

**Council Meeting**  
**Tuesday, February 3, 2015**  
**City Council Chambers**  
**7:30 p.m.**  
**AGENDA**



Call to Order  
Pledge of Allegiance

1. Approval of Minutes
  - Council Minutes–January 20, 2015
2. Consent Agenda
  - Minutes
    - Community Center Commission – January 26, 2015
    - Emergency Services Building Committee – January 27, 2015
    - Utility Commission – January 28, 2015
  - License
    - Liquor License Renewal – Windom Country Club
3. Department Heads
4. Annual Firefighters Relief Association Report
5. First Reading of Ordinance Amending City Code 33.03 - Park and Recreation Commission
6. Revision to the Fees and Charges Schedule – Electric Dept. Fees-Light Bulb Replacement Fee
7. New Business
8. Old Business
  - 2013 Street Project Update – Concrete Issues
9. Regular Bills
10. Contractor Payment
  - 2014 Sealcoat Project – Pearson Bros. Inc. \$2,141.25
11. Council Concerns
12. Adjourn



**Regular Council Meeting  
Windom City Hall, Council Chamber  
January 20, 2015  
7:30 p.m.**

1. Call to Order:

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

2. Roll Call: Mayor Pro Tem: Dominic Jones

Council Present: Brian Cooley, Paul Johnson, Bryan Joyce and JoAnn Ray

Council Absent: Mayor Corey Maricle

City Staff Present: Steve Nasby, City Administrator; Bruce Caldwell, Streets & Parks Superintendent; Al Baloun, Recreation Director; and Terry Glidden, Telecom

3. Pledge of Allegiance

4. Approval of Minutes:

**Motion by Joyce second by Johnson to approve the City Council minutes from January 6, 2015. Motion carried 5 – 0.**

5. Consent Agenda:

Jones noted the minutes from the following Boards and Commissions.

- Tree Commission – January 7, 2015
- Economic Development Authority – January 12, 2015
- Library Board – January 13, 2015
- Telecom Commission – January 13, 2015
- Planning Commission – January 13, 2015
- Park & Recreation Commission – January 14, 2015

**Motion by Ray second by Joyce to accept the Consent agenda board and commission minutes. Motion carried 5 – 0.**

6. Department Heads:

None.

7. Law Enforcement Center Lease Agreement:

Nasby said that the lease memorandum of understanding is a rate adjustment as the master lease allows for re-negotiation of rates every two years. The County is proposing that the

Preliminary

monthly lease rate increase to \$1,850 for 2015 and \$1,875 for 2016. He and the Police Chief are recommending approval.

Joyce asked about the current rate. Nasby replied that it is now at \$1,800 a month.

**Motion by Joyce second by Ray to approve the memorandum of agreement between Cottonwood County and the City of Windom for the lease rate of the Law Enforcement Center. Motion carried 5 – 0.**

8. Letters of Engagement:

Jones said the first one is from Kiesling Associates for a telecom audit and noted that he is supportive of doing the audit as the information is needed and it was a Council request. This item was tabled at the January 6, 2015 City Council meeting to allow time for the Telecom Commission to meet, which they have done and recommended moving forward.

Nasby noted that the cost of this is estimated to be \$3,450 and will be paid from the General Fund and not from the Telecom budget.

**Motion by Cooley second by Joyce to approve the engagement letter between the City of Windom and Kiesling Associates for a Telecom audit as presented. Motion carried 5 – 0.**

Jones said the next engagement is for continuing disclosure services for the City's bonds to be performed by Ehlers Associates.

Nasby said that the continuing disclosures are required under the City's bond documents and overseen by the Securities and Exchange Commission (SEC). All of the bonds would be reviewed for material or disclosure events such as calls, payments, etc.

Joyce asked about the cost. Nasby said there appears to be a base fee of \$750 and then there is an added fee depending on the number of bond issues that are reported. The cost would be divided up among the bond funds.

**Motion by Johnson second by Ray to approve the letter of engagement between the City of Windom and Ehlers Associates for continuing disclosure services as presented. Motion carried 5 – 0.**

9. National League of Cities (NLC):

Jones said that the City Administrator had been appointed to an NLC policy committee and is requesting Council approval to participate and travel funding. This event will also be in conjunction with his role on the Minnesota League of Cities board as in-coming President. He is supportive of the work being done by Nasby's participation in the Minnesota league and that Windom benefits by having participation in these groups. The estimated cost for

## Preliminary

two national conferences is \$4,000. Jones said that this item was discussed by the Personnel Committee and they were supportive as well.

Johnson asked if this policy committee is responsible for helping to form the federal policy positions for the NLC. Nasby replied that the committee work does include this function.

Joyce asked Nasby to give an example of the federal issues related to Windom. Nasby said that there are federal rules and issues relating to water quality, electric power and broadband.

**Motion by Joyce second by Cooley to approve the City Administrator's participation in the National League of Cities and the necessary budget for registration and travel of approximately \$4,000. Motion carried 5 – 0.**

### 10. Telecom – Point of Contact Appointment:

Nasby said that the Federal Communications Commission (FCC) is requesting updated information for telecom providers and seeking a point of contact. He is recommending that Dan Olsen, Telecom Manager be the FCC contact as Network Security Manager.

**Motion by Johnson second by Joyce to approve naming Dan Olsen, Telecom Manager as the FCC point of contact for the City of Windom. Motion carried 5 – 0.**

### 11. Resolution Approving Amendments to the Fees and Charges Schedule:

Nasby said that the schedule is a summary of the items the City charges for goods and services. There were not many changes since last year, but one new item would be the charges for the new nuisance ordinance process. Most of the fees and charges have been previously set by the City Council, such as the ice skating fees, but this document is a listing of those fees.

Joyce noted that it is good to show the new fees for the nuisance process and have that information available. He noted that there is a fee for holding the nuisance review board meeting. Nasby confirmed that is correct and the administrative fee is charged regardless of the review board decision.

**Council member Cooley introduced the Resolution No. 2015-03, entitled “RESOLUTION APPROVING AMENDMENTS TO THE FEES AND CHARGES SCHEDULE” and moved its adoption. The resolution was seconded by Johnson and on roll call vote: Aye: Cooley, Johnson, Jones, Joyce and Ray. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.**

### 12. River Bend Liquor – Hiring Recommendation:

Jones said that the Liquor Store Manager is requesting the hiring of Craig Stevens as a part-time liquor store clerk.

**Motion by Cooley second by Joyce to approve the hiring of Craig Stevens as a part-time liquor store clerk. Motion carried 5 – 0.**

13. Mayor Appointments and Reappointments:

Jones said that the Mayor has recommended the following appointments to boards and commissions:

Brett Mattson – Planning Commission  
Kay Gross – Park and Recreation Commission  
Travis Eichstedt – Telecom Commission  
Jim Knigge – Tree Commission

**Motion by Johnson second by Ray to approve the Mayor’s appointments and reappointments as presented. Motion carried 5 – 0.**

Joyce asked if all the board and commission appointments had been completed. Nasby replied that he thinks that is correct and all positions had been filled. Joyce thanked the citizens that have expressed an interest and are serving.

14. New Business:

Joyce said that the Park & Recreation Commission had met and is requesting that their membership be increased to seven from the current five as there are additional people that want to serve. Caldwell handed out a request to amend the by-laws in Article III, Section 1.

Cooley said that one goal is to increase the membership so that there is opportunity to serve by interested persons and to help with getting quorums for meetings.

Jones noted that it is wonderful to have citizens that are offering to serve.

Joyce asked if the Council could make the two additional appointments to the commission at the February 3, 2015 meeting if possible so they would be on-board for the next Park and Recreation Commission meeting.

**Motion by Joyce second by Cooley to increase the membership on the Park and Recreation Commission from five to seven. Motion carried 5 – 0.**

Jones noted that the next item consists of legislative matters. The first item is a resolution opposing levy limits.

Nasby said that Council member Cooley had asked to take a look at possible levy limits that the legislature could impose on cities. Nasby noted that the State had previously imposed levy limits over the prior few years and there is discussion at the State about them coming up again. The issue is one of local control and there are advocates in both the House and

## Preliminary

Senate, but the rationales being given to support levy limits is mixed so the picture on this is yet unclear. The issue came up when the preliminary statewide property tax numbers were released that showed a 4.6 percent increase despite higher aid to cities. What is not considered in this discussion is that local aid is still below 2003 levels. Nasby said that he has spoken to the Mayor and he was supportive of placing this legislative item on the Council agenda for consideration and discussion. The resolution in the packet was drafted by the Coalition of Greater Minnesota Cities and this is being sent to their membership with a recommendation to take pro-active action opposing levy limits. The League of Minnesota Cities also has a legislative policy opposing levy limits, which has been included in the Council packet.

Johnson asked if there were any bills imposing levy limits introduced yet. Nasby replied that no bills have been introduced, but they are anticipated.

Joyce asked if it could be part of an omnibus bill. Nasby said the last round of levy limits was included at the end of the session in the omnibus tax bill so there was no time to react.

Cooley noted that the Minnesota Association of Counties has been taking a similar approach and Cottonwood County has passed a resolution opposing levy limits.

Johnson noted that cities could possibly reduce the amount of the preliminary levy as the final numbers are almost always lower and thus avoid some of the issues that get raised.

**Council member Cooley introduced the Resolution No. 2015-04, entitled “RESOLUTION OPPOSING LEVY LIMITS” and moved its adoption. The resolution was seconded by Joyce and on roll call vote: Aye: Johnson, Jones, Joyce, Ray and Cooley. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.**

Jones said the second legislative item is a resolution requesting the opportunity to consider a local option sales tax of up to one percent in the City of Windom. The tax is only one possibility as a funding tool for city projects. This is not an approval of a local option sales tax and there will be future discussions, decisions and priorities set by the City Council before a ballot item would be considered.

Nasby said that the resolution requesting permission for a local option sales tax is the same one that was passed by the City Council in 2012 with the exception of the amount, which has been reduced from \$4 million to \$3.5 million. The total to be collected was lowered due to the retail sales estimates from the State showing lower sales due to the recession whereas the prior estimates showed a two to three percent inflation increase. By lowering the expectations for collections there would be less risk of coming up short on funding that would be especially detrimental if debt service on bonds was involved. The other terms such as a maximum local option tax of one percent and the uses remained the same.

Jones said that he would amend the proposed uses to still include community or public facilities but eliminate the option to use funds for an economic development loan pool. He stated that with the changes in the EDA the last two years with the receipt of federal and

## Preliminary

grant funding for a revolving loan fund and ability to generate TIF for expansion of the industrial park the need for another fund created by local option sales tax dollars is not as necessary. Nasby concurred that there are more options for the EDA to assist businesses.

Johnson said he is in favor of keeping the uses as public or community facilities and not specifying these projects yet as the City Council has not done a priority list and many projects such as the Emergency Services Building, Arena, Pool, Streets and others are also needs in the community.

Jones noted that the legislative process may force the City into a specific use such as the Emergency Services Building, but the City should be going for maximum flexibility.

Joyce said that the uses of the money and projects need to be as clear as possible to the public and the City should do all it can to promote economic development as that is what attracts people to the community and increases our tax base.

Jones said that the EDA does have tools available and agrees that economic development is a key activity for the City. The legislative process; however, he feels would be improved if the economic development funds were taken out of the request. When the City testified on this item previously it was questioned over vague uses.

Johnson said that the history of what other communities have used local option sales taxes for is widely varied.

Joyce said that this is a tool that could be used and is looking forward to discussion and community input into the process and collecting information on what impacts to retail a local option tax has made in other communities.

Cooley said that some business owners have spoken to him with concerns. So it will be important to show that the City can do this well and explain the impacts.

Joyce said that we need to encourage people to come to Windom and enjoy the community and that these monies could be used to attract people here. When he goes to an event out of town the issue of whether or not they have a local option sales tax is not an issue.

Cooley said that many other cities that we all go to do have these local taxes and it does not appear to have a negative reaction by customers.

Jones noted that the City cannot advertise to promote a local option sales tax but can provide factual information on any proposal. At this point the proposal is only that the tax be a funding option.

Cooley said that he will introduce the resolution with the funding for the EDA funds eliminated. Nasby confirmed that the only change would be in paragraph number 2 defining the proposed uses.

**Council member Cooley introduced the Resolution No. 2015-05, entitled “RESOLUTION APPROVING A PROPOSAL TO IMPOSE A LOCAL SALES TAX AND EXCISE TAX IN THE CITY OF WINDOM” and moved its adoption as amended. The amended resolution was seconded by Joyce and on roll call vote: Aye: Jones, Joyce, Ray, Cooley and Johnson. Nay: None. Absent: None. Abstain: None. Resolution passed 5 – 0.**

15. Old Business:

Nasby said that a meeting with the general contractor and paver for the 2013 Street Project had been set up and hopes a proposal to resolve it be brought to the next Council meeting.

16. Regular Bills:

**Motion by Ray seconded by Cooley to approve the regular bills. Motion carried 5 – 0.**

17. Council Concerns:

Johnson noted some icy conditions on the streets and cautioned drivers.

Joyce said that there are grant opportunities for some City departments and he encourages the pursuit of this funding. Second, there is an opportunity for application to the State Broadband board if anyone is interested in serving. Last, he thanked citizens for volunteering their time to serve on boards and commissions.

Jones said kudos to the School Resource Officer for all the work being done with that program at the school. The activity report in the packet shows the great work Officer Wallace is doing.

18. Adjournment:

**Mayor Pro Tem Jones adjourned the meeting by unanimous consent at 8:43 p.m.**

\_\_\_\_\_  
Dominic Jones, Mayor Pro Tem

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

Community Center Commission Minutes  
Monday January 26, 2015

1. Call to Order: The meeting was called to order by President Wayne Maras at 5:40 p.m.

2. Roll Call: President: Wayne Maras  
CC Director: Brad Bussa  
Commission Members: Linda Stuckenbroker  
Kelly Woizeschke  
Mitch Voehl-Absent  
Lenny Thiner  
Commission Liaisons: Brian Cooley-Absent  
Bruce Caldwell-Absent  
Paul Johnson-Absent  
EDA Director: Aaron Backman-Absent  
Public: John Lafferty-Chamber Director

3. Swearing in of Appointed Commission Member and Election of New Officers:

**Election of Officers-Motion by Kelly Woizeschke, seconded by Lenny Thiner to re-elect Wayne Maras as President, re-elect Mitch Voehl as Vice President, and re-elect Linda Stuckenbroker as Secretary. Motion carried 4-0.**

President – Wayne Maras  
Vice-President – Mitch Voehl  
Secretary – Linda Stuckenbroker

4. Approval of Minutes:

**Motion by Lenny Thiner, seconded by Kelly Woizeschke to approve the November 24, 2014 Community Center Commission Minutes. Motion carried 4-0**

5. Additions to the agenda:

Under c. in Directors Report-Goals

6. President's Report:

No Report Available

7. Director's Report:

a. Guest-John Lafferty Chamber Director-WCC Commission had asked to put John Lafferty on agenda. WCC Commission welcomed John and thanked him for coming. WCC President Maras asked John to explain a little about the Chamber and CVB. John mentioned that WCC Director Bussa was on CVB and he stated that any WCC Commission member could be on that board. John told WCC

Commission how CVB Promotion dollars work and how they were to be spent on Promotion events. WCC Commission asked how Riverfest was coming along and John stated that the group was departing from the Chamber and starting their own entity. WCC Commission also discussed ways WCC and Chamber could work together on events. WCC Director Bussa and John will keep in touch and work on ideas.

- b. 2014 Review-WCC Director Bussa handed out review of events and totals. WCC Commission reviewed and discussed revenue events and non revenue events. WCC Commission agreed with WCC Director Bussa that all non events will be invoiced for budget tracking usage.
- c. Goals-WCC Director Bussa stated he will be working on goal setting and will be looking for their input.

9. Resource Management:

Schedule of Events: Reviewed Schedule of Events

Income & Expense: Reviewed Income and Expense

10. Miscellaneous:

Nothing to Report

11. Open Forum:

Nothing to Report

12. Next Meeting:

Monday February 23, 2015 @ 5:30 pm

**Adjourn:**

**Motion by Kelly Woizeschke, seconded by Lenny Thiner, to adjourn the meeting at 6:45 pm. Motion carried 4-0.**

---

Wayne Maras, WCC President

---

Linda Stuckenbroker, WCC Secretary

Attest: \_\_\_\_\_  
Brad Bussa, WCC Director

## **Emergency Services Building Committee Minutes January 27, 2015**

The Windom Emergency Services Building Committee met on January 27, 2015, at 5:30 p.m. at the Windom City Council Chambers. Members present were Dan Ortmann, Mark Stevens, Gary Olson, Tim Hacker, Brian Cooley and Jim Axford; City Staff Steve Nasby and Denise Nichols. Absent: Kevin Heggeseeth and Corey Maricle.

Members of the public attending the meeting included Rahn Larson - Cottonwood County Citizen.

1. **Call to Order** – Chair Ortmann called the meeting to order.
2. **Approval of Minutes** – **M/S/P: Motion made by Hacker, seconded by Stevens, to approve the Minutes of the October 23 & 31, 2014, meetings as written. Ayes – 5, Nays – 0. (Axford was not present.)**
3. **Distribution and Discussion of Responses to Architect RFP** – Ortmann reported that eleven Architect firms had submitted proposals in response to the RFP. Copies of the eleven proposals were distributed to each of the committee members. Each member also received an evaluation form to be used to rank the proposals. Ortmann suggested that each member take home the proposals to read and review. Then using the evaluation form, rank each proposal. Each member should finish the review by ranking the proposals from 1 to 11. At the next meeting, the Committee will discuss the rankings and select three to four firms to invite to a formal interview.

The Committee also reviewed a proposed timeline from January 22, 2014, through December 2016 for the Emergency Services Facility Project. The timeline provides estimated completion dates for each aspect of the project and will be used to provide guidance to keep the project moving forward.

4. **Other Business** – Nasby reported that the site survey has been completed. The report and information will be provided to the project architect once the architect selection process has been completed.
5. **Next Meeting Date** – The next meeting date was scheduled for Monday, February 16, 2015, at 5:30 p.m. in the City Council Chambers.
6. **Adjourn** – **M/S/P: Motion by Hacker, seconded by Stevens, to adjourn the meeting. Ayes –6, Nays – 0.**

**UTILITY COMMISSION MINUTES**  
**Council Chambers**  
**January 28, 2015**

**Call Meeting to Order:** The Utility Commission meeting was called to order at 10:10 a.m. on January 28, 2015 in the Council Chambers.

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

**APPROVE MINUTES**

**Motion by Riordan, seconded by Schwalbach, to approve December 12, 2014 and December 17, 2014 Utility Commission minutes as presented. Motion carried 2 – 0.**

**WATER/WASTEWATER ITEMS**

Scandia Consulting – Water Tower Presentation – Gary Meyer discussed a Maintenance Agreement for City water towers. He has looked at both the 500,000 gallon tower and the 1,000,000 gallon tower. He offers a 5 year and 8 year maintenance program. He has reviewed the current condition of each tower. The coating on the 1,000,000 gallon tower is failing and would need a complete replacement interior and exterior. Spot maintenance was done in 2013 to the interior which would last a couple more years before the replacement is needed. His approximate estimate of the cost of a complete replacement is \$800,000-\$900,000. The 500,000 gallon tower coat is in good shape and he would recommend a top coat on that tower to preserve the life. The approximate cost for the 500,000 gallon tower is \$300,000. His recommendation to the Commission is to do the top coat to the smaller tower this summer and in three years do the replacement coating to the large tower. He would setup one maintenance contract for 8 years that would cover both towers. After the maintenance work is finished he indicated the towers should last 20-25 years with minimal maintenance inspections every 5 years. The Commission requested Gary to prepare a formal proposal for the next meeting.

Water Meter Replacement Project – Haugen reported one radio read water meter has been installed at Fast Distributing. Testing has not yet been performed on this meter. The Commission discussed the disposal of the old meters and directed Haugen to look into scrap price versus market pricing, depending on the age of the meters.

**ELECTRIC ITEMS**

Electric Meter Replacement Project – Brown reported over 1,000 new electric meters have been installed. Over 600 meters have been tested through the billing process and only 1 issue was

encountered. They are starting to work on installation of three phase meters. The electric and billing departments are working together to get the new meters in the system and tested.

Electric Rate Study – Brown informed the Commission that CMMPA is offering a rate study program to member utilities. He will have more information at the next meeting on the cost and timeline for this program.

### **REGULAR BILLS**

Haugen noted the bill from Wenck for Wellhead Protection Plan has been cancelled.

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

### **NEW BUSINESS**

SMART goals – Brown and Haugen reported they have been asked to provide department goals for City Council planning sessions and sought input from Commission members. Current and possible future projects were mentioned. The Commission members directed Brown and Haugen to draft goals for review by the Commission.

Organizational Structure – The Commission requested an agenda item for the next meeting to discuss the structure of Utility departments.

### **OLD BUSINESS**

None

### **ADJOURN**

Schwalbach adjourned the meeting at 11:45 a.m. Next meeting will be February 25, 2015 at 10:00 a.m.

\_\_\_\_\_  
Mike Schwalbach, Chairperson

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



**Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement**  
445 Minnesota Street, Suite 222  
St. Paul, MN 55101  
651-201-7500

**RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES**

**No license will be approve or released until the \$20 Retailer ID Card fee is received by Alcohol and Gambling Enforcement**

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

License Code ONSS License Period Ending 12/31/2014 ID# 5049

ISSUING AUTHORITY Windom

Licensee Name Windom Country Club Inc.

Trade Name Windom Country Club

City, State, Zip Code 2825 Country Club Rd/PO Box 74  
Windom MN 56101

Business Phone 5078313489

License Fees: **Off Sale** \$0 **On Sale** \$2,000 **Sunday** \$200

**By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.**

**Applicant's signature on this renewal confirms the following: Failure to report any of the following may result in civil penalties.**

1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on back of this renewal, then sign below.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$100,000 surety bond may be submitted in lieu of liquor liability. (3.2& liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Licensee Signature Jennifer Elness DOB [REDACTED] SS# [REDACTED] Date 1-8-15  
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature \_\_\_\_\_ Date \_\_\_\_\_  
County Board issued licenses only(Signature certifies licensee is eligible for license).

Police/Sheriff Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Signature certifies licensee or associates have not been cited during the past five years for any state/local liquor law violations(criminal/civil). Report violations on back, then sign here.)

Schedule Form for Lump-Sum Pension Plans  
Reporting Year 2014

Determination of Plan Liabilities and Required Municipal Contribution for 2015

Relief Association: Windom Fire Relief Association

County/ Cottonwood  
Counties:

Enter Annual benefit level in effect for 2014: 2,400

(If you change your benefit level before 12/31/2014, the SC must be recalculated at the new level.)

	2014	2015
<b>Subtotal of Page 1 Liability - Active Members</b>	792,816	861,888

Active Member Information

Please Enter Dates in this format: 1/7/2015

	Name	Status	Date of Birth	Fire Department Entry Date	Leaves of Absence and Breaks in Service (months)	Return to Service Member ?	To end of 2014		To end of 2015	
							Years of Service	Accrued Liability	Years of Service	Accrued Liability
1	Buckwheat Johnson	Active	06/04/1955	02/01/1979	0		36	86,400	37	88,800
2	Dan Ortman	Active	08/26/1959	03/01/1984	165		17	37,440	18	40,752
3	Mike Haugen	Active	09/30/1959	03/01/1984	0		31	74,400	32	76,800
4	Gene Lovell	Deferred	02/23/1966	04/01/1991	0		24	0	25	0
5	Eric Ward	Active	12/12/1971	02/01/1993	0		22	52,800	23	55,200
6	Monty Rabbe	Active	03/13/1967	02/01/1993	0		22	52,800	23	55,200
7	Nestor Palm	Active	11/14/1959	02/01/1993	0		22	52,800	23	55,200
8	Craig Wolter	Active	06/02/1967	11/01/1995	0		19	44,256	20	48,000
9	Kjell Turner	Active	11/12/1966	11/01/1995	0		19	44,256	20	48,000
10	Jay Grandprey	Active	02/04/1961	05/01/1997	0		18	40,752	19	44,256
11	Mark Stevens	Active	09/22/1963	05/01/1997	5		17	37,440	18	40,752
12	Todd Janssen	Inactive(LOA or BIS)	01/08/1964	05/01/1997	21		16	34,272	17	37,440
13	Tom Zimmerman	Paid	10/06/1961	05/01/1997	0		18	0	19	0
14	Corey Maricle	Active	01/03/1973	11/01/2001	0		13	25,680	14	28,416
15	Kevin Gotto	Active	09/24/1981	11/01/2001	0		13	25,680	14	28,416
16	Preston Rossow	Active	06/06/1979	11/01/2001	0		13	25,680	14	28,416
17	Jordan Bussa	Active	07/13/1984	04/01/2005	0		10	18,240	11	20,592
18	Lonny Vollan	Active	10/11/1972	04/01/2005	0		10	18,240	11	20,592
19	Mark Marcy	Active	02/10/1978	04/01/2005	0		10	18,240	11	20,592
20	Roger Winker	Active	08/03/1964	04/01/2005	0		10	18,240	11	20,592
21	Benjamin Derickson	Active	10/12/1976	06/01/2008	0		7	11,808	8	13,824
22	Brady Lyons	Active	01/15/1983	06/01/2008	0		7	11,808	8	13,824
23	Daric Zimmerman	Active	08/12/1980	06/01/2008	0		7	11,808	8	13,824
24	Jeremy Lund	Active	01/11/1979	06/01/2008	0		7	11,808	8	13,824
25	Thomas Voth	Active	05/31/1963	06/01/2008	0		7	11,808	8	13,824
26	Joe Jurgens	Active	05/26/1987	10/11/2010	0		4	6,240	5	8,016
27	Kristin Porth	Active	12/27/1976	10/11/2010	0		4	6,240	5	8,016
28	Darin Tietz	Active	02/19/1983	12/20/2011	0		3	4,560	4	6,240
29	Jon Jurgens	Active	07/28/1985	12/20/2011	0		3	4,560	4	6,240
30	Justin Harrington	Active	09/02/1977	12/20/2011	0		3	4,560	4	6,240
31		Choose Status						0		0

**Deferred Member Information** (fully or partially vested)

See separate instructions regarding completion of the below fields.

Please enter dates in this format: 1/7/2015

Total Deferred Member Liabilities 2014 52,800  
 Total Deferred Member Liabilities 2015 52,800

<b>1</b>	Enter all information as it pertains to this member.				
Member Name:	<u>GENE LOVELL</u>	Benefit Level at Separation:	<u>2,400</u>	Months of Service Are Paid	<u>Yes</u>
Minimum Years Required to Vest:	<u>10</u>	DOB:	<u>02/23/1966</u>	Deferred Interest Paid (Select "Yes" if offered.) _____  If Interest is Paid, Choose Type: Choose Type _____ Period Interest is Paid: Choose Interest Payment Period _____	
Service Dates: Entry:	<u>04/01/1991</u>	Separation:	<u>04/01/2013</u>		
LOAs and BIS (in months):	_____	Vesting %:	<u>100</u>		
Return to Service Member ?	_____ (Select "Yes" if applicable.)				
Total Service: Years:	<u>22</u>	Months (if paid):	<u>0</u>		
2014 Estimated Liability:	<u>52,800</u>				
2015 Estimated Liability:	<u>52,800</u>	Status:	<u>Deferred</u>		
For Relief ROR up to 5%, OSA ROR up to 5% or Board Set ROR up to 5% enter interest rates below.					
1983: _____ %	1988: _____ %	1993: _____ %	1998: _____ %	2003: _____ %	2009: _____ %
1984: _____ %	1989: _____ %	1994: _____ %	1999: _____ %	2004: _____ %	2010: _____ %
1985: _____ %	1990: _____ %	1995: _____ %	2000: _____ %	2005: _____ %	2011: _____ %
1986: _____ %	1991: _____ %	1996: _____ %	2001: _____ %	2006: _____ %	2012: _____ %
1987: _____ %	1992: _____ %	1997: _____ %	2002: _____ %	2007: _____ %	2013: _____ %
+Rate of return is calculated using the earnings projected on Page 4 of this form.				2008: _____ %	2014: _____ % +

<b>2</b>	Enter all information as it pertains to this member.				
Member Name:	_____	Benefit Level at Separation:	_____	Months of Service Are Paid	_____
Minimum Years Required to Vest:	_____	DOB:	_____	Deferred Interest Paid (Select "Yes" if offered.) _____  If Interest is Paid, Choose Type: Choose Type _____ Period Interest is Paid: Choose Interest Payment Period _____	
Service Dates: Entry:	_____	Separation:	_____		
LOAs and BIS (in months):	_____	Vesting %:	_____		
Return to Service Member ?	_____ (Select "Yes" if applicable.)				
Total Service: Years:	_____	Months (if paid):	_____		
2014 Estimated Liability:	_____				
2015 Estimated Liability:	_____	Status:	<u>Deferred</u>		
For Relief ROR up to 5%, OSA ROR up to 5% or Board Set ROR up to 5% enter interest rates below.					
1983: _____ %	1988: _____ %	1993: _____ %	1998: _____ %	2003: _____ %	2009: _____ %
1984: _____ %	1989: _____ %	1994: _____ %	1999: _____ %	2004: _____ %	2010: _____ %
1985: _____ %	1990: _____ %	1995: _____ %	2000: _____ %	2005: _____ %	2011: _____ %
1986: _____ %	1991: _____ %	1996: _____ %	2001: _____ %	2006: _____ %	2012: _____ %
1987: _____ %	1992: _____ %	1997: _____ %	2002: _____ %	2007: _____ %	2013: _____ %
+Rate of return is calculated using the earnings projected on Page 4 of this form.				2008: _____ %	2014: _____ % +

**Unpaid Installments**

Enter here the name of each member who has been paid portions of his pension benefit and who still has outstanding liabilities. Enter dates in this format: 1/7/2015

Name	Status	Birth Date	Entry Date	Separation Date	Amount Previously Paid	2014 Estimated Liability	2015 Estimated Liability
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						

Totals

0	0
---	---

**Calculation of Normal Cost**

	2014	2015	
Total Active Member Liabilities	792,816	861,888	
Total Deferred Member Liabilities	52,800	52,800	
Total Unpaid Installments	0	0	
Grand Total Special Fund Liability	A. 845,616	B. 914,688	
Normal Cost (Cell B minus Cell A)			C. 69,072

**Projection of Net Assets for Year Ending December 31, 2014**

Special Fund Assets at December 31, 2013 (RF-13 ending assets) 1 1,039,314

Projected Income for 2014

State Fire Aid (regular state fire aid and supplemental state aid)	D. 42,000
Municipal / Independent Fire Dept. Contributions	E. 5,000
Interest / Dividends	F. 20,000
Appreciation / (Depreciation)	G. 50,000
Member Dues	H.
Other Revenues	I. 2,000
Total Projected Income for 2014 (Add Lines D through I)	2 <span style="border: 1px solid black; padding: 2px;">119,000</span>

Projected Expenses for 2014

Service Pensions	J. <span style="border: 1px solid black; padding: 2px;">16,683</span>
Member Names: <span style="border: 1px solid black; padding: 2px;">WAYNE MARAS</span>	
<span style="border: 1px solid black; display: inline-block; width: 150px; height: 15px;"></span>	
<span style="border: 1px solid black; display: inline-block; width: 150px; height: 15px;"></span>	
<span style="border: 1px solid black; display: inline-block; width: 150px; height: 15px;"></span>	
Other Benefits	K. <span style="border: 1px solid black; display: inline-block; width: 80px; height: 15px;"></span>
Administrative Expenses	L. <span style="border: 1px solid black; padding: 2px;">3,000</span>
Total Projected Expenses for 2014 (Add Lines J through L)	3 <span style="border: 1px solid black; padding: 2px;">19,683</span>
Projected Net Assets at December 31, 2014 (Add Lines 1 and 2, subtract Line 3)	4 <span style="border: 1px solid black; padding: 2px;">1,138,631</span>

**Projection of Surplus or (Deficit) as of December 31, 2014**

Projected Assets (Line 4)	5 <span style="border: 1px solid black; padding: 2px;">1,138,631</span>
2014 Accrued Liability (Page 4, cell A)	6 <span style="border: 1px solid black; padding: 2px;">845,616</span>
Surplus or (Deficit) (Line 5 minus Line 6)	7 <span style="border: 1px solid black; padding: 2px;">293,015</span>

Calculation of Required Contribution

Deficit Information - Original			Deficit Information - Adjusted		
Year Incurred	Original Amount	Amount Retired as of 12/31/2013	Original Amount	Amount Retired as of 12/31/2014	Amount Left to Retire 1/1/2015
2005	0	0			
2006	0	0			
2007	0	0			
2008	0	0			
2009	0	0			
2010	0	0			
2011	0	0			
2012	0	0			
2013	0	0			
2014					
Totals					

Normal Cost (Page 4, cell C)		8	69,072
Projected Administrative Expense	Enter 2013 Admin Exp here:	9	2,805
Amortization of Deficit (Total of Original Amount column x 0.10)		10	0
10% of Surplus (Line 7 x 0.10)		11	29,302
State Fire Aid		12	42,000
Member Dues		13	0
5% of Projected Assets at December 31, 2014 (Line 4 x 0.05)		14	56,932
Required Contribution (Add Lines 8, 9 and 10, subtract Lines 11, 12, 13 and 14. If negative, zero is displayed.)		15	0

**No required contribution due in 2015.**

This Schedule Form must be fully completed, certified by the relief association officers, forwarded to the municipal clerk/independent secretary on or before August 1, 2014, and submitted to the Office of the State Auditor to be eligible for State Fire Aid.

Officer Certification

We, the officers of the Windom Fire Relief Association, certify that this Schedule Form was prepared under Minn. Stat. § 424A.092 and that the annual benefit level of \$2,400 per year of service was established according to the average amount of available financing.

We further certify that based on the financial requirements of the Relief Association's Special Fund for the 2014 calendar year, the required 2015 contribution is \$0. If the bylaws of the Relief Association changed in 2014, we have attached a copy of the amendment or updated bylaws. We have also enclosed a copy of the municipal/board ratification of this amendment if required under Minn. Stat. § 424A.092, subd. 6.

Signature of President
Signature of Secretary
Signature of Treasurer

Kevin Gotto
Jeremy Lund
DARIC ZIMMERMAN
First Name Last Name

1/21/15
1/21/15
1/21/15
Date

Municipal Clerk / Independent Secretary Certification\*

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

I am the municipal clerk of Windom / secretary of independent nonprofit firefighting corporation. I received on 1-23-15, the completed Schedule Form from the Windom Fire Relief Association.

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

Signature of Municipal Clerk/Secretary of independent nonprofit firefighting corporation

Steve Nasby
First Name Last Name

1-23-2015
Date

507-831-6129
Business Telephone

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

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

**ORDINANCE NO. 149, 2<sup>ND</sup> SERIES**

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

**TITLE III: ADMINISTRATION, CHAPTER 33: CITY ORGANIZATIONS**

**THE CITY COUNCIL OF THE CITY OF WINDOM, MINNESOTA, DOES ORDAIN: TO REVISE CHAPTER 33 CITY ORGANIZATIONS, SECTION 33.03(A) PARK AND RECREATION COMMISSION, BY REMOVING THE EXISTING SECTION AND REPLACING IT WITH THE FOLLOWING:**

**33.03 PARK AND RECREATION COMMISSION.**

*(A) Establishment and composition.* A Park and Recreation Commission is hereby established consisting of seven members to be appointed by the Mayor with the consent of the Council. Two newly-appointed members shall serve until December 31, 2016. Thereafter each member shall serve for a term of three years from the date of his/her appointment, and until his/her successor is appointed and qualified. The Council shall appoint two of its members to serve as ex-officio members of the Commission.

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

Adopted and passed by the City Council of the City of Windom, Minnesota, this 17th day of February, 2015.

---

Corey J. Maricle, Mayor

ATTEST:

---

Steve Nasby, City Administrator

1<sup>st</sup> Reading: February 3, 2015  
2<sup>nd</sup> Reading: February 17, 2015  
Adoption: February 17, 2015  
Published: February 25, 2015

FUND NO.	DESCRIPTION	FEE	AUTHORITY FOR FEE/CITY CODE REFERENCE/COMMENT
	Demand charge @4.87/kw		
	<b>Municipal:</b> All KWH's @.0655/kwh		
	<b>Green Power Rate:</b> Per 100 kwh's (1 block)	3.50/tag	
	<b>Service Charges</b> Late Fee Reconnect Fee Reconnect Fee After Hrs Restocking Fee	5% 25.00 + tax 75.00 + tax 20%	
	Electric Dept Labor and Rental Equipment Rates Labor rate Overtime labor rate Unit 30 Pickup Truck Unit 31 Line Truck Unit 32 Bucket Truck Unit 33 Digger Truck Unit 34 Flatbed Truck Unit 35 Small Bucket Truck Unit 35A Case Trencher Unit 36 Ditch Witch Trencher Boring Tool Light bulb replacement	53.71/per hr 80.57/per hr 25.00/per hr 35.00/per hr Minimum 125.00 per hr Minimum 100.00 per hr 25.00/per hr 75.00/per hr 50.00/per hr 50.00/per hr 8.00 a foot \$75.00 plus ½ of labor rate charge \$26.86	←
<b>AIRPORT FUND</b>			
	<b>Hangar Rental Fee</b>	Small Hangars Large Hangars	35.00-90.00/month \$475.00/month
<b>TELECOM FUND</b>			

# MEMORANDUM



**CITY OF WINDOM**  
444 9th Street  
Windom, MN 56101  
Phone: 507-831-6129  
Fax: 507-831-6127  
[www.windom-mn.com](http://www.windom-mn.com)

**TO:** City Council  
**FROM:** City Administrator *Jae*  
**DATE:** January 30, 2015  
**RE:** 2013 Street Project – Concrete Issues

On January 27, 2015 a meeting was held to discuss again the outstanding issues with the conditions of the concrete from the 2013 Street project, specifically certain driveways, 20<sup>th</sup> Street surface issues and several cracked panels. This meeting was attended by the general contractor, concrete sub-contractors, Wenck Associates, City Attorney's office, Windom Streets & Parks Superintendent and I. There is a discussion item on the City Council agenda to discuss this item and I have asked all of the parties at the meeting to be in attendance to address the City Council and to answer questions as needed.

The following is a breakdown of the outstanding items and the proposal to address these issues.

### Cracked Street Panels

The contractor and subcontractor are in agreement to replace cracked panels as a warranty item as identified by the project engineer.

### Driveways

The contractor and subcontractor have proposed that the driveways identified by the engineers as in poor condition will be replaced or a \$500 reimbursement made to property owners along with necessary liability waivers. The City and engineers will assist the contractor and subcontractor with letters to the property owners. It is anticipated that the payments or driveway replacements will be completed in May – June 2015.

### Concrete Street Surface

The position of the contractor and subcontractor is that the independent testing shows the concrete is structurally sound and that MN DOT guidance is to leave the concrete either in place or to diamond grind the surface. The contractor and subcontractor are offering to diamond grind approximately 900 feet of 20<sup>th</sup> Street where the most severe issues are with the surface scaling. In lieu of diamond grinding the contractor and subcontractor would offer cash settlement of \$30,000.



Windom, MN

# Expense Approval Report By Fund

Payment Dates 1/15/2015 - 1/28/2015

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL</b>					
FULDA CREDIT UNION	20150123	01/23/2015	INVESTMENT ACCOUNT	100-10400	250,000.00
					<b>250,000.00</b>
<b>Activity: 41110 - Mayor &amp; Council</b>					
STRATEGIC INSIGHTS INC	15PLAN-IT-032	01/28/2015	LICENSE RENEWAL	100-41110-200	499.50
INDOFF, INC	2565332	12/31/2014	SUPPLIES	100-41110-200	55.35
CONVENT. & VISTOR BUREAU	20150128	01/28/2015	LODGING TAX-RED CARPET IN	100-41110-491	225.41
CONVENT. & VISTOR BUREAU	20150128A	01/28/2015	LODGING TAX - GUARDIAN IN	100-41110-491	960.21
					<b>Activity 41110 - Mayor &amp; Council Total: 1,740.47</b>
<b>Activity: 41310 - Administration</b>					
NCPERS MINNESOTA	8446215	01/28/2015	INSURANCE 844600 - 2/2015	100-41310-133	80.00
SCHWAAB, INC	308517	01/23/2015	SUPPLIES	100-41310-200	36.86
MANTRONICS MAILING SYSTE	33504	01/20/2015	EQUIP INK	100-41310-200	79.76
LEAGUE OF MN CITIES	212182	01/23/2015	REGISTRATION - STEVE NASBY	100-41310-308	99.00
SECR REV FUND/CITY OF WD	20150128	01/28/2015	PETTY CASH - JAN - OFFICE P	100-41310-322	5.75
SECR REV FUND/CITY OF WD	20150128	01/28/2015	PETTY CASH - JAN - OFFICE P	100-41310-322	5.60
DENISE NICHOLS	20150120	01/20/2015	EXPENSE-SW/WC SERVICE CO	100-41310-331	56.37
STEVE NASBY	20150123	01/23/2015	EXPENSE-CMMPA MONTHLY	100-41310-331	76.47
					<b>Activity 41310 - Administration Total: 439.81</b>
<b>Activity: 41910 - Building &amp; Zoning</b>					
NCPERS MINNESOTA	8446215	01/28/2015	INSURANCE 844600 - 2/2015	100-41910-133	24.00
CENTURY BUSINESS PRODUCT	258699	12/31/2014	MAINTENANCE	100-41910-200	25.33
					<b>Activity 41910 - Building &amp; Zoning Total: 49.33</b>
<b>Activity: 41940 - City Hall</b>					
CHELSE CARLSON	20150121	01/21/2015	REIMBURSE-CLEANING SUPPL	100-41940-211	12.88
MN ENERGY RESOURCES	20150120A	01/20/2015	HEATING #4069619-7	100-41940-383	1,441.13
HOMETOWN SANITATION SE	0000107585	12/31/2014	GARBAGE SERVICE - CITY HAL	100-41940-384	85.04
					<b>Activity 41940 - City Hall Total: 1,539.05</b>
<b>Activity: 42120 - Crime Control</b>					
NCPERS MINNESOTA	8446215	01/28/2015	INSURANCE 844600 - 2/2015	100-42120-133	144.00
WINDOM QUICK PRINT	20150123	01/23/2015	SUPPLIES	100-42120-200	68.42
INDOFF, INC	2563884	12/31/2014	SUPPLIES	100-42120-200	92.94
STREICHER'S	1132007	01/20/2015	UNIFORMS	100-42120-218	66.96
STREICHER'S	1132445	01/23/2015	UNIFORMS	100-42120-218	57.94
STREICHER'S	1133952	01/28/2015	UNIFORMS	100-42120-218	29.99
GALLS, LLC	3474285-1	01/20/2015	UNIFORMS #3002597840	100-42120-218	42.93
DOUGLAS A WOODHALL	20150121	01/21/2015	REGISTRATION-CORY HILLES	100-42120-308	250.00
LEAGUE OF MN CITIES	211933	01/28/2015	PATROL SUBSCRIPTION	100-42120-308	680.00
LEAGUE OF MN CITIES	211995	01/28/2015	PATROL SUBSCRIPTION	100-42120-308	85.00
VERIZON WIRELESS	9738495096	01/20/2015	SERVICE #986701203-00001	100-42120-321	30.06
LEASE FINANCE PARTNERS	20150128	01/28/2015	SERVICE	100-42120-326	433.00
VERIZON WIRELESS	9738495096	01/20/2015	SERVICE #986701203-00001	100-42120-326	134.06
SOUTHWESTERN MENTAL HE	33724	12/31/2014	SERVICE	100-42120-350	375.00
NORTHERN SAFETY TECHNOL	37731	01/07/2015	MAINTENANCE	100-42120-404	128.09
WINDOM AUTO VALU	20141231	12/31/2014	MAINTENANCE #3400540	100-42120-405	4.31
CENTER STOP	3400	12/31/2014	FUEL-SUPPLIES	100-42120-405	25.10
WINDOM TOWING CO	82418	01/20/2015	SERVICE	100-42120-405	25.00
FLEET SERVICES DIVISION	2015060003	01/28/2015	SERVICE	100-42120-419	1,756.77
LOUIS NORELL	20150120	01/20/2015	EXPENSE- ALICE BOOKS	100-42120-480	34.85
JON BECK	20150123	01/23/2015	EXPENSE-SUPPLIES	100-42120-480	9.60
					<b>Activity 42120 - Crime Control Total: 4,474.02</b>

Expense Approval Report

Payment Dates: 1/15/2015 - 1/28/2015

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Activity: 42220 - Fire Fighting</b>					
VERIZON WIRELESS	9738495096	01/20/2015	SERVICE #986701203-00001	100-42220-321	97.06
VERIZON WIRELESS	9738495096	01/20/2015	SERVICE #986701203-00001	100-42220-326	10.02
WINDOM AUTO VALU	20141231	12/31/2014	MAINTENANCE #3400540	100-42220-404	377.31
HIGLEY FORD	122895	01/20/2015	MAINTENANCE	100-42220-405	79.56
SW REGIONAL FIRE DEPT ASS	20150120	01/20/2015	2015 ANNUAL DUES	100-42220-433	60.00
ZIESKE LAND SURVEYING	C 1456 S	01/20/2015	SURVEY OF WITT PARK SITE E	100-42220-439	4,050.00
<b>Activity 42220 - Fire Fighting Total:</b>					<b>4,673.95</b>
<b>Activity: 43100 - Streets</b>					
NCPERS MINNESOTA	8446215	01/28/2015	INSURANCE 844600 - 2/2015	100-43100-133	80.00
WINDOM AUTO VALU	20141231	12/31/2014	MAINTENANCE #3400540	100-43100-211	17.94
TRAFFIC CONTROL CORP	81851A	01/13/2015	MATERIALS	100-43100-224	154.00
MN ENERGY RESOURCES	20150120	01/20/2015	HEATING #4090846-9 ST GAR	100-43100-383	1,057.28
HOMETOWN SANITATION SE	00000107586	12/31/2014	GARBAGE SERVICE - STREET D	100-43100-384	84.73
HOMETOWN SANITATION SE	20141231A	12/31/2014	GARBAGE SERVICE-SQUARE	100-43100-384	46.12
JAMES ROSENKRANZ	20150121	01/21/2015	EXPENSE-FLOORING MAINT	100-43100-401	475.00
JOHNSON HARDWARE	0545	01/20/2015	MAINTENANCE	100-43100-404	26.52
MACQUEEN EQUIP. CO.	2150760	01/13/2015	MAINTENANCE	100-43100-404	791.61
MACQUEEN EQUIP. CO.	2150761	01/13/2015	MAINTENANCE	100-43100-404	1,588.56
CONTINENTAL RESEACH COR	414936-CRC-1	01/20/2015	MAINTENANCE	100-43100-404	91.89
<b>Activity 43100 - Streets Total:</b>					<b>4,413.65</b>
<b>Activity: 45202 - Park Areas</b>					
NCPERS MINNESOTA	8446215	01/28/2015	INSURANCE 844600 - 2/2015	100-45202-133	16.00
WERNER ELECTRIC	S8404659.001	01/28/2015	PARK DEPT-KASTLE KINGDOM	100-45202-404	945.75
<b>Activity 45202 - Park Areas Total:</b>					<b>961.75</b>
<b>Fund 100 - GENERAL Total:</b>					<b>268,292.03</b>
<b>Fund: 211 - LIBRARY</b>					
<b>Activity: 45501 - Library</b>					
NCPERS MINNESOTA	8446215	01/28/2015	INSURANCE 844600 - 2/2015	211-45501-133	16.00
PLUM CREEK LIBRARY	IV23850	01/23/2015	CD/DVD	211-45501-217	10.00
PLUM CREEK LIBRARY	IV23905	01/23/2015	SUPPLIES	211-45501-217	48.00
PLUM CREEK LIBRARY	IV23908	01/23/2015	SUPPLIES	211-45501-217	21.25
PLUM CREEK LIBRARY	IV23931	01/23/2015	SUPPLIES	211-45501-217	145.50
MN ENERGY RESOURCES	20150123F	01/23/2015	HEATING #4081276-0 LIBRAR	211-45501-383	1,207.68
J & K WINDOWS	4935-17	01/23/2015	SERVICE	211-45501-402	20.00
STAR TRIBUNE	20150123	01/23/2015	SUBSCRIPTION #9905542	211-45501-433	78.78
SEBCO BOOKS	174568	12/31/2014	BOOKS	211-45501-435	215.02
INGRAM	20141231	12/31/2014	BOOKS	211-45501-435	638.76
MICROMARKETING	557340	01/23/2015	BOOKS	211-45501-435	59.99
<b>Activity 45501 - Library Total:</b>					<b>2,460.98</b>
<b>Fund 211 - LIBRARY Total:</b>					<b>2,460.98</b>
<b>Fund: 225 - AIRPORT</b>					
<b>Activity: 45127 - Airport</b>					
SOUTHWEST MN BROADBAN	20150120	01/20/2015	SERVICE #WIND-001-0018	225-45127-321	25.59
WINDOM AUTO VALU	20141231	12/31/2014	MAINTENANCE #3400540	225-45127-404	279.40
<b>Activity 45127 - Airport Total:</b>					<b>304.99</b>
<b>Fund 225 - AIRPORT Total:</b>					<b>304.99</b>
<b>Fund: 235 - AMBULANCE</b>					
WARREN BEIHOFFER	20150128	01/28/2015	REFUND-AMBULANCE-PD BY I	235-34205	415.75
					<b>415.75</b>
<b>Activity: 42153 - Ambulance</b>					
VERIZON WIRELESS	9738495096	01/20/2015	SERVICE #986701203-00001	235-42153-321	97.10
EXPERT T BILLING	1862	12/31/2014	BILLING SERVICE	235-42153-326	1,351.50
MILLENNIUM CREDIT CONSUL	20150123	01/23/2015	COLLECTION FEES	235-42153-326	473.47
JODI JOHNSON	20150120	01/20/2015	EXPENSE	235-42153-334	6.65
KIM POWERS	20150120	01/20/2015	EXPENSE	235-42153-334	24.58

Expense Approval Report

Payment Dates: 1/15/2015 - 1/28/2015

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount	
WINDOM AUTO VALU	20141231	12/31/2014	MAINTENANCE #3400540	235-42153-405	45.30	
					<b>Activity 42153 - Ambulance Total:</b>	<b>1,998.60</b>
					<b>Fund 235 - AMBULANCE Total:</b>	<b>2,414.35</b>

**Fund: 250 - EDA GENERAL**

Activity: 46520 - EDA

NCPERS MINNESOTA	8446215	01/28/2015	INSURANCE 844600 - 2/2015	250-46520-133	24.00	
CENTURY BUSINESS PRODUCT	258699	12/31/2014	MAINTENANCE	250-46520-200	50.66	
EHLERS & ASSOC., INC.	66539	12/31/2014	SERVICE- TIF ADMINISTRATIO	250-46520-301	1,640.00	
AARON BACKMAN	20150120	01/20/2015	EXPENSE-6090 CORRIDOR/RI	250-46520-331	17.25	
SECR REV FUND/CITY OF WD	20150128	01/28/2015	PETTY CASH - JAN - EDA POP	250-46520-438	4.00	
SECR REV FUND/CITY OF WD	20150128	01/28/2015	PETTY CASH - JAN - EDA POP	250-46520-438	4.50	
					<b>Activity 46520 - EDA Total:</b>	<b>1,740.41</b>
					<b>Fund 250 - EDA GENERAL Total:</b>	<b>1,740.41</b>

**Fund: 254 - NORTH IND PARK**

Activity: 46520 - EDA

WENCK ASSOCIATES, INC.	11407194	12/31/2014	N WINDOM INDUSTRIAL PAR	254-46520-303	4,695.50	
ZIESKE LAND SURVEYING	C 1461 S	01/20/2015	ALTA SURVEY OF NWID SUBDI	254-46520-303	3,780.00	
					<b>Activity 46520 - EDA Total:</b>	<b>8,475.50</b>
					<b>Fund 254 - NORTH IND PARK Total:</b>	<b>8,475.50</b>

**Fund: 401 - GENERAL CAPITAL PROJECTS**

Activity: 49950 - Capital Outlay

NORTHERN SAFETY TECHNOL	37727	01/07/2015	LIGHT BAR	401-49950-501	1,524.85	
					<b>Activity 49950 - Capital Outlay Total:</b>	<b>1,524.85</b>
					<b>Fund 401 - GENERAL CAPITAL PROJECTS Total:</b>	<b>1,524.85</b>

**Fund: 601 - WATER**

Activity: 49400 - Water

NCPERS MINNESOTA	8446215	01/28/2015	INSURANCE 844600 - 2/2015	601-49400-133	40.00	
HAWKINS, INC	3682573	01/13/2015	CHEMICALS	601-49400-216	1,943.67	
RED ROCK RURAL WATER	20150120	01/20/2015	WATER - 104328 JOHNSON H	601-49400-217	83.16	
SECR REV FUND/CITY OF WD	20150128	01/28/2015	PETTY CASH - JAN - WATER P	601-49400-322	14.70	
MN ENERGY RESOURCES	20150123C	01/23/2015	HEATING #4095252-5 WATER	601-49400-383	1,125.14	
STINK PRETTY	3413	01/20/2015	MAINTENANCE	601-49400-404	145.50	
					<b>Activity 49400 - Water Total:</b>	<b>3,352.17</b>
					<b>Fund 601 - WATER Total:</b>	<b>3,352.17</b>

**Fund: 602 - SEWER**

Activity: 49450 - Sewer

NCPERS MINNESOTA	8446215	01/28/2015	INSURANCE 844600 - 2/2015	602-49450-133	72.00	
MN VALLEY TESTING	23162	01/08/2015	TESTING	602-49450-310	118.60	
MN VALLEY TESTING	736227	12/30/2014	TESTING	602-49450-310	118.60	
MN VALLEY TESTING	736776	12/31/2014	TESTING	602-49450-310	133.00	
MN VALLEY TESTING	736785	12/31/2014	TESTING	602-49450-310	143.60	
MN VALLEY TESTING	736933	12/31/2014	TESTING	602-49450-310	223.60	
MN VALLEY TESTING	736949	12/31/2014	TESTING	602-49450-310	223.60	
MN VALLEY TESTING	737143	01/08/2015	TESTING	602-49450-310	38.40	
MN VALLEY TESTING	737147	01/08/2015	TESTING	602-49450-310	118.60	
MN VALLEY TESTING	737157	01/08/2015	TESTING	602-49450-310	133.00	
MN ENERGY RESOURCES	20150121	01/21/2015	HEATING #4335469-5	602-49450-383	16.36	
MN ENERGY RESOURCES	20150121A	01/21/2015	HEATING #4325313-7	602-49450-383	610.71	
MN ENERGY RESOURCES	20150123D	01/23/2015	HEATING #4222768-6	602-49450-383	122.98	
HOMETOWN SANITATION SE	0000107589	12/31/2014	GARBAGE SERVICE -WASTEWA	602-49450-384	85.04	
FERGUSON ENTERPRISES, INC	0123971	01/20/2015	NEW GAS MONITOR	602-49450-404	610.00	
STINK PRETTY	3413	01/20/2015	MAINTENANCE	602-49450-404	145.50	
CONTINENTAL RESEACH COR	414937-CRC-1	01/23/2015	MAINTENANCE	602-49450-404	272.25	
MN ENVIRONMENTAL SCIENC	20150120	01/20/2015	VOLUNTARY ASSESSMENT	602-49450-480	500.00	
					<b>Activity 49450 - Sewer Total:</b>	<b>3,685.84</b>
					<b>Fund 602 - SEWER Total:</b>	<b>3,685.84</b>

## Expense Approval Report

Payment Dates: 1/15/2015 - 1/28/2015

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 604 - ELECTRIC</b>					
TELECOM FUND	20150126	01/26/2015	MO TRANSFERS-E/C'S	604-11500	100.00
WERNER ELECTRIC	58390937.001	01/20/2015	ELECTRIC INVENTORY	604-14200	184.43
BORDER STATES	908566108	12/30/2014	NEW ELECTRIC METERING	604-16400	2,736.00
DAKOTA SUPPLY GROUP	B037223	12/31/2014	ELECTRIC NEW METERS	604-16400	16,929.00
LILLIAN BOLTON	20150120	01/20/2015	REFUND- UTILITY PREPAYME	604-22000	300.00
HEIDI KINTZI	20150128	01/28/2015	REFUND - UTILITY PREPAYME	604-22000	300.00
KURT CARLSON	20150128	01/28/2015	REFUND - UTILITY PREPAYME	604-22000	300.00
JULIE HAMAIDE	20150128	01/28/2015	REFUND - UTILITY PREPAYME	604-22000	300.00
RYAN RIEGER	20150128	01/28/2015	REFUND - UTILITY PREPAYME	604-22000	300.00
					<b>21,449.43</b>

**Activity: 49550 - Electric**

NCPERS MINNESOTA	8446215	01/28/2015	INSURANCE 844600 - 2/2015	604-49550-133	96.00
OFFICEMAX - HSBC BUS SOLU	284505	01/08/2015	SUPPLIES	604-49550-200	489.96
OFFICEMAX - HSBC BUS SOLU	284608	01/08/2015	SUPPLIES	604-49550-200	17.08
OFFICEMAX - HSBC BUS SOLU	285860	01/20/2015	SUPPLIES	604-49550-200	5.33
NEW STAR SALES & SERVICE	43404	01/20/2015	SUPPLIES	604-49550-200	250.00
OFFICEMAX - HSBC BUS SOLU	542979	01/20/2015	SUPPLIES	604-49550-200	233.19
OFFICEMAX - HSBC BUS SOLU	543488	01/21/2015	SUPPLIES	604-49550-200	71.60
BRENT BROWN	20150123	01/23/2015	EXPENSE-SAFETY SHOES	604-49550-218	100.00
CENTRAL MINNESOTA MUNIC	4730	12/31/2014	TRANSMISSION	604-49550-263	108,723.93
CENTRAL MINNESOTA MUNIC	4730	12/31/2014	ENERGY	604-49550-263	148,127.55
DEPARTMENT OF ENERGY	BFPB000801214	12/31/2014	POWER COST	604-49550-263	89,786.64
ALTERNATIVE TECHNOLOGIES	37503	01/20/2015	SERVICE	604-49550-310	10.00
SECR REV FUND/CITY OF WD	20150128	01/28/2015	PETTY CASH - JAN - ELECTRIC	604-49550-322	3.99
MN ENERGY RESOURCES	20150123B	01/23/2015	HEATING #4355412-0	604-49550-383	937.43
HOMETOWN SANITATION SE	0000107590	12/31/2014	GARBAGE SERVICE -ELECTRIC	604-49550-384	84.75
MN DEPT OF PUBLIC SAFETY	1712500242014 M-68632	12/31/2014	MAINTENANCE	604-49550-410	25.00
MN MUNICIPAL UTILITIES ASS	44530	01/13/2015	2015 MEMBER DUES	604-49550-433	10,410.00
CENTRAL MINNESOTA MUNIC	4745	12/31/2014	CIP ASSESSMENT	604-49550-450	2,140.00
BANK MIDWEST	20150116	01/16/2015	NSF-MATTHEW NEAL-UTIL FO	604-49550-480	112.01
BANK MIDWEST	20150122	01/22/2015	NSF MARGARITAS'VILLE-UTIL	604-49550-480	860.38
BANK MIDWEST	20150122B	01/22/2015	NSF-MARIA HIDALGO-UTIL	604-49550-480	119.49
					<b>Activity 49550 - Electric Total: 362,604.33</b>
					<b>Fund 604 - ELECTRIC Total: 384,053.76</b>

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

NCPERS MINNESOTA	8446215	01/28/2015	INSURANCE 844600 - 2/2015	609-49751-133	16.00
CAMPUS CLEANERS	01-010046	01/28/2015	SERVICE	609-49751-217	21.17
CAMPUS CLEANERS	01-010865	01/23/2015	SERVICE	609-49751-217	21.17
AH HERMEL COMPANY	480194	01/12/2015	MERCHANDISE	609-49751-217	156.90
ENVIROMASTER, INC	518156	12/31/2014	MAINTENANCE	609-49751-217	40.88
VINOCOPIA, INC	0115392-IN	12/31/2014	MERCHANDISE	609-49751-251	253.75
WIRTZ BEVERAGE MN WINE	1080270678	12/31/2014	MERCHANDISE	609-49751-251	2,243.05
PHILLIPS WINE & SPIRITS	2721799	12/31/2014	MERCHANDISE	609-49751-251	6,300.35
JOHNSON BROS.	5061756	12/31/2014	MERCHANDISE	609-49751-251	4,012.11
JOHNSON BROS.	5066629	01/12/2015	MERCHANDISE	609-49751-251	2,872.72
BEVERAGE WHOLESALERS	20509	01/20/2015	CREDIT - MERCHANDISE	609-49751-252	-51.45
HAGEN BEVERAGE DIST. INC.	270987	01/20/2015	MERCHANDISE	609-49751-252	2,922.40
HAGEN BEVERAGE DIST. INC.	271163	01/23/2015	CREDIT - MERCHANDISE	609-49751-252	-53.00
HAGEN BEVERAGE DIST. INC.	271173	01/23/2015	MERCHANDISE	609-49751-252	5,939.05
ARTISAN BEER COMPANY	3011485	12/31/2014	MERCHANDISE	609-49751-252	136.00
BELLBOY CORP	46435800	01/12/2015	MERCHANDISE	609-49751-252	431.00
BEVERAGE WHOLESALERS	534101	01/23/2015	MERCHANDISE	609-49751-252	5,524.31
BEVERAGE WHOLESALERS	534965	01/21/2015	MERCHANDISE	609-49751-252	2,968.10
VINOCOPIA, INC	0115392-IN	12/31/2014	MERCHANDISE	609-49751-253	96.00
WIRTZ BEVERAGE MN WINE	1080270678	12/31/2014	MERCHANDISE	609-49751-253	282.00
PHILLIPS WINE & SPIRITS	2721800	12/31/2014	MERCHANDISE	609-49751-253	1,713.15
BELLBOY CORP	46435800	01/12/2015	MERCHANDISE	609-49751-253	280.00

## Expense Approval Report

Payment Dates: 1/15/2015 - 1/28/2015

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SOUTHERN WINE & SPIRITS O	5008800	01/13/2015	MERCHANDISE	609-49751-253	36.00
SOUTHERN WINE & SPIRITS O	5008801	01/13/2015	MERCHANDISE	609-49751-253	108.00
JOHNSON BROS.	5061757	12/31/2014	MERCHANDISE	609-49751-253	1,640.35
JOHNSON BROS.	5061758	12/31/2014	MERCHANDISE	609-49751-253	26.00
JOHNSON BROS.	5066630	01/12/2015	MERCHANDISE	609-49751-253	2,351.80
JOHNSON BROS.	5066631	01/12/2015	MERCHANDISE	609-49751-253	26.00
WIRTZ BEVERAGE MN WINE	1080270678	12/31/2014	MERCHANDISE	609-49751-254	76.53
AMERICAN BOTTLING CO	249325755	01/12/2015	MERCHANDISE	609-49751-254	214.00
AH HERMEL COMPANY	480194	01/12/2015	MERCHANDISE	609-49751-254	31.69
AH HERMEL COMPANY	480194	01/12/2015	MERCHANDISE	609-49751-256	114.02
WIRTZ BEVERAGE MN WINE	1080270678	12/31/2014	MERCHANDISE	609-49751-259	57.15
BEVERAGE WHOLESALERS	534101	01/23/2015	MERCHANDISE	609-49751-259	16.80
BEVERAGE WHOLESALERS	534965	01/21/2015	MERCHANDISE	609-49751-259	19.00
AH HERMEL COMPANY	480194	01/12/2015	MERCHANDISE	609-49751-261	38.40
VINOCOPIA, INC	0115392-IN	12/31/2014	MERCHANDISE	609-49751-333	10.50
WIRTZ BEVERAGE MN WINE	1080270678	12/31/2014	MERCHANDISE	609-49751-333	48.10
PHILLIPS WINE & SPIRITS	2721799	12/31/2014	MERCHANDISE	609-49751-333	141.12
PHILLIPS WINE & SPIRITS	2721800	12/31/2014	MERCHANDISE	609-49751-333	71.81
BELLBOY CORP	46435800	01/12/2015	MERCHANDISE	609-49751-333	20.00
AH HERMEL COMPANY	480194	01/12/2015	MERCHANDISE	609-49751-333	3.95
SOUTHERN WINE & SPIRITS O	5008800	01/13/2015	MERCHANDISE	609-49751-333	2.00
SOUTHERN WINE & SPIRITS O	5008801	01/13/2015	MERCHANDISE	609-49751-333	2.00
JOHNSON BROS.	5061756	12/31/2014	MERCHANDISE	609-49751-333	61.92
JOHNSON BROS.	5061757	12/31/2014	MERCHANDISE	609-49751-333	55.11
JOHNSON BROS.	5066629	01/12/2015	MERCHANDISE	609-49751-333	36.74
JOHNSON BROS.	5066630	01/12/2015	MERCHANDISE	609-49751-333	93.52
MN ENERGY RESOURCES	20150123E	01/23/2015	HEATING #4290426-8 LIQUOR	609-49751-383	221.38
HOMETOWN SANITATION SE	0000107588	12/31/2014	GARBAGE SERVICE - RIVER BE	609-49751-384	48.06
BANK MIDWEST	20150122E	01/22/2015	NSF-JAMES STALLMAN-RIVER	609-49751-480	41.54
BANK MIDWEST	20150122F	01/22/2015	NSF-GILVERA DILBERT-RIVER	609-49751-480	48.98
<b>Activity 49751 - Liquor Store Total:</b>					<b>41,788.13</b>
<b>Fund 609 - LIQUOR STORE Total:</b>					<b>41,788.13</b>

**Fund: 614 - TELECOM**

GAIL DICK	20150120	01/20/2015	REFUND - STATEMENT CREDI	614-11500	5.88
MAXINE WALEN	20150120	01/20/2015	REFUND - STATEMENT CREDI	614-11500	26.45
ELECTRIC FUND	20150120	01/20/2015	MONTHLY TRANSFERS	614-11500	412.24
NATHAN & EMMY WILDERM	20150120	01/20/2015	REFUND - STATEMENT CREDI	614-11500	0.52
ELECTRIC FUND	20150126	01/26/2015	MO TRANSFERS-E/C'S	614-11500	107.79
CCI SYSTEMS	0082115-IN	12/31/2014	CAPITAL HEADEND	614-16300	1,635.24
CCI SYSTEMS	0082158-IN	12/31/2014	CAPITAL HEADEND	614-16300	205.80
<b>Activity: 49870 - Telecom</b>					<b>2,393.92</b>

**Activity: 49870 - Telecom**

NCPERS MINNESOTA	8446215	01/28/2015	INSURANCE 844600 - 2/2015	614-49870-133	96.00
HY-VEE, INC.	20150120	01/20/2015	SUPPLIES	614-49870-200	29.79
NEW STAR SALES & SERVICE	43479	01/23/2015	SERVICE	614-49870-200	37.41
ELECTRIC SCIENTIFIC CO INC	424421	01/23/2015	MAINTENANCE	614-49870-223	350.00
CALIX	1096059	01/23/2015	SERVICE-MAINTENANCE	614-49870-227	194.76
NATIONAL CABLE TV COOP	SI-425853	01/23/2015	SUPPLIES	614-49870-227	284.18
TRILITHIC	259361	01/23/2015	SMALL TOOLS	614-49870-241	1,625.00
POWER & TEL	5695205-01	12/31/2014	SMALL TOOLS	614-49870-241	168.45
CINNAMON MUELLER	30958	01/23/2015	SERVICE-CABLE MATTERS	614-49870-304	118.18
INTERSTATE TRS FUND	82580701157	01/20/2015	ASSESSMENT FOR 499-A FILIN	614-49870-304	117.85
SECR REV FUND/CITY OF WD	20150128	01/28/2015	PETTY CASH - JAN - TELECOM	614-49870-322	20.40
SUBWAY	20150123	01/23/2015	EXPENSE-	614-49870-334	52.42
MN ENERGY RESOURCES	20150123A	01/23/2015	HEATING #4098343-9 TELE C	614-49870-383	275.13
HOMETOWN SANITATION SE	0000107591	12/31/2014	GARBAGE SERVICE -TELECOM	614-49870-384	73.92
BBC WORLDWIDE AMERICA I	094751	12/31/2014	SUBSCRIBER	614-49870-442	82.94
DISCOVERY DIGITAL NETWOR	20141231	12/31/2014	SUBSCRIBER	614-49870-442	145.93
DISH NETWORK	20150123	01/23/2015	SERVICE #8255-2900-1001-18	614-49870-442	3,400.00

## Expense Approval Report

Payment Dates: 1/15/2015 - 1/28/2015

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ENVENTIS	20150123	01/01/2015	TELECOMMUNICATION SERVI	614-49870-442	1,634.44
TOWER DISTRIBUTION COMP	404271	12/31/2014	SUBSCRIBER	614-49870-442	526.70
KARE GANNETT CO., INC	415-1041	01/20/2015	SUBSCRIBER	614-49870-442	2,435.25
OWN LLC	4835258	12/31/2014	SUBSCRIBER	614-49870-442	79.10
HUB TELEVISION NETWORKS	4835755	12/31/2014	SUBSCRIBER	614-49870-442	37.52
ENVENTIS	20150123	01/01/2015	TELECOMMUNICATION SERVI	614-49870-445	1,634.43
COGENT COMMUNICATIONS,	20150123	01/23/2015	TELECOMMUNICATION SERVI	614-49870-445	583.28
ZAYO BANDWIDTH	20150123	01/23/2015	SERVICE #114184-002376	614-49870-445	817.20
SDN COMMUNICATIONS	0629-01-2015	01/23/2015	SERVICE	614-49870-447	2,839.79
COGENT COMMUNICATIONS,	20150123	01/23/2015	TELECOMMUNICATION SERVI	614-49870-447	583.44
ZAYO BANDWIDTH	20150123	01/23/2015	SERVICE #114184-002376	614-49870-447	817.19
ENVENTIS	20150123	01/01/2015	TELECOMMUNICATION SERVI	614-49870-447	1,634.43
SOUTHWEST/WEST CENTRAL	45340	12/31/2014	SERVICE #2053	614-49870-447	915.00
JEREMY ROLFES	20150123	01/23/2015	EXPENSE - INTERNET ON-CALL	614-49870-448	50.94
ENVENTIS	20150123	01/01/2015	TELECOMMUNICATION SERVI	614-49870-451	1,634.44
ZAYO BANDWIDTH	20150123	01/23/2015	SERVICE #114184-002376	614-49870-451	1,634.39
COGENT COMMUNICATIONS,	20150123	01/23/2015	TELECOMMUNICATION SERVI	614-49870-451	583.28
NEUSTAR, INC.	L-0000013280	01/23/2015	SERVICE	614-49870-451	15.25
NEUSTAR, INC.	M-10750670	01/23/2015	SERVICE	614-49870-451	6.18
HEARTLAND PAPER COMPAN	103274-0A	01/21/2015	SUPPLIES	614-49870-480	40.20
BANK MIDWEST	20150122A	01/22/2015	NSF-MARGARITAS'VILLE-TELE	614-49870-480	34.79
BANK MIDWEST	20150122C	01/22/2015	NSF-MARIA HIDALGO-TEL	614-49870-480	37.95
BANK MIDWEST	20150122D	01/22/2015	ACCT #ERROR-RANDY KAISER-	614-49870-480	64.55
<b>Activity 49870 - Telecom Total:</b>					<b>25,712.10</b>
<b>Fund 614 - TELECOM Total:</b>					<b>28,106.02</b>

## Fund: 615 - ARENA

## Activity: 49850 - Arena

NCPERS MINNESOTA	8446215	01/28/2015	INSURANCE 844600 - 2/2015	615-49850-133	32.00
CONTINENTAL RESEACH COR	414934-CRC-1	01/20/2015	SUPPLIES	615-49850-211	152.60
MN ENERGY RESOURCES	20150123	01/23/2015	HEATING #4070858-8 ARENA	615-49850-383	1,896.55
HOMETOWN SANITATION SE	0000107592	12/31/2014	GARBAGE SERVICE -ARENA	615-49850-384	130.88
R & D INDUSTRIES, INC	67691	01/20/2015	MAINTENANCE	615-49850-404	241.40
<b>Activity 49850 - Arena Total:</b>					<b>2,453.43</b>
<b>Fund 615 - ARENA Total:</b>					<b>2,453.43</b>

## Fund: 617 - M/P CENTER

## Activity: 49860 - M/P Center

NCPERS MINNESOTA	8446215	01/28/2015	INSURANCE 844600 - 2/2015	617-49860-133	48.00
HEARTLAND PAPER COMPAN	103274-0	01/20/2015	SUPPLIES	617-49860-211	231.66
MN DEPT OF EMPLOY & ECON	123114	12/31/2014	UNEMPLOYMENT BENEFIT #0	617-49860-217	46.95
MN ENERGY RESOURCES	20150121B	01/21/2015	HEATING #4271541-7 - COM	617-49860-383	2,311.78
HOMETOWN SANITATION SE	20141231B	12/31/2014	GARBAGE SERVICE - COMM C	617-49860-384	103.03
<b>Activity 49860 - M/P Center Total:</b>					<b>2,741.42</b>
<b>Fund 617 - M/P CENTER Total:</b>					<b>2,741.42</b>

## Fund: 700 - PAYROLL

Internal Revenue Service-Payr	INV0000458	01/23/2015	Federal Tax Withholding	700-21701	10,795.35
Minnesota Department of Re	INV0000457	01/23/2015	State Withholding	700-21702	4,451.43
Internal Revenue Service-Payr	INV0000459	01/23/2015	Social Security	700-21703	12,125.30
MN Pera	INV0000450	01/23/2015	PERA	700-21704	12,883.12
MN Pera	INV0000451	01/23/2015	PERA	700-21704	5,373.75
MN Pera	INV0000452	01/23/2015	PERA	700-21704	457.50
Minnesota State Deferred	INV0000453	01/23/2015	Deferred Compensation	700-21705	4,410.00
Minnesota State Deferred	INV0000454	01/23/2015	Deferred Roth	700-21705	750.00
LOCAL UNION #949	20150123	01/23/2015	UNION DUES	700-21707	1,668.88
LAW ENFORCEMENT LABOR SE	20150123	01/23/2015	UNION DUES	700-21708	282.00
Minnesota Child Support Pay	INV0000455	01/23/2015	Child Support Payment	700-21709	407.47
Internal Revenue Service-Payr	INV0000456	01/23/2015	Medicare Withholding	700-21711	3,394.28
SELECTACCOUNT	20150120	01/20/2015	FLEX SPENDING	700-21712	139.28
SELECTACCOUNT	20150128	01/28/2015	FLEX SPENDING	700-21712	1,839.98

Expense Approval Report

Payment Dates: 1/15/2015 - 1/28/2015

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AFLAC	416052	01/20/2015	INSURNACE #0EQP3	700-21715	98.22
AFLAC	416052	01/20/2015	INSURNACE #0EQP3	700-21716	389.97
MN BENEFIT ASSOCIATION	20150120	01/20/2015	INSURANCE	700-21717	159.65
NCPERS MINNESOTA	8446215	01/28/2015	INSURANCE 844600 - 2/2015	700-21718	16.00
MN BENEFIT ASSOCIATION	20150120	01/20/2015	INSURANCE	700-21719	124.84
					<b>59,767.02</b>
<b>Fund 700 - PAYROLL Total:</b>					<b>59,767.02</b>
<b>Grand Total:</b>					<b>811,160.90</b>

## Report Summary

## Fund Summary

Fund	Payment Amount
100 - GENERAL	268,292.03
211 - LIBRARY	2,460.98
225 - AIRPORT	304.99
235 - AMBULANCE	2,414.35
250 - EDA GENERAL	1,740.41
254 - NORTH IND PARK	8,475.50
401 - GENERAL CAPITAL PROJECTS	1,524.85
601 - WATER	3,352.17
602 - SEWER	3,685.84
604 - ELECTRIC	384,053.76
609 - LIQUOR STORE	41,788.13
614 - TELECOM	28,106.02
615 - ARENA	2,453.43
617 - M/P CENTER	2,741.42
700 - PAYROLL	59,767.02
<b>Grand Total:</b>	<b>811,160.90</b>

## Account Summary

Account Number	Account Name	Payment Amount
100-10400	investments - Current	250,000.00
100-41110-200	Office Supplies	554.85
100-41110-491	Payments to Other Orga	1,185.62
100-41310-133	Employer Paid Insurance	80.00
100-41310-200	Office Supplies	116.62
100-41310-308	Training & Registrations	99.00
100-41310-322	Postage	11.35
100-41310-331	Travel Expense	132.84
100-41910-133	Employer Paid Insurance	24.00
100-41910-200	Office Supplies	25.33
100-41940-211	Cleaning Supplies	12.88
100-41940-383	Gas Utility	1,441.13
100-41940-384	Refuse Disposal	85.04
100-42120-133	Employer Paid Insurance	144.00
100-42120-200	Office Supplies	161.36
100-42120-218	Uniforms	197.82
100-42120-308	Training & Registrations	1,015.00
100-42120-321	Telephone	30.06
100-42120-326	Data Processing	567.06
100-42120-350	Printing & Design	375.00
100-42120-404	Repairs & Maint - M&E	128.09
100-42120-405	Repairs & Maint - Vehicl	54.41
100-42120-419	Vehicle Lease	1,756.77
100-42120-480	Other Miscellaneous	44.45
100-42220-321	Telephone	97.06
100-42220-326	Data Processing	10.02
100-42220-404	Repairs & Maint - M&E	377.31
100-42220-405	Repairs & Maint - Vehicl	79.56
100-42220-433	Dues & Subscriptions	60.00
100-42220-439	Special Projects	4,050.00
100-43100-133	Employer Paid Insurance	80.00
100-43100-211	Cleaning Supplies	17.94
100-43100-224	Street Maint Materials	154.00
100-43100-383	Gas Utility	1,057.28
100-43100-384	Refuse Disposal	130.85
100-43100-401	Repairs & Maint - Buildi	475.00
100-43100-404	Repairs & Maint - M&E	2,498.58
100-45202-133	Employer Paid Insurance	16.00

## Account Summary

Account Number	Account Name	Payment Amount
100-45202-404	Repairs & Maint - M&E	945.75
211-45501-133	Employer Paid Insurance	16.00
211-45501-217	Other Operating Supplie	224.75
211-45501-383	Gas Utility	1,207.68
211-45501-402	Repairs & Maint - Struct	20.00
211-45501-433	Dues & Subscriptions	78.78
211-45501-435	Books and Pamphlets	913.77
225-45127-321	Telephone	25.59
225-45127-404	Repairs & Maint - M&E	279.40
235-34205	Ambulance Revenues -	415.75
235-42153-321	Telephone	97.10
235-42153-326	Data Processing	1,824.97
235-42153-334	Meals/Lodging	31.23
235-42153-405	Repairs & Maint - Vehicl	45.30
250-46520-133	Employer Paid Insurance	24.00
250-46520-200	Office Supplies	50.66
250-46520-301	Auditing & Consulting Se	1,640.00
250-46520-331	Travel Expense	17.25
250-46520-438	Meeting Expense	8.50
254-46520-303	Engineering and Surveyi	8,475.50
401-49950-501	Capital Outlay - Police	1,524.85
601-49400-133	Employer Paid Insurance	40.00
601-49400-216	Chemicals and Chemical	1,943.67
601-49400-217	Other Operating Supplie	83.16
601-49400-322	Postage	14.70
601-49400-383	Gas Utility	1,125.14
601-49400-404	Repairs & Maint - M&E	145.50
602-49450-133	Employer Paid Insurance	72.00
602-49450-310	Lab Testing	1,251.00
602-49450-383	Gas Utility	750.05
602-49450-384	Refuse Disposal	85.04
602-49450-404	Repairs & Maint - M&E	1,027.75
602-49450-480	Other Miscellaneous	500.00
604-11500	Accounts Receivable	100.00
604-14200	Inventory	184.43
604-16400	Machinery & Equipment	19,665.00
604-22000	Prepayments	1,500.00
604-49550-133	Employer Paid Insurance	96.00
604-49550-200	Office Supplies	1,067.16
604-49550-218	Uniforms	100.00
604-49550-263	Merchandise for Resale	346,638.12
604-49550-310	Lab Testing	10.00
604-49550-322	Postage	3.99
604-49550-383	Gas Utility	937.43
604-49550-384	Refuse Disposal	84.75
604-49550-410	Repairs & Maint - Gener	25.00
604-49550-433	Dues & Subscriptions	10,410.00
604-49550-450	Conservation	2,140.00
604-49550-480	Other Miscellaneous	1,091.88
609-49751-133	Employer Paid Insurance	16.00
609-49751-217	Other Operating Supplie	240.12
609-49751-251	Liquor	15,681.98
609-49751-252	Beer	17,816.41
609-49751-253	Wine	6,559.30
609-49751-254	Soft Drinks & Mix	322.22
609-49751-256	Tobacco Products	114.02
609-49751-259	Non- Alcoholic	92.95
609-49751-261	Other Merchandise	38.40

**Account Summary**

Account Number	Account Name	Payment Amount
609-49751-333	Freight and Express	546.77
609-49751-383	Gas Utility	221.38
609-49751-384	Refuse Disposal	48.06
609-49751-480	Other Miscellaneous	90.52
614-11500	Accounts Receivable	552.88
614-16300	Improvements Other Th	1,841.04
614-49870-133	Employer Paid Insurance	96.00
614-49870-200	Office Supplies	67.20
614-49870-223	Buidling Repair Supplies	350.00
614-49870-227	Utility System Maint Sup	478.94
614-49870-241	Small Tools	1,793.45
614-49870-304	Legal Fees	236.03
614-49870-322	Postage	20.40
614-49870-334	Meals/Lodging	52.42
614-49870-383	Gas Utility	275.13
614-49870-384	Refuse Disposal	73.92
614-49870-442	Subscriber Fees	8,341.88
614-49870-445	Switch Fees	3,034.91
614-49870-447	Internet Expense	6,789.85
614-49870-448	On-Call Support	50.94
614-49870-451	Call Completion	3,873.54
614-49870-480	Other Miscellaneous	177.49
615-49850-133	Employer Paid Insurance	32.00
615-49850-211	Cleaning Supplies	152.60
615-49850-383	Gas Utility	1,896.55
615-49850-384	Refuse Disposal	130.88
615-49850-404	Repairs & Maint - M&E	241.40
617-49860-133	Employer Paid Insurance	48.00
617-49860-211	Cleaning Supplies	231.66
617-49860-217	Other Operating Supplie	46.95
617-49860-383	Gas Utility	2,311.78
617-49860-384	Refuse Disposal	103.03
700-21701	Federal Withholding	10,795.35
700-21702	State Withholding	4,451.43
700-21703	FICA Tax Withholding	12,125.30
700-21704	PERA Contributions	18,714.37
700-21705	Retirement	5,160.00
700-21707	Union Dues	1,668.88
700-21708	PD Union Dues	282.00
700-21709	Wage Levy	407.47
700-21711	Medicare Tax Withholdi	3,394.28
700-21712	Flex Account	1,979.26
700-21715	Individual Insurance-Afla	98.22
700-21716	Individual Insurance-Afla	389.97
700-21717	Individual Insurance-MB	159.65
700-21718	Individual Insurance-NC	16.00
700-21719	Individual Insurance-MB	124.84
	<b>Grand Total:</b>	<b>811,160.90</b>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	811,160.90
<b>Grand Total:</b>	<b>811,160.90</b>

USDA-FmHA Form FmHA 1924-18 <p style="text-align: center;"><b>FINAL PAYMENT ESTIMATE</b></p>	CONTRACT NO. 0045-45 PAYMENT ESTIMATE #2 <hr/> PAGE 1 OF 2
--	--

OWNER: 2014 SEALCOAT WINDOM, MN	CONTRACTOR: PEARSON BROS., INC. HANOVER, MN 55341	PERIOD OF ESTIMATE FROM 9/1/2014 TO 11/30/2014
------------------------------------	---	---

CONTRACT CHANGE ORDER SUMMARY				FINAL	
NO	FmHA Approval Date	Amount			
		Additions	Deductions		
1				1. Original Contract.....	\$44,875.00
2				2. Change Orders.....	\$0.00
3				3. Revised Contract (1+2).....	\$44,875.00
4				4. Work Completed*.....	\$42,825.00
5				5. Stored Materials*.....	\$0.00
6				6. Subtotal (4+5).....	\$42,825.00
7				7. Retainage*.....	\$0.00
8				8. Previous Payments.....	\$40,683.75
9				9. Amount Due (6-7-8).....	\$2,141.25
10					
TOTALS		\$0.00	\$0.00		
NET CHANGE		\$0.00		* Detailed breakdown attachment	

CONTRACT TIME		
Original (days) 75	On Schedule <input type="checkbox"/> Yes	Starting Date 5/1/2014
Revised	<input type="checkbox"/> No	Projected Completion
Remaining		

<b>CONTRACTOR'S CERTIFICATION:</b>  The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents that all amounts have been paid by the contractor for work which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.  Pearson Bros., Inc. Hanover, MN By: <u>Jack E. Pearson</u> Date: <u>12/1/14</u>	<b>ARCHITECT OR ENGINEER'S CERTIFICATION:</b>  The undersigned certifies that the work has been carefully inspected and to the best of their knowledge and belief the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.  Architect or Engineer: <u>WENCK ASSOCIATES</u> By: <u>[Signature]</u> Date: <u>11/27/15</u>
--	---

<b>APPROVED BY OWNER</b>  Owner: <u>CITY OF WINDOM</u>  By: _____ Date: _____	<b>ACCEPTED BY FmHA:</b>  The review and acceptance of this estimate by FmHA does not attest to the correctness of the quantities shown or that the work has been performed in accordance with the contract documents.  By: _____ Date: _____
--	--

2014 SEAL COAT  
WINDOM, MINNESOTA 56101

PAY REQUEST #2

ITEM	CONTRACT			AMOUNT	THIS PERIOD		TOTAL TO DATE	
	APPROX. QUANTITY	UNIT	UNIT COST		QUANTITY	AMOUNT	QUANTITY	AMOUNT
BITUMINOUS MATERIAL	8,500	GAL	\$ 4.75	\$ 40,375.00	200	\$ 950.00	8300	\$ 39,425.00
RED ROCK	450	TON	\$10.00	\$ 4,500.00	110	\$ 1,100.00	340	\$ 3,400.00
TOTAL				\$ 44,875.00		\$ 2,050.00		\$ 42,825.00