

Council Meeting
Tuesday, August 20, 2013
City Council Chambers
7:30 p.m.
AGENDA



Call to Order
Pledge of Allegiance

1. Approval of Minutes
 - Council Minutes–August 6, 2013
2. Consent Agenda
 - Minutes
 - Economic Development Authority – August 12, 2013
 - Library Board – August 13, 2013
 - Street Committee – August 14, 2013
 - License
 - Windom Area Hospital – Exempt Gambling Permit
3. Department Heads
4. Annual Firefighters Relief Association Report
5. Civil Service Commission Recommendation – Hire Patrol Officer Position
6. EDA Commission Recommendations – Use of Pre-1990 TIF Funds
 - Spec Building Modifications
 - Wood'n Pallets – Site Cleanup
7. Ordinance Revisions
 - Second Reading – Amending City Code Sections 111.045 – 111.058 – Dances
 - Title and Summary Publication Approval
 - Second Reading – Amending City Code Chapter 33 City Organizations and Chapter 90 Nuisances; Health & Safety
 - Title and Summary Publication Approval
8. Finance Items
 - Capital Asset Policy
 - City Audit Services RFP
9. New Business
10. Old Business
11. Regular Bills
12. Council Concerns
13. Adjourn

**Regular Council Meeting
Windom City Hall, Council Chamber
August 6, 2013
7:30 p.m.**

1. Call to Order:

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

2. Roll Call:

Mayor: Corey Maricle

Council Members: Brian Cooley, Dominic Jones and Bradley Powers

Council Members Absent: Kelsey Fossing and JoAnn Ray

City Staff Present: Steve Nasby, City Administrator; Aaron Backman, EDA Executive Director; Jim Kartes, Building Official; Mike Haugen, Water/Wastewater Superintendent and Terry Glidden, Telecom

3. Pledge of Allegiance

4. Approval of Minutes:

Motion by Jones second by Cooley to approve the City Council minutes from July 16, 2013. Motion carried 3 – 0 (Fossing and Ray absent).

5. Consent Agenda:

Maricle noted the minutes from the following Boards and Commissions.

- Economic Development Authority – July 8, 2013
- Telecommunications Commission – July 16, 2013
- Park & Recreation Commission – July 17, 2013
- Street Committee – July 22, 2013
- Utility Commission – July 24, 2013
- Arena Building Committee – July 29, 2013

Motion by Powers second by Jones to approve the receipt of minutes from Boards and Commissions. Motion carried 3 – 0 (Fossing and Ray absent).

6. Department Heads:

Aaron Backman, Economic Development Executive Director, said that he has some project updates for the City Council. First, the demolition of substandard buildings on the former Quality Glass property had started and the new owner, John Holt Cleaning, is making significant progress. Second, the steel superstructure for the Fast Distributing building is

being erected in the North Windom Industrial Park (NWIP). Third, the USDA Rural Economic Development loan of \$1 million for Fast Distributing was recently approved. This is one of only nine awarded in the nation for this round of funding. Fourth, the construction at the NWIP and Highway 71 is progressing well. Last, Backman informed the Council that the redevelopment grant for the 1940 Highway 71 project had been submitted and there were 26 seeking funding. He feels good about the grant's chances and that both time and money were saved by having the grant prepared in-house.

7. Public Comment – Environmental Assessment Windom Airport Jet A Fuel Facility:

Nasby said that the fuel project required the publication and posting of notices regarding the environmental review that was completed for the project. No one from the public reviewed the environmental assessment nor was there any written comments received.

Maricle asked if there were any comments on the fuel system environmental review assessment. No comments were received.

8. Airport Maintenance and Operation Agreement:

Nasby said this is a routine agreement between the City and State for maintenance and operations reimbursement for the Windom Municipal Airport. The amount of \$15,486 is consistent with what has been provided in the past. Staff tracks their expenses and submits documentation to the State for reimbursement.

Powers asked about funding for equipment such as a mower. Nasby said those funds are under a different grant and the City gets about \$150,000 a year for capital projects. A pending project is the Jet A fuel system that will cost about \$170,000 and the City also has to repay St. James the \$150,000 we borrowed from their grant while Windom built the new hanger. As such, the City's airport grants are tied up the next couple of years. The funding in the federal grant is 90/10 split and state funds are usually 70/30 split.

Council member Cooley introduced the Resolution No. 2013-54, entitled “RESOLUTION AUTHORIZING EXECUTION OF MINNESOTA DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT FOR AIRPORT MAINTENANCE AND OPERATION” and moved its adoption. The resolution was seconded by Powers and on roll call vote: Aye: Jones, Cooley and Powers. Nay: None. Absent: Fossing and Ray. Abstain: None. Resolution passed 3 – 0.

9. Resolution Accepting Fire Dept. Donation – Bank Midwest Community Giving Fund:

Council member Powers introduced the Resolution No. 2013-55, entitled “AUTHORIZATION TO ACCEPT A DONATION FROM BANK MIDWEST COMMUNITY GIVING FUND FOR THE WINDOM FIRE DEPARTMENT” and moved its adoption. The resolution was seconded by Jones and on roll call vote: Aye: Jones, Cooley and Powers. Nay: None. Absent: Fossing and Ray. Abstain: None. Resolution passed 3 – 0.

Maricle noted that an additional donation to the Fire Department had also been received from Higley Ford and an agenda item had been handed out. It was the consensus of the City Council to act on the donation acceptance resolution for the Fire Department.

Council member Jones introduced the Resolution No. 2013-56, entitled “AUTHORIZATION TO ACCEPT A DONATION FROM HIGLEY FORD FOR THE WINDOM FIRE DEPARTMENT” and moved its adoption. The resolution was seconded by Cooley and on roll call vote: Aye: Powers, Jones and Cooley. Nay: None. Absent: Fossing and Ray. Abstain: None. Resolution passed 3 – 0.

10. First Reading – Amending City Code Sections 111.045 – 111.058 - Dances:

Nasby said that this amendment was proposed by Hannon Ford to permit Youth Dances under a separate section of City Code. The primary difference between the existing code on dances and the language for Youth Dances is the required presence of police officers. The revisions have been reviewed by the City Attorney’s office and the Police Chief neither had any objection to the proposed revisions. A draft of the proposed code revisions was provided to the City Council at the July 16, 2013 meeting. Direction from the Council was to proceed with drafting the revisions to Sections 111.045 – 111.058 for consideration.

Jones asked if the term “adult” meant a person age 18 or 21. Nasby said that it would refer to someone age 18.

Motion by Cooley second by Powers to approve the first reading of an ordinance revising Windom City Code Sections 111.045 – 111.058 as presented. Motion carried 3 – 0 (Fossing and Ray absent).

11. First Reading – Amending City Code Chapter 33 City Organizations & Chapter 90 Nuisances; Health and Safety:

Jim Kartes, Building Official said that the City Council had previously directed staff to work with the City Attorney to revise the process for abating public nuisances. The proposed changes to the Windom City Code would allow for the creation of a mechanism where the City could take pro-active action in cleaning up problem properties. This would be another step in addition to the criminal citations now in the Code. The proposed process would be as follows: when a written, signed complaint is received the Building Official will investigate the complaint and file a report. If there is a violation of the nuisance ordinance a letter will be sent to the property owner with the options for mitigation of the nuisance and notification of an appeals process should the property owner not agree with the determination of the Building Official. If the property owner addresses the issue, the case is closed. If the decision is appealed, it would go to a newly created three person administrative review board. Upon the decision of the Nuisance Board the property owner will be notified as to what action, if any, is needed and directed to address the issue and the timeline for compliance. If the issue is not taken care of following a decision by the Nuisance Board within the time allowed, the City would have the authority to start a

Preliminary

process of cleaning up the property with the charges, including an administrative fee being assessed to the property.

The proposed revisions to Windom City Code would delete the existing 90.07 in its entirety, replace 90.07 with the language proposed and add Section 33.12, which establishes the Nuisance Board.

Motion by Powers second by Jones to approve the first reading of ordinance 90.07 Abatement Procedure and 33.12 Nuisance Board as presented. Motion carried 3 – 0 (Fossing and Ray absent).

12. Land Acquisition - Negotiation:

Maricle asked if any of the Council members wanted to close the meeting for purposes of negotiations on the terms for property located at 1940 Highway 71. If not, the Council could discuss the pending purchase agreement. No closed session was needed.

Al Peterson, Hospital Board Chair and Gerri Burmeister, Hospital CEO said that the hospital is looking to purchase property at 1940 Highway 71, which is the Guardian Inn Extended Stay motel. The land is needed for future hospital expansion.

Powers asked what the expansion included. Burmeister said the most immediate plans are to relocate some internal access roads and the helipad as they will need to create safe operational distances. These changes are needed to move forward other parts of the master facilities plan such as the surgical unit and outreach area.

Jones asked if the intent is to demolish the motel building. Burmeister said that demolition of the building and removal of the non-compliant septic system is in the plans and that may yet occur in 2013 and those items are part of the redevelopment grant that was submitted. Jones clarified that the costs for the land acquisition and redevelopment were coming from the hospital and not from City funds. Burmeister said that was correct.

Jones asked about the City of Windom being listed as the purchaser of the property. Burmeister said that in her discussions with the City Attorney the hospital could not own the land, but it would be in the City of Windom's name as they own the facility and land.

Motion by Cooley second by Powers to approve a purchase agreement between the City of Windom – Windom Area Hospital and Guardian Inn Extended Stay as presented for the purchase of property at 1940 Highway 71, Windom, Minnesota. Motion carried 3 – 0 (Fossing and Ray absent).

13. Tax Forfeited Property – 2013 Designation:

Nasby said there was a letter from Cottonwood County regarding the upcoming sale of tax forfeited properties. One parcel in Windom is listed. It is Parcel # 25-164-0295 in County

Auditor Subdivision 4. A map of the property is shown on the map included by the County. Staff reviewed the information and there are no public uses for the City to acquire the land.

Council member Powers introduced the Resolution No. 2013-57, entitled “A RESOLUTION APPROVING THE SALE OF TAX FORFEITED PARCELS AT PUBLIC AUCTION” and moved its adoption. The resolution was seconded by Jones and on roll call vote: Aye: Cooley, Powers and Jones. Nay: None. Absent: Fossing and Ray. Abstain: None. Resolution passed 3 – 0.

14. New Business:

Maricle said that he had a handout with updated prices on the fire hall project. Nasby said that the architect had been contacted to revise the cost information so the City Council could have it prior to their upcoming budget discussions. The architect offered to meet with the Council or the Fire Hall Building Committee to go over the proposal as there are a number of new people on the Council since the project were reviewed several years ago.

15. Old Business:

None.

16. Regular Bills:

Motion by Powers seconded by Cooley, to approve the regular bills. Motion carried 3 – 0 (Fossing and Ray absent).

17. Contractor Payments:

Maricle said there were four contractor bills to review.

Nasby said the contractor bill for the Windom Airport is next to the last payment request as the hanger project is nearly completed. The Airport Commission had a meeting on August 2nd where they toured the hanger, formed a punch list and discussed the items with the engineer. The hanger is currently being used by the end user.

Motion by Jones second by Cooley to approve the contractor payment to Empire Builders in the amount of \$70,426.10. Motion carried 3 – 0 (Fossing and Ray absent).

Dennis Johnson, Wenck Associates, said that he could provide the City Council with an update on the other three projects. The North Windom Industrial Park (NWIP) project is moving forward with the water, sewer and storm water substantially completed. The roads are graded and the contractor will be placing curb and gutter this next week. Paving of the internal roads should be completed within two to three weeks.

Motion by Jones second by Cooley to approve the contractor bill for Holtmeier construction in the amount of \$391,309.51. Motion carried 3 – 0 (Fossing and Ray absent).

Johnson said that that the Highway 71 turn-lane project is nearly complete; however, due to the heavy rain on Monday the seeding in the ditches must be re-done. This will push the project back into next week. He anticipates the highway to be open on or about August 13 and detour signs removed. This payment request is next to the last one as there is only some minor items and retainage left to pay.

Powers asked if the highway can be open if re-seeding is the only item left to do. Johnson said that it could be done but there would be costs for additional traffic control signage.

Jones asked about the responsibility for re-seeding. Johnson said he and City staff are looking into that currently. The contractor completed the work and it was the rain, which is an “act of God” so the contractor would not have a responsibility. Maybe there is an insurance coverage that could apply through the City.

Motion by Cooley second by Powers to approve the contractor bill for Svoboda Excavating, Inc. in the amount of \$542,675.63. Motion carried 3 – 0 (Fossing and Ray absent).

Johnson said the next project report is for the 2013 Street project. The contractor, Kuechle Underground, has been making good progress and is in various stages of completion. Sixth Avenue and 16th Streets should have paving starting next week. Water, sewer and storm sewer work is going on at 9th Avenue, 18th Street and 20th Street. The next area will be River Avenue, 5th Street and Drake Avenue. The school parking lot project will likely be completed this week or early next week. He is still hopeful the schedule for having 6th Avenue and 16th Street open by the start of school on August 19th may work, but factors such as weather or unforeseen circumstances could change that plan.

Maricle asked about the cure time for the concrete. Johnson said typically seven days, but it could be longer or a day shorter.

Powers asked if the buses would be able to use the street right away. Johnson said that the road would be open to all permitted traffic.

Johnson said they discovered a few areas where some soil correction or remediation is needed for uniform and consistent compaction. The bad soils will be removed and then a fabric liner will be installed and finally the area re-filled with the millings from the road surface. The cost estimate to fix these areas is \$8,000 to \$10,000.

Powers asked if the areas were tiled. Johnson said they are tiling all areas and where the soils were poor the tile will be a bit deeper.

Preliminary

Motion by Cooley second by Powers to approve the contractor bill for Kuechle Underground, Inc. in the amount of \$581,638.46. Motion carried 3 – 0 (Fossing and Ray absent.)

18. Council Concerns:

Maricle said that the Mayor's Metal of Honor is now accepting nominations for the 2013 round.

19. Adjourn:

Maricle adjourned the meeting by unanimous consent at 8:10 p.m.

Corey Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
AUGUST 12, 2013

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

2. Roll Call & Guest Introductions:

EDAWN Commissioners: Trevor Slette, Sally Larson, Dominic Jones, and Kelsey Fossing.
Absent: Juhl Erickson.

Also Present: EDA Staff – Aaron Backman, EDA Executive Director, and Mary Hensen, Admin. Asst.; City Administrator Steve Nasby, Mayor Corey Maricle, Bob Lindaman from Wood ‘N Pallets, and Rahn Larson (Citizen).

3. Approval of Minutes:

Motion by Commissioner Jones, seconded by Commissioner Larson, to approve the Minutes of the EDA Meeting held on July 8, 2013. Motion carried 3-0. (Commissioner Fossing arrived after this vote.)

4. TIF District 1-2 - Pamida

A. Holt’s Cleaning (Quality Glass Site) – Progress Update: On July 8, 2013, the EDA Board approved a forgivable loan of up to \$40,000 to John Holt for building demolition, site cleanup and preparation, soil remediation, tree removal, and parking lot expenses. The loan would be forgiven over five years if the developer (John Holt) continues to use the property for his business location (Holt’s Cleaning) and does not sell the property. The EDA Executive Director presented the loan request to the City Council on July 16th. The Council approved a resolution authorizing a loan up to \$40,000 from the TIF proceeds in District 1-2 to John and Judy Holt as developers of the property at 195 13th Street. Demolition of the structures began on August 2nd. The Combination Mortgage, Security Agreement, Note & Loan Repayment Agreement was executed on August 7, 2013.

B. Wood ‘N Pallets Request: Director Backman advised that the EDA has had discussions with Bob Lindaman, President of Wood ‘N Pallets, Inc., and he gave a brief description of the company’s history and current status. In November of 2012 there was a fire that damaged a notching machine on the north end of the complex. To help facilitate the growth of his business and enhance profitability, Mr. Lindaman is requesting a loan from the EDA for the purpose of cleaning up areas around the production facility that were damaged in the fire. Mr. Lindaman briefly discussed with the Board his future plans for the business.

Motion by Commissioner Larson, seconded by Commissioner Jones, authorizing a three-year forgivable loan of up to \$10,000, from the proceeds of TIF District 1-2, for qualified expenses to clean up the areas at Wood ‘N Pallets, Inc. which were damaged by fire and such cleanup shall be completed by December 31, 2013. Motion carried 3-0. Commissioner Fossing arrived after this vote.

Director Backman advised that this request will now go to the City Council for approval of the use of these TIF proceeds.

5. North Windom Industrial Park

A. Holtmeier Construction – Status of Project: Director Backman reported that dry weather during the past month has been very helpful for construction in the North Windom Industrial Park. Stormwater activities are completed. Aggregate base has been placed for the internal roads.

Concrete curb and gutter work is expected to move forward during mid-August. Paving of the industrial park roads would occur later in August.

- B. Svoboda Excavating – Status of Project: Director Backman related that Highway 71 paving was completed at the beginning of August. Striping of the new lanes was accomplished on August 6th. Hwy 71 reopened for traffic the afternoon of August 8th! A few items remain to be done on the highway, including the placement of a sign and the two light poles at the intersection of County Road 15.
 - C. Fast Sprayers – Project Update: Director Backman provided a picture of the current status of the project and advised that on August 2nd structural steel started going up for the Fast Sprayers Phase I building in the NWIP.
 - D. Status of Prior Request – Lots 3 & 4, Block 2: Director Backman updated the Board concerning efforts in May and June regarding a food processing prospect that was interested in Lots 3 and 4, Block 2 of NWIP. The prospect has decided to locate in another community. However, the EDA is pleased that the company's production facility will remain in this region.
6. Sign/Marketing Update
- A. Entrance Signs – Landscaping: Director Backman reported that the landscaping for all three entrance signs was finished on August 2nd. Plastic tarp and rock (1½ inch in size) was placed around the bases for Signs 1 and 2. Because of the steepness of the base, larger rock was placed around Sign #3 (10” to 12”+ in the front and 8” to 10” rock in the back). It matches well with the field stone in the columns. The Board reviewed photos of Signs 2 and 3.
 - B. River Bluff Estates & Carl Schneider Business Park Signs – Repainting: Director Backman advised that the River Bluff Estates sign was installed in the early 2000's and the Carl Schneider Business Park sign was installed in 2001. After over a decade of use, both were quite weathered. Snick's Signs of Jackson was asked to repaint the signs and re-install them on August 2nd. The posts for the River Bluff sign had cracks and were replaced with vinyl posts. That sign was also moved nine feet closer to the corner. It remains outside the utility right-of-way. The Board received copies of photos of both signs in their packets.
 - C. Global Corporate Xpansion Ad: Director Backman provided an ad proof for the October issue of Global Corporate Xpansion magazine and related details concerning the design of the ad. The EDA is collaborating with the Worthington Regional EDC. Both organizations are purchasing quarter page ads at a reduced rate of \$550 each. Worthington is focusing on the Biosciences while Windom is focusing on NWIP and manufacturing.
7. Redevelopment Grant Application Submittal: Director Backman reported that following approval by the EDA on July 8th, the Windom City Council at its July 16th regular meeting authorized the EDA to prepare and submit to the State of Minnesota the Redevelopment Grant Application in support of the Windom Area Hospital project. The Hospital is in the process of purchasing the Guardian Inn Extended Stay which is an adjacent property located to the southwest of the Hospital. The City Council approved the purchase agreement on August 6th and the closing is expected to occur on or prior to October 15th. The Hospital is seeking the 2.1 acre parcel to facilitate a needed expansion. Copies of the \$60,000 grant request were submitted to MN Dept. of Employment & Economic Development by the August 1st deadline. The Redevelopment Grant funds would be used to demolish the existing structures on the motel site, remove the non-compliant septic system and underground tank, complete site preparation, and construct a new road that would connect to Hospital Drive. The EDA/City should receive word concerning the status of the application in mid-September.

8. Closed Session – Lease Negotiations: President Slette announced that the purpose of the closed session was to discuss a modification of the existing lease agreement for the EDA’s Spec building.

Motion by Commissioner Larson, seconded by Commissioner Jones, authorizing the Board to go into closed session. Motion carried 3-0. Commissioner Fossing arrived after this vote.

President Slette closed the meeting to the public at 12:40 p.m.

Motion by Commissioner Larson, seconded by Commissioner Jones, authorizing the EDA President to re-open the meeting to the public. Motion carried 4-0.

President Slette re-opened the meeting to the public at 1:18 p.m.

Director Backman advised that there had been a discussion concerning a request by Toro to add a third loading dock to the EDA’s spec building this year which would affect the lease rate for the coming year. He briefly outlined the proposed building modification and the estimated cost. It is estimated that the lease rate for Toro would increase by the sum of \$766.67 per month commencing November 1, 2013, to cover Toro’s share of the costs for the installation of the third loading dock and the concrete apron.

Motion by Commissioner Jones, seconded by Commissioner Fossing, authorizing the use of proceeds from TIF District 1-2 for the construction of a third loading dock at the EDA’s spec building and the installation of a 16’ concrete apron in front of the three loading docks contingent upon approval by Toro’s Management of the proposed increase in the monthly lease rate which would commence on November 1, 2013. Motion carried 4-0.

9. Unfinished Business

A. River Bluff Townhomes - Completion of Shingling: The Board was advised in the agenda backup that Rocker Construction completed shingling of the River Bluff Townhomes the second week of July. Insurance proceeds were received and the shingling expense in the amount of \$46,850.00 has been paid.

10. New Business: A. The EDA received a request for approval of an SCDP rehab loan for a Windom project from Western Community Action (WCA) after completion of the agenda packet. WCA inspected one additional Windom property for the housing rehabilitation program. The Board received a recap sheet for this project that outlined the scope of work, the total project costs, owners’ match, and proposed loan of SCDP funds. The SCDP loan is within the funding range and within the designated target area in Windom.

<u>Application No.</u>	<u>Proposed Improvements</u>	<u>Project Costs</u>	<u>SCDP Funds (Maximum for Project)</u>
Windom No. 11-121	Doors, Windows, Roofing, Electrical Code Items, Plumbing, Furnace	\$35,206	\$18,000

Motion by Commissioner Larson, seconded by Commissioner Fossing, approving the addition of an agenda item for the SCDP owner-occupied rehab request for Windom Project No. 11-121 and approving said project as submitted by Western Community Action. Motion carried 4-0.

B. Assistance to Private Developer – Former “Towlerton Motors” Site: EDA Commissioners requested that this item be added to the agenda. The Commissioners discussed the possible purchase of this property by Cottonwood County or by a potential private developer. They

described a proposal for assistance to a potential private developer. There was a strong desire on the part of the EDA Commissioners that the "Towlerton" property remain as privately-owned real estate and be kept on the tax rolls.

Motion by Commissioner Larson, seconded by Commissioner Jones, approving the addition of Agenda Item 10B. and designating a sum of up to \$100,000 in pre-1990 TIF proceeds for use by a private developer (who purchases the Towlerton site) for demolition, site clearance, and other TIF eligible expenses on the Towlerton site. Motion carried 4-0.

11. Miscellaneous Information

A. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the financial reports for June, 2013, provided by Van Binsbergen & Associates.

12. Adjourn: By consensus, President Slette adjourned the meeting at 1:25 p.m.

Sally Larson, EDA Secretary-Treasurer

Attest: _____
Aaron A. Backman, EDA Executive Director

Windom Library Board Meeting
Windom Library
August 13, 2013
5:05 p.m.

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

2. Roll Call: Members Present: John Duscher, Kathy Hiley,
Barb Henning and Charles Reid

Members Absent: Beth Fleming and Anita Winkel

Library Staff Present: Joan Hunter

City Council Member Present: None

3. Agenda and Minutes:

Motion by Charles Reid and seconded by Barb Henning to approve the Agenda and the Minutes.

4. Financial Report:

Motion by Barb Henning and seconded by Charles Reid to approve the Financial Report.

5. Librarians Report:

The summer reading program came to a close at the end of July.

Joan handed next year's budget in and will meet with the city administrator next week. The only real change was a \$1,000 increase in the book budget. Joan reported that the library has been surprisingly busy for August. Movies have been in high demand.

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

6. Old Business:

Joan reported on behalf of Anita that at the request of the Marshall Library, a meeting was held in Redwood Falls with the State Librarian, the Plum Creek Governing Board and any head librarians that were available in attendance. Because of the ongoing dispute with the Plum Creek Library System, Marshall is considering becoming an independent library and separating from the Plum Creek System. The state librarian made many valid points as to how difficult it is for a library to exist on its own financially and logistically. One of the major things that they would give up would be access to MNLink, the statewide library network of books.

7. New Business:

At this time, Joan is looking at the end of September to host a Book Sale. The library is in need of a new color inkjet printer and she has asked the Friends of the Library to purchase it.

8. New Book Suggestions:

The board presented their suggestions.

9. Adjourn:

Motion by Charles Reid seconded by Barb Henning to adjourn.

Meeting adjourned at 5:17 p.m.

Respectfully submitted,

Kathy Hiley, recording secretary

**STREET COMMITTEE
MINUTES AUGUST 14, 2013**

Call to Order: The meeting was called to order at 9:00 A.M. at City Hall

Members Attending: Committee Members Attending; JoAnn Ray, Brad Powers Absent

City Staff Present: Street Superintendent Bruce Caldwell & Wenck Engineering Dennis Johnson

Public: None

1. Request Petition Construction of Street for fall of 2013;

Ken Hoffmann & Joel LaCanne submitted a request to develop the 330 feet of the north end of 7th Avenue in north Windom. City Administrator Steve Nasby, Street Superintendent Bruce Caldwell, Dennis Johnson, Joel LaCanne & Ken & Deb Hoffman met at City Hall on 8/13/13 to review the possibility of the new road construction in the Hoffman-LaCanne Subdivision. There are six lots in this area and all of them have had the water and sewer install previously. LaCanne stated he has a pending purchase agreement on lot 2 if the new street is constructed. During this meeting with the property owners Dennis Johnson submitted an estimate of the probable costs for the development of a new street using either bituminous or concrete surfacing. They also discussed how the assessments would be paid for the project. Johnson said if the Council approves this request construction would be yet this fall.

Street Committee member JoAnn Ray reviewed the request and information from the previous meeting with the property owners and city staff. Mrs. Ray's recommendation to City Council as follows;

Approve the construction of the new street on 7th Avenue using bituminous surfacing. The cost of the project not to exceed \$76,000.00. The assessments are paid as stated below by the property owners.

Petition Request as follows;

We, all owners of the real property abutting the unimproved portion of 7th Avenue (approximately 330 feet) in the Hoffman-LaCanne Subdivision hereby petition that street, curb & gutter, storm sewer and other applicable improvements, as necessary, be made pursuant to Minnesota Statutes, Chapter 429, and that the City assess the entire cost of the improvements up to a maximum of \$76,000.00 against our property described below and hereby agreed to pay the entire cost as apportioned by the City to bring said improvements to the properties herein. Additionally, by signing this voluntary petition as condition of acceptance by the City Council, we are requesting the assessments be deferred on four undeveloped lots (Block 1; Lots 2 & 4 and Block 2: Lots 1 & 2) for a period of five years or until the lot is sold or developed whichever comes first and said interest on the assessments accrue at no more than one percent (1%) per annum.

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Continued page 2 Street Committee Meeting August 14, 2013

CITY OF WINDOM
ESTIMATE OF PROBABLE COST
STREET RECONSTRUCTION
7TH AVENUE EXTENSION

STREET RECONSTRUCTION BITUMINOUS					Bituminous		Kuechle	
ITEM	UNIT	UNIT COST	ESTIMATED QUANTITY	AMOUNT	Holtmeier Unit Cost	Amount	Unit Cost	Amount
EXCAVATION	C.Y.	\$5.00	2079	\$10,395.00	\$5.00	\$5,237.00	\$5.00	\$10,395.00
AGG. BASE	TON	\$9.50	624	\$5,928.00	\$13.45	\$8,382.80	\$12.00	\$7,488.00
WEAR	TON	\$64.50	115	\$7,417.50	\$84.50	\$9,717.50	\$98.00	\$10,120.00
BIT BASE	TON	\$53.50	115	\$7,302.50	\$84.50	\$9,717.50	\$84.00	\$9,680.00
TACK	GAL	\$2.75	132	\$363.00	\$2.95	\$389.40	\$3.00	\$396.00
CURB	L.F.	\$11.00	660	\$7,260.00	\$11.20	\$7,392.00	\$18.00	\$11,880.00
4" EDGE DRAIN	L.F.	\$6.50	660	\$4,290.00	\$3.00	\$1,980.00	\$3.00	\$1,980.00
ADJUST M.H.	EACH	\$250.00	1	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00
ADJUST WATERVALVE	EACH	\$200.00	1	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00
CATCH BASIN	EACH	\$1,360.00	2	\$2,720.00	\$1,698.00	\$3,396.00	\$2,200.00	\$4,400.00
STORM SEWER	L.F.	\$20.00	470	\$9,400.00	\$20.00	\$9,400.00	\$32.00	\$15,040.00
RIP RAP	TON	\$50.00	7	\$350.00	\$32.00	\$224.00	\$32.00	\$224.00
MOBILIZATION	EACH	\$3,500.00	1	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00
TOTAL ESTIMATED CONSTRUCTION COST				\$59,376.00		\$60,795.20		\$75,533.00
ENGINEERING, CONTINGENCIES, ETC.				\$14,844.00		\$15,199.00		\$16,883.00
TOTAL ESTIMATED COST				\$74,220.00		\$75,995.20		\$92,416.00

STREET RECONSTRUCTION CONCRETE					Concrete		Kuechle	
ITEM	UNIT	UNIT COST	ESTIMATED QUANTITY	AMOUNT	Unit Cost	Amount	Unit Cost	Amount
EXCAVATION	C.Y.	\$5.00	2079	\$10,395.00	\$3.50	\$7,484.40		
AGG. BASE	TON	\$9.50	236	\$2,242.00	\$12.20	\$2,878.20		
STRUCT. CONCRETE	C.Y.	\$99.00	229	\$22,671.00	\$124.00	\$28,396.00		
PAVEMENT	S.Y.	\$11.00	1386	\$15,246.00	\$9.00	\$12,474.00		
REINFORCING BARS	LB	\$1.10	1056	\$1,161.60	\$0.78	\$823.68		
CURB	L.F.	\$11.00	660	\$7,260.00	\$5.55	\$3,663.00		
4" EDGE DRAIN	L.F.	\$6.50	660	\$4,290.00	\$3.00	\$1,980.00		
ADJUST M.H.	EACH	\$250.00	1	\$250.00	\$250.00	\$250.00		
ADJUST WATERVALVE	EACH	\$200.00	1	\$200.00	\$200.00	\$200.00		
CATCH BASIN	EACH	\$1,360.00	2	\$2,720.00	\$2,200.00	\$4,400.00		
STORM SEWER	L.F.	\$20.00	470	\$9,400.00	\$32.00	\$15,040.00		
RIP RAP	TON	\$50.00	7	\$350.00	\$32.00	\$224.00		
MOBILIZATION	EACH	\$3,500.00	1	\$3,500.00	\$3,500.00	\$3,500.00		
TOTAL ESTIMATED CONSTRUCTION COST				\$79,685.60		\$81,314.28		
ENGINEERING, CONTINGENCIES, ETC.				\$19,921.00		\$20,329.00		
TOTAL ESTIMATED COST				\$99,606.60		\$101,643.28		

2. Meeting adjourned at 9:30 a.m.

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that: - conducts lawful gambling on five or fewer days, and - awards less than \$50,000 in prizes during a calendar year. If total prize value for the year will be \$1,500 or less, contact the licensing specialist assigned to your county.	Application fee (non refundable) If application is postmarked or received 30 days or more before the event \$50 ; otherwise \$100 .
--	---

ORGANIZATION INFORMATION

Organization name Windom Area Hospital		Previous gambling permit number X35546-12-004		
Minnesota tax ID number, if any 678-3331	Federal employer ID number (FEIN), if any 23-7159870			
Type of nonprofit organization. Check one. <input type="checkbox"/> Fraternal <input type="checkbox"/> Religious <input type="checkbox"/> Veterans <input checked="" type="checkbox"/> Other nonprofit organization				
Mailing address PO Box 339, 2150 Hospital Dr	City Windom	State MN	Zip code 56101	County Cottonwood
Name of chief executive officer (CEO) Gerri Burmeister	Daytime phone number 507-831-2400		E-mail address gerri.burmeister@sunriverhealth.org	

NONPROFIT STATUS

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

Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.
 Don't have a copy? This certificate must be obtained each year from:
 Secretary of State, Business Services Div., 60 Empire Drive, Suite 100, St. Paul, MN 55103
 Phone: 651-296-2803

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

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

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.
 Jack Slades Steakhouse

Address [do not use PO box] 2390 Hwy 60 E	City or township Windom	Zip code MN	County 56101
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Date[s] of activity. For raffles, indicate the date of the drawing.
 Saturday, October 5th

Check each type of gambling activity that your organization will conduct.

Bingo*
 Raffle
 Paddlewheels*
 Pull-tabs*
 Tipboards*

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

To find a licensed distributor, go to www.gcb.state.mn.us and click on **Distributors** under the **WHO'S WHO? LIST OF LICENSEES**, or call 651-639-4000.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

**CITY APPROVAL
for a gambling premises
located within city limits**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days [60 days for a 1st class city].
- The application is denied.

Print city name _____

Signature of city personnel _____

Title _____ Date _____

Local unit of government must sign

**COUNTY APPROVAL
for a gambling premises
located in a township**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print county name _____

Signature of county personnel _____

Title _____ Date _____

TOWNSHIP. If required by the county.

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits.

[A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.166.]

Print township name _____

Signature of township officer _____

Title _____ Date _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE

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

Chief executive officer's signature Terri Burmeister Date 8-6-13

Print name _____

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days, or
 - all gambling conducted on one day.
- Only one application is required if one or more raffle drawings are conducted on the same day

Send application with:

- a copy of your proof of nonprofit status, and
- application fee (non refundable). Make check payable to "State of Minnesota."

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

Financial report and recordkeeping required

A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.gcb.state.mn.us.

Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board.

Questions?

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

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

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board.

All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney

General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; Individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

Schedule Form for Lump-Sum Pension Plans
Reporting Year 2013

Determination of Plan Liabilities and Required Municipal Contribution for 2014

Relief Association: Windom Fire Relief Association

County/ Cottonwood
Counties:

Enter Annual benefit level in effect for 2013: 2,400

(If you change your benefit level before 12/31/2013, the SC must be recalculated at the new level.)

2013

2014

Subtotal of Page 1 Liability - Active Members	825,216	897,648
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Active Member Information

Please Enter Dates in this format: **6/24/2013**

	Name	Status	Date of Birth	Fire Department Entry Date	Leaves of Absence and Breaks in Service (months)	Return to Service Member ?	To end of 2013		To end of 2014	
							Years of Service	Accrued Liability	Years of Service	Accrued Liability
1	Buckwheat Johnson	Active	06/04/1955	02/01/1979	0	<input type="checkbox"/>	35	84,000	36	86,400
2	Dan Ortman	Active	08/26/1959	03/01/1984	165	<input type="checkbox"/>	16	34,272	17	37,440
3	Mike Haugen	Active	09/30/1959	03/01/1984	0	<input type="checkbox"/>	30	72,000	31	74,400
4	Gene Lovell	Active	02/23/1966	04/01/1991	0	<input type="checkbox"/>	23	55,200	24	57,600
5	Eric Ward	Active	12/12/1971	02/01/1993	0	<input type="checkbox"/>	21	50,400	22	52,800
6	Mike Lamaack	Paid	05/26/1959	02/01/1993	0	<input type="checkbox"/>	21	0	22	0
7	Monty Rabbe	Active	03/13/1967	02/01/1993	0	<input type="checkbox"/>	21	50,400	22	52,800
8	Nestor Palm	Active	11/14/1959	02/01/1993	0	<input type="checkbox"/>	21	50,400	22	52,800
9	Craig Wolter	Active	06/02/1967	11/01/1995	0	<input type="checkbox"/>	18	40,752	19	44,256
10	Kjell Turner	Active	11/12/1966	11/01/1995	0	<input type="checkbox"/>	18	40,752	19	44,256
11	Jay Grandprey	Active	02/04/1961	05/01/1997	0	<input type="checkbox"/>	17	37,440	18	40,752
12	Mark Stevens	Active	09/22/1963	05/01/1997	5	<input type="checkbox"/>	16	34,272	17	37,440
13	Todd Janssen	Active	01/08/1964	05/01/1997	0	<input type="checkbox"/>	17	37,440	18	40,752
14	Tom Zimmerman	Active	10/06/1961	05/01/1997	0	<input type="checkbox"/>	17	37,440	18	40,752
15	Corey Maricle	Active	01/03/1973	11/01/2001	0	<input type="checkbox"/>	12	23,088	13	25,680
16	Kevin Gotto	Active	09/24/1981	11/01/2001	0	<input type="checkbox"/>	12	23,088	13	25,680
17	Preston Rossow	Active	06/06/1979	11/01/2001	0	<input type="checkbox"/>	12	23,088	13	25,680
18	Jordan Bussa	Active	07/13/1984	04/01/2005	0	<input type="checkbox"/>	9	15,984	10	18,240
19	Lonny Voilan	Active	10/11/1972	04/01/2005	0	<input type="checkbox"/>	9	15,984	10	18,240
20	Mark Marcy	Active	02/10/1978	04/01/2005	0	<input type="checkbox"/>	9	15,984	10	18,240
21	Roger Winker	Active	08/03/1964	04/01/2005	0	<input type="checkbox"/>	9	15,984	10	18,240
22	Benjamin Derickson	Active	10/12/1976	06/01/2008	0	<input type="checkbox"/>	6	9,840	7	11,808
23	Brady Lyons	Active	01/15/1983	06/01/2008	0	<input type="checkbox"/>	6	9,840	7	11,808
24	Daric Zimmerman	Active	08/12/1980	06/01/2008	0	<input type="checkbox"/>	6	9,840	7	11,808
25	Jeremy Lund	Active	01/11/1979	06/01/2008	0	<input type="checkbox"/>	6	9,840	7	11,808
26	Thomas Voth	Active	05/31/1963	06/01/2008	0	<input type="checkbox"/>	6	9,840	7	11,808
27	Joe Jurgens	Active	05/26/1987	10/11/2010	0	<input type="checkbox"/>	3	4,560	4	6,240
28	Kristin Porth	Active	12/27/1976	10/11/2010	0	<input type="checkbox"/>	3	4,560	4	6,240
29	Darin Tietz	Active	02/19/1983	12/20/2011	0	<input type="checkbox"/>	2	2,976	3	4,560
30	Jon Jurgens	Active	07/28/1985	12/20/2011	0	<input type="checkbox"/>	2	2,976	3	4,560
31	Justin Harrington	Active	09/02/1977	12/20/2011	0	<input type="checkbox"/>	2	2,976	3	4,560

Calculation of Normal Cost

	2013	2014	
Total Active Member Liabilities	825,216	897,648	
Total Deferred Member Liabilities	16,683	16,683	
Total Unpaid Installments	0	0	
Grand Total Special Fund Liability	A. 841,899	B. 914,331	
Normal Cost (Cell B minus Cell A)			C. 72,432

Projection of Net Assets for Year Ending December 31, 2013

Special Fund Assets at December 31, 2012 (RF-12 ending assets) 1 888,156

Projected Income for 2013

State Fire Aid (2012 aid may be increased by up to 3.5%)	D.	28,000
Municipal / Independent Fire Dept. Contributions	E.	5,000
Interest / Dividends	F.	13,000
Appreciation / (Depreciation)	G.	50,000
Member Dues (If deposited in Special Fund)	H.	
Other Revenues	I.	2,000

Total Projected Income for 2013 (Add Lines D through I) 2 98,000

Projected Expenses for 2013

Service Pensions	J.	49,600
Member Names: Mike LaMaack		

Other Benefits	K.	
Administrative Expenses	L.	3,000

Total Projected Expenses for 2013 (Add Lines J through L) 3 52,600

Projected Net Assets at December 31, 2013 (Add Lines 1 and 2, subtract Line 3) 4 933,556

Projection of Surplus or (Deficit) as of December 31, 2013

Projected Assets (Line 4)	5	933,556
2013 Accrued Liability (Page 4, cell A)	6	841,899
Surplus or (Deficit) (Line 5 minus Line 6)	7	91,657

This Schedule Form must be fully completed, certified by the relief association officers, forwarded to the municipal clerk/independent secretary on or before August 1, 2013 and submitted to the Office of the State Auditor to be eligible for State Fire Aid.

Officer Certification

We, the officers of the Windom Fire Relief Association, certify that this Schedule Form was prepared under Minn. Stat. § 69.772 and that the annual benefit level was established according to the average amount of available financing.

We further certify that based on the financial requirements of the Relief Association's Special Fund for the 2013 calendar year, the required 2014 contribution is \$0. If the bylaws of the Relief Association changed in 2013, we have attached a copy of the amendment or updated bylaws. We have also enclosed a copy of the municipal/board ratification of this amendment if required under Minn. Stat. § 69.772, subd. 6.

[Signature]
Signature of President

Kevin Gotto
Name

6/30/13
Date

[Signature]
Signature of Secretary

Kjell Turner
Name

6/30/13
Date

[Signature]
Signature of Treasurer

Daric Zimmerman
Name

6/30/13
Date

Municipal Clerk / Independent Secretary Certification*

*See the form instructions for additional information about certification requirements.

I am the municipal clerk of City of Windom / secretary of the _____ independent nonprofit firefighting corporation. I received on _____, the completed Schedule Form from the Windom Fire Relief Association.

I have reviewed Line 15 of the Schedule Form. If Line 15 shows a required contribution, I certify that I will advise the governing municipal body or the independent nonprofit firefighting corporation of any required contribution at its next regularly scheduled meeting.

[Signature]
Signature of Municipal Clerk/Secretary of independent nonprofit firefighting corporation

Steve Nasby
Name

7-1-13
Date

(507) 831-6129
Business Telephone

Please provide the telephone numbers for the work location(s) at which you conduct relief association business.
THIS CONTACT INFORMATION IS PUBLIC; IT WILL BE AVAILABLE TO ANYONE ON REQUEST.

Please retain a copy of this Schedule Form for your records, upload the form to the Office of the State Auditor's website, and electronically sign the form. Alternatively, a signed paper copy can be submitted to: Office of the State Auditor, Pension Division, 525 Park Street, Suite 500, Saint Paul, MN 55103. Fax: 651-282-5298. Telephone: 651-282-6110.

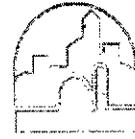


WINDOM POLICE DEPARTMENT

PO BOX 38, 444 NINTH STREET
WINDOM, MN 56101

Scott Peterson, Chief

PHONE: (507)831-6134 / FAX: (507)831-1957



August 15, 2013

Dear Mayor and City Council Members:

On behalf of the Windom Civil Service Commission, I am writing this letter to recommend that Jon Beck be hired for the vacant Police Officer position for the City of Windom.

Jon is currently from Blaine, Minnesota and has been working as a Security Officer for Securitas Security Services in Roseville. He is a United States Navy Veteran, who served 5 years aboard a submarine and aircraft carrier. Jon also graduated from Century College with an Associate of Science Degree in Law Enforcement and also possesses a law enforcement skills certificate from Hennepin Technical College. For the past two years, he has also served as a Reserve Officer for the Lino Lakes Police Department.

For this hiring process, we received twenty-seven applications. Fifteen individuals were invited to the testing process. The Civil Service Commission interviewed five finalists.

If approved, we would like Jon to start on August 21, 2013. We feel that he will be a strong addition to both our community and the Windom Police Department.

Respectfully Submitted,

Scott Peterson, Chief of Police



City of Windom Staff Report

To: Mayor and Windom City Council
From: Aaron Backman, EDA Executive Director
Council Meeting Date: August 20, 2013

Item Title/Subject: **RESOLUTION APPROVING AN EXPENDITURE FROM TIF DISTRICT NO. 1-2 TAX INCREMENT PROCEEDS FOR MODIFICATION TO EDA'S SPEC BUILDING**

Background:

Beginning December of 2008 the Windom EDA has been leasing the Spec Building in the Carl Schneider Business Park to Toro. Since June of 2013 the Windom EDA has been in discussions with Toro regarding a proposed building modification. They are requesting that the EDA install a third loading dock in the northwest corner of the building this Fall. Toro subleases the building to Kimura, Inc., a logistics company that provides parts and kits for the main Toro plant in Windom.

The EDA has had discussions with area contractors regarding the cost estimates to install the third loading dock, add a concrete apron to the existing loading docks and the proposed new dock, and to repair dock wall and install steel-faced dock bumpers at the existing docks. The EDA has obtained the following estimates from Buhler Construction Co. from Butterfield, MN (see attached cost estimates):

- 1) \$28,700 Construction of 3rd loading dock, including door, foundation, enclosure, leveler, shelter, bumpers, etc.
- 2) \$8,100 Construction of concrete apron (16 feet in front of all 3 docks).
- 3) \$1,630 Repair and installation of two steel-faced bumpers at 2 existing docks.

Toro is supportive of adjusting its existing lease with the EDA to pay for \$9,200 or approximately 25% of the building modification costs during the third year of its existing lease. It is estimated that the monthly lease rate for Toro would increase from \$5,973 to \$6,739.67 (or by \$766.67) commencing November 1, 2013.

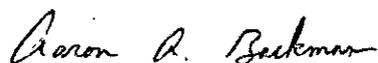
At the regular EDA meeting on August 12, 2013, Executive Director Backman presented his plans regarding the modifications to the Spec Building. The EDA commissioners unanimously approved and recommended that the City Council authorize the use of proceeds from TIF District 1-2 for the construction of a third loading dock and related improvements. This action is contingent upon approval by Toro's Senior Management of the proposed increase in the monthly lease rate. Buhler Construction, which is also undertaking a sizeable project at the same time at the main Toro plant, would commence

construction at the Spec Building on or before September 23rd and be completed by late October of 2013.

Attached for your review is a copy of the proposed resolution. The EDA Executive Director can respond to questions regarding the proposed project, the use of TIF District 1-2 funds, and next steps.

Requested Action: Approve the resolution and the expenditure of up to \$38,430 from the TIF proceeds of TIF District 1-2 to modify the EDA's Spec Building at 1925 North Redding Avenue, including the construction of a third loading dock, installation of a concrete apron in front of the three loading docks, and the repair and installation of two steel-faced bumpers at the two existing docks. This approval is contingent upon approval by Toro of the proposed increase in the monthly lease rate beginning November 1, 2013.

Respectfully submitted,



Aaron A. Backman
EDA Executive Director

Attachments

Estimate

BUHLER CONSTRUCTION CO.
125 HUBBARD AVE. PO BOX 209
BUTTERFIELD, MN 56120
Ph (507) 956-3981
Fax (507) 956-3416

SUBMITTED TO Windom EDA		PHONE	DATE July 26, 2013
STREET 444 9th St		JOB NAME Additional docks @ EDA building	
CITY, STATE AND ZIP CODE Windom, MN 56101		JOB LOCATION	
ARCHITECT	DATE OF PLANS		JOB PHONE

Add one additional dock door, foundation, enclosure, leveler, shelter and bumpers to match existing.

Sitework & Concrete	\$ 12,400
Framing & metal for shelter	4,500
Overhead door and opening	4,000
Dock leveler, shelter and bumpers	7,350
Fire sprinkler	450
Total	\$ 28,700

Above includes extending sprinkler head below open door and electrical hookup of door opener.

Cost to repair dock wall and install steel faced dock bumpers at each existing dock \$ 815/pair

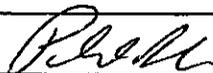
We Estimate material and labor to complete the above work, for the sum of:

Twenty - Eight Thousand Seven Hundred dollars \$28,700.00

Payment to be made as follows:

Note: Any deviation from above specifications may result in additional costs over and above the estimate. Owner is responsible for fire, tornado, and other necessary insurance.

Authorized signature



Accepted by

Estimate

BUHLER CONSTRUCTION CO.
125 HUBBARD AVE. PO BOX 209
BUTTERFIELD, MN 56120
Ph (507) 956-3981
Fax (507) 956-3416

SUBMITTED TO Windom EDA		PHONE	DATE August 6, 2013
STREET 444 9th St		JOB NAME Aprons @ EDA building	
CITY, STATE AND ZIP CODE Windom, MN 56101		JOB LOCATION	
ARCHITECT	DATE OF PLANS		JOB PHONE

Add aprons to existing loading docks and proposed new dock:

- excavate for 6" apron and 6" of gravel
- pour 6" concrete apron with #4 rebar reinforcing
- provide expansion joints where apron meets building
- caulk expansion joints
- seal concrete
- excess material to be placed onsite

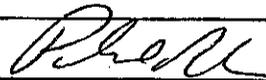
We Estimate material and labor to complete the above work, for the sum of:

Eight Thousand One Hundred dollars **\$8,100.00**

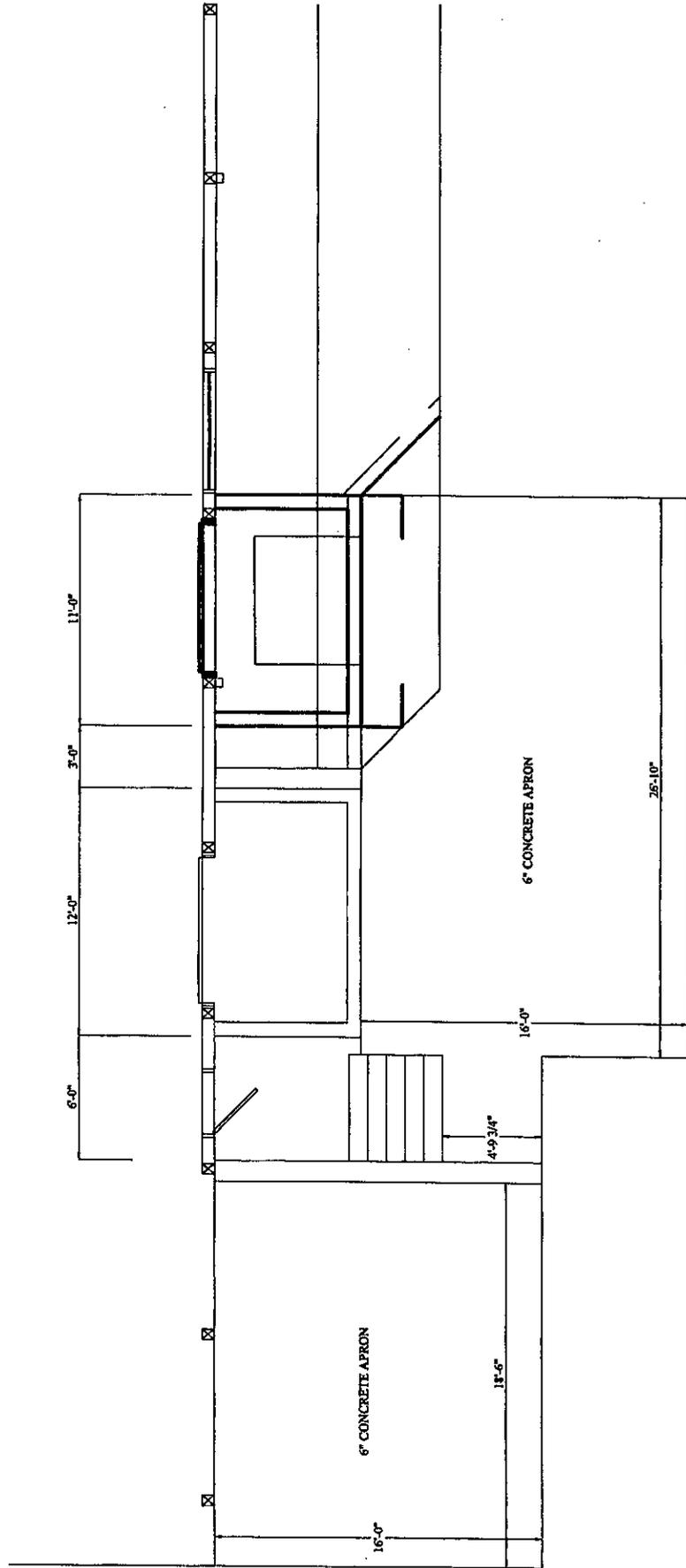
Payment to be made as follows:

Note: Any deviation from above specifications may result in additional costs over and above the estimate. Owner is responsible for fire, tornado, and other necessary insurance.

Authorized signature



Accepted by



RESOLUTION # 2013-

INTRODUCED:

SECONDED:

VOTED: AYE:

NAY:

ABSENT:

CITY OF WINDOM, MINNESOTA

RESOLUTION APPROVING USE OF TAX INCREMENT PROCEEDS FROM TIF DISTRICT NO. 1-2 FOR MODIFICATIONS TO THE EDA'S SPEC BUILDING II

WHEREAS, Tax Increment Financing (TIF) District 1-2 was established in 1986 and the tax increment received from said district has been utilized for the purposes described in the program and plan for said district; and

WHEREAS, TIF District 1-2 is classified as a "pre-1990" TIF district and Minnesota Statutes allow use of proceeds from pre-1990 districts for redevelopment, renewal and/or renovation projects outside the geographic area of the district; and

WHEREAS, TIF District 1-2 will be decertified as of December 31, 2013, and there is an accumulated balance of tax increment in said district that may be utilized for redevelopment, renewal and renovation pursuant to Minnesota Statutes; and

WHEREAS, the Economic Development Authority of Windom ("EDA") owns real estate described as Lot 6 in Block 2 of Windom Industrial Park Subdivision to the City of Windom, Cottonwood County, Minnesota, and located at 1925 North Redding Avenue; and

WHEREAS, in 2001 construction was completed on the EDA's second spec building which is situated on Lot 6, Block 2, in the Windom Industrial Park Subdivision (locally known as the Carl Schneider Business Park); and

WHEREAS, in 2008 numerous improvements were made to the EDA's Spec Building II in preparation for lease of the property to Toro; and

WHEREAS, the EDA has received a request from Toro for the addition of a third loading dock to the EDA's Spec Building II, and it is necessary to make repairs to the dock wall and the dock bumpers on the existing docks, and it is advisable to construct a concrete apron 16 feet in width adjacent to the three loading docks ("proposed project"); and

WHEREAS, the EDA has obtained estimates for the proposed project and the total cost is estimated at \$38,430; and

WHEREAS, the EDA has proposed that Toro share in the costs for the installation of the third loading dock and concrete apron; and

WHEREAS, Toro's share for the proposed project would be prorated over twelve months and added to the monthly rent for the lease term which commences on November 1, 2013, and said proposed rent increase has been approved by local Toro representatives but requires final approval by Toro's management in Bloomington; and

WHEREAS, the Board of Commissioners of the Economic Development Authority of Windom has approved and recommends City Council approval of the use of funds for the proposed project for the EDA's Spec Building II contingent upon approval by Toro's management of the proposed increase in the monthly lease rate, to cover Toro's share of the costs for the project, which would commence on November 1, 2013; and

WHEREAS, this property would be eligible for use of tax increment proceeds from TIF District 1-2 for construction of the proposed improvements and repairs; and

WHEREAS, the proposed project would not require the establishment of a new tax increment financing district and would not affect the real estate taxes to be paid on said property; and

WHEREAS, this expenditure is within the overall TIF budget for TIF District 1-2; and

WHEREAS, use of the TIF proceeds, as set forth herein, will assist in the redevelopment of real property, increase or preserve the tax base of the City, and retain or provide employment opportunities in the City; and

WHEREAS, it is in the best interests of the City/EDA to utilize these available funds for the proposed project as set forth herein and the EDA is qualified to use tax increment proceeds from TIF District 1-2.

NOW, THEREFORE, BE IT RESOLVED by the City Council for the City of Windom that:

1. The EDA is authorized to use TIF proceeds of TIF District 1-2 in an amount up to Thirty-eight Thousand Four Hundred Thirty Dollars (\$38,430) for the purposes of construction of a third loading dock, completion of necessary repairs to dock bumpers on the existing docks, and installation of a concrete apron adjacent to the three loading docks at the EDA's Spec Building II.

2. The use of these funds for the proposed project is contingent upon approval by Toro's management of the proposed increase in the monthly lease rate for the next lease term which would commence on November 1, 2013.

Dated this 20th day of August, 2013.

Corey J. Maricle, Mayor

ATTEST: _____
Steven Nasby, City Administrator



City of Windom Staff Report

To: Mayor and Windom City Council
From: Aaron Backman, EDA Executive Director
Council Meeting Date: August 20, 2013

Item Title/Subject: RESOLUTION APPROVING REDEVELOPMENT LOAN FROM TIF DISTRICT NO. 1-2 TAX INCREMENT PROCEEDS FOR WOOD 'N PALLETS

Background:

The Windom EDA has been in discussions with Bob Lindaman, President of Wood 'N Pallets, Inc. Mr. Lindaman started his wooden pallet business on his farm in 1982. In 1996 he relocated the business to the Northwest Cedar property in Windom which he purchased in 2000. In November of 2012 there was a fire that damaged the portion of his production facility with a notching machine. He also suffered the loss of a key customer. At the present time, Wood 'N Pallets has stabilized sales between \$700,000 to \$800,000 annually. Mr. Lindaman employs over 15 employees and has approximately 50 customers in three states. Pallet sales to Hitch Doc, Le Sueur Foundry, Cambria, and Big Game are important accounts. Wood 'N Pallets recycles pallets and a key supplier of pallets is Toro. This is different than many pallet companies that only manufacture new pallets.

Mr. Lindaman is seeking Tax Increment Financing (TIF) assistance from the City to help facilitate and defray the costs for cleanup and site clearance of debris and damaged materials and equipment stemming from the fire damage. To help facilitate the growth of his business and enhance profitability, Mr. Lindaman is requesting \$10,000 in TIF assistance from the EDA. Mr. Lindaman is contracting with Quad Brothers Construction of Mountain Lake to clean up a portion of the property. Also, this assistance would enable him in the future to rebuild a portion of his production facility that was lost due to the fire.

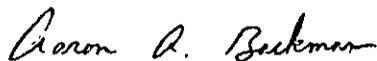
At the regular EDA meeting on August 12, 2013, Mr. Lindaman presented his plans and the EDA Board discussed the cleanup / redevelopment project. The EDA commissioners unanimously approved and recommended that the City Council approve a forgivable loan of up to \$10,000 from the TIF proceeds of TIF District 1-2 to Bob and Pamela Lindaman for the purposes of cleanup and site clearance of debris, removal and hauling of ash, damaged materials and equipment from the Wood 'N Pallets property, and for the associated tipping fees at the Cottonwood County landfill. Disbursements would be made to the developer upon submission of invoices evidencing payment of approved costs, and all documentation regarding expenses would need to be submitted by December 31, 2013.

The loan would be forgivable at the rate of 33.33% per year over a period of three years as long as Mr. Lindaman continues to use the property as his main business location and does not sell the property within the three-year period. If the Lindamans sell the property within three years, the City will be paid back the unforgiven portion of the \$10,000 loan plus accrued interest at the rate of 4.0% per year. The EDA's financial assistance will be secured by a position on the property until the expiration of three years or the sale of the property, whichever occurs first.

Attached for your review is a copy of the proposed resolution. The EDA Executive Director can respond to questions regarding the proposed redevelopment, the use of TIF District 1-2 funds, and next steps.

Requested Action: Approve the Resolution authorizing a loan in an amount up to \$10,000 from the TIF proceeds of TIF District 1-2 to Bob and Pamela Lindaman as owners of Wood 'N Pallets and the property at 130 16th Street. Authorize the City Administrator and/or Mayor to execute any required agreements and documentation between the parties to effectuate the loan.

Respectfully submitted,



Aaron A. Backman
EDA Executive Director

Attachments

RESOLUTION # 2013-

INTRODUCED:

SECONDED:

VOTED: AYE:

NAY:

ABSENT:

CITY OF WINDOM, MINNESOTA

RESOLUTION APPROVING REDEVELOPMENT LOAN TO LINDAMANS FROM TIF DISTRICT NO. 1-2 TAX INCREMENT PROCEEDS

WHEREAS, Tax Increment Financing (TIF) District 1-2 was established in 1986 and the tax increment received from said district has been utilized for the purposes described in the program and plan for said district; and

WHEREAS, TIF District 1-2 is classified as a "pre-1990" TIF district and Minnesota Statutes allow use of proceeds from pre-1990 districts for redevelopment, renewal and/or renovation projects outside the geographic area of the district; and

WHEREAS, TIF District 1-2 will be decertified as of December 31, 2013, and there is an accumulated balance of tax increment in said district that may be utilized for redevelopment, renewal and renovation pursuant to Minnesota Statutes; and

WHEREAS, Pamela G. Lindaman owns real estate described as Lots 1 and 2 in Block 1 of Northwest Cedar Subdivision to the City of Windom, Cottonwood County, Minnesota, and located at 130 16th Street and Robert E. Lindaman operates Wood 'N Pallets, Inc. at this location; and

WHEREAS, in November 2012 there was a fire that damaged equipment, materials, and portions of the building and it is necessary to complete the cleanup of this area to enable the business to utilize the property and possibly construct an addition to the existing building; and

WHEREAS, the property and business owners (Developers) plan to complete the cleanup and site clearance of debris, materials, and equipment damaged by the fire; and

WHEREAS, this property would be eligible for use of tax increment proceeds from TIF District 1-2 for clearance and removal of the debris, fire-damaged materials, and equipment; and

WHEREAS, the Board of Commissioners of the Economic Development Authority of Windom has approved and recommends City Council approval of a forgivable loan of up to Ten Thousand Dollars (\$10,000), from the TIF proceeds of TIF District 1-2, to Pamela G. Lindaman and Robert E. Lindaman for the purposes of cleanup and site clearance of debris, removal and hauling of ash, damaged materials and equipment from the Wood 'N Pallets property, and for the associated tipping fees at the Cottonwood County Landfill; and

WHEREAS, the terms of said loan provide that disbursements would be made to the Developers upon submission of invoices evidencing payment of approved costs. The Developers shall submit documentation regarding all eligible expenses by December 31, 2013; and

WHEREAS, the loan would be forgivable at the rate of thirty-three and 33/100ths percent (33.33%) per year over a period of three (3) years if the Developers continue to use the property as their business location and do not sell the property within the three-year period; and

WHEREAS, in the event that the Developers default on any of these conditions, they would be required to repay the EDA/City for the unforgiven portion of the loan plus accrued interest. The interest would accrue on the unforgiven portion at the rate of 4.0% per annum from the last anniversary date of the loan until repayment of the principal balance of the loan. The EDA's financial assistance would be secured by a position on the property until the expiration of the loan period or sale of the property, whichever occurs first. The Developers would be responsible for all legal and consultant fees and expenses and filing fees; and

WHEREAS, the loan proposed herein would not require the establishment of a new tax increment financing district and would not affect the real estate taxes to be paid on said property; and

WHEREAS, this expenditure is within the overall TIF budget for TIF District 1-2; and

WHEREAS, use of the TIF proceeds, as set forth herein, will assist in the redevelopment of real property, increase or preserve the tax base of the City, and retain or provide employment opportunities in the City; and

WHEREAS, it is in the best interests of the City/EDA to utilize these available funds for site clearance and redevelopment as set forth herein and the Developers are qualified applicants for the above-described loan.

NOW, THEREFORE, BE IT RESOLVED by the City Council for the City of Windom that:

1. The City/EDA are authorized to loan an amount up to Ten Thousand Dollars (\$10,000) from the TIF proceeds of TIF District 1-2 to PAMELA G. LINDAMAN and ROBERT E. LINDAMAN as Developers of the above-described property upon the terms set forth herein.

2. The City Administrator and/or Windom Mayor, individually or jointly as required, are hereby authorized to execute any required agreements and documentation between the parties, on behalf of the City of Windom, to effectuate this loan.

Dated this 20th day of August, 2013.

Corey J. Maricle, Mayor

ATTEST: _____
Steven Nasby, City Administrator

ORDINANCE NO. 142, 2ND SERIES

**AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING CITY CODE
TITLE XI: BUSINESS REGULATIONS,
CHAPTER 111: AMUSEMENTS AND RECREATION**

**THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, DOES ORDAIN: TO
REVISE DANCES SECTIONS 111.045 – 111.058 AS FOLLOWS:**

DANCES

§111.045 DEFINITIONS

For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

PUBLIC DANCE. Any dance wherein the public may participate by payment, directly or indirectly, of an admission fee or price for dancing, which fee may be in the form of a club membership, or payment of money, directly or indirectly.

PUBLIC DANCING PLACE. Any room, place or space open to public patronage in which dancing, wherein the public may participate, is carried on and to which admission may be held by the public by payment, directly or indirectly, of an admission fee or price for dancing.

PUBLIC PROPERTY. Any property owned or managed by city, county or state government agencies.

ADULT DANCE. Any public dance for persons of legal adult age and over.

YOUTH DANCE. Any public dance for persons under the age of 19 and over the age of 12.

**§ 111.046 LICENSE REQUIRED FOR ADULT DANCES AND FOR DANCES HELD ON
PUBLIC PROPERTY.**

(A) It is unlawful for any person to operate a public dancing place for adults, or hold a public dance for adults, or hold a dance on public property without first having obtained a license therefore from the city. All public dances held for adults or held on public property shall comply with §111.046 through §111.052.

(B) No license shall be issued to any applicant under the age of 18 years.
(Prior Code, § 623) Penalty, see § 110.99

§ 111.050 ILLUMINATION.

Every public dancing place shall be illuminated in a manner allowing unimpaired viewing of the entire dance area, and dancing therein. Dimming the lighting is allowed so long as the licensee, officers of the law or supervisors can see across the dance floor. (Prior Code, § 6.23) Penalty, see § 110.99

§ 111.051 CERTAIN PERSONS PROHIBITED.

No licensee shall permit any unmarried person under the age of 18 years to an adult dance, unless the unmarried person is accompanied by his or her parent or guardian, to remain in a public dancing place. Nor shall any licensee permit any intoxicated person, or other person who persists in violating the law, to be or remain in a public dancing place. (Prior Code, § 6.23) Penalty, see § 110.99

§ 111.052 HOURS OF DANCING.

No public dance shall be held on Sunday between the hours of 1:00 a.m. and 12:00 noon. No public dance shall be held on any day between the hours of 1:00 a.m. and 6:00 a.m. with the exception of New Year's Day with approval of the Council. (Prior Code, § 6.23) Penalty, see § 110.99

§ 111.053 YOUTH DANCES.

Notwithstanding any provision of this subchapter to the contrary, it is lawful for a citizen of the city, school, school club, church or a civic organization, having its principal office or carrying on its principal activity within the city, to sponsor, and obtain a permit for, a strictly supervised public dance for persons under the age of 19 and over the age of 12. The dances shall be held between the hours of 12:00 noon and 12:00 midnight with the exception of New Years Day and the prior approval of the Council. Possession or consumption of alcoholic beverages (as that term is defined in Ch. 118 of this code of ordinances) shall be forbidden on the premises on which the dance is held, and the Police Chief or Council, as necessary, may impose additional terms of supervision or conditions on issuance of the permit. (Prior Code, § 6.23) (Ord. 38, 2nd Series, eff. 4-24-1986) Penalty, see § 110.99

All public dances held for youth shall comply with §111.053 through §111.058 and are not subject to the requirements of §111.046 through §111.052.

§ 111.054 APPLICATION AND PERMIT.

(A) An application for a youth dance permit shall be filed with the Chief of Police of the city and shall specify the names and addresses of the person, persons, committee or organization that is to hold the dance, time and place thereof, and area of the dance floor. The permit form shall be approved by the Council and may be changed to collect other information necessary for the approval of the youth dance permit as the Council or Chief of Police determine.

(B) All applications for a youth dance permit shall be made by an organization leader, citizen or club representative of good standing and reputation in the community in which he or she lives, and shall state that he or she has not been convicted of a felony, gross misdemeanor or violation of any public dance laws within the past five years. No permit shall be issued to any person who has been so convicted.

(C) No permit shall be granted by the Council for any place having so-called "private apartments" or "private rooms" furnished or used for any purposes other than a legitimate business purpose which adjoins the dancing place, or which may be reached by stairs, elevators or passageways leading from the dancing place. Nor shall a license be granted for any place which is not properly ventilated and equipped with necessary toilets, washrooms or lighting facilities and is a safe and proper place for the purpose for which it is to be used.

(D) Applications shall be approved by the Chief of Police or by the Council should the Chief of Police feel additional approval or investigation is necessary prior to being approved and issued.

(E) Should Council approval be sought by the Chief of Police, the Council shall act upon all youth dance permit applications at a regular or special meeting thereof, whether or not it is included in the call or agenda of the meeting.

(F) Each Youth Dance must be strictly supervised by adults in good standing in the community. At least two adults shall be designated as responsible for supervision upon the application for the youth dance permit. In no way does the requirement for two responsible adult supervisors limit the amount of adult supervision available at the youth dance.

(G) (1) The youth dance permit shall be posted in the public dancing place and shall state the name of the applicant, the two designated adults, and the amount paid therefore and the time and place licensed.

(2) The license shall also state that the applicant is responsible for the manner of conducting the dance. (Prior Code, § 6.23)

§ 111.055 OBSCENITY AND IMMORALITY PROHIBITED.

It is unlawful for any person to dance, or for a licensee to permit or suffer any person to dance at any public dance in an indecent or immodest manner. It is also unlawful for any person at a public dance to speak in a rude, boisterous, obscene or indecent manner that is calculated to or likely to lead to an imminent breach of peace or for any applicant or responsible party to suffer or permit any person so to act or speak in any public dancing place. (Prior Code, § 6.23) Penalty, see § 110.9916 Windom - Business Regulations

§ 111.056 ILLUMINATION.

Every public dancing place shall be illuminated in a manner allowing unimpaired viewing of the entire dance area, and dancing therein. Dimming the lighting is allowed so long as the licensee, officers of the law or supervisors can see across the dance floor. (Prior Code, § 6.23) Penalty, see § 110.99

§ 111.057 HOURS OF DANCING.

No public dance shall be held on Sunday between the hours of 1:00 a.m. and 12:00 noon. No public dance shall be held on any day between the hours of 1:00 a.m. and 6:00 a.m. with the exception of New Year's Day with approval of the council (Prior Code, § 6.23) Penalty, see § 110.99

§ 111.058 NON-PUBLIC DANCE

Any dance wherein the public may participate without payment and that is not held on public property shall be exempt from the license or permit requirements for a public dance. Further, dances conducted and sponsored by public or private schools and churches for the students or members thereof, even though an admission fee is charged, and dances conducted in private homes or facilities on a private basis, shall not be deemed to be public dances and shall be exempt from the license or permit requirements for a public dance. However, the responsible parties must comply with all laws regarding excessive noise or sound amplification. See § 90.20 - § 90.23.

All other provisions of Section 111 shall remain unchanged.

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 20th day of August, 2013.

Corey J. Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

1st Reading: August 6, 2013
2nd Reading: August 20, 2013
Adoption: August 20, 2013
Published: August 28, 2013

TITLE AND SUMMARY
OF
ORDINANCE NO. 142, 2ND SERIES

AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING CITY CODE TITLE XI: BUSINESS REGULATIONS, CHAPTER 111: AMUSEMENTS AND RECREATION.

City Code Chapter 111 Amusements and Recreation was amended on August 20, 2013, by Ordinance No. 142, 2nd Series, adding Sections 111.045 – 111.058 relating to Youth Dances, license, application and permit requirements. The basic changes to Sections 111.045 – 111.058 are as follows:

YOUTH DANCE. Any public dance for persons under the age of 19 and over the age of 12.

§ 111.053 YOUTH DANCES: Youth dance permits can be obtained for a strictly supervised public dance for persons under the age of 19 and over the age of 12. Hours for dance shall be between the hours of 12:00 noon and 12:00 midnight with the exception of New Years Day and the prior approval of the Council. Possession or consumption of alcoholic beverages shall be forbidden on the premises on which the dance is held, and the Police Chief or Council, as necessary, may impose additional terms of supervision or conditions on issuance of the permit.

§ 111.054 (A) - APPLICATION AND PERMIT: An application for a youth dance permit shall be filed with the Chief of Police of the city.

§ 111.054 (B) - APPLICATION AND PERMIT: All applications for a youth dance permit shall be made by an organization leader, citizen or club representative.

§ 111.054 (C) - APPLICATION AND PERMIT: No permit shall be granted by the Council for any place having so-called “private apartments” or “private rooms”. Nor shall a license be granted for any place which is not properly ventilated and equipped with necessary toilets, washrooms or lighting facilities.

§ 111.054 (D) - APPLICATION AND PERMIT: Applications shall be approved by the Chief of Police.

§ 111.054 (E) - APPLICATION AND PERMIT: Should Council approval be sought by the Chief of Police, the Council shall act upon all youth dance permit applications at a regular or special meeting thereof.

§ 111.054 (F) - APPLICATION AND PERMIT: Each Youth Dance must be strictly supervised by at least two adults.

§ 111.054 (G)(1) - APPLICATION AND PERMIT: The youth dance permit shall be posted in the public dancing place and shall state the name of the applicant, the two designated adults, and the amount paid therefore and the time and place licensed.

§ 111.054 (G)(2) - APPLICATION AND PERMIT: The license shall also state that the applicant is responsible for the manner of conducting the dance. (Prior Code, § 6.23)

§ 111.055 OBSCENITY AND IMMORALITY PROHIBITED: It is unlawful for any person to dance in an indecent or immodest manner. It is also unlawful for any person at a public dance to speak in a rude, boisterous, obscene or indecent manner.

§ 111.056 ILLUMINATION: Every public dancing place shall be illuminated in a manner allowing unimpaired viewing of the entire dance area. Dimming the lighting is allowed so long as the licensee, officers of the law or supervisors can see across the dance floor.

§ 111.057 HOURS OF DANCING: No public dance shall be held on Sunday between the hours of 1:00 a.m. and 12:00 noon. No public dance shall be held on any day between the hours of 1:00 a.m. and 6:00 a.m. with the exception of New Year's Day with approval of the council.

§ 111.058 NON-PUBLIC DANCE: Any dance wherein the public may participate without payment and that is not held on public property shall be exempt from the license or permit requirements for a public dance. Dances conducted and sponsored by schools and churches for students or members, even if an admission fee is charged, shall not be deemed to be public dances and shall be exempt from the license or permit requirements for a public dance.

All other provisions of Section 111 shall remain unchanged.

Adopted by the City Council of Windom, Minnesota, on the 20th day of August, 2013.
Publication and effective date: August 28, 2013

NOTICE: A PRINTED COPY OF THE ENTIRE TEXT OF ORDINANCE NO. 142, 2ND SERIES AND A COPY OF THE ENTIRE CODE OF ORDINANCES FOR THE CITY OF WINDOM, MINNESOTA, ARE AVAILABLE ON THE CITY'S WEBSITE AT WWW.WINDOM-MN.COM OR PRINTED COPIES ARE AVAILABLE FOR INSPECTION BY ANY PERSON AT:

Windom City Hall
444 9th Street
Windom, MN 56101

During regular office hours (Monday through Friday from 8:00 a.m. to 5:00 p.m.)

This "Title and Summary" approved for publication by the Windom City Council on August 20, 2013.

ORDINANCE NO. 143, 2ND SERIES

**AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING CITY CODE
TITLE III: ADMINISTRATION
CHAPTER 33: CITY ORGANIZATIONS BY ADDING SECTION 33.12 NUISANCE BOARD
AND
REPEALING AND REPLACING CITY CODE TITLE IX: GENERAL REGULATIONS,
CHAPTER 90: NUISANCES; HEALTH AND SAFETY
SECTION 90.07 ABATEMENT PROCEDURE**

THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, DOES ORDAIN: TO ADD SECTION 33.12 AND REPEAL AND REPLACE SECTION 90.07 AS FOLLOWS:

§ SECTION 33.12 NUISANCE BOARD

(A) *Establishment and Composition:* A Nuisance Board which shall be comprised of 3 members, all of whom shall be residents of the City and shall serve staggered 3-year terms, is hereby established. The members of the initial Nuisance Board shall serve 1-, 2-, and 3-year terms respectively. All appointments for a full term or to fill a vacancy for an unexpired term shall be made by the Mayor with the approval of the council and a member may be removed in the same manner for misconduct or neglect. No more than one council member shall be a member of the Board. Members shall receive no compensation for their services, but may be reimbursed for actual and necessary travel expenses incurred in the discharge of Board duties and activities.

(B) *Officers and Proceedings:* The Board shall elect one of its members as chairperson. The Building and Zoning Administrator's Office shall keep an accurate record of its proceedings. Meetings will be held at the call of the Building and Zoning Administrator after an owner of real estate in the City requests a hearing to determine if a Nuisance [as defined by Section 90.07 (A)] exists on the owner's real estate.

(C) *Duties:* The Nuisance Board shall conduct a hearing, as soon as practicable, whenever an owner of real estate wants to contest that a Nuisance exists on his/her real estate. The Board shall consider both written and oral testimony at the hearing. Following the close of the hearing, the Board shall mail its decision to the owner within 10 business days following the hearing.

If the Nuisance Board determines that a Nuisance exists, the Board shall inform the owner by written notice of what is required to abate the Nuisance and the amount of time the owner has to abate the Nuisance. The notice shall also inform the owner that if the Nuisance is not abated within the time specified, the City has the right to abate the Nuisance and recover all costs, including administrative costs, to abate the Nuisance in the manner provided in Section 90.07 (D).

§ SECTION 90.07 ABATEMENT PROCEDURE

(A) *Definition of Nuisance:* As used throughout this Section 90.07, "Nuisance" shall be defined as public nuisances affecting health as codified in Sections 90.02 (A), (B), (C), (D), (E), (F), (G), (J) and (K); public nuisances affecting morals and decencies as codified in Section 90.03; public nuisances affecting peace and safety as codified in Section 90.04; state defined nuisances as codified in Section 90.05; and inoperable, unlicensed or junk vehicles as codified in Section 90.55.

(B) *Report of Nuisance:* Whenever the Building and Zoning Department receives a signed written Complaint form which alleges that a Nuisance exists, an official from the Building and Zoning Department shall conduct an inspection of the real estate where the Nuisance is alleged to exist.

If the official determines that a Nuisance exists, the official shall notify the owner of the real estate in writing that a Nuisance exists and order that the Nuisance be abated. The notice shall also specify the time the owner has to either abate the Nuisance or request a hearing before the Windom Nuisance Board.

(C) *Property Owner's Response:* If the owner of the real estate where the Nuisance exists fails to either abate the Nuisance or request a hearing within the time specified in the notice, the City of Windom at City's sole and exclusive discretion may or may not abate the Nuisance. The City shall have the right to recover all costs, including administrative costs, to abate the Nuisance in the manner provided in Section 90.07 (D).

If the owner requests a hearing, the request must be in writing and made within the time specified in the notice received from the Building and Zoning Department.

Upon receipt of a timely written request for a hearing, the Building and Zoning Department shall notify the owner in writing of the time, date, and place of the hearing. The owner may appear in person at the hearing and/or present a written statement in time for consideration at the hearing.

If the Nuisance Board determines that a Nuisance exists, the Board shall inform the owner in writing of the amount of time the owner has to abate the Nuisance. If the owner fails to abate the Nuisance within said time, the City may abate the Nuisance. The City shall have the right to recover all costs, including administrative costs, to abate the Nuisance in the manner provided in Section 90.07 (D).

(D) *Recovery of Costs:*

(1) *Personal Liability:* The owner of the real estate where a Nuisance has been abated by the City shall be personally liable for all costs the City incurred to abate the Nuisance, including administrative costs. As soon as the work has been completed and the costs determined, the City shall prepare an invoice for the costs and mail it to the owner. Thereupon the amount shall immediately be due and payable at the Office of the City Clerk.

(2) *Assessment:* If the owner of the real estate fails to pay the costs of the abatement and/or the administrative costs, then after notice and hearing as provided by Minnesota Statute Section 429.061, the City Administrator shall, on or before December 31 next following abatement of the Nuisance, list the total unpaid charges to abate the Nuisance, including

administrative costs, against each separate lot or parcel to which the charges are attributable. The special assessments levied under this ordinance shall be payable in installment(s) as the City Council may determine.

(E) *Immediate Abatement*: Nothing in this Section 90.07 shall prevent the City, without notice or other process, from immediately abating any condition that poses an imminent and serious hazard to human life or safety.

If the City abates a Nuisance that posed an imminent and serious hazard to human life or safety, the City shall have the right to recover all costs, including administrative costs, to abate the Nuisance in the manner provided in Section 90.07 (D).

(F) *Notice*: For the purpose of giving written or mailed notice under this Section 90.07, the Notice shall be mailed by first class United States Mail to the owner of the real estate where the Nuisance is alleged to exist. "Owner" shall be those individual(s) shown to be such in the records of the County Auditor/Treasurer of Cottonwood County, Minnesota; but other appropriate records may also be used for this purpose.

The Notice shall be mailed to the address of the owner as it appears in the records located in the County Auditor/Treasurer's Office of Cottonwood County, Minnesota, unless the City is reasonably aware of a different address for the owner, in which case the Notice shall be sent to the known address of the owner.

If the address of the owner is not on file in the Auditor/Treasurer's Office of Cottonwood County, Minnesota, and is unknown, service on said owner may be accomplished by posting a copy of the notice on the premises.

(G) *Violation a Misdemeanor*: Any violation of Chapter 90 which is not corrected, as set forth herein, shall be considered a misdemeanor.

All other provisions of Chapters 33 & 90 shall remain unchanged.

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 20th day of August, 2013.

Corey J. Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

1st Reading: August 6, 2013
2nd Reading: August 20, 2013
Adoption: August 20, 2013
Published: August 28, 2013

TITLE AND SUMMARY
OF
ORDINANCE NO. 143, 2ND SERIES

AN ORDINANCE OF THE CITY OF WINDOM, MINNESOTA, AMENDING CITY CODE TITLE III: ADMINISTRATION, CHAPTER 33: CITY ORGANIZATIONS; AND TITLE IX: GENERAL REGULATIONS, SECTION 90.07: ABATEMENT PROCEDURE.

City Code Chapter 33 covers specific City boards and commissions and City Code Section 90.07 contains the abatement provisions for public nuisance violations. Ordinance No. 143, 2nd Series amends Chapter 33 by adding Section 33.12 which creates the “Nuisance Board” and by repealing and replacing Section 90.07 “Abatement Procedure”. The changes are as follows:

SECTION 33.12 NUISANCE BOARD

Section 33.12(A) – Establishment & Composition: Establishes a 3-member Nuisance Board whose members are residents of the City of Windom, consist of no more than one council member, serve staggered 3-year terms, and receive no compensation except for reimbursement of actual and necessary travel expenses. Appointments to the Board are made by the Mayor and approved by the City Council.

Section 33.12(B) – Officers & Proceedings: The Board shall elect a chairperson. The Building & Zoning Administrator calls a meeting after an owner requests a hearing to determine if a Nuisance exists on the owner’s real estate. The Building & Zoning Office shall keep an accurate record of the Board’s proceedings.

Section 33.12(C) – Duties: The Nuisance Board shall conduct a hearing when a request is submitted, shall consider written and oral testimony, and shall mail a copy of the Board’s decision to the owner within 10 business days after hearing. This notice shall inform the owner of what is required to abate the Nuisance and the amount of time to abate the Nuisance. The Notice shall advise that if the Nuisance is not abated within the time specified, the City has the right to abate the Nuisance and recover all costs, including administrative costs, as provided in Section 90.07(D).

SECTION 90.07 – ABATEMENT PROCEDURE

Section 90.07(A) – Definition of Nuisance: Defines “Nuisance” as used in Section 90.07.

Section 90.07(B) – Report of Nuisance: After the Building & Zoning Department receives a signed written Complaint form, an official from the Department shall conduct an inspection of the real estate where the Nuisance is alleged to exist. If the official determines that a Nuisance exists, the real estate owner shall be notified in writing that a Nuisance exists, and that the Nuisance must either be abated within the time specified in the notice or the owner must request a hearing before the Windom Nuisance Board within the time specified in the notice.

Section 90.07(C) – Property Owner’s Response: If the real estate owner fails to either abate the Nuisance or request a hearing within the time specified in the notice, the City of Windom, in its sole discretion, may or may not abate the Nuisance. The City shall have the right to recover all costs, including administrative costs, to abate the Nuisance as provided in Section 90.07(D).

The real estate owner may submit a written request for hearing within the time specified in the notice from the Building & Zoning Department. Upon receipt of timely written request for hearing, the Building & Zoning Department shall send written notice to the owner of the time, date, and place of hearing. The owner may appear in person at the hearing and/or present a written statement for consideration at the hearing.

If the Nuisance Board determines that a Nuisance exists, the Board shall inform the owner in writing of the time to abate the Nuisance. If the owner fails to abate the Nuisance within said time, the City may abate the Nuisance. The City shall have the right to recover all costs, including administrative costs, to abate the Nuisance.

Section 90.07(D) – Recovery of Costs:

(1) Personal Liability: The owner of the real estate where a Nuisance has been abated by the City shall be personally liable for all costs the City incurred to abate the Nuisance, including administrative costs. After abatement is completed, the City shall mail an invoice for the costs to the owner which shall be immediately due and payable at the City Clerk’s Office.

(2) Assessment: If the real estate owner fails to pay the abatement costs and/or administrative costs, then after notice and hearing (MN Statutes §429.061), the City Administrator shall (on or before December 31 following abatement) list the total unpaid charges to abate the nuisance, including administrative costs, against each separate lot to which charges are attributable. These special assessments shall be payable as the City Council may determine.

Section 90.07(E) – Immediate Abatement: Without notice or other process, the City may abate any condition that poses an imminent and serious hazard to human life or safety. If the City abates such a Nuisance, the City shall have the right to recover all costs, including administrative costs, to abate the Nuisance as provided in Section 90.07(D).

Section 90.07(F) – Notice: Written or mailed notice under Section 90.07 shall be mailed by first class United States Mail to the owner of the real estate where the Nuisance is alleged to exist. “Owner” is defined as those individuals shown in the records of the County Auditor/Treasurer of Cottonwood County, Minnesota (“County records”); but other appropriate records may also be used for this purpose. The notice shall be mailed to the owner’s address as it appears in the County records unless the City is reasonably aware of a different address for the owner which may be used to send the notice. If the owner’s address is not on file in the County records and is unknown, service may be made by posting a copy of the notice on the premises.

Section 90.07(G) – Violation a Misdemeanor: Any violation of chapter 90 which is not corrected, as set forth herein, shall be considered a misdemeanor.

All other provisions of Chapters 33 & 90 shall remain unchanged.

Adopted by the City Council of Windom, Minnesota, on the 20th day of August, 2013. Publication and effective date: August 28, 2013.

NOTICE: A PRINTED COPY OF THE ENTIRE TEXT OF ORDINANCE NO. 143, 2ND SERIES IS AVAILABLE ON THE CITY’S WEBSITE AT www.windom-mn.com OR FOR INSPECTION BY ANY PERSON AT:

Building & Zoning Office - Windom City Hall - 444 9th Street - Windom, MN 56101
During regular office hours (Monday through Friday from 8:00 a.m. to 5:00 p.m.)

AND AT: **Windom Public Library - 904 Fourth Avenue - Windom, MN 56101**
During regular library hours: Monday–10:00 a.m. to 8:00 p.m.; Tuesday, Wednesday & Friday - 10:00 a.m. to 5:30 p.m.; Thursday -10:00 a.m. to 6:30 p.m. OR Saturday–10:00 a.m. to 2:00 p.m.

This “Title and Summary” approved for publication by Windom City Council on August 20, 2013.



CITY OF WINDOM – CAPITAL ASSET POLICY

I. PURPOSE

This policy is intended to provide a standard system of control for all fixed assets owned by the City of Windom.

II. DEFINITIONS

Asset Life (or useful life): The standard estimated useful life of an item. To be considered a fixed asset, an item must have a useful life greater than one year.

Asset Value (or historical cost): The value of an item. Value is based on the invoice amount (purchase price) plus additional costs of preparing the asset for use. Infrastructure value will be based on any contract amount paid, engineering costs, and any other expenditure necessary to put a structure into its intended state of operation.

Book Value: Original costs less depreciation.

Buildings and Structures: A building is a structure that is permanently attached to the land, has a roof, is partially or completely enclosed by walls, and is not intended to be transportable or movable.

Capital Asset: All land, land improvements, buildings, building improvements, construction in progress, machinery and equipment, vehicles, infrastructure, easements, works of art and historical treasures acquired by the City for use in providing services to its citizens. A capital asset is to be reported and depreciated in the City's government-wide financial statements. For the City of Windom, an asset must cost \$5,000 or more to be considered a capital asset.

Depreciation: The process of allocating the cost of assets over a period of time, rather than deducting the cost as an expense in the year of acquisition.

Depreciation Method: The method used to calculate the allocation (depreciation) of the cost of a capital asset over its estimated useful life. For the City of Windom the straight-line method is used, meaning depreciation is calculated by taking the value of an asset and dividing by the useful life.

Infrastructure Assets/Other Improvements: Assets that are long lived and normally can be preserved for a significant greater number of years than most capital assets and are normally stationary in nature. Examples include roads, bridges, tunnels, drainage systems, water and sewer systems, electrical systems and telecommunications.

Land: Any parcel of land that is City owned whether developed or undeveloped. Included in historical costs any professional fees, demolition, interest, taxes, commissions, etc.

Machinery & Equipment: Includes motorized and non-motorized equipment. Said equipment has a primary function of a city street, office, park, building inspections, engineering, administration, or utilities and/or maintenance functions. It includes items such as tractors, mowers, vehicles, office equipment, etc.

III. CAPITAL ASSET ACQUISITION

A capital asset is a real or personal property that has a value equal to or greater than \$5,000 and has an estimated useful life greater than one year. The city reports capital assets in the following categories:

- Land
- Buildings and Structures
- Improvements other than Buildings
- Machinery & Equipment
- Other

Capital assets should be recorded and reported at their historical costs, which include the vendor's invoice (plus the value of any trade-in or allowance, if reflected on the invoice) plus sales tax, initial installation costs, modifications, attachments, accessories or apparatus necessary to make the asset usable and render into service. Historical costs also include charges such as freight and transportation, site preparation costs and professional fees. The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend assets lives are not capitalized.

For assets acquired by donation, the cost will be the fair market value on the date of the gift and any costs of preparing the asset for use.

If property was acquired under eminent domain it will have a costs determined by the court plus any additional attorney fees, or costs associated with preparing the land for the intended use.

Assets acquired by forfeiture/seizure are based on the fair market value on the date of the forfeiture/seizure and additional costs associated with preparing the asset for intended use.

IV. PROPERTY CONTROL PROCEDURES

At least once a year, reports from the capital assets management system will be given to the responsible departments to verify that all assets are still accounted for.

V. DEPRECIATION

Since the implementation of GASB 34, all capital assets are depreciated, except land and construction in progress. Capital Assets of the City are depreciated using the straight-line method over the following estimated useful lives:

Buildings and Structures	20-50 Years
Improvements other than Buildings	25-50 Years
Machinery & Equipment	5-15 Years
Furniture and Fixtures	5-15 Years
General Purpose Computers	3 Years

The amount depreciated can never exceed the asset's historic cost.

VI. CAPITAL ASSET DISPOSAL

A department head (responsible person) for an asset, is to notify the finance department of any capital assets that have been disposed of; sold as surplus\obsolete per City Council approval or disposed of according to other applicable lawful processes. Department Heads must notify the finance department of the method of disposal, whether the item was a trade in, destroyed, etc.

Approved by Council on August 20, 2013

Mayor

City Administrator

MEMORANDUM

TO: City Council Members

FROM: Chelsie Carlson, Finance Director/Controller & Steve Nasby, City Administrator

SUBJECT: Audit Service

Each year the City executes an Engagement Letter for audit services. The current audit firm has served the City very well and has been cost effective, but similar to other City contracted services, the service should be out for bid periodically. The Manager of Standards and Procedures from the Office of the State Auditor (OSA) indicated that the OSA recommends that entities issue requests for bids/proposal every 3-4 years from CPA firms as current contracts expire. The last Request for Proposal (RFP) done for audit services was in 2005 for the 2006 audit.

This year is a turning point as the City just completed a conversion to a new finance system which included changing their chart of accounts to align with the MN State Chart of Accounts. Many financial processes were also changed as this new system was implemented. As such, the current audit firm would be required to change their workpapers and procedures to accommodate the new chart of accounts and financial processes.

Staff is requesting direction to proceed with contracting audit service. If the Council would like to engage the current audit firm for 2013, an Engagement Letter will be signed. If the Council would like audit service to be bid, staff will prepare and issue a Request for Proposal and start the process to solicit proposals.



Windom, MN

Expense Approval Report By Fund

Payment Dates 8/1/2013 - 8/9/2013

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
MN REVENUE	20130807	08/07/2013	SALES TAX-JULY 2013	100-20202	95.12
					<u>95.12</u>
Activity: 41110 - Mayor & Council					
CONVENT. & VISTOR BUREAU	2013JULYA	08/07/2013	LODGING TAX	100-41110-491	2,414.32
					<u>2,414.32</u>
Activity 41110 - Mayor & Council Total:					2,414.32
Activity: 41310 - Administration					
INDOFF, INC	2308578	07/22/2013	SUPPLIES	100-41310-200	21.04
VOYAGER FLEET SYSTEMS INC	2013AUG	08/07/2013	GAS	100-41310-212	54.97
SELECTACCOUNT	20130806A	08/07/2013	PARTICIPANT FEE	100-41310-217	130.48
LEAGUE OF MN CITIES	184677	08/07/2013	REGIONAL MEETING	100-41310-308	40.00
TOSHIBA FINANCIAL SERVICES	232960294	07/26/2013	LEASE/MAINTENANCE CONTR	100-41310-401	22.16
COTTONWOOD COUNTY ASSE	20130807	08/07/2013	RENEWAL BEACON	100-41310-480	65.00
BLUE CROSS/BLUE SHIELD	2013SEPT	08/07/2013	SEPT 2013 PREMIUM	100-41310-480	390.50
					<u>724.15</u>
Activity 41310 - Administration Total:					724.15
Activity: 41910 - Planning & Zoning					
SA FLEET	4478380020	08/07/2013	GAS	100-41910-212	124.50
VERIZON WIRELESS	9708507230	08/07/2013	TELEPHONE	100-41910-321	17.66
COTTONWOOD COUNTY ASSE	20130807	08/07/2013	RENEWAL BEACON	100-41910-480	65.00
					<u>207.16</u>
Activity 41910 - Planning & Zoning Total:					207.16
Activity: 41940 - City Hall					
SANDRA HERDER	20130807	08/07/2013	CLEANING	100-41940-406	372.45
MELISSA PENAS	20130807	08/07/2013	CLEANING	100-41940-406	382.00
MN REVENUE	20130807	08/07/2013	SALES TAX-JULY 2013	100-41940-460	94.86
					<u>849.31</u>
Activity 41940 - City Hall Total:					849.31
Activity: 42120 - Crime Control					
WINDOM QUICK PRINT	20130807	08/07/2013	SUPPLIES	100-42120-200	327.89
VOYAGER FLEET SYSTEMS INC	2013AUG	08/07/2013	GAS	100-42120-212	1,006.94
SA FLEET	4478380020	08/07/2013	GAS	100-42120-212	247.11
VERIZON WIRELESS	9708507230	08/07/2013	TELEPHONE	100-42120-321	201.61
ALPHA WIRELESS - MANKATO	192221	08/07/2013	SERVICE	100-42120-323	32.50
ALPHA WIRELESS - MANKATO	192624	08/07/2013	EQUIPMENT	100-42120-323	229.48
ALPHA WIRELESS - MANKATO	664217	08/07/2013	MAINTENANCE	100-42120-323	153.00
DELL MARKETING L.P.	XJ66DT2W2	07/26/2013	SRO EQUIPMENT	100-42120-326	694.69
JOSHUA PARTLOW	20130807	08/07/2013	EXPENSE	100-42120-334	90.76
MN CHIEF OF POLICE ASSN	3815	08/07/2013	TRAINING	100-42120-350	119.70
TOSHIBA FINANCIAL SERVICES	232960294	07/26/2013	LEASE/MAINTENANCE CONTR	100-42120-404	11.08
BLUE CROSS/BLUE SHIELD	2013SEPT	08/07/2013	SEPT 2013 PREMIUM	100-42120-480	390.50
DEFRIES COLLISION CENTER	5824	08/07/2013	HAIL DAMAGE	100-42120-480	2,769.38
					<u>6,274.64</u>
Activity 42120 - Crime Control Total:					6,274.64
Activity: 42220 - Fire Fighting					
SA FLEET	4478380020	08/07/2013	GAS	100-42220-212	245.84
AMOCO OIL COMPANY	581444	08/07/2013	GAS	100-42220-212	18.43
WINDOM FARM SERVICE	148134	08/07/2013	SHIPPING	100-42220-322	12.07
WINDOM AUTO VALU	20130807	08/07/2013	MAINTENANCE #3406129	100-42220-405	34.27
COTTONWOOD COUNTY ASSE	20130807	08/07/2013	RENEWAL BEACON	100-42220-480	65.00
					<u>375.61</u>
Activity 42220 - Fire Fighting Total:					375.61
Activity: 42500 - Civil Defense					
ALPHA WIRELESS - MANKATO	192087	08/07/2013	REPROGRAMMING	100-42500-323	785.88
ALPHA WIRELESS - MANKATO	664216	08/07/2013	MAINTENANCE	100-42500-323	150.00
					<u>935.88</u>
Activity 42500 - Civil Defense Total:					935.88

Expense Approval Report

Payment Dates: 8/1/2013 - 8/9/2013

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Activity: 42700 - Animal Control					
COTTONWOOD VET CLINIC	119581	08/07/2013	CITY POUND	100-42700-300	77.06
COTTONWOOD VET CLINIC	120368	08/07/2013	CITY POUND	100-42700-300	11.01
Activity 42700 - Animal Control Total:					88.07
Activity: 43100 - Streets					
INDOFF, INC	2308509	07/22/2013	SUPPLIES	100-43100-200	189.47
VOYAGER FLEET SYSTEMS INC	2013AUG	08/07/2013	GAS	100-43100-212	90.88
SA FLEET	4478380020	08/07/2013	GAS	100-43100-212	72.62
MILLS & MILLER, INC	17748	08/07/2013	SUPPLIES	100-43100-224	3,647.77
MILLS & MILLER, INC	17759	08/07/2013	SUPPLIES	100-43100-224	1,714.79
COTTONWOOD COUNTY LAN	132774	08/07/2013	DISPOSAL	100-43100-225	5.00
COTTONWOOD COUNTY LAN	132893	08/07/2013	DISPOSAL	100-43100-225	5.00
VERIZON WIRELESS	9708507230	08/07/2013	TELEPHONE	100-43100-321	58.59
LAMPERTS YARDS, INC.	3902020AUG	08/07/2013	MAINTENANCE	100-43100-402	456.76
O'REILLY AUTO PARTS	4425-106278	08/07/2013	MAINTENANCE	100-43100-404	74.80
DICKS WELDING INC	57476	08/07/2013	MAINTENANCE	100-43100-404	1.97
COTTONWOOD COUNTY ASSE	20130807	08/07/2013	RENEWAL BEACON	100-43100-480	65.00
BLUE CROSS/BLUE SHIELD	2013SEPT	08/07/2013	SEPT 2013 PREMIUM	100-43100-480	1,042.50
Activity 43100 - Streets Total:					7,425.15
Activity: 43210 - Sanitation					
NEAL GRUNEWALD	2013JULY	08/07/2013	COMPOST SITE MANAGER	100-43210-307	136.00
Activity 43210 - Sanitation Total:					136.00
Activity: 45120 - Recreation					
TOSHIBA FINANCIAL SERVICES	232960294	07/26/2013	LEASE/MAINTENANCE CONTR	100-45120-217	11.08
Activity 45120 - Recreation Total:					11.08
Activity: 45202 - Park Areas					
LAMPERTS YARDS, INC.	3902020AUG	08/07/2013	MAINTENANCE	100-45202-402	49.36
FAST DISTRIBUTING, INC	030986	08/07/2013	MAINTENANCE	100-45202-404	41.15
DICKS WELDING INC	57519	08/07/2013	MAINTENANCE	100-45202-404	62.59
GRAHAM TIRE	8404266	08/07/2013	MAINTENANCE	100-45202-404	428.79
S W DUST TREATMENT INC	3034	08/07/2013	SERVICE-DUST TREATMENT	100-45202-406	1,082.94
ELECTRIC FUND	2013AUG1	08/07/2013	MAINTENANCE	100-45202-409	43.41
SANFORD LABORATORIES	188151759	08/07/2013	TESTING	100-45202-480	39.97
Activity 45202 - Park Areas Total:					1,748.21
Fund 100 - GENERAL Total:					21,284.70
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
DEMCO	5022694	07/22/2013	SUPPLIES	211-45501-200	141.60
TOSHIBA FINANCIAL SERVICES	232960294	07/26/2013	LEASE/MAINTENANCE CONTR	211-45501-217	5.54
MELISSA PENAS	20130807	08/07/2013	CLEANING	211-45501-402	372.45
SANDRA HERDER	20130807	08/07/2013	CLEANING	211-45501-402	382.00
MICROMARKETING	489264	08/07/2013	BOOKS	211-45501-435	34.98
MICROMARKETING	490116	08/07/2013	BOOKS	211-45501-435	39.99
MICROMARKETING	490338	08/07/2013	BOOKS	211-45501-435	408.41
READERS SERVICE	539165688HARLEQUIN	08/07/2013	SUBSCRIPTION	211-45501-435	22.26
READERS SERVICE	539165688HARLSPECED	08/07/2013	SUBSCRIPTION	211-45501-435	21.46
DISNEY MOVIE CLUB	A3647606-00001	08/07/2013	BOOKS	211-45501-435	25.90
Activity 45501 - Library Total:					1,454.59
Fund 211 - LIBRARY Total:					1,454.59
Fund: 225 - AIRPORT					
EMPIRE BUILDING CONSTRUC	20130807	08/07/2013	PROJ #1701-34, AGREE #0265	225-19306	70,426.10
					70,426.10
Activity: 45127 - Airport					
RED ROCK RURAL WATER	106026AUG	08/07/2013	WATER	225-45127-200	87.25
SO. CENTRAL ELECTRIC	26-12-112-04AUG	08/07/2013	POWER COST	225-45127-381	260.32

Expense Approval Report

Payment Dates: 8/1/2013 - 8/9/2013

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SO. CENTRAL ELECTRIC	26-12-116-04AUG	08/07/2013	POWER COST	225-45127-381	233.12
				Activity 45127 - Airport Total:	580.69
				Fund 225 - AIRPORT Total:	71,006.79
Fund: 230 - POOL					
Activity: 45124 - Pool					
TOSHIBA FINANCIAL SERVICES	232960294	07/26/2013	LEASE/MAINTENANCE CONTR	230-45124-217	5.54
MN REVENUE	20130807	08/07/2013	SALES TAX-JULY 2013	230-45124-460	483.00
				Activity 45124 - Pool Total:	488.54
				Fund 230 - POOL Total:	488.54
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
SA FLEET	4478380020	08/07/2013	GAS	235-42153-212	1,407.71
ZOLL MEDICAL CORPORATION	1149408	07/23/2013	SUPPLIES	235-42153-217	88.32
PRAXAIR DISTRIBUTION INC	46823564	08/07/2013	SUPPLIES	235-42153-217	112.20
REAL TIME TRANSLATION, INC	101331	08/07/2013	MONTHLY FEE	235-42153-321	34.00
VERIZON WIRELESS	9708507230	08/07/2013	TELEPHONE	235-42153-321	68.84
JODI JOHNSON	20130807	08/07/2013	EXPENSE	235-42153-334	40.00
APRIL HARRINGTON	20130807	08/07/2013	EXPENSE	235-42153-334	35.93
WINDOM FARM SERVICE	148249	08/07/2013	SUPPLIES	235-42153-404	95.95
				Activity 42153 - Ambulance Total:	1,882.95
				Fund 235 - AMBULANCE Total:	1,882.95
Fund: 250 - EDA GENERAL					
ELECTRIC FUND	2013AUG8	08/07/2013	2008 SPEC BLDG PROJ - EDA	250-23900	797.35
FULDA CREDIT UNION	2013AUG	08/07/2013	SPEC BLDG LOAN	250-23903	1,889.26
					2,686.61
Activity: 46520 - EDA					
BRADLEY & DEIKE, P.A.	33009	08/07/2013	PROFESSIONAL SERVICE-MIN	250-46520-304	34.00
VERIZON WIRELESS	9708507230	08/07/2013	TELEPHONE	250-46520-321	52.65
ROCKER CONSTRUCTION, LLC	1210	08/07/2013	SPEC BLDG REPAIR	250-46520-402	1,890.00
COTTONWOOD CTY RECORDER	20130807	08/07/2013	#270348 & #270349	250-46520-480	92.00
COTTONWOOD COUNTY ASSE	20130807	08/07/2013	RENEWAL BEACON	250-46520-480	65.00
				Activity 46520 - EDA Total:	2,133.65
Activity: 49980 - Interest Expense					
FULDA CREDIT UNION	2013AUG	08/07/2013	SPEC BLDG LOAN	250-49980-612	1,430.28
ELECTRIC FUND	2013AUG8	08/07/2013	2008 SPEC BLDG PROJ - EDA	250-49980-612	152.14
				Activity 49980 - Interest Expense Total:	1,582.42
				Fund 250 - EDA GENERAL Total:	6,402.68
Fund: 252 - EDA SCDP					
Activity: 46520 - EDA					
SW MN HOUSING PARTNERS	20130807	08/07/2013	CDAP-10-0058-0-FY11	252-46520-491	29,716.00
				Activity 46520 - EDA Total:	29,716.00
				Fund 252 - EDA SCDP Total:	29,716.00
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
SO. CENTRAL ELECTRIC	26-13-108-04AUG	08/07/2013	POWER COST	254-46520-381	47.91
SVOBODA EXCAVATING, INC	20130807	08/07/2013	71 TURN LANES	254-46520-500	542,675.63
S W DUST TREATMENT INC	3034	08/07/2013	SERVICE-DUST TREATMENT	254-46520-500	1,328.96
				Activity 46520 - EDA Total:	544,052.50
				Fund 254 - NORTH IND PARK Total:	544,052.50
Fund: 306 - 2013 STREET IMPROVEMENT					
Activity: 41000 - General Government					
KUECHLE UNDERGROUND, IN	20130807	08/07/2013	2013 ST PROJECT	306-41000-500	343,166.69
				Activity 41000 - General Government Total:	343,166.69
				Fund 306 - 2013 STREET IMPROVEMENT Total:	343,166.69

Expense Approval Report

Payment Dates: 8/1/2013 - 8/9/2013

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 406 - PIR					
MN PUBLIC FACILITIES AUTH	104790829261	07/23/2013	BOND PAYMENTS	406-29103	10,950.25
					10,950.25
Activity: 49980 - Interest Expense					
MN PUBLIC FACILITIES AUTH	104790829261	07/23/2013	BOND PAYMENTS	406-49980-611	234.75
					Activity 49980 - Interest Expense Total: 234.75
					Fund 406 - PIR Total: 11,185.00
Fund: 601 - WATER					
KUECHLE UNDERGROUND, IN	20130807	08/07/2013	2013 ST PROJECT	601-16300	127,960.46
MN PUBLIC FACILITIES AUTH	104790829261	07/23/2013	BOND PAYMENTS	601-29102	182,000.00
MN PUBLIC FACILITIES AUTH	104790829261	07/23/2013	BOND PAYMENTS	601-29103	73,000.00
					382,960.46
Activity: 49400 - Water					
VOYAGER FLEET SYSTEMS INC	2013AUG	08/07/2013	GAS	601-49400-212	562.92
AMOCO OIL COMPANY	581444	08/07/2013	GAS	601-49400-212	100.71
HAWKINS, INC	3491150	07/26/2013	CHEMICALS	601-49400-216	553.62
HP SUDS CLUB, LLC	20130807	08/07/2013	BILLING CONTRACT SERVICE	601-49400-217	237.50
MN VALLEY TESTING	662205	07/23/2013	TESTING	601-49400-310	56.25
MN VALLEY TESTING	662558	07/23/2013	TESTING	601-49400-310	25.00
MN VALLEY TESTING	662717	07/23/2013	TESTING	601-49400-310	25.00
VERIZON WIRELESS	9708507230	08/07/2013	TELEPHONE	601-49400-321	59.14
TOSHIBA FINANCIAL SERVICES	232960294	07/26/2013	LEASE/MAINTENANCE CONTR	601-49400-404	22.16
HIGLEY FORD	120949	07/22/2013	EQUIPMENT	601-49400-405	427.31
SVOBODA EXCAVATING, INC	00005898	08/07/2013	MAINTENANCE	601-49400-408	700.00
					Activity 49400 - Water Total: 2,769.61
Activity: 49980 - Interest Expense					
MN PUBLIC FACILITIES AUTH	104790829261	07/23/2013	BOND PAYMENTS	601-49980-611	8,820.75
MN PUBLIC FACILITIES AUTH	104790829261	07/23/2013	BOND PAYMENTS	601-49980-611	6,297.50
					Activity 49980 - Interest Expense Total: 15,118.25
					Fund 601 - WATER Total: 400,848.32
Fund: 602 - SEWER					
KUECHLE UNDERGROUND, IN	20130807	08/07/2013	2013 ST PROJECT	602-16300	110,511.31
MN PUBLIC FACILITIES AUTH	104790829261	07/23/2013	BOND PAYMENTS	602-29101	118,272.58
					228,783.89
Activity: 49450 - Sewer					
VOYAGER FLEET SYSTEMS INC	2013AUG	08/07/2013	GAS	602-49450-212	246.19
AMOCO OIL COMPANY	581444	08/07/2013	GAS	602-49450-212	481.23
HP SUDS CLUB, LLC	20130807	08/07/2013	BILLING CONTRACT SERVICE	602-49450-217	237.50
MN VALLEY TESTING	662422	07/23/2013	TESTING	602-49450-310	111.20
MN VALLEY TESTING	662429	07/23/2013	TESTING	602-49450-310	124.80
MN VALLEY TESTING	662433	07/23/2013	TESTING	602-49450-310	146.20
MN VALLEY TESTING	662612	07/23/2013	TESTING	602-49450-310	111.20
MN VALLEY TESTING	662630	07/23/2013	TESTING	602-49450-310	173.40
MN VALLEY TESTING	662851	07/23/2013	TESTING	602-49450-310	124.80
VERIZON WIRELESS	9708507230	08/07/2013	TELEPHONE	602-49450-321	59.14
COTTONWOOD COUNTY LAN	132775	08/07/2013	DISPOSAL	602-49450-384	5.00
TOSHIBA FINANCIAL SERVICES	232960294	07/26/2013	LEASE/MAINTENANCE CONTR	602-49450-404	17.73
TOSHIBA FINANCIAL SERVICES	232960294	07/26/2013	LEASE/MAINTENANCE CONTR	602-49450-404	17.71
DICKS WELDING INC	57526	08/07/2013	MAINTENANCE	602-49450-404	19.87
MN ENVIRONMENTAL SCIENC	2013JULY	07/30/2013	MEMBERSHIP	602-49450-433	1,709.70
MN REVENUE	20130807	08/07/2013	SALES TAX-JULY 2013	602-49450-460	2.55
BLUE CROSS/BLUE SHIELD	2013SEPT	08/07/2013	SEPT 2013 PREMIUM	602-49450-480	390.50
					Activity 49450 - Sewer Total: 3,978.72
Activity: 49980 - Interest Expense					
MN PUBLIC FACILITIES AUTH	104790829261	07/23/2013	BOND PAYMENTS	602-49980-611	8,233.07
					Activity 49980 - Interest Expense Total: 8,233.07
					Fund 602 - SEWER Total: 240,995.68

Expense Approval Report

Payment Dates: 8/1/2013 - 8/9/2013

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 604 - ELECTRIC					
WESCO DISTRIBUTION, INC	80437	08/07/2013	PARTS & SUPPLIES	604-14200	1,654.43
RESCO	548284-00	08/07/2013	DISTRIBUTION	604-16300	217.52
MN REVENUE	20130807	08/07/2013	SALES TAX-JULY 2013	604-20202	19,257.00
JON AMMERMAN	20130807	08/07/2013	REFUND-UTILITY PREPAYMEN	604-22000	300.00
ELECTRIC FUND	2013AUG	08/07/2013	TANYA MORRISON-UTIL PREP	604-22000	300.00
					21,728.95

Activity: 49550 - Electric

AMOCO OIL COMPANY	581444	08/07/2013	GAS	604-49550-212	254.99
HP SUDS CLUB, LLC	20130807	08/07/2013	BILLING CONTRACT SERVICE	604-49550-217	237.50
VERIZON WIRELESS	9708507230	08/07/2013	TELEPHONE	604-49550-321	30.08
TOSHIBA FINANCIAL SERVICES	232960294	07/26/2013	LEASE/MAINTENANCE CONTR	604-49550-404	22.16
LOCATORS & SUPPLIES, INC	0214989-IN	07/22/2013	MAINTENANCE	604-49550-406	72.33
RON'S ELECTRIC INC	127240	07/23/2013	SERVICE	604-49550-408	325.00
ROBERT WILLIAMS	20130807	08/07/2013	ENERGY REBATE	604-49550-450	150.00
RICK CLERC	20130807	08/07/2013	ENERGY REBATE	604-49550-450	25.00
TAYLOR KREMMIN	20130807	08/07/2013	ENERGY REBATE	604-49550-450	1,200.00
DANNIELLE VAGLE	20130807	08/07/2013	ENERGY REBATE	604-49550-450	10.00
GREGORY INGELS	20130807	08/07/2013	ENERGY REBATE	604-49550-450	100.00
RICHARD RAVERTY	20130807	08/07/2013	ENERGY REBATE	604-49550-450	950.00
ROSE PURRINGTON	20130807	08/07/2013	ENERGY REBATE	604-49550-450	22.47
RON SCHRAMMEL	20130807	08/07/2013	ENERGY REBATE	604-49550-450	50.00
ROBERT HAKEN	20130807	08/07/2013	ENERGY REBATE	604-49550-450	35.00
WALTER & JAN FALK	20130807	08/07/2013	ENERGY REBATE	604-49550-450	625.00
CURTIS GIESE	2013AUG	08/07/2013	ENERGY REBATE	604-49550-450	110.00
RALPH DOEDEN	2013AUG	08/07/2013	ENERGY REBATE	604-49550-450	50.00
GREG HANEFELD	2013AUG	08/07/2013	ENERGY REBATE	604-49550-450	50.00
WINDOM AREA DEVELOPME	2013AUG	08/07/2013	INDUSTRIAL DEVELOPMENT	604-49550-491	1,200.00
Activity 49550 - Electric Total:					5,519.53
Fund 604 - ELECTRIC Total:					27,248.48

Fund: 609 - LIQUOR STORE

MN REVENUE	20130807	08/07/2013	SALES TAX-JULY 2013	609-20202	16,173.00
					16,173.00

Activity: 49751 - Liquor Store

ENVIROMASTER, INC	505474	07/22/2013	SERVICE	609-49751-217	40.88
JOHNSON BROS.	1622081	07/22/2013	MERCHANDISE	609-49751-251	1,868.35
PHILLIPS WINE & SPIRITS	2455321	07/23/2013	MERCHANDISE	609-49751-251	1,046.67
BEVERAGE WHOLESALERS	0465224	08/07/2013	MERCHANDISE	609-49751-252	6,492.05
HAGEN BEVERAGE DIST. INC.	254564	08/07/2013	MERCHANDISE	609-49751-252	-284.00
HAGEN BEVERAGE DIST. INC.	254573	08/07/2013	MERCHANDISE	609-49751-252	5,207.15
BEVERAGE WHOLESALERS	0465224	08/07/2013	MERCHANDISE	609-49751-253	230.40
JOHNSON BROS.	1622082	07/22/2013	MERCHANDISE	609-49751-253	1,098.50
JOHNSON BROS.	1622083	07/22/2013	MERCHANDISE	609-49751-253	46.99
PHILLIPS WINE & SPIRITS	2455322	07/23/2013	MERCHANDISE	609-49751-253	1,315.15
PHILLIPS WINE & SPIRITS	3508935	07/19/2013	CREDIT - MERCHANDISE	609-49751-253	-46.88
PHILLIPS WINE & SPIRITS	3508936	07/30/2013	MERCHANDISE	609-49751-253	-23.44
BEVERAGE WHOLESALERS	0465224	08/07/2013	MERCHANDISE	609-49751-254	200.00
HAGEN BEVERAGE DIST. INC.	254573	08/07/2013	MERCHANDISE	609-49751-259	17.35
JOHNSON BROS.	1622081	07/22/2013	MERCHANDISE	609-49751-333	20.80
JOHNSON BROS.	1622082	07/22/2013	MERCHANDISE	609-49751-333	36.80
PHILLIPS WINE & SPIRITS	2455321	07/23/2013	MERCHANDISE	609-49751-333	17.60
PHILLIPS WINE & SPIRITS	2455322	07/23/2013	MERCHANDISE	609-49751-333	34.00
TOSHIBA FINANCIAL SERVICES	232960294	07/26/2013	LEASE/MAINTENANCE CONTR	609-49751-404	22.16
Activity 49751 - Liquor Store Total:					17,340.53
Fund 609 - LIQUOR STORE Total:					33,513.53

Fund: 614 - TELECOM

CALIX	1029408	07/26/2013	CAPITAL - FAST SPRAYER/ NW	614-16400	630.62
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Expense Approval Report

Payment Dates: 8/1/2013 - 8/9/2013

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN REVENUE	20130807	08/07/2013	SALES TAX-JULY 2013	614-20202	7,123.00
					<u>7,753.62</u>
Activity: 49870 - Telecom					
VOYAGER FLEET SYSTEMS INC	2013AUG	08/07/2013	GAS	614-49870-212	225.43
HP SUDS CLUB, LLC	20130807	08/07/2013	BILLING CONTRACT SERVICE	614-49870-217	237.50
GLOBAL GOV'T/EDUCATION S	J47101830101	08/07/2013	SUPPLIES	614-49870-217	22.04
GLOBAL GOV'T/EDUCATION S	J47101830102	08/07/2013	SUPPLIES	614-49870-217	507.84
GLOBAL GOV'T/EDUCATION S	J47101830103	08/07/2013	SUPPLIES	614-49870-217	25.44
GLOBAL GOV'T/EDUCATION S	J47475100101	08/07/2013	SUPPLIES	614-49870-217	127.49
UNIVERSAL SERVICE ADMIN C	UBDI0000635556	08/07/2013	FEES	614-49870-217	1,033.90
POWER & TEL	5397655-00	07/26/2013	SUPPLIES	614-49870-227	208.24
POWER & TEL	5403718-00	07/26/2013	SUPPLIES	614-49870-227	234.35
FIBER INSTRUMENT SALES IN	583702	07/26/2013	SUPPLIES	614-49870-227	99.23
ALTITUDE SPORTS & ENTERTA	INV0002866	08/07/2013	EQUIPMENT	614-49870-227	2,559.53
OLSEN THIELEN & CO.,LTD	9664	08/07/2013	SERVICE	614-49870-304	735.00
VERIZON WIRELESS	9708507230	08/07/2013	TELEPHONE	614-49870-321	272.40
TOSHIBA FINANCIAL SERVICES	232960294	07/26/2013	LEASE/MAINTENANCE CONTR	614-49870-404	33.24
FOX SPORTS	00086JULY	08/07/2013	SUBSCRIBER	614-49870-442	16,416.05
MLB NETWORK	030268	07/23/2013	SUBSCRIBER	614-49870-442	829.20
BTN - BIG TEN NETWORK	04069	08/07/2013	CREDIT - SUBSCRIBER	614-49870-442	-810.54
NATIONAL CABLE TV COOP	1371045	08/07/2013	SUBSCRIBER	614-49870-442	67,858.09
RFD TV	1935-1681	07/15/2013	SUBSCRIBER	614-49870-442	453.79
FOX TELEVISION STATIONS, IN	20130807	08/07/2013	SUBSCRIBER	614-49870-442	4,967.56
SHOWTIME NETWORKS INC	9002731-0613	07/10/2013	SUBSCRIBER	614-49870-442	542.16
BTN - BIG TEN NETWORK	F35834	08/07/2013	SUBSCRIBER	614-49870-442	3,752.24
MANKATO NETWORKS LLC	386482	08/07/2013	SERVICE	614-49870-447	1,325.00
SOUTHWEST/WEST CENTRAL	40247	07/11/2013	SUPPORT- JUNE	614-49870-447	875.00
HURRICANE ELECTRIC LLC	9752590-IN	08/07/2013	TRANSIT SERVICE	614-49870-447	1,000.00
WOODSTOCK TELEPHONE CO	10021154	08/07/2013	ACCESS CIRCUIT SERVICE	614-49870-451	205.10
MN REVENUE	20130807	08/07/2013	SALES TAX-JULY 2013	614-49870-460	6.47
			Activity 49870 - Telecom Total:		<u>103,741.75</u>
			Fund 614 - TELECOM Total:		<u>111,495.37</u>
Fund: 615 - ARENA					
Activity: 49850 - Arena					
SA FLEET	4478380020	08/07/2013	GAS	615-49850-212	80.38
TOSHIBA FINANCIAL SERVICES	232960294	07/26/2013	LEASE/MAINTENANCE CONTR	615-49850-217	19.94
VOYAGER FLEET SYSTEMS INC	2013AUG	08/07/2013	GAS	615-49850-260	13.92
VERIZON WIRELESS	9708507230	08/07/2013	TELEPHONE	615-49850-321	50.61
MN REVENUE	20130807	08/07/2013	SALES TAX-JULY 2013	615-49850-460	860.00
			Activity 49850 - Arena Total:		<u>1,024.85</u>
			Fund 615 - ARENA Total:		<u>1,024.85</u>
Fund: 617 - M/P CENTER					
Activity: 49860 - M/P Center					
VOYAGER FLEET SYSTEMS INC	2013AUG	08/07/2013	GAS	617-49860-212	104.85
VERIZON WIRELESS	9708507230	08/07/2013	TELEPHONE	617-49860-321	30.09
WINDOM AREA CHAMBER OF	20130807	08/07/2013	ADVERTISING	617-49860-340	25.00
TOSHIBA FINANCIAL SERVICES	232960294	07/26/2013	LEASE/MAINTENANCE CONTR	617-49860-404	11.08
MN REVENUE	20130807	08/07/2013	SALES TAX-JULY 2013	617-49860-460	196.00
			Activity 49860 - M/P Center Total:		<u>367.02</u>
			Fund 617 - M/P CENTER Total:		<u>367.02</u>
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0000081	08/09/2013	Federal Tax Withholding	700-21701	9,679.51
Minnesota Department of Re	INV0000080	08/09/2013	State Withholding	700-21702	4,220.90
Internal Revenue Service-Payr	INV0000082	08/09/2013	Social Security	700-21703	11,908.28
MN Pera	INV0000075	08/09/2013	PERA	700-21704	11,867.63
MN Pera	INV0000076	08/09/2013	PERA	700-21704	3,844.83
MN Pera	INV0000077	08/09/2013	PERA	700-21704	464.26
Minnesota State Deferred	INV0000078	08/09/2013	Deferred Compensation	700-21705	5,350.00

Expense Approval Report

Payment Dates: 8/1/2013 - 8/9/2013

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BLUE CROSS/BLUE SHIELD	2013SEPT	08/07/2013	SEPT 2013 PREMIUM	700-21706	41,564.00
Internal Revenue Service-Payr	INV0000079	08/09/2013	Medicare Withholding	700-21711	3,219.06
SELECTACCOUNT	20130806	08/07/2013	FLEX SPENDING	700-21712	226.14
COLONIAL LIFE INSURANCE	8182644-0812546	08/07/2013	BCN E8182644 INSURANCE	700-21714	8.82
					<u>92,353.43</u>
				Fund 700 - PAYROLL Total:	92,353.43
				Grand Total:	<u>1,938,487.12</u>

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	21,284.70
211 - LIBRARY	1,454.59
225 - AIRPORT	71,006.79
230 - POOL	488.54
235 - AMBULANCE	1,882.95
250 - EDA GENERAL	6,402.68
252 - EDA SCDP	29,716.00
254 - NORTH IND PARK	544,052.50
306 - 2013 STREET IMPROVEMENT	343,166.69
406 - PIR	11,185.00
601 - WATER	400,848.32
602 - SEWER	240,995.68
604 - ELECTRIC	27,248.48
609 - LIQUOR STORE	33,513.53
614 - TELECOM	111,495.37
615 - ARENA	1,024.85
617 - M/P CENTER	367.02
700 - PAYROLL	92,353.43
Grand Total:	1,938,487.12

Account Summary

Account Number	Account Name	Payment Amount
100-20202	Sales Tax Payable	95.12
100-41110-491	Payments to Other Orga	2,414.32
100-41310-200	Office Supplies	21.04
100-41310-212	Motor Fuels	54.97
100-41310-217	Other Operating Supplie	130.48
100-41310-308	Training & Registrations	40.00
100-41310-401	Repairs & Maint - Buildi	22.16
100-41310-480	Other Miscellaneous	455.50
100-41910-212	Motor Fuels	124.50
100-41910-321	Telephone	17.66
100-41910-480	Other Miscellaneous	65.00
100-41940-406	Repairs & Maint - Groun	754.45
100-41940-460	Miscellaneous Taxes	94.86
100-42120-200	Office Supplies	327.89
100-42120-212	Motor Fuels	1,254.05
100-42120-321	Telephone	201.61
100-42120-323	Radio Units	414.98
100-42120-326	Data Processing	694.69
100-42120-334	Meals/Lodging	90.76
100-42120-350	Printing & Binding	119.70
100-42120-404	Repairs & Maint - M&E	11.08
100-42120-480	Other Miscellaneous	3,159.88
100-42220-212	Motor Fuels	264.27
100-42220-322	Postage	12.07
100-42220-405	Repairs & Maint - Vehicl	34.27
100-42220-480	Other Miscellaneous	65.00
100-42500-323	Radio Units	935.88
100-42700-300	Charges for Services	88.07
100-43100-200	Office Supplies	189.47
100-43100-212	Motor Fuels	163.50
100-43100-224	Street Maint Materials	5,362.56
100-43100-225	Landscaping Materials	10.00
100-43100-321	Telephone	58.59
100-43100-402	Repairs & Maint - Struct	456.76
100-43100-404	Repairs & Maint - M&E	76.77

Account Summary

Account Number	Account Name	Payment Amount
100-43100-480	Other Miscellaneous	1,107.50
100-43210-307	Management Fees	136.00
100-45120-217	Other Operating Supplie	11.08
100-45202-402	Repairs & Maint - Struct	49.36
100-45202-404	Repairs & Maint - M&E	532.53
100-45202-406	Repairs & Maint - Groun	1,082.94
100-45202-409	Repairs & Maint - Utilitie	43.41
100-45202-480	Other Miscellaneous	39.97
211-45501-200	Office Supplies	141.60
211-45501-217	Other Operating Supplie	5.54
211-45501-402	Repairs & Maint - Struct	754.45
211-45501-435	Books and Pamphlets	553.00
225-19306	Improvements Other Th	70,426.10
225-45127-200	Office Supplies	87.25
225-45127-381	Electric Utility	493.44
230-45124-217	Other Operating Supplie	5.54
230-45124-460	Miscellaneous Taxes	483.00
235-42153-212	Motor Fuels	1,407.71
235-42153-217	Other Operating Supplie	200.52
235-42153-321	Telephone	102.84
235-42153-334	Meals/Lodging	75.93
235-42153-404	Repairs & Maint - M&E	95.95
250-23900	Notes Payable - Noncurr	797.35
250-23903	Note Payable - Fulda Are	1,889.26
250-46520-304	Legal Fees	34.00
250-46520-321	Telephone	52.65
250-46520-402	Repairs & Maint - Struct	1,890.00
250-46520-480	Other Miscellaneous	157.00
250-49980-612	Other Interest	1,582.42
252-46520-491	Payments to Other Orga	29,716.00
254-46520-381	Electric Utility	47.91
254-46520-500	Capital Outlay	544,004.59
306-41000-500	Capital Outlay	343,166.69
406-29103	Bond Payable - Noncurr	10,950.25
406-49980-611	Bond Interest	234.75
601-16300	Improvements Other Th	127,960.46
601-29102	Bond Payable - Noncurr	182,000.00
601-29103	Bond Payable - Noncurr	73,000.00
601-49400-212	Motor Fuels	663.63
601-49400-216	Chemicals and Chemical	553.62
601-49400-217	Other Operating Supplie	237.50
601-49400-310	Lab Testing	106.25
601-49400-321	Telephone	59.14
601-49400-404	Repairs & Maint - M&E	22.16
601-49400-405	Repairs & Maint - Vehicl	427.31
601-49400-408	Repairs & Maint - Distrib	700.00
601-49980-611	Bond Interest	15,118.25
602-16300	Improvements Other Th	110,511.31
602-29101	Bond Payable - Noncurr	118,272.58
602-49450-212	Motor Fuels	727.42
602-49450-217	Other Operating Supplie	237.50
602-49450-310	Lab Testing	791.60
602-49450-321	Telephone	59.14
602-49450-384	Refuse Disposal	5.00
602-49450-404	Repairs & Maint - M&E	55.31
602-49450-433	Dues & Subscriptions	1,709.70
602-49450-460	Miscellaneous Taxes	2.55
602-49450-480	Other Miscellaneous	390.50

Account Summary

Account Number	Account Name	Payment Amount
602-49980-611	Bond Interest	8,233.07
604-14200	Inventory	1,654.43
604-16300	Improvements Other Th	217.52
604-20202	Sales Tax Payable	19,257.00
604-22000	Deposits	600.00
604-49550-212	Motor Fuels	254.99
604-49550-217	Other Operating Supplie	237.50
604-49550-321	Telephone	30.08
604-49550-404	Repairs & Maint - M&E	22.16
604-49550-406	Repairs & Maint - Groun	72.33
604-49550-408	Repairs & Maint - Distrib	325.00
604-49550-450	Conservation	3,377.47
604-49550-491	Payments to Other Orga	1,200.00
609-20202	Sales Tax Payable	16,173.00
609-49751-217	Other Operating Supplie	40.88
609-49751-251	Liquor	2,915.02
609-49751-252	Beer	11,415.20
609-49751-253	Wine	2,620.72
609-49751-254	Soft Drinks & Mix	200.00
609-49751-259	Non- Alcoholic	17.35
609-49751-333	Freight and Express	109.20
609-49751-404	Repairs & Maint - M&E	22.16
614-16400	Machinery & Equipment	630.62
614-20202	Sales Tax Payable	7,123.00
614-49870-212	Motor Fuels	225.43
614-49870-217	Other Operating Supplie	1,954.21
614-49870-227	Utility System Maint Sup	3,101.35
614-49870-304	Legal Fees	735.00
614-49870-321	Telephone	272.40
614-49870-404	Repairs & Maint - M&E	33.24
614-49870-442	Subscriber Fees	94,008.55
614-49870-447	Internet Expense	3,200.00
614-49870-451	Call Completion	205.10
614-49870-460	Miscellaneous Taxes	6.47
615-49850-212	Motor Fuels	80.38
615-49850-217	Other Operating Supplie	19.94
615-49850-260	Concessions	13.92
615-49850-321	Telephone	50.61
615-49850-460	Miscellaneous Taxes	860.00
617-49860-212	Motor Fuels	104.85
617-49860-321	Telephone	30.09
617-49860-340	Advertising	25.00
617-49860-404	Repairs & Maint - M&E	11.08
617-49860-460	Miscellaneous Taxes	196.00
700-21701	Federal Withholding	9,679.51
700-21702	State Withholding	4,220.90
700-21703	FICA Tax Withholding	11,908.28
700-21704	PERA Contributions	16,176.72
700-21705	Retirement	5,350.00
700-21706	Medical Insurance	41,564.00
700-21711	Medicare Tax Withholdi	3,219.06
700-21712	Flex Account	226.14
700-21714	Individual Insurance-Col	8.82
	Grand Total:	1,938,487.12

Project Account Summary

Project Account Key	Payment Amount
None	948,127.55

Project Account Summary

Project Account Key	Payment Amount
1994ImpBInt	234.75
1994ImpBPrin	10,950.25
1994WWTPInt	8,233.07
1994WWTPPrin	118,272.58
1999WaFillInt	8,820.75
1999WaFillPrin	182,000.00
1999WaTowInt	6,297.50
1999WaTowPrin	73,000.00
2013StExp	581,638.46
Distribution	217.52
Equipment	694.69
Grand Total:	1,938,487.12



Windom, MN

Expense Approval Report By Fund

Payment Dates 8/10/2013 - 8/15/2013

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
Activity: 41110 - Mayor & Council					
SCHRAMEL LAW OFFICE	2013JULY	08/14/2013	LEGAL FEES - JULY 2013	100-41110-304	450.00
Activity 41110 - Mayor & Council Total:					450.00
Activity: 41310 - Administration					
INDOFF, INC	2315221	08/12/2013	SUPPLIES	100-41310-200	45.44
CDW GOVERNMENT INC	DQ50289	08/12/2013	SUPPLIES	100-41310-200	251.11
CHELSIE CARLSON	20130814	08/14/2013	EXPENSE	100-41310-212	41.17
COALITION OF GREATER MN	20130813	08/09/2013	REGISTRATION	100-41310-308	250.00
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	100-41310-321	221.57
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	100-41310-326	37.95
Activity 41310 - Administration Total:					847.24
Activity: 41910 - Planning & Zoning					
INDOFF, INC	2309909	08/12/2013	SUPPLIES	100-41910-200	8.56
SCHRAMEL LAW OFFICE	2013JULY	08/14/2013	LEGAL FEES - JULY 2013	100-41910-304	945.00
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	100-41910-321	50.96
Activity 41910 - Planning & Zoning Total:					1,004.52
Activity: 41940 - City Hall					
HEARTLAND PAPER COMPAN	G319683-1	08/13/2013	SUPPLIES	100-41940-211	87.25
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	100-41940-381	549.70
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	100-41940-382	46.54
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	100-41940-385	75.60
JOE'S LAWN CARE	1349	08/12/2013	LAWN SERVICE	100-41940-406	32.07
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	100-41940-409	21.36
CULLIGAN	105-244	08/07/2013	SUPPLIES	100-41940-480	15.14
Activity 41940 - City Hall Total:					827.66
Activity: 42120 - Crime Control					
INDOFF, INC	2312581	08/12/2013	SUPPLIES	100-42120-200	89.76
SCHRAMEL LAW OFFICE	2013JULY	08/14/2013	LEGAL FEES - JULY 2013	100-42120-304	4,522.50
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	100-42120-321	127.61
COTTONWOOD CO TREASURE	2013AUG	08/09/2013	DISPATCHING	100-42120-325	275.00
MPH INDUSTRIES, INC	654667	07/26/2013	SRO EQUIPMENT	100-42120-326	104.00
COUNTRY PRIDE SERVICE	970744AUG	08/09/2013	MAINTENANCE	100-42120-405	776.88
COTTONWOOD CO TREASURE	2013AUG	08/09/2013	DISPATCHING	100-42120-412	1,650.00
RUNNING'S SUPPLY	71920-AUG	08/13/2013	MAINTENANCE	100-42120-480	21.33
Activity 42120 - Crime Control Total:					7,567.08
Activity: 42220 - Fire Fighting					
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	100-42220-321	29.03
COTTONWOOD CO TREASURE	2013AUG	08/09/2013	DISPATCHING	100-42220-325	212.50
RUNNING'S SUPPLY	71920-AUG	08/13/2013	MAINTENANCE	100-42220-405	63.96
Activity 42220 - Fire Fighting Total:					305.49
Activity: 42500 - Civil Defense					
COTTONWOOD CO TREASURE	2013AUG	08/09/2013	DISPATCHING	100-42500-325	12.50
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	100-42500-381	17.56
Activity 42500 - Civil Defense Total:					30.06
Activity: 43100 - Streets					
BRUCE CALDWELL	20130809	08/09/2013	SUPPLIES	100-43100-200	158.99
INDOFF, INC	2312365	07/30/2013	SUPPLIES	100-43100-200	25.92
COUNTRY PRIDE SERVICE	970744AUG	08/09/2013	MAINTENANCE	100-43100-212	1,232.21
COUNTRY PRIDE SERVICE	970744AUG	08/09/2013	MAINTENANCE	100-43100-212	-49.35
RUNNING'S SUPPLY	71920-AUG	08/13/2013	MAINTENANCE	100-43100-215	287.33
COUNTRY PRIDE SERVICE	970744AUG	08/09/2013	MAINTENANCE	100-43100-216	56.55

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ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	100-43100-217	37.95
SVE LLC	22475	08/07/2013	ICE STORM DUMPING FEE	100-43100-225	3,310.00
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	100-43100-321	60.50
COTTONWOOD CO TREASURE	2013AUG	08/09/2013	DISPATCHING	100-43100-325	125.00
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	100-43100-381	2,007.59
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	100-43100-381	185.15
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	100-43100-382	15.85
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	100-43100-385	25.20
WINDOM AUTO VALU	2013-AUG	08/13/2013	MAINTENANCE #3400540	100-43100-404	78.54
RUNNING'S SUPPLY	71920-AUG	08/13/2013	MAINTENANCE	100-43100-404	51.28
WINDOM AUTO VALU	2013-AUG	08/13/2013	MAINTENANCE #3400540	100-43100-405	49.69
RUNNING'S SUPPLY	71920-AUG	08/13/2013	MAINTENANCE	100-43100-409	14.42
Activity 43100 - Streets Total:					7,672.82

Activity: 45120 - Recreation

SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	100-45120-215	67.26
HALI TASLER	20130809	08/09/2013	SERVICE	100-45120-217	125.00
JACOB JOHNSON	20130812	08/12/2013	SERVICE	100-45120-217	160.00
ISSAC HAUGE	20130812	08/12/2013	SERVICE	100-45120-217	535.00
LEAH HACKER	20130812	08/12/2013	SERVICE	100-45120-217	125.00
SW AWARDS	993354	08/12/2013	SUPPLIES	100-45120-217	42.75
HUNTER HAYENGA	INV0000084	08/12/2013	SERVICE	100-45120-217	205.00
AH HERMEL COMPANY	377643	08/09/2013	MERCHANDISE	100-45120-260	10.99
Activity 45120 - Recreation Total:					1,271.00

Activity: 45202 - Park Areas

COUNTRY PRIDE SERVICE	970744AUG	08/09/2013	MAINTENANCE	100-45202-216	1,290.03
COTTONWOOD CO TREASURE	2013AUG	08/09/2013	DISPATCHING	100-45202-325	37.50
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	100-45202-381	494.47
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	100-45202-382	1,914.22
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	100-45202-385	137.44
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	100-45202-402	100.36
RUNNING'S SUPPLY	71920-AUG	08/13/2013	MAINTENANCE	100-45202-402	78.21
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	100-45202-404	14.40
RUNNING'S SUPPLY	71920-AUG	08/13/2013	MAINTENANCE	100-45202-404	140.14
COUNTRY PRIDE SERVICE	970744AUG	08/09/2013	MAINTENANCE	100-45202-404	40.36
WINDOM AUTO VALU	2013-AUG	08/13/2013	MAINTENANCE #3400540	100-45202-406	12.80
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	100-45202-406	10.68
RUNNING'S SUPPLY	71920-AUG	08/13/2013	MAINTENANCE	100-45202-406	82.21
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	100-45202-407	40.27
Activity 45202 - Park Areas Total:					4,393.09
Fund 100 - GENERAL Total:					24,368.96

Fund: 211 - LIBRARY**Activity: 45501 - Library**

SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	211-45501-211	20.28
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	211-45501-321	31.75
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	211-45501-326	37.95
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	211-45501-381	363.68
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	211-45501-382	15.14
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	211-45501-385	25.20
J & K WINDOWS	20130813	08/13/2013	CLEANING	211-45501-402	20.00
JOE'S LAWN CARE	1349	08/12/2013	LAWN SERVICE	211-45501-406	32.07
MARTHA STEWART LIVING	20130813	08/13/2013	SUBSCRIPTION	211-45501-433	24.00
BLACKSTONE AUDIO INC.	659447	08/07/2013	BOOKS	211-45501-435	112.26
DISNEY MOVIE CLUB	75600-AUG	08/13/2013	BOOKS	211-45501-435	34.95
Activity 45501 - Library Total:					717.28
Fund 211 - LIBRARY Total:					717.28

Fund: 225 - AIRPORT

TKDA ENGINEERS	002013002335	08/12/2013	HANGAR	225-19306	567.08
					567.08

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Activity: 45127 - Airport					
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	225-45127-409	374.48
Activity 45127 - Airport Total:					374.48
Fund 225 - AIRPORT Total:					941.56
Fund: 230 - POOL					
LESLEY GIBSON	20130812	08/12/2013	REFUND- POOL	230-34720	200.00
MELISSA ROLL	20130812	08/12/2013	REFUND-SWIMMING LESSON	230-34721	30.00
					230.00
Activity: 45124 - Pool					
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	230-45124-200	27.65
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	230-45124-216	25.63
HAWKINS, INC	3489254	08/09/2013	CHEMICALS	230-45124-216	45.67
HAWKINS, INC	3494728	08/09/2013	CHEMICALS	230-45124-216	468.70
MAXIMUM SOLUTIONS, INC	14517	08/12/2013	ANNUAL SERVICE	230-45124-217	266.11
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	230-45124-217	64.55
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	230-45124-260	7.02
AH HERMEL COMPANY	371167	08/09/2013	MERCHANDISE	230-45124-260	142.12
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	230-45124-321	73.17
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	230-45124-381	871.18
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	230-45124-401	44.97
WINDOM AUTO VALU	2013-AUG	08/13/2013	MAINTENANCE #3400540	230-45124-404	8.96
HAWKINS, INC	3489187	08/12/2013	MAINTENANCE	230-45124-404	421.25
Activity 45124 - Pool Total:					2,466.98
Fund 230 - POOL Total:					2,696.98
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
LEWIS FAMILY DRUG #56	105865-3AUG	08/12/2013	SUPPLIES	235-42153-217	11.73
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	235-42153-217	5.87
BOUND TREE MEDICAL, LLC	81148048	07/22/2013	SUPPLIES	235-42153-217	169.68
BOUND TREE MEDICAL, LLC	81150856	07/30/2013	SUPPLIES	235-42153-217	87.99
WINDOM AREA HOSPITAL	734-0024	08/13/2013	NURSING SERVICE	235-42153-312	1,881.48
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	235-42153-321	25.80
COTTONWOOD CO TREASURE	2013AUG	08/09/2013	DISPATCHING	235-42153-325	200.00
EXPERT T BILLING	2013-AUG	08/13/2013	BILLING SERVICE	235-42153-326	965.25
Activity 42153 - Ambulance Total:					3,347.80
Fund 235 - AMBULANCE Total:					3,347.80
Fund: 250 - EDA GENERAL					
Activity: 46520 - EDA					
INDOFF, INC	2309909	08/12/2013	SUPPLIES	250-46520-200	8.56
SCHRAMMEL LAW OFFICE	2013JULY	08/14/2013	LEGAL FEES - JULY 2013	250-46520-304	810.00
BRADLEY & DEIKE, P.A.	33008	08/09/2013	SERVICE TIF	250-46520-304	425.00
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	250-46520-321	50.96
AARON BACKMAN	20130813	08/13/2013	EXPENSE	250-46520-331	181.98
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	250-46520-381	20.62
SNICKS SIGNS	993422	08/13/2013	SERVICE	250-46520-402	507.94
Activity 46520 - EDA Total:					2,005.06
Fund 250 - EDA GENERAL Total:					2,005.06
Fund: 253 - EDA RIVERBLUFF ESTATES					
Activity: 46520 - EDA					
SNICKS SIGNS	993422	08/13/2013	SERVICE	253-46520-406	656.50
Activity 46520 - EDA Total:					656.50
Fund 253 - EDA RIVERBLUFF ESTATES Total:					656.50
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
SCHRAMMEL LAW OFFICE	2013JULY	08/14/2013	LEGAL FEES - JULY 2013	254-46520-304	75.00

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HOLTMEIER CONSTRUCTION	20130813	08/13/2013	NWIP DEVELOPMENT	254-46520-500	312,003.70
				Activity 46520 - EDA Total:	312,078.70
				Fund 254 - NORTH IND PARK Total:	312,078.70
Fund: 601 - WATER					
Activity: 49400 - Water					
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	601-49400-200	26.71
HAWKINS, INC	3494729	08/09/2013	CHEMICALS	601-49400-216	4,951.83
HP SUDS CLUB, LLC	20130813	08/13/2013	BILLING CONTRACT SERVICE	601-49400-217	214.06
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	601-49400-321	51.72
SOURCE ONE SOLUTIONS, LLC	3422A	08/12/2013	POSTAGE	601-49400-322	232.10
COTTONWOOD CO TREASURE	2013AUG	08/09/2013	DISPATCHING	601-49400-325	100.00
SOURCE ONE SOLUTIONS, LLC	3422A	08/12/2013	UTILITY BILL - SERVICES	601-49400-326	858.51
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	601-49400-381	3,758.65
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	601-49400-382	14.55
COTTONWOOD COUNTY LAN	132594	08/09/2013	DISPOSAL	601-49400-384	5.00
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	601-49400-385	25.20
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	601-49400-386	1,019.66
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	601-49400-402	493.37
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	601-49400-404	127.18
DICKS WELDING INC	57443	08/13/2013	MAINTENANCE	601-49400-404	1,164.14
RUNNING'S SUPPLY	71920-AUG	08/13/2013	MAINTENANCE	601-49400-404	21.89
HACH COMPANY	8396362	07/30/2013	MAINTENANCE	601-49400-404	308.23
MINNESOTA PIPE & EQUIPME	0301349	08/12/2013	MAINTENANCE	601-49400-408	358.81
				Activity 49400 - Water Total:	13,731.61
				Fund 601 - WATER Total:	13,731.61
Fund: 602 - SEWER					
Activity: 49450 - Sewer					
HAWKINS, INC	3494727	08/09/2013	CHEMICALS	602-49450-216	553.62
HP SUDS CLUB, LLC	20130813	08/13/2013	BILLING CONTRACT SERVICE	602-49450-217	214.06
RUNNING'S SUPPLY	71920-AUG	08/13/2013	MAINTENANCE	602-49450-241	173.36
MN VALLEY TESTING	663407	07/26/2013	TESTING	602-49450-310	146.20
MN VALLEY TESTING	663408	07/26/2013	TESTING	602-49450-310	111.20
MN VALLEY TESTING	663654	07/26/2013	TESTING	602-49450-310	173.40
MN VALLEY TESTING	663817	07/30/2013	TESTING	602-49450-310	124.80
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	602-49450-321	159.77
SOURCE ONE SOLUTIONS, LLC	3422A	08/12/2013	POSTAGE	602-49450-322	232.10
COTTONWOOD CO TREASURE	2013AUG	08/09/2013	DISPATCHING	602-49450-325	100.00
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	602-49450-326	37.95
SOURCE ONE SOLUTIONS, LLC	3422A	08/12/2013	UTILITY BILL - SERVICES	602-49450-326	858.51
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	602-49450-381	14,306.86
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	602-49450-382	385.58
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	602-49450-404	218.99
WINDOM AUTO VALU	2013-AUG	08/13/2013	MAINTENANCE #3400540	602-49450-404	46.95
DICKS WELDING INC	57557	08/07/2013	MAINTENANCE	602-49450-404	58.28
WINDOM AUTO VALU	2013-AUG	08/13/2013	MAINTENANCE #3400540	602-49450-408	267.89
RON'S ELECTRIC INC	127354	08/13/2013	MAINTENANCE	602-49450-409	551.76
				Activity 49450 - Sewer Total:	18,721.28
				Fund 602 - SEWER Total:	18,721.28
Fund: 604 - ELECTRIC					
BARB WARNER	20130812	08/12/2013	REFUND-STMT CREDIT & UTIL	604-22000	300.00
					300.00
Activity: 49550 - Electric					
OFFICEMAX - HSBC BUS SOLU	620595	08/13/2013	SUPPLIES	604-49550-200	71.57
OFFICEMAX - HSBC BUS SOLU	620914	08/13/2013	SUPPLIES	604-49550-211	39.53
HP SUDS CLUB, LLC	20130813	08/13/2013	BILLING CONTRACT SERVICE	604-49550-217	214.07
JASON SYKORA	20130813	08/13/2013	EXPENSE	604-49550-218	50.00
WESCO DISTRIBUTION, INC	570232	07/30/2013	PARTS & SUPPLIES	604-49550-218	183.83
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	604-49550-241	48.08

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ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	604-49550-321	193.12
SOURCE ONE SOLUTIONS, LLC	3422A	08/12/2013	POSTAGE	604-49550-322	232.10
COTTONWOOD CO TREASURE	2013AUG	08/09/2013	DISPATCHING	604-49550-325	187.50
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	604-49550-326	37.95
SOURCE ONE SOLUTIONS, LLC	3422A	08/12/2013	UTILITY BILL - SERVICES	604-49550-326	1,770.67
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	604-49550-381	74.99
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	604-49550-382	15.85
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	604-49550-385	25.20
WINDOM AUTO VALU	2013-AUG	08/13/2013	MAINTENANCE #3400540	604-49550-404	76.80
DITCH WITCH OF MINNESOTA	P02922	07/22/2013	MAINTENANCE	604-49550-404	300.02
DITCH WITCH OF MINNESOTA	P03048	07/30/2013	MAINTENANCE	604-49550-404	189.42
RUNNING'S SUPPLY	71920-AUG	08/13/2013	MAINTENANCE	604-49550-405	42.17
COUNTRY PRIDE SERVICE	970744AUG	08/09/2013	MAINTENANCE	604-49550-405	184.20
STONER INDUSTRIAL, INC.	20130812	08/12/2013	SERVICE	604-49550-406	102.30
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	604-49550-406	15.97
RUNNING'S SUPPLY	71920-AUG	08/13/2013	MAINTENANCE	604-49550-406	12.80
BLACKBURN MFG. CO.	0444394-IN	07/30/2013	MAINTENANCE	604-49550-408	671.58
RUNNING'S SUPPLY	71920-AUG	08/13/2013	MAINTENANCE	604-49550-408	45.69
ROLLS ROYCE ENERGY SYSTE	93467503	07/26/2013	MAINTENANCE	604-49550-408	16,514.33
MN MUNICIPAL UTILITIES ASS	41664	07/26/2013	Q3 SERVICE	604-49550-450	250.00
RUNNING'S SUPPLY	71920-AUG	08/13/2013	MAINTENANCE	604-49550-450	20.33
BANK MIDWEST	20130814	08/14/2013	NSF-VANDAL OAKLAND-UTIL	604-49550-480	185.18
Activity 49550 - Electric Total:					21,755.25
Fund 604 - ELECTRIC Total:					22,055.25

Fund: 609 - LIQUOR STORE

Activity: 49751 - Liquor Store

SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	609-49751-217	41.09
AH HERMEL COMPANY	378114	07/29/2013	MERCHANDISE	609-49751-217	69.59
WIRTZ BEVERAGE MN WINE	10800062903	07/23/2013	MERCHANDISE	609-49751-251	1,934.11
JOHNSON BROS.	1627600	07/30/2013	MERCHANDISE	609-49751-251	798.26
BEVERAGE WHOLESALERS	0466209	08/13/2013	MERCHANDISE	609-49751-252	7,236.55
HAGEN BEVERAGE DIST. INC.	254876	08/13/2013	MERCHANDISE	609-49751-252	9,451.90
WIRTZ BEVERAGE MN WINE	10800062903	07/23/2013	MERCHANDISE	609-49751-253	72.00
JOHNSON BROS.	1627601	07/30/2013	MERCHANDISE	609-49751-253	1,083.55
JOHNSON BROS.	1627602	07/30/2013	MERCHANDISE	609-49751-253	62.97
AH HERMEL COMPANY	378114	07/29/2013	MERCHANDISE	609-49751-254	167.62
AH HERMEL COMPANY	378114	07/29/2013	MERCHANDISE	609-49751-256	544.79
HAGEN BEVERAGE DIST. INC.	254876	08/13/2013	MERCHANDISE	609-49751-259	17.35
HAGEN BEVERAGE DIST. INC.	254876	08/13/2013	MERCHANDISE	609-49751-261	12.50
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	609-49751-321	63.13
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	609-49751-326	90.62
WIRTZ BEVERAGE MN WINE	10800062903	07/23/2013	MERCHANDISE	609-49751-333	33.61
JOHNSON BROS.	1627600	07/30/2013	MERCHANDISE	609-49751-333	9.60
JOHNSON BROS.	1627601	07/30/2013	MERCHANDISE	609-49751-333	43.20
AH HERMEL COMPANY	378114	07/29/2013	MERCHANDISE	609-49751-333	3.95
WINDOM FIRE DEPT.	20130813	08/13/2013	ADVERTISING	609-49751-340	175.00
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	609-49751-381	947.05
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	609-49751-382	26.00
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	609-49751-385	25.20
AUTOMATIC DOOR GROUP IN	13354	07/30/2013	MAINTENANCE	609-49751-404	518.18
ELECTRIC FUND	20130809	08/09/2013	MAINTENANCE	609-49751-409	59.14
Activity 49751 - Liquor Store Total:					23,486.96
Fund 609 - LIQUOR STORE Total:					23,486.96

Fund: 614 - TELECOM

ELECTRIC FUND	20130812	08/12/2013	MONTHLY TRANSFERS-AUG '1	614-11500	516.77
HOMETOWN SANITATION SE	20130812	08/12/2013	REFUND-STATEMENT CREDIT	614-11500	6.39
BARB WARNER	20130812	08/12/2013	REFUND-STMT CREDIT & UTIL	614-11500	99.38
BERTHA VERMEER	20130814	08/14/2013	REFUND STATEMENT CREDIT	614-11500	11.19

Expense Approval Report

Payment Dates: 8/10/2013 - 8/15/2013

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	20130814	08/14/2013	MONTHLY TRANSFERS-AUG 2	614-11500	5.36
					639.09
Activity: 49870 - Telecom					
STONER INDUSTRIAL, INC.	20130812	08/12/2013	SERVICE	614-49870-211	38.26
HP SUDS CLUB, LLC	20130813	08/13/2013	BILLING CONTRACT SERVICE	614-49870-217	214.06
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	614-49870-217	44.50
B&B IMC, LLC	D10401808	08/07/2013	SUPPLIES	614-49870-217	262.00
INDOFF, INC	2312356	08/12/2013	SUPPLIES	614-49870-227	65.73
POWER & TEL	5406998-01	08/12/2013	SUPPLIES	614-49870-227	315.88
B&B IMC, LLC	D10401202	07/26/2013	SUPPLIES	614-49870-227	278.00
SOURCE ONE SOLUTIONS, LLC	3422A	08/12/2013	UTILITY BILL - SERVICES	614-49870-313	697.54
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	614-49870-321	352.59
SOURCE ONE SOLUTIONS, LLC	3422A	08/12/2013	POSTAGE	614-49870-322	77.37
SOURCE ONE SOLUTIONS, LLC	3422A	08/12/2013	POSTAGE	614-49870-322	77.36
SOURCE ONE SOLUTIONS, LLC	3422A	08/12/2013	POSTAGE	614-49870-322	77.37
SOURCE ONE SOLUTIONS, LLC	3422A	08/12/2013	UTILITY BILL - SERVICES	614-49870-326	590.22
SOURCE ONE SOLUTIONS, LLC	3422A	08/12/2013	UTILITY BILL - SERVICES	614-49870-326	590.22
NEW STAR SALES & SERVICE	40536	08/07/2013	COPIER MAINTENANCE	614-49870-326	35.00
WINDOM FIRE DEPT.	20130812A	08/12/2013	ADVERTISING	614-49870-340	300.00
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	614-49870-381	1,920.12
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	614-49870-382	14.67
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	614-49870-385	25.20
STONER INDUSTRIAL, INC.	20130812	08/12/2013	SERVICE	614-49870-402	19.13
WINDOM AUTO VALU	2013-AUG	08/13/2013	MAINTENANCE #3400540	614-49870-405	67.31
CHRIS ZIMMERMAN	20130809	08/09/2013	LAWN MOWING	614-49870-406	94.00
KARE GANNETT CO., INC	211-1042	08/14/2013	SUBSCRIBER	614-49870-442	2,423.20
SDN COMMUNICATIONS	118132	08/12/2013	SERVICE	614-49870-447	2,839.78
ZAYO BANDWIDTH	114184-002376JUL	08/12/2013	BANDWIDTH BILLING	614-49870-451	3,378.95
BANK MIDWEST	20130814	08/14/2013	NSF-VANDAL OAKLAND-UTIL	614-49870-480	96.38
CENTURY LINK LEXIS LISTINGS	388640	07/22/2013	LEXIS BILLING SERVICE LISTIN	614-49870-480	174.92
NATIONAL CABLE TV COOP	SI-355211	08/12/2013	SMBS EQUIPMENT	614-49870-480	309.71
					Activity 49870 - Telecom Total: 15,379.47
					Fund 614 - TELECOM Total: 16,018.56

Fund: 615 - ARENA

Activity: 49850 - Arena

SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	615-49850-200	1.88
STONER INDUSTRIAL, INC.	20130812	08/12/2013	SERVICE	615-49850-211	9.55
WINDOM AUTO VALU	2013-AUG	08/13/2013	MAINTENANCE #3400540	615-49850-211	11.20
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	615-49850-211	87.51
AMERIPRIDE SERVICES, INC	2800283253	08/09/2013	SUPPLIES	615-49850-211	102.22
AMERIPRIDE SERVICES, INC	2800291119	08/09/2013	SUPPLIES	615-49850-211	102.22
COTTONWOOD VET CLINIC	120441	08/09/2013	DISPOSAL	615-49850-217	180.00
COTTONWOOD VET CLINIC	120622	08/09/2013	HORSE SHOWS	615-49850-217	120.00
MAXIMUM SOLUTIONS, INC	14517	08/12/2013	ANNUAL SERVICE	615-49850-217	266.11
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	615-49850-217	119.67
RUNNING'S SUPPLY	71920-AUG	08/13/2013	MAINTENANCE	615-49850-241	84.59
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	615-49850-321	188.18
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	615-49850-326	37.95
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	615-49850-381	1,126.41
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	615-49850-382	95.72
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	615-49850-385	25.20
R & D INDUSTRIES, INC	11285	08/12/2013	SOUND SYSTEM	615-49850-404	148.90
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	615-49850-404	25.00
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	615-49850-406	119.05
					Activity 49850 - Arena Total: 2,851.36
					Fund 615 - ARENA Total: 2,851.36

Fund: 617 - M/P CENTER

Activity: 49860 - M/P Center

SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	617-49860-211	64.08
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Expense Approval Report

Payment Dates: 8/10/2013 - 8/15/2013

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COLE PAPERS INC.	8879845	07/22/2013	SUPPLIES	617-49860-211	428.18
HEARTLAND PAPER COMPAN	G319683-1	08/13/2013	SUPPLIES	617-49860-211	347.54
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	617-49860-321	117.54
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	617-49860-326	37.95
WINDOM FIRE DEPT.	20130812	08/12/2013	ADVERTISING	617-49860-340	300.00
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	617-49860-381	1,281.46
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	617-49860-382	44.97
ELECTRIC FUND	2013AUGUST	08/12/2013	MONTHLY UTILITY & TELECO	617-49860-385	55.36
TOWN 'N COUNTRY	5341	08/13/2013	MAINTENANCE	617-49860-404	465.18
STONER INDUSTRIAL, INC.	20130812	08/12/2013	SERVICE	617-49860-406	175.75
SCHWALBACH HARDWARE	2013-AUG	08/13/2013	MAINTENANCE	617-49860-406	108.99
Activity 49860 - M/P Center Total:					3,427.00
Fund 617 - M/P CENTER Total:					3,427.00
Fund: 700 - PAYROLL					
COLLECTION SERVICES CENTE	20130807	08/07/2013	#CDDM013726 SEPT 2013	700-21709	930.23
SELECTACCOUNT	2013-AUG-13	08/13/2013	FLEX SPENDING	700-21712	213.46
MII LIFE	2013-AUG	08/13/2013	VEBA	700-21720	10,329.41
					11,473.10
Fund 700 - PAYROLL Total:					11,473.10
Grand Total:					458,577.96

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	24,368.96
211 - LIBRARY	717.28
225 - AIRPORT	941.56
230 - POOL	2,696.98
235 - AMBULANCE	3,347.80
250 - EDA GENERAL	2,005.06
253 - EDA RIVERBLUFF ESTATES	656.50
254 - NORTH IND PARK	312,078.70
601 - WATER	13,731.61
602 - SEWER	18,721.28
604 - ELECTRIC	22,055.25
609 - LIQUOR STORE	23,486.96
614 - TELECOM	16,018.56
615 - ARENA	2,851.36
617 - M/P CENTER	3,427.00
700 - PAYROLL	11,473.10
Grand Total:	458,577.96

Account Summary

Account Number	Account Name	Payment Amount
100-41110-304	Legal Fees	450.00
100-41310-200	Office Supplies	296.55
100-41310-212	Motor Fuels	41.17
100-41310-308	Training & Registrations	250.00
100-41310-321	Telephone	221.57
100-41310-326	Data Processing	37.95
100-41910-200	Office Supplies	8.56
100-41910-304	Legal Fees	945.00
100-41910-321	Telephone	50.96
100-41940-211	Cleaning Supplies	87.25
100-41940-381	Electric Utility	549.70
100-41940-382	Water Utility	46.54
100-41940-385	Sewer Utility	75.60
100-41940-406	Repairs & Maint - Groun	32.07
100-41940-409	Repairs & Maint - Utilitie	21.36
100-41940-480	Other Miscellaneous	15.14
100-42120-200	Office Supplies	89.76
100-42120-304	Legal Fees	4,522.50
100-42120-321	Telephone	127.61
100-42120-325	Dispatching	275.00
100-42120-326	Data Processing	104.00
100-42120-405	Repairs & Maint - Vehicl	776.88
100-42120-412	Rentals - Building	1,650.00
100-42120-480	Other Miscellaneous	21.33
100-42220-321	Telephone	29.03
100-42220-325	Dispatching	212.50
100-42220-405	Repairs & Maint - Vehicl	63.96
100-42500-325	Dispatching	12.50
100-42500-381	Electric Utility	17.56
100-43100-200	Office Supplies	184.91
100-43100-212	Motor Fuels	1,182.86
100-43100-215	Materials & Equipment	287.33
100-43100-216	Chemicals and Chemical	56.55
100-43100-217	Other Operating Supplie	37.95
100-43100-225	Landscaping Materials	3,310.00
100-43100-321	Telephone	60.50
100-43100-325	Dispatching	125.00

Account Summary

Account Number	Account Name	Payment Amount
100-43100-381	Electric Utility	2,192.74
100-43100-382	Water Utility	15.85
100-43100-385	Sewer Utility	25.20
100-43100-404	Repairs & Maint - M&E	129.82
100-43100-405	Repairs & Maint - Vehicl	49.69
100-43100-409	Repairs & Maint - Utilitie	14.42
100-45120-215	Materials & Equipment	67.26
100-45120-217	Other Operating Supplie	1,192.75
100-45120-260	Concessions	10.99
100-45202-216	Chemicals and Chemical	1,290.03
100-45202-325	Dispatching	37.50
100-45202-381	Electric Utility	494.47
100-45202-382	Water Utility	1,914.22
100-45202-385	Sewer Utility	137.44
100-45202-402	Repairs & Maint - Struct	178.57
100-45202-404	Repairs & Maint - M&E	194.90
100-45202-406	Repairs & Maint - Groun	105.69
100-45202-407	Repairs & Maint - Seal C	40.27
211-45501-211	Cleaning Supplies	20.28
211-45501-321	Telephone	31.75
211-45501-326	Data Processing	37.95
211-45501-381	Electric Utility	363.68
211-45501-382	Water Utility	15.14
211-45501-385	Sewer Utility	25.20
211-45501-402	Repairs & Maint - Struct	20.00
211-45501-406	Repairs & Maint - Groun	32.07
211-45501-433	Dues & Subscriptions	24.00
211-45501-435	Books and Pamphlets	147.21
225-19306	Improvements Other Th	567.08
225-45127-409	Repairs & Maint - Utilitie	374.48
230-34720	Pool Admission	200.00
230-34721	Pool Instruction	30.00
230-45124-200	Office Supplies	27.65
230-45124-216	Chemicals and Chemical	540.00
230-45124-217	Other Operating Supplie	330.66
230-45124-260	Concessions	149.14
230-45124-321	Telephone	73.17
230-45124-381	Electric Utility	871.18
230-45124-401	Repairs & Maint - Buildi	44.97
230-45124-404	Repairs & Maint - M&E	430.21
235-42153-217	Other Operating Supplie	275.27
235-42153-312	Nursing	1,881.48
235-42153-321	Telephone	25.80
235-42153-325	Dispatching	200.00
235-42153-326	Data Processing	965.25
250-46520-200	Office Supplies	8.56
250-46520-304	Legal Fees	1,235.00
250-46520-321	Telephone	50.96
250-46520-331	Travel Expense	181.98
250-46520-381	Electric Utility	20.62
250-46520-402	Repairs & Maint - Struct	507.94
253-46520-406	Repairs & Maint - Groun	656.50
254-46520-304	Legal Fees	75.00
254-46520-500	Capital Outlay	312,003.70
601-49400-200	Office Supplies	26.71
601-49400-216	Chemicals and Chemical	4,951.83
601-49400-217	Other Operating Supplie	214.06
601-49400-321	Telephone	51.72

Account Summary

Account Number	Account Name	Payment Amount
601-49400-322	Postage	232.10
601-49400-325	Dispatching	100.00
601-49400-326	Data Processing	858.51
601-49400-381	Electric Utility	3,758.65
601-49400-382	Water Utility	14.55
601-49400-384	Refuse Disposal	5.00
601-49400-385	Sewer Utility	25.20
601-49400-386	Landfill	1,019.66
601-49400-402	Repairs & Maint - Struct	493.37
601-49400-404	Repairs & Maint - M&E	1,621.44
601-49400-408	Repairs & Maint - Distrib	358.81
602-49450-216	Chemicals and Chemical	553.62
602-49450-217	Other Operating Supplie	214.06
602-49450-241	Small Tools	173.36
602-49450-310	Lab Testing	555.60
602-49450-321	Telephone	159.77
602-49450-322	Postage	232.10
602-49450-325	Dispatching	100.00
602-49450-326	Data Processing	896.46
602-49450-381	Electric Utility	14,306.86
602-49450-382	Water Utility	385.58
602-49450-404	Repairs & Maint - M&E	324.22
602-49450-408	Repairs & Maint - Distrib	267.89
602-49450-409	Repairs & Maint - Utilitie	551.76
604-22000	Deposits	300.00
604-49550-200	Office Supplies	71.57
604-49550-211	Cleaning Supplies	39.53
604-49550-217	Other Operating Supplie	214.07
604-49550-218	Uniforms	233.83
604-49550-241	Small Tools	48.08
604-49550-321	Telephone	193.12
604-49550-322	Postage	232.10
604-49550-325	Dispatching	187.50
604-49550-326	Data Processing	1,808.62
604-49550-381	Electric Utility	74.99
604-49550-382	Water Utility	15.85
604-49550-385	Sewer Utility	25.20
604-49550-404	Repairs & Maint - M&E	566.24
604-49550-405	Repairs & Maint - Vehicl	226.37
604-49550-406	Repairs & Maint - Groun	131.07
604-49550-408	Repairs & Maint - Distrib	17,231.60
604-49550-450	Conservation	270.33
604-49550-480	Other Miscellaneous	185.18
609-49751-217	Other Operating Supplie	110.68
609-49751-251	Liquor	2,732.37
609-49751-252	Beer	16,688.45
609-49751-253	Wine	1,218.52
609-49751-254	Soft Drinks & Mix	167.62
609-49751-256	Tobacco Products	544.79
609-49751-259	Non- Alcoholic	17.35
609-49751-261	Other Merchandise	12.50
609-49751-321	Telephone	63.13
609-49751-326	Data Processing	90.62
609-49751-333	Freight and Express	90.36
609-49751-340	Advertising	175.00
609-49751-381	Electric Utility	947.05
609-49751-382	Water Utility	26.00
609-49751-385	Sewer Utility	25.20

Account Summary

Account Number	Account Name	Payment Amount
609-49751-404	Repairs & Maint - M&E	518.18
609-49751-409	Repairs & Maint - Utilitie	59.14
614-11500	Accounts Receivable	639.09
614-49870-211	Cleaning Supplies	38.26
614-49870-217	Other Operating Supplie	520.56
614-49870-227	Utility System Maint Sup	659.61
614-49870-313	Billing Service	697.54
614-49870-321	Telephone	352.59
614-49870-322	Postage	232.10
614-49870-326	Data Processing	1,215.44
614-49870-340	Advertising	300.00
614-49870-381	Electric Utility	1,920.12
614-49870-382	Water Utility	14.67
614-49870-385	Sewer Utility	25.20
614-49870-402	Repairs & Maint - Struct	19.13
614-49870-405	Repairs & Maint - Vehicl	67.31
614-49870-406	Repairs & Maint - Groun	94.00
614-49870-442	Subscriber Fees	2,423.20
614-49870-447	Internet Expense	2,839.78
614-49870-451	Call Completion	3,378.95
614-49870-480	Other Miscellaneous	581.01
615-49850-200	Office Supplies	1.88
615-49850-211	Cleaning Supplies	312.70
615-49850-217	Other Operating Supplie	685.78
615-49850-241	Small Tools	84.59
615-49850-321	Telephone	188.18
615-49850-326	Data Processing	37.95
615-49850-381	Electric Utility	1,126.41
615-49850-382	Water Utility	95.72
615-49850-385	Sewer Utility	25.20
615-49850-404	Repairs & Maint - M&E	173.90
615-49850-406	Repairs & Maint - Groun	119.05
617-49860-211	Cleaning Supplies	839.80
617-49860-321	Telephone	117.54
617-49860-326	Data Processing	37.95
617-49860-340	Advertising	300.00
617-49860-381	Electric Utility	1,281.46
617-49860-382	Water Utility	44.97
617-49860-385	Sewer Utility	55.36
617-49860-404	Repairs & Maint - M&E	465.18
617-49860-406	Repairs & Maint - Groun	284.74
700-21709	Wage Levy	930.23
700-21712	Flex Account	213.46
700-21720	VEBA Contributions	10,329.41
	Grand Total:	458,577.96

Project Account Summary

Project Account Key	Payment Amount	
None	457,906.88	
Equipment	104.00	
HangarExp	567.08	
	Grand Total:	458,577.96

8/15/13
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