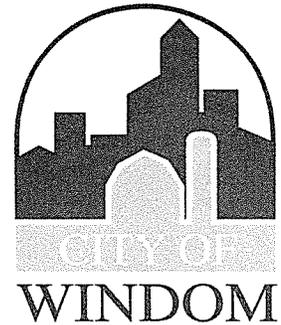


Council Meeting
Tuesday, October 7, 2014
City Council Chambers
7:30 p.m.
AGENDA



Call to Order

Pledge of Allegiance

1. Approval of Minutes
 - Council Minutes–September 9 &16, 2014
2. Consent Agenda
 - Minutes
 - Fire Hall Building Committee – September 15 & 30, 2014
 - Economic Development Authority – September 22, 2014
 - Utility Commission – September 24, 2014
 - License Applications
 - Exempt Gambling Permit
 - Windom Youth Hockey Association
 - Windom Fire Department Relief Association
3. Department Heads
4. HEAT Team Joint Powers Agreement
5. School Resource Officer Update
6. Wellhead Protection Plan Amendment - Public Information Meeting
7. Des Moines Valley Health – Community Active Living Plan
8. EDA Commission Recommendation – Use of Pre-1990 TIF Proceeds
 - Extension of North Redding Avenue
9. Fire Hall Committee Presentation/Recommendations
10. ShoreTel – Maintenance Agreement
11. Resolution Appointing Additional Election Judges
12. New Business
13. Old Business
 - Closed Session –Pending Litigation Sherbrooke Turf
14. Regular Bills
15. Council Concerns
16. Adjourn



**Special City Council Meeting – 2015 Budget Workshop
Windom Community Center
September 9, 2014
6:00 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Maricle at 6:00 p.m.

2. Roll Call:

Mayor:	Corey Maricle
Council Members:	Brian Cooley, Dominic Jones, Bradley Powers and JoAnn Ray
Council Members Absent:	Kelsey Fossing
City Staff Present:	Steve Nasby, City Administrator; Dawn Aamot, Library Director; Jim Kartes, Building Official; Gary Kulseth, Liquor Store Manager; Dan Olsen, Telecom Manager; Aaron Backman, EDA Director; Al Baloun, Recreation Director; Bruce Caldwell, Streets & Parks Superintendent; Mike Haugen, Water & Wastewater Superintendent; Brent Brown, Electric Superintendent; Scott Peterson, Police Chief; Dan Ortman, Fire Chief and Chelsie Carlson, Finance Director/Controller

3. Discussion of 2015 City Budget:

Maricle said the discussion is for both operational and capital items, but if Council had other related questions those could be asked as well.

Housing and Redevelopment Authority – Dee Anna Bakken and Frank Dorpinghaus introduced themselves as the Executive Director and Board Chair. They requested that the City Council consider reducing the payment in lieu of taxes that the HRA pays to the City. Bakken said the formula was established in 1966. The information submitted to the City Council shows the rationale for the outlining the community projects the HRA has undertaken and the reductions in federal aid they have received. The HRA currently pays 10% of their net revenue or about \$15,850 for the city property taxes. The HRA is asking that the tax rate be cut in half so the HRA is equal to the State minimum of 5%. She said that the HRA is also submitting a grant and any reduction in taxes could be counted as local match to leverage funds.

Powers asked if the HRA was denied federal aid due to the HRA reserve balances. Bakken said that these reserves are restricted to capital projects by the federal government;

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however, the federal government did make the HRA use the reserves for operations one year. She added that the federal reimbursement rate for 2014 is 84% so the HRA is not being fully paid for the services it provides.

Powers asked if the HRA could spend down some of the reserve doing capital improvements on a few apartments at a time rather than accumulate funds. Bakken said that some projects are large and require the HRA to save their capital funds for three years before they save enough to pay for the project.

Jones asked what the impact a reduction in the HRA taxes makes to the City's property tax levy. Nasby said that a reduction of about \$7,900 to the HRA would account for about a one-half percent increase in the taxes for all the other properties in town.

Jones asked if a reduction in the HRA's taxes could be phased in over time. Bakken said any tax relief would be helpful.

Cooley said he agrees with a phased approach.

Maricle asked about a timeline for a decision. Nasby said the City Council will set a final property tax levy in December and any related information changing the tax rate would be needed by the County Auditor by December 31. Nasby noted that the HRA mentioned the November grant they were submitting and the possibility of using this as match.

Building and Zoning – Kartes said that he had very little change in his operational budget, but that he would need about \$500 more in the budget for legal fees as the City Council had requested a review of the nuisance ordinance and permitting fences.

Police – Peterson said that legal fees are down, fuel costs are higher and he has some money budgeted to set up a new squad car when it is due for rotation in 2015. The amount in PERA is up due to the State mandating an employer increase of 0.9% for 2015.

Maricle asked about the lower health insurance. Nasby said the City got a reduction in health insurance premiums this year from our provider so there is a savings from last year.

Cooley asked about bidding fuel for the Police Department. Nasby replied that the City has a fleet fuel system set up with a provider that allows all stations to be used and the City gets a rebate.

Jones asked about legal fees. Peterson said that legal fees are down due to a reduction in the hourly fee charged by the City Attorney.

Jones asked if the Police Department is supportive of the security system plans being discussed. Peterson said they are strongly supportive and recommend the WW Communications vendor.

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Streets – Caldwell said that he had small changes in the operational budget, but is budgeting for a part-time seasonal person for mowing and weed control. In his 2014 budget the line item for material purchases is over due to salt purchases and that inventory will be partly used in 2015. The 2014 budget for landscaping is also over, but most of those costs were reimbursed from the Toro Tree donation. The seal coating budget for 2015 will mostly be used for crack-filling.

Jones asked about street patching. Caldwell said the supplies are in the street department's budget to carry on those activities.

Caldwell said that he is going to start tracking the mechanic's time again as it seems more time is being spent in that work versus maintenance.

Caldwell noted that his capital improvement items were a new loader to replace the 1987 Case unit estimated to be \$210,000, 2015 street repair estimated to be \$100,000; a pick-up sander and a new air compressor that would be shared with the Electric Department.

Parks – Caldwell noted there are no operational changes in the budget. His capital items include lighting for two ball fields at the Windom Recreation Area for \$85,800 on Qwest Field and \$159,500 for Wacker field, a Toro workman, lawn mower, playground equipment and a seal coating for the new asphalt at Tegel's park for \$15,000. He noted that Kastle Kingdom could use a seal coating of the wooden structure.

Powers asked if rubber chips could be used at Kastle Kingdom instead of wood chips and the long-term cost may be better. Caldwell said that the rubber chips tend to track debris into vehicles and is generally not the preferred material.

Jones said that there may be some grant funds from Remick for Kastle Kingdom. He also asked if the restrooms at Island Park are in the plans to be renovated. Caldwell said that the restrooms at Island Park are not the highest priority but the camper dump station which is causing the most issues.

Recreation – Baloun said that his operational budget is the same as 2014. The recreation programming is also being discussed by the Park and Recreation Commission as the school has expressed interest in partnering. He is requesting \$5,500 for new portable pitching mounds that can be used on the various ball fields.

Pool – Baloun said the budget for operations has one significant change in that he is asking for an additional \$16,000 to address building and system maintenance issues. The building is 50 years old and needs work as does some plumbing.

Maricle asked if the amount requested will address the maintenance items. Baloun replied it will cover the patches needed, but the replacement of facilities is needed. Baloun added that the capital request includes funds to update the 2006 feasibility study.

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Powers noted that the building could be sand blasted, repainted and sealed if the block were still good.

Jones asked if the pumping equipment was in good condition. Baloun said that it is in decent condition and the leak repair will improve the situation.

Arena – Baloun said that the revenue in 2015 for horse shows is slightly higher than 2014 as they may get additional shows. The expenses show a 1% increase over last year.

Baloun said that he has deferred a number of items on his capital improvement list but has keep a \$15,000 request to update the racquetball courts as they need work due to moisture which has caused the walls to warp.

Jones asked if Baloun supported the security camera system being proposed. Baloun said that he is supportive and would like to have a camera or two in the Arena.

Fire – Ortman said the operational budget is about the same as last year and noteworthy items included some money for training as they will need to replace retiring firefighters. He said the State has grant funds for training in this year's budget so if we moved quickly maybe we could use that funding. The Department's priority is still to replace the main fire engine as it is a 1993 model truck. The truck is eligible for a FEMA grant, but it was not a high priority for them. The other large capital item is the replacement of SCBA units. The cost of this could be about \$140,000. Nasby noted that some of the left over bond proceeds last year were earmarked for SCBA and the CIP shows a set-aside each year for three years. Ortman said that they will need the SCBA before three years and he wants to purchase all of them at the same time so they are all the same model which makes maintenance and training more efficient. Ortman also noted that the fire hall building is a high priority for the department.

Jones asked if the City could do an inter-fund loan to purchase the SCBA equipment and then repay it over a few years. Nasby said the Council could make that decision and fund it from reserves or request an inter-fund loan from an enterprise fund.

Motion by Jones second by Ray to approve the Windom Fire Department to add up to four firefighters in 2014. Motion carried 4 – 0 (Fossing absent).

EDA – Backman said that the operational budget was lower overall, but showed an increase in audit and consulting due to the TIF plans that are being done and audit work with the State.

He noted that Phase II of the North Windom Industrial Park for \$720,000 is on the Capital Improvement Plan and this would be paid for through state grants and matching funds from the TIF.

Library – Aamot said that she has a \$490 increase in the operational budget. She said she does have some concern about the heating and snow removal budgets, but would see how it

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goes. The dues and subscriptions line item could go down by \$500 as the Plum Creek system is paying for some electronic subscriptions. In the Capital Improvements budget the \$2,000 for computers for 2015 can be zeroed out due to Remick Foundation grant money but she wants to keep the requests for \$5,000 for painting as it is in poor condition.

Powers noted the future request for windows. Aamot said the windows are bad and she had counted 27 cracked panes.

Cooley said that Aamot has been doing a great job as director and he has heard compliments from the public.

Telecom – Olsen said that Telecom revenue anticipates increasing revenue from co-locations and cross-connects but he does not know how much, otherwise the budget is about the same. He noted that re-transmission agreements for programming are coming up so the cost of cable television programming will be much higher, which will necessitate the need to increase cable television prices.

Jones asked about the increase for cable television rates and what is needed. Olsen replied that Windomnet is \$20 too low in the package rates compared to other communities. This would be a 25-30% rate increase.

Jones and Maricle asked if there is a breakdown of revenue and expense by activity, such as telephone, internet and cable television that will show the expenses for each along with the associated revenue. Olsen and Carlson said that the accounts are mixed for the services and an in-depth accounting would be a long and difficult process.

Olsen said there is a transport project that could make Windomnet some money, but there is a \$36,000 capital expense that will be required. He would suggest deleting the head end rebuild and satellite farm rebuild as an off-air service may be taken over by another project. He is requesting \$4,600 for a new telephone system and \$5,900 for security at the Network Operations Center. He also said they are out of office space so he is suggesting renting a building downtown and is asking for \$5,000 to make renovations if needed.

Jones asked if the shown cash flow deficit was due to the proposed capital items. Nasby replied that the fund would still show a loss even without capital items.

Electric – Brown said the 2015 operational budget is based on last year and what predictions he has for power use by Toro and PM Windom. He cautioned that the numbers are dependent on these two customers, wholesale power costs, the economy and weather conditions. He noted that personnel service costs will be lower with the retirement of the Electric Utility Manager. There will be some revenue from the City's investment in the CAPX project which is projected to be \$60,000 but could be higher. He noted that the purchase of power for resale is about 70% of the budget.

2015 capital plan included \$250,000 for the continuation of the distribution system upgrades and \$50,000 in capitalized labor, \$250,000 for a new digger\derrick truck and

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miscellaneous equipment for \$40,000. All of the project would be funded from electric utility revenues. Brown noted that the department is also looking at replacing its main transformer and that could cost \$1 million.

Brown handed out a budget summary page showing the revenues and expenses for the operational budget and reviewed it with the Council.

Liquor Store – Kulseth said that the budget is comparable to last year, but there is an increase in revenue and cost of materials for resale to match actual 2014 numbers.

Kulseth said that his capital items included work or replacement of the interior doors and the heating system (if needed). The roof paint is peeling, but this may be a warranty item and if not the cost is about \$7,500 to re-paint.

Water – Haugen said that the commercial water revenue was budgeted higher in 2015 due to the Red Rock purchases and some POET sales. For expenses the only change to note is the fuel and chemical costs are up. For capital items include money for wells, pumps, distribution systems and annual upgrades to water mains, wells, well heads, pumps, meters and hydrants.

Jones asked about the meter reading project. Haugen said that he and the Utility Commission has been researching systems and that could be either a 2015 or a 2016 project for \$300,000.

Wastewater – Haugen said the department budget is showing slightly lower revenue due to operation slowdowns at PM Windom. The sewer rate may be increased to account for inflation at 2 – 3%.

He said that capital upgrades include annual projects for general plant improvements, miscellaneous equipment, a mower, interceptor and collection lines and lift stations. Haugen said a potential major project would be a \$750,000 plant upgrade if the State permit coming in 2015 requires more restrictive discharges. He said a lawn mower is also proposed along with the regular requests for system and facility maintenance. Both water and wastewater capital projects would be funded from the utility revenues.

Community Center – Nasby said that the revenue and expenses were virtually the same as in 2014.

For 2015 the main capital need is to have funds set aside for major equipment replacement such as the dishwasher, stoves, refrigerators, freezers and steam table. The Community Center's request also included some funds for outdoor grounds and a replacement computer.

Ambulance – Nasby said the Ambulance budget is similar to last year. The fund is in the black. He noted that he has asked the Ambulance Director to track his time so there is a

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record of how much time is spent and then that can be related back to discussions on the pay. There is no capital items requested for 2015.

City Hall – Nasby said the 2015 request for operations is the same and this budget is only for the operation and maintenance of the building. Staffing costs are associated with the Administration budget.

Administration – Nasby said the operational budget is down by about 20% due to the elimination of assessing fees charged by the County. This saved the City \$31,000. There is one capital request for \$2,500 for computer replacement.

Sanitation – Nasby said this is the account for the city-wide clean-up and it has been the same for several years at \$22,000 and this is paid for by the \$1 fee on utility bills.

Civil Defense\Emergency Management – Nasby said the budget is \$500 higher than last year due to this fund paying for electric use for the sirens.

Animal Control – Nasby said there is no change from last year’s \$2,700 budget.

Airport – Nasby said that the 2015 operations budget is a higher figure for aviation gas to be purchased due to price increases and the new Jet A fuel, but this will be off-set with higher revenue from aviation gas sold. The capital project request is for runway extension land acquisition if the study is approved by the FAA. The cost is \$200,000 with 90% funded by the Federal government so \$20,000 would be the local share.

4. New Business:

Nasby said the Community Center was losing their part-time person for a few months and the Community Center director had asked for permission to hire a seasonal, part-time person to fill in as they have a number of events booked for October. Consensus of the Council to have the position advertised and bring back a hiring recommendation.

5. Old Business:

None.

6. Adjourn:

Maricle adjourned the meeting by unanimous consent. Meeting adjourned at 10:20 p.m.

Corey Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

**Regular Council Meeting
Windom City Hall, Council Chamber
September 16, 2014
7:30 p.m.**

1. Call to Order:

The meeting was called to order by Mayor Pro Tem Bradley Powers at 7:30 p.m.

2. Roll Call: Mayor: Corey Maricle
- Council Present: Brian Cooley, Bradley Powers and JoAnn Ray
- Council Absent: Kelsey Fossing and Dominic Jones
- City Staff Present: Steve Nasby, City Administrator; Jim Kartes, Building Official; Mike Haugen, Water\Wastewater Superintendent; Aaron Backman, EDA Executive Director and Jeff Dahna, Telecom

3. Pledge of Allegiance

4. Approval of Minutes:

Motion by Powers second by Ray to approve the City Council minutes from September 2, 2014. Motion carried 3 – 0 (Fossing and Jones absent).

5. Consent Agenda:

Maricle noted the minutes from the following Boards and Commissions.

- Housing & Redevelopment Authority – August 13, 2014
- Tree Committee – September 3, 2014
- Economic Development Authority – September 8, 2014
- Library Board – September 9, 2014
- Planning Commission – September 9, 2014
- Park & Recreation Commission – September 10, 2014

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

6. Department Heads:

Aaron Backman, EDA Executive Director, said that the EDA will be holding a public hearing on September 22, 2014 for the purposes of selling a lot in the North Windom Industrial Park. A sale is pending for Block 2, Lot 4.

7. Planning Commission Recommendation – Conditional Use Permit – 1627 17th Street:

Jim Kartes, Building Official, said that the Planning Commission met to review a conditional use permit request for 1627 17th Street for the construction of a garage. The conditional use permit is needed as the proposed garage exceeds the maximum floor area for accessory buildings by 538 square feet, is a second accessory building and exceeds the ground coverage of the dwelling. The Planning Commission is recommending approval.

Cooley asked if there and there were objections from the surrounding property owners. Kartes replied that one spoke about a concern if there was a long driveway to the new garage, but no driveway is planned.

Motion by Cooley second by Ray to approve the conditional use permit for 1627 17th Street as presented. Motion carried 3 – 0 (Fossing and Jones absent).

8. Economic Development Authority – TIF 1-4 Decertification:

Aaron Backman, EDA Executive Director, said that this is the district that was created for a Toro project in 1994. All of the obligations of the district have been satisfied so according to the terms of the district it has expired. Any funds remaining in the TIF account will be returned to the County Auditor by December 31, 2014 for distribution to the taxing bodies. The EDA Board has reviewed this TIF decertification and recommended that the City Council approve the formal resolution.

Council member Cooley introduced the Resolution No. 2014-43, entitled “RESOLUTION APPROVING THE DECERTIFICATION OF TAX INCREMENT FINANCING DISTRICT NO. 1-4” and moved its adoption. The resolution was seconded by Powers and on roll call vote: Aye: Cooley, Powers and Ray. Nay: None. Absent: Fossing and Jones. Abstain: None. Resolution passed 3 – 0.

9. Library Lease – State of Minnesota Department of Human Services:

Nasby said a representative from the State of Minnesota Department of Human Services contacted the EDA looking for available office space in Windom. They have one employee that will be working with both Cottonwood County and Jackson County. The State thought they had space secured with Cottonwood County but that did not work out so they asked the City if there was available space within city facilities. The need is for a small office, telephone and internet connections. One space that is available is a small office (65 square feet) in the library. After discussions with the Library Director the space was offered to the State at a cost of \$125 a month with the State paying for any installation and service for telecommunications. Attached is the proposed lease, which is for one year with two renewable years. The City Attorney has reviewed the lease terms.

Motion by Ray second by Cooley to approve a lease with the State of Minnesota for space within the City of Windom Library. Motion carried 3 – 0 (Fossing and Jones absent).

10. Preliminary 2015 Budget Levy:

Nasby said that the budget workshop was completed by the City Council on September 9, 2014 with presentations of operations and capital items. The budget anticipates about a 1% increase in general funds and \$250,000 - \$300,000 for non-enterprise fund capital expenditures, which is the same as last year. The City did take on some new debt with the 2013 Street Project. The staff recommendation is to set the preliminary levy 5% higher than last year to allow the Council some flexibility as the budget is finalized. This preliminary levy can always be reduced before the final budget is adopted, but it cannot go higher once it is set.

Council member Powers introduced the Resolution No. 2014-44, entitled “A RESOLUTION ADOPTING PROPOSED PROPERTY TAX LEVY” and moved its adoption. The resolution was seconded by Ray and on roll call vote: Aye: Cooley, Powers and Ray. Nay: None. Absent: Fossing and Jones. Abstain: None. Resolution passed 3 – 0.

11. Personnel Items:

Maricle said the Personnel Committee met on September 10, 2014 and had several recommendations for the City Council.

Maricle said that Chief Scott Peterson presented his recommendation for step advancement for Officer Louis Norell effective upon his employment anniversary from Step 9 to Step 12 within the Police pay plan. Officer Norell received high marks on his evaluation. The Personnel Committee has recommended the proposed action.

Motion by Ray second by Cooley to approve moving Officer Louis Norell from Step 9 to Step 12 effective upon his employment anniversary. Motion carried 3 – 0 (Fossing and Jones absent)

Mike Haugen, Water and Wastewater Superintendent, said that a position was open for a water\wastewater operator and 12 applications were received. Haugen said that following a review of the applications and interviews he is recommending that an internal transfer request from Steve Willard be approved. Mr. Willard currently works in the Windom Streets\Parks department. Both he and the Streets\Parks Superintendent have agreed to a start date of October 13, if approved by the City Council. The internal transfer would be at the same grade and step for the employee. The Personnel Committee has recommended the proposed action.

Powers asked if the pay grades were the same for both positions. Nasby said that the grade was the same in both departments and that the employee would stay on the same step due to longevity with the City.

Powers asked if there were any applicants that held water or wastewater licenses. Haugen said that none of the applicants had applicable licenses.

Cooley asked what was the minimum time needed to get a license. Haugen said that the lowest level license takes a year and it will take five to six years to get a license equal to the size and type of plants operated in Windom.

Motion by Cooley second by Ray to approve the internal transfer request for Steve Willard from Streets\Parks to Water\Wastewater at the current grade and step effective October 13, 2014. Motion carried 3 – 0 (Fossing and Jones absent).

Nasby said that on February 4, 2014 the City Council approved a step advancement for Gary Kulseth, Liquor Store Manager and discussed the possibility for an additional step advance upon successful and timely completion of the 2014 capital improvement projects. Nasby verified that the capital projects have been completed and that the Liquor Store Manager has continued to perform at a high level and recommended that Mr. Kulseth be moved from Grade 17, Step 4 to Step 5 within the Supervisory Pay plan effective of September 1, 2014. The Personnel Committee has recommended the proposed action.

Motion by Powers second by Ray that Gary Kulseth receives advancement to Grade 17, Step 5 effective September 1, 2014 and maintain his eligibility for the annual step advancement upon his employment anniversary. Motion carried 3 – 0 (Fossing and Jones absent).

Maricle said that Bruce Caldwell, Streets & Parks Superintendent presented to the Personnel Committee his recommendation for advancement for Justin Crowell effective upon his employment anniversary from Grade 6, Step 5 to Step 7 within the IBEW labor agreement pay plan. Mr. Crowell received high marks on his evaluation and was recommended for this two-step increase, rather than the standard one step advancement. The Personnel Committee has recommended the proposed action.

Motion by Ray second by Powers to approve Justin Crowell receiving advancement from Grade 6, Step 5 to Grade 6, Step 7 effective upon his employment anniversary. Motion carried 3 – 0 (Fossing and Jones absent).

Maricle closed the meeting for the City Council to discuss labor negotiation strategies. Meeting re-opened at 8:22 p.m.

12. Airport Jet A Fuel System:

Nasby said that the fuel system has been completed and the engineers have signed off on the payment. There is a change order for some additional work due to moving the tank location due to bad soils and for the addition of a smart card reader.

Motion by Ray second by Cooley to approve change order #1 for the Airport Jet A Fuel project as proposed. Motion carried 3 – 0 (Fossing and Jones absent).

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As the project has been completed and accepted by the engineer the pay request is for the total project including the retainage. The total is \$210,166.40 and this is a FAA reimbursed project shown as a 95/5 split.

Motion by Powers second by Ray to approve the contractor payment to O'Day Equipment for \$210,166.40. Motion carried 3 – 0 (Fossing and Jones absent).

13. New Business:

Maricle said that the Windom Area Chamber of Commerce has requested the use of the City Council Chamber on October 28 for a candidate forum and there was a letter handed out on the desks. He asked that Nasby help line up a videographer as needed.

Motion by Cooley second by Ray to allow the Windom Chamber of Commerce to use the City Council Chamber on October 28, 2014 for a candidate forum and that the City Administrator coordinates a videographer. Motion carried 3 – 0 (Fossing and Jones absent).

14. Old Business:

None.

15. Regular Bills:

Cooley said that he had a question on the payment to the City of Monticello. Nasby said that it is his understanding this payment is for Windom's share of the Blandin grant they received for the MN Municipal Broadband Alliance.

Maricle said that this would be something the Council would need to discuss.

Motion by Cooley seconded by Ray to approve the regular bills except for the payment to the City of Monticello pending an update to the City Council. Motion carried 3 – 0 (Fossing and Jones absent).

16. Council Concerns:

None.

17. Adjourn:

Maricle adjourned the meeting by unanimous consent at 8:12 p.m.

Corey Maricle, Mayor

Attest: _____
Steve Nasby, City Administrator

Fire Hall Building Committee Minutes September 15, 2014

The Windom Fire Hall Building Committee met on September 15, 2014, at 7:00 p.m. at the Windom City Council Chambers. Members present were Dan Ortmann, Mark Stevens, Tim Hacker, Kevin Heggeseeth, Brian Cooley, Gary Olson and Jim Axford; City Staff Steve Nasby, Denise Nichols, Brent Brown, Marvin Grunig and Bruce Caldwell. Absent: Corey Maricle.

Members of the public attending the meeting included Rahn Larson, Cottonwood County Citizen. Ben Derickson, Jordan Bussa, Bob Lindaman, Gil Wipf, Larry Stevens, Mike LaMaack, Roger Winker and Wayne Alink.

1. **Call to Order** – Chair Ortmann called the meeting to order.
2. **Approval of Minutes – M/S/P: Motion made by Hacker, seconded by Heggeseeth, to approve the minutes as written. Ayes – 6, Nays – 0.**
3. **Witt Park User Group Discussions** – Bob Lindaman, Gil Wipf and Larry Stevens representing the Windom Tennis Club shared with the Committee their concerns with the relocation of the tennis courts and the loss of a city park. Lindaman estimated the cost to move the fence, lights and to build three new courts would cost approximately \$250,000 to \$300,000. New location criteria for new courts would include being well lit, level and no wind. All three representatives agreed that the park is crucial to the wellbeing of the City. Lindaman suggested that the Committee consider adding on to the existing fire hall instead of building a new building on the park site. Wipf told the Committee that he felt there were better locations for the fire hall besides the park. Wipf felt that best location for a new fire hall would be next to the highway and suggested considering the Fulda Credit Union site or the Dino Diner site.

Chair Ortmann reported that the owner of the Fulda Credit Union lot has future plans for the lot and is not interested in selling the lot. The Committee discussed the critical response time for the ambulance and the need for a central location so that EMT's can reduce response time. Chair Ortmann noted that the building should be called an Emergency Services Building since both fire and ambulance will be using the facility. The Committee reviewed for those in attendance the sites that were considered by the Committee for the facility location and the reasons why these sites were no longer under consideration. The Committee also discussed building a new fire hall and moving the ambulance department to the existing fire hall. However both Ortmann and Hacker agreed it would be much better to have the fire and ambulance departments in one building. Ortmann noted that in ten years he felt the two departments would be a combined service, since recruitment of new members is becoming difficult for both departments.

Electric Utility Manager Marvin Grunig told the Committee that if the Witt Park site was selected the cost to move the electrical underground lines and service would be \$25,000. There would be no problem moving the lines and the cost would be part of the electrical departments' cost for providing services. If the tennis courts are moved and the poles for new tennis courts are changed to light structures, the cost would be \$33,000. If the existing poles are reused, the cost would be approximately \$5,000.

Park Superintendent Bruce Caldwell noted that he is not sure if the existing tennis courts are in that good of shape. If new courts are built, he suggested that the courts should be built with new material and located in Tegels Park between the current playground and the Community Center.

Caldwell also reported that the rink was built for inline skating from donations from the community and donated labor by the Hockey Association. There is no problem removing the rink. The Hockey Association has made the request that the boards from the rink be given to the Hockey Association. Caldwell also told the Committee that if this site is selected, he would move the park equipment to the newly-acquired Dynamite Park.

Caldwell informed the Committee that there is a memorial bench in the park for Amber Chachla. This bench was donated by her family and a discussion will need to be held with the family regarding relocation of the bench.

4. **Other Business** – The next meeting date was set for Tuesday, September 30th at 7:00 p.m.
5. **Adjourn – M/S/P: Motion by Hacker, seconded by Cooley, to adjourn the meeting.**

Fire Hall Building Committee Minutes September 30, 2014

The Windom Fire Hall Building Committee met on September 30, 2014, at 7:00 p.m. at the Windom City Council Chambers. Members present were Dan Ortmann, Mark Stevens, Tim Hacker, Kevin Heggeseth, Gary Olson and Jim Axford; City Staff Steve Nasby and Denise Nichols. Absent: Brian Cooley and Corey Maricle.

Members of the public attending the meeting included Rahn Larson, Cottonwood County Citizen, Ben Derickson and Jordan Bussa.

1. **Call to Order** – Chair Ortmann called the meeting to order.
2. **Approval of Minutes – M/S/P: Motion made by Axford, seconded by Heggeseth, to approve the minutes of the September 15, 2014 meeting as written. Ayes – 6, Nays – 0.**
3. **Site Selection and City Council Recommendation** –Chair Ortmann suggested that the Committee make the recommendation to the City Council to change the name of the Committee to “Emergency Services Building Committee”. He felt the name would fit the role of the Committee and include all the entities that would be using the building. **M/S/P: Motion made by Hacker, seconded by Heggeseth, to make the recommendation to the City Council to change the name of the Committee from Fire Hall Building Committee to Emergency Services Building Committee. Ayes – 6, Nays – 0.**

Chair Ortmann reported that he had held a discussion with the owner of the Fulda Credit Union site and the lot is not for sale. Ortmann questioned if the Committee wanted to pursue the Witt Park site. Olson reported that he had received several phone calls from citizens of Windom opposed to the use of the Witt Park site for the project. Most callers did not want to see the loss of the only park in the downtown area.

Axford agreed that the loss of green space is not ideal. However, there are additional play areas nearby including Winfair Elementary and Island Park. With the emphasis on response time as a top priority for consideration of location for the new facility, the Witt Park site is the preferred location. Olson shared the comments of one of the callers regarding visibility while children are playing in the park was very important. Other parks do not offer the same visibility. Ortmann stated that the families around Dynamite Park will benefit from having a new park and playground area close to their homes. This is a benefit that these families did not previously have in their area.

Chair Ortmann shared with the Committee data that he had compiled regarding fire calls and roadways used to respond to calls.

River Road	14%
Highway 60 E	18.5%
Highway 60 W	11.5%
Highway 71 N	10%
Highway 71 S	9%
Highway 62	9%
Windom (West side)	17.5%
Windom (East side)	10.5%

4. Ortmann felt that the Witt Park site has good egress for all emergency call locations. He also compared the location of responders to the proposed site and most did not access Hwy 60-71. Hacker noted that most of multi-family housing units and senior housing facilities are located on the west side of Highway 60. These units comprise a high percentage of requests for emergency ambulance service calls. **M/S/P: Motion made by Stevens, seconded by Axford, to make the recommendation to request approval by the City Council to use the Witt Park site for the new Emergency Services Facility project. Ayes – 5, Nays – 1.**

Olson questioned if the voters were going to vote on the site. Nasby responded that voters may vote depending on funding sources used but would not actually vote on the location of the facility. Heggeseth stated that he sees the good in the change of use of the site for emergency services.

Nasby suggested that along with the recommendation the Committee should provide the information concerning the cost of the site, including the relocation of facilities currently on the site.

5. **Other Business** – The next meeting date was set for Thursday, October 23rd, at 7:00 p.m.

Ortmann reported that he had contacted Carol Chachla regarding the memorial bench for her daughter, Amber, and the possible relocation of the bench. Ms. Chachla was excited about the possibility of having the bench updated and incorporated into the landscape of the new facility.

The Committee also discussed architect selection and process. The Committee agreed to meet with the architect who had designed the fire hall expansion. If the Council approves the site recommendation, Nasby will contact the architect and ask if he could attend the next Committee meeting.

6. **Adjourn – M/S/P: Motion by Hacker, seconded by Stevens, to adjourn the meeting. Ayes – 6, Nays – 0.**

- 7.

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM
MINUTES
SPECIAL MEETING
SEPTEMBER 22, 2014

1. Call to Order: The meeting was called to order by President Erickson at 12:01 p.m.

2. Roll Call & Guest Introductions:

EDAWN Commissioners: Juhl Erickson, Justin Espenson, and Dominic Jones.

Absent: Sally Larson and 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 Rahn Larson (Citizen).

3. Approval of Minutes:

Motion by Commissioner Jones, seconded by Commissioner Espenson, to approve the Minutes of the EDA Meeting held on September 8, 2014. Motion carried 3-0.

4. River Bluff Estates Subdivision

A. Closed Session – Land Sale Negotiations - Lots 3 & 4, Block 1

Director Backman announced that the purpose of this closed session was to discuss the terms of a potential sale of Lots 3 and 4 in Block 1 of Riverbluff Estates Subdivision.

Motion by Commissioner Espenson, seconded by Commissioner Jones, authorizing the Board to go into closed session. Motion carried 3-0.

President Erickson closed the meeting to the public at 12:03 p.m.

Motion by Commissioner Jones, seconded by Commissioner Espenson, authorizing the EDA President to re-open the meeting to the public. Motion carried 3-0.

President Erickson re-opened the meeting to the public at 12:27 p.m.

Motion by Commissioner Espenson, seconded by Commissioner Jones, accepting the offer of \$7,500 per lot for Lots 3 and 4, Block 1 of Riverbluff Estates Subdivision and calling for a public hearing on the proposed sale for Monday, October 13, 2014, at 12:10 p.m. Motion carried 3-0.

5. Public Hearing

A. Sale of Land – Lot 4, Block 2, North Windom Industrial Park Subd.: President Erickson opened the public hearing at 12:29 p.m. Notice of the public hearing was published in the September 10, 2014, Citizen. The Commissioners received copies of the Notice of Hearing and Purchase Agreement. Director Backman reported that Sioux City Inspection and Weighing Service Company (SCI) of Sioux City, Iowa, submitted a Purchase Agreement for Lot 4, Block 2, North Windom Industrial Park Subdivision for a total purchase price of \$32,000 plus special assessments of \$2,964 (\$1,300/acre on the 2.28 acres of Lot 4). Director Backman advised that the company is looking for additional office, laboratory, and storage space for its Windom facility. SCI currently leases a small lab room in the BARC building and is seeking a new location on which to construct a building. After considering various locations, the company decided to purchase a lot in the North Windom Industrial Park. SCI has been working with Welp Construction of Lakefield regarding the new building and they hope to complete the footings this

fall. President Erickson asked if there were any other questions or comments from anyone in the audience. No other comments were received from anyone present. All public testimony was completed. President Erickson closed the public hearing and referred the matter to the EDA Board for consideration at 12:31 p.m.

B. Follow-up Action to Public Hearing:

1) Resolution No. 2014-05 (Re: Sale of Land - Lot 4, Block 2, NWIP):

Resolution introduced and motion by Commissioner Jones, seconded by Commissioner Espenson, to adopt EDA Resolution No. 2014-05, entitled “Resolution Approving Sale of Property Described as Lot 4, Block 2 of North Windom Industrial Park Subdivision to the City of Windom, Cottonwood County, Minnesota”.

Upon roll call vote being taken, the following voted in favor thereof: Commissioners Jones, Espenson, and Erickson; the following voted against the same: None; the following were absent: Commissioners Larson and Fossing. (The Resolution was adopted.)

6. North Windom Industrial Park

A. Commerce Boulevard Extension – Update: Director Backman advised that pursuant to the Board’s authorization, Commerce Boulevard is being extended 250 feet to the north to allow ingress and egress to and from the Phase II overhead doors and loading docks of the Fast Manufacturing facility. In the absence of the federal EDA grant, the extension is being completed with crushed asphalt and crushed concrete stockpiled on EDA property. Work on the project has accelerated in the past two weeks. Jim Nickel of Nickel Construction expects to be done the week of September 22nd. This should coincide with startup of Phase II operations of Fast later this month.

7. River Bluff Estates

A. Lot 2, Block 1 – Subordination Request: Director Backman advised that Brian Busch is the owner of Lot 2, Block 1 of Riverbluff Estates Subdivision. At the time and that he and his wife purchased the EDA home, they participated in the EDA’s two loan programs—the GAP financing and the HELP loan. These are no-interest deferred loans which are due in 2032. The EDA has been contacted by an escrow company that is assisting Brian Busch with the refinancing of the first mortgage on his home. It has been the EDA's policy to subordinate these loans when a homeowner refinances his first mortgage (purchase money mortgage). After further discussion, the following action was taken.

Motion by Commissioner Espenson, seconded by Commissioner Jones, to approve the subordination of the EDA’s GAP and HELP Mortgages on property described as Lot 2, Block 1, Riverbluff Estates Subdivision to allow refinancing of the first mortgage, and further authorizing the EDA President or Vice President to execute the Subordination Agreement. Motion carried 3-0.

8. Old Business: Director Backman advised that work has begun on Tod Quiring’s new building in the Carl Schneider Business Park. Scott Veenker is doing the site work. Pursuant to prior Board authorization, the EDA has obtained quotes for the North Redding Avenue extension including grading and paving of the gravel portion of North Redding Avenue and installation of necessary storm sewer improvements. Director Backman outlined the quotes received and the proposed funding of these improvements.

Motion by Commissioner Espenson, seconded by Commissioner Jones, accepting the quotes received for the proposed improvements to North Redding Avenue as follows: Quote of \$9,000 for grading and storm sewer improvements submitted by SVE LLC; quote of \$5,200 for installation of curbing submitted by Negen Construction; and quote of \$22,750 for asphalt paving submitted by MR Paving; authorizing the EDA to seek reimbursement from Tod Quiring for his portion of the storm sewer improvements; and authorizing the EDA to use proceeds from TIF District 1-2 for the payment of the EDA's share of the project expenses. Motion carried 3-0.

9. Adjourn: By consensus, President Erickson adjourned the meeting at 12:46 p.m.

Justin Espenson, EDA Secretary-Treasurer

Attest:

Aaron A. Backman, EDA Executive Director

UTILITY COMMISSION MINUTES
Windom Council Chamber
September 24, 2014

Call Meeting to Order: The Utility Commission meeting was called to order at 10:00 a.m. on September 24, 2014 in the Windom Council Chamber.

Members Present: Utility Commission Chairperson: Mike Schwalbach
Members Present: Glen Francis
Member Absent: Tom Riordan
City Council Liaison: Dominic Jones, Present
Staff Present: Chelsie Carlson, Finance Director, Marv Grunig, Electric Utility Manager; Brent Brown, Electric Superintendent, Mike Haugen, Water / Wastewater Superintendent

APPROVE MINUTES

Motion by Francis, seconded by Schwalbach, to approve the August 27, 2014 Utility Commission minutes as presented. Motion carried 2 – 0. Riordan absent.

WATER/WASTEWATER ITEMS

Windom Denitrification Evolution Project – Kelly Yanke, Bolton & Menk, updated the Commission on the Windom WWTF Denitrification Evaluation Project. MPCA requested proposals to provide a pilot scale evaluation of two denitrification process alternatives. Grant funds up to \$153,820 are available to complete this pilot study. The two alternatives evaluated include pre and post-anoxic basins and denitrification filters (anoxic media filters). Yanke presented the pilot study work plan/schedule to the Commission. Start-up is scheduled for December 2014 and the data evaluation and report preparation is scheduled for June 2015. All costs associated with this project will be covered by the grant funds. The local match portion is covered by staff hours associated with sampling.

Windom WWTF Toxicity Reduction Evaluation (TRE) – Yanke informed the Commission that the WWTF has passed the last two WET tests with effluent TKN. The next test is scheduled for November 2014. After passing three consecutive WET tests, a source of the effluent TKN contributor can be identified and the Toxicity Control Implementation plan can be developed.

Manhole Quotes – Haugen updated the Commission on his plan for completing approximately \$15,000 of Manhole work yet this year.

PM Windom Well Monitoring Agreement– The Commission was presented with a draft agreement to provide PM Beef the right to access two wells for well monitoring purposes. PM Beef is allowed to place monitoring equipment in the Wells and also allowed to collect water samples from the Wells. PM Beef is solely responsible to pay all costs associated with the well monitoring program. The agreement outlines specific terms of the arrangement.

Schwalbach requested the initial term of the agreement be modified to five years and automatically renew in 5 year increments.

Motion by Schwalbach second by Francis to approve the agreement with modification of the term as described above. Motion Carried 2-0. Riordan absent.

MESERB Request for Assistances – A letter from Minnesota Environmental Science and Economic Review Board was provided explaining actions being taken to appeal the MPCA’s adopted numeric nutrient standards for rivers and streams. MESERB is asking members to make a voluntary contribution to the Court of Appeals effort. Haugen recommended supporting this effort with a contribution of \$500.00.

Schwalbach noted additional funds can be provided later if needed.

Motion by Francis second by Schwalbach to approve a voluntary contribution of \$500.00 to MESERB to fund judgment action before Minnesota Court of Appeals regarding MPCA’s adopted numeric nutrient standards for rivers and streams. Motion Carried 2-0. Riordan absent.

Wellhead Protection Plan– Part I of the Wellhead Protection Plan was approved by the MN Department of Health on August 13th. The Minnesota Department of Health has extended the deadline for Part II of the Well-Head Protection Plan to December 30, 2015. There is a public meeting scheduled for 8:00 p.m. on October 7, 2014 to provide notice of amendment on Part II of the Well-Head Protection Plan.

Water/Wastewater Operator Position– Haugen has hired Steve Willard to fill the open Water/Wastewater Operator position. Willard will start October 13, 2014.

Peterson Feed Mill – Work has been completed on the water main and curb box to allow Peterson to hook-up to city water. Haugen will notify Peterson of the November 1st deadline to suspend the current alternative water arrangement.

ELECTRIC ITEMS

Automatic Meter Reading – Grunig and Brown provided an update on Automatic Meter Reading. After researching several systems, both AMR and AMI, staff is recommending pursuing a drive-by AMR system over a two-way AMI system. City staff recently visited Westbrook and St. James to view and discuss their Automatic Meter Reading drive-by system. Both communities report positive experiences with the system. The City of Windom currently utilizes Itron meter readers and would recommend pursuing a drive-by system that would be compatible with their existing Itron readers. Brown and Grunig presented the estimated costs of the drive-by system along with the expected benefits. The benefits discussed were saved man hours, billing cycle consistency, and increased data accuracy. The next step to pursue the upgrade is to build a specification document for bidding the project. In the interim staff requested approval to upgrade the current Itron meter reader to allow Automatic Meter Reading of any new meters that are purchased.

NSP Annual 5X16 Power Contract Offer – Grunig informed the Commission that CMMPA has not yet finalized the Contract.

LED Street Lights – A total of 108 lights on Hwy 60/71 have been changed to LED. There are 17 more lights to change on 6th/Hwy 62. It is estimated this project will save 100,000 kilowatt hours.

REGULAR BILLS

Haugen noted the bill from Wenck for Wellhead Protection Plan update is an over-run on the project and approval was not obtained by the Commission. More information will be provided at the next Commission meeting.

**Motion by Schwalbach second by Francis to pay only the Wenck Landfill bill in the packet.
Motion carried 2-0. Riordan absent.**

NEW BUSINESS

Marv informed the Commission the MMUA is completing a salary survey for member utilities. He would like to present the results at a future meeting for discussion.

OLD BUSINESS

Utility Service Pre-Payments – The Commission discussed possible modifications to the Utility Pre-Payment policy for utility services provided to property renters. The Commission will review an updated policy at the next meeting.

Sewer Extension Rates – Aaron Backman presented information to the Commission regarding possible assessment rates charged for sewer hookups along Hwy 71. Backman explained that the EDA funded the sewer extension along Hwy 71 to the NWIP. This included force main, manholes, and a lift station. Several sources of funds were used to pay for that project including grant funds, EDA Revolving Loan Funds, and a contribution from the Sewer Fund. Backman detailed the actual costs for each portion of the sewer infrastructure and the source of funds allocated to sanitary sewer work. He explained the use of EDA Revolving Loan Funds requires an assessment to recover the funds. Using the costs and allocation method presented by Backman, the charge to property owners requesting a sewer hookup would be approximately \$12,000. Backman explained that the funds received would be split to reimburse the EDA Revolving Loan Fund and also the Sewer Fund. The Commission discussed several options for allocating the costs that would produce a sewer hookup charge ranging between \$8,000 and \$12,000. No definitive number was decided at this meeting.

ADJOURN

Schwalbach adjourned the meeting at 12:30 p.m. Next meeting October 30, 2014.

Mike Schwalbach, Chairperson

Attest: _____
Steve Nasby, City Administrator

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that: <ul style="list-style-type: none"> • conducts lawful gambling on five or fewer days, and • awards less than \$50,000 in prizes during a calendar year. If total prize value for the year will be \$1,500 or less, contact the Licensing Specialist assigned to your county.	<p style="text-align: center;">Application fee (nonrefundable)</p> If the application is postmarked or received 30 days or more before the event, the application fee is \$50 ; otherwise the fee is \$100 .
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Organization Information

Organization Name: Windom Youth Hockey Assoc	Previous Gambling Permit Number: 00998-004
Minnesota Tax ID Number, if any:	Federal Employer ID Number (FEIN), if any:

Type of Nonprofit Organization (check one):

Fraternal
 Religious
 Veterans
 Other Nonprofit Organization

Mailing Address: PO Box 41	City: Windom	State and Zip: MN 56101	County: Cottonwood
Name of Chief Executive Officer (CEO): Jenny Hedquist	Daytime Phone: 507-822-1678	Email: hedquist@mvtwireless.	

Nonprofit Status

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

- Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.**
 Don't have a copy? This certificate must be obtained each year from:
 Minnesota Secretary of State
 Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Phone: 651-296-2803
- IRS income tax exemption (501(c)) letter in your organization's name.**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter).**
 If your organization falls under a parent organization, attach copies of both of the following:
 - a. an IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
 - b. the charter or letter from your parent organization recognizing your organization as a subordinate.

Gambling Premises Information

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place):

River's Edge Realty

Address (do not use PO box): 570 2nd Ave	City or Township: Windom	Zip Code: 56101	County: Cottonwood
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Date(s) of activity (for raffles, indicate the date of the drawing):

December 16, 2014

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

Bingo*
 Paddlewheels*
 Pull-Tabs*
 Tipboards*
 Raffle (total value of raffle prizes awarded for the year: \$10,000)

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

To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **LIST OF LICENSEES**, or call 651-539-1900.

Local Unit of Government Acknowledgment

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

The application is acknowledged with no waiting period.

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

The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

Local unit of government must sign.

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

The application is acknowledged with no waiting period.

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

The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county).
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.166.)

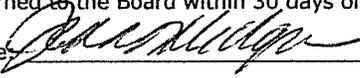
Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

Chief Executive Officer's Signature

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

Chief Executive Officer's Signature:  Date: 9-22-14

Print Name: Jenny Hedquist

Requirements

Complete a separate application for:

- all gambling conducted on two or more consecutive days, or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Send application with:

_____ a copy of your proof of nonprofit status, and

_____ application fee (nonrefundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$50; otherwise the fee is \$100. Make check payable to **State of Minnesota**.

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

Financial report and recordkeeping required.
A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.mn.gov/gcb.

Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board. Your organization must keep all exempt raffle records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

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

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

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

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

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that: <ul style="list-style-type: none"> • conducts lawful gambling on five or fewer days, and • awards less than \$50,000 in prizes during a calendar year. If total prize value for the year will be \$1,500 or less, contact the Licensing Specialist assigned to your county.	<p style="text-align: center;">Application fee (nonrefundable)</p> If the application is postmarked or received 30 days or more before the event, the application fee is \$50 ; otherwise the fee is \$100 .
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Organization Information

Organization Name: Windom Fire Department Relief Association	Previous Gambling Permit Number: x-34764-14-005
Minnesota Tax ID Number, if any:	Federal Employer ID Number (FEIN), if any: 41-6029415

Type of Nonprofit Organization (check one):

Fraternal
 Religious
 Veterans
 Other Nonprofit Organization

Mailing Address: P.O Box 189	City: Windom	State and Zip: Mn 56101	County: Cottonwood
Name of Chief Executive Officer (CEO): Kevin Gotto	Daytime Phone: 712-259-2098	Email: kgotto@partnersadvant	

Nonprofit Status

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

- Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.**
 Don't have a copy? This certificate must be obtained each year from:
 Minnesota Secretary of State
 Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Phone: 651-296-2803
- IRS income tax exemption (501(c)) letter in your organization's name.**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter).**
 If your organization falls under a parent organization, attach copies of both of the following:
 - a. an IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
 - b. the charter or letter from your parent organization recognizing your organization as a subordinate.

Gambling Premises Information

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place):

Windom Community Center

Address (do not use PO box): 1750 Cottonwood Lake Drive	City or Township: Windom	Zip Code: 56101	County: Cottonwood
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Date(s) of activity (for raffles, indicate the date of the drawing):

April 25, 2015

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

Bingo*
 Paddlewheels*
 Pull-Tabs*
 Tipboards*
 Raffle (total value of raffle prizes awarded for the year: **\$12,000 approx.**)

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

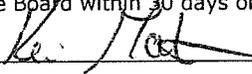
To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **LIST OF LICENSEES**, or call 651-539-1900.

Local Unit of Government Acknowledgment

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input checked="" type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: <u>Windom</u></p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; margin-top: 20px; text-align: center;"> <p>Local unit of government must sign.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county). On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.166.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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Chief Executive Officer's Signature

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

Chief Executive Officer's Signature:  Date: 9/24/19

Print Name: Kevin Gotto

Requirements

<p>Complete a separate application for:</p> <ul style="list-style-type: none"> • all gambling conducted on two or more consecutive days, or • all gambling conducted on one day. <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p>Send application with:</p> <p>_____ a copy of your proof of nonprofit status, and</p> <p>_____ application fee (nonrefundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$50; otherwise the fee is \$100. Make check payable to State of Minnesota.</p> <p>To: Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p>	<p>Financial report and recordkeeping required. A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.mn.gov/gcb.</p> <p>Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board. Your organization must keep all exempt raffle records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p> <p>Questions? Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p> <p>This form will be made available in alternative format (i.e. large print, Braille) upon request.</p>
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Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

FITZGIBBONS LAW FIRM, L.L.C.

JOSEPH L. FITZGIBBONS
NED A. STOCKDALE
SCOT L. BAUERMEISTER
KEVIN R. SANDER
MATTHEW T. E. EARLY

E.I. #80-0527475

108 NORTH SEVENTH STREET
P.O. BOX 496
ESTHERVILLE, IOWA 51334

TELEPHONE (712) 362-7215
FAX (712) 362-3526

Kevin – Extension 113

FRANCIS FITZGIBBONS
1924-2004
LEO E. FITZGIBBONS
1915-2005
HAROLD W. WHITE
1946-2008

ksander@fitzgibbonslawfirm.com

August 15, 2014

Mr. Greg Vanlangen
H.E.A.T. Team Representative
114 North 6th Street
Estherville, IA 51334

RE: H.E.A.T. Tactical Team

Dear Greg:

I have now received initial confirmation from Susan J. Hemminger at the Iowa Department of Justice indicating that the 28E Agreement is now acceptable for signature by the various entities. Ms. Hemminger has requested that upon the Agreement being fully executed by all parties that a copy should be provided to her. At that time Ms. Hemminger has indicated she will prepare a letter of approval on behalf of the Attorney General.

Please note that the Agreement should be executed by the appropriate governing entities for the various agencies. This would require resolutions and approval by the respective City Council's, County Supervisors, etc. It is my understanding from discussions with Ms. Hemminger that appropriate resolutions do need to be passed to confirm such authorization.

If you have any questions, please let me know.

Sincerely yours,



Kevin R. Sander

KRS:pcu
Enc.

**28E AGREEMENT FOR SHARING OF LAW ENFORCEMENT OFFICERS
AND PROVIDING EMERGENCY RESPONSE ASSISTANCE
(H.E.A.T. TACTICAL TEAM)**

THIS JOINT POWERS AGREEMENT is made and entered into by and between the Clay County, Iowa Sheriff's Office, the Armstrong, Iowa Police Department, the Arnolds Park, Iowa Police Department, the Okoboji, Iowa Police Department, the Cottonwood County, Minnesota Sheriff's Office, the Dickinson County, Iowa Sheriff's Office, the Estherville, Iowa Police Department, the Fairmont, Minnesota Police Department, the Jackson County, Minnesota Sheriff's Office, the Martin County, Minnesota Sheriff's Office, the Milford, Iowa Police Department, the Mountain Lake, Minnesota Police Department, the Pipestone County, Minnesota Sheriff's Office, the Rock County, Minnesota Sheriff's Office, the Spencer, Iowa Police Department, the Spirit Lake, Iowa Police Department, the St. James, Minnesota Police Department, the Truman, Minnesota Police Department, the Watonwan County, Minnesota Sheriff's Office, the Westbrook, Minnesota Police Department, the Windom, Minnesota Police Department, and the Lakefield, Minnesota Police Department acting by and through their governing bodies.

WITNESSETH THAT:

WHEREAS, the above listed law enforcement agencies and their governmental units recognize that there are circumstances where the assistance of the law enforcement departments of other governmental units would be important in protecting the health, safety and welfare of the public including apprehending criminals; and;

WHEREAS, to provide such protection it is necessary that neighboring governmental units provide for the sharing of their respective sources;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the undersigned units of government do covenant and agree pursuant to Minnesota Statutes 471.59 and 626.77, and Iowa Statutes 804.7B (House File 2262) and Chapter 28E as follows:

1. **PURPOSE.**

The purpose of this Agreement is to provide law enforcement assistance to governmental units, which are a party to this Agreement, in circumstances where such assistance would enable a governmental unit to more adequately deal with situations involving public health, safety and welfare. Such situations include but are not limited to:

- A. Major disasters where keeping the public peace is necessary.
- B. Crimes in progress or criminals in flight in a governmental unit where the assistance of law enforcement from other governmental units would be helpful in apprehending the criminals.

2. **METHOD.**

The purpose of this Agreement shall be fulfilled through the provision of law enforcement assistance by parties to this Agreement.

Law Enforcement personnel may enter the jurisdiction of a governmental unit of a party to this Agreement and may exercise all powers as allowed pursuant to Iowa Code Section 804.7B, including the power of arrest, in the following circumstances and under the following conditions:

A. In circumstances described in paragraph one, the following procedure shall be followed:

i. The unit of government which requires law enforcement assistance (hereinafter called "requesting party"), through its chief law enforcement officer, or designee, may, at its discretion, call upon any other party to this Agreement (hereinafter called the "responding party"), through its chief law enforcement officer, or designee, to furnish such assistance to the requesting party and to request for that purpose: personnel; equipment; and supplies from the responding party.

ii. The responding party reserves the right to retain for its own use such personnel, equipment, and supplies as, in its discretion may be necessary for its proper and adequate protection. In the event an emergency arises within the jurisdiction of the responding party while the equipment, personnel and supplies of that governmental unit are engaged by the requesting party, the responding party may, in its discretion, recall such equipment, personnel and supplies.

iii. The requesting party's personnel shall be in command of the mutual aid incident. However, the personnel and equipment of the responding party shall remain under the direction and control of the responding party.

iv. No provisions set forth within this agreement shall act to suggest or imply that any officers or personnel of the responding party are in any manner employees or agents of the requesting party, the State of Iowa, or any political subdivision thereof.

B. If a crime is in progress or criminals are in flight in the jurisdiction of a party to this Agreement, law enforcement personnel, from a different party, may upon being informed of such an occurrence by the Central Communications or other law enforcement official, enter the jurisdiction of the other party. Upon the resolution of the situation which occasioned the responding personnel to enter a requesting party's jurisdiction, the responding personnel shall immediately return to their jurisdiction.

3. **EXPENSES.**

The responding party shall be responsible for the expenses associated with its personnel, equipment, and supplies; including the payment of its personnel's wages and the cost of supplies expended, used or damaged while so engaged. Equipment and supplies shall be returned to the responding party upon the return of the personnel to the responding unit.

4. **LIMITATION.**

In the event weather, road conditions or other circumstances are such that, in the discretion of the responding party, equipment, personnel, and supplies cannot be furnished to the requesting party with reasonable safety, the responding party may refuse to authorize and direct assistance to the requesting party. The decision of the responding party as to what assistance shall be furnished and whether assistance shall be withheld or withdrawn, as provided herein, shall be final and conclusive, and shall give rise to no liability on the part of the responding party for failure to furnish assistance.

5. LIABILITY.

A. Worker's Compensation Coverage: Each party will maintain worker's compensation insurance or self-insurance coverage, covering its own personnel while they are providing assistance pursuant to this Agreement.

B. Each party agrees to indemnify and hold harmless any other party from and against third party claims arising out of the indemnifying party's performance under this Agreement, to the extent allowed by law.

C. Automobile Liability Coverage: Each participating party is responsible for complying with the motor vehicle financial responsibility laws of the State of the participating party. It is understood that a participating party may include in the emergency response volunteer agencies or individuals that have motor vehicles titled in the name of the volunteer agency or individual. It is the responsibility of the participating agency to determine if the volunteer agency or individual has automobile liability coverage as required by law.

D. General liability, Public Officials Liability, and Law Enforcement Liability: Officers or law enforcement personnel making arrests or conducting law enforcement activities as part of this 28E Agreement, shall not be considered, implied or deemed to be employees or agents of the requesting party, the State of Iowa, or any political subdivision of the State of Iowa. To the extent permitted by law, the employing agency or appointing agency of any police officers or law enforcement personnel outside the State of Iowa, whether the responding party or requesting party, and any out of state peace officers are liable for any acts or omissions which arise out of the arrest or law enforcement activities

of any out of state police officer. However, any out of state peace officer who acts in accordance with this 28E Agreement, shall have the same immunity from suit in this state as a peace officer as defined in Iowa Code Section 801.4.

E. The execution of this Agreement shall not give rise to any liability or responsibility for failure to respond to any request for assistance made pursuant to this Agreement. This Agreement shall not be construed as or deemed to be an Agreement for the benefit of any third party or parties, and no third party or parties shall have any right of action whatsoever hereunder for any cause whatsoever.

6. EFFECTIVE DATE.

This Agreement shall be effective when approved and executed by two or more of the participating law enforcement agencies to this Agreement and their respective governing bodies. Additional law enforcement agencies and their governing bodies may join this Agreement through proper execution of this Agreement and this Agreement shall be effective as to such parties upon execution.

7. TERMINATION AND WITHDRAWAL.

Any law enforcement agency that is part of this Agreement may withdraw from this Agreement upon thirty (30) days written notice delivered to the chief law enforcement officers of all other law enforcement agencies that are parties to this Agreement. Such withdrawal shall not terminate this Agreement except as to such party and this Agreement shall continue unless and until there is only one remaining party.

8. DIVISION OF ASSETS.

If the Emergency Response Unit dissolves, any assets held by the Emergency Response Unit shall be divided between any law enforcement agencies remaining in the Emergency Response Unit at the time of the dissolution. Said assets will be divided as those remaining law enforcement agencies see fit.

IN WITNESS WHEREOF, the undersigned have executed this Agreement pursuant to the authorization of their governing bodies.

IN WITNESS WHEREOF, this Agreement has been executed and approved and is effective and operative as to each of the parties provided herein.

CLAY COUNTY, IOWA SHERIFF'S OFFICE

BY _____

Dated

This Agreement has been approved by the Clay County, Iowa Board of Supervisors this _____ day of _____, 2014.

Chair

ARMSTRONG, IOWA POLICE DEPARTMENT

BY _____

Dated

This Agreement has been approved by the City Council of the City of Armstrong, Iowa, this _____ day of _____, 2014.

Chair

**ARNOLDS PARK, IOWA POLICE
DEPARTMENT**

BY _____

Dated

This Agreement has been approved by the City Council of the City of Arnolds Park, Iowa, this _____ day of _____, 2014.

Chair

OKOBOJI, IOWA POLICE DEPARTMENT

BY _____

Dated

This Agreement has been approved by the City Council of the City of Okoboji, Iowa, this _____ day of _____, 2014.

Chair

**COTTONWOOD COUNTY, MINNESOTA
SHERIFF'S OFFICE**

BY _____

Dated

This Agreement has been approved by the Cottonwood County, Minnesota Board of Commissioners this _____ day of _____, 2014.

Chair

**DICKINSON COUNTY, IOWA SHERIFF'S
OFFICE**

BY _____

Dated

This Agreement has been approved by the Dickinson County, Iowa Board of Supervisors this _____ day of _____, 2014.

Chair

**ESTHERVILLE, IOWA POLICE
DEPARTMENT**

BY _____

Dated

This Agreement has been approved by the City Council of the City of Estherville, Iowa, this _____ day of _____, 2014.

Chair

**FAIRMONT, MINNESOTA POLICE
DEPARTMENT**

BY _____

Dated

This Agreement has been approved by the City Council of the City of Fairmont, Minnesota, this _____ day of _____, 2014.

Chair

**JACKSON COUNTY, MINNESOTA
SHERIFF'S OFFICE**

Dated BY _____

This Agreement has been approved by the Jackson County, Minnesota, Board of Commissioners this _____ day of _____, 2014.

Chair

**MARTIN COUNTY, MINNESOTA SHERIFF'S
OFFICE**

Dated BY _____

This Agreement has been approved by the Martin County, Minnesota, Board of Commissioners this _____ day of _____, 2014.

Chair

MILFORD, IOWA POLICE DEPARTMENT

Dated BY _____

This Agreement has been approved by the City Council of the City of Milford, Iowa, this _____ day of _____, 2014.

Chair

**MOUNTAIN LAKE, MINNESOTA POLICE
DEPARTMENT**

BY _____

Dated

This Agreement has been approved by the City Council of the City of Mountain Lake, Minnesota, this _____ day of _____, 2014.

Chair

**PIPESTONE COUNTY, MINNESOTA
SHERIFF'S OFFICE**

BY _____

Dated

This Agreement has been approved by the Pipestone County, Minnesota, Board of Commissioners this _____ day of _____, 2014.

Chair

**ROCK COUNTY, MINNESOTA SHERIFF'S
OFFICE**

BY _____

Dated

This Agreement has been approved by the Rock County, Minnesota, Board of Commissioners this _____ day of _____, 2014.

Chair

SPENCER, IOWA POLICE DEPARTMENT

BY _____

Dated

This Agreement has been approved by the City Council of the City of Spencer, Iowa, this _____ day of _____, 2014.

Chair

SPIRIT LAKE, IOWA POLICE DEPARTMENT

BY _____

Dated

This Agreement has been approved by the City Council of the City of Spirit Lake, Iowa, this _____ day of _____, 2014.

Chair

ST. JAMES, MINNESOTA POLICE DEPARTMENT

BY _____

Dated

This Agreement has been approved by the City Council of the City of St. James, Minnesota, this _____ day of _____, 2014.

Chair

**TRUMAN, MINNESOTA POLICE
DEPARTMENT**

BY _____

Dated

This Agreement has been approved by the City Council of the City of Truman, Minnesota, this _____ day of _____, 2014.

Chair

**WATONWAN COUNTY, MINNESOTA
SHERIFF'S OFFICE**

BY _____

Dated

This Agreement has been approved by the Watonwan County, Minnesota, Board of Commissioners this _____ day of _____, 2014.

Chair

**WESTBROOK, MINNESOTA POLICE
DEPARTMENT**

BY _____

Dated

This Agreement has been approved by the City Council of the City of Westbrook, Minnesota, this _____ day of _____, 2014.

Chair

**WINDOM, MINNESOTA POLICE
DEPARTMENT**

BY _____

Dated

This Agreement has been approved by the City Council of the City of Windom, Minnesota, this _____ day of _____, 2014.

Chair

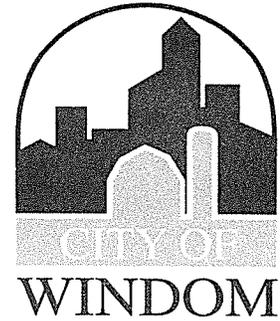
**LAKEFIELD, MINNESOTA POLICE
DEPARTMENT**

BY _____

Dated

This Agreement has been approved by the City Council of the City of Lakefield, Minnesota, this _____ day of _____, 2014.

Chair



Date: September 22, 2014

To: Jim Schmidt, Chairperson, Cottonwood County Board, 900 3rd Avenue, Windom, MN 56101
Doug Kremmin, Chairperson, Great Bend Township Board, 43357 Co. Rd 14, Windom, MN 56031
Wayne Jensen, Chairperson, Lakeside Township Board, 54037 Co. Rd 17, Bingham Lake, MN 56118
Corey Maricle, Mayor, City of Windom, PO Box 38, Windom, MN 56101
Kay Clark, Cottonwood County Soil and Water Conservation District, 339 9th St., Windom, MN 56101
Jay Trusty, Executive Director, Southwest Regional Development Commission, 2401 Broadway Avenue, Suite 1, Slayton, MN 56172
Amanda Strommer, Principal Planner, Minnesota Department of Health, Drinking Water Protection, Source Water Protection Unit, Marshall District Office, 1400 E. Lyon Street, Marshall, MN 56258-1268

From: Mike Haugen Wellhead Protection Manager, Windom, MN

Re: Amendment of Wellhead Protection Plan, Part 1, for the City of Windom

The City of Windom is in the process of amending their Wellhead Protection Plan for its drinking water supply wells. As required by the Minnesota Wellhead Protection Rule (part 4720.5330, subpart 6), the Minnesota Department of Health has recently approved the amended Part 1 of the wellhead protection plan for our system. This portion of the plan includes information pertaining to:

1. The delineation of the wellhead protection area,
2. The drinking water supply management area boundary, and
3. The well and drinking water supply management area vulnerability assessment.

Enclosed please find a copy of the items listed above. If you would like a complete copy of the amended Part 1 report containing the technical information used to delineate the wellhead protection area, drinking water supply management area, and vulnerability of the wells and aquifer, please contact me at (320) 743-3111.

Consistent with the Wellhead Protection Rule (part 4720.5330, subpart 7), a Public Information Meeting has been scheduled on October 7th at 7:30 p.m. as part of the regular scheduled City Council meeting. The meeting will be held in the City Council Chambers at 444 9th Street, Windom, MN to discuss issues and concerns with this portion of the plan. We welcome your participation at this event.

If you have any questions concerning this matter, please contact me.

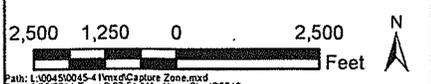
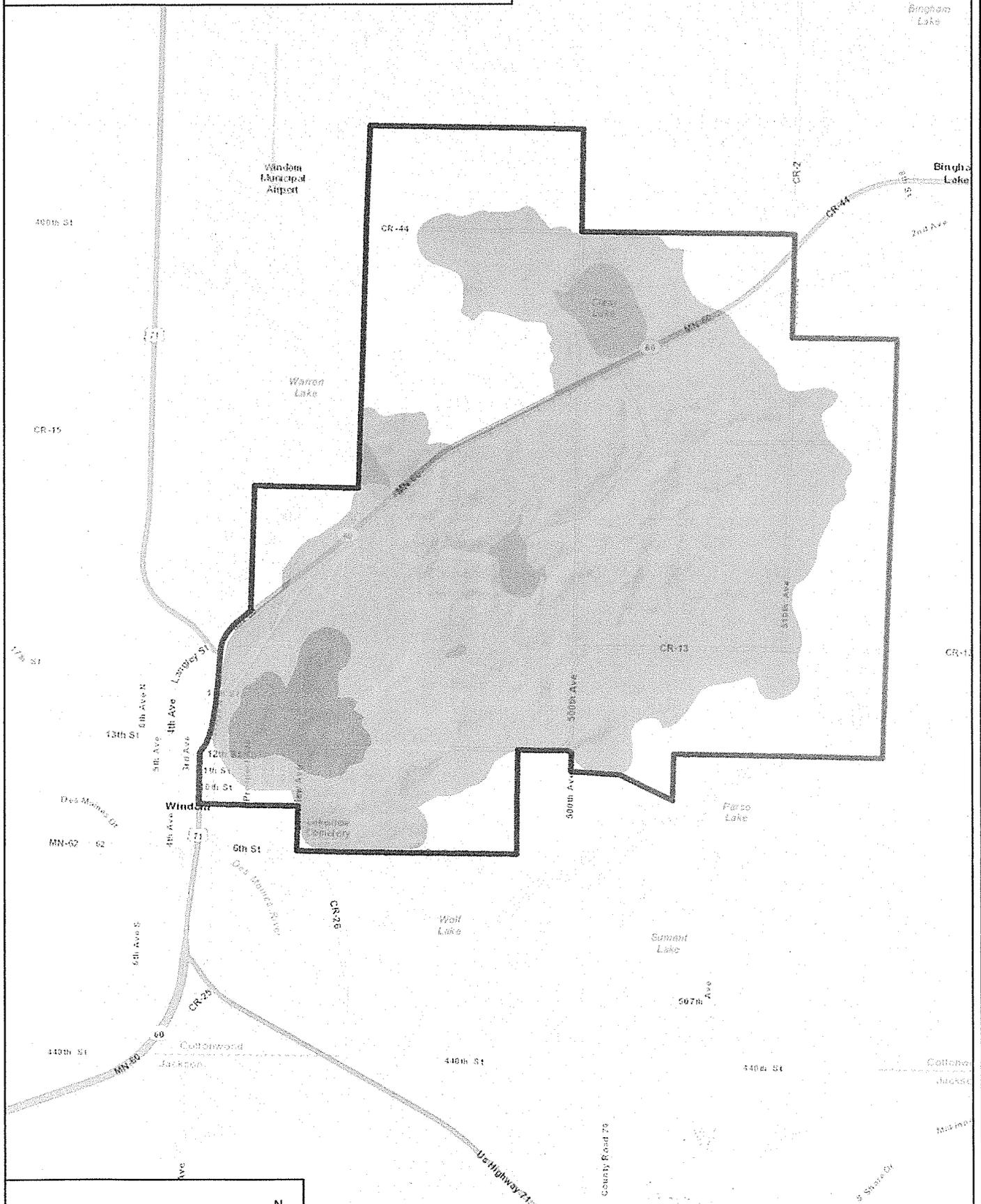
cc: Cottonwood County Planning and Zoning, 41385 U.S. Hwy 71, Windom, MN 56101
Mike Haugen, Water Superintendent, City of Windom, PO Box 38, Windom, MN 56101
Aaron Meyer, Minnesota Rural Water Association, 217 12th Avenue SE, Elbow Lake, MN 56531
Trudi Witkowski, Minnesota Department of Health, PO Box 64975, St. Paul, MN 55164-0975
Amanda Stommer, Planner, Minnesota Department of Health, Ste 2105, 12 Civic Center Plaza, Mankato, MN 56001



Encl: WHPA/DWSMA Maps & Vulnerability Assessments

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

-  Drinking Water Supply Management Area
-  Emergency Response Area (1-year capture zone)
-  10-year capture zone
-  Surface Water Capture Area



Sources: Esri, DeLorme, NAVTEQ, TomTom, USGS, Intermap, IPC, NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand)

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3.0 Vulnerability Assessment and DWSMA Delineation

This section documents the vulnerability assessments of the wells and drinking water supply management area for the Public Water Supply system operated by the City of Windom. This assessment was performed in accordance with rules (Minnesota Rule 4720-5210) for preparing and implementing wellhead protection measures for public water supply wells.

3.1 WELL VULNERABILITY

The vulnerability of City wells was determined by evaluating available information on the geology and well construction.

- Based on a review of the local geology, there is no known condition that threatens well integrity.
- A review of well logs (Appendix B) indicates that proper materials were installed and the construction is non-vulnerable for all of the Windom Public Supply Wells.
- The MDH Well Vulnerability Assessments for each of the municipal wells were reviewed. It was determined that of the eight wells (3A, 4, 5, 6, 7, 8, 9, and 10) only wells 4, and 9 are considered not vulnerable. The MDH has developed a database of community and non-community non-transient public water supply wells in Minnesota that stores information pertinent to well vulnerability and rates the vulnerability of individual wells. A score is calculated for each well based on factors such as well construction, geology at the well site and chemical data. Higher scores correlate to greater perceived vulnerability. A numeric cut-off is used to differentiate vulnerable from non-vulnerable wells (MDH, 1993). In certain cases, the system identifies vulnerable wells based on the presence of contamination such as nitrate-nitrogen in excess of 10 mg/l, or young (post-1953) water as indicated by the presence of 1 tritium unit or greater in the well water. The results of this assessment for the above-mentioned City wells are described below. Printouts from the MDH vulnerability database are included in Appendix C.

City of Windom wells 3A, 4, 5, 6, 7, 8, 9 and 10 were determined to be vulnerable to contamination from activities at the land surface. This evaluation is based on factors such as the geologic sensitivity at these sites. The geologic sensitivity of the surficial glacial outwash aquifer is high because no low-permeability materials, such as clay or till, that might slow the vertical migration of contaminants at the land surface overlie the majority of this site.

3.2 VULNERABILITY OF THE DRINKING WATER SUPPLY MANAGEMENT AREA

The vulnerability of the DWSMA for the City of Windom was determined by evaluating available information on geologic materials overlying the aquifers, MDH well vulnerability assessments, and the groundwater flow model.

Delineation of the wellhead protection area includes two components 1) the portion of the outwash channel aquifer included in the capture zones for the city wells, and 2) the surface water runoff area that provides recharge to the outwash channel aquifer (Figure 8). The vulnerability of these two areas differs because the channel aquifer is not present in most of the surface water runoff area. Here, clay-rich glacial deposits are present and surface water does not readily move vertically to recharge groundwater resources. Therefore, the composition of the glacial deposits within the DWSMA was evaluated to determine where clay-rich versus highly permeable sediments occurred below the soil horizon.

The Cottonwood County soil survey was used to provide additional detail regarding the composition of the glacial deposits within the DWSMA. The MDNR has prepared geologic sensitivity ratings for the soil classifications described in the county soil surveys that were prepared by the Natural Resources Conservation Service. The MDNR sensitivity ratings were applied to the soils present within the DWSMA to prepare the vulnerability assessment for 1) the well capture zone area, 2) the areas where the outwash channel aquifer is present beyond the capture zones, and 3) the surface water runoff area.

The MDH well vulnerability assessments for County Well Index (CWI) wells within the DWSMA were evaluated as part of the DWSMA vulnerability interpretation. The vulnerability of individual wells is in general agreement with the county soil survey sensitivity ratings. The available CWI well information is concentrated within the City of Windom, and is sparse in the eastern portion of the DWSMA due to the limited eastern extent of the Windom Aquifer system. A shapefile containing the MDH well vulnerability assessments for the CWI wells in the DWSMA is included in Appendix A.

The results of the DWSMA vulnerability assessment are shown in Figure 9.

The vulnerability of the area where the outwash channel aquifer is present is designated high because there appears to be no laterally persistent layers of fine-grained geologic materials to retard or prevent the vertical movement of water-borne contaminants. Elsewhere, the vulnerability of the DWSMA is designated as low because clay-rich glacial deposits are the predominant sediment type. Sand and gravel bodies may occur within these deposits, but are likely to be very localized and not in direct contact with the outwash channel aquifer.

3.3 DELINEATION OF THE DRINKING WATER SUPPLY MANAGEMENT AREA

The area encompassed by combining the boundaries of the well capture zones and the surface water runoff component defines the wellhead protection area. The purpose for designating the DWSMA is to provide the public with clear boundaries of the protection area. The DWSMA boundaries must match those of the wellhead protection area as closely as possible using the following identifiable features:

- Center lines of highways, streets, roads, or railroad right-of-ways;
- Section and quarter sectioning lines from the US Public Land Survey;
- Property or fence lines
- The center of public drainage systems;
- Public utility service lines; or
- Political boundaries.

City staff assisted with defining the boundaries for the DWSMA. The City of Windom DWSMA was delineated using the centerline of city streets, county roads as well as Section and quarter sectioning lines from the US Public Land Survey. The DWSMA incorporates all properties that were partially or completely within the WHPA. The DWSMA is shown in Figure 8.



COMMUNITY ACTIVE LIVING PLAN

Active Living is a way of life that integrates physical activity into daily routines. Active Living is about fostering an environment that makes it safe and convenient for children and adults to walk, bike and be physically active on a daily basis. Creating a healthier community depends on the physical design of the community, along with a number of other variables.

SHIP has an opportunity for communities to develop an Active Living Plan. The cost of developing an active living plan will be supported by SHIP through an application process. The plan will help communities identify opportunities to become a more walk and bike friendly, by completing a strategic planning process that will identify strengths and opportunities for advancement.

To create an Active Living Plan, cities will contract with the SW Regional Development Commission to facilitate a community engagement process of assessment, SWOT analysis and developing vision, goals and strategies. The outcome of the process will be a written Active Living Plan. A written plan is an essential element when seeking infrastructure and non-infrastructure funding to support community improvements for walking and bicycling.

Many communities are developing Safe Routes to School (SRTS) initiatives. The SRTS planning only encompasses the area near the schools. This active living planning process would assess the entire community and provide actionable items to advance walking and bicycling.

The process for developing an Active Living Plan will occur from November 2014- April 2015. Following this Active Living planning process, SHIP will have additional funding available to support the implementation of the action items identified in community's Active Living Plan.

Timeline:

- Oct 2014** *Apply for SHIP UCare mini-grant to support Active Living Plan
- Nov 2014** *SHIP awards UCare mini-grants for Active Living Plans (application)
*Contract with Southwest Regional Development Commission to secure planning process
- Dec 2014- April 2015** *Complete Active Living Planning Process
- May-June 2015** *Apply for funding to support evaluation, engineering, education, enforcement, education and encouragement activities (such as sidewalk assessment, bike rodeo or Walk! Bike! Fun! Curriculum, traffic calming devices- bump outs or lighting, signage, an open streets events, 5K walk or bike event)

For more information, contact:

Diana Madsen, SHIP Coordinator
235 9th Street, Windom, MN 56101
507-831-1987
Diana.Madsen@dvhhs.org

Health in All Policies / Active Living

Active Living is a way of life that integrates physical activity into daily routines. Active Living is about fostering an environment that makes it safe and convenient for children and adults to walk, bike and be physically active on a daily basis. Creating a healthy community depends on the physical design of the community, along with a number of other variables.

Design/ Land Use/ Transportation

A smart design can make it more convenient to walk and bike in the community, which can create a positive health impact along with a positive environmental impact. The overall goal is to create an environment that offers opportunities to integrate physical activity into daily life.

Policy

The purpose of incorporating Active Living into land use planning and transportation planning is to create a holistic approach to community design. Transportation policy affects health. Land use policy affects health. Where public facilities are located affects health. Health in all policies is a new approach to planning. When you think about how planning decisions affect walkability and community connectivity, it is essential to include health advocates at the table creating policy and making planning decisions. The health impact of a project could be a deciding factor in whether a project should go ahead as is or be modified or suspended.

Complete Streets

A Complete Street is any street that you feel safe walking or bicycling on. In a rural community a Complete Street could be a street that is wide enough, so a pedestrian can safely walk along the shoulder. Vehicle traffic is not excessive and traffic speeds are reasonable. A Complete Street may also have a sidewalk or path separate from the street for pedestrians to walk or bicycle on.

Southwest Regional Development Commission
Active Living Plan
Grant Award: \$6000

Goal: *To enable City of _____ to become a more walkable community through strategic pedestrian improvements outlined in the Full Impact Active Living Plan.*

Objective: *Use the five E(s) to create a community plan that promotes an active life style for all residents. The five E(s) include education, encouragement, enforcement, evaluation, and engineering.*

Chapter 1 – Introduction: What is Active Living?

Chapter 2 – Planning Process: Public Engagement

Chapter 3 – Health Demographics

- Community profile

Chapter 4 – Existing Conditions

- Destinations
- Gaps
- Areas of concern
- Current routes

Chapter 5 – SWOT Analysis

- Strengths
- Weaknesses
- Opportunities
- Threats

Chapter 6 – Vision, Goals, and Strategies

- Proposed routes
- Ranking of projects

Plan Development

Meetings #1

- What is Active Living
- Vision
- Discuss WikiMapping (community input process)

Meeting #2

- Review community input (destinations, existing routes, barriers, safety issues)
- SWOT Analysis
 - Identify and discuss strengths, weaknesses, opportunities, and threats in regards to pedestrian infrastructure, community infrastructure, parks, trails, and amenities. Active Living strategies are part of the economic development strategy of the city.
- Identify potential projects

Meeting #3

- Finalize potential projects
- Ranking of projects

Meeting #4 (via email)

- Finalize plan

Scope of Services: The SRDC staff will use the 5(s) to create a community plan that promotes an active life style for all residents. This includes conducting a SWOT Analysis; creating a map outlining where current sidewalks exist, destinations, and gaps in the sidewalk/ trail network; and outlining education and encouragement opportunities. Staff will engage community members in three community meetings. The first meeting will ask residents and city staff to identify destinations, existing routes, gaps, and areas of concern.

Staff will compile this data and allow for public input. There will be a three week open comment period, which will allow for public input regarding gaps, areas of concern, and potential projects.

A second community meeting will be held to review the public input, conduct a SWOT analysis, and identify potential projects.

A third community meeting will be held to finalize the list of potential projects and prioritize the projects. This meeting will also discuss details regarding each project, which include timeline, design, and land acquisition.

Staff will synthesize the community input and develop an active living plan with assistance from city staff. The final product will be an Active Living Plan for the City.

SRDC Deliverables:

- Help organize an Active Living Steering Committee (who will assist in the development of the Active Living Plan).
- Facilitate three community meetings.
- Map outlining gaps, areas of concern, and potential projects.
- Conduct SWOT Analysis in regards to Active Living
- Assist with the ranking of potential projects.
- Complete the draft Active Living Plan.
- Present the draft Active Living Plan to the City Council for approval.

City Responsibilities:

- Assist with engaging residents and in the formation of the Active Living Steering Committee (community input is critical to the development of this plan).
- Assist with the existing pedestrian infrastructure assessment in the City.
- Help organize and host the three community meetings.

Cottonwood Jackson Nobles SHIP Staff

- Assist with engaging residents.
- Assist with the existing pedestrian infrastructure assessment in the City.
- Provide technical assistance regarding plan development.
- Be a member of the Active Living Steering Committee.



City of Windom Staff Report

To: Mayor and Windom City Council
From: Aaron Backman, EDA Executive Director
Council Meeting Date: October 7, 2014

Item Title/Subject: RESOLUTION APPROVING AN EXPENDITURE FROM TIF DISTRICT NO. 1-2 TAX INCREMENT PROCEEDS FOR EXTENSION OF NORTH REDDING AVENUE IN THE CARL SCHNEIDER BUSINESS PARK

Background:

Tod Quiring, owner of Big Game Treestands, is proposing to construct a 12,000+/- sq. ft. building for his business on the north side of Lot 5 in Block 2 of the Windom Industrial Park Subdivision ("Carl Schneider Business Park"). He has requested that the EDA construct an asphalt extension of North Redding Avenue to platted 19th Street (a distance of approximately 150 feet) that is currently a gravel road. This extension is east of and adjacent to the proposed building site (which is currently being excavated) and is directly south of the EDA's Spec Building property. Mr. Quiring has agreed to reimburse the EDA for costs associated with stormwater improvements related to his project.

Working through Wenck Associates, the EDA has had discussions with area contractors regarding the cost estimates to undertake the necessary excavation for the hard-surfaced road, the addition of two catchbasins, the installation of concrete curbing, and the placement of asphalt to the EDA's Spec Building property line. Wenck obtained the following cost estimates for the project:

- 1) \$22,750 Placement of Asphalt – MR Paving (New Ulm, MN)
- 2) \$9,000 Excavation & grading of aggregate; installation of storm sewer improvements – SVE, LLC (Windom, MN)
- 3) \$5,200 Installation of concrete curbing – Negen Construction (Windom, MN)
- 4) \$2,500 Estimated amount engineering – Wenck Associates (Windom, MN)
- 5) \$1,000 Contingencies

Total: \$40,450
Less -1,100 Reimbursement from Tod Quiring
\$39,350 Project Total

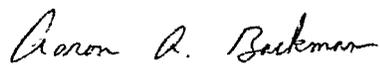
At the special EDA meeting on September 22, 2014, EDA Executive Director Backman presented the quotes for the proposed improvements to North Redding Avenue. The Commissioners unanimously approved accepting the quotes to proceed with the project,

authorized the EDA to use proceeds from TIF District 1-2 for the payment of the EDA's share of the project expenses, and to seek reimbursement for the storm sewer improvements.

Attached for your review is a copy of the proposed City Council resolution. The EDA Executive Director will be present at the October 7th City Council meeting to respond to questions regarding the proposed project, the use of TIF District 1-2 funds, and next steps.

Requested Action: Approve the resolution and the expenditure of up to \$39,350 from the TIF proceeds of TIF District 1-2 to construct an extension of North Redding Avenue and install utility improvements.

Respectfully submitted,



Aaron A. Backman
EDA Executive Director

Attachments

RESOLUTION # 2014-

INTRODUCED:

SECONDED:

VOTED: AYE:

NAY:

ABSENT:

CITY OF WINDOM, MINNESOTA

RESOLUTION APPROVING USE OF TAX INCREMENT PROCEEDS FROM TIF DISTRICT NO. 1-2 FOR THE NORTH REDDING AVENUE EXTENSION PROJECT

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

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

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

WHEREAS, the Economic Development Authority of Windom (“EDA”) has acted as a developer for the Windom Industrial Park Subdivision to the City of Windom, Cottonwood County, Minnesota, (“the subdivision”) and also owns real estate in the subdivision described as Lot 6, Block 2; and

WHEREAS, North Redding Avenue connects 16th Street to the EDA’s property and also serves the adjacent lots in the subdivision; and

WHEREAS, at the time of the initial improvements in the subdivision, the asphalt paving on North Redding Avenue was not completed adjacent to the north end of Lot 5, Block 2 or to the EDA’s lot; and

WHEREAS, there is an easement area on the North fifty feet (50’) of Lot 5, Block 2 through which utilities pass including storm sewer lines and this easement area is located just south of the westerly portion of the EDA’s lot; and

WHEREAS, Tod Quiring, the owner of Lot 5, Block 2, has notified the EDA of his intention to construct a new building on the north side of this lot and has requested that the curbing be installed, that the remainder of North Redding Avenue be paved, that improvements be made to the storm sewer system in this area including the addition of new catch basins; and that Mr. Quiring has agreed to participate in the costs for the storm sewer improvements in the proposed project; and

WHEREAS, the EDA has obtained estimates for the proposed project, including engineering, grading, storm sewer improvements, installation of curbing, and paving, and the total costs for the project are estimated at \$40,450; and

WHEREAS, the estimated costs for Mr. Quiring’s share of this project are \$1,100; and

WHEREAS, the Board of Commissioners of the Economic Development Authority of Windom has approved and recommends City Council approval of the use of tax increment proceeds from TIF District 1-2 for the EDA's share of the proposed project; and

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

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

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

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

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

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

1. The EDA is authorized to use TIF proceeds of TIF District 1-2 in an amount up to Thirty-nine Thousand Three Hundred Fifty Dollars (\$39,350) for the purposes of the extension of North Redding Avenue and the installation of the proposed utility improvements in the Windom Industrial Park Subdivision.

Dated this 7th day of October, 2014.

Corey J. Maricle, Mayor

ATTEST: _____
Steven Nasby, City Administrator

MEMORANDUM



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

TO: City Council
FROM: Fire Hall Building Committee
DATE: October 1, 2014
RE: Recommendations for Name Change and Facility Location

The ad hoc Fire Hall building committee has been meeting for several months to discuss the needs of the fire department and ambulance services. The committee has also been researching possible locations for a new\expanded facility.

Expansion of Existing Facility

The committee reviewed the building plans that were assembled in 2008. This review raised some questions about the proposed facility and the cost. The 2008 expansion plans, for approximately 10,150 square feet (main floor) and 2,400 (upper level), was estimated to be \$2.1 million (2013) for a concrete tip-up structure. These plans were also focused primarily on housing the Windom Fire Department, as is, and not containing room for future expansion of equipment nor accommodations to meet the needs of the Windom Ambulance Service. In addition, parking issues are a concern with this plan as the proposed expansion of the existing facility would eliminate the parking lot north of the City Hall building which would impact downtown businesses and severely limit available parking for the firefighters and EMTs. The committee concluded that the 2008 plans be retired due to the inadequacies identified.

Facility Locations Considered

Discussions by the committee identified its primary goal as minimizing response times and maximizing accessibility for firefighters\EMTs. As such, a site located near the center of Windom with access to the main thoroughfares was sought. A number of sites were then researched and discussed. These sites included Witt Park, former Dino's Diner lot, vacant lot by the Fulda Credit Union and site at the intersection of Highway 71/60 south of Country Pride Coop. Each of these was researched related to the committee's goal, availability and cost. A breakdown of the fire department's calls from the last 14 years shows the need to have access to all directions of the community (please see Appendix A). An additional benefit to the Witt Park location is the proximity to law enforcement as they are generally part of the fire and/or ambulance calls. The committee's preference was to continue on researching the use of Witt Park.

Consultation with User Groups

The committee acknowledges that re-developing Witt Park would affect residents and user groups so invitations were made for user groups to raise their concerns and discuss options. These discussions included contacts with the Windom Area Hockey Association, tennis court users, Parks and Recreation Commission and others. During the research it is also noted that there is also a large electric service line located underground at Witt Park. While there was concern over elimination of the park uses the

committee felt that the tennis courts and playground equipment at the park could be relocated. City staff has provided cost estimates of relocating the tennis courts and lighting, playground equipment and electric service line estimated to be \$290,000 to \$320,000 (please see Appendix B).

Committee and Facility Name

The committee is recommending that the name of the committee be changed and the proposed facility be recognized as the “Windom Emergency Services Facility”.

Recommendation for Facility Location

The committee is recommending to the City Council that Witt Park be designated as the preferred site for the proposed Windom Emergency Services Facility.

APPENDIX A

Fire Service Calls 2000 – 2014 Response Route

18.5%	Highway 60 E
17.5%	Windom (West side)
14%	River Road
11.5%	Highway 60 W
10.5%	Windom (East side)
10%	Highway 71 N
9%	Highway 71 S
9%	Highway 62

Proposed Costs to re-locate electric infrastructure for new Fire Hall at Ken Witt Park

Install new electric service to Law Enforcement Center

Material and/or Work Description	Location	Labor Cost	Man Hours	Truck Hours	Employee No.	Total Cost
1500' 1/0 Okonite Primary Cable	Ken Witt Park					\$4,282.50
1500' 2" Red Duct						\$979.50
6 - 1/0 Primary Termination Elbows						\$371.88
3 - Primary Underground Fault Indicators						\$606.15
500' Installation Costs (digging) @ \$20/ft						\$10,000.00
Labor Cost: \$48.86 per hour		4 men / 5 days	160 hrs		100, 110, 191, 195	\$7,817.60
						TOTAL COST \$24,057.63
Removal of Lighting and Poles for Tennis Courts	Ken Witt Park	4 men / 1 day	32		100, 110, 191, 195	\$1,563.52
Removal of Lighting and Poles for Hockey Rink		4 men / 1/2 day	16 hrs		100, 110, 191, 195	\$781.76
						TOTAL COST \$2,345.28

Install new tennis court lighting at Legion Field

Material and/or Work Description	Location	Labor Cost	Man Hours	Truck Hours	Employee No.	Total Cost
Option #1	Legion Field					\$24,243.00
Musco Light-Structure Green System - 30 footcandles						\$2,500.00
Electrican Labor Costs						\$6,254.08
Install Electric Service and Lighting with Controls		4 men / 4 days	128		100, 110, 191, 195	\$6,254.08
						TOTAL COST \$32,997.08

Option #2	Location	Labor Cost	Man Hours	Truck Hours	Employee No.	Total Cost
Re-installation of Lighting and Poles for Tennis Courts	Legion Field	4 men / 3 days	96		100, 110, 191, 195	\$4,690.56



City of Windom



Maintenance Agreement

1189696-736350

Platinum

Champion Partner

Coverage Period:

October 30, 2014 - to - October 29, 2015

Your Support Agreement Includes: AGC Guardian Support

City of Windom One Year Support Agreement Total:

\$2,220.60

Covered Equipment	Qty
Operator Call Manager License	4
ShoreGear T1k Switch	1.00
ShoreGear 90 Switch	1.00
ShoreWare Personal Call Manager (requires ShoreTel 8 or later)	26
ShoreWare Extension & Mailbox Client	30
ShoreWare Extension Only Client	1

Warranty and Support Guidelines

- All Hardware/Software Additions will be prorated to co-term with your existing contract
- All parts are covered for the contracted Support period or for the duration of manufacturer's standard warranty.
- Support/Warranty coverage is for work of a repair nature only
- Emergency replacement of parts warranted or under a Support contract will be repaired or replaced within standard manufacturer delivery timeframes for the country in question (depending on product availability and does not include products that have reached end of life.)
- For products not covered under warranty or support, all shipping and handling charges will be billed back to Customer
- Warranty support means the examination, testing, repair or part replacement performed to restore the equipment to its proper operating status
- performance. Any hardware enhancements that may be required to support these upgrades or updates are not included
- Major Releases/Upgrades - while under warranty, the software to perform major releases/upgrades is provided to the customer at no charge; however, labor for installation and support services that will be required to implement major upgrades is subject to the type of Support contract purchased

Warranty and Support Stipulations

- Parts that have been named "end of life" by the manufacturer are NOT covered
- AGC Networks Inc. will only provide support for release versions that are considered still under support by the manufacturer
- Additions, deletions, and/or modifications to the System are not included. Any on-site or remote technical assistance that is not of a repair nature shall be billable at AGC Networks Inc. current labor and material rates
- Applications that have been created by parties other than AGC Networks Inc. are not supported
- Customer understands that the equipment purchased may be connected to a variety of customer-supplied pieces of equipment such as "UPS" devices and or other telephone networks. Should these external devices cause customer's ShoreTel system to fail, AGC Networks Inc. may, at its sole discretion, charge the Customer the current rates for diagnosing and repairing any and all equipment necessary to bring the solution back to working
- The customer also understands that ONLY the ShoreTel hardware and software listed in Exhibit C will be included in this support contract and that all other devices such as; Servers, Network Switches, Circuits, etc... are NOT included in this support contract

- AGC Networks Inc. will determine the number of personnel required to respond to a request for warranty support

Return Material Authorization (RMA) – for North America and International customers

- Contact the AGC Networks Inc. Response Center to open an RMA request or reference the existing RMA request number. If an open request is already being worked, we will need to know the model type for defective hardware being returned, color, and serial number on the defective hardware device
- ShoreTel offers advanced replacement for ShoreGear switches. There will be return labels in the RMA shipment. Please use these to return the defective product within 30 days. Once the defective product is received we will then close the RMA. If product is not returned within 30 days, you will be billed for the
- For ShoreTel phones covered under a AGC Networks Inc. Silver, Gold, or Platinum plan, the customer will receive the new phone and then use the return labels provided to return the defective phone. For ShoreTel phones not covered under manufacturer’s warranty or a AGC Networks Inc. Silver, Gold, or Platinum plan, the customer will need to purchase a replacement at current pricing

North America Customers:

- Per ShoreTel’s policy for RMA requests, any requests made before 5 pm US Eastern time during normal business days, the replacement equipment will ship that same day, otherwise shipment will be released the following business day. Standard delivery timeframes for orders received by 5 pm US Eastern time
 - o ShoreGear switches - Next Business Day
 - o ShoreTel IP Phone – Ground Delivery

International Customers:

- Per ShoreTel’s policy for RMA requests, international customers RMA requests can be made at any time and all timeframes to receive the replacement equipment will be in accordance with the country availability per the Global Account Program. Any international customer may choose to purchase an additional ShoreGear Switch at a significant discount off list price if they require local survivability. Delivery times for replacement equipment will vary by country availability matrix
 - o ShoreGear switches – One/Two/Three business days
 - o ShoreTel IP Phone – Ground Delivery

Support Disclaimer

- The Customer shall not permit a third party other than AGC Networks Inc. or their authorized agent, to perform Support, attempt repairs, or change the system or equipment while such system and equipment is under a Support agreement, unless agreed to by prior written approval by AGC Networks Inc., (this excludes MAC’s and system administration done through the ShoreWare Director or Voicemail server)
- Unless Customer has purchased a backup solution from AGC Networks Inc., Customer is 100% responsible to incorporate the ShoreTel servers into their overall back-up strategy, along with all restores of OS and ShoreTel server software configuration
- Management of the Microsoft patches for servers running Microsoft server operating systems are the responsibility of the customer. AGC Networks Inc. recommends installing only software updates from Microsoft and NOT a full service pack. Full service packs should only be installed with prior approval either from AGC Networks Inc. or ShoreTel
- Antivirus software is NOT included on servers sold through AGC Networks Inc. and is the responsibility of the cust

CUSTOMER ACKNOWLEDGES THAT HE/SHE HAS READ THIS PRODUCT SUPPORT GUIDELINE FOR SHORETEL AND AGREES TO IT

Printed Name

Title

Signature

Date

How and when can I request support?

AGC Networks Inc. offers several different ways to request support:

- Customer service portal at <http://csp.agcnetworks.com>
- Email to tech.support@agcnetworks.com
- Call 800-800-0353

The AGC Networks Inc. Response Center (TRC) is staffed 24 x 7 x 365. Support requests can be made any time via at least one of our support request options. Critical requests will be promptly handled 24 x 7 x 365, and we strive to serve all requests as quickly as we can. However, for non-critical requests, the response level will vary with the time of day you make the request.

All support requests are logged, and within 15 minutes you should receive an automated email with the ticket number for your request. Please keep this ticket number to effectively track your request. If you do not receive an email, please check your spam-filter or junk mail folder. If you still do not have an email, please call us to request your ticket number.

Phone support is generally reserved for urgent requests, while non-urgent requests should be made via email or the customer service portal. This helps us provide you with world-class support. We strive to have someone available on the phone within two minutes during standard hours, and within five minutes after hours.

Who can request support?

We accept support requests from up to four authorized contacts at your organization for each of the different systems we support for you. These contacts are listed on the corresponding product support guidelines attached to this document.

For what products can I request support?

We offer a wide range of products and services. These guidelines only apply to products for which AGC Networks Inc. provides support directly. If your product is supported directly by AGC Networks Inc., you will also receive a set of product-specific support guidelines as another exhibit with your Master Purchase Agreement. For certain products, AGC Networks Inc. resells manufacturer support, but does not support the product directly. In these cases, you should have received information on how to contact that manufacturer's support team when you bought the product from us. If you are uncertain about how to obtain support, please contact us and we will help direct you to the support team for the appropriate manufacturer.

What are your standard working hours?

We divide each day into Standard Hours and After Hours.

Standard Hours

Standard Hours are 8 am to 8 pm US Eastern time, Monday – Friday, excluding AGC Networks Inc. Holidays.

After Hours

After Hours are all day Saturday, Sunday, and Holidays, plus 8:00 pm to 8:00 am Monday – Friday, US Eastern time.

AGC Networks Inc. Holidays

New Year's Day, President's Day (observed), Memorial Day (observed), Independence Day (observed), Labor Day (observed), Thanksgiving, Christmas Day (observed)

How are my requests prioritized?

The AGC Networks Inc. Response Center is staffed 24 x 7 x 365 and urgent requests are handled promptly. However, not all requests may be urgent, and the response time you can expect will vary according to the severity of your problem and the time of day you make your request. AGC Networks Inc. classifies support requests into three categories:

Classification	Definition
Red	<ul style="list-style-type: none">• A system problem is causing major impact to a customer's core business processes and requires immediate attention.• The failure of a previously operating product which severely degrades overall system performance, creating an emergency situation.• Not all essential applications or functionality are available to a significant portion of the system users.• Performance of an essential application and/or functionality is affecting a critical department.
Yellow	<ul style="list-style-type: none">• A system problem is affecting a customer's business processes, and the problem requires prompt attention but is not immediately critical.• A temporary workaround has been provided, but the problem reoccurs periodically.• A workaround exists, but is unacceptable to the customer due to the impact on the customer's business
Green	<ul style="list-style-type: none">• A customer has a problem or question that is non-critical and not directly affecting business processes.• Less-than-desirable access to or performance of system components which affect non-critical parts of customer's business.

What response time can I expect?

Priority	Response Times by Segment of Day	
	Standard Hours	After Hours
Red	<p>Initial contact by a Tier 1 Engineer <u>within 60 minutes</u></p> <p>If unresolved, remote support by a Tier 2 Engineer <u>within 60 minutes after</u> initial contact by Tier 1</p> <p>Updates to customer <u>every 2 hours</u></p> <p>Immediate notification to AGC Networks Inc. management via email</p>	<p>Same as for Standard Hours however may be billable depending on your support agreement for the system that requires support.</p>
Yellow	<p>Initial contact by a Tier 1 Engineer <u>within 8 Standard Hours</u></p> <p>If unresolved, remote Support by a Tier 2 Engineer <u>within 4 Standard Hours after</u> initial contact by Tier 1</p> <p>Updates to customer <u>once per business day</u> (Standard hours)</p> <p>Notification to AGC Networks Inc. management if SLA not met</p>	<p>Support requests classified as "Yellow" are accepted and logged during this time, but are not normally worked on. These requests will be handled as if they had been made during Standard Hours.</p> <p>Certain support agreements allow for non-critical work to be scheduled during After Hours for an additional fee.</p>
Green	<p>Initial contact by a Tier 1 Engineer <u>within 16 Standard Hours</u></p> <p>If unresolved, remote support by a Tier 2 Engineer <u>within 8 Standard Hours after</u> initial contact by Tier 1</p> <p>Updates to customer <u>once per business week</u> (Standard hours)</p> <p>Notification to AGC Networks Inc. management if SLA not met</p>	<p>Support requests classified as "Green" are accepted and logged during this time, but are not normally worked on. These requests will be handled as if they had been made during Standard Hours.</p> <p>Certain support agreements allow for non-critical work to be scheduled during After Hours for an additional fee</p>

We commit to response times rather than resolution times. Because it is impossible to predict ahead of time the exact nature or cause of a problem you may have, it is impossible to know what will need to be done to resolve a problem. It is therefore impossible to commit to a resolution time. But our goal is to resolve all tickets to your satisfaction as quickly as we can.

When are tickets closed?

Tickets can be closed for several reasons:

- The problem has been resolved to your satisfaction. This is by far the most common reason we close tickets.
- We need more information from you to help diagnose or resolve a problem, we have asked for that information three times over the course of three business days, and we have not had a response. We will gladly re-open a ticket if the necessary response comes after 3 days.
- We have asked for certain work to be done on your side in order to help diagnose or resolve a problem, and that work has not been done within 10 business days.
- We have in good faith determined that the problem is not covered under your support agreement and you have declined to have us work on a time-and-materials basis.

When a ticket is closed, you will receive an automated email that describes the reason that the ticket was closed.

What happens if I need on-site support?

The vast majority of problems can be resolved entirely remotely or with a combination of remote support and simple “hands-on” effort by a non-engineer from a customer’s staff who is at the appropriate location. Because nearly all problems can be resolved remotely, AGC Networks Inc. does not generally offer on-site support.

For select products in certain geographies, AGC Networks Inc. offers on-site support on a time-and-materials basis or as an add on to certain support offers. This information can be found in the corresponding detailed product support guideline attached to this document.

What are my obligations?

You as the Customer will not allow a third party other than AGC Networks Inc. or their authorized agent, to perform maintenance, attempt repairs, or change the system or equipment while such system and equipment is under a AGC Networks Inc. support agreement, unless agreed to in writing by AGC Networks Inc..

If a problem cannot be resolved entirely remotely, but can be resolved by the simple “hands-on” effort of a non-engineer, Customer will be required to provide a staff member at the appropriate location to work with the remote AGC Networks Inc. support engineer. If the on-site work requires a certified engineer, and the system and problem in question is covered by a AGC Networks Inc. support agreement, AGC Networks Inc. will provide a certified engineer at no cost to you. In this case, AGC Networks Inc. reserves the right to dispatch a local subcontractor at no cost to you.

	AGC Guardian	AGC Guardian Elite
TRAINING	TRAINING	TRAINING
Access to the ShoreTel Learning Management System	✓ Included	✓ Included
Access to the ShoreTel On-line Knowledgebase	✓ Included	✓ Included
Informational Quarterly Webinars related to new product versions and features	✓ Included	✓ Included
Monthly end user & admin training	✓ Included	✓ Included
TECHNICAL SUPPORT	TECHNICAL SUPPORT	TECHNICAL SUPPORT
Support requests via email	✓ Included	✓ Included
Support requests via web portal	✓ Included	✓ Included
Support requests via phone	✓ Included	✓ Included
Support for Red, Yellow, and Green requests during Standard Hours.	✓ Included	✓ Included
Support for Red requests 24 x 7 x 365	✓ Included	✓ Included
SOFTWARE, PARTS & LABOR	SOFTWARE, PARTS & LABOR	SOFTWARE, PARTS & LABOR
One Year hardware warranty on defective ShoreTel hardware, "return-and-replace"	✓ Included	✓ Included
Onsite Labor to replace defective hardware	✓ Included *	✓ Included *
New software releases for ShoreTel	✓ Included	✓ Included
Labor to install new software releases	Only for partial releases related to software bugs and patches as recommended by ShoreTel	One major release per year, plus all partial releases related to software bugs and patches as recommended by ShoreTel

	AGC Guardian	AGC Guardian Elite
PREVENTATIVE SUPPORT & MANAGED SERVICES	PREVENTATIVE SUPPORT & MANAGED SERVICES	PREVENTATIVE SUPPORT & MANAGED SERVICES
Annual Health Check	✓ Included	✓ Included
Monthly Trunk Peak Usage Report	Not Included	✓ Included
Monthly System Health Report	Not Included	✓ Included
Call Detail Reporting	Not Included	✓ Included
Monitoring Services for ShoreTel HQ server: <ul style="list-style-type: none"> • 24x7 Proactive system monitoring • Staffed support center for alert response Alert Escalation to customer and AGC engineer to resolve	Not Included	✓ Included
Local Backup / Restore of ShoreTel system configuration	✓ Included	✓ Included

AGC Networks, Inc.

Support Guidelines

AGC “by choice” services	AGC Guardian	AGC Guardian Elite
Carrier Management	Available – Additional Fees Apply	Available – Additional Fees Apply
Voice Readiness Assessment	Available – Additional Fees Apply	Available – Additional Fees Apply
Unlimited Upgrades	Available – Additional Fees Apply	Available – Additional Fees Apply
ShoreTel ECC Tune Up – 4 Hrs Consultative Meeting with ECC Specialist	Available – Additional Fees Apply	Available – Additional Fees Apply
Monitoring Services for ShoreTel HQ server: <ul style="list-style-type: none"> • 24x7 Proactive system monitoring • Staffed support center for alert response Alert Escalation to customer and AGC engineer to resolve	Available – Additional Fees Apply	✓ Included ✓
Block of Hours – Used for Moves, Adds, Changes, Administrative Tasks & Programming not covered under normal break fix support.	Available – Additional Fees Apply	Available – Additional Fees Apply

The AGC Response Center is staffed 24 x 7 x 365 and urgent requests are handled promptly. However, not all requests may be urgent, and the response time will vary according to the severity of your problem and the time of day the request is made. **Please see the General Support Guidelines** for a description of our response time SLAs.

Authorized Contacts and Accounts Payable Contact

Authorized contacts are those individuals authorized to open support requests with AGC Networks

Company Name And Mailing Address:	Company:	City of Windam
	Address:	444 9th Street, PO Box 38
	Address:	Windam, mn
	City, State, Zip:	56101
Authorized Contact #1:		
Name:	Steve Nasby	
Title:	City Administrator	
Phone Number:	507.831.6129	
Fax Number:	507.831.6127	
Email Address:	snasby@windam-mn.com	
Authorized Contact #2:		
Name:	Chelsie Carlson	
Title:	Finance Director/ Controller	
Phone Number:	507.831.6129	
Fax Number:	507.831.6127	
Email Address:	ccarlson@windamnet.com	
Authorized Contact #3:		
Name:	Jeff Dahna	
Title:	Net Tech	
Phone Number:	507.832-8000	
Fax Number:	507.831.6127	
Email Address:	jdahna@windamnet.com	
Authorized Contact #4:		
Name:	Dan Olsen	
Title:	Telecom Manager	
Phone Number:	507.832.8000	
Fax Number:	507.831.6127	
Email Address:	dano@windamnet.com	
Accounts Payable Contact		
Name:		
Title:		
Phone Number:		
Fax Number:		
Email Address:		

RESOLUTION #2014-

INTRODUCED:

SECONDED:

VOTED: Aye:

Nay:

Absent:

A RESOLUTION APPOINTING ADDITIONAL ELECTION JUDGES FOR THE FORTHCOMING GENERAL ELECTION IN 2014

WHEREAS, pursuant to Minnesota Statutes, a General Election will be held on November 4, 2014; and

WHEREAS, it is necessary that additional election judges and election judge trainees be appointed.

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

1. The following additional election judges are hereby appointed to serve at the above-mentioned election.

Donna Schoenenberger	1365 6 th Avenue
Kathy Brandt	455 1 st Street
Barbara Christians	2216 River Road
Glen Garms	2355 Douglas Street
Juanita Grunewald	2215 River Road

2. The following additional election judge trainees are hereby appointed to serve at the above-mentioned election.

Lillian Bolton	Elisabeth Schoenenberger
Jamie Thiessen	Sutton Dewanz
Jack Mellstrom	Katie Bartelt
Gavin Mutz	Kelly Riordan
Emily Mohlencamp	Amanda Muller
Diana Beall	Tyler Morgan
Erendira Cuello-Rios	Aaron Axford
Michaela Hacker	Andrew Derickson
Hannah Redmond	Justin Jones

Adopted this 7th day of October, 2014.

Corey J. Maricle, Mayor

Attest: _____
Steven Nasby, City Administrator



Windom, MN

Expense Approval Report By Fund

Payment Dates 9/13/2014 - 9/24/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
Activity: 41110 - Mayor & Council					
SCHRAMEL LAW OFFICE	20140917	09/17/2014	LEGAL FEES-MAYOR & COUNC	100-41110-304	120.00
CITIZEN PUBLISHING CO	20140905	09/05/2014	ADVERTISING	100-41110-350	74.40
CONVENT. & VISTOR BUREAU	20140912	09/12/2014	LODGING TAX	100-41110-491	1,661.42
CONVENT. & VISTOR BUREAU	20140919	09/19/2014	LODGING TAX-RED CARPET IN	100-41110-491	944.40
Activity 41110 - Mayor & Council Total:					2,800.22
Activity: 41310 - Administration					
INDOFF, INC	2502716	08/26/2014	SUPPLIES	100-41310-200	69.22
INDOFF, INC	2504872	09/03/2014	SUPPLIES	100-41310-200	43.79
INDOFF, INC	2504907	09/03/2014	SUPPLIES	100-41310-200	4.60
INDOFF, INC	25075677	09/10/2014	SUPPLIES	100-41310-200	10.86
SELECTACCOUNT	20140923A	09/23/2014	PARTICIPANT FEE - SEPT	100-41310-217	148.77
STEVE NASBY	20140922	09/22/2014	EXPENSE-METER READING SIT	100-41310-331	61.04
A & B BUSINESS	IN112863	09/16/2014	MAINTENANCE CONTRACT #J	100-41310-401	22.54
Activity 41310 - Administration Total:					360.82
Activity: 41910 - Building & Zoning					
INDOFF, INC	2504873	09/03/2014	SUPPLIES	100-41910-200	30.14
INDOFF, INC	2507682	09/10/2014	SUPPLIES	100-41910-200	9.71
SCHRAMEL LAW OFFICE	20140917	09/17/2014	LEGAL FEES- PZ	100-41910-304	225.00
Activity 41910 - Building & Zoning Total:					264.85
Activity: 41940 - City Hall					
HOMETOWN SANITATION SE	0000091531	09/05/2014	GARBAGE SERVICE-CITY HALL	100-41940-384	85.04
Activity 41940 - City Hall Total:					85.04
Activity: 42120 - Crime Control					
INDOFF, INC	2507687	09/12/2014	SUPPLIES	100-42120-200	13.79
SCHRAMEL LAW OFFICE	20140917	09/17/2014	LEGAL FEES- POLICE	100-42120-304	4,455.00
LEASE FINANCE PARTNERS	20140923	09/23/2014	LEASE #40030596 AND #4003	100-42120-326	433.00
VERIZON WIRELESS	9731666984	09/16/2014	SERVICE FOR LAP TOPS	100-42120-326	94.39
LANGUAGE LINE SERVICE	3446583	09/23/2014	SERVICE	100-42120-327	29.24
LOUIS NORELL	20140916	09/16/2014	EXPENSE-MIDWEST COUNTER	100-42120-334	210.58
Activity 42120 - Crime Control Total:					5,236.00
Activity: 42220 - Fire Fighting					
MUNICIPAL EMERGENCY SER	00552786	09/03/2014	MATERIALS & EQUIPMENT	100-42220-215	584.80
HEIMAN FIRE EQUIP. CO	0826657-IN	09/03/2014	MAINTENANCE	100-42220-215	115.00
VERIZON WIRELESS	9731666984	09/16/2014	SERVICE FOR LAP TOPS	100-42220-321	81.39
VERIZON WIRELESS	9731666984	09/16/2014	SERVICE FOR LAP TOPS	100-42220-404	10.02
SCHRAMEL LAW OFFICE	20140917	09/17/2014	LEGAL FEES- FIRE HALL	100-42220-439	1,125.00
Activity 42220 - Fire Fighting Total:					1,916.21
Activity: 43100 - Streets					
COUNTRY PRIDE SERVICE	20140923	09/23/2014	#970744	100-43100-212	150.81
RUNNING'S SUPPLY	20140916	09/16/2014	MAINTENANCE -	100-43100-215	23.02
SOUTHERN MINN INSPECTIO	7577	09/03/2014	MAINTENANCE	100-43100-217	125.00
SOUTHERN MINN INSPECTIO	7577	09/03/2014	MAINTENANCE	100-43100-217	142.50
SOUTHERN MINN INSPECTIO	7577	09/03/2014	MAINTENANCE	100-43100-217	60.00
RUNNING'S SUPPLY	20140916	09/16/2014	MAINTENANCE -	100-43100-224	19.95
MN ENERGY RESOURCES	20140916	09/16/2014	HEATING #4090846-9	100-43100-383	54.31
HOMETOWN SANITATION SE	0000091532	09/05/2014	GARBAGE SERVICE-STREET DE	100-43100-384	84.73
HOMETOWN SANITATION SE	0000091533	09/05/2014	GARBAGE SERVICE-SQUARE	100-43100-384	46.12
MACQUEEN EQUIP. CO.	2145677	09/05/2014	MAINTENANCE	100-43100-404	237.75
Activity 43100 - Streets Total:					944.19

Expense Approval Report

Payment Dates: 9/13/2014 - 9/24/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Activity: 43210 - Sanitation					
WAYNE ERICKSON	20140916	09/16/2014	COMPOST SITE MANAGER	100-43210-307	146.25
Activity 43210 - Sanitation Total:					146.25
Activity: 45120 - Recreation					
ALYSSA FAST	20140924	09/24/2014	EXPENSE - SAND VB REF	100-45120-217	150.00
JAMIE SYMENS	20140924	09/24/2014	EXPENSE-SAND VB REF	100-45120-217	75.00
HALI TASLER	20140924	09/24/2014	EXPENSE-SAND VB REF	100-45120-217	150.00
A & B BUSINESS	IN112863	09/16/2014	MAINTENANCE CONTRACT #J	100-45120-217	22.54
COCA-COLA BOTTLING COMP	0466548524	09/24/2014	MERCHANDISE	100-45120-260	139.88
COCA-COLA BOTTLING COMP	0476540316	09/24/2014	MERCHANDISE	100-45120-260	312.18
CITIZEN PUBLISHING CO	20140905	09/05/2014	ADVERTISING	100-45120-340	106.80
Activity 45120 - Recreation Total:					956.40
Activity: 45202 - Park Areas					
RUNNING'S SUPPLY	20140916	09/16/2014	MAINTENANCE -	100-45202-211	25.98
HOMETOWN SANITATION SE	0000091541	09/05/2014	GARBAGE SERVICE-ISLAND PA	100-45202-384	71.35
HOMETOWN SANITATION SE	0000091542	09/05/2014	GARBAGE SERVICE-TEGELS PA	100-45202-384	54.55
HOMETOWN SANITATION SE	0000091543	09/05/2014	GARBAGE SERVICE- WRA	100-45202-384	37.00
HOMETOWN SANITATION SE	0000091544	09/05/2014	GARBAGE SERVICE-KASTLE KI	100-45202-384	45.78
HOMETOWN SANITATION SE	0000091551	09/05/2014	GARBAGE SERVICE-MAYFLOW	100-45202-384	35.10
RUNNING'S SUPPLY	20140916	09/16/2014	MAINTENANCE -	100-45202-404	35.53
GDF ENTERPRISES, INC	A7075	09/17/2014	MAINTENANCE	100-45202-404	50.00
GDF ENTERPRISES, INC	A7120	09/19/2014	MAINTENANCE	100-45202-404	119.50
MTI DISTRIBUTING, INC	980873-00	09/03/2014	MAINTENANCE	100-45202-405	154.29
MTI DISTRIBUTING, INC	982007-00	09/05/2014	MAINTENANCE	100-45202-405	223.79
RUNNING'S SUPPLY	20140916	09/16/2014	MAINTENANCE -	100-45202-406	82.84
Activity 45202 - Park Areas Total:					935.71
Fund 100 - GENERAL Total:					13,645.69
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
SCHRADEL LAW OFFICE	20140917	09/17/2014	LEGAL FEES- LIBRARY	211-45501-304	195.00
J & K WINDOWS	6053-7	09/19/2014	SERVICE	211-45501-402	20.00
FAMILY CIRCLE	20140919	09/19/2014	SUBSCRIPTION - 2 YRS	211-45501-433	19.98
INGRAM	20140919	09/19/2014	BOOKS #2004243	211-45501-435	1,333.67
Activity 45501 - Library Total:					1,568.65
Fund 211 - LIBRARY Total:					1,568.65
Fund: 225 - AIRPORT					
Activity: 45127 - Airport					
MN POLLUTION CONTROL AG	20140923	09/23/2014	WINDOM MUNICIPAL AIRPOR	225-45127-217	400.00
SOUTHWEST MN BROADBAN	20140922	09/22/2014	WIND-001-0018	225-45127-321	25.50
COOPER CROUSE - HINDS	920551400	09/17/2014	MAINTENANCE	225-45127-406	51.92
COOPER CROUSE - HINDS	920377068	09/03/2014	AIRPORT INVENTORY	225-45127-409	160.64
Activity 45127 - Airport Total:					638.06
Fund 225 - AIRPORT Total:					638.06
Fund: 230 - POOL					
Activity: 45124 - Pool					
A & B BUSINESS	IN112863	09/16/2014	MAINTENANCE CONTRACT #J	230-45124-217	22.54
COCA-COLA BOTTLING COMP	0476540316	09/24/2014	MERCHANDISE	230-45124-260	195.00
AH HERMEL COMPANY	445705	09/24/2014	MERCHANDISE	230-45124-260	352.78
Activity 45124 - Pool Total:					570.32
Fund 230 - POOL Total:					570.32
Fund: 235 - AMBULANCE					
Activity: 42153 - Ambulance					
PAUL MARSH	20140912	09/12/2014	EXPENSE	235-42153-212	32.31
LEWIS FAMILY DRUG, LLC	20140912	09/12/2014	EXPENSE - SUPPLIES #105865-	235-42153-217	768.78
EMSRB	3858	09/19/2014	MINSTAR FORMS	235-42153-217	181.40
BOUND TREE MEDICAL, LLC	81526549	09/02/2014	SUPPLIES	235-42153-217	59.52
A & B BUSINESS	IN112863	09/16/2014	MAINTENANCE CONTRACT #J	235-42153-217	22.54

Expense Approval Report

Payment Dates: 9/13/2014 - 9/24/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MEMSA	1000	09/12/2014	MEMSA MEMBERSHIP	235-42153-308	250.00
MEMSA	20140912	09/12/2014	MEMSA CONF - 7 REGISTRATI	235-42153-308	700.00
WINDOM AREA HOSPITAL	20140916	09/16/2014	NURSING SERVICE	235-42153-312	2,937.94
VERIZON WIRELESS	9731666984	09/16/2014	SERVICE FOR LAP TOPS	235-42153-321	81.39
JOHN MEYER	20140923	09/23/2014	EXPENSE-MEMSA	235-42153-331	59.36
TIM HACKER	20140923	09/23/2014	EXPENSE-MEMSA CONF	235-42153-331	59.92
ROBIN SHAW	20140923	09/23/2014	EXPENSE-MEMSA CONF	235-42153-331	59.92
JOLYNN NERHUS	20140916	09/16/2014	EXPENSE	235-42153-334	145.40
HEATHER PAULSON	20140916	09/16/2014	EXPENSE	235-42153-334	11.97
TIM HACKER	20140916	09/16/2014	EXPENSE	235-42153-334	14.88
JOHN MEYER	20140923	09/23/2014	EXPENSE-MEMSA	235-42153-334	12.99
LEESA ARNDT	20140923	09/23/2014	EXPENSE-MEMSA CONF	235-42153-334	15.00
ROBIN SHAW	20140923	09/23/2014	EXPENSE-MEMSA CONF	235-42153-334	14.25
TIM HACKER	20140923	09/23/2014	EXPENSE-MEMSA CONF	235-42153-334	23.23
APRIL HARRINGTON	20140924	09/24/2014	EXPENSE-MEMSA CONF	235-42153-334	12.25
SANFORD USD MEDICAL CENT	20140912	09/12/2014	SERVICE #S-000831	235-42153-404	34.93
O'REILLY AUTOMOTIVE, INC	20140905	09/05/2014	MAINTENANCE #1510318	235-42153-405	151.47
Activity 42153 - Ambulance Total:					5,649.45
Fund 235 - AMBULANCE Total:					5,649.45

Fund: 250 - EDA GENERAL

Activity: 46520 - EDA

INDOFF, INC	2504873	09/03/2014	SUPPLIES	250-46520-200	30.15
INDOFF, INC	2507682	09/10/2014	SUPPLIES	250-46520-200	9.72
EHLERS & ASSOC., INC.	65736	09/16/2014	SERVICE	250-46520-301	820.00
SCHRAMMEL LAW OFFICE	20140917	09/17/2014	LEGAL FEES- EDA	250-46520-304	45.00
AARON BACKMAN	20140916	09/16/2014	EXPENSE-6090 CORRIDER/RID	250-46520-331	16.80
CITIZEN PUBLISHING CO	20140905	09/05/2014	ADVERTISING	250-46520-340	391.60
CITIZEN PUBLISHING CO	20140905	09/05/2014	ADVERTISING	250-46520-350	79.50
ADRIAN'S PLUMBING & HEATI	29304	09/23/2014	SERVICE-MAINTENANCE	250-46520-402	277.89
MN REAL ESTATE JOURNAL	20140916	09/16/2014	SUBSCRIPTION #0075663	250-46520-433	136.00
GODFATHER'S PIZZA	138763	09/19/2014	EXPENSE - MTG	250-46520-438	32.04
SPURRIER CONSULTING	20140916	09/16/2014	SERVICE - RETAINER	250-46520-480	2,700.00
COTTONWOOD CO ABSTRACT	9848-C	09/23/2014	NEW ABSTRACT OF TITLE 984	250-46520-480	750.00
Activity 46520 - EDA Total:					5,288.70
Fund 250 - EDA GENERAL Total:					5,288.70

Fund: 253 - EDA RIVERBLUFF ESTATES

Activity: 46520 - EDA

DOUG'S LAWN & LANDSCAPI	48423	08/25/2014	SERVICE-MAINTENANCE	253-46520-406	470.94
Activity 46520 - EDA Total:					470.94
Fund 253 - EDA RIVERBLUFF ESTATES Total:					470.94

Fund: 254 - NORTH IND PARK

Activity: 46520 - EDA

RON'S ELECTRIC INC	129357	09/10/2014	EDA SIGN	254-46520-402	87.69
COTTONWOOD CO LANDFILL	144329	09/19/2014	REFUSE DISPOSAL	254-46520-480	154.05
Activity 46520 - EDA Total:					241.74
Fund 254 - NORTH IND PARK Total:					241.74

Fund: 263 - TIF 1-4 TORO

COTTONWOOD CO AUD/TRE	20140919	09/19/2014	REPAYMT OF 2014 TIF PROCE	263-31050	25,762.61
Activity 263 - TIF 1-4 TORO Total:					25,762.61
Fund 263 - TIF 1-4 TORO Total:					25,762.61

Fund: 270 - TIF 1-16 GDF DISTRICT

Activity: 46530 - TIF Districts

GDF PROPERTIES LLC	20140917	09/17/2014	TIF DIST NO 1-16 CO #30 GDF	270-46530-482	2,139.38
Activity 46530 - TIF Districts Total:					2,139.38
Fund 270 - TIF 1-16 GDF DISTRICT Total:					2,139.38

Expense Approval Report

Payment Dates: 9/13/2014 - 9/24/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount	
Fund: 306 - 2013 STREET IMPROVEMENT						
Activity: 49950 - Capital Outlay						
SCHRAMMEL LAW OFFICE	20140917	09/17/2014	LEGAL FEES- 2013 STREET PR	306-49950-304	1,275.00	
					Activity 49950 - Capital Outlay Total:	1,275.00
					Fund 306 - 2013 STREET IMPROVEMENT Total:	1,275.00
Fund: 401 - GENERAL CAPITAL PROJECTS						
Activity: 49950 - Capital Outlay						
INDOFF, INC	2502495	08/28/2014	SUPPLIES	401-49950-500	138.00	
SHI INTERNATIONAL CORP	B02441542	09/23/2014	CAPITAL-POLICE TABLETS	401-49950-501	8,217.00	
					Activity 49950 - Capital Outlay Total:	8,355.00
					Fund 401 - GENERAL CAPITAL PROJECTS Total:	8,355.00
Fund: 601 - WATER						
ELECTRIC FUND	20140912	09/12/2014	REFUND TO ARNOLD KASS-2	601-37110	29.32	
					29.32	
Activity: 49400 - Water						
CENTER STOP	7698	09/10/2014	FUEL	601-49400-212	67.87	
HAWKINS, INC	3639680	09/03/2014	CHEMICALS	601-49400-216	1,805.73	
GOPHER STATE ONE CALL	124357	09/10/2014	LOCATES	601-49400-321	20.30	
SOURCE ONE SOLUTIONS, LLC	4390	09/12/2014	POSTAGE	601-49400-322	244.88	
SOURCE ONE SOLUTIONS, LLC	4390	09/12/2014	UTILITY BILL SERVICES	601-49400-326	812.52	
A & B BUSINESS	IN112863	09/16/2014	MAINTENANCE CONTRACT #J	601-49400-404	22.54	
AMUNDSON DIG	09091402	09/19/2014	MAINTENANCE	601-49400-408	375.00	
					Activity 49400 - Water Total:	3,348.84
					Fund 601 - WATER Total:	3,378.16
Fund: 602 - SEWER						
ELECTRIC FUND	20140912	09/12/2014	REFUND TO ARNOLD KASS-2	602-37210	48.70	
					48.70	
Activity: 49450 - Sewer						
HAWKINS, INC	3641294	09/10/2014	CHEMICALS	602-49450-216	758.00	
MILLSOP ASSOCIATES, INC.	M-14-512-02	09/23/2014	PETRO AP	602-49450-303	250.00	
MILLSOP ASSOCIATES, INC.	M-14-512-02	09/23/2014	LEAKSITE SERVICE	602-49450-303	5,101.00	
MN VALLEY TESTING	717103	08/25/2014	TESTING	602-49450-310	238.00	
MN VALLEY TESTING	717337	08/26/2014	TESTING	602-49450-310	120.00	
MN VALLEY TESTING	717361	08/26/2014	TESTING	602-49450-310	133.00	
MN VALLEY TESTING	717489	08/27/2014	TESTING	602-49450-310	158.00	
MN VALLEY TESTING	718179	09/03/2014	TESTING	602-49450-310	238.00	
MN VALLEY TESTING	718586	09/03/2014	TESTING	602-49450-310	158.00	
MN VALLEY TESTING	718697	09/05/2014	TESTING	602-49450-310	133.00	
MN VALLEY TESTING	718716	09/05/2014	TESTING	602-49450-310	118.60	
GOPHER STATE ONE CALL	124357	09/10/2014	LOCATES	602-49450-321	20.30	
SOURCE ONE SOLUTIONS, LLC	4390	09/12/2014	POSTAGE	602-49450-322	244.88	
SOURCE ONE SOLUTIONS, LLC	4390	09/12/2014	UTILITY BILL SERVICES	602-49450-326	812.52	
CITIZEN PUBLISHING CO	20140905	09/05/2014	ADVERTISING	602-49450-350	412.00	
MN ENERGY RESOURCES	20140916A	09/16/2014	HEATING #4325313-7	602-49450-383	39.49	
HOMETOWN SANITATION SE	0000091535	09/05/2014	GARBAGE SERVICE-WASTEWA	602-49450-384	85.04	
RUNNING'S SUPPLY	20140916	09/16/2014	MAINTENANCE -	602-49450-404	27.99	
LYNETTE YONKER	20140922	09/22/2014	CLEANING	602-49450-404	45.00	
SOUTHERN MINN INSPECTIO	7577	09/03/2014	MAINTENANCE	602-49450-404	202.50	
A & B BUSINESS	IN111893	09/11/2014	MAINTENANCE	602-49450-404	96.13	
A & B BUSINESS	IN112863	09/16/2014	MAINTENANCE CONTRACT #J	602-49450-404	22.54	
WENNER HOLDINGS LLC - EM	1767	09/23/2014	SERVICE-MAINTENANCE	602-49450-408	771.40	
					Activity 49450 - Sewer Total:	10,185.39
					Fund 602 - SEWER Total:	10,234.09
Fund: 604 - ELECTRIC						
INTERSTATE ALL BATTERY CE	1907299000549	09/10/2014	ELECTRIC INVENTORY	604-14200	33.67	
WESCO DISTRIBUTION, INC	666463	09/05/2014	ELECTRIC INVENTORY	604-14200	478.09	
J. H. LARSON	S100737098.001	09/03/2014	ELECTRIC INVENTORY	604-14200	40.99	

Expense Approval Report

Payment Dates: 9/13/2014 - 9/24/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MICHELLE KRUEGER	20140912A	09/12/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
EDUARDO ESQUIVEL	20140916	09/16/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
HECTOR TREJO	20140919	09/19/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
ZOILA VARGAS	20140922	09/22/2014	REFUND-UTILITY PREPAYME	604-22000	300.00
ELECTRIC FUND	20140923	09/23/2014	A.COOKE UTIL PREPAY TO M.S	604-22000	264.33
KATIE CHRISTIANSEN	20140923	09/23/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
STEPHANIE MOREY	20140923	09/23/2014	REFUND BAL UTIL PREPAYME	604-22000	89.75
AARON COOKE	20140923	09/23/2014	REFUND -BAL OF UTILITY PRE	604-22000	35.67
ELECTRIC FUND	20140923A	09/23/2014	S.MOREY UTIL PREPAY TO BIL	604-22000	210.25
					2,652.75

Activity: 49550 - Electric

INTERSTATE ALL BATTERY CE	1907299000549	09/10/2014	ELECTRIC INVENTORY	604-49550-200	23.40
ELAN	20140915A	09/15/2014	CREDIT CARD-SAGE SOFTWARE	604-49550-200	100.00
RUNNING'S SUPPLY	20140916	09/16/2014	MAINTENANCE -	604-49550-241	145.90
CENTRAL MINNESOTA MUNIC	4596	09/12/2014	POWER COST ENERGY & TRA	604-49550-263	114,704.64
CENTRAL MINNESOTA MUNIC	4596	09/12/2014	POWER COST ENERGY & TRA	604-49550-263	161,870.20
DEPARTMENT OF ENERGY	BFPB000800714	09/16/2014	SERVICE-POWER COST JULY 2	604-49550-263	110,854.74
DEPARTMENT OF ENERGY	BFPB000800814	09/10/2014	POWER COST - AUG 2014	604-49550-263	116,206.26
RUNNING'S SUPPLY	20140916	09/16/2014	MAINTENANCE -	604-49550-310	44.24
GOPHER STATE ONE CALL	124357	09/10/2014	LOCATES	604-49550-321	20.30
SOURCE ONE SOLUTIONS, LLC	4390	09/12/2014	POSTAGE	604-49550-322	244.88
SOURCE ONE SOLUTIONS, LLC	4390	09/12/2014	UTILITY BILL SERVICES	604-49550-326	1,675.81
MARV GRUNIG	20140922	09/22/2014	EXPENSE-CMMPA BOARD OF	604-49550-331	78.40
CITIZEN PUBLISHING CO	20140905	09/05/2014	ADVERTISING	604-49550-340	560.70
HOMETOWN SANITATION SE	0000091536	09/10/2014	GARBAGE SERVICE-ELECTRIC	604-49550-384	84.75
UTILITIES PLUS ENERGY SERVI	9171	08/28/2014	MAINTENANCE	604-49550-402	1,210.00
A & B BUSINESS	IN112863	09/16/2014	MAINTENANCE CONTRACT #J	604-49550-404	22.54
HIGLEY FORD	122536	09/12/2014	MAINTENANCE	604-49550-405	170.24
STONER INDUSTRIAL, INC.	20140916	09/16/2014	SERVICE	604-49550-406	69.26
HD SUPPLY WATERWORKS LT	C718484	08/28/2014	MAINTENANCE	604-49550-408	451.58
CENTRAL MINNESOTA MUNIC	4611	09/12/2014	POWER COST	604-49550-450	2,140.00
BANK MIDWEST	20140924	09/24/2014	NSF-JORDAN JOHNSON-UTIL	604-49550-480	205.00
			Activity 49550 - Electric Total:		510,882.84
			Fund 604 - ELECTRIC Total:		513,535.59

Fund: 609 - LIQUOR STORE

Activity: 49751 - Liquor Store

CAMPUS CLEANERS	09-010958	09/19/2014	SERVICE	609-49751-217	21.17
ENVIROMASTER, INC	511835A	09/12/2014	SERVICE	609-49751-217	40.88
WIRTZ BEVERAGE MN WINE	1080221100	09/03/2014	MERCHANDISE	609-49751-251	3,165.76
SOUTHERN WINE & SPIRITS O	1195157	08/26/2014	MERCHANDISE	609-49751-251	2,667.02
SOUTHERN WINE & SPIRITS O	1195158	08/26/2014	MERCHANDISE	609-49751-251	89.91
SOUTHERN WINE & SPIRITS O	1199156	09/05/2014	MERCHANDISE	609-49751-251	2,367.43
JOHNSON BROS.	1934163	09/03/2014	MERCHANDISE	609-49751-251	1,958.78
PHILLIPS WINE & SPIRITS	2657904	09/03/2014	MERCHANDISE	609-49751-251	2,393.66
PHILLIPS WINE & SPIRITS	2661749	09/10/2014	MERCHANDISE	609-49751-251	501.23
PHILLIPS WINE & SPIRITS	3533895	09/10/2014	MERCHANDISE	609-49751-251	-271.05
WIRTZ BEVERAGE MN WINE	2080055057	09/03/2014	CREDIT	609-49751-252	-57.70
HAGEN BEVERAGE DIST. INC.	267261	09/16/2014	MERCHANDISE	609-49751-252	100.25
HAGEN BEVERAGE DIST. INC.	267303	09/16/2014	MERCHANDISE	609-49751-252	3,319.30
HAGEN BEVERAGE DIST. INC.	267496	09/19/2014	MERCHANDISE	609-49751-252	2,895.20
BEVERAGE WHOLESALERS	517989	09/16/2014	MERCHANDISE	609-49751-252	3,912.75
BEVERAGE WHOLESALERS	518930	09/19/2014	MERCHANDISE	609-49751-252	5,501.45
ARTISAN BEER COMPANY	63586	09/02/2014	MERCHANDISE	609-49751-252	47.00
VINOCOPA, INC	0105886-IN	09/05/2014	MERCHANDISE	609-49751-253	2,086.75
SOUTHERN WINE & SPIRITS O	1195158	08/26/2014	MERCHANDISE	609-49751-253	260.00
SOUTHERN WINE & SPIRITS O	1199157	09/05/2014	MERCHANDISE	609-49751-253	1,534.00
JOHNSON BROS.	1934164	09/03/2014	MERCHANDISE	609-49751-253	1,223.00
JOHNSON BROS.	1934165	09/03/2014	MERCHANDISE	609-49751-253	72.95
JOHNSON BROS.	1935706	09/03/2014	MERCHANDISE	609-49751-253	192.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PHILLIPS WINE & SPIRITS	2657905	09/03/2014	MERCHANDISE	609-49751-253	1,173.55
COCA-COLA BOTTLING COMP	0438503719	09/16/2014	MERCHANDISE	609-49751-254	331.68
EXTREME BEVERAGE, LLC	267-2171	09/03/2014	MERCHANDISE	609-49751-254	100.50
EXTREME BEVERAGE, LLC	267-2402	09/19/2014	MERCHANDISE	609-49751-254	67.00
HAGEN BEVERAGE DIST. INC.	267303	09/16/2014	MERCHANDISE	609-49751-254	45.00
AH HERMEL COMPANY	453625	08/22/2014	MERCHANDISE	609-49751-254	72.72
AH HERMEL COMPANY	455644	09/05/2014	MERCHANDISE	609-49751-254	109.17
PBC - PEPSI BEVERAGES COM	85087014	09/05/2014	MERCHANDISE	609-49751-254	446.90
AH HERMEL COMPANY	455644	09/05/2014	MERCHANDISE	609-49751-256	78.05
HAGEN BEVERAGE DIST. INC.	267303	09/16/2014	MERCHANDISE	609-49751-259	92.05
AH HERMEL COMPANY	453067	08/26/2014	MERCHANDISE	609-49751-261	11.72
AH HERMEL COMPANY	455644	09/05/2014	MERCHANDISE	609-49751-261	77.30
VINOPIA, INC	0105886-IN	09/05/2014	MERCHANDISE	609-49751-333	47.50
WIRTZ BEVERAGE MN WINE	1080221100	09/03/2014	MERCHANDISE	609-49751-333	76.31
SOUTHERN WINE & SPIRITS O	1195157	08/26/2014	MERCHANDISE	609-49751-333	34.74
SOUTHERN WINE & SPIRITS O	1195158	08/26/2014	MERCHANDISE	609-49751-333	10.00
SOUTHERN WINE & SPIRITS O	1199156	09/05/2014	MERCHANDISE	609-49751-333	44.99
SOUTHERN WINE & SPIRITS O	1199157	09/05/2014	MERCHANDISE	609-49751-333	42.00
JOHNSON BROS.	1934163	09/03/2014	MERCHANDISE	609-49751-333	25.89
JOHNSON BROS.	1934164	09/03/2014	MERCHANDISE	609-49751-333	50.10
JOHNSON BROS.	1935706	09/03/2014	MERCHANDISE	609-49751-333	16.00
PHILLIPS WINE & SPIRITS	2657904	09/03/2014	MERCHANDISE	609-49751-333	29.36
PHILLIPS WINE & SPIRITS	2657905	09/03/2014	MERCHANDISE	609-49751-333	29.63
PHILLIPS WINE & SPIRITS	2661749	09/10/2014	MERCHANDISE	609-49751-333	5.01
PHILLIPS WINE & SPIRITS	3533895	09/10/2014	MERCHANDISE	609-49751-333	-1.67
AH HERMEL COMPANY	453625	08/22/2014	MERCHANDISE	609-49751-333	3.95
AH HERMEL COMPANY	455644	09/05/2014	MERCHANDISE	609-49751-333	3.95
CITIZEN PUBLISHING CO	20140905	09/05/2014	ADVERTISING	609-49751-340	56.70
HOMETOWN SANITATION SE	0000091534	09/05/2014	GARBAGE SERVICE-RIVER BEN	609-49751-384	48.06
A & B BUSINESS	IN112863	09/16/2014	MAINTENANCE CONTRACT #J	609-49751-404	22.54
BANK MIDWEST	20140919	09/19/2014	NSF-JASON HARNACK-RIVER B	609-49751-480	40.00

Activity 49751 - Liquor Store Total: 37,212.48

Fund 609 - LIQUOR STORE Total: 37,212.48

Fund: 614 - TELECOM

LISA DICK	20140912	09/12/2014	REFUND - STATEMENT CREDI	614-11500	11.37
MICHELLE KRUEGER	20140912	09/12/2014	REFUND - STATEMENT CREDI	614-11500	33.35
JIM BARTLOW	20140912	09/12/2014	REFUND - STATEMENT CREDI	614-11500	1.57
AVIS BOSTON	20140912	09/12/2014	REFUND - STATEMENT CREDI	614-11500	3.00
KARI HANDY	20140912	09/12/2014	REFUND - STATEMENT CREDI	614-11500	5.81
ELECTRIC FUND	20140912A	09/12/2014	MONTHLY TRANSFERS-SEP 20	614-11500	545.05
BANK MIDWEST	20140923	09/23/2014	WILBERT ROHLFSEN #507.831	614-20202	2.13

602.28

Activity: 49870 - Telecom

NEW STAR SALES & SERVICE	42844	09/22/2014	SUPPLIES	614-49870-200	37.41
STONER INDUSTRIAL, INC.	20140916	09/16/2014	SERVICE	614-49870-211	38.26
CHRIS ZIMMERMAN	20140912	09/12/2014	MOWING	614-49870-223	50.00
MESSER MACHINE & MFG. CO	0007911	09/12/2014	MAINTENANCE	614-49870-227	58.50
CALIX	1079115	09/03/2014	SERVICE-MAINTENANCE	614-49870-227	1,333.71
CALIX	1080045	09/12/2014	MAINTENANCE	614-49870-227	1,149.89
INTERSTATE ALL BATTERY CE	1907201009798	09/12/2014	MAINTENANCE	614-49870-227	128.14
POWER & TEL	5633553-00	09/12/2014	MAINTENANCE	614-49870-227	192.81
FIBER INSTRUMENT SALES IN	648014	09/12/2014	SERVICE-MAINTENANCE	614-49870-227	265.01
NATIONAL CABLE TV COOP	CM-9424	09/22/2014	CREDIT - MAINTENANCE	614-49870-227	-391.88
NATIONAL CABLE TV COOP	SI-404133	09/22/2014	SERVICE-MAINTENANCE	614-49870-227	1,875.28
NATIONAL CABLE TV COOP	SI-408764	09/12/2014	MAINTENANCE	614-49870-227	1,097.31
OLSEN THIELEN & CO.,LTD	16965	09/03/2014	SERVICE	614-49870-304	732.00
SCHRAMMEL LAW OFFICE	20140917	09/17/2014	LEGAL FEES- TELECOM	614-49870-304	60.00
CINNAMON MUELLER	30498	09/12/2014	SERVICE	614-49870-304	157.50
INTERSTATE TRS FUND	82580709140	09/19/2014	ASSESSMENT FOR 499-A FILIN	614-49870-304	117.85

Expense Approval Report

Payment Dates: 9/13/2014 - 9/24/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
GOPHER STATE ONE CALL	124357	09/10/2014	LOCATES	614-49870-321	20.30
SOURCE ONE SOLUTIONS, LLC	4390	09/12/2014	POSTAGE	614-49870-322	244.87
SOURCE ONE SOLUTIONS, LLC	4390	09/12/2014	UTILITY BILL SERVICES	614-49870-326	1,777.37
CALIX	20140912	09/12/2014	REGISTRATION - TERRY GLIDD	614-49870-331	249.00
CALIX	20140912A	09/12/2014	REGISTRATION - DAN OLSEN	614-49870-331	249.00
ELAN	20140915A	09/15/2014	CREDIT CARD-SPIRIT FAIR CLU	614-49870-331	59.95
GODFATHER'S PIZZA	138761	09/12/2014	EXPENSE	614-49870-334	42.73
WINDOM THEATER, INC.	20140912	09/12/2014	ADVERTISING-WINDOMNET	614-49870-340	50.00
KDOM RADIO	KDOM073140833519	09/12/2014	ADVERTISING - WINDOM NET	614-49870-340	309.00
MN ENERGY RESOURCES	20140922	09/22/2014	HEATING #4098343-9	614-49870-383	12.78
HOMETOWN SANITATION SE	0000091537	09/12/2014	GARBAGE SERVICE - TELECOM	614-49870-384	73.92
A & B BUSINESS	IN112863	09/16/2014	MAINTENANCE CONTRACT #J	614-49870-404	22.54
BLUEHIGHWAYS	012-080514	09/10/2014	SUBSCRIBER	614-49870-442	249.71
BBC WORLDWIDE AMERICA I	085978	09/12/2014	SUBSCRIBER	614-49870-442	81.84
AZAR COMPUTER SOFTWARE	140293	09/12/2014	SUBSCRIBER	614-49870-442	1,950.00
NATIONAL CABLE TV COOP	14090514	09/12/2014	CREDIT - SUBSCRIBER	614-49870-442	-71.58
YOUNG BROADCASTING LLC	20140910	09/10/2014	SUBSCRIBER	614-49870-442	2,940.16
DISCOVERY DIGITAL NETWOR	20140910	09/10/2014	SUBSCRIBER	614-49870-442	143.93
DISH NETWORK	20140912	09/12/2014	SERVICE-#8255-2900-1001-18	614-49870-442	3,400.00
DISPLAY SYSTEMS INTERNATI	22294	09/03/2014	SERVICE	614-49870-442	163.88
KARE GANNETT CO., INC	322-1042	09/10/2014	SUBSCRIBER	614-49870-442	2,476.05
OWN LLC	4692027	09/10/2014	SUBSCRIBER	614-49870-442	78.05
HUB TELEVISION NETWORKS	4692530	09/10/2014	SUBSCRIBER	614-49870-442	37.02
ADARA TECHNOLOGIES INC	AP100223CW-19	09/12/2014	SUBSCRIBER	614-49870-442	10,500.00
METASWITCH NETWORKS LT	DCL21463	09/22/2014	SERVICE #CIT003	614-49870-445	1,150.00
SDN COMMUNICATIONS	0635-09-2014	09/12/2014	SERVICE #036790	614-49870-447	2,839.79
COGENT COMMUNICATIONS,	20140919	09/19/2014	SERVICE #CITYOFWI00001	614-49870-447	1,750.00
SOUTHWEST/WEST CENTRAL	44303	09/12/2014	EXPENSE - INTERNET	614-49870-447	915.00
JEREMY ROLFES	20140912	09/12/2014	EXPENSE - INTERNET	614-49870-448	50.94
GOLDEN WEST TECH & INT SO	140810410	09/03/2014	SERVICE	614-49870-448	216.58
WOODSTOCK TELEPHONE CO	10034418	09/12/2014	SERVICE #00017668-1	614-49870-451	205.10
ONVOY VOICE SERVICES	140902010520	09/12/2014	SERVICE	614-49870-451	1,407.78
ONVOY VOICE SERVICES	140902010894	09/12/2014	SERVICE	614-49870-451	3,853.43
E-911 - INDEPENDENT EMERG	20140912	09/12/2014	SERVICE #100-0141	614-49870-451	40.00
ZAYO BANDWIDTH	20140912	09/12/2014	SERVICE #114184-002376	614-49870-451	3,268.78
CENTURY LINK - LIS ACCTS	L040021021-14238	09/19/2014	SERVICE #507-L04-0021-021	614-49870-451	68.52

Activity 49870 - Telecom Total: 47,728.23

Fund 614 - TELECOM Total: 48,330.51

Fund: 615 - ARENA

JAMES ROSENKRANZ - WIND	20140923	09/23/2014	CAPITAL OUTLAY-ARENA-CAR	615-16200	5,163.50
					5,163.50

Activity: 49850 - Arena

STONER INDUSTRIAL, INC.	20140916	09/16/2014	SERVICE	615-49850-211	9.55
COTTONWOOD VET CLINIC	134179	09/03/2014	SERVICE-HORSE	615-49850-217	120.00
RUNNING'S SUPPLY	20140916	09/16/2014	MAINTENANCE -	615-49850-217	25.98
A & B BUSINESS	IN112863	09/16/2014	MAINTENANCE CONTRACT #J	615-49850-217	22.54
RUNNING'S SUPPLY	20140916	09/16/2014	MAINTENANCE -	615-49850-241	38.47
COCA-COLA BOTTLING COMP	0476540316	09/24/2014	MERCHANDISE	615-49850-254	108.22
COCA-COLA BOTTLING COMP	0476542712	09/24/2014	MERCHANDISE	615-49850-254	172.16
COCA-COLA BOTTLING COMP	0466548524	09/24/2014	MERCHANDISE	615-49850-260	70.40
COCA-COLA BOTTLING COMP	0476542712	09/24/2014	MERCHANDISE	615-49850-260	81.16
AH HERMEL COMPANY	447313	09/24/2014	MERCHANDISE	615-49850-260	71.63
HOMETOWN SANITATION SE	0000091538	09/05/2014	GARBAGE SERVICE-ARENA	615-49850-384	130.88
COTTONWOOD CO LANDFILL	144078	09/19/2014	REFUSE DISPOSAL	615-49850-384	10.49
RUNNING'S SUPPLY	20140916	09/16/2014	MAINTENANCE -	615-49850-404	9.27

Activity 49850 - Arena Total: 870.75

Fund 615 - ARENA Total: 6,034.25

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Payment Dates: 9/13/2014 - 9/24/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 617 - M/P CENTER					
Activity: 49860 - M/P Center					
AH HERMEL COMPANY	452980	09/17/2014	MERCHANDISE	617-49860-217	54.88
HOMETOWN SANITATION SE	0000091539	09/08/2014	GARBAGE SERVICE - COMM C	617-49860-384	51.52
A & B BUSINESS	IN112863	09/16/2014	MAINTENANCE CONTRACT #J	617-49860-404	22.54
STONER INDUSTRIAL, INC.	20140916	09/16/2014	SERVICE	617-49860-406	119.50
Activity 49860 - M/P Center Total:					248.44
Fund 617 - M/P CENTER Total:					248.44
Fund: 700 - PAYROLL					
Internal Revenue Service-Payr	INV0000360	09/19/2014	Federal Tax Withholding	700-21701	10,604.64
Minnesota Department of Re	INV0000359	09/19/2014	State Withholding	700-21702	4,590.74
Internal Revenue Service-Payr	INV0000361	09/19/2014	Social Security	700-21703	11,994.04
MN Pera	INV0000352	09/19/2014	PERA	700-21704	12,247.46
MN Pera	INV0000353	09/19/2014	PERA	700-21704	5,144.57
MN Pera	INV0000354	09/19/2014	PERA	700-21704	560.30
Minnesota State Deferred	INV0000355	09/19/2014	Deferred Compensation	700-21705	4,525.00
Minnesota State Deferred	INV0000356	09/19/2014	Deferred Roth	700-21705	750.00
LOCAL UNION #949	20140922	09/22/2014	UNION DUES	700-21707	1,631.74
LAW ENFORCMENT LABOR SE	20140922	09/22/2014	UNION DUES	700-21708	315.00
COLLECTION SERVICES CENTE	20140902	09/02/2014	#CDDM013726	700-21709	930.23
Minnesota Child Support Pay	INV0000357	09/19/2014	Child Support Payment	700-21709	407.47
Internal Revenue Service-Payr	INV0000358	09/19/2014	Medicare Withholding	700-21711	3,367.02
SELECTACCOUNT	20140912	09/12/2014	FLEX SPENDING	700-21712	192.31
SELECTACCOUNT	20140923	09/23/2014	FLEX SPENDING	700-21712	192.31
AFLAC	687000	09/16/2014	INSURANCE	700-21715	98.22
AFLAC	687000	09/16/2014	INSURANCE	700-21716	389.97
MN BENEFIT ASSOCIATION	20140916	09/16/2014	INSURANCE	700-21717	159.65
MN BENEFIT ASSOCIATION	20140916	09/16/2014	INSURANCE	700-21719	124.84
MII LIFE	20140917	09/17/2014	VEBA	700-21720	10,581.27
Fund 700 - PAYROLL Total:					68,806.78
Grand Total:					753,385.84

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	13,645.69
211 - LIBRARY	1,568.65
225 - AIRPORT	638.06
230 - POOL	570.32
235 - AMBULANCE	5,649.45
250 - EDA GENERAL	5,288.70
253 - EDA RIVERBLUFF ESTATES	470.94
254 - NORTH IND PARK	241.74
263 - TIF 1-4 TORO	25,762.61
270 - TIF 1-16 GDF DISTRICT	2,139.38
306 - 2013 STREET IMPROVEMENT	1,275.00
401 - GENERAL CAPITAL PROJECTS	8,355.00
601 - WATER	3,378.16
602 - SEWER	10,234.09
604 - ELECTRIC	513,535.59
609 - LIQUOR STORE	37,212.48
614 - TELECOM	48,330.51
615 - ARENA	6,034.25
617 - M/P CENTER	248.44
700 - PAYROLL	68,806.78
Grand Total:	753,385.84

Account Summary

Account Number	Account Name	Payment Amount
100-41110-304	Legal Fees	120.00
100-41110-350	Printing & Design	74.40
100-41110-491	Payments to Other Orga	2,605.82
100-41310-200	Office Supplies	128.47
100-41310-217	Other Operating Supplie	148.77
100-41310-331	Travel Expense	61.04
100-41310-401	Repairs & Maint - Buildi	22.54
100-41910-200	Office Supplies	39.85
100-41910-304	Legal Fees	225.00
100-41940-384	Refuse Disposal	85.04
100-42120-200	Office Supplies	13.79
100-42120-304	Legal Fees	4,455.00
100-42120-326	Data Processing	527.39
100-42120-327	Interpretation Fees	29.24
100-42120-334	Meals/Lodging	210.58
100-42220-215	Materials & Equipment	699.80
100-42220-321	Telephone	81.39
100-42220-404	Repairs & Maint - M&E	10.02
100-42220-439	Special Projects	1,125.00
100-43100-212	Motor Fuels	150.81
100-43100-215	Materials & Equipment	23.02
100-43100-217	Other Operating Supplie	327.50
100-43100-224	Street Maint Materials	19.95
100-43100-383	Gas Utility	54.31
100-43100-384	Refuse Disposal	130.85
100-43100-404	Repairs & Maint - M&E	237.75
100-43210-307	Management Fees	146.25
100-45120-217	Other Operating Supplie	397.54
100-45120-260	Concessions	452.06
100-45120-340	Advertising & Promotion	106.80
100-45202-211	Cleaning Supplies	25.98
100-45202-384	Refuse Disposal	243.78
100-45202-404	Repairs & Maint - M&E	205.03

Account Summary

Account Number	Account Name	Payment Amount
100-45202-405	Repairs & Maint - Vehicl	378.08
100-45202-406	Repairs & Maint - Groun	82.84
211-45501-304	Legal Fees	195.00
211-45501-402	Repairs & Maint - Struct	20.00
211-45501-433	Dues & Subscriptions	19.98
211-45501-435	Books and Pamphlets	1,333.67
225-45127-217	Other Operating Supplie	400.00
225-45127-321	Telephone	25.50
225-45127-406	Repairs & Maint - Groun	51.92
225-45127-409	Repairs & Maint - Utilitie	160.64
230-45124-217	Other Operating Supplie	22.54
230-45124-260	Concessions	547.78
235-42153-212	Motor Fuels	32.31
235-42153-217	Other Operating Supplie	1,032.24
235-42153-308	Training & Registrations	950.00
235-42153-312	Nursing	2,937.94
235-42153-321	Telephone	81.39
235-42153-331	Travel Expense	179.20
235-42153-334	Meals/Lodging	249.97
235-42153-404	Repairs & Maint - M&E	34.93
235-42153-405	Repairs & Maint - Vehicl	151.47
250-46520-200	Office Supplies	39.87
250-46520-301	Auditing & Consulting Se	820.00
250-46520-304	Legal Fees	45.00
250-46520-331	Travel Expense	16.80
250-46520-340	Advertising & Promotion	391.60
250-46520-350	Printing & Design	79.50
250-46520-402	Repairs & Maint - Struct	277.89
250-46520-433	Dues & Subscriptions	136.00
250-46520-438	Meeting Expense	32.04
250-46520-480	Other Miscellaneous	3,450.00
253-46520-406	Repairs & Maint - Groun	470.94
254-46520-402	Repairs & Maint - Struct	87.69
254-46520-480	Other Miscellaneous	154.05
263-31050	Tax Increments	25,762.61
270-46530-482	TIF Payments	2,139.38
306-49950-304	Legal Fees	1,275.00
401-49950-500	Capital Outlay - Office	138.00
401-49950-501	Capital Outlay - Police	8,217.00
601-37110	Water Residential	29.32
601-49400-212	Motor Fuels	67.87
601-49400-216	Chemicals and Chemical	1,805.73
601-49400-321	Telephone	20.30
601-49400-322	Postage	244.88
601-49400-326	Data Processing	812.52
601-49400-404	Repairs & Maint - M&E	22.54
601-49400-408	Repairs & Maint - Distrib	375.00
602-37210	Sewer Residential	48.70
602-49450-216	Chemicals and Chemical	758.00
602-49450-303	Engineering and Surveyi	5,351.00
602-49450-310	Lab Testing	1,296.60
602-49450-321	Telephone	20.30
602-49450-322	Postage	244.88
602-49450-326	Data Processing	812.52
602-49450-350	Printing & Design	412.00
602-49450-383	Gas Utility	39.49
602-49450-384	Refuse Disposal	85.04
602-49450-404	Repairs & Maint - M&E	394.16

Account Summary

Account Number	Account Name	Payment Amount
602-49450-408	Repairs & Maint - Distrib	771.40
604-14200	Inventory	552.75
604-22000	Prepayments	2,100.00
604-49550-200	Office Supplies	123.40
604-49550-241	Small Tools	145.90
604-49550-263	Merchandise for Resale	503,635.84
604-49550-310	Lab Testing	44.24
604-49550-321	Telephone	20.30
604-49550-322	Postage	244.88
604-49550-326	Data Processing	1,675.81
604-49550-331	Travel Expense	78.40
604-49550-340	Advertising & Promotion	560.70
604-49550-384	Refuse Disposal	84.75
604-49550-402	Repairs & Maint - Struct	1,210.00
604-49550-404	Repairs & Maint - M&E	22.54
604-49550-405	Repairs & Maint - Vehicl	170.24
604-49550-406	Repairs & Maint - Groun	69.26
604-49550-408	Repairs & Maint - Distrib	451.58
604-49550-450	Conservation	2,140.00
604-49550-480	Other Miscellaneous	205.00
609-49751-217	Other Operating Supplie	62.05
609-49751-251	Liquor	12,872.74
609-49751-252	Beer	15,718.25
609-49751-253	Wine	6,542.29
609-49751-254	Soft Drinks & Mix	1,172.97
609-49751-256	Tobacco Products	78.05
609-49751-259	Non- Alcoholic	92.05
609-49751-261	Other Merchandise	89.02
609-49751-333	Freight and Express	417.76
609-49751-340	Advertising & Promotion	56.70
609-49751-384	Refuse Disposal	48.06
609-49751-404	Repairs & Maint - M&E	22.54
609-49751-480	Other Miscellaneous	40.00
614-11500	Accounts Receivable	600.15
614-20202	Sales Tax Payable	2.13
614-49870-200	Office Supplies	37.41
614-49870-211	Cleaning Supplies	38.26
614-49870-223	Buidling Repair Supplies	50.00
614-49870-227	Utility System Maint Sup	5,708.77
614-49870-304	Legal Fees	1,067.35
614-49870-321	Telephone	20.30
614-49870-322	Postage	244.87
614-49870-326	Data Processing	1,777.37
614-49870-331	Travel Expense	557.95
614-49870-334	Meals/Lodging	42.73
614-49870-340	Advertising & Promotion	359.00
614-49870-383	Gas Utility	12.78
614-49870-384	Refuse Disposal	73.92
614-49870-404	Repairs & Maint - M&E	22.54
614-49870-442	Subscriber Fees	21,949.06
614-49870-445	Switch Fees	1,150.00
614-49870-447	Internet Expense	5,504.79
614-49870-448	On-Call Support	267.52
614-49870-451	Call Completion	8,843.61
615-16200	Buildings	5,163.50
615-49850-211	Cleaning Supplies	9.55
615-49850-217	Other Operating Supplie	168.52
615-49850-241	Small Tools	38.47

Account Summary

Account Number	Account Name	Payment Amount
615-49850-254	Soft Drinks & Mix	280.38
615-49850-260	Concessions	223.19
615-49850-384	Refuse Disposal	141.37
615-49850-404	Repairs & Maint - M&E	9.27
617-49860-217	Other Operating Supplie	54.88
617-49860-384	Refuse Disposal	51.52
617-49860-404	Repairs & Maint - M&E	22.54
617-49860-406	Repairs & Maint - Groun	119.50
700-21701	Federal Withholding	10,604.64
700-21702	State Withholding	4,590.74
700-21703	FICA Tax Withholding	11,994.04
700-21704	PERA Contributions	17,952.33
700-21705	Retirement	5,275.00
700-21707	Union Dues	1,631.74
700-21708	PD Union Dues	315.00
700-21709	Wage Levy	1,337.70
700-21711	Medicare Tax Withholdi	3,367.02
700-21712	Flex Account	384.62
700-21715	Individual Insurance-Afla	98.22
700-21716	Individual Insurance-Afla	389.97
700-21717	Individual Insurance-MB	159.65
700-21719	Individual Insurance-MB	124.84
700-21720	VEBA Contributions	10,581.27
	Grand Total:	753,385.84

Project Account Summary

Project Account Key	Payment Amount
None	753,385.84
Grand Total:	753,385.84

9-24-14




Windom, MN

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By Fund

Payment Dates 9/25/2014 - 10/1/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL					
Activity: 41310 - Administration					
NCPERS MINNESOTA	20140926	09/26/2014	INSURANCE 844600 10/2014	100-41310-133	80.00
WINDOM QUICK PRINT	20140929	09/29/2014	SUPPLIES	100-41310-200	339.45
DENISE NICHOLS	20140929	09/29/2014	EXPENSE-AIRPORT CIP MTG	100-41310-331	34.72
STEVE NASBY	20140929	09/29/2014	EXPENSE-GMC FISCAL FUTUR	100-41310-331	59.50
Activity 41310 - Administration Total:					513.67
Activity: 41910 - Building & Zoning					
NCPERS MINNESOTA	20140926	09/26/2014	INSURANCE 844600 10/2014	100-41910-133	24.00
CENTURY BUSINESS PRODUCT	241602	09/12/2014	SUPPLIES	100-41910-200	32.15
VERIZON WIRELESS	9732368248	09/29/2014	TELEPHONE	100-41910-321	16.90
Activity 41910 - Building & Zoning Total:					73.05
Activity: 41940 - City Hall					
MN ENERGY RESOURCES	20140917	09/17/2014	HEATING #4069619-7	100-41940-383	39.49
SANDRA HERDER	20141001	10/01/2014	CLEANING	100-41940-406	370.00
MELISSA PENAS	20141001	10/01/2014	CLEANING	100-41940-406	370.00
Activity 41940 - City Hall Total:					779.49
Activity: 42120 - Crime Control					
NCPERS MINNESOTA	20140926	09/26/2014	INSURANCE 844600 10/2014	100-42120-133	160.00
INDOFF, INC	2511134	09/23/2014	SUPPLIES	100-42120-200	47.47
VERIZON WIRELESS	9732368248	09/29/2014	TELEPHONE	100-42120-321	206.16
FLEET SERVICES DIVISION	2015020003	09/26/2014	SERVICE-LEASE	100-42120-419	1,756.77
Activity 42120 - Crime Control Total:					2,170.40
Activity: 42220 - Fire Fighting					
LEAGUE OF MN CITIES	203826	09/29/2014	SUPPLIES-TRAINING	100-42220-308	15.00
MARK MARCY	20140929	09/29/2014	EXPENSE-SW REG FIRE DEPT A	100-42220-326	42.24
MN STATE FIRE DEPT ASSOC	2015	09/29/2014	2015 MSFDA MEMBERSHIP D	100-42220-350	240.00
EMERGENCY APPARATUS MAI	73792	09/23/2014	MAINTENANCE	100-42220-405	987.82
WINDOM FIRE RELIEF ASSOC.	20140930	09/30/2014	STATE AID PAYMENTS - FIRE A	100-42220-491	38,531.51
WINDOM FIRE RELIEF ASSOC.	20140930	09/30/2014	STATE AID PAYMENT-SUPPLE	100-42220-491	9,322.38
WINDOM FIRE RELIEF ASSOC.	20140930	09/30/2014	STATE AID PAYMENTS - CITY P	100-42220-491	5,000.00
Activity 42220 - Fire Fighting Total:					54,138.95
Activity: 43100 - Streets					
NCPERS MINNESOTA	20140926	09/26/2014	INSURANCE 844600 10/2014	100-43100-133	80.00
VERIZON WIRELESS	9732368248	09/29/2014	TELEPHONE	100-43100-321	51.58
KEITH BURESCH	11520	09/30/2014	MAINTENANCE	100-43100-406	180.00
Activity 43100 - Streets Total:					311.58
Activity: 45202 - Park Areas					
NCPERS MINNESOTA	20140926	09/26/2014	INSURANCE 844600 10/2014	100-45202-133	16.00
Activity 45202 - Park Areas Total:					16.00
Fund 100 - GENERAL Total:					58,003.14
Fund: 211 - LIBRARY					
Activity: 45501 - Library					
NCPERS MINNESOTA	20140926	09/26/2014	INSURANCE 844600 10/2014	211-45501-133	16.00
MN ENERGY RESOURCES	20140929A	09/29/2014	HEATING #4081276-0	211-45501-383	65.32
J & K WINDOWS	20140929	09/29/2014	SERVICE	211-45501-402	20.00
MELISSA PENAS	20141001	10/01/2014	CLEANING	211-45501-402	380.00
SANDRA HERDER	20141001	10/01/2014	CLEANING	211-45501-402	380.00
WOMENINC MAGAZINE	1728	09/29/2014	SUBSCRIPTION	211-45501-433	12.98
MICROMARKETING	379783	09/29/2014	BOOKS	211-45501-435	39.99

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
GALE	53173381	09/19/2014	BOOKS	211-45501-435	22.49
				Activity 45501 - Library Total:	936.78
				Fund 211 - LIBRARY Total:	936.78
Fund: 225 - AIRPORT					
Activity: 49950 - Capital Outlay					
O'DAY EQUIPMENT, LLC	20140930	09/30/2014	ADVERTISING	225-49950-500	210,166.40
				Activity 49950 - Capital Outlay Total:	210,166.40
				Fund 225 - AIRPORT Total:	210,166.40
Fund: 230 - POOL					
Activity: 45124 - Pool					
MN ENERGY RESOURCES	20140930	09/30/2014	HEATING #4348184-5 SWIM	230-45124-383	185.17
				Activity 45124 - Pool Total:	185.17
				Fund 230 - POOL Total:	185.17
Fund: 235 - AMBULANCE					
NANCY BUHLER	20140929	09/29/2014	REFUND - AMBULANCE BILLIN	235-34205	464.70
BLUE CROSS/BLUE SHIELD	20140929	09/29/2014	REFUND INS - WORK COMP R	235-34205	452.85
					917.55
Activity: 42153 - Ambulance					
VERIZON WIRELESS	9732368248	09/29/2014	TELEPHONE	235-42153-321	65.18
EXPERT T BILLING	1614	09/16/2014	SERVICE	235-42153-326	1,861.50
TIM HACKER	20140929	09/29/2014	EXPENSE	235-42153-331	81.20
DONNA MARCY	20140929	09/29/2014	EXPENSE	235-42153-331	61.05
KIM POWERS	20140929	09/29/2014	EXPENSE	235-42153-334	57.08
JOLYNN NERHUS	20140929	09/29/2014	EXPENSE	235-42153-334	36.46
DONNA MARCY	20140929	09/29/2014	EXPENSE	235-42153-334	12.99
APRIL HARRINGTON	20140929	09/29/2014	EXPENSE	235-42153-334	9.83
TIM HACKER	20140929	09/29/2014	EXPENSE	235-42153-334	8.59
BUCKWHEAT JOHNSON	20140929	09/29/2014	EXPENSE	235-42153-334	19.34
				Activity 42153 - Ambulance Total:	2,213.22
Activity: 49950 - Capital Outlay					
ARROW MANUFACTURING IN	2441	09/30/2014	STRYKER POWER LOAD SYSTE	235-49950-500	27,270.00
				Activity 49950 - Capital Outlay Total:	27,270.00
				Fund 235 - AMBULANCE Total:	30,400.77
Fund: 250 - EDA GENERAL					
Activity: 46520 - EDA					
NCPERS MINNESOTA	20140926	09/26/2014	INSURANCE 844600 10/2014	250-46520-133	24.00
CENTURY BUSINESS PRODUCT	241602	09/12/2014	SUPPLIES	250-46520-200	64.31
VERIZON WIRELESS	9732368248	09/29/2014	TELEPHONE	250-46520-321	50.39
AARON BACKMAN	20141001	10/01/2014	EXPENSE-STATE MIF REUSE T	250-46520-331	33.60
WINDOM AREA CHAMBER OF	912	09/30/2014	CAREER FAIR - ADVERTISING	250-46520-340	401.40
WINDOM AREA CHAMBER OF	912	09/30/2014	CAREER FAIR-OTHER SUPPLY/	250-46520-480	1,253.73
				Activity 46520 - EDA Total:	1,827.43
				Fund 250 - EDA GENERAL Total:	1,827.43
Fund: 254 - NORTH IND PARK					
Activity: 46520 - EDA					
SCOTT VEENKER	23023	09/26/2014	SERVICE - IND PARK	254-46520-480	651.60
				Activity 46520 - EDA Total:	651.60
				Fund 254 - NORTH IND PARK Total:	651.60
Fund: 601 - WATER					
Activity: 49400 - Water					
NCPERS MINNESOTA	20140926	09/26/2014	INSURANCE 844600 10/2014	601-49400-133	40.00
HAWKINS, INC	3643847	09/16/2014	CHEMICALS	601-49400-216	5,069.88
HP SUDS CLUB, LLC	20140929	09/29/2014	BILLING CONTRACT SERVICE	601-49400-217	1,170.00
VERIZON WIRELESS	9732368248	09/29/2014	TELEPHONE	601-49400-321	48.79
MN ENERGY RESOURCES	20140929	09/29/2014	HEATING #4095252-5	601-49400-383	576.29
WENCK ASSOCIATES, INC.	11404223	09/26/2014	WINDOM LANDFILL 0045-01	601-49400-386	1,003.90

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN DEPT OF HEALTH	20140929	09/29/2014	WATER SURCHARGE-3RD Q	601-49400-443	3,244.00
				Activity 49400 - Water Total:	11,152.86
				Fund 601 - WATER Total:	11,152.86

Fund: 602 - SEWER**Activity: 49450 - Sewer**

NCPERS MINNESOTA	20140926	09/26/2014	INSURANCE 844600 10/2014	602-49450-133	56.00
HP SUDS CLUB, LLC	20140929	09/29/2014	BILLING CONTRACT SERVICE	602-49450-217	1,170.00
MN ENVIRONMENTAL SCIENC	20140926	09/26/2014	VOL ASSESSMENT	602-49450-304	500.00
MN VALLEY TESTING	718955	09/10/2014	TESTING	602-49450-310	118.60
MN VALLEY TESTING	719675	09/12/2014	TESTING	602-49450-310	218.00
VERIZON WIRELESS	9732368248	09/29/2014	TELEPHONE	602-49450-321	48.79
BEMOBILE	WIND1IN6983	10/01/2014	TELEPHONE	602-49450-321	10.00
BEMOBILE	WIND1IN6987	10/01/2014	TELEPHONE	602-49450-321	59.98
SOUTH CENTRAL ELECTRIC	20140929	09/29/2014	SERVICE #26-24-125-04	602-49450-381	77.76
MN ENERGY RESOURCES	20140922A	09/22/2014	HEATING #4335469-5	602-49450-383	17.14
MN ENERGY RESOURCES	20140929B	09/29/2014	HEATING #4222768-6	602-49450-383	15.50
MARK STEVEN DYKES	11305	09/26/2014	SERVICE-MAINTENANCE	602-49450-404	609.32
CITIZEN PUBLISHING CO	2742	09/26/2014	SERVICE-MAINTENANCE	602-49450-404	150.00
WENNER HOLDINGS LLC	1819	09/29/2014	MAINTENANCE	602-49450-408	580.00
				Activity 49450 - Sewer Total:	3,631.09
				Fund 602 - SEWER Total:	3,631.09

Fund: 604 - ELECTRIC

DAKOTA SUPPLY GROUP	8781419	09/12/2014	ELECTRIC INVENTORY	604-14200	7,049.45
J. H. LARSON	S100737098.002	09/12/2014	ELECTRIC INVENTORY	604-14200	344.40
ODDSON UNDERGROUND INC	2014-084	09/26/2014	NEW CONST 12TH TO 14TH	604-16300	5,854.00
MISSY VISKER	20140930	09/30/2014	REFUND - UTILITY PREPAYME	604-22000	300.00
					13,547.85

Activity: 49550 - Electric

NCPERS MINNESOTA	20140926	09/26/2014	INSURANCE 844600 10/2014	604-49550-133	112.00
HP SUDS CLUB, LLC	20140929	09/29/2014	BILLING CONTRACT SERVICE	604-49550-217	1,170.00
LOCATORS & SUPPLIES, INC	0227578-IN	09/16/2014	SUPPLIES-SMALL TOOLS	604-49550-241	512.68
LOCATORS & SUPPLIES, INC	0227643-IN	09/17/2014	SMALL TOOLS	604-49550-241	80.33
VERIZON WIRELESS	9732368248	09/29/2014	TELEPHONE	604-49550-321	86.85
MN ENERGY RESOURCES	2014092614	09/26/2014	HEATING #4355412-0	604-49550-383	39.49
BRAD BUSSA	20141001	10/01/2014	EXPENSE - CLEANING	604-49550-406	184.60
MIKE STOFFREGEN	20140929	09/29/2014	ENERGY REBATE	604-49550-450	60.00
ROBERT & DENISE WIRTZ	20140929	09/29/2014	ENERGY REBATE	604-49550-450	25.00
RANDY LYONS	20140929	09/29/2014	ENERGY REBATE	604-49550-450	60.00
HAROLD CAVINESS	20140929	09/29/2014	REBATE	604-49550-450	35.00
BANK MIDWEST	20140929	09/29/2014	NSF-ERIC HAKEN-UTILITIES	604-49550-480	279.67
				Activity 49550 - Electric Total:	2,645.62
				Fund 604 - ELECTRIC Total:	16,193.47

Fund: 609 - LIQUOR STORE**Activity: 49751 - Liquor Store**

NCPERS MINNESOTA	20140926	09/26/2014	INSURANCE 844600 10/2014	609-49751-133	16.00
ENVIROMASTER, INC	515692	09/16/2014	SERVICE	609-49751-217	40.88
JOHNSON BROS.	1940198	09/10/2014	MERCHANDISE	609-49751-251	6,477.32
JOHNSON BROS.	1944632	09/16/2014	MERCHANDISE	609-49751-251	703.19
PHILLIPS WINE & SPIRITS	2664731	09/16/2014	MERCHANDISE	609-49751-251	1,492.52
HAGEN BEVERAGE DIST. INC.	267703	09/29/2014	MERCHANDISE	609-49751-252	18,379.90
HAGEN BEVERAGE DIST. INC.	267706	09/29/2014	MERCHANDISE	609-49751-252	81.00
BEVERAGE WHOLESALERS	519862	09/29/2014	MERCHANDISE	609-49751-252	12,519.95
ARTISAN BEER COMPANY	65222	09/16/2014	MERCHANDISE	609-49751-252	47.00
ARTISAN BEER COMPANY	66081	09/19/2014	MERCHANDISE	609-49751-252	94.00
JOHNSON BROS.	1939869	09/22/2014	MERCHANDISE	609-49751-253	192.00
JOHNSON BROS.	1940199	09/10/2014	MERCHANDISE	609-49751-253	601.80
JOHNSON BROS.	1940200	09/10/2014	MERCHANDISE	609-49751-253	124.99
JOHNSON BROS.	1944633	09/16/2014	MERCHANDISE	609-49751-253	594.14

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PHILLIPS WINE & SPIRITS	2664732	09/16/2014	MERCHANDISE	609-49751-253	1,134.85
WINE MERCHANTS	518533	09/16/2014	MERCHANDISE	609-49751-253	84.00
JOHNSON BROS.	632125	09/10/2014	CREDIT - MERCHANDISE	609-49751-253	-37.23
AMERICAN BOTTLING CO	2459323821	09/16/2014	MERCHANDISE	609-49751-254	154.10
COLLINS BROTHERS, LLC	248665	09/19/2014	MERCHANDISE	609-49751-254	53.94
HAGEN BEVERAGE DIST. INC.	267703	09/29/2014	MERCHANDISE	609-49751-259	92.05
BEVERAGE WHOLESALERS	519862	09/29/2014	MERCHANDISE	609-49751-259	19.00
COLLINS BROTHERS, LLC	248665	09/19/2014	MERCHANDISE	609-49751-261	199.24
JOHNSON BROS.	1939869	09/22/2014	MERCHANDISE	609-49751-333	3.27
JOHNSON BROS.	1940198	09/10/2014	MERCHANDISE	609-49751-333	117.18
JOHNSON BROS.	1940199	09/10/2014	MERCHANDISE	609-49751-333	23.38
JOHNSON BROS.	1944632	09/16/2014	MERCHANDISE	609-49751-333	11.69
JOHNSON BROS.	1944633	09/16/2014	MERCHANDISE	609-49751-333	22.13
COLLINS BROTHERS, LLC	248665	09/19/2014	MERCHANDISE	609-49751-333	28.23
PHILLIPS WINE & SPIRITS	2664731	09/16/2014	MERCHANDISE	609-49751-333	20.88
PHILLIPS WINE & SPIRITS	2664732	09/16/2014	MERCHANDISE	609-49751-333	29.23
WINE MERCHANTS	518533	09/16/2014	MERCHANDISE	609-49751-333	1.67
Activity 49751 - Liquor Store Total:					43,322.30
Fund 609 - LIQUOR STORE Total:					43,322.30
Fund: 614 - TELECOM					
INTERNAL REVENUE SERVICE	20140929	09/29/2014	EXCISE TAX POSTING-SEP 201	614-20201	742.27
MN 9-1-1 PROGRAM	20140929	09/29/2014	911 SERVICE-SEPT 2014	614-20206	994.86
					1,737.13
Activity: 49870 - Telecom					
NCPERS MINNESOTA	20140926	09/26/2014	INSURANCE 844600 10/2014	614-49870-133	96.00
HP SUDS CLUB, LLC	20140929	09/29/2014	BILLING CONTRACT SERVICE	614-49870-217	1,170.00
VERIZON WIRELESS	9732368248	09/29/2014	TELEPHONE	614-49870-321	296.99
SHOWTIME NETWORKS INC	9002731-0814	09/23/2014	SUBSCRIBER	614-49870-442	534.99
BANK MIDWEST	20140929	09/29/2014	NSF-ERIC HAKEN-TELECOM	614-49870-480	66.53
Activity 49870 - Telecom Total:					2,164.51
Fund 614 - TELECOM Total:					3,901.64
Fund: 615 - ARENA					
Activity: 49850 - Arena					
NCPERS MINNESOTA	20140926	09/26/2014	INSURANCE 844600 10/2014	615-49850-133	32.00
VERIZON WIRELESS	9732368248	09/29/2014	TELEPHONE	615-49850-321	47.59
MN ENERGY RESOURCES	20140923	09/23/2014	4070858-8	615-49850-383	168.40
Activity 49850 - Arena Total:					247.99
Fund 615 - ARENA Total:					247.99
Fund: 617 - M/P CENTER					
Activity: 49860 - M/P Center					
NCPERS MINNESOTA	20140926	09/26/2014	INSURANCE 844600 10/2014	617-49860-133	48.00
VERIZON WIRELESS	9732368248	09/29/2014	TELEPHONE	617-49860-321	28.29
MN ENERGY RESOURCES	20140923A	09/23/2014	4271541-7	617-49860-383	121.00
Activity 49860 - M/P Center Total:					197.29
Fund 617 - M/P CENTER Total:					197.29
Fund: 700 - PAYROLL					
SELECTACCOUNT	20140930	09/30/2014	FLEX SPENDING	700-21712	10.15
NCPERS MINNESOTA	20140926	09/26/2014	INSURANCE 844600 10/2014	700-21718	16.00
					26.15
Fund 700 - PAYROLL Total:					26.15
Grand Total:					380,844.08

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	58,003.14
211 - LIBRARY	936.78
225 - AIRPORT	210,166.40
230 - POOL	185.17
235 - AMBULANCE	30,400.77
250 - EDA GENERAL	1,827.43
254 - NORTH IND PARK	651.60
601 - WATER	11,152.86
602 - SEWER	3,631.09
604 - ELECTRIC	16,193.47
609 - LIQUOR STORE	43,322.30
614 - TELECOM	3,901.64
615 - ARENA	247.99
617 - M/P CENTER	197.29
700 - PAYROLL	26.15
Grand Total:	380,844.08

Account Summary

Account Number	Account Name	Payment Amount
100-41310-133	Employer Paid Insurance	80.00
100-41310-200	Office Supplies	339.45
100-41310-331	Travel Expense	94.22
100-41910-133	Employer Paid Insurance	24.00
100-41910-200	Office Supplies	32.15
100-41910-321	Telephone	16.90
100-41940-383	Gas Utility	39.49
100-41940-406	Repairs & Maint - Groun	740.00
100-42120-133	Employer Paid Insurance	160.00
100-42120-200	Office Supplies	47.47
100-42120-321	Telephone	206.16
100-42120-419	Vehicle Lease	1,756.77
100-42220-308	Training & Registrations	15.00
100-42220-326	Data Processing	42.24
100-42220-350	Printing & Design	240.00
100-42220-405	Repairs & Maint - Vehicl	987.82
100-42220-491	Payments to Other Orga	52,853.89
100-43100-133	Employer Paid Insurance	80.00
100-43100-321	Telephone	51.58
100-43100-406	Repairs & Maint - Groun	180.00
100-45202-133	Employer Paid Insurance	16.00
211-45501-133	Employer Paid Insurance	16.00
211-45501-383	Gas Utility	65.32
211-45501-402	Repairs & Maint - Struct	780.00
211-45501-433	Dues & Subscriptions	12.98
211-45501-435	Books and Pamphlets	62.48
225-49950-500	Capital Outlay	210,166.40
230-45124-383	Gas Utility	185.17
235-34205	Ambulance Revenues -	917.55
235-42153-321	Telephone	65.18
235-42153-326	Data Processing	1,861.50
235-42153-331	Travel Expense	142.25
235-42153-334	Meals/Lodging	144.29
235-49950-500	Capital Outlay	27,270.00
250-46520-133	Employer Paid Insurance	24.00
250-46520-200	Office Supplies	64.31
250-46520-321	Telephone	50.39
250-46520-331	Travel Expense	33.60

Account Summary

Account Number	Account Name	Payment Amount
250-46520-340	Advertising & Promotion	401.40
250-46520-480	Other Miscellaneous	1,253.73
254-46520-480	Other Miscellaneous	651.60
601-49400-133	Employer Paid Insurance	40.00
601-49400-216	Chemicals and Chemical	5,069.88
601-49400-217	Other Operating Supplie	1,170.00
601-49400-321	Telephone	48.79
601-49400-383	Gas Utility	576.29
601-49400-386	Landfill	1,003.90
601-49400-443	Intergovernmental Fees	3,244.00
602-49450-133	Employer Paid Insurance	56.00
602-49450-217	Other Operating Supplie	1,170.00
602-49450-304	Legal Fees	500.00
602-49450-310	Lab Testing	336.60
602-49450-321	Telephone	118.77
602-49450-381	Electric Utility	77.76
602-49450-383	Gas Utility	32.64
602-49450-404	Repairs & Maint - M&E	759.32
602-49450-408	Repairs & Maint - Distrib	580.00
604-14200	Inventory	7,393.85
604-16300	Improvements Other Th	5,854.00
604-22000	Prepayments	300.00
604-49550-133	Employer Paid Insurance	112.00
604-49550-217	Other Operating Supplie	1,170.00
604-49550-241	Small Tools	593.01
604-49550-321	Telephone	86.85
604-49550-383	Gas Utility	39.49
604-49550-406	Repairs & Maint - Groun	184.60
604-49550-450	Conservation	180.00
604-49550-480	Other Miscellaneous	279.67
609-49751-133	Employer Paid Insurance	16.00
609-49751-217	Other Operating Supplie	40.88
609-49751-251	Liquor	8,673.03
609-49751-252	Beer	31,121.85
609-49751-253	Wine	2,694.55
609-49751-254	Soft Drinks & Mix	208.04
609-49751-259	Non- Alcoholic	111.05
609-49751-261	Other Merchandise	199.24
609-49751-333	Freight and Express	257.66
614-20201	Excise Tax Payable	742.27
614-20206	911 TAP & TACIP Fees Cl	994.86
614-49870-133	Employer Paid Insurance	96.00
614-49870-217	Other Operating Supplie	1,170.00
614-49870-321	Telephone	296.99
614-49870-442	Subscriber Fees	534.99
614-49870-480	Other Miscellaneous	66.53
615-49850-133	Employer Paid Insurance	32.00
615-49850-321	Telephone	47.59
615-49850-383	Gas Utility	168.40
617-49860-133	Employer Paid Insurance	48.00
617-49860-321	Telephone	28.29
617-49860-383	Gas Utility	121.00
700-21712	Flex Account	10.15
700-21718	Individual Insurance-NC	16.00
	Grand Total:	380,844.08

Project Account Summary

Project Account Key
None
ADVERTISING
OTHER SUPPLY/SERVICE

Payment Amount
379,188.95
401.40
1,253.73
380,844.08

Grand Total:

10-1-14
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