO: 08/31/2012

Item No.	Description	Ist Pay No.	Supplier	Invoice No.	Invoice Amount	Amount Stored Prev. App.	Amount Installed Prev. App.	Net Amt. Stored This App.
A	Interceptor Sewer	1	HD Supply (Schmidt)	4029734	24,977.32	15,408	6,408	9,000
A	Interceptor Sewer	2	Hancock (Schmidt)	169207	4,964.24	4964	3,142	1,822
A	Interceptor Sewer	2	Hancock (Schmidt)	169208	7,507.15	5909		5,909
16500	Lighting	8	Meier (Graybar)	959324465	739.69	740		740
16500	Lighting	8	Meier (Graybar)	959677017	1,738.66	1739		1,739
TOTALS					39,927.06	28,760.00	9,550	19,210