

**Council Meeting**  
**Tuesday, January 21, 2014**  
**Windom City Council Chambers**  
**7:30 p.m.**  
**AGENDA**



Call to Order

Pledge of Allegiance

- Approval of Minutes
  - Council Minutes–January 7, 2014
- Consent Agenda
  - Minutes
    - Park & Recreation Commission – January 8, 2014
    - EDA Commission – January 13, 2014
    - Library Board – January 14, 2014
    - Tree Commission – January 15, 2014
- Department Heads
  - Library Director Resignation
- Proclamation Years of Service
  - Terry Fredin
  - Mary Erickson
  - Wendell Woodcock
  - Lindsey Cartwright
- Economic Development Authority Annual Report
- Southwest Initiative Foundation (SWIF) Update
- Resolution Approving Amendments to the Fees and Charges Schedule
- 2014 Mayor Appointments or Reappointments
- New Business
- Old Business
- Regular Bills
- Council Concerns
- Adjourn



**Regular Council Meeting  
Windom City Hall, Council Chamber  
January 7, 2014  
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 Present:

Brian Cooley, Kelsey Fossing and Dominic Jones

Council Absent:

Bradley Powers and JoAnn Ray

City Staff Present:

Steve Nasby, City Administrator; Bruce Caldwell, Streets & Parks Superintendent and Jeremy Rolfes, Telecom

3. Pledge of Allegiance

4. Appointment of City Administrator\Assistant City Administrator:

**Motion by Jones second by Fossing to appoint Steve Nasby as City Administrator. Motion carried 3 – 0 (Powers and Ray absent).**

5. Appointment of Streets & Parks Superintendent:

**Motion by Cooley second by Fossing to appoint Bruce Caldwell, Streets & Parks Superintendent. Motion carried 3 – 0 (Powers and Ray absent).**

6. Appointment of City Attorney and Assistant City Attorney:

**Motion by Fossing second by Cooley to appoint Ron Schramel as City Attorney and Kristi Meyeraan as Assistant City Attorney. Motion carried 3 – 0 (Powers and Ray absent).**

7. Designation of Financial Institutions:

**Motion by Fossing second by Jones to designate Bank of the West, Bank Midwest, United Prairie Bank, Fulda Credit Union, 4M Fund and Multi-Bank Securities as financial institutions for the City of Windom. Motion carried 3 – 0 (Powers and Ray absent).**

Preliminary

8. Designation of Official Newspaper:

**Motion by Fossing second by Cooley to designate the Cottonwood County Citizen as the Official newspaper for the City of Windom. Motion carried 3 – 0 (Powers and Ray absent).**

9. Approval of Minutes:

**Motion by Jones second by Fossing to approve the City Council minutes from December 17, 2013. Motion carried 3 – 0 (Powers and Ray absent)**

10. Consent Agenda:

Maricle noted the minutes from the following Boards and Commissions.

- Telecommunications Commission – December 17, 2013

Jones noted that the Telecom minutes indicated that he was present, when in fact he was absent at that meeting.

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

11. Department Heads:

None.

12. License Applications:

Maricle said that there is an application from the Des Moines River Chapter of Ducks Unlimited for an Exempt Permit for gaming on April 5, 2014.

**Motion by Fossing second by Cooley to approve the Exempt Permit for the Des Moines Valley Chapter of Ducks Unlimited as presented. Motion carried 3 – 0 (Powers and Ray absent).**

13. Windom Area Hospital – Master Plan Discussion:

Gerri Burmeister, CEO and Al Peterson, Board Chair, introduced themselves and noted they wanted to outline the hospital's plans for expansion. Peterson said that the master planning started in 2006 for upgrading facilities for surgery, dietary, wellness and outreach. In 2007 the work on the dietary portion of the project was completed. Due to the worsening national economy the rest of the planned upgrades were put on hold. At this time the Hospital board is looking to move forward with another phase of the facility upgrades to include a new surgical unit, outreach services and re-orienting the main entrance. He said that their auditor also encouraged the board to re-start the planned improvements.

## Preliminary

Approximately 83% of the hospital's revenue comes from outreach services so this project and surgery are felt as critical for the hospital. These improvements are designed to improve patient safety, patient satisfaction, increase efficiency, increase use for outreach services, increase surgical procedures, improve cost containment within these parameters, meet community needs, allow for future expansions and be inclusive of all parties in working toward these facility improvements. The surgical area is planned for 7360 square feet and 6800 square feet for the outreach area that would house three clinics. The new entrance will be from Highway 60 rather than the existing entrance off Highway 71. Due to the surgical unit and outreach wing the parking area and helipad will also be re-constructed. In August\September the board had a debt capacity study done with their auditors, in November the board discussed construction management services, an RFP for management services is currently out for consideration and the board is planning on selecting a management firm in February and also solicit an architectural firm in February. The estimated cost is \$10 million with a plan to pay half in cash and finance the other half with bonds. Peterson said that he and the board is looking for Council's support for them moving ahead with this project.

Cooley asked about MN DOT permission for the new entry point off Highway 60 due to the planned construction of a round-about. Peterson said that MN DOT has been involved with the planning and his understanding is that a round-about may not be done at the Highway 71/60 intersection; however, if one is to be constructed the hospital entry will still be okay.

Jones said that he generally supports the plan to improve the facility, but support for specific action is difficult as they do not have the information available on the plans, which is why the Council depends on the Hospital Board to do that work.

Jones asked why the auditors recommended moving ahead with the project. Peterson said that their recommendation was tied to the average age of the facility. The Windom hospital is 10 plus average aged and the standard they are working for has a benchmark of about seven.

Jones asked about the new entry and three clinics in the outreach area. Peterson replied that there would be different users in the outreach area. Burmeister said that the current space is inadequate in size and function. The outreach area will have three pods with each pod containing four exam rooms each.

Fossing said he is supportive in proceeding and asked if there were any floor plans or diagrams for the proposed project. Burmeister said that they have a very basic plan and will have much more to show when the architects are brought into the project. Fossing asked about the helipad location. Peterson said there are state rules and regulations as to what can be done. Fossing noted some facilities have a roof helipad. Burmeister replied that those facilities have elevators for access and the Windom hospital would not have the roof strength needed.

Cooley asked the current outreach partners are excited about the project and interested in continuing or expanding services. Burmeister said that they have started sharing some

## Preliminary

information but not much as there is much yet to do before a final plan is established. Cooley said that it is important to keep as many of the services local as possible and feels the outreach area will be an asset and he is supportive of the plans.

Maricle asked about the impacts of the national Affordable Health Care Act on reimbursements and the hospital's capacity to repay the \$5 million planned bond. Peterson said reimbursements will change, but the revenue will be sufficient to pay the bonds.

Jones asked about the use of the former hotel property and possibility for a fire hall on the site. Peterson said there has not been much discussion on this as they do not have the plans yet for the hospital and there may be additional future upgrades so he does not want to be land locked. Burmeister said that the helipad rules on separation distances and building height are also a consideration.

Burmeister asked what the foot print size and height of the fire hall would be. Maricle said he would get some preliminary information to her.

Maricle said that there is Council consensus for supporting moving ahead and asked them to report back as the project progresses.

### 14. Resolution Supporting Windom Area High School TAP Application:

Nasby said that the school is submitting an application for MN DOT funding for the pick-up and drop-off improvement at Winfair Elementary. This project had been designed and bid as part of the 2013 Street Project, but the school did not exercise the alternate on the bid due to price. This grant application would fund the project. There is not a match from the City and our contributions would be essentially staff time to support the project.

**Council member Fossing introduced the Resolution No. 2014-01, entitled "RESOLUTION SUPPORTING THE SUBMISSION OF A GRANT APPLICATION BY THE WINDOM AREA SCHOOL DISTRICT TO THE TRANSPORTATION ALTERNATIVE PROJECTS (TAP) GRANT PROGRAM" and moved its adoption. The resolution was seconded by Jones and on roll call vote: Aye: Jones, Cooley and Fossing. Nay: None. Absent: Powers and Ray. Abstain: None. Resolution passed 3 – 0.**

### 15. Personnel – Hiring Recommendation – Liquor Store:

Nasby said that there is a memo in the packet showing the recommendation of the Liquor Store Manager to hire Dawn Fredin and Kathrine Ihler as part-time liquor store clerks.

Jones asked if there were resignations as it seems like clerks are being hired regularly. Nasby replied that some had quit and others have had to cut back hours. Maricle said that hiring in retail for clerks is typically continuous as people move to other jobs.

Cooley said he too was interested in the reasons for the turn-over.

Preliminary

**Motion by Jones second by Fossing to approve the hiring of Dawn Fredin and Kathrine Ihler as part-time liquor store clerks. Motion carried 3 – 0 (Powers and Ray absent).**

16. New Business:

Maricle said that he had the following names to place into consideration for appointments to boards and commissions.

EDA – Justin Espenson

HRA – Linda Jaakola

Park and Recreation – Jess Smith

Telecom Commission – Jeremy Lund

Utility Commission – Glen Francis

Library Board – John Duscher and Kathy Hiley

Maricle noted that he had openings on the Planning Commission, Library Board and Airport Commission yet to fill and if anyone is interested in serving please contact him.

**Motion by Jones second by Fossing to approve the appointments to boards and commissions as presented. Motion carried 3 – 0 (Powers and Ray absent).**

17. Old Business:

None. \_\_\_\_\_

18. Regular Bills:

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

19. Contractor Payments:

None.

20. Council Concerns:

None.

21. Adjourn:

**Maricle adjourned the meeting by unanimous consent at 8:06 p.m.**

\_\_\_\_\_  
Corey Maricle, Mayor

Attest: \_\_\_\_\_  
Steve Nasby, City Administrator

**PARK AND RECREATION COMMISSION MEETING  
MINUTES JANUARY 8, 2014**

1. Call to Order: The meeting was called to order by Chair Terry Fredin 5:18 p.m. at City Hall.
2. Roll Call:

Commission Present:	Terry Fredin, Kay Clark, Jason Kloss & Jess Smith
Commission Absent:	Jeff LaCanne & Angie Blanshan
City Staff Present:	Recreation Director Al Baloun & Park Superintendent Bruce Caldwell
Council Liaisons:	Brian Cooley Attending & Kelsey Fossing Absent
Public:	None
4. Approve Agenda  
**Motion by Kloss, seconded by Smith to approve agenda with changes**  
**Motion Carried Unanimous**
5. Approve Minutes from December 11, 2013 Park & Recreation Commission Meeting  
**Motion by Kloss, seconded by Smith to approve minutes**  
**Motion Carried Unanimous**
6. Swearing in Commission Members Jess Smith & Jason Kloss
7. Commission Election of Officers and Sub Committees for 2014
  - a. Chair- Kay Clark
  - b. Vice-Chair Jeff LaCanne
  - c. Secretary Angie Blanshan
8. Appointment of Sub-Committees:
  - a. Ice Hockey- Jason Kloss
  - b. Racquetball/Wallyball- Jason Kloss
  - c. Archery-OPEN
  - d. High School- Angie Blanshan
  - e. Summer Programs- Jess Smith
  - f. Fall Programs- Jeff LaCanne
  - g. Swim Lessons/Swimming Pool- Jason Kloss
  - h. Horse Shows- Kay Clark
  - i. Building and Grounds- Kay Clark & Jeff LaCanne
  - j. Figure Skating- Angie Blanshan**Motion to Approve 2014 Appointments Kloss, seconded by Smith**  
**Motion Carried Unanimous**
9. Following Election of Officers Kay Clark Chaired the Meeting
10. Park & Recreation Commission recognition proclaiming of gratitude to Chair Terry Fredin for his 25 plus years of service. Terry resigned his position at the end of the year.  
**Motion Kloss, seconded Smith**  
**Motion Carried Unanimous**
11. Park Superintendent Bruce Caldwell Report
  - a. Tegel's Park Lake Aeration Electrical: Caldwell stated he was approached by a member of the local Sportsmans Club asking if the Park Department would pay the annual electric bill during the operation of the aeration system during the winter months.

Currently their organization takes care of all permits and insurance. Caldwell stated due to this system fish winter kills have been eliminated. Prior to the installation of this system, costs to clean up the dead fish along the city & private properties was expensive and timely in the spring. The aeration system has been an asset to the city which has been in operation for thirty years. The aeration building that supports the air pumps is located in the parking lot north of the beach on city property. If the department would pay for the electrical usage the costs would run around \$250.00 annually.

**Motion by Kloss, seconded by Smith to pay the annual electric bill for the operation of the aeration system at Cottonwood Lake.**

**Motion Carried Unanimous**

**12. Recreation Director's Report- Al Baloun**

- a. Ice Season – During the holiday season the usage was great. Many of the customers utilized the holiday saving coupon and many brought in an item for the food shelf. The holiday tournament held the weekend of Jan 4<sup>th</sup> & 5<sup>th</sup> was a success. Several teams from surrounding communities participated in the event. During the week days the school kids from 4<sup>th</sup>-9<sup>th</sup> grades have been using the ice rink for a fee. The next large hockey tourney will be held February 22<sup>nd</sup> & 23<sup>rd</sup> District Mites, and then the figure skating Ice Show will be held March 8<sup>th</sup> & 9<sup>th</sup>. Following the figure skating show the staff will start to remove the ice from both rinks in preparation of the spring and summer events.
- b. Summer Recreation; Baloun stated in February the commission needs to address the program rates. He said with the new software people will have the opportunity to enroll in the programs through the city's website.

**13. Open Mike:**

Terry Fredin-talked about some of the highlights throughout his years of service and he also told the newer members some history of the arena. He is hopeful the commission will continue to provide programming that will give all kids an opportunity to participate.

Chair Kay Clark, Brian Cooley, Jason Kloss, Bruce Caldwell & Al Baloun- all thanked Terry for all his help and dedication and they all welcomed Jess Smith to the commission

Jess Smith-thank Terry also and she said she was excited to work with the group.

Caldwell-stated that he will be running an advertisement for a ballfield maintenance person in early March.

14. Meeting dates and times were discussed and the group stated that Wednesdays at 5:15 p.m. should work well. It might be possible to hold the meetings a few minutes later due to the spring programs, if so notifications will be sent out accordingly.

15. Meeting Adjourned at 5:48 p.m.

**Next Park & Recreation Commission Meeting February 12, 2014**

**5:15 p.m. in the City Hall Council Chambers**

Recreation fees will be discussed at this meeting.

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM  
MINUTES  
JANUARY 13, 2014

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

2. Roll Call & Guest Introductions:

EDAWN Commissioners: Juhl Erickson, Sally Larson, Justin Espenson, and Dominic Jones.  
Absent: Kelsey Fossing.

Also Present: EDA Staff – Aaron Backman, EDA Executive Director, and Mary Hensen, Admin. Asst.; City Administrator Steve Nasby, Mayor Corey Maricle, WADC Liaison Tara Christensen, and Trevor Slette.

3. Welcome New EDA Commissioner – Justin Espenson: Director Backman welcomed Justin Espenson as the new Commissioner on the EDA Board.

4. Oath of Office: Director Backman administered the Oath of Office to Justin Espenson.

5. Recognition of Service – Trevor Slette: Director Backman presented Trevor Slette with a gavel plaque in recognition of his leadership and service to the EDA (2007-2013). (Agenda item added at meeting.)

6. Election of Officers:

A. President – 1-Year Term:

**Motion 1: By Commissioner Jones, seconded by Commissioner Espenson, to elect Juhl Erickson as President. Motion 2: By Commissioner Larson, seconded by Commissioner Espenson, for nominations to cease and directing that a unanimous ballot be cast for Juhl Erickson as EDA President. Motions 1 & 2 carried 3-0. (Abstention: Commissioner Erickson).**

B. Vice President – 1-Year Term:

**Motion 1: By Commissioner Erickson, seconded by Commissioner Espenson, to elect Sally Larson as Vice President. Motion 2: By Commissioner Jones, seconded by Commissioner Espenson, for nominations to cease and directing that a unanimous ballot be cast for Sally Larson as EDA Vice President. Motions 1 & 2 carried 3-0. (Abstention: Commissioner Larson).**

C. Secretary-Treasurer – 1-Year Term:

**Motion 1: By Commissioner Larson, seconded by Commissioner Jones, to elect Justin Espenson as Secretary-Treasurer. Motion 2: By Commissioner Larson, seconded by Commissioner Jones, for nominations to cease and directing that a unanimous ballot be cast for Justin Espenson as EDA Secretary-Treasurer. Motions 1 & 2 carried 3-0 (Abstention: Commissioner Espenson).**

The gavel was passed to the new EDA President Juhl Erickson.

7. Approval of Minutes:

**Motion by Commissioner Larson, seconded by Commissioner Jones, to approve the Minutes of the EDA Meeting held on December 9, 2013. Motion carried 4-0.**

8. North Windom Industrial Park

- A. Phase I Infrastructure Project Status: Director Backman advised that the final component of the Phase I infrastructure project was the installation of the sanitary sewer lift station in the NWIP. This installation was completed in December and the lift station is operational. It is anticipated that the final costs, including retainage, for the project will be paid in late January or early February.
- B. Phase II – Infrastructure Budget/Engineering Report: The Board received copies of a revised preliminary budget for NWIP Phase II Infrastructure and a Technical Memo from Dennis Johnson of Wenck Associates. The Memo provided an estimate of construction costs for Phase II including streets, water and sewer, soil balancing, rip rapping the detention pond, engineering, contingencies, and administration fees and an estimate of costs for an engineer's report. Director Backman reviewed the proposed budget and memo with the Board. He explained the differences between his preliminary budget and the engineer's estimate which does not include costs for loop extension of natural gas, other miscellaneous contingencies, or installation of a monument sign. Director Backman advised that as a prerequisite to filing an application for a grant with the SRDC (due by March 13, 2014), it is necessary that an engineer's report be prepared. The estimated cost for an engineer's report by Wenck Associates would be \$3,000. Commissioner Jones wanted to clarify that if the EDA retained Wenck Associates to do the engineer's report, that action would not commit the EDA to retaining them as the engineer for the project. Director Backman indicated that understanding was correct. He also indicated that the EDA had received good service from Wenck on the NWIP Project.

**Motion by Commissioner Larson, seconded by Commissioner Espenson, authorizing the EDA to retain Wenck Associates to prepare an engineer's report for NWIP Phase II at a cost of \$3,000. Motion carried 4-0.**

- C. Fast Sprayers – Update: Director Backman reported that Everstrong Construction and the subcontractors are continuing the "inside" work on the Phase I building for Fast. They planned to pour the concrete for the mezzanine on Friday, January 10<sup>th</sup>. The plans are to bring in and set up powder-coating equipment over the next few weeks and they hope to test the paint system in mid to late-February. For the Phase II building, the contractors plan to bring in a machine to thaw the ground to allow installation of the concrete pads for the interior columns. Following the concrete pours, the pads will be covered to allow the concrete to cure before the steel workers begin assembling the frame. The materials for the Phase II building should be arriving next week and will be stored onsite. They hope to have the construction completed by June 1, 2014.
- D. Closed Session – Warehouse Project Negotiations: Director Backman announced that the purpose of this closed session is to discuss a potential land sale related to Lot 5, Block 2 of the NWIP.

**Motion by Commissioner Espenson, seconded by Commissioner Larson, authorizing the Board to go into closed session for Agenda Item No. 8.D. Motion carried 4-0.**

President Erickson closed the meeting to the public at 12:28 p.m.

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

President Erickson re-opened the meeting to the public at 12:47 p.m.

It was the consensus of the Board to authorize Director Backman to continue negotiations concerning a possible sale of land in the North Windom Industrial Park and report back to the Board.

9. Windom Housing Study – Update: Director Backman reported that during the week of December 9<sup>th</sup>, both the EDA and HRA Boards approved the selection of Viewpoint Consulting Group, Inc. of Brooklyn Park to conduct the Windom housing study for the sum of \$13,600. On December 23, 2013, the EDA Executive Director submitted an application to the Minnesota Housing Partnership (MHP) requesting funding assistance for the housing study. Notice concerning the awarding of a grant will be forthcoming in January, 2014. If the grant is awarded, the cost allocation would be: EDA - \$3,400 (25%), HRA - \$3,400 (25%), MHP - \$6,800 (50%). The study is slated to begin in late January with submission of the report to the EDA/HRA/CITY in May, 2014. Due to the timetable for the study, it is advisable that the EDA Board approve a motion accepting any grant that may be awarded by MHP.

**Motion by Commissioner Larson, seconded by Commissioner Espenson, authorizing the EDA to accept any grant which may be forthcoming from the Minnesota Housing Partnership to assist with funding of the cost for the housing study and further recommending to the City Council the acceptance of any such grant. Motion carried 4-0.**

10. EDA 2013 Annual Report: The Board had received a copy of the proposed 2013 Annual Report. Director Backman advised that pursuant to state statutes, the EDA is required to submit an annual report of its activities for the preceding year. He briefly reviewed the annual report with the Board. President Erickson thanked Director Backman for his leadership and thanked the Board for giving of their time to hold important discussions on the EDA's projects.

**Motion by Commissioner Larson, seconded by Commissioner Jones, to approve the proposed 2013 Annual Report and authorize the EDA Executive Director to present this report to the Windom City Council. Motion carried 4-0.**

11. Happy Chef Update: Director Backman indicated that he receives frequent inquiries from local residents regarding the status of the Happy Chef. He advised that he has had communications with several individuals/groups concerning the building. Director Backman had toured the property and feels that it is a very good building for a restaurant. Bank Midwest currently owns the building. There was a discussion concerning whether there would be any type of assistance available for individuals who might purchase the building and operate it as a restaurant.
12. Unfinished Business: There was a brief discussion concerning the Towlerton property and the County's involvement. The EDA members reiterated their interest in seeing commercial development on this property.
13. New Business
  - A. Business Meetings, Conferences & Events Report: Director Backman reported that he was asked to make a presentation at the Ehlers Public Finance Seminar in February, 2014, regarding the North Windom Industrial Park and the use of TIF in the project.

Director Backman asked that the Board members e-mail or call him regarding any suggestions they may have concerning the 2014 goals which will be discussed at the EDA's Meeting on February 10, 2014. Some members suggested including a goal regarding an increase in the retail sector in the community, including restaurants, grocery stores, hotels, etc.

14. Miscellaneous Information

A. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the financial reports provided by Van Binsbergen & Associates for the period ending November 30, 2013.

B. 2014 Schedule of Regular EDA Meetings: The Board received a schedule of the regular EDA Meetings for 2014.

15. Adjourn: By consensus, President Erickson adjourned the meeting at 1:25 p.m.

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Justin Espenson, EDA Secretary-Treasurer

Attest:

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Aaron A. Backman, EDA Executive Director

Windom Library Board Meeting  
Windom Library  
January 14, 2014  
5:05 p.m.

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

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

Members Absent: None

Library Staff Present: Joan Hunter and Dawn Aamot

City Council Member Present: None

3. Election of Officers:

Barb Henning nominated John Duscher for chairperson. Anita Winkel seconded the motion. Motion passed. Anita Winkel nominated Beth Fleming for vice-chairperson. Motion seconded by Barb Henning. Motion passed. Charles Reid nominated Kathy Hiley for secretary. Motion seconded by Beth Fleming. Motion passed.

4. Agenda and Minutes:

Motion by Anita Winkel and seconded by Beth Fleming to approve the Agenda and the Minutes.

5. Financial Report:

Report not available

6. Librarians Report:

Joan reported that the library was quiet except when the weather was nasty. Dawn and Julie put together a warm weather surf theme in the showcase. The City Council asked for names to fill the open Board position. The back room has been cleared to make room for a "Health Room". This room will be a private setting for city employees to check their weight, blood pressure etc. This is part of an initiative from the city's health insurance provider intended to encourage city employees to get healthier. The plan also includes an arrangement for city employees to join River City Fitness.

Dawn is working with Kate Roberts to host a Reader's Theater at the library. The first one will be Jan. 22 at 3:30. Dawn will be taking signs to school and place announcements on KDOM. Dawn continues to have classes attend each week.

Motion by Charles Reid and seconded by Barb Henning to accept the Librarian's Report.

7. Old Business:

Joan received a raise with the condition that Dawn's hours be cut back to 29 ½ hours (5 hour reduction). Joan did not agree with this provision to cut Dawn's hours.

8. New Business:

Joan tendered a letter of resignation to the Board. She stated that her resignation has nothing to do with her recent negotiations with the personnel committee. She has been contemplating retirement for the past year. Charles Reid moved that Joan's resignation be regretfully accepted with many thanks for her years of service. Motion seconded by Anita Winkel. Motion passed.

Beth Fleming moved that the Library Board highly recommend that Dawn Aamot succeed Joan as director of the Windom Public Library. Motion was seconded by Barb Henning. Motion passed.

With the hope that Dawn will move into the director position, discussion was held as to filling the children's librarian position. Dawn recommends someone that is younger with new ideas and that is willing to work 10-15 hours per week.

9. New Book Suggestions:

The board presented their suggestions.

10. Adjourn:

Motion by Charles Reid seconded by Anita Winkel to adjourn.

Meeting adjourned at 5:30 p.m.

Respectfully submitted,

Kathy Hiley, recording secretary

**CITY OF WINDOM TREE COMMISSION MEETING  
MINUTES January 15, 2014**

1. Call to Order: The meeting was called to order at 5:17 p.m. in the council chambers at city hall by Craig Zimmerman, Vice chair
  
2. Roll Call:  
Commission Present: Craig Zimmerman, Joanne Kaiser, Deborah Polzin,  
Commission Absent: Vicki Tucci, Eldon Moon  
City Staff Present: Bruce Caldwell, City of Windom Tree Inspector  
Council Liaisons: JoAnn Ray (Absent)  
Public Present: none
  
3. Approve Minutes of September 11, 2013  
**Motion by Joanne Kaiser, seconded by Deborah Polzin**  
**Motion Carried.**
4. Treasurer Report: Beginning budget as approved at \$2,500
  
5. Old Business:
  - a. Budget was approved at \$2,500 for 2014 with a possible addition of \$1,000 from the Cottonwood Water Plan later in the year.
  - b. Tree Order – proposed tree order contains 36 trees: 11 Maple, 5 Hackberry, 7 Linden and 13 Elm. Dave Bucklin reported some varieties and sizes are in short supply.
  
6. New Business:
  - a. Election of Officers: Craig Zimmerman for Chair, Joanne Kaiser for Vice-Chair and Deborah Polzin for Secretary. Three board members' terms are completed but all three agreed to serve again for another term. Those who will serve another three year term are Craig Zimmerman, Joanne Kaiser and Deborah Polzin.
  - b. Non-native wasp imported to fight EAB larva. A tiny wasp imported from China could slow the expansion of EAB. It is thought that once the wasp becomes fully established it could kill about 25% of the EAB each year.
  - c. Extreme cold can kill EAB larva. New studies show EAB larva is susceptible to extreme cold. One study showed 5% of the EAB will die at 0 degrees, 30% at -10 degrees, 50% - 75% will die at -20 degrees and 75% - 90% will die at -30 degrees. One good thing about Minnesota's cold weather; it gets rid of a multitude of bugs. A healthy diverse urban forest is still the best defense against insects and tree diseases.
  - d. It was suggested by Bruce Caldwell that a flyer be inserted with the utility bills informing the public about purchasing boulevard trees.
  
7. Open Mic: Discussion was held about proper tree trimming techniques.
  
8. Meeting adjourned at 5:44 pm.

**Next Tree Commission Meeting April 2, 2014 at 5:15 p.m. at Council Chambers.**

ATTEST:

Tree Commission Chair \_\_\_\_\_

Tree Commission Secretary \_\_\_\_\_

January 14, 2014

To: Mayor Corey Maricle and the City Council

Steve Nasby, city administrator

I hereby tender my resignation as director of the Windom Public Library. My last date will be Friday, February 28<sup>th</sup>.

I have thoroughly enjoyed my 40+ years working at the library. I am now ready to try something different in my life. Thank you for the opportunity to serve this community as director of the library.

I would like to receive all the severance due to me at this time of retirement. I would also recommend that you hire Dawn Aamot as my replacement. Dawn and I have worked side by side for over 25 years. She would be an asset to the library and she knows the ins and outs of the job.

Thank you for allowing me to have my dream job all these years!

Sincerely,

A handwritten signature in black ink, appearing to read 'Joan Hunter', written in a cursive style.

Joan Hunter, Director of the Windom Public Library

Cc; Dominic Jones, Chair Personal committee

# RESOLUTION #2014-

**INTRODUCED:**

**SECONDED:**

**VOTED: Aye:**

**Nay:**

**Absent:**

**A RESOLUTION EXPRESSING SINCERE APPRECIATION TO TERRY  
FREDIN FOR FAITHFUL SERVICE TO THE CITY OF WINDOM**

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**WHEREAS**, the City of Windom wishes to express grateful recognition to **TERRY FREDIN** for outstanding public service faithfully rendered to the City of Windom for twenty-two years as a Commissioner on the Park and Recreation Board; and

**WHEREAS**, the City wishes to express recognition of Mr. Fredin's excellent abilities; and

**WHEREAS**, the City also wishes to recognize the contribution of Mr. Fredin's time and unselfish efforts in the consideration of Park & Recreation issues towards the goal of making Windom a better place in which to live and work.

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

1. That this City Council, on behalf of its members, City officials, employees of the City of Windom, and the citizens of this community extends to **TERRY FREDIN** its humble expressions of esteem for serving the City well, and its best wishes for good health, success and prosperity.

2. That a copy of this resolution be placed in the official records of the City Council of the City of Windom and a copy be presented to Terry Fredin.

Adopted this 21st day of January, 2014.

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Corey J. Maricle, Mayor

Attest:

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Steven Nasby, City Administrator

# RESOLUTION #2014-

**INTRODUCED:**

**SECONDED:**

**VOTED: Aye:**

**Nay:**

**Absent:**

**A RESOLUTION EXPRESSING SINCERE APPRECIATION TO MARY ERICKSON FOR FAITHFUL SERVICE TO THE CITY OF WINDOM**

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**WHEREAS**, the City of Windom wishes to express grateful recognition to **MARY ERICKSON** for outstanding public service faithfully rendered to the City of Windom for six years as a Commissioner on the Library Board; and

**WHEREAS**, the City wishes to express recognition of Ms. Erickson's excellent abilities; and

**WHEREAS**, the City also wishes to recognize the contribution of Ms. Erickson's time and unselfish efforts in the consideration of Library issues towards the goal of making Windom a better place in which to live and work.

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

1. That this City Council, on behalf of its members, City officials, employees of the City of Windom, and the citizens of this community extends to **MARY ERICKSON** its humble expressions of esteem for serving the City well, and its best wishes for good health, success and prosperity.

2. That a copy of this resolution be placed in the official records of the City Council of the City of Windom and a copy be presented to Mary Erickson.

Adopted this 21st day of January, 2014.

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Corey J. Maricle, Mayor

Attest:

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Steven Nasby, City Administrator

# RESOLUTION #2014-

**INTRODUCED:**

**SECONDED:**

**VOTED: Aye:**

**Nay:**

**Absent:**

**A RESOLUTION EXPRESSING SINCERE APPRECIATION TO WENDELL WOODCOCK FOR FAITHFUL SERVICE TO THE CITY OF WINDOM**

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**WHEREAS**, the City of Windom wishes to express grateful recognition to **WENDELL WOODCOCK** for outstanding public service faithfully rendered to the City of Windom for twenty-two years as a Commissioner on the Cable TV Board and the Telecommunication Commission; and

**WHEREAS**, the City wishes to express recognition of Mr. Woodcock's excellent abilities; and

**WHEREAS**, the City also wishes to recognize the contribution of Mr. Woodcock's time and unselfish efforts in the consideration of Cable TV and Telecommunication Commission issues towards the goal of making Windom a better place in which to live and work.

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

1. That this City Council, on behalf of its members, City officials, employees of the City of Windom, and the citizens of this community extends to **WENDELL WOODCOCK** its humble expressions of esteem for serving the City well, and its best wishes for good health, success and prosperity.

2. That a copy of this resolution be placed in the official records of the City Council of the City of Windom and a copy be presented to Wendell Woodcock.

Adopted this 21st day of January, 2014.

\_\_\_\_\_  
Corey J. Maricle, Mayor

Attest:

\_\_\_\_\_  
Steven Nasby, City Administrator

# RESOLUTION #2014-

**INTRODUCED:**

**SECONDED:**

**VOTED: Aye:**

**Nay:**

**Absent:**

**A RESOLUTION EXPRESSING SINCERE APPRECIATION TO LINDSEY  
CARTWRIGHT FOR FAITHFUL SERVICE TO THE CITY OF WINDOM**

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**WHEREAS**, the City of Windom wishes to express grateful recognition to **LINDSEY CARTWRIGHT** for outstanding public service faithfully rendered to the City of Windom for eighteen years as a Commissioner on the Planning Commission; and

**WHEREAS**, the City wishes to express recognition of Mr. Cartwright's excellent abilities; and

**WHEREAS**, the City also wishes to recognize the contribution of Mr. Cartwright's time and unselfish efforts in the consideration of Planning Commission issues towards the goal of making Windom a better place in which to live and work.

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

1. That this City Council, on behalf of its members, City officials, employees of the City of Windom, and the citizens of this community extends to **LINDSEY CARTWRIGHT** its humble expressions of esteem for serving the City well, and its best wishes for good health, success and prosperity.

2. That a copy of this resolution be placed in the official records of the City Council of the City of Windom and a copy be presented to Lindsey Cartwright.

Adopted this 21st day of January, 2014.

\_\_\_\_\_  
Corey J. Maricle, Mayor

Attest: \_\_\_\_\_

Steven Nasby, City Administrator



## City of Windom Staff Report

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**To:** Windom City Council  
**From:** Aaron Backman, EDA Executive Director  
**Council Meeting Date:** January 21, 2014  
**Item Title/Subject:** 2013 EDA ANNUAL REPORT

Pursuant to Minnesota Statutes, the Economic Development Authority of Windom is required to provide a report of its activities for each calendar year.

The EDA Board of Commissioners has approved the 2013 EDA Annual Report and has directed the EDA Executive Director to submit this report to the City Council.

Attached is the 2013 Annual Report of the Economic Development Authority of Windom for your review.

Should you have any questions, please do not hesitate to contact our office. I plan to be in attendance on January 21, 2014, to present the EDA's 2013 Annual Report to the City Council.

Requested Action: Accept the EDA's 2013 Annual Report.

Respectfully submitted,

*Aaron A. Backman*

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Aaron A. Backman, EDA Executive Director

Attachment

**TO: WINDOM CITY COUNCIL**

**FROM: ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM STAFF**

**DATE: JANUARY 14, 2014**

**RE: 2013 EDA ANNUAL REPORT**

In the year ending December 31, 2013, a long-awaited goal of the Economic Development Authority of Windom came to fruition with the installation of infrastructure in the North Windom Industrial Park, including streets, water, sanitary sewer, storm sewer, natural gas, electricity, street lights and fiber for telecommunications. In 2013, the Windom EDA continued to actively promote economic growth and vitality in the Windom area.

The EDA officers were elected on January 14, 2013. The Members of the Authority during 2013 were:

President -	Trevor Slette	(At-Large Member)
Vice President -	Juhl Erickson	(At-Large Member)
Secretary/Treasurer -	Sally Larson	(At-Large Member)
Commissioner -	Dominic Jones	(City Council Representative)
Commissioner -	Kelsey Fossing	(City Council Representative)
WADC Liaison -	Justin Espenson	(Non-Voting Liaison)
Mayor (Council Liaison) -	Corey Maricle	(Non-Voting Liaison)

During 2013, EDA Staff included Aaron Backman, EDA Executive Director, and Mary Hensen, Admin. Asst.

On February 25, 2013, the EDA Board approved the following Strategic Goals for 2013:

**Strategic Goal 1: Complete Phase I of the North Windom Industrial Park Infrastructure Project and Initial Planning for Future Business Park Locations.**

1. With the 2012 award of the Transportation Economic Development (TED) and the Greater Minnesota Business Development Public Infrastructure (BDPI) grants totaling approximately \$1.1 Million, the Windom EDA will continue to move forward with the improvements to Highway 71, water and sewer lines, and internal roads for the North Windom Industrial Park (NWIP). The EDA will work closely with Wenck Associates (the project engineer) and MnDOT to complete the necessary paperwork and meet other requirements of the TED/BDPI grants.
2. After execution of the TED Grant agreement in February, the EDA will work with Wenck and other City departments concerning the bid letting process. Following the anticipated awarding of the bids in early March of 2013, the City would authorize construction of the infrastructure improvements this spring for completion of the NWIP infrastructure by late summer.
3. Begin discussions with the EDA Board regarding five and ten-year goals for the initial planning of the next business/industrial park once the NWIP is fully developed.

**Actions Taken in 2013:** Plans and specs for the infrastructure improvements were prepared and approved by the Windom City Council and bids were let. On March 19, 2013, the bid of \$1,147,506.66 and Alternate # 1 (Commerce Boulevard Extension) of \$159,975.81 (Total: \$1,307,482.47) for the installation of water, sanitary sewer, storm sewer, and internal roads, submitted by Holtmeier Construction Inc. of Mankato, Minnesota, was approved. On March 19,

2013, the bid of \$719,184.02 for the installation of Highway 71 turn lane and other improvements, submitted by Svoboda Excavating Inc. of Jackson, Minnesota, was approved. Construction of the industrial park improvements began on April 29, 2013. Svoboda Excavating Inc. began construction of the Highway 71 improvements on June 17, 2013, and the improvements were completed on August 8, 2013. The final component of the industrial park construction was the installation of the lift station building which was completed in December, 2013.

Despite the snowy weather, on December 4, 2013, a ribbon-cutting ceremony for the NWIP was held. In attendance were state and local government representatives, EDA Board members, and others who played a role in the project including, but not limited to, MN Rep. Rod Hamilton, Tom Meium of U.S. Rep. Colin Peterson's Office, Jeremy LaCroix from DEED, Matt Shands from MnDOT, Windom Mayor Pro Tem Brad Powers, Betsy Herding from the SRDAC, Dennis Johnson from Wenck, Joe Holtmeier from Holtmeier Construction and Paul U'ren from Everstrong Construction, representatives from Fast Sprayers, Paul Pierson from USDA, representatives from South Central Electric Association, and representatives from the local media and KEYC-TV.

On November 13, 2013, the EDA Board began preliminary discussions concerning Phase II of the NWIP and these discussions will be ongoing in 2014.

**Strategic Goal 2: Collaborate with existing local manufacturing, distribution and other commercial businesses to expand/remain within the City of Windom.**

1. Work with existing, local manufacturing, value-added, and distribution companies concerning their operational and facility needs.
2. Provide ongoing technical assistance to GDF/Ag Builders of Southern Minnesota concerning their plans for the redevelopment of property along Highway 60 north and east of the former Bolin property.
3. Continue discussions with Toro concerning a Phase II Expansion Project for the EDA's Spec Building in the Carl Schneider Business Park or a new facility in the North Windom Industrial Park. Continue discussions regarding the siting of a manufacturing facility for a Toro supplier to be located in Carl Schneider or NWIP.

**Actions Taken in 2013:** The EDA Executive Director has communicated with principals from local businesses including, among others, GDF, Big Game, Toro, Staples Oil and Tom White concerning their current operations and future plans. The EDA Executive Director has also maintained contact with Toro suppliers concerning the possibility of securing a local presence for their operations.

In 2013, John and Judy Holt purchased the former Quality Glass site at 195 13<sup>th</sup> Street to use as the new headquarters for Holt's Cleaning. The EDA Executive Director worked with John Holt in arranging for financial assistance concerning redevelopment activities on the site. These activities included the demolition of three existing buildings, site cleanup, site preparation, and installation of a parking lot. On July 16, 2013, upon recommendation by the EDA Board, the City Council approved a \$40,000 forgivable loan for these eligible activities. Demolition of the structures began in August, 2013, and site preparation and parking lot installation were completed by the first part of December, 2013.

**Strategic Goal 3: Recruit manufacturing, distribution and other commercial businesses to locate in Windom.**

1. Engage in new marketing efforts to create awareness of Windom's land, commercial, telecommunication, and workforce assets.

2. Respond to Minnesota Department of Employment & Economic Development (DEED) and Community Venture Network (CVN) regarding prospects they provide.
3. Research possible funding sources to support potential projects.
4. Update inventory of available buildings and developable land.

Actions Taken in 2013: In January, 2013, officials from Fast Distributing, Inc. (dba Fast Sprayers) contacted the EDA concerning their desire to expand their operations to the North Windom Industrial Park. Letter of Intent and Purchase Agreement were signed in February and on March 19, 2013, the closing occurred on the sale of Lots 3, 4 and 5, in Block 1 of the North Windom Industrial Park Subdivision to Fast Distributing, Inc. Fast retained Everstrong Construction as the general contractor for the project. Construction on Phase I (72,000 square foot building) began on June 3, 2013. The principals of Fast Distributing, Inc. moved up their timeline for Phase II of the project—another 72,000 square foot building—and began construction of the Phase II building in October, 2013. The EDA Executive Director worked closely with officials from Fast concerning the draft of an application in the Rural Economic Development Loan Program (REDLG). South Central Electric Association (SCEA) was the sponsor for the loan application. The loan was awarded and on December 3, 2013, officials from SCEA and Fast closed on the equipment loan. The official check presentation was made on December 4, 2013, on site in the industrial park as part of the NWIP ribbon-cutting ceremony.

The EDA Executive Director also assisted Dustin and Nicole Johnson during the process of their expansion of Johnson's Meat Market. In April, 2013, the Johnsons purchased the former Caviness building at 1345 First Avenue. Betsy Herding of the SRDC also assisted the Johnsons and was instrumental in securing a \$17,000 value-added grant for equipment from the MN Department of Agriculture. The new meat market opened on July 2, 2013.

In 2013, the EDA Executive Director participated in the 60/90 Corridor meetings and assisted in the preparation of drafts of two marketing postcards for use by member communities. These postcards highlight the telecommunications and other assets of communities in the Windomnet-Southwest Broadband service territories.

The EDA Executive Director maintained communications with DEED and participated in Community Venture Network quarterly meetings. The Executive Director also conducted follow-up contacts with those businesses, introduced by CVN, whose needs appear to be compatible with Windom's assets and resources. The EDA has researched possible funding sources to assist commercial and industrial businesses. An inventory of available buildings and developable land was prepared and will be updated periodically.

**Strategic Goal 4: Research options for the establishment of a new EDA Revolving Loan Fund (RLF).**

1. Completion of the initial phase of the NWIP project will drain the EDA's PM Revolving Loan Fund. That investment will mean this tool in Windom's tool box of economic development funding options will no longer be available. The EDA will pursue funding options for recapitalizing a local RLF.
2. In the first quarter of 2013 the EDA will pursue the USDA program entitled Rural Business Enterprise Grants (RBEG). This grant to the EDA can be used to establish an RLF in rural communities and has been used by Worthington, Luverne, and Adrian.
3. Work with USDA Rural Development staff to submit an application in a timely fashion, including the necessary City Council Resolution and letter from the City Attorney.

Actions Taken in 2013: The EDA Executive Director submitted an application in the USDA Rural Business Enterprise Grants (RBEG) Program on March 1, 2013. The application was approved and funding of \$95,360.00 was awarded on June 24, 2013. The EDA Executive Director also submitted an application to the Remick Foundation for assistance with funding for the new revolving loan fund. The Remick Foundation awarded a grant of \$25,000 which was accepted by the City Council on July 16, 2013. The EDA will also be providing \$26,000 of existing EDA revolving loan funds as a match for the grant award. The new revolving loan fund is entitled the EDA Small and Emerging Business (SEB) RLF and is intended for use in assisting "small and emerging businesses". The EDA Board adopted the loan criteria for the program on February 25, 2013, and the program is in place to provide assistance for eligible businesses.

**Strategic Goal 5: Align with government and local organizations to promote the community as a whole.**

1. Align with the City of Windom, ISD 177, HRA, Chamber of Commerce, WADC, Finding Windom, etc. for purposes of marketing the community.
2. Submit additional grant applications to the Remick Foundation for projects which will benefit the local community and adjoining areas.
3. Encourage local businesses to access and utilize the resources of the Windom Area Development Corporation (WADC), a for-profit development group.
4. Work with local organizations and provide advisory and technical support for the purpose of attracting new businesses to Windom that will address opportunities for commercial growth as identified in the retail survey (i.e. new sit-down restaurant, etc.).
5. Research opportunities for public/private partnerships on new commercial ventures, such as hotel/pool project, etc.

Actions Taken in 2013: The EDA Executive Director has attended meetings with the various organizations and has held numerous meetings with small business prospects concerning business planning and suggestions of possible funding sources, including the WADC.

In 2012, the Remick Foundation awarded a \$5,000 grant to the EDA for the installation of four directional signs along Highway 60 in Windom. On June 10, 2013, the EDA Board approved the proposed design and locations of four new directional signs. The signs were fabricated by Snick's Signs of Jackson. In November, 2013, three of the signs were installed: Sign #1 on the Staples lot near the Fulda Area Credit Union; Signed #2 in Lommen Park; and Sign #4 adjacent to Toro. It is anticipated that Sign #3 (near Higley Ford) will be installed in the Spring of 2014.

The EDA Executive Director has been in conversations with various individuals concerning the possibilities for a new restaurant in Windom which would utilize existing facilities. These discussions are continuing in 2014.

**Strategic Goal 6: Encourage developers to evaluate the feasibility of construction of additional rental units for senior citizens and also for individuals who do not fall within the income guidelines for leasing of existing rental property.**

Windom needs a full range of housing options. Throughout 2012, it has become apparent that there is an increasing need for rental housing in Windom. This is evidenced by the length of the waiting lists for rental units on the Good Samaritan campus (both for Remick Ridge and Mikkelsen Manor) and the waiting list for the River Bluff Townhomes. There appears to be a need for rental housing in

two different demographic groups. One group is senior citizens who need “independent living” options. The second group is working professionals who need intermediate rental housing while they are relocating to Windom. There are some apartment/townhome complexes within the City of Windom. However, the rental of most of these basic units is restricted to individuals whose income does not exceed the 80% area median family income or the GMHF income limits. The EDA does not currently have the financial resources to develop new rental units. However, there are steps that the EDA can take to work with potential developers. The building of new, modern rental housing will better position Windom to respond to both economic and demographic shifts.

1. Publicize the need for these types of housing in Windom to potential developers.
2. Provide developers with technical assistance concerning opportunities, procedures, potential sites, and local requirements.
3. Research available financial assistance options for new residential development and redevelopment.

Actions Taken in 2013: On March 11, 2013, William Kemp, Director of Development for Podawiltz Development, made a presentation to the EDA Board. The EDA Executive Director worked with Mr. Kemp concerning potential sites for a townhome complex and also arranged meetings with several landowners. Mr. Kemp researched a potential project. However, the project did not proceed due to the competitive nature of the project financing and the inability of the developer to secure tax credit financing through MN Housing Finance Agency.

In November, 2013, the EDA Executive Director assisted DeeAnna Bakken, HRA Executive Director, in the preparation of an RFP for a housing study of Windom. The responses were reviewed by both Directors and presented to the respective Boards the second week of December, 2013. Viewpoint Consulting Group, Inc. of Brooklyn Park, Minnesota, was selected to complete the housing study. On December 23, 2013, the EDA Executive Director submitted an application to the Minnesota Housing Partnership requesting funding assistance for the housing study. Notice concerning the awarding of a grant will be forthcoming in January, 2014. The study is slated to begin in late January with submission of the report to the EDA/HRA/CITY in May, 2014.

The installation of infrastructure in the North Windom Industrial Park in 2013 has paved the way for expansion of existing businesses and attraction of new businesses to the industrial park. The EDA is optimistic about these new opportunities in 2014 and plans to continue the work begun in 2013 on potential new projects.

**RESOLUTION #2014-**

**INTRODUCED:**

**SECONDED:**

**VOTED: Aye:**

**Nay:**

**Absent:**

**CITY OF WINDOM**

**RESOLUTION APPROVING AMENDMENTS  
TO THE FEES AND CHARGES SCHEDULE**

**WHEREAS**, the City Council has the authority to establish fees and charges for municipal services, admissions and rentals; and

**WHEREAS**, the City Council periodically establishes fees and charges for municipal services; and

**WHEREAS**, a "Fees and Charges Schedule" has been created to consolidate the service fees and charges for all city departments into one document; and

**WHEREAS**, City Staff have reviewed current fees and charges for their departments and have, if applicable, included recommended adjustments of such fees and charges in the schedule; and

**WHEREAS**, it is in the best interests of the City of Windom and its citizens to operate the city in a cost-effective manner.

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

The "Fees and Charges Schedule" dated January 1, 2014, is hereby adopted and all fees and charges are amended as set forth in said schedule.

Adopted this 21st day of January, 2014.

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Corey J. Maricle, Mayor

ATTEST:

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Steven Nasby, City Administrator

# CITY OF WINDOM FEES & CHARGES SCHEDULE

January 1, 2014

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
<b>GENERAL GOVERNMENT</b>			
	Liquor License On Sale Sunday	2,000.00 200.00	
	Wine License On Sale	150.00	
	Beer License On-Sale (3.2 Only) Strong Beer Authorization Temporary On-Sale Liquor – Per Day	100.00 100.00 25.00	Resolution #2011-59
	Set-Up License	250.00	
	Spring Cleanup	1.00/per month/all residential utility customers	
	Other Business Licenses/Permits Dance Permit – Per Day Police fee for Dance – Per Hour/Per Officer Cigarette Game of Skill Peddler/Solicitor/Transient Merchant – Annual Initial Investigation fee Exempt Permit Premise Permit	10.00 40.00 20.00 50.00 first game 15.00 each additional game 40.00 20.00 25.00 25.00	
	NEW FEE NEW FEE		

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	<p>Sales of Maps, etc.            8 1/2"x11"            Map - 24"x24"            Photo Copies                Letter size - each page                Legal size -- each page                11" x 17" size - each page                Color copies - each page            Fax Charges                Sending:      1<sup>st</sup> page                                Each additional page                Receiving    Each page            Paper punch/binding - per page            Set of address labels from utility customer listing (water/sewer only)            Utility customer detail (as allowed by law)</p>	<p>.00            2.00            .25            .25            .35            1.00            1.00            .50            .50            .05            50.00            100.00</p>	
	<p><b>Assessment Certificates</b></p>	<p>20.00</p>	
	<p><b>Filing Fees:</b>            City Council Seat            Annexation Petition Fee</p>	<p>5.00            25.00</p>	<p>MN Statutes</p>
	<p><b>Miscellaneous</b>            City Code Updates            Information retrieve/records search            City Charter            Overdue Book Fine            Logo Caps &amp; Cups</p>	<p>25.00            Hrly. pay rate of staff                5.00            10¢ per day            5.00 + tax</p>	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
<b>BUILDING &amp; ZONING:</b>			
<b>Building Permits:</b>			
<b>Total Valuation</b>	<b>Fee</b>		Resolution #2001-34
\$1-\$500	\$21.00		
\$501-\$2,000	\$21.00 for the first \$500, plus \$2.75 for each additional \$100 or fraction thereof, to and including \$2,000.		
\$2,001-\$25,000	\$62.25 for the first \$2,000, plus \$12.50 for each additional \$1,000 or fraction thereof, to and including \$25,000.		
\$25,001-\$50,000	\$349.75 for the first \$25,000, plus \$9.00 for each additional \$1,000 or fraction thereof, to and including \$50,000.		
\$50,001-\$100,000	\$574.75 for the first \$50,000, plus \$6.25 for each additional \$1,000 or fraction thereof, to and including \$100,000.		
\$100,001-\$500,000	\$887.25 for the first \$100,000, plus \$5.00 for each additional \$1,000 or fraction thereof, to and including \$500,000.		
\$500,001-\$1,000,000	\$2,887.25 for the first \$500,000 plus \$4.25 for each additional \$1,000 or fraction thereof, to and including \$1,000,000.		
\$1,000,001+	\$5012.25 for the first \$1,000,000 plus \$2.75 for each additional \$1,000 or fraction thereof.		
State Surcharge Fee	.0005 x total value of construction		
Plan Review Fee	65% of City's building permit fee for Commercial 35% of City's building permit fee for Residential		
Connection Fees	Sewer Connection: \$75.00 Water Connection: \$75.00 + 5.16 sales tax = \$80.16		
Refunds	Written request; refunds at discretion of Building Official. <u>If project not started:</u> Within 5 days of application date - City's permit fee, state surcharge and 80% of plan review fee; within thirty (30) days of application date -80% of City's permit fee, no refund of state surcharge or plan review fee.		
Manufactured Home Installation Fee	\$150.00		
Inspection Fee	Outside City (Minimum Charge = 2hrs)	45.00/hour	
	<b>Conditional Use Permits/Variances (Includes Recording Fee)</b>	150.00	
	<b>Appeals</b>	25.00	
	<b>Zoning &amp; Subdivision Fees</b>		

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Subdivision (Chapter 12) – Platting (Developer responsible for recording fees) P.U.D. (includes recording fees) Minor Subdivisions (Developer responsible for recording fees) Preliminary Staff Review Amendment to Zoning Ordinance (Rezoning) (includes recording fee) Zoning Amendment (Re: Text) (does not include recording fees) Vacation of Public Way (includes recording fee)	120.00 120.00 50.00 0.00 150.00 70.00 70.00	
	<b>Other Permits</b> Excavation in City black top or concrete street Wall Signs Ground and pedestal signs/billboard signs Portable signs/temporary signs/misc. Demolition Permit Moving Permit Fireworks (sales & storage)	300.00 9.50 (each) 9.50 (each/per period) .00 25.00 50.00 50.00	
	<b>Reimbursements</b> Weed Control	Labor cost + \$10 administration fee	
	Recording/Satisfaction Fees	Actual cost	
	Document Preparation & Attorney Review for Initial Loan, Assumptions, Subordinations and Refinancing	Actual cost	
<b>PUBLIC SAFETY:</b>			
	<b>Animal License (Cat &amp; Dog)</b> Unspayed Female All others	8.00 + tax 5.00 + tax	
	<b>Accident &amp; investigation Report</b> First copy (if not directly involved party)	.25 per page	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Each additional picture Mail	.25 Actual cost	
	<b>Parking Tickets</b> General Parking -- No Parking (2:00 a.m- 6:00 a.m.) No Parking in Alley Parking over 36 hours Time Limit on Parking Truck Parking Vehicle Repair on Street Parking for Advertising or Selling Parking Restrictions on Co. Rd. 13 Snow Emergency Parking- Block Snow Removal	34.00 34.00 34.00 34.00 34.00 34.00 34.00 34.00 34.00 34.00	Section 73 Section 73 Section 73 Section 73 Section 73 Section 73 Section 73 Section 73 Section 73 Section 73
	<b>Animal (Cat &amp; Dog) Impound, Boarding</b> Impound No License With License Boarding No License With License	40.00 + tax 20.00 + tax  15.00 (per day) + tax 10.00 (per day + tax)	
	<b>Administrative Fees:</b> Vehicle Impound storage	15.00/day	
	<b>Fire Department</b> Fire Call	500.00	
	<b>Ambulance Department</b> Basic Life Support Rate Advance Life Support Rate Basic Life Support Mileage rate (1-17 miles)	450.00 650.00 10.50	
<b>PUBLIC WORKS:</b>			
	Street Use Permits (service cuts) - work performed by city staff Cold mix bituminous Hot mix bituminous Main Street and all state-aid streets	Actual cost + 10% Actual cost + 10% Actual cost	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	<p><b>Street Equipment Labor &amp; Rental Rates</b> (Equipment rentals are 1-hour min.)  Labor rate  Unit 50 - 2004 Bobcat Loader w/attach  - 2004 Bobcat &amp; Asphalt Milling Attachment  - 2004 Bobcat &amp; Sweeper Broom Attachment  Unit 42 - 2004 International Dump Truck  - Falls Snow Plow, Falls Sander &amp; Dump Body  Unit 43 - 2004 International Dump Truck  - Falls Snow Plow, Falls Sander &amp; Dump Body  Unit 44 - 2007 International Dump Truck  - Falls Reversible Snow Plow, Sander &amp; Dump Body  Unit 45 - 1987 Case W-30 Front end Loader  Unit 81 - 2004 Sno-Go Snow Blower for Unit 45  Unit 46 - 1987 Fiat Grader  Unit 47 - 544G Front End Loader w/2.25 Yard 4 in 1 Bucket  - Snow Ranger plow for Unit 47  Unit 48 - Portable Air Compressor w/attachments  Unit 49 - 2005 Elgin Street Sweeper  328D Toro Grounds Master 72" mower  4000D Toro Grounds Master 11' Mower  3520 John Deere Utility Tractor  John Deere 3 Point Hitch 72" Mower w/Tractor  Homemade Barricade Trailer  75 - 10-12' wood homemade barricades  200 - 12" to 3' tall traffic cones  300 lin feet orange construction plastic fencing  Homemade 6x20 Trailer  Road Boss 3-point grader  chainsaw</p>	<p>50.00/hour  80.00/per hr  100.00/per hr  100.00/per hr  90.00/per hr  135.00/per hr  90.00/per hr  135.00/per hr  90.00/per hr  135.00/per hr  125.00/per hr  185.00/per hr  150.00/per hr  125.00/per hr  160.00/per hr  95.00/per hr  125.00/per hr  60.00/per hr  85.00/per hr  75.00/per hr  90.00/per hr  50.00/daily  10.00 each/daily  1.00 each/daily  \$10.00 per 50'/daily  35.00/per hr 280.00/dly  45.00/per hr 360.00/dy  25.00/per hr 250.00/dly</p>	
	<p><b>Street Materials Sold to Public</b>  Recycled bituminous  Recycled crushed concrete Material  Gravel Class 5</p>	<p>8.00/ton  12.00/ton  Actual cost + 10%</p>	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Blacktop (cold mix/hot mix) Black Dirt Winter salt/sand mix	Actual cost + 10% Actual cost + 10% Actual cost + 10%	
<b>COMPOST &amp; LEAF BURNING PERMIT FEES:</b>			
	Commercial Compost Permit-Annual	55.00 + tax	Res #2007-15
	Resident Compost Permit-Annual	15.00 + tax	Res #2007-15
	Leaf Burning Permit	5.00	
<b>CULTURE &amp; RECREATION:</b>			
	Commercial Tent Usage in Park	25.00/daily	
	Shelter House Rental Cottonwood Lake or Island Park	60.00/daily	
	Island Park Campgrounds Nightly Non Registered	10.00 10.00	
	Picnic Table Rental - Permit holder hauls Non-Profit Group Rental - Permit holder hauls	10.00/per/table per-day 5.00/per/table per-day	Tables will not be available after July 1, 2014
	Bleacher Rental - Renter hauls	35.00/each/per day	
	Labor Cost Sweeper Dump Truck Sidewalk snow removal	50.00/hour 125.00/hour 85.00/hour 100.00/hour	1 hour minimum

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	<p><b>COMMUNITY CENTER RATES</b></p> <p>Room 105 – Small Multi Use Room</p> <p>Room 117 – Senior Center/Kitchenette (1 to 4 hrs) 5 hrs After 5 hrs</p> <p>Room 120 – Senior Dining Room 5 hrs After 5 hrs</p> <p>Half Room Rates 5 hrs After 5 hrs</p> <p>Room 127/128 - Large Multi-Purpose Room 9-10 hrs After 10 hrs</p> <p>Half Room Rates 9-10 hrs After 10 hrs</p> <p>Caterer Kitchen – Partial Kitchen Use</p>	<p>20.00/hr weekday 30.00/hr/weekend 45.00/hr (1 to 4 hrs) 200.00 \$40/hr for each hr after 5 hrs</p> <p>35.00/hr (1 to 4 hrs) 150.00 \$30/hr for each hr after 5 hrs</p> <p>20.00/hr (1 to 4 hrs) 75.00 \$15/hr for each hr after 5 hrs</p> <p>60.00/hr (1 to 8 hrs) 500.00 50.00/hr for each hr after 10 hrs</p> <p>40.00/hr (1 to 8 hrs) 350.00 35.00/hr for each hr after 10 hrs \$100.00</p>	
	<p><b>EQUIPMENT FEE PER EVENT/PER DAY</b></p> <p>Podium</p> <p>Podium/Microphone (Room 127/128)</p> <p>Portable Sound System (Room 120)</p> <p>Grease Board/Flip Chart (Dry Erase markers &amp; Eraser included)</p> <p>Overhead Projector (Screen included Rooms 105 &amp; 120)</p> <p>Portable Projector Screen</p> <p>TV/VCR</p> <p>Power Point Projector</p>	<p>N/C with room rental 5.00</p> <p>Sm 25.00 Large 125.00 5.00 20.00 15.00 25.00</p> <p>St 100.00 or HD200.00</p>	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	12x16 screen	50.00	
	Portable Bar - 2 available	25.00/bar	
	Dance Floor	75.00	
	Stage	100.00	
	Piano	25.00	
	Wedding Back Drop	75.00	
	Lattice Arches	1-25.00	
	Bar Set-up Fee -	3-50.00	
	Small groups (up to 50)	50.00	
	Medium groups (51-200)	150.00	
	Large groups (200 +)	250.00	
	Dumpster Fee (rooms 127 & 128)		
	Up to 300 people	25.00	
	301-600 people	50.00	
	601-1000 people	75.00	
	45 cup Coffee Pot (includes coffee, cups, napkins, cream & sugar)	15.00	
	100 cup Coffee Pot (includes coffee, cups, napkins, cream & sugar)	25.00	
	Set-up & Take Down Fees (Chairs & Tables)		
	Multi-Use Room (Half room)	75.00	
	Multi-Use Room Large - Less than 500 people	125.00	
	Multi-Use Room Large - More than 500 people	150.00	
	Fax fee	2.00/per page	
	Photocopies	25¢ per page	
	Lattice panels (4 available)	10.00 each	
	Bar Tables (set of 5)	40.00	
	8' pillar (set of 4)	40.00	
	4' pillar (set of 4)	20.00	
	Wooden Post (set of 6)	15.00	
	Potted sticks	10.00	
	Sm. children table w/benches	10.00	
	Ceiling swag		
	Full room	300.00	
	½ room	150.00	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	<b>ARENA RATES</b>		
	Season Skating Pass	70.00	Resolution 2012-55
	Family	40.00	Resolution 2012-55
	Individual	60.00	
	Old-Timers Hockey (Sundays)		
	Daily Admission	3.00	
	Individual	6.00	
	Old-Timers Hockey		
	Skate Rental	2.50	
	Daily	50.00	
	Seasonal		
	Hourly Ice Rate (over 100 hrs during ice season)		
	Frequent User - Seasonal hrly rate	105.00 per hr	
	Non Frequent/Out of Town User hrly rate	110.00 per hr	
	Non-Prime Time Ice Rental Rate	85.00 per hr	Resolution #2011-54
	<b>STORAGE</b>		
	Units under 20 ft	125.00	Resolution 2012-55
	Units between 20-30 feet	150.00	Resolution 2012-55
	Units over 30 feet	200.00	Resolution 2012-55
	<b>BUILDING RENT</b>		
	1 <sup>st</sup> Day	350.00	
	2 <sup>nd</sup> Day	325.00	
	3 <sup>rd</sup> Day, Additional Days	200.00	
	<b>STALL RENT</b>		
	1 <sup>st</sup> Day	16.00	
	2 <sup>nd</sup> Day	12.50	
	3 <sup>rd</sup> Day, Additional Days	10.00	
	<b>RACQUETBALL/WALLY BALL/BASKETBALL COURT FEES</b>		
	Non-Member Adult hrly racquetball	3.00 per person/per hr	
	Non-Member Youth hrly racquetball	1.50 per person/per hr	
	Wally ball	20.00 per hour/court	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Basketball  <b>POOL FEES</b> Pool Passes Season Pass Family after May 31 Individual after May 31 Wading Pool/Non-Swimmer Individual pass Individual (child/adult) Daily Admission Wading Pool Admission Punch Card All Users(10 Punch Card 1-punch per/day) Family Hour Swimming Lessons Private Pool Rental	12.50 per hour  95.00 105.00 55.00 65.00 25.00 3.50 1.00 30.00 7.00 30.00 75.00 minimum (up to party of 40, additional fee based on number in party/hour)	Resolution 2012-10 Resolution 2012-10
	<b>RECREATION FEES</b> Tykes, Kindergarten T-Ball, Coach Pitch/T-Ball Softball K-6 <sup>th</sup> Grade Pony League Flag Football & Soccer Hershey's Track & Field Games Sand Volleyball Team Entry Fee Ball Field Usage Rates Men's Softball League Annual Rate per/team Co-Ed Softball League Annual Rate per/team Sunday Church League Annual Rate per/team Sand Volleyball Court – Non-League Special Events Rate for entire complex regardless of how many courts used. City will Prepare courts during week days only prior to event unless pre-arranged	45.00 45.00 60.00 45.00 50.00 150.00  150.00 150.00 50.00 150.00	Resolution 2012-10 Resolution 2012-10 Resolution 2012-10 Resolution 2012-10 Resolution 2012-10

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
<b>PUBLIC UTILITIES - WATER/SEWER FUND:</b>			
	<b>Residential Charges</b> Water – Monthly minimum 0-500 500-1000 Excess 1000 Sewer – Monthly minimum 1 <sup>st</sup> 1500 cu. ft 2 <sup>nd</sup> 1500 cu. ft Sewer Only – Apartments Homes	\$14.13 \$1.13/100 cu. ft \$2.55/100 cu. ft \$3.28/100 cu. ft \$24.35 .96¢/100 cu. ft .47¢/100 cu. ft 27.21 30.07	Resolution 2014-06 Resolution 2014-06 Resolution 2014-06 Resolution 2014-06 Resolution 2014-06 Resolution 2014-06 Resolution 2014-06
	<b>Commercial Charges</b> Water – Monthly minimum 0-500 500-1000 Excess 1000 Sewer – Monthly minimum (includes the first 800 cu. ft) Over 100 Cu. Ft	\$14.13 \$1.13/100 cu. ft \$2.55/100 cu. ft \$3.28/100 cu. ft \$25.96 \$3.25/100 cu. ft	Resolution 2014-06 Resolution 2014-06 Resolution 2014-06 Resolution 2014-06 Resolution 2014-06
	<b>Request for Utility Account Info</b> Picked up – (1 month) 12 months Mailed Faxed	5.00 30.00 5.50 6.00	
	<b>Service Charges</b> Late Fee per unpaid water/sewer bill Meter Bottom Replacement 3/4" 1" Labor Cost Retrieval of Information/Records Search	5% 75.00 100.00 50.00/hour Hourly rate of staff	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Reconnect Fee	40.00 each + tax	
	Reconnect After Hrs	75.00 each + tax	
	Water at pump house	4.00/1,000 gallons	\$15.00 minimum
	Jetter & Operator	150.00/hour	
	Vac Unit	150.00/hour	
	Sales Tax (Commercial accounts only)	6.875%	
<b>ELECTRIC FUND</b>			
	Meter Pre-Payment- Required of all renters and contract for deed properties before utilities can be transferred into renter's name	300.00	Utility Comm - Jan. 27, 2010
	<b>Residential:</b> All Kwh's @.0699/kwh City Customer Charge Out of City Charge Security Light Charge - 100 watt HPS - 400 watt MH	3.52/month 10.54/month 8.00/month 18.00/month	
	<b>Commercial Charges:</b> 2,000 KWH's @ .0807/kwh Next 6,000 KWH's @ .0753/kwh Excess KWH's @ .0699/kwh Customer charge	11.74/month	
	<b>Industrial:</b> 30,000 KWH's @ .0591/kwh Excess KWH's @ .0559/kwh Demand charge @4.87/kw		
	<b>Municipal:</b> All KWH's @.0655/kwh		
	<b>Green Power Rate:</b> Per 100 kwh's (1 block)	3.50/tag	
	<b>Service Charges</b> Late Fee	5%	

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Reconnect Fee	25.00 + tax	
	Reconnect Fee After Hrs	75.00 + tax	
	Restocking Fee	20%	
	Electric Dept Labor and Rental Equipment Rates		
	Labor rate	48.86/per hr	
	Overtime labor rate	73.29/per hr	
	Unit 30 Pickup Truck	25.00/per hr	
	Unit 31 Line Truck	35.00/per hr	
	Unit 32 Bucket Truck	Minimum 125.00 per hr	
	Unit 33 Digger Truck	Minimum 100.00 per hr	
	Unit 34 Flatbed Truck	25.00/per hr	
	Unit 35 Small Bucket Truck	75.00/per hr	
	Unit 35A Case Trencher	50.00/per hr	
	Unit 36 Ditch Witch Trencher	50.00/per hr	
	Boring Tool	8.00 a foot	
	Lifting Units to roof top or light bulb replacement	50.00 plus 1/2 of labor rate charge \$23.62	
<b>AIRPORT FUND</b>			
	Hangar Rental Fee	35.00-90.00/month	
	Small Hangars	\$475.00/month	
	Large Hangars		
<b>TELECOM FUND</b>			
	<b>TELEPHONE *</b>	<b>monthly rate</b>	
	Residential Basic Service	14.45	
	Business Basic Service	26.45	
	Non-published	2.50	
	Non-listed	1.25	
	<b>SIMPLY BASIC DOUBLE</b> – Telephone/Internet	36.55	
	<b>SIMPLY BASIC TRIPLE</b> – Telephone/Cable/Internet	65.75	Resolution 2013-26
	<b>BASIC</b> – Telephone/Expanded Video	66.90	Resolution 2013-26
	<b>EXPANDED BASIC</b> – Telephone/Expand Video/Basic Internet	102.90	Resolution 2013-26
	<b>ULTIMATE PKG</b> – Telephone (with caller ID & voice mail)/Video(Expanded Basic+Digital Basic+30 Music+Sports pkg)/Mega 10/2 Internet	148.90	Resolution 2013-26
	* additional items are included in the telephone tariff		

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	<p><b>VACATION RATE – Absence exceeding 90 days</b></p> <p>Telephone</p> <p>Internet</p> <p>TV</p> <p>Non-Pay Reconnect fee (1 Or all 3)</p>	<p>10.00/month + taxes and US fee</p> <p>5.00 per month + tax – No reconnection fee</p> <p>.00/mo–20.00 recon+tax</p> <p>35.00 + tax</p>	
	<p><b>ENHANCED CALLING FEATURES</b></p> <p>Voice Mail</p> <p>Caller ID</p> <p>Call Waiting</p> <p>Call Forwarding</p> <p>Speed Dialing</p> <p>Selective Call Rejection</p> <p>Busy Call Transfer</p> <p>Sim Ring</p> <p>Line Hunting</p> <p>3-Way Calling/Call Transfer</p> <p><b>LONG DISTANCE CALLING</b></p> <p>Basic Long-Distance Calling Rate</p> <p>1-800</p> <p>Long Distance Pkg</p> <p>1-800</p>	<p><b>monthly rate</b></p> <p>3.50</p> <p>3.00</p> <p>2.00</p> <p>2.00</p> <p>2.00</p> <p>2.00</p> <p>2.00</p> <p>2.00</p> <p>4.00</p> <p>2.95</p> <p>2.95</p> <p>10¢/min</p> <p>12¢/min</p> <p>\$1.99/month + 6¢/min</p> <p>\$3.95/month 6¢/min</p>	
	<p><b>INTERNET SERVICES</b></p> <p>Internet Lite</p> <p>Internet Basic</p> <p>Internet Super</p>	<p><b>monthly rate</b></p> <p>31.95</p> <p>37.95</p> <p>67.95</p>	
	<p><b>CABLE TV SERVICES</b></p> <p>Basic</p> <p>Expanded</p> <p>Silver</p> <p>Gold</p> <p>Digital Basic</p>	<p><b>monthly rate</b></p> <p>30.50</p> <p>54.90</p> <p>55.65</p> <p>66.65</p> <p>77.60</p>	<p>Resolution 2013-26</p> <p>Resolution 2013-26</p> <p>Resolution 2013-26</p>

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	<p><b>Featured Plans</b></p> <p>HD 12.95</p> <p>Sports 6.95</p> <p>HBO 14.99</p> <p>Showtime/TMC/Flix 12.95</p> <p>Starz/Encore 12.95</p> <p>Additional Set-Top Box 2.99</p> <p>HD Box 4.99</p> <p>DVR 14.99</p> <p>Remote 20.00</p> <p>Commercial Multi-Unit Facilities with 10 or more units and a common connection as established December 29, 2008</p> <p>Expanded Basic 8.00 per unit</p> <p>HBO 4.50 per unit</p> <p>First standard Set-top box free w/add-on package</p>		
	<p><b>MISC. SERVICES</b></p> <p>Wire Maintenance Plan -- Monthly rate 2.95 per service or 7.95 for all three services</p> <p>New customer installation fee 15.00 per service (Installation fee is waived for all competitor services that switch to WindomNet)</p> <p>Moving Telecom Service 15.00 per service</p> <p>Additional Outlet 55.00</p> <p>Service Call 55.00</p>		



Windom, MN

# Expense Approval Report

By Fund

Payment Dates 1/8/2014 - 1/16/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL</b>					
MN REVENUE	20131231	12/31/2013	SALES TAX DEC 2013	100-20202	0.68
					<b>0.68</b>
<b>Activity: 41110 - Mayor &amp; Council</b>					
SCHRAMMEL LAW OFFICE	20131231	12/31/2013	LEGAL FEES - DEC 2013	100-41110-304	165.00
LEAGUE OF MN CITIES	193875	01/07/2014	REGISTRATION - BRIAN COOL	100-41110-308	315.00
RODNEY BYAM	20131231	12/31/2013	PHOTOS - MAYORS MEDAL	100-41110-350	150.00
					<b>Activity 41110 - Mayor &amp; Council Total: 630.00</b>
<b>Activity: 41310 - Administration</b>					
NCPERS MINNESOTA	8446114	01/07/2014	INSURANCE 844600 -JAN. 201	100-41310-133	80.00
MATT PARROTT/STOREY KEN	0134390	12/23/2013	SUPPLIES	100-41310-200	147.64
CULLIGAN	110-240	12/31/2013	WATER #1957	100-41310-200	15.07
INDOFF, INC	2389384	12/31/2013	SUPPLIES	100-41310-200	87.88
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	100-41310-321	195.49
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	100-41310-326	37.95
TOSHIBA FINANCIAL SERVICES	243310448	12/26/2013	LEASE/MAINTENANCE CONTR	100-41310-401	22.16
BLUE CROSS/BLUE SHIELD	20140107	01/07/2014	PREMIUM-FEB. 2014	100-41310-480	390.50
					<b>Activity 41310 - Administration Total: 976.69</b>
<b>Activity: 41910 - Building &amp; Zoning</b>					
NCPERS MINNESOTA	8446114	01/07/2014	INSURANCE 844600 -JAN. 201	100-41910-133	24.00
INDOFF, INC	2389386	12/31/2013	SUPPLIES	100-41910-200	7.13
WEX BANK	35369314	12/31/2013	DEC GAS	100-41910-212	112.99
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	100-41910-321	49.39
VERIZON WIRELESS	9716971457	01/07/2014	TELEPHONE	100-41910-321	17.68
MN DEPT OF LABOR & INDUS	18679033125	12/31/2013	QUART BLDG PERMIT SURCH	100-41910-443	345.42
					<b>Activity 41910 - Building &amp; Zoning Total: 556.61</b>
<b>Activity: 41940 - City Hall</b>					
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	100-41940-381	396.76
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	100-41940-382	47.19
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	100-41940-385	75.60
JOE HARVEY	JB582	12/31/2013	SNOW REMOVAL 12-16-13-CI	100-41940-406	50.00
JOE HARVEY	JB600	12/31/2013	SNOW REMOVAL 12-25-13-CI	100-41940-406	60.00
JOE HARVEY	JB629	12/31/2013	SNOW REMOVAL 12-30-13-CI	100-41940-406	60.00
JOE HARVEY	JB647	12/31/2013	SNOW REMOVAL 12-31-13-CI	100-41940-406	20.00
JOE HARVEY	JB652	12/31/2013	SNOW REMOVAL 12-31-13-CI	100-41940-406	60.00
LEAGUE OF MN CITIES INS TR	C0025124	12/26/2013	INSURANCE CLAIM #C002512	100-41940-480	907.50
					<b>Activity 41940 - City Hall Total: 1,677.05</b>
<b>Activity: 42120 - Crime Control</b>					
NCPERS MINNESOTA	8446114	01/07/2014	INSURANCE 844600 -JAN. 201	100-42120-133	160.00
INDOFF, INC	2384090	12/31/2013	SUPPLIES	100-42120-200	16.45
INDOFF, INC	2385108	12/31/2013	SUPPLIES	100-42120-200	42.42
INDOFF, INC	2385159	12/31/2013	SUPPLIES	100-42120-200	41.15
INDOFF, INC	2389390	12/31/2013	SUPPLIES	100-42120-200	19.10
CENTER STOP	20131231	12/31/2013	GAS	100-42120-212	111.26
WEX BANK	35369314	12/31/2013	DEC GAS	100-42120-212	1,530.79
WEX BANK	35369314	12/31/2013	DEC GAS	100-42120-212	-24.55
SCHRAMMEL LAW OFFICE	20131231	12/31/2013	LEGAL FEES - DEC 2013	100-42120-304	2,463.75
WINDOM AREA HOSPITAL	202301857	12/31/2013	TESTING	100-42120-305	40.00
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	100-42120-321	65.47
VERIZON WIRELESS	9716971457	01/07/2014	TELEPHONE	100-42120-321	219.73
ALPHA WIRELESS - MANKATO	193568	12/31/2013	SERVICE	100-42120-323	236.32
ALPHA WIRELESS - MANKATO	667459	01/10/2014	MAINTENANCE	100-42120-323	153.00
COTTONWOOD CO TREASURE	20131231	12/31/2013	DISPATCHING	100-42120-325	275.00

## Expense Approval Report

Payment Dates: 1/8/2014 - 1/16/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
FORMS & SYSTEMS OF MINN	135328	12/31/2013	SUPPLIES	100-42120-350	497.64
TOSHIBA FINANCIAL SERVICES	243310448	12/26/2013	LEASE/MAINTENANCE CONTR	100-42120-404	11.08
COTTONWOOD CO TREASURE	20131231A	12/31/2013	RENT	100-42120-412	1,650.00
CITY OF ESTHERVILLE	20140110	01/10/2014	MEMBERSHIP DUES	100-42120-433	1,995.00
BLUE CROSS/BLUE SHIELD	20140107	01/07/2014	PREMIUM-FEB. 2014	100-42120-480	390.50
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	100-42120-480	63.05
SCHWALBACH HARDWARE	72861DEC	12/31/2013	MAINTENANCE	100-42120-480	21.35
<b>Activity 42120 - Crime Control Total:</b>					<b>9,978.51</b>
<b>Activity: 42220 - Fire Fighting</b>					
WEX BANK	35369314	12/31/2013	DEC GAS	100-42220-212	109.19
MN WEST COLLEGE - CANBY	00174098	12/26/2013	FIRST AID REFRESHER-FIRE DE	100-42220-308	575.00
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	100-42220-321	29.03
ALPHA WIRELESS - MANKATO	194050	12/31/2013	SERVICE	100-42220-323	143.77
COTTONWOOD CO TREASURE	20131231	12/31/2013	DISPATCHING	100-42220-325	212.50
MUNICIPAL EMERGENCY SER	00474265	12/23/2013	SUPPLIES	100-42220-404	141.85
JOHNSON HARDWARE	20131231	12/31/2013	MAINTENANCE	100-42220-405	24.93
<b>Activity 42220 - Fire Fighting Total:</b>					<b>1,236.27</b>
<b>Activity: 42500 - Civil Defense</b>					
ALPHA WIRELESS - MANKATO	667708 & 667458	01/10/2014	MAINTENANCE - ANNUAL PA	100-42500-323	1,800.00
COTTONWOOD CO TREASURE	20131231	12/31/2013	DISPATCHING	100-42500-325	12.50
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	100-42500-381	20.00
<b>Activity 42500 - Civil Defense Total:</b>					<b>1,832.50</b>
<b>Activity: 43100 - Streets</b>					
NCPERS MINNESOTA	8446114	01/07/2014	INSURANCE 844600 -JAN. 201	100-43100-133	80.00
WINDOM AUTO VALU	3400540DEC	12/31/2013	MAINTENANCE #3400540	100-43100-211	15.46
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	100-43100-211	24.56
COUNTRY PRIDE SERVICE	20131231	12/31/2013	MAINTENANCE	100-43100-212	83.84
COUNTRY PRIDE SERVICE	20131231	12/31/2013	MAINTENANCE	100-43100-212	-5.36
WEX BANK	35369314	12/31/2013	DEC GAS	100-43100-212	-24.55
WEX BANK	35369314	12/31/2013	DEC GAS	100-43100-212	5,975.34
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	100-43100-215	85.67
MN DEPT OF EMPLOY & ECON	20131231	12/31/2013	UNEMPLOYMENT BENEFIT	100-43100-217	670.84
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	100-43100-217	37.95
MN REVENUE	20131231	12/31/2013	SALES TAX DEC 2013	100-43100-224	35.10
GCC READY MIX	8164785	12/31/2013	MAINTENANCE	100-43100-224	565.82
COTTONWOOD COUNTY LAN	140080	01/14/2014	DISPOSAL	100-43100-225	5.00
COTTONWOOD COUNTY LAN	140083	01/14/2014	DISPOSAL	100-43100-225	5.00
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	100-43100-321	58.02
VERIZON WIRELESS	9716971457	01/07/2014	TELEPHONE	100-43100-321	54.70
COTTONWOOD CO TREASURE	20131231	12/31/2013	DISPATCHING	100-43100-325	125.00
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	100-43100-381	3,359.04
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	100-43100-381	238.66
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	100-43100-382	19.37
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	100-43100-385	25.20
HENNING RENTAL, INC.	076343	01/10/2014	MAINTENANCE	100-43100-404	26.96
O'REILLY AUTOMOTIVE, INC	1476416DEC	12/31/2013	MAINTENANCE	100-43100-404	27.34
MILLER SELLNER EQUIP	20131231	12/31/2013	MAINTENANCE	100-43100-404	51.33
COUNTRY PRIDE SERVICE	20131231	12/31/2013	MAINTENANCE	100-43100-404	182.97
WINDOM AUTO VALU	3400540DEC	12/31/2013	MAINTENANCE #3400540	100-43100-404	1,327.07
TOWMASTER	354137	12/16/2013	MAINTENANCE	100-43100-404	897.02
DEFRIES COLLISION CENTER	6358	01/07/2014	MAINTENANCE	100-43100-404	495.60
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	100-43100-404	82.17
RDO EQUIPMENT	P41322	12/31/2013	MAINTENANCE	100-43100-404	72.40
O'REILLY AUTOMOTIVE, INC	1476416DEC	12/31/2013	MAINTENANCE	100-43100-405	93.58
WINDOM AUTO VALU	3400540DEC	12/31/2013	MAINTENANCE #3400540	100-43100-405	31.99
GRAHAM TIRE	8416695	12/31/2013	MAINTENANCE	100-43100-405	277.03
SCHWALBACH HARDWARE	72861DEC	12/31/2013	MAINTENANCE	100-43100-409	35.22
BLUE CROSS/BLUE SHIELD	20140107	01/07/2014	PREMIUM-FEB. 2014	100-43100-480	1,042.50
<b>Activity 43100 - Streets Total:</b>					<b>16,077.84</b>

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Activity: 45120 - Recreation</b>					
TOSHIBA FINANCIAL SERVICES	243310448	12/26/2013	LEASE/MAINTENANCE CONTR	100-45120-217	11.08
<b>Activity 45120 - Recreation Total:</b>					<b>11.08</b>
<b>Activity: 45202 - Park Areas</b>					
NCPERS MINNESOTA	8446114	01/07/2014	INSURANCE 844600 -JAN. 201	100-45202-133	16.00
WEX BANK	35369314	12/31/2013	DEC GAS	100-45202-212	397.27
COTTONWOOD CO TREASURE	20131231	12/31/2013	DISPATCHING	100-45202-325	37.50
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	100-45202-381	23.02
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	100-45202-382	117.35
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	100-45202-385	100.80
<b>Activity 45202 - Park Areas Total:</b>					<b>691.94</b>
<b>Fund 100 - GENERAL Total:</b>					<b>33,669.17</b>
<b>Fund: 211 - LIBRARY</b>					
<b>Activity: 45501 - Library</b>					
TOSHIBA FINANCIAL SERVICES	243310448	12/26/2013	LEASE/MAINTENANCE CONTR	211-45501-217	5.54
PLUM CREEK LIBRARY	IV23457	01/10/2014	SUPPLIES	211-45501-217	135.00
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	211-45501-321	31.29
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	211-45501-326	37.95
KDOM RADIO	KDOM0788131231262	12/31/2013	ADVERTISING-LIBRARY	211-45501-350	99.00
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	211-45501-381	178.12
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	211-45501-382	14.55
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	211-45501-385	25.20
JOE HARVEY	JB625	12/31/2013	SNOW REMOVAL 12-30-13-LI	211-45501-409	20.00
JOE HARVEY	JB630	12/31/2013	SNOW REMOVAL 12-30-13-LI	211-45501-409	40.00
JOE HARVEY	JB648	12/31/2013	SNOW REMOVAL 12-31-13-LI	211-45501-409	20.00
JOE HARVEY	JB653	12/31/2013	SNOW REMOVAL 12-31-13-LI	211-45501-409	40.00
JOE HARVEY	JB678	01/08/2014	SNOW REMOVAL 1-6-14-LIB	211-45501-409	20.00
GARDEN GATE	20131231	12/31/2013	SUBSCRIPTION	211-45501-433	29.00
SMITHSONIAN	20140110	01/10/2014	SUBSCRIPTION	211-45501-433	33.00
MN HISTORICAL SOC PRESS	20140110	01/10/2014	SUBSCRIPTION SB28003	211-45501-433	40.00
READERS SERVICE	139REGJ	12/31/2013	SUBSCRIPTION #539165688 1	211-45501-435	22.26
GALE	196895DEC	12/31/2013	BOOKS	211-45501-435	483.32
MICROMARKETING	506721	12/31/2013	BOOKS	211-45501-435	80.00
MICROMARKETING	507405	12/31/2013	BOOKS	211-45501-435	29.95
MICROMARKETING	508284	12/31/2013	BOOKS	211-45501-435	35.00
MICROMARKETING	509965	12/31/2013	BOOKS	211-45501-435	247.96
<b>Activity 45501 - Library Total:</b>					<b>1,667.14</b>
<b>Fund 211 - LIBRARY Total:</b>					<b>1,667.14</b>
<b>Fund: 225 - AIRPORT</b>					
<b>Activity: 45127 - Airport</b>					
SCHWALBACH HARDWARE	72861DEC	12/31/2013	MAINTENANCE	225-45127-217	10.99
<b>Activity 45127 - Airport Total:</b>					<b>10.99</b>
<b>Fund 225 - AIRPORT Total:</b>					<b>10.99</b>
<b>Fund: 230 - POOL</b>					
<b>Activity: 45124 - Pool</b>					
TOSHIBA FINANCIAL SERVICES	243310448	12/26/2013	LEASE/MAINTENANCE CONTR	230-45124-217	5.54
MN REVENUE	20131231	12/31/2013	SALES TAX DEC 2013	230-45124-460	6.00
<b>Activity 45124 - Pool Total:</b>					<b>11.54</b>
<b>Fund 230 - POOL Total:</b>					<b>11.54</b>
<b>Fund: 235 - AMBULANCE</b>					
<b>Activity: 42153 - Ambulance</b>					
WEX BANK	35369314	12/31/2013	DEC GAS	235-42153-212	-24.55
WEX BANK	35369314	12/31/2013	DEC GAS	235-42153-212	2,420.47
EMERGENCY MEDICAL PROD	1609242	12/23/2013	SUPPLIES #556601	235-42153-217	109.74
PRAXAIR DISTRIBUTION INC	48187846	12/31/2013	SERVICE	235-42153-217	446.07
BOUND TREE MEDICAL, LLC	81289628	12/26/2013	SUPPLIES	235-42153-217	315.90
WINDOM AREA HOSPITAL	734-0024-12-2013-06	12/31/2013	DEC NURSING	235-42153-312	1,862.71

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	235-42153-321	25.81
VERIZON WIRELESS	9716971457	01/07/2014	TELEPHONE	235-42153-321	68.98
COTTONWOOD CO TREASURE	20131231	12/31/2013	DISPATCHING	235-42153-325	200.00
EXPERT T BILLING	1070	12/31/2013	SERVICE	235-42153-326	1,064.25
EXPERT T BILLING	20131231	12/31/2013	BILLING SERVICE	235-42153-326	1,386.00
REAL TIME TRANSLATION, INC	rtt103602	12/31/2013	SERVICE	235-42153-327	42.76
GODFATHER'S PIZZA	138714	12/31/2013	EXPENSE	235-42153-334	22.43
TIM HACKER	20131231	12/31/2013	EXPENSE	235-42153-334	164.17
ALLAN REMPEL	20131231	12/31/2013	EXPENSE	235-42153-334	20.27
WINDOM AUTO VALU	3406129DEC	12/31/2013	MAINTENANCE #3406129	235-42153-405	105.06
<b>Activity 42153 - Ambulance Total:</b>					<b>8,230.07</b>
<b>Fund 235 - AMBULANCE Total:</b>					<b>8,230.07</b>

## Fund: 250 - EDA GENERAL

ELECTRIC FUND	20140107	01/07/2014	EDA LOAN-2008 SPEC BLDG P	250-23900	814.10
FULDA CREDIT UNION	20140107	01/07/2014	05752	250-23903	1,925.17
					<b>2,739.27</b>

## Activity: 46520 - EDA

NCPERS MINNESOTA	8446114	01/07/2014	INSURANCE 844600 -JAN. 201	250-46520-133	24.00
INDOFF, INC	2389386	12/31/2013	SUPPLIES	250-46520-200	27.14
BRADLEY & DEIKE, P.A.	33321	12/31/2013	SERVICE	250-46520-304	34.00
EDAM	20140107	01/07/2014	REGISTRATION-AARON BACK	250-46520-308	245.00
WORTHINGTON REG ECONO	20140108	01/08/2014	REGISTRATION -AARON BACK	250-46520-308	149.00
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	250-46520-321	49.39
VERIZON WIRELESS	9716971457	01/07/2014	TELEPHONE	250-46520-321	52.70
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	250-46520-381	50.63
CARL HALLUM	20131231	12/31/2013	SERVICE	250-46520-480	88.00
FAIRMONT AWARDS MFG, IN	4734	01/10/2014	SUPPLIES	250-46520-480	90.54
<b>Activity 46520 - EDA Total:</b>					<b>810.40</b>

## Activity: 49980 - Debt Service

ELECTRIC FUND	20140107	01/07/2014	EDA LOAN-2008 SPEC BLDG P	250-49980-612	135.39
FULDA CREDIT UNION	20140107	01/07/2014	05752	250-49980-612	1,434.83
<b>Activity 49980 - Debt Service Total:</b>					<b>1,570.22</b>
<b>Fund 250 - EDA GENERAL Total:</b>					<b>5,119.89</b>

## Fund: 254 - NORTH IND PARK

## Activity: 46520 - EDA

SOUTH CENTRAL ELECTRIC	90830	12/31/2013	SERVICE	254-46520-381	16.03
SCOTT VEENKER	22661	12/31/2013	MAINTENANCE - SNOW REM	254-46520-480	35.40
<b>Activity 46520 - EDA Total:</b>					<b>51.43</b>
<b>Fund 254 - NORTH IND PARK Total:</b>					<b>51.43</b>

## Fund: 601 - WATER

## Activity: 49400 - Water

NCPERS MINNESOTA	8446114	01/07/2014	INSURANCE 844600 -JAN. 201	601-49400-133	40.00
WEX BANK	35369314	12/31/2013	DEC GAS	601-49400-212	211.13
HP SUDS CLUB, LLC	20140107	01/07/2014	BILLING CONTRACT SERVICE	601-49400-217	201.56
HP SUDS CLUB, LLC	20140113	01/13/2014	BILLING CONTRACT SERVICE	601-49400-217	256.25
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	601-49400-217	161.54
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	601-49400-241	160.30
MN RURAL WATER ASSOC	20140114	01/14/2014	REGISTRATION - RYAN ANDER	601-49400-308	200.00
MN VALLEY TESTING	684352	12/17/2013	TESTING	601-49400-310	56.25
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	601-49400-321	51.76
VERIZON WIRELESS	9716971457	01/07/2014	TELEPHONE	601-49400-321	53.63
SOURCE ONE SOLUTIONS, LLC	3783	12/31/2013	UTILITY BILL SERVICES - POST	601-49400-322	230.25
COTTONWOOD CO TREASURE	20131231	12/31/2013	DISPATCHING	601-49400-325	100.00
SOURCE ONE SOLUTIONS, LLC	3783	12/31/2013	UTILITY BILL SERVICES	601-49400-326	902.69
KDOM RADIO	KDOM0791131231282	12/31/2013	ADVERTISING-WATER & WAS	601-49400-340	40.00
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	601-49400-381	3,923.78
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	601-49400-382	14.32
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	601-49400-385	25.20

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WENCK ASSOCIATES, INC.	1305517	12/31/2013	WINDOM LANDFILL 0045-01	601-49400-386	1,600.20
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	601-49400-402	5.22
TOSHIBA FINANCIAL SERVICES	243310448	12/26/2013	LEASE/MAINTENANCE CONTR	601-49400-404	22.16
AUTOMATED SYSTEMS CO	26980	12/23/2013	MAINTENANCE	601-49400-404	1,105.10
LAMPERTS YARDS, INC.	3902020DEC	12/31/2013	MAINTENANCE	601-49400-404	124.06
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	601-49400-404	384.62
SCHWALBACH HARDWARE	72861DEC	12/31/2013	MAINTENANCE	601-49400-404	57.83
HACH COMPANY	8536815	12/31/2013	MAINTENANCE	601-49400-404	174.05
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	601-49400-406	15.04
AMUNDSON DIG	12181301	12/31/2013	MAINTENANCE	601-49400-408	423.75
HD SUPPLY WATERWORKS LT	B882818	12/31/2013	MERCHANDISE	601-49400-408	1,153.90
HD SUPPLY WATERWORKS LT	B882818	12/31/2013	MERCHANDISE	601-49400-480	166.18
Activity 49400 - Water Total:					<b>11,860.77</b>
Fund 601 - WATER Total:					<b>11,860.77</b>

## Fund: 602 - SEWER

## Activity: 49450 - Sewer

NCPERS MINNESOTA	8446114	01/07/2014	INSURANCE 844600 -JAN. 201	602-49450-133	56.00
SCHWALBACH HARDWARE	72861DEC	12/31/2013	MAINTENANCE	602-49450-200	56.57
WEX BANK	35369314	12/31/2013	DEC GAS	602-49450-212	496.47
HP SUDS CLUB, LLC	20140107	01/07/2014	BILLING CONTRACT SERVICE	602-49450-217	201.56
HP SUDS CLUB, LLC	20140113	01/13/2014	BILLING CONTRACT SERVICE	602-49450-217	256.25
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	602-49450-241	299.24
SCHWALBACH HARDWARE	72861DEC	12/31/2013	MAINTENANCE	602-49450-241	20.43
MN VALLEY TESTING	684008	12/16/2013	TESTING	602-49450-310	132.60
MN VALLEY TESTING	684041	12/16/2013	TESTING	602-49450-310	115.20
MN VALLEY TESTING	684210	12/17/2013	TESTING	602-49450-310	111.20
MN VALLEY TESTING	684211	12/17/2013	TESTING	602-49450-310	124.80
MN VALLEY TESTING	684288	12/17/2013	TESTIN	602-49450-310	207.80
MN VALLEY TESTING	684493	12/23/2013	TESTING	602-49450-310	207.80
MN VALLEY TESTING	684711	12/23/2013	11400	602-49450-310	132.60
MN VALLEY TESTING	684712	12/23/2013	TESTING	602-49450-310	111.20
MN VALLEY TESTING	684856	12/23/2013	TESTING	602-49450-310	207.80
MN VALLEY TESTING	685268	12/26/2013	TESTING	602-49450-310	132.60
MN VALLEY TESTING	685489	12/31/2013	TESTING	602-49450-310	124.80
MN VALLEY TESTING	685520	12/31/2013	TESTING	602-49450-310	331.20
MN VALLEY TESTING	685567	12/31/2013	TESTING	602-49450-310	38.40
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	602-49450-321	153.52
VERIZON WIRELESS	9716971457	01/07/2014	TELEPHONE	602-49450-321	53.63
SOURCE ONE SOLUTIONS, LLC	3783	12/31/2013	UTILITY BILL SERVICES - POST	602-49450-322	230.25
COTTONWOOD CO TREASURE	20131231	12/31/2013	DISPATCHING	602-49450-325	100.00
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	602-49450-326	37.95
SOURCE ONE SOLUTIONS, LLC	3783	12/31/2013	UTILITY BILL SERVICES	602-49450-326	902.69
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	602-49450-381	16,634.26
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	602-49450-382	458.68
TOSHIBA FINANCIAL SERVICES	243310448	12/26/2013	LEASE/MAINTENANCE CONTR	602-49450-404	17.73
TOSHIBA FINANCIAL SERVICES	243310448	12/26/2013	LEASE/MAINTENANCE CONTR	602-49450-404	17.71
WINDOM AUTO VALU	3400540DEC	12/31/2013	MAINTENANCE #3400540	602-49450-404	70.40
WINDOM AUTO VALU	3400540DEC	12/31/2013	MAINTENANCE #3400540	602-49450-404	35.87
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	602-49450-404	114.72
SCHWALBACH HARDWARE	72861DEC	12/31/2013	MAINTENANCE	602-49450-404	14.94
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	602-49450-406	15.04
ELECTRIC PUMP INC	0051644-IN	12/16/2013	PARTS	602-49450-408	2,046.01
BLUE CROSS/BLUE SHIELD	20140107	01/07/2014	PREMIUM-FEB. 2014	602-49450-480	390.50
Activity 49450 - Sewer Total:					<b>24,658.42</b>
Fund 602 - SEWER Total:					<b>24,658.42</b>

## Fund: 604 - ELECTRIC

IRBY ELECTRICAL DISTRIBUTO	5007898769.002	12/17/2013	PARTS	604-14200	432.84
MN REVENUE	20131231	12/31/2013	SALES TAX DEC 2013	604-20202	17,741.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
JOSH & JOCELYN BELL	20140110	01/10/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
					<u>18,473.84</u>
<b>Activity: 49550 - Electric</b>					
NCPERS MINNESOTA	8446114	01/07/2014	INSURANCE 844600 -JAN. 201	604-49550-133	96.00
NEW STAR SALES & SERVICE	41462	01/14/2014	SERVICE	604-49550-200	225.00
WEX BANK	35369314	12/31/2013	DEC GAS	604-49550-212	897.87
HP SUDS CLUB, LLC	20140107	01/07/2014	BILLING CONTRACT SERVICE	604-49550-217	201.57
HP SUDS CLUB, LLC	20140113	01/13/2014	BILLING CONTRACT SERVICE	604-49550-217	256.25
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	604-49550-241	359.57
SCHWALBACH HARDWARE	72861DEC	12/31/2013	MAINTENANCE	604-49550-241	7.03
UTILITIES PLUS ENERGY SERVI	8520	12/26/2013	SERVICE	604-49550-303	2,350.00
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	604-49550-321	193.37
VERIZON WIRELESS	9716971457	01/07/2014	TELEPHONE	604-49550-321	30.15
SOURCE ONE SOLUTIONS, LLC	3783	12/31/2013	UTILITY BILL SERVICES - POST	604-49550-322	230.25
COTTONWOOD CO TREASURE	20131231	12/31/2013	DISPATCHING	604-49550-325	187.50
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	604-49550-326	37.95
SOURCE ONE SOLUTIONS, LLC	3783	12/31/2013	UTILITY BILL SERVICES	604-49550-326	1,861.80
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	604-49550-381	150.61
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	604-49550-382	15.85
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	604-49550-385	25.20
TOSHIBA FINANCIAL SERVICES	243310448	12/26/2013	LEASE/MAINTENANCE CONTR	604-49550-404	22.16
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	604-49550-404	6.40
STONER INDUSTRIAL, INC.	20131231	12/31/2013	SERVICE	604-49550-406	102.30
LAMPERTS YARDS, INC.	3902020DEC	12/31/2013	MAINTENANCE	604-49550-406	34.09
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	604-49550-406	15.04
SCHWALBACH HARDWARE	72861DEC	12/31/2013	MAINTENANCE	604-49550-406	28.08
SCHWALBACH HARDWARE	72861DEC	12/31/2013	MAINTENANCE	604-49550-409	17.62
JAMES ENGELHORN	20131231	12/31/2013	REBATE - LED LIGHTS	604-49550-450	39.68
VALERIE JEPPESEN	20131231	12/31/2013	ENERGY REBATE	604-49550-450	35.00
NIKKIE STEEN	20131231	12/31/2013	ENERGY REBATE	604-49550-450	100.00
TORO	20131231	12/31/2013	REBATE-LED CONVERSIONS &	604-49550-450	940.00
NEIL SILKER	20131231	12/31/2013	ENERGY REBATE	604-49550-450	25.00
LEESA ARNDT	20131231	12/31/2013	ENERGY REBATE	604-49550-450	10.00
PANDA HESTON	20131231A	12/31/2013	ENERGY REBATE - 2ND HALF (	604-49550-450	25.00
CHARLES MAU	20140108	12/31/2013	REBATE - LED LIGHTS	604-49550-450	7.88
TRAVIS EICHSTADT	20140108	12/31/2013	REBATE - LED LIGHTS	604-49550-450	66.50
WURTH ADAMS NUT & BOLT	20140114	01/14/2014	LIGHTING REBATE	604-49550-450	1,050.00
BANK MIDWEST	20140109	01/09/2014	NSF-LATINOS OREO 1-9-14	604-49550-480	470.65
WINDOM AREA DEVELOPME	20140108	01/08/2014	INDUSTRIAL DEV - JAN 2014	604-49550-491	1,200.00
				<b>Activity 49550 - Electric Total:</b>	<u>11,321.37</u>
				<b>Fund 604 - ELECTRIC Total:</b>	<u>29,795.21</u>
<b>Fund: 609 - LIQUOR STORE</b>					
TOTAL REGISTER SYSTEMS	50656	01/15/2014	WORKSTATIONS	609-16420	4,431.29
MN REVENUE	20131231	12/31/2013	SALES TAX DEC 2013	609-20202	16,642.00
					<u>21,073.29</u>

**Activity: 49751 - Liquor Store**

NCPERS MINNESOTA	8446114	01/07/2014	INSURANCE 844600 -JAN. 201	609-49751-133	16.00
AH HERMEL COMPANY	407255	12/26/2013	MERCHANDISE	609-49751-217	205.38
SCHWALBACH HARDWARE	72861DEC	12/31/2013	MAINTENANCE	609-49751-217	53.17
CAMPUS CLEANERS	CC16234DEC	12/31/2013	21648	609-49751-217	42.34
WIRTZ BEVERAGE MN WINE	1080122874	12/23/2013	MERCHANDISE	609-49751-251	7,876.77
SOUTHERN WINE & SPIRITS O	1110475	12/26/2013	MERCHANDISE	609-49751-251	3,157.00
JOHNSON BROS.	1746193	12/26/2013	MERCHANDISE	609-49751-251	1,826.59
PHILLIPS WINE & SPIRITS	2533007	12/23/2013	MERCHANDISE	609-49751-251	2,516.04
PHILLIPS WINE & SPIRITS	2536349	12/26/2013	MERCHANDISE	609-49751-251	2,711.22
BEVERAGE WHOLESALERS	0485759	01/13/2014	MERCHANDISE	609-49751-252	2,457.51
HAGEN BEVERAGE DIST. INC.	259455	01/10/2014	MERCHANDISE	609-49751-252	180.50
HAGEN BEVERAGE DIST. INC.	259518	01/13/2014	MERCHANDISE	609-49751-252	3,371.40
VINO COPIA, INC	0089153-IN	12/23/2013	MERCHANDISE	609-49751-253	232.00

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Payment Dates: 1/8/2014 - 1/16/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SOUTHERN WINE & SPIRITS O	1110476	12/23/2013	15488	609-49751-253	865.00
JOHNSON BROS.	1741300	12/31/2013	MERCHANDISE	609-49751-253	1,088.99
JOHNSON BROS.	1746194	12/26/2013	MERCHANDISE	609-49751-253	1,013.20
JOHNSON BROS.	1746195	12/26/2013	MERCHANDISE	609-49751-253	62.97
PHILLIPS WINE & SPIRITS	2533008	12/23/2013	MERCHANDISE	609-49751-253	2,584.95
PHILLIPS WINE & SPIRITS	2536350	12/26/2013	MERCHANDISE	609-49751-253	1,389.20
WINE MERCHANTS	485428	12/26/2013	MERCHANDISE	609-49751-253	104.00
WIRTZ BEVERAGE MN WINE	1080122874	12/23/2013	MERCHANDISE	609-49751-254	102.04
JOHNSON BROS.	1746194	12/26/2013	MERCHANDISE	609-49751-254	64.25
PBC - PEPSI BEVERAGES COM	26985608	12/23/2013	MERCHANDISE	609-49751-254	152.00
AH HERMEL COMPANY	407255	12/26/2013	MERCHANDISE	609-49751-254	45.12
AH HERMEL COMPANY	407255	12/26/2013	MERCHANDISE	609-49751-256	110.40
BEVERAGE WHOLESALERS	0485759	01/13/2014	MERCHANDISE	609-49751-259	16.00
WIRTZ BEVERAGE MN WINE	1080122874	12/23/2013	MERCHANDISE	609-49751-259	36.00
AH HERMEL COMPANY	407255	12/26/2013	MERCHANDISE	609-49751-261	12.22
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	609-49751-321	62.47
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	609-49751-326	90.62
VINOCOPIA, INC	0089153-IN	12/23/2013	MERCHANDISE	609-49751-333	10.50
WIRTZ BEVERAGE MN WINE	1080122874	12/23/2013	MERCHANDISE	609-49751-333	147.54
SOUTHERN WINE & SPIRITS O	1110475	12/26/2013	MERCHANDISE	609-49751-333	63.78
SOUTHERN WINE & SPIRITS O	1110476	12/23/2013	15488	609-49751-333	27.75
JOHNSON BROS.	1741300	12/31/2013	MERCHANDISE	609-49751-333	32.00
JOHNSON BROS.	1746193	12/26/2013	MERCHANDISE	609-49751-333	21.07
JOHNSON BROS.	1746194	12/26/2013	MERCHANDISE	609-49751-333	40.00
PHILLIPS WINE & SPIRITS	2533007	12/23/2013	MERCHANDISE	609-49751-333	53.20
PHILLIPS WINE & SPIRITS	2533008	12/23/2013	MERCHANDISE	609-49751-333	115.20
PHILLIPS WINE & SPIRITS	2536349	12/26/2013	MERCHANDISE	609-49751-333	47.46
PHILLIPS WINE & SPIRITS	2536350	12/26/2013	MERCHANDISE	609-49751-333	40.00
AH HERMEL COMPANY	407255	12/26/2013	MERCHANDISE	609-49751-333	3.95
WINE MERCHANTS	485428	12/26/2013	MERCHANDISE	609-49751-333	1.60
KDOM RADIO	KDOM0229140131279	12/31/2013	ADVERTISING - RIVER BEND LI	609-49751-340	40.00
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	609-49751-381	772.17
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	609-49751-382	15.85
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	609-49751-385	25.20
TOSHIBA FINANCIAL SERVICES	243310448	12/26/2013	LEASE/MAINTENANCE CONTR	609-49751-404	22.16
<b>Activity 49751 - Liquor Store Total:</b>					<b>33,924.78</b>
<b>Fund 609 - LIQUOR STORE Total:</b>					<b>54,998.07</b>

**Fund: 614 - TELECOM**

SW/WC SERVICE COOPERATIV	20140106	01/06/2014	USAC PAYMENT FOR SCHOOL	614-11500	2,780.87
MN REVENUE	20131231	12/31/2013	SALES TAX DEC 2013	614-20202	6,811.00
					<b>9,591.87</b>

**Activity: 49870 - Telecom**

NCPERS MINNESOTA	8446114	01/07/2014	INSURANCE 844600 -JAN. 201	614-49870-133	96.00
COLE PAPERS INC.	8930026	12/23/2013	SUPPLIES	614-49870-211	325.48
WEX BANK	35369314	12/31/2013	DEC GAS	614-49870-212	305.15
HP SUDS CLUB, LLC	20140107	01/07/2014	BILLING CONTRACT SERVICE	614-49870-217	201.56
HP SUDS CLUB, LLC	20140113	01/13/2014	BILLING CONTRACT SERVICE	614-49870-217	256.25
ELECTRIC SCIENTIFIC CO INC	422808	12/31/2013	MAINTENANCE	614-49870-217	374.06
MN REVENUE	20131231	12/31/2013	SALES TAX DEC 2013	614-49870-227	47.30
ELITE MECHANICAL SYSTEMS,	2844	12/31/2013	MAINTENANCE	614-49870-227	289.44
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	614-49870-227	32.03
SCHWALBACH HARDWARE	72861DEC	12/31/2013	MAINTENANCE	614-49870-227	344.92
NATIONAL CABLE TV COOP	SI-375448	12/31/2013	EQUIPMENT	614-49870-227	226.54
MN REVENUE	20131231	12/31/2013	SALES TAX DEC 2013	614-49870-241	3.92
OLSEN THIELEN & CO.,LTD	12032	12/31/2013	LEGAL FEES	614-49870-304	237.00
UNIVERSAL SERVICE ADMIN C	UBDI0000665486	12/31/2013	DEC FEES	614-49870-304	1,060.65
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	614-49870-321	356.23
VERIZON WIRELESS	9716971457	01/07/2014	TELEPHONE	614-49870-321	308.40
SOURCE ONE SOLUTIONS, LLC	3783	12/31/2013	UTILITY BILL SERVICES - POST	614-49870-322	230.24

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SOURCE ONE SOLUTIONS, LLC	3783	12/31/2013	UTILITY BILL SERVICES	614-49870-326	1,974.63
KDOM RADIO	KDOM073131231261	12/31/2013	ADVERTISING-WINDOMNET	614-49870-340	198.00
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	614-49870-381	1,767.93
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	614-49870-382	15.14
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	614-49870-385	25.20
STONER INDUSTRIAL, INC.	20131231	12/31/2013	SERVICE	614-49870-401	57.39
LAMPERTS YARDS, INC.	3902020DEC	12/31/2013	MAINTENANCE	614-49870-401	94.85
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	614-49870-402	42.71
TOSHIBA FINANCIAL SERVICES	243310448	12/26/2013	LEASE/MAINTENANCE CONTR	614-49870-404	33.24
CENTURY LINK	507-831-1075-104DEC	12/31/2013	SERVICE #507-831-1075-104	614-49870-441	69.15
MLB NETWORK	034654	12/17/2013	SUBSCRIBER FEES	614-49870-442	823.20
NATIONAL CABLE TV COOP	13121058	12/31/2013	SUBSCRIBER	614-49870-442	67,269.44
RFD TV	1956-1678	12/17/2013	SUBSCRIBER FEES	614-49870-442	447.27
YOUNG BROADCASTING LLC	20131230	12/31/2013	SUBSCRIBER	614-49870-442	2,179.10
FOX TELEVISION STATIONS, IN	20131231	12/31/2013	SUBSCRIBER	614-49870-442	4,885.56
HUBBARD BROADCASTING IN	20131231	12/31/2013	SUBSCRIBER	614-49870-442	1,132.02
SHOWTIME NETWORKS INC	9002731-1113	12/17/2013	SUBSCRIBER FEES	614-49870-442	552.20
FOX SPORTS	G22461	12/31/2013	SUBSCRIBER	614-49870-442	16,368.45
BTN - BIG TEN NETWORK	G25121	12/31/2013	SUBSCRIBER	614-49870-442	4,016.46
JASON HANKE	386577	12/31/2013	SERVICE	614-49870-447	1,387.50
HURRICANE ELECTRIC LLC	9761891-IN	01/07/2014	TRANSIT SERVICE	614-49870-447	1,000.00
GOLDEN WEST TECH & INT SO	131200491	12/31/2013	SERVICE	614-49870-448	93.73
JEREMY ROLFES	20131231	12/31/2013	INTERNET EXPENSE - NOV & D	614-49870-448	50.94
WOODSTOCK TELEPHONE CO	10026351	12/31/2013	SPECIAL ACCESS CIRCUITS	614-49870-451	205.10
CENTURY LINK	L040021021-13360	12/31/2013	CARRIER ACCESS BILLING	614-49870-451	76.18
BANK MIDWEST	20140109	01/09/2014	NSF-LATINOS OREO 1-9-14	614-49870-480	114.68
SOUTHWEST MN BROADBAN	20140110	01/10/2014	QVC COMMISSIONS-NOV 201	614-49870-480	81.08
CENTURY LINK LEXIS LISTINGS	394707	12/18/2013	LISTINGS	614-49870-480	181.88
<b>Activity 49870 - Telecom Total:</b>					<b>109,838.20</b>
<b>Fund 614 - TELECOM Total:</b>					<b>119,430.07</b>

## Fund: 615 - ARENA

## Activity: 49850 - Arena

NCPERS MINNESOTA	8446114	01/07/2014	INSURANCE 844600 -JAN. 201	615-49850-133	32.00
STONER INDUSTRIAL, INC.	20131231	12/31/2013	SERVICE	615-49850-211	9.55
WEX BANK	35369314	12/31/2013	DEC GAS	615-49850-212	156.83
TOSHIBA FINANCIAL SERVICES	243310448	12/26/2013	LEASE/MAINTENANCE CONTR	615-49850-217	19.94
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	615-49850-241	457.39
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	615-49850-321	119.16
VERIZON WIRELESS	9716971457	01/07/2014	TELEPHONE	615-49850-321	50.92
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	615-49850-326	96.62
ASCAP	500580363JAN	01/07/2014	BASE LICENSE FEE	615-49850-326	330.00
KDOM RADIO	KDOM0113131231253	12/31/2013	ADVERTISING-ARENA	615-49850-340	84.48
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	615-49850-381	7,744.55
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	615-49850-382	435.76
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	615-49850-385	25.20
HEARTLAND PAPER COMPAN	G361328-1	01/07/2014	SUPPLIES	615-49850-402	578.92
R & R SPECIALTIES	0053668-IN	12/23/2013	MAINTENANCE	615-49850-404	180.19
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	615-49850-404	10.18
MN REVENUE	20131231	12/31/2013	SALES TAX DEC 2013	615-49850-460	1,653.00
<b>Activity 49850 - Arena Total:</b>					<b>11,984.69</b>
<b>Fund 615 - ARENA Total:</b>					<b>11,984.69</b>

## Fund: 617 - M/P CENTER

## Activity: 49860 - M/P Center

NCPERS MINNESOTA	8446114	01/07/2014	INSURANCE 844600 -JAN. 201	617-49860-133	48.00
HEARTLAND PAPER COMPAN	G363459-2	01/08/2014	SUPPLIES	617-49860-211	31.18
WEX BANK	35369314	12/31/2013	DEC GAS	617-49860-212	86.50
BROWN-NICOLLET COMMUNI	20131231	12/31/2013	LICENSE #3021 WINDOM CO	617-49860-217	154.00
MN DEPT OF EMPLOY & ECON	20131231	12/31/2013	UNEMPLOYMENT BENEFIT	617-49860-217	24.69
RIVER BEND LIQUOR	20131231	12/31/2013	MERCHANDISE	617-49860-251	12.70

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
RIVER BEND LIQUOR	20131231	12/31/2013	MERCHANDISE	617-49860-252	100.70
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	617-49860-321	118.48
VERIZON WIRELESS	9716971457	01/07/2014	TELEPHONE	617-49860-321	30.16
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	617-49860-326	37.95
WINDOM AREA CHAMBER OF	673	12/31/2013	BUSINESS INVESTMENT - ADV	617-49860-340	285.00
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	617-49860-381	933.40
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	617-49860-382	52.42
ELECTRIC FUND	20140108	01/08/2014	MONTHLY UTILITY & TELECO	617-49860-385	62.41
TOSHIBA FINANCIAL SERVICES	243310448	12/26/2013	LEASE/MAINTENANCE CONTR	617-49860-404	11.08
TOWN 'N COUNTRY	5625	12/31/2013	MAINTENANCE	617-49860-404	159.62
STONER INDUSTRIAL, INC.	20131231	12/31/2013	SERVICE	617-49860-406	179.25
SCHWALBACH HARDWARE	72861DEC	12/31/2013	MAINTENANCE	617-49860-406	44.78
RUNNING'S SUPPLY	71920DEC	12/31/2013	MAINTENANCE	617-49860-409	7.14
SCHWALBACH HARDWARE	72861DEC	12/31/2013	MAINTENANCE	617-49860-409	19.28
MN REVENUE	20131231	12/31/2013	SALES TAX DEC 2013	617-49860-460	368.00

Activity 49860 - M/P Center Total: 2,766.74

Fund 617 - M/P CENTER Total: 2,766.74

## Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0000187	01/09/2014	Federal Tax Withholding	700-21701	9,900.58
Minnesota Department of Re	INV0000186	01/09/2014	State Withholding	700-21702	4,243.61
Internal Revenue Service-Payr	INV0000188	01/09/2014	Social Security	700-21703	11,022.40
MN Pera	INV0000180	01/09/2014	PERA	700-21704	11,946.01
MN Pera	INV0000181	01/09/2014	PERA	700-21704	5,417.71
MN Pera	INV0000182	01/09/2014	PERA	700-21704	625.46
Minnesota State Deferred	INV0000183	01/09/2014	Deferred Compensation	700-21705	5,015.00
Minnesota State Deferred	INV0000184	01/09/2014	Deferred Roth	700-21705	250.00
BLUE CROSS/BLUE SHIELD	20140107	01/07/2014	PREMIUM-FEB. 2014	700-21706	42,216.00
COLLECTION SERVICES CENTE	20140107	01/07/2014	CDDM013726	700-21709	930.23
Internal Revenue Service-Payr	INV0000185	01/09/2014	Medicare Withholding	700-21711	3,156.20
SELECTACCOUNT	20140114	01/14/2014	FLEX SPENDING	700-21712	585.37
COLONIAL LIFE INSURANCE	8182644-0112285	01/07/2014	BCN E8182644 INSURANCE	700-21714	8.82
NCPERS MINNESOTA	8446114	01/07/2014	INSURANCE 844600 -JAN. 201	700-21718	32.00
MII LIFE	20140113	01/13/2014	VEBA	700-21720	10,581.36

105,930.75

Fund 700 - PAYROLL Total: 105,930.75

Grand Total: 410,184.95

## Report Summary

## Fund Summary

Fund	Payment Amount
100 - GENERAL	33,669.17
211 - LIBRARY	1,667.14
225 - AIRPORT	10.99
230 - POOL	11.54
235 - AMBULANCE	8,230.07
250 - EDA GENERAL	5,119.89
254 - NORTH IND PARK	51.43
601 - WATER	11,860.77
602 - SEWER	24,658.42
604 - ELECTRIC	29,795.21
609 - LIQUOR STORE	54,998.07
614 - TELECOM	119,430.07
615 - ARENA	11,984.69
617 - M/P CENTER	2,766.74
700 - PAYROLL	105,930.75
<b>Grand Total:</b>	<b>410,184.95</b>

## Account Summary

Account Number	Account Name	Payment Amount
100-20202	Sales Tax Payable	0.68
100-41110-304	Legal Fees	165.00
100-41110-308	Training & Registrations	315.00
100-41110-350	Printing & Binding	150.00
100-41310-133	Employer Paid Insurance	80.00
100-41310-200	Office Supplies	250.59
100-41310-321	Telephone	195.49
100-41310-326	Data Processing	37.95
100-41310-401	Repairs & Maint - Buildi	22.16
100-41310-480	Other Miscellaneous	390.50
100-41910-133	Employer Paid Insurance	24.00
100-41910-200	Office Supplies	7.13
100-41910-212	Motor Fuels	112.99
100-41910-321	Telephone	67.07
100-41910-443	Intergovernmental Fees	345.42
100-41940-381	Electric Utility	396.76
100-41940-382	Water Utility	47.19
100-41940-385	Sewer Utility	75.60
100-41940-406	Repairs & Maint - Groun	250.00
100-41940-480	Other Miscellaneous	907.50
100-42120-133	Employer Paid Insurance	160.00
100-42120-200	Office Supplies	119.12
100-42120-212	Motor Fuels	1,617.50
100-42120-304	Legal Fees	2,463.75
100-42120-305	Medical & Dental Fees	40.00
100-42120-321	Telephone	285.20
100-42120-323	Radio Units	389.32
100-42120-325	Dispatching	275.00
100-42120-350	Printing & Binding	497.64
100-42120-404	Repairs & Maint - M&E	11.08
100-42120-412	Rentals - Building	1,650.00
100-42120-433	Dues & Subscriptions	1,995.00
100-42120-480	Other Miscellaneous	474.90
100-42220-212	Motor Fuels	109.19
100-42220-308	Training & Registrations	575.00
100-42220-321	Telephone	29.03
100-42220-323	Radio Units	143.77
100-42220-325	Dispatching	212.50

## Account Summary

Account Number	Account Name	Payment Amount
100-42220-404	Repairs & Maint - M&E	141.85
100-42220-405	Repairs & Maint - Vehicl	24.93
100-42500-323	Radio Units	1,800.00
100-42500-325	Dispatching	12.50
100-42500-381	Electric Utility	20.00
100-43100-133	Employer Paid Insurance	80.00
100-43100-211	Cleaning Supplies	40.02
100-43100-212	Motor Fuels	6,029.27
100-43100-215	Materials & Equipment	85.67
100-43100-217	Other Operating Supplie	708.79
100-43100-224	Street Maint Materials	600.92
100-43100-225	Landscaping Materials	10.00
100-43100-321	Telephone	112.72
100-43100-325	Dispatching	125.00
100-43100-381	Electric Utility	3,597.70
100-43100-382	Water Utility	19.37
100-43100-385	Sewer Utility	25.20
100-43100-404	Repairs & Maint - M&E	3,162.86
100-43100-405	Repairs & Maint - Vehicl	402.60
100-43100-409	Repairs & Maint - Utilitie	35.22
100-43100-480	Other Miscellaneous	1,042.50
100-45120-217	Other Operating Supplie	11.08
100-45202-133	Employer Paid Insurance	16.00
100-45202-212	Motor Fuels	397.27
100-45202-325	Dispatching	37.50
100-45202-381	Electric Utility	23.02
100-45202-382	Water Utility	117.35
100-45202-385	Sewer Utility	100.80
211-45501-217	Other Operating Supplie	140.54
211-45501-321	Telephone	31.29
211-45501-326	Data Processing	37.95
211-45501-350	Printing & Binding	99.00
211-45501-381	Electric Utility	178.12
211-45501-382	Water Utility	14.55
211-45501-385	Sewer Utility	25.20
211-45501-409	Repairs & Maint - Utilitie	140.00
211-45501-433	Dues & Subscriptions	102.00
211-45501-435	Books and Pamphlets	898.49
225-45127-217	Other Operating Supplie	10.99
230-45124-217	Other Operating Supplie	5.54
230-45124-460	Miscellaneous Taxes	6.00
235-42153-212	Motor Fuels	2,395.92
235-42153-217	Other Operating Supplie	871.71
235-42153-312	Nursing	1,862.71
235-42153-321	Telephone	94.79
235-42153-325	Dispatching	200.00
235-42153-326	Data Processing	2,450.25
235-42153-327	Interpretation Fees	42.76
235-42153-334	Meals/Lodging	206.87
235-42153-405	Repairs & Maint - Vehicl	105.06
250-23900	Notes Payable - Noncurr	814.10
250-23903	Note Payable - Fulda Are	1,925.17
250-46520-133	Employer Paid Insurance	24.00
250-46520-200	Office Supplies	27.14
250-46520-304	Legal Fees	34.00
250-46520-308	Training & Registrations	394.00
250-46520-321	Telephone	102.09
250-46520-381	Electric Utility	50.63

## Account Summary

Account Number	Account Name	Payment Amount
250-46520-480	Other Miscellaneous	178.54
250-49980-612	Other Interest	1,570.22
254-46520-381	Electric Utility	16.03
254-46520-480	Other Miscellaneous	35.40
601-49400-133	Employer Paid Insurance	40.00
601-49400-212	Motor Fuels	211.13
601-49400-217	Other Operating Supplie	619.35
601-49400-241	Small Tools	160.30
601-49400-308	Training & Registrations	200.00
601-49400-310	Lab Testing	56.25
601-49400-321	Telephone	105.39
601-49400-322	Postage	230.25
601-49400-325	Dispatching	100.00
601-49400-326	Data Processing	902.69
601-49400-340	Advertising	40.00
601-49400-381	Electric Utility	3,923.78
601-49400-382	Water Utility	14.32
601-49400-385	Sewer Utility	25.20
601-49400-386	Landfill	1,600.20
601-49400-402	Repairs & Maint - Struct	5.22
601-49400-404	Repairs & Maint - M&E	1,867.82
601-49400-406	Repairs & Maint - Groun	15.04
601-49400-408	Repairs & Maint - Distrib	1,577.65
601-49400-480	Other Miscellaneous	166.18
602-49450-133	Employer Paid Insurance	56.00
602-49450-200	Office Supplies	56.57
602-49450-212	Motor Fuels	496.47
602-49450-217	Other Operating Supplie	457.81
602-49450-241	Small Tools	319.67
602-49450-310	Lab Testing	1,978.00
602-49450-321	Telephone	207.15
602-49450-322	Postage	230.25
602-49450-325	Dispatching	100.00
602-49450-326	Data Processing	940.64
602-49450-381	Electric Utility	16,634.26
602-49450-382	Water Utility	458.68
602-49450-404	Repairs & Maint - M&E	271.37
602-49450-406	Repairs & Maint - Groun	15.04
602-49450-408	Repairs & Maint - Distrib	2,046.01
602-49450-480	Other Miscellaneous	390.50
604-14200	Inventory	432.84
604-20202	Sales Tax Payable	17,741.00
604-22000	Prepayments	300.00
604-49550-133	Employer Paid Insurance	96.00
604-49550-200	Office Supplies	225.00
604-49550-212	Motor Fuels	897.87
604-49550-217	Other Operating Supplie	457.82
604-49550-241	Small Tools	366.60
604-49550-303	Engineering and Surveyi	2,350.00
604-49550-321	Telephone	223.52
604-49550-322	Postage	230.25
604-49550-325	Dispatching	187.50
604-49550-326	Data Processing	1,899.75
604-49550-381	Electric Utility	150.61
604-49550-382	Water Utility	15.85
604-49550-385	Sewer Utility	25.20
604-49550-404	Repairs & Maint - M&E	28.56
604-49550-406	Repairs & Maint - Groun	179.51

## Account Summary

Account Number	Account Name	Payment Amount
604-49550-409	Repairs & Maint - Utilitie	17.62
604-49550-450	Conservation	2,299.06
604-49550-480	Other Miscellaneous	470.65
604-49550-491	Payments to Other Orga	1,200.00
609-16420	Office Equipment	4,431.29
609-20202	Sales Tax Payable	16,642.00
609-49751-133	Employer Paid Insurance	16.00
609-49751-217	Other Operating Supplie	300.89
609-49751-251	Liquor	18,087.62
609-49751-252	Beer	6,009.41
609-49751-253	Wine	7,340.31
609-49751-254	Soft Drinks & Mix	363.41
609-49751-256	Tobacco Products	110.40
609-49751-259	Non- Alcoholic	52.00
609-49751-261	Other Merchandise	12.22
609-49751-321	Telephone	62.47
609-49751-326	Data Processing	90.62
609-49751-333	Freight and Express	604.05
609-49751-340	Advertising	40.00
609-49751-381	Electric Utility	772.17
609-49751-382	Water Utility	15.85
609-49751-385	Sewer Utility	25.20
609-49751-404	Repairs & Maint - M&E	22.16
614-11500	Accounts Receivable	2,780.87
614-20202	Sales Tax Payable	6,811.00
614-49870-133	Employer Paid Insurance	96.00
614-49870-211	Cleaning Supplies	325.48
614-49870-212	Motor Fuels	305.15
614-49870-217	Other Operating Supplie	831.87
614-49870-227	Utility System Maint Sup	940.23
614-49870-241	Small Tools	3.92
614-49870-304	Legal Fees	1,297.65
614-49870-321	Telephone	664.63
614-49870-322	Postage	230.24
614-49870-326	Data Processing	1,974.63
614-49870-340	Advertising	198.00
614-49870-381	Electric Utility	1,767.93
614-49870-382	Water Utility	15.14
614-49870-385	Sewer Utility	25.20
614-49870-401	Repairs & Maint - Buildi	152.24
614-49870-402	Repairs & Maint - Struct	42.71
614-49870-404	Repairs & Maint - M&E	33.24
614-49870-441	Transmission Fees	69.15
614-49870-442	Subscriber Fees	97,673.70
614-49870-447	Internet Expense	2,387.50
614-49870-448	On-Call Support	144.67
614-49870-451	Call Completion	281.28
614-49870-480	Other Miscellaneous	377.64
615-49850-133	Employer Paid Insurance	32.00
615-49850-211	Cleaning Supplies	9.55
615-49850-212	Motor Fuels	156.83
615-49850-217	Other Operating Supplie	19.94
615-49850-241	Small Tools	457.39
615-49850-321	Telephone	170.08
615-49850-326	Data Processing	426.62
615-49850-340	Advertising	84.48
615-49850-381	Electric Utility	7,744.55
615-49850-382	Water Utility	435.76

**Account Summary**

Account Number	Account Name	Payment Amount
615-49850-385	Sewer Utility	25.20
615-49850-402	Repairs & Maint - Struct	578.92
615-49850-404	Repairs & Maint - M&E	190.37
615-49850-460	Miscellaneous Taxes	1,653.00
617-49860-133	Employer Paid Insurance	48.00
617-49860-211	Cleaning Supplies	31.18
617-49860-212	Motor Fuels	86.50
617-49860-217	Other Operating Supplie	178.69
617-49860-251	Liquor	12.70
617-49860-252	Beer	100.70
617-49860-321	Telephone	148.64
617-49860-326	Data Processing	37.95
617-49860-340	Advertising	285.00
617-49860-381	Electric Utility	933.40
617-49860-382	Water Utility	52.42
617-49860-385	Sewer Utility	62.41
617-49860-404	Repairs & Maint - M&E	170.70
617-49860-406	Repairs & Maint - Groun	224.03
617-49860-409	Repairs & Maint - Utilitie	26.42
617-49860-460	Miscellaneous Taxes	368.00
700-21701	Federal Withholding	9,900.58
700-21702	State Withholding	4,243.61
700-21703	FICA Tax Withholding	11,022.40
700-21704	PERA Contributions	17,989.18
700-21705	Retirement	5,265.00
700-21706	Medical Insurance	42,216.00
700-21709	Wage Levy	930.23
700-21711	Medicare Tax Withholdi	3,156.20
700-21712	Flex Account	585.37
700-21714	Individual Insurance-Col	8.82
700-21718	Individual Insurance-NC	32.00
700-21720	VEBA Contributions	10,581.36
	<b>Grand Total:</b>	<b>410,184.95</b>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	410,184.95
<b>Grand Total:</b>	<b>410,184.95</b>

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