

**Council Meeting**  
**Tuesday, February 17, 2015**  
**City Council Chambers**  
**7:30 p.m.**  
**AGENDA**



Call to Order  
Pledge of Allegiance

1. Approval of Minutes
  - Council Minutes–February 3, 2015
2. Consent Agenda
  - Minutes
    - Economic Development Authority – February 9, 2015
    - Library Board – February 10, 2015
    - Planning Commission – February 10, 2015
    - Park & Recreation Commission – February 11, 2015
    - Emergency Services Building Committee – February 12, 2015
  - License
    - Dance License – Windom Fire Dept – April 25, 2015
3. Department Heads
4. Economic Development Authority Annual Report
5. Ratification of Fire Department Elections
6. Second Reading of Ordinance Amending City Code 33.03 - Park and Recreation Commission
7. Additional Mayor Appointments to Park and Recreation Commission
8. River Bend Liquor Committee Recommendations
  - Management & Operations Options
  - Roof Paint Warranty Settlement
9. Arena and Swimming Pool
  - Disposition of Hockey Boards
  - Hiring Recommendation – Pool Manager
10. 2014 Annual Report
11. New Business
12. Old Business
  - Local Option Sales Tax – Bill Introduction
13. Regular Bills
14. Council Concerns
15. Adjourn



**Regular Council Meeting  
Windom City Hall, Council Chamber  
February 3, 2015  
7:30 p.m.**

1. Call to Order:

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

2. Roll Call: Mayor: Corey Maricle

Council Present: Brian Cooley, Paul Johnson, Dominic Jones and Bryan Joyce

Council Absent: JoAnn Ray

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

3. Pledge of Allegiance

4. Approval of Minutes:

**Motion by Joyce second by Johnson to approve the City Council minutes from January 20, 2015. Motion carried 4 – 0 (Ray absent).**

5. Consent Agenda:

Maricle noted the minutes from the following Boards and Commissions.

- Community Center Commission – January 26, 2015
- Emergency Services Building Committee – January 27, 2015
- Utility Commission – January 28, 2015

**Motion by Johnson second by Cooley to accept the Consent agenda board and commission minutes. Motion carried 4 – 0 (Ray absent).**

Maricle said there was an application for a liquor license from the Windom Country Club.

**Motion by Joyce second by Jones to approve a liquor license for the Windom Country Club. Motion carried 4 – 0 (Ray absent).**

6. Department Heads:

None.

Preliminary

7. Annual Firefighters Relief Association Report:

Maricle said he is on the fire department and would review the relief association report. The financial information on page four shows that the fund is solvent and no additional contributions are needed as the fund shows a surplus. The fire department has been actively managing this fund and has reduced benefits previously if there would be a fund deficit.

**Motion by Johnson second by Joyce to approve the financial report from the Windom Relief Association as presented. Motion carried 4 – 0 (Ray absent).**

8. First Reading of Ordinance Amending City Code 33.03 – Park & Recreation Commission:

Maricle said that the ordinance revision is to increase the number of persons serving on the board from five to seven. Prior to 2009 the board had seven members, but that was changed to five. There are citizens wanting to serve on the commission so this ordinance would re-establish the commission's membership at seven.

Nasby asked if the Council wanted to accelerate the publication of the notice as that is required before the ordinance is effective following an approved second reading. As the February Parks & Recreation Commission meeting is scheduled for February 11 and the second reading is February 17 it was determined an accelerated schedule was not necessary.

Jones noted that the potential new members can attend the meetings as they are public meetings and get the packet information so they can be ready to go.

**Motion by Jones second by Joyce to approve the first reading of Ordinance #149 2<sup>nd</sup> Series to amend Windom City Code 33.03. Motion carried 4 – 0 (Ray absent).**

9. Revisions to the Fees and Charges Schedule – Electric Department Fees:

Nasby said that the schedule is a summary of the items the City charges for goods and services which was approved at the last meeting. Due to the finalization of the labor agreements the Electric Department had a couple of minor revisions to its labor rates as shown in the packet.

**Motion by Jones second by Joyce to approve the revisions to the Fees & Charges Schedule as presented. Motion carried 4 – 0 (Ray absent).**

10. New Business:

Maricle said that he had received a letter from Gary Kulseth, Liquor Store Manager, announcing his retirement. Mr. Kulseth has been with the City for 40 years and will be retiring on May 1, 2015.

Maricle, Jones and Joyce thanked Mr. Kulseth for his service to the City of Windom.

**Motion by Jones second by Cooley to accept the resignation letter from Gary Kulseth, Liquor Store Manager. Motion carried 4 – 0 (Ray absent).**

Maricle asked how the Council would like to proceed with the management change at the Liquor Store. If the City should re-hire or look at other options.

Jones said that there are options that should be considered so he is in favor of having a discussion at the February 17 City Council meeting.

Joyce asked about the Liquor Committee meeting. Nasby replied that Joyce and Johnson are the Council appointees to this committee and that he would contact them to set up a meeting to discuss possible options prior to the February 17 City Council meeting.

11. Old Business:

Maricle said there is a memorandum regarding a proposed settlement for the concrete issues related to the 2013 Street Project.

Dennis Johnson, Wenck Associates, provided a summary of the issues for the new Council members as it relates to the flaking of the concrete surface on the streets and driveways. A settlement discussion was held in 2014 with a proposal made to the City Council, but that proposal was withdrawn by the sub-contractor. Following that process the City Attorney was involved with City staff to push the issues forward according to the contract resolution process. This process resulted in another discussion with the involved parties and lead to the proposed settlement the Council is discussing tonight. The proposed settlement has three parts: 1) replacement of cracked concrete panels as covered by the project warranty; 2) either replacement of selected driveways or a \$500 cash settlement with the property owner and 3) either milling 900 feet of street surface on 20<sup>th</sup> Street or a \$30,000 cash settlement.

Ron Schramel, City Attorney, clarified that it is the engineer's position and that of MN DOT that the issue with the concrete is aesthetic and not structural. Dennis Johnson said that is correct and the testing results have verified that information.

Jones said it is his understanding that MN DOT would mill the surface of the roadway. Dennis Johnson replied that is correct and they routinely have milling projects.

Jones noted that the Council's decision really is whether or not to accept the driveway settlement proposal and the street surface proposal. Dennis Johnson confirmed and noted the decision on the cash or driveway replacement would be up to the property owner.

Jones asked if the City can give that option to the property owners as the driveway aprons are in the City's right of way. Schramel said that it is legal to designate that to the owners.

## Preliminary

Jeremy Kuechle, Kuechle Construction, said that his company is the general contractor on the project and the same type of driveway proposal was done on a project in Kimball, Minnesota and it worked well.

Jones asked if there is an agreement and waiver that the property owner signs as to their choice of options and acknowledgement of the settlement. Kuechle said that is correct.

Jones asked if there was a quote or estimate for the diamond grinding that is proposed. Kuechle said he has a quote from Wicks Construction for \$25,000 to \$30,000. Dennis Johnson said that he has confirmed this is a reasonable range and price for the work.

Maricle asked about water standing on the surface whether it is milled or not. Dennis Johnson said that there would not be any additional damage to a milled surface and we do expect that more of the surface flaking elsewhere, but it is not a structural issue.

Dennis Johnson said that the recommendation from him and consensus of City officials is to accept the \$30,000 and the City can always mill the surface in the future.

Joyce asked if the diamond grinding can occur any time. Dennis Johnson replied that is correct. He then referred the Council to photos showing diamond ground surfaces.

Schramel asked about the timeline for the driveway replacements. Kuechle said mid-May into early June. Schramel confirmed that cracked street panels would be replaced at no cost under the warranty. Kuechle replied yes.

Jones asked if the settlement should be approved in pieces or all-together. Schramel said this proposal is a global settlement on the concrete issues identified.

Cooley asked about where the cash settlement funds would be placed. Nasby replied that the settlement amount of \$30,000 would go to the project account so the money was there for future needs such as grinding or other repair work.

**Motion by Jones second by Cooley to accept the proposed settlement of driveway replacement or cash at the property owners' option, \$30,000 cash for the street concrete issues and replacement of cracked panels under the project warranty. Motion carried 4 – 0 (Ray absent).**

### 12. Regular Bills:

**Motion by Joyce seconded by Johnson to approve the regular bills. Motion carried 4 – 0 (Ray absent).**

### 13. Council Concerns:

Jones said that the City Council needs to set a date for Employee Appreciation.

Preliminary

Cooley noted that he spotted coyotes in City limits and cautioned people with small pets from letting them be outside unattended.

Joyce asked the public to keep the garbage cans and recycling bins out of the street so not to impede snow removal. Joyce said that he is interested in setting up a “Coffee with Council” type of activity that would invite the public to share thoughts, ideas and concerns with the Council. May be set it up with a Council member or two and hold it’s monthly or quarterly.

Maricle noted the previous discussion to set up a time for goal setting. Nasby said that the Departments were working on goals and many had also consulted their boards and commissions. He had given the staff until the end of the month to turn in their goals. Maricle said that the meeting could be part of a Council meeting or a special workshop.

Joyce said a special meeting may be needed as there would be a lot of items to cover.

Jones concurred and noted that the Council also needs to set priorities. The Council will need the Capital Improvement Plan and other resources for the discussion and wants to involve the public in the process as well.

Maricle said priorities would also be tied to funding options.

Joyce said that the City Council can work on the vision for the community through the goals and then work on financing.

14. Adjournment:

**Mayor Maricle adjourned the meeting by unanimous consent at 8:07 p.m.**

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Corey Maricle, Mayor

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

ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM  
MINUTES  
FEBRUARY 9, 2015

1. Call to Order: The meeting was called to order by President Larson at 12:05 p.m.
2. Roll Call & Guest Introductions:  
EDAWN Commissioners: Sally Larson, Justin Espenson, Betsy Herding and Paul Johnson.  
Absent: Dominic Jones.  
Also Present: EDA Staff – Aaron Backman, EDA Executive Director, and Mary Hensen, Admin. Asst.; City Administrator Steve Nasby, WADC Liaison Tara Christensen, Cheley Smith (Jackson, MN); Andy Welp (Lakefield, MN); and Rahn Larson (Citizen).
3. Welcome New EDA Commissioner – Betsy Herding: President Larson welcomed Betsy Herding as a new Commissioner on the EDA Board.
4. Oath of Office: Director Backman administered the Oath of Office to Betsy Herding.
5. Approval of Minutes:  
**Motion by Commissioner Espenson, seconded by Commissioner Johnson, to approve the Minutes of the EDA Meeting held on January 12, 2015. Motion carried 4-0.**
6. Public Hearing
  - A. Sale of Land – Lot 3, Block 2, North Windom Industrial Park Subd.: President Larson opened the public hearing at 12:10 p.m. Notice of the public hearing was published in the January 28, 2015, Citizen. The Commissioners received copies of the Notice of Hearing, Purchase Agreement, and a draft of Resolution 2015-01. Director Backman reported that on January 12<sup>th</sup> the EDA approved the Letter of Intent from Cheley Smith of Jackson, Minnesota, and authorized the EDA Executive Director to negotiate the terms of the Purchase Agreement. Cheley Smith submitted a Purchase Agreement for Lot 3, Block 2, North Windom Industrial Park Subdivision for a total purchase price of \$26,500 plus special assessments of \$2,990 plus interest for Lot 3. Director Backman reviewed the terms of the Purchase Agreement with the Board. Mrs. Smith advised that she plans to construct a 40' X 100' mini storage building. Her plans are to construct eighteen units which are 10' X 20' and approximately 5 to 6 units which are 5' X 10'. Four of the larger units would be environmentally-controlled for storing items (such as collector cars or antique furniture) that need controlled temperature and humidity. Mrs. Smith is hoping to have the building constructed by June 2015. Contractor Andy Welp indicated that because of the 10-ton roads in the NWIP, they should be able to start construction after the frost is out of the ground. Mrs. Smith advised that she likes the location because it's close to the highway and she can place the storage building(s) to allow for flow in and out of the property for people using pickups and trailers, etc. President Larson 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 Larson closed the public hearing and referred the matter to the EDA Board for consideration at 12:19 p.m.
  - B. Follow-up Action to Public Hearing:
    - 1) Resolution No. 2015-01 (Re: Sale of Land - Lot 3, Block 2, NWIP):  
**Resolution introduced and motion by Commissioner Johnson, seconded by Commissioner Espenson, to adopt EDA Resolution No. 2015-01, entitled "Resolution Approving Sale of**

**Property Described as Lot 3, 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 Larson, Espenson, Herding, and Johnson; the following voted against the same: None; the following were absent: Commissioner Jones. (The Resolution was adopted.)**

7. North Windom Industrial Park

A. Data Center Site Assessment Process – Update: Director Backman reported that this week the EDA received notification from the USDA’s Natural Resources Conservation Service concerning the wetland determination for the NWIP. All of the parcels in the NWIP are determined to be prior-converted cropland and/or non-wetland. The ATLA survey is nearing completion. The SHPO letter and endangered species report will be completed in the Spring when weather conditions are more favorable after which all items requested in conjunction with the Data Center Site Assessment process will be completed. As of this time, no word has been received from Great River Energy or Deloitte concerning the status of the EDA’s application requesting that the NWIP be designated as a preferred data center site. It is anticipated that notification will be forthcoming in the first quarter of 2015.

8. EDA 2015 Strategic Goals: The Board received copies of the EDA’s proposed 2015 Strategic Goals in their packets. Director Backman advised that each year the Windom EDA adopts strategic goals for the coming year and reviewed the proposed goals with the Board.

**Motion by Commissioner Espenson, seconded by Commissioner Herding, approving the EDA’s 2015 Strategic Goals. Motion carried 4-0.**

9. City’s S.M.A.R.T. Goals – EDA’S Goals: Director Backman advised that the City Council has requested that each Department prepare several S.M.A.R.T. goals for 2015. A S.M.A.R.T. goal is: S – Specific and Strategic, M – Measurable, A – Attainable, R – Relevant (Results Oriented), and T – Time-framed. Each Department was given information and examples of S.M.A.R.T. goals and asked to prepare two to three short-term S.M.A.R.T. goals and at least one long-term (3-5 years) goal for 2015. The Departments were also asked to share these goals with the respective Commissions. The Board received copies of the proposed 2015 S.M.A.R.T. goals for the EDA. Director Backman reviewed the EDA’s proposed S.M.A.R.T. goals with the Board.

**Motion by Commissioner Espenson, seconded by Commissioner Johnson, approving the EDA’s 2015 S.M.A.R.T. Goals for submission to the Windom City Council. Motion carried 4-0.**

10. Closed Session – Land Negotiations – Potential TIF Project: Director Backman advised that since the printing of the agenda, the EDA learned that the Developer has experienced a death in his family. This item has been removed from today’s agenda and may be rescheduled for a future meeting.

11. Unfinished Business: Director Backman also updated the Board concerning the change in ownership of the “Dino’s Diner” property which is now owned by the FDIC. A new appraisal of the property was completed in January for FDIC.

12. New Business

A. Business Meetings, Conferences & Events Report: Director Backman updated the Board

concerning preliminary contacts he has received regarding Lot 2, Block 2 of NWIP. There was a brief discussion concerning the EDA's policy regarding sale of lots for future use and types of businesses for which the park is zoned.

13. Miscellaneous Information

A. EDA Monthly Financial Recap: The Board received copies of the EDA's Account Activity through December 31, 2014, and January 31, 2015.

B. River Bluff Townhomes – Monthly Financial Report: The Board received copies of the financial reports provided by Van Binsbergen & Associates for the period ending December 31, 2014.

14. Adjourn: By consensus, President Larson adjourned the meeting at 1:00 p.m.

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Betsy Herding, EDA Secretary-Treasurer

Attest:

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Aaron A. Backman, EDA Executive Director

Windom Library Board Meeting

Windom Library

02/10/2015

5:05 p.m.

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

2. Roll Call: Members Present: John Duscher, Kathy Hiley, Steve Fresk,

Beth Fleming and Terri Jones.

Members Absent: Barb Henning and Anita Winkel

Library Staff Present: Dawn Aamot and Nancy Sajban

City Council Member Present: None

3. Agenda and Minutes:

Motion by Steve Fresk and seconded by Beth Fleming to approve the amended Agenda and the Minutes.

4. Financial Report:

Dawn reviewed the end of the year financial report. She noted savings in the Miscellaneous category was partially due to not renewing as many magazines. Many magazines can now be checked out online from Plum Creek Libraries. In 2015 Windom patrons had checked out only 28 magazines online. There are future plans to promote online magazines. On a side note, the Windom Library patrons checked out 875 e-books in 2015. Motion by Terri Jones and seconded by Kathy Hiley to accept the Financial Report.

5. Librarians Report:

Dawn reported that Bob Boese, the interim Plum Creek director, visited our library on January 28. His first comments were that while the building is beautiful, it is not adequate space for a library. He and Dawn discussed the need for additional space especially in regards to hosting programs and entertainers. Our library currently hosts these events that are made possible through the state's Legacy Funds at the Community Center. Dawn also noted that Chris Lang, long time office administrator for Plum Creek, is leaving and a farewell is planned for her on February 20 in Worthington.

The "Take a Child to the Library" Saturday brought in 3 families. Nancy is planning a "Dr. Seuss Day" on his birthday, March 2. This is a Monday evening. A story and craft are planned.

No one attended the Teen Advisory Board meeting last night. Nancy will try again on the second Thursday of the month @ 3:30pm. That places the next meeting on March 12. She will keep working to find the day and time that works best for teens. Motion by Kathy Hiley and seconded by Beth Fleming to accept the Librarian's Report.

6. Old Business:

Dawn will turn in her 2015 goals after some revision. She will combine some goals so that there are 3 goals total.

7. New Business:

Dawn had Ron's Electric come in and give her a quote to run electrical though the floor along the north wall for 6-8 computers. The quote was for \$650 and seemed reasonable. That would be the only expense ( except for staff time) to rearrange the computers. There is \$5,000 in the capital outlay budget for interior painting for 2015. Dawn feels this will all be needed to repair the plaster and paint that is falling upstairs caused by the leaking roof.

8. New Book Suggestions:

The board presented their suggestions.

9. Adjourn:

Motion by Beth Fleming seconded by Terri Jones to adjourn.

Meeting adjourned at 5:45 p.m.

After the meeting was adjourned, Dawn took the board to the front of the library and further explained her vision to move the computers from the center aisle to the north wall.

Respectfully submitted,

Kathy Hiley, recording secretary

**CITY OF WINDOM  
PLANNING COMMISSION  
MINUTES  
FEBRUARY 10, 2015**

1. Call to Order: The meeting was called to order by Chairperson Wahl at 7:20 p.m.
2. Roll Call & Guest Introductions:  

Planning Commission: Marilyn Wahl, Greg Pfeffer, Ben Derickson, Ryan McNamara, Kevin Rose, and Council Liaison Bryan Joyce.  
Absent: Lorri Cole, Andy Harries, and Brett Mattson.

Also Present: Zoning Administrator Jim Kartes and Mary Hensen (Admin. Asst.), and Howard Davis and Dave Vaupel.
3. Welcome New Commissioner: Chairperson Wahl welcomed new Commissioner Ryan McNamara.
4. Oath of Office: The Oath of Office was administered to Ryan McNamara.
5. Approval of Minutes:  

**Motion by Commissioner Pfeffer, seconded by Commissioner Derickson, and carried to approve the Planning Commission Minutes for the meeting held on January 13, 2015. Motion carried 5-0.**
6. Review of Proposed S.M.A.R.T. Goals: The City Council has requested that each Department prepare S.M.A.R.T. goals for 2015 and a long-term (3-5 years) goal(s). Information and examples were provided. A S.M.A.R.T. goal is: S – Specific and Strategic, M – Measurable, A – Attainable, R – Relevant (Results Oriented), and T – Time-framed. The Commissioners received copies and discussed the proposed goals for 2015 for the Building & Zoning Department which included (1) finishing the review of the nuisance ordinance and presentation to the City Attorney and City Council for review and (2) updating of the Comprehensive Plan by Building & Zoning Staff for submission to the LMC and City Council for review. The Commission discussed at length the proposed long-term goal concerning the potential establishment of a revolving loan fund for demolition of blighted properties. This goal would require participation by several City departments, research of funding options, criteria for participation, required procedures, etc.  

**Motion by Commissioner Derickson, seconded by Commissioner Rose, to submit the S.M.A.R.T. goals, as written, to the City Council. Motion carried 5-0.**
7. Other Business/Reports: Zoning Administrator Kartes advised that the Building & Zoning Staff had contacted the City Attorney's Office for clarification of specific items regarding the Windom Nuisance Board. Zoning Administrator Kartes summarized the opinions received from the City Attorney's Office on the following matters: Decisions of the Windom Nuisance Board can only be appealed to the court of appeals. Neither the City Council nor the District Court have jurisdiction to hear an appeal. If the Windom Nuisance Board determines that something (such as a fence) is a nuisance, it cannot be permitted as a conditional use and the City would have the right to abate this nuisance if it occurs again.
8. Review of Nuisance Ordinance: Pursuant to a request from the Windom City Council, the Planning Commission continued its review of the City's Nuisance Ordinance (Chapter 90 of the City Code). Requested changes from the December 9, 2014, and January 13, 2015, Meetings had been incorporated into the draft which was distributed to the Commissioners. There were discussions concerning the moving of Section 90.02(B) to Chapter 93; modification of Section 90.02(H)(5); inclusion of additional items in Sections 90.02(D), 90.02(I) and 90.04(J); modification of Section 90.55(B); removal of Sections 90.59, 90.60, and 90.61; and other minor revisions.
9. New Business: The next Planning Commission Meeting is scheduled for Tuesday, March 10<sup>th</sup>.
10. Adjourn: By consensus, the meeting was adjourned at 8:44 p.m.

Attest: \_\_\_\_\_  
James Kartes, Zoning Administrator

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Marilyn Wahl, Chairperson

**PARK AND RECREATION COMMISSION MEETING  
MINUTES FEBRUARY 11, 2015**

1. Call to Order: The meeting was called to order by Chair Kay Gross at 5:26 p.m. in the Council Chambers.
  
2. Roll Call:

Commission Present:	Kay Gross, Jeff LaCanne & Jess Smith
Commission Absent:	Jason Kloss & Shawn Licht
City Staff Present:	Recreation Director Al Baloun & Park Superintendent Bruce Caldwell
Council Liaisons:	Bryan Joyce Attending & Paul Johnson Absent
Public:	Aaron Axford, Darren Tietz
  
5. Swearing in new Commission member: Due to miscommunication on our meeting date and time Shawn Licht did not attend so this item was tabled until the March 11<sup>th</sup> regular meeting at 5:15 p.m. in the Council Chambers.  
The commission got an update as to the ordinance change of membership for the park commission. Following the Council meeting on February 17<sup>th</sup> the membership will increase from five to seven members and at that time they will approve the appointments of Josh Schunk & Darren Tietz to the commission.
  
6. Approve Agenda  
**Motion by LaCanne, seconded by Smith to approve agenda**  
**Motion Carried Unanimous**
  
7. Approve Minutes from January 14, 2015 Park & Recreation Commission Meeting  
**Motion by LaCanne, seconded by Smith to approve minutes**  
**Motion Carried Unanimous**
  
8. Commission Elections of Officers & Sub-Committees tabled until the March meeting
  
9. Aaron Axford; Eagle Achievement Project Update, he's been working with Mr. Joyce and Al Baloun on this project relating to Water Safety and the Windom Pool Improvements. The group agreed that a ballot should be inserted in the monthly utility bills asking for the public's opinion on what type of improvements they desire for the pool, build a new water park facility, retro fit the current pool, construct an indoor/outdoor pool at a different location were a few of the ideas discussed. Mr. Axford will continue working on this and report back with his findings.
  
10. Park Superintendents Report; Bruce Caldwell
  - a. Short/Long Goals issued for review; some questions from Mr. Joyce concerning park related items concerning if Witt Park grounds is used for the new Emergency Services Building. He stated perhaps we need to look for an alternative green space in the middle of town to replace losing the park. It was noted that Island Park is 3 ½ blocks south of Witt and Winfair School green space is 6 blocks north. Topics of conversation that will be used for goal setting; Island Park Campground Improvements, Ball field Maintenance Program, Mayflower Park Improvements & Annual Playground Inspection Program.
  - b. Dynamite Park Items; as of this date the city has not taken over ownership. City staff started some improvements in the shelter but discontinued due to this delay of ownership. Future improvements are as follows; remodel the interior of shelter (take out wood fireplace, add and update electrical outlets and fuse panel, install new counters, remove some posts and fencing and install a new park sign. Caldwell had a sample of a new Dynamite Park sign but the group stated they felt it was plain and asked for other options.

It was also stated that a member of a nonprofit group asked Caldwell before the meeting if the park could be renamed. This was not decided on as the request was not official from the actual organization. There's a lot of history to the current park name and Caldwell said he believes the current park name should remain as is but that will be up to the commission and city council.

- c. Seasonal Staffing Update; ads will be out within the next couple weeks for ball field and park maintenance.
- d. Security Cameras in Parks; Caldwell updated the group and showed maps where the first group of cameras will be placed this year in order to prevent vandalism and help our law enforcement when trying prosecute vandals.

11. Recreation Director's Report- Al Baloun

- a. Short/Long Term Goals Review; Baloun issued his goals report. Topics included were Updating arena promotional brochure, Arena fees payable on website, R 22 and current refrigeration system, arena maintenance improvements, Revisiting pool feasibility study, and translating recreation program information into Spanish.
- b. Arena Items; The end of the ice season will be March 8<sup>th</sup>. On February 20-22<sup>nd</sup> the Arena will host the District Squirt A & B hockey tournament with thirteen teams participating. March 7th-8th will be the annual figure skating show. Baloun stated that there could be a hockey sectional game at the Arena but nothing official at this time. If so that will affect the Figure Skating Clubs practices. Staff will be removing all the hockey team boxes and safety glass around the rink just prior to the Figure Skating Show.
- c. Pool Update; Baloun stated that the recent pool manager Sam Harold is interested in the job again this year.

**Motion by Smith, seconded by LaCanne recommendation to hire Sam Harold as pool manager.**

**Motion Carried Unanimous**

Advertise for summer life guards and staff for the pool will begin shortly.

- d. Old Hockey Boards Sale; the city received a bid from the City of Alpha to buy the old hockey boards that we bought from Coon Rapids a few years ago. When we purchased them the Arena only used the glass, metal brackets & top plastic cap plate that were on those boards. The actual wood boards are in fair to poor condition and were not reused here. The boards have been in storage since they were purchased. Two other parties look at the boards but did not show any interest. The City of Alpha submitted a bid of \$250.00 for the boards.

**Motion by Smith, seconded by LaCanne to sell the boards to Alpha for \$250.00 and they have to pick them up and haul themselves.**

**Motion Carried Unanimous**

- e. 2015 Horse Show Schedule was handed out and this season they have tentatively scheduled 16 events of which several are new this season. Baloun stated he will need to bring in extra seasonal part time staff to help with the additional work load due to the increase of shows.
- f. Summer Recreation; Baloun stated he will be contacting some of the staff used in previous years to see if they are still interested working this year and if not he will need to advertise for new ones.

12. Open Mike: none

13. Meeting adjourned at 6:45 p.m.

## **Emergency Services Building Committee Minutes February 12, 2015**

The Windom Emergency Services Building Committee met on February 12, 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 Heggseth and Corey Maricle.

Members of the public attending the meeting included: None.

1. **Call to Order** – Chair Ortmann called the meeting to order.
2. **Approval of January 27, 2015 Minutes – M/S/P: Motion made by Stevens, seconded by Hacker, to approve the Minutes of the January 27, 2015, meetings as written. Ayes – 5, Nays – 0.**
3. **Rank and Discussion of Responses to Architect RFP** – The Committee received eleven responses to the RFP for Architectural Services for the proposed Emergency Services Building. Each member reviewed and ranked the proposals. A worksheet was developed using each of the member's rankings to determine the score for each of the proposals. After reviewing the final ranking scores, the Committee discussed pros and cons for each of the responses. They agreed that the top four candidates would be the best choices to invite to interviews.
4. **Establish Interview Dates and Times** – The Committee discussed the interview process and agreed that the interviews would be scheduled for one-hour increments. Each candidate would be allocated 45 minutes for presentation and 15 minutes for questions and answers. The Committee agreed to develop questions to be used during the interview process. Each member will compose proposed questions and submit them to Ortmann to compile for the interview process. Suggestions for interview questions included budgets, change orders, construction management process and grant funding opportunities.
5. **Next Meeting Date** – Interview will be conducted at the next Committee meeting scheduled for March 24, 2015, at 4:00 p.m. in the City Council Chambers.
6. **Other Business** – None.
7. **Adjourn – M/S/P: Motion by Axford, seconded by Olson, to adjourn the meeting. Ayes – 5, Nays – 0.**





## City of Windom Staff Report

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**To:** Mayor and Windom City Council  
**From:** Aaron Backman, EDA Executive Director  
**Council Meeting Date:** February 17, 2015  
**Item Title/Subject:** **2014 EDA ANNUAL REPORT**

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

The attached 2014 EDA Annual Report was submitted to the EDA Board of Commissioners and approved by the Board on Monday, January 12, 2015. The EDA's Annual Report is submitted to the City Council at this time to coincide with the submission of the City's Annual Report.

Should you have any questions concerning the attached report, please do not hesitate to contact me. I plan to be in attendance on February 17, 2015, to present the EDA's 2014 Annual Report to the City Council.

Requested Action: Accept the EDA's 2014 Annual Report.

Respectfully submitted,

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Aaron A. Backman, EDA Executive Director

Attachment

**TO: WINDOM CITY COUNCIL**

**FROM: ECONOMIC DEVELOPMENT AUTHORITY OF WINDOM**

**DATE: FEBRUARY 12, 2015**

**RE: 2014 EDA ANNUAL REPORT**

In 2014, the Windom EDA continued to actively promote economic growth and vitality in the Windom area. Highlights of the year ending December 31, 2014, include the sale of another lot in the North Windom Industrial Park (NWIP), shovel-ready certification for NWIP, completion of a lodging study, establishment of a tax increment financing district to assist Ag Builders/GDF with its relocation, approval of two loans from the EDA SEB RLF—one to assist a new Mexican restaurant and the other to assist a photography studio, and participation with representatives from the Windom Chamber, Windom Area Schools, and Windom Area Hospital in the hosting of a career fair for area high school students and the general public.

The EDA officers were elected on January 13, 2014. The Members of the Authority during 2014 were:

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

During 2014, EDA Staff included Aaron Backman, EDA Executive Director, and Mary Hensen, Administrative Assistant.

On February 10, 2014, the EDA Board approved the following Strategic Goals for 2014:

**Strategic Goal 1: Recruit at least one new restaurant to locate or expand into the City of Windom, preferably along the City's main commercial corridor, U.S. Highway 71/State Highway 60, or in the Downtown Area.**

In December of 2012 the Happy Chef, the city's main "sit-down family restaurant" closed. Although Windom does have a number of fast-food restaurants located along Highway 60, there is a strong desire by the EDA Board and the public to have more food options located in the community. Recently, the Eagle's Club in Downtown Windom also closed. There has also been an expressed desire to have additional bar/grill options in Windom.

1. Actively pursue various leads for possible new sit-down restaurants in the City of Windom, and in particular, seeking to re-establish a restaurant at the former Happy Chef site.
2. Continue to interact with existing restaurant and bar/grille prospects to encourage them to establish in or relocate to the community. Currently there is one party interested in the former Eagle's Club building, two parties interested in the Happy Chef site, and one party interested in the former Dino's Diner property.
3. Stay in regular contact with prospects, review site options with them, provide information regarding financing options, provide tours of the facilities as needed, and other technical assistance.

Actions Taken in 2014: The EDA was in contact with realtors and parties interested in the purchase of the various available restaurant facilities. The EDA actively provided technical assistance to Maria Hidalgo and her husband, Gustavo, during the establishment of their new restaurant, Margaritas' Ville, in the former Eagles Club location. On May 12, 2014, the EDA Board approved a loan of \$10,000 from the EDA's Small & Emerging Business Revolving Loan Fund (SEB RLF) to the Hidalgos for additional kitchen equipment and electrical work in the building. The new restaurant has been operational since May 3, 2014. The Hidalgos were the first recipients of the EDA's new SEB RLF Loan Program.

**Strategic Goal 2: Continue planning and implementation of Phase II of the North Windom Industrial Park Infrastructure (NWIP) Project and obtain Shovel-Ready Site Certification from the State of Minnesota for the new industrial park.**

With the 2012 award of the TED and BDPI grants, the Windom EDA was able to move forward with the improvements to Hwy 71, water and sewer lines, and internal roads for the NWIP. The \$2.34 Million Phase I project (which included over \$1.3 Million in state grants) enabled the City of Windom to complete over 70% of all infrastructure contemplated for the NWIP. The proposed Phase II project would benefit Fast Sprayers Phase II and III, would extend NWIP streets by an additional 1,000+ feet, and would provide access to all lots in the park.

1. Following preparation of a Preliminary Engineering Report, submit in March of 2014 a full application to the Southwest Regional Development Commission seeking a \$350,000 grant from the Federal EDA to assist with construction of Phase II improvements in the North Windom Industrial Park. The application approval process is expected to take approximately six months.
2. The local match for the grant through the RDC is TIF through the TIF District NWIP I. The EDA will continue to research other available funding options (incl. state grants) for Phase II and finalize the line items for the projected \$708,000 budget for the Phase II project.
3. Seek Shovel-Ready Site Certification from MN Dept. of Employment & Economic Development (DEED) for the NWIP. Shovel-ready sites certify that the most time-consuming technical and regulatory aspects of development are already complete. The certification gives Windom a competitive edge by making our site more attractive to site-selection consultants and prospective companies looking for locations for business startups, expansions or relocations. The application fee is \$2,950. The fee covers the cost of the initial review by DEED's site selection consultant, onsite inspection, final certification, inclusion on the DEED website, etc. The EDA would submit a Shovel-Ready Application for Session I by the April 30, 2014, deadline. The field visit would occur in mid-June with certification in early July.
4. Continue discussions with the EDA Board regarding five and ten-year goals for the initial planning of a possible 40+ acre expansion of the NWIP and the potential for a new business/industrial park once the NWIP is fully developed.

Actions Taken in 2014: Pursuant to EDA Board authorization, in April 2014 the EDA submitted an application to the Department of Employment and Economic Development seeking MN Shovel-Ready Certification for the North Windom Industrial Park. South Central Electric Association contributed \$500 towards the costs for this application to the State of Minnesota. Wenck Associates assisted the EDA with preparation of the required site maps and the environmental report. DEED retained John Rhodes of Moran, Stahl & Boyer of Lakewood Ranch, Florida, as a consultant to review the applications in the Shovel-Ready Certified Development Site Program. On June 4, 2014, Mr. Rhodes came to Windom to meet with EDA and City officials, toured the NWIP, and provided the EDA Board with a PowerPoint presentation concerning the Shovel-Ready Certification program and suggestions on assessing potential, evaluating resources, identifying gaps, and developing

effective marketing strategies. On June 11, 2014, the EDA received the designation of shovel-ready certification for NWIP. The NWIP is 1 of 23 certified sites in Minnesota and the first such site in the 9-county Southwest MN Region.

The EDA worked with Betsy Herding of the Southwest Regional Development Commission on the submission of applications to the Economic Development Administration of the U. S. Department of Commerce (“the Federal EDA”). These applications were submitted in March and again in June, 2014, in an effort to secure funding for the NWIP Phase II Project. However, these applications were not funded. Thereafter representatives of the City and the EDA met with Congressman Collin Peterson and subsequently with his staff concerning this project. On December 1, 2014, Director Backman met with Lee Shirey, the new Economic Development Representative for the Federal EDA, and they toured NWIP. Following additional discussions with Jay Trusty of the Southwest Regional Development Commission and the EDA Board, it was determined that the filing of a third application should be considered for March, 2015. The EDA is also in the process of assessing other funding options for Phase II.

On September 30, 2014, in collaboration with South Central Electric Association, the EDA submitted an application to Great River Energy and Deloitte seeking classification of NWIP as a preferred site for a data center. On November 4<sup>th</sup>, three representatives from GRE and two from Deloitte were in Windom and met with City officials including the City Administrator, EDA Executive Director, Zoning Administrator, Electrical Superintendents, Water/Wastewater Superintendent, Telecom General Manager, and representatives from SCEA. The review committee also toured the telecom Network Operations Center (NOC) and the North Windom Industrial Park. As a part of their review, the Deloitte representatives recommended that the EDA secure additional specialized documentation including a Phase I Environmental Report, soil borings in the remaining NWIP lots, a wetland delineation, SHPO letter, and an ALTA Survey including updated topography information of the NWIP. On November 10, 2014, the EDA Board authorized the preparation of these requested items. The Phase I Environmental Report has been completed, the soil borings have been completed, and the wetland determination was received the first week of February 2015. The SHPO (State Historic Preservation Office) letter and endangered species report will be completed in the Spring of 2015, the topography and contour maps have been updated, and the ALTA Survey is nearing completion. It is anticipated that Deloitte’s Data Center Report should be forthcoming in the first quarter of 2015 concerning this potential designation.

**Strategic Goal 3: Undertake a comprehensive housing study of the City of Windom and encourage developers to evaluate the feasibility of construction of additional housing units for all demographic groups in the community, including senior citizens and individuals who do not fall within the income guidelines for leasing of existing rental property.**

In November 2013 the Windom HRA and EDA collaborated on an RFP for a housing study to assess the housing needs and options for Windom. Viewpoint Consulting Group, Inc. of Brooklyn Park, Minnesota, was selected to complete the housing study. On December 23, 2013, the EDA Executive Director submitted an application to the Minnesota Housing Partnership (MHP) requesting funding assistance for 50% of the cost of the housing study. Recently the EDA received notice that the grant funding of \$6,800 was approved by MHP. The results of this study should assist both City and community organizations as to the housing sectors which need to be addressed with the ultimate goal of remodeling and/or constructing new rental housing to better position Windom to respond to both economic and demographic shifts.

1. Execute the contract with Jay Thompson of the Viewpoint Consulting Group and hold an initial meeting between the consultant and EDA/HRA staff in February.
2. Submit first draft of the housing study for review by the EDA and HRA staff in April.
3. Presentation of Windom housing study to City Council, EDA, and HRA in May of 2014.
4. Utilize the new housing study to approach housing developers and state funding programs.
5. Provide developers with technical assistance concerning opportunities, procedures, potential sites, and local requirements. Consider financial assistance options for new residential development and redevelopment.

Actions Taken in 2014: The contract with Jay Thompson of Viewpoint Consulting Group of Brooklyn Park, Minnesota, was executed in early 2014. Mr. Thompson met with representatives of the EDA, HRA, Home for Creative Living, and Good Samaritan Communities in February 2014. After further research, Mr. Thompson's report was completed and presented to the HRA Board and to the EDA/City Council in May 2014. The EDA has provided the report to several potential housing developers and has maintained contact with the potential developers through the present time.

Also in 2014, on September 8, 2014, the EDA Board approved a contract with Spurrier Consulting of Gautier, Mississippi, to conduct a hotel feasibility study. The report was prepared and delivered to the EDA on October 16, 2014. Director Backman continues to work with a prospective developer and local investors on a potential project. As a part of this project, it was necessary to secure a Letter of Map Revision (LOMR) as a portion of the proposed site is in the floodplain and also requires an adjustment of the floodway. The EDA has been working with Wenck Associates on the documentation required by the Department of Natural Resources for the LOMR.

**Strategic Goal 4: Collaborate with existing local manufacturing, distribution and other commercial businesses to expand/remain within the City of Windom.**

1. Work with existing local manufacturing, value-added, warehouse and distribution companies concerning their operational and facility needs.
2. Provide ongoing technical assistance to GDF/Ag Builders of Southern Minnesota, Big Game/Global Investment Properties, and other local companies concerning their plans for redevelopment of property along Highway 60 North and/or construction of new facilities in the NWIP. Continue to explore opportunities to redevelop the former Towlerton site.
3. Continue discussions regarding the siting of a manufacturing facility for a Toro supplier to be located in Carl Schneider Business Park or NWIP.
4. Seek to encourage at least three applications to the EDA's newly established Small & Emerging Business (SEB) Revolving Loan Fund that was funded through the USDA in 2013; and that at least one SEB RLF project be funded.
5. Respond to Minnesota Department of Employment & Economic Development (DEED) and other sources regarding prospects they provide.

Actions Taken in 2014: The EDA worked with Ehlers & Associates and Robert Dieke concerning the documentation necessary to establish Tax Increment Financing District 1-18 to assist with the redevelopment of the former Towlerton site by Ag Builders/GDF. Glen Francis, owner of Ag Builders of Southern Minnesota and GDF Enterprises, sought to redevelop the former Towlerton auto dealership site, an area encompassing roughly 6.3 acres of land, at the junction of Highways 60 and 71. On March 31, 2014, Mr. Francis acquired the site. Mr. Francis' goal - relocate the Ag Builders and GDF Enterprises offices and showroom from their current facility east of the railroad tracks to 1815 First Avenue. He renovated the property and sought \$100,000 TIF assistance for reimbursement of a portion of the developer costs. The 31,000 sq. ft. complex is to be renovated in

stages. Phase I entails the renovation of the front half of the complex or approximately 15,560 sq. ft. Mr. Francis has requested TIF assistance with his project. Eligible TIF expenses include: Site prep., parking area/loading dock improvements, utilities, and demolition/site cleanup. In order to establish TIF District 1-18, a number of steps were required. On May 12<sup>th</sup> the EDA requested that the City Council call for a public hearing. On May 20<sup>th</sup> the Council called for the public hearing. At the hearing on June 17, 2014, the City Council formally approved TIF District 1-18. On August 25<sup>th</sup>, the EDA approved the proposed Development Agreement with GDF Properties, LLC providing up to \$100,000 of assistance over 10 years. The City Council approved the Development Agreement on September 2, 2014, which was subsequently executed. Ag Builders and GDF moved into the new location in late Fall of 2014.

The EDA assisted Tod Quiring of Global Investment Properties by approving an extension of North Redding Avenue approximately 150 feet to the north and also an extension of utilities for Global's two new buildings which are under construction in the Carl Schneider Business Park. The hard-surfaced road extension included the installation of curb and gutter and asphalt paving. This extension was completed by MR Paving and other contractors by the latter part of October 2014.

The EDA assisted Fast Manufacturing by approving an extension of Commerce Boulevard approximately 250 feet to the north. This extension consisted of grading and installation of crushed aggregate and will provide road access for the overhead doors in Phase II of the Fast Manufacturing facility. This extension was completed by Jim Nickel Construction by the third week of September 2014.

As outlined in actions taken (Strategic Goal 1), the EDA provided a loan from the EDA SEB RLF to Maria and Gustavo Hidalgo for equipment and electrical upgrades in their new restaurant, Margaritas'Ville. In December 2014, the EDA approved a loan to Jessica Kodada of Kodada's Photography & Design to assist with inventory, working capital, signage, and lighting at her new location at 914 Fourth Avenue. The EDA partnered with the USDA Rural Development on these loans. Both of these businesses are woman-owned businesses and were able to access the new RLF established for small businesses in Windom.

The EDA has responded to DEED concerning several requests for submission of information regarding potential prospects.

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

1. Collaborate with the City of Windom, ISD 177, HRA, Chamber of Commerce, WADC, Finding Windom, etc. for purposes of marketing the community.
2. Encourage local businesses to access and utilize the resources of the Windom Area Development Corporation (WADC), a for-profit development group.
3. Work with other local organizations to attract new retail sector businesses to the community, including a grocery store, restaurants, hotels, etc. Research opportunities for public/private partnerships on new commercial ventures.
4. Participate in 60/90 Corridor marketing efforts to create awareness of Windom's manufacturing sector, new industrial park, fiber optics, health care, and workforce assets, and research possible funding sources to support potential projects.
5. Submit additional grant applications to the Remick Foundation for projects which will benefit the local community and adjoining areas.

Actions Taken in 2014: The EDA collaborated with representatives from the Windom Chamber, Windom Area Schools, and Windom Area Hospital in hosting a Career Fair at the Windom Community Center on October 29, 2014. Fifty-one exhibitors were present including manufacturing companies, medical entities, service firms, commercial businesses, military service representatives (US Army and US Marines), non-profit organizations, government entities, and technical colleges. The Career Fair was open to area high school students from 12:00 noon until 3:00 p.m. and open to the general public from 4:00 p.m. to 7:00 p.m. Students from 8 high schools were bused to the Career Fair on a staggered schedule. It is estimated that over 500 students attended the Career Fair and that public attendance was in the range of around 100.

The EDA has been actively working with the Convention and Visitors Bureau (CVB) on the promotion of Windom including preparation of a new interactive city map. The Remick Foundation provided a grant of \$2,000 for the project, the CVB contributed \$1,500, and the EDA contributed \$500. Mapformation of Springfield, Minnesota, completed the preparation of the map that also has an interactive component which will allow the map to be uploaded to various websites, updated as needed, and customized for special events.

In addition, the EDA Board approved the sale of Lots 3 and 4, Block 1 of Riverbluff Estates Subdivision which closing occurred on October 17, 2014. The new owners are in the process of constructing a duplex on the property. Only four residential lots remain in the subdivision.

There are numerous projects in the preliminary stages and the EDA is optimistic about these new opportunities for Windom for 2015.

# WINDOM FIRE DEPARTMENT

444 9th St  
WINDOM MN.56101

To: The Members of the Windom City Council

Subject: Results of the Windom Fire Department Officer Elections

The Windom Fire Department held it's annual officer elections on Thursday, Feb. 5<sup>th</sup> 2015

Fire Chief – Dan Ortmann  
1<sup>st</sup>. Asst. Chief – Mark Stevens  
2<sup>nd</sup> Asst. Chief/Training Officer – Mark Marcy  
3<sup>rd</sup> Asst. Chief/Secretary – Roger Winker

Thanks,  
Dan Ortmann  
Fire Chief  
Windom Fire Department

**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.

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Corey J. Maricle, Mayor

ATTEST:

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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

## **Additional Mayor Appointments**

### Park & Recreation Commission

	<u>Term Expires</u>
Darren Tietz	12/31/16
Josh Schunk	12/31/16

# 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:** Liquor Committee  
**DATE:** February 12, 2015  
**RE:** Management of RiverBend Liquor Store

## Issue

The Council's Liquor Committee met to review background information and discuss possible options for the management of the municipal liquor store in response to the retirement of the manager.

## Options

Two primary options were discussed that included advertising and hiring a liquor manager or exploring the possibility of contracting out management and operations to a third party.

An overview of primary differences in these options is as follows. Continued City management through hiring a manager would provide the City with the maximum amount of control over operations covering such things as staffing, hours of operation, selection, budgetary control and day-to-day oversight. The disadvantages to this approach include inability for economy of scale purchasing that could reduce pricing, wide area advertising and specialty retail experience. Should the operations and management be contracted to another party that specializes in retail and has the ability to address the disadvantages the City faces would be beneficial; however, the City would lose an aspect of oversight and control.

## Minnesota Statute and Minnesota Attorney General Ruling

Minnesota Statutes, Section 340A.601 states that certain cities "may establish, own, and operate a municipal liquor store."

Research conducted by the League of Minnesota Cities (LMC) discovered that there is a 1981 Attorney General opinion that states cities are not allowed to contract out operations of a municipal liquor store (please see attached).

## Franchising the Liquor Store

Another idea that was raised is the City's ability to franchise the municipal liquor store and collect franchise fees. This option was vetted through an LMC attorney as well; however, they noted that there is no statute that would authorize a City to franchise a municipal liquor store.

## Recommendation

The Liquor Committee is recommending that the City begin advertising with the purpose of hiring a Liquor Store manager. Should the City Council wish to pursue either of the other options discussed above the City would need to request special legislation to authorize those activities.



*A city may not contract with a private corporation for the management and operation of a municipal liquor store*

STATE OF MINNESOTA  
OFFICE OF THE ATTORNEY GENERAL  
ST. PAUL 55155

A.G.O.P.  
✓ 360 C 40  
✓ \*360 B 1  
✓ \*130 A

WARREN SPANNAUS  
ATTORNEY GENERAL

July 27, 1981

ADDRESS REPLY TO:  
SECOND FLOOR FORD BLDG.  
117 UNIVERSITY AVE.  
ST. PAUL, MN 55155  
TELEPHONE: (612) 296-7575

Mr. Robert C. Bell  
Roseville City Attorney  
1800 American National Bank Building  
101 East Fifth Street  
Saint Paul, Minnesota 55101

Dear Mr. Bell:

Attorney General Warren Spannaus and I have discussed your request for an opinion and he has asked that I respond.

You advise that the City of Roseville is considering entering into a contract with a private corporation which, as an independent contractor, would manage the conduct of the Roseville Municipal Liquor Store. Your question is whether such an arrangement is permitted under Minnesota law. We answer your question in the negative.

It should be noted that this writer met with legal counsel for M.G.M. Liquor Warehouse, Inc. (hereinafter M.G.M.), the proposed contractor. In addition, an opportunity was given to said counsel to present written memoranda, which memoranda has been received.

Minn. Stat. § 340.353 (1980) governs establishment and operation of municipal liquor stores. The City of Roseville continues to own and operate a municipal liquor store as provided by subdivision 2 of that section. We can find no authority which would permit the City of Roseville to delegate or assign the operation of its liquor store to any other entity. There exist but two alternatives to a city which allows the sale of intoxicating beverages at off-sale, i.e., operate its own municipal liquor store or issue private, off-sale liquor licenses. See Minn. Stat. § 340.353, subd. 2 (1980).

We believe that the proposed agreement with M.G.M. substantially relieves the City of Roseville from most, if not all, of the duties of operation of the liquor store and, transfers those duties to a



Mr. Robert C. Bell  
Page Two

July 27, 1981

private corporation. In short, the proposed agreement would have M.G.M. engaged in the sale of liquor for profit for which a license is normally required under Minn. Stat. § 340.11, subd. 1 (1980). To permit M.G.M. to sell liquor for profit, using existing municipal ownership, would constitute the indirect licensure of M.G.M. in violation of Minn. Stat. § 340.13, subd. 4 (1980). Accordingly, we believe that the City of Roseville must continue to be the exclusive operator of its liquor store so long as the City continues ownership, and does not issue private licenses. The provisions of Minn. Stat. § 340.354 (1980) give added weight to this conclusion.

For the foregoing reasons, we have answered your question in the negative.

Very truly yours,

WARREN SPANNAUS  
Attorney General



JAMES M. CAMPBELL  
Special Assistant  
Attorney General  
Public Safety Division  
Telephone: (612) 296-6471

JMC:kjr

# 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 *Steve*  
**DATE:** February 3, 2015  
**RE:** Liquor Store Roof – Paint Product Warranty Settlement

## Issue

As you may recall during the budget meetings last year the Liquor Store Manager mentioned the issues we have with prematurely peeling paint on the roof of the Liquor Store. The original work was completed in 2002.

## Background

Late this fall inspections had been completed by the General Contractor (Wilcon Construction, Inc.) and the paint manufacturer (Valspar Corporation). These inspections found severe adhesion loss and probable issues with the fluoro-polymer coating, but no conclusive reason as the vertical panels on the building were not showing the same damage. Despite the inconclusive findings the parties did determine there were sufficient grounds for the City's warranty claim and have made a settlement offer to the City.

## Proposal

Peterson Aluminum Corporation, materials supplier, has offered the City the option of having the roof repainted or a cash settlement of \$10,000 with a liability waiver.

## Recommendation

Staff is recommending that the City accept the cash settlement and use the funds to pay for the necessary repair work this summer.



November 7, 2014

Mr. Todd Tetzloff  
Wilcon Construction, Inc.  
1512 7<sup>th</sup> Avenue S.  
P.O. Box 502  
St. James, MN 56081

**Re: Windom Liquor Store**

Dear Mr. Tetzloff:

Enclosed please find the inspection report from Valspar Corporation regarding the above referenced property. As you will read, their inspection report found sufficient problems with the Fluropon coating to warrant a field repainting of the project.

Please note that work of this type is typically done in the spring and summer seasons due to the ambient temperature requirements called for. Therefore it is likely that refinishing of the project will not take place until the late spring or early summer of 2015.

If you would prefer to hire your own painting contractor to do this work, this too is an option. Please note that should you wish to pursue this avenue, Petersen Aluminum will contribute \$10,000.00 towards the cost of this work. However, in these circumstances we would require a signed waiver releasing us from any future warranty liability as consideration for the payment.

I trust that this answers your questions in full. Please let me know which option you wish to pursue by contacting me at the below listed toll-free telephone number or e-mail address.

Yours very truly,

PETERSEN ALUMINUM CORPORATION

A handwritten signature in black ink that reads "Michael S. Palesny". The signature is written in a cursive style with a large, prominent initial "M".

Michael S. Palesny

Vice President

(847) 981-4044 – Office Direct  
mspalesny@petersenmail.com

cc. Cathy Beine – Valspar Corporation

**Petersen Aluminum Corporation**  
1005 Tonne Road  
Elk Grove Village, IL 60007  
tel: 800 323 1960  
fax: 800 722 7150

# valspar

## Building Inspection Report

**Date of Visit:** 9/17/2014

**Personnel Present:** Travis Varney – Valspar and Todd Tetzloff – Wilcon Construction

**Location:** Windom Municipal Liquor Store – 575 N. 2<sup>nd</sup> Ave – Windom, MN

**Valtrack #:** 306962

**Purpose:** Determine the root cause of peeling complaint filed by building owner.

**Background:** The metal was coated by Precoat with 436ZZ072 topcoat and supplied to Petersen Aluminum. The roof panels were installed in 2002. The building owner filed a complaint for adhesion loss on the roof panels.

**Results:** The coating is suffering from severe adhesion loss at the primer and substrate interface. The precise reason for adhesion loss is inconclusive. It is worth noting that the vertically installed panels do not appear to be suffering from adhesion loss.

**Details:** The paint is peeling in numerous locations on all elevations of the roof. There does not appear to be any identifiable pattern of adhesion loss. Most of the adhesion loss originates from scratches in the coating; however, there are some areas which showed no sign of damage and still exhibited peeling. The X-cut tape adhesion test (ASTM D3359) was performed in multiple locations on the roof panels to ensure proper adhesion of the coating to the substrate in locations where the substrate has not been damaged. The adhesion tests resulted in a 5A rating (No peeling or removal), which means that the coating is performing as it should in areas that have not been compromised. The dry film thickness (DFT) was measured using a Tooke gauge resulting in a DFT within the expected range (0.2 mils primer and 0.6 mils topcoat). Retain panels from the coater are no longer available so the initial paint integrity cannot be confirmed. Without a retain panel for further testing, the exact cause of the peeling remains inconclusive.



February 12, 2015

Memo: Offer on Old Rink Boards

To: Windom City Council

From: Al Baloun  
Recreation Director

The City of Windom received a bid from the City of Alpha to buy the old hockey boards that we bought from Coon Rapids a few years ago. When we purchased them, the Arena only used the glass, metal brackets & top plastic cap plate that were on those boards. The actual wood boards are in fair to poor condition and were not reused here. The boards have been in storage since they were purchased. Two other parties looked at the boards but did not show any interest. The City of Alpha submitted a bid of \$250.00 for the boards. The following is the recommendation made at the February 11, 2015 Parks and Recreation Commission meeting.

**Motion by Smith, seconded by LaCanne to sell the boards to Alpha for \$250.00 and they have to pick them up and haul themselves.**

**Motion Carried Unanimous**

ATT: City of Alpha Bid

CC: Joel Lacanne (Windom Youth Hockey Association)  
Windom Parks and Recreation Commission



## CITY OF ALPHA

---

145 Main Street North

P.O. Box # 97

Alpha, Mn. 56111

Phone # 507-847-3557

Fax # 507-847-3557

To the City of Windom and whom it concerns,

The City of Alpha would like to offer the City of Windom/Windom Hockey Association \$250.00 to purchase the full set of hockey boards that are currently not being used. We have received a small grant to put an ice skating rink in Alpha. The rink will benefit local citizens by offering a physical activity during the winter months. We also have local youth in the Windom hockey program which will provide these youth with a local place to skate. Thank you for the consideration and please contact us with any questions.

Sincerely,



Tracy Mitchell

[Tracy.Mitchell@me.com](mailto:Tracy.Mitchell@me.com)

(507)841-0482



February 12, 2015

Memo: Pool Manager Position

To: Windom City Council

From: Al Baloun  
Recreation Director

Samantha Harrold has stated to me that she wishes to return to the City of Windom Pool as Manager for the Summer, 2015. Samantha was the Pool Manager at the City of Windom Pool for the Summer, 2014. Other previous employment at the pool includes:

Lifeguard/WSI Summer, 2003-2007

Head Lifeguard/WSI Summer 2008-2009

Co Manager Summer 2013

Samantha also has a college degree from St. Cloud State University.

Based on history of salary of the manager position at the Windom Pool, after discussing it with Steve Nasby, We recommend an hourly wage for Samantha at \$12.50 per hour. This is a .25 cent increase over last Summer.

The following is the recommendation made at the February 11, 2015 Parks and Recreation Commission meeting.

**Motion by Smith, seconded by LaCanne recommendation to rehire Sam Harrold as pool manager.**

**Motion Carried Unanimous**

CC: Windom Parks and Recreation Commission



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in alternative formats upon request

State of Minnesota  
**HOUSE OF REPRESENTATIVES**  
EIGHTY-NINTH SESSION  
H. F. No. **534**

02/02/2015 Authored by Hamilton  
The bill was read for the first time and referred to the Committee on Taxes

1.1 A bill for an act  
1.2 relating to taxation; authorizing the city of Windom to impose sales and use  
1.3 and excise taxes.  
1.4 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

1.5 **Section 1. CITY OF WINDOM; TAXES AUTHORIZED.**

1.6 **Subdivision 1. Sales and use tax authorized.** Notwithstanding Minnesota Statutes,  
1.7 section 477A.016, or any other provision of law, ordinance, or city charter, if approved by  
1.8 the voters at an election held on or before November 1, 2016, the city of Windom may  
1.9 impose by ordinance a sales and use tax of up to one percent for the purposes specified in  
1.10 subdivision 3. Except as provided in this section, the provisions of Minnesota Statutes,  
1.11 section 297A.99, govern the imposition, administration, collection, and enforcement of  
1.12 the tax authorized under this subdivision.

1.13 **Subd. 2. Excise tax authorized.** Notwithstanding Minnesota Statutes, section  
1.14 477A.016, or any other provision of law, ordinance, or city charter, if approved by the  
1.15 voters pursuant to the referendum under subdivision 1, the city of Windom may collect,  
1.16 administer, and enforce for the purposes specified in subdivision 3, an excise tax of up to  
1.17 \$20 per motor vehicle, as defined by ordinance, purchased or acquired from any person  
1.18 engaged within the city in the business of selling motor vehicles at retail.

1.19 **Subd. 3. Use of revenues.** The proceeds of the tax imposed under this section must  
1.20 be used to pay for the costs of public facilities.

1.21 **Subd. 4. Bonding authority.** The city of Windom, pursuant to the approval of the  
1.22 voters at the referendum authorizing the imposition of taxes in this section, may issue  
1.23 bonds under Minnesota Statutes, chapter 475, to pay capital and administrative expenses

2.1 for the project described in subdivision 3. A separate election to approve the bonds under  
2.2 Minnesota Statutes, section 475.58, is not required.

2.3 Subd. 5. Termination of tax. (a) The taxes authorized under subdivisions 1 and 2  
2.4 terminate at the earlier of:

2.5 (1) 15 years after the date of initial imposition of the tax; or

2.6 (2) when \$3,500,000 has been collected.

2.7 (b) Any funds remaining after completion of the projects specified in subdivision 3  
2.8 may be placed in the general fund of the city. The tax imposed under subdivisions 1 and 2  
2.9 may expire at an earlier time if the city so determines by ordinance.

2.10 **EFFECTIVE DATE.** This section is effective the day after compliance by the  
2.11 governing body of the city of Windom with Minnesota Statutes, section 645.021,  
2.12 subdivisions 2 and 3.



Windom, MN

# Expense Approval Report By Fund

Payment Dates 1/29/2015 - 2/11/2015

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL</b>					
US BANK	20150204	02/04/2015	TAX	100-11500	34.40
US BANK	20150204	02/04/2015	TAX	100-11500	9.83
MN REVENUE	20150210	02/10/2015	SALES TAX- JAN 2015	100-20202	23.21
					<u>67.44</u>
<b>Activity: 41110 - Mayor &amp; Council</b>					
RODNEY BYAM	20150202	02/02/2015	SERVICE-MAYOR'S MEDAL PIC	100-41110-200	150.00
PAUL JOHNSON	20150202	02/02/2015	EXPENSE-ELEC OFFICIALS CON	100-41110-331	80.50
BRYAN JOYCE	20150204	02/04/2015	EXPENSE-LMC NEW ELEC OFFI	100-41110-331	173.36
BRIAN COOLEY	20150209	02/09/2015	EXPENSE-LMC OFFICIALS TRAI	100-41110-331	173.36
PAUL JOHNSON	20150202	02/02/2015	EXPENSE-ELEC OFFICIALS CON	100-41110-334	91.62
BRIAN COOLEY	20150209	02/09/2015	EXPENSE-LMC OFFICIALS TRAI	100-41110-334	124.60
CITIZEN PUBLISHING CO	20150202	02/02/2015	ADVERTISING	100-41110-350	616.50
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 - C	100-41110-365	69.95
			<b>Activity 41110 - Mayor &amp; Council Total:</b>		<u>1,479.89</u>
<b>Activity: 41310 - Administration</b>					
MN LABOR LAW POSTER SERV	1937893	02/10/2015	POSTERS	100-41310-200	77.25
ROBIN SHAW	20150130	01/30/2015	EXPENSE-OFFICE SUPPLIES	100-41310-200	14.48
CULLIGAN	20150204	02/04/2015	SERVICE	100-41310-200	20.25
INDOFF, INC	2571720	01/20/2015	SUPPLIES	100-41310-200	34.34
INDOFF, INC	2573816	01/28/2015	SUPPLIES	100-41310-200	8.55
TOSHIBA FINANCIAL SERVICES	268998911	02/04/2015	COPIER LEASE 12/20 - 1/20 CI	100-41310-217	29.45
TOSHIBA FINANCIAL SERVICES	271197071	02/04/2015	COPIER LEASE 1/20 - 2/20 CIT	100-41310-217	29.45
CLIFTON-LARSON-ALLEN, LLP	969100	02/09/2015	SERVICE #094-082822	100-41310-301	2,000.00
LEAGUE OF MN CITIES	212676	02/10/2015	REGISTRATION-STEVE NASBY	100-41310-308	20.00
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	100-41310-321	190.72
US BANK	20150204	02/04/2015	FIXED ASSET SYSTEM SOFTWA	100-41310-326	189.00
US BANK	20150204	02/04/2015	NORTON ANTI-VIRUS	100-41310-326	256.49
US BANK	20150204	02/04/2015	CRASH PLAN BACKUP CD 42	100-41310-326	9.99
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	100-41310-326	37.95
STEVE NASBY	20150130	01/30/2015	EXPENSE-CGMC LEG CONF	100-41310-331	184.05
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 -O	100-41310-364	1,694.05
BLUE CROSS/BLUE SHIELD	20150204	02/04/2015	PREMIUM- MARCH 2015	100-41310-480	351.50
			<b>Activity 41310 - Administration Total:</b>		<u>5,147.52</u>
<b>Activity: 41910 - Building &amp; Zoning</b>					
US BANK	20150204	02/04/2015	RUNNINGS - SHOES	100-41910-200	179.99
WINDOM QUICK PRINT	20150204	02/02/2015	SUPPLIES	100-41910-200	18.31
INDOFF, INC	2573814	01/28/2015	SUPPLIES	100-41910-200	5.89
WEX BANK	39611396	02/04/2015	CREDIT CARD - P/Z	100-41910-212	56.06
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	100-41910-321	51.83
VERIZON WIRELESS	9739199054	02/02/2015	TELEPHONE #486357723-000	100-41910-321	16.66
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 P/	100-41910-364	363.01
US BANK	20150204	02/04/2015	SECRETARY OF STATE - NOTA	100-41910-480	60.00
			<b>Activity 41910 - Building &amp; Zoning Total:</b>		<u>751.75</u>
<b>Activity: 41940 - City Hall</b>					
COLE PAPERS INC.	9051159	01/20/2015	SUPPLIES	100-41940-211	24.17
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	100-41940-381	518.14
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	100-41940-382	56.22
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	100-41940-385	80.22
SANDRA HERDER	20150202	02/02/2015	CLEANING	100-41940-406	360.00
MELISSA PENAS	20150202	02/02/2015	CLEANING	100-41940-406	360.00
US BANK	20150204	02/04/2015	CREDIT CARD - ENTRANCE MA	100-41940-406	220.20

## Expense Approval Report

Payment Dates: 1/29/2015 - 2/11/2015

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
JOE HARVEY	JB7221	02/02/2015	2-1-15 SNOW REMOVAL-CITY	100-41940-406	60.00
<b>Activity 41940 - City Hall Total:</b>					<b>1,678.95</b>
<b>Activity: 42120 - Crime Control</b>					
INDOFF, INC	2571681	01/23/2015	SUPPLIES	100-42120-200	38.50
WEX BANK	39611396	02/04/2015	CREDIT CARD - POLICE	100-42120-212	-25.52
WEX BANK	39611396	02/04/2015	CREDIT CARD - POLICE	100-42120-212	947.37
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	100-42120-321	65.71
VERIZON WIRELESS	9739199054	02/02/2015	TELEPHONE #486357723-000	100-42120-321	218.69
ALPHA WIRELESS - MANKATO	674977	02/10/2015	SERVICE	100-42120-323	165.00
CRIME STOPPERS OF MINN	20150209	02/09/2015	2015 RENEWAL-	100-42120-340	150.00
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 PO	100-42120-364	10,899.71
TOSHIBA FINANCIAL SERVICES	268998911	02/04/2015	COPIER LEASE 12/20 - 1/20 CI	100-42120-404	14.73
TOSHIBA FINANCIAL SERVICES	271197071	02/04/2015	COPIER LEASE 1/20 - 2/20 CIT	100-42120-404	14.73
NORTHERN SAFETY TECHNOL	37871	01/23/2015	MAINTENANCE	100-42120-404	1,305.26
NORTHERN SAFETY TECHNOL	37875	01/28/2015	MAINTENANCE	100-42120-404	1,478.30
STREICHER'S	11136045	02/10/2015	MAINTENANCE	100-42120-404	836.73
FLEET SERVICES DIVISION	2015050003	02/04/2015	SERVICE - DATES 11-1-14 TO 1	100-42120-419	1,700.10
BLUE CROSS/BLUE SHIELD	20150204	02/04/2015	PREMIUM- MARCH 2015	100-42120-480	351.50
<b>Activity 42120 - Crime Control Total:</b>					<b>18,160.81</b>
<b>Activity: 42220 - Fire Fighting</b>					
WEX BANK	39611396	02/04/2015	CREDIT CARD - FIRE	100-42220-212	33.59
SCHWALBACH HARDWARE	20150210	02/10/2015	MAINTENANCE - FIRE	100-42220-217	0.79
MARK MARCY	20150130	01/30/2015	EXPENSE-SW REG ASSOC MT	100-42220-308	6.00
US BANK	20150204	02/04/2015	ALEX TECH	100-42220-308	190.00
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	100-42220-321	27.67
MARK MARCY	20150130	01/30/2015	EXPENSE-SW REG ASSOC MT	100-42220-331	43.70
MARK MARCY	20150130A	01/30/2015	EXPENSE-FIRE INSTRUCT/TRAI	100-42220-331	196.65
DAN ORTMAN	20150209	02/09/2015	EXPENSE-FIRE CHIEFS CONFER	100-42220-331	194.20
DAN ORTMAN	20150209	02/09/2015	EXPENSE-FIRE CHIEFS CONFER	100-42220-334	17.40
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 FI	100-42220-364	6,539.94
TOSHIBA FINANCIAL SERVICES	268998911	02/04/2015	COPIER LEASE 12/20 - 1/20 CI	100-42220-404	23.56
ALEX AIR APPARATUS, INC	26939	01/23/2015	MAINTENANCE	100-42220-404	246.13
TOSHIBA FINANCIAL SERVICES	271197071	02/04/2015	COPIER LEASE 1/20 - 2/20 CIT	100-42220-404	23.56
MSFDA	20150113	01/13/2015	PUBLICATION 31 @\$7	100-42220-435	217.00
<b>Activity 42220 - Fire Fighting Total:</b>					<b>7,760.19</b>
<b>Activity: 42500 - Civil Defense</b>					
REGION V EMERGENCY MAN	20150202	02/02/2015	2015 MEMBERSHIP DUES	100-42500-308	15.00
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	100-42500-381	11.10
<b>Activity 42500 - Civil Defense Total:</b>					<b>26.10</b>
<b>Activity: 42700 - Animal Control</b>					
COTTONWOOD VET CLINIC	138860	02/04/2015	CITY POUND #138860	100-42700-300	70.00
COTTONWOOD VET CLINIC	139443	02/04/2015	CITY POUND #139443	100-42700-300	22.00
<b>Activity 42700 - Animal Control Total:</b>					<b>92.00</b>
<b>Activity: 43100 - Streets</b>					
SCHWALBACH HARDWARE	20150210	02/10/2015	MAINTENANCE - STREET	100-43100-200	41.97
SCHWALBACH HARDWARE	20150210	02/10/2015	MAINTENANCE - STREET	100-43100-211	14.99
WEX BANK	39611396	02/04/2015	CREDIT CARD - STREET	100-43100-212	-25.52
WEX BANK	39611396	02/04/2015	CREDIT CARD - STREET	100-43100-212	2,320.17
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	100-43100-217	37.95
SCHWALBACH HARDWARE	20150210	02/10/2015	MAINTENANCE - STREET	100-43100-217	86.98
RUNNING'S SUPPLY	20150211	02/11/2015	MAINTENANCE -	100-43100-217	57.57
RUNNING'S SUPPLY	20150211	02/11/2015	MAINTENANCE -	100-43100-241	229.99
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	100-43100-321	56.58
VERIZON WIRELESS	9739199054	02/02/2015	TELEPHONE #486357723-000	100-43100-321	72.33
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 ST	100-43100-364	11,178.35
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	100-43100-381	2,956.89
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	100-43100-381	271.93
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	100-43100-382	19.54
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	100-43100-385	26.74

## Expense Approval Report

Payment Dates: 1/29/2015 - 2/11/2015

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MILLER SELLNER EQUIP	12832B	02/02/2015	MAINTENANCE	100-43100-404	1,173.90
WINDOM FARM SERVICE	155113	02/04/2015	CREDIT - REFUND OF SALES T	100-43100-404	-9.69
WINDOM FARM SERVICE	155432	02/04/2015	MAINTENANCE	100-43100-404	281.90
US BANK	20150204	02/04/2015	TOPPERS PLUS - V PLOW	100-43100-404	466.50
RUNNING'S SUPPLY	20150211	02/11/2015	MAINTENANCE -	100-43100-404	134.54
MACQUEEN EQUIP. CO.	2151003	01/28/2015	MAINTENANCE	100-43100-404	644.43
MACQUEEN EQUIP. CO.	2151048	02/02/2015	MAINTENANCE	100-43100-404	105.27
RDO EQUIPMENT CO	P49030	01/23/2015	MAINTENANCE	100-43100-404	933.96
PEARSON BROTHERS, INC	20150204	02/04/2015	2014 SEAL COAT	100-43100-407	2,141.25
BLUE CROSS/BLUE SHIELD	20150204	02/04/2015	PREMIUM- MARCH 2015	100-43100-480	938.50
JON KETZENBERG	20150204	02/04/2015	EXPENSE - SAFETY SHOES 201	100-43100-480	100.00
<b>Activity 43100 - Streets Total:</b>					<b>24,257.02</b>

**Activity: 45120 - Recreation**

TOSHIBA FINANCIAL SERVICES	268998911	02/04/2015	COPIER LEASE 12/20 - 1/20 CI	100-45120-217	14.73
TOSHIBA FINANCIAL SERVICES	271197071	02/04/2015	COPIER LEASE 1/20 - 2/20 CIT	100-45120-217	14.73
<b>Activity 45120 - Recreation Total:</b>					<b>29.46</b>

**Activity: 45202 - Park Areas**

LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 PA	100-45202-364	2,524.11
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	100-45202-381	67.45
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	100-45202-382	74.70
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	100-45202-385	106.96
SCHWALBACH HARDWARE	20150210	02/10/2015	MAINTENANCE - PARKS	100-45202-402	136.17
RUNNING'S SUPPLY	20150211	02/11/2015	MAINTENANCE -	100-45202-402	22.09
RUNNING'S SUPPLY	20150211	02/11/2015	MAINTENANCE -	100-45202-404	16.49
MTI DISTRIBUTING, INC	995530-00	01/28/2015	MAINTENANCE	100-45202-405	356.58
ELECTRIC FUND	20150204A	02/04/2015	MAINTENANCE	100-45202-409	90.18
<b>Activity 45202 - Park Areas Total:</b>					<b>3,394.73</b>
<b>Fund 100 - GENERAL Total:</b>					<b>62,845.86</b>

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

DEMCO	5503870	01/30/2015	SUPPLIES	211-45501-200	118.20
SCHWALBACH HARDWARE	20150210	02/10/2015	MAINTENANCE LIBRARY	211-45501-211	12.99
TOSHIBA FINANCIAL SERVICES	268998911	02/04/2015	COPIER LEASE 12/20 - 1/20 CI	211-45501-217	7.36
TOSHIBA FINANCIAL SERVICES	271197071	02/04/2015	COPIER LEASE 1/20 - 2/20 CIT	211-45501-217	7.36
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	211-45501-321	25.66
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	211-45501-326	42.95
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 LIB	211-45501-364	726.02
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	211-45501-381	214.21
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	211-45501-382	19.20
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	211-45501-385	26.74
SANDRA HERDER	20150202	02/02/2015	CLEANING	211-45501-402	360.00
MELISSA PENAS	20150202	02/02/2015	CLEANING	211-45501-402	360.00
HGTV MAGAZINE	20150202	02/02/2015	SUBSCRIPTION	211-45501-433	27.97
BIRDS & BLOOMS	20150202	02/02/2015	SUBSCRIPTION	211-45501-433	10.00
US BANK	20150204	02/04/2015	GOOD HOUSEKEEPING	211-45501-433	24.97
US BANK	20150204	02/04/2015	AMAZON - BOOKS	211-45501-435	105.55
US BANK	20150204	02/04/2015	AMAZON - BOOKS	211-45501-435	48.29
US BANK	20150204	02/04/2015	AMAZON - BOOKS	211-45501-435	5.58
US BANK	20150204	02/04/2015	AMAZON - BOOKS	211-45501-435	14.99
US BANK	20150204	02/04/2015	AMAZON - RETURN	211-45501-435	-65.87
US BANK	20150204	02/04/2015	AMAZON - BOOKS	211-45501-435	37.53
GALE	54039629	01/23/2015	BOOKS	211-45501-435	92.91
GALE	54272828	01/30/2015	BOOKS	211-45501-435	20.79
MICROMARKETING	558309	01/30/2015	BOOKS	211-45501-435	124.96
<b>Activity 45501 - Library Total:</b>					<b>2,368.36</b>
<b>Fund 211 - LIBRARY Total:</b>					<b>2,368.36</b>

## Expense Approval Report

Payment Dates: 1/29/2015 - 2/11/2015

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 225 - AIRPORT</b>					
<b>Activity: 45127 - Airport</b>					
RED ROCK RURAL WATER	20150202	02/02/2015	SERVICE	225-45127-200	32.10
INDOFF, INC	2567778	01/20/2015	SUPPLIES	225-45127-200	11.98
SCHWALBACH HARDWARE	20150210	02/10/2015	MAINTENANCE - AIRPORT	225-45127-211	21.97
CITY SERVICE VALCON	0037373	02/11/2015	JET FUEL 3500 GALLONS	225-45127-264	7,971.78
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 AI	225-45127-365	230.84
SOUTH CENTRAL ELECTRIC	20150202A	02/02/2015	SERVICE #26-12-112-04	225-45127-381	429.27
SOUTH CENTRAL ELECTRIC	20150202B	02/02/2015	SERVICE #26-12-116-04	225-45127-381	386.14
JIM & DUEDES PLG & HTG, IN	53622	02/04/2015	MAINTENANCE	225-45127-409	292.80
<b>Activity 45127 - Airport Total:</b>					<b>9,376.88</b>
<b>Activity: 49950 - Capital Outlay</b>					
TKDA ENGINEERS	002015000096	02/10/2015	WINDOM 2011 AIRPORT LAY	225-49950-500	516.21
<b>Activity 49950 - Capital Outlay Total:</b>					<b>516.21</b>
<b>Fund 225 - AIRPORT Total:</b>					<b>9,893.09</b>
<b>Fund: 230 - POOL</b>					
<b>Activity: 45124 - Pool</b>					
TOSHIBA FINANCIAL SERVICES	268998911	02/04/2015	COPIER LEASE 12/20 - 1/20 CI	230-45124-217	7.36
TOSHIBA FINANCIAL SERVICES	271197071	02/04/2015	COPIER LEASE 1/20 - 2/20 CIT	230-45124-217	7.36
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 PO	230-45124-364	1,331.42
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	230-45124-381	6.66
MN REVENUE	20150210	02/10/2015	SALES TAX- JAN 2015	230-45124-460	6.00
<b>Activity 45124 - Pool Total:</b>					<b>1,358.80</b>
<b>Fund 230 - POOL Total:</b>					<b>1,358.80</b>
<b>Fund: 235 - AMBULANCE</b>					
REID ERPESTAD	20150210	02/10/2015	REFUND-OVERPAYMENT ON	235-34205	62.03
<b>Activity: 42153 - Ambulance</b>					<b>62.03</b>
WEX BANK	39611396	02/04/2015	CREDIT CARD - AMBULANCE	235-42153-212	1,086.06
WEX BANK	39611396	02/04/2015	CREDIT CARD - AMBULANCE	235-42153-212	-25.52
TIM HACKER	20150130	01/30/2015	EXPENSE-SQUAD MTG SUPPLI	235-42153-217	8.26
US BANK	20150204	02/04/2015	NEWEGG - CASE	235-42153-217	52.20
SCHWALBACH HARDWARE	20150210	02/10/2015	MAINTENANCE - AMBULANCE	235-42153-217	95.95
LEWIS FAMILY DRUG, LLC	20150211	02/11/2015	SUPPLIES	235-42153-217	1,098.86
ZOLL MEDICAL CORPORATION	2203068	01/23/2015	SUPPLIES	235-42153-217	398.41
PRAXAIR DISTRIBUTION INC	51720935	02/10/2015	SUPPLIES	235-42153-217	434.92
BOUND TREE MEDICAL, LLC	70182240	12/31/2014	CREDIT-RETURNED MERCHAN	235-42153-217	-14.43
BOUND TREE MEDICAL, LLC	81656271	01/20/2015	SUPPLIES	235-42153-217	4.85
BOUND TREE MEDICAL, LLC	81659521	01/20/2015	SUPPLIES	235-42153-217	24.25
BOUND TREE MEDICAL, LLC	81661567	01/20/2015	SUPPLIES	235-42153-217	452.34
BOUND TREE MEDICAL, LLC	81672620	01/28/2015	SUPPLIES	235-42153-217	45.49
RITA HACKER	443	02/09/2015	EXPENSE-CLOTHING	235-42153-218	21.00
WINDOM AREA HOSPITAL	20150210	02/10/2015	NURSING SERVICE	235-42153-312	858.16
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	235-42153-321	24.63
VERIZON WIRELESS	9739199054	02/02/2015	TELEPHONE #486357723-000	235-42153-321	65.37
REAL TIME TRANSLATION, INC	106516	02/04/2015	SERVICE	235-42153-327	34.00
TIM HACKER	20150130A	01/30/2015	EXPENSE-CPR CLASS -	235-42153-334	61.69
TIM HACKER	20150202	02/02/2015	EXPENSE	235-42153-334	93.34
ROBIN SHAW	20150202	02/02/2015	EXPENSE	235-42153-334	33.67
DONNA MARCY	20150202	02/02/2015	EXPENSE	235-42153-334	4.84
HEATHER PAULSON	20150202	02/02/2015	EXPENSE	235-42153-334	16.78
BUCKWHEAT JOHNSON	20150202	02/02/2015	EXPENSE	235-42153-334	34.83
JOHN MEYER	20150202	02/02/2015	EXPENSE	235-42153-334	40.02
MARK MARCY	20150202	02/02/2015	EXPENSE	235-42153-334	9.63
US BANK	20150204	02/04/2015	511 TACTICAL UNIFORMS	235-42153-334	140.98
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 A	235-42153-364	5,220.18

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TOWN'S EDGE AUTO, INC.	72046	02/02/2015	SERVICE- MAINT #27	235-42153-405	248.27
				<b>Activity 42153 - Ambulance Total:</b>	<b>10,569.03</b>
				<b>Fund 235 - AMBULANCE Total:</b>	<b>10,631.06</b>
<b>Fund: 250 - EDA GENERAL</b>					
ELECTRIC FUND	20150202	02/02/2015	EDA LOAN TO ELEC FUND	250-23900	859.31
					<b>859.31</b>
<b>Activity: 46520 - EDA</b>					
WINDOM QUICK PRINT	20150204	02/02/2015	SUPPLIES	250-46520-200	18.32
LUCAN COMMUNITY TV INC	2287	02/10/2015	SUPPLIES	250-46520-200	42.00
INDOFF, INC	2573814	01/28/2015	SUPPLIES	250-46520-200	5.89
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	250-46520-321	51.83
VERIZON WIRELESS	9739199054	02/02/2015	TELEPHONE #486357723-000	250-46520-321	50.49
CITIZEN PUBLISHING CO	20150202	02/02/2015	ADVERTISING	250-46520-340	222.80
CITIZEN PUBLISHING CO	20150202	02/02/2015	ADVERTISING	250-46520-350	79.50
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 ED	250-46520-364	363.01
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	250-46520-381	58.76
US BANK	20150204	02/04/2015	SECRETARY OF STATE - NOTA	250-46520-480	60.00
				<b>Activity 46520 - EDA Total:</b>	<b>952.60</b>
<b>Activity: 49980 - Debt Service</b>					
FULDA CREDIT UNION	20150202	02/02/2015	SPEC BLDG LOAN	250-49980-602	2,022.04
FULDA CREDIT UNION	20150202	02/02/2015	SPEC BLDG LOAN	250-49980-612	1,337.96
ELECTRIC FUND	20150202	02/02/2015	EDA LOAN TO ELEC FUND	250-49980-612	90.18
				<b>Activity 49980 - Debt Service Total:</b>	<b>3,450.18</b>
				<b>Fund 250 - EDA GENERAL Total:</b>	<b>5,262.09</b>
<b>Fund: 254 - NORTH IND PARK</b>					
<b>Activity: 46520 - EDA</b>					
SOUTH CENTRAL ELECTRIC	20150202	02/02/2015	#26-24-123-04 - NWIP LIGHTS	254-46520-381	138.65
COTTONWOOD CO ABSTRACT	9904-C	02/10/2015	NEW ABSTRACT OF TITLE - 99	254-46520-480	750.00
				<b>Activity 46520 - EDA Total:</b>	<b>888.65</b>
				<b>Fund 254 - NORTH IND PARK Total:</b>	<b>888.65</b>
<b>Fund: 262 - TIF 1-2 PAMIDA</b>					
<b>Activity: 46530 - TIF Districts</b>					
WENCK ASSOCIATES, INC.	20150210	02/10/2015	RIVER BEND CENTER PHASE II	262-46530-303	715.80
				<b>Activity 46530 - TIF Districts Total:</b>	<b>715.80</b>
				<b>Fund 262 - TIF 1-2 PAMIDA Total:</b>	<b>715.80</b>
<b>Fund: 601 - WATER</b>					
HD SUPPLY WATERWORKS LT	D385727	01/30/2015	INVENTORY	601-14200	101.20
DAKOTA SUPPLY GROUP	B088382	01/28/2015	METER REPLACEMENT	601-16400	4,297.30
FEDERATED RURAL ELECTRIC	20141104	11/04/2014	CREDIT - CAPITAL #28-35-18	601-37199	-148.21
					<b>4,250.29</b>
<b>Activity: 49400 - Water</b>					
WEX BANK	39611396	02/04/2015	CREDIT CARD - WATER	601-49400-212	131.98
US BANK	20150204	02/04/2015	PAY PAL	601-49400-217	7.50
RUNNING'S SUPPLY	20150211	02/11/2015	MAINTENANCE -	601-49400-217	16.47
MN VALLEY TESTING	737843	01/20/2015	TESTING	601-49400-310	56.25
GOPHER STATE ONE CALL	130895	01/21/2015	LOCATES	601-49400-321	25.00
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	601-49400-321	49.33
VERIZON WIRELESS	9739199054	02/02/2015	TELEPHONE #486357723-000	601-49400-321	48.92
SOURCE ONE SOLUTIONS, LLC	4716	02/04/2015	UTILITY BILL - SERVICES POST	601-49400-322	251.15
HP SUDS CLUB, LLC	20150204	02/04/2015	BILLING CONTRACT SERVICE	601-49400-326	1,170.00
SOURCE ONE SOLUTIONS, LLC	4716	02/04/2015	UTILITY BILL - SERVICES	601-49400-326	864.59
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 W	601-49400-364	3,825.21
FEDERATED RURAL ELECTRIC	20141104A	11/04/2014	POWER COST #28-35-18	601-49400-381	26.22
FEDERATED RURAL ELECTRIC	20141202	12/02/2014	SERVICE #28-35-18	601-49400-381	40.77
FEDERATED RURAL ELECTRIC	20141231	12/31/2014	SERVICE #28-35-18	601-49400-381	54.63
FEDERATED RURAL ELECTRIC	20150204	02/04/2015	SERVICE #28-35-18	601-49400-381	59.59
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	601-49400-381	3,950.76

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ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	601-49400-382	15.52
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	601-49400-385	26.74
US BANK	20150204	02/04/2015	DNR	601-49400-386	140.00
SCHWALBACH HARDWARE	20150210	02/10/2015	MAINTENANCE - WATER	601-49400-404	37.47
RUNNING'S SUPPLY	20150211	02/11/2015	MAINTENANCE -	601-49400-404	79.96
TOSHIBA FINANCIAL SERVICES	268998911	02/04/2015	COPIER LEASE 12/20 - 1/20 CI	601-49400-404	29.45
TOSHIBA FINANCIAL SERVICES	271197071	02/04/2015	COPIER LEASE 1/20 - 2/20 CIT	601-49400-404	29.45
LYNETTE YONKER	615407	02/10/2015	CLEANING	601-49400-404	15.00
<b>Activity 49400 - Water Total:</b>					<b>10,951.96</b>
<b>Activity: 49980 - Debt Service</b>					
MN PUBLIC FACILITIES AUTH	20150204	02/04/2015	BOND PAYMENTS - 1999 WA	601-49980-611	4,602.90
MN PUBLIC FACILITIES AUTH	20150204	02/04/2015	BOND PAYMENTS - 1999 WA	601-49980-611	4,079.10
<b>Activity 49980 - Debt Service Total:</b>					<b>8,682.00</b>
<b>Fund 601 - WATER Total:</b>					<b>23,884.25</b>
<b>Fund: 602 - SEWER</b>					
MN PUBLIC FACILITIES AUTH	20150204	02/04/2015	BOND PAYMENTS - 1994 WW	602-29101	123,145.80
					<b>123,145.80</b>
<b>Activity: 49450 - Sewer</b>					
INDOFF, INC	2571781	01/21/2015	SUPPLIES	602-49450-200	92.91
WEX BANK	39611396	02/04/2015	CREDIT CARD - SEWER	602-49450-212	262.15
US BANK	20150204	02/04/2015	PAY PAL	602-49450-217	7.50
SCHWALBACH HARDWARE	20150210	02/10/2015	MAINTENANCE - SEWER	602-49450-241	224.98
RUNNING'S SUPPLY	20150211	02/11/2015	MAINTENANCE -	602-49450-241	113.96
MIKE HAUGEN	20150210	02/10/2015	EXPENSE-SW MWOA MTG	602-49450-308	60.00
MN VALLEY TESTING	737682	01/13/2015	TESTING	602-49450-310	223.60
MN VALLEY TESTING	737683	01/13/2015	TESTING	602-49450-310	133.00
MN VALLEY TESTING	738125	01/20/2015	TESTING	602-49450-310	143.60
MN VALLEY TESTING	738126	01/20/2015	TESTING	602-49450-310	118.60
MN VALLEY TESTING	738706	01/23/2015	TESTING	602-49450-310	133.00
MN VALLEY TESTING	738707	01/23/2015	TESTING	602-49450-310	223.60
MN VALLEY TESTING	738998	01/23/2015	TESTING	602-49450-310	120.00
GOPHER STATE ONE CALL	130895	01/21/2015	LOCATES	602-49450-321	25.00
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	602-49450-321	149.66
VERIZON WIRELESS	9739199054	02/02/2015	TELEPHONE #486357723-000	602-49450-321	48.92
SOURCE ONE SOLUTIONS, LLC	4716	02/04/2015	UTILITY BILL - SERVICES - POS	602-49450-322	251.15
HP SUDS CLUB, LLC	20150204	02/04/2015	BILLING CONTRACT SERVICE	602-49450-326	1,170.00
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	602-49450-326	37.95
SOURCE ONE SOLUTIONS, LLC	4716	02/04/2015	UTILITY BILL - SERVICES	602-49450-326	864.59
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 SE	602-49450-364	5,525.63
SOUTH CENTRAL ELECTRIC	20150204	02/04/2015	#26-24-125-04	602-49450-381	128.24
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	602-49450-381	15,789.47
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	602-49450-382	279.93
SCHWALBACH HARDWARE	20150210	02/10/2015	MAINTENANCE - SEWER	602-49450-404	27.99
RUNNING'S SUPPLY	20150211	02/11/2015	MAINTENANCE -	602-49450-404	31.75
TOSHIBA FINANCIAL SERVICES	268998911	02/04/2015	COPIER LEASE 12/20 - 1/20 CI	602-49450-404	23.56
TOSHIBA FINANCIAL SERVICES	271197071	02/04/2015	COPIER LEASE 1/20 - 2/20 CIT	602-49450-404	23.56
LYNETTE YONKER	615407	02/10/2015	CLEANING	602-49450-404	45.00
VESSCO INC.	62298	01/30/2015	MAINTENANCE	602-49450-404	2,400.00
SUPERIOR LAMP & SUPPLY	52868694	01/30/2015	MAINTENANCE	602-49450-404	509.37
BLUE CROSS/BLUE SHIELD	20150204	02/04/2015	PREMIUM- MARCH 2015	602-49450-480	351.50
<b>Activity 49450 - Sewer Total:</b>					<b>29,540.17</b>
<b>Activity: 49980 - Debt Service</b>					
MN PUBLIC FACILITIES AUTH	20150204	02/04/2015	BOND PAYMENTS - 1994 WW	602-49980-611	3,359.85
<b>Activity 49980 - Debt Service Total:</b>					<b>3,359.85</b>
<b>Fund 602 - SEWER Total:</b>					<b>156,045.82</b>
<b>Fund: 604 - ELECTRIC</b>					
DAKOTA SUPPLY GROUP	B062500	01/23/2015	ELECTRIC NEW METERS	604-16400	19,534.93
DAKOTA SUPPLY GROUP	B081160	01/23/2015	ELECTRIC NEW METERING	604-16400	497.25

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MN REVENUE	20150210	02/10/2015	SALES TAX- JAN 2015	604-20202	17,873.00
ERIC DETTMER	20150130	01/30/2015	REFUND - UTILITY PREPAYME	604-22000	300.00
ANDREW HORVATH	20150130	01/30/2015	REFUND - UTILITY PREPAYME	604-22000	300.00
ELECTRIC FUND	20150210A	02/10/2015	UTIL PREPAY-SERGIO VIRAMO	604-22000	125.00
					<b>38,630.18</b>

**Activity: 49550 - Electric**

OFFICEMAX - HSBC BUS SOLU	572798	01/30/2015	CREDIT - SUPPLIES	604-49550-200	-109.51
OFFICEMAX - HSBC BUS SOLU	784862	01/30/2015	SUPPLIES	604-49550-200	442.42
WEX BANK	39611396	02/04/2015	CREDIT CARD - ELECTRIC	604-49550-212	484.70
US BANK	20150204	02/04/2015	PAY PAL	604-49550-217	7.50
MIKE BREGEL	20150130	01/30/2015	EXPENSE	604-49550-218	21.05
JOY PANKONIN	20150210	02/10/2015	SERVICE	604-49550-218	21.05
THE STAG CLOTHIERS	404399	02/04/2015	UNIFORMS	604-49550-218	186.00
RUNNING'S SUPPLY	20150211	02/11/2015	MAINTENANCE -	604-49550-241	19.31
GOPHER STATE ONE CALL	130895	01/21/2015	LOCATES	604-49550-321	25.00
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	604-49550-321	193.58
VERIZON WIRELESS	9739199054	02/02/2015	TELEPHONE #486357723-000	604-49550-321	87.05
SOURCE ONE SOLUTIONS, LLC	4716	02/04/2015	UTILITY BILL - SERVICES - POS	604-49550-322	251.15
HP SUDS CLUB, LLC	20150204	02/04/2015	BILLING CONTRACT SERVICE	604-49550-326	1,170.00
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	604-49550-326	96.62
SOURCE ONE SOLUTIONS, LLC	4716	02/04/2015	UTILITY BILL - SERVICES	604-49550-326	1,783.22
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 BO	604-49550-364	239.00
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 EL	604-49550-364	9,965.26
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	604-49550-381	186.80
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	604-49550-382	20.85
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	604-49550-385	26.74
MESSER MACHINE & MFG. CO	0008290	02/10/2015	MAINTENANCE	604-49550-404	468.00
US BANK	20150204	02/04/2015	WINDOM FARM SERVICE	604-49550-404	150.64
TOSHIBA FINANCIAL SERVICES	268998911	02/04/2015	COPIER LEASE 12/20 - 1/20 CI	604-49550-404	29.45
TOSHIBA FINANCIAL SERVICES	271197071	02/04/2015	COPIER LEASE 1/20 - 2/20 CIT	604-49550-404	29.45
BANK OF THE WEST - DITCHW	P10021	02/04/2015	MAINTENANCE	604-49550-404	77.29
BANK OF THE WEST - DITCHW	P10022	02/04/2015	MAINTENANCE	604-49550-404	16.67
BANK OF THE WEST - DITCHW	P10046	02/04/2015	MAINTENANCE	604-49550-404	427.50
US BANK	20150204	02/04/2015	O'REILLY	604-49550-405	77.98
SCHWALBACH HARDWARE	20150210	02/10/2015	MAINTENANCE - ELECTRIC	604-49550-405	37.75
BRAD BUSSA	20150130	01/30/2015	CLEANING	604-49550-406	184.60
SOMILAT CORP - LAWNPRO	20150204	02/04/2015	SERVICE	604-49550-406	153.90
CANNON TECHNOLOGIES	921701109	01/23/2015	SERVICE #40017131	604-49550-450	4,440.23
MN REVENUE	20150210	02/10/2015	SALES TAX- JAN 2015	604-49550-460	133.78
BLUE CROSS/BLUE SHIELD	20150204	02/04/2015	PREMIUM- MARCH 2015	604-49550-480	938.50
WINDOM AREA DEVELOPME	20150202	02/02/2015	INDUSTRIAL DEVELOPMENT	604-49550-491	1,200.00
					<b>Activity 49550 - Electric Total: 23,483.53</b>

**Fund 604 - ELECTRIC Total: 62,113.71****Fund: 609 - LIQUOR STORE**

MN REVENUE	20150210	02/10/2015	SALES TAX- JAN 2015	609-20202	10,109.00
					<b>10,109.00</b>

**Activity: 49751 - Liquor Store**

AH HERMEL COMPANY	482903	01/20/2015	MERCHANDISE	609-49751-217	10.57
WIRTZ BEVERAGE MN WINE	1080276817	01/20/2015	MERCHANDISE	609-49751-251	2,114.07
SOUTHERN WINE & SPIRITS O	1243075	01/12/2015	MERCHANDISE	609-49751-251	685.40
SOUTHERN WINE & SPIRITS O	1243076	01/12/2015	MERCHANDISE	609-49751-251	89.91
PHILLIPS WINE & SPIRITS	2728601	01/20/2015	MERCHANDISE	609-49751-251	2,505.51
JOHNSON BROS.	5071864	01/20/2015	MERCHANDISE	609-49751-251	1,176.19
JOHNSON BROS.	5076626	01/23/2015	MERCHANDISE	609-49751-251	2,227.38
WIRTZ BEVERAGE MN WINE	1080276818	01/20/2015	MERCHANDISE	609-49751-252	57.70
HAGEN BEVERAGE DIST. INC.	271412	02/02/2015	MERCHANDISE	609-49751-252	7,990.10
HAGEN BEVERAGE DIST. INC.	271514	02/10/2015	MERCHANDISE	609-49751-252	514.00
HAGEN BEVERAGE DIST. INC.	271608	02/10/2015	MERCHANDISE	609-49751-252	112.00
HAGEN BEVERAGE DIST. INC.	271624	02/10/2015	MERCHANDISE	609-49751-252	2,317.35

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ARTISAN BEER COMPANY	3013166	01/20/2015	MERCHANDISE	609-49751-252	94.00
ARTISAN BEER COMPANY	301555155	02/02/2015	MERCHANDISE	609-49751-252	47.00
ARTISAN BEER COMPANY	306286	02/02/2015	CREDIT - MERCHANDISE	609-49751-252	-47.00
BEVERAGE WHOLESALERS	535855	02/02/2015	MERCHANDISE	609-49751-252	7,441.31
BEVERAGE WHOLESALERS	536763	02/09/2015	MERCHANDISE	609-49751-252	2,654.55
WIRTZ BEVERAGE MN WINE	1080276817	01/20/2015	MERCHANDISE	609-49751-253	240.00
PHILLIPS WINE & SPIRITS	2728602	01/20/2015	MERCHANDISE	609-49751-253	868.80
JOHNSON BROS.	5071865	01/20/2015	MERCHANDISE	609-49751-253	400.05
JOHNSON BROS.	5071866	01/20/2015	MERCHANDISE	609-49751-253	20.99
JOHNSON BROS.	5076627	01/23/2015	MERCHANDISE	609-49751-253	2,488.55
JOHNSON BROS.	5076628	01/23/2015	MERCHANDISE	609-49751-253	26.00
BEVERAGE WHOLESALERS	535855	02/02/2015	MERCHANDISE	609-49751-253	192.00
WINE MERCHANTS	7014531	01/20/2015	MERCHANDISE	609-49751-253	235.00
PAUSTIS & SONS	8481685-IN	01/12/2015	MERCHANDISE	609-49751-253	1,038.01
COCA-COLA BOTTLING COMP	0448504616	02/02/2015	MERCHANDISE	609-49751-254	292.24
WIRTZ BEVERAGE MN WINE	1080276817	01/20/2015	MERCHANDISE	609-49751-254	143.77
AH HERMEL COMPANY	482903	01/20/2015	MERCHANDISE	609-49751-254	16.81
AH HERMEL COMPANY	482903	01/20/2015	MERCHANDISE	609-49751-256	77.66
HAGEN BEVERAGE DIST. INC.	271624	02/10/2015	MERCHANDISE	609-49751-259	19.55
BEVERAGE WHOLESALERS	535855	02/02/2015	MERCHANDISE	609-49751-259	16.80
BEVERAGE WHOLESALERS	536763	02/09/2015	MERCHANDISE	609-49751-259	16.80
AH HERMEL COMPANY	482903	01/20/2015	MERCHANDISE	609-49751-261	37.79
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	609-49751-321	62.61
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	609-49751-326	90.62
WIRTZ BEVERAGE MN WINE	1080276817	01/20/2015	MERCHANDISE	609-49751-333	53.19
SOUTHERN WINE & SPIRITS O	1243075	01/12/2015	MERCHANDISE	609-49751-333	12.00
SOUTHERN WINE & SPIRITS O	1243076	01/12/2015	MERCHANDISE	609-49751-333	2.00
PHILLIPS WINE & SPIRITS	2728601	01/20/2015	MERCHANDISE	609-49751-333	36.74
PHILLIPS WINE & SPIRITS	2728602	01/20/2015	MERCHANDISE	609-49751-333	21.71
AH HERMEL COMPANY	482903	01/20/2015	MERCHANDISE	609-49751-333	3.95
JOHNSON BROS.	5071864	01/20/2015	MERCHANDISE	609-49751-333	13.64
JOHNSON BROS.	5071865	01/20/2015	MERCHANDISE	609-49751-333	16.70
JOHNSON BROS.	5076626	01/23/2015	MERCHANDISE	609-49751-333	32.01
JOHNSON BROS.	5076627	01/23/2015	MERCHANDISE	609-49751-333	95.19
WINE MERCHANTS	7014531	01/20/2015	MERCHANDISE	609-49751-333	3.34
PAUSTIS & SONS	8481685-IN	01/12/2015	MERCHANDISE	609-49751-333	12.50
CITIZEN PUBLISHING CO	20150202	02/02/2015	ADVERTISING	609-49751-340	290.00
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 LI	609-49751-364	2,457.65
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	609-49751-381	653.71
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	609-49751-382	19.62
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	609-49751-385	26.74
TOSHIBA FINANCIAL SERVICES	268998911	02/04/2015	COPIER LEASE 12/20 - 1/20 CI	609-49751-404	29.45
TOSHIBA FINANCIAL SERVICES	271197071	02/04/2015	COPIER LEASE 1/20 - 2/20 CIT	609-49751-404	29.45
<b>Activity 49751 - Liquor Store Total:</b>					<b>40,083.68</b>
<b>Fund 609 - LIQUOR STORE Total:</b>					<b>50,192.68</b>

**Fund: 614 - TELECOM**

INTERNAL REVENUE SERVICE	20150202	02/02/2015	EXCISE TAX POSTING - JAN 20	614-20201	737.64
MN REVENUE	20150210	02/10/2015	SALES TAX- JAN 2015	614-20202	6,597.00
MN 9-1-1 PROGRAM	20150202	02/02/2015	DEC 911 SERVICE	614-20206	1,015.46
<b>Activity: 49870 - Telecom</b>					<b>8,350.10</b>

WEX BANK	39611396	02/04/2015	CREDIT CARD - TELECOM	614-49870-212	222.44
US BANK	20150204	02/04/2015	PAY PAL	614-49870-217	7.50
EHLERS & ASSOC., INC.	66734	02/10/2015	SERVICE	614-49870-217	500.00
ADARA TECHNOLOGIES INC	AP100223CW-20	02/10/2015	SERVICE	614-49870-217	10,500.00
SCHWALBACH HARDWARE	20150210	02/10/2015	MAINTENANCE - TELECOM	614-49870-227	13.36
DAN OLSEN	20150210	02/10/2015	EXPENSE-	614-49870-227	171.73
NATIONAL CABLE TV COOP	SI-427756	02/10/2015	SUPPLIES-MAINTENANCE	614-49870-227	239.55
NATIONAL CABLE TV COOP	SI-429624	02/10/2015	MAINTENANCE	614-49870-227	4,120.55

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
RUNNING'S SUPPLY	20150211	02/11/2015	MAINTENANCE -	614-49870-241	117.17
SOUTHWEST MN BROADBAN	20150210	02/10/2015	REIMBURSE - OLSEN THIELEN	614-49870-304	990.25
NECA	NECA106158	02/10/2015	SERVICE	614-49870-304	150.00
GOPHER STATE ONE CALL	130895	01/21/2015	LOCATES	614-49870-321	25.00
US BANK	20150204	02/04/2015	ASURION PHONE INSURANCE	614-49870-321	99.00
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	614-49870-321	372.43
CENTURY LINK	20150210	02/10/2015	SERVICE #507-831-1075-104	614-49870-321	72.35
VERIZON WIRELESS	9739199054	02/02/2015	TELEPHONE #486357723-000	614-49870-321	297.50
SOURCE ONE SOLUTIONS, LLC	4716	02/04/2015	UTILITY BILL - SERVICES - POS	614-49870-322	251.16
HP SUDS CLUB, LLC	20150204	02/04/2015	BILLING CONTRACT SERVICE	614-49870-326	1,170.00
SOURCE ONE SOLUTIONS, LLC	4716	02/04/2015	UTILITY BILL - SERVICES	614-49870-326	1,891.29
KDOM RADIO	KDOM0073150135015	02/10/2015	ADVERTISING - WINDOM NET	614-49870-340	299.00
WINDOM QUICK PRINT	20150204	02/02/2015	SUPPLIES	614-49870-350	174.85
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 TE	614-49870-364	8,163.43
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	614-49870-381	1,557.66
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	614-49870-382	17.16
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	614-49870-385	26.74
TOSHIBA FINANCIAL SERVICES	268998911	02/04/2015	COPIER LEASE 12/20 - 1/20 CI	614-49870-404	44.18
TOSHIBA FINANCIAL SERVICES	271197071	02/04/2015	COPIER LEASE 1/20 - 2/20 CIT	614-49870-404	44.18
CENTURY LINK	411220	01/21/2015	DIRECTORY LISTINGS	614-49870-441	174.47
BLUEHIGHWAYS	012-121014	01/28/2015	SUBSCRIBER	614-49870-442	245.15
MLB NETWORK	047312	01/23/2015	SUBSCRIBER	614-49870-442	1,001.68
NATIONAL CABLE TV COOP	15011018	01/30/2015	SUBSCRIBER	614-49870-442	84,731.99
RFD TV	2125-1709	01/28/2015	SUBSCRIBER	614-49870-442	434.94
SHOWTIME NETWORKS INC	9002731-1214	12/31/2014	SUBSCRIBER	614-49870-442	534.99
FOX SPORTS	136851	02/10/2015	SUBSCRIBER	614-49870-442	19,336.54
BTN - BIG TEN NETWORK	139743	02/09/2015	SUBSCRIBER	614-49870-442	4,088.90
UNIVERSAL SERVICE ADMIN C	UBDI0000743546	02/10/2015	SERVICE	614-49870-443	1,260.22
DREAM HOST WEB HOSTING	1473097-2015-01-25-1	02/10/2015	SERVICE THROUGH 2-24-15	614-49870-444	139.00
E-911 - INDEPENDENT EMERG	20150210	02/10/2015	911 SERVICE #0010143	614-49870-445	40.00
SDN COMMUNICATIONS	0640-02-2015	02/10/2015	SERVICE	614-49870-447	2,839.79
JASON HANKE	386946	02/10/2015	SERVICE	614-49870-447	4,168.12
HURRICANE ELECTRIC LLC	9788698-IN	02/10/2015	SERVICE	614-49870-447	4,000.00
WOODSTOCK TELEPHONE CO	10039369	02/10/2015	SERVICE #00017668-1	614-49870-451	205.10
MN REVENUE	20150210	02/10/2015	SALES TAX- JAN 2015	614-49870-460	34.01
SOUTHWEST MN BROADBAN	20150204	02/04/2015	QVC - DEC COMMISSIONS	614-49870-480	134.74
NATIONAL CABLE TV COOP	SI-428618	02/10/2015	SUPPLIES FOR SMBS	614-49870-480	105.90
NATIONAL CABLE TV COOP	SI-428710	02/10/2015	SUPPLIES FOR SMBS	614-49870-480	282.18
<b>Activity 49870 - Telecom Total:</b>					<b>155,296.20</b>
<b>Fund 614 - TELECOM Total:</b>					<b>163,646.30</b>

## Fund: 615 - ARENA

## Activity: 49850 - Arena

HEARTLAND PAPER COMPAN	108122-0	02/02/2015	SUPPLIES	615-49850-211	360.40
SCHWALBACH HARDWARE	20150210	02/10/2015	MAINTENANCE - ARENA	615-49850-211	95.92
RUNNING'S SUPPLY	20150211	02/11/2015	MAINTENANCE -	615-49850-211	8.91
US BANK	20150204	02/04/2015	COUNTRY PRIDE	615-49850-212	224.00
WEX BANK	39611396	02/04/2015	CREDIT CARD - ARENA	615-49850-212	110.77
TOSHIBA FINANCIAL SERVICES	268998911	02/04/2015	COPIER LEASE 12/20 - 1/20 CI	615-49850-217	26.51
TOSHIBA FINANCIAL SERVICES	271197071	02/04/2015	COPIER LEASE 1/20 - 2/20 CIT	615-49850-217	26.51
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	615-49850-321	122.16
VERIZON WIRELESS	9739199054	02/02/2015	TELEPHONE #486357723-000	615-49850-321	47.74
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	615-49850-326	94.82
KDOM RADIO	KDOM0113150135009	02/04/2015	ADVERTISING - ARENA	615-49850-340	82.00
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 AR	615-49850-364	1,692.84
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	615-49850-381	7,073.29
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	615-49850-382	294.99
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	615-49850-385	26.74
SCHWALBACH HARDWARE	20150210	02/10/2015	MAINTENANCE - ARENA	615-49850-402	38.15
R & R SPECIALTIES	0056475-IN	01/20/2015	MAINTENANCE	615-49850-404	539.75
BLUE LINE SHARPENING & SA	157995	01/23/2015	MAINTENANCE	615-49850-404	128.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
E-Z SHARP	158309	01/01/2015	MAINTENANCE	615-49850-404	434.39
RUNNING'S SUPPLY	20150211	02/11/2015	MAINTENANCE -	615-49850-404	8.99
MN REVENUE	20150210	02/10/2015	SALES TAX- JAN 2015	615-49850-460	225.00
				<b>Activity 49850 - Arena Total:</b>	<b>11,661.88</b>
				<b>Fund 615 - ARENA Total:</b>	<b>11,661.88</b>

**Fund: 617 - M/P CENTER**

MN REVENUE	20150210	02/10/2015	SALES TAX- JAN 2015	617-20202	323.14
					<b>323.14</b>

**Activity: 49860 - M/P Center**

US BANK	20150204	02/04/2015	SCHWALBACH	617-49860-211	40.58
COLE PAPERS INC.	9051159	01/20/2015	SUPPLIES	617-49860-211	170.33
WEX BANK	39611396	02/04/2015	CREDIT CARD - MP	617-49860-212	61.01
RIVER BEND LIQUOR	20150204	02/04/2015	MERCHANDISE- PD FROM CO	617-49860-217	3.30
US BANK	20150204	02/04/2015	NORTHERN TOOL	617-49860-217	390.58
RIVER BEND LIQUOR	20150204	02/04/2015	MERCHANDISE- PD FROM CO	617-49860-251	221.35
RIVER BEND LIQUOR	20150204	02/04/2015	MERCHANDISE- PD FROM CO	617-49860-252	129.51
US BANK	20150204	02/04/2015	HY-VEE	617-49860-254	80.86
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	617-49860-321	110.64
VERIZON WIRELESS	9739199054	02/02/2015	TELEPHONE #486357723-000	617-49860-321	28.38
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	617-49860-326	37.95
CITIZEN PUBLISHING CO	20150202	02/02/2015	ADVERTISING	617-49860-340	165.00
LIVEWIRE PRINTING	J0016845	02/02/2015	ADVERTISING	617-49860-340	130.00
KDOM RADIO	KDOM0563150135010	02/04/2015	ADVERTISING - COMM CENTE	617-49860-340	171.50
LEAGUE OF MN CITIES INS TR	28938	02/02/2015	INS-WORKERS COMP 2015 M	617-49860-364	1,250.39
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	617-49860-381	1,071.84
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	617-49860-382	45.25
ELECTRIC FUND	20150210	02/10/2015	MONTHLY UTILITY & TELECO	617-49860-385	55.83
US BANK	20150204	02/04/2015	SCHWALBACH	617-49860-402	14.95
US BANK	20150204	02/04/2015	SCHWALBACH	617-49860-404	13.88
TOSHIBA FINANCIAL SERVICES	268998911	02/04/2015	COPIER LEASE 12/20 - 1/20 CI	617-49860-404	14.73
TOSHIBA FINANCIAL SERVICES	268998911	02/04/2015	COPIER LEASE 12/20 - 1/20 C	617-49860-404	60.00
TOSHIBA FINANCIAL SERVICES	271197071	02/04/2015	COPIER LEASE - COMM CENTE	617-49860-404	60.00
TOSHIBA FINANCIAL SERVICES	271197071	02/04/2015	COPIER LEASE 1/20 - 2/20 CIT	617-49860-404	14.73
TOWN 'N COUNTRY	6468	02/10/2015	SERVICE-MAINTENANCE	617-49860-404	179.99
ELECTRIC FUND	20150204	02/04/2015	EXPENSE-MAINTENANCE	617-49860-409	10.90
MN REVENUE	20150210	02/10/2015	SALES TAX- JAN 2015	617-49860-460	122.86
US BANK	20150204	02/04/2015	NORTHERN TOOL-TO BE REFU	617-49860-480	42.20
				<b>Activity 49860 - M/P Center Total:</b>	<b>4,698.54</b>
				<b>Fund 617 - M/P CENTER Total:</b>	<b>5,021.68</b>

**Fund: 700 - PAYROLL**

Internal Revenue Service-Payr	INV0000468	02/06/2015	Federal Tax Withholding	700-21701	10,917.44
Minnesota Department of Re	INV0000467	02/06/2015	State Withholding	700-21702	4,431.73
Internal Revenue Service-Payr	INV0000469	02/06/2015	Social Security	700-21703	11,829.74
MN Pera	INV0000460	02/06/2015	PERA	700-21704	12,779.01
MN Pera	INV0000461	02/06/2015	PERA	700-21704	5,428.57
MN Pera	INV0000462	02/06/2015	PERA	700-21704	953.36
Minnesota State Deferred	INV0000463	02/06/2015	Deferred Compensation	700-21705	4,260.00
Minnesota State Deferred	INV0000464	02/06/2015	Deferred Roth	700-21705	750.00
BLUE CROSS/BLUE SHIELD	20150204	02/04/2015	PREMIUM- MARCH 2015	700-21706	34,988.50
COLLECTION SERVICES CENTE	20150202	02/02/2015	#CDDM013726	700-21709	930.23
MN Child Support Payment C	INV0000465	02/06/2015	Child Support Payment	700-21709	407.47
Internal Revenue Service-Payr	INV0000466	02/06/2015	Medicare Withholding	700-21711	3,351.44
SELECTACCOUNT	20150204	02/04/2015	FLEX SPENDING	700-21712	1,312.27
SELECTACCOUNT	20150210	02/10/2015	FLEX SPENDING	700-21712	2,606.91
COLONIAL LIFE INSURANCE	8182644-0212106	02/04/2015	BCN E8182644 INSURANCE	700-21714	8.82

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<b>Vendor Name</b>	<b>Payable Number</b>	<b>Post Date</b>	<b>Description (Item)</b>	<b>Account Number</b>	<b>Amount</b>
MII LIFE	20150210	02/10/2015	VEBA	700-21720	10,203.21
					<u>105,158.70</u>
				<b>Fund 700 - PAYROLL Total:</b>	<b>105,158.70</b>
				<b>Grand Total:</b>	<b><u>671,688.73</u></b>

## Report Summary

## Fund Summary

Fund	Payment Amount
100 - GENERAL	62,845.86
211 - LIBRARY	2,368.36
225 - AIRPORT	9,893.09
230 - POOL	1,358.80
235 - AMBULANCE	10,631.06
250 - EDA GENERAL	5,262.09
254 - NORTH IND PARK	888.65
262 - TIF 1-2 PAMIDA	715.80
601 - WATER	23,884.25
602 - SEWER	156,045.82
604 - ELECTRIC	62,113.71
609 - LIQUOR STORE	50,192.68
614 - TELECOM	163,646.30
615 - ARENA	11,661.88
617 - M/P CENTER	5,021.68
700 - PAYROLL	105,158.70
<b>Grand Total:</b>	<b>671,688.73</b>

## Account Summary

Account Number	Account Name	Payment Amount
100-11500	Accounts Receivable	44.23
100-20202	Sales Tax Payable	23.21
100-41110-200	Office Supplies	150.00
100-41110-331	Travel Expense	427.22
100-41110-334	Meals/Lodging	216.22
100-41110-350	Printing & Design	616.50
100-41110-365	Insurance - Misc	69.95
100-41310-200	Office Supplies	154.87
100-41310-217	Other Operating Supplie	58.90
100-41310-301	Auditing & Consulting Se	2,000.00
100-41310-308	Training & Registrations	20.00
100-41310-321	Telephone	190.72
100-41310-326	Data Processing	493.43
100-41310-331	Travel Expense	184.05
100-41310-364	Insurance - Worker's Co	1,694.05
100-41310-480	Other Miscellaneous	351.50
100-41910-200	Office Supplies	204.19
100-41910-212	Motor Fuels	56.06
100-41910-321	Telephone	68.49
100-41910-364	Insurance - Worker's Co	363.01
100-41910-480	Other Miscellaneous	60.00
100-41940-211	Cleaning Supplies	24.17
100-41940-381	Electric Utility	518.14
100-41940-382	Water Utility	56.22
100-41940-385	Sewer Utility	80.22
100-41940-406	Repairs & Maint - Groun	1,000.20
100-42120-200	Office Supplies	38.50
100-42120-212	Motor Fuels	921.85
100-42120-321	Telephone	284.40
100-42120-323	Radio Units	165.00
100-42120-340	Advertising & Promotion	150.00
100-42120-364	Insurance - Worker's Co	10,899.71
100-42120-404	Repairs & Maint - M&E	3,649.75
100-42120-419	Vehicle Lease	1,700.10
100-42120-480	Other Miscellaneous	351.50
100-42220-212	Motor Fuels	33.59
100-42220-217	Other Operating Supplie	0.79

## Account Summary

Account Number	Account Name	Payment Amount
100-42220-308	Training & Registrations	196.00
100-42220-321	Telephone	27.67
100-42220-331	Travel Expense	434.55
100-42220-334	Meals/Lodging	17.40
100-42220-364	Insurance - Worker's Co	6,539.94
100-42220-404	Repairs & Maint - M&E	293.25
100-42220-435	Books and Pamphlets	217.00
100-42500-308	Training & Registrations	15.00
100-42500-381	Electric Utility	11.10
100-42700-300	Charges for Services	92.00
100-43100-200	Office Supplies	41.97
100-43100-211	Cleaning Supplies	14.99
100-43100-212	Motor Fuels	2,294.65
100-43100-217	Other Operating Supplie	182.50
100-43100-241	Small Tools	229.99
100-43100-321	Telephone	128.91
100-43100-364	Insurance - Worker's Co	11,178.35
100-43100-381	Electric Utility	3,228.82
100-43100-382	Water Utility	19.54
100-43100-385	Sewer Utility	26.74
100-43100-404	Repairs & Maint - M&E	3,730.81
100-43100-407	Repairs & Maint - Seal C	2,141.25
100-43100-480	Other Miscellaneous	1,038.50
100-45120-217	Other Operating Supplie	29.46
100-45202-364	Insurance - Worker's Co	2,524.11
100-45202-381	Electric Utility	67.45
100-45202-382	Water Utility	74.70
100-45202-385	Sewer Utility	106.96
100-45202-402	Repairs & Maint - Struct	158.26
100-45202-404	Repairs & Maint - M&E	16.49
100-45202-405	Repairs & Maint - Vehicl	356.58
100-45202-409	Repairs & Maint - Utilitie	90.18
211-45501-200	Office Supplies	118.20
211-45501-211	Cleaning Supplies	12.99
211-45501-217	Other Operating Supplie	14.72
211-45501-321	Telephone	25.66
211-45501-326	Data Processing	42.95
211-45501-364	Insurance - Worker's Co	726.02
211-45501-381	Electric Utility	214.21
211-45501-382	Water Utility	19.20
211-45501-385	Sewer Utility	26.74
211-45501-402	Repairs & Maint - Struct	720.00
211-45501-433	Dues & Subscriptions	62.94
211-45501-435	Books and Pamphlets	384.73
225-45127-200	Office Supplies	44.08
225-45127-211	Cleaning Supplies	21.97
225-45127-264	Merchandise For Resale	7,971.78
225-45127-365	Insurance - Misc	230.84
225-45127-381	Electric Utility	815.41
225-45127-409	Repairs & Maint - Utilitie	292.80
225-49950-500	Capital Outlay	516.21
230-45124-217	Other Operating Supplie	14.72
230-45124-364	Insurance - Worker's Co	1,331.42
230-45124-381	Electric Utility	6.66
230-45124-460	Miscellaneous Taxes	6.00
235-34205	Ambulance Revenues -	62.03
235-42153-212	Motor Fuels	1,060.54
235-42153-217	Other Operating Supplie	2,601.10

## Account Summary

Account Number	Account Name	Payment Amount
235-42153-218	Uniforms	21.00
235-42153-312	Nursing	858.16
235-42153-321	Telephone	90.00
235-42153-327	Interpretation Fees	34.00
235-42153-334	Meals/Lodging	435.78
235-42153-364	Insurance - Worker's Co	5,220.18
235-42153-405	Repairs & Maint - Vehicl	248.27
250-23900	Notes Payable - Noncurr	859.31
250-46520-200	Office Supplies	66.21
250-46520-321	Telephone	102.32
250-46520-340	Advertising & Promotion	222.80
250-46520-350	Printing & Design	79.50
250-46520-364	Insurance - Worker's Co	363.01
250-46520-381	Electric Utility	58.76
250-46520-480	Other Miscellaneous	60.00
250-49980-602	Other Long-Term Obliga	2,022.04
250-49980-612	Other Interest	1,428.14
254-46520-381	Electric Utility	138.65
254-46520-480	Other Miscellaneous	750.00
262-46530-303	Engineering and Surveyi	715.80
601-14200	Inventory	101.20
601-16400	Machinery & Equipment	4,297.30
601-37199	Water Other Income	-148.21
601-49400-212	Motor Fuels	131.98
601-49400-217	Other Operating Supplie	23.97
601-49400-310	Lab Testing	56.25
601-49400-321	Telephone	123.25
601-49400-322	Postage	251.15
601-49400-326	Data Processing	2,034.59
601-49400-364	Insurance - Worker's Co	3,825.21
601-49400-381	Electric Utility	4,131.97
601-49400-382	Water Utility	15.52
601-49400-385	Sewer Utility	26.74
601-49400-386	Landfill	140.00
601-49400-404	Repairs & Maint - M&E	191.33
601-49980-611	Bond Interest	8,682.00
602-29101	Bond Payable - Noncurr	123,145.80
602-49450-200	Office Supplies	92.91
602-49450-212	Motor Fuels	262.15
602-49450-217	Other Operating Supplie	7.50
602-49450-241	Small Tools	338.94
602-49450-308	Training & Registrations	60.00
602-49450-310	Lab Testing	1,095.40
602-49450-321	Telephone	223.58
602-49450-322	Postage	251.15
602-49450-326	Data Processing	2,072.54
602-49450-364	Insurance - Worker's Co	5,525.63
602-49450-381	Electric Utility	15,917.71
602-49450-382	Water Utility	279.93
602-49450-404	Repairs & Maint - M&E	3,061.23
602-49450-480	Other Miscellaneous	351.50
602-49980-611	Bond Interest	3,359.85
604-16400	Machinery & Equipment	20,032.18
604-20202	Sales Tax Payable	17,873.00
604-22000	Prepayments	725.00
604-49550-200	Office Supplies	332.91
604-49550-212	Motor Fuels	484.70
604-49550-217	Other Operating Supplie	7.50

## Account Summary

Account Number	Account Name	Payment Amount
604-49550-218	Uniforms	228.10
604-49550-241	Small Tools	19.31
604-49550-321	Telephone	305.63
604-49550-322	Postage	251.15
604-49550-326	Data Processing	3,049.84
604-49550-364	Insurance - Worker's Co	10,204.26
604-49550-381	Electric Utility	186.80
604-49550-382	Water Utility	20.85
604-49550-385	Sewer Utility	26.74
604-49550-404	Repairs & Maint - M&E	1,199.00
604-49550-405	Repairs & Maint - Vehicl	115.73
604-49550-406	Repairs & Maint - Groun	338.50
604-49550-450	Conservation	4,440.23
604-49550-460	Miscellaneous Taxes	133.78
604-49550-480	Other Miscellaneous	938.50
604-49550-491	Payments to Other Orga	1,200.00
609-20202	Sales Tax Payable	10,109.00
609-49751-217	Other Operating Supplie	10.57
609-49751-251	Liquor	8,798.46
609-49751-252	Beer	21,181.01
609-49751-253	Wine	5,509.40
609-49751-254	Soft Drinks & Mix	452.82
609-49751-256	Tobacco Products	77.66
609-49751-259	Non- Alcoholic	53.15
609-49751-261	Other Merchandise	37.79
609-49751-321	Telephone	62.61
609-49751-326	Data Processing	90.62
609-49751-333	Freight and Express	302.97
609-49751-340	Advertising & Promotion	290.00
609-49751-364	Insurance - Worker's Co	2,457.65
609-49751-381	Electric Utility	653.71
609-49751-382	Water Utility	19.62
609-49751-385	Sewer Utility	26.74
609-49751-404	Repairs & Maint - M&E	58.90
614-20201	Excise Tax Payable	737.64
614-20202	Sales Tax Payable	6,597.00
614-20206	911 TAP & TACIP Fees Cl	1,015.46
614-49870-212	Motor Fuels	222.44
614-49870-217	Other Operating Supplie	11,007.50
614-49870-227	Utility System Maint Sup	4,545.19
614-49870-241	Small Tools	117.17
614-49870-304	Legal Fees	1,140.25
614-49870-321	Telephone	866.28
614-49870-322	Postage	251.16
614-49870-326	Data Processing	3,061.29
614-49870-340	Advertising & Promotion	299.00
614-49870-350	Printing & Design	174.85
614-49870-364	Insurance - Worker's Co	8,163.43
614-49870-381	Electric Utility	1,557.66
614-49870-382	Water Utility	17.16
614-49870-385	Sewer Utility	26.74
614-49870-404	Repairs & Maint - M&E	88.36
614-49870-441	Transmission Fees	174.47
614-49870-442	Subscriber Fees	110,374.19
614-49870-443	Intergovernmental Fees	1,260.22
614-49870-444	License Fees	139.00
614-49870-445	Switch Fees	40.00
614-49870-447	Internet Expense	11,007.91

**Account Summary**

Account Number	Account Name	Payment Amount
614-49870-451	Call Completion	205.10
614-49870-460	Miscellaneous Taxes	34.01
614-49870-480	Other Miscellaneous	522.82
615-49850-211	Cleaning Supplies	465.23
615-49850-212	Motor Fuels	334.77
615-49850-217	Other Operating Supplie	53.02
615-49850-321	Telephone	169.90
615-49850-326	Data Processing	94.82
615-49850-340	Advertising & Promotion	82.00
615-49850-364	Insurance - Worker's Co	1,692.84
615-49850-381	Electric Utility	7,073.29
615-49850-382	Water Utility	294.99
615-49850-385	Sewer Utility	26.74
615-49850-402	Repairs & Maint - Struct	38.15
615-49850-404	Repairs & Maint - M&E	1,111.13
615-49850-460	Miscellaneous Taxes	225.00
617-20202	Sales Tax Payable	323.14
617-49860-211	Cleaning Supplies	210.91
617-49860-212	Motor Fuels	61.01
617-49860-217	Other Operating Supplie	393.88
617-49860-251	Liquor	221.35
617-49860-252	Beer	129.51
617-49860-254	Soft Drinks & Mix	80.86
617-49860-321	Telephone	139.02
617-49860-326	Data Processing	37.95
617-49860-340	Advertising & Promotion	466.50
617-49860-364	Insurance - Worker's Co	1,250.39
617-49860-381	Electric Utility	1,071.84
617-49860-382	Water Utility	45.25
617-49860-385	Sewer Utility	55.83
617-49860-402	Repairs & Maint - Struct	14.95
617-49860-404	Repairs & Maint - M&E	343.33
617-49860-409	Repairs & Maint - Utilitie	10.90
617-49860-460	Miscellaneous Taxes	122.86
617-49860-480	Other Miscellaneous	42.20
700-21701	Federal Withholding	10,917.44
700-21702	State Withholding	4,431.73
700-21703	FICA Tax Withholding	11,829.74
700-21704	PERA Contributions	19,160.94
700-21705	Retirement	5,010.00
700-21706	Medical Insurance	34,988.50
700-21709	Wage Levy	1,337.70
700-21711	Medicare Tax Withholdi	3,351.44
700-21712	Flex Account	3,919.18
700-21714	Individual Insurance-Col	8.82
700-21720	VEBA Contributions	10,203.21
	<b>Grand Total:</b>	<b>671,688.73</b>

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**Project Account Summary**

Project Account Key	Payment Amount
**None**	536,501.08
1994WWTPInt	3,359.85
1994WWTPPrin	123,145.80
1999WaFillnt	4,079.10
1999WaTowlnt	4,602.90
	<b>Grand Total:</b>
	<b>671,688.73</b>